

RENO HOUSING AUTHORITY

AGENDA ITEM NUMBER: 6

May 27, 2025

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

FROM: Executive Director

RECOMMENDATION: Discussion

A. Update on Agency Activities

- RHA's Deputy Executive Director and other RHA staff participated in Affordable Housing Day at the state legislature on May 5, 2025. Staff met with Assemblymember Roth and Senator Krasner to discuss RHA's housing and other programs and attended other events to provide information on the need for affordable housing.
- RHA celebrated the official construction groundbreaking at its former Hawk View public housing site on May 15, 2025. Staff and Brinshore have discussed potentially renaming the newly developed complex and will be seeking board input on this item.
- Southern Nevada Regional Housing Authority (SNRHA) and RHA have entered into an agreement for RHA to review any potential conflict of interest applications for SNRHA programs. SNRHA will provide a fee for any files that are reviewed.
- The Executive Director is working with staff to schedule another property tour for elected officials later this summer. The tour will focus on RHA's resident services and supportive housing and provide information on these topics. A date is to be determined and will be shared with the board once available.
- RHA's Director of Development moderated a panel on affordable housing funding at the national MTW Collaborative conference and RHA's MTW Initiatives Manager participated as a panelist during a session on reporting metrics. The MTW Collaborative conference brought together representatives from most MTW-designated agencies to discuss hot topics, hear from HUD staff, and engage in information sharing.
- Rosa Ferrel, RHA's long-time General Office Clerk, is retiring after 30 years of service to RHA and its clients at our front desk. Her dedication to RHA's mission and the community is greatly appreciated, and the team wishes her well as she starts her next chapter!

B. Rental Assistance Voucher Programs/Asset Management

Rental Assistance

Voucher Type	Total Voucher Baseline	Vouchers Leased as of 5/1/25	Percent Leased	Vouchers Issued Not Yet Leased
Housing Choice Voucher	2,638	2,302	89%	47
VASH	446	414	93%	27
VASH – pending PBV awards	95	0	0%	0
EHV	108	106	98%	2
FYI	15	13	87%	1

Number HQS Inspections Conducted	Apr 2025	247
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City of Sparks Eviction Prevention Program

Total Funding Awarded	Total Assistance Approved as of 5/16/25	Number of Households Approved as of 5/16/25	Percent Funding Spent
\$1,455,000	\$1,426,417	289	98.7%

Homeless Prevention Program

Total Funding Awarded	Total Assistance Approved as of 5/1/25	Number of Households Approved as of 5/1/25	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 131 of our HCV's to assist special populations obtain housing. Of the total 143 PBV units, 82 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 is in the final stages of completing the necessary repairs to the door jambs after finishing the screen door removal process at all public housing complexes. Maintenance also spent time energizing the irrigation system at all complexes and have started to make the necessary repairs where issues were noted. Residents at our scattered site properties were notified that maintenance would be out during the month of May to energize their irrigation systems and turn on swamp coolers. The Maintenance team also attended the Bloodborne Pathogen training provided by SCATS during the month of April.
- Management prepared for and completed property audits at Yorkshire Terrace (HUD HOME program audit) and Dick Scott Manor (City of Reno audit). RHA passed both audits with no findings. Management has also been working on noticing all residents about the upcoming irrigation and swamp cooler start up and lead based paint inspections.
- With the upcoming completion of the 2nd phase of the McGraw/Silver Sage rehabilitation, staff are coordinating cleaning and move schedules with Housing to Home (HTH) to ensure a smooth transfer process for the 3rd and final phase of construction for that project.
- Public Housing ended the month of March with 64 vacancies for an overall occupancy rate of 87.40% across all sites. Out of the 64 vacancies that remain, 24 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. We also had 8 public housing residents move to the mobility program where they have leased one of our scattered site houses that were vacant. 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 April 4th and 18th, serving 42 and 48 clients.

Produce on Wheels:

Provided fresh produce to seniors at Tom Sawyer on April 1st and 15th, with 25 and 19 residents served, respectively.

Workshops and Events:

- **Breakfast in a Jar Workshop** – April 8th at Tom Sawyer, attended by 15 residents. Led by Reno Food Systems, this interactive workshop taught participants how to prepare healthy, no-cook breakfast options using layered ingredients in mason jars—focusing on nutrition, convenience, and food access for seniors.
- **Social Engineering (Anti-Fraud) Workshop** – April 11th at Tom Sawyer, hosted in partnership with AARP. This workshop educated seniors on common scams and deceptive tactics used to manipulate individuals into revealing personal or financial information. Topics included phone and email fraud, phishing, identity theft prevention, and how to report suspicious activity.
- **Annual Thai New Year Health Fair** – April 13th, hosted by the Asian Community Development Council, served 30 participants.
- **Blood Pressure Checks** – April 15th at Willie J. Wynn, provided by Sanford Center for Aging, 7 participants.
- **Senior Day at the Legislature** – April 17th in Carson City. RHA coordinated with RTC to provide transportation for 20 seniors. Lunch was provided, and residents had the opportunity to observe live legislative sessions. Several elected officials also spoke directly with seniors about local policy and community priorities.
- **Community Garden Training** – April 23rd at Paradise Park, with 22 participants including residents and Resident Council leaders. This hands-on training was conducted in partnership with Reno Food Systems and the City of Reno, which has provided a dedicated garden plot at Paradise Park for RHA residents. The training covered sustainable gardening techniques, spring planting strategies, and fostered resident leadership in maintaining the space. The session also served as a kickoff for the upcoming community planting day and reinforced collaboration between RHA, residents, and city partners.
- **Young at Heart Dance Class** – Continues every Tuesday at Willie J. Wynn, averaging 5–6 participants.

