

RENO HOUSING AUTHORITY

AGENDA ITEM NUMBER: 5

August 26, 2025

SUBJECT: Executive Director/Secretary's Report.

FROM: Executive Director

RECOMMENDATION: Discussion

A. Update on Agency Activities

- RHA was awarded a National Association of Housing and Redevelopment Officials (NAHRO) Community Innovation Award (previously the NAHRO Award of Merit program) for its Dick Scott Manor development. The Community Innovation Awards give national recognition to awarded projects and showcase best practices in housing and community development. Additionally, Dick Scott Manor is also a candidate for NAHRO's Award of Excellence. Award of Excellence winners will be announced in September as part of NAHRO's national conference. RHA's Executive Director and Government and Public Affairs Manager will attend the conference to accept the Community Innovation Award and learn if Dick Scott Manor also wins the Award of Excellence.
- RHA's Director of Rental Assistance, Jamie Newfelt, has been nominated for the regional NAHRO Board of Directors. In this role, she would help plan the regional NAHRO conference, represent RHA and Nevada, and provide information on current housing issues and input on potential solutions. Jamie will be notified of her appointment later in August.
- The Executive Director attended the Nevada Housing Division's 50th Anniversary celebration on August 20th. As part of the celebration, Governor Lombardo ceremoniously signed Assembly Bill 540, the Nevada Affordable and Attainable Housing Act.
- RHA's Director of Rental Assistance and one of RHA's Housing Specialists attended the US Department of Veterans Affairs (VA) Surge event on July 30, 2025. Locally, RHA staff worked with 8 veterans – 2 who were able to be housed that day, 4 who completed their intake and briefing (2 of which also applied for units that day), and 2 more who were located and identified but weren't able to complete the intake process before the end of the event. For the 6 unsheltered veterans staff saw that were not moved into a permanent unit that day, they were connected with transitional/emergency housing to get them temporary shelter until permanent housing is secured. VA staff shared that the Reno Surge was the only VA/PHA partnership to move veterans into permanent housing that day.
- RHA's Deputy Executive Director, Heidi McKendree, was a panelist at Opportunity Alliance of Nevada's Brown Bag Lunch. She provided information on RHA's rental assistance and public housing programs as well as related items. The audience included staff from stakeholder groups and local nonprofit organizations.
- The Executive Director and Government and Public Affairs Manager met with the leadership team at RennerVation to discuss mutual areas of focus and learn more about each other's programs. These focus areas include assistance to those aging out of foster care and other youth programming. Staff will continue discussions to determine potential opportunities for collaboration.

- The Executive Director and Government and Public Affairs Manager met with the Executive Director of Nevada Women's Fund to discuss mutual areas of focus and learn more about each other's programs. These focus areas include workforce development and educational opportunities. Staff is attending the Fund's Workforce Ready Scholarship Fund launch meeting in September.
- HUD recently released several PIH notices, including PIH Notice 2025-20, which make changes to the Capital Fund Program. The changes primarily impact financial reporting, what sources constitute program income, and the use of program income. Notably, tenant rent will now be considered program income and must be used prior to drawing additional capital funds. Industry groups believe these changes will negatively impact Public Housing Authorities by creating timing of funds issues which could delay capital repairs. There is also concern that the required tracking and reporting will result in the need for additional finance staff. Staff is working through the notices and working with Nan McKay, RHA's finance consultant, to better understand the implications of the changes and what may be needed internally for compliance.
- The Executive Director will be attending the PHADA Board of Trustees Retreat and Legislative Conference in September. This conference will provide an opportunity to hear more about proposed federal changes to housing programs and exchange information with other housing authority staff.
- RHA hosted a community meeting at its Reno Avenue site. The meeting provided an opportunity for neighbors to learn more about RHA, its current use of the facility, and proposed development plans. More information on this meeting is included in the Public Affairs update.
- RHA hosted an elected officials tour on August 15, 2025. Two officials joined the tour, one City of Reno councilmember and a representative from the Governor's office. More information on the tour is included in the Public Affairs update.

