



Board of Commissioners:
Olivia Diaz, Chairperson
William McCurdy II, Vice-Chairperson
Scott Black, Commissioner
Valarie Craig, Commissioner
Sharon Davis, Commissioner
Michael Dismond, Commissioner
Dan K. Shaw, Commissioner
Tick Segerblom, Commissioner
LuChana Turner, Commissioner
Jon Gresley, Interim Executive Director

**AGENDA BREAKDOWN FOR THE REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF
THE SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
11:00AM
THURSDAY, DECEMBER 16, 2021
IN THE COMMISSION CHAMBERS
340 N. 11TH STREET, LAS VEGAS, NEVADA**

If you wish to speak on an item marked "For Discussion and Possible Action" appearing on this agenda, please fill out a Public Comment Interest Card which is located in front of the Commission Chambers and submit the comment card to staff sitting in the Commission Chambers. If you wish to speak to the Board about items within its authority but not appearing as an "Action" item on this agenda, you must wait until the "Comments by the General Public" period listed at the end of this agenda. Comments will be limited to three minutes. Please step up to the speaker's podium, clearly state your name and address and please spell your last name for the record. If any member of the Board wishes to extend the length of a presentation, this will be done by the Chair, or the Board by majority vote.

The agenda is available on the Southern Nevada Regional Housing Authority website, <http://www.snrha.org>. For copies of agenda items and supporting backup materials please contact Ms. Valarie Grizzell Executive Administrative Assistant, at (702) 477-3110 or vgrizzell@snvrha.org. A recording of the meeting is posted on the agency's website or can be obtain on a flash drive by contacting Mr. Tommy Albert, Information Technology Specialist, at (702) 477-3160 or talbert@snvrha.org. For more information regarding the Southern Nevada Regional Housing Authority you may call (702) 477-3100 or visit our website at <http://www.snrha.org>.

To practice social distancing there will be a limited number of seats available to the public. If you like to provide public comment or citizen participation please provide your statements to include your name and address to Ms. Valarie Grizzell Executive Administrative Assistant, at vgrizzell@snvrha.org before 9 AM on Thursday, December 16, 2021. Your comments and participation will be read into the record.

The meeting has been properly noticed and posted in the following locations:

Southern Nevada Regional Housing Authority
Administrative Office (North Campus)
340 N. 11th Street
Las Vegas, NV 89101
(Principal Office)

Southern Nevada Regional Housing Authority
Housing Programs Office
380 N. 11th Street
Las Vegas, NV 89101

Southern Nevada Regional Housing Authority
Administrative Office (South Campus)
5390 E. Flamingo Rd
Las Vegas, NV 89122

Clark County Government Center
500 S. Grand Central Pkwy.
Las Vegas, NV 89155

City of Las Vegas
495 S. Main Street
Las Vegas, NV 89101

City of Henderson
240 Water Street
Henderson, NV 89015

City of North Las Vegas
2250 N. Las Vegas Blvd.
North Las Vegas, NV 89030

<https://notice.nv.gov/>

SECTION 1. OPENING CEREMONIES

CALL TO ORDER

1. ROLL CALL

2. PUBLIC COMMENT

Public comment during this portion of the Agenda must be limited to matters on the agenda for discussion and possible action. If you wish to be heard, come to the speaker's podium, clearly state your name and address and please spell your last name for the record. The amount of time any single speaker is allowed will be limited to 3 minutes. If any member of the Board wishes to extend the length of a presentation, this will be done by the Chair, or the Board by majority vote.

3. APPROVAL OF MINUTES of the Regular Meeting on November 18, 2021

4. APPROVAL OF AGENDA WITH THE INCLUSION OF ANY EMERGENCY ITEMS AND DELETION OF ANY ITEMS. (FOR DISCUSSION AND POSSIBLE ACTION)

SECTION 2. CONSENT AGENDA: ITEM NO. 05

- The Board of Commissioners for the Southern Nevada Regional Housing Authority, may remove an item from the agenda or delay discussion and action relating to an item at any time.
- Consent Agenda - All matters in this sub-category are considered by the Board of Commissioners to be routine and may be acted upon in one motion. Most agenda items are phrased for a positive action. However, the Board may take other actions such as hold, table, amend, etc.
- Consent Agenda items are routine and can be taken in one motion unless a Commissioner requests that an item be taken separately. The Chair will call for public comment on these items before a vote. For all items left on the Consent Agenda, the action taken will be staff's recommendation as indicated on the item.
- Items taken separately from the Consent Agenda by Commission members at the meeting will be heard following the Commissioners'/Executive Director's Recognition Section.

5. Approval of Request to Write-Off Outstanding Tenant Accounts Receivable/Vacated Accounts for the Period Ending October 31, 2021

Background: After review of all vacated tenant accounts, the SNRHA Finance Department recommends that the vacated tenant accounts totaling \$46,508 or 4.46% of October's rental income, be written off as uncollectible. This includes \$39,113 or 7.48% of October's Public Housing Program rental income and \$7,395 or 1.42% of October's Affordable Housing Program rental income. Each of the accounts proposed for write-off is itemized and a summary is provided in the backup documentation.

Action Requested: Staff is recommending that the Board approve to write off the proposed vacated tenant accounts totaling \$46,508 as uncollectible. Once approved, the write-off report will be submitted to the collection agency.

END OF CONSENT AGENDA

SECTION 3. CLOSED SESSION

- Recess to Closed Session Pursuant to NRS 241.015(3)(b)(2) to Receive Information from General Counsel Parker, Nelson & Associates, Chtd. Regarding Potential Legal Matters Related to Konica Minolta and the Conversion of SNRHA's Paper File System to a Paperless System.

and

- Recess to Closed Session Pursuant to NRS 241.015(3)(b)(2) to Receive Information from General Counsel Parker, Nelson & Associates, Chtd. Regarding Potential Legal Matters Related to Potential Claims involving HUD Regulations pertaining to the SNRHA's Housing programs".

ADJURN CLOSED SESSION - RESUMPTION OF PUBLIC SESSION

SECTION 4. COMMISSIONERS'/INTERIM EXECUTIVE DIRECTOR'S RECOGNITIONS

6. Acknowledgement of our Departed

SECTION 5. ITEMS TAKEN SEPARATELY FROM CONSENT AGENDA

FOR DISCUSSION AND POSSIBLE ACTION: Items under this Section are open for discussion and possible action.

7. AWARD OF CONTRACT- AMAYA ROOFING WATERPROFFING

Background: A total roof replacement is needed at Sherman Garden Annex, a development serving 154 families. The work has been included in the Authority's Five-Year Plan and funds have been budgeted from the Capital Grant Program. On behalf of the Authority, Garland Industries (DBS), a SNRHA Roofing Consultant prepared a scope of work, design specifications, and a cost estimate for the total roof replacement. A solicitation for bids was issued on October 13, 2021. Three (3) bids were received; two (2) were responsive and one (1) was non-responsive.

Action Requested: Interim Executive Director is requesting of the Board of Commissioners to review and approve for award of Contract No. C22014 to Amaya Roofing and Waterproofing, Inc. for a total contract amount of \$1,467,602.00.

8. RATIFICATION OF CONTRACT – KONICA MINOLTA

Background: The SNRHA has not converted its paper files to paperless as have many other housing authorities and other organizations which maintain large numbers of files. The Authority has need to go "paperless." Through a joinder, the Authority has entered into discussions with Konica Minolta to provide for the software and infrastructure to accommodate a conversion beginning with our HCV client files. Over the past several months, the Authority and Konica Minolta have worked to reach agreement in order to proceed with this arrangement.

The cost of services being provided by Konica Minolta (including a three-year subscription for use of their system) totals \$386,000. To proceed, the Board of Commissioners approval is required. The Authority will be issuing a separate solicitation for the actual work involved in up-loading of the millions of pieces of paper to convert to paperless.

Action Requested: Interim Executive Director is requesting of the Board of Commissioners to approve Contract No. C22014.

9. APPROVAL OF APPOINTMENT OF EXECUTIVE DIRECTOR

Background: Upon the need to make a permanent appointment to the position of Executive Director, on April 22, 2021, the SHRHA advertised for proposals from executive recruiters. On June 17, 2021 the SNRHA Board of Commissioners selected The Organizational Leadership Edge to conduct the recruitment.

Following the recruitment and screening of candidates to obtain a list of “most qualified,” the most qualified individuals were invited to be interviewed by the Board of Commissioners. Eight of the commissioners were available to interview each of the four most qualified candidates. The candidates were interviewed by Commissioners in two four-member panels on September 29 and 30. Each commissioner rated the candidates individually. The Executive Committee was tasked with tabulating the rankings and informing the Board of Commissioners of the summary ranking.

At the October 21 meeting of the Board of Commissioners, the Board Chair was authorized to begin negotiations with the highest ranked candidate with the intent for contract terms to be considered and approved by the full Board of Commissioners.

Negotiations have been concluded, with the following terms of a three-year contract.

Starting annual salary of: \$248,500

Automobile allowance: \$1,000 monthly

Relocation/Temporary housing allowance: \$16,000

Expected date for employment to begin: January 3, 2022

Additional information is attached.