Resident Council Activities

- Resident councils met throughout April and are planning upcoming May events including:
 - **Mother's Day Breakfast** – Hosted at Tom Sawyer.

- **Seniors in Service Recognition Day** – Honoring senior volunteers.
- **Memorial Day BBQ** – Combined with a community safety workshop.
- **Community Garden Seed Planting** – Scheduled at Paradise Park.

Workforce Development & Family Self-Sufficiency (FSS) Program

Workshops and Events:

- **Spending Plan Workshop** – Held on April 2nd, this workshop guided FSS participants through budgeting basics, identifying spending habits, and understanding the emotional drivers behind financial decisions using the “Money Habitudes” tool. Participants developed personalized spending plans to support long-term financial goals and self-sufficiency.
- **FSS Orientations** – Held on April 10, 23, and 24
- Planning continued for the **Homebuyer Seminar**, scheduled for May 17th in partnership with Security National Mortgage.

Youth Programs

Start Smart Program:

- **Banking Survival Guide Start Smart Workshop** – April 2nd: 15 youth attended, with 12 parents participating. In collaboration with Greater Nevada Credit Union this interactive Start Smart session introduced youth to essential banking concepts such as opening and managing checking/savings accounts, understanding debit vs. credit cards, tracking spending, avoiding fees, and setting financial goals. Youth learned how to read bank statements, navigate online/mobile banking, and protect themselves from fraud. The workshop emphasized building financial independence and confidence through real-life scenarios and practical tools.
- **First Tee Program** – Held weekly throughout April.
- **Summer Camp Enrollment** – Ongoing throughout April for summer programs.
- **Back-to-School Event** – In development for late July, focusing on resource connections and school readiness.
- **Attended SkillsUSA Competitions** – Held at The Row (Circus Circus, Silver Legacy, and Eldorado) and the Reno Events Center. Events were divided into three main categories: job interview role plays, advertising design challenges judged on computer-based work, and student-led presentations showcasing original projects. Resident Services staff served as a judge during the event, supporting youth in showcasing their skills and gaining real-world career readiness experience

Community Engagement:

- Presented the FSS program and Start Smart at the Washoe County School District's Monthly Counselor Meeting to enhance referral partnerships and increase awareness of self-sufficiency pathways for families.

- **Phishing Awareness Training** –RHA's IT Director also conducted phishing awareness training for Resident Services staff. The training focused on identifying suspicious emails, avoiding harmful links and attachments, and practicing safe digital communication to enhance cybersecurity across the department.
- **Met with the Air Force Drug Prevention Program** to explore a partnership for the upcoming Back to School event. The team is considering delivering a prevention training for both Start Smart and FSS participants.
- **Strengthened partnership with Communities In Schools (CIS)** through a strategic meeting to align efforts around student support, increase outreach to housing-connected families, and explore collaboration for family engagement events.

D. Update on Government & Public Affairs Activities

- RHA participated in Affordable Housing Day at the State Legislature on May 5 as part of the Nevada Housing Coalition.
- Continued to work with Flynn Guidici on items pertaining to the State legislative session.
- Started the next resident newsletter.
- Continued working with Resident Services staff on the Start Smart graduation program and event.
- Attended “IndyTalks: A conversation with Legislative leaders” on May 13, moderated by The Nevada Independent.
- Completed planning for the Hawk View redevelopment site groundbreaking on May 15.

E. Update on Development Department Activities

Silverada Manor

- Phase 1 construction is 60% complete.
- Sitework outside of Phase 1 pushed until late May.
- Phase 1 scheduled to be complete in the fall.

Hawk View

- Work started on foundations and retaining walls.
- Groundbreaking ceremony held on May 15th.
- Vertical construction scheduled to begin in May.

Stead Manor

- Phase 1 construction completion slightly delayed due to site work. It is now scheduled to be complete by early July.
- Residents in Phases 1 and 2 will receive relocation notices in early June and relocation will begin in early July.

McGraw Court/Silver Sage Court

- Phase 2 construction is 80% complete and on schedule to be fully complete by early June. Silver Sage will be completely rehabbed at the end of Phase 2.
- Residents in Phases 2 and 3 will received relocation notices in late April and relocation will begin in early June.

Carville Court

- Following Board approval in April, RHA executed an architectural services contract with H+K Architects for the Carville Court Redevelopment project.
- RHA received 8 statements of qualifications in response to the Request for Qualifications (RFQ) for a CMAR. A 3-person evaluation committee completed the first round of evaluations and created a shortlist of 5 firms that will move onto interviews in the second round. Interviews occurred May 5-9 and CORE Construction was selected by the evaluation committee.
- RHA is currently finalizing a CMAR contract for up to \$20,000 and aims for the Executive Director to execute the contract by early June.

Essex Manor

- Development Department has brought JKAE's architectural services proposal and task order for the Essex Manor Community Building rehabilitation for up to \$195,000 for board review and approval.
- Once the task order is executed, the design phase will begin and is expected to be complete by September 2025.
- Construction is expected to begin in October 2025.

Capital Fund

- No updates for capital fund projects as of the May board meeting.

Reno Avenue

- No updates for this project as of the May board meeting.

