



## STAFF REPORT

**Report To:** Board of Supervisors

**Meeting Date:** May 2, 2019

**Staff Contact:** Mirjana Gavric, Grants Administrator

**Agenda Title:** For Possible Action: Discussion and possible action regarding a final appropriation for the Community Development Block Grant (CDBG) funding for FY 2020. (Mirjana Gavric; MGavric@carson.org)

Staff Summary: The CDBG funding granted to Carson City for FY 2020 is \$470,532 and no additional funding is expected. A maximum of 15% is allowed for public services; staff is planning on \$39,500 (8%) of the allocation going toward public service programs. A minimum of 65% must be spent for public facilities and improvements; staff is planning on \$383,979 (82%) of the allocation going toward public facilities and improvements. A maximum of 10% is allowed for planning and administration, which totals \$47,053; staff anticipates spending the total amount allowed for planning and administration.

The decision to allocate funding to these projects is based on the Application Review Work Group (ARWG) ranking of applications. A community-based ARWG conducted a public meeting to interview the CDBG applicants on March 26, 2019 and then ranked the applications for recommendation to the Board of Supervisors.

**Agenda Action:** Formal Action / Motion

**Time Requested:** 1 Hour

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### **Proposed Motion**

I move to approve the Community Development Block Grant funding for FY 2020 as recommended by the Application Review Work Group.

### **Board's Strategic Goal**

Economic Development

### **Previous Action**

N/A

### **Background/Issues & Analysis**

Carson City received three applications for public service programs and two applications for public facility improvement projects. The requests for funding total is more than the amounts available for both public service programs and public facility improvements. An Application Review Work Group formed by staff evaluated and ranked the applications and made funding recommendations based on both meeting the CDBG national objectives and the community priorities.

Once the Board has reviewed, discussed and approved the proposed CDBG funding proposals, they will be incorporated into the State of Nevada Governor's Office of Economic Development draft CDBG 2019-20 Annual Action Plan (AAP).

**Applicable Statute, Code, Policy, Rule or Regulation**

Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383 as amended; 42 U.S.C.-5301 et seq.

**Financial Information**

**Is there a fiscal impact?** Yes

**If yes, account name/number:** Grant Fund 275-0620-465

**Is it currently budgeted?** No

**Explanation of Fiscal Impact:** Final CDBG award \$470,532 will be added to the Final FY 2020 Budget. initially, staff budgeted \$427,000 in the Tentative FY 2020 Budget.

**Alternatives**

Provide other direction.

**Attachments:**

[Memo CDBG for FY 2020 5-2-19.doc](#)

**Board Action Taken:**

Motion: \_\_\_\_\_

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_

Aye/Nay

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_____
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\_\_\_\_\_  
(Vote Recorded By)



## CARSON CITY, NEVADA CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

### MEMORANDUM Board of Supervisors Meeting of May 2, 2019

**To:** Mayor and Board of Supervisors  
**From:** Mirjana Gavric, Grants Administrator  
**Date:** April 16, 2019  
**Subject:** CDBG FY 2020 Funding Proposals

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The Board of Supervisors is required to make a final recommendation and approval of funding for the Community Development Block Grant (CDBG) projects to the Governor's Office of Economic Development. Carson City's CDBG allocation for FY-20 is \$470,532. The recommended funding amount for FY-20 is \$470,532 which \$47,053 (10%) will be used for grant administration. The remaining \$423,479 will be allocated to Public Improvement Projects and Public Service Programs.

As part of the CDBG Citizen Participation requirement, a request for proposals was posted at City Hall, Carson City Library, State Library and Archives, Carson City Community Development office and the Carson City web-site. Applications were also solicited by individual letters to local community service organizations.

