



Neighborhood Partners Fund Board Minutes

1. Call to Order and Roll Call

Minutes:

MEMBER CHRISTENSEN called the meeting to order at 2:02 p.m.

PRESENT: CHAIR QUINN (seated as Chair after Item 5) and MEMBERS CHRISTENSEN, QUALEY (excused until 2:20 p.m.), BONAVENTURA (seated as Vice Chair after Item 5), SCHULTZ, JACKSON-RENTER, KRESS, TRAMP, FARRAY, RAMIREZ, GLOVER and CATARATA (via teleconference and excused until 2:20 p.m. and at 2:50 p.m.)

EXCUSED: MEMBER YTURRALDE

ALSO PRESENT: ANNE KILPONEN, Neighborhood Outreach Specialist, JIM LEWIS, Deputy City Attorney, and ASHLEY FOSTER, Deputy City Clerk

2. Announcement Regarding: Compliance with Open Meeting Law

Minutes:

ANNOUNCEMENT MADE: This meeting has been properly noticed and posted at the following locations in accordance with the State of Nevada Executive Department Declaration of Emergency Directive 006: The City of Las Vegas website – www.lasvegasnevada.gov and The Nevada Public Notice Website – notice.nv.gov.

3. Public Comment: Comment during this portion of the agenda must be limited to matters on the agenda for action. If you wish to be heard, come forward and give your name for the record. The amount of discussion, as well as the amount of time any single speaker is allowed, may be limited.

Minutes:

None.

4. For possible action to approve the Final Minutes by reference of the Regular Meetings of July 1, 6 and 20, 2020

Motion made by Chance Bonaventura to Approve

NOTE: Members Quinn and Glover abstained from voting on the Final Minutes as they were not appointed at that time.

Passed For: 8; Against: 0; Abstain: 2; Did Not Vote: 0; Excused: 3

For-Sally Christensen, Chance Bonaventura, Larry Schultz, Tanya Jackson-Renter, David Kress, Matt Tramp, Susy Farray, Brianna Ramirez; Abstain-Vicki Quinn, Jared Glover; Excused-Gail Qualey, Ydo Yturralde, Karl Catarata;

5. Discussion for possible action regarding the election of Chair and Vice Chair

Minutes:

MEMBER CHRISTENSEN opened nominations for the position of Chair. MEMBER BONAVENTURA nominated MEMBER QUINN, to which she accepted.

MEMBER CHRISTENSEN opened nominations for the position of Vice Chair. MEMBER JACKSON-RENTER nominated MEMBER SCHULTZ, and MEMBER CHRISTENSEN nominated MEMBER BONAVENTURA. MEMBER SCHULTZ stated he would cede to MEMBER BONAVENTURA, who then accepted the nomination.

DEPUTY CITY ATTORNEY JIM LEWIS indicated it would be appropriate at this time for MEMBER CHRISTENSEN to turn the meeting over to the newly-elected Chair.

The meeting was recessed from 2:10 p.m. to 2:20 p.m.

Motion made by Chance Bonaventura to Approve the nomination of Vicki Quinn as Chair

Passed For: 10; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 3

For-Sally Christensen, Chance Bonaventura, Larry Schultz, Tanya Jackson-Renter, David Kress, Matt Tramp, Vicki Quinn, Susy Farray, Jared Glover, Brianna Ramirez; Excused-Gail Qualey, Ydo Yturalde, Karl Catarata;

Motion made by David Kress to Approve the nomination of Chance Bonaventura as Vice Chair

Passed For: 10; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 3

For-Sally Christensen, Chance Bonaventura, Larry Schultz, Tanya Jackson-Renter, David Kress, Matt Tramp, Vicki Quinn, Susy Farray, Jared Glover, Brianna Ramirez; Excused-Gail Qualey, Ydo Yturalde, Karl Catarata;

6. Discussion for possible action regarding a request from the Glen Heather Estates Neighborhood Association to submit the remaining portion of their application documents, which were not accepted in the ZoomGrants system due to the automatic submission cut off deadline

Minutes:

ANNE KILPONEN, Neighborhood Outreach Specialist, stated the Glen Heather Estates Neighborhood Association was requesting the Neighborhood Partners Fund Board (NPFb) accept its application for review even though it had missed the application submission deadline. She noted the original deadline was Monday, April 26, 2021, at midnight; however, prior to that deadline, a few of the neighborhood associations requested an extension in order to complete their applications. At that time, the Office of Community Services notified all applicants who had not yet completed their application that the deadline would be extended by two weeks until Monday, May 10, 2021. Based on the time stamps in ZoomGrants, the Glen Heather Estates Neighborhood Association began uploading their application documents at 11:53 p.m. on May 10, 2021. Three out of the six required documents were uploaded prior to the deadline. On Tuesday, May 11, 2021, at 12:06 a.m. and 11:30 a.m., the applicant e-mailed the Office of Community Services requesting to submit the remainder of their application. This Association has previously been awarded NPFb grants and stated their incomplete submittal this year would have been an eligible project under the Program Guidelines.

