

CITY OF SURPRISE
Veterans, Disability and Human Service Commission Meeting
16000 N. Civic Center Plaza
Surprise, AZ 85374
Wednesday, September 9, 2020 @ 6:00 PM
COUNCIL CHAMBERS



NOTICE: In an effort to protect health and safety of city employees, residents, and visitors, the Council Chambers will be closed to the public during this meeting. The public may access the meeting by viewing a live stream or broadcast of the meeting. To watch live, please visit www.surpriseaz.gov/surprisetv, the Surprise City Gov Facebook page at www.facebook.com/cityofsurprise. Cox channel 11 and Century Link channel 8513 will also carry the meeting live.

For instructions on how to comment on agenda items and public hearings, please go to <https://bit.ly/3fwhjDH>

- A. Call To Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Current Events and Reports
- E. Staff Reports
- F. Veterans, Disability and Human Services Commission

CALL TO THE PUBLIC:

Public comment will be taken through email or via phone. To submit email comments, including Call to the Public for non-agenda items, please email publiccomments@surpriseaz.gov. Comments for Call to the Public must be submitted prior to the start of the meeting. To comment on agenda items, emails must be submitted prior to the time(s) designated for public comment by the Commission Chair during the meeting or before the agenda item has otherwise concluded.

To comment live by phone for Call to the Public for non-agenda items or for agenda items, please call 623.222.1623 prior to, or during, the meeting to have your name placed on a callback list. If you reach voicemail, please leave your name and phone number. The Commission Liaison will call those wishing to comment from the dais during the meeting, and the call will be streamed through the Council Chamber audio system. Only calls received before Call to the Public for non-agenda items or before or during the time(s) designated for public comment by the Commission Chair during the meeting on the subject agenda item will be accepted and streamed. No calls will be accepted after the time(s) designated by the Commission Chair for public comment or after an agenda item has otherwise concluded.

CONSENT AGENDA:

REGULAR AGENDA ITEM - PUBLIC HEARING:

- | | | | |
|----|----------|--|--|
| 1. | Citywide | Discussion pertaining to the Community Development Block Grant (CDBG) Consolidated Annual Performance Evaluation Report (CAPER) for program year 2019. | None

Adam Lane
Human Svcs and
Comm Vitality |
|----|----------|--|--|

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- | | | | |
|----|----------|--|------------------------------|
| 2. | Internal | Consideration and action pertaining to the August 12, 2020 Veterans, Disability and Human Services Commission meeting minutes. | None |
| | | | Human Svcs and Comm Vitality |
| 3. | Internal | Presentation and discussion of an overview of the Sounds of Autism. | None |
| | | | Human Svcs and Comm Vitality |
| 4. | Internal | Discussion and possible action pertaining to dates for the next Care and Share Expo. | None |
| | | | Human Svcs and Comm Vitality |

G. Other Business and Future Agenda Items

H. Executive Session

For information purposes: Upon a public majority vote of a quorum ("Commission"), the Commission may hold an executive session, which will not be open to the public, but for only the following purposes: discussion or consideration of records exempt by law from public inspection (A.R.S. §38-431.03(A)(2));

or discussion or consultation for legal advice with the attorney or attorneys of the public body (A.R.S. §38-431.03(A)(3)).

Confidentiality Requirements: Pursuant to A.R.S. §38-431.03(C)(D), any person receiving executive session information pursuant to A.R.S. §38-431.02 shall not disclose that information except to the Attorney General or County Attorney or by agreement of the Commission, or as otherwise ordered by a court of competent jurisdiction.

The Commission may vote to hold an executive session for the purpose of obtaining legal advice from the Commission's attorney on any matter listed on the agenda pursuant to A.R.S. § 38-431.03(A)(3).

I. Adjournment

SHERRY ANN AGUILAR, CITY CLERK, MMC

POSTED: September 4, 2020 at 9:45 AM

SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR TTY 623.222.1002, BY NO LATER THAN 24 HOURS IN ADVANCE OF THE REGULAR SCHEDULED MEETING TIME.



CITY OF SURPRISE
Veterans, Disability and Human Service
Commission Meeting

Council Meeting Date: September 9, 2020 Contact Person: Adam Lane
Submitting Department: Human Svcs and Comm District: Citywide
Vitality
Staff Recommendations: None

Consent: No Regular: No Public Hearing: Yes Report/Discussion: No

Agenda Wording:

Discussion pertaining to the Community Development Block Grant (CDBG) Consolidated Annual Performance Evaluation Report (CAPER) for program year 2019.

Motion:

Discussion only.

Background:

The report measures the city's progress in reaching goals and objectives contained in the Consolidated Plan and Annual Action Plan. The period covered in the report is July 1, 2019 through June 30, 2020. The activities summarized in the report implement City Council approved projects and programs for Program Year 2019, for the provision of housing and community development services to the community. The report does not establish any new policy.

Objective Analysis:

This presentation will provide citizens the opportunity to submit oral comment on the draft report, as well as enable the commission members to review the Program Year 2019 CAPER for HUD. HUD requires that the CAPER be submitted by September 27, 2020 to enable the City of Surprise to continue receiving housing and community development funds in the future.

Policy Compliant:

This presentation is compliant with City and Council policies.

Financial Impact:

N/A

Budget Impact:

N/A

FTE Impact:

There is no FTE impact associated with this item.

ATTACHMENTS:

1. Staff Report
 2. COS CAPER 19-20 DRAFT
 3. Presentation
-



HUMAN SERVICE AND COMMUNITY VITALITY

Date: September 9, 2020

To: Veteran, Disability & Human Service Commission Members

From: Adam Lane, Neighborhood Services Supervisor
Joe Gladieux, HSCV Manager
Adriane Clarke, Neighborhood Services Program Coordinator

Re: Consolidated Annual Performance Evaluation Report (CAPER) PY 2019

Introduction

As a recipient of funding from the U.S. Department of Housing and Urban Development (HUD), the City of Surprise is required to submit a Consolidated Annual Performance and Evaluation Report (CAPER) ninety (90) days following the end of each Program Year. This report outlines project/program activities funded by the Community Development Block Grant (CDBG) program for the grant year. The report covers progress on CDBG funded projects only. The City's HOME funding is reported on by the Maricopa County HOME Consortium on the City's behalf.

Today's Public Hearing is to provide citizens the opportunity to submit oral comment on the draft report, as well as enable the commission members to review and recommend submission of the Program Year 2019 CAPER to HUD. To remain in compliance, HUD requires the CAPER be submitted within ninety (90) days of the end of the program year.

Background

In accordance with federal regulations 24 CFR 91.515 Performance Reports, each jurisdiction that has an approved Consolidated Plan shall annually review and report, in a form described by HUD. The report measures the city's progress in reaching goals and objectives contained in the Consolidated Plan and Annual Action Plan. The period covered in the report is July 1, 2019 through June 30, 2020.

The activities summarized in the report implement City Council approved projects and programs for Program Year 2019, for the provision of housing and community development services to the community. The report does not establish any new policy.

The City of Surprise received \$671,119 in CDBG funding for the Program Year 2019 from HUD. The total amount expended for the year was \$1,086,976. One-Hundred Percent of the funds

benefitted Low and Moderate Income persons from the City of Surprise.

In Program Year 2019, the Housing Authority of Maricopa County completed construction on the Heritage at Surprise affordable housing complex in the Original Townsite. The project added 100 affordable housing units that will be occupied by low-income Surprise residents. The City contributed \$500,000 in CDBG funding to the project to help complete off site infrastructure improvements related to the project. The \$500,000 leveraged over \$3.5 million in non-program funding.

The Neighborhood Services Division provided a Housing Rehabilitation program for income-qualified Surprise homeowners. Ten (10) households were assisted with heating/cooling, plumbing and electrical repairs, and other necessary health and safety improvements. \$153,505 in assistance was provided in the form of deferred loans or small grants, to homeowners who would otherwise not be able to afford such repairs. This program allows for the city to address and maintain the current affordable housing stock and for Surprise homeowners to occupy their homes in a healthy and safe condition.

Public Services were funded in the amount of \$129,948. Services were provided through internal City programs, as well as three (3) local non-profit Subrecipients. All services met the low and moderate income National Objective, and eligible activities includes services for homeless persons, seniors and disabled persons, subsistence payments, services for youth, and child care. An additional Public Service was added for senior meal delivery in response to the COVID-19 pandemic.

The City amended the PY2019 Annual Action Plan on May 19, 2020 in order to receive additional funding made available by HUD through the CARES Act. \$382,317 in CDBG-CV was awarded to the City to help to prevent, prepare for, and respond to the COVID-19 pandemic. The City will utilize the funding for Public Services for rental/mortgage assistance, meal delivery for seniors and disabled persons, and other services in response to the pandemic.

Previous Actions

The City Council approved all projects contained in the PY19 Annual Action Plan and Action Plan Amendment.

Updated Actions

A draft copy of the report has been made available for public review and comment for 16 days as required by the Citizen Participation Plan. The comment period was from August 24, 2020 to September 9, 2020. Any comments received will be included in the final draft of the CAPER.

Future Actions

Submission to HUD by September 28, 2020

Recommendations

Staff recommends approval of PY 2019 CAPER.



City of Surprise

Consolidated Annual Performance Evaluation Report

Program Year 2019

Community Development Block Grant

Prepared by:
City of Surprise, Human Service & Community Vitality Department
Neighborhood Services Division
16000 N. Civic Center Plaza
Surprise, AZ 85374-7470

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CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a) This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The Surprise Consolidated Annual Performance and Evaluation Report (CAPER) for Program Year 2019 (PY19) provides a quality assessment of high priority activities accomplished during this report period. During this final year of the 2015-2019 Consolidated Plan, the City made great progress in meeting the high priority needs identified in the Strategic Plan.

The 2015-2019 Strategic Plan identified the highest priority goals to meet the needs of the City. These goals included Public Infrastructure and Neighborhood Improvements to help create and sustain suitable living environments. Goals were set to create and preserve affordable housing to provide safe, and healthy homes for Surprise residents. Finally, goals were set to provide extensive and diverse Public Services to the most vulnerable Surprise residents.

The 2019 Annual Action Plan prioritized goals and projects consistent with the Strategic Plan for creating sustainable living environments, providing decent housing, and providing services to low- and moderate income residents. All projects carried out during Program Year 2019 were underwritten to meet the National Objective of benefiting low – and moderate income persons.

Public Service goals were narrowed in PY19 to serve the most vulnerable population in Surprise. Services focused on persons experiencing homelessness, seniors, disabled persons, and youth. The PY19 Action Plan was amended during the Program Year in response to the COVID-19 Pandemic. New projects were created in order to receive funding provided through the CARES Act, and to help provide services to those who were effected by the pandemic.

During Program Year 2019, Surprise assisted nine (9) LMI homeowners in Surprise make necessary health and safety improvements to their homes. The City issued Deferred loans to homeowners to make the repairs utilizing qualified contractors. Typical repairs included HVAC replacement, roofing replacement, plumbing repairs, window and door replacements. The City of Surprise partnered with a Subrecipient to complete one (1) accessibility modification for a LMI Surprise Resident. The modification provided improved access to the residents home, helping the resident to stay safely in their home. Assistance to make the improvements totaled \$153,505.66, allowing homeowners to remain in their homes who would otherwise not be able to afford such repairs. This

program allows for the city to address and maintain the current affordable housing stock and for Surprise homeowners to occupy their homes in a healthy and safe condition.

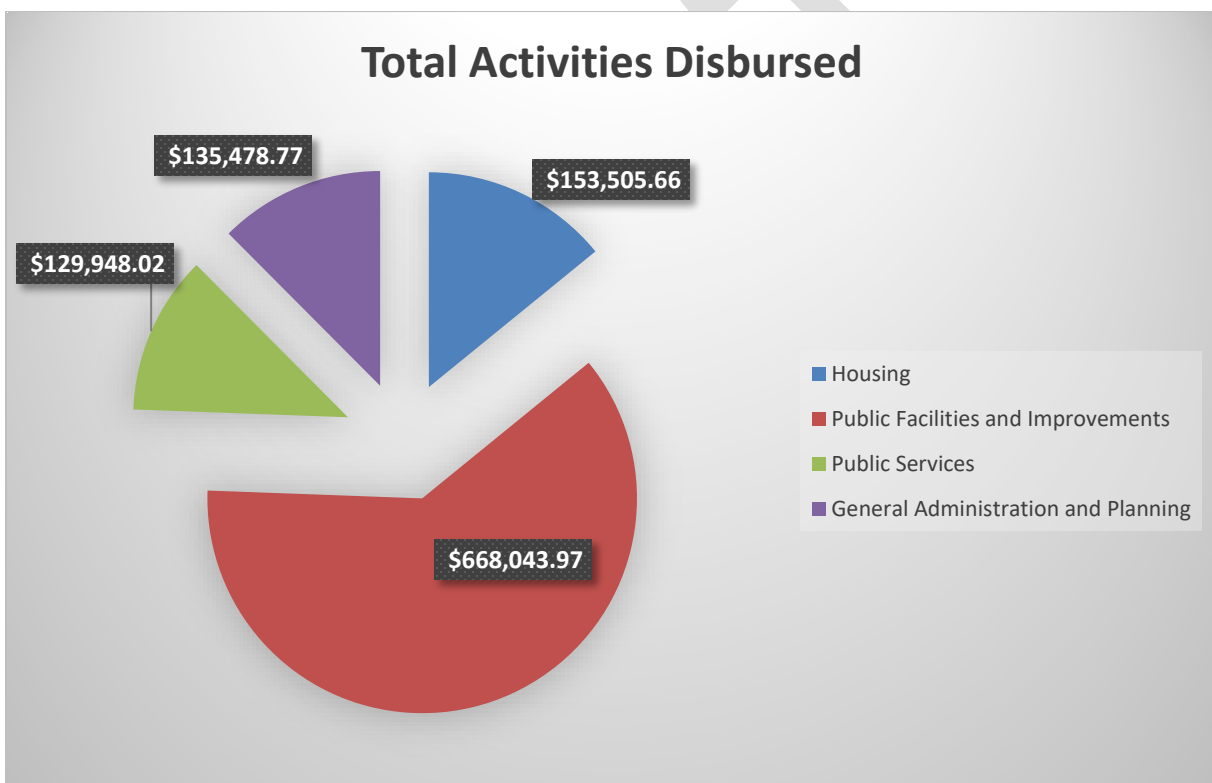
Public Services were funded in the amount of \$129,948.02 to three (3) local nonprofits and city internal departments to address the city's highest priority needs. All services met the low- and moderate income national objective and eligible activities includes services for homeless persons, seniors and disabled persons, subsistence payments, child care, and employment training. Our partners have demonstrated consistency and leadership in providing much-needed services to Surprise residents. To highlight our partners in providing essential public services to Surprise Residents, their contributions are listed;

- Lutheran Social Services Northwest Region IHELP provided emergency shelter services for 43 homeless families and individuals. Emergency Shelter Services included providing 162 Bed Nights in Surprise, 33 Case Management Services, and moved 16 families into permanent housing.
- Benevilla provided childcare and life enrichment services to 12 Surprise households. The Benevilla Wirtzies program is an essential community asset, providing high quality childcare so that LMI parents may continue working.
- Northwest Valley Connect provided 92 Surprise seniors and disabled persons with transportation services. The program provided 892 trips transporting persons to medical appointments, grocery stores, and more.
- City of Surprise's Resource Center provided 21 households with subsistence payments toward rental arrears and utilities.
- City of Surprise Summer Youth Employment Program provided 25 LMI youth in Surprise with summer internships, providing work experience and life skills.
- City of Surprise Emergency Food Program delivered meals to vulnerable disabled individuals and or seniors to help maintain social distancing due to medical vulnerabilities during the COVID-19 Pandemic. 3,500 Meals were delivered 126 Surprise residents who are disabled or a senior who could not leave their home due to medical vulnerability.

