



MUNICIPAL OFFICE COMPLEX
8401 W. MONROE STREET
PEORIA, AZ 85345

CITY COUNCIL SUBCOMMITTEE
ON COMMUNITY CULTURE AND
PUBLIC SAFETY

Members

Ron Aames, Vice Mayor
Palo Verde District

Joan Evans, Councilmember
Willow District

Carlo Leone, Councilmember
Pine District

Staff Liaison

Jeff Tyne, Interim Community
Services Director

Liaison City Attorney's Office
Steve Burg, Chief Assistant
City Attorney

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Individuals with Disabilities.***

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Peoria, Arizona 85345
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CITY COUNCIL SUBCOMMITTEE ON COMMUNITY CULTURE & PUBLIC SAFETY

REGULAR MEETING NOTICE & AGENDA Monday, June 25, 2012 5:00 P.M. 8401 W. Monroe Street Pine Room

**CONVENE:
ROLL CALL:**

FINAL CALL TO SUBMIT SPEAKER REQUEST FORMS:

CONSENT AGENDA

CONSENT AGENDA: All items listed with "C" are considered to be routine or have been previously reviewed by the City Council Subcommittee on Community Culture and Public Safety, and will be enacted by one motion. There will be no separate discussion of these items unless a City Council Subcommittee member so requests; in which event the item will be removed from the General Order of Business, and considered in its normal sequence on the Agenda.

CONSENT – New Business:

1C MINUTES:

Discussion and possible action to approve the minutes of May 29, 2012, regular meeting.

REGULAR AGENDA

NEW BUSINESS:

2R STRUCTURE OF THE SISTER CITY BOARD

Discussion and possible action to recommend approval of the Sister City Board structure to the entire City Council.

3R PARTNER AGENCIES-FUNDING ASSISTANCE POLICY

Discussion and possible action to recommend approval of the Funding and Assistance Policy to the entire City Council.

NOTE: Per Council Policy 1-10, no policy item will come forward unless submitted on the *Subcommittee Agenda Item Request Form*.

CALL TO THE PUBLIC: (Non-Agenda Items)

If you wish to address the City Council Subcommittee on Community Culture and Public Safety, please complete a Speaker Request Form and return it to staff before the call to order for this meeting. City Council Subcommittees are not authorized by state law to discuss or take action on any issue raised by public comment until a later meeting.

Reports from Staff:

Reports from Subcommittee:

ADJOURNMENT

NOTES:

Documentation (if any) for items listed on the Agenda is available for public inspection a minimum of 24 hours prior to the City Council Subcommittee Meeting during regular business hours in the Office of the City Clerk, 8401 W. Monroe Street, Room 150, Peoria, AZ 85345.

PUBLIC NOTICE:

In addition to the Subcommittee members noted above, one or more members of the Peoria City Council may be present to observe the City Council Subcommittee meeting as noticed on this agenda.

**COUNCIL SUBCOMMITTEE ON
COMMUNITY CULTURE and PUBLIC SAFETY
CITY OF PEORIA, ARIZONA
Pine Conference Room
May 29, 2012**

A meeting of the **Council Subcommittee on Community Culture and Public Safety** for the City of Peoria, Arizona was convened by Jeff Tyne, Community Services Director, in open and public session at 8401 West Monroe, Peoria, Arizona, on May 29, 2012 at 4:00 p.m.

Members Present: Councilmember Joan Evans, Councilmember Ron Aames, and Councilmember Carlo Leone.

Members Absent: None.

Staff Present: Steve Burg, City Attorney; Jeff Tyne, Community Services Director; Ellen Comella, Executive Assistant; Pamela Lambros, Administrative Assistant; and Briana Decker, Council Assistant.

Audience: No members of the public were present.

NOTE: The order in which items appear in the minutes is not necessarily the order in which they were discussed in the meeting.

REGULAR AGENDA

NEW BUSINESS:

1R Introductions

Introductory remarks were provided by Jeff Tyne, Community Services Director, for this newly established subcommittee.

2R Election of Chair

Motion was made by Councilmember Aames, seconded by Councilmember Leone, to elect Councilmember Evans as Chair to the City Council Subcommittee on Community Culture and Public Safety. Upon vote, the motion carried unanimously 3 to 0.

3R Establish Meeting Dates and Times

The City Council Subcommittee discussed options for possible meeting dates and times for the Subcommittee on Community Culture and Public Safety. Motion was made by Councilmember Aames, seconded by Councilmember Evans, to adopt a monthly

meeting schedule for the third Thursday of each month at 5:00 p.m. Upon vote, the motion carried unanimously 3 to 0.

Reports from Staff:

None

ADJOURNMENT:

There being no further business to come before the Council Subcommittee, the meeting was duly adjourned at 4:08 p.m.