Action Requested: Interim Executive Director is requesting of the Board of Commissioners to approve the selection, hiring and terms of employment for the Executive Director.

10. Approval to Increase EJP Consulting Group Contract No. C18042 By \$82,512.00 For The Remaining Financial Closing and Conversion Services Required For The Acquisition/Rehabilitation And RAD Conversion of James Down Towers

Background: EJP Consulting Group LLC was procured under RFP# P18042 Finance Development Consulting Services in May 2018. EJP Consulting has partnered with the SNRHA on submitting a Rental Assistance Demonstration (RAD) application to HUD for the conversion and comprehensive modernization of James Down Towers which the Board approved at the July 15, 2021 meeting.

EJP submitted a proposal in the amount of \$123,307.00 for this project. To date EJP has been issued a task order in the amount of \$48,560.00 (Phase I, Phase II and Phase II Optional Items) which carried us through application submission. As the CHAP for this project was just issued on November 23, 2021 it is now time to implement the remainder of their proposal to carry us through construction completion and property conversion.

These costs will be paid through the revolving fund that was setup using Development Fund Reserves as approved by the Board at the November 18, 2021 meeting. Upon closing of the project financing the SNRHA will include all of the expenses incurred in the first draw and use those funds to reimburse the Development Fund Reserves.

Action Requested: The Interim Executive Director requests the Board approve an increase in the amount of \$82,512.00 to EJP Consulting Group contract number C18042 for the remaining consulting services needed for the acquisition/rehabilitation and RAD conversion of James Down Towers.

11. Approval to Increase EJP Consulting Group Contract No. C18042 By \$434,580.00 For The Coordination Services For The Choice Neighborhood Planning Grant For The CNI Urban Core Neighborhood

Background: In July 2021 the Southern Nevada Regional Housing Authority, in partnership with the City of Las Vegas, submitted an application for the Choice Neighborhood Planning Grant for the redevelopment of a portion of the Historic Westside of Las Vegas. The Choice Neighborhood Planning Grant awards funds to help communities develop a plan that will effect dynamic changes to their neighborhoods and communities. On November 22, 2021, HUD notified both entities that out of 32 applications received from across the nation we had been selected as one of only eight applications awarded the FY 2021 Choice Neighborhood Planning Grant.

As this is only a planning grant the funds are restricted to developing the Transformation Plan that will be used to map out the specific actions and changes wanted and needed to manifest a dynamic transformation of the neighborhood. This is a tremendous undertaking. As such, EJP Consulting Group LLC was engaged to assist with the coordination this grant.

A task order has been issued to EJP for a portion of their proposed costs which covered their assistance with the submission of the application. Now that we have been awarded the planning grant we need to implement the remainder of their proposal to carry us through the next two years for the actual planning of the Transformation Plan. The Choice Neighborhood Planning Grant awards \$450,000.00 and there is another \$315,000.00 in kind that is contributed by the SNRHA and the City of Las Vegas. EJP's costs will be fully covered from these funds.

Action Requested: The Interim Executive Director requests the Board approve an increase to EJP Consulting Group contract number C18042 in the amount of \$434,580.00 for the coordination of the Choice Neighborhood Planning Grant for the CNI Urban Core Neighborhood.

12 Resolution SNRHA-116 Authorizing the Interim Executive Director, Executive Director or his/her designee to sign the FY2021 Choice Neighborhoods Planning Grant And The Assistance Award/Amendment

Background: In the letter dated November 22, 2021, HUD notified the Southern Nevada Regional Housing Authority (SNRHA) that out of 32 applications received from across the nation we had been selected as one of only eight applications awarded the FY 2021 Choice Neighborhood Planning Grant.

In the letter dated December 2, 2021, HUD notified the SNRHA that the Board of Commissioners has to authorize the Interim Executive Director or Executive Director to sign The Choice Neighborhood Planning Grant Agreement and the Assistance Award/Amendment (HUD-1044 Form) to memorialize the SNRHA's agreement with the activities that will be assisted with the funds provided by the FY2021 CNI Grant.

Action Requested: The Interim Executive Director requests the Board approve resolution SNRHA-116 authorizing the Interim Executive Director or Executive Director to sign the Choice Neighborhoods Planning Grant Agreement and Assistance Award/Amendment.

END OF ITEMS OPEN FOR DISCUSSION AND POSSIBLE ACTION

SECTION 5. BUSINESS ITEMS

- 13. Receive report from the Interim Executive Director on administrative and operational activities of the agency.**
- 14. Identify emerging issues to be addressed by the Board and Interim Executive Director at future meetings; receive updates on the activities of the Interim Executive Director; and direct the Interim Executive Director accordingly.**

CITIZEN PARTICIPATION

Items raised under this portion of the Agenda cannot be deliberated or acted upon by the Board of Commissioners for the Southern Nevada Regional Housing Authority until the notice provisions of the Open Meeting Law have been complied with. If you wish to speak on matters not listed on the posted Agenda, please step to the podium and clearly state your name and address and please spell your last name for the record. The amount of time any single speaker is allowed will be limited to 3 minutes. If any member of the Board wishes to extend the length of a presentation, this will be done by the Chair or the Board by majority vote. All comments by speakers should be relevant to the Board of Commissioners of the Southern Nevada Regional Housing Authority.

ADJOURNMENT



Board of Commissioners:

Olivia Diaz, Chairperson
William McCurdy II, Vice-Chairperson
Scott Black, Commissioner
Valarie Craig, Commissioner
Michael Dismond, Commissioner
Sharon Davis, Commissioner
Dan K. Shaw, Commissioner
Tick Segerblom, Commissioner
LuChana Turner, Commissioner
Jon Gresley, Interim Executive Director

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF COMMISSIONERS OF
THE SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY,
MEETING ON THURSDAY, NOVEMBER 18, 2021
COMMISSION CHAMBERS
340 N. 11TH STREET, LAS VEGAS, NEVADA**

SECTION 1. OPENING CEREMONIES

CALL TO ORDER

1. ROLL CALL

Present- Chairperson: Olivia Diaz, Vice Chairperson: William McCurdy II

Commissioners: Scott Black, Valarie Craig, Sharon Davis, Michael Dismond,
Tick Segerblom, Luchana Turner

2. PUBLIC COMMENT

NONE

3. APPROVAL OF MINUTES

Motion made by Vice Chairperson William McCurdy,
Seconded by Commissioner Valarie Craig

**4. APPROVAL OF AGENDA WITH THE INCLUSION OF ANY EMERGENCY
ITEMS AND DELETION OF ANY ITEMS. (FOR DISCUSSION AND
POSSIBLE ACTION)**

Motion made by Vice Chairperson William McCurdy,
Seconded by Commissioner: Valarie Craig.

SECTION 2. CONSENT AGENDA: ITEM NO. 05 ITEM NO. 06

Finance

5. **Approval of Request to Write-Off outstanding Tenant Accounts Receivable/vacated accounts for the period ending September 30, 2021.**

6. **APPROVAL TO EXTEND CONTRACT c21034 THROUGH MARCH 31, 2022;**

Motion made by Vice Chairperson: William McCurdy II
Seconded by Commissioner: Valarie Craig

END OF CONSENT AGENDA

SECTION 3. COMMISSIONERS'/INTERIM EXECUTIVE DIRECTOR'S RECOGNITIONS

7. **Acknowledgement of our Departed:** Interim Director Gresley read the names of the members of the SNHRA Community that have passed away since our last meeting.

Archie Grant Park:	Piwen Cheng
Robert Gordon Plaza:	Felicia Kilson
Hampton Court:	Donald Garner
Harry Levy Gardens:	Genevieve Szmuc
James Down Towers:	Maggie Simpkins

SECTION 4. ITEMS TAKEN SEPARATELY FROM CONSENT AGENDA

FOR DISCUSSION AND POSSIBLE ACTION: Items under this Section are open for discussion and possible action.

8. **Approval to utilize \$1,375,728 from the Development Funds Reserves to Front Fund for the development Of James Down Towers**

Frank Stafford, Director of Modernization Development asked for approval to utilize \$1,375,728 funds that are in our development budget.

Mr. Stafford stated the funds have been created from previous tax credits deals that were completed in the past, that we use for predevelopment cost items upfront. The Front end of the projects in those funds will be reimbursed back to the Housing Authority.

Fred Haron, Chief Administrative Officer stated that there is approximately \$8,300,00 in the development reserve account.

Motion made by: Chairperson Olivia Diaz
Seconded by Commissioner Tick Segerblom
Abstained: Commissioner Valarie Craig

9 Approval to Increase Contract C19039 With Sparkflight Studios By \$60,560.50 For the Additional A/E Design Services Required for Extended Construction Administration and Ramp Redesign at the Wardelle Street Townhouses

Interim Executive Director Jon Gresley, asked that Mr. Frank Stafford, Director of Modernization Development, who has worked closely with this project to clarify request.

