



WASHOE COUNTY HOME CONSORTIUM (WCHC) TECHNICAL REVIEW COMMITTEE (TRC)

VIRTUAL MEETING

Tuesday, February 8, 2022, 9:30 A.M.
Zoom Meeting ID: 931 6222 4423

Members:

Grace Whited
Technical Staff
City of Reno

Rebecca Kapuler
Washoe County
Citizen Representative
Chair

Ian Crittenden
Technical Staff
City of Sparks
Vice Chair

J.D. Klippenstein
Technical Staff
Washoe County

Chohnny Sousa
Truckee Meadows
Regional Planning
Technical Staff

Chuck Reno
Reno Citizen
Representative

T Tran
Sparks Citizen
Representative

Vacant
At-Large
Representative

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Members of the Board/Commission/Committee will participate in this meeting using the video conference platform.

Members of the public may hear and observe the meeting virtually by pre-registering using the following link:

<https://zoom.us/meeting/register/tJscceuqrD8uGNelGpnWBUD3iTYVSjUFcHjO>

Accommodations: The Washoe County HOME Consortium Technical Review Committee and staff will make reasonable efforts to assist and accommodate persons with physical disabilities desiring to attend the meeting. Please contact the Washoe County HOME Consortium Liaison at (775) 334-2578 or email at housing@reno.gov in advance so that arrangements can be made.

Supporting Materials-Staff reports and supporting material for the meeting are available by contacting Elaine Wiseman at housing@reno.gov, or 775-334-2578. Staff reports and supporting material are also available on the City's website at www.reno.gov/meetings. Pursuant to NRS Chapter 241, supporting material is made available to the general public at the same time it is provided to the public body.

Order of Business-The presiding officer shall determine the order of the agenda and all questions of parliamentary procedure at the meeting. Items on the agenda may be taken out of order. The public body may combine two or more agenda items for consideration, remove an item from the agenda, and/or delay discussion relating to an item on the agenda at any time. Items scheduled to be heard at a specific time will be heard no earlier than the stated time, but may be heard later.

Public Comment-No action may be taken on a matter raised under general public comment until the matter is included on a subsequent agenda as an action item. Public comment is limited to three (3) minutes per person and will be taken at the beginning and end of the meeting. Members of the public may submit public comment by leaving a voicemail at (775) 334-2578 prior to 8:00 am on the day of the meeting or by emailing Washoe County HOME Consortium Technical Review Committee at housing@reno.gov . Messages received prior to 8:00 am on the day of the meeting will be transcribed, provided to the Washoe County HOME Consortium Technical Review Committee for review, and entered into the record. During the meeting, members

of the public may submit public comment without being physically present by emailing housing@reno.gov. Public comment received during the meeting will be provided to the Washoe County HOME Consortium Technical Review Committee for review prior to adjournment and entered into the record.

The presiding officer may prohibit comment if the content of comments is a topic that is not relevant to, or within the authority of, the public body, or if the content is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers.

A. Introductory Items

- A.1. CALL TO ORDER – Roll Call**
- A.2. PUBLIC COMMENT** (This item is for either public comment on any action item or for any general public comment.)
- A.3. APPROVAL OF AGENDA** (For Possible Action) – February 8, 2022
- A.4. APPROVAL OF MINUTES** (For Possible Action) – December 14, 2021

B. Business Items

B.1. 1st PUBLIC HEARING: PRESENTATION, DISCUSSION AND REVIEW OF APPLICATIONS FOR 2022/2023 HOME AND AFFORDABLE HOUSING TRUST FUND GRANT FUNDING BY APPLICANTS (For Possible Action)

Tenant Based Rental Assistance Program:

Applicant	Program Name	Requested Amount
1. City of Reno	a. Rapid Rehousing b. Deposit Assistance	\$655,263

New Construction and Housing Rehabilitation Applications:

Project Name	Applicant	Project Address	Requested Amount & Terms
Chocolate Drive New Construction	Pedcore Investments, LLC	Chocolate Drive, Sun Valley	\$200,000 <i>3% interest loan 30 year affordability</i>
Copper Mesa Apartments New Construction	Inland Group Comprehensive Multifamily Construction & Development Services	Red Rock and Silver Lakes Road	\$50,000 <i>1.5% interest loan 30 year affordability</i>

Dandini North Apartments New Construction	Lincoln Ave. Capital, LLC	Dandini Blvd., Sun Valley	\$50,000 <i>1.5% interest loan 20 year affordability</i>
Everett Street Rehab	Ridge House, Inc. (CHDO)	Everett St. Reno, NV	\$194,500 <i>Loan to Grant 15 year affordability</i>
Marvel Way Apartments Phase II New Construction	The Empowerment Center	1555 Marvel Way, Reno, NV, 89502	\$750,000 <i>3% interest loan 50 year affordability</i>
Pinyon Apartments New Construction	Lincoln Ave. Capital	Moana Ln. and Neil Rd., Reno	\$50,000 <i>1.5% interest loan 20 year affordability</i>
The Ridge at Sun Valley New Construction	Ulysses Development Group	5100 W. 1st Ave., Sun Valley	\$50,000 <i>1.5% interest loan 30 years affordability</i>
Vintage at Redfield New Construction	Vintage Housing Development, Inc.	Redfield Parkway and Baker Ln., Reno	\$50,000 <i>2.5% interest 20 years affordability</i>

Community Housing and Development Organization Applications:

Project Name	Applicant	Project Address	Requested Amount
Ridge House CHDO Recertification	Ridge House, LLC	900 W First Street Reno, NV	Recertification only, no funds are requested
Community Services Agency & Development Corporation (CSADC) CHDO Recertification	CSADC	1090 East 8th St., Reno, NV	Recertification only, no funds are requested

- C. TECHNICAL REVIEW COMMITTEE ITEMS AND ANNOUNCEMENTS:** TRC members have an opportunity to raise issues for discussion at future meetings, as well as make announcements.
- D. STAFF TECHNICAL SUPPORT UPDATE:** Staff may provide an update on projects, funding or other programmatic issues.
- E. FUTURE AGENDA ITEMS:** Discussion of items for future agenda.
- F. PUBLIC COMMENT** (This item is for either public comment on any action item or for any general public comment.)
- G. ADJOURNMENT** (For Possible Action)

Staff Report

Date: February 8, 2022

To: Technical Review Committee, Washoe County HOME Consortium

From: Housing and Neighborhood Development Division, City of Reno

Subject: 1st PUBLIC HEARING: PRESENTATION, DISCUSSION AND REVIEW OF APPLICATIONS FOR 2022/2023 HOME AND AFFORDABLE HOUSING TRUST FUND GRANT FUNDING BY APPLICANTS (For Possible Action)

This is the first of three public hearings by the Technical Review Committee (TRC) to review applications for affordable housing projects and programs funded by federal and state HOME Partnership (HOME) grant funding, and state Affordable Housing Trust Funds (AHTF). The TRC will make a funding recommendation at the third public hearing tentatively scheduled for April 5, 2022. Table 1 below describes the sources of funding that will be available in the 2022/2023 program year, which is subject to change.

The HOME funds are estimated based upon funding received for the FY2021/2022 program year until staff receives confirmation from the Department of Housing and Urban Development (HUD) and the Nevada Housing Division (NHD), which historically has occurred in the spring. Program income is available for new projects and programs; the estimated amount is based upon program income currently available for allocation.

