

MINUTES OF THE REGULAR MEETING
HOUSING AUTHORITY OF THE CITY OF RENO
BOARD OF COMMISSIONERS
April 26, 2022

The regular meeting of the Board of Commissioners of the Housing Authority of the City of Reno (Agency) was called to order by Chairman Sullivan at 12:03 pm on Tuesday, April 26, 2022 in the Agency's Boardroom.

Commissioners Present

Mark Sullivan, Chairman
Dave Aiazzi, Vice Chairman
Oscar Delgado **via Phone**
Mayor Hillary Schieve **via Phone**

Commissioners Absent

Staff Present

Heidi McKendree, Interim Executive Director
Pete Cladianos, III, Legal Counsel
Chuck Zeh Esq., Legal Counsel-**present at 12:09pm**
Darrell Playford, Acting Director of Development
Linda Long, Director of Administration
Darren Squillante, Director of Human Resources
Samantha Arellano Information Technology Manager
Shanika Bumphurs, Director of Asset Management
Cori Fisher, Director of Resident Services
Jamie Newfelt, Director of Rental Assistance
Kim Anhalt, Moving to Work Coordinator
April Conway, Public Information Officer
Lindsay Dobson, Executive Administrative Assistant

Staff Absent

Others Present

Peter Ott – Bristlecone Recovery Center
Aodhan Downey – Carrara Nevada
Farrah Downey – JFD Realty Consulting
Ryan Downey – JFD Realty Consulting

There being a quorum present, the order of business was as follows:

- **Call to order and roll call.**
- **Receive introduction of guests.**

None.

Public Comment. Public comment, if any, must be limited to any item on the agenda which is listed as an item for action by the Board. Comment from the public is limited to three minutes per person, under these items.

There was no public comment.

➤ **Approval of agenda (For Possible Action)**

Interim Executive Director McKendree requested agenda item seven be changed to discussion only with no action. Vice Chairman Aiazzi moved to approve the agenda as amended. Commissioner Delgado seconded the motion. Hearing no further discussion, Chairman Sullivan called for the question. The vote was all ayes, no nays. Chairman Sullivan declared the motion carried and the agenda approved.

1. Presentation by Peter Ott, Executive Director of Bristlecone Family Services (10 minutes). (Discussion)

Peter Ott is the Executive Director of Bristlecone Family Services. Mr. Ott was referred to RHA by Mayor Schieve as he is looking to acquire four properties to either renovate or repurpose for the use of bridge housing. Mr. Ott would like to find four single family homes that can be remodeled to have two residents per room where they can stay while they find work and reintegrate into society until they find permanent housing.

2. Approval of the minutes of the closed session Board meetings held February 11, 2022, February 18, 2022, and February 25, 2022, and the minutes of the regular Board meeting held March 4, 2022, the minutes of the special Board meeting held March 11, 2022, and the minutes of the regular Board meeting held March 22, 2022. (For Possible Action)

Vice Chairman Aiazzi moved to approve the minutes. Commissioner Delgado seconded the motion. Hearing no further discussion, Chairman Sullivan called for the question. The vote was all ayes, no nays. Chairman Sullivan declared the motion carried and the minutes approved.

3. Consent Agenda. (All consent items may be approved together with a single motion, be taken out of order, and/or be heard and discussed individually. Items will be removed and considered separately at the request of the public or Board member.)

- a) Consider adoption of Resolution 22-04-01 RH authorizing Interim Executive Director Heidi McKendree to modify the agency's current mission statement. (For Possible Action)
- b) Consider adoption of Resolution 22-04-02 RH approving changes made to the agency's organizational plan/staffing chart. (For Possible Action)
- c) Consider adoption of Resolution 22-04-03 RH approving to assign five Project Based Vouchers (PBV) to RHA owned single family homes as part of the Moving to Work Mobility Program. (For Possible Action)

Commissioner Schieve moved to approve consent agenda. Vice Chairman Aiazzi seconded the motion. Hearing no further discussion, Chairman Sullivan called for the question. The vote was all ayes, no nays. Chairman Sullivan declared the motion carried and the consent agenda approved.

