

## RENO HOUSING AUTHORITY

AGENDA ITEM NUMBER: 6

February 25, 2025

SUBJECT: Executive Director/Secretary's Report. (Discussion)

FROM: Executive Director

RECOMMENDATION: Discussion

### A. Update on Agency Activities

- RHA's public housing, project-based assistance, Silverada Manor, and Pilgrim's Rest Senior Apartments waitlists will be open March 3, 2025, at 8 am PT, through April 25, 2025, at 5 pm PT. Once open, applicants can apply through RHA's website at [www.renoha.org](http://www.renoha.org), via our kiosks in the main office lobby and Downtown Reno Library, or by contacting our office for assistance. While applying does not guarantee immediate housing, it is the first step in our process and interested community members are encouraged to apply for any and all waitlists that are of interest. Staff have notified community partners about the upcoming opening and posted an advertisement in the *Reno Gazette Journal*.
- RHA completed its FY24 audit with CliftonLarsonAllen (CLA) and is working to upload a final version of the audit to the federal clearinghouse by March 31, 2025. A presentation by CLA on the agency's financial statements is included as an item on this agenda.
- Commissioners are reminded that contingency funds must be allocated by June 30, 2025. Funds must be allocated to a non-profit organization or governmental agency/program. Unallocated funds do not carry over. Requests to allocate contingency funds should be emailed to the Executive Director.
- The Reno Aces Foundation commemorated its \$5,000 donation to RHA's Golden Grocery with a check presentation and photo on February 21, 2025. This is the Foundation's inaugural round of funding and RHA was selected from over 50 applicants to receive one of 12 grant awards. Funds will enable RHA to expand the supply of items available at the pantry and serve more seniors.
- Affordable housing day at the Nevada Legislature is scheduled for April 22, 2025. Staff from RHA will participate. Although the final schedule is not yet available, the day will include visits with legislators, legislative speakers, and information sharing on affordable housing initiatives, data, challenges, and successes.
- RHA is working with Bethel Community Church, owner of Pilgrim's Rest Senior Apartments, to restructure their existing debt to the agency. The prior workout arrangement did not account for repayment of debt within a specified period of time while still allowing for new operations and maintenance cost accruals. The proposed new structure will provide a Promissory Note for repayment of \$109,000 over ten years.
- As indicated in the January board packet, RHA anticipates removing screen doors from its public housing properties. Upon review of 2024 work orders just for Mineral Manor, work orders related to screen doors account for over 16% of tasks. These are costly and time-

consuming repairs that are negatively impacting the agency budget, keeping maintenance staff from other needed repairs, and will adversely impact HUD inspections. HUD does not require screen doors. Screen doors at Myra Birch will be excepted as they are designed to provide an additional level of security. Residents were notified of the upcoming change. Reasonable accommodation will be provided where deemed necessary.

- RHA held a “sneak peek” open house for residents of John McGraw and Silver Sage Apartments to view a newly renovated apartment. Numerous tenants stopped by and provided overwhelming positive feedback on the renovation. A formal grand reopening will be scheduled later this year when the property is fully completed.

## B. Rental Assistance Voucher Programs/Asset Management

### Rental Assistance

Voucher Type	Total Voucher Baseline	Vouchers Leased as of 2/3/25	Percent Leased	Vouchers Issued Not Yet Leased
Housing Choice Voucher	2,638	2,327	90%	43
VASH	446	386	87%	36
VASH – pending PBV awards	95	0	0%	0
EHV	108	104	96%	3
FYI	15	11	73%	3

Number HQS Inspections Conducted	Jan 2025	268
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### City of Sparks Eviction Prevention Program

Total Funding Awarded	Total Assistance Approved as of 2/14/25	Number of Households Approved as of 2/14/25	Percent Funding Spent
\$1,455,000	\$1,039,263	219	75%

### Homeless Prevention Program

Total Funding Available (\$155,027.87 pending)	Total Assistance Approved as of 2/14/25	Number of Households Approved as of 2/14/25	Percent Funding Spent
\$161,024.00	\$161,024.00	59	100%

### 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 113 of our HCV’s to assist special populations obtain housing. Of the total 117 PBV units, 64 are assigned to RHA-owned properties.

**Lease-Up Expectations:** Although our total voucher allocation is 2703 (increased from 2554 due to the Silverada RAD conversion), 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. 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 138 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 five local agencies (Catholic Charities, Health Plan of Nevada, 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. Direct referrals for the program must come from the regional Continuum of Care (CoC) coordinated entry system through the partner agency.

**Lease-Up Expectations:** HUD allows RHA to cumulatively lease to the 137 vouchers that were originally allocated. 29 vouchers were previously leased and moved off and have been removed from the baseline, leaving 108 vouchers available.

### **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 direct referrals and case management to clients.

### **Asset Management**

- Maintenance has been working on leaf removal from the sites and in the gutters. While cleaning out the gutters they are inspecting them and making any necessary repairs. With the 1<sup>st</sup> phase of McGraw/Silver Sage ending, maintenance started preparing the vacancy turn schedule to ensure the temporary units are ready for the phase 2 residents to move in. During the month of January, the maintenance team attended Asbestos Awareness training.
- Management attended Rent Café training in January in preparation for going live with the online portal. Rent Café registration letters were sent out to all public housing residents at the beginning of February. Management sent out notices to all residents informing them that maintenance will start removing screen doors starting in March. Management also prepared the leasing schedule for all phase 1 and 2 moves that will occur in February for McGraw and Silver Sage residents.