MS. KILPONEN stated this item was placed on the agenda for the Board's consideration, noting a smaller number of applications were received this year as public health guidance and directives created challenges for associations and their members. As such, the Office of Community Services sought direction from the Board as to whether or not they would like to review the application submittal from Glen Heather Estates Neighborhood Association. She noted staff did not have a recommendation; however, if the Board chose to approve the application submittal, the Association would be scheduled to present at the NPFb meeting on June 21, 2021. She noted the applicant was present to answer any questions from the Board.

SHELLY WALTERS, Glen Heather Estates Neighborhood Association, stated she was running late on her application submission, and the attachments were submitted to MS. KILPONEN via e-mail. MS. KILPONEN confirmed that the Office of Community Services requested the Association submit the remainder of their application to demonstrate that it was a complete application had they not missed the deadline via the

ZoomGrants cutoff. That information is available for the Board, but staff was seeking guidance as to whether or not the NPFB would like to review such at the June 21, 2021, meeting where they could make their presentation if the Board desired.

MS. WALTERS added this is a fabulous program, and she appreciated the work of the Board.

MEMBER SCHULTZ wondered if accepting a late application would create a problem for the City from a legal standpoint and if it would set a precedent. DEPUTY CITY ATTORNEY JIM LEWIS stated it was the City Attorney Office's opinion that the Board has the ability to accept the application, if it chose to do so. The City did not want to create a precedent that all late applications would be accepted in the future, but he believed one of the reasons it was appropriate to consider accepting this application was because the Office of Community Services provided one extension already. He stated the Board could take whatever action it deemed appropriate.

Taking into account MR. LEWIS' comments, the need in the community and the Board's mission to assist those communities, MEMBER SCHULTZ felt the intent of the NPFB Guidelines had been met and recommended the Glen Heather Estates Neighborhood Association application be accepted in its entirety, along with the other applications submitted, and it be included on the next NPFB agenda for consideration.

MEMBER CATARATA concurred with the comments made by MEMBER SCHULTZ. He added this Association has done so much great work.

MEMBER TRAMP wondered if anyone knew if something such as this had occurred in the past. MEMBER SCHULTZ stated he has been on the Board since 2015 and did not recall this ever happening, but also noted nothing like COVID-19 had ever happened either. He stated in the past, this Association has been prompt in its submissions and believed it was a unique circumstance and not done with any malice.

CHAIR QUINN added she knows the Glen Heather Estates neighborhood very well, the applicant has a good track record, and she would support the motion to accept the application.

Motion made by Larry Schultz to Accept the application in its entirety for consideration

Passed For: 12; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 1

For-Sally Christensen, Gail Qualey, Chance Bonaventura, Larry Schultz, Tanya Jackson-Renter, David Kress, Matt Tramp, Vicki Quinn, Susy Farray, Jared Glover, Karl Catarata, Brianna Ramirez; Excused-Ydo Yturalde;

7. Presentations on Neighborhood Partners Fund Board Grant Program Applications submitted by the El Camino Community Association, Rainbow Family Park Neighborhood Association, Hillstone Estates II Homeowners Association, Huntridge Neighborhood Association, Scarlett Canyon Homeowners Association, Spanish Oaks HOA, The Greens, West Mesa Estates Neighborhood Coalition, and Winchester Maintenance Association

Minutes:

At the request of DEPUTY CITY ATTORNEY JIM LEWIS, ANNE KILPONEN, Neighborhood Outreach Specialist, explained each presentation would consist of a five-minute presentation from the associations, followed by a five-minute question and answer period by the Board. MS. KILPONEN also informed CHAIR QUINN the deliberations would occur at the June 21, 2021, Neighborhood Partners Fund Board (NPFB) Meeting.

MR. LEWIS then asked the Members to state any abstentions related to the applicants presenting at this meeting. Those abstentions can be found in the note following the minutes.

