

AGENDA & PACKET

WAHC

BOARD OF TRUSTEES

SPECIAL MEETING

June 24, 2025

Washoe Affordable Housing Corporation

AGENDA ITEM NUMBER: 1

June 24, 2025

SUBJECT: Approval of the Agenda. (For Possible Action)

FROM: President

RECOMMENDATION: For Possible Action

The agenda is attached on the following page.

NOTICE OF MEETING OF THE
WASHOE AFFORDABLE HOUSING CORPORATION
BOARD OF TRUSTEES

TO TRUSTEES: Hilary Lopez, President
Kathleen Taylor, Vice President
Dave Aiazzi, Secretary/Treasurer
Miguel Martinez
Mark Sullivan

MEETING DATE: **Tuesday, June 24, 2025**

TIME: **12:00 p.m. (Approximately)**

PLACE: **Reno Housing Authority (RHA) Boardroom, 1525 East Ninth Street,
Reno, Nevada**

Persons wishing to provide public comment may participate during the scheduled meeting by commenting in person during the course of the meeting, via teleconference, or address their comments, data, views, arguments in written form to Hilary Lopez, Ph.D., Executive Director, Housing Authority of the City of Reno, 1525 East 9th Street, Reno, NV 89512-3012, Fax: 775.786.1712; e-mail address: Hlopez@renoha.org. Written submission should be received by the Board on or before, June 20, 2025, by 5:00 p.m., in order to make copies available to the Trustees and the public.

Below is the agenda of all items scheduled to be considered. At the discretion of the president or the Trustees, items on the agenda may be taken out of the order; the Trustees may combine two or more agenda items for consideration, and the Trustees may remove an item from the agenda or delay discussion relating to an item on the agenda at any time. The public is advised that one or more members of the Trustees may participate in the meeting via telephone.

A G E N D A

- Call to order and roll call.
 - Introduction of guests.
 - 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.
1. Approval of agenda. (For Possible Action)
 2. Discussion and possible adoption of Resolution 25-06-01 WA approving a 1.375% cost of living adjustment (COLA) increase, with a total fiscal impact of \$3,351 for FY2026, for all WAHC positions. (For Possible Action)
 3. Additional items:
 - i) General matters of concern to Trustees regarding matters not appearing on the agenda. (Discussion)
 - ii) Old and New Business. (Discussion)

WASHOE AFFORDABLE HOUSING CORPORATION

- iii) Schedule of next meeting. The following date has been scheduled in advance but is subject to change at any time: December 16, 2025 (Annual Meeting). (For Possible Action)
- 4. Second 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.
- 5. Adjournment.

This meeting is accessible to the hearing impaired through the RHA TTY/TDD/voice phone line (385) 770-7166. Anyone with a disability, as defined by the Americans with Disabilities Act, requiring special assistance to participate in the meeting, may contact the Trustees at the following address, at least five days in advance of the meeting in order to make arrangements, if possible, for reasonable accommodations that would enable participation in the meeting by contacting Colleen Montgomery-Beltran, Executive Administrative Assistant, Housing Authority of the City of Reno, 1525 East Ninth Street, Reno, Nevada, 89512, or by calling (775) 329-3630.

This agenda has been posted at the Washoe Affordable Housing Corporation's office located at 1004 Forest St, Reno, NV 89509 and also at the Housing Authority of the City of Reno Administrative Office, 1525 East Ninth Street, Reno, NV 89512; and further in compliance with NRS 241.020, this agenda has been posted on the official website of Washoe Affordable Housing Corporation at www.wahc.info and the Housing Authority of the City of Reno's website at www.renoha.org and the State of Nevada Public Notification website at <http://notice.nv.gov/>.

According to the provisions of NRS 241.020(5), a copy of supporting (not privileged and confidential) material provided to Trustee members may be obtained upon request made to: Colleen Montgomery-Beltran, Executive Administrative Assistant, Housing Authority of the City of Reno, 1525 East Ninth Street, Reno, Nevada, 89512, or by calling (775) 329-3630. Copies of supporting (not privileged and confidential) material provided to Trustee members may be obtained at the aforementioned address.

Dated June 18, 2025

By: Colleen Montgomery-Beltran

Colleen Montgomery-Beltran
Executive Administrative Assistant

Washoe Affordable Housing Corporation

AGENDA ITEM NUMBER: 2

June 24, 2025

SUBJECT: Discussion and possible adoption of Resolution 25-06-01 WA approving a 1.375% cost of living adjustment (COLA) increase, with a total fiscal impact of \$3,351 for FY2026, for all Washoe Affordable Housing Corporation (WAHC) positions.

FROM: President

RECOMMENDATION: For Possible Action

Background:

The Trustees have previously approved a compensation plan for WAHC that aligns with the Reno Housing Authority (RHA). This includes providing WAHC staff with the same COLA increase that the Reno Housing Authority has provided to its staff. The RHA Board of Commissioners recently authorized a net COLA increase of 1.375% for staff effective the first full pay period in July 2025. The same COLA increase is requested for WAHC staff. WAHC has three (3) staff members and the net fiscal impact of this 1.375% increase is approximately \$3,351 for FY2026 for all WAHC positions.

Staff Recommendation and Motion:

Staff recommend the Trustees motion to approve Resolution 25-06-01 as presented which authorizes a 1.375% cost of living adjustment (COLA) for all WAHC staff positions.

**WASHOE AFFORDABLE HOUSING CORPORATION
RESOLUTION 25-06-01 WA**

**A RESOLUTION AUTHORIZING WASHOE AFFORDABLE HOUSING CORPORATION
TO IMPLEMENT A 1.375% COST OF LIVING ADJUSTMENT TO THE
COMPENSATION SCHEDULE FOR ALL POSITIONS/EMPLOYEES**

WHEREAS, the Washoe Affordable Housing Corporation values the efforts of its employees, and

WHEREAS, an equitable pay structure with competitive salaries is essential in attracting and retaining a skilled, motivated workforce within the current economic environment, and

WHEREAS, a cooperative agreement between the Reno Housing Authority and WAHC has been established to provide fiscal administration of funding for services provided by WAHC, which includes employee compensation, and

WHEREAS, WAHC has sufficient funds to cover the fiscal impact the COLA increase would have on the corporation, and

WHEREAS, the President of WAHC believes this is in the best interest of the corporation, and

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of Trustees of the Washoe Affordable Housing Corporation as follows:

1. The President is authorized to implement a 1.375% COLA increase to the compensation schedule for each grade level and all WAHC positions, effective the first full pay period of July 2025.
2. This Resolution is to be effective upon the date of its adoption.

ADOPTED THIS 24th DAY OF June, 2025.

ATTEST:

CHAIRPERSON

SECRETARY

Washoe Affordable Housing Corporation

AGENDA ITEM NUMBER: 3

June 24, 2025

SUBJECT: Additional Items. (For Possible Action)

FROM: President

RECOMMENDATION: For Possible Action

Additional items:

- i) General matters of concern to Trustees regarding matters not appearing on the agenda. (Discussion)
- ii) Old and New Business. (Discussion)
- iii) Schedule of next meeting. The following date has been scheduled in advance but is subject to change at any time: December 16, 2025 (Annual Meeting). (For Possible Action)