



## **STAFF REPORT: 2025 Workforce Housing Study Implementation Plan**

### **BOARD ACTION:**

By Motion:

The Board of Directors approves the 2025 Workforce Housing Implementation Plan as presented in Exhibit A.

### **BACKGROUND:**

During the Regular Board of Directors meeting on November 22, 2024, the Board of Directors instructed staff to develop a refined and focused 2025 Workforce Housing Implementation Plan (Exhibit A) to be presented for consideration. This updated plan will integrate elements from the Draft 4-Year Implementation Plan (Exhibit B), as well as findings from the Workforce Housing Study (“Study”) (Exhibit C) completed by Economic Planning Systems (“EPS”) in June 2024. The revised implementation plan details 2025 actions for the Board of Directors to review and consider for approval.

The accepted EPS Study stated:

*“Attracting and retaining an effective and dynamic workforce is a key goal in TDA’s most recent 5-Year Strategic Plan, which coordinates the Association’s efforts through 2026 to cultivate a vibrant mountain community with well-maintained facilities and recreational programming. Embedded in that goal is planning for affordable and available workforce housing”*

To achieve this goal, the EPS Study presented several options ranked by cost, impact, and timing. These options range from maintaining the master lease program to constructing large-scale dormitory-style housing. While the four-year implementation plan includes most of these options, this report will focus on three recommendations for staff to implement in 2025.

### **DISCUSSION/ANALYSIS:**

The master lease program has successfully provided up to 85 beds during the peak winter season, primarily for seasonal J-1 international student employees. This program includes various housing options in Tahoe Donner, ranging from multi-unit complexes to single-occupancy units near the downhill ski area and single-family residential homes.

The Housing Team manages the program internally and focuses on several key tasks. These include outreach to property owners to secure housing, preparing lease agreements, and managing utility contracts for each property. The team also furnishes and equips each property with the necessary furniture and supplies. Additionally, they provide each property with manuals that outline rules, safety protocols, and TDA covenant regulations. They oversee property management, addressing regular maintenance issues, snow removal, and ensuring general cleanliness.



Although this arrangement has successfully provided housing for employees, it has also resulted in uncertainty regarding availability and finances. Housing that was once accessible is often unavailable, forcing staff to continually search for accommodation for both summer and winter seasonal employees. Additionally, market rates are frequently adjusted, leading to price increases from year to year.

The Chalet House was acquired by Tahoe Donner in January 1995 for \$100,000 as part of a settlement related to an underground fuel storage tank at the Tahoe Donner maintenance yard. The site was successfully remediated, and no current environmental hazards are associated with the diesel spill. However, the house has limited capacity and was built unconventionally. It is in a neighborhood with a high number of year-round residents. Moreover, using the Chalet House for employee housing poses challenges due to its location—not being situated on a main road and not within walking distance of Tahoe Donner amenities for work or personal use.

Staff recommend the following for completion in 2025.

1. Continuing the master lease program and TDA management of the TDA-owned Chalet House.
2. Cost-benefit analysis and risk assessment to include
  - a. Multi-residential unit property lease and or purchase
  - b. Continuation of the master lease program
  - c. Renovation/new construction at the Chalet House
  - d. New construction on Tahoe Donner-owned property
3. Pending cost-benefit analysis results
  - a. Consider selling the Chalet House, located at 11884 Chalet Road
  - b. Lease/purchase an appropriate apartment or condominium multi-residential unit with sufficient space for 24 or more beds

The 2025 Workforce Housing Implementation Plan (“Workforce Housing IMP”) outlines the necessary strategies, objectives, and tasks to be completed in 2025. Staff is actively working on many identified tasks, taking advantage of opportunities as they arise, and ensuring that the Association remains focused on this critical initiative. Future feedback, discussions, and action items from the board, as well as the execution of the plan, are incorporated into the work plan.

**OUTREACH:**

Board of Directors meetings February 24, 2023, May 26, 2023, October 27, 2023, April 26, 2024, May 24, 2024, November 22, 2024



**FISCAL IMPACT:**

The 10-Year Capital Improvements Plan includes the Workforce Housing Feasibility Study/Project funds from 2025 to 2029. The funding schedule includes the estimated expenses mentioned in the 2025 Workforce Housing IMP.

**RECOMMENDATION:**

The recommended Board action is as follows:

By Motion:

The Board of Directors approves the 2025 Workforce Housing Implementation Plan as presented in Exhibit A.

Alternative(s) the Board may consider:

1. Providing feedback or requesting additional information from staff for the Board to consider at a future board meeting.
2. Choose to reject the Work Plan.
3. Provide other direction on this initiative.

**ATTACHMENTS:**

Exhibit A: 2025 Workforce Housing Implementation Plan – Draft 01.17.25

Exhibit B: Workforce Housing 4-Year Work Plan – Draft 11.15.24

Exhibit C: Tahoe Donner Workforce Housing Study Report dated June 2024

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Staff Report Prepared By: Sydney Stokes, Administrative Services Manager

Reviewed By: Jason Hajduk-Dorworth, Director of Administrative Services

Reviewed By: Jon Mitchell, Director of Capital Projects and Facilities

Reviewed By: Annie Rosenfeld, General Manager

Board of Directors Meeting: Friday, January 24, 2025