- Public Housing ended the month of November with 158 vacancies for an overall occupancy rate of 74.00% across all sites. 100 of those are from Hawk View which has completed permanent relocation of all residents in preparation for demolition. Out of the 158 vacancies, 24 of the vacancies are being used by residents of Stead, McGraw, and Silver Sage who have been temporarily relocated while rehabilitation is being completed in their units. Once we have closed on the Hawk View project, those units will be pulled from the public housing portfolio and will no longer be counted in the vacancy rate. Without Hawk View vacancies, public housing has an occupancy rate of 88.58%. While that is still an unusually high vacancy rate for our agency, we have been holding vacancies at all our complexes for temporary relocation. RHA is working on completing substantial rehabilitation or demolition on 3 of the 7 public housing complexes which started in 2024.

## **C. Update on Resident Services**

### **Senior Services**

#### **Golden Groceries Food Pantry at Tom Sawyer:**

- Held on January 16th, serving 43 clients.
- Resident Services received \$5,000 from the Reno Aces Foundation to support the Golden Groceries program.

#### **Workshops and Events:**

- **Young at Heart Dance Class** at Willie J. Wynn: Ongoing every Tuesday with an average of 6 participants each week
- **Basic Money Management 3-Part Workshop** at Willie J. Wynn on January 31st, attended by 10 residents.

#### **Resident Council Activities:**

- **Resident Council Training for 2025** was conducted. The session included a review of the Resident Council Handbook and expectations for the new year.

### **Workforce Development & Family Self-Sufficiency (FSS) Program**

#### **Workshops and Events:**

- **Understanding Taxes 101 Workshop** on January 8th, in combination with FSS and Start Smart, 17 participants, including 6 non-FSS residents.

### **Youth Programs**

#### **Start Smart Program:**

- **Understanding Taxes 101 Workshop** on January 8th, in combination with FSS and Start Smart, 17 participants, including 6 non-FSS residents.
- **TMCC College Planning workshop:** Truckee Meadows Community College (TMCC) hosted a Jump Start and Summer Bridge program workshop, providing residents with information on early college opportunities and academic readiness. The session helped participants explore

pathways to earning college credits and transitioning smoothly into higher education, supporting Resident Services' commitment to academic success.

#### **Youth Activities & Upcoming Events:**

- **Bike Camp Enrollment** (January 28 - February 7): 10 youth enrolled.
- **First Tee Program:** 14 enrolled, with 25 total youth and parents' spots available.
- **Girls STEM Camp Enrollment:** Ongoing until 20 spots are filled.
- **Summer Camp Enrollment:** Begins March 17, 2025.
- **Bike Camp:** Scheduled for March 24 - 28, 2025.
- **First Tee Spring Camp:** Runs from March 25 - April 15, 2025 (4 Tuesday sessions).

#### **Upcoming Projects & Events**

- Resident Services is pleased to welcome two Master of Social Work (MSW) interns from the University of Nevada, Reno's School of Social Work. These interns will work closely with Resident Services programs, assisting with client outreach, case management, resource navigation, and program development.
- **Community Health and Wellness Program at WJW**
- **Anti-Fraud and Money Management Workshop at Willie J. Wynn**
- **Senior Fitness Program & Dietary Approaches to Stop Hypertension (DASH) Workshop at Tom Sawyer.**
- **Blood Pressure Check at Willie J. Wynn**
- **Strengthening Families Workshop Series** March-April 2025.
- **Golden Groceries Food Pantry at Tom Sawyer:** February 6 & 20, 2025.

#### **D. Update on Government & Public Affairs Activities**

- 2025 RHA Calendars were mailed to residents, clients, and partners
- RHA's Resident Newsletter is currently printing and will be distributed this month.
- Worked with the Reno Aces Foundation to schedule a photo and check presentation to commemorate the \$5,000 grant provided to RHA.
- Recruited for a Public Affairs Specialist, previously the Media Specialist position.

#### **E. Update on Development Department Activities**

##### **Silverada Manor**

- Interior renovations of residential building and community building are proceeding on schedule.

- Pavilion notified RHA and Brinshore of a delay in electrical switch gear delivery that may cause a delay for Phase 2 construction scheduled for fall of this year. Several different solutions are being explored to minimize the delay.

### **Hawk View**

- Demolition began on February 12, 2025, and should be complete by mid-April.
- Project financial closing targeted for February 26, 2025.

### **Stead Manor**

- Phase 1 interior demolition and abatement, subfloor replacement, and roofing replacement or complete. Plenum aims to complete installation and window replacement by the end of February.

### **McGraw Court/Silver Sage Court**

- Phase 1 was completed in late February. Residents were invited to an open house on February 13 to see a fully renovated unit. Residents all offered positive feedback.
- Phase 1 residents began moving back to their units on February 18. Phase 2 residents will begin temporary relocation on February 24. Relocation will be complete by the first week of March.
- Phase 2 construction will begin by mid-March and is scheduled to be complete by mid-June.