Applications were due on February 14, 2019. The Application Review Work Group (ARWG) held a public meeting on March 26, 2019, where applicants had the opportunity to answer questions from the ARWG. The ARWG ranked and evaluated the proposed project applications for community need, projected outcome, and compliance with State and HUD requirements. The ARWG consisted of 5 volunteers representing both community members and subject matter experts. These members are:

- Ale Avila – Commercial Sales and Leasing Agent at NAI Alliance/ Carson City Citizen
- JoAnn Carpenter – Retired, CDBG Program Administrator/ Carson City Citizen
- Nicki Aaker – Carson City Health and Human Services Director/ Carson City Citizen
- Lewis Lem – Federal Program Manager, Planning Division Nevada Department of Transportation/ Carson City Citizen
- Graham Dollarhide – Transit Program Manager, Nevada Department of Transportation

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**CDBG PUBLIC SERVICES RECOMMENDATIONS:**

**Estimated funding = \$39, 500, (8% of total allocation)**

**1) Project Name: Chronic Absenteeism**

Agency: Ron Wood Family Resource Center

Funding Request: \$50,000

**Recommendation: \$32,000**

Objective: Serving low- to moderate-income (LMI) persons.

Description: This newly formed Chronic Absenteeism program will provide representation and guidance from the Student Attendance Review Board, which evaluates the needs of students declared habitually truant. The team identifies problem areas and makes recommendations for services to assist families for the improvement of student attendance. For a number of students truancy may be a first step to a lifetime of unemployment, crime, and incarceration. Truancy often leads to dropping out of school, delinquency and drug abuse. The goal is to prevent chronic absenteeism at the elementary grade level by utilizing this peer intervention technique and family involvement. The overall objective is to help provide services to children and their families in order keep children in school.

**Funding Recommendation Rationale:** Approved under Section 105(a)(8) of the Housing and Community Development Act of 1974 (HCDA), provisions of public services. The ARWG is recommending partial funding based on the amount of money received from CDBG. Ron Wood's Chronic Absenteeism is a new program never funded by CDBG and has a good sustainability plan in place; in addition, the ARWG put emphasis on the fact that the program is preventative. The ARWG is hopeful that this program can help Carson City children and families while saving government dollars; for example, this program should be able to save money in juvenile detention services by catching those students who exhibit chronic absenteeism before they are expelled from school.

**2) Project Name: RSVP-Veterans Services and Support**

Agency: Nevada Rural RSVP

Funding Request: \$15,000

**Recommendation: \$7,500**

Objective: Serving low- to moderate-income (LMI) persons.

Description: RSVP is a volunteer community based support services program which allows veterans to remain in their own homes. The veterans in the program have access to VA transportation, wellness checks, socialization, respite care, food, companionship, a homemaker, individual emergency response and suicide prevention awareness.

**Funding Recommendation Rationale:** Although under Section 105(a)(8) of The Housing and Community Development Act of 1974 (HCDA) "ongoing grants" under Public Services are not eligible, RSVP is looking to increase their number of veterans that they serve from 75 to 150. The increase in clients is a quantifiable increase in the level of service, above which has been provided in the past, which makes RSVP eligible for CDBG funding. The ARWG is recommending partial funding based on the amount of money received from CDBG.

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**3) Project Name: Nevada Health Centers Pilot Program**

Agency: Nevada Health Centers

Funding Request: \$23,000

**Recommendation: \$0**

Objective: Serving low- to extremely low-income (LMI) persons.

Description: Nevada Health Centers requested to purchase two telemedicine carts. These carts would allow school nurses at Carson High School and Empire Elementary to provide healthcare services directly between students, parents and providers from the school nurses office.

**Funding Recommendation Rationale:** Approved under Section 105(a)(8) of the Housing and Community Development Act of 1974 (HCDA), provisions of public services. The ARWG is recommending no funding for this pilot program. The ARWG stated that due to the fact that there is no data or track record in Nevada, for this program, the ARWG could not make a determination if the pilot program would be successful. In addition, the ARWG had concerns regarding school nurse support for the program. A letter from the school nurses backing this program would have made a difference. In addition, the ARWG is apprehensive around the subject of school liability for health care services being provided on campus, potentially, without parents being present.

**Alternatives:**

The ARWG recommends that Nevada Health Centers apply for CDBG 2020, once the program has proven to be successful in other Nevada cities.

**CDBG PUBLIC FACILITIES AND IMPROVEMENTS RECOMMENDATIONS:**

**Total Expected Available Allocation = \$383,979 (82% of total allocation)**

**1) Project Name: Airport Road Project, ADA Compliance**

Agency: Carson City Public Works

Funding Request: \$275,000

**Recommendation: \$227,979**

CDBG Objective: Serving low- to moderate-income (LMI) area & ADA Compliance.