Mr. Stafford, Stated this request is for the architect at the Wardelle Street Townhouse. Due to COVID, this project went over by several months. A large portion requested from the architect and additional work added by the City of Las Vegas. Mr. Stafford also stated that we had a ramp that had to be redesigned for our maintenance staff.

Motion made by Vice-Chairperson: William McCurdy II
Seconded by Commissioner: Valarie Craig

10. Approval to Sell 2904 Basswood Ave North Las Vegas, NV 89030 and 2825 Civic Center Dr. North Las Vegas, NV 89030.

Interim Director Jon Gresley stated, when the Housing Authority was united as one from three, the portfolio incorporated a number of single-family homes, including two single family homes that have never been occupied. Due to their condition, they are draining our resources an extensive amount for work that would be necessary to bring them into a habitable condition. They also require periodic maintenance.

Chairperson Olivia Diaz asked that Patricia Stevens, Director of Affordable Housing walk the board through the entire process of selling the properties.

Patricia Stephens, stated upon approval to sell the properties those funds would go into Affordable Housing pool and prior to the sale, we would decide how funds are allocated across the portfolio of units in North Las Vegas.

Chairperson Diaz asked, can you recall how many units are currently in that portfolio?

Director Patricia Stephens replied saying six houses, four occupied plus the two we are asking for approval to dispose of.

Commissioner Scott Black thanked Patricia, for reinvesting the resources in North Las Vegas to maintain that distributed portfolio of affordability throughout the community. It is much appreciated and if North Las Vegas can help with repositioning funds or investing, he can help with the connections.

Commissioner Valarie Craig asked when will the board be notified the sale has been completed?

Director Stephens, explained there is a process and as soon as it is all complete, the Information will be available by the February Board Meeting, March at the latest.

Motion made by Chairperson Olivia Diaz
Seconded by Sharon Davis

11. ELECTION OF TREASURER

Motion made by Commissioner Valarie Craig to nominate Commissioner Dan Shaw
Seconded by Vice- Chairperson William McCurdy II
Commissioners voted unanimous approved.

END OF ITEMS OPEN FOR DISCUSSION AND POSSIBLE ACTION

SECTION 5. BUSINESS ITEMS

12. Receive report from Committee Chairs

EXECUTIVE COMMITTEE- Chairperson Olivia Diaz stated since last meeting, the executive committee continues the process of getting a permanent Executive Director. We think the preferred candidate is a very competent person, who has experience in public housing. We are working through the terms he would be happy with coming to our agency. Chairperson Diaz states as soon as everything is final we will call a meeting for the board to take a look at the contract, so that we can proceed with the hiring process.

OPERATIONS COMMITTEE – Commissioner Segerblom, stated the meeting that took place earlier on this date, the operations committee discussed affordable housing. Operations Committee also discussed acronyms.

ADMINISTRATION AND FINANCE COMMITTEE – NONE

13. Receive report from the Interim Executive Director on administrative and operational activities of the agency.

Interim Executive Director, Jon Gresley, spoke briefly about the ACRONYMS and shared they were a result of last month's committee meeting. Everyone has a copy of the list of ACRONYMS. Mr. Gresley, replied, to comment of the list being confusing, MR. Gresley, Mr. Gresley recognized the Housing Authority as there is such a variety of different programs, which gives you a lot to keep track of. Mr. Gresley stated how that early agencies there were very creative people here both staff and board. They took these agencies into creative areas. As a result, you have numerous programs that provide meaningful benefits to serve the community in ways that a lot of Housing Authorities don't.

Vice Chairperson McCurdy stated a hearty Thank You to Mr. Gresley from himself and Chairperson Diaz.

14. Identify emerging issues to be addressed by the Board and Interim Executive Director at

future meetings; receive updates on the activities of the Interim Executive Director; and direct the Interim Executive Director accordingly.

NONE

CITIZEN PARTICIPATION

Lanita Fair- Hampton Courts - 1030 Centre Street 89015 - Ms. Fair stated that there is a problem with management and security. The security guard sits in the back all day. Her personal property has been vandalized several times which she has police reports. Ms. Fair states that due to lack of security, the property is open access for unwanted guests from the other properties. Also, Management has a one strike rule, you sell drugs you are out, but MS Fair has witnessed several tenants evicted due to drugs, given access to vacant apartments by maintenance lady, that has been fired or transferred from Hampton court property. She just wants to be safe and the management of the property to take responsibility. When issues are addressed with Casey or Thomas, no help, they are only concerned about money, not the resident's safety. Security Is needed.

She has submitted a transfer, and hopes it is processed soon.

Mya McMillian – Marble Manor 806 W. McWilliams Ave

MS McMillian is the 1st Vice president of the Marble Manor Community Resident Council. MS McMillian thanked the commissioners for allowing her to speak. She thanked Vice Chairperson William McCurdy for actively assisting with the resident and all of the donations.

MS McMillian announced all of dates of events including Community Toy drive for Marble Manor and extended an invitation to the commissioners. Ms. McMillian states they are striving to build back trust through transparency.

PHYLISS CARPENTER 5200 ALPINE. MS Carpenter stated the she has asked for the Annual comp plan and she hasn't received it. She proceeded to read email reply from Ava Mitchell-Crew. It stated that vendor has responded to her questions. She stated that her mold numbers continue to increase. Ms. Carpenter continues to dispute that her apartment is full of mold. Complaining that the inspector didn't have a thermal camera and questioned were the contractors certified.

CITIZEN PARTICIPATION CLOSED

Meeting Adjourned.

Olivia Diaz
Chairperson

Jon Gresley/Secretary to the Board
Interim Executive

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SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
Allowance for Doubtful Accounts
FOR TENANTS THAT VACATED DURING THE PERIOD 10/2021

<u>Developments</u>	AMP	Dev	Proposed Write- Off Amounts	# of Accounts
			FY 2021	
<u>PHA</u>				
Hampton Court	404	005	364	1
Hullum Homes	407	007		
Schaffer Heights	404	009		
Jones Gardens	407	010	4,869	2
Scattered Sites (HN)	409	016		
Scattered Sites (LV)	409	016		
Scattered Sites (D)	016	016		
Simmons Manor	406	020		
Marble Manor	407	201	13,062	3
Ernie Cragin Terr	406	206	18,818	1
Levy Gardens	403	208		
James Downs	402	212		
Sherman Grdns	408	214		
Villa Capri	408	215		
Sartini Plaza	402	221		
Vera Johnson A	406	222		
Sartini Annex	402	223		
Aida Brents	403	224		
Scattered Site A	310	226		
Marble Annex IV	408	228		
Scattered Site B	310	231		
Scattered Site C	310	232		
Scattered Site D	409	246	2,000	1
Scattered Site E	409	247		
Sherman Annex	408	261		
Total PHA			39,113	8

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
Allowance for Doubtful Accounts
FOR TENANTS THAT VACATED DURING THE PERIOD 10/2021

<u>Developments</u>	AMP	Dev	Proposed Write- Off Amounts FY 2021	# of Accounts
<u>AHP</u>				
Garcia Mendoza Plaza	AHP			
Janice Brooks Bay	AHP			
Brown Homes	AHP			
Rulon Earl	AHP			
Nans Rulon Earl	AHP			
Nahm Rulon Earl	AHP	NSP		
Robert Gordon Plaza	AHP			
Dorothy Kidd MHP	AHP			
LIHTF - Dorothy Kidd MHP	AHP			
LIHTF - Clark County 3141 Reata	AHP			
LIHTF - Clark County 3147 Reata	AHP			
North LV Scattered Sites	AHP			
NSP County	AHP	NSP		
NSP 3 County	AHP	NSP	7,333	2
NSP 3 LV	AHP	NSP		
NSP 3 HEND	AHP	NSP		
Basler-McCarran	AHP	NSP	62	1
NSP CC	AHP	NSP		
NSP LV	AHP	NSP		
NSP HEND	AHP	NSP		
Total AHP			7,395	3
Grand Total			46,508	11

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December 16, 2021

Completed by: Procurement Department

RE: Board Agenda Item, December 16, 2021 Meeting

AWARD OF CONTRACT

SUPPLIER/CONTRACTOR INFORMATION

Company Name:	Amaya Roofing & Waterproofing, Inc.
Owner(s):	Andrew Triphon, President 35%; Vlad Goshteyn 35%; Demitri Triphon 30%
Address:	5016 Schuster Street, #100, Las Vegas, NV 89118
Telephone:	702-420-2419
Ownership Status:	Incorporated
Section 3:	Yes (eligible)
Debarred by SAM:	No
HUD Limited Denial:	No (eligible)

SERVICE INFORMATION

Description:	Total Roof Replacement at Sherman Garden Annex
SNRHA Department/Directors:	Frank Stafford, Director Modernization and Development
Award Period:	90 Days from the issuance of the Notice to Proceed.
NTE Value of Contract:	\$1,467,602.00
Applicable Budget(s):	Capital Fund
Budget Approved By:	Fred Haron, Director

COMPETITIVE PROCESS (IFB/RFP) INFORMATION

Solicitation No.:	IFB No. B22014 Roof Replacement at Sherman Garden Annex 909 Doolittle Ave, Las Vegas, NV 89106 The SNRHA is procuring these services as allowed by 24 CFR 85.36(d)(3), and Chapter 7 of HUD Procurement Handbook 7460.8 REV-2 and NRS 332.065.
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BACKGROUND

On 6/3/21 at the Modernization and Development Department prior request, Garland Industries (DBS) a SNRHA Roofing Consultant provide the scope of work, design specifications and cost estimate for the total roof replacement of Sherman Garden Annex to Modernization and Development for review and approval. On 9/29/2021 the budget approval for this project was received and assigned in the Procurement Dept; the solicitations; this solicitation was issued on 10/13/21. An Invitation of Bid process was used due the project's cost estimate of \$2,100,000.00.