Joan Evans, Chairperson

Briana Decker, Council Assistant

DRAFT

**STAFF - COUNCIL SUBCOMMITTEE
COMMUNICATION**

DATE: January 19, 2012

TO: Carl Swenson, City Manager

FROM: Claudia Lujan, Interim HR Director



THROUGH:

SUBJECT: Structure of the Sister Cities Board

Background:

Currently the City of Peoria has a Sister City relationship with the Borough of Ards, Northern Ireland. This association with Northern Ireland was established in 2001. Both the Borough of Ards and Peoria envisioned the purpose of the relationship being to foster and develop commercial, cultural and civic relationships (council communication dated 3/12/2001).

Upon receiving Council support the agreement was formalized by the respective mayors of Peoria and Borough of Ards on January 9, 2002. Sister Cities International recognized the association in February 2002. All of which resulted in a City ordinance establishing the creation and appointment of a seven member Sister Cities Board on October 11, 2006. The Sister Cities Board has been budgeted at varying levels since its inception at the city.

Previous Actions:

No additional council actions have taken place since the establishment of the Sister Cities Board. To date, additional Sister City partnerships have not been established.

Options: *(include as many as reasonable)*

A: Restructure the Sister Cities Board as a non-profit 501(c)(3).

B: Retain the current structure of the Sister Cities Board.

Staff's Recommendation:

That Council agrees to the formation of the Sister Cities Board as a 501(c)(3) non-profit structures. The non-profit status is consistent with the structure of Sister

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Cities International, as well as several sister cities throughout the United States, including ten in Arizona.

The non-profit status will facilitate monetary donations from external donors, and allow us to partner with like minded organizations in a timely manner.

Fiscal Analysis:

The Sister Cities Board has received varying degrees of financial support over the years. At present, for FY 2012, the program is budgeted as 'one-time' in the amount of \$15,000.

Exhibit(s): *(Include as many as necessary.)*

Exhibit 1:

Exhibit 2:

Contact Name and Number: Claudia Luján 773-7739

City Manager's Office Use:

Date of receipt:

Policy issue: Yes No If denied, explain _____

Subcommittee assignment: ~~Policy and appointments~~ Community
Transferred to Subcommittee Staff Liaison on: 2-15-2012 Culture
Subcommittee agenda date: 4-2-12
Subcommittee Action:
No further action
Study session referral
Regular agenda referral
City Manager referral

STAFF - COUNCIL SUBCOMMITTEE COMMUNICATION

DATE: 7 May 2012

TO: Carl Swenson, City Manager

FROM: Tamara Shreeve, Council Office and Grant Program Manager

THRU: John Schell, Director, Governmental Affairs and Council Office
Susan Thorpe, Deputy City Manager

SUBJECT: Community / Outside Agency Funding and Assistance Policy

Background:

The city offers several funding assistance program to eligible community based service organizations. These programs include Community Development Block Grants, HOME Grants, General Fund Not-for-Profit Grants, Partner Agency Grants, Arts Grants and Festival Grants. However, the city does not have a Council Policy that identifies these community based funding programs and the guidelines used for processing and evaluating funding assistance requests. A staff committee was formed to explore the need for a Council Policy and to draft policy if needed.

The Staff Committee consisted of the following members:

Susan Thorpe	Brent Mattingly
Susan Daluddung	Carin Imig
Jeff Tyne	Steve Burg
Katie Gregory	Claudia Lujan
Tammy Shreeve	

After reviewing the community based funding programs that the city offers, it was determined that a Council Policy that identified each program and the guidelines used to determine funding awards would establish the intent of the City in allocating and distributing these funds.

Previous Actions:

No previous policy on this issue.

Options: *(include as many as reasonable)*

A: Review the draft policy and move forward to full Council.

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B: Do not recommend a policy to full council.

Staff's Recommendation:

Forward the Community/Outside Agency Funding and Assistance Policy to Council Study Session for further review and discussion.

Fiscal Analysis:

The policy does not create a fiscal impact.

Exhibit(s):

Exhibit 1: Outside Agency Funding and Assistance Programs Overview

Exhibit 2: Draft Community/outside Agency Funding and Assistance Policy

Contact Name and Number: Tamara Shreeve, Council Office and Grant Program Manager x5143

City Manager's Office Use:

Date of receipt: 9 May 12

Policy issue: Yes No If denied, explain _____

Subcommittee assignment: Community Culture and Public Safety

Transferred to Subcommittee Staff Liaison on: 9 May 12

Subcommittee agenda date:

Subcommittee Action:

No further action

Study session referral

Regular agenda referral

City Manager referral

Tracking # 53