



Tahoe Forest Hospital District / Town of Truckee

MEMORANDUM OF AGREEMENT

DRAFT

This is a Memorandum of Understanding between the Town of Truckee and Tahoe Forest Hospital District (TFHD). This Memorandum of Understanding sets forth the working relationship of these organizations including their roles and responsibilities.

It is in the community's best interest for the Town of Truckee and Tahoe Forest Hospital District to work collaboratively. Furthermore, it is of significant benefit for the parties to work in an efficient manner and ensure planning alignment. Henceforth, the parties agree to the following:

1. Not waiving more expeditious review required by law or the Town processes, the Town will provide communications within 60 days of a submittal or application. If community outreach is necessary it will be communicated in the response provided by the Town.
2. Town and TFHD staff will hold semi-annual meetings in an effort to ensure the Town and TFHD alignment regarding TFHD applications and submittals. Each meeting will be summarized and reported back to the TFHD Board and Town Council in their respective following meetings, with each party's staff reporting to its own governing body.
3. The Town will provide TFHD with a description of the general approach the Town will take regarding community outreach for a particular submittal or application (subject to revision as community interest or other circumstances warrant), concurrently with the Town's initial response to the submittal or application. Survey's and polls will be considered community input if reviewed and developed in coordination with both TFHD and Town.
4. The Town and TFHD will hold meetings once per month with two TFHD Board members and two Town Council members present, to support TFHD's efforts to develop or amend a transportation and parking plan for TFHD in August, September and October. After October 2023 we will agree to meet as needed.
5. TFHD agrees to retain the services of a professional planning consultant for development and submittal of parking structure application to the Town.
6. Town will endeavor to have an application reviewed by the initial review authority at 120 days of completed application, absent material changes. If not feasible, an explanation will be provided.

7. Town will assist in evaluating alternative equivalent housing proposals for any proposed development projects.
8. The Town will count the net number of new housing units constructed on Lake Street (i.e. new units minus the number of existing units demolished) toward TFHD's workforce housing obligations, even if other TFHD projects have not yet triggered the need for TFHD to provide workforce housing at the time the new units are constructed.
9. The Town will consider requests for Town Council discussions of TFHD projects, in addition to the semi-annual updates provided under paragraph 2 of this MOU. TFHD Board members and staff can approach Town Council members and staff at any time to request meetings and/or Town Council discussions, with the caveat that Council meeting agendas are set by the Town Manager, who has the discretion to determine what and when items are agendaized.
10. The intent of the parties is to work collaboratively for the benefit of the community. Each party, and their respective officials and employees and will refrain from publicly disparaging the other party.
11. Effective upon execution and shall remain in effect for two years and will be renewed annually thereafter unless terminated with 90 days notice to either party.

Signature:	Signature:
Date:	Date:
Printed Name: Harry Weis	Printed Name: Jen Callaway
Title: President & CEO, TFHD	Title: Town Manager, Town of Truckee