B. Rental Assistance Voucher Programs/Asset Management

Rental Assistance

Voucher Type	Total Voucher Baseline	Vouchers Leased as of 8/14/25	Percent Leased	Vouchers Issued Not Yet Leased
Housing Choice Voucher	2,638	2,274	86%	56
VASH	498	416	84%	34
VASH – pending PBV awards	95	0	0%	0
EHV	106	104	98%	2
FYI	15	10	67%	2

Number HQS Inspections Conducted	July 2025	271
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Homeless Prevention Program

Total Funding Awarded	Total Assistance Approved as of 8/1/25	Number of Households Approved as of 8/1/25	Percent Funding Spent
\$155,027.87	\$0	0	0%

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 some of our HCV's to assist special populations obtain housing. Of the total 294 PBV units, 102 are assigned to RHA-owned properties.

Lease-Up Expectations:

Although our total voucher allocation is 2703, HUD has set the agency's leasing expectation at 2638 (a.k.a. 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 2703 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, including 52 additional vouchers as of 6/1/25. 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 143 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, Washoe County Human Services-Our Place, Washoe County Housing and Homeless Services-Cares Campus, and Volunteers of America) that have experience providing services to this population.

Lease-Up Expectations:

HUD allows RHA to cumulatively lease to the 137 vouchers that were originally allocated. 31 vouchers were previously leased and moved off and have been removed from the baseline, leaving 106 vouchers available.

Foster Youth to Independence Vouchers (FYI)

Description:

Vouchers 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 direct referrals and case management to clients.

Asset Management

- Maintenance continues to focus on weed control by spraying and pulling weeds around the sites during the cooler morning hours. They have also been busy turning units as each phase of rehabilitation finishes to prepare them for the next phase of resident relocation.

During the month of July, the maintenance team completed the lead-based paint repairs needed at Tom Sawyer and will finish all required repairs at Mineral Manor in August. Once the repairs are finalized at both sites the required documentation will be finalized and retained for HUD verification in the future. Maintenance also completed the required backflow testing across all sites and submitted the necessary documentation to TMWA.

- Management has been busy coordinating the 1st and 2nd phase moves at the Stead Manor Complex and has started mapping out the 1st and 2nd phase moves for Silverada. As each phase of the Silverada rehabilitation is completed the residents who will be moving into their permanent unit will have to be recertified prior to moving for the tax credit to be claimed. Management has started the process of recertifying the 40 residents who will move into the 1st phase.
- Management also had its first Willie J. Wynn Low Income Housing Tax Credit Audit and received the closure notice indicating that we are following the Use Agreement and/or LIHTC Compliance and Monitoring Procedures. Shortly after that audit was completed staff received notice that Yorkshire Terrace will be audited by the Washoe County Home Consortium in August. Staff have started preparing the required documentation needed for that audit.
- Public Housing ended the month of March with 74 vacancies for an overall occupancy rate of 85.43% across all sites. Out of the 74 vacancies that remain, 28 of them are being used by residents of Stead, McGraw, and Silver Sage who have been temporarily relocated while rehabilitation is being completed in their units. The last phase of McGraw/Silver Sage is the largest phase which has resulted in an increase in overall vacancies. Many of the other vacant units are within the properties that are undergoing rehabilitation where we will not lease them back up until construction is completed.

C. Update on Resident Services

Senior Services

- **Golden Groceries Food Pantry at Tom Sawyer**
Held on July 3rd and July 17th, serving 63 and 42 clients, with an additional 5 home deliveries to residents unable to attend in person.
- **Produce Drop-offs at Willie J. Wynn by Reno Food Systems**
Held weekly on July 1st, 8th, 15th, 22nd, and 29th, supporting food security and healthy eating among seniors in partnership with Reno Food Systems.
- **Tom Sawyer & Silverada Resident Council Fourth of July Event – July 3rd**
The Tom Sawyer and Silverada Resident Councils partnered to host a Fourth of July BBQ and community gathering at Tom Sawyer, with **65 residents participating**. The celebration featured fresh produce from the community garden and provided an opportunity for residents to learn about the Golden Groceries Food Pantry and how to access its services.
- **Resident Council Activities** Resident Councils across RHA communities continued to meet throughout July. Councils are actively planning future events designed to strengthen community connections, promote resident engagement, and support local initiatives.