El Camino Community Association – KEITH THOMAS and JUDY TOBLER were present. MR. THOMAS presented their funding request in the amount of \$4,394.68 using a PowerPoint presentation and handouts, which were submitted and are attached as backup. He explained their primary project is the Provident Community Garden located at the corner of Oakey and Jones Boulevards. Slides outlining the neighborhood, their mission statement, who they are, what they do and a description of the neighborhood association were displayed. He briefly reviewed the projects completed in prior years using grant money awarded by the NPFB, noting this resulted in approximately a 33 percent increase in gardeners.

MR. THOMAS referred to Pages 16 and 17 of the handout to describe this year's project. The project team is made up of the officers and directors of the community garden, some of whom are bankers, Certified Public Accountants, educators, engineers and Master Gardeners. The project would consist of installing solar panels on the top of the shade structure, along with installing security lights and cameras, with the ability to power some small garden tools. He noted they obtained bids, and this work would amount to \$3,200. Last year, they were able to replace many signs, which brightened up the garden and made it more hospitable; however, the sign at the drive-in gate is old, and they would like to replace that, along with installing a new sign at the walk-in gate with one similar to the one that was displayed. Additionally, they would like to install a welcome bulletin board similar to the one by the sheds, where such things as current events can be posted. He noted the garden and orchard are currently in full bloom, and he encouraged the Members to visit.

In response to MEMBER SCHULTZ'S question as to the total request for funding, MR. THOMAS replied \$4,394.68, and provided a breakdown of that amount. Directing his statement to staff, MEMBER SCHULTZ pointed out the application online stated the amount requested was \$5,000. MR. THOMAS explained an amount has to be included when the pre-application is submitted, and they believed the project would cost at least \$5,000, but when the bids were received, the cost estimate came in lower than expected. MEMBER SCHULTZ was satisfied with the explanation. MR. THOMAS also confirmed for MEMBER SCHULTZ their contribution was in the form of labor, not cash and that the individuals listed on the detailed labor summary sheet would be doing the physical installation of the solar panels.

Noting this Association has been awarded grants the past five years, MEMBER TRAMP asked if all were accepted or if there were any issues with those and requested a status on the previous grants be provided by the next meeting. MR. THOMAS referred to the slides showing the previous years' projects and funding amounts, noting the first year was the only year they were not awarded the full funding amount they applied for. All projects were completed and reports were submitted to the City as required in a timely fashion.

MEMBER BONAVENTURA asked if the cost of the building permits related to the solar installation were factored in because those can run up to a couple hundred dollars. If not, he asked if the Association would donate the money. MR. THOMAS stated there is an architect on the Association board who is advising them in this regard, and any associated cost would come from the Association's budget.

CHAIR QUINN stated she loves the community garden and informed the applicant deliberations would take place at the June 21, 2021, meeting. MS. KILPONEN confirmed the date of the deliberations was June 21, 2021, and the information requested by MEMBER THOMAS regarding previous awards and status would be included as backup for that agenda.

Rainbow Family Park Neighborhood Association – KEITH THOMAS, DIANE HARRINGTON, President, and KYLE STEPHENS, Vice President and Project Manager, were present. MR. THOMAS stated they are requesting \$2,500 for a neighborhood identification sign project. He referenced a handout, which was submitted and is attached as backup, identifying the boundaries of the Association. Previous grants were received in 2018, 2019, and 2020, and he briefly described those projects. Emulating what the Buffalo Coalition in the adjacent neighborhood did, the Rainbow Family Park Neighborhood Association would like to install 12 signs at strategic locations with the goal of providing a sense of identity for the neighborhood, to give residents the opportunity to feel a part of something and to let drivers know this is a neighborhood and not just a cut-through street. The project team will be headed by MR. STEPHENS and will include MS. HARRINGTON and himself when necessary. Additionally, they have approximately 20-30 members on their mailing list that will help identify the locations for the signs. He stated the same sign company will be used that was used last year, and the pricing was comparable to that of what the Buffalo Coalition paid. He referred to a slide containing an image of the Buffalo Coalition sign along with the project sign being proposed. The cost estimate includes the printing and brackets, along with anything else needed to attach the sign to the pole. MR. THOMAS pointed out the City would be installing the sign on the pole.

MEMBER SCHULTZ thanked the group for returning another year and acknowledged the helpful projects they have completed for the community. A brief discussion took place between MEMBER SCHULTZ and MR. THOMAS regarding the two quotations that were uploaded into ZoomGrants and the difference in the quantity listed, after which MR. THOMAS confirmed 12 was the correct number. Noting that the community's principal contribution is labor, MEMBER SCHULTZ asked for clarification with regard to the hours listed to identify the

location of the poles and coordinating the sign placement. Although unsure of everything that would be involved in that task, MR. THOMAS stated they suspected they would make their selections, but after presenting them to the City there was the probability they would have to make different selections. He noted that process would begin with a community meeting, getting input and having them go out and look for places. He added this would also involve doing a study and observing traffic to identify in which area the placement of the signs would create the greatest impact.

MEMBER TRAMP asked about the status of previous projects as to whether they were completed and if they were in good standing. He requested from staff reports on those previous projects. MR. THOMAS stated all projects were completed and reports submitted correctly as required.

CHAIR QUINN announced the grant awards would be voted on at the June 21, 2021, meeting. MR. THOMAS expressed appreciation for the grants they received in the past, as they helped in doing great things for the neighborhood.

Hillstone Estates II Homeowners Association – JIMMY BARLOW presented and submitted a packet of information, which is included in the backup. MR. BARLOW stated that Hillstone Estates is a small community of 29 homes, where the neighbors all get together and care for each other. During the 2020 pandemic, a number of incidents occurred where individuals jumped over the front entry wall during the night to gain access to the community, resulting in vehicle tampering and burglary. He referred to and explained the photographs in the packet, which he used to point out the wall height and security gate of a neighboring community. He wished to note the ground cover along the full length of the wall is flat, unlike that at the entrance to the Hillstone Estates Community where it is at an incline. This graded slope makes it easier for unauthorized individuals to jump the wall.

In evaluating solutions, one such solution was lowering the grade adjacent to the gate, but this would be very expensive and cost prohibitive for a community of 29 homes. He thanked the Las Vegas Metropolitan Police Department for providing some solutions, one of which involved reaching out to a wrought iron contractor who proposed putting an extension on the top of the wall. An artist's rendition was included in the packet that was provided. MR. BARLOW stated in addition to the public safety aspect, the community is also concerned about children who have forgotten their key getting injured while jumping the wall. As a proactive community, they did a late-night stakeout and were able to find one of the car burglars. He ended with stating they are trying to add a public safety aspect and alleviate having to call the police because of criminal activity in the community.

CHAIR QUINN asked if the rendition submitted was what they were proposing. MR. BARLOW explained that was the contractor's rendition of something that was possible.

MEMBER TRAMP asked if the contractor was a member of the homeowners association. MR. BARLOW replied he was not and confirmed multiple bids were obtained. He explained they tried to obtain three bids, but many contractors do not want to bid smaller projects.

MEMBER BONAVENTURA said it was a great presentation and asked if the contractor had included the cost of building permits in his bid, to which MR. BARLOW confirmed.

MEMBER QUALEY complimented the applicant on a very thorough application where everything matched. She said the estimate for the wrought iron was vague though and asked what the square footage was or how large of a project this might be. MR. BARLOW did not have those numbers, but explained the project would encompass the entry and exit sides of the gate. Noting that this Association applied for grants in 2011 and 2012, MEMBER QUALEY wondered why they had not applied since that time. MR. BARLOW stated he moved into the community in 2016, so he was not aware of the prior submissions.

MEMBER CHRISTENSEN wondered if the whole community supported the project, to which MR. BARLOW replied in the affirmative. He reiterated this was a small community of homes and a collective effort with a number of suggestions given to provide a solution.

CHAIR QUINN also thought the presentation was well-done and stated she believes community partners are not only about beautifying but also about protecting.

Huntridge Neighborhood Association – ERICA MARTINEZ, President, and Project Leaders MELISSA CLARY and KELLY WALLACE took turns presenting using the PowerPoint presentation, which is included in the backup. MS. MARTINEZ stated the Huntridge Neighborhood is located downtown within Ward 3, consisting of more than 330 residents. This Association has been awarded grants in the past; one for a tree project and one for murals.

MS. WALLACE stated the primary purpose of the event is to re-engage residents after the pandemic in a safe manner outside. The one-day event will be to provide plants for residents to pick up, take home and plant in their yard to beautify the neighborhood and will include some downtown vendors. She noted they will get the plants from Star Nursery and that they are requesting \$2,440.80 for the event.

MS. CLARY stated a prominent centralized corner lot was selected for the event so everyone will easily be able to walk up or park and load their plants and trees. She said they are trying to be very creative to encourage neighbors to come out and socialize and displayed an example of a Plant Care Instruction Card they created.

LOUIS DE SALVIO reiterated the goal is to re-engage the community, which has been lost due to the pandemic, and bring back that sense of community to benefit one's mental health. They want to add trees and plants to make the area more walkable by providing shade, beautify the area and make it feel homier.

MEMBER RAMIREZ asked how word would get out to the residents. MS. CLARY said MR. DE SALVIO is an assistant on this project, and he will work with the group to e-mail, utilize social media and place flyers in every door to notify the neighbors.

MEMBER KRESS said this idea stuck out to him, and he complimented the group, as he had never heard of a plant party before. It is a good social community-building event, and along with the beautification aspect, encompasses what the Board is trying to accomplish. MS. CLARY mentioned the trees and shrubs in the slides shown were from previous grants awarded by this Board.

MEMBER CHRISTENSEN echoed MEMBER KRESS' comments. She was impressed with this project because it encompasses more than one component – beautifying the neighborhood and getting everyone together again.

MEMBER BONAVENTURA asked about the ratio and costs of the plants being taken home versus those being planted in the neighborhood. He also asked if the vendor providing the pastries lived in the neighborhood. MS. CLARY did not have the exact breakdown available, but noted they decided to provide some indoor plants because it may be difficult for elderly residents to maintain outdoor plants. These indoor plants will come from Gaia Flowers, a Ward 3 business, and she believed totaled less than \$800. The outdoor plants from Star Nursery will all be drought tolerant and very manageable, nothing too large. There will be shrubs and only a handful of trees for those individuals who need shade. She said bagged soil would be available also for the larger plantings, noting they have done this a number of times before so have figured out what materials are needed for the plantings. Fatty's Bakery is charging \$200 to supply an assortment of pastries. She stated they have been in communication with all of the vendors, and their quote breakdowns are included in the application submittal.

MEMBER QUALEY was intrigued by this project and asked if the event is open to the public or strictly to the neighborhood. MS. CLARY stated they would communicate solely to their residents, but because the Huntridge Neighborhood is fairly fluid with adjacent neighbors, they anticipate having enough plants so if someone from one of those neighborhoods came to the event, they would not turn them away. They can also gauge turnout the day of the event. If fully funded and one-third of the neighborhood showed up at the event, they would still have enough for everyone to take home a plant. MEMBER QUALEY expressed this group was a great representation of the NPFB program.

MEMBER SCHULTZ liked the project and thought it promoted engagement and getting the community active. He noted their contribution was in the form of labor hours, and they had a group representation of the community members involved with the project, which was a positive.

CHAIR QUINN liked the presentation and reminded the group funding deliberations would be voted on at the June 21, 2021, NPFB meeting.

Scarlett Canyon Homeowners Association – JONNETTE HENDERSON, Community Manager, DARRYL HASKINS, Board Member, and DON TEAL, Perennial Land Care, were present. A handout was distributed and submitted, which is included in the backup. MR. TEAL explained the project involves converting existing grass to artificial turf on both sides of the entry, as well as the center island, covering approximately 1,100 square feet. He noted the artificial grass is AGL Pro 92, which is a very thick and heavy thatched grass and soft to walk on. The areas are located outside of the gate on the public street side and will help reduce water consumption and ease the maintenance.

MEMBER KRESS asked if the rebate from the Las Vegas Valley Water District for converting grass to turf was included in the backup documentation. MR. TEAL confirmed it was not included in the donation amount of \$6,626.

In response to the question by MEMBER BONAVENTURA, MS. HENDERSON stated it is the Homeowners Association's responsibility to maintain these three areas.

The group also confirmed for MEMBER QUALEY only the grass in those three areas was being removed. MEMBER QUALEY asked the group to speak to the huge difference between the two estimates provided. MS. HENDERSON indicated she just recently took over managing this property and did not know why there would be such a difference in the bids. MR. HASKINS suggested it may be because Perennial Land Care has done continuing work with the Association and is more familiar with the property.

After discussion between MEMBER SCHULTZ, MS. HENDERSON and MR. HASKINS regarding the bid that was distributed, the cash contribution submitted in ZoomGrants, the cost of the project and the amount requested, MEMBER SCHULTZ asked staff to work with the applicant to obtain financial information that correctly represents their intent. MS. KILPONEN stated staff would work with the applicant to clarify that information and provide it to the members prior to the June 21, 2021, meeting. MEMBER SCHULTZ requested the information one week prior to that meeting.

MEMBER KRESS asked that the rebate information be reflected in the revised numbers as well.

The meeting was recessed from 3:47 p.m. to 4:00 p.m.

