

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

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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 5, 2023.**

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**OPENING CEREMONIES**

Mr. Christopher Lee, Chairperson, called the meeting to order and led the group in the Pledge of Allegiance.

**I. Swearing-In Ceremony**

Chairperson Lee provided instructions on completing the Oath of Office. He shared with the CDAC Committee that a Notary will be providing services during the orientation meeting.

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

No public comments.

**III. Recognize and introduce 2023/2024 Community Development Advisory Committee (CDAC) members and CRM staff**

Chairperson Christopher Lee acknowledged new members and thanked them for their representation and service. He thanked returning members for their tireless dedication to the people of Clark County. Karen Michelin recognized that all members had signed in and roll call wasn't necessary.

**IV. ACTION – Approve minutes from February 21, 2022 meeting**

Chairperson Christopher Lee made a motion to approve the minutes from February 21, 2022 meeting. The motion was approved.

**V. Welcome by Karen Michelin, Manager, Clark County Social Service**

Karen Michelin welcomed and thanked new and returning CDAC members. She thanked the membership in advance for thorough review of the HOME applications for affordable housing development projects, attention during the developer presentations the next month, and thoughtful suggestions for funding recommendations at the February meeting. She then introduced Dagny Stapleton, Deputy Director Administrative Services. Ms. Stapleton is the Community Housing

Administrator for Clark County and oversees the Community Housing Office. This unit manages the County's affordable housing programs so her team specifically works on the HOME and HOME ARP program. Karen Michelin stated how the CDAC planning staff appreciated Ms. Stapleton's help and participation this year.

**VI. General discussion of purpose of CDAC, proposed meeting schedule, and duties of representatives (Natalie Cacho)**

Natalie Cacho, Senior Grants Coordinator, stated the purpose of CDAC is to provide input on what the community needs are. She explained the ground rules for the meeting. Protocol items were informed to the CDAC Committee such as Oaths of Office. The CDAC Committee was provided Notary services during the meeting. She also explained the CDAC process in which 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.

Natalie Cacho informed members of the CDAC schedule. The next meeting is on January 16, 2024. HOME/AAHTF project presentations will be held on January 16, 2024 and the HOME/ARP project presentations will be held on February 6, 2024. CDAC Recommendations for HOME/AAHTF, HOME/ARP and ESG will take place on February 20, 2023. All meetings will be held at the Clark County Social Service Building, 3<sup>rd</sup> Floor Training Room, 1600 Pinto Lane, Las Vegas, and begin at 6 pm. She discussed project approval and the funding schedule.

**Program contacts:**

Deputy Director Administrative Services, Dagny Stapleton,  
[Dagny.Stapleton@ClarkCountyNV.gov](mailto:Dagny.Stapleton@ClarkCountyNV.gov)

Natalie Cacho, CDAC, [Natalie.Grajeda@ClarkCountyNV.gov](mailto:Natalie.Grajeda@ClarkCountyNV.gov)

Kent Golangco, CDBG, [Kent.Golangco@ClarkCountyNV.gov](mailto:Kent.Golangco@ClarkCountyNV.gov)

Tameca Ulmer, ESG, [Tameca.Ulmer@ClarkCountyNV.gov](mailto:Tameca.Ulmer@ClarkCountyNV.gov)

Derrick Penney, HOME/ARP, [Derrick.Penney@ClarkCountyNV.gov](mailto:Derrick.Penney@ClarkCountyNV.gov)

Melissa Tate, HOME/AAHTF, [Melissa.Tate@ClarkCountyNV.gov](mailto:Melissa.Tate@ClarkCountyNV.gov)

Natalie also provided the address and number for CRM. She provided important website links, including for the CRM page of the Clark County website, and the ZoomGrants website. Natalie Cacho briefly discussed the orientation packet and the items included. She mentioned that all today's presentations will be emailed to the members after.

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

Natalie Cacho, Senior Grants Coordinator, 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) 6/30/2025 (end of 5-year plan). Ms. Cacho 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. She explained Clark County uses the funds to meet the objectives of the HUD program, which are: creating and preserving public facilities for low/ moderate income households.

**VIII. Provide overview of the Continuum of Care (Catherine Huang)**

Catherine Huang Hara, CoC Senior Management Analyst, 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. She discussed ways in which CoC can reduce the occurrence of homelessness through prevention, reduce the time people are experiencing homelessness, and quickly transition them into permanent housing.

