



## Neighborhood Partners Fund Board Minutes

### 1. Call to Order and Roll Call

Minutes:

ACTING CHAIR TRAMP called the meeting to order at 9:02 a.m.

PRESENT: ACTING CHAIR TRAMP and MEMBERS BAUTISTA (seated as Vice Chair after Item 5), FLANK, BECKER (seated as Chair after Item 5), LENZI, BURGESS, CHURCHILL, FULLER, NORDSTROM, ALVAREZ, LARES, LAZCANO and ESTRADA

ALSO PRESENT: ANNE KILPONEN, Senior Neighborhood Outreach Specialist; JOHASCA ICABALCETA and VANESSA ACOSTA, Senior Community Program Technicians; CRISLOVE IGELEKE, Deputy City Attorney IV; and GABRIELA PORTILLO-BRENNER, Deputy City Clerk

Following the Roll Call, ACTING CHAIR TRAMP (Ward 1) asked the members to introduce themselves and state the ward they were represented: MEMBERS ESTRADA (Ward 6), LARES (Ward 5), FULLER (Ward 1), BURGESS (Ward 2), FLANK (Ward 4), BAUTISTA (Ward 3), BECKER (Ward 4), LENZI (Ward 6), ALVAREZ (Ward 3), NORDSTROM (Ward 2), LAZCANO (Ward 4) and CHURCHILL (At-Large).

### 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 noticing standards as outlined in NRS 241.020: City Hall, 495 South Main Street, 1st Floor; the City of Las Vegas website - [www.lasvegasnevada.gov](http://www.lasvegasnevada.gov); and the Nevada Public Notice website - [notice.nv.gov](http://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 June 10 and 24, 2024

Minutes:

DEPUTY CITY ATTORNEY CRISLOVE IGELEKE advised that the new Members could vote on the minutes.

Motion made by Liz Becker to Approve

Passed For: 13; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 0

For-Matt Tramp, Aaron Bautista, Brenda Flank, Liz Becker, Blanca Lenzi, Samantha Burgess, Jan Churchill, Alexander Fuller, Shannon Nordstrom, Arlene Alvarez, Nora Lares, Angel Lazcano, Robert Estrada;

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

Minutes:

MEMBER FLANK nominated MEMBER BECKER to serve as Chair, and ACTING CHAIR TRAMP nominated MEMBER BAUTISTA to serve as Vice Chair.

Motion made by Brenda Flank to Approve the nomination of Liz Becker as Chair

Passed For: 13; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 0

For-Matt Tramp, Aaron Bautista, Brenda Flank, Liz Becker, Blanca Lenzi, Samantha Burgess, Jan Churchill, Alexander Fuller, Shannon Nordstrom, Arlene Alvarez, Nora Lares, Angel Lazcano, Robert Estrada;

Motion made by Matt Tramp to Approve the nomination of Aaron Bautista as Vice Chair

Passed For: 13; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 0

For-Matt Tramp, Aaron Bautista, Brenda Flank, Liz Becker, Blanca Lenzi, Samantha Burgess, Jan Churchill, Alexander Fuller, Shannon Nordstrom, Arlene Alvarez, Nora Lares, Angel Lazcano, Robert Estrada;

6. Report by Johasca Icabalceta, Senior Community Program Technician, on the Fiscal Year 2025-2026 Neighborhood Partners Fund Program Guidelines and application process

Minutes:

JOHASCA ICABALCETA, Senior Community Program Technician, stated that the Neighborhood Partners Fund is a matching grant program designed to increase community engagement through physical improvement projects, neighborhood education, recreation and cultural initiatives, and crime and public safety projects. The Neighborhood Partners Fund Program Guidelines outlined the criteria for this program. Neighborhood-based associations, such as homeowners and neighborhood associations, may apply for up to \$5,000 annually. Associations must be registered with the Department of Neighborhood Services (Neighborhood Services). Registration is free.

Associations are required to match their grant request. The match must include volunteer labor and may also include in-kind donations and cash. A minimum of 25 percent of the match is required to come from volunteer labor valued at \$33.49 per hour this year. Associations can meet their match entirely with volunteer labor. This is a competitive grant process with a total budget of \$80,000.

The application process opened on January 27, 2025, and closed on April 24, 2025. Staff provided three workshops in February, one in person and two virtual, to provide guidance in applying. Notice of the grant application was provided by press release, on Nextdoor, social media, and through the Council offices' electronic newsletters. In addition, Neighborhood Services notified associations that applied the prior year, as well as all registered associations with valid e-mail addresses.