- **Get Creative with Greens Workshop – July 8th at Tom Sawyer**
A nutrition-focused workshop with 14 participants learning creative and healthy ways to prepare leafy greens from fresh produce.
- **Young at Heart Dance Class at Willie J. Wynn – July 1st, 8th, 15th, 22nd, 29th**
Weekly sessions promoting physical activity, social connection, and well-being among seniors. Attendance ranged from 3 to 7 participants per session.
- **Community Garden Harvest-Paradise Park**
The Paradise Park community garden, run by RHA residents, thrived throughout July, producing kale, spinach, tomatoes, yellow onions, cucumbers, collard greens, lettuce, chili peppers, and bell peppers, with harvests averaging 10–15 pounds each. All harvested produce is donated to the Golden Groceries Food Pantry and is often featured at Resident Council events, giving residents the opportunity to enjoy fresh, locally grown food. Beyond its nutritional benefits, the garden is a valued space where residents water plants, tend the beds, and connect with neighbors, fostering community engagement and a sense of ownership.

Workforce Development & Family Self-Sufficiency (FSS) Program

Workshops and Events

- **Time Management Workshop – July 9th**
Hosted by Charity Carpenter of Fostered Connection, with 7 participants (including 2 non-FSS). This interactive session guided participants through practical strategies for organizing their day, setting priorities, and balancing personal and professional responsibilities.
- **Identity Theft Workshop– Session II**
Scheduled for July 30th but postponed to August 20th due to the Back-to-School event.

Youth Programs

Start Smart Program

- **Summer Camp – June through August**
Ongoing program emphasizing leadership, environmental science, and teamwork, with transportation and gas card support provided.
- **Student Incentive Program (SIP) – July 22nd**
The Student Incentive Program (SIP) recognizes and celebrates RHA students in grades 1–12 for their academic success, consistent attendance, and positive behavior. 46 report cards were submitted, with 28 students earning a combined 61 raffle tickets for prizes including Chromebooks, Echo Dot Kids, and gift cards. The celebration welcomed 30 attendees, among them 1 FSS participant and 2 Start Smart students.

The event featured interactive learning games and an affirmation wall where students posted encouraging messages for their peers. Community partners enriched the day with valuable resources: Truckee Meadows Community College, Washoe County Library, Health

Plan of Nevada, and Spread the Word Nevada, which provided every student with an age-appropriate book.

- **Back to School at Traner Middle School – July 30th**

Resident Services participated in the Back to School event at Traner Middle School, serving 82 families and 242 youth in total. Among these were 40 RHA families with 123 RHA youth, including 21 FSS participants and 10 Start Smart youth.

The event provided backpacks, school supplies, and partner resources to help students prepare for the new school year. Community partners included Black Wall Street, the U.S. Air Force, Safe Place, a local barber shop offering free haircut vouchers, Community Health Alliance, Molina Healthcare, and Health Plan of Nevada. These partners offered information, health resources, and services that promoted student well-being and family support heading into the school year.

Community Engagement

- Continued partnership with Reno Food Systems for weekly produce deliveries to seniors.
- **TMCC's EPIC (Educational Programs Inspiring the Community)** Met with TMCC EPIC Director, Fayth Ross, to discuss launching a computer class for FSS participants and seniors, including certification opportunities in Medical Assisting, Data Analysis, Pharmacy Tech, and Social Media. TMCC's EPIC (Educational Programs Inspiring the Community) is a continuing education program that offers short-term, non-credit courses designed to build job skills, enhance personal development, and provide industry-recognized certifications.
- **Connected with the Association of General Contractors of Nevada** to explore partnership opportunities, including a hands-on construction industry tour for RHA residents. The tour would introduce participants to a variety of trades, career pathways, and apprenticeship opportunities within the construction sector. Residents would have the chance to interact with industry professionals, see projects in progress, and learn about the skills, training, and certifications needed to enter this high-demand field.
- **Communities In Schools Back-to-School Training** Communities In Schools (CIS) of Nevada – Western Region partners with schools in Washoe County to provide wraparound services that address both academic and non-academic barriers to student success. CIS hosted a back-to-school training at Reno Avenue, where RHA staff presented on Resident Services programs and explored partnership opportunities. The session focused on aligning efforts to connect RHA youth and families with in-school supports and community resources for the upcoming school year.
- **Meeting with Washoe County School District** met with representatives from the Washoe County School District to discuss strengthening our partnership. The conversation included exploring the potential involvement of Family Resource Center directors, the Truancy Department, and school district truancy officers. These collaborations aim to improve student attendance, connect families to essential resources, and enhance support for RHA youth across the district.