Spanish Oaks HOA – JULES SCHOOLMEESTER and ANNETTE SCULLY presented their Community Building Project using the PowerPoint presentation included in the backup. MS. SCHOOLMEESTER stated there are 385 homes in the community, and it can sometimes be difficult to bring people together due to the various age groups, people who only live there part-time, and getting people re-energized to get back out in the community after COVID-19. They found using a printed and e-mail version of a monthly newsletter has helped with the communications piece. In addition to the newsletter, they wished to hold a movie night in the fall in the outdoor green space to promote volunteering for Homeowners Association committees and community involvement. She briefly reviewed the project goals that were included in the application.

MS. SCHOOLMEESTER stated their funding request is \$4,196.50, of which \$3,240 is for the newsletter printing costs through a local company and \$956.50 for the movie night, which includes the giant inflatable screen, the licensing of the movie and using Popcorn Girl to provide individual treats.

She highlighted they have received three years of funding in the past and felt this has been a really good partnership. With the funding, they have been able to hold community events and produce the newsletter, as well as conduct a safety project their first year. She stated they are most proud of the fact that they have more than 1,000 volunteer hours over the last three years. For this project there are 238 hours pledged, which is equivalent to over \$6,000.

MEMBER BONAVENTURA said this was a great project, noting this group always exceeds the required number of volunteer hours and community engagement. He acknowledged printing costs are expensive and asked if they considered transitioning to an electronic version of the newsletter. MS. SCHOOLMEESTER stated they have continued the printed version to honor the older residents, some of whom do not have either e-mail or

a cell phone. Although expensive, they have received really good feedback and the residents appreciate it. To cut costs, she indicated they could move to a black and white version and will continue to promote the electronic version, but also noted, they offer an opt-out option of the printed version.

The Greens – KEVIN SMITH appeared representing The Greens Homeowners Association. He submitted handouts, which are included in the backup. He stated their project is to begin replacing the sidewalk within the community. He referenced the aerial photo of The Greens in the handout, noting it is a small 123 single-family home community located between Washington Avenue and Bonanza Road, pointing out the sidewalks within the community were the white areas on the photo. The amenities include a pool, tennis court, basketball court, RV parking and a large green space that has a sidewalk around it, with sidewalks going towards each individual home as well. He noted the funding they received for the 2014-2015 cycle was used to upgrade cameras and lighting, and funding for 2017-2018 was used to upgrade their watering system. He reviewed the volunteer team, which consisted of himself; J. CHAPIN, Association President; and CHRISTINE CALLAHAN, Board Member.

MR. SMITH stated there are approximately 6,340 linear feet of sidewalk, so replacing the sidewalks would be a multi-year project. Referring to several photographs, he said the majority of the sidewalks are stamped colored concrete, which has become worn, cracked and is starting to lift, making it unsightly and causing a trip hazard. They are going for a more modern look with standard gray sheet concrete, which will provide a cleaner look and should hold up better, making it safer for the residents. They are requesting funding in the amount of \$5,000 and intend to match \$2,500 in cash outlay, along with another 100 hours in time expended by the grant team for an additional \$2,600.

MEMBER SCHULTZ asked for clarification regarding numbers contained on the vendor cost sheets and the Project Budget Worksheet and asked for the exact estimate for the project. MR. SMITH stated that would depend on which contractor they selected. They based estimates on what it would cost for 200 linear feet. MEMBER SCHULTZ stated he did not see contractor estimates in ZoomGrants and asked if they were submitted. MR. SMITH indicated they were submitted as attachments and thought possibly they did not go through. MEMBER SCHULTZ asked staff to ensure they had the estimates and said it should be noted the Project Budget Worksheet is a high-end estimate versus an exact figure.

MEMBER SCHULTZ also stated the Project Budget Worksheet listed zero dollars in donations, donated goods, professional services and/or cash, but during the presentation, it was stated they would contribute \$2,500 in a cash outlay. MR. SMITH explained this was an error on his part as he interpreted that incorrectly as additional donations and not what they as an association contributed. He confirmed the Association would be contributing \$2,500 in cash. MEMBER SCHULTZ asked that the Project Budget Worksheet be updated to reflect correct numbers within the week.

MEMBER SCHULTZ stated his understanding of Homeowners Associations is that they typically go through an annual review of their reserve funding for maintenance and asked if a reserve study had been done and if so, was this project included. MR. SMITH stated they have a reserve study, but that is an allowance for concrete replacement. MEMBER SCHULTZ asked if they have been funding that allowance. MR. SMITH indicated in some years they have, and some they have not; it was dependent on what other expenses they have.