The Neighborhood Partners Fund Board will hear presentations from the applicants in this meeting and make funding recommendations at the June 24, 2025, meeting. The funding recommendations will be forwarded for consideration at the July 16, 2025, City Council meeting. Associations that are awarded funding will be required to sign an agreement with the City prior to the project starting and funds being expended. Applicants who are awarded funding will have from mid-August 2025 to March 31, 2026, to complete their projects.

MS. ICABALCETA requested that any Members with conflicts of interest notify DEPUTY CITY ATTORNEY CRISLOVE IGELEKE.

7. Presentations on Neighborhood Partners Fund Board Grant Program Applications submitted by the Buffalo Coalition Neighborhood Association, Crestwood Neighborhood Association, Fremont Street Loft Homeowners Association, Lakeside Village Homeowners Association, Rainbow Family Park Homeowners Association, Rock Springs Vista 3 Neighborhood Association, Tanglewood Homeowners Association, and Timberlake Street and Landscape Maintenance Association

Minutes:

As each applicant came forward, CHAIR BECKER advised that they had five minutes to present, and the Members had five minutes to ask questions.

**Buffalo Coalition Neighborhood Association (Association):** DINA CIANCHETTI, Association President, and LIANNA ALVAREZ, representing the Association, thanked the Board for letting them present. MS. CIANCHETTI used a PowerPoint presentation, a copy of which was submitted for the record, to give an overview of their community events to enhance neighborhood safety, promote educational opportunities and strengthen community bonds and outreach. The events included neighborhood watch meetings, a block party, monthly trash clean-ups, annual coffee-on-the-curb and a block party. Through their neighborhood watch program, they maintained a robust relationship with the Las Vegas Metropolitan Police Department, Summerlin Area Command, and delivered to them 40 stuffed teddy bears and other toys for traumatized children. In 2024, they held a Las Vegas mayoral candidates meeting at the community church. They continued landscape maintenance of the planter beds and wanted to continue with their monthly and annual events. This year, the grant funding would help purchase canopies, tablecloths, shirts and logos for their neighborhood events. MS. ALVAREZ stated that some months required additional landscaping, gathering up to three truckloads of tree trimmings in previous years. The Members were invited to their social events or to visit their website at [www.buffalocoalition.org](http://www.buffalocoalition.org) for more information.

**Crestwood Neighborhood Association (Association):** ASHLEY LEE, Association President, and FREDDY GODINEZ were present. MR. GODINEZ narrated Slides 1-4 of a PowerPoint presentation, a copy of which was submitted for the record, and detailed their project goal of building Crestwood neighborhood signs, as well as the challenges, solutions and design charrettes to engage the community and an unveiling celebration, which would necessitate more than 60 hours of volunteerism, design input, planning and maintenance. From Slide 6, MR. GODINEZ explained that their project would have a transformative impact that would include enhanced neighborhood identity and way-finding, stronger resident relationships through collaboration, community pride and permanent signage celebrating the neighborhood. He emphasized that the Crestwood community deserved a grant to help build strong community engagement and ownership, address neighborhood needs with lasting benefits and exemplify the City's mission of empowering residents. Slide 7 showed images of some signs from other neighborhoods they contacted for ideas and guidance for their project. MR. GODINEZ thanked the Members for their consideration to strengthen and transform their community.

MS. LEE said this Board previously funded four neighborhood projects (Slides 6 and 7), including their Alley project, for which 50 people gathered to paint by numbers and their Vintage Party in the Park, for which they collaborated with the Huntridge Neighborhood Association and held the party at Huntridge Circle Park. Additionally, they held barbecues and block parties. Former Councilman BOB COFFIN helped with their neighborhood sign project, which was made of metal and was the first sign identifying the Crestwood neighborhood.

MEMBER ALVAREZ was excited about this project and liked what they did with past grants and their communication with other bordering neighborhoods to learn about the process, given that some of the John S. Park signs were unknowingly erected outside the neighborhood limits. MR. GODINEZ indicated he contacted JOSEPH from the City of Las Vegas (City) and learned that they handle sign installations. MS. LEE said they were fortunate to have good relationships with the bordering communities, which shared best practices and opportunities with them.

MR. GODINEZ advised MEMBER ESTRADA that the signs would be 24 x 24.