2026 I Street

- No updates for this project as of the May board meeting.

F. Update on Information Technology Activities

Yardi Implementation

- Final Go Live tasks for Rent Café are on track.

Other information/initiatives

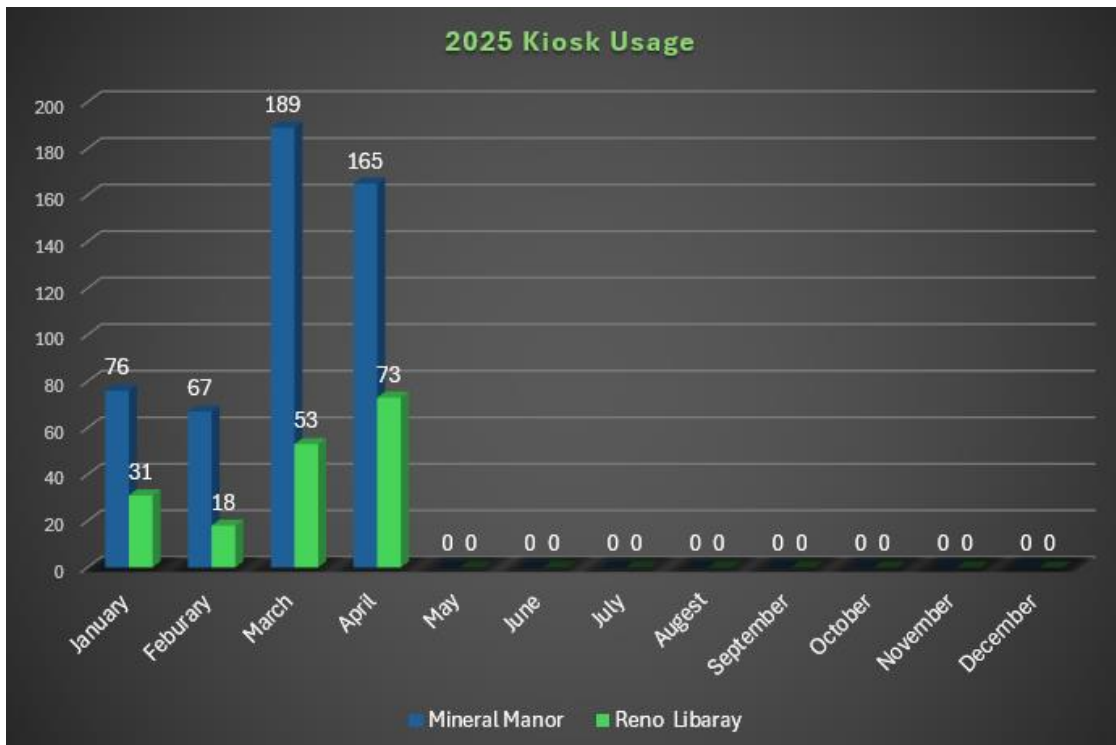
- The laptop replacement project is progressing and is about 88% complete.

Cybersecurity

- In-person cybersecurity awareness training has been completed by all RHA staff.

- 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

2025 MTW Conference

- In addition to serving on the planning committee, RHA's MTW Initiatives & Housing Policy Manager participated as a panelist on the "Navigating the New Era of MTW Reporting: Strategies and Solutions" session during this year's MTW Conference. The session allowed panelists to share the approach their agency is taking in preparing the MTW Annual Report using HUD's new reporting requirements and allowed for a collaborative space to brainstorm solutions to common challenges.

Direct Rental Assistance

- Two sessions specific to DRA (program design models and a research roundtable) were included in this year's MTW Conference. In addition, HUD's MTW Office specifically highlighted Reno, among others, as having submitted a proposed DRA model during their Leadership Panel and Closing Remarks.
- Following the MTW Conference, staff participated in a working lunch at the National Housing Center in DC. This in-person networking opportunity brought researchers from NYU, MDRC, University of Pennsylvania and Enterprise Community Partners and agencies who are actively working on different DRA approaches together to learn from one another.
- Staff continue to work with HUD's MTW Office and the Housing Solutions Lab at the NYU Furman Center on the Direct Rental Assistance pilot program. In the coming months, staff will

begin to compile and review educational materials for enrollment and implementation. Researchers from NYU have also indicated their desire to travel to Reno for a site visit as the two agencies prepare to work together on this exciting research.

FY 2025 Annual Report / MTW Initiatives Focus Groups

- Preparation for RHA's Annual MTW Report to HUD is underway. Initial steps include data pulls on current activities as well as disseminating surveys to Mobility Demonstration participants for analysis by the University of Washington. 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.
- Previously, RHA's Annual MTW Report provided 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. In addition to conducting focus groups on a specific MTW initiative, staff conducted one on one interviews to accurately report on the "people" piece of our activities while allowing our clients to discuss changes that could be made to make the initiatives more successful.

Needs Assessment Survey

- RHA's MTW Policy & Planning Analyst has compiled the responses received from this year's needs assessment survey. Staff is currently reviewing this information and will use this data to better understand the current needs/barriers faced by our residents. Gaps in programming to fill some of those needs are also being identified.

