

CLARK COUNTY BOARD OF COMMISSIONERS

AGENDA ITEM

Petitioner: Lisa Kremer, Deputy County Manager
Dagny Stapleton, Community Housing Administrator

Recommendation:

Approve and authorize the Community Housing Administrator, or her designee, to serve as the Official Representative, Certifying Officer, and any alternates for County programs funded by the U.S. Department of Housing and Urban Development (HUD). (For possible action)

FISCAL IMPACT:

Fund #:	N/A	Fund Name:	N/A
Fund Center:	N/A	Funded PGM/Grant:	N/A
Amount:	N/A		
Description:	N/A		
Additional Comments:	N/A		

BACKGROUND:

In order to comply with the U.S. Department of Housing and Urban Development (HUD) regulations to qualify to receive HUD funding, Clark County must appoint an Official Representative, Certifying Officer, and alternates. This is a standard, administrative matter.

The Official Representative is responsible for submitting applications to HUD and for providing HUD with additional information as necessary per 24 CFR § 84.17 and 2 CFR § 200.238. The Certifying Officer is responsible for meeting environmental review requirements as Responsible Entity for HUD grant-funded projects per 24 CFR § 58.13.

On February 6, 2024, the Board of County Commissioners approved and authorized the Director of Social Services to appoint the Official Representative, Certifying Officer, and any alternates for County programs funded by HUD. Karen Michelin is currently serving as the Official Representative and Certifying Officer. As HUD entitlement programs are now administered under the Community Housing Office, it is recommended that the authority to serve as or designate these roles be assigned to the Community Housing Administrator.

The District Attorney's Office has reviewed and approved this item as to form.

Cleared for Agenda

07/07/2026

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