**Fremont Street Loft Homeowners Association (HOA):** VANESSA CONYERS, HOA President, and JOHN SHUTT presented their project using a PowerPoint presentation, a copy of which was submitted for the record. MS. CONYERS said their project was prepared in collaboration with UNLV (University of Nevada, Las Vegas), a landscape architect and neighbors. MR. SHUTT commented that they experienced a residential fire that helped create bonds with the residents. With an active HOA, they surveyed the community after four years of fire recovery to obtain feedback on high-priority projects for consideration. As such, they identified the need for a landscape refresh project with micro-niches to gather, given the lack of gathering space in this urban community. This was their first time applying for a grant, but they believed their recovery experience prepared

them well. Their multi-phase project would start this year with phase one: June-July - collaboration with VERT Studio on the design/master plan; August - collaboration with UNLV students on the niches; September-February 2026 - implementation and construction; and March - completion. Future phases would require future grant requests. Their urban landscape revitalization project entailed a comprehensive master plan for HOA common areas, miniature niches/mural concepts, drought-tolerant sustainable landscaping and a paint refresh. The project would enable healing by creating therapeutic outdoor spaces; connection through designed miniature gathering spaces to strengthen community bonds; enhanced property values for all 70 homes; and a reduction in the urban heat island effect with sustainable landscaping. Slide 6 listed their partners on this project and 367 hours of volunteerism, 265 hours of project coordination, 82 hours of neighborhood outreach, and 20 hours in documentation and contractor oversight, including contractor oversight assistance from TRINITY SCHLOTTMAN, a general contractor. They were requesting a \$5,000 grant, with matched volunteer hours and project discounts. MR. SHUTT said their neighborhood was very excited about the project, community involvement and future projects.

As a UNLV alumnus, CHAIR BECKER appreciated the inclusion of architecture students from UNLV.

MEMBER TRAMP asked if their HOA approved the project budget, to which MS. CONYERS replied that they had the funds for the landscape architect and painting, but the grant would provide further assistance. The HOA approved costs for VERT Studio and TruCoat paint services, which were part of Phase One, and MR. SHUTT added a paint refresh was included. MS. CONYERS clarified that the intent was to come back in subsequent years for funding to address burned, inhabitable areas. CHAIR BECKER noted that they could return yearly with requests for more funding.

MEMBER ALVAREZ was impressed that the community came together after a tragic event and engaged with people outside of the community, including UNLV students.

**Lakeside Village Homeowners Association (HOA):** MARTIN FERRARO, HOA President, reviewed a PowerPoint presentation, a copy of which was submitted for the record, and explained that they were requesting a \$5,000 grant to replace the faulty gate entry system, update the marquee with the correct name of Lakeside Village, refresh landscape rock around the main entry and purchase paint for the access gates and pool area. The Board of Lakeside Village and residents voted in favor at the HOA meeting, and the updates would benefit the 89 residents in the community and increase their property values. MR. FERRARO said the residents worked together to maintain their community, and he referred to photos showing volunteerism for projects and barbecues and a community library they installed for people to take or leave books.

CHAIR BECKER appreciated the presentation.

**Rainbow Family Park Neighborhood Association (Association):** KEVIN FLORES and ANA MARTINEZ, members of the Association, presented the project using a PowerPoint presentation, a copy of which was submitted for the record. MR. FLORES said their grant request was for \$5,000, referred to a photo with their neighborhood symbol, which was a rainbow, and listed some of the amenities at the park. Their Association consisted of citizens concerned about the preservation and safety enhancement of their 600-home neighborhood. Moreover, they regularly sponsored get-to-know-your-neighbor events to provide awareness and facilitate activities for events, situations or proposals that could impact the neighborhood. Slide 6 provided a breakdown of grant amounts received for respective projects from 2018 to 2024. MR. FLORES noted that in the past, they collaborated with the City of Las Vegas' Art in the Park event, which allowed them to bring additional resources together. He reviewed photos for the events depicted on Slides 7-13. For 2025, the Association wanted to continue some of their previous events, raise awareness about safety and raffle alarms and Ring security systems as prizes, as well as give away beanies, hoodies, sunscreen and blinker lights for bicyclists and runners in the community. Additionally, they would purchase computer software to start designing their event flyers. He appreciated the Board's consideration.

