

**CITY OF PEORIA, ARIZONA
CITY HALL
MARCH 1, 2018**

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, March 1, 2018 at 10:08 a.m.

Members Present: Chair William Patena, Committee Members Bridget Binsbacher and Vicki Hunt

Members Absent: None

Others Present: Chris Jacques (Planning and Community Development Director, City of Peoria), Carin Imig (Community Assistance Manager, City of Peoria), Debbie Stone-Muller (Housing and Development Grants Coordinator, City of Peoria), Jaime Gonzalez, (Neighborhood Programs Coordinator, City of Peoria), and Betty Miller (Administrative Assistant, 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. Disposition of Absence

Approved Chairman William Patena's absence from the regular meeting conducted on November 14, 2017.

2. Minutes

Approved the minutes from the regular meeting conducted on November 14, 2017.

REGULAR AGENDA

NEW BUSINESS, PUBLIC HEARINGS AND/OR ACTION:

2. City Fiscal Year 2019 Community Development Block grant (CDBG), HOME Program and General Fund Not-For-Profit Grant

Introduction of Community Assistance Division staff in attendance was conducted for the newly appointed subcommittee member, Councilmember Bridget Binsbacher. Carin Imig, Community Assistance Manager provided a brief overview of the CDBG, HOME Program and General Fund Not-For-Profit grants. Ms. Imig proceeded to explain the grant process, from application through applicant hearings, that have typically taken place in past years. Ms. Imig further reported on the city's proposed Resource Center and how implementation of the Resource Center could affect the grant process for City Fiscal Year 2019. Ms. Imig stated that the implementation of the city's Resource Center during City Fiscal Year 2019 will be brought before full council during the Council Study Session scheduled for March 6, 2018. Discussion ensued regarding the potential Resource Center, modifying the hearing process for City Fiscal Year 2019, as well as notification of proposed grant funding including the impacts to funding based on the funding of a Resource Center, if approved.

Committee Action: Committee Member Binsbacher moved to approve the modification of the grant process, including not holding grantee hearings and notifying applicants of preliminary funding

decisions made by the committee for City Fiscal Year 2019. The motion was seconded by Committee Member Hunt and the motion was carried unanimously.

Grant Recommendations for City Fiscal Year 2019

Ms. Imig provided copies of proposed funding recommendations for City Fiscal Year 2019 CDBG, HOME Program and General Fund Not-For-Profit Grants, as well as the projected budget for the city's proposed Resource Center. Discussion ensued regarding funding categories, effects of potential grant funding reductions due to the implementation of the proposed Resource Center and grant funding recommendations.

Committee Action: Committee Member Binsbacher moved to approve the proposed funding recommendations for City Fiscal Year 2019 CDBG, HOME Program and General Fund Not-For-Profit Grants. The motion was seconded by Committee Member Hunt and the motion was carried unanimously.

Staff Report:

Single Family Major Rehabilitation Program

Debbie Stone-Muller, Housing and Development Grants Coordinator, provided a brief overview of the Single Family Major Rehabilitation Program. Ms. Stone-Muller reported that since the last subcommittee meeting, staff has worked with the City Attorney's Office to finalize the program's application and is currently working with the Office of Communications to develop a marketing strategy for the program. Ms. Stone-Muller further reported that a Job Order Contract (JOC) Committee was formed by the city's Materials Management division as part of the contractor selection process for the program. Ms. Stone-Muller explained that a Statement of Interest and Qualification (SIQ) was advertised to potential contractors for 30 days during the month of January 2018. A total of five (5) interested organizations responded to the SIQ, of which two (2) were selected to move forward to the interview process. Interviews of the selected organizations, Habitat for Humanity Central Arizona and Boyjin were conducted on February 28, 2018. It is anticipated that a contract will be awarded to the selected organization during the month of March 2018. In the meantime, Ms. Stone-Muller stated that the program is open to accept applications from interested homeowners.

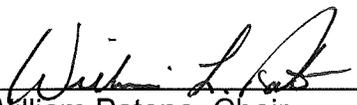
Neighborhood Stabilization Program (NSP3)

Ms. Stone-Muller reported that Habitat for Humanity Central Arizona acquired the final property for the NSP3 program during December 2017. Rehabilitation work has commenced on the property and it is anticipated that the property will be reconveyed in early April 2018. Once the property has been reconveyed, staff will begin the close-out process of the NSP3 program which was implemented in 2011.

Reports from Committee: None

Adjournment:

There being no further business to come before the Sub-committee, the meeting was duly adjourned at 11:40 a.m.



William Patena, Chair

6-18-18

Date Signed