

**MINUTES OF THE COMMUNITY DEVELOPMENT
ADVISORY COMMITTEE MEETING (CDAC)**

**HELD AT THE CLARK COUNTY SOCIAL SERVICE BUILDING, ADMIN TRAINING ROOM,
3RD FLOOR, 1600 PINTO LANE COUNTY OF CLARK, NEVADA, ON TUESDAY,
January 7, 2025.**

I. OPENING CEREMONIES

Eric Jeng, Vice Chairperson, called the meeting to order and led the group in The Pledge of Allegiance in the absence of Mr. Christopher Lee, Chairperson.

Mr. Jeng provided a brief guideline on how the meetings are to be directed.

II. Swearing-In Ceremony

The Oath of Office was not required, as no new members this year thus far.

III. Public Comment - At this time, the Committee will hear comments from the public regarding items listed on the agenda as posted.

Member Kathy Ochs shared with the group that the Laughlin Town Advisory Board met on December 12, 2024, and at that time they chose Brian Paulson to be the Alternate in place of Pam Walker.

IV. Recognize and introduce 2024/2025 Community Development Advisory Committee (CDAC) members.

Vice Chair Eric Jeng, on behalf of the Christopher Lee, Chairperson, The Board of County Commissioners, and Community Housing Staff, thanked everyone for volunteering and taking the time commitment to represent and serve our community. The Vice Chair instructed the CDAC Committee Members to introduce themselves to everyone and share what Commissioner they were working under.

Roll call was conducted by Karen Michelin, CHO, Manager.

V. ACTION – Approve minutes for February 20, 2024, meeting.

Vice Chairperson Eric Jeng asked for a motion to approve the minutes from February 20, 2024, meeting. Sondra Cosgrove made the motion, all agreed; the motion was approved.

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VI. Welcome from and Introduction of Community Housing Office Staff

Mr. Jeng welcomed back Dagny Stapleton, County Community Housing Administrator. The Community Housing Office supports the development of the County's affordable housing programs.

Ms. Stapleton thanked the Vice Chair for stepping in tonight in the Chairperson's absence. Ms. Stapleton introduced Abigail Frierson, Deputy County Manager who also shared words with the CDAC committee regarding proposed changes to the committee.

Ms. Frierson, Deputy County Manager, conveyed that she was present as a representative of County Management and the Commissioners. She attended the CDAC meeting to personally thank the CDAC members for their service and commitment to the community. Frierson also discussed the proposed changes and how the Commissioners used this opportunity to re-evaluate their community outreach efforts. She emphasized that, after receiving feedback about the crucial importance and value of the CDAC Committee, it would continue to be part of the process. Frierson assured the group that the committee's structure and role would remain unchanged. The only change implemented was the relocation of all staff to report under Dagny Stapleton in the Community Housing Office. However, the staff themselves will remain unchanged.

Dagny Stapleton, County Community Housing Administrator introduced herself to the CDAC Committee. The Community Housing Office staff introduced themselves as well and shared a summary of their individual job duties.

VII. General discussion of the purpose of CDAC, proposed meeting schedule, and duties of representatives (Tameca Ulmer)

Tameca Ulmer, ESG Grants Coordinator, explained that the purpose of the CDAC Committee is to offer community input, address community needs, and focus on community priorities. The committee receives varying funding amounts from different grant programs. Ulmer noted that the CDAC Committee essentially determines how the funds will be allocated to best meet the needs of the community and maximize their impact.

Ms. Ulmer further detailed the CDAC process, highlighting that applications are available through ZoomGrants. All related materials are submitted electronically and reviewed by staff to ensure certain thresholds are met, such as project eligibility, completeness of the application, and provision of all requested documents. She

assured the CDAC Committee that they would adhere to the same guidelines as last year regarding the type of information applicants can submit.

Ms. Ulmer shared the upcoming CDAC schedule with the members. The next meeting is on February 4, 2025, where the HOME project presentations will take place, and a list of all applicants will be presented. The CDBG project presentations meeting is scheduled for February 18, 2025. The final meeting will be on March 4, 2025, where the CDAC Committee will finalize the funding recommendations for allocation. All meetings will be held at the Clark County Social Service Building, 3rd Floor Training Room, 1600 Pinto Lane, Las Vegas, and will start at 6 pm. She also discussed the project approval and funding schedule.

