



CITY OF SURPRISE
Veterans, Disability and Human Services Commission
16000 N. Civic Center Plaza
Surprise, AZ 85374
Wednesday, February 9, 2022 @ 6:00 PM
COUNCIL CHAMBERS

- 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:

INSTRUCTIONS: In order to address the Board\Commission, you will need to fill out a Call to the Public Form available at the front counter, and then turn it in to the Secretary before the meeting begins.

Note: A.R.S. 38-431.01(H) - During this time members of the public may address the Board\Commission only on issues within the jurisdiction of the Board\Commission which are not an item on the agenda. At the conclusion of the open call, the Board\Commission may respond to criticism, may ask staff to review the matter or may ask that the matter be put on a future agenda. No discussion or action shall take place on any item raised.

CONSENT AGENDA:

REGULAR AGENDA ITEM - PUBLIC HEARING:

- | | | | |
|----|----------|---|---|
| 1. | Citywide | Presentation and discussion pertaining to the CDBG and HOME Needs Hearing for the Program Year 2022 Annual Action Plan. | None
Human Svcs and
Comm Vitality |
|----|----------|---|---|

REGULAR AGENDA ITEM - NON-PUBLIC HEARING:

- | | | | |
|----|----------|---|---|
| 2. | Citywide | Consideration and action pertaining to the approval of the January 13, 2022 Veterans, Disability & Human Services Commission special meeting minutes. | Human Svcs and
Comm Vitality |
| 3. | Citywide | Presentation and discussion pertaining to the Valley View Community Food Bank. | None
Human Svcs and
Comm Vitality |
| 4. | Citywide | Discussion and action pertaining to the establishment of a resource satellite hub in the Northwest Regional Library. | Human Svcs and
Comm Vitality |
| 5. | Citywide | Discussion pertaining to a Surprise-area behavioral health summit. | 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: February 3, 2022 at 3:30 PM

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 Services
Commission

Council Meeting Date: February 9, 2022 Contact Person:
Submitting Department: Human Svcs and Comm District: Citywide
Vitality
Staff Recommendations: None

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

Agenda Wording:

Presentation and discussion pertaining to the CDBG and HOME Needs Hearing for the Program Year 2022 Annual Action Plan.

Motion:

Discussion only

Background:

As a recipient of Community Development Block Grant (CDBG) and HOME Investment Partnership funds, the City of Surprise must complete an Annual Action Plan for anticipated funding to be received from the Department of Housing & Urban Development. As part of the Action Plan process, the City must conduct a minimum of two public hearings.

This hearing is being conducted in advance of the City's formation of its Program Year 2022 Annual Action Plan, for the program year that will begin July 1st, 2022. Although funding amounts have not been announced, based on past year allocations, the City anticipates to receive approximately \$666,000 in CDBG funding, and \$200,000 in HOME funding.

Objective Analysis:

This "Needs" Public Hearing is being held to provide an opportunity for organizations and citizens to comment and provide input on any housing and/or community development needs they have identified for providing decent housing, a suitable living environment, and expanded economic opportunities, principally for low- and moderate income persons.

Policy Compliant:

This action is compliant with federal requirements and City and Council policy.

Financial Impact:

N/A

Budget Impact:

N/A

FTE Impact:

N/A

ATTACHMENTS:

1. Needs Hearing VDHS Staff ReportDRAFT
 2. NEEDS HEARING VDHS Presentation
-



HUMAN SERVICE AND COMMUNITY VITALITY

Date: February 9, 2022
To: Veteran's, Disability & Human Services Commission Members
From: Adam Lane, Neighborhood Services Supervisor
Re: Program Year 2022 Action Plan – “Needs” Public Hearing

Introduction

As a recipient of Community Development Block Grant (CDBG) and HOME Investment Partnership funds, the City of Surprise must complete an Annual Action Plan for anticipated funding to be received from the Department of Housing & Urban Development. As part of the Action Plan process, the City must conduct a minimum of two public hearings.

In accordance with the City's Citizen Participation Plan, this “Needs” Public Hearing is being held to provide an opportunity for organizations and citizens to comment and provide input on any housing and/or community development needs they have identified for providing decent housing, a suitable living environment, and expanded economic opportunities, principally for low- and moderate income persons.

Background

This hearing is being conducted in advance of the City's formation of its Program Year 2022 Annual Action Plan, for the program year that will begin July 1st, 2022. Although funding amounts have not been announced, based on past year allocations, the City anticipates to receive approximately \$666,000 in CDBG funding, and \$200,000 in HOME funding.

The Action Plan must identify projects that will meet the High Priority Needs that are identified in the City's Consolidated Plan. The High Priority Needs that were identified in the 2020-2024 Consolidated Plan were:

1. **Affordable Housing** – The creation of affordable housing opportunities including preservation of existing housing, rental assistance, and creation of new affordable rental units.
2. **Public Facility Improvements** – Improvements to public facilities located in majority low- and moderate income areas.

3. **Public Services** – Services for low and moderate income persons who are disabled, homeless, at risk of becoming homeless, and youth.
4. **Planning & Administration** – Expenses related to administering the program, preparing planning documents, and Fair Housing activities.

For Program Year 2022, staff will recommend funding the following projects to meet the High Priority Needs identified in the plan:

1. Housing Rehabilitation
2. Tenant Based Rental Assistance (HOME)
3. Housing Services
4. Public Facility Improvements
5. Public Services
6. Administration & Planning

Any public comments received during the Public Hearing will be considered and included in the final version of the plan.

Recommendations

Staff recommends consideration of all public comments for inclusion in the Program Year 2022 Annual Action Plan.

Future Actions

Review and approve the draft Annual Action Plan following a 30-day public comment period, and final approval by City Council for submission to HUD.



SURPRISE
ARIZONA

CDBG and HOME

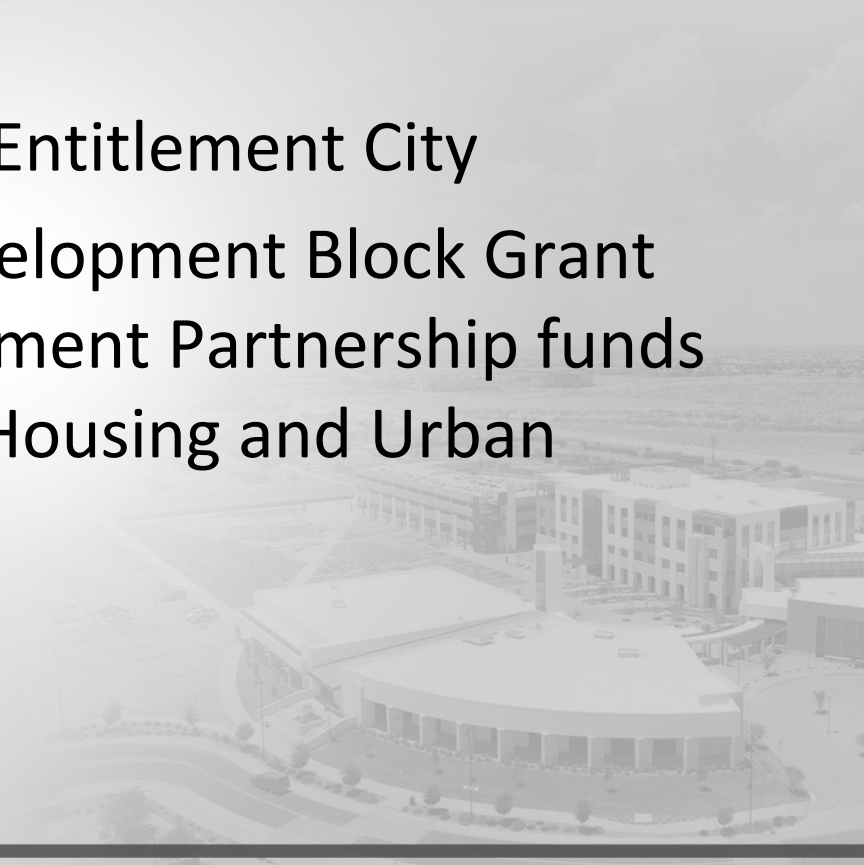
“Needs” Public Hearing

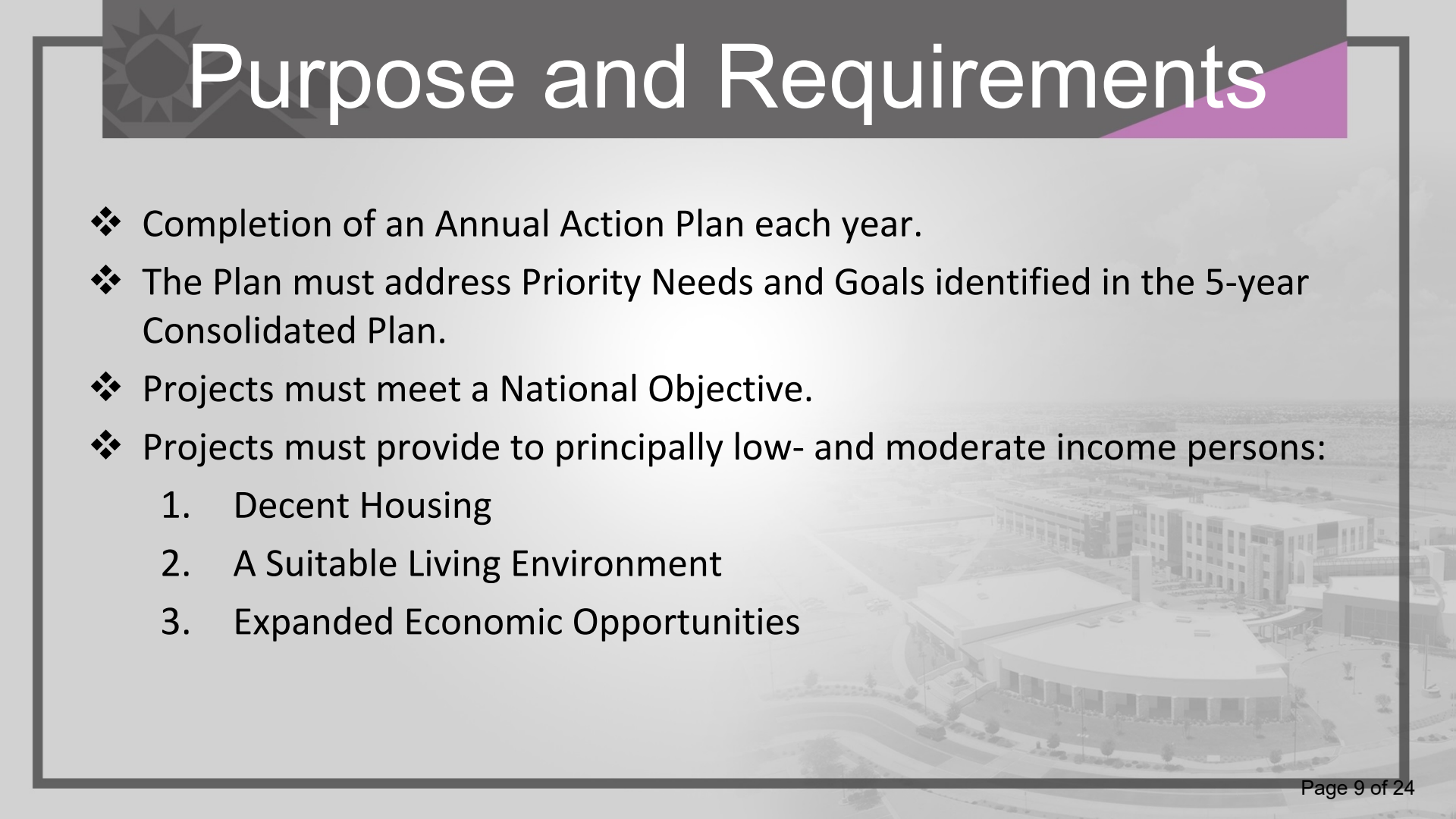
Public Hearing for the Program Year 2022 Annual Action Plan

Human Service & Community Vitality | February 9, 2022



Introduction

- The City of Surprise is an Entitlement City
 - Receives Community Development Block Grant (CDBG) and HOME Investment Partnership funds from the Department of Housing and Urban Development.
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Purpose and Requirements

- ❖ Completion of an Annual Action Plan each year.
- ❖ The Plan must address Priority Needs and Goals identified in the 5-year Consolidated Plan.
- ❖ Projects must meet a National Objective.
- ❖ Projects must provide to principally low- and moderate income persons:
 1. Decent Housing
 2. A Suitable Living Environment
 3. Expanded Economic Opportunities



Purpose and Requirements

- ❖ The City's Citizen Participation Plan includes a "Needs" Public Hearing for Citizen comment and input.

Citizen Participation helps:

1. Better inform the public.
2. Identify "hidden" community needs.
3. Citizens bring forward ideas.
4. Generate involvement and commitment to proposed solutions.



Anticipated Funding

Program Year 2022 (July 1, 2022 – June 30, 2023)

CDBG = \$666,000*

HOME = \$200,000*
(\$4,000 in Program Income)

*Pending allocation from HUD



Identified Needs

High Priority Needs identified in the Consolidated Plan:

1. Affordable Housing

Preservation of existing housing, rental assistance, creation of new affordable rental units.

2. Public Facility Improvements

Improvements to public facilities located in low- and moderate income areas.

3. Public Services

Services for LMI persons who are disabled, homeless, at risk of becoming homeless, and youth.

4. Planning & Administration

Expenses related to preparing planning documents and administering the program.



Public Comments and Input

Any and all citizens or organizations are encouraged to participate by commenting on the needs of the community.

All comments will be considered and included in the PY2022 Annual Action Plan.



Staff Recommendations

Staff will recommend the following projects for Program Year 2022:

1. Housing Rehabilitation
2. Tenant Based Rental Assistance (HOME)
3. Housing Services (in support of the HOME program)
4. Public Facility Improvements
5. Public Services
6. Planning & Administration

What's Next?

March 8th – April 8th

30-Day Comment
Period

April 13th, 2022

Commission to
Review and Approve
the Draft Plan

April 19th, 2022

City Council
Approves Plan

May 15, 2022

Plan submitted to
HUD



SURPRISE
ARIZONA

QUESTIONS OR COMMENTS?

Adam Lane
Human Service & Community Vitality
Neighborhood Services Supervisor

Seth Dyson
Human Service & Community Vitality
Director



CITY OF SURPRISE
Veterans, Disability and Human Services
Commission

Council Meeting Date: February 9, 2022 Contact Person:
Submitting Department: Human Svcs and Comm District: Citywide
Vitality
Staff Recommendations:

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

Agenda Wording:

Consideration and action pertaining to the approval of the January 13, 2022 Veterans, Disability & Human Services Commission special meeting minutes.

Motion:

I move to approve the January 13, 2022 Veterans, Disability and Human Services Commission special meeting minutes.

Background:

N/A

Objective Analysis:

N/A

Policy Compliant:

N/A

Financial Impact:

N/A

Budget Impact:

N/A

FTE Impact:

N/A

ATTACHMENTS:

1. 1.13.22 VDHS Commission Minutes Draft
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**CITY OF SURPRISE
VETERANS, DISABILITY, AND HUMAN SERVICES COMMISSION**

SPECIAL MEETING MINUTES - DRAFT

January 13, 2022 / 10:00 AM

**COMMUNITY ROOM
16000 North Civic Center Plaza
Surprise, AZ 85374**

A. CALL TO ORDER.

Vice-Chair Julie Kent-Partridge called the Veterans, Disability, and Human Services Commission Meeting to order at 10:05 a.m. at Surprise City Hall, 16000 North Civic Center Plaza, Surprise, Arizona 85374, on January 13, 2022.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

In attendance were Vice-Chair Julie Kent-Partridge, Commissioners Shawna Daigle, John Billcheck, Jason Cooper, Harrylouis Rodriguez, and Nickolas Kupper.

Absent: Chair Karissa Perry, Commissioners Steffen Hanzel, Gwen Mendez, Phillip Lair, Lisa Everett (excused).

STAFF PRESENT:

Human Service & Community Vitality Administrator Danielle Osborne, Neighborhood Services Supervisor Adam Lane, and Neighborhood Services Program Coordinator – Sr. Janae Mitchell were present.

COUNCIL MEMBERS PRESENT:

None.

C. CURRENT EVENTS REPORT

None.

D. STAFF REPORT

Administrator Danielle Osborne reported the following:

- Dr. Martin Luther King Jr. Day of Celebration and Service – Saturday, January 15th, 8:30 am
- City Offices will be closed Monday, January 17th in observance of Dr. Martin Luther King Jr. Day

CALL TO THE PUBLIC:

None.

CONSENT AGENDA:

None

REGULAR AGENDA ITEMS PUBLIC HEARING:

None

REGULAR AGENDA ITEMS NON-PUBLIC HEARING:

Item 1 – Citywide – Consideration and action pertaining to the approval of the December 8, 2021 Veterans, Disability & Human Services Commission meeting minutes.

Commissioner Kupper moved to approve the December 8, 2021 Veterans, Disability & Human Services Commission meeting minutes. Commissioner Billcheck seconded the motion. Motion carried with 6 Yes votes, 5 absent (Perry, Hanzel, Mendez, Lair, and Everett).

Item 2 – Citywide – Presentation and discussion pertaining to HUD Community Development Block Grant (CDBG).

Neighborhood Supervisor Adam Lane and Neighborhood Services Program Coordinator – Sr. Janae Mitchell made the presentation.

OTHER BUSINESS AND FUTURE AGENDA ITEMS:

Behavioral/Mental Health Summit
Collaborative opportunities with Phoenix Veterans Commission
SOS Program Update
Recognition Program Update

ADJOURNMENT:

Commissioner Daigle made a motion to adjourn the meeting of the Veterans, Disability & Human Services Commission of January 13, 2022 at 12:09 p.m. Commissioner Rodriguez seconded the motion. The motion carried with 6 Yes votes, 5 Absent (Perry, Hanzel, Mendez, Lair, and Everett).

Danielle Osborne
HSCV Administrator

Julie Kent-Partridge
Veterans, Disability and Human Services Commission Vice-Chair

The foregoing instrument is a full, true, and correct copy of the original document on file in the office of the City Clerk, City of Surprise, Arizona.

ATTEST BY: _____
Karina Caraveo, Commission Liaison

DATE: _____

DRAFT



CITY OF SURPRISE
Veterans, Disability and Human Services
Commission

Council Meeting Date: February 9, 2022 Contact Person:
Submitting Department: Human Svcs and Comm District: Citywide
Vitality
Staff Recommendations: None

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

Agenda Wording:

Presentation and discussion pertaining to the Valley View Community Food Bank.

Motion:

None, this item is for discussion only.

Background:

Program Coordinator Jesse Ramirez will provide an overview of Valley View Community Food Bank.

Objective Analysis:

To promote quality of life, accessibility and equity for all residents of Surprise, including those who are veterans or who experience disabilities, through cooperation with Surprise residents and any veterans, disability and human service organizations that serve the residents of Surprise.

Policy Compliant:

This item is City and Council policy compliant.

Financial Impact:

There is no financial impact associated with this item.

Budget Impact:

There is no budget impact associated with this item.

FTE Impact:

There is no FTE impact associated with this item.

ATTACHMENTS:



CITY OF SURPRISE
Veterans, Disability and Human Services
Commission

Council Meeting Date: February 9, 2022 Contact Person:
Submitting Department: Human Svcs and Comm District: Citywide
Vitality
Staff Recommendations:

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

Discussion and action pertaining to the establishment of a resource satellite hub in the Northwest Regional Library.

Motion:

I move to approve the reimbursement of funds towards a resource satellite hub at an amount not to exceed \$5,000.00.

Background:

Through the course of the commission's strategic planning, the priority of establishing Resource Satellite Hubs throughout the City, complimenting the resource center model, surfaced early on. The commission recognized through the evaluation of transit-mobility needs and due to the pandemic that the Surprise Resource Center needed to establish electronic-telephonic-virtual bus throughout the City for accessibility to more residents. The Hubs will be easily accessible points of entry to human service navigational support.

Northwest Region Library Manager Cheryl Cyr has approached the Human Service & Community Vitality Department about a partnership in which the lobby of the Northwest Regional Library would be converted into a resource hub complete with informational materials, pamphlets, a video display, and a dedicated space in which partner organizations can rotate out on a continuous basis and meet with current and prospective clients in a location outside of their normal workspace. Staff has recognized that these paralleled efforts have a mutual interest, and would like to provide the commission an opportunity to both achieve a strategic goal, and to maximize the outcome of the resource hub by reimbursing funds towards necessary furniture, technology and equipment. This item has been placed on the agenda to allow Library Region Manager Cheryl Cyr to present to the commission, and to allow the commission an opportunity to designate funds from their Fiscal Year 2022 budget towards this effort.

Objective Analysis:

To promote quality of life, accessibility and equity for all residents of Surprise, including those who are veterans or who experience disabilities, through cooperation with Surprise residents and any veterans, disability and human service organizations that serve the residents of Surprise.

Policy Compliant:

This item is City and Council policy compliant. Furthermore, this item directly correlates with priority No. 2 in the Veterans, Disability & Human Services Commission Strategic Plan - Resource Satellite Hubs.

Financial Impact:

If approved, funds for this initiative will be reimbursed to the Northwest Regional Library at an amount not to exceed \$5,000.00 from the Fiscal Year 2022 budget.

Budget Impact:

At this time, \$7,600.00 remains available in the Professional Outside Service - Other line item of the FY2022 VDHS Commission budget.

FTE Impact:

There is no FTE impact associated with this item.

ATTACHMENTS:



CITY OF SURPRISE
Veterans, Disability and Human Services
Commission

Council Meeting Date: February 9, 2022 Contact Person:
Submitting Department: Human Svcs and Comm District: Citywide
Vitality
Staff Recommendations: None

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

Agenda Wording:

Discussion pertaining to a Surprise-area behavioral health summit.

Motion:

None, discussion only

Background:

This item has been placed on the agenda at the request of Chair Karissa Perry to allow the Commission an opportunity to discuss the merits of convening a behavioral health summit in Surprise.

Objective Analysis:

To promote quality of life, accessibility and equity for all residents of Surprise, including those who are veterans or who experience disabilities, through cooperation with Surprise residents and any veterans, disability and human service organizations that serve the residents of Surprise.

Policy Compliant:

This item is City and Council policy compliant.

Financial Impact:

There is no financial impact associated with this item.

Budget Impact:

There is no budget impact associated with this item.

FTE Impact:

There is no FTE impact associated with this item.

ATTACHMENTS:
