



Board of Commissioners:

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**NOTICE OF THE SPECIAL MEETING OF THE
BOARD OF COMMISSIONERS OF
THE SOUTHERN NEVADA REGIONAL HOUSING AUTHORITY
TO BE HELD ON THURSDAY, MARCH 28, 2024
AT 1:00 PM
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 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 Chairperson 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. Jessica Walker, Executive Coordinator, at (702) 477-3110 or jwalker2@snvrha.org. A recording of the meeting is posted on the agency's website or can be obtained 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, a limited number of seats will be available to the public. If you would like to provide public comment or citizen participation, please provide your statements to include your name and address to Ms. Jessica Walker, Executive Coordinator, at jwalker2@snvrha.org before 9:00 AM on Thursday, March 28, 2024. 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

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 action. If you wish to be heard, come to the podium and give your name for the record. The amount of discussion, as well as the amount of time any single speaker is allowed, will be limited to three (3) minutes. If any member of the Board wishes to extend the length of a presentation, this will be done by the Chairperson or the Board by majority vote. Public comment that is repetitious, slanderous, offensive, and inflammatory amounts to personal attacks or interferes with the rights of other speakers is not allowed. Any person who acts in violation of these rules will be excused for the remainder of the meeting.

3. APPROVAL OF MINUTES:

- Approval of the Regular Board Meeting Minutes on February 8, 2024.

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

SECTION 2. BUSINESS ITEMS

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

- **Write-Off Overview** – Rodney Mitton, Director, Finance
- **ROSE Foundation Overview** – Paula Tucker, Director, Supportive Services
- **Choice Neighborhood Grant Overview** – Deena Williams, Coordinator, Development & Modernization

SECTION 3. CONSENT AGENDA: ITEM NO. 06

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| <ul style="list-style-type: none">• 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 - The Board of Commissioners considers all matters in this sub-category to be routine and may be acted upon in one motion. Most agenda items are phrased for 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 the 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. |
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Finance

6. Approval of Request to Write-Off Outstanding Tenant Accounts Receivable/Vacated Accounts for the Period Ending January 31, 2024

Background: After a review of all vacated tenant accounts, the SNRHA Finance Department recommends that the vacated tenant accounts totaling \$19,650 or 1.80% of January 2024 rental income, be written off as uncollectible. This includes \$6,699 or 1.15% of the January 2024 Public Housing Program rental income and \$12,951 or 2.55% of the January 2024 Affordable Housing Program rental income. Each account proposed for write-off is itemized and a summary is provided in the backup documentation.

Action Requested: Staff recommends that the Board approve writing off the proposed vacated tenant accounts totaling \$19,650 as uncollectible. Once approved, the write-off report will be submitted to the collection agency.

END OF CONSENT AGENDA

SECTION 4. COMMISSIONERS'/EXECUTIVE DIRECTOR'S RECOGNITIONS

7. Acknowledgement of our Departed

SECTION 5. ITEMS TAKEN SEPARATELY FROM THE CONSENT AGENDA

For Discussion and Possible Action:

Items under this Section are open for discussion and possible action.

Development & Modernization

8. Approval to Increase Praxis Consulting Group, LLC Contract Number C23027 in the Amount of \$233,700.00 for the Consulting Services Needed for Seven (7) Mixed-Finance, Community Housing Fund and Home Means Nevada Initiative Funded Projects

Background: The Procurement Department, on behalf of Affordable Housing Program, Inc., conducted a competitive bid process RFP P23027 to procure finance development consulting services as required for SNRHA's various upcoming mixed-finance transactions. Praxis Consulting Group, LLC (Praxis) was the top-rated proposer and was awarded contract number C23027 for an indefinite quantity of task orders to be issued on an as-needed basis. Services pursuant to this contract shall begin on the 22nd day of May, 2023 and shall end on the 30th day of September, 2023 and includes four (4) one (1) year renewal options unless otherwise extended, modified, terminated or renewed by the parties. To date, five task orders have been issued on this contract totaling \$83,000.00.

At this time, the SNRHA is working on seven variously funded projects that will require consulting services:

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1. Development of Marion Bennett Plaza Phase II
 2. Development of Old Rose Gardens
 3. Development of Duncan & Edwards
 4. Development of 28th & Sunrise
 5. Rehabilitation of Janice Brooks Bay
 6. RAD Conversion and Rehabilitation of James Down Towers
 7. RAD Conversion and Rehabilitation of Hullum Homes

The SNRHA has partnered with McCormack Baron Salazar to develop a new housing complex to be built on the site of the former Rose Gardens Senior Apartments that was demolished. This project will be a new public housing development using the Faircloth-to-RAD process and is being primarily funded by Home Means Nevada Initiative (HMNI) funds. Praxis' cost for this project is \$54,100.00. A task order for \$12,500.00 has already been issued for preliminary work needed for this project leaving a balance due of \$41,600.00.

The SNRHA has partnered with The Michaels Organization on two projects. Brand new developments will be built on the vacant lots located at the intersections of 28th & Sunrise and Duncan & Edwards. Both of these projects will be new public housing developments using the Faircloth-to-RAD process and are being primarily funded by HMNI funds. Praxis' cost for the 28th & Sunrise project is \$46,600.00, of which \$12,500.00 has already been issued leaving a balance due of \$34,100.00. For the Duncan & Edwards project Praxis' cost is \$39,100.00, of which \$22,500.00 has already been issued leaving a balance due of \$16,600.00.

