



## COUNCIL MINUTES

March 7, 2024

The City Council of the City of Mesa met in a Study Session in the lower-level meeting room of the Council Chambers, 57 East 1st Street, on March 7, 2024, at 7:30 a.m.

### COUNCIL PRESENT

John Giles\*  
Francisco Heredia  
Jennifer Duff\*  
Mark Freeman  
Alicia Goforth  
Scott Somers  
Julie Spilsbury

### COUNCIL ABSENT

None

### OFFICERS PRESENT

Christopher Brady  
Holly Moseley  
Jim Smith

(\*Participated in the meeting through the use of video conference equipment.)

Vice Mayor Heredia conducted a roll call and excused Mayor Giles from the beginning of the meeting, he arrived at 7:37 a.m.

1-a. Hear a presentation, discuss, and provide direction on the FY 2024/2025 funding recommendations for the Community Development Block Grant (CDBG), HOME Investment Partnership Program (HOME), Emergency Solutions Grant (ESG), and Human Services Programs.

Housing and Community Development Director Michelle Albanese displayed a PowerPoint presentation. **(See Attachment 1)**

Ms. Albanese stated the funding process includes all of the City's federal sources, as well as the local sources. She commented that the local sources include Human Services, which is comprised of General Funds (GF) and A Better Community (ABC) fund, also referred to as the Utility Billing donation program. She indicated the funding process begins with a kickoff for agencies to become aware of the sources available to them, the amount of each source, the requirements, the City Council's current priorities, and the 5-year Consolidated Plan priorities. (See Page 2 of Attachment 1)

Ms. Albanese mentioned that most City-funded activities relate to the Mesa Housing Path ranging from Emergency Housing to Independence, either with a voucher or home ownership. She noted the agencies are aware that their activity needs must fall within the City's priorities. (See Page 3 of Attachment 1)

Ms. Albanese reviewed the timeline of the process, which begins in August with a notification of funding availability to all agencies. She added before the application deadline in October, the City offers drop-in technical assistance for agencies or appointments with staff to discuss their agency in more detail. (See Page 4 of Attachment 1)

Ms. Albanese discussed the improvements made to the funding process based on feedback received from City Council. She stated one of the major improvements was the development of the three-year funding spreadsheet for use in consideration for funding. She explained that funds for non-public service City projects are now set aside specifically for the Community Development Block Grant (CDBG) program, since those projects are challenging and require funds to be spent within a year. She emphasized the need for the City to have projects that are shelf ready, and staff has scheduled additional time, if necessary, to allow for discussions and deliberations regarding the funding recommendations. (See Page 5 of Attachment 1)

Ms. Albanese summarized the application and agency improvements, which include the implementation of a minimum funding of \$25,000 for CDBG Public Services and a \$60,000 maximum funding for Human Services. She stated that presentations will now be included in the Housing Board score. (See Page 6 of Attachment 1)

Ms. Albanese discussed the factors by which staff determine funding considerations. She compared the funding requests with the available funding. (See Pages 7 and 8 of Attachment 1)

In response to a question from Councilmember Somers, Ms. Albanese explained that the funding for CDBG, HOME Investment Partnership Program (HOME), and the Emergency Solutions Grant (ESG) programs are all federal dollars provided by the Department of Housing and Urban Development (HUD). She mentioned that the City is considered an entitlement community and automatically receives the funds every year. She elaborated that the dollar amounts may vary, but all the programs are consolidated into a single pool called Human Services, which consists of the GF and the ABC fund, for which the City receives donations and combines into the Human Services pot.

In response to a request from Councilmember Goforth, Ms. Albanese clarified that on page 8 of the presentation, the top row refers to the funding allocation dollars and the bottom dollars reflect the requests received from agencies.

Ms. Albanese reviewed the award recommendations for CDBG Public Services which total \$639,511, and noted there is a maximum amount of 15% of the total CDBG allocations that may be awarded. She emphasized the City cannot exceed the total of \$639,511 and listed the activities that are recommended for funding. (See Page 9 of Attachment 1)

Ms. Albanese discussed the CDBG Non-Public Services recommendations, consisting of infrastructure and facility improvements. She shared that the Housing Rehabilitation Program consists of both a Major Rehabilitation program and an Emergency Rehabilitation Program; however, the City has shifted to only request funds for the Emergency Rehabilitation Program that has proven to be the most popular since COVID. She described the benefits of the Emergency Rehabilitation Program and the types of repairs performed. She advised that the program is an income-qualified program and most of the residents served fall within 30% to 50% of the area median income. She commented that lately, the most typical repairs are on mobile homes. (See Page 10 of Attachment 1)

In response to a question from City Manager Christopher Brady, Ms. Albanese indicated that the City has conducted marketing and outreach for the Emergency Rehabilitation Program by publishing news stories and receiving referrals from neighbors. She explained that the number of inquiries has doubled from last year and the City is on track to perform 129 emergency repairs. She said the City typically spends \$1 to \$1.2 million, but expects to spend \$2.9 to \$3 million, which was one of the reasons staff requested a substantial amendment to shift funds from the Rehabilitation Program to the Emergency Rehabilitation Program.