Table 1. 2021/2022 Estimated Washoe County HOME Consortium Funding

Federal HOME Allocation available for AHMLP <i>(estimated)</i> :	\$1,048,524
Min. CHDO set aside <i>(estimated)</i> :	\$ 398,439
Nevada State HOME Allocation <i>(estimated)</i> :	\$ 268,156
Nevada Affordable Housing Trust Funds <i>(estimated)</i> :	\$ 655,263
Program Income <i>(estimated)</i> :	\$ 200,000
Total estimated:	\$2,570,382

Tenant Based Rental Assistance Applications

Tenant based rental assistance programs (TBRA) provide funding for qualifying households to pay for the security/utility deposits, application fees, and sometimes monthly rental assistance for homeless individuals and families in order to move into permanent housing. The City of Reno operates two programs that allow rental assistance to be used throughout Washoe County. No other applications were received.

The Consortium has made it a practice to use Affordable Housing Trust Funds (AHTF) for TBRA programs, the amount below in Table 2 equals the total amount of AHTF funding that was awarded for State FY2021; it is anticipated funding will remain the same in SFY2022. AHTF awarded through the State have less restrictive TBRA regulations that allows the WCHC to target individuals with extremely low- or no income, whereas HOME funds do not. The WCHC also has the ability to use AHTF for new construction or rehabilitation projects; however, due to the pandemic, requests for TBRA assistance have increased and it is recommended that AHTF continue to fund TBRA.

Table 2. Rental Assistance Program Applications

Applicant	Program Name	Requested Amount
City of Reno	a. Deposit Assistance b. Rapid Rehousing	\$655,263

1. The **City of Reno Deposit Assistance Program** is designed as a one-time only grant assistance to provide resources for the application, security and utility deposits for permanent housing to eligible households that are currently homeless. Housing Navigators at the homeless shelter, and other community agencies, have a network of resources available to help clients find available housing. Clients are allowed to keep any deposit that is returned to them once they leave the unit.
2. The **City of Reno Rapid Rehousing Program** connects families and individuals staying at the homeless shelter to permanent housing. Case managers at the homeless shelter refer clients to this program, which provides up to 12 months of rental assistance. This funding is also used in conjunction with The Reno Works program. Reno Works is a job training program in which participant's partner with the City of Reno Public Works Department in order to gain employment experience while transitioning out of homelessness.

New Construction and Rehabilitation Applications

Table 3 below shows the applications received for new construction and rehabilitation of affordable housing. There are seven (7) new housing construction and one (1) housing rehabilitation applications. There are no forward commitment requests. All of the new construction and rehabilitation requests are HOME eligible activities.

Table 3. New Construction and Housing Rehabilitation Applications

Project	Proposed HOME Units	Affordability Period	Other Units	Home Funds Requested	Per Unity Subsidy (Home Units Only)
Chocolate Drive Sun Valley, NV New Construction	6– 50% AMI floating units 2- 1 bd 2- 2 bd 2- 3 bed	30 years	234 (60% AMI)	\$200,000 3% interest loan	\$33,333/unit
Copper Mesa New Construction	4 – 50 % AMI floating units 1- 1 bd 1- 2 bd 1- 3 bd 1-4 bd	30 years	276 (60% AMI)	\$50,000 1.5% interest loan	\$12,500
Dandini North Apartments. New Construction	5- 50% AMI floating units 1- 1bd 3- 2bd 1- 3 bd	N/A	279 (60% AMI)	\$50,000 3% interest loan	\$10,000/unit
Everett House Remodel	1- 30% AMI Group home with 10 beds	15 years	0	\$194,500 0% interest grant	\$194,500/unit \$19,450/bed
Marvel Way Phase II New Construction	5- 3 at 30% AMI, 2 at 50% AMI floating units 1- studio 3- 1bd 1-2bd	50 years	39 (50% AMI and 30% AMI)	\$750,000 3% interest loan	\$150,000 (proposed)
Pinyon Apartments New Construction	5 –50% AMI floating units 4-1 bd 1-2bd	20 years	245 (60% AMI)	\$50,000 1.5% interest loan	\$10,000 (proposed) HUD max: \$182,652
The Ridge at Sun Valley New Construction	3 – 50 % AMI floating units 1-1bd 1-2bd 1–3 bd	30 years	192 (50-60% AMI)	\$50,000 1.5% interest loan	\$16,667 (proposed)