4. Receive Commissioner's Reports regarding routine matters not otherwise requiring separate consideration. (Discussion)

There were no commissioner reports.

5. Receive regular Financial Reports for the current period. (Discussion)

**ENTITY-WIDE FINANCIAL REPORT
FOR THE 8 MONTHS ENDED MARCH 31, 2022**

PUBLIC HOUSING

	Actual	Budget	Variance Favorable (Unfavorable)
Revenue	3,409,034	3,448,178	(39,144)
Expenditures	3,658,121	3,608,483	(49,638)
Net Surplus (deficit)	(249,087)	(160,305)	(88,782)

Maintenance contract costs have increased.
Increased dump costs contribute to the unfavorable variance.

HOUSING CHOICE VOUCHER (RENTAL ASSISTANCE and MTW)

	Actual	Budget	Variance Favorable (Unfavorable)
HAP Revenue	29,071,727	29,599,703	(527,976)
HAP Payments to Landlords	28,725,376	29,081,191	355,815
Fee & Other Revenue	2,334,624	2,551,619	(216,994)
Expenditures	2,457,451	2,697,532	240,082
Net Surplus (deficit)	223,525	372,598	(149,074)

Revenue is higher and being driven by CHAP. CHAP expenses are also higher.

Neighborhood Stabilization Program (NSP)

	Actual	Budget	Variance Favorable (Unfavorable)
Revenue	850,429	841,295	9,134
Expenditures	487,427	519,295	31,868
Restricted Surplus (deficit)	363,002	332,000	41,002

Business Activities

	Actual	Budget	Variance Favorable (Unfavorable)
Revenue	2,164,403	2,149,088	15,315
Expenditures	1,180,691	1,407,372	226,682
<i>Unrestricted Surplus (deficit)</i>	983,713	741,716	241,997

Rental revenue is higher than budgeted. Administrative salaries & maintenance wages are low compared to the budget.

WASHOE AFFORDABLE HOUSING (WAHC)

	Actual	Budget	Variance Favorable (Unfavorable)
HAP Revenue	19,321,734	19,976,517	(654,783)
HAP Payments to Landlords	19,321,734	19,976,517	654,783
<i>HAP Surplus (Deficit)</i>	-	-	-
Admin and Fee Revenue	800,926	665,532	135,394
Expenditures	560,587	505,584	(55,003)
<i>Unrestricted Profit (Loss)</i>	240,338	159,948	80,390
<i>Net compared to budget</i>	240,338	159,948	80,390

HAP revenue is passed-through monthly to the landlords.

Homeless Prevention Program budgeted low due to the eviction moratorium. Funds are reimbursed by a Nevada Housing Division grant. The funds remaining to be drawn are \$12,757.54

COCC

	Actual	Budget	Variance Favorable (Unfavorable)
Revenue	1,854,794	1,457,070	397,724
Expenditures	1,841,762	1,406,485	(435,276)
Net compared to budget	13,032	50,585	(37,553)

Employee benefits were budgeted low. Employment postings, consulting costs, staff training and technical assistance expenses are high during the first 6 months of the fiscal year.

Administrative revenue from CFP recorded totaling \$333,586

ENTITY-WIDE TOTALS

	Actual	Budget	Variance Favorable (Unfavorable)
HAP Revenue	48,393,460	49,576,220	(1,182,759)
HAP Payments to Landlords	48,047,110	49,057,708	1,010,598
HAP Surplus (Deficit)	346,351	518,512	(172,161)
Fee & Other Revenue	11,414,209	11,381,418	32,791
Expenditures	10,316,976	10,320,674	3,698
Unrestricted Profit (Loss)	1,097,234	1,060,744	36,490
Net Surplus (deficit)	1,443,585	1,579,257	(135,672)

