

MINUTES OF THE SPECIAL MEETING
HOUSING AUTHORITY OF THE CITY OF RENO
BOARD OF COMMISSIONERS
March 4, 2022

The special meeting of the Board of Commissioners of the Housing Authority of the City of Reno (Agency) was called to order by Chairman Sullivan at 11:01 pm on Friday, March 4, 2022 in the Agency's Boardroom.

Commissioners Present

Mark Sullivan, Chairman **via phone**
Dave Aiazzi, Vice Chairman **via phone**
Oscar Delgado **via phone**

Commissioners Absent

Mayor Hillary Schieve

Staff Present

Amy Jones, Executive Director
Chuck Zeh, Legal Counsel **via phone**
April Conway, Public Information Officer
Kathy Merrill, Executive Administrative Assistant

Staff Absent

Others Present

Britton Griffith, RHA Development Committee Chair
Matt Malloy

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

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

Britton Griffith, RHA Development Committee Chair
Matt Malloy

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)**

Vice Chairman Aiazzi motioned to omit agenda items three through 13 and to approve the agenda posted March 1, 2022 as modified. 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 as modified.

1. **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 22-03-01 RH revising the Authority's check signature authorization policy. (For Possible Action)

Vice Chairman Aiazzi motioned to approve Resolution 22-03-01 RH. 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.

2. Consider adoption of Resolution 22-03-02 RH appointing Deputy Executive Director Heidi McKendree as interim Executive Director of the Reno Housing Authority (RHA) to serve in such capacities until the RHA Board selects an Executive Director to serve as an interim or to serve in a permanent capacity. In such interim position, the interim Executive Director shall report directly to the Board and shall have such duties and responsibilities as set forth in the job description as attached to the contract for the current ED and as further expanded in the current Executive Director's contract with Board. The Board will determine compensation paid to the interim Executive Director at the course of this meeting or defer the determination of the compensation package to a later date. (For Possible Action)

Executive Director Jones stated she has submitted her letter of resignation as the Executive Director (ED) effective March 11, 2022. Due to a scheduling conflict, Deputy Executive Director McKendree is unable to attend the meeting today. This item is to discuss placing Deputy Executive Director McKendree into the position as the Interim ED until the Board selects a permanent ED. If the Board elects to appoint Deputy Executive Director McKendree to serve as the Interim ED, she would be carrying out all of the duties of the ED until a replacement has been brought on. Before the Board today is if the Board would like to appoint Deputy Executive Director McKendree as Interim ED and at what salary.

Legal Counsel Zeh remarked that the RHA does not permanently employ any individual.

Vice Chairman Aiazzi motioned to direct the Board Chair to negotiate with Deputy Executive Director McKendree, to return to the next Board meeting with a contract, and to postpone the rest of these decisions until then. 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.

3. Consider proposed qualifications and position description for the recruitment of a new Executive Director in view of the current Executive Director's announced resignation, identify possible selection criteria for the Executive Director position, consider salary range, consider other terms and conditions of employment, give possible direction to staff in light of decisions made, and to take other such other action as deemed appropriate in connection with these matters. (For Possible Action)

This item was pulled from the agenda.

4. Consider specific recruitment and selection options and timetables needed to select a new Executive Director, give possible direction to staff in light of the selection and recruitment decisions made by the Board, possible development of a recruitment plan and strategy, give possible direction to staff in light of the decisions made by the Board regarding the recruitment and selection process and recruitment plan and strategy, and to take such other action as deemed appropriate in connection with these matters. (For Possible Action)

This item was pulled from the agenda.

5. **Discussion to determine whether to provide outgoing Executive Director, Amy Jones, with a separation payment in light of her term of service to the RHA. If the Board elects to provide a separation payment, the Board shall discuss and establish the amount of the payment and the terms and conditions by which the payment will be made. (For Discussion and Possible Action)**

This item was pulled from the agenda.

