

MINUTES OF THE REGULAR MEETING
HOUSING AUTHORITY OF THE CITY OF RENO
BOARD OF COMMISSIONERS
November 16, 2021

The November 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 12:07 pm on Tuesday, November 16, 2021 in the Agency's Boardroom.

Commissioners Present

Mark Sullivan, Chairman
Dave Aiazzi, Vice Chairman
Mayor Hillary Schieve **via phone at 12:39 pm**
Oscar Delgado **via phone**
Barbara Wilhelms

Commissioners Absent

Staff Present

Amy Jones, Executive Director
Chuck Zeh, Legal Counsel
Heidi McKendree, Deputy Executive Director
Linda Long, Director of Administration
Jay Earl, Director of Development
Shanika Bumphurs, Director of Asset Management
Darren Squillante, Director of Human Resources
Cori Fisher, Director of Resident Services
April Conway, Public Information Officer
Kathy Merrill, Executive Administrative Assistant

Staff Absent

Others Present

Tobin Basta, President of Plenium Builders

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

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

Tobin Basta, President of Plenium Builders

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.

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

Commissioner Wilhelms motioned to approve the agenda posted on November 10, 2021. 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 agenda approved.

1. Presentation by Plenium Builders to provide qualifications indicating experience and expertise in General Construction Management at Risk (GCCMAR), as well as to provide particulars as to the CMAR process for the 8th Street development project. (Discussion)

Executive Director Jones stated staff advertised for a CMR general contractor. One bid was received from Plenium Builders. Plenium Builders does meet all of the required qualifications. Tobin Basta, President of Plenium Builders, will present the CMR process to the Board and outline the benefits to the housing authority.

Mr. Basta explained the three basic models design, bid, build, design build, and Construction Manager at Risk (CMAR). The CMAR has gained popularity with public agencies. The general contractor (GC) is responsible for cost estimates during the project. The architect works with the client on the design allowing the client control over the design. The GC is responsible for recruiting the subcontractors bringing more competition to the project. The GC also offers design and cost options to benefit the client to keep the budget in line. The GC acts as an advocate and partner during the project.

Vice Chairman Aiazzi asked if the Agency would truly save money by hiring a CMAR stating the design, bid, build approach does not include the CMAR cost. Mr. Basta explained a design, bid, build project does have a GC. That cost is built into the price.

Chairman Sullivan asked what a fair profit for the contractor would be. Mr. Basta stated it is a percentage of the project cost and is dependent upon the project's size. The GC fee on this proposed project is 6.5%. (Actual pre-construction contact states 5.5%)

With this scenario, the Board does not need to concede to the lowest bidder. The GC writes the scope of work working with the client to hone in on past problems. The GC prequalifies subcontractors promoting competition.

Vice Chairman Aiazzi questioned who is at risk in a CMAR project. Mr. Basta explained the GC is not at risk if there is an issue presented by the design. That would fall on the architect. The GC is responsible for delivering an accurate cost forecast at the GMP. The risk is spread to the owner, architect, and the GC. During the pre-construction, the Agency pays the GC as a cost consultant, as well as the value engineering consultant.

Mr. Basta stated Plenium Builders works on projects of all sizes and cost. This project does fit within their scope.

2. Approval of the minutes of the regular Board meeting held October 26, 2021. (For Possible Action)

It was moved by Commissioner Wilhelms to approve the minutes of the regular Board meeting held October 26, 2021. 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 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 21-11-01 RH authorizing the Executive Director to enter into an agreement, with the advice of Board counsel, to negotiate and enter into an "Owner-