### **Carville Court**

- RHA's Master Plan amendment and upzoning request had its second hearing and approval by Reno City Council on February 12. The next, and final, step is for the changes to be ratified by the Regional Planning Governing Board in mid-March.
- H+K Architects and JKAE are set to submit architectural services proposal for the project on March 4<sup>th</sup>.
- RHA released a Request for Qualifications (RFQ) for a CMAR for the project on February 21<sup>st</sup>.
- RHA received award notification from the Nevada Supportive Housing at the end of January and has since submitted requested budget updates. No further award information has been shared as of mid-February.
- No update on HUD CoC BUILDS application.

### **Essex Manor**

- Development Department has finalized scope of work and will be requesting a proposal for engineering services and issue an IFB for general contractors by the end of March.

### **Capital Fund**

- Mineral Manor ADA Lobby door project started and completed the week of February 18-21.

## **Reno Avenue**

- Development Department met with Wood Rodgers to discuss potential predevelopment work needed for the project in mid-February and requested a proposal to be received by mid-March.

## **2026 I Street**

- Application for the parcel was submitted to the City of Sparks on January 14<sup>th</sup>. No update on the status of the application as of the February Board meeting.

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

### **Yardi Implementation**

- Final Go Live tasks for Rent Café are in process.

### **Other Projects**

- **Laptop Replacement:** The laptop replacement project is progressing smoothly and is about 75% complete.
- **Cybersecurity:** Evaluation of the organization's cybersecurity posture is in process.
- **Kiosks:** We received three satisfaction surveys for Mineral Manor and two for the Downtown Reno Library. The Mineral Manor kiosk saw an increase in sessions, going from 57 to 72. Meanwhile, the Downtown Reno Library kiosk had a significant drop, in sessions going from 36 to 18.

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

### **FY 2026 Annual MTW Plan**

- RHA's draft FY 2026 Annual MTW Plan is currently available for public review and comment until March 25, 2025. A public hearing to receive comments on the draft plan is scheduled for March 6, 2025.
- New initiatives under consideration and included in the plan are (1) Direct Rental Assistance, (2) an alternative inspection policy for newly constructed or substantially rehabilitated properties, (3) limiting LIHTC assisted units to RHA's Basic Payment Standard, and (4) allowing for the direct referral to waiting list from one of RHA's Continuum of Care partners.
- An overview of each of the four proposed MTW initiatives has been presented to members of RHA's Resident Advisory Board and Resident Councils. These meetings provide current residents with an opportunity to review and provide comments and/or concerns on each of the proposed MTW initiatives prior to the Public Hearing.

### **Direct Rental Assistance**

- RHA's MTW Initiatives & Housing Policy Manager and Policy & Planning Analyst worked closely with the Housing Solutions Lab at the NYU Furman Center to finalize a grant proposal to Arnold Ventures. This proposal seeks funding to cover NYU's evaluation on the impact of DRA on household and agency-level outcomes. The team from NYU should find out mid-March if funding for their grant proposal will be awarded.

## **Needs Assessment Survey**

- In partnership with Resident Services staff, RHA's Policy & Planning Analyst and MTW Initiatives & Housing Policy Manager, drafted and finalized a needs assessment survey. All assisted households in RHA's Public Housing and Rental Assistance programs will soon be invited to participate in this survey. Staff anticipates the results from this survey will provide us with a better understanding of the current needs of our residents and allow them to provide feedback on different programs that they would like to see offered in the future. Data from this survey will help staff identify gaps in current programs, guide us as we create programs specifically tailored to RHA's clients, and provide us with baseline data needed to pursue future grant opportunities.

## **MTW Initiative Focus Group**

- Currently, RHA's Annual MTW Report provides a lot of number driven data, but the overall human element of our activities has been minimal. To better understand the impact of RHA's MTW initiatives on the households we serve, RHA's MTW team is developing new ways to gather information directly from the residents themselves. Recently, current and past participants of RHA's "Provide incentives to \$0 HAP households" initiative were invited to participate and share their experiences with this activity. In the coming months, staff will invite those who have expressed interest in participating to an informal, candid discussion on this specific initiative. The data collected through this focus group will be used to report on the "people" piece of the activity while allowing our clients to discuss changes they could be made to make the initiative more successful.

## **H. Update on Legal Inquiries**

No legal updates.

