

MINUTES OF THE REGULAR MEETING  
HOUSING AUTHORITY OF THE CITY OF RENO  
BOARD OF COMMISSIONERS  
March 28, 2023

The regular meeting of the Board of Commissioners of the Housing Authority of the City of Reno (Agency) was called to order by Vice Chairman Aiazzi at 12:03 pm on Tuesday, March 28, 2023 in the Agency's Boardroom.

**Commissioners Present**

Dave Aiazzi, Chairperson  
Jazzmeen Johnson, Vice Chairperson  
Mark Sullivan, Commissioner

**Commissioners Absent**

Mayor Hillary Schieve

**Staff Present**

Hilary Lopez, Ph.D., Executive Director  
Heidi McKendree, Deputy Executive Director  
Ryan Russell, Legal Counsel  
Linda Long, Director of Administration  
JD Klippenstein, Director of Development  
Darren Squillante, Director of HR  
Samantha Arellano Director of IT  
Cori Fisher, Director of Resident Services  
Jamie Newfelt, Director of Rental Assistance  
Kristin Scott, Director of Public Housing  
Kim Anhalt, Moving to Work Coordinator  
April Conway, Public Affairs Officer  
Lindsay Dobson, Executive Administrative Assistant

**Staff Absent**

**Others Present**

Nestor Garcia-Ruiz-Senior Project Manager

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

- **Call to order and roll call.**
- **Receive introduction of guests.**  
Eric Novak, Praxis Consulting  
Ryan Downey of JF Downey  
Farrah Downey of JF Downey  
Julie Henderson City of Reno
- **First Period of 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, under these items.**

There was no public comment.

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

Chair Aiazzi motioned to move the consent agenda items after agenda item 8 and to pull agenda item 15. Vice Chairwoman Johnson seconded the motion. Hearing no further discussion, Chairman Aiazzi called for the question. The vote was all ayes, no nays. Chairman Aiazzi declared the motion carried and the agenda approved with changes.

**1. Approval of the minutes of the regular Board meeting held February 28, 2023, and the minutes of the closed session Board meeting held February 28, 2023. (For Possible Action)**

Approval of February's minutes postponed until April Board meeting as there was not a quorum present to approve minutes.

**2. Presentation of updated Portfolio Assessment from Eric Novak, President, Praxis Consulting Group LLC. (Discussion)**

Erik Novak provided an in-depth presentation regarding the Agency's Portfolio's Assessment.

**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.) (For Possible Action)**

- a) **Possible adoption of Resolution 23-03-01 RH approving revisions to CFP2022, CFP2023, CFP2024, and CFP 2025 Five Year Rolling Capital Fund Project Plans, and to add CFP2026 to the Five-Year Rolling Capital Fund Project Plan. (For Possible Action)**
- b) **Possible adoption of Resolution 23-03-02 RH approving revisions to CFP2023, CFP2024, CFP2025, and CFP 2026 Five Year Rolling Capital Fund Project Plans, and to add CFP2027 to the Five-Year Rolling Capital Fund Project Plan. (For Possible Action)**

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

**4. Commissioner Reports. (Discussion)**

No reports

## 5. Executive Director/Secretary's Report. (Discussion)

Executive Director Lopez reported RHA's Public Housing waitlist is open for five family properties for two-, three-, and four-bedroom units.

RHA partnered with HUD, the Nevada Rural Housing Authority, the Nevada Housing Coalition, and the Nevada State Apartment Association to hold a ½ day workshop targeted to landlords on the benefits of accepting Housing Choice Vouchers. The workshop was well received with over 40 attendees. There was a lot of positive feedback on RHA's new landlord liaison and the benefits of having a point of contact for landlords at the Authority.

RHA staff are sending out a media notice as they work with the Children's Cabinet confirming the Safe Place designation. All RHA properties are considered safe places and all staff have Safe Place information badges to provide assistance to any youth in need.

RHA is participating in Affordable Housing Day at the Legislature on May 1, 2023. RHA will provide information on its housing and programs to legislators and other attendees.

Staff have provided testimony in support of SB68 and signed onto a letter of support for AB310. Both bills provide additional funding for permanent supportive housing in Nevada. Staff continue to monitor other Bills which may impact RHA and its programs.

RHA's Executive Director will participate in a panel discussion on senior housing options and needs as part of Older Americans Month. The panel is scheduled for May 11, 2023, at the Spanish Springs Library.

**Rental Assistance Voucher Programs**

<b>Voucher Type</b>	<b>Total Voucher Allocation</b>	<b>Vouchers Leased as of 3/1/23</b>	<b>Percent Leased</b>	<b>Vouchers Issued Not Yet Leased</b>
Housing Choice Voucher	2,477	2,258	91%	165
VASH	416	275	66%	50
EHV	137	82	60%	30
FYI	15	5	33%	0