Public Infrastructure and Neighborhood Improvements were funded in the amount of \$544,827.22 to three (3) projects located in low – and moderate income areas (LMA).

- The City of Surprise completed repairs to damaged and dangerous sidewalks in the Surprise Community Park. The repairs improved the safety of the park and maintained accessibility to all Surprise residents.
- The City of Surprise contributed CDBG funding towards the 100 unit affordable housing complex owned by the Housing Authority of Maricopa County. Funds were utilized for offsite improvements related to the project. These included underground utilities, street repair, paving, security walls, and site preparation.

Surprise has made great strides into addressing high priority needs that were identified in the 2015-2019 Consolidated Plan. The achievements reached throughout the Con Plan period helped to form valuable community partnerships, and provided extensive data to help formulate the new 2020-2024 Strategic Plan. Even with all the achievements made, there is still extensive work to be done in addressing affordable housing and homelessness, providing services for vulnerable populations, and creating economic opportunities for Surprise residents. All partners continue to work diligently to build on the successes made, and rise to the challenge of continuing to address the most critical needs of the community.



City of Surprise | CAPER | Program Year 2019

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount (PY)	Indicator	Unit of Measure	Expected Strategic Plan	Actual Strategic Plan	Percent Complete	Expected Program Year	Actual Program Year	Percent Complete
Economic Development	Economic Development	CDBG \$0	Business Development	Businesses Assisted	0	2	100%	0	0	100%
Emergency Housing Rehabilitation	Affordable Housing	CDBG: \$153,505	Homeowner Housing Rehabilitated	Household Housing Unit	74	84	100%	8	10	100%
Neighborhood Infrastructure Improvements	Neighborhood Infrastructure	CDBG: \$668,044	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	2	100%	400	8785	100%
Neighborhood Infrastructure Improvements	Neighborhood Infrastructure	CDBG: \$0	Public Facility building rehabilitation	Businesses Assisted	0	11	100%	0	0	100%
Program Administration	Administration	CDBG: \$135,478	CDBG Program Administration	NA	0	0	100%	0	0	100%
Public Services	Public Service	CDBG: \$129,948	Public service activities other than	Persons Assisted	186	450	100%	150	319	100%

City of Surprise | CAPER | Program Year 2019

			Low/Moderate Income Housing Benefit							
Senior Center Services	Non-Housing Community Development	CDBG: 0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	850	100.00%	0	0	0%
Utility Infrastructure Study	Non-Housing Community Development	CDBG: 0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	200	100%	0	0	0%

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

All of the City of Surprise's CDBG non-planning and administration funds were expended for identified priority needs: 1) Rehabilitation of owner-occupied properties, preserving access to safe affordable housing 2) Public Services, providing services to seniors, disabled and other special needs residents 3) Public Infrastructure and Neighborhood Improvements, creating the availability and accessibility of suitable living environments in low- and moderate income areas.

During Program Year 2019, the City of Surprise made progress in meeting its goals of providing decent housing, a suitable living environment, and economic opportunities for low- and moderate income persons as identified in its 2015-2019 Consolidated Plan. As in previous years, Surprise identified decent, safe, and healthy housing to be one of its greatest need for the low- and moderate income population and so had focused its efforts and funding in that area. In PY2019, the City assisted ten (10) homeowners make necessary repairs to their homes, helping to improve access and sustainability of affordable housing in Surprise.

Surprise also continued its commitment to providing assistance to the community's special needs populations. Funding in the amount of \$129,948.02 was made available to three (3) local nonprofits and city internal departments to address the city's highest priority needs. Lutheran Social Services Northwest Region IHELP provided emergency shelter services for 41 homeless families and individuals. Northwest Valley Connect provided 92 Surprise seniors and disabled persons with 892 transportation trips. City of Surprise's Resource Center provided 21 households with subsistence payments toward rental arrears and utilities. City of Surprise Summer Youth Employment Program provided 25 LMI youth in Surprise with summer internships, providing work experience and life skills. City of Surprise Emergency Food Program delivered 3,500 meals to 126 vulnerable disabled individuals and or seniors to help maintain social distancing due to medical vulnerabilities during the COVID-19 Pandemic. All services met the low- and moderate income national objective and eligible activities includes services for homeless persons, seniors and disabled persons, subsistence payments, child care, and employment training. These essential services provided by City of Surprise partners help to meet the highest priority goals in the Consolidated Plan.

CR-10 - Racial and ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted). 91.520(a)

	CDBG
White	281
Black or African American	30
Asian	3
American Indian or American Native	3
Native Hawaiian or Other Pacific Islander	1
American Indian/Alaskan Native & White	3
Black/African American & White	3
Asian & White	3
Other multi-racial	2
Total	329
Hispanic	42
Not Hispanic	287

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The racial and ethnic status of the families assisted in CDBG-funded projects mirrors closely the racial and ethnic status of the City of Surprise overall. Using 2013-2017 American Community Survey estimates for comparison, as a percentage of total population, more people in minority racial categories were assisted (except for Asian) than are represented in the general population. This is reflective of the City and its partners' work to ensure that underserved populations are made aware of the variety of assistance options available to them. Legal notices, press releases, and community resource materials are made available in multiple languages, with targeted outreach to non-english speaking populations located in the Original Town Site. All communications can be made available in alternative forms upon request.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	\$1,516,171.98	\$1,086,976.42
HOME	HOME	n/a	n/a
HOPWA	HOPWA	n/a	n/a
ESG	ESG	n/a	n/a
Other-Program Income	Other	\$9,652.66	\$9,652.66

Table 3 - Resources Made Available

Narrative

The City received \$671,119 in new CDBG funding for Program Year 2019. The amount expended during the program year was very close to the planned expenditures for projects. There were significant resources available from the previous program year receipt of program income from the Neighborhood Stabilization Program (NSP1) transfer of funds. These resources were utilized to support the Heritage at Surprise affordable housing project. All funding unexpended during PY19 has been allocated to projects that will be completed early in the next Program Year.

Identify the geographic distribution and location of investments

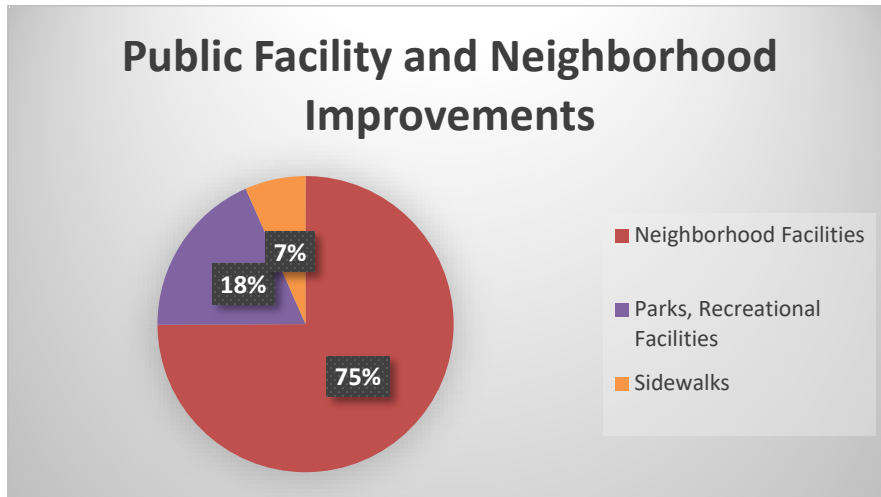
Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
ORIGINAL TOWNSITE	77%	79%	n/a

Table 4 – Identify the geographic distribution and location of investments

Narrative

The Original Town Site is one of the City of Surprise's designated revitalization area. Particularly, the Surprise Heritage District area targeted for CDBG investment is the lowest- income Census Tract within the City of Surprise. The zoning district is bound by North-South by Bell Rd and Greenway Rd and East-West by El Mirage Road and Dysart Road. 79% of all activities reported were within the Original town site. Projects completed this reporting period met the national objective of low/mod income area benefit, in the target area. A majority of home rehab projects were located within the designated overlay. Lastly, The Public Service allocations were awarded to local nonprofits in the Original

Town Site, provided services to vulnerable populations who met the LMI National Objective criteria.



Leveraging: Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

In PY2019 the City of Surprise provided approximately \$75,000 in General funds in staff salaries for the oversight and administration of the CDBG program. The City of Surprise Community Action Program CDBG allocation leveraged approximately \$6,000 in staff in-kind match.

The City invested \$500,000 in CDBG funding for the Hertiage at Surprise affordable housing complex located in the Original Town Site. The funding helped to complete offsite public infrasttrcture and neighborhood improvements related to the project. This investment leveraged over \$3.5 million dollars in additional funding for the activities completed.

The City does not require a match from its subrecipients, however all sub-recipients provide additional resources for their programs for oversight and administration of the funds.

The City of Surprise owns the property occupied by the Surprise Resource Center where the City of Surprise Community Action Program is administered. Additionally, other non-profits operate in the Resource Center providing their services to low and moderate

income residents. The City also owns the Surprise Senior Center where area Seniors can go to participate in recreation activities, receive services and be provided a healthy meal.

During the COVID-19 Pandemic, the Surprise Resource Center was one of the only City facilities to remain open, in order to provide essential services to vulnerable populations. The Surprise Senior Center, although closed during the pandemic to protect the health and safety of Seniors, remained operational for its senior meal program, so that vulnerable Seniors could still drive by the Senior Center and pick up a hot freshly prepared meal. The availability of these publicly-owned properties helps make the offered programs more successful.

DRAFT

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	8	10
Number of Special-Needs households to be provided affordable housing units	0	0
Total	8	10

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	8	10
Number of households supported through Acquisition of Existing Units	0	0
Total	8	10

Table 6 – Number of Households Supported (CDBG)

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

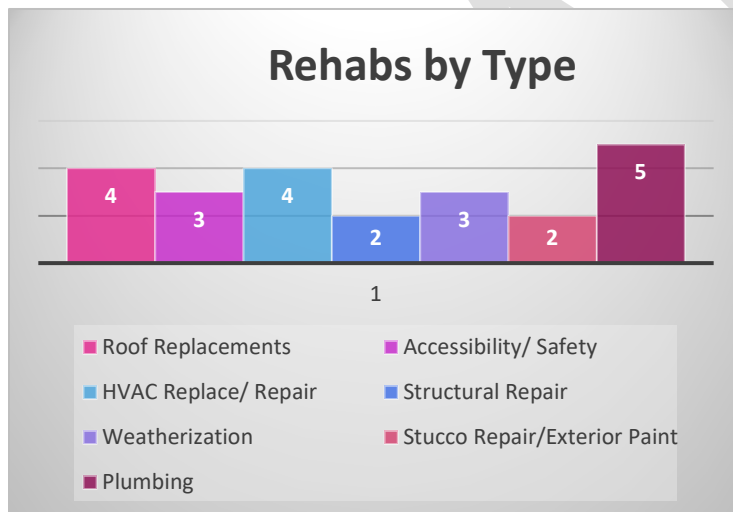
The number of home rehabs changes from year to year, sometimes with no discernable explanation. Overall, the total numbers from the City's home rehab program decreased from the previous program year. The lower number of beneficiaries is mainly due to the program being put on pause so while staff prepared new policies and procedures for the rehab program. The COVID-19 Pandemic also put several projects on hold at the end of the Program Year, in order to protect vulnerable homeowners. New procedures were put in place for completing projects with proper health precautions and social distancing as recommended by the CDC. What is not reflected in the beneficiary numbers is

the occasional occurrence where a program applicant decides not to go ahead after the income qualification and project scoping. In these cases, staff activity delivery cost has been expended, with no beneficiary to report.

Staff time and resources are spent in performing outreach and marketing of the program to make potential beneficiaries aware of the program services. The outreach includes monthly newsletters, press releases, social media posts, attendance at community events, and community engagement to disseminate and educate program related information. These efforts have been reduce during the COVID-19 Pandemic, however the City has continued engaging the community through the City's website, social media, webinars, and the Surprise Resource Center.

Discuss how these outcomes will impact future annual action plans.

The home rehab program remains a high priority for the City, and is very important for protecting the City's affordable housing stock and providing low -and moderate income



residents necessary resources to maintain their homes in a safe and healthy condition. Typical repairs included HVAC replacement, roofing replacement, plumbing repairs, window and door replacements. The City will continue the housing rehab program into the future, with small changes in scope and requirements as needed to maintain program efficiency.

The home rehab program in a necessary and vital service for the community, as the Surprise housing stock continues to age. Over 80% of the homes in Surprise were constructed prior to 2010. However, with the rapidly growing population of Surprise and the West Valley of Maricopa County, housing rehab will only be a part of the affordable housing solution. With the completion of the Heritage at Surprise project, and the overwhelming response to the need for affordable units, Surprise will set future goals for creating new affordable units, including multi-family and rental units.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual
Extremely Low-income	4
Low-income	6
Moderate-income	0
Total	10

Table 7 – Number of Households Served

Narrative

The City continues to focus efforts in the preservation and creation of new affordable housing. In partnership with the Housing Authority of Maricopa County the City helped support the completion of the Heritage at Surprise affordable housing complex. The new construction project added 100 affordable units in the City's Original Townsite. The City's \$500,000 CDBG investment, along with \$275,000 in waived development fees, helped to complete the \$22 million project.