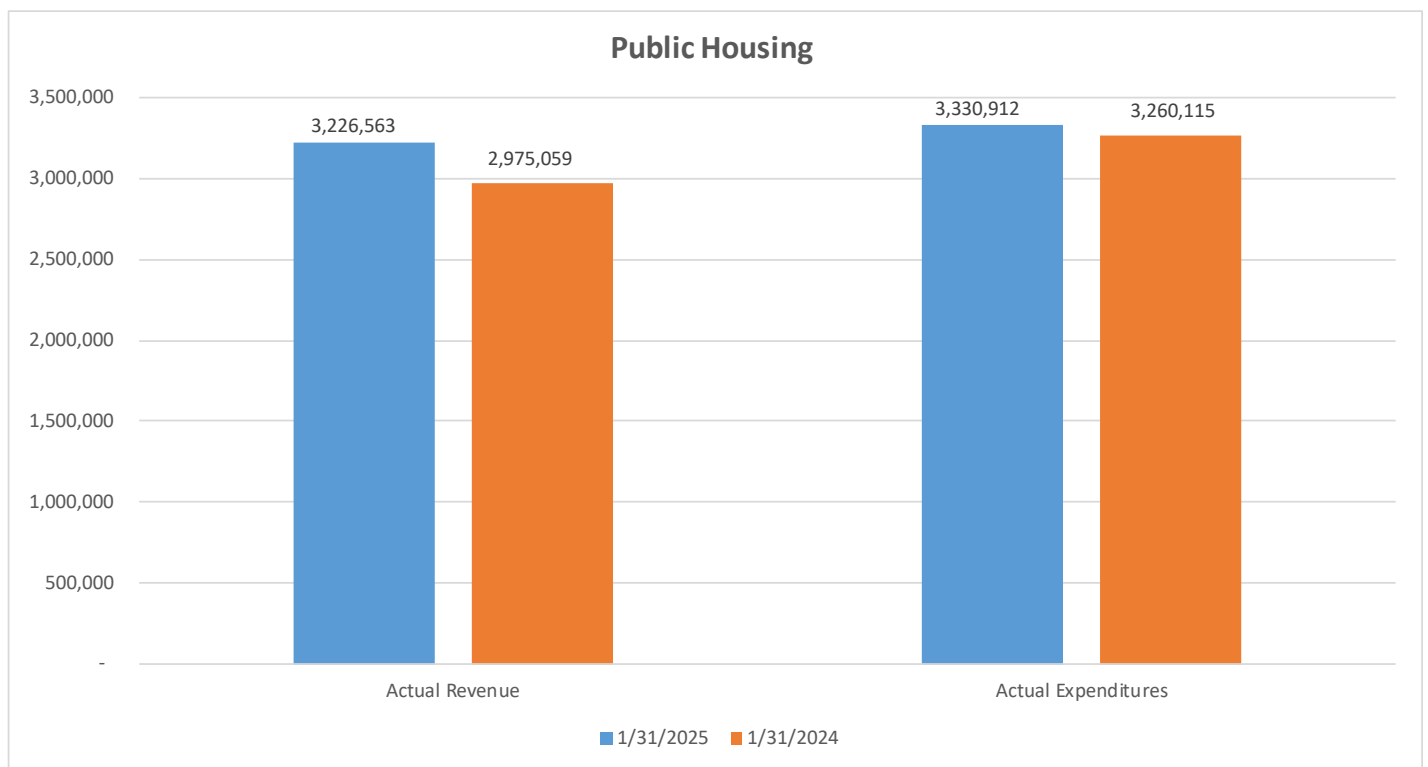
## **I. Financials**

See attached graphics on the following pages.