CMAR Pre-Construction” agreement for the 8th Street development project (the Project) with Plenium Builders in an amount not to exceed \$18,000. Said Resolution further authorizes the Executive Director, the Board Chairman and Board legal counsel to negotiate with Plenium Builders, a contract to provide services as the General Construction Management at Risk (GCCMAR) contractor as described in the GCCMAR Request for Qualifications for the Project. As this negotiation for general contractor work is a work in progress, an exact contract price cannot be quoted but it is anticipated that the fixed contract price for this work will be in the magnitude of not to exceed \$500,000. This authorization for the general contractor work is for negotiation purposes only. The negotiated contract will be presented to the Board for Board approval, revision, or rejection. (For Possible Action)

- b) Consider adoption of Resolution 21-11-02 RH approving a budget revision for FY 2019 Capital Fund Program (CFP) NV39P001501-19. (For Possible Action)
- c) Consider adoption of Resolution 21-11-03 RH authorizing the Executive Director, with the advice of Board counsel, to enter into an agreement with Washoe County to administer Emergency Rental Assistance 2 (ERA2) funds through the Washoe County Housing Assistance Program funds to assist eligible households affected by the COVID-19 pandemic. (For Possible Action)

Commissioner Wilhelms motioned to approve Resolutions 21-11-01 RH through 21-11-03 RH on the consent agenda. Vice Chairman Aiazzi 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.

4. 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 4 MONTHS ENDED October 31, 2021

PUBLIC HOUSING

| | Actual | Budget | Variance Favorable (Unfavorable) |
|------------------------------|-----------------|-----------------|-------------------------------------|
| Revenue | 1,486,701 | 1,532,524 | (45,823) |
| Expenditures | 1,560,271 | 1,603,770 | 43,499 |
| Net Surplus (deficit) | (73,570) | (71,247) | (2,324) |

HOUSING CHOICE VOUCHER (S8 and MTW)

| | Actual | Budget | Variance Favorable (Unfavorable) |
|-------------|------------|------------|-------------------------------------|
| HAP Revenue | 13,518,764 | 13,155,423 | 363,341 |

| | | | |
|------------------------------|----------------|----------------|----------------|
| HAP Payments to Landlords | 13,104,338 | 12,924,974 | (179,364) |
| Fee & Other Revenue | 1,001,687 | 1,134,053 | (132,366) |
| Expenditures | 940,631 | 1,198,903 | 258,272 |
| Net Surplus (deficit) | 475,482 | 165,600 | 309,883 |

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

Neighborhood Stabilization Program (NSP)

| | Actual | Budget | Variance Favorable (Unfavorable) |
|-------------------------------------|----------------|----------------|-------------------------------------|
| Revenue | 384,980 | 373,909 | 11,071 |
| Expenditures | 206,251 | 230,798 | 24,547 |
| Restricted Surplus (deficit) | 178,729 | 143,111 | 35,618 |

Business Activities

| | Actual | Budget | Variance Favorable (Unfavorable) |
|---------------------------------------|----------------|----------------|-------------------------------------|
| Revenue | 1,090,548 | 1,092,880 | (2,332) |
| Expenditures | 622,183 | 703,686 | 81,504 |
| Unrestricted Surplus (deficit) | 468,366 | 389,194 | 79,172 |

WASHOE AFFORDABLE HOUSING (WAHC)

| | Actual | Budget | Variance Favorable (Unfavorable) |
|-----------------------------------|---------------|---------------|-------------------------------------|
| HAP Revenue | 8,688,329 | 8,878,452 | (190,123) |
| HAP Payments to Landlords | 8,688,329 | 8,878,452 | 190,123 |
| HAP Surplus (Deficit) | - | - | - |
| Admin and Fee Revenue | 296,949 | 295,792 | 1,157 |
| Expenditures | 248,997 | 224,704 | (24,293) |
| Unrestricted Profit (Loss) | 47,952 | 71,088 | (23,136) |
| Net compared to budget | 47,952 | 71,088 | (23,136) |

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 \$48,668.98.