In PY2019 the City also finalized agreements with Habitat for Humanity to develop new affordable housing units utilizing Neighborhood Stabilization Program (NSP3) funding. In partnership with Habitat, the project will complete four (4) new single-family homes to be purchased and occupied by low income families. These homes are scheduled to be completed at the end of Program Year 2021.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Surprise continues their participation with the MAG Regional Continuum of Care by attending and participating with the board, committees, and subcommittees to address the needs of homelessness and chronic homelessness. Surprise also participates in the West Valley Municipal Human Services Collaborative which is a regional partnership between neighboring cities to address the homeless and chronic homeless population.

Surprise takes an active role along with the Surprise Police Department to conduct a "Point in Time" homeless count each year. At that time staff is trained to provide "homeless triage" and help homeless individuals get access to support services. Veterans experiencing homelessness continues to have an emphasis in the local area. Additional volunteers from the community were recruited to expand PIT count efforts.

In addition, Surprise has funded emergency prevention of homelessness from its allocation of public services through nonprofit agencies. The Surprise Resource Center offers eviction prevention and utility assistance in order to prevent homelessness and partners with other public service agencies housed at the Surprise Resource Center to provide supportive services to those experiencing hardship.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Surprise obligated 14.72% of its annual allocation to public service providers, some whose programs and activities were intended to benefit those at risk of and experiencing homelessness and in need of emergency shelter. Lutheran Social Services Northwest Valley IHELP, provides the region a unique approach of shelter services and additional support to those experiencing homelessness. The city continues their active participation in MAG Regional Continuum of Care to address homelessness needs.

In PY2019, the City also amended its HOME Investment Partnership Annual Action Plan through the Maricopa HOME Consortium, to provide funding for Tenant-Based Rental Assistance (TBRA) to persons who are homeless or at risk of becoming homeless. The

City partner with a non-profit housing provider to administer the TBRA program, which will be up and running at the beginning of PY2020.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

The City of Surprise continues to address high priority needs by meeting the objectives of helping low-income individuals and families through the services offered at the Surprise Resource Center. This facility is a center for a comprehensive social services offered to regional area residents.

The Surprise Resource Center houses the Community Action Program (CAP) in partnership with Maricopa County Community Service Division to provide support services that foster self-sufficiency and stability. The program offers utility and eviction prevention, employment services, emergency food boxes and information and referral services. Agencies who also offer services are at the Center include: Arizona Department of Economic Security (AZDES), AZ DES Veteran's Program, Women, Infants and Children (WIC) nutrition, free tax preparation assistance through the Volunteer Income Tax Assistance (VITA) program, Domestic Violence advocacy and support groups and benefit enrollment services for health insurance programs (AHCCCS), food stamps (SNAP) and cash assistance (TANF).

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Surprise encourages partnership, funding opportunities and awards to agencies such as Lutheran Social Services to provide self-sufficiency services at the Resource Center to help persons experiencing homelessness make the transition to permanent housing. Continuing the active participation in MAG Regional Continuum of Care will also help the progress of addressing the objectives for reducing and ending homelessness. Surprise

has engaged community partners to identify alternative solutions to locally address the rising number of persons experiencing homelessness.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The City of Surprise is fortunate to have a local Housing Authority offering services to the community, which allows services to be tailored to the needs of local residents. The City of Surprise does not own or operate any housing units.

The Housing Authority of Maricopa County (HAMC) administers the public housing and Section 8 subsidized housing program within City of Surprise. HAMC owns and operates now, three assisted properties in Surprise. Combined, Heritage at Surprise, the Casa Bonitas and Paradise Homes properties offer one hundred fifty-four (154) Project Based Rental Assistance (PBRA) units in Surprise.

The City of Surprise utilized CDBG funding to partner with the Housing Authority of Maricopa County to complete the Heritage at Surprise affordable housing development in the City of Surprise Original Townsite. This development consists of seventy (70) PBRA units, and thirty (30) Project Based Voucher units.

Program staff consults with Housing Authority on all Annual Action Plans and end of year reporting. All draft plans and reports are made available for review and comment at the Housing Authority.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The Housing Authority of Maricopa County offers the Family Self Sufficiency (FSS) Program, which is a voluntary program that assists individuals in Maricopa County public housing and/or in the Housing Choice Voucher program to gain economic independence.

Participants are assisted in establishing an escrow account where savings are set aside to be used towards accomplishing their goals. A portion of the amount paid in rent is placed into this account. Upon successful graduation from the program, the savings are cashed out for the participant's use in achieving their final goals, which may include buying or renting a house.

Actions taken to provide assistance to troubled PHAs

The Housing Authority of Maricopa is not a troubled Housing Authority.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City of Surprise has demonstrated its commitment to affordable housing with continual review of barriers to affordable housing. To reduce potential negative effects public policies, have on affordable housing, City ordinances are reviewed on an ongoing basis to ensure that building in the community is regulated fairly and in a manner to protect the best interests of the public's health, safety, and general welfare, without being overly burdensome. CDBG program staff consults with other City departments like Community Development and Planning and Zoning to discuss policies that could present barriers to affordable housing.

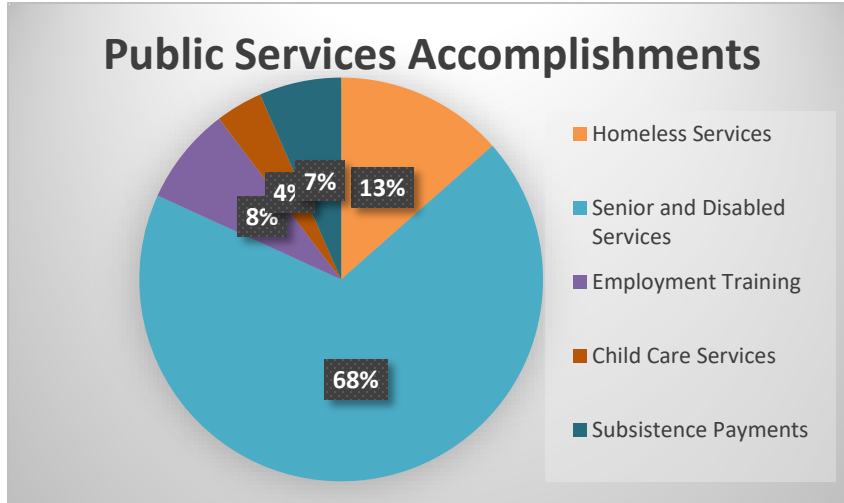
In 2016 the Surprise Mayor and City Council adopted the "Surprise Heritage District" zoning overlay plan. Surprise's plan is intended to aid in removing barriers with less restrictive zoning ordinances and to promote revitalization efforts by offering development incentives for both residential and commercial development in the target area. The city adopted the Infill Incentive District to provide financial incentives to promote residential and commercial development that will aid in the revitalization of the Original townsite. Incentives includes a 100% waiver of the Surprise's Development Impact Fees for new residential development. Also, new, expanding Qualifying Commercial development receives a waiver of various fees. These steps will remove barriers to affordable housing through the revisions of enhancement of public policies.

Another potential obstacle that underserved populations may encounter is discrimination in housing-related matters. The City of Surprise continually reviews the Analysis of Impediments to Fair Housing (AI) completed with its last Consolidated Plan and continues efforts to reduce this barrier in its efforts to affirmatively further fair housing (described below).

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

In addressing the needs of the underserved, the city has created partnerships with social service agencies by providing resources such as office space at the Surprise Resource Center and tailored engagement to facilitate vital information. Partnerships to address the needs of the underserved include attaining additional funding sources, overseeing the

awarded Maricopa County HOME program to further affordable housing, partnering with Area Agency on Aging for senior congregate meals, and the awarding of CDBG Entitlement Public Services for the most vulnerable populations in our city.



In PY2019 the City of Surprise utilized \$129,948.02 in CDBG funding to make Public Service grants available to three (3) local nonprofits and city internal departments to address the city's highest priority needs. However, the need for housing and services, outweigh the city's

capacity to serve all. The city continues to partner and foster new partnerships with organizations to address the underserved needs in our community.

In PY2020, the City is partnering with a local non profit agency utilizing both CDBG and HOME funds to implement a new Tenant Based Rental Program. This program aims at providing long term assistance for those most underserved in our community to achieve self sufficiency.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

Although the majority of housing in Surprise was constructed after 1978, there are a number of pre-1978 homes located in certain areas of the City. The City is committed to improving local awareness of the potential hazards lead-based paint poses, especially to children. A member of CDBG program staff is an EPA-Certified Risk Assessor, and has the ability to inspect and evaluate homes for lead-based paint hazards prior to undertaking rehab projects.

The City of Surprise conducts a "lead applicability review" of all projects prior to funding. Any target housing unit constructed prior to 1978 is assessed for lead paint hazards, and projects are completed in compliance with HUD's Lead Safe Housing Rules and applicable standards.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City of Surprise has made great progress is helping to reduce the number of poverty-level families in Surprise. The Surprise Resource Center provides access to many

services at no cost to residents. These services include: Employment and job training, Veteran assistance, Financial Fitness, Tax Preparation, Credit Counseling, WIC, TANF, SNAP, Affordable Care Act enrolment, Medicare Counseling, Child Care Services, Homeless Services, Utility and Renal Assistance, Legal Counseling, and Transportation Services. The City of Surprise utilized \$129,948.02 in CDBG in PY2019 to support these services and other are non-profits.

The City continues to update the regional Community Resource Guide. Over twelve thousand copies of the guide have been made available to schools, faith-based organizations, non-profits, businesses and the general public to increase awareness about human, social, Veteran and workforce development services.

DRAFT

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The "institutional structure" is the overall community delivery system. This system was structured to support housing, community and economic development needs. This structure included other city departments, government agencies, for-profit and nonprofit organizations who play a part in the provision of affordable housing, community development, and economic development needs of the community. Surprise continued to work with these entities to address these specific needs. City staff continually offers technical assistance to program partners, and closely monitors subrecipient programs for compliance in order to improve program outcomes.

As described by the listing of services offered from the Surprise Resource Center, Surprise has formed an extensive network of support organizations and partner agencies in order to help meet the social services needs of residents. This includes the convening of a faith-based community breakfast. This was done as a continuation of conversation regarding the need for a faith-based collaboration to assist with needed community programming.

The city also offers a yearly Surprise Community Outreach Program, a grant program designed to provide grant funds to local non-profit organizations providing high priority social services to Surprise residents.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City of Surprise facilitates a quarterly stakeholder meeting to emphasize coordination between private and public housing and social service agencies. During this quarterly meeting, updates and strategic planning occurs to approach high priority needs listed in the Consolidated Plan. In addition to the quarterly stakeholder meeting, staff frequently meets with the regions stakeholders to discuss projects and brainstorms new innovative ideas to bring to the City. Surprise will continue to offer resources through our community engagement team that sole focused on building and bridging the gaps in our community

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

Surprise joined efforts with Maricopa County Consortium (a cooperative entity that receives HOME funding for Urban County entitlement communities such as Surprise) to participate in a countywide Analysis of Impediments, in accordance with HUD's Fair Housing Planning Guide, Vol. 1. A copy of this plan is available through www.maricopa.gov.

A member of CDBG staff is the City's fair housing point person, coordinating the City's fair housing activities and acting as the main point of contact for the Surprise community. The City's main emphasis remained on education and outreach. The City has a fair housing webpage with information on fair housing resources available in the community. A copy of the City's Analysis of Impediments to Fair Housing Choice is available to view online.

Surprise proclaimed "Fair Housing" month in April 2020 by the Honorable Mayor and City Council. The Human Service and Community Vitality Department also holds community education classes at no charge to residents, which addressed fair housing rights. During the COVID-19 Pandemic, the City partnered with non-profits and community fair housing advocates to hold virtual trainings and webinars on fair housing topics.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

Surprise has developed a monitoring plan to ensure activities being carried out are in compliance with all federal regulatory requirements and policies. It is the City's priority to ensure projects receive a risk assessment prior to the scheduling of a desk monitoring or an on-site monitoring. At a minimum, desk monitoring of projects are done on a routine basis ensuring compliance with terms and conditions in the agreement. On-Site Monitoring covers areas such as application, project eligibility, environmental review, all cross cutting federal standards, closeouts and audits. Sub-recipients are notified in writing regarding the intent to monitor, scheduling of monitoring, results from monitoring, and addressing any follow up that resulted from the monitoring response. Staff schedules either a one-day or two-day monitoring visit depending on the amount and extent of the project. Staff provides extensive technical assistance to the subrecipients to resolve any outstanding findings or concerns. During Program Year 2019, staff completed onsite monitoring of two (2) of existing subrecipients, resulting in zero (0) findings.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

The City of Surprise Citizen Participation Plan requires that the community be given an opportunity to review and comment on all performance reports. This is accomplished through publication of a notice in the Daily News Sun, advertising the release of the draft report for a 15-day written comment period, as well as designating an opportunity to present oral comments to the Surprise Veterans, Disability & Human Service Commission (VDHS). During the COVID-19 Pandemic, this was accomplished through a virtual public hearing as allowed by HUD waivers and the amended Citizen Participation Plan. The notice, as well as a copy of the draft plans is posted on the City of Surprise website. To better reach the target audience copies are also made available at the Surprise City Hall, the Surprise Resource Center, the Hollyhock Branch Library, the Surprise Senior Center, and the Housing Authority of Maricopa County. During the COVID-19 Pandemic, as facilities have closed during review periods, the public was notified of alternative options for viewing the plan.

For this PY2019 CAPER, notice of the comment period and public hearing opportunity was published on August 24, 2020. Copies were made available as described in the preceding paragraph. On September 9, 2020 the VDHS Commission held a public hearing on the draft CAPER. No written testimony was submitted and no oral comments were received at the public hearing. The Commission approved the CAPER for forwarding to HUD. See Attachment 3 – Citizen Participation Documents.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

During Program Year 2019, the City amended the Annual Action Plan in order to receive CDBG-CV funding made available by the CARES Act. The CDBG funding will be utilized to prevent, prepare for, and respond to the coronavirus.

In conjunction with the Maricopa HOME Consortium, the City's Citizen Participation Plan was amended to allow virtual public meetings, and shortened public notices as allowed by HUD waivers in response to the CARES Act.

