



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** May 20, 2021

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") 2022. (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 2022 is \$501,462 plus \$76,537.62 from prior year de-obligations for a total of \$577,999.62. The funding amount available for FY 2022 is \$577,999.62, of which staff is recommending that \$50,146.17 (10% of \$501,462) be used for grant administration, and the remaining \$527,853.45 be allocated to Public Improvement Projects and Public Service Programs. The de-obligated \$76,537.62 will be dedicated to the Public Facility Improvement category because the funds not utilized are from prior facility improvement projects that were completed under budget.

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. Carson City meets the required maximum and minimum amounts per the CDBG policy. No additional funding is expected. 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 phone meeting on March 16, 2021 and then ranked the applications for recommendation to the Board of Supervisors.

Agenda Action: Formal Action / Motion **Time Requested:** 1 hour

Proposed Motion

I move to approve the CDBG funding for fiscal year 2022 as recommended.

Board's Strategic Goal

Economic Development

Previous Action

N/A

Background/Issues & Analysis

Carson City received two applications for public service programs, and four applications for public facility improvement projects. The request for funding total of \$894,436 is more than the amount available for 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.

After the Board of Supervisors discusses, makes any desired amendments, and approves the public services programs and public facility improvement projects, staff will forward the final approved recommendations to the Nevada Governor's Office of Economic Development for 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. Munis Grant Number G070122001.

Is it currently budgeted? Yes

Explanation of Fiscal Impact: Final CDBG award amounts have been added to the FY 2022 Final Budget, which is before the board for approval today.

Alternatives

Provide alternative direction.

Attachments:

[Memo-CDBG-FY-2022.pdf](#)

Board Action Taken:

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

(Vote Recorded By)



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MEMORANDUM

Board of Supervisors Meeting of May 20, 2021

To: Mayor and Board of Supervisors
From: Mirjana Gavric, Grants Administrator
Date: May 20, 2021
Subject: CDBG FY 2022 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-22 is \$501,462 plus \$76,537.62 from prior year de-obligations for a total of \$577,999.62. The de-obligated \$76,537.62 will be dedicated to the Public Facility Improvement category because the funds not utilized are from prior facility improvement projects that were completed under budget. The funding amount available for FY-22 is \$577,999.62, of which staff is recommending that, \$50,146.17 (10%) be used for grant administration, and the remaining \$527,853.45 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 Carson City Hall, Carson City Community Development Office, CarsonNOW and on the Carson City website.

Applications were due on January 29, 2021. The Application Review Work Group (ARWG) held a conference phone call March 16, 2021, where 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 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
- Edward Choklek – Volunteer Homeless Advocate and Carson City Citizen
- Kristine Currie – Retired Urban Planner and Carson City Citizen

CDBG PUBLIC SERVICES RECOMMENDATIONS \$40,000

Project Name: Chronic Absenteeism

Agency: Ron Wood Family Resource Center

Funding Request: \$30,000

Recommendation: \$30,000

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

Description: The Chronic Absenteeism program is requesting funds for personnel and program support. The program is based on 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 many 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.

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Funding Recommendation Rationale: Approved under Section 105(a)(8) of the Housing and Community Development Act of 1974 (HCDA), provisions of public services. For this application the increase in clients is a quantifiable increase in the level of service, above which has been provided in the past, which makes the Chronic Absenteeism program eligible for CDBG funding. The ARWG is recommending full funding based on the amount of money received from CDBG and the current need to keep students engaged in school. The Chronic Absenteeism program is entering into a second phase with a solid sustainability plan in place. Additionally, the ARWG emphasized that the program is preventative and during the 2020-2021 school year, out of the classroom learning due to COVID-19 has been difficult for many students. The first-year program results are extremely positive and the demand for the program has increased. In the next phase, the goal is to add three more schools to the program, for a total of 13 schools. 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 assisting students who exhibit chronic absenteeism before they are expelled from school.

Project Name: RSVP-Veterans Services and Support

Agency: Nevada Rural RSVP

Funding Request: \$40,000

Recommendation: \$10,000

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

Description: RSVP is a volunteer community-based support services program which allows veterans and seniors to remain in their own homes. The RSVP program is requesting funds for personnel, fuel for vehicles, one laptop, one projector and program support costs. The clients in the program have access to VA transportation, wellness checks, socialization, respite care, food, companionship, a homemaker, individual emergency response and suicide prevention awareness. This program is sustained through a volunteer base.

Funding Recommendation Rationale: Approved under Section 105(a)(8) of the Housing and Community Development Act of 1974 (HCDA) provisions of public service. RSVP is looking to increase their number of veterans that they serve to 160 in the 3rd phase of this program. 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 grant money requested through CDBG-CV II & III for many of the same services.

CDBG PUBLIC FACILITIES AND IMPROVEMENTS RECOMMENDATIONS \$487,583.45

Project Name: Colorado Street, ADA Compliance Phase 2

Agency: Carson City Public Works

Funding Request: \$131,637

Recommendation: \$131,637

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

Description: This infrastructure project will use grant funds to make ADA improvements along Colorado Street between California Street and Saliman Road and along California Street near Colorado Street. Improvements include replacing non-compliant curb ramps, substandard or hazardous sidewalks (includes some residential driveways), access improvements for pedestrian push buttons, adding missing sidewalk, and expanding roadway pavement in areas where curbs and sidewalks are being added. The Phase 2 funding will assist with the reconstruction of additional sidewalk improvements. The CDBG grant allows for other funding sources to be applied to other elements of the project including utility improvements and pavement rehabilitation.

Funding Rationale Recommendation: Approved under Section 105(a)(2) of the Housing and Community Development Act of 1974 (HCDA) “the acquisition, construction, reconstruction, or

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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 Works could use the funds to complete the final phase of this project.

Project Name: FISH-Emergency Referral Service Program

Agency: Friends In Service Helping (FISH)

Funding Request: \$300,000

Recommendation: \$254,544

CDBG Objective: Limited Clientele.

Description: FISH is requesting funding to pay for the infrastructure needed in order to help build transitional-housing apartments for low-income residents of Carson City. The Special Use permit approved by Carson City requires FISH to upgrade the utilities that run under Park Street, which includes removing the existing driveway apron on North Carson Street, replacing the water main on East Park Street from Carson Street to North Fall Street and replacing the sewer main on East Park Street from the manhole just west of the project frontage to the manhole at the intersection of Fall Street and Park Street.

Funding Rationale Recommendation: Approved under Section 105(a)(4) of the Housing and Community Development Act of 1974 (HCDA) (4) clearance, demolition, removal, reconstruction, and rehabilitation of buildings and improvements (including interim assistance, and financing public or private acquisition for reconstruction or rehabilitation, and reconstruction or rehabilitation, of privately owned properties, and including the renovation of closed school buildings). The ARWG is recommending partial funding based on the amount of money received from CDBG; in addition, the ARWG agreed that the project is very important to the community and would like to see this next phase of the project completed. The ARWG agreed that due to the nature of this project the landscaping costs should be removed because the landscaping cost is based on replacement of any green space that may or may not be disturbed during this project.

Project Name: Long Ranch Pedestrian Ramps Phase II Project

Agency: Carson City Parks & Recreation

Funding Request: \$185,000

Recommendation: \$101,672.45

CDBG Objective: Limited Clientele

Description: Carson City Parks and Recreation is requesting funding to pay for phase two of the Long Ranch Pedestrian Ramps project which will include removal and replacement of 18 separate sidewalk approaches with asphalt pathway, to include transition areas and detectable warning plates within the new concrete ramps and crosswalks. These improvements will ensure that Long Ranch walking paths meet ADA requirements.

Funding Rationale Recommendation: Approved under Section 105(a)(5) of the Housing and Community Development Act of 1974 (HCDA) (12) activities necessary (5) special projects directed to the removal of material and architectural barriers which restrict the mobility and accessibility of elderly and handicapped persons. The ARWG is recommending partial funding based on the amount of money received from CDBG. The ARWG agreed that the project is very important to the community, but felt the community is not based in a low-income area in comparison to the Colorado Street project which is located in a low-income area.

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Project Name: Desatoya Drive

Agency: Carson City Public Works

Funding Request: \$150,000

Recommendation: \$0

CDBG Objective: Limited Clientele.

Description: 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 landing areas are ADA compliant, enhancing crosswalk safety at the intersections, and associated roadway pavement and drainage replacement as needed.

Funding Rationale Recommendation: 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 no funding based on the amount of money received from CDBG. The ARWG agreed that they would like to see the Colorado Street project receive full funding since it is in phase two. The recommendation is for Public Works staff to resubmit the Desatoya Drive project application in the summer of 2021 for FY 2023.

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

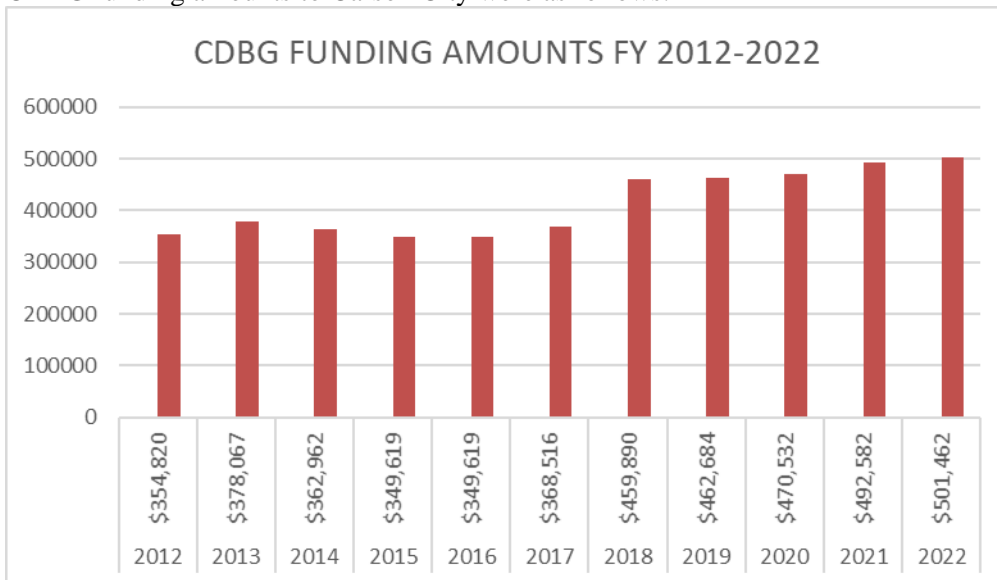
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- Public Services
 - Education programs, services for senior citizens, drug abuse counseling and treatment, low-income rental assistance
 - Public Services funding is limited to a maximum of 15% of the total allocation
- Housing
 - Minor rehabilitation (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 6% of the total allocation

Funding Amounts

CDBG funding amounts to Carson City were as follows:



Review of CDBG Past Funding

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)

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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)

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)