**Rock Springs Vista 3 Neighborhood Association (Association):** ROBERT FREEMAN, Association Treasurer, used a PowerPoint presentation, a copy of which was submitted for the record, to describe their project. Their 576-home neighborhood was located adjacent to Summerlin, across from Kellog-Zaher Park, and they wanted to continue beautifying their neighborhood by landscaping a barren strip of dirt along Washington

Avenue with drought-tolerant trees and shrubs. This would help raise the residents' quality of life, enhance property values and make the area aesthetically pleasing for the daily traffic of approximately 7,000 vehicles, which was verified by the Regional Transportation Commission. Project funding would include \$12,040 from the Association, \$5,000 in grant funding and \$4,755.58 worth of in-kind support and volunteerism. This project was selected by homeowners at monthly board meetings, and they voted on specific plants and various landscape plans. MR. FREEMAN submitted for the record a copy of the selected landscape plan, noting the chosen plant has a lavender scent that can be detected from a 100-foot distance.

**Timberlake Street and Landscape Maintenance Association (Association):** RONALD CALDERONE, Association President, and MARK SCHWARTZ, Association Treasurer, were present and displayed photos, copies of which were submitted for the record. MR. CALDERONE explained that their project included the installation of solar lights near the mailboxes for safety and improved visibility, especially during the winter months. Slide 3 provided an image of the types of solar lights selected, which were the same as those used by the Regional Transportation Commission at bus stops. The installations would start at the darkest areas, which included six of the 10 cul-de-sacs for the 289-home subdivision, to see how much they could do with available funds. MR. CALDERONE emphasized that the residents asked for lighting improvements.

MR. SCHWARTZ informed CHAIR BECKER that MR. CALDERONE and JIM would obtain materials and be on site for inspections, and he would handle the bookkeeping and reports.

**Tanglewood Homeowners Association (HOA):** ALTAMIT LEWIS reviewed a PowerPoint presentation, a copy of which was submitted for the record, and commented that their 275-home subdivision was located on the corner of Smoke Ranch Road and Torrey Pines Drive. This was not their first request for a grant, which they would use to continue with multi-phase improvements to the community park. Last year, they successfully completed several key upgrades to Tanglewood Park toward safety, aesthetics and functionality, and installed deep irrigation systems to support the trees, which were not getting sufficient water, and strengthen the park's ecosystem. They consulted with a professional to guide them on the trees' health and made repairs to the swing set, replaced the dead trees and added bushes. In 2022, they improved the neighborhood median island and added a park bench near the water fountain and under a shade tree. In 2014, they installed a jungle gym. They would like to install more swings and shade as part of future projects. This year, they would like grant funding for the installation of security cameras to deter unwanted activity. They had security patrolling, but they realized security cameras would provide continuous surveillance at approximately the same cost to ensure the protection of their investment in the park and the residents. MS. LEWIS stated that she and MIMI SAAVEDRA were the project team leaders, and they had four members of the HOA volunteering. They were requesting a \$5,000 grant toward their \$5,043.58 project, which would be matched with 150 volunteer hours.

MS. SAAVEDRA said they selected talk-down cameras that would allow the operators to question people in the park or ask them to leave.

MEMBER NORDSTROM wondered if there was a process for accessing the footage and how it would be used. MS. SAAVEDRA explained that they could request the footage for any incident. MS. LEWIS added that the HOA would probably have to request footage from the management company. Any resident wishing to view footage would have to make a formal request through the HOA. She conceded that they would have to establish procedures. MEMBER ESTRADA verified that none of the HOA members would have real-time access to the cameras.

8. **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.

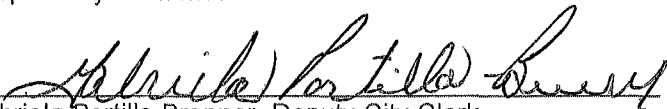
Minutes:  
None.

9. **Adjournment**

Minutes:

The meeting was recessed from 9:13 a.m. to 9:30 a.m., 10:10 a.m. to 10:25 a.m., and adjourned at 10:38 a.m.

Respectfully submitted:

  
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Gabriela Portillo-Brenner, Deputy City Clerk

  
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Johasca Icabalceta, Senior Community Program Technician

THIS MEETING WAS PROPERLY NOTICED AND POSTED AT THE FOLLOWING LOCATIONS  
IN ACCORDANCE WITH THE NOTICING STANDARDS AS OUTLINED IN NRS 241.020:

The City of Las Vegas website – [www.lasvegasnevada.gov](http://www.lasvegasnevada.gov)

The Nevada Public Notice website – [notice.nv.gov](http://notice.nv.gov)

City Hall, 495 South Main Street, 1st Floor