In response to multiple questions from Councilmember Somers, Ms. Albanese replied that the City has conducted a lot of media outreach and interviews with program participants, which has resulted in a record number of calls. She noted that the number of employees has increased from two to four to run the program. She explained that the Rehabilitation Program and the Emergency Program fall under one umbrella, but HUD requires the City to separate them and seek City Council's approval for a substantial amendment. She stated that the grants are intended to assist with renovations, but not a complete replacement of a mobile home, and the State has a program for Mobile Home Replacement.

In response to multiple questions from Councilmember Freeman, Ms. Albanese described the robust process that meets both the federal requirements and City procurement to ensure oversight.

Ms. Albanese explained that the HOME Program provides assistance for home development, acquisition, rehabilitation of rental housing, new construction, or tenant-based rental assistance. She reviewed the award recommendations for the two projects included in the HOME Program. (See Page 11 of Attachment 1)

Ms. Albanese discussed the recommendations for the ESG Program, which are solely for homeless activities and the City is limited to a certain percentage for shelter services. (See Page 12 of Attachment 1)

Ms. Albanese presented a chart illustrating the breakdown of funds contributed to Human Services throughout the City. She noted that all contributions, except the portion listed from the ABC program, are funded from the General Fund. (See Page 13 of Attachment 1)

Ms. Albanese reported that the Human Services and ABC Programs receive the most requests for funding. She explained that in addition to looking at scores, staff ensured that funds were divided among all of the categories as follows: Homeless and crisis services, \$165,000; food and basic needs, \$155,000; youth services and education, \$140,000; health services, \$48,000; workforce development, \$90,000; and tax and legal services, \$48,000. (See Pages 14 and 15 of Attachment 1)

Ms. Albanese discussed the next steps and mentioned that the funding will begin on July 1, 2024. (See Page 16 of Attachment 1)

Councilmember Spilsbury thanked staff for implementing improvements to the funding process based on feedback from Council.

Ms. Albanese clarified that the scoring rubric does not penalize new agencies. She mentioned the comments section is only to notify staff that an agency is new; and if funded, then staff can ensure that some technical assistance is provided to them.

Councilmember Freeman expressed his appreciation for the improvements to the funding process, specifically the improvement of Non-Public Service projects being shovel ready.

Ms. Albanese explained that staff has met with several City departments and is developing a three- to five-year plan for projects to be ready once funding is available. She stated if a project is funded and falls through, a back-up project can be presented to Council for approval with a substantial amendment rather than waiting an entire year for the funding process.

Mr. Brady clarified that the City is funding the shovel-ready design and environmental portion of the projects, which is timely, to ensure projects are pending if funds become available.

Mayor Giles stated the City of Mesa (COM) does more than other communities but needs to do more. He commented as a government entity, the COM is doing an above average job in Mesa's commitment to non-profits and in determining ways to fill in the gaps.

Vice Mayor Heredia thanked staff for the presentation.

1-b. Hear a presentation, discuss, and receive an update on a grant opportunity with the Arizona Early Childhood Development and Health Board (First Things First) for the Mesa Family Resource Center.

Education and Workforce Administrator Sarah Tolar introduced Library Director Polly Bonnett and displayed a PowerPoint presentation. **(See Attachment 2)**

Ms. Tolar provided an overview of the First Things First (FTF) organization, a statewide funding partner that supports creating equitable, family-focused childhood education systems. She noted FTF provides the funding, not the programming, and has been successful with the Family Resource Center Funding strategy. She described the Family Resource Center as a hub for the community that provides useful information to assist with resources. (See Page 2 of Attachment 2)

Ms. Bonnett reviewed the value and benefits for Mesa in partnering with FTF, and the potential of opening a Family Resource Center to support several of Mesa's priorities that will strengthen the community. She advised that the partnership aligns with Mesa's libraries and service model for strengthening access and awareness. She stated that the FTF organization is well-established, well-resourced, and a trusted organization in the community. (See Page 3 of Attachment 2)

Ms. Tolar highlighted the proposed grant funding for the Tier 2 Family Resource Center that will support two parenting programs. She indicated that the proposed funding for the remainder of fiscal year (FY) 23/24 is prorated and is renewable for four years at \$300,000 a year to support the operations of the Family Resource Center. She noted that after the first four years, there is an option to continue to renew. (See Page 4 of Attachment 2)