COCC

| | Actual | Budget | Variance Favorable (Unfavorable) |
|-------------------------------|-----------------|---------------|-------------------------------------|
| Revenue | 644,268 | 647,587 | (3,319) |
| Expenditures | 674,667 | 625,105 | (49,563) |
| Net compared to budget | (30,399) | 22,482 | (52,882) |

Employee benefits were budgeted low. Employment postings, consulting costs and staff training expenses are high during the first 4 months of the fiscal year. They will level off in time.

ENTITY-WIDE TOTALS

| | Actual | Budget | Variance Favorable (Unfavorable) |
|--|-----------------------|-----------------------|-------------------------------------|
| HAP Revenue | 22,207,093 | 22,033,875 | 173,218 |
| HAP Payments to Landlords | 21,792,667 | 21,803,426 | 10,759 |
| <i>HAP Surplus (Deficit)</i> | <i>414,426</i> | <i>230,450</i> | <i>183,977</i> |
| Fee & Other Revenue | 4,905,133 | 5,076,744 | (171,612) |
| Expenditures | 4,253,000 | 4,586,966 | 333,966 |
| <i>Unrestricted Profit (Loss)</i> | <i>652,133</i> | <i>489,778</i> | <i>162,355</i> |
| Net Surplus (deficit) | 1,066,559 | 720,228 | 346,331 |

Possible reforecast as the year continues.

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

Executive Director Jones reported the HUD VASH Rental Assistance vouchers are leased at 55%. These vouchers are referred to the Agency directly from the VA. Vouchers can only be issued by referral from the VA. The HUD VASH program requires case management. The VA must have social workers for case management to support the vouchers.

Sarrazin Arms Apartments have had 23 units renovated out of 58 at this time. There are two vacancies and one on notice. The renovated units are leased \$800 per month. There have been no issues leasing the units at the higher rate. Staff is looking into the possibility of increasing rents after the first of the year.

Executive Director Jones stated the Sky Tavern Junior Ski is underway. An additional 25 scholarships have been awarded through the partnerships with Bobos Ski and Sky Tavern. A total of 65 youth will be able to participate in the program. The 2022 summer camp program will provide 55 youth scholarships.

Resident Services Director Fisher shared that the Workforce Development staff are holding an open house for residents on November 17th at Silverada Manor to offer information on the available programs. Staff has been focusing on integrating the whole family into the WFD program to address mutli-generations in the household.

A. Update on MTW Activities

- Staff are discussing activities for the upcoming MTW plan.

B. Update on Rental Assistance Voucher Programs / Asset Management

Rental Assistance Voucher Programs

| Voucher Type | Total Voucher Allocation | Vouchers Leased as of 11/16/21 | Percent Leased | Vouchers Issued Not Yet Leased |
|------------------------|--------------------------|--------------------------------|----------------|--------------------------------|
| Housing Choice Voucher | 2,382 | 2191 | 92% | 204 |
| VASH | 416 | 230 | 55% | 62 |
| EHV | 137 | 0 | 0% | 23 |
| FYI | 15 | 0 | 0% | 0 |

| Number HQS Inspections Conducted by Month | |
|---|-----|
| October 2021 | 191 |

Emergency Rental Assistance (CHAP)

| Funding Source | Total Funding Awarded | Total Spent to Date | Number Households Approved | Percent Funding Spent |
|---------------------|-----------------------|---------------------|----------------------------|-----------------------|
| NV Housing Division | \$12,000,000 | \$5,476,401 | 758 | 46% |
| Washoe County | \$5,978,772 | \$3,531,824 | 412 | 59% |
| City of Reno | \$5,130,000 | \$3,465,455 | 445 | 68% |

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 (PH) continues to maintain 99% occupancy for the sites.
- We are continuing to review and streamline processes and procedures within the department.
- We have begun to perform monthly site visits and quality control visits to the sites.
- We have updated our 14-day notice of Non-Payment of rent to a 30-day notice per HUD's PIH Notice, PIH 2021-29; H 2021-06.
- We have updated our Family Self Sufficiency/Community Service and Move out Policies for all Public Housing.
- We were able to obtain membership with the Nevada Apartment Association. This will provide access to trainings and events for team members.