The City of Surprise evaluates its programs each time Annual Action Plans and CAPERs are created to ensure that funds are being spent in the most effective and efficient manner possible. This is accomplished through the Citizen Participation process, consultation with subrecipients, community partners, and target populations.

Projects are reviewed each year by the Veterans, Disability & Human Service Commission, then recommended to the City Council for approval. Priorities are reviewed to make adjustments in programs and projects that are necessary for meeting the established goals in the Consolidated Plan. If during the program year a priority need becomes higher than previously established it can be amended in the Consolidated Plan and can be implemented in the Annual Action Plan.

City staff evaluates each activity over the course of the program year to determine its effectiveness and whether funding levels are adequate to complete any planned projects.

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Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

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APENDIX 1 – PUBLIC NOTICES

Public Notice

City of Surprise

Consolidated Annual Performance and Evaluation Report (CAPER) Program Year 2019

Notice is hereby given by the City of Surprise that the Consolidated Annual Performance and Evaluation Report (CAPER) Program Year 2019 has been drafted and will be available to the public for review for a period of 16 calendar days beginning August 24, 2020.

Notice is also hereby given that the City of Surprise Human Service and Community Vitality Department-Neighborhood Services Division will hold a **Public Hearing regarding the CAPER Program Year 2019 on Wednesday, September 9, 2020, at 6 p.m.** at the regular meeting of the Surprise Veteran, Disability & Human Service Commission in the City Hall Council Chambers 16000 North Civic Center Plaza, Surprise, AZ 85374.

The City of Surprise is required by the U.S. Department of Housing and Urban Development (HUD) to annually submit a Consolidated Annual Performance and Evaluation Report (CAPER). This report provides an assessment of expenditures and accomplishments of the City's progress in carrying out its 5-year Consolidated Plan and its Program Year 2019 Annual Action Plan for the following HUD-funded programs: Community Development Block Grant Program (CDBG); and the HOME Investment Partnerships Program (HOME); The report covers community development objectives undertaken during the period of July 1, 2019 through June 30, 2020. The report does not establish any new policy.

HUD requires the submission of the CAPER no later than 90 days after the closing of an entitlement grantee's program year. Before submission to HUD, the draft CAPER must be made available for public review and comment for no fewer than 15 days. The public review and comment period for the Program Year 2019 CAPER will be **August 24, 2020 – September 9, 2020**. The CAPER will be submitted to HUD by September 28, 2020.

The public is invited to review and comment on the draft Program Year 2019 CAPER for a 16-day period. This comment period is planned in accordance to the City's adopted Citizen Participation Plan. After all public comments have been considered, the Surprise Veteran, Disability & Human Service Commission will take a formal action on **September 9, 2020. Upon approval by the Commission**, the CAPER will be submitted to HUD by September 28, 2020.

Comments must be submitted in writing, by September 9, 2020 at 4:00 p.m. All comments must be directed to Adam Lane, Neighborhood Service Supervisor, Human Service and Community Vitality, Neighborhood Services Division, City of Surprise, 16000 N Civic Center Plaza. For questions regarding the CAPER or public hearing, please call Adam Lane at 623.222.3238 or TDD 623.222.1002 or email at adam.lane@surpriseaz.gov.

The CAPER will be available for review at the following locations: 1) The City of Surprise website www.surpriseaz.gov 2) **By Appointment:** Surprise City Hall, 16000 N Civic Center Plaza, Surprise, AZ 85374 3) The Surprise Resource Center at 12425 W. Bell Rd. Bldg. A, Ste. #124, Surprise.

SPECIAL NOTE: PERSONS WITH SPECIAL ACCESSIBILITY NEEDS, INCLUDING LARGE PRINT MATERIALS OR INTERPRETER, SHOULD CONTACT THE CITY CLERK'S OFFICE @ 623.222.1200 OR TTY 623.222.1002, BY NO LATER THAN 48 HOURS IN ADVANCE OF THE SCHEDULED MEETING TIME.

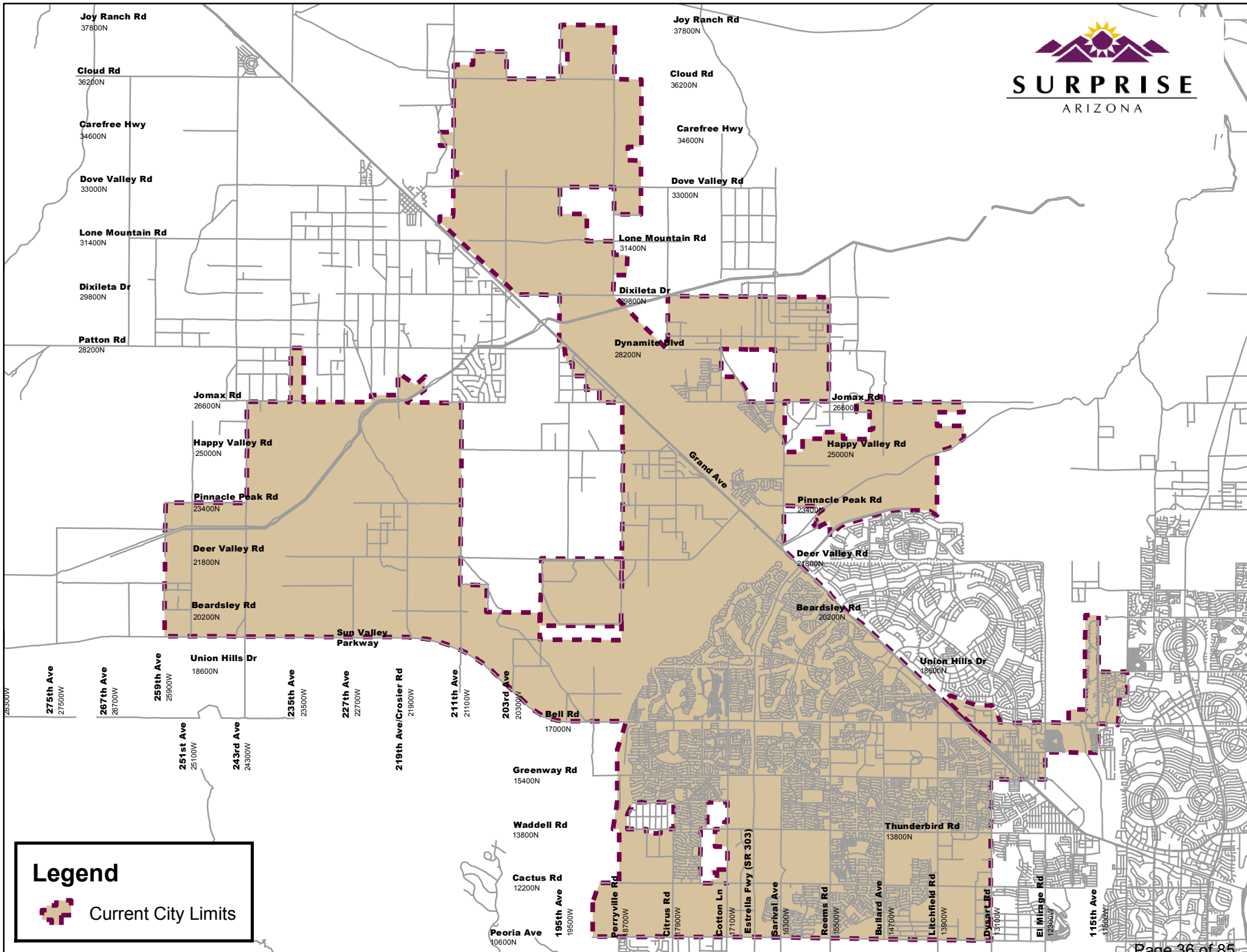


Reasonable accommodations will be made upon a timely request.

Post for Public review August 24, 2020 – September 9, 2020

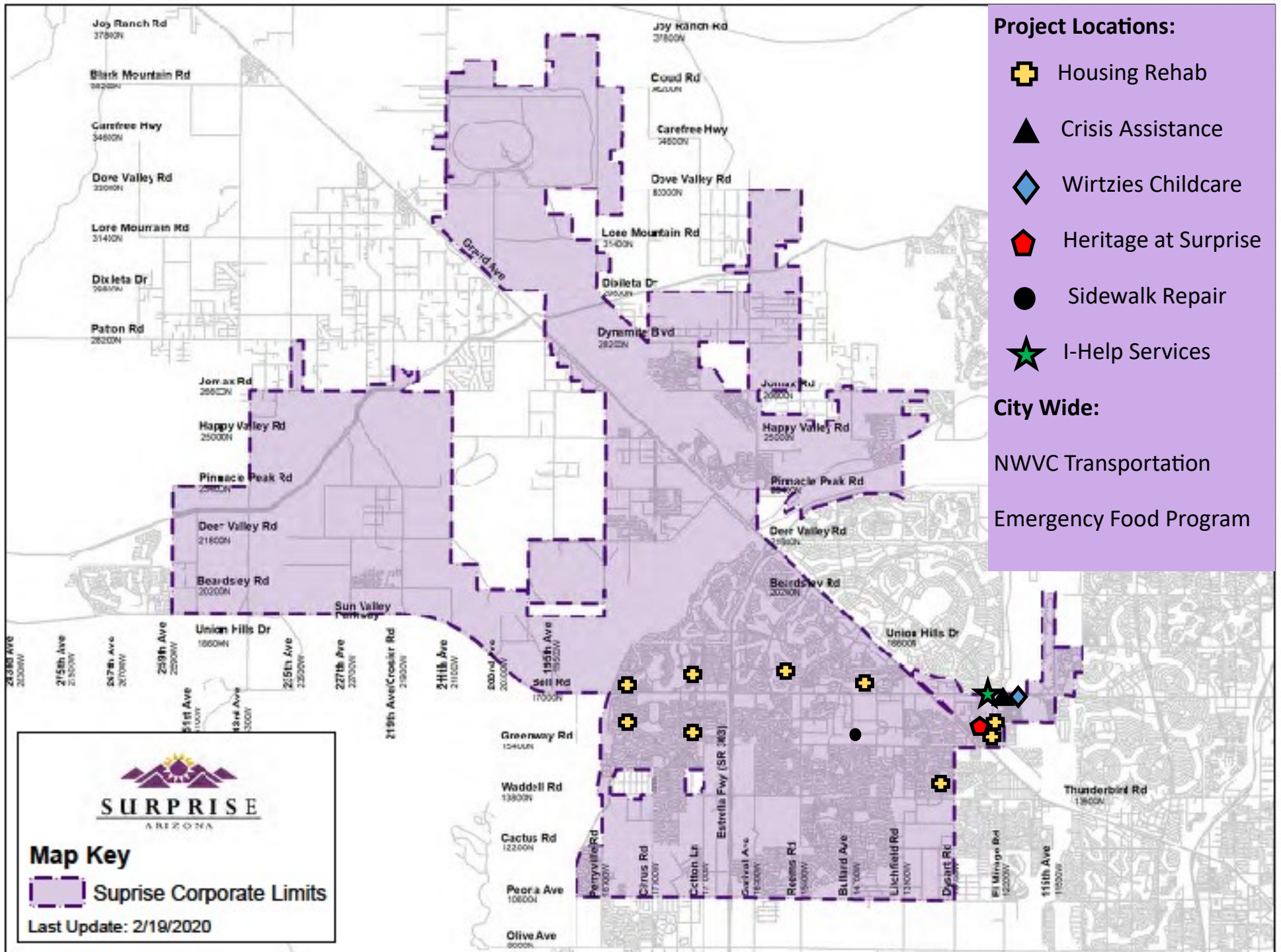
APPENDIX 2 – SURPRISE AREA MAP

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APPENDIX 3 – PROJECT DISTRUBUTION MAP

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PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	835,400.32
02 ENTITLEMENT GRANT	671,119.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	9,652.66
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	1,516,171.98

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	951,497.65
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	951,497.65
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	135,478.77
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	1,086,976.42
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	429,195.56

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	951,497.65
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	951,497.65
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2017 PY: 2018 PY: 2019
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	1,945,436.30
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	1,893,019.70
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	97.31%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	129,948.02
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	129,948.02
32 ENTITLEMENT GRANT	671,119.00
33 PRIOR YEAR PROGRAM INCOME	212,469.92
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	883,588.92
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	14.71%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	135,478.77
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	135,478.77
42 ENTITLEMENT GRANT	671,119.00
43 CURRENT YEAR PROGRAM INCOME	9,652.66
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	680,771.66
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	19.90%