Ms. Tolar provided examples of other sites in Arizona that utilize a Family Resource Center, with Scottsdale having one and Phoenix having four. She mentioned that the design and layout of the centers will vary and is based on the needs of the community. She illustrated some of the programs and activities that may be offered, noting the Family Resource Center will be open to families to walk-in and meet with staff, receive referrals, or have a place to be with their children. (See Pages 5 and 6 of Attachment 2)

Ms. Bonnett described the proposed location for the Family Resource Center at the Main Library branch. She commented that the design of the Phoenix location aligns with what is envisioned for the Mesa Family Resource Center, an element of classroom and a dedicated area for parent education classes. She noted the design photo is not an exact design, just an aspirational goal. (See Page 7 of Attachment 2)

Ms. Tolar discussed the operational needs that the annual \$300,000 funding would cover. She summarized the next steps and timeline with an estimated grand opening in the fall of 2024. (See Pages 8 and 9 of Attachment 2)

In response to a question from Councilmember Goforth, Ms. Tolar explained the Mesa K-Ready program only provides classes and programming once a week, whereas the Family Resource Center is a hub where parents can receive referrals to outside agencies, engage with other families, and have a menu of programming throughout the month.

Councilmember Goforth expressed her support for FTF, which she believes will be a great resource for parents.

In response to multiple questions posed by Councilmember Spilsbury, Ms. Tolar replied that the Southeast Maricopa Region conducted research and identified zip code 85204 as a target area for a Family Resource Center due to its population and resources. She explained that the COM staff was approached as a great partner whose priorities are already in line with FTF. She reported that the funding will be provided by FTF, and the COM will operate the program and hire staff. She stated the curriculums are approved parenting education classes and the parenting activities will be designed by staff, who will collaborate with a network of Family Resource Centers. She discussed the marketing opportunities for the community and in collaboration with Mesa Public Schools (MPS).

In response to multiple questions from Councilmember Duff, Ms. Tolar responded that the Mesa K-Ready program has two sites and serves approximately 30 families at each site. She commented that this is an opportunity for growth for the Mesa K-Ready program as the Family Resource Center Hub will be an extension that provides other resources to families.

Mayor Giles expressed his appreciation for the FTF program, which is vital to Mesa since less than half of three- and four-year-olds are enrolled in a pre-kindergarten program. He shared that the FTF program receives funding through the tobacco tax, and he looks forward to the opportunity to expand Mesa's early childhood education program.

Vice Mayor Heredia thanked the staff for the presentation.

2. Current events summary including meetings and conferences attended.

Vice Mayor Heredia, Mayor Giles and Councilmembers highlighted the events, meetings and conferences recently attended.

3. Scheduling of meetings.

City Manager Christopher Brady stated that the schedule of meetings is as follows:

Thursday, March 14, 2024, 7:30 a.m. – Study Session

4. Adjournment.

Without objection, the Study Session adjourned at 8:39 a.m.

\_\_\_\_\_  
FRANCISCO HEREDIA, VICE MAYOR

ATTEST:

\_\_\_\_\_  
HOLLY MOSELEY, CITY CLERK

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Study Session of the City Council of Mesa, Arizona, held on the 7<sup>th</sup> day of March 2024. I further certify that the meeting was duly called and held and that a quorum was present.

\_\_\_\_\_  
HOLLY MOSELEY, CITY CLERK

lr  
(Attachments – 2)



**FY 2024/2025**

**Annual Funding Recommendations**

**City Council Study Session**

**Michelle Albanese, Housing and Community Development Director**  
**Justin Boyd, Housing and Community Development Administrator**

**March 7, 2024**

# Council Strategic Priorities



**Community  
Health & Safety**



**Strong Community  
Connections**



**Skilled & Talented  
Workforce**



**Thriving  
Economy**



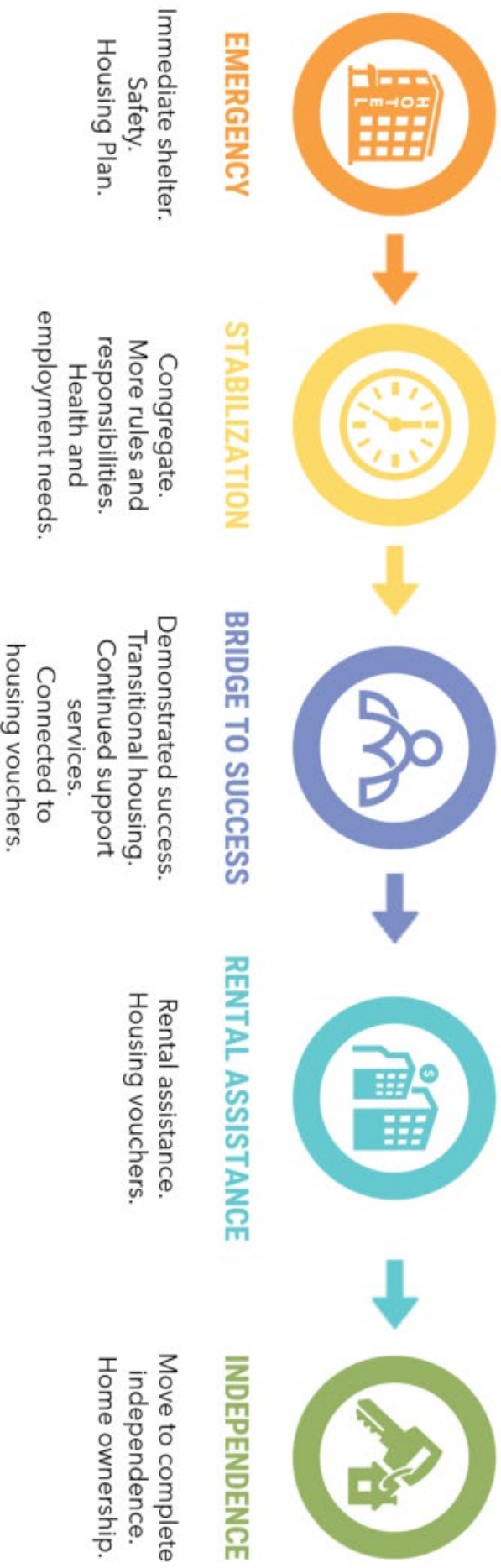
**Neighborhoods &  
Placemaking**



**Sustainable  
Environment**

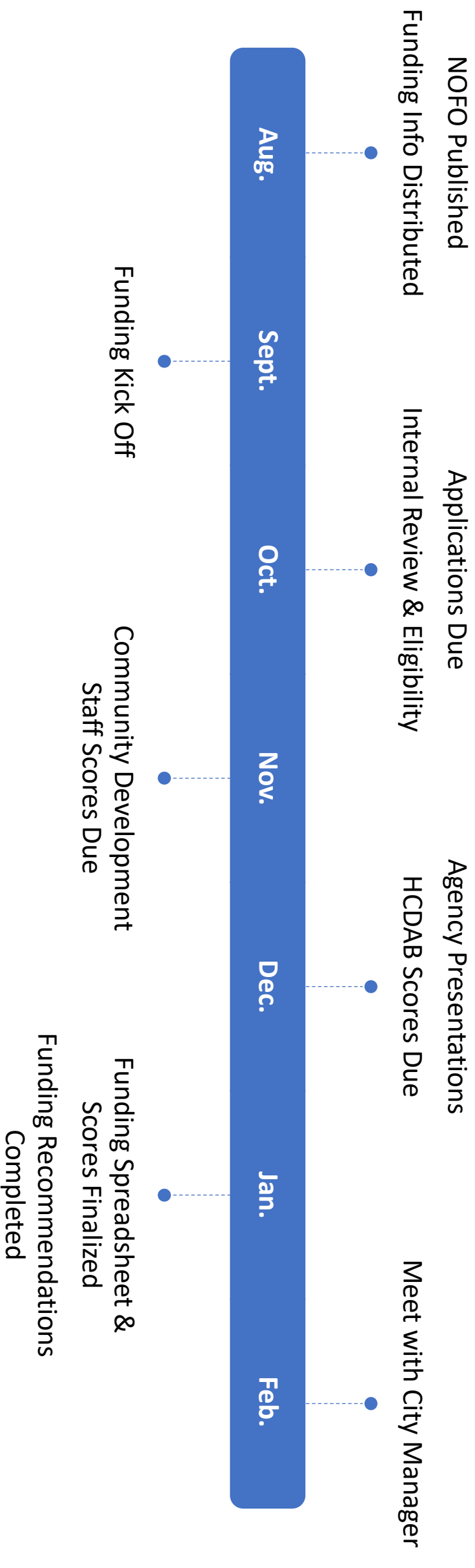


# Mesa Housing Path





# Timeline



# FY 24/25 Funding Process Improvements



**Set Aside:**

Funds for Non-Public Services City Projects (Capital Need & Shovel-Ready Projects)



**Researched:**

3-Year Agency Funding History



**Scheduled:**

More Time Between CCD and Study Session



**Prepared:**

2<sup>nd</sup> Study Session Scheduled (If Needed)