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

Elderly Services:

- RHA is hosting another COVID vaccine clinic through **Immunize Nevada**, this time offering the booster shot for Moderna, Pfizer, and Johnson & Johnson.
- **Holy Cross Church** donated a truck full of nonperishable goods to RHA seniors. The food was donated to the residents at Willie J. Wynn.
- Staff attended the first "Hello 89512" event hosted by the **Food Bank of Northern Nevada** at the Washoe County Senior Center. The Steering Committee for these events is looking into the possibility of hosting future events at Silverada Manor to target more RHA seniors.
- Staff is working with **NV Energy** and **The Reno-Sparks Gospel Mission** to finalize meals and gifts for RHA seniors on Thanksgiving and Christmas this year.

Youth/Family Activities:

- The 65 scholarships to **Sky Tavern's** Junior Ski program have officially been filled. Because of the large amount of interest, Sky Tavern has offered an additional 25 scholarships to RHA families. **Bobo's Ski & Board** has scheduled multiple days in December in which RHA families can come get fitted and take home their gear for the season at no cost to them!
- The grant report for summer camp 2021 in partnership with **Sierra Nevada Journeys** has been submitted and was very well received. The generous funders at **Helen Close Charitable Foundation** have offered an additional 15 scholarships for RHA youth to attend summer camp for a total of 55 spots for 2022!

- Staff is working with families to ensure RHA residents have the necessary information on food and gift assistance programs in the community for the holiday season.

Workforce Development:

- The Workforce Development department is hosting an open house on November 17th beginning at 4:00 pm. The open house is open to all current WFD clients to come meet their new staff and to all interested clients that want to learn more about our programs!
- Staff hosted a Post-Secondary Fair on October 27th at Silverada Manor. RHA residents had the opportunity to come hear about the programs offered at multiple post-secondary institutions including **TMCC, UNR, Paul Mitchell, Career College of Northern Nevada, Jobs Corps, Lake Tahoe Community College, Marine Corps, National Guard, and Majen Training.**
- The new youth workforce development program, Start Smart, is officially underway! Currently, 20 of the 30 spots are filled with youth ages 14-17.

* 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 senior events, school zone safety, Resident Services, Landlord Symposium, Halloween contest, and more.
- Researched and responded to queries on social media.

Website

- In the process of creating several new RHA fact sheets targeting different programs of RHA.
- Reworked verbiage for Landlord and Resident Services pages.

Other

- The 2022 RHA calendars have been mailed.
- Finishing quarterly employee newsletter.
- Began process of researching updated (full color) logo, RHA color branding scheme and tagline.

E. Update on Development Activities

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

- **(CF2019) Stead Manor Sewer Line Replacement and Improvement Building #3 (prototype):** Sewer Replacement on building #3 began July 20, 2021 and completed on August 4, 2021. Information obtained from sewer line replacement was used to prepare accurate plans and specifications for the remaining nine (9) buildings. Plans and Specifications completed and advertised for bid proposals September 24, 2021. Simerson Construction was the only bidder at \$221,690.00.
- **(CF2019) Silverada Chiller Replacement:** (cooling system to the units) Original scope of work (Plans & specifications) to be redone due to limited availability of equipment specified. Staff working on new scope of work and request for bids will allow alternative equipment. Request to

move Hawk View structural repairs to Silverada Manor chillers is before the Board in November.

