

**MINUTES OF THE COMMUNITY DEVELOPMENT  
ADVISORY COMMITTEE MEETING**

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HELD AT THE CLARK COUNTY SOCIAL SERVICES BUILDING, ADMIN  
TRAINING ROOM, 3<sup>RD</sup> FLOOR 1600 PINTO LANE COUNTY OF CLARK, NEVADA,  
ON TUESDAY, December 3, 2019.

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**I. OPENING CEREMONIES**

Ms. Jacqueline Ingram, Chairperson, called the meeting to order and led the group in the Pledge of Allegiance.

Commissioner Michael Naft thanked the CDAC members for their commitment to Clark County.

**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 2019/2020 Community Development Advisory Committee (CDAC) members and CRM staff.**

Committee and staff introductions were made.

**IV. ACTION – Approve minutes for March 5, 2019 meeting.**

A motion was made to approve the minutes from March 5, 2019. Motion was approved.

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

Ms. Kristin Cooper, Manager, Community Resources Management, briefly reviewed the Unit, the projects that are currently being worked on and what has been completed, and welcomed everyone to the meeting. Ms. Cooper then covered the ground rules.

**VI. General discussion of purpose of CDAC, proposed meeting schedule, and roles and duties of representatives (Kristin Cooper).**

Ms. Kristin Cooper stated the purpose of CDAC is to provide input on what the community needs are. She explained the expectations of the CDAC members as well as the seating arrangements. Ms. Cooper

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. She discussed the travel reimbursement system.

Ms. Cooper explained the application process. Applications are made available through ZoomGrants. All related materials are then submitted electronically and reviewed by CRM staff to ensure certain thresholds are met, including project eligibility, completed application, and all requested documents have been provided.

Ms. Cooper informed members of the CDAC schedule. The next meeting is on December 17, 2019. There will be 11 CDBG applicant presentations during that meeting and 11 during the following meeting on January 7, 2020. The bus tour will be held on Saturday January 11, 2020. The sign-up sheet is available at the meeting. She also provided other important dates for 2020. HOME/AHTF presentations will be held on January 21, 2020 and the recommendations for CDBG projects will be held that night as well. HOME/AHTF recommendations meeting will be held on February 4, 2020. She discussed project approval and the funding schedule.

Program contacts:

Jasmine Carr, CDAC, CDBG [Jasmine.Carr@ClarkCountyNV.gov](mailto:Jasmine.Carr@ClarkCountyNV.gov),  
Tameca Ulmer, ESG, at [Tameca.Ulmer@ClarkCountyNV.gov](mailto:Tameca.Ulmer@ClarkCountyNV.gov),  
Shawna Thompson, NSP, at [Shawna.Thompson@ClarkCountyNV.gov](mailto:Shawna.Thompson@ClarkCountyNV.gov)  
Ofelia Monje, HOME/AHTF. at [Ofelia.Monje@clarkcountyNV.gov](mailto:Ofelia.Monje@clarkcountyNV.gov)

Ms. Cooper provided the address and number for CRM. Ms. Cooper 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 (Deanna Judkins).**

Ms. Deanna Judkins, Principal Planner, Community Resources Management, discussed the HUD Consolidated Plan process, which includes a 5-Year Consolidated Plan, Annual Action Plan, and the Consolidated Annual Performance and Evaluation Report (CAPER). Ms. Judkins stated the Consolidated Plan and the Annual Action Plan are required by the U.S. Department of Housing and Urban Development (HUD). She explained that citizen participation must be included in the development of the plan and that the plan identifies community needs and prioritizes strategies for project funding. Ms. Judkins explained Clark County uses the funds to meet the objectives of the HUD programs.

**VIII. Provide overview of the Community Development Block Grant (CDBG) Program and discuss threshold results (Kristin Cooper).**

Ms. Cooper gave a brief explanation of the purpose of CDBG. Ms. Cooper discussed the process of the 5-year Pre Award Capital Improvement Plan. She gave an overview of the selection process and the projected funding. A summary was given of the total submitted applications and the total amount requested which was \$81,845,395.00. A list of all of the applicants was also provided.

**IX. Provide overview of Continuum of Care (Danita Osborne-Morris)**

Danita Osbourne Morris, Grants Coordinator for Continuum of Care, gave a presentation and brief overview of the Continuum of Care (COC) program.

COC is a competitive grant that has to compete for funding each year. COC is overseen by the Southern Nevada Homeless Continuum of Care Board that is made up of members from the community which includes North Las Vegas, City of Las Vegas, Henderson, and Boulder City as well as other providers in the community that are stakeholders concerning homelessness. Danita gave a breakdown of Help Hope Home. She stated since the COC is made up of an array of providers throughout the community, it has been branded Help Hope Home. She displayed results from the 2019 Point in Time Count.