MEMBER SCHULTZ asked if considering such things that would normally be reserve-funding items was allowable under the NPFB Guidelines. DEPUTY CITY ATTORNEY JIM LEWIS deferred to staff while he reviewed the Guidelines. MS. KILPONEN stated the Guidelines do not specifically call out reserves, but there is a statement included in the eligibility section regarding maintenance by community associations. Reserve funding is not clearly specified, therefore, this was an interpretation issue, and she thought legal counsel could better answer that question.

MR. LEWIS asked MEMBER SCHULTZ if his question was whether or not this applicant could apply for this grant if the association has it budgeted in their yearly expenditure. MEMBER SCHULTZ clarified to the extent such is included in the certified reserve study of the Association as something they are bound to budget and fund, is it acceptable to defer that responsibility from the homeowner as part of their normal duty. MR. LEWIS did not see anything in the Guidelines that would prohibit this Board from granting funds to this applicant for this project.

MEMBER QUALEY requested the donation letter be submitted. With regard to the reserves referencing concrete replacement, she asked if that was specifically for the sidewalks or concrete replacement throughout the property. MR. SMITH responded it was a general line that says concrete replacement. MEMBER QUALEY stated sidewalks are not typically covered in reserve funding because of it being so massive. MEMBER QUALEY asked how long they believe it will take to replace the sidewalks throughout the entire community. MR. SMITH believed it could take 30 years to replace all of the sidewalks. He also confirmed this is a private community and not City streets.

CHAIR QUINN stated the Board will vote on funding at their June 21, 2021, meeting. MEMBER SCHULTZ asked that any missing information be obtained prior to that meeting.

MR. LEWIS provided additional comment as to MEMBER SCHULTZ'S question related to what was allowed under the Program Guidelines. In summary, if this Board was not permitted to award grants to neighborhood associations for which they might otherwise spend their money on, the Board would not be able to award grants to anyone that came before them. He was comfortable with the advice given during the presentation, but indicated he would meet with MS. KILPONEN and provide the Board with a definitive answer. They will provide direction to the Board, but ultimately, it is up to the Board to determine the intent of the Guidelines. MEMBER SCHULTZ stated he was merely speaking from his experience serving on Boards, but would take into consideration the thoughts of the other members when it came time to deliberate.

West Mesa Estates Neighborhood Coalition – LARA KOLBERG, President, and TERESA GURR, Project Manager, presented using the PowerPoint presentation included in the backup. MS. KOLBERG stated this neighborhood has 274 households, with an estimated 822 residents, and is located at the southwest corner of Alta and Durango Drives. Referencing one of the slides, she pointed out the areas in yellow were some of the longer streets in their neighborhood, which have significant curves and blind corners. She stated the number one problem in their neighborhood is speeding, and at their last neighborhood meeting, they brainstormed how to deal with this.

MS. GURR stated there are numerous homes with small, school-age children in this community that go house to house playing with each other, riding their bikes or skateboarding. Parents also walk with strollers, and there are senior citizens, some of whom are handicapped, who walk and use their wheelchair to get around the neighborhood to do their daily exercise and visit. Additionally, there are gardeners and pool cleaners, so there is a lot of activity.

She stated there are blind corners, and speeders have hit light poles, mailboxes and sideswiped vehicles. The City responded immediately to a request made in February to post speed limit signs, which are now posted on the three main entrances to this community. There are also free-standing Children At Play signs in key areas. A monthly newsletter also informs residents of what is going on in the community and reminds drivers to slow down.

With the grant funding, they would like to rent a radar speed sign to keep their community safe from speeders now that children are out of school for the summer. They will also try to work with the Las Vegas Metropolitan Police Department (LVMPD) to bring a squad car to patrol and use a radar gun.

The program involves increasing driver awareness of the 25 miles per hour speed limit with frequent reminders, alerting drivers by using radar speed signs, making residents aware of the speeding concerns, facilitating positive interaction with LVMPD, enabling children and adults to learn about safety from the Officers, promoting participation in the Neighborhood Watch Program and getting residents to slow down and respect the safety of their neighbors.

With regard to the matching component, MS. KOLBERG stated they have seven volunteers who have signed up to be a part of the project so far, pledging a total of 92 hours at a value of \$2,392. The Coalition secretary is printing the monthly newsletter as an in-kind donation, with a value of \$1,282. Neighborhood residents are donating smaller items such as the Children At Play signs. The ratio of the donations the neighborhood is contributing relative to the \$1,300 grant request is three to one.