Description: This infrastructure project will use grant funds to design and construct/reconstruct ADA compliant sidewalk facilities along Airport Road and intersecting local streets. Improvements will include: ADA compliant curb ramps, reconstructed and additional sidewalk, construction of an ADA compliant bus stop, and a rectangular rapid flashing beacon (RRFB) on Airport Road. Airport Road is functionally classified as a collector roadway (a regional road). The annual average daily traffic for this section of roadway is 4,400. Airport Road is served by two Carson City transit routes (2A and 2B). The annual ridership for these two routes totals 88,038. This section of roadway has a mix of land uses, including both residential and retail.

**Funding Rationale Recommendation:** Approved under Section 105(a)(2) of the Housing and Community Development Act of 1974 (HCDA) “the acquisition, construction, reconstruction, or installation of public works facilities and site or other improvements”. The ARWG is recommending partial funding based on the amount of money received from CDBG. After discussion with the Public Works employee during the presentation on 3/26/19,

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the ARWG agreed that Public Works staff would determine what part of the project would not be completed due to partial funding.

**2) Project Name: Ross Gold Park ADA Restroom Renovation Project**

Agency: Carson City Parks & Recreation

Funding Request: \$187,000

**Recommendation: \$156,000**

CDBG Objective: Limited Clientele.

Description: This project is located in Carson City, Nevada at Ross Gold Park and will be the second phase of a multi-phase project to completely renovate the park. The project's scope of work will include an ADA renovation or replacement of an existing men/women restroom. In addition, improvements will include removal of physical barriers and right of entry to ADA accessible routes from the existing parking lot and new playground to the renovated restroom. The existing restroom is located in the center of the park and is housed in the same building that contains a city well. This building is more than 40 years old; therefore, the restroom is not ADA compliant, or ADA accessible, and is in desperate need of repair.

**Funding Rationale Recommendation:** Approved under Section 105(a)(5) of the Housing and Community Development Act of 1974 (HCDA) “special projects directed to the removal of material and architectural barriers which restrict the mobility and accessibility of elderly and handicapped persons” are eligible activities. The ARWG is recommending partial funding based on the amount of money received from CDBG. After discussion with Parks and Recreation staff during the presentation on 3/26/19, the ARWG agreed that the Exterior Building Facade Improvements for \$31,165 could be removed from the request without compromising the project.

**Alternatives:**

Staff supports the ARWG recommendations. The proposed funding would be used for street and park repairs to meet ADA standards; furthermore, the funding will support two vital community service programs, youth and veterans.

**Potential Additional Funding Available:**

No additional funding is expected from the Nevada Governor’s Office of Economic Development.

**Eligibility Requirement**

In order to be eligible for funding, every CDBG-funded activity (excluding planning and administration) *must* qualify as meeting one of the three national objectives of the program:

- Benefiting low- and moderate-income (LMI) persons or a low income area,
- Preventing or eliminating slums or blight, or
- Meeting an urgent community development need due to threat to community health and welfare (e.g. natural disaster emergencies).

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Past CDBG public facility and public service projects in Carson City have met the LMI criteria. This means projects that get funded qualify by either:

1. Limited Clientele criteria: Serving persons where at least 51% of the clientele are LMI persons (senior citizens are also classified as LMI under this category); or
2. Area Benefit criteria: Meeting the needs within a service area where at least 51% of the residents in that area are LMI persons. (HUD provides data on the percentage of LMI persons within the Census Block Groups.)

It is very important that projects are able to document the number of LMI persons served for grant monitoring and audit purposes.

**Eligible Activities**

Eligible activities for the use of CDBG funds and examples of such activities include:

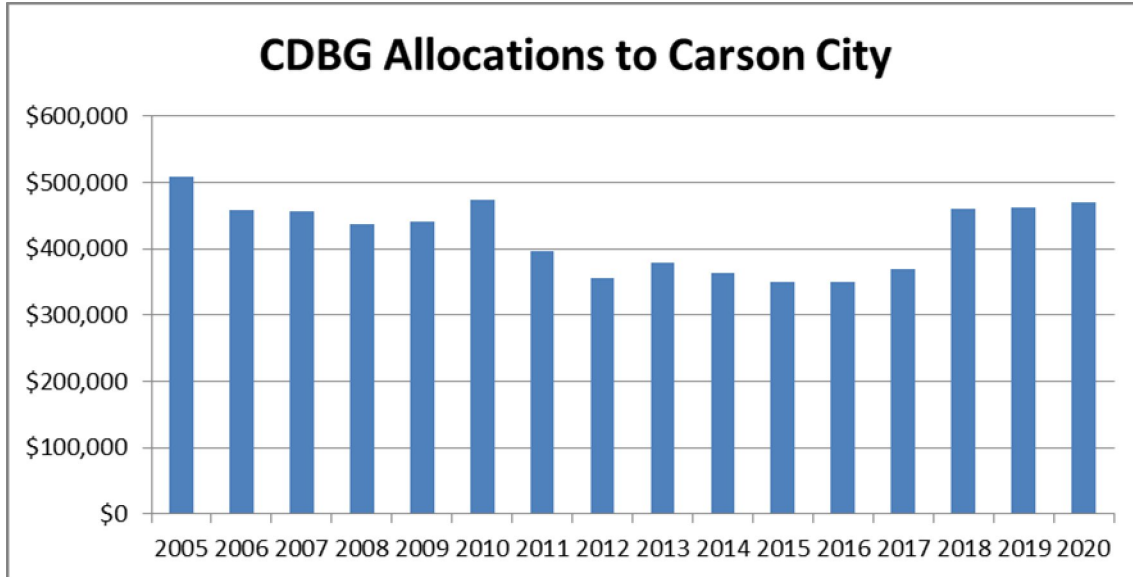
- Construction of public facilities and improvements
  - Infrastructure improvements, senior centers, parks, homeless shelters
- Public Services
  - Education programs, services for senior citizens, drug abuse counseling and treatment, low-income rental assistance
  - Public Services funding is limited to a maximum of 15% of the total allocation
- Housing
  - Minor rehabilitation (Emergency Repair, Lead Paint Removal)
  - Rehabilitation of affordable owner and rental housing
  - Down-payment assistance
  - Acquisition, new construction of housing
- Economic Development
  - Façade improvements
  - Loans to businesses (usually to create jobs)
  - Micro-enterprise assistance
- Planning and Administration
  - Personnel costs, preparation of required documents, planning studies
  - Funding for these costs is limited to a maximum of 10% of the total allocation

# **CARSON CITY, NEVADA**

## **CONSOLIDATED MUNICIPALITY AND STATE CAPITAL**

### **Funding Amounts**

CDBG funding amounts to Carson City in prior years were as follows:



### **Review of CDBG Past Funding**

#### **FY19:**

- Ron Wood Family Resource Center – (\$28,000)
- Food For Thought – (\$10,000)
- St. Vincent De Paul – (\$3,000)
- Carson City Parks & Recreation – (\$211,227)
- Carson City Public Works – (\$268,892)

#### **FY18:**

- Ron Wood Family Resource Center – (\$35,000)
- Food For Thought – (\$12,000)
- RSVP – (\$8,277)
- Carson City Parks & Recreation – (\$91,664)
- Carson City Public Works – (\$227,190)
- Yasmer Estates – (\$53,015)

#### **FY17:**

- Ron Wood Family Resource Center – (\$32,103)
- Food for Thought – (\$12,000)
- Nevada Rural Housing Authority (\$221,474)
- Carson City Parks and Recreation (\$18,062)



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FY16:

- Community Counseling Center, Substance Abuse Treatment (\$52,442)
- ADA Sidewalk Improvements-Empire Elementary School Area (\$190,848)
- Carson City School District School-Based Health Center (\$46,406)

FY15:

- Community Counseling Center, Substance Abuse Treatment (\$54,444)
- FISH-Jeanell Drive Building Renovation Project (\$20,743)
- ADA Sidewalk Improvements-North Carson City (\$190,183)
- Ventana Sierra Youth Housing and Resource Initiative (\$25,000)

FY14:

- Community Counseling Center, Substance Abuse Treatment (\$56,710)
- FISH Facility Improvement Project (\$32,000)
- ADA Sidewalk Improvements-East 5<sup>th</sup> Street (\$224,000)