MINUTES OF THE COMMUNITY DEVELOPMENT ADVISORY COMMITTEE MEETING

HELD AT THE CLARK COUNTY GOVERNMENT CENTER, PUEBLO ROOM,
1ST FLOOR, 500 S. GRAND CENTRAL PARKWAY, COUNTY OF CLARK, NEVADA,
ON TUESDAY, December 5, 2017.

I. OPENING CEREMONIES

Ms. Lois Greene, CDAC Chair, called the meeting to order and led the group in the Pledge of Allegiance.

II. Public Comment – At this time, the Committee will hear comments from the public regarding items not listed on the agenda as posted.

No public comments.

III. Recognize and introduce 2017/2018 Community Development Advisory Committee (CDAC) members and CRM staff.

All CDAC members and CRM staff present introduced themselves.

IV. Action-Approved minutes for March 7, 2017, meeting.

A motion was made to approve the minutes from March 7, 2017. Motion was approved.

V. Welcome by Kristin Cooper, Manager, Community Resources Management.

Ms. Kristin Cooper, Manager, Community Resources Management, briefly reviewed the Unit and welcomed everyone to the meeting, and explained that due to the large volume of items to discuss, the future HOME, ESG, and NSP presentations have been split over two nights. Ms. Cooper then covered the ground rules.

VI. General discussion of purpose of CDAC, proposed meeting schedule, and roles and duties of representatives (Jasmine Carr).

Ms. Jasmine Carr, CDBG Grants Coordinator, Community Resources Management, continued to review procedures. She provided the oath of office for those who had not completed it yet and covered the travel reimbursement system.
Ms. Carr explained that voting representatives should sit at any of the long tables while alternates should sit alongside the wall unless acting on behalf of the representative. Ms. Carr discussed the nature of non-voting members from the incorporated cities of Mesquite, Boulder City, and North Las Vegas. All meetings are public, she said, and members should disclose any potential conflict of interest regarding the applicants.

Ms. Carr explained the CDAC process. Applications are made available through ZoomGrants. All related materials are then submitted electronically and reviewed by CRM staff to ensure that certain thresholds are met, such as project eligibility and the submission of a completed application.

Ms. Carr informed members of the CDAC schedule, bus tour sign-up sheet and important dates for 2018, while also providing grant program contacts: Jasmine Carr, CDBG/CDAC, at Jasmine.Carr@ClarkCountyNV.gov, Tameca Ulmer, ESG, at Tameca.Ulmer@ClarkCountyNV.gov, Deanna Judkins, NSP, at Deanna.Judkins@ClarkCountyNV.gov and Jacob LaRow, HOME/LIHTF at Jacob.LaRow@ClarkCountyNV.gov.

Ms. Carr provided the address and number for CRM. Ms. Carr provided important website links for the CRM website, the CRM Program Guide, and the ZoomGrants Website.

VII. Review of Consolidated Plan and Annual Action Plan (Donna Daniels).

Ms. Donna Daniels, Principal Planner, Community Resources Management, discussed the HUD Consolidated Plan Documents, which include a 5-Year Consolidated Plan, Annual Action Plan, Consolidated Annual Performance and Evaluation Report (CAPER). The HUD 5-Year Consolidated Plan outlines for HUD how Clark County is going to use the CDBG, HOME and ESG funding. Clark County uses the funds to meet the objectives of the HUD programs, which are: creating and preserving affordable housing opportunities, providing and preserving public facilities for low-moderate populations, and providing public service programs for low-income individuals.

Ms. Daniels explained the different grants included in HUD reporting, such as the Community Development Block Grant (CDBG), typically used for public facilities, parks and community centers; Home Investment Partnerships Program (HOME), which funds affordable housing projects; Emergency Solutions Grant (ESG), which provides support to agencies providing shelter, housing assistance, for homeless households; and the
Neighborhood Stabilization Program (NSP) funds, which are new to CDAC this year.

Clark County isn’t alone in making decisions on how to utilize grant funding. The County serves as the coordinating jurisdiction along with the cities of Mesquite, Boulder City, and North Las Vegas, all part of a CDBG urban county program.

Question: How does City of Las Vegas fit in? Answer: Clark County coordinates with the City of Las Vegas, but they are their own entitlement community and therefore are responsible for their own planning and reporting.