<b>Number HQS Inspections Conducted by Month</b>	
February 2023	210

**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)**

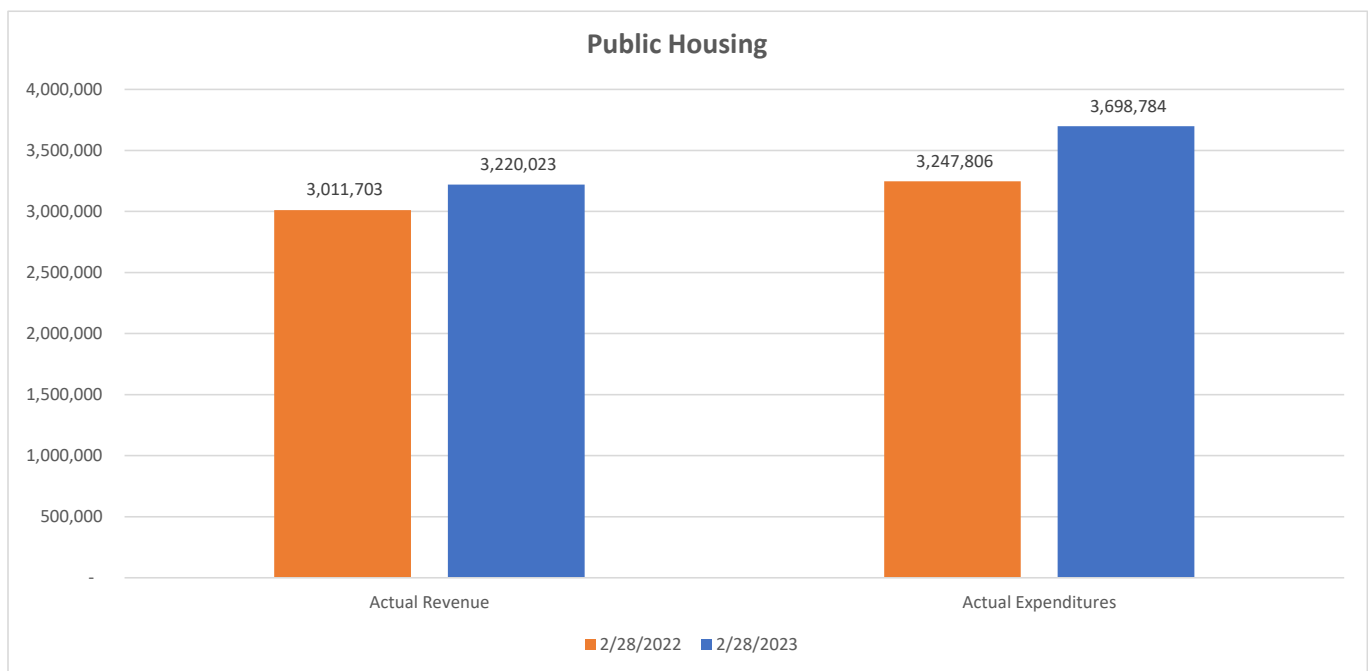
Description: Vouchers allocated by HUD for the specific purpose of assisting homeless individuals or families or those at risk of homelessness in obtaining housing. RHA is partnering with four local agencies (Catholic Charities, Health Plan of Nevada, Washoe County Human Services-Our Place and Volunteers 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.

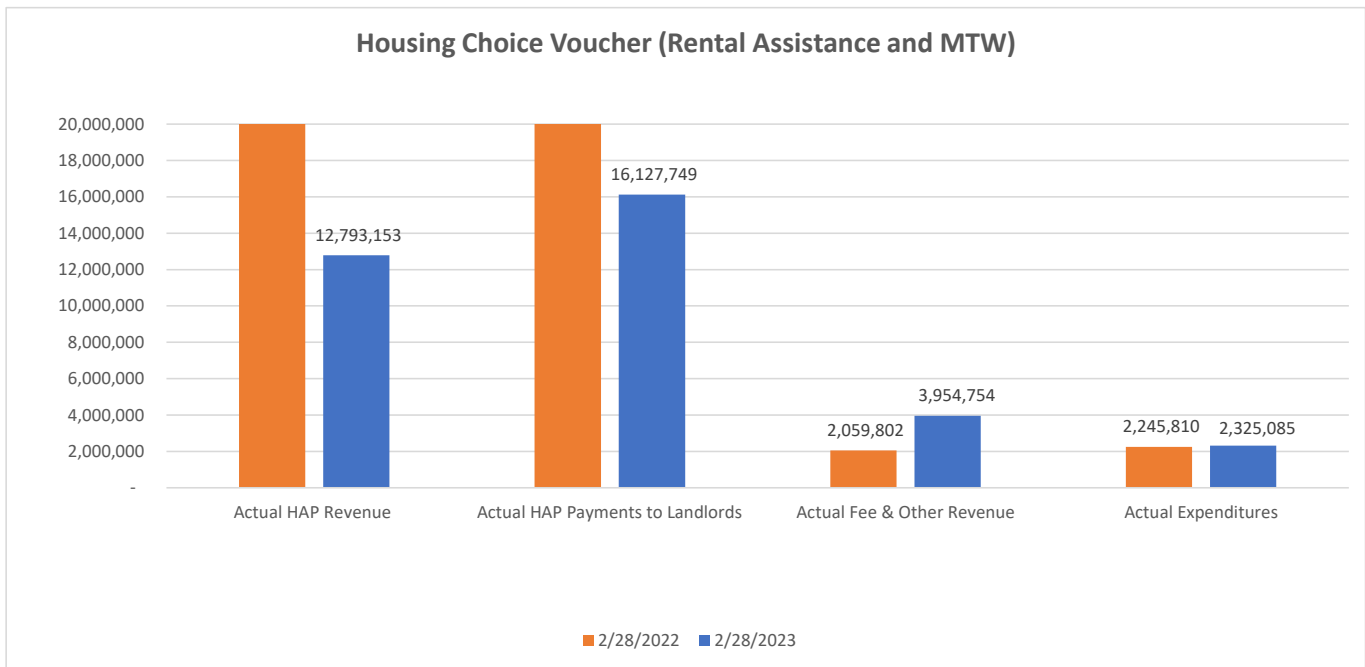
ENTITY-WIDE FINANCIAL REPORT  
FOR THE 8 MONTHS ENDED FEBRUARY 28, 2023

Public Housing	2/28/2023	2/28/2022	Variance Favorable (Unfavorable)	Variance Percentage
Actual Revenue	3,220,023	3,011,703	208,320	6.92%
Budgeted Revenue	3,112,559	3,065,047	47,512	1.55%
Actual Expenditures	3,698,784	3,247,806	450,978	13.89%
Budgeted Expenditures	3,790,466	3,207,541	582,925	18.17%
Actual Surplus (deficit)	(478,761)	(236,103)	(242,658)	102.78%