6. Receive Executive Director/Secretary's Report. (Discussion)

Interim Executive Director McKendree reports RHA submitted the MTW Fiscal Year 2023 Annual Plan on March 28, 2022. We are awaiting MTW comments and expect approval sometime in July 2022. RHA has almost fully expended the City of Reno and Washoe County's allocation for the Cares Housing Assistance Program (CHAP). RHA will no longer accept CHAP applications as of May 31, 2022. All CHAP funds will be fully expended by September 2022. The Electronic Document Management (EDMS) project is underway and staff is currently scanning all client files in an effort to enhance efficiency. Interim Finance Committee (IFC) approved \$250 million of the American Rescue Plan Act (ARPA) funds be allocated to the Nevada Housing Division. New resident Board member will be appointed by Mayor Schieve during the May City Council meeting.

A. Update on MTW activities

- RHA submitted it's FY 2023 Annual MTW Plan to HUD for review and approval on March 28, 2022.
- Staff is currently working on data collection for the FY2022 MTW Annual Report to HUD

B. Update on Rental Assistance Voucher Programs / Asset Management

Rental Assistance Voucher Programs

Voucher Type	Total Voucher Allocation	Vouchers Leased as of 3/1/22	Percent Leased	Vouchers Issued Not Yet Leased
Housing Choice Voucher	2,382	2,206	93%	144
VASH	416	245	59%	60
EHV	137	22	16%	49
FYI	15	0	0%	3

Number HQS Inspections Conducted by Month	
March 2022	160

Emergency Rental Assistance (CHAP)

Funding Source	Total Funding Awarded	Total Spent to Date	Number Households Approved	Percent Funding Spent
NV Housing Division	\$15,950,000	\$7,368,012	990	46%
Washoe County	\$5,978,772	\$5,608,775	642	94%
City of Reno	\$5,700,000	\$5,648,414	710	99%

Housing Choice Vouchers (HCV)

Description: Vouchers used by clients to lease a unit in Washoe County of their choosing. Applicants are pulled from the RHA HCV Waitlist. These vouchers also include Project Based Vouchers. The RHA has chosen to Project Base 107 of our HCV's to assist special populations obtain housing. Of the total 107 PBV units, 95 are assigned to RHA owned properties.

Lease-Up Expectations: Although total voucher allocation is 2524, HUD has set the agency's leasing expectation at 2382 (AKA RHA's MTW Baseline), which is the maximum leasing expectation set by HUD when RHA signed its MTW Contract. Funds provided by HUD to support the HCV program are also used to support the agency's MTW activities and therefore full lease up of all 2524 vouchers is not expected or suggested by HUD.

Veteran's Affairs Supporting Housing Vouchers (VASH)

Description: Vouchers allocated by HUD with an ongoing partnership with the VA to serve homeless veterans. The VA provides case management services to participants. The VA makes direct referrals to RHA of eligible clients and the RHA provides a VASH voucher. Currently, RHA has project-based 9 of these vouchers.

Emergency Housing Vouchers (EHV)

Description: Vouchers allocated by HUD for the specific purpose of assisting homeless individuals or families or those at risk of homelessness in obtaining housing. RHA is partnering with four local agencies (Catholic Charities, Health Plan of Nevada, Washoe County Human Services-Our Place and Volunteers of America) that have experience providing services to this population. Referrals for the program must come from the regional Continuum of Care (CoC) coordinated entry system. Direct referrals are received by the RHA from the partnering agency and the RHA provides the EHV voucher.

Foster Youth to Independence Vouchers (FYI)

Description: Voucher allocated by HUD for the specific purpose of assisting foster youth aging out of the foster care system. RHA is partnering with Washoe County Human Services and Eddy House to provide referrals and case management to clients. Direct referrals are received by the RHA from the partnering agency and the RHA provides the FYI voucher.