**BREAK**

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

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

Ms. Ulmer introduced 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 living on the streets and prevent homelessness when possible. Applicants are non-profit service providers in the community who provide services to people experiencing homelessness or attempting to avoid homelessness with a variety of services. Allowable activities under the ESG program are rapid rehousing, homeless prevention, emergency shelter, HMIS, street

outreach and administration. The current application is limited to two of these allowable activities, emergency shelter and rapid rehousing. The focus areas for these programs are victims of domestic violence, youth, and intact families.

**XI. Provide overview of HOME Investment Partnerships Program/Affordable Housing Trust Fund (HOME/AHTF) Program and discuss threshold review results (Ofelia Monje).**

Ms. Ofelia Monje, HOME/AHTF Grants Coordinator, Community Resources Management, provided an overview on the HOME Investment Partnerships Act (HOME)/Affordable Housing Trust Fund (AHTF). HOME funds are provided through the U.S. Department of Housing and Urban Development (HUD). The HOME program was established by Congress in 1990, to provide formula grants to States and local participating jurisdictions (PJ's). These resources are used to strengthen public/private partnerships and are designed to expand the supply of affordable housing for low- and very-low income households. HOME is the largest Federal block grant to state and local governments designed exclusively to create affordable housing for low-income households.

Formerly known as Low Income Housing Trust Fund, the Affordable Housing Trust Fund was established by the State of Nevada in 1989 and administered by the State of Nevada, Nevada Housing Division (NHD). These funds are allocated by formula to local governments and are designed to expand the supply of affordable housing for low- and very-low income households. They are used as non-federal match to satisfy HOME requirements.

Major program requirements:

- ❖ All assisted households must be at or below 80% AMI.
- ❖ Rental – 90% of all units developed in a year must be initially occupied by households at or below 60% AMI.
- ❖ In projects with 5 or more assisted units, a minimum of 20% must be initially occupied by households at or below 50% AMI.
- ❖ The project must stay “affordable” for a mandatory period of time.

Public funds fill the GAP; public subsidy is used to make up the gap in the development budget. The public benefit is the development of quality affordable housing. Other benefits: long term affordability, special needs and community revitalization.

15% of allocated funds are to be set-aside for Community Housing Development Organizations (CHDO). A CHDO is a private nonprofit, community-based organization that has staff with the capacity to develop affordable housing for the community it serves. In order to qualify for

designation as a CHDO, the organization must meet certain requirements pertaining to their legal status, organizational structure, and capacity and experience.

**XII. Provide overview and instructions on the Neighborhood Stabilization Program (NSP) and discuss project updates (Shawna Thompson).**

Ms. Shawna Thompson, NSP Grants Coordinator, Community Resources Management provided a brief overview on the purpose and functions of the Neighborhood Stabilization Program. The purpose of NSP is to acquire, rehab, and redevelop foreclosed and abandoned property in the areas of greatest needs. Ms. Thompson discussed Stepping Stone Apartments and the NCEP Spencer Campus, two projects that are under construction.

**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 (Deanna Judkins).**

Ms. Judkins, Principal Planner, Community Resources Management, provided detailed instructions on how to use ZoomGrants. Ms. Judkins explained that scoring must be done online, but paper templates can be provided to be used, if necessary, for those who do not have adequate internet access. There are two different templates to use, one for ESG funds, and one for HOME funds

**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.

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## **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 Kristin Cooper 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 [krc@clarkcountynv.gov](mailto:krc@clarkcountynv.gov). (Examples of accommodations include interpreter for the deaf, large print materials, and accessible seating arrangements.)

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**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE MEETING  
MEMBERS, STAFF, AND GUESTS PRESENT**

Vernon Pollock	Representative
Peter Sarles	Representative
Steve Makar	Alternate
Leticia Palomares-Popescu	Representative
Robert Bilbray	Representative
Cheryl Crow	Alternate
Carol Peck	Representative
Gene Houston	Representative
Tanya Harrah	Representative
Jon Wardlaw	Alternate
Michele Brown	Representative
Kyle Myers	Alternate
Briceida Castro	Alternate
Karen Miller	Representative
Geraldine Gerry Ramirez	Alternate
John Delibos	Representative
Jacqueline Ingram	Chairperson (Weekly)
Dontae Scott	Member-at-Large (Weekly)
Eric Hilbrecht	Member-at-Large (Naft)
Christopher Lee	Member-at-Large (Naft)
Lois Greene	Member-at-Large (Brown)
Chris Darling	Member-at-Large (Brown)
Donna Darden	Member-at-Large (Kirkpatrick)
Anita Wood	Member-at-Large (Kirkpatrick)
Cherina Kleven	Vice-Chairperson (Segeberblom)
Eric Jeng	Member-at-Large (Jones)
Erica Mosca	Member-at-Large (Jones)

Monica Gresser	Member-at-Large (Gibson)
Carrie Cox	Member-at-Large (Gibson)
Kristin Cooper	CC CRM
Deanna Judkins	CC CRM
Ofelia Monje	CC CRM
Tameca Ulmer	CC CRM
Shawna Thompson	CC CRM
Danita Osborne-Morris	CC RAD