Vintage at Redfield	5 – 50% AMI floating units 4-1 bd 1-2 bd	20 years	225 (60% AMI)	\$50,000 2.5% interest loan	\$10,000 (proposed)
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**Chocolate Drive
WCHC Funding Priorities**

<u>Level I Priorities</u>	<u>Review</u>
The average rent for all HOME units is at or below 40% of the AMI for family units, and at or below 45% of AMI for senior projects.	<i>Proposed new construction of 240 units, 6 HOME units at 50% AMI.</i> <i>Does not meet this priority.</i>
Project provides supportive services, or owner/manager partners with a service provider to provide supportive services.	<i>No supportive services planned.</i> <i>Does not meet this priority.</i>
<u>Level II Priorities</u>	
Project is accessible and located near public transportation options	<i>Bus stops approximately .5 miles. Approximately 1 mile to various commercial, retail, major grocery; medical clinics/dental within 1 mile.</i> <i>Meets priority</i>
Project contains one or more green components above and beyond the minimum energy efficiency requirements	<i>Application states it would meet requirements; however was not specific.</i> <i>May meet priority</i>
Project addresses one or more objectives of the current Consolidated Plan for the region	<i>Meets the following goal: Preserve & Develop Affordable Housing</i> <i>Meets priority.</i>
Project addresses one or more objectives of the current Regional Plan	<i>Meets the following objective: Promoting availability of needed housing at price ranges and rent levels which are commensurate with financial capabilities of the region's households. Allows for flexibility in housing location, type, and density.</i> <i>Meets priority.</i>

Project is a mixed income/use project.	100% Affordable, rental housing only. Does not meet this priority
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**Copper Mesa Apartments
WCHC Funding Priorities**

<u>Level I Priorities</u>	<u>Review</u>
The average rent for all HOME units is at or below 40% of the AMI for family units, and at or below 45% of AMI for senior projects.	Proposed new construction of 280 units. 4 HOME units at 50% AMI. Does not meet this priority.
Project provides supportive services, or owner/manager partners with a service provider to provide supportive services.	Proposes partnering with 3rd party to provide computer training, financial services. On-site staff to provide activities such as BBQ's, movies, holiday parties, vaccination clinics. Needs clarification, may meet priority.
<u>Level II Priorities</u>	
Project is accessible and located near public transportation options	Nearest bus stop is 2 miles away at Stead Blvd. & Silver Lake Rd. Closest grocery store and shopping HUB is 4 miles away. Is accessible to freeways. Does not meet priority.
Project contains one or more green components above and beyond the minimum energy efficiency requirements	Project is a certified Energy Star rated development. Meets priority.
Project addresses one or more objectives of the current Consolidated Plan for the region	Meets the following goal: Preserve & Develop Affordable Housing Meets priority.

Project addresses one or more objectives of the current Regional Plan	<i>Meets the following objective: Promoting availability of needed housing at price ranges and rent levels which are commensurate with financial capabilities of the region's households. Allows for flexibility in housing location, type, and density.</i> <i>Meets priority.</i>
Project is a mixed income/use project.	<i>Project is 100% affordable, rental housing only.</i> <i>Does not meet priority.</i>

**Dandini North Apartments
WCHC Funding Priorities**

<u>Level I Priorities</u>	<u>Review</u>
The average rent for all HOME units is at or below 40% of the AMI for family units, and at or below 45% of AMI for senior projects.	<i>Proposed new construction of 284 units. Project will designate 5 units as HOME units @ 50% AMI.</i> <i>Does not meet this priority.</i>
Project provides supportive services, or owner/manager partners with a service provider to provide supportive services.	<i>Project proposes social activities; however no supportive services are noted.</i> <i>Does not meet priority.</i>
<u>Level II Priorities</u>	
Project is accessible and located near public transportation options	<i>Bus stop less than 1/4 mile (Neil Rd/Riley Ave): less than 1 mile to commercial/retail.</i> <i>Meets priority.</i>
Project contains one or more green components above and beyond the minimum energy efficiency requirements	<i>Application states Energy Star appliances and rated windows. Additionally, project states it will meet or exceed requirements of NHD</i> <i>Meets priority.</i>
Project addresses one or more objectives of the current Consolidated Plan for the region	<i>Meets the following goal: Preserve & Develop Affordable Housing</i> <i>Meets priority.</i>

