



WASHOE COUNTY

HUMAN SERVICES AGENCY

350 S. CENTER STREET
RENO, NEVADA 89501
PHONE: (775) 785-8600
FAX: (775) 785-5640

October 3, 2025

Ms. Susan Tebolt, President and Chairwoman
American Covenant Senior Housing Foundation, Inc.
431 First Avenue West
Kalispell, MT 59901

SENT VIA EMAIL TO SMT@ACSHF.COM

Dear Ms. Tebolt,

We are in receipt of Affordable Housing Trust Fund (AHTF) grant declination letters both from American Covenant Senior Housing Foundation via the Community Foundation of Northern Nevada, as well as from Two Sparks on behalf of the Sutro Senior Sanctuary Team. As a result of your decision to decline acceptance of the awarded funds, this letter is to notify you that American Covenant's AHTF Funding Agreement with Washoe County for the Sutro Senior Sanctuary project, effective November 8, 2024, is hereby terminated so that we may reallocate the funds to other affordable housing projects.

Thank you for choosing to work with Washoe County Human Services Agency during the course of the contract term. We appreciate American Covenant's collaboration in providing essential services to our community and look forward to future partnership opportunities.

All the best,

Pamela Mann

Pamela Mann, MBA, CPSM, CPP
Director of Finance & Administration



INTEGRITY



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COMMUNICATION



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**COMMUNITY
FOUNDATION**
of Northern Nevada

September 22, 2025

American Covenant Senior Housing Foundation, Inc.
Attn: Susan Tebolt
431 First Ave West,
Kalispell, MT 59901

Dear Ms. Tebolt,

This letter confirms the receipt and acceptance of the communication from Jim Taylor on behalf of Two Sparks Development, LLC, dated September 3, 2025. The enclosed letter notified the Community Foundation of Northern Nevada that Two Sparks Development would be declining the \$1,000,000 grant awarded for the Sutro Senior Sanctuary project.

As American Covenant was the named grantee of this award, I am asking that you please sign and return this declination letter to me, thereby releasing these allocated funds back to the Washoe County Affordable Housing Trust Fund for other affordable housing projects.

Please let me know if you have any questions and thank you for your partnership on this project. We acknowledge the fiscal challenges of affordable housing developments, and we appreciate the efforts made by all parties involved to make it work.

Warm regards,

Lyndsey Crossley, CAP®
Philanthropic Advisor

Susan Tebolt
President/Chairwoman

9/24/25

Date

Enclosure: Re: \$1m award, Sutro Senior Sanctuary

cc: Two Sparks Development, LCC
Catrina Peters, Washoe County
Eaton Dunkelberger, Community Foundation of Northern Nevada



09/03/2025

Washoe County Affordable Housing Trust Fund

Re: \$1m award, Sutro Senior Sanctuary

Dear partner at Washoe County,

In follow up to our conversation earlier this week, due to a number of changes being made to ensure the financial viability of the project, Sutro Senior Sanctuary, we are providing official notice of our decision to decline the \$1m award.

The specific reason for declining the award is substantive changes to the unit mix which essentially disqualify the project for the award which was originally applied for. We know that Sutro and all projects are important to Washoe and are hopeful this award will be used as intended by another project in the near term.

We are extremely appreciative of the support we received from the team at the Washoe County Affordable Housing Trust and are excited to continue to move forward with the intention of formally closing the project in the upcoming months.

Please let us know if there is any additional information needed from our team and thank you again for your ongoing partnership.

Respectfully,

A handwritten signature in black ink, appearing to read "Jim Taylor". The signature is stylized with large, flowing loops and a prominent "J" and "T".

Jim Taylor

On behalf of the Sutro Senior Sanctuary Team

Two Sparks Development, LLC

450 Sinclair St

Reno, NV 89501