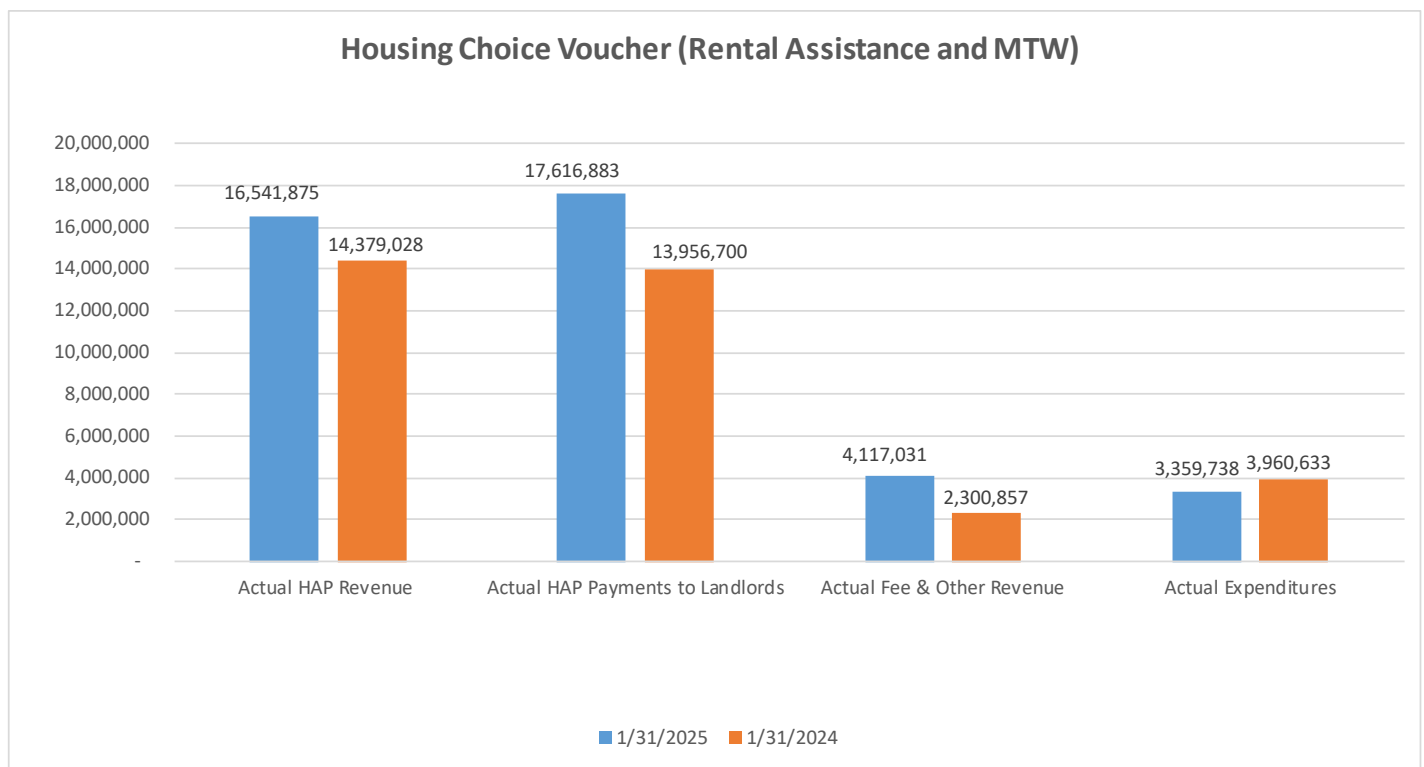


**ENTITY-WIDE FINANCIAL REPORT  
FOR THE 7 MONTHS ENDED JANUARY 31, 2025**

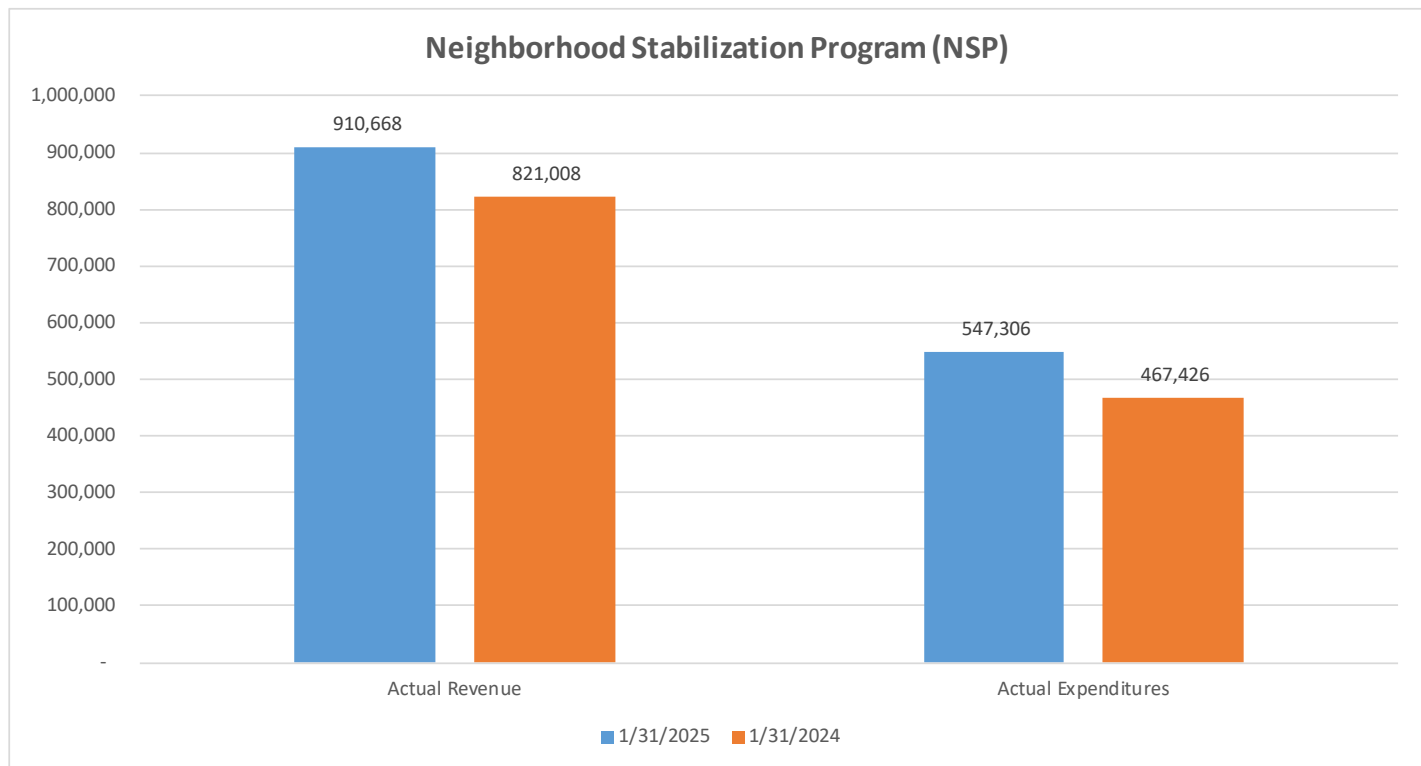
<b>Public Housing</b>	<b>1/31/2025</b>	<b>1/31/2024</b>	<b>Variance</b>	<b>Variance Percentage</b>
Actual Revenue	3,226,563	2,975,059	251,504	8.45%
Budgeted Revenue	2,778,486	3,082,554	(304,069)	-9.86%
Actual Expenditures	3,330,912	3,260,115	70,797	2.17%
Budgeted Expenditures	3,018,520	3,857,346	(838,826)	-21.75%
Actual Surplus (deficit)	(104,349)	(285,057)	180,707	-63.39%