Project addresses one or more objectives of the current Regional Plan	Meets the following objective: Promoting availability of needed housing at price ranges and rent levels which are commensurate with financial capabilities of the region's households. Allows for flexibility in housing location, type, and density. Meets priority.
Project is a mixed income/use project.	Project is 100% Affordable, rental housing only Does not meet priority

**Everett Street Remodel
WCHC Funding Priorities**

<u>Level I Priorities</u>	<u>Review</u>
The average rent for all HOME units is at or below 40% of the AMI for family units, and at or below 45% of AMI for senior projects.	Proposed rehab of six (6) bedroom group home. All will be HOME Units @ 30% AMI. Meets priority.
Project provides supportive services, or owner/manager partners with a service provider to provide supportive services.	Comprehensive, wrap around services will be provided by Ridge House staff. Counseling, life skills, resume development, case management to name some of the listed services. Meets priority.
<u>Level II Priorities</u>	
Project is accessible and located near public transportation options	Bus stops less than 1/3 mile: less than 1.0 mile to commercial/retail/grocery. Meets priority.
Project contains one or more green components above and beyond the minimum energy efficiency requirements	Narrative states Energy Star appliances, and project will have an Energy Assessment performed by NV Energy Possibly meets priority.
Project addresses one or more objectives of the current Consolidated Plan for the region	Meets the following goal: Preserve & Develop Affordable Housing Meets priority.

Project addresses one or more objectives of the current Regional Plan	<i>Meets the following objective: Promoting availability of needed housing at price ranges and rent levels which are commensurate with financial capabilities of the region's households. Allows for flexibility in housing location, type, and density.</i> <i>Meets priority.</i>
Project is a mixed income/use project.	<i>Project is 100% Affordable, rental housing only</i> <i>Does not meet priority</i>

**Marvel Way Apartments Phase II
WCHC Funding Priorities**

<u>Level I Priorities</u>	<u>Review</u>
The average rent for all HOME units is at or below 40% of the AMI for family units, and at or below 45% of AMI for senior projects.	<i>Yes, proposed HOME units average under 40% AMI</i> <i>Meets priority</i>
Project provides supportive services, or owner/manager partners with a service provider to provide supportive services.	<i>Project is recovery housing. Services coordinator on-site; detailed description of service provision.</i> <i>Meets priority.</i>
<u>Level II Priorities</u>	
Project is accessible and located near public transportation options	<i>Bus stops less than .25 miles. Access to grocery shopping/restaurants within 1 mile.</i> <i>Meets priority.</i>
Project contains one or more green components above and beyond the minimum energy efficiency requirements	<i>Narrative states project will meet State of Nevada energy requirements.</i> <i>Meets priority.</i>
Project addresses one or more objectives of the current Consolidated Plan for the region	<i>Meets the following goal: Preserve & Develop Affordable Housing</i> <i>Meets priority.</i>

Project addresses one or more objectives of the current Regional Plan	<i>Meets the following objective: Promoting availability of needed housing at price ranges and rent levels which are commensurate with financial capabilities of the region's households. Allows for flexibility in housing location, type, and density.</i> <i>Meets priority.</i>
Project is a mixed income/use project.	<i>Project is 100% Affordable, rental housing only</i> <i>Does not meet priority</i>

