

**CITY OF PEORIA, ARIZONA
CITY HALL
NOVEMBER 28, 2012**

A **Regular Meeting** of the **Council Not-for-Profit Review and Housing Sub-Committee** for the City of Peoria, Arizona, was convened at 8401 West Monroe, Peoria, Arizona, November 28, 2012 at 4:00 p.m.

Members Present: Committee Members Ron Aames, Tony Rivero and William Patena

Members Absent: Chair Bob Barrett

Others Present: Carin Imig (Neighborhood & Revitalization Administrator, City of Peoria) and Debbie Stone-Muller (Management 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.

Disposition of Absence: Approved the absence of Council Subcommittee on Not-For-Profit Review and Housing member Tony Rivero from the Council Subcommittee on Not-For-Profit Review and Housing meeting conducted on September 11, 2012.

Minutes: Approved the minutes from the regular meeting conducted on September 11, 2012.

REGULAR AGENDA

NEW BUSINESS, PUBLIC HEARINGS AND/OR ACTION:

3R NEIGHBORHOOD STABILIZATION PROGRAM (NSP3) SUBSTANTIAL AMENDMENT #1

Discussed the submission of the City's Neighborhood Stabilization Program (NSP3) Substantial Amendment #1 to the U.S. Department of Housing and Urban Development (HUD). Debbie Stone-Muller, Management Assistant, explained that the proposed Substantial Amendment #1 was created to expand the current NSP3 Target Area. Ms. Stone-Muller stated that the market conditions of the original Target Area, located between 67th and 75th Avenues and between Peoria and Olive Avenues, have changed significantly since the inception of the program. Ms. Stone-Muller explained that there are fewer qualified homes that are available for acquisition in the current Target Area and that the City's developer partner agencies have both reported difficulty in acquiring properties due to the increase in investor activity in the area. The proposed Target Area would include the area within the Peoria City limits generally bounded by Cactus Road on the North, Northern Avenue on the South, 67th Avenue on the East and 111th Avenue on the West. Ms. Stone-Muller explained that the proposed Target Area exceeds the state's minimum threshold required by HUD. Ms. Stone-Muller further explained that Substantial Amendment #1 was made available for public comment for a 15 day period and a public hearing was conducted; no comments or suggestions were received.

Committee Action: Committee Member Rivero moved to approve the submission of the NSP3 Substantial Amendment #1 to HUD – Resolution # 2012-09. The motion was seconded by Committee Member Patena and, upon vote, the motion was carried unanimously.

4R COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ANNUAL ACTION PLAN SUBSTANTIAL AMENDMENT #2

Discussed the submission of the City's Community Development Block Grant (CDBG) Annual Action Plan (2008-2009) Substantial Amendment #2 to the U.S. Department of Housing and Urban Development (HUD). Carin Imig, Neighborhood and Revitalization Administrator, explained that the proposed Substantial Amendment #2 addresses the property located at 86th Avenue and Jefferson Street. Ms. Imig stated that the property was originally purchased with CDBG funds by Housing Our Communities (HOC) to construct a 4-plex multi-family rental complex. Ms. Imig explained that Wells Fargo wrote off a \$260,000 lien held on the property when the rental complex project was terminated with HOC; this allowed the City to regain ownership of the property. Ms. Imig stated that approval of Substantial Amendment #2 will allow the City to change the current project's activity from an acquisition of property for construction of multi-family rental unit activity to an acquisition of property for development of single family housing activity. Ms. Imig is working with Materials Management to create a Statement of Interest and Qualifications posting to identify non-profit developers interested in the proposed project. Ms. Imig anticipates 3-4 single family homes will be constructed under the new activity. Ms. Imig stated that the CDBG Substantial Amendment #2 was made available for public comment for a period of 30 days during which time a public hearing was also conducted; no public comments were received.

Committee Action: Committee Member Patena moved to approve the submission of the CDBG Substantial Amendment #2 to HUD – Resolution # 2012-10. The motion was seconded by Committee Member Rivero and, upon vote, the motion was carried unanimously.

5R HABITAT FOR HUMANITY CENTRAL ARIZONA

Discussed staff's recommendation to amend Habitat for Humanity Central Arizona's Fiscal Year 2013 HOME agreement to include new construction activity. Ms. Imig reported that Habitat for Humanity Central Arizona's current Fiscal Year 13 HOME agreement only allows for purchase, rehabilitation and resale activity. Ms. Imig explained that the addition of construction activity would allow flexibility in the types of projects Habitat for Humanity Central Arizona could accomplish with its FY13 HOME funds.

Committee Action: Committee Member Rivero moved to approve the amendment of Habitat for Humanity Central Arizona's Fiscal Year 2013 HOME agreement to include new construction activity. The motion was seconded by Committee Member Patena and, upon vote, the motion was carried unanimously.

Staff Report:

Habitat for Humanity Central Arizona – Ms. Imig reported that staff will be requesting that the subcommittee consider multi-year agreements for any developer partners who receive federal grants for housing projects in the future. Ms. Imig explained that housing type projects typically cannot be completed in a single Fiscal Year and that a multi-year agreement would be more feasible.

Public Housing Update – Ms. Imig reported that the local HUD office recently transmitted all documentation relating to the transfer of the Peoria Public Housing Authority from the City of Peoria to the Housing Authority of Maricopa County to the HUD office in Washington, DC. Ms. Imig anticipates, if approved, the transfer of the Peoria Public Housing Authority will be effective January 2013.

Peoria Historical Society – Ms. Stone-Muller reported that staff has yet to receive a response from the Peoria Historical Society regarding its Fiscal Year 2013 General Fund Not-For-Profit Grant. Ms. Stone-Muller stated that she spoke with the agency’s Development Director, Harold McKisson, in August regarding the agency’s grant award for printed materials for the 1912 Living History Classroom. At the time, Mr. McKisson indicated that he would be meeting with the agency’s Board of Directors to discuss the funding allocation for the grant. Ms. Stone-Muller explained that she recently emailed Mr. McKisson to inquire about the outcome of the meeting with the Board of Directors as well as the agency’s intent to move forward with the grant. Ms. Stone-Muller stated if no response is received from the agency, its grant allocation will be recaptured and will be made available for allocation during the upcoming Fiscal Year 2014 grant cycle.

Theater Works – Ms. Stone Muller reported that Theater Works recently submitted satisfactory expense documentation for its Fiscal Year 2012 General Fund Not-For-Profit grant. Ms. Stone Muller stated that expense reports for all Fiscal Year 2012 General Fund Not-For-Profit grant recipients were due on July 15, 2012 making Theater Works submittal severely delinquent. Ms. Stone-Muller explained that Theater Works also received a Fiscal Year 2013 General Fund Not-For-Profit Grant for the Arts After School Literacy Program which was held until all required documentation was received for the agency’s Fiscal Year 2012 grant. Ms. Stone-Muller has been in contact with representatives of the agency and is waiting to receive the Scope of Work document for the agency’s Fiscal Year 2013 grant award. Once received, staff will distribute the agency’s grant agreement for review and official signature.

Reports from Committee: None

Adjournment:

There being no further business to come before the Sub-committee, the meeting was duly adjourned at 4: 40 p.m.

Bob Barrett, Chair

Date Signed