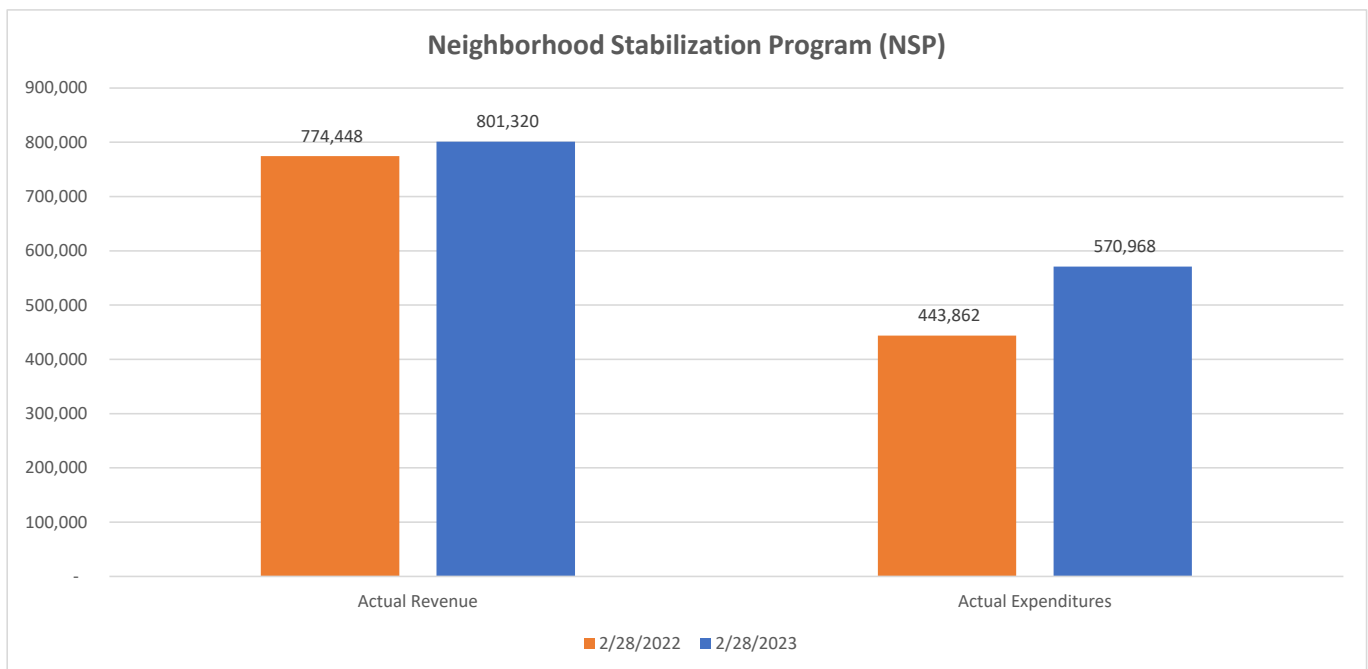
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FOR THE 8 MONTHS ENDED FEBRUARY 28, 2023

Housing Choice Voucher (Rental Assistance and MTW)	2/28/2023	2/28/2022	Variance Favorable (Unfavorable)	Variance Percentage
Actual HAP Revenue	12,793,153	25,727,988	(12,934,835)	-50.28%
Budgeted HAP Revenue	17,061,736	26,310,847	(9,249,111)	-35.15%
Actual HAP Payments to Landlords	16,127,749	25,315,064	(9,187,315)	-36.29%
Budgeted HAP Payments to Landlords	16,816,611	25,849,947	(9,033,336)	-34.95%
Actual Fee & Other Revenue	3,954,754	2,059,802	1,894,952	92.00%
Budgeted Fee & Other Revenue	1,781,729	2,268,105	(486,376)	-21.44%
Actual Expenditures	2,325,085	2,245,810	79,275	3.53%
Budgeted Expenditures	2,262,715	2,397,807	(135,092)	-5.63%
Actual Surplus (deficit)	(1,704,927)	226,916	(1,931,843)	-851.35%