December 16, 2021

Completed by: Procurement Department

RE: Board Agenda Item, December 16, 2021 Meeting

At the close of the solicitation, three (3) bids were received; two (2) were responsive and one (1) was non-responsive. Refer to the detail below:

Note: **The lowest bidder Global Roofing Southwest, Inc. is determined non-responsive per their disclosure that they failed to include the total scope of work, per the IFB specifications.*

Company	Cost
*Global Roofing Southwest, Inc.	\$ 895,525.00
Amaya Roofing & Waterproofing, Inc.	\$1,467,602.00
DriTech Corporation	\$2,343,335.00

Staff has reviewed the documents submitted and performed all background check to include licenses, ownerships, debarment (HUD/SAM etc.) and found Amaya Roofing & Waterproofing, to be the lowest and responsive bidder.

REQUEST FOR BOARD APPROVAL

Interim Executive Director is requesting of the Board of Commissioners to review and approve for award of Contract No. C22014 to Amaya Roofing and Waterproofing, Inc. for a total contract amount of \$1,467,602.00.

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December 8, 2021

COMPLETED BY: Procurement

RE: Board Agenda Item, December 16, 2021 Meeting

AWARD OF CONTRACT

Supplier/Contractor Information

Company Name: Konica Minolta Business Solutions USA
Owner(s): Public Held
Address: 7140 Dean Martin Drive, Las Vegas, NV 89118
Telephone: (860) 683-2222
Section 3 Participation: Not applicable to this contract
Debarred by GSA: No (eligible)
SAM Registered: Yes (eligible)

Service Information

Description: Software Installation, Development, Training and Implementation Support Services
SNRHA Department Heads: Denise Watson, Housing Programs Manager
Award Period: 10/01/21-09/30/22
Contract Amount: \$386,000.00
Applicable Budget: Housing Programs
Budget Approval Given By: Fred Haron, Finance Director

Procurement by Non-Competitive Solicitation Information:

Solicitation No.: Joinder: Contract as pursuant to 24CFR 8536(d)(4)(i)(A-D) and HUD 7460.8 REV 2, Chapter 8: a noncompetitive proposal means a procurement through either a "joinder, cooperative agreement, sole source, whereby the PHA solicits an offer and the services deemed reasonable and advantageous to the PHA.

Conducted Time Frame: October, 2021

PROPOSED NARRATIVE:

Approval to Move Forward with Konica Minolta Business Solutions Contract: This action is to move forward with the On-Base Solutions contract through the above-noted contract. Please refer to the attached document for full details of this contract.

ACTION REQUESTED:

The Interim Executive Director is requesting approval to award contract to Konica Minolta Business Solutions in the not to exceed amount of \$386,000.00 to perform the above-noted services.

Introduction

The purpose of this document is to present an understanding of the anticipated SNRHA Client Files Store and Retrieval Solution, the related preliminary requirements, and the initial specifications of the proposed implementation. The project is a collaborative effort between SNRHA and KMBS ECM, with requirements and deliverables being established by both parties. This document is an overview preliminary project requirements and the details pertaining to how the requirements will be met for the SNRHA Client Files Store and Retrieval Solution.

PURPOSE

KMBS will provide software installation, development, training, and implementation support services to SNRHA in a collaborative environment to meet the ECM solution objectives of the Client Files Store and Retrieval Solution. The platform for this project will be based on the OnBase Enterprise Content Management / Content Services System created by Hyland Software, INC. In the 2019 Magic Quadrant for Content Services Platforms Report, Gartner positioned Hyland as a Leader based on our completeness of vision and ability to execute.

Discovery Overview

Konica and SNRHA held a detailed discovery session on 09/22, 09/23, 09/44, 09/30, and 10/05 where the team members discussed the following topics in order to obtain an understanding of the proposed solution provided in the signed Statement of Work (SOW).

TOPICS

- Document Scanning
- Document Destruction and Retention
- Applicant/Participant Folder Structure

GOALS

Based on the discovery process and prior discussions, SNRHA's main goals were brought to light, which the SNRHA OnBase Cloud solution will need to address:

- Scanning needs for applicant and participant documents
- Document Retention requirements for each type of document

ADDITIONAL INFORMATION

Konica ECM learned the following additional information that is important background to the solution development team:

- There are 300+ document types that the client may create and store in a client/applicant folder at any time.
- The client does not currently use any barcodes to identify the document type of any index information about the applicant/participant.
- All HUD documents are required documents the client must store as part of the applicant/participant file.

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Konica Minolta Business Solutions USA Inc	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions. 100 Williams Dr	Requester's name and address (optional)
6 City, state, and ZIP code Ramsey NJ 07446	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number										
or										
Employer identification number										
1	3		-	1	9	2	1	0	8	9

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification Instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	 12AE89ED5EA54D1...	Date ▶
			2/4/2021

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Business License Detail Information

License Number:	2000038.671
MJBL Number:	
Business:	Konica Minolta Business Solutions U.S.A., Inc. 7140 Dean Martin Dr Las Vegas, NV 89118
Business Telephone:	(860) 683-2222
License Category:	Business Machines and Office Supplies/Service
Status:	Licensed
Date of License:	05/31/2007
Out of Business Date:	
Business Owner(s)	
Konica Minolta Business Solutions U.S.A., Inc.	

[Return to Previous Page](#)
[Return to Business License Database Search Options](#)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/30/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marsh USA, Inc. 1166 Avenue of the Americas New York, NY 10036	CONTACT NAME: PHONE (A/C No. Ext): E-MAIL ADDRESS:	FAX (A/C, No):
CN101223113-AWP-21-22	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED Konica Minolta Business Solutions, U.S.A., Inc. Attn: Lynne Ransom 500 Day Hill Road Windsor, CT 06095	INSURER A : Somo America Insurance Company	11126
	INSURER B : Continental Insurance Company of New Jersey	35289
	INSURER C : Endurance American Insurance Company	10641
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES **CERTIFICATE NUMBER:** NYC-009629754-25 **REVISION NUMBER:** 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
B	COMMERCIAL GENERAL LIABILITY <input checked="checked" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="checked" type="checkbox"/> TECH E&O <input checked="checked" type="checkbox"/> SIR: \$250,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="checked" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	X		287233832	10/31/2020	11/01/2021	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	
							MED EXP (Any one person)	\$	
							PERSONAL & ADV INJURY	\$	
							GENERAL AGGREGATE	\$	
							PRODUCTS - COMP/OP AGG	\$	
							LIMIT:	\$	10,000,000
A	AUTOMOBILE LIABILITY <input checked="checked" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY	X		AAL30011364800 Comprehensive Ded: \$500 Collision Ded: \$1,000	10/01/2021	10/01/2022	COMBINED SINGLE LIMIT (Ea accident)	\$	1,000,000
							BODILY INJURY (Per person)	\$	
							BODILY INJURY (Per accident)	\$	
							PROPERTY DAMAGE (Per accident)	\$	
								\$	
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE	\$	
							AGGREGATE	\$	
								\$	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N	WCN40006G0 (WI) JCD40012M0 (AOS) WCR40018S0 (NY)	10/01/2021 10/01/2021 10/01/2021	10/01/2022 10/01/2022 10/01/2022	<input checked="checked" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT	\$	1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$	1,000,000
							E.L. DISEASE - POLICY LIMIT	\$	1,000,000
C	TECH E&O EXCESS:			PRX10011806703	10/31/2020	11/01/2021	LIMIT:		10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Southern Nevada Regional Housing Authority is included as additional insured (except for Workers' Compensation) where required by written contract.

REC'D PURCHASING DEP
'21 OCT 21 PM 1:30

CERTIFICATE HOLDER Southern Nevada Regional Housing Authority Attn: Contracts and Purchasing 340 North 11th Street Las Vegas, NV 89101	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Marsh USA Inc.</i>
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V 0001408

Dear Certificate Holder:

As many companies have moved to a remote working environment, mailing Certificates of Insurance to a physical address can cause unnecessary delays in providing you proof of insurance. To streamline delivery and in an effort to support our firm's commitment to sustainability, going forward, we would like to distribute your Certificates of Insurance electronically if possible.

We are kindly requesting Certificate Holders provide us an email address where we can deliver your COI in the future.

