

MINUTES OF THE MEETING OF THE
HOUSING AUTHORITY OF THE CITY OF RENO
DEVELOPMENT COMMITTEE
October 19, 2021

The Development Committee of the Housing Authority of the City of Reno (Agency) meeting was called to order by Chair Griffith at 12:00 pm on Tuesday, October 19, 2021 in the Agency's Boardroom.

Members Present

Britton Griffith, Chair **via phone**
Krista Wahnefried **via phone**
Allyson Wong **via phone**

Members Absent

Lane McQuatt

Staff Present

Amy Jones, Executive Director
Chuck Zeh, Legal Counsel **via phone**
Heidi McKendree, Deputy Executive Director
Shanika Bumphurs, Director of Asset Management
Jay Earl, Director of Development
Linda Long, Director of Administration
Samantha Arellano, IT Manager
Darren Squillante, Director of Human Resources
Cori Fisher, Director of Resident Services
Kathy Merrill, Executive Administrative Assistant

Staff Absent

Others Present

No others were present.

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 Wahnefried to approve the agenda posted on October 14, 2021. Member Wong seconded the motion. Motion passed unanimously.

1. **Approval of the minutes of the RHA Development committee meeting held January 28, 2021 and March 25, 2021. (For Possible Action)**

It was moved by Vice Chair Wahnefried to approve the minutes of the RHA Development committee meeting held January 28, 2021 and March 25, 2021. Member Wong seconded the motion. Motion passed unanimously.

2. Discussion and possible action of all RHA development projects that include the 8th Street project, the CARES Campus project, Public Housing properties, and future development opportunities to include, but not limited to, the engagement of a development financial consultant, identifying a critical needs assessment to establish a development projects timeline, a RAD conversion strategy for Public Housing properties identified through the RHA RAD Portfolio Analysis and Preliminary Recommendations report, determine relevant development processes in order to assist the Development Committee and the RHA staff with implementing affordable opportunities within the community. (Discussion and For Possible Action)

Executive Director Jones explained staff conducted a Request For Qualifications (RFQ) for a Construction Manager At Risk (CMAR) for the 8th Street project. One bid was received from Plenium Builders. After review of their submission, staff determined that Plenium Builders possesses the required experience and qualifications. A preconstruction agreement is being drawn up as the next step.

Staff has generated an initial concept for the site that contains 12 units with zero and one bedrooms. Estimated cost for the project under this concept is \$2.9M. Funding sources are being sought to include moving CDBG money from the Fourth Street site over to the 8th Street site, as well as potential funding opportunities from the Nevada Housing Division.

Washoe County (County) is in need of an overflow shelter and has expressed an interest in RHA's portion of the CARES Campus. Staff is in discussions with the County to determine if there is a potential for a land swap. Staff is considering a property located on Kietzke Lane as a possible option for the RHA in this scenario to build an affordable housing site.

Staff is considering other alternatives for the site while determining development options that include operating the storage business that now resides on the site. The options under consideration include renting out the RV spaces, and parceling out the property allowing the County to lease or purchase part of the site. All of the RV storage units are vacant with the exception of one. The RV spaces currently rent for \$450 a month and according to the staff on site, the spaces can be rented at \$800 as there is a large demand for indoor RV storage.

Executive Director Jones continued with discussion of the Public Housing (PH) sites. A financial consultant is being sought to assist the RHA with RAD conversions and any future development opportunities. A final contract is being drawn up at this time with Praxis Consulting. A Critical Needs Assessment (CNA) consultant is also being sought which is a HUD requirement for converting properties to RAD. Staff will work with the financial consultant and the CNA to analyze the condition of the PH properties. The properties will be prioritized and a RAD conversion timeline will be established. Options under consideration are a straight RAD conversion which moves one pot of money to another, demoing the site and rebuilding, or rehabbing the units. Staff will also utilize the consultants for future development opportunities. Staff will utilize the Development Committee's expertise as to the best options for the PH sites.

3. Discussion of the development due diligence checklist for utilization in assessing possible future development opportunities. (Discussion and For Possible Action)

Executive Director Jones recommended that the committee provide feedback on the due diligence checklist as staff would like the opportunity to utilize it for future projects.

Member Wahnefried motioned to approve the due diligence checklist and to move the checklist up to the Board level for consideration. Member Wong seconded the motion. Motion passed unanimously.

4. **Discussion and update on the status of the development of the 8th Street property located at 1035 8th Street, Reno, Nevada: APN 008-164-20 to include, but not limited to, possible unit configuration, number of units, target demographic, preliminary project schedule, and possible funding sources. (Discussion and For Possible Action)**

This item was discussed within item 2.

5. **Discussion and possible action of the Nevada CARES Campus property, APN 008-211-46 and APN 008-211-43 acquired jointly with the City of Reno, to include but not limited to, options for alternative use of the property and establishing a development timeline. (Discussion and For Possible Action)**

This item was discussed within item 2.

6. **Discussion and possible action to review proposed Washoe County owned properties for future development opportunities. (Discussion and For Possible Action)**

Executive Director Jones informed the committee that there is a County owned property the RHA is interested in on the corner of Kietzke Lane and Peckham. It is currently an overflow parking lot for the convention center. The parcel is approximately 5.89 acres. Currently, there is an agreement with the RSCVA and the County for parking on the site. This could be a great location for a combination of a new main office and a new affordable housing site. Updates to the committee will follow as the discussion with the County progresses.

7. **Additional items:**

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

There were no other matters to discuss.

- ii) Old and New Business. (Discussion)

There was no old or new business.

- iii) Schedule of next meeting. The following dates have been scheduled in advance but are subject to change at any time: November 9, 2021; and December 9, 2021.

8. **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 12:21 pm.