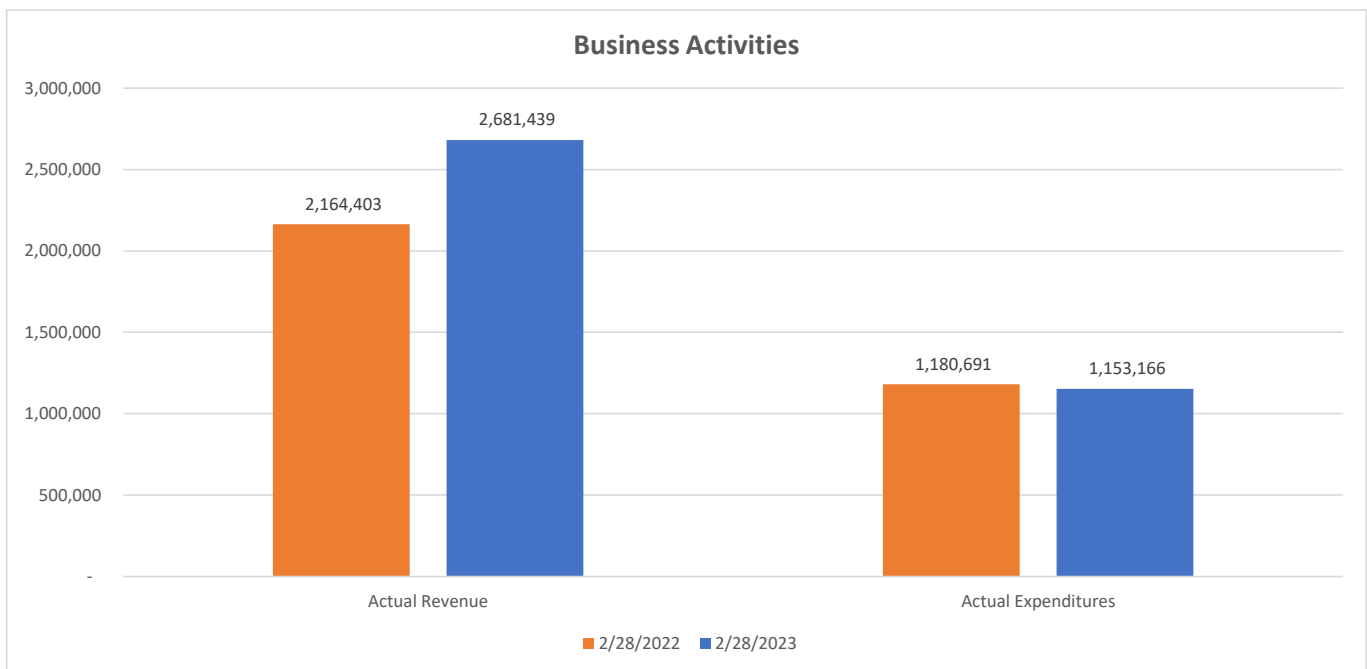
ENTITY-WIDE FINANCIAL REPORT  
FOR THE 8 MONTHS ENDED FEBRUARY 28, 2023

Neighborhood Stabilization Program (NSP)	2/28/2023	2/28/2022	Variance Favorable (Unfavorable)	Variance Percentage
Actual Revenue	801,320	774,448	26,872	3.47%
Budgeted Revenue	796,137	747,818	48,319	6.46%
Actual Expenditures	570,968	443,862	127,106	28.64%
Budgeted Expenditures	458,500	461,596	(3,096)	-0.67%
Actual Restricted Surplus (deficit)	230,352	330,586	(100,234)	-30.32%



ENTITY-WIDE FINANCIAL REPORT  
FOR THE 8 MONTHS ENDED FEBRUARY 28, 2023

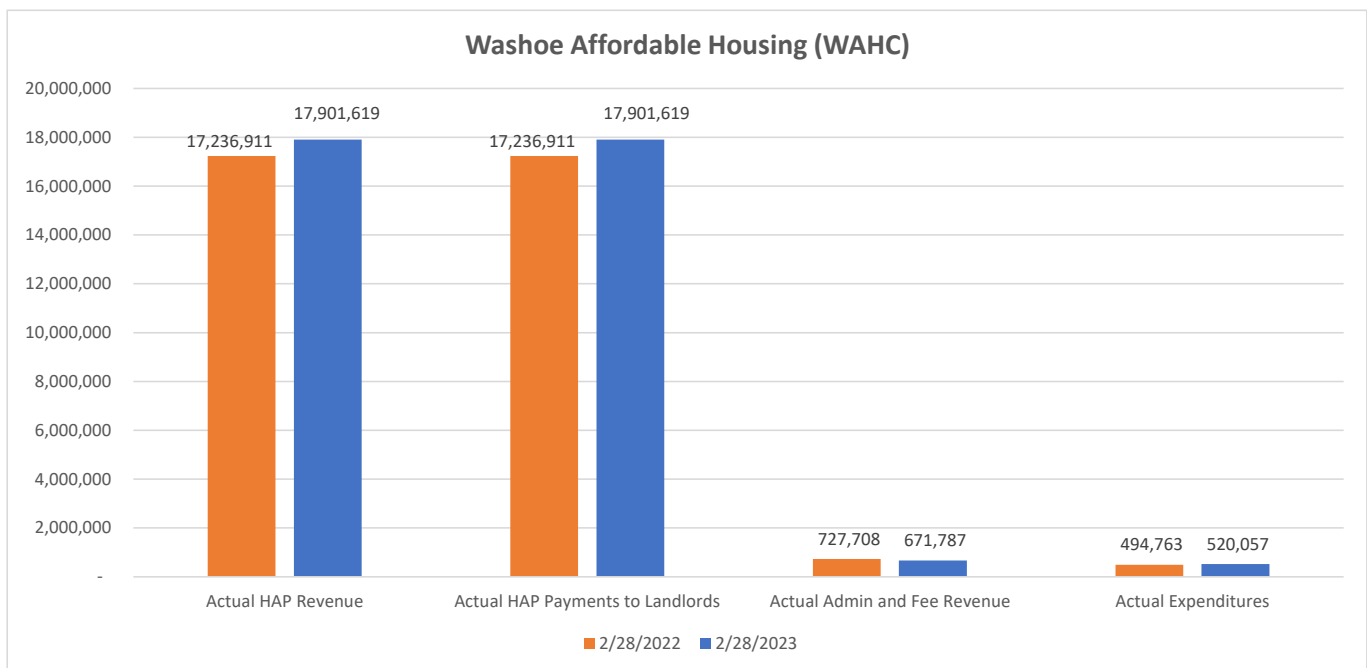
Business Activities	2/28/2023	2/28/2022	Variance Favorable (Unfavorable)	Variance Percentage
Actual Revenue	2,681,439	2,164,403	517,036	23.89%
Budgeted Revenue	2,731,652	2,149,088	582,564	27.11%
Actual Expenditures	1,153,166	1,180,691	(27,525)	-2.33%
Budgeted Expenditures	1,147,396	1,407,372	(259,976)	-18.47%
Actual Unrestricted Surplus (deficit)	1,528,273	983,712	544,561	55.36%