**Pinyon Apartments
WCHC Funding Priorities**

<u>Level I Priorities</u>	<u>Review</u>
The average rent for all HOME units is at or below 40% of the AMI for family units, and at or below 45% of AMI for senior projects.	<i>Proposed HOME Units average 50% AMI</i> <i>Does not meet this priority</i>
Project provides supportive services, or owner/manager partners with a service provider to provide supportive services.	<i>Social activities are proposed, but no supportive service activities noted</i> <i>Does not meet priority.</i>
<u>Level II Priorities</u>	
Project is accessible and located near public transportation options	<i>Bus stop is .25 miles away. Access to grocery shopping/restaurants less than 1 mile</i> <i>Meets priority</i>
Project contains one or more green components above and beyond the minimum energy efficiency requirements	<i>Application description is brief. States Energy Star appliances and rated windows. States will meet or exceed requirements of NHD</i> <i>Most likely meets priority.</i>
Project addresses one or more objectives of the current Consolidated Plan for the region	<i>Meets the following goal: Preserve & Develop Affordable Housing</i> <i>Meets priority.</i>

Project addresses one or more objectives of the current Regional Plan	<i>Meets the following objective: Promoting availability of needed housing at price ranges and rent levels which are commensurate with financial capabilities of the region's households. Allows for flexibility in housing location, type, and density.</i> <i>Meets priority.</i>
Project is a mixed income/use project.	<i>Project is 100% Affordable, rental housing only</i> <i>Does not meet priority</i>

**The Ridge at Sun Valley
WCHC Funding Priorities**

<u>Level I Priorities</u>	<u>Review</u>
	<i>Proposed HOME units average 50% AMI</i> <i>Does not meet priority</i>
Project provides supportive services, or owner/manager partners with a service provider to provide supportive services.	<i>Proposed 3rd party to provide computer training, financial services. On-site staff to provide activities such as BBQ's, movies, holiday parties, vaccination clinics.</i> <i>Need clarification may meet priority.</i>
<u>Level II Priorities</u>	
Project is accessible and located near public transportation options	<i>Bus stop .25 miles away. Access to grocery/shopping/restaurants less than 1 mile away</i>
Project contains one or more green components above and beyond the minimum energy efficiency requirements	<i>Yes, will be built to NHD's requirements as outlined in the QAP process.</i> <i>Meets priority.</i>
Project addresses one or more objectives of the current Consolidated Plan for the region	<i>Meets the following goal: Preserve & Develop Affordable Housing</i> <i>Meets priority.</i>

Project addresses one or more objectives of the current Regional Plan	<i>Meets the following objective: Promoting availability of needed housing at price ranges and rent levels which are commensurate with financial capabilities of the region's households. Allows for flexibility in housing location, type, and density.</i> <i>Meets priority.</i>
Project is a mixed income/use project.	<i>Project is 100% Affordable, rental housing only</i> <i>Does not meet priority</i>

**Vintage at Redfield
WCHC Funding Priorities**

<u>Level I Priorities</u>	<u>Review</u>
The average rent for all HOME units is at or below 40% of the AMI for family units, and at or below 45% of AMI for senior projects.	<i>Proposed HOME units average 50% AMI</i> <i>Does not meet priority</i>
Project provides supportive services, or owner/manager partners with a service provider to provide supportive services.	<i>Proposed 3rd party to provide help with healthy lifestyle choices, nutritional education, positive relationships, financial education, insurance choices, and computer training.</i> <i>Need clarification may meet priority.</i>
<u>Level II Priorities</u>	
Project is accessible and located near public transportation options	<i>Bus stop less than .25 miles, less than 1 mile to grocery/shopping restaurants</i> <i>Meets priority.</i>
Project contains one or more green components above and beyond the minimum energy efficiency requirements	<i>Will be build to NHD high energy efficiency standards</i> <i>Meets priority.</i>
Project addresses one or more objectives of the current Consolidated Plan for the region	<i>Meets the following goal: Preserve & Develop Affordable Housing</i> <i>Meets priority.</i>
Project addresses one or more objectives of the current Regional Plan	<i>Meets the following objective: Promoting availability of needed housing at price ranges and rent levels which are commensurate with financial capabilities of the region's households. Allows for flexibility in housing location, type, and density.</i> <i>Meets priority.</i>