- **Redefining Resident Services – Workshop Series (Part 3 of 5)**

Staff participated in the third session of the five-part “Redefining Resident Services” workshop series. Building on the visioning and needs assessment work completed in June, this session focused on translating identified priorities into actionable strategies. Staff began mapping current programs against resident needs, identifying gaps in services, and exploring opportunities for greater integration between youth, senior, and workforce initiatives. The session also emphasized the importance of measurable outcomes and data-informed decision-making, reinforcing our ongoing deep dive into programming to ensure services are intentional, equitable, and impactful.

Upcoming Events

- **Healthy Pasta Ideas Workshop at Tom Sawyer** – August 5th
- **Energy In, Energy Out Workshop at Willie J. Wynn** – August 12th
- **Silverada Resident Council Meeting** – August 13th
- **Tom Sawyer Resident Council Labor Day Workshop** – August 14th
- **Stress Management Workshop** – August 6th
- **Identity Theft Workshop (Rescheduled)** – August 20th
- **Sound Mind Health Walk** – September 2025 (tentative)
- **Technology and IT Certification Program Launch** – October 1st
- **Northern Nevada Apprentices – Facility Tours** – November 5th

D. Update on Government & Public Affairs Activities

- The Reno Ave. neighborhood meeting took place on July 30 with 30 attendees. Executive Director Dr. Hilary Lopez facilitated questions after presentations from Resident Services Department Director, Jeremy Stocking, and Deputy Executive Director, JD Klippenstein. Vice Chair Aiazzi also attended and participated in the discussion. Many attendees expressed various concerns about the future development, including parking, traffic, number of units, aesthetics. RHA will host another neighborhood meeting in late 2025 to share design concepts and is in the process of creating a webpage to provide a centralized site for information on the development.
- The “Opportunity Knocks at RHA” tour for regional elected officials took place on Aug. 7. Attendees toured a newly rehabbed McGraw Court unit and attended the Golden Market and visited with participating senior, toured the Resident Services Department temporary location at Reno Ave. and discussed the department’s programming. Finally, while at Reno Ave. there was a site tour where attendees asked questions about current events and what is to come.
- RHA will host a landlord appreciation event on Thursday, September 25, 2025. This is the first year of the event. As part of the event, RHA staff will provide updates on the housing choice voucher program, review results from its recent landlord survey, and distribute awards for various categories of service to our community.

E. Update on Development Department Activities

Silverada Manor

- Demolition of training center complete.
- Drywall installed and textured.
- Original siding removed.
- Phase 1 scheduled to be complete early October.
- Relocation planning for Phase 1/ Phase 2 turnover on track to be completed late September.

The Village at Hawk View

- Foundations installed for Buildings 1 and 2.
- Site work continues throughout rest of site.
- Project to be delivered in 2 phases. Phase 1 scheduled to be complete in October 2026 and Phase 2 in July 2027.

Stead Manor

- Phase 1 construction completed July 23rd.
- Relocation for the Phase 1/Phase 2 turnover completed August 4th.
- Phase 2 construction started August 7th.
- Interior demolition and abatement for buildings in phase 2 on track to be completed in mid-September.
- Project on track to be completed in July 2026.

McGraw Court/Silver Sage Court

- Phase 3 construction is near 75% completion and on track to be completed by early September.
- Phase 3 relocation will be completed by mid-September and project will be closed out in October.
- Silver Sage closeout completed in August.

Carville Court

- CORE completed a thorough budget exercise that helped to determine that a 15-unit concept is more financially feasible.
- Development Department gave direction to H+K to move into schematic design on the 15-unit concept.
- Schematic designs and budgets are expected to be complete by late August.
- Development Department submitted a CoC Builds grant application to HUD at the end of June. Request was for \$6M.

- Development Department submitted a Discretionary fund application to the Nevada Housing Division at the end of July. Request was for \$915,000.00.

Essex Manor

- Preliminary design approved by RHA at end of June.
- Design Development set was submitted to RHA for review at the end of July.
- Construction documents on track to be delivered to RHA in September.
- Permit and general contractor selection expected to be complete in fall and interior demolition to begin in December 2025.

Capital Fund

- Preliminary budget for CF25 has been identified and will include work at McGraw Court, Stead Manor, and Mineral Manor.