Question: Do you continue to receive CDBG funds from the Federal Government? Answer: It has been in the news that the federal administration has zeroed out CDBG funding, but it’s a popular program and was put back in the budget before. Currently we are still receiving federal funding and are waiting to see if we will continue to be funded in the future.

Ms. Daniels noted that the City of North Las Vegas has begun the process to become their own entitlement community, meaning they will be managing their own relationship with HUD in fiscal year 2018. Clark County and North Las Vegas will still continue to be in a HOME consortium together.

Ms. Daniels explained the Five Year Consolidated Plan provides the long term view of what Clark County wants to do with HUD funding. Planning for the 2020-2025 plan will begin in 2019. The Action Plan outlines housing and community development goals, identifies emerging issues, provides policies to be pursued in the next fiscal year, and describes those projects and programs to be funded in the next fiscal year. Ms. Daniels noted that Housing Opportunities for Persons with AIDS (HOPWA) funding goes to only one city, so it’s in the City of Las Vegas Plan.

Ms. Daniels gave an overview of the Annual Action Plan, which outlines what Clark County will actually be doing with the funding in that year and gives some idea of performance measures. Ninety (90) days after the program year ends, the CAPER must be submitted, which reports on both the consolidated plan and the action plan.

Ms. Daniels explained that all of these are public documents available online on the CRM website.
VIII. **Hear update on the Five Year Community Development Block Grant (CDBG) Capital Improvement Plan (Jasmine Carr).**

Ms. Jasmine Carr, CDBG Grants Coordinator, Community Resources Management, provided a brief update on the current Five Year CDBG Capital Improvement Plan (CIP) and discussed both completed projects and projects underway within unincorporated Clark County and the cities of Mesquite, North Las Vegas, and Boulder City.

Highlighted projects included Accessible Space Inc. - Casa Norte, Shannon West Homeless Youth Center, Catholic Charities of Southern Nevada Expansion & Consolidation of Food Facilities, Boulder Highway Collaborative Campus, Alexander Villas Park Improvements, Cora Coleman Senior Center Expansion, Molasky Mini-Soccer Field, Sandy Valley Peace Park Improvements, Winchester Cultural Center Improvements, Spring Mountain Residential Youth Center, Von Tobel Splash Pad, and the Nevada Partners Regional Workforce Development Center.

Updates were also provided for CIP projects located in the City of Boulder City including the Elm Street Retaining Wall and City Road Reconstruction projects. The status of the City of Mesquite Park Improvements project was also discussed.

IX. **Review Continuum of Care Priorities for 2018 (Brooke Page).**

Ms. Brooke Page, Assistant Manager, Resource and Development Unit, described the Continuum of Care (CoC) structure and governance, discussed requirements for coordination and cooperation between CoC funding and ESG funding, and coordinated intake. The Southern Nevada Homelessness Continuum of Care (SNH CoC) Board is made up of thirty-one (31) members who represent homelessness services. Members are outlined by the HEARTH Act and are voted in by the full Continuum once a year. This body helps dictate what will be done to end homelessness in Nevada.

Ms. Page explained the CoC priorities, including ending Veteran homelessness, ending chronic homelessness, ending family homelessness, and setting the path to end all homelessness. She explained what having a healthy system of care means for the CoC.

**Question:** Do you collaborate with the VA?
**Answer:** Absolutely. There is federal funding being used to aid Veteran homeless.

**Question:** Do you pursue public/private resources?
Answer: Yes, we are always trying to make sure everyone sees ending homelessness as part of their responsibility.

Ms. Page also outlined the process for the Homelessness Census that takes place every year and provided the website where the resulting report can be found.

Question: Are squatters included in that count?  
Answer: They are not usually because we don’t know where squatter houses are in order to go in and find out how many people are there. We are looking to address this.

Question: What is your margin of error?  
Answer: About six percent (6%).

Question: Do you know how long people were residing in Southern Nevada before they became homeless?  
Answer: No, we don’t have that question on the survey.

Question: Is there anything to help us know how many people were displaced by natural disasters, like in Texas or Puerto Rice?  
Answer: Good point, we can add those questions to the survey for next year.