Please send your response to: USOperations.email@marsh.com and provide the following information so that we can expedite your COI delivery:

- **Certificate #** (Shown below Insured Name – e.g.: ABC-123456789-01)
- **E-Mail for future delivery:**

For undeliverable email addresses, our system is configured to automatically redirect the Certificate for delivery via USPS.

Lastly, if you no longer need this COI please respond to USOperations.email@marsh.com with the Certificate number and we will inactive the record in our system to avoid future automatic delivery.

Thank you.

US Operations, Marsh USA, Inc.



9



Southern Nevada Regional Housing Authority

INTER-OFFICE MEMO

To: Board of Commissioners

From: Jon Gresley, Interim Executive Director

Date: December 9, 2021

Re: Additional back-up for Item 9 for Board of Commissioners December 16, 2021 meeting

Upon the need to make a permanent appointment to the position of Executive Director, on April 22, 2021, the SNRHA advertised for proposals from executive recruiters. On June 17, 2021 the SNRHA Board of Commissioners selected The Organizational Leadership Edge to conduct the recruitment.

Following the recruitment and screening of candidates to obtain a list of “most qualified,” the most qualified individuals were invited to be interviewed by the Board of Commissioners. Eight of the commissioners were available to interview each of the four most qualified candidates. The candidates were interviewed by Commissioners in two four-member panels on September 29th and 30th. Each commissioner rated the candidates individually. The Executive Committee was tasked with tabulating the rankings and informing the Board of Commissioners of the summary ranking.

At the October 21 meeting of the Board of Commissioners, the Board Chair was authorized to begin negotiations with the highest ranked candidate with the intent for contract terms to be considered and approved by the full Board of Commissioners.

Negotiations have been concluded, with the following terms of a three-year contract.

Starting salary of \$248,500

Automobile allowance of \$1000 monthly

Relocation/Temporary housing allowance: \$16,000

Additional information is attached.

Summary description of the preferred candidates experience and qualifications:

Our candidate brings over 40 years of public and private management experience. Having led housing authorities from very large with 50,000 or more total units, medium size Agencies with 10,000 plus units, to small agencies with 3200 units. This unique array of experience has positioned the candidate to work effectively with resident leaders, residents, staff, community partners and stakeholders to address not only housing issues but also strategies to develop underserved communities. As a former public housing resident, they understand both issues and opportunities residents often are faced with.

Career highlights include:

- Experience working with budgets as large as \$500 million annually

- Experience working with HUD to assist agencies in coming out of troubled status
- Developing and implementing strategies to expand landlord participation in the Section 8 program
- 16,000 plus units of public housing, including a portfolio of rehabbed traditional family, senior, scattered site housing as well as new construction mixed-income housing that was privately developed and owned.
- Certified as a Diversity, Equity, and Inclusion facilitator and trainer.
- 50,000 plus Housing Choice Vouchers, including VASH, mainstream Non-Elderly Disabled, Family Unification, as well as a new Project-Based Voucher program to add long term rental assistance to existing and new apartments
- Added 5,000 units to the housing authority's inventory through construction, acquisition/rehab, and Project-Based Vouchers as part of the agency's massive transformation—on of the largest recapitalization of a public housing agency in the USA The majority of this time was during tough years of the housing recession.
- Multiple types of innovative Affordable Housing Finance experience: Low Income Housing Tax Credits (9% and 4%), Tax-Exempt Bonds, FHA credit enhancement, HOME, TIF, state Trust Fund, Conventional Debt, Public Housing Capital Fund Financing Program (CFFP).
- Over \$200M in additional revenue brought from ARRA during the recession, in addition to a positive track record in receiving grants through HUD's competitive process.
- Multiple major comprehensive community redevelopment efforts underway simultaneously (multiple HOPE VI grants, and similar transformations)—Relocation Contract with Right to Return, demolition, new construction of streets, housing, stores, Community centers, Parks, fire/police stations, etc.
- Has successfully worked with community partners to address issues of homelessness particularly with recent HUD tools like Emergency Housing Vouchers and the Continuum of Care.
- Oversaw a massive increase in services for residents including employment services, work incentives, free college education, Section 3, etc. that lead to nearly doubling of resident's incomes over a 10-year period.
 - Worked with and built upon a strategic effort to bring philanthropy, business, government, and other stakeholders together to support the growth and development of public housing residents that resulted in funding streams outside of those traditionally provided by HUD.
- Led agency through the final years of decades-long complex litigation related to the correction of multiple housing segregation issues from the 1960's and earlier decades.
- Highly skilled expert in modern public housing administration/transformation; a leader in working with private-sector housing and finance professionals, developers, management companies, banks, investors, syndicators, rating agencies, etc.; all levels of local, state, and

federal government; and bringing together residents, resident leadership, advocates, non-profit organizations, and private foundation partners to achieve massive levels of community transformation.

The candidate is very community minded, over the years they have served on both national and local boards including:

- CLPHA -Council of Large Public Housing Agencies - Board Member
- NAHRO -National Association of Housing and Redevelopment officers – National Housing Committee and Education Committee
- President of state association of housing authorities
- Former President NAACP in a large metropolitan city
- Board Member YMCA (multiple communities)
- Life Member of Internationally recognized “Greek” organization with emphasis on youth education and development.

10



May 17, 2021

Frank E. Stafford, MBA
Director, Development/Modernization
Southern Nevada Regional Housing Authority
340 North 11th Street
Las Vegas, NV 89101

Re: James Down Towers
Proposal to Provide Development Finance Consulting Services

Dear Frank,

On behalf of the EJP/Praxis team, LLC, I am pleased to submit this proposal to provide Development Finance Consulting Services for the RAD / Section 18 conversion and rehabilitation of James H. Down Towers (James Down), a 200-unit Designated Elderly public housing development located at 5000 Alta Drive in the West Central neighborhood of Las Vegas.

Background

Built in 1972, James Down is a mid-rise (4-story) apartment building consisting of four "L"-shaped building wings connected to a central service core on 5.28 acres of land. The unit mix is 198 one-bedroom units and 2 two-bedroom units. The property is located west of downtown in a stable residential neighborhood that has experienced significant recent investment. It is just west of the Las Vegas Medical District and adjacent to the Nevada HAND Decatur Commons project, a 20-acre, 480-unit mixed-income, mixed use residential development under construction that will open next year.

Based upon a Section 18 Obsolescence Capital Needs Assessment performed last year, the immediate repair needs of James Down total over \$14 million dollars, or \$70,549 per unit—not enough to meet the HUD obsolescence threshold, but still significant. Immediate capital repairs include leaking domestic water lines, repair or replacement of the elevator mechanical systems and cabs and replacement of central chiller units, apartment fan coil units and electrical and mechanical distribution lines. The property has not received comprehensive rehabilitation in many years and requires a full makeover including new windows, doors, cabinets, countertops, flooring, plumbing fixtures and appliances.

The proposed financing for the renovation of James Down includes equity from the sale of non-competitive 4% low income housing tax credits and tax-exempt bond debt. The property is located in Census tract 1.06, which is a HUD-designated Qualified Census Tract (QCT), qualifying the property for a 130% boost in tax credit equity. James Down

will also be able to take advantage of the new 4% rate floor under the tax credit program, the higher 2021 RAD rents, as well as new flexibility for RAD/Section 18 blends made possible by PIH Notice 2021-07, "Demolition and/or disposition of public housing property, eligibility for tenant-protection vouchers, and associated requirements." Because of the projected level of renovation, we assume the project will meet the threshold for 60% RAD and 40% project-based Tenant Protection Vouchers (TPV).

We understand that staff would like to proceed with predevelopment activities as soon as possible. Assuming an architect is on board in May, we estimate a nine-month design, bid and permit process, or a construction start in the first or second quarter of 2022. The financing critical path schedule fits well within this time frame.

Based on this understanding of the project, the EJP/Praxis team proposes the following scope of work separated into four consecutive phases. The phases are delineated as follows:

Phase I: Project Feasibility (May '21 – June '21)

Proposed Fee: \$7,960

As a first step, EJP/Praxis will analyze initial feasibility for the proposed project by June 30, 2021. Tasks will include:

- Review existing project information (including rent roll, operating budget and 2021 RAD rents and Section 8 Payment Standards), capital needs assessment and proposed rehab scope of work;
- Review and edit proposed operating budget, rent schedule, eligible basis calculation and general financing assumptions;
- Prepare initial project pro forma and schedule;
- Write initial project narrative;
- Determine whether there is a financing gap; and if so, which monies might be available to fill this gap without utilizing SNRHA resources;
- Assist SNRHA, as needed, in securing third-party reports and beginning the project due diligence including Phase 1 environmental, preliminary rehab scope of work, market study, appraisal, cost estimates, and organizational documents (SNRHA will take lead; EJP/Praxis will advise); and,
- Carry out initial conversations about the Project with public funders and prospective lenders and investors.

Phase II: Prepare Funding Applications (July '21 – Oct '21)

Proposed Fee: \$25,070 (plus additional fees for optional HOME and FHLB AHP applications)

Based on the determination in Phase I that the project is feasible, EJP/Praxis proposes to assemble the project financing as follows:

- Prepare a RAD Application for James Down (\$4,700 Fee). Tasks include: assist SNRHA as needed in the resident notification process and in seeking Board

approvals; prepare and submit RAD application; and, respond to questions from HUD reviewers during initial underwriting.

