WASHOE COUNTY

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STAFF REPORT
BOARD MEETING DATE: September 1, 2026

DATE: September 15, 2026

TO: Board of County Commissioners

FROM: Alexandra Wilson, Commissioner Support Program Liaison, Office of the County Manager, 775-386-7420, alwilson@washoecounty.gov

SUBJECT: Recommendation to appoint one candidate from the pool of applicants to serve as the Washoe County Citizen Representative on the Washoe County HOME Consortium (WCHC) Technical Review Committee (TRC). This position is to fill a current vacancy for a three-year term beginning at the time of appointment and ending on June 30, 2029. Applicants include Scott Benton, Lawrence Dodson, Farrah Downey, Brian Erbis, and Claudia Townsend. Manager's Office. (All Commission Districts.)

SUMMARY

Staff recommends the Board of County Commissioners appoint one candidate from the pool of applicants to serve as the Washoe County Citizen Representative on the Washoe County HOME Consortium (WCHC) Technical Review Committee (TRC). Applicants include:

- Scott Benton
- Lawrence Dodson
- Farrah Downey
- Brian Erbis
- Claudia Townsend

PREVIOUS ACTION

On June 25, 2024, the Board appointed Ross W. Kinson as the Washoe County citizen representative to the Washoe County HOME Consortium Technical Review Committee (TRC) for a partial three-year term beginning July 1, 2024 and ending on June 30, 2026.

On May 24, 2016, the Board appointed Rebecca Kapuler as the Washoe County citizen representative to the Washoe County HOME Consortium Technical Review Committee (TRC) beginning on July 1, 2016, and ending June 30, 2019, with automatic extension to a new term consistent with the by-laws of the TRC.

On February 12, 2013, the Board appointed Christina Leach as the Washoe County citizen representative to the HOME Consortium Technical Review Committee (TRC) for the remainder of a three-year term that commenced on July 1, 2010, through June 30,

2013, with automatic extension to a new term consistent with the by-laws of the TRC. Ms. Leach resigned in June of 2014.

On December 14, 2010, the Board reappointed Patrice Echola to a term as the Washoe County Citizen appointee on the Washoe County HOME Consortium Technical Review (TRC) committee that commenced on July 1, 2010, to June 30, 2013.

BACKGROUND

Washoe County HOME Consortium Technical Review Committee (TRC) was established September 12, 1994, under Section II, Paragraph G, of the Inter-Governmental Agreement of the Washoe County HOME Consortium (WCHC), whose participating jurisdictions are the cities of Reno, Sparks and Washoe County, Nevada. The TRC reports directly to the WCHC Directors, who are the City Managers of Sparks and Reno, and the County Manager of Washoe County.

The WCHC program is a federally funded program to distribute affordable housing funds to local jurisdictions for the purpose of constructing affordable housing. The TRC of the HOME Consortium is responsible for developing the application procedures for securing HOME funds, for reviewing those applications, and for making recommendations for funding to the HOME Consortium Directors based on the housing priorities established in each jurisdiction. Its primary goal is to assist lower income families and individuals, including homeless and special needs groups, to obtain affordable housing. The WCHC also allocates funds to housing assistance programs, including down payment assistance to first time homebuyers, monthly rental assistance, rental and utility deposit assistance, and homeowner rehabilitation assistance.

By-Laws, adopted October 31, 2012, state this position is a three-year term commencing on July 1st. The by-laws also state that re-appointment is not necessary at the end of a term unless the member resigns. If the member states a desire to continue as a member, another three-year term is automatically granted.

FISCAL IMPACT

There is no fiscal impact to Washoe County for appointments to the Washoe County HOME Consortium (WCHC). Members do not receive a stipend for their services.

RECOMMENDATION

It is recommended that the Board of County Commissioners appoint one candidate from the pool of applicants to serve as the Washoe County Citizen Representative on the Washoe County HOME Consortium (WCHC) Technical Review Committee (TRC). This position is to fill a current vacancy for a three-year term beginning at the time of appointment and ending on June 30, 2029. Applicants include Scott Benton, Lawrence Dodson, Farrah Downey, Brian Erbis, and Claudia Townsend. Manager’s Office. (All Commission Districts.)

POSSIBLE MOTION

Should the Board agree, a possible motion would be: *"Move to appoint [selected applicant] to serve as the Washoe County Citizen Representative on the Washoe County HOME Consortium (WCHC) Technical Review Committee (TRC). This position is to fill a current vacancy for a three-year term beginning at the time of appointment and ending on June 30, 2029; and direct the Manager's Office staff to submit a Notice of Action letter to the Washoe County HOME Consortium."*