Asset Management

- Public Housing ended the month of March with 97% occupancy.
- Public Housing Maintenance is focusing on completing unit turns and closing out open work orders in Elite.
- We are working on updating the Work Order Handbook for the department, this will help to streamline processes for Maintenance and the Work Order Clerks
- We are scheduling a training for UPCS and the INSPIRE inspections, we will begin our Annual UPCS Inspections following the NSPIRE model in May 2022.
- Maintenance received new work uniforms and jackets.
- Manager and Maintenance Meetings resumed in March.
- We are continuing to interview for the following vacant positions: 2 Maintenance l's, 1 Laborer, and 1 Maintenance Technician.

C. Update on Workforce Development, Elderly Services, and youth activities

Elderly Services:

- **The Bridge Church** donated 100 Easter meal kits consisting of a ham, potatoes, fresh vegetables, pineapple, rolls, and a cake each. The kits were given to RHA Public Housing seniors.
- Staff is working to input current needs assessments for all Public Housing seniors in the resident services new tracking system, TAAG.
- Staff attended the Neighborhood Connection event on April 2nd with RHA seniors at the **Washoe County Senior Center** and plans to attend the Older Americans Month Kick-Off Party on May 3rd.

Youth/Family Activities:

- The Bridge Church donated 100 filled Easter baskets to RHA youth and families. RHA youth were thrilled to receive the unexpected gift!
- All RHA summer camp positions are filled for 2022. Thanks to the Helen Chase Charitable Foundation, 55 RHA youth will be able to attend the Sierra Nevada Journeys summer camp at Grizzly Creek Ranch.
- Holy Cross Catholic Church donated a truck full of non-perishable foods which were handed out to RHA families in need.
- RHA is hosting a COVID-19 vaccine clinic in partnership with Immunize Nevada at Hawk View Apartments on April 22nd, open to all RHA residents.

Resident Council Highlights:

- Tom Sawyer resident council is hosting an Easter breakfast open to all Public Housing seniors on April 17th.
- Hawk View resident council is hosting an Easter egg coloring event on April 15th and an Easter egg hunt on April 16th. LIBERTY Dental Plan has graciously donated funds for the Easter egg coloring contest and will be giving an interactive presentation on the important of brushing, flossing, and eating healthy foods.
- Reno-Sparks Gospel Mission is hosting a pop-up mobile food distribution event in which Resident Council members will host in hopes to recruit more council members

Workforce Development:

- Workforce Development hosted a “Public Speaking” workshop with special guest speaker David Fenimore, Emeritus Principal Lecturer of English at the University of Nevada, Reno. Thirty-two residents attended the workshop overall. May’s workshop topic is “Health and Stress Management”.
- Staff has developed a recruitment plan for the Traditional FSS program and is revamping marketing materials including brochures, flyers, and the creation of success story videos.

** The Authority’s community partners are designated in bold within the Update on Elderly Services, Workforce Development, and youth activities headers.*

D. Update on Public Information Activities

Social Media

- Created posts for RHA social media including RHA bike week, community partnerships, waitlists currently open, WFD job fair and open employee positions at RHA
- Researched and responded to direct queries on social media.

Website

- Updated WAHC website in several areas

Media

- Interview with KRNV regarding CHAP and federal funding

Other

- Developed draft immersion briefing for new executive director
- Wrote talking points for Heidi’s comment to State IFC
- Coordinated executive-level response to Best Places to Work
- Coordinated plan for RHA to become a designated Safe Place for area youth

- Spoke with UNR college seniors about careers in PR (also recruited for intern)
- Began relationship with Northern Nevada Center for Independent Living
- Accompanied Heidi to two other community outreach meetings with potentially influential people
- Met with Safe Embrace staff and gave them an overview of RHA mission and operations

E. Update on Development Activities

The Development Department is currently working on the following improvement projects:

- **(CF2019) Stead Manor Sewer Line Replacement:** Construction on this project began February 15, 2022. The contractor has completed replacement of the sewer in all 7 buildings. Clearing all crawl spaces and installing vapor barrier was complete April 15, 2022. The project is in the close-out process.
- **(CF2019/2020) Silverada Chiller Replacement:** Gardner Engineering, (\$960,000.00). Gardner Engineering began work April 14, 2022. The Contractor started work at building #1 and will proceed in numerical order.
- **(Insurance) 2615 Silverada Kitchen Burn Unit:** Advance Installations (\$9,975.00). Advance Installations completed this project March 11, 2022. Insurance reimbursed all costs less deductibles.
- **(Insurance) 1202 Hillboro unit 203 Kitchen Burn Unit:** RMC Construction (\$15,549.51) RMC Construction has completed construction March 21, 2022. Insurance reimbursed all costs less deductibles.
- **(RFP 2021- 11cnac)- AEI Consultants.** Contracts were executed March 17, 2022. A kick-off meeting has been scheduled with AEI April 21, 2022.
- **(OPS) Dick Scott Manor Project:** H & K Architects have completed the schematic design. Staff provide direction to the Architect for minor modifications and additions (Security Systems and Laundry). The Architect is now working on the Construction Documents, Plans and Specifications. The initial cost estimate came in higher than expected. A design contingency and escalation contingency are part of the initial estimate and will reduce with more precise Plans and Specifications.
- **(CF2019) Myra Birch Playground Improvements:** TNT Lawns Plus (\$40,513.00). Estimated contract award date April 22, 2022.
- **(CF2019) Essex Manor Playground Redevelopment:** Plans and specifications were complete March 22, 2022. The project was advertised March 25, 2022. Bids will be received April 29, 2022.

F. Update on Information Technology activities

EDMS Implementation Update

- **Ongoing:**
 - Staff continues to scan Rental Assistance files into the production environment
 - **4/19/2022:** 299 client files have been scanned
 - Staff continues to scan Admissions files into the production environment
 - **4/19/2022:** 1096 applicant files have been scanned
 - Staff continues to prepare physical paper files in the Rental Assistance and the Admissions departments
 - Avero Advisors continues to provide Project Management services to allow staff to maintain regular work levels and routines throughout the implementation process
 - Weekly meetings take place between RHA, GSG, and Avero Advisors to ensure expectations and timelines are being met
- **4/5/2022:** Discovery began for the Finance Department
- **4/13/2022:** Training completed for the Development and Executive departments
- **4/18/2022:** User Acceptance Testing began for the Development and Executive departments
- **4/26/2022:** Go-live scheduled date for the Development and the Executive departments

G. Update on other Agency activities

- RHA staff attended the Governor's presentation of his Home Means Nevada Initiative in Las Vegas which includes the allocation of \$500 million to be used for affordable housing across the state. A meeting later that day occurred between the three Public Housing Authorities in Nevada and the Nevada Housing Division to discuss ARPA funding opportunities.
- Resident Board member applications have been provided to City Clerk to be placed on an upcoming Reno City Council meeting for the Mayor's appointment.

Development Committee Meeting

- No meeting was held in the month of April. The next meeting will be held May 18, 2022.

Increasing the number of units

- Progress continues Dick Scott Manor. A report will be presented to the Board at the May RHA Board of Commissioners meeting.
- Several applications for ARPA funds will be submitted before May 15, 2022. Agenda item 11 will include a list of proposed projects.

- A kick-off meeting was held with AEI Associates, Praxis Consulting and RHA to begin the Capital Needs Assessment (CNA) of all Public Housing complexes. The CNA process will be ongoing for the upcoming couple of months.

7. Discussion and for possible action to approve the Truckee Meadows Water Authority (TMWA) easement request on the 1775 East 4th Street parcel; APN: 008-211-50. (For Discussion)

Interim Executive Director McKendree reports Washoe County has begun construction at the Cares Campus to expand services offered to homeless individuals, an easement request has been made by the Truckee Meadows Water Authority (TMWA) that would impact RHA's property located at 1775 4th Street.

The requested easement (Option 1) would allow TMWA to utilize the 6" water main on RHA property to extend a 4" service line to the Cares Campus. The easement would also allow the placement of a new water meter vault and bollard on RHA's property. This option is optimal, according to TMWA, because the alternative (Option 2) would require TMWA to access the 6" water main on Threlkel Street and run the 4" service line North, up the length of Threlkel Street, between the other existing utilities in that area as well as find room for placement of the new water meter vault and bollard amongst the other utilities.

