CARSON CITY COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION REVIEW WORK GROUP

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A meeting of the Carson City Community Development Block Grant Application Review Work Group was scheduled for 1:00 p.m. on Wednesday, February 20, 2008 in the Community Center Sierra Room, 851 East William Street, Carson City, Nevada.

PRESENT: Robinette Bacon, Chair

Eric Olson

Claudia Saavedra Gianna Shirk

STAFF: Javier Ramirez, Community Outreach Coordinator

Kathleen King, Recording Secretary

NOTE: A recording of these proceedings, the work group's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record, on file in the Clerk-Recorder's Office. These materials are available for review during regular business hours. Special note: The agenda was the only documentation provided by staff for this meeting.

- 1. CALL TO ORDER (1:05:03) Chairperson Bacon called the meeting to order at 1:05 p.m.
- 2. **MODIFICATIONS TO THE AGENDA None.**
- 3. APPLICATION REVIEW (1:05:21) Mr. Ramirez provided background information on the community development block grant program, including funding available for this year. At Chairperson Bacon's request, the application review work group members introduced themselves for the record. Chairperson Bacon provided an overview of the application review process, and direction for the presentation format. (1:08:45) Mr. Ramirez clarified the funding amount for fiscal year 2008 / 2009 as \$436,345.00. (1:44:45) Chairperson Bacon reviewed the work group's role to review and "score" the applications "for the Board of Supervisors." She expressed appreciation for the applications and acknowledged the community needs addressed by each. (2:01:50) Chairperson Bacon explained the scoring criteria and rubrics used for each application. "One of the criteria does have to do with an interview." She thanked Mr. Ramirez for clarifying, through e-mail, some of the work group's questions. She noted the advantage to each applicant of participating in the interview process. (2:03:57) Chairperson Bacon thanked all of the work group members and Mr. Ramirez for a "very complete and well organized process this year."
- **3-A.** COMMUNITY COUNSELING CENTER, METHAMPHETAMINE TREATMENT PROJECT, \$64,455 (1:08:22) Chairperson Bacon called for the representative; however, none was forthcoming. (1:28:40) Chairperson Bacon called for the representative; however, none was forthcoming. (2:00:13) Chairperson Bacon called for the representative; however, none was forthcoming.
- **3-B.** RON WOOD FAMILY RESOURCE CENTER, REACH UP!, \$31,520 (1:08:30; 1:09:45) Chairperson Bacon introduced Ron Wood Family Resource Center ("RWFRC") Executive Director Joyce Buckingham, who provided background information on the RWFRC. Ms. Buckingham reviewed programs offered through the RWFRC, and provided details of the Reach Up! Program as outlined in the application materials which were provided to the work group members. She emphasized that the RWFRC is "looking

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for sustainability, ... not for CDBG to carry this program." She is co-authorizing a "safe schools grant with individuals that will help tie in some monies for this." She expressed understanding that sustainability is the key to success.

In response to a question, Ms. Buckingham discussed the Reach Up! Program "one-year follow up" with clients. She provided detailed review of data collection measures to ensure eligibility, and to track success following completion of the program. Ms. Saavedra commended Ms. Buckingham on the RWFRC programs. In response to a question, Ms. Buckingham explained the method by which referral is used in the truancy program. In response to a further question, she advised that "closing mental health assessments" have just begun, and that all participant feedback is very favorable. She further advised that a report of "pre- versus post" assessments will be available "later on." In response to a further question, she advised that Valerie Wood is personally overseeing the Reach Up! Program. Chairperson Bacon expressed appreciation for the RWFRC's service to the community.