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

Tameca 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 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)

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

Kent Golangco, Grant Coordinator, stated the purpose of the CDBG Program. He shared how it will benefit low- and moderate-income households by developing viable communities which include decent housing, a suitable living environment and expanded economic opportunities.

He explained the CDBG Capital Improvement Plan (CIP) purpose and its focus on 5-Year Capital Improvement Plan. He gave a brief update on the current 5-Year

CIP projects. He also shared that due to the pandemic, there has been a significant increase in construction costs. Kent Golangco expressed the ability to receive additional funds for the projects has been the biggest challenge.

**XI. Provide overview of HOME Investment Partnerships Program/Account for Affordable Housing Trust Fund (HOME/AAHTF) Program (Melissa Tate)**

Melissa Tate, Grants Coordinator, Community Housing Office, provided an overview on the HOME Investment Partnerships Act (HOME)/Affordable Housing Trust Fund Grant (AAHTF). 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 and 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, Affordable Housing Trust Fund Grant (AHTF) 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 Clark County HOME funded units must be at or below 50% Area Median Income (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 development budget. The “benefit” is the development of quality housing - that housing becomes available and affordable to lower income households. Other benefits: long term affordability, special needs and community revitalization.

15% of allocated funds are to be set-aside for Community Housing Development Organization (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 of HOME Investment Partnerships Program/American Rescue Plan Act of 2021 (HOME ARP) (Derrick Penney)**

Derrick Penney, Grants Coordinator, Community Housing Office, provided an overview on the HOME Investment Partnerships Act (HOME)/American Rescue Plan Act of 2021 (ARP). HOME funds are provided through the U.S. Department of Housing and Urban Development (HUD). The HOME ARP program was established on March 11, 2021. President Biden signed ARP into law, providing over \$1.9 trillion in COVID-19 relief dollars to address the need for homelessness assistance and supportive services. Congress appropriated \$5 billion in ARP funds to be administered through the HOME program to expand the supply of affordable housing and availability of supportive services for qualifying individuals and families who are homeless, at risk of homelessness, or in other vulnerable populations.

Eligible Activities include:

- Affordable Rental Housing – acquisition, rehabilitation or new construction (same as HOME)
- Supportive Services (unique to HOME ARP)

Qualifying Populations (QPs) HOME-ARP funds must be used to benefit “Qualifying Populations.” The Qualifying Populations (QPs) for HOME-ARP are summarized as follows:

- Homeless
- At Risk of Homelessness
- Fleeing/Attempting to Flee Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking
- Other Populations (1. Families Requiring Services or Housing Assistance to Prevent Homelessness OR 2. Those at Greatest Risk of Housing Instability)

**XIII. 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.

**XIV. 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 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](mailto:CRMInfo@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**

Christopher Lee (Chairperson)	Member-at-Large (Naft)
Eric Hilbrecht	Member-at-Large (Naft)
Donna Darden	Member-at-Large (Kirkpatrick)
Laura Martin	Member-at-Large (Kirkpatrick)
Monica Gresser	Member-at-Large (Gibson)
Irene Boylan	Member-at-Large (Gibson)
Eric Jeng	Member-at-Large (Jones)
Paul Nimsuwan	Member-at-Large (Jones)
Dontae Scott	Member-at-Large (McCurdy)
Faridun Saidov	Member-at-Large (Miller)
Adam Gentile	Member-at-Large (Miller)
Miguel Davila Uzcategui	Member-at-Large (Segerblom)
Cindi Rivera	Member-at-Large (Segerblom)
Jeff Alpert	Representative (CNLV)
Allison Bonanno	Representative (Lone Mountain CAC)
Steffanie Gray	Representative (Red Rock CAC)
Michele Brown	Representative (Searchlight TAB)
Randal Okamura	Representative (Spring Valley TAB)
Sondra Cosgrove	Representative (Sunrise Manor TAB)
Karen Miller	Representative (Whitney TAB)
April Mench	Representative (Winchester TAB)
Justin Maffett	Alternate (Enterprise TAB)
Angelo Carvalho	Alternate (Paradise TAB)

Geraldine Gerry Ramirez	Alternate (Whitney TAB)
Natalie Cacho	Clark County Social Service, CRM
Kent Golangco	Clark County Social Service, CRM
Catherine Huang Hara	Clark County Social Service, CoC
Kerri Medill	Clark County Community Housing Office
Karen Michelin	Clark County Social Service, CRM
Derrick Penney	Clark County Community Housing Office
Dagny Stapleton	Clark County Community Housing Office
Melissa Tate	Clark County Community Housing Office
Tameca Ulmer	Clark County Social Service, CRM