Program contacts:

Deputy Director Administrative Services, Dagny Stapleton,
Dagny.Stapleton@ClarkCountyNV.gov

Tameca Ulmer, CDAC/ESG Coordinator, Tameca.Ulmer@ClarkCountyNV.gov

Natalie Cacho, Consolidated Plan and Annual Action Plan,
Natalie.Grajeda@ClarkCountyNV.gov

Kent Golangco, CDBG, Kent.Golangco@ClarkCountyNV.gov

Giovanni Garcia, HOME, Giovanni.Garcia@ClarkCountyNV.gov

Ms. Ulmer also shared updates on our new department changes and provided the contact number for the Community Housing Office. She highlighted important website links, including the CRM page on the Clark County website and the ZoomGrants website.

VIII. Discussion of application review process and possible ad-hoc committee structure for CDBG and HOME (Dagny Stapleton) (For possible action)

Dagny Stapleton, Community Housing Administrator, discussed last year's scoring process and provided an overview of the helpful steps used to ensure accuracy. She noted that several CDAC committee members did not participate in scoring last year and proposed the idea of creating a subcommittee to score HOME applications. She cited the example of how ESG has a subcommittee that meets to score applicants, and after the scores are compiled, they deliberate and decide on funding allocation recommendations. Stapleton aimed to highlight the importance of participating in the scoring process, as lack of input from participants directly impacts the outcomes.

Ms. Stapleton also emphasized the benefits of having information prior to the presentations, which can aid in the selection process. She shared tips on managing time effectively for scoring each applicant. After discussion among CDAC members and staff, and CDAC members wanting the ability to score when applications are available, it was agreed that the CDAC will be able to conduct preliminary scoring

before the presentation meetings. This process will ensure that all information is reviewed beforehand, allowing for better questions and a more thorough evaluation of the applicants.

IX. Review of Consolidated Plan and Annual Action Plan (Natalie Cacho)

Natalie Cacho, Senior Grants Coordinator for the Community Housing Office, discussed the HUD Consolidated Plan process, which encompasses a 5-Year Consolidated Plan, an Annual Action Plan, and the Consolidated Annual Performance and Evaluation Report (CAPER), set to conclude on June 30, 2025. She emphasized that both the Consolidated Plan and the Annual Action Plan are mandates from the U.S. Department of Housing and Urban Development (HUD). Cacho highlighted the necessity of citizen participation in developing these plans, which identify community needs and prioritize strategies for project funding. She explained that Clark County uses these funds to achieve HUD's objectives, such as creating and preserving public facilities for low- and moderate-income households. Cacho also informed the CDAC Committee that all presentations would be available on the CRM Website after the meeting.

X. Provide overview of the Continuum of Care (CoC Staff)

Ms. Brenda Barnes, Assistant Manager CCSS, and Karla Amezcua, Sr. Grants Coordinator CCSS, gave an overview of the Southern Nevada Homelessness Continuum of Care Program. The program was established by the HEARTH ACT in 2009. The mission of the CoC is to provide housing, services, and funding for individuals and families experiencing homelessness. They discussed ways in which the CoC can reduce the occurrence of homelessness through prevention, reduce the time people are experiencing homelessness, and quickly transition them into permanent housing.

XI. Provide overview on the Emergency Solutions Grant (ESG) Program and discuss the CDAC ESG ad-hoc committee (Tameca Ulmer)

Tameca Ulmer reintroduced herself and began to briefly explain the purpose of the ESG funding and how it relates to the CoC. The purpose of the Emergency Solutions Grant (ESG) is to engage individuals and families who are living on the streets and prevent homelessness when possible. Applicants are non-profit service providers in the community who will provide services to people experiencing homelessness or attempting to avoid homelessness with a variety of services. Tameca Ulmer briefly discussed the funding which is estimated based off the amounts from the previous year. The ESG review panel and process was discussed.

Break (10 min)

XII. Provide overview on the Community Development Block Grant Program (CDBG) and discuss project updates (Kent Golangco)

Mr. Andy Moll, Grant Coordinator, presented in place of Kent Golangco, Grants Coordinator. Mr. Moll discussed the establishment and history of the Community Development Block Grant (CDBG) and explained the purpose of the CDBG Program. He highlighted its benefits for low- and moderate-income households by fostering viable communities, which include providing decent housing, a suitable living environment, and expanded economic opportunities.

