

**MINUTES OF THE REGULAR MEETING
HOUSING AUTHORITY OF THE CITY OF RENO
BOARD OF COMMISSIONERS
July 22, 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 12:00pm on Tuesday, July 22, 2025, in the Agency's Boardroom.

Commissioners Present

Kathleen Taylor, Madame Chair
Dave Aiazzi, Vice Chair
Mark Sullivan, Commissioner (on Zoom)
Miguel Martinez, Commissioner

Commissioners Absent

Dejanae Solley, Commissioner

Staff Present

Dr. Hilary Lopez, Ph.D., Executive Director
Heidi McKendree, Deputy Executive Director
JD Klippenstein, Director of Development
Darren Squillante, Director of HR
Kristin Scott, Director of Asset Management
Jamie Newfelt, Director of Rental Assistance
Jeremy Stocking, Director of Resident Services
Jeff Miller, Director of IT
Kim Anhalt, Director of MTW

Staff Present (continued)

Shwin Prasad, Director of Finance
Jerri W. Conrad, Government & Public Affairs Manager
Brenda Freestone, WAHC Coordinator
Colleen M. Beltran, Executive Administrative Assistant

Ryan Russell, Legal Counsel

Others Present

Farrah Downey, Director, Be Who You Needed
Elaine Wiseman, City of Reno

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

- **Call to order and roll call.**

Madame Chair Taylor called the meeting to order at 12:00pm. The Secretary/Treasurer, Dr. Hilary Lopez, performed the roll call.

- **Introduction of guests.**

Farrah Downey, Director of Be Who You Needed

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.

Ms. Farrah Downey expressed her gratitude for the support she has received from Reno Housing Authority and suggested that perhaps she and RHA can work together again in the future.

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

Vice Chair Aiazzi motioned to approve the agenda as presented. Commissioner Martinez seconded the motion. Acknowledging the motion and the second, Madame Chair Taylor called for the vote. With 4 ayes, no nays, Madame Chair Taylor declared the motion carried unanimously.

- 2. Approval of the minutes of the Regular and Closed Session Board Meetings held on June 24, 2025. (For Possible Action)**

Commissioner Martinez motioned to approve the minutes. Vice Chair Aiazzi seconded the motion. Hearing no questions or comments, Madame Chair Taylor called for the vote. With 4 ayes and no nays, Madame Chair Taylor declared the motion carried unanimously.

- 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.)**

- A. Discussion and possible adoption of Resolution 25-07-01 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 25-07-02 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 25-07-03 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 25-07-04 RH authorizing the write-off of vacated tenant account receivables for the unaided properties. (For Possible Action)**
- E. Discussion and possible adoption of Resolution 25-07-05 RH approving project-basing up to 4 Foster Youth to Independence (FYI) vouchers. (For Possible Action)**
- F. Discussion and possible adoption of Resolution 25-07-06 approving closeout of FY 2020 US Department of Housing and Urban Development (HUD) Capital Fund Program (CFP). (For Possible Action)**
- G. Discussion and possible adoption of Resolution 25-07-07 approving closeout of FY 2021 US Department of Housing and Urban Development (HUD) Capital Fund Program (CFP). (For Possible Action)**
- H. Discussion and possible adoption of Resolution 25-07-08 approving closeout of FY 2022 US Department of Housing and Urban Development (HUD) Capital Fund Program (CFP). (For Possible Action)**

After RHA's Director of Rental Assistance, Jamie Newfelt and RHA's Director of Asset Management, Kristin Scott, answered Commissioner Sullivan's and Madame Chair Taylor's questions on items A and D, Vice Chair Aiazzi moved to approve the consent agenda. Commissioner Martinez seconded the motion. Hearing no further questions or discussion, Madame Chair Taylor requested the vote. With 4 ayes and no nays, Madame Chair Taylor declared the motion carried.

4. Commissioner Reports. (Discussion)

The commissioners had no reports to present.