Project is a mixed income/use project.	<i>Project is 100% Affordable, rental housing only</i> <i>Does not meet priority</i>
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Table 4. Community Housing and Development Organizations (CHDOs) Recertification Requests

Agency Name	Project Address	Operating Assistance Requested
Ridge House	900 W First Street Reno, NV	None - recertification only
Community Services Agency and Development Corporation	1090 East Eighth Street Reno, NV	None - recertification only

There are two agencies that are recertifying as Community Housing Development Organizations (CHDO), as shown in Table 4 above. At least 15 percent of HOME Program funds (noted in Table 1) must be set aside for specific activities to be undertaken by CHDOS, which is a private nonprofit, community-based organization that has staff with the capacity to develop affordable housing for the community it serves. In order to qualify for designation as a CHDO, the organization must meet certain requirements pertaining to their legal status, organizational structure, and capacity and experience.

With Participating Jurisdiction approval, CHDOs may use HOME funds for all eligible HOME activities. However, in order to count towards the 15 percent set-aside, a CHDO must act as the owner, developer, or sponsor of a project that is an eligible set-aside activity. These eligible set aside activities include: the acquisition and/or rehabilitation of rental housing; new construction of rental housing; acquisition and/or rehabilitation of homebuyer properties; new construction of homebuyer properties; and direct financial assistance to purchasers of HOME-assisted housing that has been developed with HOME funds by the CHDO.

The Consortium may use up to five percent of each year’s HOME allocation for general operating assistance to Community Housing Development Organizations (CHDOs) that receive set-aside funds for an activity, but it is not a required set-aside. CHDOs are eligible for operating funds for a maximum of four years within the first five years of initial CHDO certification, or through the completion of two CHDO set-aside projects. Operating assistance is intended for newly-created CHDOs, with the intention that the agency will become self-sufficient after five years. The agency must also be approved for a CHDO set-aside development project or demonstrate that a CHDO project is planned.

The costs must be reasonable and necessary for the operation of the agency. Per the HOME Final Rule 24 CFR Part 92.300, CHDO operating assistance may be used for the following: *Salaries, wages, benefits and other employee compensation; capacity-building for the organization related*

to a specific future set-aside project; employee education, training, and travel to perform the job or carry out the functions related to the organization; including office rent and utilities, communication costs, taxes and insurance, equipment, materials, and supplies.

Staff has reviewed the recertification materials for both the Ridge House and CSADC and has determined that both organizations have the proper organizational mission, board structure, and staff members that can develop and sponsor affordable housing development, and thus meet the requirements to be recognized as CHDOs. Neither organization has requested operating expenses. Funding that could have been allocated for CHDO operating expenses has been included in the estimate for AHMLP projects in Table 1.



WASHOE COUNTY HOME CONSORTIUM (WCHC) TECHNICAL REVIEW COMMITTEE (TRC) DRAFT MINUTES

Tuesday, December 14, 2021, 8:30 A.M.
Reno City Hall, 7th Floor Caucus Conference Room
1 E. First Street, Reno, NV 89501

Members:

Grace Whited Technical Staff City of Reno	Rebecca Kapuler Washoe County Citizen Representative Chair	Ian Crittenden Technical Staff City of Sparks Vice Chair	J.D. Klippenstein Technical Staff Washoe County
Chohnny Sousa Truckee Meadows Regional Planning Technical Staff	Chuck Reno Reno Citizen Representative	T Tran Sparks Citizen Representative	Vacant At-Large Representative

A.1. CALL TO ORDER

Meeting called to order at 9:31 am.

Members present when the meeting was called to order: Rebecca Kapuler, Ian Crittenden, J.D. Klippenstein, Chohnny Sousa, and Grace Whited.

A.2. PUBLIC COMMENT

None

A.3. APPROVAL OF AGENDA (For Possible Action)

Ian Crittenden moved to approve the agenda for December 14, 2021, J.D Klippenstein seconded the motion, all in favor. Motion carried unanimously.