Question: How do you know you’re not recounting?  
Answer: We have tracks that people cover and those are very specifically laid out.

Question: Where does coordinated intake take place?  
Answer: Every social service office has a space for intake, and some places address specific populations, like families or youths, etc.

Break (10 min)

X. Provide overview on the Emergency Solutions Grant (ESG) Program and discuss threshold review results (Tameca Ulmer).

Ms. Tameca Ulmer, ESG Grants Coordinator, Community Resources Management, provided an overview on the purpose and function of ESG as well as a general idea of the distribution of funds.

Ms. Ulmer explained that ESG also works to end homelessness, so they work in partnership with the CoC. Ms. Ulmer mentioned that the ESG national priorities are on aiding youth and domestic violence victims, and
they, like CoC, are working to keep families together.

Ms. Ulmer reviewed the ESG funding history and mentioned that she has not received the exact amount of allocation for FY 2017/18, but is hoping the funding stays at the same level. Ms. Ulmer briefly mentioned major eligible funding activities such as Rapid Rehousing, which she explained is for people who are already homeless or in a situation not suitable for humans, such as couch surfing.

On January 30th, 2018, applicants will be coming to the meeting in order to give presentations on their programs.

Question: On ZoomGrants, will the grants be active?  
Answer: Not until December 15th.

Question: How does HUD decide on their formula for how much money they give out?  
Answer: It’s a complicated process, but there’s more information on the HUD website. Population and housing stock are part of the decision.

XI. Provide overview of HOME Investment Partnerships Program/Low-Income Housing Trust Fund (HOME/LIHTF) Program and discuss threshold review results (Jacob LaRow).

Mr. Jacob LaRow, HOME Grants Coordinator, Community Resources Management, provided an overview on the HOME Investment Partnerships Program/Low Income Housing Trust Fund Grant. HOME is a federal block grant from the U.S. Department of Housing and Urban Development (HUD). It is designed to provide affordable housing and to expand the supply for low- and very-low income households. There is a requirement for local dollars to be used to match the federal funding, because the program was designed to promote local involvement. LIHTF preceded the HOME program and is used to match funds.

Mr. LaRow provided an overview of several HOME projects currently in progress or recently completed, such as Bonnie Lane Senior Apartments and Boulder Pines Family Apartments. Mr. LaRow explained that HOME and LIHTF fill in the gaps in order to make affordable housing possible for developers.

Question: Are HOME funds based on the taxes?  
Answer: States have their own internal formula for how the money is distributed. Nevada receives the funds, and then splits them among Participating Jurisdictions.
Question: Is there a reason why the funding is coming down to the wire and they can’t allocate funds ahead of time?
Answer: Congress does a budget based on October 1, while our budget begins in July. We have to wait for Congress to make the budget, and there isn’t a way to move that forward.

Mr. LaRow gave an overview of the 10 applications, explaining that there is $11.6 million in requests and 151 million in total development costs.

Question: What happens to properties in the long-term?
Answer: There are long-term requirements set in place so that the properties comply.

Question: In some cases, the money is going to improving the value of the land. When an individual owns the land, are you tied to the capital gains?
Answer: There’s a permanent recapture provision, so if someone doesn’t meet the requirements they are required to pay us back. There are provisions to exit the program, but they’re expensive, and it is most often in the interest of the owners of the land to remain in the program.

XII. Provide overview on the Neighborhood Stabilization Program (NSP) and discuss the Request for Development Partner (RFDP) process (Kristin Cooper).

Ms. Kristin Cooper, Manager, Community Resources Management, spoke for Deanna Judkins, NSP Grants Coordinator, Community Resources Management. Ms. Cooper provided an overview of the NSP funding history. NSP funds were provided to Clark County in 2009 as part of the Housing and Economic Recovery Act of 2008 (HERA). Most of the funds were spent on acquiring properties and rehabilitating them. The leftover funding has been kept, and the County is waiting to be given instructions from HUD on what to do with it. The funds can only be used in target areas.

Question: Is there a timeline for using the money?
Answer: No.

Question: Can you invest any of the money?
Answer: No, you can’t make interest on it.