**Informed:**

Councilmembers of Key Dates/Updates throughout the Funding Process

# FY 24/25 Application & Agency Improvements



**Developed:**

Three Separate Application Categories



**Implemented:**

Application Minimum - \$25,000 CDBG Public Services



**Implemented:**

Human Services Maximum Funding Request - \$60,000



**Created:**

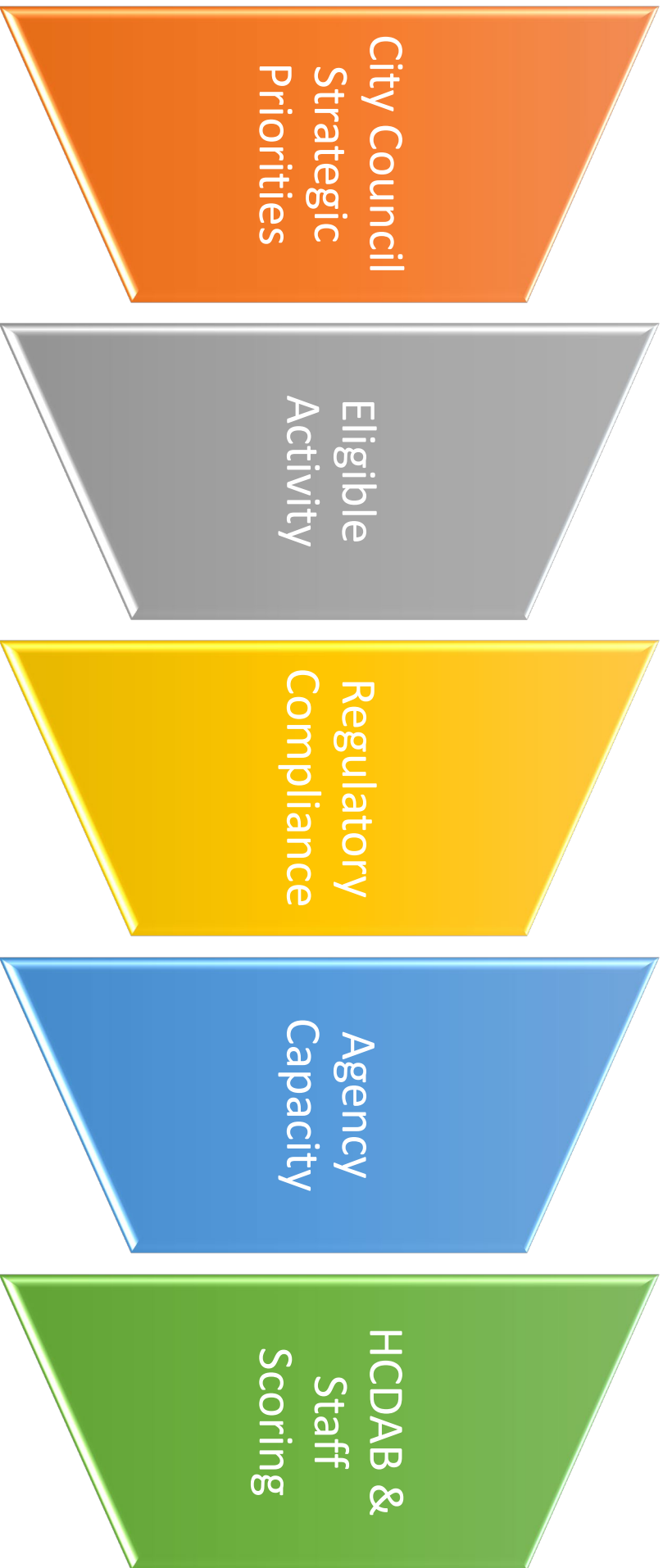
New Scoring Tool & Criteria for Staff



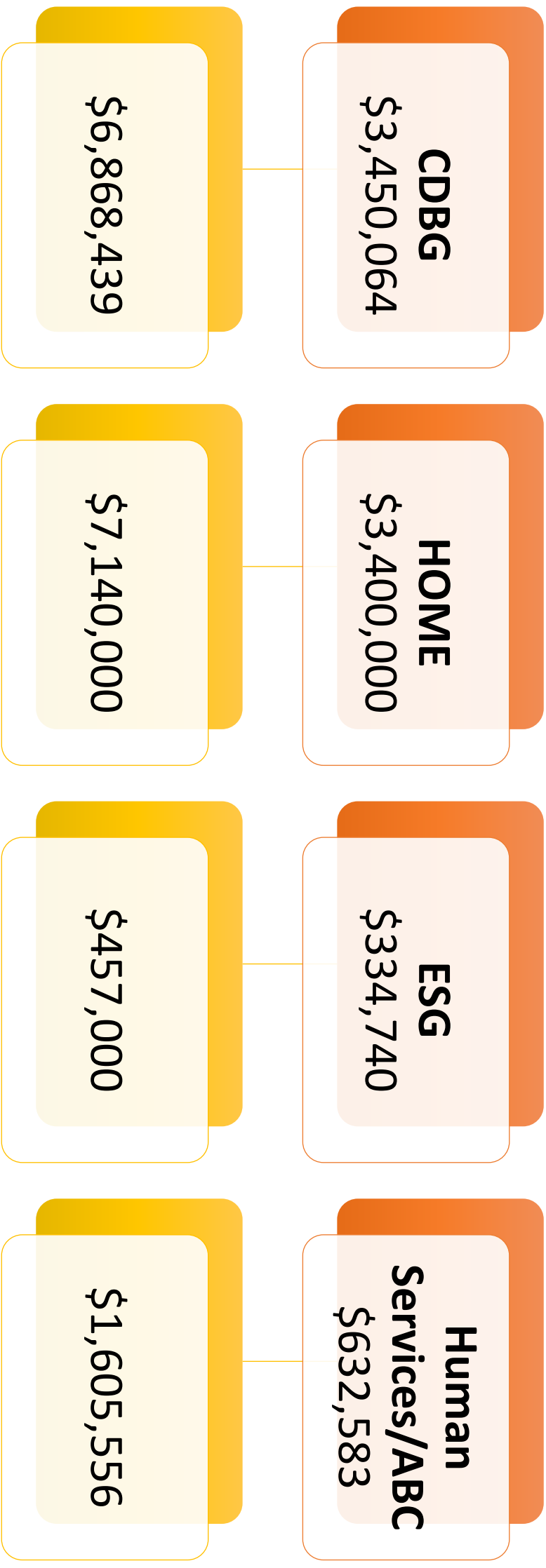
**Created:**

New Scoring Tool & Criteria for Housing and Community Development Advisory Board

# Considerations for Funding



# FY 24/25 Funding Allocations vs. Request





# CDBG Public Services

Agency	Project Name	Recommended Award
A New Leaf	Housing Support Services	\$ 75,000
A New Leaf	Mesa Family Shelter Services	\$ 149,892
Central Arizona Shelter Services (CASS)	Case Management for Homeless Mesa Individuals	\$ 100,381
Central Arizona Shelter Services (CASS)	Flexible Housing Assistance for Mesa Individuals Facing Homelessness	\$ 25,000
Child Crisis Arizona	Early Education Services for Low-Income Mesa Families	\$ 80,000
Family Promise - Greater Phoenix	Mesa Family Shelter Program	\$ 79,076
Homeward Bound	Shelter and Family Services	\$ 69,312
Save the Family Foundation of Arizona	Mesa Homeless Families Navigation & Case Management	\$ 60,850
	<b>Total</b>	<b>\$ 639,511</b>

\*Agencies listed in alphabetical order.



# CDBG Non-Public Services

Agency	Project Name	Recommended Award
City of Mesa (Set Aside)*	Emergency Rehabilitation Program	\$ 2,460,553
City of Mesa (Set Aside)*	Aripine Park	\$ 350,000
	<b>Total</b>	<b>\$ 2,810,553</b>





# HOME Investment Partnership Program (HOME)

Agency	Project Name	Recommended Award
A New Leaf	La Mesita Phase IV Construction Project	\$ 3,000,000
City of Mesa (set-aside)	Rental and Utility Deposit Program	\$ 400,000
	<b>Total</b>	<b>\$ 3,400,000</b>

\*Agencies listed in alphabetical order.



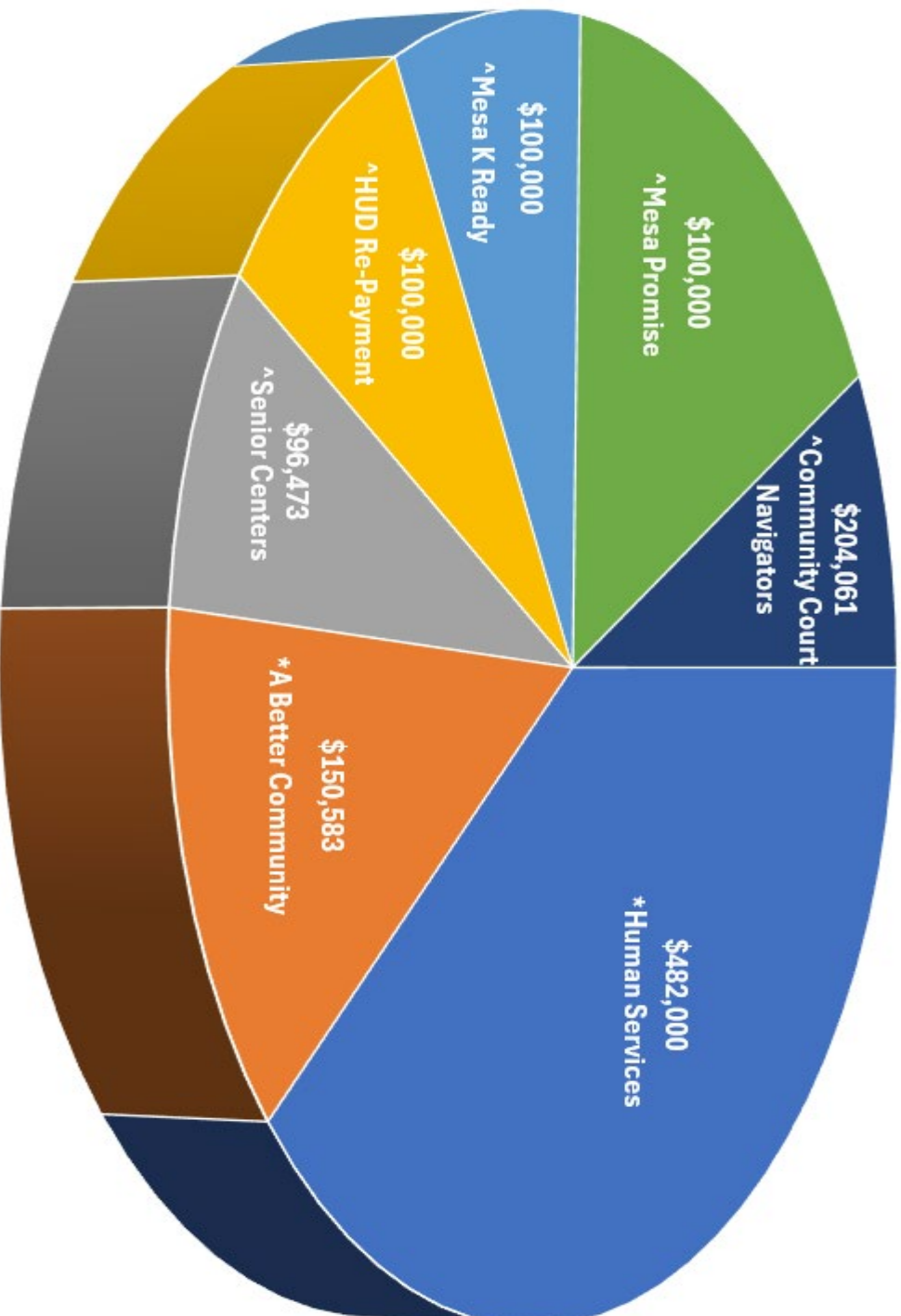
# Emergency Solutions Grant (ESG)

Agency	Project Name	Recommended Award
A New Leaf	East Valley's Men's Center	\$ 150,000
Central Arizona Shelter Services (CASS)	CASS Family Shelter	\$ 67,129
Save the Family Foundation of Arizona	Rapid Rehousing	\$ 117,611
<b>Total</b>		<b>\$ 334,740</b>

\* Agencies listed in alphabetical order.



# Total Human Services Contributions



\*Available to Agencies: \$ 632,583

\$ 600,534

\$1,233,117



# Human Services/ABC Program

Agency	Project Name	Recommended Award
Arizona Brainfood	Weekend Food Bags	\$ 35,000
Aster Aging, Inc.	Meals on Wheels	\$ 60,000
Big Brothers Big Sisters of Central Arizona (BBBSAZ)	Mesa Community & Site-Based Youth Mentoring Programs	\$ 25,000
Boys & Girls Clubs of the Valley, Inc.	Boys & Girls Clubs for Mesa Youth	\$ 35,000
Community Legal Services	Legal Advocacy & Education for Low-Income Mesa Residents	\$ 33,660
Dress for Success Phoenix	Educate HER Mesa Program	\$ 30,000
Dress for Success Phoenix	Teen Workforce Initiative Career Services for Low-Income Mesa Residents	\$ 30,000
House of Refuge, Inc.	Transitional Housing for Homeless Families	\$ 60,000

\*Agencies listed in alphabetical order.



# Human Services/ABC Program Cont.'

Agency	Project Name	Recommended Award
ICAN: Positive Programs for Youth	Positive Youth Development Program	\$ 40,000
Maggie's Place, Inc.	Shelter Services at the Hannah House	\$ 45,000
Oakwood Creative Care, Inc.	Respite & Nursing Care for Low-Income Mesa Seniors with Cognitive & Physical Impairments	\$ 45,000
Oakwood Creative Care, Inc.	Dementia Hub Family Support Navigation for Mesa Families	\$ 3,923
Paz de Cristo Community Center	Homelessness Relief Services	\$ 60,000
Save the Family Foundation of Arizona	Family Adult's & Children Empowerment Services	\$ 60,000
United Food Bank	Emergency Food Assistance	\$ 60,000
Valley of the Sun YMCA	Ross Farnsworth Easy Valley Family YMCA Childcare, Early Learning and Meals Program	\$ 10,000
	<b>Total</b>	<b>\$ 632,583</b>

\*Agencies listed in alphabetical order.