H. Update on Legal Inquiries

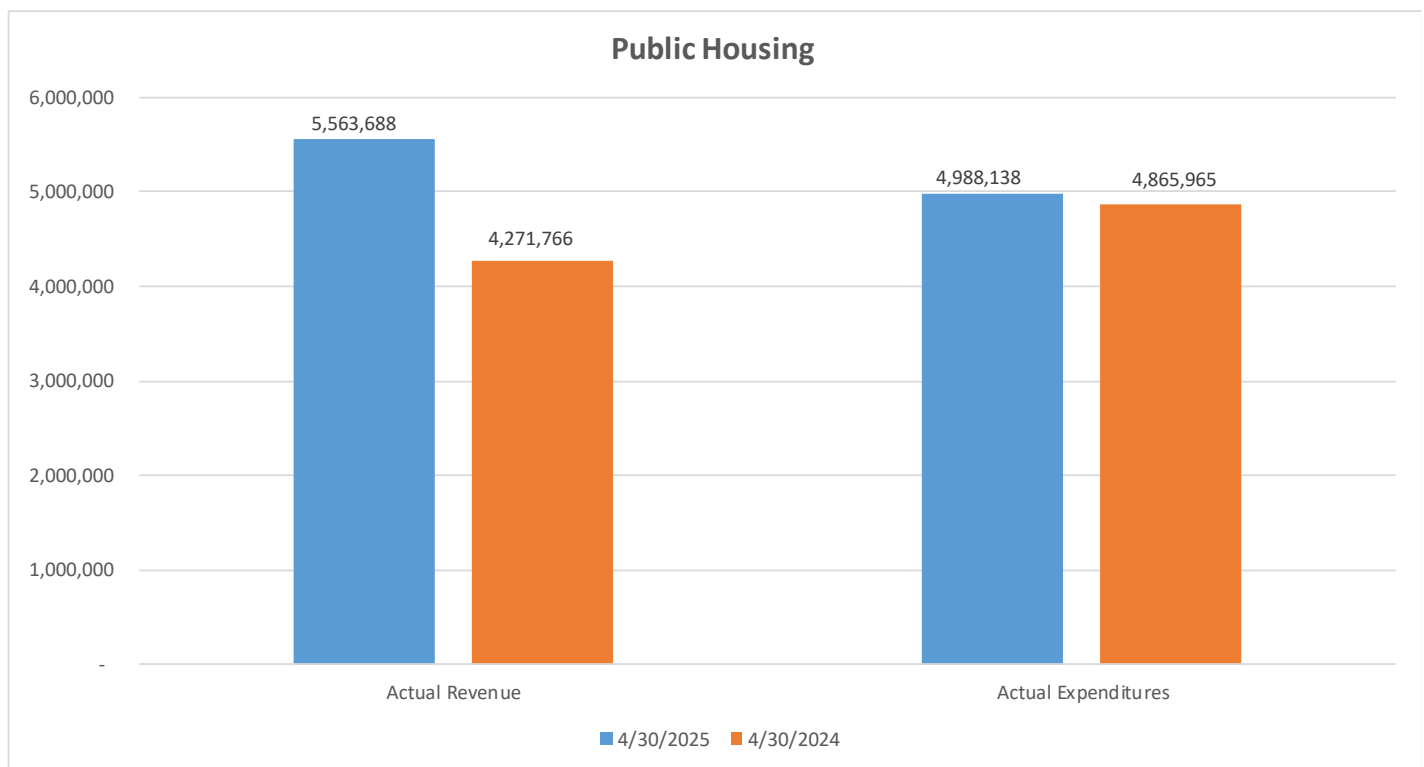
No legal updates.

I. Financials

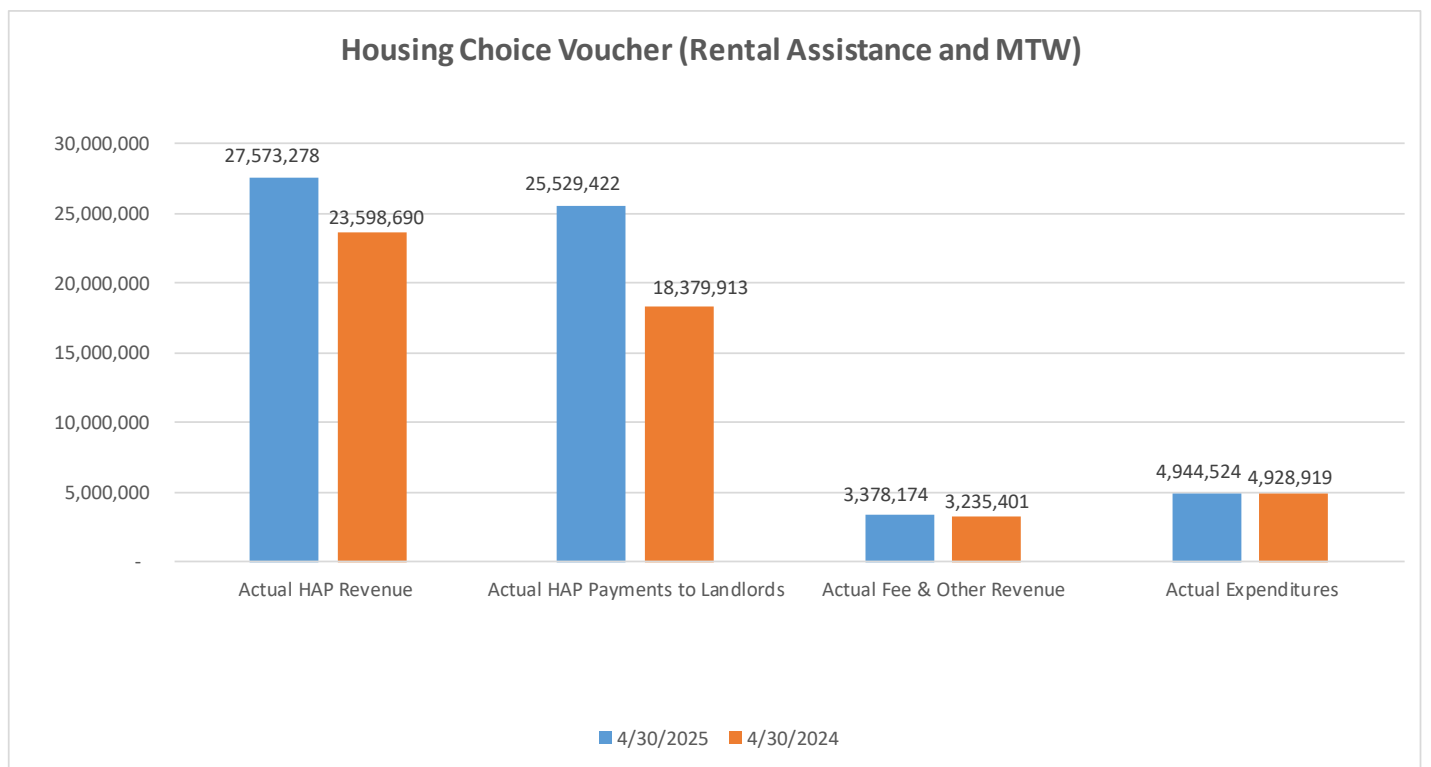
See attached graphics on the following pages.