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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	5	82	6341258	Heritage At Surprise	03E	LMA	\$287.44
2018	5	82	6348338	Heritage At Surprise	03E	LMA	\$439,755.60
2018	5	82	6361979	Heritage At Surprise	03E	LMA	\$60,500.00
					03E	Matrix Code	\$500,543.04
2019	1	99	6348338	Gaines Park Ballfield Project	03F	LMA	\$255.60
2019	1	99	6359917	Gaines Park Ballfield Project	03F	LMA	\$2,489.40
2019	1	99	6367043	Gaines Park Ballfield Project	03F	LMA	\$2,330.82
2019	1	99	6377454	Gaines Park Ballfield Project	03F	LMA	\$113,240.69
2019	1	99	6385130	Gaines Park Ballfield Project	03F	LMA	\$2,073.17
2019	1	99	6397411	Gaines Park Ballfield Project	03F	LMA	\$2,827.07
					03F	Matrix Code	\$123,216.75
2019	1	91	6298037	Surprise Community Park Sidewalk Repair	03L	LMA	\$169.81
2019	1	91	6306416	Surprise Community Park Sidewalk Repair	03L	LMA	\$132.88
2019	1	91	6316385	Surprise Community Park Sidewalk Repair	03L	LMA	\$29,946.98
2019	1	91	6323397	Surprise Community Park Sidewalk Repair	03L	LMA	\$170.59
2019	1	91	6335101	Surprise Community Park Sidewalk Repair	03L	LMA	\$228.42
2019	1	91	6341258	Surprise Community Park Sidewalk Repair	03L	LMA	\$13,635.50
					03L	Matrix Code	\$44,284.18
2019	5	95	6335101	Lutheran Social Services IHELP	03T	LMC	\$1,333.15
2019	5	95	6348338	Lutheran Social Services IHELP	03T	LMC	\$1,150.16
2019	5	95	6359917	Lutheran Social Services IHELP	03T	LMC	\$1,718.91
2019	5	95	6367043	Lutheran Social Services IHELP	03T	LMC	\$3,769.73
2019	5	95	6377454	Lutheran Social Services IHELP	03T	LMC	\$3,522.50
2019	5	95	6385130	Lutheran Social Services IHELP	03T	LMC	\$4,102.51
2019	5	95	6397254	Lutheran Social Services IHELP	03T	LMC	\$5,027.74
					03T	Matrix Code	\$20,624.70
2019	5	97	6323397	Northwest Valley Connect	05A	LMC	\$1,257.28
2019	5	97	6335101	Northwest Valley Connect	05A	LMC	\$1,286.56
2019	5	97	6341258	Northwest Valley Connect	05A	LMC	\$1,430.35
2019	5	97	6348338	Northwest Valley Connect	05A	LMC	\$1,427.90
2019	5	97	6359917	Northwest Valley Connect	05A	LMC	\$1,434.99
2019	5	97	6367043	Northwest Valley Connect	05A	LMC	\$1,090.14
2019	5	97	6377454	Northwest Valley Connect	05A	LMC	\$1,090.14
2019	5	97	6385130	Northwest Valley Connect	05A	LMC	\$1,090.14
2019	5	97	6397254	Northwest Valley Connect	05A	LMC	\$2,180.28
2019	5	101	6377454	Emergency Food Program	05A	LMC	\$6,640.00
2019	5	101	6385130	Emergency Food Program	05A	LMC	\$10,698.38
2019	5	101	6397254	Emergency Food Program	05A	LMC	\$25,757.07
					05A	Matrix Code	\$55,383.23
2019	5	94	6306416	City of Surprise Summer Youth Employment Program	05H	LMC	\$15,000.00
					05H	Matrix Code	\$15,000.00
2019	5	96	6323397	Benevilla- Wirtzies	05L	LMC	\$616.00
2019	5	96	6335101	Benevilla- Wirtzies	05L	LMC	\$504.00
2019	5	96	6341258	Benevilla- Wirtzies	05L	LMC	\$472.35
2019	5	96	6359917	Benevilla- Wirtzies	05L	LMC	\$1,965.21
2019	5	96	6367043	Benevilla- Wirtzies	05L	LMC	\$1,633.95
2019	5	96	6377454	Benevilla- Wirtzies	05L	LMC	\$4,550.41



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	5	96	6385130	Benevilla- Wirtzies	05L	LMC	\$1,808.25
2019	5	96	6397254	Benevilla- Wirtzies	05L	LMC	\$4,999.92
					05L	Matrix Code	\$16,550.09
2019	5	98	6335101	Surprise Resource Center Crisis Assistance	05Q	LMC	\$1,500.00
2019	5	98	6341258	Surprise Resource Center Crisis Assistance	05Q	LMC	\$1,400.00
2019	5	98	6348338	Surprise Resource Center Crisis Assistance	05Q	LMC	\$3,546.00
2019	5	98	6359917	Surprise Resource Center Crisis Assistance	05Q	LMC	\$1,614.00
2019	5	98	6367043	Surprise Resource Center Crisis Assistance	05Q	LMC	\$5,639.00
2019	5	98	6377454	Surprise Resource Center Crisis Assistance	05Q	LMC	\$5,161.00
2019	5	98	6397254	Surprise Resource Center Crisis Assistance	05Q	LMC	\$3,530.00
					05Q	Matrix Code	\$22,390.00
2019	3	90	6298037	Housing Rehabilitation	14A	LMH	\$1,117.73
2019	3	90	6306416	Housing Rehabilitation	14A	LMH	\$3,688.97
2019	3	90	6316385	Housing Rehabilitation	14A	LMH	\$1,296.46
2019	3	90	6323397	Housing Rehabilitation	14A	LMH	\$2,276.60
2019	3	90	6335101	Housing Rehabilitation	14A	LMH	\$765.28
2019	3	90	6341258	Housing Rehabilitation	14A	LMH	\$773.46
2019	3	90	6348338	Housing Rehabilitation	14A	LMH	\$2,018.16
2019	3	90	6359917	Housing Rehabilitation	14A	LMH	\$3,020.53
2019	3	90	6367043	Housing Rehabilitation	14A	LMH	\$41,722.90
2019	3	90	6377454	Housing Rehabilitation	14A	LMH	\$6,585.15
2019	3	90	6385130	Housing Rehabilitation	14A	LMH	\$12,093.22
2019	3	90	6397254	Housing Rehabilitation	14A	LMH	\$72,437.02
2019	3	100	6367043	Home Accessibility Rehab	14A	LMH	\$5,710.18
					14A	Matrix Code	\$153,505.66
Total							\$951,497.65

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	5	95	6335101	Lutheran Social Services IHELP	03T	LMC	\$1,333.15
2019	5	95	6348338	Lutheran Social Services IHELP	03T	LMC	\$1,150.16
2019	5	95	6359917	Lutheran Social Services IHELP	03T	LMC	\$1,718.91
2019	5	95	6367043	Lutheran Social Services IHELP	03T	LMC	\$3,769.73
2019	5	95	6377454	Lutheran Social Services IHELP	03T	LMC	\$3,522.50
2019	5	95	6385130	Lutheran Social Services IHELP	03T	LMC	\$4,102.51
2019	5	95	6397254	Lutheran Social Services IHELP	03T	LMC	\$5,027.74
					03T	Matrix Code	\$20,624.70
2019	5	97	6323397	Northwest Valley Connect	05A	LMC	\$1,257.28
2019	5	97	6335101	Northwest Valley Connect	05A	LMC	\$1,286.56
2019	5	97	6341258	Northwest Valley Connect	05A	LMC	\$1,430.35
2019	5	97	6348338	Northwest Valley Connect	05A	LMC	\$1,427.90
2019	5	97	6359917	Northwest Valley Connect	05A	LMC	\$1,434.99
2019	5	97	6367043	Northwest Valley Connect	05A	LMC	\$1,090.14
2019	5	97	6377454	Northwest Valley Connect	05A	LMC	\$1,090.14
2019	5	97	6385130	Northwest Valley Connect	05A	LMC	\$1,090.14
2019	5	97	6397254	Northwest Valley Connect	05A	LMC	\$2,180.28
2019	5	101	6377454	Emergency Food Program	05A	LMC	\$6,640.00
2019	5	101	6385130	Emergency Food Program	05A	LMC	\$10,698.38
2019	5	101	6397254	Emergency Food Program	05A	LMC	\$25,757.07
					05A	Matrix Code	\$55,383.23
2019	5	94	6306416	City of Surprise Summer Youth Employment Program	05H	LMC	\$15,000.00
					05H	Matrix Code	\$15,000.00
2019	5	96	6323397	Benevilla- Wirtzies	05L	LMC	\$616.00
2019	5	96	6335101	Benevilla- Wirtzies	05L	LMC	\$504.00



Office of Community Planning and Development
U.S. Department of Housing and Urban Development
Integrated Disbursement and Information System
PR26 - CDBG Financial Summary Report
Program Year 2019
SURPRISE , AZ

DATE: 08-03-20
TIME: 13:00
PAGE: 4

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	5	96	6341258	Benevilla- Wirtzies	05L	LMC	\$472.35
2019	5	96	6359917	Benevilla- Wirtzies	05L	LMC	\$1,965.21
2019	5	96	6367043	Benevilla- Wirtzies	05L	LMC	\$1,633.95
2019	5	96	6377454	Benevilla- Wirtzies	05L	LMC	\$4,550.41
2019	5	96	6385130	Benevilla- Wirtzies	05L	LMC	\$1,808.25
2019	5	96	6397254	Benevilla- Wirtzies	05L	LMC	\$4,999.92
					05L	Matrix Code	\$16,550.09
2019	5	98	6335101	Surprise Resource Center Crisis Assistance	05Q	LMC	\$1,500.00
2019	5	98	6341258	Surprise Resource Center Crisis Assistance	05Q	LMC	\$1,400.00
2019	5	98	6348338	Surprise Resource Center Crisis Assistance	05Q	LMC	\$3,546.00
2019	5	98	6359917	Surprise Resource Center Crisis Assistance	05Q	LMC	\$1,614.00
2019	5	98	6367043	Surprise Resource Center Crisis Assistance	05Q	LMC	\$5,639.00
2019	5	98	6377454	Surprise Resource Center Crisis Assistance	05Q	LMC	\$5,161.00
2019	5	98	6397254	Surprise Resource Center Crisis Assistance	05Q	LMC	\$3,530.00
					05Q	Matrix Code	\$22,390.00
Total							\$129,948.02

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2019	4	93	6306416	Program Planning	20		\$4,355.00
2019	4	93	6316385	Program Planning	20		\$4,984.25
2019	4	93	6323397	Program Planning	20		\$5,963.75
2019	4	93	6335101	Program Planning	20		\$9,046.25
2019	4	93	6341258	Program Planning	20		\$1,690.00
2019	4	93	6359917	Program Planning	20		\$7,650.75
2019	4	93	6367043	Program Planning	20		\$4,160.00
2019	4	93	6377454	Program Planning	20		\$1,300.00
2019	4	93	6385130	Program Planning	20		\$244.20
2019	4	93	6397254	Program Planning	20		\$576.00
					20	Matrix Code	\$39,970.20
2019	4	92	6298037	Program Administration	21A		\$7,789.60
2019	4	92	6306416	Program Administration	21A		\$9,574.93
2019	4	92	6316385	Program Administration	21A		\$7,153.27
2019	4	92	6323397	Program Administration	21A		\$6,433.87
2019	4	92	6335101	Program Administration	21A		\$6,342.49
2019	4	92	6341258	Program Administration	21A		\$8,875.40
2019	4	92	6348338	Program Administration	21A		\$4,935.38
2019	4	92	6359917	Program Administration	21A		\$4,817.14
2019	4	92	6367043	Program Administration	21A		\$3,835.01
2019	4	92	6377454	Program Administration	21A		\$5,703.13
2019	4	92	6385130	Program Administration	21A		\$13,475.30
2019	4	92	6397254	Program Administration	21A		\$16,573.05
					21A	Matrix Code	\$95,508.57
Total							\$135,478.77



Community Development Block Grant

Consolidated Annual Performance and Evaluation Report (CAPER)

Program Year 2019

Human Service & Community Vitality | September 9, 2020



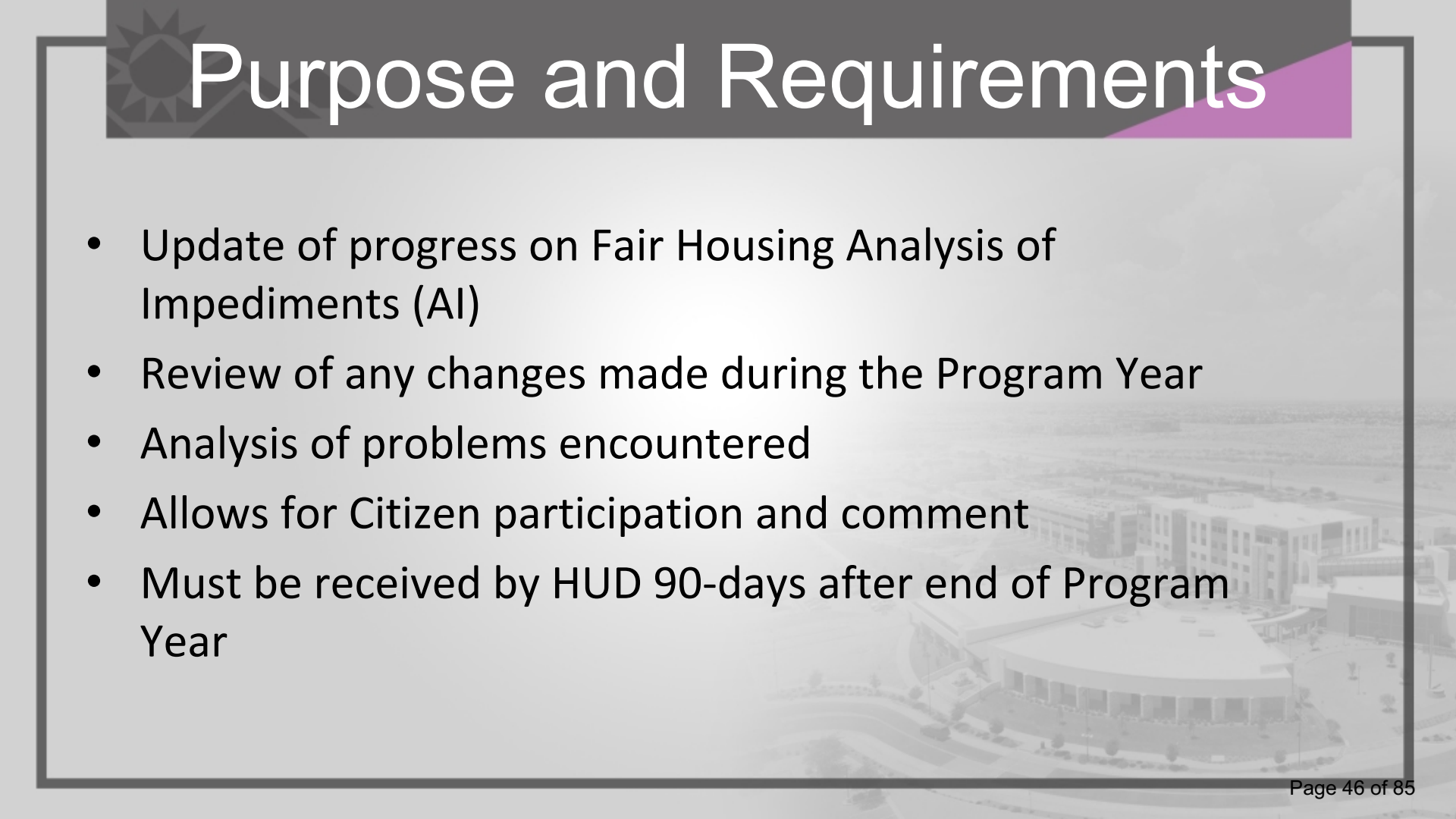
Today's Objectives

- Review CDBG CAPER requirements
- Review Program Year 2019 Accomplishments
- Approve CAPER for submission the HUD

Purpose and Requirements

Program Year 2019 = July 1, 2019 – June 30, 2020

- Report on progress made during the PY on the Priority Needs identified in the 5-Year Consolidated Plan.
- Summary of financial and data reports.
 - Total resources available
 - Funds expended
 - Spending cap check
 - LMI benefit



