

: 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 Services Advisory Commission in Room 404 at City Hall, 419 Fulton Street, Peoria, Illinois, on Friday, July 16, 2021, at 8:30 a.m. Chairperson Kirchhofer called the meeting to order @ 8:36 am.

ROLL CALL

Roll called showed the following Commissioners were present: Patrick Kirchhofer, Kimberly McGhee, Lisa Fuller, Jada Hoerr, Brett Kolditz, and Liz Birkey. Not present: Catherine Cross, Sherry Cannon, Mark Brown, Alexander Ikejiaku, Farrell Davies, Brittney Ferrero, and Patrick Wilmington.

Staff present: Cassie Belter and Abigail Youngblood

NEW BUSINESS

Commissioners and Staff Members introduced themselves, as this was the first in-person meeting held since February 2020.

A. Update on 2021 Subrecipients**a. 2nd Quarter reports due 7/12**

Staff Member Belter presented second quarter updates for the 2021 subrecipients. The Peoria City/County Health Department program is cancelled as the Sheriff's Office was unable to commit to a partnership. Staff Member Belter explained that due to the delays COVID caused, a few new programs did not spend much funding in the first quarter.

Staff Member Belter explained the 15% Public Services cap placed on CDBG funds and how additional funds are utilized.

Staff Member Belter reminded Commissioners if organizations had spent all their funding in Quarter One, they are no longer required to do quarterly reports.

Staff Member Belter explained how each organization's "Total Clients to Serve" number was determined.

Staff Member Belter pointed out each organization's objectives and narratives on the report.

Commissioner Kirchhofer questioned how programs had changed due to COVID. Staff Member Belter explained there was still a large need for childcare and would soon be a large influx of housing cases due to the upcoming end of the eviction moratorium.

B. Upcoming 2021 Subrecipient Monitoring

Staff Member Belter presented the 2021 Monitoring form that will be utilized during each agency's annual monitoring. All documents will be submitted through Neighborly within thirty days of the beginning of monitoring.

Agencies will have the choice to do a virtual monitoring or an in-person monitoring.

Commissioner Birkey asked if organizations are provided examples of what is expected of them. Staff Member Belter explained examples could be provided upon request.

Commissioners discussed the importance of attending a monitoring visit.

C. 2022 Public Service Application Timeline

Commissioners discussed the beginning of the 2022 Application period.

Monitoring visits will begin after the application period closes as to not burden current subrecipients who will be applying for 2022 funding.

Staff Member Belter explained that a press release is created for the opening date of the application period. Additionally, an email is sent to multiple organizations throughout the City.

Commissioner McGhee suggested to push the timeline back one week to give applicants an extra week to prepare for the application.

Commissioners and Staff Member Belter discussed the possibility of continuing virtual meetings moving forward.

Meeting minutes prepared by:

Abigail Youngblood