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.

After much discussion among the commissioners and staff and comments from Elaine Wiseman from the City of Reno, Housing and Neighborhood Development, the group moved on to item 6 of the agenda.

This was a discussion item. No action was taken.

6. Discussion and possible action to closeout RHA's Emergency Eviction Prevention program contracts with Emergency Eviction Prevention Program of Nevada and Volunteers of America (For Possible Action)

Discussion took place and clarifications were given among RHA staff and commissioners. Elaine Wiseman of the City of Reno assured the group that the City of Reno is prepared to receive direct referrals from RHA. Vice chair Aiazzi moved to approve item 6. Commissioner Martinez seconded the motion. Hearing no further comments or questions, Madame Chair Taylor called for the vote. 4 were in favor, with no objections. Madame Chair Taylor declared the motion carried.

7. Discussion and possible action to adopt via Resolution 25-07-09 RH compensation for each commissioner in an amount not more than \$250 for each meeting of the authority attended as allowed under Assembly Bill 103 as approved and enrolled in the 83rd State of Nevada legislative session

Vice Chair Aiazzi motioned to approve the adoption of Resolution 25-07-09 RH with specific modifications that allows the commissioner appointed to represent households currently receiving services from RHA to receive no more than \$250 per meeting attended, at their discretion, and all other commissioners would receive \$0 per meeting. Commissioner Sullivan seconded the motion. Hearing no further questions, Madame Chair Taylor called for the vote. All 4 were in favor, with no nays. Madame Chair Taylor declared the motion carried.

8. Discussion and possible action regarding implementation of Sec. 3 of Assembly Bill 103 as approved and enrolled in the 83rd State of Nevada legislative session. (For Possible Action)

Madame Chair Taylor motioned to direct RHA's Executive Director to continue to work with the other agencies towards a clean resolution to address the issue set forth in AB 103 as presented, and work with the council to draft a proposed Interlocal Resolution. Commissioner Sullivan seconded the motion. After additional comments, Madame Chair called for the vote. With 4 ayes and no nays, Madame Chair Taylor declared the motion carried.

It was decided among the commissioners that item 11 would be presented before moving on to the closed session, and then address item 10 and the remaining items after the meeting reconvened to open session.

Closed Session

9. The Board may convene in closed session to receive information from its counsel regarding actual, potential, or threatened litigation, and discuss the same and strategy. The Board may also receive an update regarding RHA's legal position(s), obligations, and options in relation to such matters. No action will be taken in closed session.

- Legal information from RHA general counsel regarding actual, potential, or threatened litigation.

No action was taken on this item.

Reconvene Open Session

10. Discussion and possible action to approve, approve with conditions, continue, or deny a resolution to delegate authority reflected in NRS 241.0357 to RHA's Executive Director in regard to prosecuting and defending litigation matters related to common area issues at 548 Smithridge Park, Reno, APN 025-180-26, with Townhouse South Association, Inc. (For Possible Action)

Commissioner Sullivan motioned to resolve to delegate authority reflected in NRS 241.0357 to RHA's executive director in regard to prosecuting and defending litigation matters related to common area issues at 548, Smith Ridge Park, Reno, APN, 025-180-26, with townhouse South Association, Inc. Vice Chair Aiazzi seconded the motion. Hearing no further discussion, Madame Chair Taylor called for the vote. With 4 ayes and no nays, Madame Chair Taylor declared the motion carried.

11. Presentation and discussion of findings from the 2025 Resident Needs Assessment report

This item was presented before the meeting moved to closed session.

RHA's Policy and Planning Analyst, Zoey Swisher, presented the findings from the 2025 Resident Needs Assessment report and answered questions from the commissioners.

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, August 26, 2025, and Tuesday, September 23, 2025. (For Possible Action)**

No action was taken on these items.

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.

There were no public comments.

14. Adjournment.

Madame Chair Taylor declared the meeting adjourned at 2:17pm.