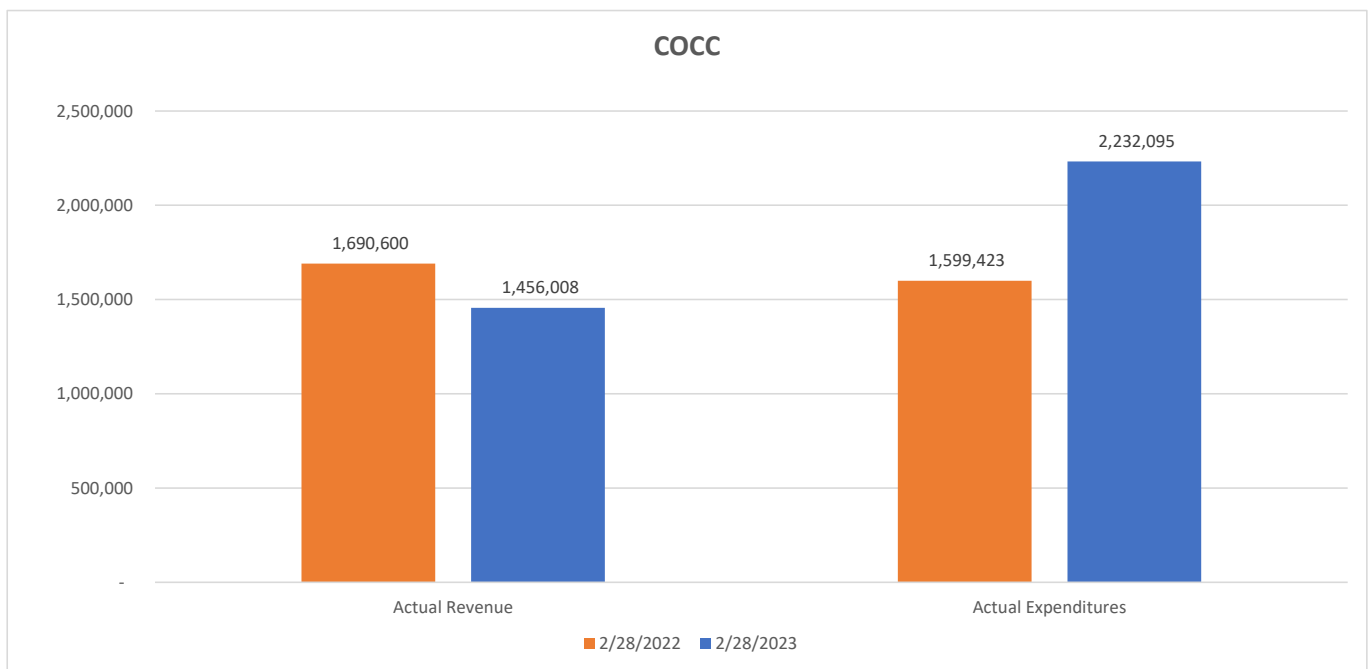
ENTITY-WIDE FINANCIAL REPORT  
FOR THE 8 MONTHS ENDED FEBRUARY 28, 2023

Washoe Affordable Housing (WAHC)	2/28/2023	2/28/2022	Variance Favorable (Unfavorable)	Variance Percentage
Actual HAP Revenue	17,901,619	17,236,911	664,708	3.86%
Budgeted HAP Revenue	17,158,193	17,756,904	(598,711)	-3.37%
Actual HAP Payments to Landlords	17,901,619	17,236,911	664,708	3.86%
Budgeted HAP Payments to Landlords	17,158,193	17,756,904	(598,711)	-3.37%
<i>HAP Surplus (Deficit)</i>	-	-	-	0.00%
Actual Admin and Fee Revenue	671,787	727,708	(55,921)	-7.68%
Budgeted Admin and Fee Revenue	688,677	591,584	97,093	16.41%
Actual Expenditures	520,057	494,763	25,294	5.11%
Budgeted Expenditures	471,705	449,408	22,297	4.96%
<i>Unrestricted Profit (Loss)</i>	<i>151,730</i>	<i>232,945</i>	<i>(81,215)</i>	<i>-34.86%</i>
Actual compared to budget	151,730	232,945	(81,215)	-34.86%



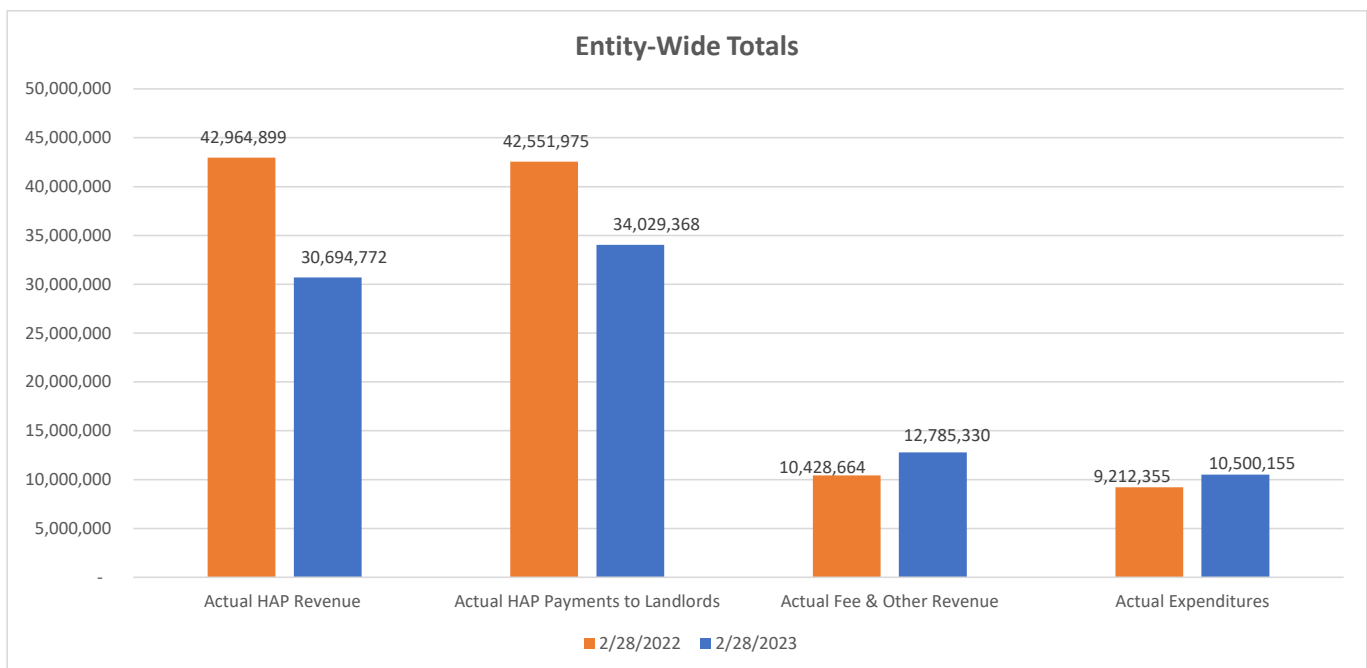
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FOR THE 8 MONTHS ENDED FEBRUARY 28, 2023