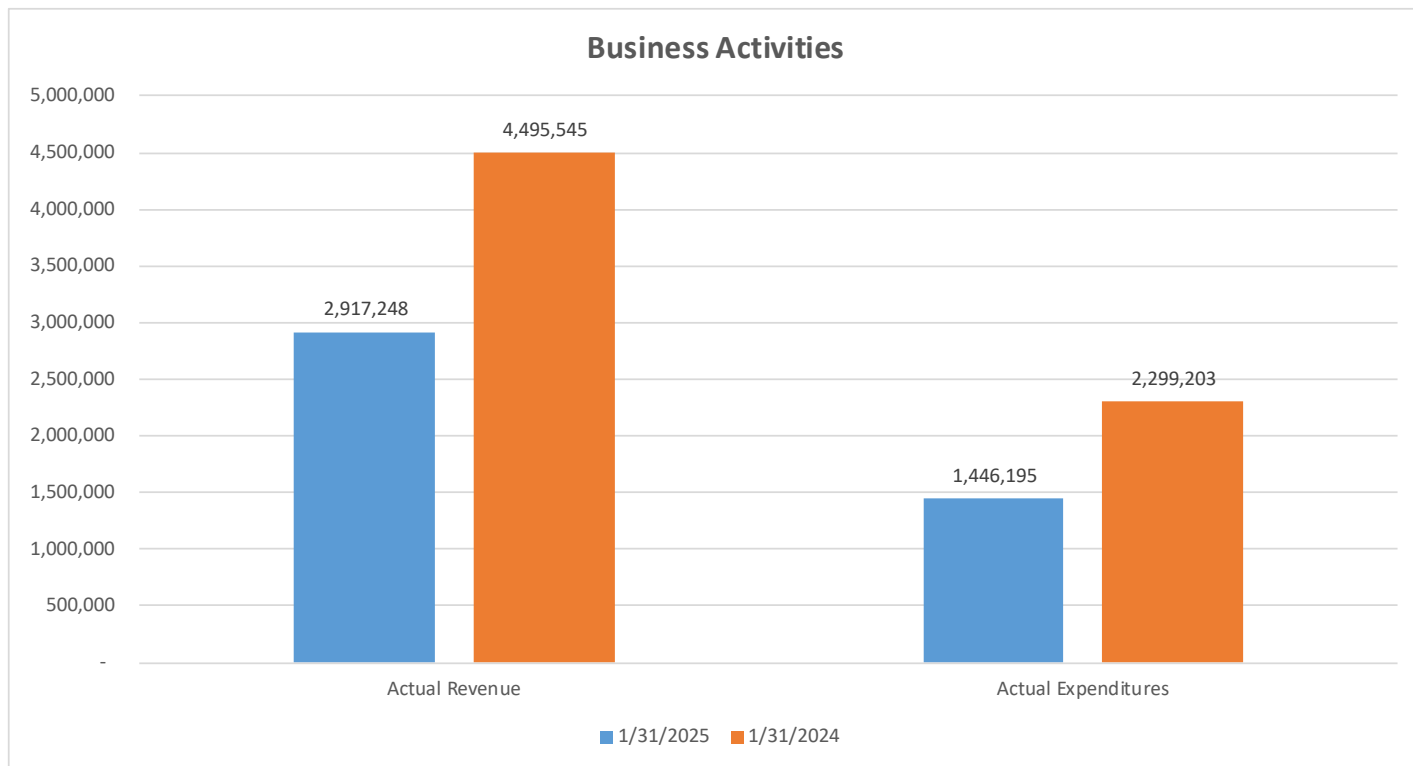
<b>Housing Choice Voucher (Rental Assistance and MTW)</b>	<b>1/31/2025</b>	<b>1/31/2024</b>	<b>Variance</b>	<b>Variance Percentage</b>
Actual HAP Revenue	16,541,875	14,379,028	2,162,847	15.04%
Budgeted HAP Revenue	16,492,385	16,304,264	188,121	1.15%
Actual HAP Payments to Landlords	17,616,883	13,956,700	3,660,183	26.23%
Budgeted HAP Payments to Landlords	15,025,283	14,405,971	619,312	4.30%
<i>HAP Surplus (Deficit)</i>	<i>(1,075,008)</i>	<i>422,328</i>	(1,497,336)	0.00%
Actual Fee & Other Revenue	4,117,031	2,300,857	1,816,173	78.93%
Budgeted Fee & Other Revenue	2,345,273	1,751,040	594,233	33.94%
Actual Expenditures	3,359,738	3,960,633	(600,895)	-15.17%
Budgeted Expenditures	3,815,763	3,050,054	765,709	25.10%
<i>Unrestricted Profit (Loss)</i>	<i>757,293</i>	<i>(1,659,776)</i>	2,417,068	-145.63%
Actual Surplus (deficit)	(317,715)	(1,237,447)	919,733	-74.32%