- **(CF2019) Multi-Site Tree Trimming and Removal:** Tree trimming and removal began August 2, 2021, at Essex Manor. Work completed November 1st. Project in close out.
- **(CF 2019) McGraw Court Security Updates:** Development and IT staff working together on plans and specifications for new security updates (cameras).
- **(2020-1406) 4918 Bravo Ave & 3564 Mazzone unit “D”:** Tub surround replacements. RCM Construction completed demolition/removal and repair on November 2, 2021.
- **(Insurance) 2615 Silverada Kitchen Burn Unit:** The kitchen area of this unit burned by tenant caused fire at stove. Insurance adjusters estimate of repairs \$9,042.72. Tenant moved-out November 5, 2021. Development staff to conduct thorough inspection to develop accurate scope of work/plans and advertise to contactors for request for proposal to repair.
- **(OPS) Development Financial Consulting Services:** Praxis Consulting Group LLC was the only firm to reply to the request. Finalizing the contract for Board approval.
- **(OPS) Capital Needs Assessment Consultant:** Request for qualifications advertised September 24, 2021. Proposal/qualifications packet from applicants due October 28, 2021. Interviews were conducted Friday, November 5, 2021. Additional information was requested from the applicants.
- **(OPS) 8th Street Project:** Development advertised Request for Qualifications for Construction Manager at Risk Services (CMAR) September 1, 2021. Plenium Builders was the only firm to reply to our request. Plenium Builders presented a pre-construction contact for \$18,000.

F. Update on Information Technology activities

EDMS Implementation Update

- Avero Advisors is continuing to provide Project Management services to allow staff to maintain regular work levels and routines throughout the implementation process.
- The Human Resource and Rental Assistance departments went through basic Laserfiche training the week of October 25, 2021.
- Avero Advisors began UAT (User Acceptance Testing) of the setup and configuration of the HR and Rental Assistance department folder structure including user permissions. HR and Rental Assistance are projected to “Go-Live” with Phase one the first week in December.
- Temporary staff is currently prepping physical paper files in the Rental Assistance department in preparation for scanning into the production environment.
- Discovery for the Admissions and IT Departments was completed on October 27 and 28, 2021.
- Weekly meetings take place between RHA, GSG and Avero Advisors to ensure expectations and timelines are being met.

G. Update on other Agency activities

- We will continue to monitor mask requirements based on Washoe County and the Governor’s directives.

- Staff continue to conduct meetings with clients in a designated office by appointment.
- Staff are working with Public Housing residents on resuming Resident Council meetings
- WAHC has received concerns about Golden Apartments regarding crime, unauthorized occupants, abandoned cars, and lack of management oversight. The site has requested to reschedule the follow up meeting multiple times. The meeting is scheduled to be held on November 10th.
- HUD is conducting WAHC's Annual Contract Review (ACR). This consists of reviewing the Management and Occupancy Reviews conducted by the WAHC staff, contract renewals, monthly voucher payments and rent increases.
- The PBCA contract with HUD was due to expire on January 31, 2022. HUD extended the contract with WAHC another year, with four six-month extensions if necessary.

CARES Act Housing Assistance Program (CHAP)

- The CHAP program continues to provide emergency rental assistance to help families remain in their units. Payment for arrears has started to level out. We are receiving approximately 15 applications per day.
- Washoe County has requested the RHA administer landlord payments for their ERA2 funds. These will be pass through funds and the County will determine eligibility based on their program requirements. RHA will be paid an administrative fee. The agreement is being finalized and is before the Board for approval.
- The Nevada Housing Division has additional funding that can be provided to the RHA to continue to provide emergency rental assistance once the initial \$10M has been exhausted.

Strategic Plan

Nevada CARES Campus

- Washoe County has expressed interest in purchasing the 4.75 acres owned by the RHA to expand the needs of the shelter.
- Washoe County has approached the RHA regarding leasing a portion of the property to address the need for overflow during the winter.
- The County has provided a listing of County owned properties that may be an option for affordable housing.