Reno Avenue

- Wood Rodgers submitted potential site layouts in mid-August. The development department is currently reviewing to determine feasibility and potential next steps related to entitlement. Due to the existing zoning, it is not anticipated that any upzoning will be required for the project.
- RHA held a community meeting to discuss project status and current use of property with interested neighbors on July 30th.
- Alleyway Abandonment application was reviewed by City of Reno staff. No issues or concerns were identified by city staff during the review and the application was added to the August 13 Reno City Council agenda.
- Alley Abandonment was approved by City Council at the August 13th meeting.

2026 I Street

- Development Department received the developer agreement and has been reviewed by legal counsel. Agreement was included on August agenda for Board discussion and possible approval.
- Meetings with HUD lenders have determined that a HUD 221(d)4 loan is not a viable financing option for the project.
- Development department to explore conventional debt with regional lenders.

306 10th Street

- Development Department completed the submission for City of Sparks RFP on August 21st.

F. Update on Information Technology Activities

Yardi Implementation

- The Rent Café/RFTA project is progressing smoothly.

Other information/initiatives

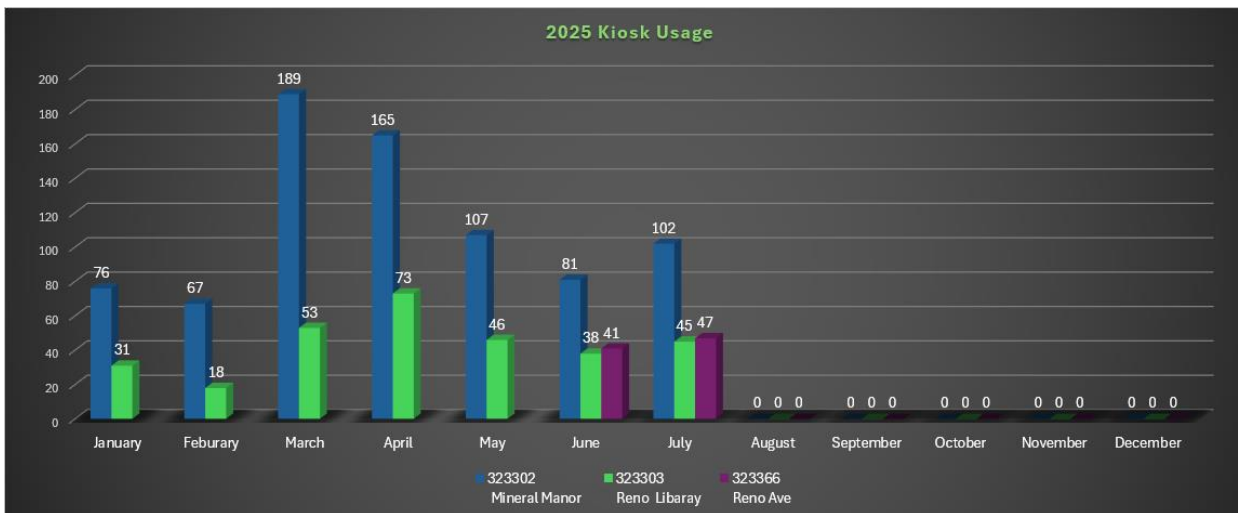
- Diligent Community/BoardDoc project is underway.

“Diligent Community is a board management solution designed to help public and elected boards operate more efficiently. Users can prepare agendas and manage meetings, ensure security of sensitive information, and enable transparency to promote positive community engagement”.

Cybersecurity

- On going - Proactively enhancing RHA's cybersecurity posture to effectively counter current cyber threats and develop robust mitigation strategies.

Kiosk Sessions by Month



G. Update on MTW Activities

FY 2025 Annual Report

- Staff is finishing the draft of RHA's Annual MTW Report to HUD. The data presented in this year's report will be different as HUD has retired the use of their standard metrics. As with all 39 initial MTW agencies, RHA now has broad discretion in determining what should be reported on and how we report on each of the agency's implemented initiatives. With this change from HUD, staff can focus on what data is relevant to the agency and how that data is presented to residents and stakeholders. The draft report will be brought to the Board in September prior to final submission to HUD.
- Rebecca J. Walter, PhD with the University of Washington (UW) has completed her analysis of surveys and internal data on current and prior Mobility Demonstration participants. The analysis includes household income, family composition, and employment status to gauge the overall progress of these families and the Demonstration program overall. Dr. Walter's report will be included in the annual MTW report to HUD.