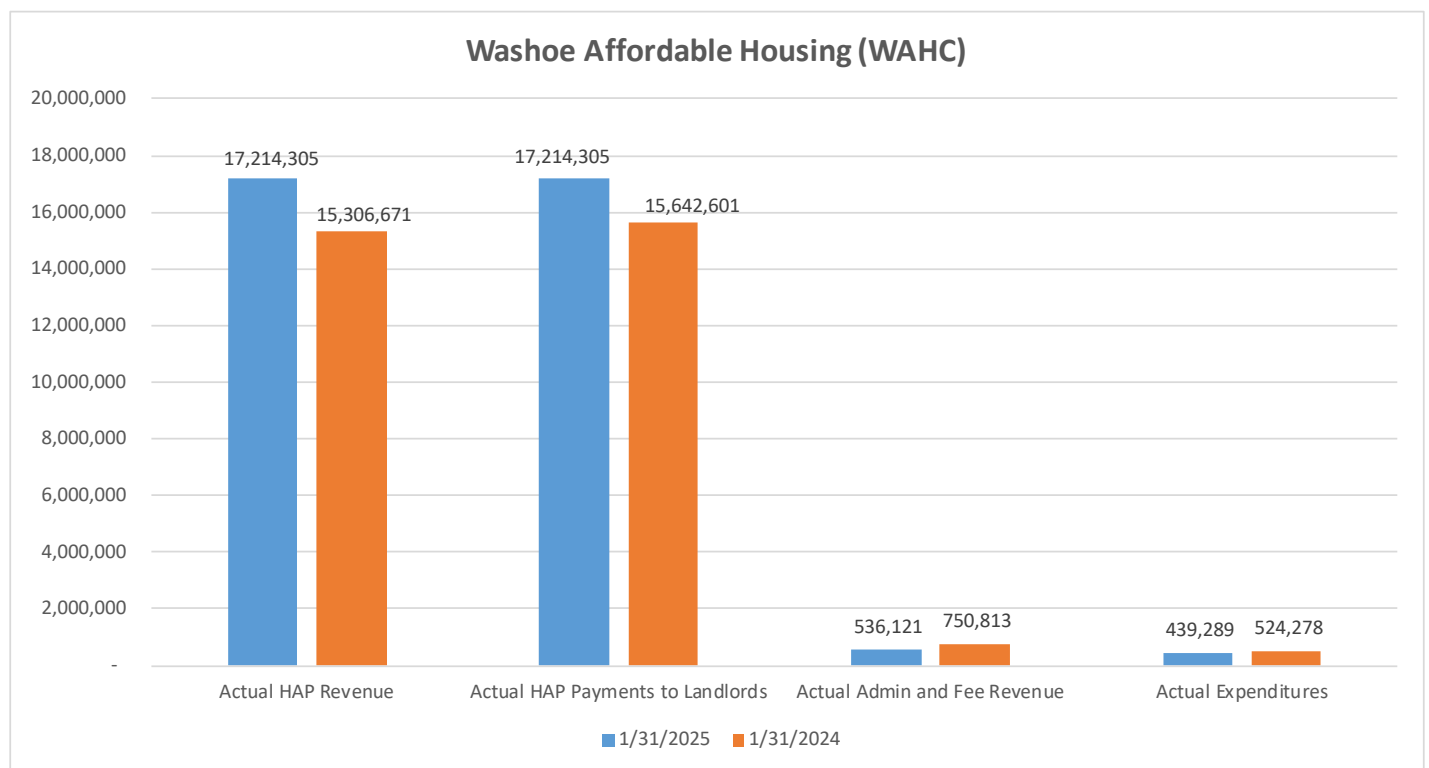
Neighborhood Stabilization Program (NSP)	1/31/2025	1/31/2024	Variance	Variance Percentage
Actual Revenue	910,668	821,008	89,660	10.92%
Budgeted Revenue	849,611	823,718	25,893	3.14%
Actual Expenditures	547,306	467,426	79,880	17.09%
Budgeted Expenditures	572,313	489,992	82,321	16.80%
Actual Restricted Surplus (deficit)	363,362	353,582	9,780	2.77%