Exhibits were made available to the Board. No discussion was had.

8. Discussion and for possible action to adopt Resolution 22-04-04 RH authorizing the Interim Executive Director to execute a contract between the RHA and Farrah Downey of JF Downey Realty and Consulting for services provided by Emergency Eviction Prevention Program of Northern Nevada (EPPNN). Discussion to include, but not be limited to, determining the contract dollar amount for the services of the EPPNN contract. (For Possible Action.)

The revised contract between the RHA and Ms. Downey includes goals and objectives with new language regarding audit monitoring and data collection. RHA agrees to assist Ms. Downey in marketing her Emergency Eviction Protection Program Northern Nevada (EPPNN) to other entities in the future.

Vice Chairman Aiazzi questioned whether the Board was required to obtain a Request For Proposals (RFP) if the RHA was satisfied with the services Ms. Downey renders on behalf of JF Downey Realty and consulting Services. It was decided if the Board was satisfied with services provided by JF Downey, the Board will have the option of renewing the contract for another year without obtaining RFPs from the community.

Vice Chairman Aiazzi moved to approve the contract between the RHA and JF Consulting in the amount of \$156,206. This contract will expire June 30, 2023. RHA will conduct a performance review in February 2023 to determine if renewal is warranted. Commissioner Delgado seconded the motion. Hearing no further discussion, Chairman Sullivan called for the question. The vote was all ayes, no nays. Chairman Sullivan declared the motion carried.

9. Discussion and for possible action to approve an Employment Contract between Hilary Lopez and RHA for the position of Executive Director. Possible action to include, but not be limited to, approve Employment Contract or provide further direction to continue negotiations between Board Chair and Executive Director candidate. (For Possible Action)

Ms. Lopez does not request a car or cell phone allowance. Ms. Lopez requested those allowances go toward her salary. Ms. Lopez had questioned item eight B, termination “For Cause”. Chairman Sullivan confirmed payment of accrued vacation or accrued sick leave would not be paid in a termination “For Cause”.

Chairman Sullivan informed the Board Ms. Lopez also serves on the Affordable Housing Advisory Committee for the San Francisco Federal Home Loan Bank. Chairman Sullivan stated it would benefit the RHA to have to have Ms. Lopez engaged at that level with the Federal Home Loan Bank. The contract between the RHA and Dr. Lopez would allow for travel time to and from California once a month. Chairman Sullivan stated Ms. Lopez thought the salary range would be between \$190,000 - \$195,000. Chairman Sullivan discussed having Ms. Lopez’s starting salary be closer to that of the previous Executive Director which was \$170,000- \$175,000. Commissioner Schieve asked the Board to consider Ms. Lopez’s extensive experience in development which the RHA’s previous Executive Director did not have. The Board determined they will conduct an annual performance review 120 days prior to the anniversary of the effective date.

Vice Chairman Aiazzi moved to send the agreement to Ms. Lopez with the following changes: Ms. Lopez may use a reasonable amount of time to travel to San Francisco once a month to meet with the Federal Home Loan Bank (Item 3 A). If Ms. Lopez chooses not to utilize the insurance that is offered, the RHA would split the insurance savings 50/50. The car allowance (contract item 13B) would be eliminated. Automobile expenses (contract item 13 G) will also be eliminated. The proposed contract amount would then be \$185,000. Dr. Lopez would serve a two-year term as Executive Director beginning June 6, 2022, with a performance review completed in February 2023 to determine if the contract will be renewed (Item 10 A). Commissioner Schieve seconded the motion. Hearing no further discussion, Chairman Sullivan called for the question. The vote was all ayes, no nays. Chairman Sullivan declared the motion carried.