Purpose and Requirements

- Update of progress on Fair Housing Analysis of Impediments (AI)
- Review of any changes made during the Program Year
- Analysis of problems encountered
- Allows for Citizen participation and comment
- Must be received by HUD 90-days after end of Program Year



Financial Summary

PY2019 Allocation: \$671,119

Program Income Received: \$9,652

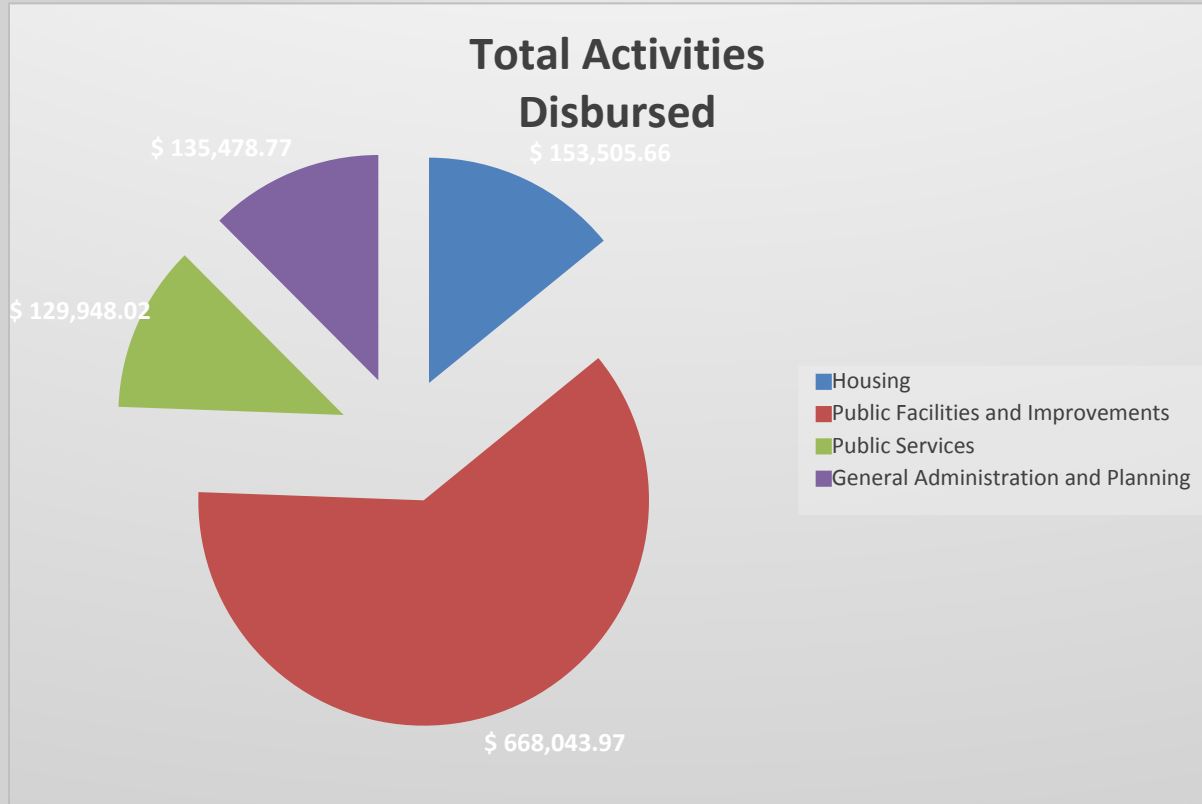
Previous Years Funding: \$835,400

Total Funds Expended: \$1,086,976

Planning & Admin: \$135,478 (19.9%)

Funds benefiting LMI persons: 100%

Financial Summary

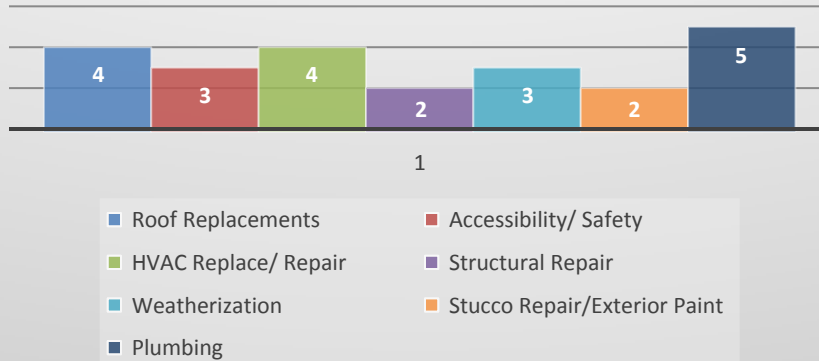


Projects

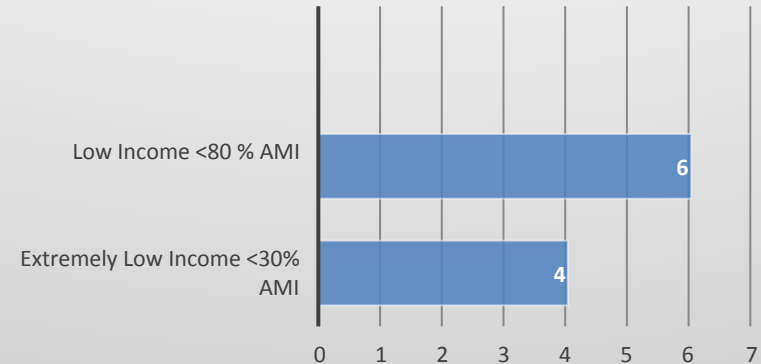
Housing Rehabilitation – Preservation of existing housing

10 Homeowners assisted with needed repairs

Rehabs by Type



Rehabs by Income Level



Total Expended: \$153,505

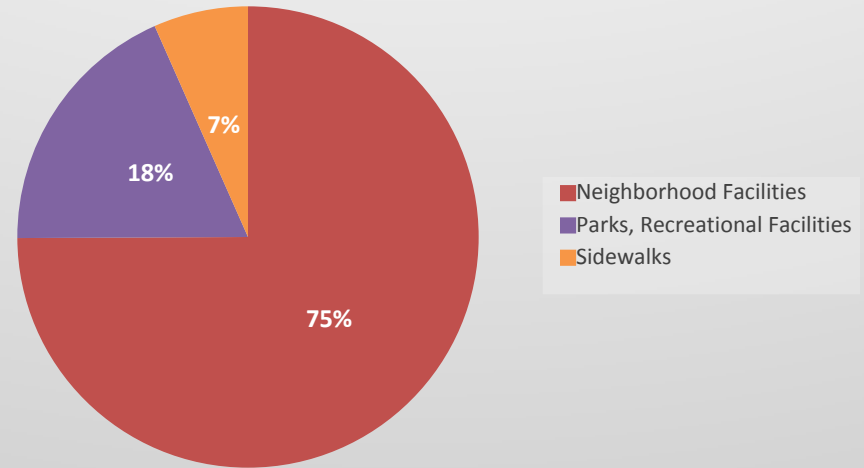
Projects

Public Facility Improvement – Create suitable living environments

- Heritage at Surprise – infrastructure improvements
- Surprise Community Park Sidewalk Repair
- Gaines Ballfield Project

Total Expended: \$668,044

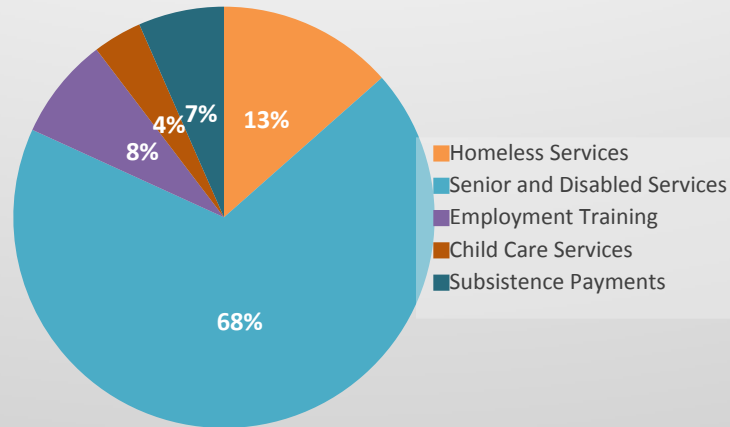
Public Facility and Neighborhood Improvements



Projects

Public Services – New or continued access to services

Public Services Accomplishments

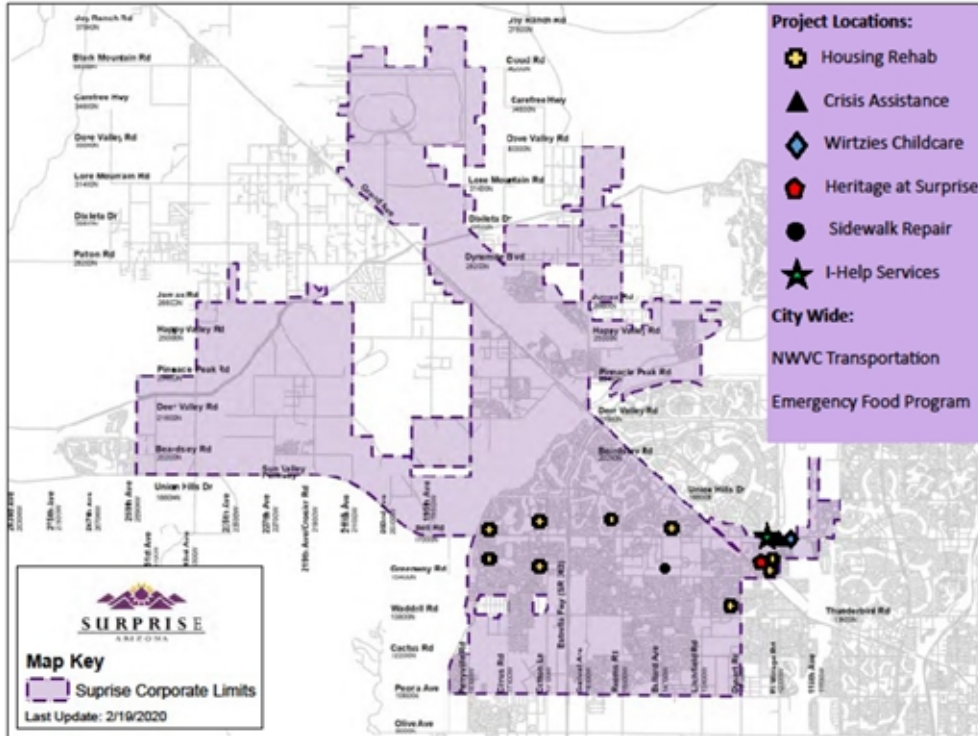


Total Expended: \$129,948 (14.71%)

319 LMI persons benefited

- Services for persons experiencing homelessness
- Childcare Services
- Meal Delivery Service – COVID-19
- Transportation for Seniors & Disabled
- Youth Internships
- Short term rent or utility assistance

Projects



Project Locations

Geographic Distribution

Target Area: Original Town Site

Expended in target area: 79%



CAPER Timeline

**August 24, 2020 -
Sept. 9, 2020**
16-Day Comment
Period

September 9, 2020
Public Hearing
VDHS Approve
CAPER

September 28, 2020
Submission of
CAPER to HUD



QUESTIONS OR COMMENTS?

Adam Lane
Human Service & Community Vitality
Neighborhood Services Supervisor

Joe Gladieux
Human Service & Community Vitality
Manager



CITY OF SURPRISE
Veterans, Disability and Human Service
Commission Meeting

Council Meeting Date: September 9, 2020 Contact Person:
Submitting Department: Human Svcs and Comm District: Internal
Vitality
Staff Recommendations: None

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Consideration and action pertaining to the August 12, 2020 Veterans, Disability and Human Services Commission meeting minutes.

Motion:

I move to approve the August 12, 2020 Veterans, Disability and Human Services Commission meeting minutes.

Background:

Objective Analysis:

Policy Compliant:

Financial Impact:

Budget Impact:

FTE Impact:

ATTACHMENTS:

1. 08.12.20 VDHS Commission Minutes
-

**CITY OF SURPRISE
VETERANS, DISABILITY, AND HUMAN SERVICES COMMISSION**

MEETING MINUTES

August 12, 2020 / 6:00 PM

**COUNCIL CHAMBERS
16000 North Civic Center Plaza
Surprise, AZ 85374**

CALL TO ORDER.

Vice-Chair Karissa Perry called the Veterans, Disability, and Human Services Commission Meeting to order at 6:00 p.m. at Surprise City Hall, 16000 North Civic Center Plaza, Surprise, Arizona 85374, on August 12, 2020.

A. ROLL CALL

In attendance were Chair George Van de Langeryt, Vice-Chair Karissa Perry, Dan Moore, Steffen Hanzel, Julie Kent-Partridge, Larry Brown, Bruce Hertzog, Jason Cooper and Andrew Witzel. Commissioners Kathryn Chandler and Shawna Daigle were absent (both excused).

STAFF PRESENT:

Human Service & Community Vitality Director Seth Dyson, Community Partnerships Manager Paul Bernardo and Assistant City Attorney Hobie Wingard were present.

COUNCIL MEMBERS PRESENT:

None

B. PLEDGE OF ALLEGIANCE

C. CURRENT EVENTS REPORT

Vice Chair Perry announced the following upcoming events:

- CENSUS 2020 – please participate.
- Current resources available for rental & utility assistance. Contact the City's Resource Center, (623) 222-1600.

D. STAFF REPORT

Community Partnerships Manager provided additional information about the resources available to help those in need including nearly \$3 million dollars for rental and some mortgage assistance. The City has hired an additional eight temporary staff at the Surprise Resource Center to help expediate getting those dollars to those in need by the December 31st deadline.

CALL TO THE PUBLIC:

Vice Chair Perry opened the call to the public to discuss any items, not on the agenda.

Hearing none, Vice Chair Perry closed the call to the public.

CONSENT AGENDA:

None

REGULAR AGENDA ITEMS – PUBLIC HEARING

None

REGULAR AGENDA ITEMS NON-PUBLIC HEARING:

Item 1 – Consideration and action pertaining to the approval of the February 12, 2020 Veterans, Disability and Human Services Commission meeting minutes.

Assistant Attorney Hobie Wingard explained that per the latest edition of Roberts Rules of Order, Commissioners can still vote even if they were not in attendance at the meeting.

Commissioner Hanzel made a motion to approve the February 12, 2020 Veterans, Disability, and Human Services Commission Meeting minutes. Commissioner Wirzel seconded the motion. Nine yes votes, motion carried.