Direct Rental Assistance Community of Practice

- Discussions surrounding Direct Rental Assistance (DRA) continue with both HUD and outside researchers as an alternative to HUD's traditional tenant-based voucher program. Although

HUD is still working through many of the DRA approvals, RHA continues to participate in the DRA Community of Practice. This community allows for an open discussion between researchers and participating PHAs on best practices and policy considerations prior to implementation. Recent discussion topics included recruitment, onboarding, and outside messaging.

H. Update on Legal Inquiries

No legal updates.

I. Financials

See 12 Month Actual to Budget on the following page.

12 Month Actual to Budget

Period = Jul 2025

		Actual Jul 2025	Original Budget	Variance	YTD Actual to Budget
3000-00-000	INCOME				
3199-00-000	TOTAL TENANT INCOME	753,404.04	8,702,354.00	7,948,949.96	9%
3499-00-000	TOTAL GRANT INCOME	5,665,740.53	68,561,831.00	62,896,090.47	8%
3699-00-000	TOTAL OTHER INCOME	492,037.38	5,992,518.00	5,500,480.62	8%
3999-00-000	TOTAL INCOME	6,911,181.95	83,256,703.00	76,345,521.05	8%
4000-00-000	EXPENSES				
4199-00-000	TOTAL ADMINISTRATIVE EXPENSES	707,934.90	9,647,939.50	8,940,004.60	7%
4299-00-000	TOTAL TENANT SERVICES EXPENSES	24,323.10	276,764.00	252,440.90	9%
4399-00-000	TOTAL UTILITY EXPENSES	36,269.07	1,364,066.00	1,327,796.93	3%
4499-00-000	TOTAL MAINTENANCE AND OPERATIONAL EXPENSES	149,475.52	2,759,747.00	2,610,271.48	5%
4599-00-000	TOTAL GENERAL EXPENSES	254,881.69	4,164,504.00	3,909,622.31	6%
4799-00-000	TOTAL HOUSING ASSISTANCE PAYMENTS	5,345,049.15	60,275,448.00	54,930,398.85	9%
4899-00-000	TOTAL FINANCING EXPENSES	45,007.50	533,225.00	488,217.50	8%
5999-00-000	TOTAL NON-OPERATING ITEMS	180,438.62	2,956,731.00	2,776,292.38	6%
8000-00-000	TOTAL EXPENSES	6,743,379.55	81,978,424.50	75,235,044.95	8%
9000-00-000	NET INCOME	167,802.40	1,278,278.50	1,110,476.10	13%

Reno Housing Authority

Unrestricted Cash & HUD Held Reserve Report

July 2025

Bank Account/Funding Source		Balance	Obligations	Value
Unrestricted	Bank of America Unaided - X1775*	\$ 5,293,546	Development Guarantees	\$ 2,000,000
Unrestricted	Bank of America WAHC Contract Administration Fee - X5181	\$ 4,614,497	Gen Den	\$ 1,750,000
Unrestricted	Wells Fargo Investment - X2551	\$ 13,972,131	Operating Reserves (4-months Administrative Expenses)	\$ 3,361,848
			Carville Court Development (estimated)	\$ 4,080,000
			Reno Avenue Development (estimated)	\$ 1,000,000
			I Street (estimated)	\$ 2,000,000
			Capital Improvement Plan (CloudTen Properties 2026-2027)	\$ 3,770,000
			Resident Services New Location	\$ 2,500,000
Unrestricted Subtotal		\$ 23,880,174	Unrestricted Obligation Subtotal	\$ 20,461,848
Restricted	MTW HUD Held Reserves	\$ 9,594,782	Carville Court Development (estimated)	\$ 2,000,000
			Paradise Plaza (estimated)	\$ 950,000
			Operating Reserves (2-months HAP and Operating Subsidy)	\$ 6,644,782
MTW HUD Held Reserves Subtotal		\$ 9,594,782	MTW HUD Held Reserves Obligation Subtotal	\$ 9,594,782
TOTAL		\$ 33,474,956	TOTAL	\$ 30,056,630

*Bank balance reduced to balance shown to account for outstanding payments from RHA