

**CITY OF PEORIA, ARIZONA  
CITY HALL  
NOVEMBER 14, 2017**

A **Regular Meeting** of the **Council Not-for-Profit Community Development Grant Sub-Committee** for the City of Peoria, Arizona, convened at 8401 West Monroe, Peoria, Arizona, November 14, 2017 at 10:22 a.m.

**Members Present:** Committee Members Jon Edwards and Vicki Hunt

**Members Absent:** Chair William Patena

**Others Present:** Carin Imig (Community Assistance Manager, City of Peoria), and Debbie Stone-Muller (Housing and Development Grants Coordinator, City of Peoria)

**Audience:** None

**Comments from the floor on non-agenda items:** There were no comments from the floor on non-agenda items.

**CONSENT AGENDA**

**1. Minutes**

Approved the minutes from the regular meetings conducted on July 25, 2017.

**REGULAR AGENDA**

**NEW BUSINESS, PUBLIC HEARINGS AND/OR ACTION:**

**2. Not-for-Profit Grant Priorities for City Fiscal Year 2019**

Debbie Stone-Muller, Housing and Development Grants Coordinator, presented a summary of the grant goals achieved to date and outstanding goals to be addressed based on the city's current Community Development Block Grant (CDBG) Consolidated Plan (2015 – 2019). Discussion ensued regarding overage and shortage of CDBG goal outcome indicators as well as CDBG goal areas to focus on for the upcoming City Fiscal Year 2019 grant process. Committee Member Edwards requested that staff obtain the construction timeline/schedule for the Sunnyslope and Sundance projects funded with City's current Fiscal Year 2018 CDBG monies; information obtained will be reported at the next subcommittee meeting. Carin Imig, Community Assistance Manager, presented the current funding categories and percentages for the city's General Fund Not-For-Profit grant allocations. Discussion took place regarding the funding categories and percentages for the upcoming City Fiscal Year 2019.

**Committee Action:** Committee Member Hunt moved to approve the General Fund and CDBG grant priorities for City Fiscal Year 2019. The motion was seconded by Committee Member Edwards and the motion was carried unanimously.

**3. Major Rehabilitation Program**

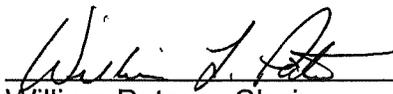
Ms. Stone-Muller, provided copies of key summary points and a draft application for the Single Family Major Rehabilitation Program. Ms. Stone-Muller reported that the program parameters were developed using research information obtained from surrounding municipalities and meetings with the City Attorney's Office and consultant Com Sense, Inc. Discussion ensued regarding creation of a fillable application for the website, lien forgiveness methodology, beneficiary legalities and one time, lifetime assistance per household (applicant and co-applicant) and per property. Staff will make changes as discussed and will contact the City Attorney's Office to address questions regarding beneficiary legalities. Ms. Imig stated that staff is currently working with Materials Management to create a Statement of Interest and Qualifications (SIQ) in order to select a contractor for the program. Once a contractor has been selected, staff will work with the Office of Communication to advertise the program citywide.

**Staff Report:** None

**Reports from Committee:** None

**Adjournment:**

There being no further business to come before the Sub-committee, the meeting was duly adjourned at 11:20 a.m.

  
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William Patena, Chair

3-1-18  
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Date Signed