

**MINUTES OF THE REGULAR MEETING  
HOUSING AUTHORITY OF THE CITY OF RENO  
BOARD OF COMMISSIONERS  
January 28, 2025**

The meeting of the Board of Commissioners of the Housing Authority of the City of Reno (Agency) was called to order by Madame Chair Taylor at 12:17pm on Tuesday, January 28, 2025, in the Agency's Boardroom.

**Commissioners Present**

Kathleen Taylor, Madame Chair  
Dave Aiazzi, Vice Chair  
Mayor Hillary Schieve, Commissioner  
(called in)

**Commissioners Absent**

Dejanae Solley, Commissioner  
Mark Sullivan, Commissioner

**Staff Present**

Dr. Hilary Lopez, Ph.D., Executive  
Director  
Heidi McKendree, Deputy Executive  
Director  
Darren Squillante, Director of HR  
JD Klippenstein, Director of  
Development  
Kristin Scott, Director of Asset  
Management  
Jeremy Stocking, Director of Resident  
Services

**Staff Present (continued)**

Brenda Freestone, WAHC  
Jamie Newfelt, Director of Rental  
Assistance  
Jeff Miller, Director of IT  
Kim Anhalt, Director of MTW  
  
Ryan Russell, Legal Counsel

**Others Present**

Dian Vanderwell, City of Sparks  
Councilwoman (via Zoom)

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

- **Call to order and roll call.**
  
- **Introduction of guests.**  
None

- **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. Comments from the public is limited to three minutes per person, under these items.

There were no public comments.

**1. Approval of agenda. (For Possible Action)**

Vice Chairman Aiazzi motioned to approve the agenda with the action items to be addressed first, moving on to the discussion items afterwards. Commissioner Schieve seconded the motion. Hearing no further discussion, Madame Chair Taylor called for the vote. All were in favor with 3 ayes, no nays. Madame Chair Taylor declared the motion carried.

**2. Approval of the minutes of the Special Board Meeting held on December 23, 2024, Regular Board Meeting held on December 17, 2024, RHA's Annual meeting held on December 17, 2024, Closed Session Meeting held on April 23, 2024, Closed Session Meeting held on March 26, 2024, and Special Meeting held on March 6, 2024. (For Possible Action)**

Vice Chair Aiazzi motioned to approve the minutes listed on the agenda. Commissioner Schieve seconded the motion. Hearing no further discussion, Madame Chair Taylor called for the vote. With all ayes, no nays, Madame Chair Taylor declared the motion carried.

**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. Discussion and possible adoption of Resolution 25-01-01 RH authorizing the write-off of tenant accounts receivable for the Section 8 Rental Assistance Programs. (For Possible Action)**

**B. Discussion and possible adoption of Resolution 25-01-02 RH authorizing the write-off of landlord accounts receivable for the Section 8 Rental Assistance Programs. (For Possible Action)**

**C. Discussion and possible adoption of Resolution 25-01-03 RH authorizing the write-off of vacated tenant account receivables for the Low-Rent Public Housing Program. (For Possible Action)**

**D. Discussion and possible adoption of Resolution 25-01-04 RH authorizing the write-off of vacated tenant account receivables for the unaided properties. (For Possible Action)**

**E. Discussion and possible adoption of Resolution 25-01-05 RH updating RHA authorized bank signatures. (For Possible Action)**

Vice Chair Aiazzi motioned to approve the Consent Agenda. Commissioner Schieve seconded the motion. All were in favor with 3 ayes and no nays. Madame Chair Taylor declared the motion carried unanimously.

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

None

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

RHA Executive Director, Dr. Hilary Lopez, referencing the full report of agency activities in the packet, highlighted items of interest regarding RHA's activities and programs.

**6. Discussion and possible approval of revisions to the RHA By-Laws. (For Possible Action)**

After a brief discussion, Commissioner Schieve moved to approve the revisions to the By-Laws with an added revision to the language. Vice Chair Aiazzi seconded the motion. With all in favor and no opposition, Madame Chair Taylor declared the motion carried.

**7. Discussion and possible adoption of the Executive Director Performance Evaluation Tool. (For Possible Action)**

Vice Chair Aiazzi moved to approve the adoption of the Executive Director Performance Evaluation Tool as presented with the condition that the Executive Director provide the information to the Board that supports the self-evaluation. Madame Chair Taylor seconded the motion. After a brief discussion for further clarification, Madame Chair asked for the vote. With 3 ayes and no nays, Madame Chair Taylor declared the motion carried unanimously.

**Closed Session:**

- 8. The Board may give direction to staff in closed session regarding the position or positions to be taken or the strategy to be employed, and staff may provide the Board with an update, regarding:**
  - Discussion and update on legal analysis of Right of First Refusal, potential sales options, potential lobby lease options, and or other options for the property located at Parcel 4-B of Paradise Retail I, LLC, Sparks, Nevada (also known as Paradise Plaza) and estimated budgets associated with various potential scopes of work to renovate the site and address needed pest mitigation. (Discussion Only)**

**Reconvene Open Session:**

- 9. Discussion and possible direction to staff on next steps regarding initiating the Right of First Refusal, potential sales options, potential lobby lease options, and/ or other options for the property located at Parcel 4-B of Paradise Retail I, LLC, Sparks, Nevada (also known as Paradise Plaza) and/or estimated budgets associated with various potential scopes of work to renovate the site and address needed pest mitigation. (For Possible Action)**

Vice Chair Aiazzi motioned to direct staff to pursue a listing to sell its portion of the subject property, located at Parcel 4 B of Paradise Retail I, LLC, Sparks, Nevada. Commissioner Schieve seconded the motion. With no further discussion on the matter, Madame Chair Taylor called for the vote. With 3 ayes, no nays, Madame Chair Taylor declared the motion carried unanimously.

- 10. Discussion of the draft Development Principles to be used as part of RHA evaluation of potential development opportunities. (Discussion Only)**

RHA's Director of Development, JD Klippenstein, presented the staff report to the Board and discussed the content of the draft development principles which relates to different aspects of RHA's development activities and how the agency engages in both preservation and new construction.

- 11. Discussion and review of the draft MTW Annual Plan. (Discussion Only)**

RHA's MTW Coordinator presented the draft MTW Plan for the Board's review before it is released for public comment. No action was taken on this item. For discussion only.

## **12. Additional Items:**

- a) General matters of concern to Board Members regarding matters not appearing on the agenda. (Discussion)**
- b) Reports on conferences and trainings. (Discussion)**
- c) Old and New Business. (Discussion)**
- d) Request for Future Agenda Topics (Discussion)**
- e) Schedule of next meeting. The following dates have been scheduled in advance but are subject to change at any time:  
Tuesday, January 28, 2025, and Tuesday, February 25, 2025.  
(For Possible Action)**

Vice Chair Aiazzi moved to accept the meeting schedule. Madame Chair Taylor seconded the motion. With no further discussion, Madame Chair Taylor called for the vote. With all ayes, no nays, Madame Chair Taylor declared the motion carried.

## **13. 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. Comments from the public are limited to three minutes per person.**

None

## **14. Adjournment.**

Madame Chair Taylor declared the meeting adjourned at 2:05pm.