COCC	2/28/2023	2/28/2022	Variance Favorable (Unfavorable)	Variance Percentage
Actual Revenue	1,456,008	1,690,600	(234,592)	-13.88%
Budgeted Revenue	1,588,260	1,295,173	293,087	22.63%
Actual Expenditures	2,232,095	1,599,423	632,672	39.56%
Budgeted Expenditures	2,585,136	1,250,209	1,334,927	106.78%
Actual Unrestricted Surplus (deficit)	(776,088)	91,177	(867,265)	-951.19%



ENTITY-WIDE FINANCIAL REPORT  
FOR THE 8 MONTHS ENDED FEBRUARY 28, 2023

Entity-Wide Totals	2/28/2023	2/28/2022	Variance Favorable (Unfavorable)	Variance Percentage
Actual HAP Revenue	30,694,772	42,964,899	(12,270,127)	-28.56%
Budgeted HAP Revenue	34,219,929	44,067,751	(9,847,822)	-22.35%
Actual HAP Payments to Landlords	34,029,368	42,551,975	(8,522,607)	-20.03%
Budgeted HAP Payments to Landlords	33,974,804	43,606,851	(9,632,047)	-22.09%
<i>HAP Surplus (Deficit)</i>	<i>(3,334,596)</i>	<i>412,924</i>	<i>(3,747,520)</i>	<i>-907.56%</i>
Actual Fee & Other Revenue	12,785,330	10,428,664	2,356,666	22.60%
Budgeted Fee & Other Revenue	10,699,013	10,116,815	582,198	5.75%
Actual Expenditures	10,500,155	9,212,355	1,287,800	13.98%
Budgeted Expenditures	10,715,918	9,173,933	1,541,985	16.81%
<i>Unrestricted Profit (Loss)</i>	<i>2,285,175</i>	<i>1,216,309</i>	<i>1,068,866</i>	<i>87.88%</i>
Actual Surplus (deficit)	(1,049,421)	1,629,233	(2,678,654)	-164.41%



## Asset Management

- Maintenance staff continue to be busy with snow/ice removal. They have continued to remain focused on vacancy turns and urgent and emergency work orders in between the inclement weather storms. Management staff completed file audits during February. The audit results provided areas where training was needed to ensure minor errors do not continue to occur, but overall, the results were positive. Key Inventory will be the next task management staff will complete. Hawk View and Silverada will complete their key inventory process during the month of March.
- All Maintenance staff attended tankless water heater training courtesy of Rinnai company. The staff learned how to completely take the units apart and put them back together. They also learned how to troubleshoot and complete preventative maintenance. Staffs feedback was extremely positive and their level of comfort working on them has increased substantially.
- Public Housing ended the month of February with 14 vacancies for an overall occupancy rate of 97.82% across all sites. In February, ten residents vacated their unit, and nine units were leased.
- The McGraw and Essex water heater replacement projects continue.

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

#### Department Updates

- The Federal Communications Commission (FCC) announced funding allocations for the FY 2023 Your Home, Your Internet Pilot Program. RHA is being awarded its' full ask of \$57,459 for two part-time Connectivity Interns. Upon hire, these positions will focus on implementing innovative outreach strategies for the federal Affordable Connectivity Program (ACP) while providing application support to residents of the RHA to help bridge the broadband affordability gap.
- Staff attended a meeting with **Food Bank of Northern Nevada** and the **Children's Cabinet** to discuss multiple future partnership opportunities.

#### Elderly Services:

- RHA is partnering with **RTC** and the **Washoe County Senior Center** to "pack a bus" of seniors to attend the 2023 Senior Day at the NV Legislature. An RTC bus will pick up residents on Friday, April 7<sup>th</sup>, to bring to Carson City to learn about senior issues, meet legislators, and hear guest speakers.
- The senior services team is partnering with the **Sanford Center for Aging** to bring a new program, Healthy Steps for Older Adults, to Willie J. Wynn. This half-day program provides steps to make homes safer for seniors, reduce falls, and learn how to improve strength, balance, and overall fitness.

#### Workforce Development (WFD)

- WFD has partnered with **JOIN, inc.** to provide quarterly resume writing and communication workshops throughout 2023 to RHA residents looking to go back to work or move forward in their established careers.
- Upcoming workshops include Computer Skills with **New Horizons**, Consumer Banking with **First Independent Bank** and **Greater Nevada Credit Union**, and Job Interviewing.

- WFD currently has 81 active participants, with 16 applications pending.

### Youth/Family Activities

- Eight RHA youth attended a Spring Break Bike Camp free of charge in partnership with **Reno Bike Project**.
- Three new opportunities open for RHA youth in April:
  - Music Classes with **Note-Ables Music Therapy** at Hawk View (for eight weeks)
  - Music Classes with **Note-Ables Music Therapy** at Mineral Manor (for eight weeks)
  - Youth Bachata Dance Class with **Ballroom of Reno** at Essex Manor (for the remainder of the year)

### Resident Councils

- All active resident councils are collaborating to create an Easter event open to all RHA Public Housing residents. Residents are invited to dye and decorate eggs on March 31<sup>st</sup> at Silverada Manor, followed by an Easter egg hunt on April 1<sup>st</sup> at Hawk View Apartments. This is the first large-scale, collaborative event created by our councils.
  - The Hawk View garden project is on track to be completed by the end of April. Over the next few weekends, residents and staff will volunteer their time to create the creative space in partnership with **Urban Roots, the Generator**, and local muralist, **Asa Kennedy**, in hopes of a grand opening in late April 2023 (weather pending).
- \*The Authority's community partners are designated in bold within the Updates on Elderly Services,

*\* 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**

### Opportunity Knocks Magazine

- Submitted all exec leadership changes/updates to printer

### Website Revamp

- Continued meetings with and final content submission to Maslow Creative

### Landlord Workshop

- Promoted in social and to traditional media HUD/RHA/NV Rural/NV Housing Coalition/NV Apartment Association landlord workshop
- Completed interview with KKOH on the event
- KRNV and Nevada Independent also covered the event the day of

### Best Places to Work

- Final push ensured 78% of RHA employees answered the Northern Nevada Human Resources Association Best Places to Work survey
- Results expected the first week of April

### Start Smart Scholarship Dinner

- Working on save the date, invitations and program design and layout for Start Smart Scholarship Dinner

- New part-time social media coordinator position advertised. Current intern Mckenzie Papa was sole applicant and she accepted the position.