Item 2 – Consideration and action pertaining to the approval of the March 11, 2020 Veterans, Disability and Human Services Commission meeting minutes.

Commissioner Moore made a motion to approve the March 11, 2020 Veterans, Disability, and Human Services Commission Meeting minutes. Commissioner Hanzel seconded the motion. Nine yes votes, motion carried.

Item 3 – Presentation and discussion pertaining to the Veterans, Disability and Human Services Commission Strategic Plan.

Anna Maria Maldonado, Vice President Strategic Partnerships, Phoenix International Consultants Inc., presented this item.

The Commission discussed the following:

- Scheduling a strategic planning workshop (Approx. 8 hours). Could be one day or broken up in smaller sessions.
- Merit and ability to conduct the workshop virtually or in conjunction with an in person workshop. City could use the Webex system if possible at no cost vs. Zoom or similar which may incur a cost and presents security issues.
- Overall timeline for process (September – December).

Mr. Bernardo - will send a link to Needs Assessment to commission members.

Ms. Maldonado – will send a DRAFT framework/agenda for a pre-session to last about one hour to assess future schedules.

Item 4 – Consideration and action pertaining to the budget approval for consultant fees regarding the Veterans, Disability and Human Services Commission Strategic Plan.

Commissioner Moore – requested some background on the item.

Mr. Bernardo – gave a brief overview on the informal request for quotes that was done earlier in the year, selection of Ms. Maldonado's company and the cost.

Commissioner Moore made a motion to approve the budget for consultant fees regarding the Veterans, Disability and Human Services Commission Strategic Plan. Commissioner Hanzel seconded the motion. Nine votes yes, motion carried.

Item 5 – Presentation and discussion pertaining to open meeting laws, conflicts of interest, and gifts.

Assistant City Attorney, Hobie Wingard presented this item.

Mr. Wingard captured the intent and purpose of the law.

Commissioner Hertzog – asked for clarification on conflict of interest and if a commissioner could participate in discussion on agenda and non-agenda items prior to a meeting with another commission member.

Mr. Bernardo – asked for clarification from Mr. Wingard regarding Mr. Hertzog's question on discussing agenda and non-agenda items.

Mr. Wingard – best option is not to discuss, but two members is not a violation but as a best practice prefer not to.

Item 6 – Discussion pertaining to the 2020/2021 Care & Share Expo events and possible dates.

Vice Chair Perry presented this item and provided a summary of what the Commission working group for the event has discussed to this point.

The Commission discussed the following:

- Vice Chair Perry – get the word out using Surprise Lately Video, Surprise Progress Magazine, Director's email blast.
- Commissioner Hanzel – February/March event date to capture seasonal residents.
- Commissioner Cooper – concern that a virtual event may hinder some of the target audience's ability to participate.
- Commissioner Moore – email to participating organizations from last year on date preference. Propose three dates/timeframes.

- Commissioner Witzel – feature an individual organization or two, monthly. Focused on a critical need.
- Commissioner Kent-Partridge – piggyback on another City event.
- Commissioner Brown – prefers to set a date now.

Mr. Bernardo – summarized discussion and will follow-up accordingly.

Commissioner Moore – asked staff to research governor's guidelines. Coronado Park. Sizable difference between tables. Other things are taking place already that are not as important. Event is needed now more than ever.

Item 7 – Consideration and action pertaining to the Fiscal Year 2020-21 Veterans, Disability and Human Services Commission meeting dates.

Vice Chair Perry presented this item and noted that a November meeting date will need to be voted on at a future meeting.

Commissioner Moore made a motion to approve the 2020-21 meeting dates. Commissioner Hanzel seconded the motion. Eight votes yes, one abstain (Hertzog), motion carried.

Item 8 – Consideration and action pertaining to the nomination and election of the Veterans, Disability and Human Services Commission Chair.

Commissioner Witzel nominated Perry. Commissioner Brown – second.

Nine votes yes.

Item 9 – Consideration and action pertaining to the nomination and election of the Veterans, Disability and Human Services Commission Vice Chair.

Commissioner Witzel nominated Hanzel. Commissioner Brown - second
 Commissioner Moore nominated Witzel. Commissioner Hanzel - second
 Commissioner Daigle – nominated self. Commissioner Witzel - second

Commissioner Brown - Witzel
 Commissioner Cooper – Witzel
 Commissioner Kent-Partridge - Witzel
 Commissioner Moore – Witzel
 Commissioner Van de Langeryt – Witzel

Commissioner Hanzel – Hanzel
 Commissioner Hertzog – Hanzel
 Commissioner Witzel – Hanzel

Commissioner Perry – Daigle

OTHER BUSINESS AND FUTURE AGENDA ITEMS:

The Commission had an open discussion regarding items they would like added to future agendas. Items included:

- Commissioner Moore – Continue discussion on the Care & Share Expo.
- Commissioner Witzel – data on trends/needs for service we're seeing due to the pandemic.

ADJOURNMENT:

Commissioner Hanzel made a motion to adjourn the meeting of the Veterans, Disability & Human Services Commission of August 12, 2020 at 7:31 p.m. Commissioner Cooper seconded the motion. Nine votes yes, motion carried.

Karissa Perry
Veterans, Disability and Human Services Commission Chair

ATTEST:

Paul Bernardo, Community Partnerships Manager

CERTIFICATION:

I, Paul Bernardo, Community Partnerships Manager for the City of Surprise Human Services and Community Vitality Department, Maricopa County, Arizona, do hereby verify that these are the true and correct minutes of the Veterans, Disability & Human Services Commission Meeting of **Wednesday, August 12, 2020.**

Paul Bernardo, Community Partnerships Manager



CITY OF SURPRISE
Veterans, Disability and Human Service
Commission Meeting

Council Meeting Date: September 9, 2020 Contact Person:
Submitting Department: Human Svcs and Comm District: Internal
Vitality
Staff Recommendations: None

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Presentation and discussion of an overview of the Sounds of Autism.

Motion:

Discussion only.

Background:

Presentation and overview by the Sounds of Autism group.

Objective Analysis:

Policy Compliant:

Financial Impact:

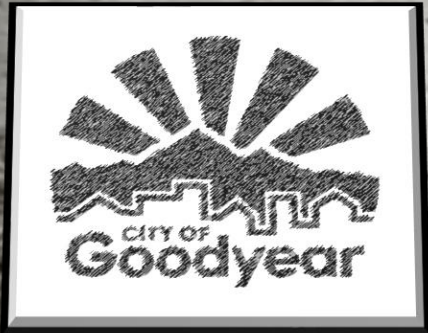
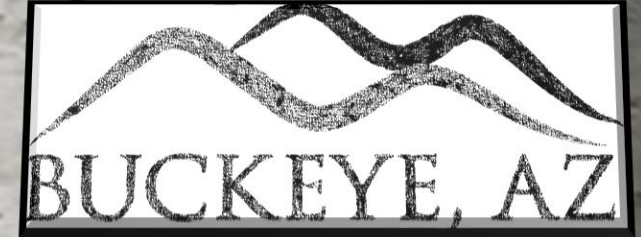
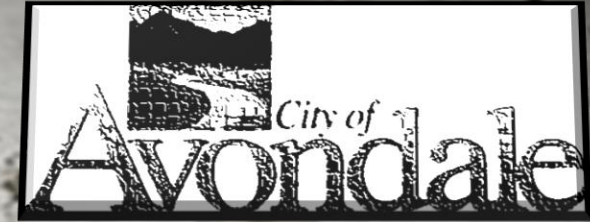
Budget Impact:

FTE Impact:

ATTACHMENTS:

1. Presentation
-





what is a
Unified Responder Community



2021

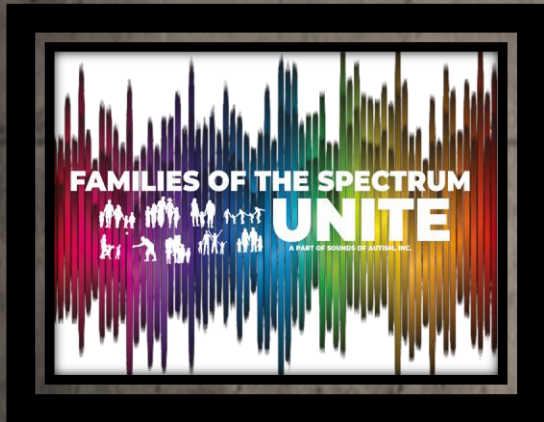
Unify your
Community

A Core 4
Step by Step Program
with a
5 week Strategic
Implementation Process
unifying
all communities
which includes
ongoing
development and support
throughout
each year

**Our GOAL – To Build a Strong “Core 4” Foundation
one**

A. C. R. E.

at a time



Autism Families



Community



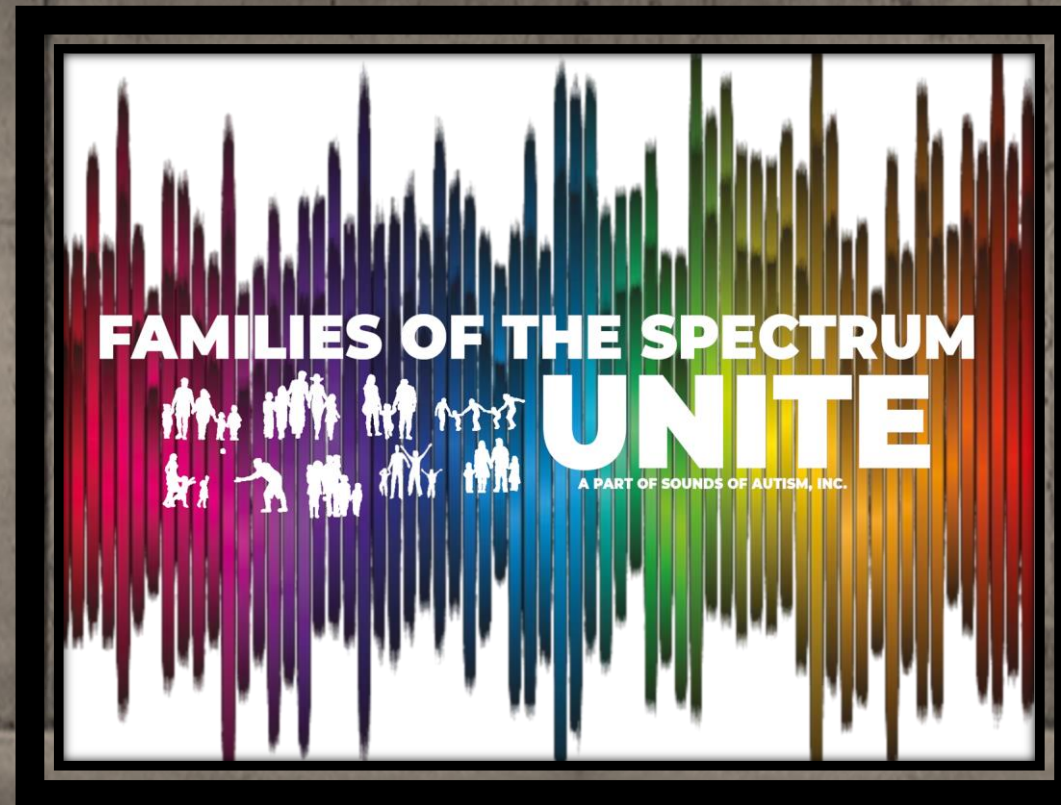
Responders



Educators

who we serve

Week 1



E.A.C.
Community
Support
Ambassador

Autism Families , Including At-Risk

Step 1

Host a Community Awareness Presentation

Families of the Spectrum Unite

Community Leaders to Invite – Why We Need to Bridge the Gaps

Mental/Behavioral Health – Early Intervention – Educators

Families of Autism - Special Needs – At Risk

First Responders

Topic

The Importance of Diagnoses and Early Intervention



Week 2



E.A.C.
Community
Support
Ambassador

Community

Step 2

Sounds of Autism partners with Mental Health and Early Intervention Leaders to present
Life on a Spectrum Presentation

Community Leaders to Invite – Why We Need to Bridge the Gaps

**Mental/Behavioral Health – Early Intervention – Educators
Families of Autism - Special Needs – At Risk
First Responders**

TOPIC

**Bridging the Gap Between Community and At-Risk Communities,
including Families of Autism**



Week 3

E.A.C.
Police
Support
Ambassador
**Sergeant
Greg
Welch**



E.A.C.
Community
Support
Ambassador

Responder

Step 3a

What is Ambassador Training

Sounds of Autism and Local Police Departments will conduct
A Responders Unite Ambassador Training

Community Leaders to Invite – Why We Need to Bridge the Gaps
Mental/Behavioral Health – Early Intervention – Educators
Families of Autism - Special Needs – At Risk
First Responders – Sworn Police Officers

TOPIC

**Police Ambassador Training and Education leading to Safer Interventions,
especially during Crisis**

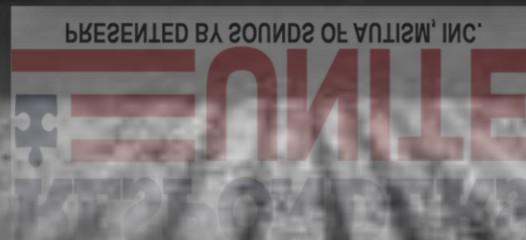


**Sounds of Autism
partners with
Local
Police Department's
to develop the
Responders Unite
Ambassador
Program**

**Police Ambassador
Scholarships**

Calendar

Photos



What A Police Ambassador is - Class

A Police Officer who learns Sounds of Autism Curriculum and takes it into the community to teach the Autism - Special Needs and At-Risk Community how to respond in a critical situation BEFORE that situation occurs, potentially deescalating a real-life crisis.

What a Classroom Ambassador does - Class

A Police officer who has volunteered to learn the Sounds of Autism Responders Unite Curriculum and executes the class throughout the community. Schools, Mental Health Facilities and Group Homes, to share the Tell - Show - Do - Review Model offering time for processing, how to respond as "I am a RESPONDER of Autism" and the expectation of a Police Officer during an Police Intervention.

Step 3b

What is Ambassador Classroom Training?

