



## STAFF REPORT

**Report To:** Board of Supervisors                      **Meeting Date:** June 16, 2022

**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 Fiscal Year ("FY") 2023. (Mirjana Gavric; MGavric@carson.org)

Staff Summary: The Board of Supervisors is required to make a final recommendation and approval of funding for the CDBG projects to the Governor's Office of Economic Development. Carson City's CDBG allocation for FY 2023 is \$482,788. Staff is recommending the allocation of \$35,000 (7.24%) to Public Service Programs, \$330,000 (68.5%) to Public Improvement Projects and \$48,278 (10%) for grant administration. The remaining \$69,510 would be allocated in the next CDBG grant cycle per the agreement between Carson City and the Nevada Governor's Office of Economic Development. A maximum of 15% is allowed for public services, a minimum of 65% must be spent on public facilities and improvements and a maximum of 10% is allowed for administration. No additional funding is expected.

**Agenda Action:** Formal Action / Motion                      **Time Requested:** 15 Minutes

### Proposed Motion

I move to approve the CDBG funding for fiscal year 2023 as recommended.

### Board's Strategic Goal

Economic Development

### Previous Action

N/A

### Background/Issues & Analysis

Staff formed a community-based Application Review Work Group ("ARWG") to evaluate and rank the applications based on community need, project outcome, and compliance with State of Nevada and HUD requirements. Carson City received one public service application from the Ron Wood Family Resource Center ("Ron Wood") requesting \$35,000 for the Family Resiliency Project. In addition, Carson City initially received one public facility improvement application from the Carson City Public Works Department ("Public Works") requesting \$280,000 and subsequently received a second request from Public Works asking for an additional \$50,000, for a total of \$330,000, for the Desatoya Drive ADA Improvement project. The subsequent request was made due to inflation which is contributing to higher-than-expected bid prices and higher cost for asphalt, concrete, equipment fuel and material shipping costs. The request for funding total of \$365,000 is less than the amount available for public service programs and public facility improvements.

Two ARWG meetings were held to review applications and make recommendations. After a phone meeting on December 14, 2022, the ARWG made the recommendation to fund the original requests from Public Works for

\$280,000 and from Ron Wood for \$35,000. The ARWG met again on April 12, 2022 to discuss Public Works' subsequent request, and made a second recommendation to fund the additional \$50,000 for this project, for a total of \$330,000 for Public Works. The total funding approved by the AWRG is \$365,000.

After the Board of Supervisors discusses, makes any desired amendments, and approves the public service program and public facility improvement project, staff will forward the final approved recommendations to the Nevada Governor's Office of Economic Development for their consideration.

**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 2756581 431010

**Is it currently budgeted?** Yes

**Explanation of Fiscal Impact:** Final CDBG award amounts will be adjusted in the FY 2023 Budget.

**Alternatives**

Do not approve the CDBG funding and provide alternative direction.

**Attachments:**

[Memo CDBG FY-2023.pdf](#)

**Board Action Taken:**

Motion: _____	1) _____	Aye/Nay
	2) _____	_____
		_____
		_____
		_____

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



## CARSON CITY, NEVADA CONSOLIDATED MUNICIPALITY AND STATE CAPITAL

### MEMORANDUM

#### Board of Supervisors Meeting of June 16, 2022

**To:** Mayor and Board of Supervisors  
**From:** Mirjana Gavric, Grants Administrator  
**Date:** June 16, 2022  
**Subject:** CDBG FY 2023 Funding Proposals

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 2023 is \$482,788. The Application Review Work Group, (ARWG) is recommending that \$365,000 be allocated to Public Improvement Projects and Public Service Programs, and \$48,278 be used for grant administration. The remaining \$69,510 would be allocated in the next CDBG grant cycle per the agreement between Carson City and the Nevada Governor's Office of Economic Development.

As part of the CDBG Citizen Participation requirement, a request for proposals was posted at Carson City Hall, Carson City Community Development Office, CarsonNOW and on the Carson City website. CDBG applications were due on November 18, 2021. The Application Review Work Group held a conference phone call December 14, 2021, where the ARWG ranked and evaluated the proposed project for community need, projected outcome, and compliance with State and HUD requirements. The ARWG consisted of 4 volunteers representing both community members and subject matter experts. These members are:

- JoAnn Carpenter – Retired CDBG Program Administrator and Carson City Citizen
- Vern Krahn – Retired Parks Planner and Carson City Citizen
- Anne Miller – Account Manager for Nevada Health Centers
- Kristine Currie – Retired Urban Planner and Carson City Citizen

On March 24, 2022, the Carson City Grants Administrator received a request for an additional \$50,000 in funding from Chris Martinovich, Transportation Manager, for the Desatoya Drive ADA Improvement project. The basis for this request is due to inflation which has resulted in higher-than-expected bid prices. The current increase in costs has translated to a higher price in asphalt, concrete, equipment fuel and material shipping cost. Due to these unforeseen circumstances, Carson City Public works requested an additional \$50,000 for this project.

On March 29, 2022, a Notice of Public Discussion was posted for an April 12, 2022, meeting which included the ARWG. On April 12, 2022, the ARWG discussed the additional request for funding and made a recommendation to fund the additional \$50,000 for the Desatoya Drive ADA Improvement project.

### DEPARTMENT OF FINANCE

201 North Carson Street, Suite #3, Carson City, NV 89701 - (775) 887-2133 (775) 887-2107 fax

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ARWG PUBLIC SERVICE RECOMMENDATIONS:	
<u>Public Service Programs</u>	
<b>Project Name:</b>	Family Resiliency Project
<b>Agency:</b>	Ron Wood Family Resource Center
<b>Funding Request:</b>	\$35,000
<b>Recommendation:</b>	<b>\$35,000</b>
<b>Application Score:</b>	93%
<b>National Objective:</b>	Limited Clientele LMI-C
<b>Description:</b> The Family Resilience program is a new program for Ron Wood; the CDBG request is to pay for personnel and operating costs. This program will focus on intergenerational trauma. Per Ron Wood, the program is different than other programs in the community because it will provide Adverse Child Trauma preventative strategies in order to address current needs and prevent future crisis. The staff at Ron Wood will provide wrap-around services which include an intake assessment, case management, parent support, group support, mental health and substance abuse counseling and coordination with Nevada Child & Family Services, the Carson City School District, Juvenile Probation, Drug Court and private providers.	
<b>Funding Recommendation Rationale:</b> Approved under Section 105(a)(8) of the Housing and Community Development Act of 1974 (HCDA), provisions of public services. This is a new program and qualifies under Public Services for CDBG. The ARWG is recommending full funding based on the amount of money received from CDBG and the current need to support Carson City families that are experiencing intergenerational trauma.	

ARWG PUBLIC FACILITIES AND IMPROVEMENT RECOMMENDATIONS	
<u>Public Facilities &amp; Improvement Projects</u>	
<b>Project Name:</b>	Desatoya Drive
<b>Agency:</b>	Carson City Public Works
<b>Funding Request:</b>	\$330,000
<b>Recommendation:</b>	<b>\$330,000</b>
<b>Application Score:</b>	87%
<b>National Objective:</b>	Limited Clientele LMI-C
<b>Description:</b> Carson City Public Works is requesting funds to pay for ADA improvements at the intersections along Desatoya Drive between Airport Road and Fairview Drive. Project improvements include replacing existing pedestrian curb ramps to be ADA compliant, replacing substandard or hazardous sidewalks, ensuring pedestrian landing areas are ADA compliant, enhancing crosswalk safety at the intersections, and associated roadway pavement and drainage replacement as needed. Project funding will be for the management, design and construction of these improvements along Desatoya Drive.	
<b>Funding Rationale Recommendation:</b> Approved under Section 105(a)(2) of the Housing and Community Development Act of 1974 (HCDA) (12) “the acquisition, construction, reconstruction, or installation of public works facilities and site or other improvements”. The ARWG is recommending full funding based on the amount of money received from CDBG. The ARWG agreed that public safety is a very important factor in this project; therefore, they unanimously support the project.	

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**Potential Additional Funding Available:**

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

**Eligibility Requirement**

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).

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 the program or project staff 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
  - Façade improvements
  - Loans to businesses (usually to create jobs)
  - Micro-enterprise assistance
  - Planning and Administration

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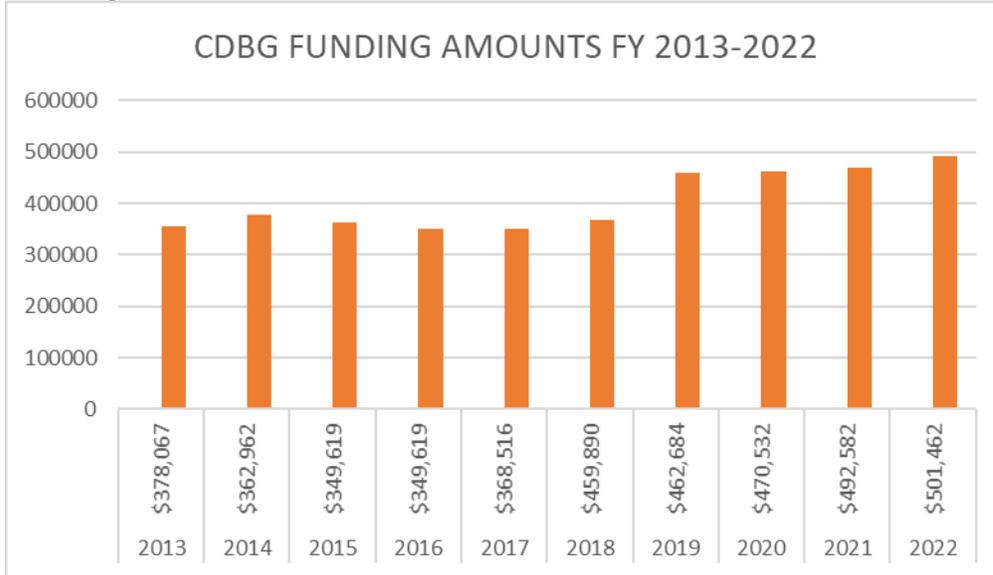
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- Personnel costs, preparation of required documents, planning studies
- Funding for these costs is limited to a maximum of 6% of the total allocation

### Funding Amounts 2013-2022



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**Review of CDBG Past Funding**

**FY22:**

- Ron Wood Family Resource Center – (\$30,000)
- RSVP – (\$10,000)
- FISH Planning – (\$254,544)
- Carson City Public Works – (\$131,637)
- Carson City Parks – (\$101,672)

**FY21:**

- Ron Wood Family Resource Center – (\$20,000)
- RSVP – (\$20,000)
- Nevada Health Centers – (\$31,873)
- FISH Planning – (\$30,583)
- Carson City Public Works – (\$340,868)

**FY20:**

- Ron Wood Family Resource Center – (\$32,000)
- RSVP – (\$7,500)
- Carson City Parks & Recreation – (\$156,000)
- Carson City Public Works – (\$227,979)

**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)