Social Media, Other Projects

- Replied to KRNV for Ask Joe query about VASH client. Attempted to coordinate response from VA. Their PAO never replied.
- Drafted release about PH waitlists opening week of March 27. Will push to media and on social.
- Submitted collateral material to No. Nev. Int'l. Center language bank. Awaiting finished product for use at PH repositioning meetings with residents.
- Firming up May date for home tour for elected officials, board of commissioners and RHA executive staff
- Finalizing news release for RHA +1 program
- Completed March Celebrity Homes Tour for staff. Will likely move to quarterly or semi-annually for future tours.
- Working on a new WFD video to advertise to residents

**E. Update on Development Activities**

- **(CF2021) McGraw Ct. HVAC Replacement:** Mt. Rose Heating and Airconditioning Inc. (\$304,000.00). Bids were opened December 16, 2022. The contract for this project was signed on January 26, 2023. Contractor is waiting on long lead items prior to signing a notice to proceed.
- **(OPS) Dick Scott Manor Project:** The design phase of the project was completed with plans submitted to the City of Reno for comment and plan review, the permit is expected to be issued in April 2023. RHA has received the final GMP from the general contractor (Plenium Builders) with 100% of bids received. The final construction contract and Notice to Proceed (NTP) is expected to be executed in March 2023.
- **(CF2020) John McGraw Court Water Heater Replacement:** Michael's Plumbing (\$141,909.00). A notice to proceed was issued December 5, 2022. Michael's Plumbing has completed installing the 33 water heaters under contract. The project is substantially complete and ready for final inspections.
- **(CF 2020) Essex Manor Water Heater Replacement:** Simerson Construction (\$630,081.00). A notice to proceed was issued January 9, 2023. Simerson has completed the 100 water heaters under contract. The project is substantially complete and ready for final inspections.
- **(CF2021) Stead Manor Concrete and Pavement Replacement:** Spanish Springs Construction (\$598,000.00). The contract for this project was signed on December 16, 2022. Plans were submitted to the City of Reno for comments and plan review on March 13, 2023. The project will not start until asphalt plants re-open late spring of 2023.
- **(CF 2021) Myra Birch Manor Video Surveillance System:** 295 Cabling (\$73,840.00) Contract signing was December 8, 2022. Contractor is waiting on long lead items prior to signing a notice to proceed.
- **(CF2021) Stead Manor Video Surveillance System:** 295 Cabling (\$79,250.00) Contract signing was December 8, 2022. Contractor is waiting on long lead items prior to signing a notice to proceed.
- **(OPS) 419 10<sup>th</sup> St. Sparks, NV 15 Unit Apartment Complex:** A Letter of Intent (LOI) was delivered to

the selling partners of the property October 31, 2022. The LOI was executed by the seller and returned to RHA November 8, 2022. Escrow was opened on the property November 11, 2022. RHA is in the process of providing a purchase and sales agreement for review by the owner. The City of Sparks has initiated an Environmental Assessment on the property.

## **F. Update on Information Technology activities**

### Electronic Document Management System

- 3/20/2023: All folder structures have been configured in the production environment.
- 3/20/2023: Staff continues to scan Rental Assistance files into the production environment.
  - 1367 out of approx. 2500 client files have been scanned.
  - All files will be scanned within 11 months at current scan rate.
- 3/21/2023: Staff begins planning the physical file prepping and scanning into Laserfiche for the Asset Management Department.

### Yardi

- 3/20/2023: Staff continues Yardi online training.
- 3/20/2023: Yardi Voyager (PHA Software) configuration for financials, Rental Assistance, Asset Management, and Admissions continues.
- 3/27/2023: Staff begins the 2nd of 5 Yardi-led trainings.

## **G. Update on MTW Activities**

### FY 2024 Annual MTW Plan

- The FY 2024 Annual MTW Plan is included for Board approval. Staff attended several Resident Council meetings to provide an overview of the proposed activities and their effect on current Public Housing residents. A public hearing to answer questions and receive comments on the proposed MTW Annual Plan, which includes a Rental Assistance Demonstration Program and Section 18 Repositioning Amendment, was held on March 2, 2023. It was attended only by staff. The Plan is due to HUD on or before April 15.

### MTW Collaborative Membership Call

- Staff attended the MTW Collaborative's quarterly general membership call. Topics discussed included the 2023 MTW conference, voucher utilization & MTW reserves, and the Biden Administration's FY24 budget proposal. A follow up call was held to discuss details regarding HUD's proposed changes to the 50058 Forms for MTW and MTW Expansion Agencies.

### FY 2023 Annual MTW Report

- Preparation for RHA's annual MTW Report to HUD has begun. Initial steps include several data pulls on current activities as well as disseminating surveys to Mobility Demonstration participants for analysis by the University of Washington.

## **H. Financials**

**6. Discussion and possible action to renew the contract between the RHA and JF Downey Realty Consulting & Advisory Services LLC for Eviction Prevention Services for an amount not to exceed \$217,700. (For Possible Action)**

Commissioner Sullivan motioned to approve renewal of the contract between the RHA and JF Downey for an amount not to exceed \$217,700 on condition that the application work with the RHA Executive Director and counsel to include a provision in the contract that mandates applicant to make reasonable best efforts to raise additional funding which will offset the amount RHA shall pay. Vice Chair Johnson seconded the motion. Hearing no further discussion, Chairman Aiazzi called for the question. The vote was all ayes, no nays. Chairman Aiazzi declared the motion carried and the agenda approved with changes.

**7. Possible adoption of Resolution 23-03-03 RH approving the content and submission of the Authority's FY 2024 Moving to Work Annual plan and Certifications of Compliance to the U.S. Department of Housing and Urban Development (HUD). (For Possible Action)**

Commissioner Sullivan motioned to approve Resolution 23-03-03 RH as written. Vice Chairwoman Johnson seconded the motion. Hearing no further discussion, Chairman Aiazzi called for the question. The vote was all ayes and no nays. Chairman Aiazzi declared the motion carried.

**8. Discussion on the status, funding, and related matters for proposed RHA housing development projects including, but not limited to:**

- a. Dick Scott Manor
- b. Hawk View Apartments
- c. Silverada Manor
- d. John McGraw/Silver Sage Court
- e. Stead Manor
- f. Essex Manor
- g. 419 10<sup>th</sup> Street
- h. Carville Court
- i. Paradise Plaza

Thoughtful and intelligent conversations took place regarding the status of the proposed RHA housing development projects.

**9. Possible adoption of Resolution 23-03-04 committing \$800,000 in RHA HUD held reserves for MTW Activity #2022-01 and \$350,000 in Washoe County America Rescue Plan Act (ARPA) funds for the rehabilitation of Paradise Plaza to serve as a workforce development hub. (For Possible Action)**

Commissioner Sullivan motioned to approve Resolution 23-03-04 as written. Vice Chairwoman Johnson seconded the motion. Hearing no further discussion, Chairman Aiazzi called for the question. The vote was all ayes and no nays. Chairman Aiazzi declared the motion carried.



10. **Possible adoption of Resolution 23-03-05 committing \$1,395,201 in RHA HUD held reserves for MTW Activity #2022-01 for a total commitment of \$3,039,201 for workforce development related activities and staffing through the expiration of the current MTW contract in 2028. (For Possible Action)**

Commissioner Sullivan motioned to approve Resolution 23-03-05 as written. Vice Chairwoman Johnson seconded the motion. Hearing no further discussion, Chairman Aiazzi called for the question. The vote was all ayes and no nays. Chairman Aiazzi declared the motion carried.

11. **Possible adoption of Resolution 23-03-06 committing \$4,650,000 in RHA HUD held reserves for MTW Activity #2021-01 for the redevelopment of Carville Court Apartments. (For Possible Action)**

Commissioner Sullivan motioned to approve Resolution 23-03-06 as written. Vice Chairwoman Johnson seconded the motion. Hearing no further discussion, Chairman Aiazzi called for the question. The vote was all ayes and no nays. Chairman Aiazzi declared the motion carried.

12. **Possible adoption of Resolution 23-03-07 committing an amount not to exceed \$7,500,000 in RHA HUD held reserves for MTW Activity #2021-01 for the redevelopment of Hawk View Apartments. (For Possible Action)**

Commissioner Sullivan motioned to approve Resolution 23-03-07 as written. Vice Chairwoman Johnson seconded the motion. Hearing no further discussion, Chairman Aiazzi called for the question. The vote was all ayes and no nays. Chairman Aiazzi declared the motion carried.

13. **Discussion and possible action to authorize the Executive Director to negotiate and execute a Professional Services Agreement with the selected Relocation Firm for relocation services at Hawk View Apartments in an amount not to exceed \$225,000. (For Possible Action)**

Commissioner Sullivan motioned to approve agenda item 13 as written. Vice Chairwoman Johnson seconded the motion. Hearing no further discussion, Chairman Aiazzi called for the question. The vote was all ayes and no nays. Chairman Aiazzi declared the motion carried.

14. **Discussion and possible action to authorize the Executive Director to negotiate and execute a Professional Services Agreement with the selected Relocation Firm for relocation services at Silverada Manor in an amount not to exceed \$350,000. (For Possible Action)**

Commissioner Sullivan motioned to approve agenda item 14 as written. Vice Chairwoman Johnson seconded the motion. Hearing no further discussion, Chairman Aiazzi called for the question. The vote was all ayes and no nays. Chairman Aiazzi declared the motion carried.

15. **Discussion and possible action to approve the Purchase and Sale Agreement (PSA) for the property located at 419 10<sup>th</sup> Street for \$775,000. (For Possible Action)**

Agenda Item 15 was pulled.

**16. Discussion and possible direction to staff regarding the status of RHA's scattered site portfolio and potential long-term strategy for these properties. (For Possible Action)**

The Board agreed to review the scattered site portfolio and any action on this item will be added to a future meeting.

**17. Discussion and possible action to implement the Board approved \$9,250.00 salary increase relating to Executive Director Lopez' performance evaluation effective March 6, 2023, and the Board approved Cost of Living Adjustment (COLA) based on the April 2023 Consumer Price Index Western Information Office, West Region effective the first full pay period of July 2023. (For Possible Action)**

Commissioner Sullivan motioned to approve agenda item 17 as written. Vice Chairwoman Johnson seconded the motion. Hearing no further discussion, Chairman Aiazzi called for the question. The vote was all ayes and no nays. Chairman Aiazzi declared the motion carried.

**18. Additional items:**

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

Executive Director Lopez inquired about moving the May Board meeting as she would be out of town attending a NARHO conference. It was decided to wait and make a decision at the April Board meeting.

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

There were no conferences or trainings discussed.

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

**iv) Request for Future Agenda Topics**

**v) Schedule of next meeting. The following dates have been scheduled in advance but are subject to change at any time: Tuesday, February 28, 2023; Tuesday, March 28, 2023; and Tuesday, April 25, 2023. (For Possible Action)**

**19. 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.

**15. Adjournment. (For Possible Action)**

The meeting adjourned at 2:48 pm.