Sounds of Autism and Local Police Departments will conduct
A Responders Unite Ambassador Training

Community Leaders to Invite – Why We Need to Bridge the Gaps
All Surprise PD - First Responders and Sworn Police Officers

TOPIC

**Introduce and Practice Safe Unified Police and Community Interventions
leading to a more deescalated outcome**



**I AM A
RESPONDER of AUTISM**

**I AM A
RESPONDER of Autism**

**I AM A
RESPONDER of Autism**



**I AM A
RESPONDER of AUTISM**
was created to take away the stigma or label that typically occurs after getting a diagnoses of Autism. Families tend to struggle with these stigmas or labels, so we created a way of letting the officers know someone has Autism but respecting the wishes of the families as well. 3x's is Key!!

Life Skills
Virtual & Mobile

Presented by
Sounds of Autism, Inc.

E.A.C.
Community
Support
Ambassador

Educator

Step 4

We are currently in the Development Stage

Sounds of Autism along with Unified Educators will conduct a
Life Skills Presentation

Community Leaders to Invite – Why to Bridge the Gaps

**Early Intervention – Educators - Families living in the City of Surprise
Families of Autism - Special Needs – DES/DDD – Caretakers – Caseworkers
Group Homes At-Risk Communities – Community Outreach – Municipalities
First Responders**

TOPIC

Independent Job and Independent Adult Life Skills



Roadmap - Programs



Resource - Tools

ARE YOU SEEING THE PIECES OF AUTISM?

IF YOUR CHILD IS SHOWING THE SIGNS, YOU ARE NOT ALONE. WE WILL HELP YOU FIND SUCCESS.

DIAGNOSIS IS PARAMOUNT

1. OB-GYN
2. GENETIC TESTING
3. FAMILY PLANNING
4. CHURCH
5. PEDIATRICIAN
6. SPECIALIST
7. SCREENING
8. EARLY INTERVENTION
9. CHILD NUTRITION

TOODLES 3 TO 5 YEARS OLD

BUILDING BLOCKS TO A GAME PLAN

10. SCREENING
11. DAYCARE
12. PERSONAL CARE
13. PRE-SCHOOL
14. DES
15. PSYCHOLOGIST - OUTSIDE
16. THERAPIES - OUTSIDE
17. HABILITATION
18. RESPITE
19. THERAPIES - IN HOME
20. MEDICARE OR MEDICAID

TOODLES TEENIES 6 TO 9 YEARS OLD

A FIRM FOUNDATION

21. SCREENING
22. DES
23. ELEMENTARY SCHOOL
24. TUTORING
25. SOCIAL OR EXTRA CURRICULAR ACTIVITIES
26. PERSONAL CARE STAGE 2

PUBERTY: 9 TO 15 YEARS OLD

HURDLES, OBSTACLES, AND ROADBLOCKS

27. MIDDLE SCHOOL - WHAT IS A RIGHT FIT? PUBERTY AWARENESS
28. SOCIAL OR EXTRA CURRICULAR ACTIVITIES
29. PERSONAL CARE STAGE 2
30. CRISIS INTERVENTION STAGE 1
31. TUTORING
32. HIGH SCHOOL - THE RIGHT FIT - PUBERTY AWARENESS
33. SOCIAL OR EXTRA CURRICULAR ACTIVITIES
34. PERSONAL CARE STAGE 3
35. CRISIS INTERVENTION REPEAT

YOUNG ADULT: 16 TO 18 YEARS OLD

GROWING PAINS TO SUCCESS

36. SOCIAL SECURITY - HIGH SCHOOL
37. EXTRA-CURRICULAR ACTIVITIES - FUN
38. DOD-DES PRE-VOCATIONAL, TRADE OR COLLEGE
39. DRIVERS EDUCATION CLASSES OR PUBLIC TRANSPORTATION CLASSES
40. PRE-EMPLOYMENT
41. LIFE SKILL TRAINING
42. LAW FIRMS - GUARDIAN - POWER OF ATTORNEY - TRUST WILLS

TRANSITIONING: 19 TO 22 YEARS

THINK, THRIVE, NOT JUST SURVIVE

43. LIFE SKILLS/VOCATIONAL/WORKFORCE TRAINING
44. COLLEGE - TRADE SCHOOL
45. CAREER

INDEPENDENCE: 22+

EMPOWERMENT = SUCCESS

46. ADULT DAY CARE PROGRAMS
47. ADULT HABILITATION
48. ADULT RESPITE
49. ADULT THERAPIES
50. ADULT PSYCHOLOGIST
51. ADULT DOCTORS
52. MEDICARE OR MEDICAID
54. FUNERAL PRE AND POST



Tools

Prenatal

Pre-Diagnoses

Diagnoses

Early Intervention

Elementary

Tools

Middle School

High School

17-18 Transition

High School - Adult Life

Adult Life

Tools

Orientation

Roadmap/Resource

My Journey NOTES

A.R.T.S. Project

S.T.O.P. Project

Programs

Life on a Spectrum
Presentation

Life Skills
Presentation

Satellite Ambassador

Responders Unite
Ambassador

Responders Unite
Classroom

Roadmap

Raising a child
diagnosed with Autism

**Tools and
Programs**

Apply Now

ROADMAP

Digital Toolkit

Scholarship



Tools

**Tier 1
Life Skill**

**Tier 1 Advance
LS**

**Tier 2
Life Skill**

**Tier 2 Advance
LS**

Tools

**Tier 3
Life Skill**

**Tier 4 Advance
LS**

Tools

**Tier 5
Life Skill**

**Tier 5 Advance
LS**

**Tier 6
Life Skill**

**Tier 6 Advance
LS**

Programs

**Life Skills
K-12 Education**

**Life Skills
Post High School**

**Life Skills
After School Program**

**Life Skills
Summer Camp Online**

**Life Skills
Summer Camp Mobile**



Core 4 Survival

Life Skill Curriculum

**Currently in the
Development Stage**

Apply Now

Life Skill

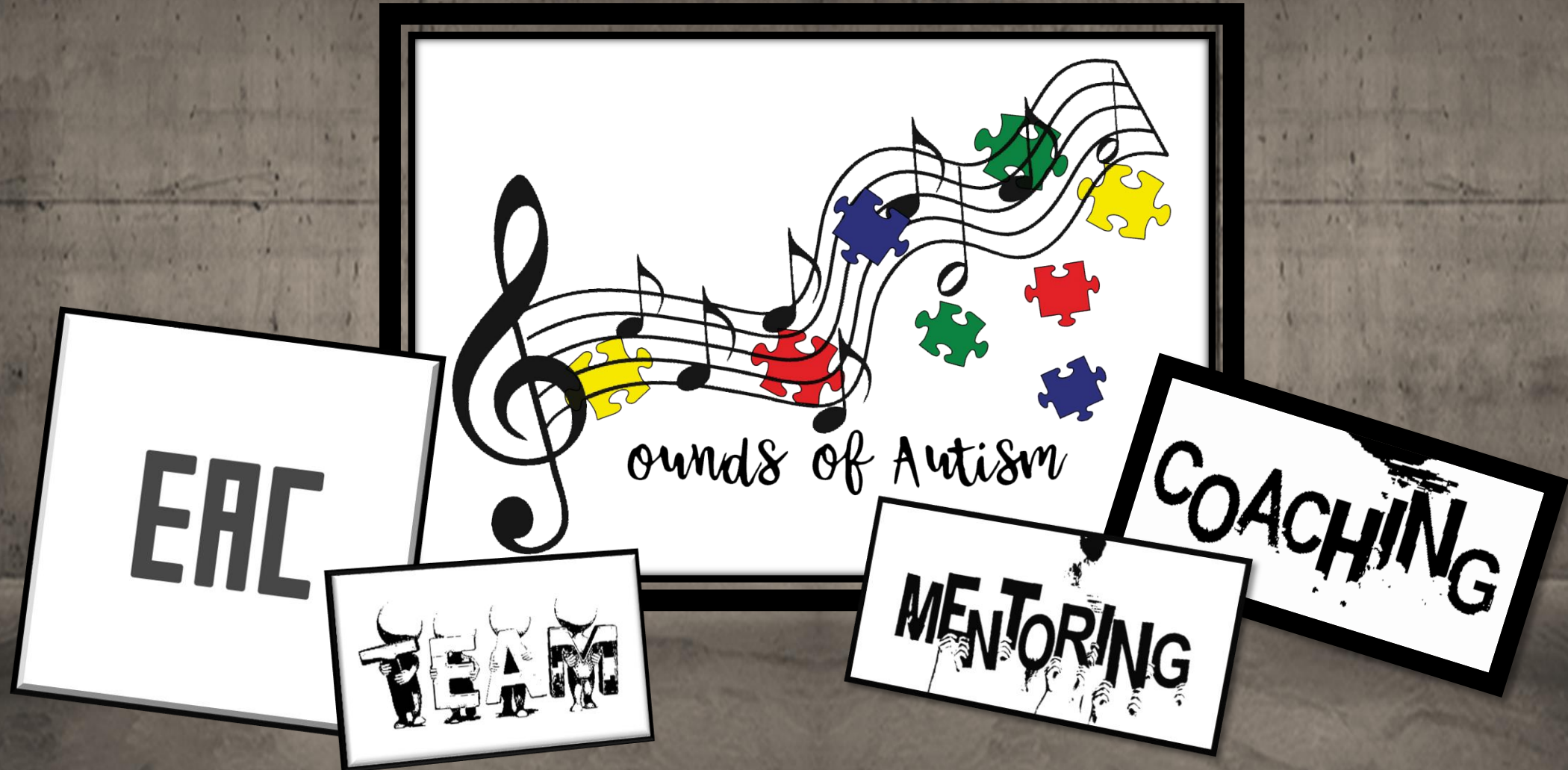
Digital Toolkit

Scholarship



Digital Toolkit

Week 5



A Sneak Peak into the Future



A. R. T. S.



Pro 'j Ect

**A
Unified Life Skill
Program
K-12**

leading to a more sustainable

**Independent
Adult Life**

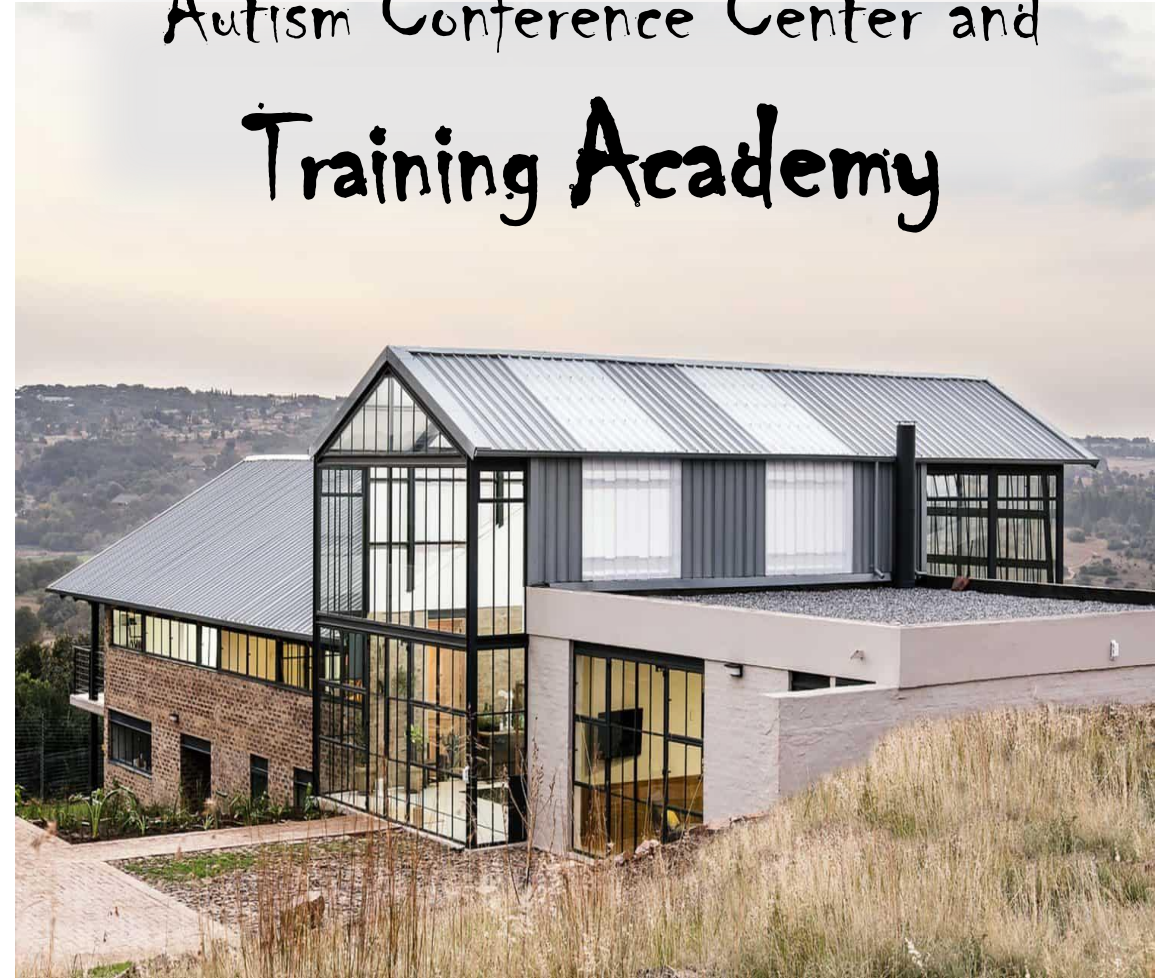
Autism - Resource – Transition - School
Project



Independent Living
Practice Dorms



Training Pool



Autism Conference Center and
Training Academy

A. R. T. S.
Pro 'j Ect

*Thank you, Community Leaders
for your Hands-on Support!*



AUTISM

It takes a community to raise a child with Autism.

This Epidemic is Silent and needs OUR VOICE.



CITY OF SURPRISE
Veterans, Disability and Human Service
Commission Meeting

Council Meeting Date: September 9, 2020 Contact Person:
Submitting Department: Human Svcs and Comm District: Internal
Vitality
Staff Recommendations: None

Consent: No Regular: Yes Public Hearing: No Report/Discussion: No

Agenda Wording:

Discussion and possible action pertaining to dates for the next Care and Share Expo.

Motion:

I move to approve _____ as the date of the next Care and Share Expo.

Background:

The 2020 Care and Share Expo has been cancelled. This will be an open discussion for possible future dates for the event.

Objective Analysis:

This objective is to gain consensus for a possible date for the next Care and Share Expo.

Policy Compliant:

This discussion is compliant with Commission and City Council Policy.

Financial Impact:

None

Budget Impact:

None

FTE Impact:

N/A

ATTACHMENTS:
