: OF THE CITY OF PEORIA, ILLINOIS :

CDBG Public Services Advisory Commission

Regular Meeting

CALL TO ORDER

The Regular Meeting was held by the CDBG Public Service Advisory Commission virtually, on February 18, 2022, at 8:30 a.m. Chairperson Kirchhofer called the meeting to order @ 8:30 a.m.

ROLL CALL

Roll called showed the following Commissioners were present: Catherine Cross, Jada Hoerr, Brett Kolditz, Farrell Davis, Kimberly McGhee, Elizabeth Birkey, Patrick Kirchhofer, Sherry Cannon, and Lisa Fuller. Absent: Mark Brown, Alexander Ikejiaku, Brittney Ferrero and Patrick Wilmington.

Staff present: Kathryn Murphy, Joe Dulin, and Gavin Hunt

MINUTES

The minutes for the October 15, 2021 meeting were reviewed.

MOTION:

Commissioner Cannon moved that the minutes be approved. The motion was seconded by Commissioner Hoerr. Approved unanimously by viva voce vote 7-0.

NEW BUSINESS

A. 2021 Subrecipients

a. Final Status Report

Staff Member Murphy provided Commissioners with a final update on the 2021 public service subrecipients. All subrecipients except for Family Core expended all of their funding and reached all of their output and outcome goals. Staff Member Murphy clarified that Family Core ended the program for which they were funded last summer, but the organization remains in operation.

B. 2022 Subrecipients

Staff Member Murphy reported that report training for subrecipients was held on December 9. A copy of the presentation is also available on the website for reference. The first quarter reports will be due on April 11.

Staff Member Murphy updated that Congress passed a Continuing Resolution through March 11. She reminded the Commission that HUD cannot release the 2022 allocations until Congress passes a full year budget. It is anticipated that Congress will pass a full year budget before the March 11 deadline.

Once a full year budget is passed, HUD has 60 days to release the 2022 allocations. From those, city staff can finalize the 2022 subrecipient amounts and finalize agreements with the agencies.

C. Public Facilities Application

Staff Member Murphy presented about the Public Facilities application that will be reviewed by the Commission. The application will be released on Monday, February 21 and due on Friday, March 18. The Commissioners will have until April 4 to review and score the applications. The funding recommendation discussion will take place on April 15 with the recommendations anticipated to go before City Council on May 10.

Commissioners discussed the public facilities application. Staff Member Murphy clarified the requirements for the organizations and the evaluation criteria.

D. Discussion of 2023 Public Service Application

Staff Member Murphy presented a draft of the 2023 Public Service Application based on the 2022 application. Based on feedback from Commissioner Cannon, two items were highlighted for discussion.

Commissioners discussed if the application should be limited to one per organization. Commissioners discussed the pros and cons of this option. Commissioners also discussed how to handle it if an organization submitted multiple applications. Chairperson Kirchhofer asked if Staff Member Murphy would be able to contact applicants that submitted multiple applications to let them know that they must select one for consideration. Staff Member Murphy confirmed staff could do this.

Commissioners also discussed the maximum grant amount with the consideration of lowering it from $60,000 to $40,000 or $30,000. Discussions were held about the impact of the maximum award and about the highest amount awarded in prior years.

Chairperson Kirchhofer asked if Staff Member Murphy would send out a survey to the Commission about the priorities for discussion at the next meeting. Staff Member Murphy confirmed she would do this along with a copy of the press release for the Non-Profit Capital program.

MOTION:

Commissioner Cannon moved to limit applications to one per organization and to set the maximum award amount to $30,000. The motion was seconded by Commissioner Hoerr. Approved via cove vote 9-0.

ADJOURNMENT

MOTION:

Commissioner Fuller moved that the meeting be adjourned. The motion was seconded by Commissioner McGhee. Approved unanimously by viva voce vote 8-0.

The meeting was adjourned at 9:25 a.m.

Meeting minutes prepared by:

Gavin Hunt