- Prepare a Volume Cap application to the City of Las Vegas, due in the Fall of 2021 (\$4,700 Fee). EJP/Praxis will take the lead in writing and packaging the volume cap application to the City, which is a pre-requisite to applying for tax-exempt bonds to the State.
- Prepare NHD Multi-Family Bond application to the Nevada Housing Division, due in approximately October 2021, to go to the State Board of Finance in January 2022 (\$15,670 Fee). The bond application includes many of the development documents that are typically required in the 9% LIHTC application, including organizational documents, 3rd-party reports, financing letters and architectural drawings, a construction cost estimate and an appraisal. EJP/Praxis will take the lead in writing and packaging the bond application to the State and will also take part in meetings with NHD staff and the Board of Finance to obtain the initial State approvals to proceed.

Optional Phase II Tasks

Proposed Fee: \$15,530 (plus \$3,980 resubmission fee if necessary)

While we don't anticipate the need for gap financing based on preliminary numbers, the most likely sources of gap funds are HUD HOME funds from the City of Las Vegas and FHLBSF AHP. SNRHA has utilized both these resources in the past. If required, the EJP/Praxis team is prepared to submit these additional funding applications for additional fee, as follows:

- Prepare a HUD HOME application to the City of Las Vegas, due in approximately December 2021 (\$7,765 Fee). EJP/Praxis will assist SNRHA in securing required third-party reports, financing letters of intent and site control to assemble a competitive application. We will take the lead in writing and packaging the application and will attend the HOME hearing on SNRHA's behalf.
- Prepare an AHP Grant Application for Project to the Federal Home Loan Bank of San Francisco, due in early March 2022 (\$7,765 Fee; \$3,980 each Re-Submittal). EJP/Praxis will attend the 2022 AHP webinar, identify a Member Bank for the application, and take the lead in writing and packaging the application. If unsuccessful, we will participate in the debriefing session with FHLBSF staff and resubmit the next round until successful.

Phase III: Financial Closing (Nov '21 – April '22, 6 months)

Proposed Fee: \$56,480 (\$4,700 monthly and \$28,280 lump sum at closing)

In Phase III, we propose to provide development finance services to SNRHA to bring the acquisition/rehabilitation of James Down to construction closing. Tasks will include:

- Prepare updated project pro forma and schedules;
- Assist SNRHA in marketing the tax credits, selecting an investor and negotiating the terms of the Letter of Intent;
- Assist SNRHA in selecting a construction and permanent lender, and credit enhancement for the bonds, and in beginning the underwriting due diligence process;
- Relay to architect and GC specific requirements related to accessibility, energy efficiency, NV-based products and vendors and any amenity commitments per the LIHTC, HOME and AHP scoring;
- Work with SNRHA, its architect and general contractor to refine the project budget, value engineer as needed, and develop the project relocation and construction phasing plan;
- Maintain the RAD Resource Desk for the James Down project;
- Assist SNRHA, as needed, in RAD Resident Noticing and Meeting Requirements;
- Collect material on Financing Plan checklist;
- Submit RAD Financing Plans to RAD Resource Desk;
- Assist SNRHA in review of the City of Las Vegas HOME funds documents, if awarded, and in the completion of the HUD ER and City approval process;
- Assist SNRHA in review of the FHLBSF AHP fund documents, if awarded, and in the AHP Disbursement Request and Initial Compliance Monitoring process;
- Assist SNRHA in obtaining the 42(m) “comfort letter” from NHD, which is a pre-requisite of closing;
- Assist SNRHA in tax-exempt bond due diligence as necessary, including preparing the proposed uses of tax-exempt bonds and the 50% test;
- Work with SNRHA Property Management to draft management documents (SNRHA will take lead; EJP/Praxis will advise);
- Assist SNRHA and Counsel to Review the RAD Conversion Commitment and to draft Closing Documents;
- Facilitate weekly team project calls in order to ensure that the projects stay on track;
- Assist SNRHA in completing closing checklist items for the issuer, lender and investor (SNRHA will take lead; EJP/Praxis will advise); and,
- Transmit project financing and closing information to the tax accountant as background for the annual audits and tax filings and the cost certification.

Phase IV: Construction Start through Cost Certification/Permanent Conversion (April '22 – approximately Oct '24, 30 months)

Proposed Fee: \$23,480 (\$3,910 at 50% construction completion, \$15,660 at cost cert/8609 application to NHD, \$3,910 at conversion)

EJP/Praxis will assist SNRHA on an as-needed basis through the construction process, lease-up, cost certification and permanent closing. Tasks will include:

- Assist in monthly draw requests during construction as needed to construction lender, HOME Consortium, FHLBSF AHP and investor;
- Resolve issues during construction related to the project financing;

- Prepare a Compliance Binder for the Owner and Property Manager summarizing the income restriction and other compliance requirements of the various funding programs;
- Assist Owner and Property Management in ramp-up of management staff and lease-up;
- Work with accountant on Cost Certification, audits and tax returns;
- Prepare Cost Certification documents and 4% LIHTC application to Nevada Housing Division for IRS form 8609;
- Prepare RAD Completion Certification; and,
- Assist Owner and Property Management, as needed, in preparing documentation for permanent conversion.

Other Direct Costs

We have budgeted four site visits each for EJP and Praxis at a projected cost of \$8,117. We have also budgeted \$2,200 for third-party printing, binders, tabs, and overnight mail. There are no other anticipated reimbursable expenses.

The total of all costs, excluding the optional funding applications, is **\$123,307**. We look forward to working with you to make the James Down Towers project a success. Please let me know if you have any questions. I can be reached at 202.248.1967 or via email at parkes@ejpconsultinggroup.com.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Rhae Parkes', with a long horizontal flourish extending to the right.

Rhae Parkes
President

11

Historic Westside Choice Neighborhoods Planning Process

OVERVIEW

The Southern Nevada Regional Housing Authority (SNRHA) and the City of Las Vegas intend to jointly apply for a FY2021 Choice Neighborhoods Planning Grant for the Historic Westside neighborhood and the Marble Manor public housing site. The Choice program administered by the Department of Housing and Urban Development leverages significant public and private dollars to support locally driven strategies that address struggling neighborhoods with distressed public housing through a comprehensive approach to neighborhood transformation. To this end, the Choice program focuses on three core goals:

1. **Housing:** Replace distressed public housing with high-quality mixed-income housing that is well-managed and responsive to the needs of the surrounding neighborhood and aligns with existing redevelopment plans and investment priorities;
2. **People:** Improve outcomes of residents living within the public housing, specifically around employment and income, health, and education;
3. **Neighborhood:** Create the conditions necessary for public and private reinvestment in distressed neighborhoods to offer enhanced amenities and improved assets, expanded transit and mobility options and services, including improved safety, higher performing schools, and commercial activity, that are important to families' choices about the neighborhood.

Experience shows that to successfully develop and implement Transformation Plans, broad civic engagement is needed. SNRHA and the City will implement a broad and inclusive engagement strategy, including traditional and non-traditional approaches, that collaborate with public/private entities, civic, faith-based, supportive service and philanthropic organizations, and, most importantly, residents. SNRHA and the City are intentional about building community support for this effort and to this end are looking for partners to participate in one or more of the following committees.

The Historic Westside Choice Neighborhoods Steering Committee (STEERING COMMITTEE) consists of residents who live in the neighborhood, including Marble Manor, local business representatives, service providers, educational leaders, public officials and SNRHA staff who are all stakeholders in the revitalization of the Historic Westside neighborhood.

The role of the [STEERING COMMITTEE](#) is to:

- Help to identify/Affirm priorities and generate ideas that will inform recommendations, strategies and projects for the Choice Neighborhoods Transformation Plan and its future implementation. *NOTE: Sectors (see below) will generate initial priorities/ideas for discussion at the Steering Committee.*
- Help to identify resources to improve conditions within the neighborhood.

- Assist in promoting community conversations with a broad range of stakeholders, neighborhood members and residents, expanding the network, encouraging a larger civic response.
- Inform fellow committee members and stakeholders of potential funding opportunities, synergies, agencies, businesses, or other organizations that could support the Historic Westside neighborhood revitalization and economic development effort.
- Reflect on expressed concerns by local and citywide residents and businesses owners.
- Help to ensure that plan recommendations respond community feedback and priorities and are grounded by FAIRNESS, equity and social justice.
- Champion goals and objectives of the Transformation Plan.

Three subcommittees, deemed “Sectors”, will be formed to generate ideas for discussion by the Steering Committee. *Note: this list may grow depending on the desires of the Steering Committee and sectors.*

The **NEIGHBORHOOD** Sector

- Focus - neighborhood improvements
- The Neighborhood Sector will work with the Planning Coordinator to:
 - Identify opportunities and strategies from the HUNDRED Plan and other previous planning efforts to improve the Historic Westside neighborhood. *Note: the goal is to avoid duplication of efforts or fragmentation.*
 - Identify ways to align neighborhood priorities with City priorities that result in expanded and targeted City (and private) investments in the Historic Westside neighborhood.
 - Focus areas include enhanced amenities and improved assets, expanded transit and mobility options and services, improved community safety and wellness, improved housing stock, expanded homeownership opportunities, expanded commercial/economic development opportunities, etc.
 - Identify resources and partners to help with implementation of plan recommendations.

The **HOUSING** Sector

- Focus – redevelopment of Marble Manor exclusively
- The Housing Sector will work with the Planning Coordinator to:
 - Review and respond to site plan concepts and alternatives regarding how to redevelop Marble Manor into a mixed-income community. *NOTE: HUD requires that all existing public housing units be replaced on a one-for-one basis*
 - Help to identify opportunities (land and partnerships) to increase the availability of high-quality, mixed -income housing in the Historic Westside boundary area.
- Identify synergies with city, county and state programs and align with existing redevelopment plans and investment priorities
- Help to champion new/enhanced tools and resources to support implementation of the housing.

The **PEOPLE** Sector

- Focus – supportive services for families who live in Marble Manor (HUD priority) and residents in the greater Historic Westside neighborhood.
- The People Sector will work with the Planning Coordinator team to:
 - Identify opportunities and strategies to improve outcomes for families related to employment, income and wealth creation; health and wellness, and other local needs.
 - Identify opportunities and strategies to improve outcomes for children and youth, including education (HUD priority area) and other local needs.
 - Identify partners and resources that can help implement plan recommendations.

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U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

November 22, 2021

Mr. Jon Gresley
Interim Executive Director
Southern Nevada Regional Housing Authority
340 N. 11th Street
Las Vegas, NV 89101-3162

Mr. Jorge Cervantes
City Manager
City of Las Vegas
495 S. Main Street
Las Vegas, NV 89101-6318

Dear Mr. Gresley and Mr. Cervantes:

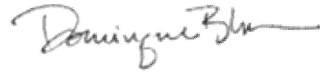
Congratulations! We are pleased to inform you that the Southern Nevada Regional Housing Authority and the City of Las Vegas have been selected to receive a Fiscal Year (FY) 2021 Choice Neighborhoods Planning Grant in the amount of \$450,000 to support the development of a comprehensive neighborhood Transformation Plan for Marble Manor in the Historic Westside neighborhood. The Department looks forward to working with you to accomplish the goals of this grant.

HUD received 32 applications for the FY 2021 Choice Neighborhoods Planning Grants competition from across the nation and awarded 8 grants totaling \$3,600,000. You are to be commended for your efforts to develop a viable, feasible approach to plan for neighborhood transformation. For your information, enclosed are the scores for each rating factor in your application.

As you know, Planning Grants will enable communities to create a rigorously-developed plan and build the support necessary for neighborhood transformation to be successful. The implementation of a Choice Neighborhoods Planning Grant is a great responsibility. Accordingly, it will be essential for you to work closely with HUD officials to ensure that the Transformation Plan is developed in a timely and efficient manner. You will soon receive a letter that will provide you with detailed information about your grant.

Again, please accept our sincere congratulations. We wish you every success.

Sincerely,

A handwritten signature in cursive script, appearing to read "Dominique Blom".

Dominique Blom
General Deputy Assistant Secretary
for Public and Indian Housing

Enclosure



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

December 2, 2021

SUBJECT: Transmittal of FY 2021 Choice Neighborhoods Planning Grant Agreement

Dear Grantee:

Once again, congratulations on your selection to receive a FY 2021 Choice Neighborhoods Planning Grant funding award. Your proposal is one of the best that embodies the goals of the Choice Neighborhoods program and shows your capacity to create a Transformation Plan to transform your selected neighborhood. This letter transmits your Choice Neighborhoods Planning Grant Agreement.

The Office of Public Housing Investments (OPHI) will administer your grant. A Grant Management Team Coordinator will be assigned to your grant soon and will be your primary HUD contact person as you implement your Choice Neighborhoods grant.

Grant Agreement

Enclosed are one copy of your FY 2021 Choice Neighborhoods Planning Grant Agreement and the Assistance Award/Amendment form (HUD-1044). These documents memorialize the agreements made between you and your Co-Applicant(s) (if any), as the Grantees, and HUD, and incorporate all documents relating to the grant, including the FY 2021 Notice of Funding Opportunity (NOFO), your application, and all subsequent documents. Please note that the terms of the Grant Agreement are not negotiable. In order to execute the Grant Agreement, please do the following:

1. Obtain a Board Resolution authorizing the Lead Grantee's Executive Director/executive officer to sign the form HUD-1044.
2. The Executive Director/executive officer of the Lead Grantee signs and dates the HUD-1044 form in block 19 of the form. The HUD-1044 serves as the coversheet to the Grant Agreement.
3. The Executive Director/executive officer for both the Lead Grantee and Co-Grantee(s) (if any) must sign the signature page in the Grant Agreement document. The signatures of the Executive Director/executive officer of the Lead Grantee and the Executive Director/executive officer of any Co-Grantee(s) should be provided on the same signature page (not separate signature pages).
4. The Lead Grantee and any Co-Grantee must also provide documentation in accordance with the "Conducting Business in Accordance with Ethical Standards/Code of Conduct" requirement found in Section VI.B of the NOFO. All grant recipients must develop and maintain written standards/codes of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award, and administration of contracts. Before entering into an agreement with HUD, each selected applicant must ensure an up-to-date copy of the organization's code of conduct is available in the Code of

Conduct e-library. HUD's Code of Conduct website URL is:

https://www.hud.gov/program_offices/spm/gmomgmt/grantsinfo/conductgrants.

5. Return the signed Grant Agreement, the HUD-1044 form, and a copy of the Board Resolution to Ms. Caroline Tatalovich by **January 19, 2022**. Documents must be submitted via email to Caroline.C.Tatalovich@hud.gov. Please do not mail hard copies.

Once the Grant Agreement, HUD-1044, copy of the Board Resolution, and code(s) of conduct are submitted, the designated HUD official will sign and date the final signature block on the signature page of the Grant Agreement, which will be the effective date of the Grant Agreement. The original will be kept by the Department and an executed copy will be returned to you to keep in your records and administer accordingly.

Choice Neighborhoods Grant Management and Guidance

The selection of your organization for a Choice Neighborhoods grant does not necessarily mean endorsement of each detail of the plan proposed in your application. The Choice Neighborhoods staff will be working with you in the coming months to ensure that your Transformation Plan is fully developed, maximally effective, and legally and financially sound. In addition, on the Choice Neighborhoods web site (www.hud.gov/cn), HUD has posted information about accessing the HUD Line of Credit Control System (LOCCS), Choice Neighborhoods budget and planning guidance as well as valuable information on mixed-finance development, procurement, and best practice such as Promising Practices Guides, and highlights from past Choice Neighborhoods conferences. I urge you to familiarize yourself with the website and take advantage of the information posted there.

Drawdown of Funds

Once your Grant Agreement has been executed, you may request approval from HUD to release grant funds. This will be accomplished through the approval of your Choice Neighborhoods budget. In accordance with the Grant Agreement, eligible costs for reimbursement include those incurred after the written notification of grant award. The official written notification date of your grant award is November 22, 2021. Please note the first deliverable is submission of a Budget and Program Schedule by February 20, 2022 (90 days from the Grant Award date in accordance with the Grant Agreement). You must use the Choice Neighborhoods Planning Grants Budget form, Parts I, II, and III (for HUD-53421). Part II must include a detailed description of the uses of the grant funds. When the budget request is approved, your Team Coordinator will return a signed copy to you for your files and will have the approved funds authorized in LOCCS, HUD's grant payment system. At that point, they will be available for drawdown.

Authorization in LOCCS

To access grant funds, at least two staff members from the Lead Grantee must be authorized for Choice Neighborhoods in LOCCS. Banking information also must be submitted to HUD. If you are not familiar with LOCCS, please refer to "Grantee Financial Instructions" which is posted on the Choice Neighborhoods website and which provides detailed information about LOCCS access, banking information, and completion of the Choice Neighborhoods voucher.

Expenditure of FY 2021 Choice Neighborhoods Funds

FY 2021 Choice Neighborhoods grants are subject to the requirements established under 31 U.S.C. § 1552. In accordance with this statute, all FY 2021 funds must be expended by September 30, 2028. **However, the Planning Grant Agreement term is two years from the Grant Agreement Execution Date and funds are expected to be fully expended shortly after the end of the Planning Grant term.** Any funds that are not expended by the statutory deadline will be cancelled and recaptured by the Treasury and thereafter will not be available for obligation or expenditure for any purpose. Given the statutory requirement, you are asked to comply with your Program Schedule, developed in accordance with the time periods for implementation established in the Grant Agreement, and as approved by HUD.

Again, congratulations. Applications for this Choice Neighborhoods grant were competitive, and you should be proud of your accomplishment. Please extend my congratulations to your entire team. We look forward to working jointly with you and your partners in carrying out the transformation of severely distressed public and assisted housing, and we thank you for your participation in the Choice Neighborhoods Initiative.