**ENTITY-WIDE FINANCIAL REPORT
FOR THE 10 MONTHS ENDED APRIL 30, 2025**

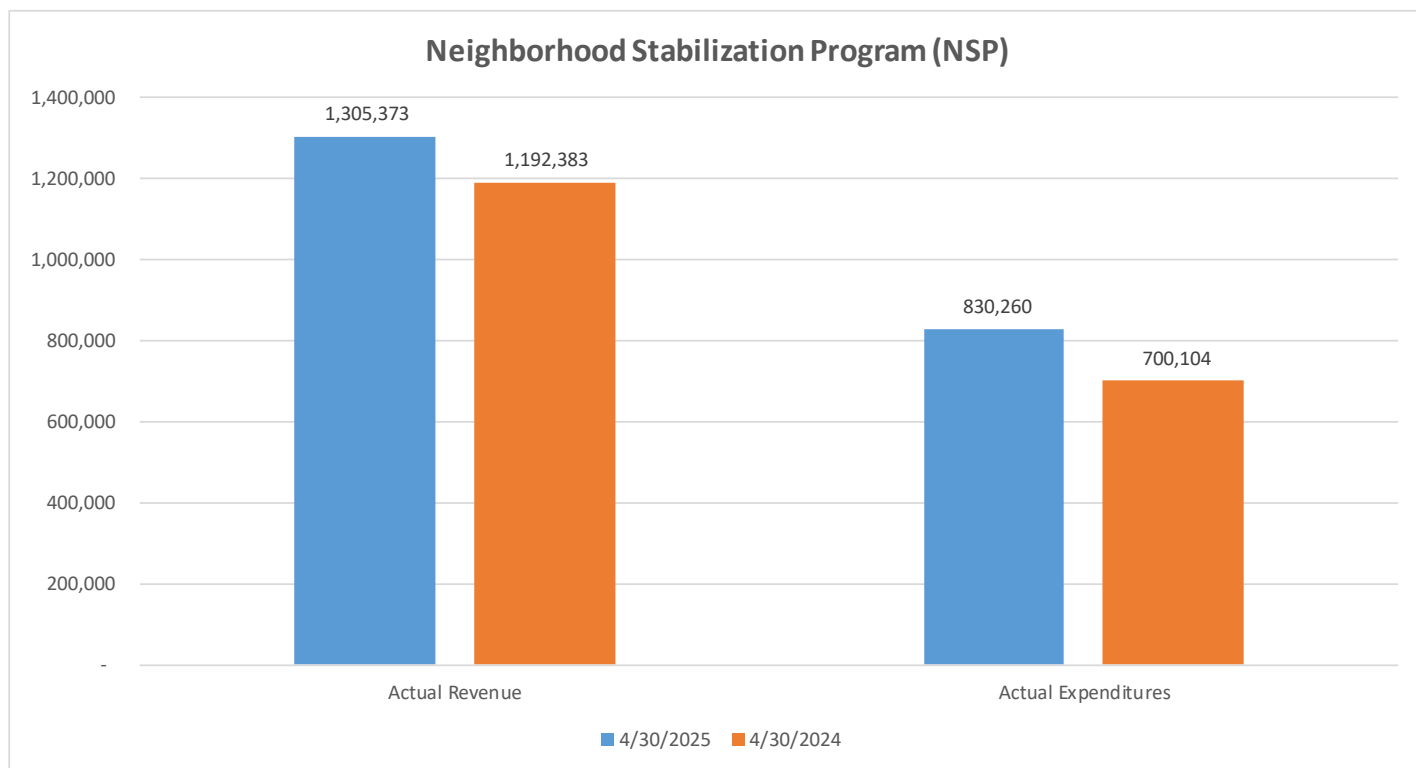
Public Housing	4/30/2025	4/30/2024	Variance	Variance Percentage
Actual Revenue	5,563,688	4,271,766	1,291,922	30.24%
Budgeted Revenue	3,969,265	4,403,649	(434,384)	-9.86%
Actual Expenditures	4,988,138	4,865,965	122,173	2.51%
Budgeted Expenditures	4,312,172	5,510,494	(1,198,322)	-21.75%
Actual Surplus (deficit)	575,549	(594,200)	1,169,749	-196.86%