A.4. APPROVAL OF MINUTES (For Possible Action)

Chohnny Sousa motioned to approve minutes from October 12, 2021, Ian Crittenden seconded the motion, all in favor. Motion carried unanimously.

B. BUSINESS ITEMS

B.1. PRESENTATION, DISCUSSION AND POSSIBLE APPROVAL OF THE MEETING SCHEDULE FOR 2022 (For Possible Action)

Tracy Wheeler emailed out a calendar for 2022 and opened the room for questions and concerns. A motion was made to approve the calendar for 2022 meetings, Chohnny Sousa seconded the motion, all in favor. Motion carried unanimously.

B.2. DISTRIBUTION OF FY 2022-2023 AFFORDABLE HOUSING MUNICIPAL LOAN

PROGRAM APPLICATIONS: Tracy Wheeler provided a google drive link and discs containing all 8 applications that were received for the Affordable Housing Municipal Loan funding and 2 applications that were received for the Community Housing Development Organization recertifications. Tracy extended apologies that applications have not been looked through, but she will be following up with the TRC. At this time there is nothing to vote on.

B.3. PRESENTATION, DISCUSSION AND POSSIBLE APPROVAL OF DWF V SUMMIT CLUB PROPERTY OWNER REQUEST FOR CONSENT TO PARTIAL RELINQUISHMENT OF INTEREST IN DECLARATION OF RESTRICTIVE COVENANTS ON ADJACENT PARCELS.

Tracy Wheeler stated she disbursed all of the material to the group and has a copy of the Declaration of Restrictive Covenants present for anyone that needs to review it. Jasmine Mehta is present to assist in discussing this item. Jasmine explained Inova at the Summit is the beneficiary of a restrictive covenant on the property South of Mt. Rose Highway, which states specific facilities would not be built on the property. Stations Casino has now sold and the new owner would like to build modular storage units, but because the HOME Consortium is a lender to Inova and consent will have to be provided for the storage units to move forward with the project. They have negotiated a new covenant, which has not been reviewed at this time, but it does now allow storage units to be built. If this group does consent, the topic will be presented at the April Directors Meeting. A question was asked clarifying where the deed restrictions came from as they are often not voluntary and come from an agency for a reason, so there is a worry that the restrictions need to stay in place. It was requested a map be provided to look at the original planning to determine if the new restrictions are appropriate. Various members agreed. Jasmine clarified that the deed restriction was predated and when Inova was built they made an agreement with Stations Casino, because they did not want the land used for specific businesses. Another member requested that they look into what other business they have allowed since they changed the restrictiveness on storage units to see how it impacts that area. Tracy stated they will bring the requested information forward in the January meeting. This will be presented again at the next meeting.

C. TECHNICAL REVIEW COMMITTEE ITEMS AND ANNOUNCEMENTS:

None.

D. STAFF TECHNICAL SUPPORT UPDATE: Tracy introduced and welcomed Grace Whited as the new Technical Staff member from the City of Reno. Grace has been with the City for 3 years and is an Assistant Planner. Tracy updated all projects that were approved for 2021-2022 are going through the Environmental Review process, except Truckee Heights and Avary. Additionally, the Nevada Housing Division will be completing their monitoring to ensure eligible clients are in eligible units and properties are being maintained. HOME ARP are also being reviewed, HUD put out planning guidelines and the City of Reno is compiling data and guidance to navigate the gap in our community that would benefit most from these funds. Lastly, Tracy announced that she will be leaving the City of Reno this month and will not be returning for future meetings.

E. FUTURE AGENDA ITEMS: Discussion of items for future agenda

Any future items to be emailed to Monica Cochran

F. PUBLIC COMMENT (This item is for either public comment on any action item or for any general public comment.)

None.

G. ADJOURNMENT (For Possible Action)

Meeting adjourned at 9:55 am