



# County of El Dorado

2850 Fairlane Court,  
Building C  
Placerville, California  
530-621-5595

## Minutes - Final Affordable Housing Task Force

*Members:*  
*Vance Jarrard*  
*Meea Kang*  
*Sean MacDiarmid*  
*Bill Roby*  
*Chris Westlake*

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Wednesday, October 16, 2024

1:00 PM

<https://us06web.zoom.us/j/89126201176>

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2850 Fairlane Ct, Building C, Lobby Conference Room

**PUBLIC PARTICIPATION INSTRUCTIONS:** The meeting room will be open to the public. The meeting will be live-streamed via Zoom. By participating in this meeting, you acknowledge that you are being recorded.

Members of the public may address the Task Force in-person or via Zoom to make a public comment. The public should call into 530-621-7603 or 530-621-7610. The Meeting ID is 891 2620 1176. Please note you will not be able to join the live-stream until the posted meeting start time.

To observe the live stream of the meeting go to <https://us06web.zoom.us/j/89126201176>.

If you are joining the meeting via zoom and wish to make a comment on an item, press the "raise a hand" button. If you are joining the meeting by phone, press \*9 to indicate a desire to make a comment. Speakers will be limited to 3 minutes.

Although the County strives to offer remote participation, be advised that remote Zoom participation is provided for convenience only. In the event of a technological malfunction, the only assurance of live comments being received by the Task Force is to attend in person. Except for a noticed teleconference meeting, the Task Force reserves the right to conduct the meeting without remote access if there is a malfunction.

If you choose not to observe the meeting but wish to make a comment on a specific agenda item, please submit your comment in writing. You are encouraged to submit your comment in writing by 4:00 PM on the (insert day before) before the meeting to ensure the Task Force has adequate time to review. Please submit your comment to the Clerk of the Board at [edc.cob@edcgov.us](mailto:edc.cob@edcgov.us). Your comment will be placed into the record and forwarded to Task Force members.

**PROTOCOLS FOR PUBLIC COMMENT**

Public comment will be received at designated periods as called by the Task Force Chair.

Individuals will have three minutes to address the Task Force. Except with the consent of the Task Force, individuals shall be allowed to speak to an item only once.

Individual Task Force members may ask clarifying questions but will not engage in substantive dialogue with persons providing input to the Task Force.

If a person providing input to the Task Force creates a disruption by refusing to follow Task Force guidelines, the Task Force Chair may take the following actions:

**Step 1.** Request the person adhere to Task Force guidelines. If the person refuses, the Task Force Chair may turn off the speaker’s microphone.

**Step 2.** If the disruption continues, the Task Force Chair may order a recess of the meeting.

**Step 3.** If the disruption continues, the Task Force Chair may order the removal of the person from the meeting.

**CALL TO ORDER**

Meeting called to order at 1:03 P.M.

**ROLL CALL**

**Present:** 5 - Jarrard, Kang, MacDiarmid, Roby and Westlake

**ADOPTION OF THE AGENDA AND APPROVAL OF CONSENT CALENDAR**

*Public Comment: None*

**A motion was made by Member Westlake, seconded by Member Jarrard, to adopt the Agenda**

**Yes:** 5 - Jarrard, Kang, MacDiarmid, Roby and Westlake

**CONSENT CALENDAR**

**END OF CONSENT CALENDAR**

**AGENDA ITEMS**

- 1. [24-1725](#) Welcome and Introductions of Staff and appointed Task Force Members

*Public Comment: J. Fuquay, F. Porter*

**Members and staff introduced themselves. No action taken.**

- 2. [24-1726](#) Election of Chair, Vice-Chair, and Secretary

*Public Comment: None*

**A motion was made by Member Westlake, seconded by Member Jarrard, that Member Westlake be appointed as Chair.**

**A motion was made by Member MacDiarmid, seconded by Member Jarrard, that Member MacDiarmid be appointed as Vice Chair.**

**Economic Development Manager Chris Perry noted that staff will serve as Secretary.**

**Yes:** 5 - Jarrard, Kang, MacDiarmid, Roby and Westlake

- 3. [24-1727](#) Review of Affordable Housing Task Force Purpose Adopted by the Board of Supervisors

*Public Comment: F. Porter, no name given, J. Fuquay, T. Bladen*

**Economic Development Manager Chris Perry gave a brief history of the forming of the Affordable Housing Task Force and its purpose as outlined in Resolution No. 046-2024, and Legistar File #24-0411.**

- 4. [24-1728](#) Discussion on Proposed Future Meeting Schedule

- 1. Proposed Meeting Schedule
- 2. Recommended Action: Receive and Accept Schedule

*Public Comment: None*

**A motion was made by Member Roby, seconded by Member MacDiarmid, that the Affordable Housing Task Force meet the 3rd Wednesday of every month at 10 a.m through April 2025, with the option to schedule special meetings as needed.**

**Yes:** 5 - Jarrard, Kang, MacDiarmid, Roby and Westlake

- 5. [24-1729](#) Receive Staff Updates on Affordable Housing Activities

*Public Comment: None*

**Economic Development Manager Chris Perry provided a brief update:**

- 1. **On November 14, the Sacramento Area Council of Government (SACOG) Engage, Empower, Implement (EEI) grant recipients will be announced.**

6. [24-1730](#) Housing Inc. Report on Housing Activities

*Public Comment: F. Porter*

**Economic Development: Affordable Housing Unit, Jennifer Morris gave a presentation on the County's Affordable Housing Program. Subsequent discussion led to scheduling a special study session meeting on November 14 at 2 p.m. to cover a more in-depth history and status update from Jennifer Morris, Affordable Housing Consultant Teresa Martinez Gonzales, and Planning Manager Ande Flower.**

**UPDATED ROLL CALL**

**Member Kang left at approximately 2:00 P.M.**

**Present:** 4 - Jarrard, MacDiarmid, Roby and Westlake

**Absent:** 1 - Kang

**OPEN FORUM**

**Open Forum is an opportunity for members of the public to address the Task Force on subject matter that is not on their meeting agenda and within their jurisdiction. Public comments during Open Forum are limited to three minutes per person. The Task Force Chair may limit public comment during Open Forum.**

*Public Comment: None*

**NEXT MEETING: NOV. 14 AT 2 P.M.**

**ADJOURNED AT 2:26 P.M.**