Ms. Cooper explained that one of the areas of need in the CoC was medically fragile homeless people who need continuous care but are discharged from the hospital with no place to go. This includes people recovering from traumatic brain injury who need to be in rehabilitation within the first few weeks of recovery. There is also a need for housing for people with disabilities. These needs have been grouped together and
would ideally be addressed together in one community. Ms. Cooper explained the ideas for the units and resources that would be constructed to address these needs.

Question: Don't hospitals need to have a discharge plan reviewed by your department?
Answer: That's a system we've been working on, but we don't have it in place yet.

Question: Do you work with the hospitals to make sure these people are referred to you?
Answer: We do as much as possible. Another problem is there is no designated facility for the homeless people being discussed as of now, so there is nowhere for them to go.

XIII. Provide overview and instructions of web-based grant management system, ZoomGrants, allowing members to review and analyze grant applications from home or other locations via internet (Donna Daniels).

Ms. Donna Daniels, Principal Planner, Community Resources Management, provided detailed instructions on how to use ZoomGrants.

Ms. Daniels explained that scoring must be done online, but has provided paper templates to be used if necessary for those who do not have adequate internet access.

XIV. Public Comment – At this time, the Committee will hear comments from the public regarding items not listed on the agenda as posted.

Question: Does the City of Henderson handle their own grant applications?
Answer: Yes, they are their own entitlement community.

Question: How did we (CDAC) do with the recommendations we made last year?
Answer: Everything went to the Board of County Commissioners and was passed. They have a lot of trust in this committee and approved everything as it was proposed to them.

XV. Adjourn.

The meeting was adjourned.
ACCOMMODATIONS FOR PERSONS WITH DISABILITIES

Clark County’s Community Resources Management meetings are held in accessible facilities. Citizens requiring an accommodation should notify the unit of specific needs at least five days prior to the date of the event by contacting Angela Smith at (702) 455-5025 or TT/TDD Relay Nevada Toll-Free: (800) 326-6868 or TT/TDD Relay Nevada Toll-Free: (800) 877-1219 (Spanish) or Angela.C.Smith@ClarkCountyNV.gov. (Examples of accommodations include interpreter for the deaf, large print materials, and accessible seating arrangements.)
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE MEETING
MEMBERS, STAFF, AND GUESTS PRESENT

Marie Nauslar  
Flemming Moses  
Lois Greene  
Luis Zepeda  
Danielle Walliser  
Doris Harper  
Mary Ann Salmon  
Betty Rodriguez  
Eric Hilbrecht  
Jacqueline Ingram  
Marcia Washington  
Vernon W. Pollock  
Martin Knauss  
Carol Peck  
Ann Markle  
Gene Houston  
Tanya Harrah  
Bart Donovan  
Jon Wardlaw  
Judy Bundorf  
Angie Heath Younce  
Dee Gatiff  
Paul Thomas  
Geraldine “Gerry” Ramirez  
Karen Miller  
John Delibos  
Kenneth Dayton  
Kenneth Derschan  
David Empey  
Tracy Lewis  
Jamie Shakespear  
Krystal Brass  
Kevin Gordon  
Wendy Treadwell  
Kristin Cooper  
Donna Daniels  
Jacob LaRow  
Jasmine Carr  
Tameca Ulmer

Member-at-Large (Brager)  
Member-at-Large (Brager)  
Chairperson/Member-at-Large (Brown)  
Member-at-Large (Brown)  
Vice Chair/Member-at-Large (Guinchigliani)  
Member-at-Large (Scow)  
Member-at-Large (Scow)  
Member-at-Large (Sisolak)  
Member-at-Large (Sisolak)  
Member-at-Large (Weekly)  
Member-at-Large (Weekly)  
Bunkerville TAB  
Laughlin TAB  
Lone Mountain CAC  
Moapa Valley TAB  
Moapa Valley TAB  
Mountain Springs CAC  
Paradise TAB  
Paradise TAB  
Searchlight TAB  
Spring Valley TAB  
Spring Valley TAB  
Sunrise Manor TAB  
Whitney TAB  
Whitney TAB  
Winchester TAB  
Winchester TAB  
Sandy Valley CAC  
City of Mesquite  
City of North Las Vegas  
Moapa TAB  
ICARE CDC  
Identity CDC  
ICARE CDC  
CRM  
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