

MINUTES OF THE MEETING OF THE
HOUSING AUTHORITY OF THE CITY OF RENO
DEVELOPMENT COMMITTEE
July 29, 2020

The Development Committee of the Housing Authority of the City of Reno (Agency) meeting was called to order by Executive Director, Amy Jones, at 12:02 pm on Wednesday, July 29, 2020. Pursuant to Governor Sisolak's March 22, 2020 Declaration of Emergency Directive 006, the requirement contained in NRS 241.023(1)(b), that there be a physical location designated for meetings of public bodies where members of the public are permitted to attend and participate, is suspended in order to mitigate against the possible exposure or transmission of the COVID-19 (Corona Virus). This meeting was held by video/telephone conference.

Members Present

Britton Griffith
Fred Reeder
Krista Wahnefried
Allyson Wong

Members Absent

Lane McQuatt

Staff Present

Amy Jones, Executive Director
Mishon Hurst, Deputy Executive Director
Heidi McKendree, Director of Rental Assistance
Maribel Martinez, Director of Asset Management
Linda Long, Acting Director of Administration
Samantha Arellano, IT Manager
Kathy Merrill, Executive Administrative Assistant

Staff Absent

Others Present

RHA Commissioner Mark Sullivan, Vice Chairman

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

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

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)**

It was moved by Member Griffith to approve the agenda posted on July 23, 2020. Member Wong seconded the motion. Motion passed unanimously.

1. Introduction of Development committee members and Authority staff. (Discussion)

Member Griffith, Vice President of Reno Engineering. Her firm specializes in civil design, commercial and industrial development that includes master planning. Her background is in international business with a focus on economics. She is the past Vice Chair of the Reno Planning Commission. She currently sits on the Nevada Youth and Empowerment Project and Truckee Meadows Housing Solutions boards.

Member Reeder, President of Reno Tahoe Construction. His background covers construction and development for over 20 years. He graduated from the University of Nevada with a degree in engineering.

Member Wahnefried, Environmental Scientist with McGinley & Associates, Inc. an environmental and consulting firm. She is a Nevada Certified Environmental Manager and was appointed to the Nevada Equal Rights Commission by Governor Sandoval.

Member Wong, Architect and co-owner of GuiDenby, Inc. which is a design-build construction company that encompasses both design and construction.

Agency directors and staff introduced themselves and described their department's role within the Agency.

Vice Chairman Sullivan thanked the Members for volunteering and supporting the mission of the Agency. He explained the importance of development to the Agency and its desire to produce additional affordable housing opportunities within the community in a cost-effective way. He indicated that Members may contact any of the Board of Commissioners (BOC) directly.

2. Discussion and possible action to identify the role and the structure of the Development committee. Frequency of committee meetings may be considered. (For Possible Action)

Executive Director Jones briefed the Members on the structure of the Committee as decided by the RHA BOC. A Committee Member term is to be one year, rotated every year. The Committee is a pilot committee of the BOC and will be assessed after one year. The Committee will serve at the pleasure of the RHA BOC. Executive Director Jones asked for interest of any Member to sit as the Chair of the Committee. Member Griffith volunteered. The Committee Chair Nominee will go before the RHA BOC for approval at the next meeting.

Executive Director Jones explained the frequency of the meetings as predetermined by the RHA BOC. The minimum requirement to meet is once quarterly. She requested to hold a monthly meeting in the early stages of the Committee. Committee meetings will start at 12:00 pm. She further explained that the RHA BOC will be holding a Board Retreat in October. She would like to have a development plan from the Committee to present to the BOC's at the Board Retreat that could then be incorporated into the RHA's Strategic Plan.

Member Griffith moved to set the Development Committee meeting schedule to be held once a month. Member Reeder seconded the motion. Motion passed unanimously.

3. Discussion and possible action to consider the community's needs and types of housing inadequacies, thereby identifying possible opportunities wherein the Authority can impact low-income individuals most. (For Possible Action)

Executive Director Jones explained the challenges experienced by the community and by the Agency as far as available affordable housing opportunities. The support for the community and its needs was stressed, as well as the openness of the staff and BOC to discuss all options offered by the Committee.

Deputy Executive Director Hurst briefed the Committee on the demand for Agency programs. The Agency does not provide emergency housing and focuses on permanent housing for individuals and families. There are some RHA Programs that offer assistance for homeless individuals. Offering transitional housing may be a direction the RHA BOC may want to explore in the future.

Permanent supportive housing could be an avenue to pursue. This housing model would offer housing assistance with case management requiring 24-hour staffing. In this scenario, the Agency would own and maintain the property with an outside agency providing case management and direct oversight.

Executive Director Jones further explained that Agency BOC's are open to acquiring land for development, acquisition rehab, purchasing new properties, as well as community partnerships to increase the housing portfolio.

HUD will be phasing out Public Housing (PH) sites as they are aging with deferred maintenance. The funding needed to repair these properties is costly. The Agency receives Capital Fund money to make capital improvements to the properties, but this funding amount is not guaranteed and fluctuates from year to year. The Rental Assistance Demonstration (RAD) Program is a HUD program that allows the Agency to convert its PH properties to this program. This would allow the Agency to receive subsidies from HUD through the Rental Assistance Program. In this scenario, there would be funding from HUD for improvements to the properties. The Agency also has the ability to demolish and rebuild properties under this program. Determining the best use for these PH sites would be a high priority of the Committee that would include a long-term plan (10 years). A Portfolio Assessment was completed that provides recommendations for the PH sites. The next meeting of the Committee will include a presentation and discussion of the assessment. As an example, the Mineral Manor site consists of 144 units on 18 acres. There may be opportunity through the RAD Program to demolish and rebuild vertical on this site, thereby increasing the number of units that can be held on the property. This is a process that may be available to other PH sites. Obtaining funding for such a project is time consuming. It would be a benefit to the Agency if this Committee could assist in reducing the amount of time it takes to acquire funding as well as reducing the total cost of the project.

The RHA has development funds available for housing projects. Other funding sources to consider are Tax Credits, Nine Percent Bonds, Four Percent Bonds and HOME Funds, though these options have certain requirements that must be followed.

Executive Director Jones discussed the 8th Street property that has been acquired through the City of Reno as a site the Agency will be looking to the Committee for development options. A possible option suggested by the RHA BOC would be to develop the property for a specific group in need such as homeless youth. Due to the limited size of the property, the number of units that can be built on the site is limited. There is a time limit of 24 months to develop a plan for the property. The tenant income limit for this property is required to be below 40 percent Area Median Income (AMI). This would necessitate a voucher for the units.

Executive Director Jones indicated a meeting will be set to discuss available funding sources, restriction of funds, unrestricted funds and funding flexibility. Committee discussion will also include short, medium and long term development goals that will be brought before the RHA BOC. The Development committee meeting minutes will go before the RHA BOC with direction coming back to the Committee from the RHA BOC. Committee members are welcome to attend the RHA BOC meetings.

Executive Director Jones expressed her gratitude to the Committee for their time and expertise that will bring greater housing opportunities to the community served by the RHA.

4. Discussion and possible action of the Agency's current housing portfolio and possible consideration for future short, medium and long term development projects that fall within the Agency's affordable housing mission. (For Possible Action)

This item was folded into the previous item and discussed there.

5. Additional items:

- i) General matters of concern to committee members regarding matters not appearing on the Agenda. (Discussion)

There were no matters of concern of the committee.

- ii) Old and New Business. (Discussion)

There was no Old or New business.

6. 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.

7. Adjournment. (For Possible Action)

The meeting adjourned at 12:44 pm.