Increasing the number of units

- The RHA received one submission for the RFQ for CMAR. The submission was from Plenum Builders. The Preconstruction CMAR Agreement is before the Board of Commissioners for approval.
- The City of Reno determined they cannot transfer the \$1.15M in CDBG funds to the 8th Street project. The funds can only be used for acquisition of property for affordable housing, not new construction. The City suggested that the funds can be used for acquisition of a different property.
- The contract with Praxis Consulting is being finalized and will come before the Board of Commissioners at the December meeting.
- Four submissions were received for the RFQ for Critical Needs Assessment Consultant. Staff interviewed three and is finalizing their decision. The final selection and agreement will come before the Board at the December meeting.

7. Discussion and possible action of the CARES Campus site to consider Washoe County's (County) interest to engage in a property lease or possible ownership of the two parcels either individually or as a set of parcels APN: 008-211-46 and APN 008-211-43. Options under Board consideration may include, but are not limited to the RHA maintaining ownership of one parcel or a set of parcels while offering a lease to the County that may include terms, conditions, and assessed property values of an individual parcel or as a set of parcels; or consideration to enter into an agreement with the County to purchase one parcel; or to enter into an agreement to purchase the parcels as a set of parcels collectively; or other alternative options for the parcels as individual parcels or as two parcels collectively that may arise during discussion. Additionally, to open the discussion to include other possible suitors, buyers, or lessees. (Discussion and For Possible Action)

Executive Director Jones provided an update to the Board on the CARES Campus. A meeting is scheduled tomorrow with Washoe County to discuss logistics of the sale of the property. The County would like to use the storage units for an emergency overflow shelter during the winter. Discussions will include an option to lease a portion of the property to the County, as well as the possibility of selling the parcel to them. The County had an architect and a contractor assess the site. The fire marshal will conduct an inspection on Thursday to determine the feasibility of this conversion. Transitioning to an emergency overflow shelter should be a simple transition.

Vice Chairman Aiazzi would like staff to utilize this opportunity to partner with the County for future property acquisition and development through the American Rescue Plan funding. Chairman Sullivan agreed.

Chairman Sullivan mentioned that Wells Cargo may want to rent back some of the storage units. This could be a potential revenue source if the plan with the County takes some time to implement. Executive Director Jones stated she will have a better assessment of the next steps with the County once the fire marshal has concluded the inspection. If it is feasible, a lease in place will be drawn up along with an agreement to purchase the property. The RHA takes possession of the property on December 2, 2021.

8. Discussion and possible action for staff direction from the Board of Commissioners to discuss potential funding opportunities available through the American Rescue Plan Act awarded to the City of Reno, City of Sparks, and Washoe for affordable housing initiatives. (Discussion and For Possible Action)

Executive Director Jones reviewed the funding amounts that have been allocated to each of the jurisdictions. The City of Reno received \$51M. The City of Sparks received \$16M. The County received \$91M. The state of Nevada (State) received \$2.7B. The State conducted listening tours throughout the state asking for input on ways to spend the money. The Nevada Housing Coalition is requesting \$500M of the State's money specifically for affordable housing. The deadline to spend this funding is 2026.

Chairman Sullivan suggested the Agency prepare a plan for its utilization of the funding to present to the jurisdictions. Vice Chairman Aiazzi further suggested asking for a specific percentage of the monies in order to build a certain number of units in the community. Development would be in the specific jurisdictions where the funding has been allocated from.

Vice Chairman Aiazzi motioned to authorize the chairman to go before the three jurisdictions with a presentation asking for 15% of their American Rescue Plan funding for future affordable housing development. Commissioner Wilhelms 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.

9. Additional items:

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

There were no other matters of concern.

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

There were no conferences or trainings discussed.

- iii) Old and New Business. (Discussion)

There were 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: December 14, 2021 (**second** Tuesday of the month due to the holiday); January 25, 2022; and February 15, 2022 (**third** Tuesday of the month due to the holiday). (For Possible Action)

10. 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.

11. Adjournment. (For Possible Action)

Commissioner Wilhelms motioned to adjourn the meeting. Vice Chairman Aiazzi 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 1:11 pm.