She clarified they would be renting the radar speed signs for one month in the fall and also the month of January. She explained there is only one business in Southern Nevada that rents these signs, which is why only one quote was obtained. After submittal of the grant application, they had a discussion with the Public Works Department, and they indicated they would like to work with the applicant on Phase II of this program to conduct speed studies and possibly install speed humps and cushions.

CHAIR QUINN thought this to be a great application, and it was nice that they were contributing more than they were requesting.

MEMBER FARRAY asked if the group had already spoken to LVMPD regarding what types of programs they could have in the neighborhood. MS. KOLBERG replied they have a very active Neighborhood Watch Program, and they have had a lot of dialogue through that program, but not a lot of assistance with patrols and helping to get drivers to slow down.

Winchester Maintenance Association – CHAIR QUINN announced this Association was not present, and she asked for suggestions from the past Chairpersons. MEMBER QUALEY stated in the past, staff has checked with the applicant to see if there was a valid reason why they did not appear for their scheduled presentation time, and if so, the group was added to the agenda for the next scheduled meeting if possible. MS. KILPONEN stated they will follow the direction of the Board and was not sure if a vote was necessary.

MR. LEWIS stated the Board could not deliberate or take action at a public meeting that is not agendaized for such, but they could take direction from the Chairperson as to what will be on the next agenda. He thought it was acceptable for staff to contact this applicant to inquire as to why they were not at the meeting. An item could be placed on the next agenda asking the Board whether or not they should be given another opportunity to present. If that vote passed in the affirmative, the group could then present, but if that item failed, they would not be able to do so.

CHAIR QUINN requested MS. KILPONEN reach out to the applicant, and if there was just cause, place them on the next agenda to present. While not fair to staff or the Board to not show up, she also did not believe it just service to the applicant because they have never applied before. MR. LEWIS stated he would work with staff regarding the appropriate agenda items, but thought it would be best if the Board made a decision as to whether they should be allowed to present prior to them showing up.

MEMBER SCHULTZ thought this to be a reasonable approach, but noted the next meeting is intended to hear the remaining presentations and to deliberate and vote on funding, which could prove to be a lengthy meeting. He also suggested staff inform Winchester Maintenance Association that their application was incomplete.

MR. LEWIS suggested continuing this discussion under Item 8.

8. **Discussion regarding topics for future agenda items.** Comments made during this portion of the agenda by individual members shall refer solely to proposals for future agenda items and any discussion shall be limited to whether or not such proposed items are within the purview of the Board and/or whether such proposed items shall be placed on a future agenda. No discussion regarding the substance of any such proposed topic shall occur and no action shall be taken.

Minutes:

DEPUTY CITY ATTORNEY JIM LEWIS stated he believed the Board's direction to staff was to contact the Winchester Maintenance Association and to discuss those items mentioned by MEMBER SCHULTZ under Item 7. Additionally, the June 21, 2021, agenda should include an item to deliberate and take action as to whether or not they should be allowed to present, an item for them to make their presentation if the Board voted to allow such, followed by another action item. If the Board makes the decision they are not allowed to move forward, the appropriate agenda items can then be stricken.

MEMBER SCHULTZ also requested staff have the applicant update their Project Budget Worksheet and provide the Board any missing documentation before the June 21, 2021, meeting. ANNE KILPONEN, Neighborhood Outreach Specialist, noted the request.

See Item 7 for related discussion.

9. **Citizens Participation:** Public comment during this portion of the agenda must be limited to matters within the jurisdiction of the Board. No subject may be acted upon by the Board unless that subject is on the agenda and is scheduled for action. If you wish to be heard, come forward and give your name for the record. The amount of discussion on any single subject, as well as the amount of time any single speaker is allowed, may be limited.

Minutes:
None.

10. **Adjournment**

Minutes:
The meeting was recessed at 2:10 p.m., reconvened at 2:20 p.m., was recessed again at 3:47 p.m., reconvened at 4:00 p.m., and was adjourned at 4:50 p.m.

Respectfully submitted:

Ashley Foster, Deputy City Clerk

Anne Kilponen, Neighborhood Outreach Specialist

Minutes Prepared by:
Debra A. Outland, Deputy City Clerk

THIS MEETING WAS PROPERLY NOTICED AND POSTED AT THE FOLLOWING LOCATIONS
IN ACCORDANCE WITH THE STATE OF NEVADA EXECUTIVE DEPARTMENT
DECLARATION OF EMERGENCY DIRECTIVE 006
The City of Las Vegas website – www.lasvegasnevada.gov
and
The Nevada Public Notice Website – notice.nv.gov