He further explained the purpose of the CDBG Capital Improvement Plan (CIP), emphasizing its focus on the 5-Year Capital Improvement Plan. Mr. Moll provided a brief update on the current 5-Year CIP projects and noted that, for the past few cycles, they have only completed Capital Improvement Projects. This year, however, CDBG will open applications to all eligible activities, not just Capital Improvement Projects.

XIII. Provide overview of HOME Investment Partnerships Program/Affordable Housing Trust Fund (HOME/AAHTF) Program (Giavonni Garcia)

Giavonni Garcia, Grants Coordinator at the Community Housing Office, gave an overview of the HOME Investment Partnerships Act (HOME) and the Affordable Housing Trust Fund Grant (AHTF). She explained that HOME funds are provided by the U.S. Department of Housing and Urban Development (HUD). The HOME program, established by Congress in 1990, provides formula grants to states and local participating jurisdictions (PJs) to strengthen public and private partnerships and expand the supply of affordable housing for low- and very-low-income households. HOME is the largest federal block grant specifically designed to create affordable housing for low-income households.

The AHTF, formerly known as the Low-Income Housing Trust Fund, was established by the State of Nevada in 1989 and is administered by the Nevada Housing Division (NHD). These funds are allocated to local governments by formula and are designed to expand the supply of affordable housing for low- and very-low-income households. They also serve as a non-federal match to meet HOME requirements. Major program requirements include:

- All Clark County HOME-funded units must be at or below 50% Area Median Income (AMI).
- Projects must remain affordable for a mandatory period of time. Public funds fill the gap in the development budget, making quality housing available and affordable to lower-income households. Other benefits include long-term affordability, special needs housing, and community revitalization.
- 15% of allocated funds are set aside for Community Housing Development

Organizations (CHDOs). A CHDO is a private nonprofit, community-based organization with the capacity to develop affordable housing for the community it serves. To qualify as a CHDO, the organization must meet specific requirements related to its legal status, organizational structure, capacity, and experience.

XIV. 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.

XV. Adjourn

The meeting was adjourned.

ACCOMMODATIONS FOR PERSONS WITH DISABILITIES
Clark County’s Community Resources Management Division meetings are held in accessible facilities. Citizens requiring an accommodation should notify the Division of specific needs at least five days prior to the date of the event by contacting Community Resources Management 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 CRMInfo@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**

Boylan, Irene	Member-at-Large	Member-at-Large (Gibson)
Cosgrove, Sonda	Representative	Sunrise Manor TAB
Darden, Donna	Member-at-Large	Member-at-Large (Kirkpatrick)
Davila Uzcategui, Miguel	Member-at Large	Member-at -Large (Segerblom)
Gray, Steffanie	Representative	Red Rock CAC
Gresser, Monica	Member-at-Large	Member-at-Large (Gibson)
Harrah, Tanya	Representative	Mountain Springs CAC
Hilbrecht, Eric	Member-at-Large	Member-at-Large (Naft)
Jeng, Eric (Vice-Chair)	Member-at-Large	Member-at-Large (Jones)

Mench, April	Representative	Winchester TAB
Miller, Karen	Representative	Whitney TAB
Ochs, Kathy	Representative	Laughlin TAB
Okamura, Randal	Representative	Spring Valley TAB
Rivera, Cindi	Member-at-Large	Member-at-Large (Segerblom)
Scott, Dontae	Member-at-Large	Member-at-Large (McCurdy)
Ramirez, Geraldine (Gerry)	Alternate	Whitney TAB
Thompson, Brandon	Clark County Deputy District Attorney	
Abigail Frierson	Clark County Deputy County Manager	
Stapleton, Dagny	Clark County Community Housing Administrator	
Michelin, Karen	Clark County Community Housing Office	
Barnes, Brenda	Clark County Social Service, CoC	
Ulmer, Tameca	Clark County Community Housing Office	
Cacho, Natalie	Clark County Community Housing Office	
Chambers, Nanci	Clark County Community Housing Office	
Moll, Andy	Clark County Community Housing Office	
Jones, Valerie	Clark County Community Housing Office	

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