The SNRHA will self-develop a new development project adjacent to the Marion D. Bennett Sr. Plaza senior development located at 1818 Balzar Ave. The existing development is 65 units, the new development, Phase II, will be a 59-unit, three story building. This project will be developed using the Faircloth-to-RAD process and will be funded with Clark County Community Housing Funds (CHF) and HMNI funds. Praxis' cost for this project is \$54,100.00. A task order for \$12,500.00 has already been issued for preliminary work needed for this project leaving a balance due of \$41,600.00.

The SNRHA will also self-develop the rehabilitation of Janice Brooks Bay, an existing 100-unit, family affordable housing development. The property will undergo a substantial rehabilitation with some units being converted to public housing using Faircloth-to-RAD process. The project will be funded by HMNI funds. Praxis' cost for this project is \$74,600.00 of which \$23,000.00 has already been issued leaving a balance due of \$51,600.00.

The SNRHA is self-developing the RAD/Section 18 Blend conversion and rehabilitation of James Down Towers, a 200-unit, senior housing development. The property is currently in the process of a complete rehabilitation of all units and the surrounding grounds. This project is being funded with tax exempt bonds issued by the Nevada Housing Division, 4% Low Income Housing Tax Credits issued by the Nevada Housing Division, City of Las Vegas HOME Funds, and deferred developer fees. Praxis' cost for this project is \$26,600.00.

The SNRHA is also self-developing the RAD conversion of Hullum Homes, a 59-unit family development. The property is currently in the process of a complete rehabilitation of all units and surrounding grounds. This project is being funded primarily with 9% Low-Income

Housing Tax Credits issued by the Nevada Housing Division, SNRHA Capital Funds, Nevada Housing Division HTF funds, and Federal Home Loan Bank AHP funds. Praxis' cost for this project is \$21,600.00.

Praxis' total cost for these projects will be \$233,700.00, which includes reimbursable costs for each project. The total cost of this task order will be paid out of SNRHA FY 2020 capital funds, as consulting services are an eligible expenditure.

Praxis is a male-owned firm. The owner is Eric Novack holding 100% ownership. This contract is subject to Section 3, and Praxis has indicated that it will comply with our Section 3 policy to the greatest extent feasible. A representative from Praxis will be present to answer any questions.

Action Requested: The Executive Director requests Board approval to increase Praxis Consulting Group, LLC's contract number C23027 by \$233,700.00 for the consulting services needed for the various mixed-financed, self-developed, RAD and Faircloth-to-RAD conversion projects as described above.

9. **Approval to Authorize Linda Properties, LLC to Connect to the Public Sewer Connection and Make Accompanying Improvements to Gerald Schaffer Heights**

Background: On February 26, 2024, the Southern Nevada Regional Housing Authority (SNRHA) received a proposal from Taney Engineering, on behalf of Linda Properties, LLC ("Developer"), to connect to the public sanitary sewer connection and make some accompanying improvements to the SNRHA property Gerald Schaffer Heights, a senior development located in Clark County, NV parcel (APN: 162-12-415-009).

The developer is proposing to build nineteen (19) single-family residential homes on 4,500-square-foot lots on the 2.57-acre parcels (APN: 162-12-402-005/006/007) north of Linda Avenue and directly west of Gerald Schaffer Heights.

The developer wishes to tie into the sewer connection at Schaffer Heights and has proposed several improvements to the property in appreciation of the SNRHA granting this request, including constructing a decorative masonry wall, landscaping per Title 30 landscaping standards, maintenance and sealant of the existing sewer line and some parking lot improvements. In addition, the developer has agreed to cover construction-related issues that may occur as a result of this connection for a period of ten (10) years.

Action Requested: The Executive Director requests Board approval to execute an agreement between the SNRHA and Linda Property, LLC, to allow them to connect to the sewer lines at Gerald Schaffer Heights per the terms outlined in their proposal dated February 26, 2024.

Executive

10. Approval of the Executive Director Performance Appraisal Tool

Background: The Executive Director's performance evaluation is a crucial process that assesses the effectiveness of the individual in managing and leading the organization responsible for providing affordable housing solutions. Pursuant to Article V of the Executive Director's Contract of Employment, the SNRHA Board of Commissioners is required to perform an Annual Evaluation within 90 days of the Executive Director's anniversary date. Additionally, in accordance with NRS 241 this Annual Review will occur in the Open Session.

On November 11, 2023, during Executive Director Lewis Jordan's first annual evaluation, the Board requested human resources and legal counsel to draft a tool to provide measurables on the Executive Director's performance for subsequent evaluations.

By evaluating the Executive Director's performance across these key areas, the Housing Authority can ensure effective leadership, accountability, and continuous improvement in its efforts to provide affordable housing solutions and support the well-being of our community.

The full tool is included in the backup documents.

Action Requested: The Executive Director requests the Board to approve the Executive Director's Performance Appraisal tool.

SECTION 6. NEW BUSINESS ITEMS - *New business items may be brought up during this time by any board member using the proper motion procedure. Items under this Section are open for discussion and possible action.*

END OF ITEMS OPEN FOR DISCUSSION AND POSSIBLE ACTION

COMMENTS BY THE GENERAL PUBLIC

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 three (3) minutes. Public comment that is repetitious, slanderous, offensive, and inflammatory amounts to personal attacks or interferes with the rights of other speakers is not allowed. Any person who acts in violation of these rules will be excused for the remainder of the meeting. All comments by speakers should be relevant to the Board of Commissioners of the Southern Nevada Regional Housing Authority.

ADJOURNMENT

CERTIFICATE OF POSTING

I, the undersigned, hereby certify that I am an employee of the Southern Nevada Regional Housing Authority, Las Vegas, Nevada and that I posted a copy of the above Notice on the ____ day of March 2024 at _____ am/pm.

This Notice is also available at our Southern Nevada Regional Housing Authority Website at www.snvrha.org or you may call our information line at (702) 477-3100.

Property Representative