- 3-C. NEVADA RURAL COUNTIES RSVP, INC., NEVADA LEGACY CORPS/CARSON RESPITE CARE, \$30,000 (1:28:03) Dr. Stanfield provided background information on the application, copies of which were included in the work group's agenda materials, and reviewed details of the Nevada Legacy Corps / Carson Respite Care program. In response to a question, Dr. Stanfield discussed the need to recruit additional volunteers in Carson City. He emphasized that no one will be hired. "What we're doing is just trying to meet the expenses of volunteers." In response to a comment, he advised that the program is "multi-cultural, multi-generational both on the volunteer side and on the client side." He reviewed the various special needs of the clientele. He anticipates working together with the Ron Wood Family Resource Center to "make this money go further." Chairperson Bacon thanked Dr. Stanfield for his presentation, and inquired as to the method by which volunteer opportunities are made known in the community. Dr. Stanfield advised that "word of mouth is our best recruitment." He noted there is a line item in one of the grant budgets for newspaper advertisement. He advised that a new volunteer was "signed up" earlier in the day. He further advised that another grant application was recently certified which will provide for Americorps VISTAs. "We will be working on trying to expand the program not just in Carson City, but in the five counties we serve." Chairperson Bacon thanked Dr. Stanfield for his presentation.
- **3-D. FISH, REMODEL OF LONG STREET THRIFT STORE FAÇADE, \$75,000** (1:45:33) Chairperson Bacon called for the representative; however, none was forthcoming. (2:00:05) Chairperson Bacon called for the representative; however, none was forthcoming.
- 3-E. CARSON CITY PUBLIC WORKS, ADA SIDEWALK IMPROVEMENTS DOWNTOWN TRANSIT ACCESSIBILITY, \$296,000 (1:45:42) Public Works Transportation Manager Patrick Pittenger reviewed the application materials, copies of which were included in the work group's agenda packets. Based on the results of a recent survey, he specifically highlighted the fact that the transit system serves low income persons. He discussed modifications to route 3 of the transit system, scheduled for March 8th, which will result in new service. He advised that Regional Transportation funds would be combined with the CDBG funds to accomplish the ADA sidewalk improvements.

Mr. Olson inquired as to quantifiable outcomes for increased accessibility. Mr. Pittenger advised that an Americans with Disabilities Act complaint would be alleviated. Other than that, he advised that outcomes are difficult to quantify. He offered to "produce lots of people that can tell you anecdotally. We'll have

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less wheelchairs driving down the street on Fifth Street, for example." He expressed the hope to be able to quantify the number of ADA fare transit services. He explained the difficulty of wheelchair-bound citizens accessing transit routes and stops via the existing sidewalk network. In response to a further question, he advised that the Carson Area Metropolitan Planning Organization conducted the previously-mentioned survey, which purpose he explained. Member Saavedra thanked Mr. Pittenger for his application, and commended the transit service. In response to a question, Mr. Pittenger reviewed the time table associated with the project. He advised "it won't take us that long to implement." Chairperson Bacon thanked Mr. Pittenger for his application, and noted the City's prudent efforts in leveraging as much funding as possible. Mr. Pittenger noted that, since last year, the Regional Transportation Commission increased the ADA sidewalk improvements annual budget from \$100,000 to \$500,000. "Unfortunately, the estimated cost ... is about \$20 million." Mr. Pittenger discussed the ADA complaint filed with the Department of Justice against Carson City. He advised that the complaint was addressed immediately, and discussed the importance of continued progress.

- **4. PUBLIC COMMENT** (2:00:45) Darlene Bardsley inquired as to the effect of not appearing to present an application. Mr. Ramirez advised that applicants are encouraged to present their applications in person. Member Shirk advised that some of the applicants were requested to provide clarification at this meeting. "It's been ongoing and this was ... the final process and ... it's important that they're here."
- **5. STAFF COMMENTS** (2:03:13) Mr. Ramirez thanked the applicants for their presentations. He reiterated the available CDBG funding and its allocations. (2:04:33) In response to a question, Mr. Ramirez advised that the applicants would be notified of the work group's recommendations by e-mail. The applications will be presented to the Board of Supervisors at their March 6th meeting. Mr. Ramirez thanked the application review work group for their time.
- **6. ACTION ON ADJOURNMENT** (2:05:48) Chairperson Bacon adjourned the meeting at 2:05 p.m.

The Minutes of the February 20, 2008 Carson City Community Development Block Grant Application Review Work Group are respectfully submitted this 25th day of September, 2008.

ALAN GLOVER, Clerk - Recorder

| By: | |
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| | Kathleen M. King, Deputy Clerk / Recording Secretary |