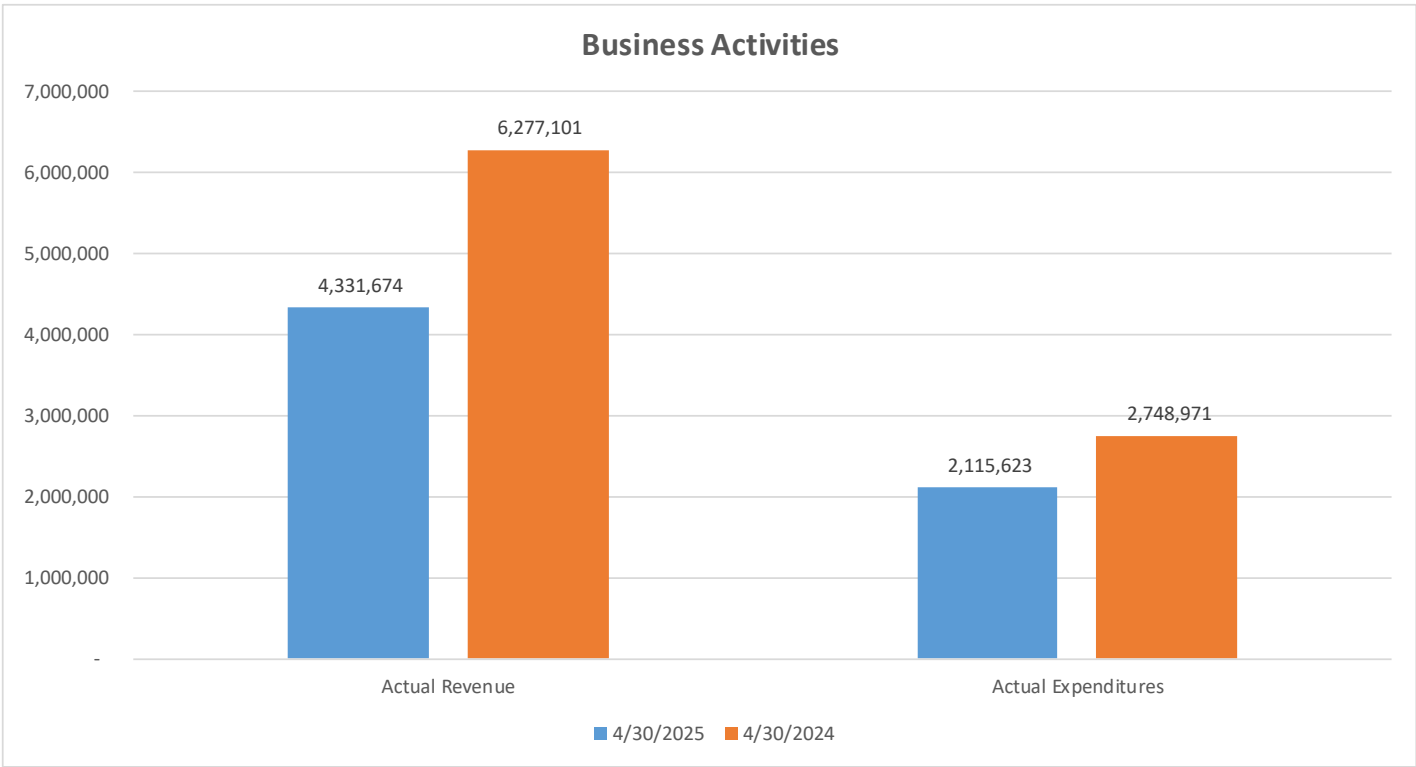
Housing Choice Voucher (Rental Assistance and MTW)	4/30/2025	4/30/2024	Variance	Variance Percentage
Actual HAP Revenue	27,573,278	23,598,690	3,974,588	16.84%
Budgeted HAP Revenue	23,560,550	23,291,806	268,744	1.15%
Actual HAP Payments to Landlords	25,529,422	18,379,913	7,149,508	38.90%
Budgeted HAP Payments to Landlords	21,464,690	20,579,958	884,732	4.30%
<i>HAP Surplus (Deficit)</i>	<i>2,043,856</i>	<i>5,218,777</i>	(3,174,920)	0.00%
Actual Fee & Other Revenue	3,378,174	3,235,401	142,773	4.41%
Budgeted Fee & Other Revenue	3,350,390	2,501,486	848,904	33.94%
Actual Expenditures	4,944,524	4,928,919	15,606	0.32%
Budgeted Expenditures	5,451,090	4,357,220	1,093,870	25.10%
<i>Unrestricted Profit (Loss)</i>	<i>(1,566,350)</i>	<i>(1,693,518)</i>	127,168	-7.51%
Actual Surplus (deficit)	477,506	3,525,259	(3,047,753)	-86.45%