6. **Discussion and for possible action to allocate \$3,000 toward the event scheduled for the outgoing Executive Director, Amy Jones. Discussion may include, but not be limited to, funding source, use of funds, not to exceed dollar amount, and to take such other action as deemed appropriate in connection with this matter. (Discussion and For Possible Action)**

This item was pulled from the agenda.

7. **Evaluation of the State of Nevada's \$500M allocation of the American Rescue Plan Act (ARPA) funds directed toward affordable housing. Discussion and possible action may include, but not be limited to, availability of such funding for the remittance to the RHA, breakdown of the funding, eligible uses of the funding, possible timelines for allocation of the ARPA funds, and prioritization of specific uses as it relates to RHA properties and needs, and to what extent the ARPA funds should be pursued, and the development of a plan to pursue such funds as they relate to the RHA mission. (For Discussion and Possible Action)**

This item was pulled from the agenda.

8. **Closed Session to discuss and provide direction to the RHA negotiating team regarding 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.**

This item was pulled from the agenda.

9. **Closed Session to discuss and provide direction to the RHA negotiating team regarding the RHA's interest in purchasing the parcels situated at North Arlington Avenue and West Street, Reno, NV; APN: 007-471-01, APN: 007-473-01, APN: 007-471-02, APN: 007-283-17, APN: 007-283-09, APN: 007-283-10, APN: 007-283-11, APN: 007-283-12, APN: 007-283-07, APN: 007-283-19, and APN: 007-283-18, collectively known as the "Sundowner". No formal acceptance of the negotiated settlement will be made during the closed session. No action may be taken during the closed session.**

This item was pulled from the agenda.

10. **Closed session to discuss and provide direction to the RHA negotiating team regarding the Buyer's interest in the purchase of the Horizon Hills property; APN: 82-225-10. Discussion of the terms of the purchase and sale agreement may be discussed but no action will be taken during the closed session.**

This item was pulled from the agenda.

11. **Discussion and for possible action to continue negotiations with the Seller including authorizing the Executive Director or a designee to negotiate, including a non-binding Letter of Intent for the purchase 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. The Board may also consider other approaches to pursue the purchase of the Bonanza. (For Possible Action)**

This item was pulled from the agenda.

12. **Discussion and for possible action to continue negotiations with the Seller including authorizing the Executive Director or a designee to negotiate, including a non-binding Letter of Intent for the purchase of the following parcels situated at North Arlington Avenue and West Street, Reno, NV; APN: 007-471-01, APN: 007-473-01, APN: 007-471-02, APN: 007-283-17, APN: 007-283-09, APN: 007-283-10, APN: 007-283-11, APN: 007-283-12, APN: 007-283-07, APN: 007-283-19, and APN: 007-283-18, collectively known as the “Sundowner”. The Board may also consider other approaches to pursue the purchase of the Sundowner. (For Possible Action)**

This item was pulled from the agenda.

13. **Discussion and for possible action may be but not be limited to review of the terms of the purchase and sale agreement with the Buyer including authorizing the Executive Director or a designee to continue to negotiate the terms of the sale and purchase agreement, execute the purchase and sale agreement, or any other action the Board deems appropriate for the Horizon Hills property; APN: APN: 82-225-10. (For Possible Action)**

This item was pulled from the agenda.

14. Additional items:

- i) **General matters of concern to Board Members regarding matters not appearing on the agenda. (Discussion)**

There were no general matters of concern discussed.

- ii) **Reports on conferences and trainings. (Discussion)**

There were no conferences or trainings discussed.

- iii) **Old and New Business. (Discussion)**

There was no old or new business to discuss.

- iv) **Schedule of next meeting. The following dates have been scheduled in advance but are subject to change at any time:**

(a) special meeting scheduled Friday, March 11, 2022;

(b) special meeting scheduled Friday, March 18, 2022;

(c) regular meeting scheduled Tuesday, March 22, 2022 (possible merge into Friday, March 25, 2022 meeting)

15. 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.

16. 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 11:09 am.