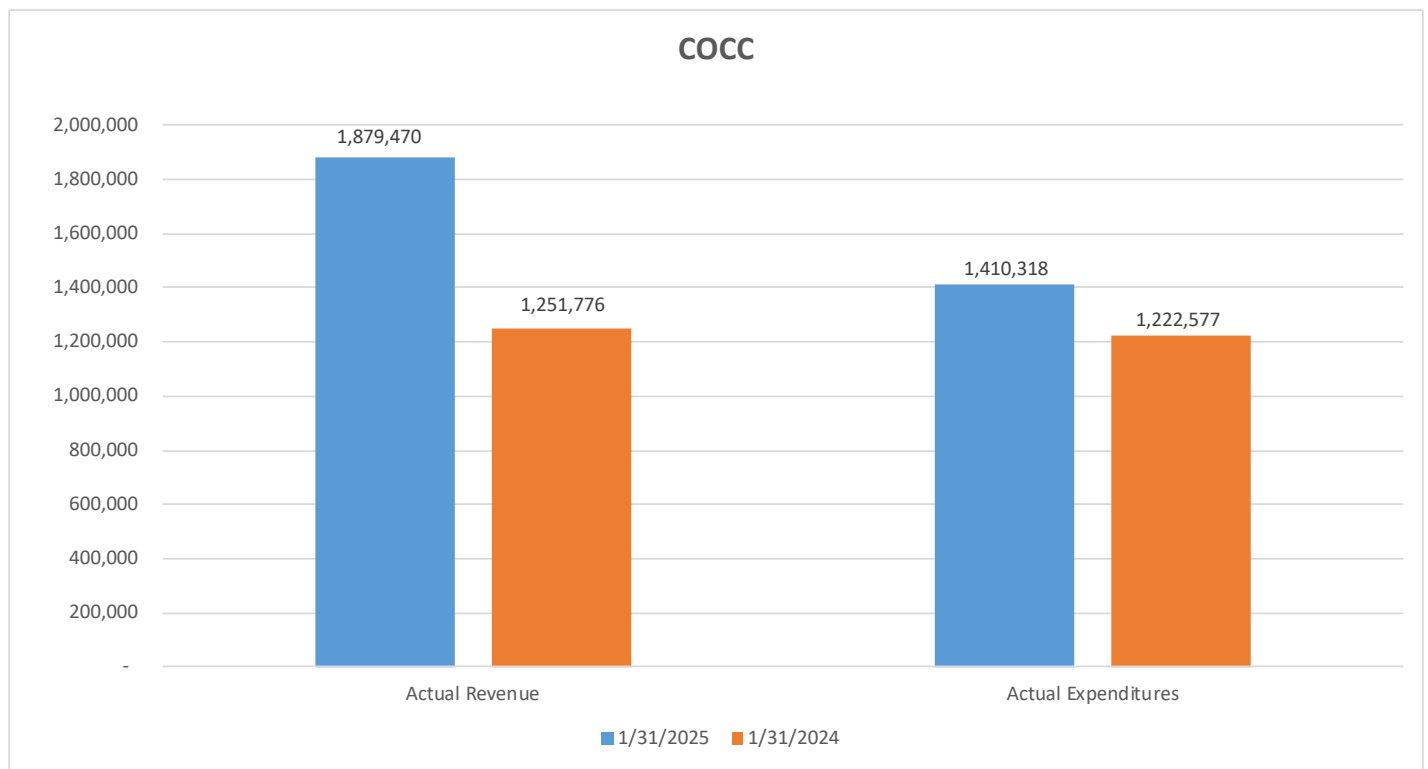
Business Activities	1/31/2025	1/31/2024	Variance	Variance Percentage
Actual Revenue	2,917,248	4,495,545	(1,578,297)	-35.11%
Budgeted Revenue	2,524,777	2,313,458	211,319	9.13%
Actual Expenditures	1,446,195	2,299,203	(853,008)	-37.10%
Budgeted Expenditures	1,317,094	987,630	329,464	33.36%
Actual Unrestricted Surplus (deficit)	1,471,053	2,196,342	(725,288)	-33.02%



Washoe Affordable Housing (WAHC)	1/31/2025	1/31/2024	Variance	Variance Percentage
Actual HAP Revenue	17,214,305	15,306,671	1,907,635	12.46%
Budgeted HAP Revenue	15,364,187	15,642,601	(278,414)	-1.78%
Actual HAP Payments to Landlords	17,214,305	15,642,601	1,571,704	10.05%
Budgeted HAP Payments to Landlords	15,364,187	15,642,601	(278,414)	-1.78%
<i>HAP Surplus (Deficit)</i>	-	<i>(335,931)</i>	335,931	0.00%
Actual Admin and Fee Revenue	536,121	750,813	(214,691)	-28.59%
Budgeted Admin and Fee Revenue	709,023	601,540	107,483	17.87%
Actual Expenditures	439,289	524,278	(84,989)	-16.21%
Budgeted Expenditures	541,126	462,226	78,900	17.07%
<i>Unrestricted Profit (Loss)</i>	<i>96,833</i>	<i>226,534</i>	(129,702)	-57.25%
Actual Surplus (deficit)	96,833	(109,396)	206,229	-188.52%



COCC	1/31/2025	1/31/2024	Variance	Variance Percentage
Actual Revenue	1,879,470	1,251,776	627,694	50.14%
Budgeted Revenue	1,624,987	1,276,274	348,713	27.32%
Actual Expenditures	1,410,318	1,222,577	187,741	15.36%
Budgeted Expenditures	2,086,686	1,812,611	274,075	15.12%
Actual Unrestricted Surplus (deficit)	469,153	29,199	439,954	1506.74%



Entity-Wide Totals	1/31/2025	1/31/2024	Variance	Variance Percentage
Actual HAP Revenue	33,756,180	29,685,699	4,070,481	13.71%
Budgeted HAP Revenue	31,856,572	31,946,865	(90,293)	-0.28%
Actual HAP Payments to Landlords	34,831,188	29,599,301	5,231,887	17.68%
Budgeted HAP Payments to Landlords	30,389,470	30,048,572	340,898	1.13%
<i>HAP Surplus (Deficit)</i>	<i>(1,075,008)</i>	<i>86,398</i>	<i>(1,161,405)</i>	<i>-1344.26%</i>
Actual Fee & Other Revenue	13,587,101	12,595,058	992,043	7.88%
Budgeted Fee & Other Revenue	10,832,157	9,848,585	983,572	9.99%
Actual Expenditures	10,533,757	11,734,232	(1,200,475)	-10.23%
Budgeted Expenditures	11,351,502	10,659,858	691,643	6.49%
<i>Unrestricted Profit (Loss)</i>	<i>3,053,344</i>	<i>860,825</i>	<i>2,192,519</i>	<i>254.70%</i>
Actual Surplus (deficit)	1,978,336	947,223	1,031,113	108.86%