Sincerely,

Luci Ann Blackburn

Luci Blackburn
Director, Choice Neighborhoods Program
Office of Public Housing Investments

Enclosures

SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY

RESOLUTION NO. SNRHA-116

Resolution Authorizing The Executive Director To Execute Any And All Documents Necessary For The FY2021 Choice Neighborhoods Planning Grant Agreement And The Assistance Award/Amendment

WHEREAS, the Southern Nevada Regional Housing Authority (the "Authority") Board of Commissioners approved the submission of an application to the U.S. Department of Housing and Urban Development (HUD) for a Choice Neighborhoods Planning Grant (FY2021 CNI Grant) for the CNI Urban Core Neighborhood which includes the Marble Manor public housing development;

WHEREAS, by the letter dated November 22, 2021, HUD notified the SNRHA of the award of the grant for the FY2021 Choice Neighborhoods Planning Grant; and

WHEREAS, by the letter dated December 2, 2021, HUD notified the SNRHA that it is required that the Board authorize the Executive Director to sign the FY2021 Choice Neighborhoods Grant Agreement and the Assistance Award/Amendment (HUD-1044 Form) to memorialize the SNRHA's agreement with the activities that will be assisted with the funds provided by the FY2021 CNI Grant.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY, THAT:

1. The Interim Executive Director, Executive Director or his/her designee is authorized to sign the HUD-1044 Form on behalf of the SNRHA.
2. The Interim Executive Director, Executive Director or his/her designee is authorized to sign the FY2021 Choice Neighborhoods Planning Grant Agreement on behalf of the SNRHA and return the signed documents to HUD.
3. The Interim Executive Director, Executive Director or his/her designee is authorized to perform any and all actions and execute any other forms or documents as may be necessary to carry out this Resolution, consistent with its terms.

BE IT FURTHER RESOLVED, that the Interim Executive Director, Executive Director or Chief Administrative Officer of the Authority be and each hereby is authorized, empowered and directed, on behalf of the Authority for its own account, to take such actions set forth above and take such further actions, and to execute such additional documents and instruments, as the person taking such actions, or executing such documents or instruments, may deem necessary or appropriate in connection with the matters authorized in the foregoing resolutions, and the signature of such Interim Executive Director, Executive Director or Chief Administrative Officer on any documents or instrument or the performance of any such actions shall be conclusive evidence of such Executive Director's or Chief Administrative Officer's authority to take such actions or execute such documents or instrument on behalf of the Authority for its own account; and

BE IT FURTHER RESOLVED, that any and all acts heretofore taken by the Interim Executive Director, Executive Director or Chief Administrative Officer of the Authority in connection with the matters authorized by the foregoing resolutions are hereby ratified, confirmed, adopted and approved by the Board of Commissioners of the Authority.

CERTIFICATION

I, do hereby certify to the best of my knowledge, the foregoing is a true and exact copy of the resolution that has been adopted by the commissioners of said Housing Authority at their Regular Board Meeting of **December 16, 2021**.

BY: _____
OLIVIA DIAZ
Chairperson

ATTEST: _____
JON GRESLEY
Interim Executive Director/Secretary

REVIEWED FOR LEGAL SUFFICIENCY:

PARKER NELSON & ASSOCIATES, GENERAL COUNSEL

BY: _____
Name: Theodore Parker III, Esq.

DATE: _____

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SIGNIFICANT PROPERTY ISSUES - NOVEMBER 2021

Property	Issue
AMP 402 - James Down Towers	Heat - For notice purposes, we did switch off the air and added the heat. We have had a few tenants calling in that their heat is not working but this is minimal, maybe 4-5. Maintenance has addressed all issues as they have come up and reported to the Call Center.
AMP 402 - James Down Towers	Water Pipe Burst - Multiple plumbers were called out but they weren't able to do anything. We have not turned off the water because that would cut access from residents. LMS visited Saturday and are coming out on Monday. The leak is not in a place where people will see or a hazard for residents. Heat and water will be turned off 12/8/21. Port a potties have been ordered, a luncheon will be catered and the community area will have portable heaters.
AMP 403	Pipe Leak - One pipe leak with emergency water shut off that only lasted about 30 minutes.
AMP 404 406	None
AMP 407	Water - LVWD shut off the water to the property at Hullum Homes on 11/17/21 from 9:00am to 11:00am, we had to have Anthem Plumbing replace 2 non-functioning water shut off valves. The residents were notified on Monday morning 11/15/21.

Lanita Fair- Hampton Courts - 1030 Centre Street 89015 - Ms. Fair stated that there is a problem with management and security. The security guard sits in the back all day. Her personal property has been vandalized several times which she has police reports. Ms. Fair states that due to lack of security, the property is open access for unwanted guests from the other properties. Also, Management has a one strike rule, you sell drugs you are out, but MS Fair has witnessed several tenants evicted due to drugs, given access to vacant apartments by maintenance lady, that has been fired or transferred from Hampton court property. She just wants to be safe and the management of the property to take responsibility. When issues are addressed with Casey or Thomas, no help, they are only concerned about money, not the resident's safety. Security Is needed. She has submitted a transfer, and hopes it is processed soon.

Response: There is a new Security company since October 2021. Mr. Exley, the manager reached out to the security company and notified them of Ms. Fair's concerns. Security is onsite Wednesday through Sunday. The manager has also seen them on property driving through Monday and Tuesday. Also, security is available if a resident call when they are not on property. The manager will ensure Ms. Fair has the information to contact security.

Mr. Exley has not received any security reports with this information. The female maintenance employee is no longer employed with the agency.

Mr. Exley also notified the Henderson Police Department. They will speak to the swing shift and have them increase patrols. Mr. Exley and his team are concerned about the safety of residents. He works cohesively with the Henderson Police Department to ensure the safety of the residents. Ava Mitchell-Crew spoke to the Eligibility department. Ms. Fair is eligible for a transfer and is on the list.

Mya McMillian – Marble Manor 806 W. McWilliams Ave

Ms. McMillian is the 1st Vice president of the Marble Manor Community Resident Council. Ms. McMillian thanked the commissioners for allowing her to speak. She thanked Vice Chairperson William McCurdy for actively assisting with the resident and all of the donations.

Ms. McMillian announced all of dates of events including Community Toy drive for Marble Manor and extended an invitation to the commissioners. Ms. McMillian states they are striving to build back trust through transparency.

Response: Onsite management is working with the Resident Council to schedule events during the holiday season.

PHYLISS CARPENTER 5200 ALPINE. Ms. Carpenter stated the she has asked for the Annual comp plan and she hasn't received it. She proceeded to read email reply from Ava Mitchell-Crew. It stated that vendor has responded to her questions. She stated that her mold numbers continue to increase. Ms. Carpenter continues to dispute that her apartment is full of mold. Complaining that the inspector didn't have a thermal camera and questioned were the contractors certified.

Response: Ms. Carpenter was given the mold report for her records. Ms. Carpenter had several regarding the mold report. I forwarded the vendor's responses to Ms. Carpenter's questions. The vendor responded to Ms. Carpenter's question in *red Italics*. The email read as follows:

"Ms. Carpenter,

The vendor has responded to your questions. Please see below. Thank you and have a great day. I will be on vacation beginning at 6 pm today until Monday, November 29, 2021.

I hope you have a wonderful holiday next week. Ms. Amber Baltzley, the Deputy Director will be in the office Monday and Tuesday.”

“A thermal camera is typically used by the remediation contractor. Converse does not have one and it was not in the scope of our work. That would have increased the cost a great deal.”

“Again, idk y you had another mold test done, but each time the numbers get higher????”

“The fungal spore levels indoors were background (similar to or low than outdoors).”

“And also, why when I went to detailed info it said report generated from 4th floor law library?”

“We use old reports as templates and the details the word processor put in for the original report are typically not changed. This has nothing to do with the contents of the report.”

“IAM sure ur consultant has an office or computer to send report?” **No comment**

“And if there’s no leak what it causing high humidity?”

“Humidity was not assessed for this project. I don't know what "high humidity" means to the resident. Indoor humidity is often higher than outdoor.”

“And in the report from Western [tech.it](#) said " to hire a licensed contractor to do the work, which you did not, A asbestos certification dose not supersede a mold certification, otherwise it would be called a asbestos/ mold certification,” **No comment.**

“Note the report: airborne surface and limited visual fungal assessment, nothing about moisture.”

(Resident claims the report does not mention moisture). *“The report discusses moisture readings on page 2 bottom paragraph and in Item 2 of the Conclusions.”*

“Please let me know if you have any questions. Thank you.”

Ms. Carpenter was directed to review the Consolidated Plan on the county’s website. The report is over 200 pages. If she is unable to print it, I will print it in accordance with our fee schedule. The first 25 pages are free and subsequent pages are \$1.00 per page. The last HUD Consolidated Pan was done in 2020. The Plan incorporates Clark County, North Las Vegas, Boulder City and Mesquite and the term is 2020-2024.

The Consolidated Plan is designed to help states and local jurisdictions to assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions.