

**MINUTES  
CITY OF NORTH LAS VEGAS  
CITIZENS' ADVISORY COMMITTEE REGULAR MEETING**

February 2, 2021

**CALL TO ORDER**

6:00 PM, City Hall, Council Chambers, 2250 Las Vegas Boulevard North,  
North Las Vegas, Nevada 89030  
*(Virtual Meeting)*

**ROLL CALL**

**COMMITTEE MEMBERS PRESENT**

Chairwoman Cato  
Vice Chairwoman Peterson  
Member Acosta  
Member Alpert  
Member Koury  
Member Toguchi

**COMMITTEE MEMBERS ABSENT**

Member Jackson

**STAFF PRESENT**

Neighborhood Services Coordinator Christison  
City Clerk Raynor  
Senior Deputy City Attorney Rodriguez  
Housing & Neighborhood Services Manager Damian

**PLEDGE OF ALLEGIANCE - BY INVITATION**

Vice Chairwoman Peterson

**PUBLIC FORUM**

Chairwoman Cato opened the public forum. City Clerk Raynor stated there were no callers on the line or written comments on agenda items. She added that she received comments from Member Koury to make two changes to the draft minutes. She indicated that a motion on Item 2 would need to indicate approval as amended. Chairwoman Cato closed public forum.

### **AGENDA**

**1. Approve Citizens' Advisory Committee Regular Meeting Agenda of February 2, 2021. (For Possible Action)**

ACTION: APPROVED

MOTION: Member Alpert

SECOND: Member Acosta

AYES: Chairwoman Cato, Vice Chairwoman Peterson, and Members Alpert, Toguchi, Koury, Acosta

NAYS: None

ABSTAIN: None

ABSENT: Member Jackson

### **CONSENT AGENDA**

**2. Approve Citizens' Advisory Committee Regular Meeting Minutes of January 19, 2021. (For Possible Action)**

ACTION: APPROVED AS AMENDED; TYPOS IN ITEMS 7 AND 12 CORRECTED

MOTION: Member Koury

SECOND: Member Alpert

AYES: Chairwoman Cato and Members Alpert, Toguchi, Koury, Acosta

NAYS: None

ABSTAIN: Vice Chairwoman Peterson

ABSENT: Member Jackson

### **BUSINESS**

**3. Distribute and Collect Disclosure Forms for Completion by Committee Members That List Any Affiliations with Grant Applicants. (Discussion Only)**

Neighborhood Services Coordinator Christison said she had received forms from all members and that three members provided the following disclosures.

- Chairwoman Cato is on the board of Foundation for Positively Kids, Inc.
- Vice Chairwoman Peterson's husband is on the Advisory Board of the Salvation Army.
- Member Koury supports Help of Southern Nevada and Catholic Charities of Southern Nevada.

Coordinator Christison stated that none of these agencies would receive any financial advantage.

ACTION: DISCLOSURES RECEIVED AND RECORDED

**4. Update the Board On Spending Rates For Current Subrecipients for FY 2020/2021. (Discussion Only)**

Coordinator Christison provided the Committee with an update on spending for FY 2020/2021 subrecipients. She reviewed the funded amounts, the currently billed amounts and the percentage of billed. She provided details on why Lutheran Social Services and YMCA have very low-billed amounts and displayed the data below.

Community Development Block Grant & Emergency Solutions Grant							
Grant Funding Awards FY 2020 - 2021							
CDBG Subrecipient	Program Description	Score	Requested Amount	Recommended Amount	Final Funded Amount	Billed Funds	% Billed
Boys and Girls Club	Hope and Opportunity	87	\$ 40,000	\$ 30,000	\$ 29,500	\$ 15,323	52%
Catholic Charities	Meals on Wheels	93	\$ 50,000	\$ 35,000	\$ 34,250	\$ 20,228	59%
Foundation For Positively Kids	Care Coordination Program	84	\$ 60,000	\$ 25,000	\$ 24,700	\$ 15,896	64%
HELP of Southern Nevada	Baby First Education Services	88	\$ 38,394	\$ 23,300	\$ 23,000	\$ 13,526	59%
Lutheran Social Services	Senior Supportive Services	91	\$ 29,154	\$ 21,000	\$ 20,500	\$ 5,040	25%
Salvation Army	Career Corner	91	\$ 120,000	\$ 60,600	\$ 60,300	\$ 56,659	94%
The Shade Tree	Emergency Shelter	89	\$ 103,225	\$ 35,000	\$ 34,849	\$ 16,193	46%
Volunteers in Medicine	Health Safety Net	92	\$ 50,000	\$ 35,000	\$ 34,500	\$ 18,770	54%
YMCA - SkyView	Early Childhood Education	89	\$ 28,922	\$ 22,500	\$ 16,000	\$ 5,555	35%
ESG Subrecipient	Program Description	Score	Requested Amount	Recommended Amount	Final Funded Amount	Billed Funds	% Billed
Nevada Partners	Homeless Prevention	99	\$ 30,000	\$ 24,555	\$ 45,126	\$ 3,230	7%
Salvation Army	Rapid Rehousing	109	\$ 150,000	\$ 65,000	\$ 78,350	\$ 27,734	35%
The Shade Tree	Emergency Shelter	106	\$ 111,889	\$ 32,500	\$ 31,800	\$ 15,816	50%
Lutheran Social Services	Rapid Rehousing	101	\$ 40,441	\$ 22,000	Agency Declined		
HELP of Southern Nevada	Rapid Rehousing	99	\$ 57,020	\$ 15,000	Agency Declined		
Lutheran Social Services - key employees have left the agency for the Senior Supportive Services food delivery program. Final invoice for this program was for November expenses. This program has returned the remaining funds.							
YMCA has a dangerously low spend rate and the program at SkyView is struggling to find qualified applicates. Funds from the program will be recaptured by CNLV due to lack of performance. Program reduced \$6,000 to \$16,000.							

Coordinator Christison provided an update on COVID funding the City had received and how it was used.

She stated that funding tonight is for a two-year cycle, but that the funding amount is for the first year and that the Committee would make allocations for the second year next year. In response to Vice Chairwoman Peterson questions, Coordinator Christison stated that all applicants submitted requests for the first year with the exception of Volunteers in Medicine and that she clarified this with the applicant and the request amounted was amended for this cycle by half.

In regards to funding questions, Coordinator Christison stated the City would get new funding next, with the same kind of numbers used for this cycle. She stressed that next year there would be no new applications, but the Committee would look usage in the first year and make new recommendations to Council for the second year of funding.

**ACTION: UPDATE RECEIVED**

**5. Review, Evaluate, Prioritize and Set Funding Levels for FY 2021/2022 Public Services Community Development Block Grant (CDBG) Applications and Approve Public Services CDBG Recommendations to the City Council for Consideration. (For Possible Action)**

Coordinator Christison thanked members for entering their individual scores for applications in Zoom Grants. She noted that for both CDBG and ESG applications ZoomGrants took each member's tabulations and created an average ranking that the Committee can refer to in its deliberations. Coordinator Christison displayed the CDBG spreadsheet with the ZoomGrants averages and the Committee used that spreadsheet to review the CDBG requests using the spreadsheet. She stressed that the Committee should look at the last four applicants in the spreadsheet because those applicants were only supported only three or four Committee members. She stressed that the Committee could decide recommend no funding for some applicants.

Member Alpert proposed that the Committee start with the last three applicants in yellow on the spreadsheet: The Culinary Academy, Foster Kinship, and HOPELink of Southern Nevada. Committee members shared their rationale for ranking these applicants. The Committee continued through the spreadsheet going from the bottom applicants to the top, making adjustments as needed. The Committee then readjusted those recommendations to ensure that their recommendations did not exceed the available budget of \$226,800.

In response to questions, Coordinator Christison stated the Three Square food pop-up would give the city four pop-up sites.

The Committee discussed the Culinary Academy request for \$60,000. On consensus, the Committee recommended no funding this applicant.

The Committee discussed the HOPELink of Southern Nevada request for \$162,000. On consensus, the Committee recommended no funding for this applicant.

The Committee and Coordinator Christison discussed the budget, noting that the final number would not be known until the summer. Ms. Christison noted that the applicant numbers would then be increased or decreased by percentage once the City received the final budget number granted to the City.

The final CDBG recommendations for each applicant are displayed below the vote on this item.

**ACTION: APPROVED \$226,800 CDBG FUNDING RECOMMENDATIONS FOR FY 2021/2022 AS INDICATED BELOW; FORWARDED RECOMMENDATIONS TO THE CITY COUNCIL FOR FINAL ACTION**

CDBG Subrecipient	Program Name	CAC Members Approved	Requested Amount	Recommended Amount
Catholic Charities	Meals on Wheels	4	\$35,000	\$25,000
Volunteers in Medicine	Health Safety Net	5	\$62,500	\$33,000
The Salvation Army	Career Corner	5	\$120,000	\$38,000
The Just One Project	Pop up food pantry	5	\$42,076	\$13,500
Boys and Girls Club	Hope and Opportunity	6	\$42,640	\$29,000
YMCA - SkyView	Early Childhood Education	6	\$39,240	\$12,800
The Shade Tree	Emergency Shelter	4	\$69,917	\$24,000
HELP of Southern Nevada	Shannon West Youth Shelter	4	\$23,154	\$9,000
Foundation For Positively Kids	Care Coordination Program	6	\$50,000	\$24,000
Nevada Partners	Youth Development Program	4	\$75,000	\$13,500
HOPELink of Southern NV	Rental & Util Assistance	3	\$162,000	\$0
Foster Kinship	Family foster care support	3	\$15,000	\$5,000
The Culinary Academy	Bistro Expansion	4	\$60,000	\$0

MOTION: Member Alpert  
 SECOND: Member Toguchi  
 AYES: Chairwoman Cato, Vice Chairwoman Peterson, and Members Alpert, Toguchi, Koury, Acosta  
 NAYS: None  
 ABSTAIN: None  
 ABSENT: Member Jackson

**6. Review, Evaluate, Prioritize and Set Funding Levels for FY 2021/2022 Emergency Solutions Grant (ESG) Applications and Approve ESG Recommendations to the City Council for Consideration. (For Possible Action)**

Coordinator Christison displayed and ESG spreadsheet that included the ZoomGrants averages and the Committee used that spreadsheet to review the ESG requests and make recommendations. They worked from the bottom of the list up and then made adjustments to ensure they did not exceed the \$148,000 available budget.

The Committee discussed the HOPELink of Southern Nevada request for \$62,000. On consensus, the Committee recommended no funding for this applicant. The final ESG recommendations for each applicant are displayed below the vote on this item.

**ACTION: APPROVED \$148,000 ESG FUNDING RECOMMENDATIONS FOR FY 2021/2022 AS DEPICTED BELOW; FORWARDED RECOMMENDATIONS TO THE CITY COUNCIL FOR FINAL ACTION**

ESG Subrecipient	Program Description	CAC Members Approved	Requested Amount	Recommended Amount
The Salvation Army	Rapid Rehousing	5	\$150,000	<b>\$50,000</b>
The Shade Tree	Emergency Shelter	5	\$63,287	<b>\$33,400</b>
HELP of Southern Nevada	Emergency Shelter - Youth	6	\$23,859	<b>\$16,600</b>
Nevada Partners	Homeless Prevention	6	\$82,500	<b>\$25,000</b>
Lutheran Social Services	Rapid Rehousing	6	\$43,275	<b>\$23,000</b>
HOPELink of Southern NV	Homeless Prevention	3	\$62,000	<b>\$0</b>

**MOTION:** Member Alpert

**SECOND:** Member Koury

**AYES:** Chairwoman Cato, Vice Chairwoman Peterson, and Members Alpert, Toguchi, Koury, Acosta

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** Member Jackson

### **STAFF ITEMS**

Coordinator Christison thanked the Committee for all its hard work. She stated that staff would take the Committees recommendation to Council for approval in a month. She added that she would share with the Committee the Council meeting information so that the Committee could attend the Council meeting when Council hears these recommendations.

### **COMMITTEE ITEMS**

Chairwoman Cato thanked members for their hard work and all the time they have put into this cycle. She thanked Vice Chairwoman Peterson and staff and looked forward to working on the next cycle with everyone.

Member Alpert thanked Chairwoman Cato for her leadership, stated the Committee did a good job despite reduced budgets and an increase in the number of applicants. He said that the Committee should feel good about its work and that the funding would be used for good and necessary purposes.

**PUBLIC FORUM**

No participation.

**ADJOURNMENT**

Chairwoman Cato adjourned the meeting at 7:43 PM.

APPROVED:

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Jo Cato, Chairwoman

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Catherine Raynor, City Clerk