10. Discussion and potential appointment of committee members to the Development committee from the following pool of applicants, listed in alphabetical order by last name: (1) Ford, Nathan; (2) Layton, Richard; (3) Ott, Julie. (For Possible Action)

The Board discussed the background of all three applicants. The Board agreed Julie Ott, based on her experience as a commercial real estate appraiser, would best fit the vacant role. The Board understands that having Julie Ott as member of the Development Committee would preclude RHA from utilizing her appraisal services as it would be a conflict of interest.

Chairman Sullivan moved to appoint Julie Ott to the Development Committee. Vice Chairman Aiazzi seconded the motion. Hearing no further discussion, Chairman Sullivan called for the question. The vote was all ayes, no nays. Chairman Sullivan declared the motion carried.

11. Discussion and for possible action to review and discuss the allocation of the State’s American Rescue Plan Act (ARPA) funds and RHA’s proposed requests to utilize funding. (For Possible Action)

Interim Executive Director McKendree reports on April 7, 2022, the Nevada Legislative Interim Finance Committee approved the allocation of \$250 million dollars to the Nevada Housing Division to distribute to eligible affordable housing projects.

The allocation of funds has been separated into four buckets of funding; (1) New Construction \$150M; (2) Preservation of existing affordable housing \$65M; (3) Land acquisition \$20M; (4) Home ownership \$15M.

The total dollar amount RHA will be requesting from the Nevada Housing Division is \$87,435,000. A detailed breakdown of the total request can be found in the exhibit.

Vice Chairman Aiazzi moved to authorize the Interim Executive Director to proceed with all projects outlined in Exhibit item 11 A on page 86 of 126 in the Board packet. Commissioner Schieve seconded the motion. Hearing no further discussion, Chairman Sullivan called for the question. The vote was all ayes, no nays. Chairman Sullivan declared the motion carried.

12. Discussion and for possible action to create a Land Trust and corresponding 501(c)3 to maintain permanent affordability of RHA owned properties and new property acquisitions. (For Possible Action)

Interim Executive Director McKendree reports the RHA is interested in the use of Community Land Trust's (CLT). The creation of a CLT under RHA, or an RHA sponsored business entity, will allow RHA to place all land it currently owns and any future land acquisitions in the trust, thus ensuring affordability of the units sitting on that land for perpetuity.

Commissioner Schieve stated she was pleased RHA was moving in this direction and explained pursuing a land trust would be very beneficial.

Commissioner Schieve moved to authorize staff to pursue 501(c)3 and Land Trust opportunities. Vice Chairman Aiazzi seconded the motion. Hearing no further discussion, Chairman Sullivan called for the question. The vote was all ayes, no nays. Chairman Sullivan declared the motion carried.

13. Closed Session to discuss the purchase and sale agreement between RHA and Lafferty Communities for the Horizon Hills property; APN: 82-225-10. No formal acceptance of the negotiated settlement will be made during the closed session. No action may be taken during the closed session.

Vice Chairman Aiazzi motioned to go into closed session at 1:20 pm. Commissioner Delgado seconded the motion. Hearing no further discussion, Chairman Sullivan called for the question. The vote was all ayes, no nays. Chairman Sullivan declared the motion carried.

14. Closed Session to discuss the Letter of Intent (LOI) provided by Washoe County and RHA's counter LOI regarding the purchase of 4.747 acres of land owned by RHA on 4th Street (APN:008-211-50). Discuss revised lease agreement as it pertains to the sale of the property. No action may be taken during the closed session.

15. Closed Session to discuss the RHA's interest in purchasing the parcels situated at 215 W 4th Street, Reno, NV; APN: 007-284-06, the Bonanza Inn and 007-284-11 paved parking lot adjacent to the Bonanza. The Board may also consider other approaches to pursue the purchase of the Bonanza Inn. No formal acceptance of the negotiated settlement will be made during the closed session. No action may be taken during the closed session

- 16. Discussion and for possible action, to review the purchase and sale agreement from Lafferty Communities for the Horizon Hills property; APN: 82-225-10. Discussion may include, but not be limited to, authorizing the interim Executive Director or a designee to continue to negotiate the terms of the sale and purchase agreement based on Board discussion, execute the purchase and sale agreement as presented, or any other action the Board deems appropriate. (For Possible Action)**

Vice Chairman Aiazzi motioned to go into open session at 1:44 pm. Commissioner Delgado seconded the motion. Hearing no further discussion, Chairman Sullivan called for the question. The vote was all ayes, no nays. Chairman Sullivan declared the motion carried.

Attendees present were Chairman Sullivan, Vice Chairman Aiazzi and Commissioner Delgado. Staff present were Interim Executive Director McKendree, Legal Counsel Zeh, Acting Director of Development Playford, Director of Administration Long, Director of IT Samantha Arellano, Cori Fisher, Director of Resident Services, Executive Administrative Assistant Lindsay Dobson.

Vice Chairman Aiazzi moved to approve the LOI as presented with a six-month due diligence cap starting from the effective date. Commissioner Delgado seconded the motion. Hearing no further discussion, Chairman Sullivan called for the question. The vote was all ayes, no nays. Chairman Sullivan declared the motion carried.

- 17. Discussion and for possible action, to review the LOI provided by Washoe County and RHA's counter LOI regarding purchase of 4.747 acres of land owned by RHA on 4th Street (APN 008-211-50). Discuss revised lease agreement as it pertains to the sale of the property. Discussion may include, but not be limited to, authorizing the Interim Executive Director to continue negotiations with Washoe County to achieve a mutually agreeable LOI, discuss modifying the terms of the LOI, formally accept the LOI and begin negotiations of a Purchase and Sale Agreement or any other action the Board deems appropriate. (For Possible Action)**

Vice Chairman Aiazzi moved to approve the LOI provided by Washoe County (County) except for the request for an appraisal. The County would be responsible for all utility bills and purchase the property as is with a lease of one dollar through June 30, 2022. Commissioner Delgado seconded the motion. Hearing no further discussion, Chairman Sullivan called for the question. The vote was all ayes, no nays. Chairman Sullivan declared the motion carried.

- 18. Discussion and for possible action authorizing the Executive Director or a designee to attend and enter into a Purchase and Sale Agreement, on behalf of the RHA, for the purchase of the parcels located at 215 W 4th Street, Reno, NV; APN: 007-284-06, the Bonanza Inn and 007-284-11 paved parking lot adjacent to the Bonanza with the purchase price not to exceed an amount based on Board discussion. The Board may also consider other approaches to pursue the purchase of the Bonanza or take no action at this time. (For Possible Action)**

Vice Chairman Aiazzi moved to authorize the Executive Director and/or their designee and the Chairman of the Board and/or his designee to attend any court hearings and bid on the Bonanza property and execute the purchase and sale agreement. Commissioner Delgado seconded the motion. Hearing no further discussion, Chairman Sullivan called for the question. The vote was all ayes, no nays. Chairman Sullivan declared the motion carried.

19. Additional items:

- i) General matters of concern to Board Members regarding matters not appearing on the agenda. (Discussion)
- ii) Reports on conferences and trainings. (Discussion)
- iii) Old and New Business. (Discussion)
- iv) Schedule of next meeting. The following dates have been scheduled in advance but are subject to change at any time: Tuesday, May 24, 2022; Tuesday, June 28, 2022; and Tuesday, July 26, 2022. (For Possible Action).

20. Public Comment. The opportunity for public comment is reserved for any matter within the jurisdiction of the Board. No action on such an item may be taken by the Board unless and until the matter has been noticed as an action item. Comment from the public is limited to three minutes per person.

There was no public comment.

21. Adjournment. (For Possible Action)

Vice Chairman Aiazzi motioned to adjourn the meeting. Commissioner Delgado seconded the motion. Hearing no further discussion, Chairman Sullivan called for the question. The vote was all ayes and no nays. Chairman Sullivan declared the motion carried and the meeting adjourned at 1:50 pm.