

**CITY OF PEORIA, ARIZONA
CITY HALL
FEBRUARY 21, 2019**

A **Regular Meeting** of the **Council Not-For-Profit Community Development Grant Sub-Committee** for the City of Peoria, Arizona, was convened at 8401 West Monroe, Peoria, Arizona, February 21, 2019 at 8:12 a.m.

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

Members Absent: None

Others Present: Kelli Kincaid (Neighborhood and Human Services Deputy Director, City of Peoria), Carin Imig (Community Assistance Manager, City of Peoria), Debbie Stone-Muller (Housing and Development Grants Coordinator, City of Peoria) and Jaime Gonzalez (Neighborhood Programs 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.

Minutes: Approved the minutes from the regular meeting conducted on June 18, 2018.

REGULAR AGENDA

NEW BUSINESS, PUBLIC HEARINGS AND/OR ACTION:

3 ORGANIZATION PRESENTATIONS

Discussions and presentations from various organizations requesting funding from the Community Development Block Grant (CDBG), HOME Investment Partnership Program and General Fund Not-For-Profit Grants for City Fiscal Year 2020 – see attached presentation schedule.

Committee Action: No Action Taken

4 FUNDING CONSIDERATIONS

Discussed funding changes/enhancements to the city's General Fund Not-for-Profit, CDBG and HOME Program grants. Carin Imig, Community Assistance Manager, reported that the city will be shifting resources for the internally run Emergency Home Repair Program in the near future. Ms. Imig stated that a Request for Proposal (RFP) was recently conducted for the program and that Habitat for Humanity Central Arizona (HFHCA) was selected. The structure of the program will remain the same. City staff will continue to request funding annually for the program through the grant process. Funding recommendations, if any, will then be passed along to HFHCA. Ms. Imig stated that staff intends to do the same type of RFP process for the city's Utility Assistance Program. Kelli Kincaid, Neighborhood and Human Services Deputy Director, explained that outsourcing the Community Assistance internally run programs will make the programs more efficient and will build capacity for Community Assistance staff members.

Discussion took place regarding moving on-going general fund grant funding for the Nutrition Program, facilitated by Foundation for Senior Living (FSL), out of the general fund-not-for-profit budget and into the city's Community Center budget. Ms. Imig explained that the change in process would eliminate the need for FSL to go through the grant funding process for the on-going program. Further discussion took place regarding the implementation of a minimum and maximum grant amount for the General

Fund Not-For-Profit grants. Ms. Imig stated that setting parameters would reduce the administrative burden for processing small grants as well as assist funding agencies with their grant proposal budgets.

Discussion took place regarding possible changes to the current General Fund Not-For-Profit grant percentages, specifically, creating a funding category for current high need topics/issues and the requirement for awarded agencies to showcase their services at city events. Ms. Imig stated that staff would research parameters imposed by other municipalities/funding agencies regarding the maximum number of years a program or agency is allowed to be funded from the same source.

Subcommittee requested staff to schedule quarterly tours of non-profit agencies that have been awarded grant funding.

Committee Action: Committee Member Hunt moved to approve:

- Moving on-going funding for the Nutrition Program, in the amount of \$45,000 for five (5) years, out of the General Fund Not-For-Profit grant budget into the Community Center budget beginning with city Fiscal Year 2021;
- Implementing a minimum General Fund Not-For-Profit grant amount of \$5,000 beginning with city Fiscal Year 2021;
- Implementing a maximum General Fund Not-For-Profit grant amount of \$10,000 beginning with city Fiscal Year 2021;
- Implementing priority funding for current high need topics/issues beginning with city Fiscal Year 2021.

The motion was seconded by Committee Member Binsbacher and, upon vote, the motion was carried unanimously.

The following item was tabled for further discussion at a future meeting:

- Implementation of a cap on the number of years for funding of the same program/agency in the General Fund Not-For-Profit grant.

Reports from Staff: Debbie Stone-Muller, Housing and Development Grants Coordinator updated the subcommittee on the status of the city's CDBG Consolidated Plan (2015 – 2019). Ms. Stone-Muller reported that this is the final year of the current Consolidated Plan and that the city is on track to meet the majority of the goals and outcomes outlined in the Plan. Ms. Stone-Muller explained that the outcome variances are mainly due to the implementation of the City's Community Assistance Resource Center as well as the creation of the city's Single Family Major Rehabilitation Program. Ms. Stone-Muller stated that variances in the Plan's goal outcomes will be explained in the city's Consolidated Annual Performance and Evaluation Report (CAPER) at the conclusion of city Fiscal Year 2019.

Reports from Committee: None

Adjournment:

There being no further business to come before the Sub-committee, the meeting was duly adjourned at 5:07 p.m.



William Patena, Chair

4-23-19

Date Signed