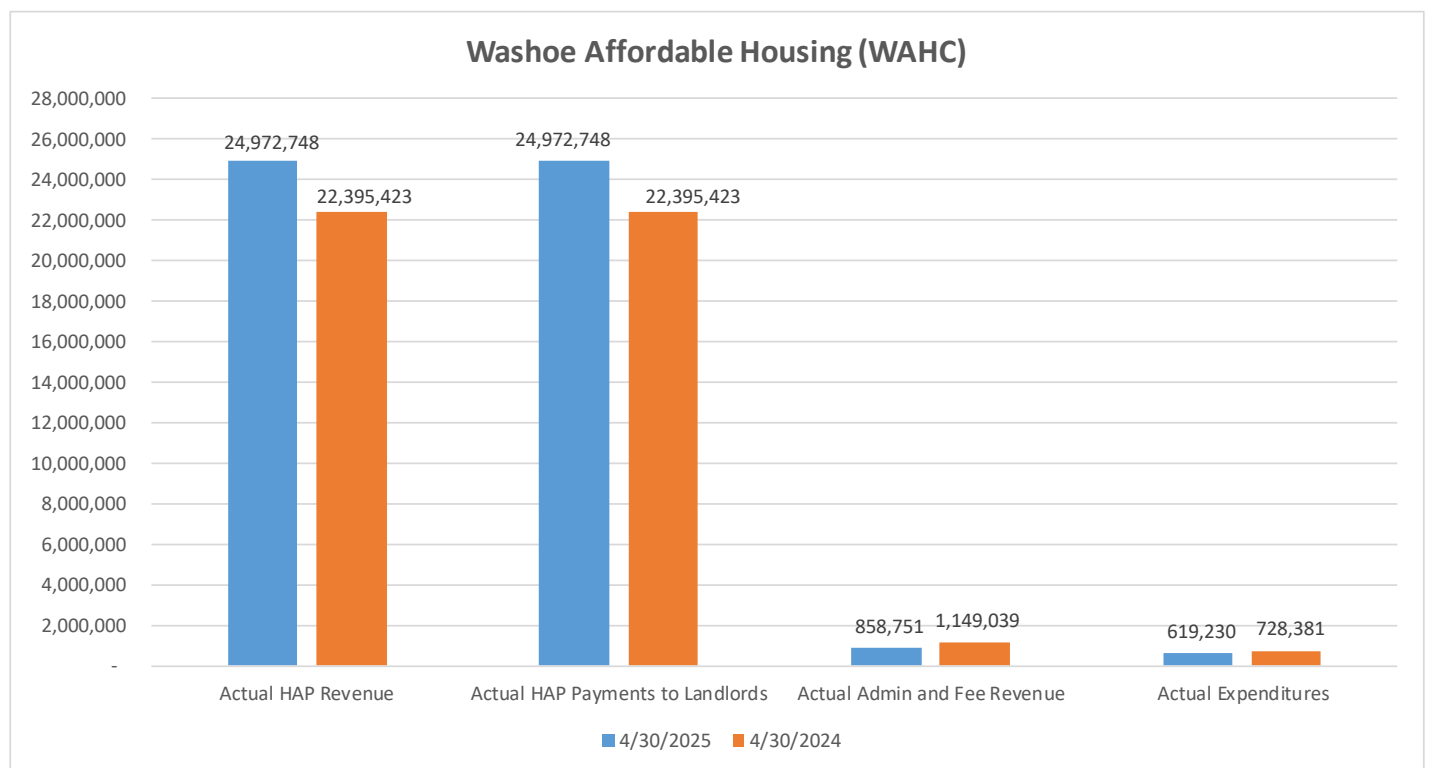
Neighborhood Stabilization Program (NSP)	4/30/2025	4/30/2024	Variance	Variance Percentage
Actual Revenue	1,305,373	1,192,383	112,990	9.48%
Budgeted Revenue	1,213,730	1,176,740	36,990	3.14%
Actual Expenditures	830,260	700,104	130,155	18.59%
Budgeted Expenditures	817,590	699,988	117,602	16.80%
Actual Restricted Surplus (deficit)	475,113	492,279	(17,166)	-3.49%



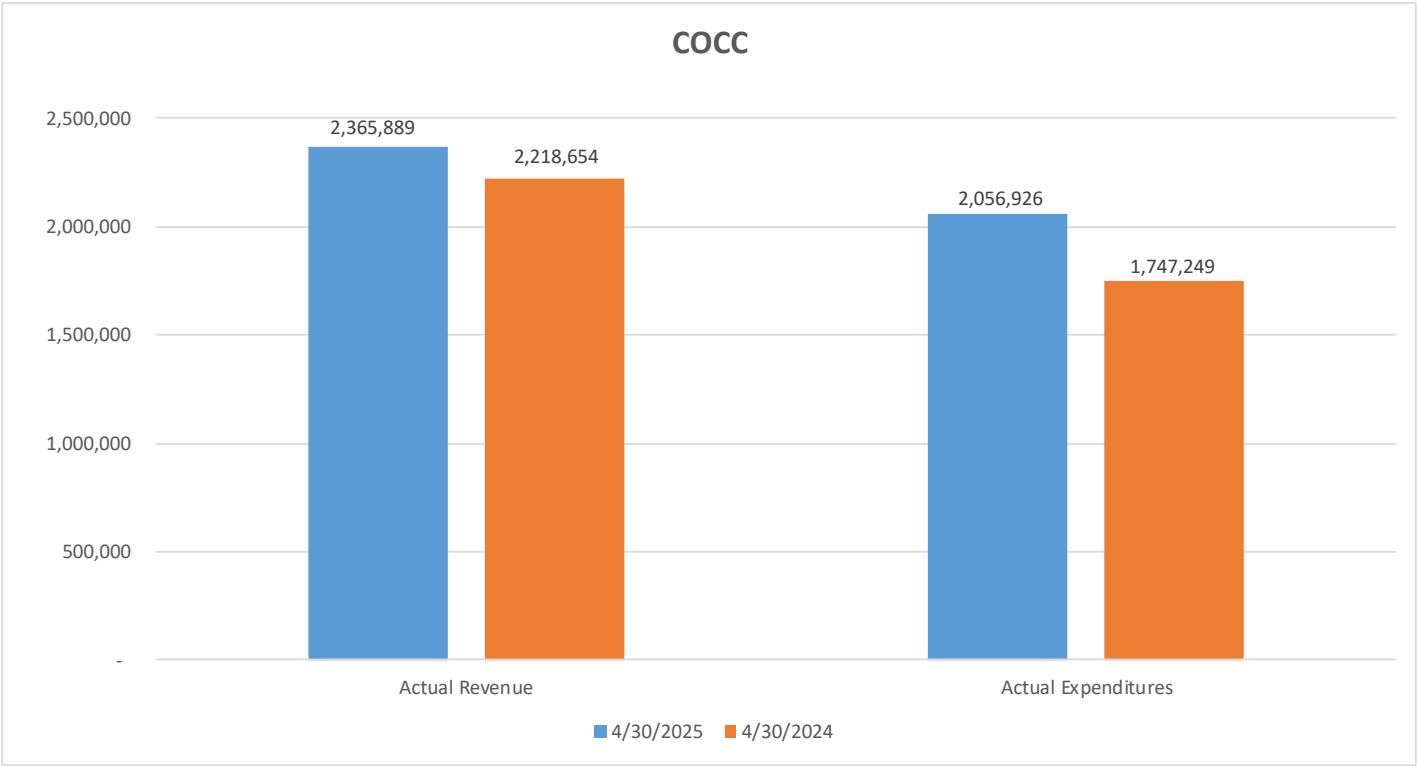
Business Activities	4/30/2025	4/30/2024	Variance	Variance Percentage
Actual Revenue	4,331,674	6,277,101	(1,945,427)	-30.99%
Budgeted Revenue	3,663,090	3,304,940	358,150	10.84%
Actual Expenditures	2,115,623	2,748,971	(633,349)	-23.04%
Budgeted Expenditures	1,933,661	1,410,900	522,761	37.05%
Actual Unrestricted Surplus (deficit)	2,216,052	3,528,130	(1,312,078)	-37.19%



Washoe Affordable Housing (WAHC)	4/30/2025	4/30/2024	Variance	Variance Percentage
Actual HAP Revenue	24,972,748	22,395,423	2,577,325	11.51%
Budgeted HAP Revenue	21,948,839	22,346,573	(397,734)	-1.78%
Actual HAP Payments to Landlords	24,972,748	22,395,423	2,577,325	11.51%
Budgeted HAP Payments to Landlords	21,948,839	22,346,573	(397,734)	-1.78%
<i>HAP Surplus (Deficit)</i>	-	-	-	0.00%
Actual Admin and Fee Revenue	858,751	1,149,039	(290,289)	-25.26%
Budgeted Admin and Fee Revenue	1,012,890	864,199	148,691	17.21%
Actual Expenditures	619,230	728,381	(109,151)	-14.99%
Budgeted Expenditures	773,037	660,322	112,715	17.07%
<i>Unrestricted Profit (Loss)</i>	<i>239,521</i>	<i>420,658</i>	<i>(181,137)</i>	<i>-43.06%</i>
Actual Surplus (deficit)	239,521	420,658	(181,137)	-43.06%



COCC	4/30/2025	4/30/2024	Variance	Variance Percentage
Actual Revenue	2,365,889	2,218,654	147,235	6.64%
Budgeted Revenue	2,321,410	1,823,249	498,161	27.32%
Actual Expenditures	2,056,926	1,747,249	309,676	17.72%
Budgeted Expenditures	2,980,980	2,589,444	391,536	15.12%
Actual Unrestricted Surplus (deficit)	308,963	471,405	(162,442)	-34.46%



Entity-Wide Totals	4/30/2025	4/30/2024	Variance	Variance Percentage
Actual HAP Revenue	52,546,026	45,994,113	6,551,913	14.25%
Budgeted HAP Revenue	45,509,389	45,638,379	(128,990)	-0.28%
Actual HAP Payments to Landlords	50,502,169	40,775,336	9,726,833	23.85%
Budgeted HAP Payments to Landlords	43,413,529	42,926,532	486,998	1.13%
<i>HAP Surplus (Deficit)</i>	<i>2,043,856</i>	<i>5,218,777</i>	<i>(3,174,920)</i>	<i>-60.84%</i>
Actual Fee & Other Revenue	17,803,549	18,344,344	(540,796)	-2.95%
Budgeted Fee & Other Revenue	15,530,775	14,074,263	1,456,512	10.35%
Actual Expenditures	15,554,700	15,719,590	(164,890)	-1.05%
Budgeted Expenditures	16,268,529	15,228,369	1,040,160	6.83%
<i>Unrestricted Profit (Loss)</i>	<i>2,248,848</i>	<i>2,624,754</i>	<i>(375,905)</i>	<i>-14.32%</i>
Actual Surplus (deficit)	4,292,705	7,843,531	(3,550,826)	-45.27%