# Next Steps

March. 7, 2024  
30-Day Public  
Comment Period  
Begins

April 15, 2024  
City Council  
Approval

May 15, 2024  
Annual Action Plan  
Submitted to Hud

July 1, 2024  
Funding Year Begins



# Questions?

# Questions?

# MESA FAMILY RESOURCE CENTER

Opportunity and Funding Discussion

March 7, 2024

Sarah Tolar, Education & Workforce Administrator  
Polly Bonnett, Library Director

**#FIRST THINGS FIRST**



# Collaboration Opportunity

**First Things First (FTF):** AZ leader and partner in creating a family-centered, equitable, high-quality early childhood system that supports the development, well-being, health and education of all Arizona's children, birth to age 5.

## Family Resource Center Funding Strategy

Family resource centers are community hubs that provide:

- Flexible, family-focused, and culturally responsive information
- Community resources and referrals to services
- Parenting activities covering a wide range of topics
- Connection to information, resources, and services needed to support a child's optimal health and development

**## FIRST THINGS FIRST**

# Value and Benefits to Mesa

- **Council Strategic Priority Alignment:** *Strong Community Connections*
- **Education and Workforce Development Roundtable Priorities**
- **Library Strategic Priority Alignment:** *Community Literacy*
- Opportunity for expansion of Mesa K-Ready
- Investments in early learning and parent education
- Increase access to tools and resources that support school readiness
- Amplification of Library programming and resources

**## FIRST THINGS FIRST**

# Tier 2 Family Resource Center Funding

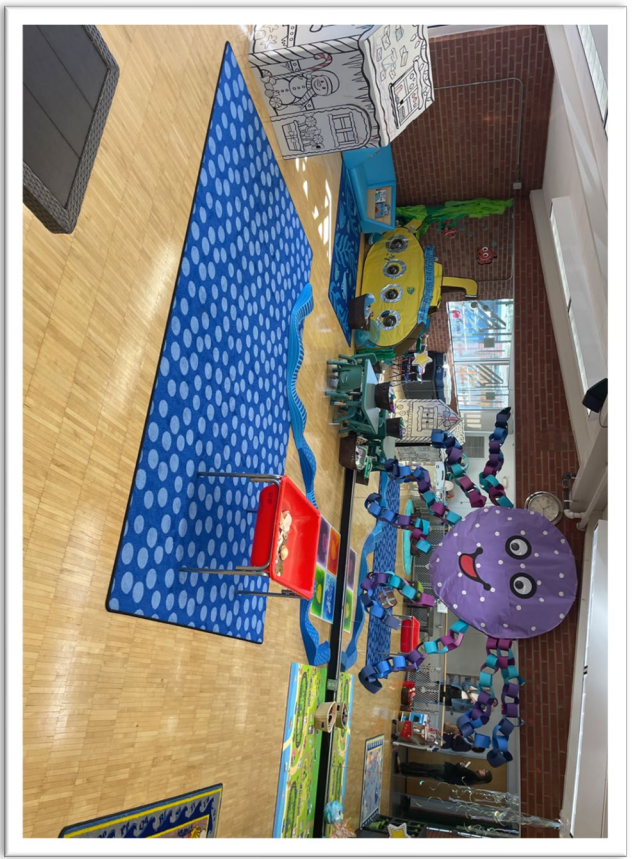
**Parenting Activities:** Focus on parenting skills and child development

**Parenting Education:** Structured series of classes to build skills and strengthen their role as their child's first and most important teacher

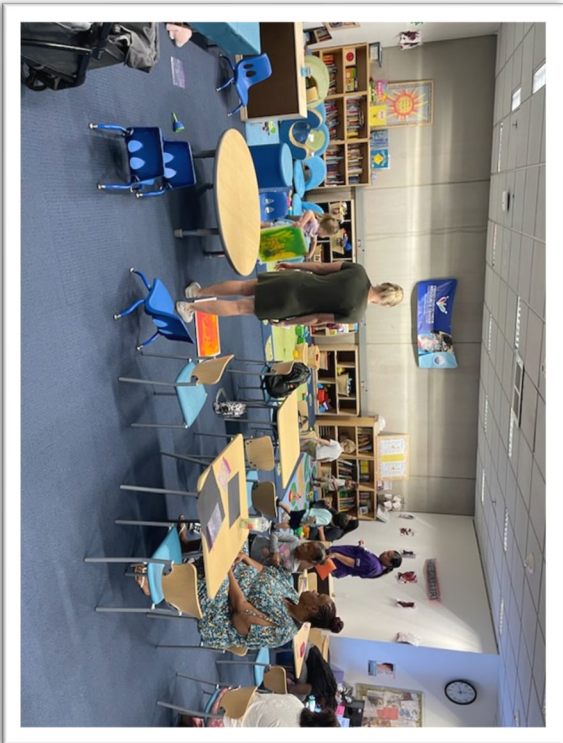
Proposed Grant Funding		
FY24	\$75,000	Purchase of capital items, supplies, signage, materials
FY25	\$300,000	Staffing, programming, incentives, materials
FY26	\$300,000	commitment for renewal
FY27	\$300,000	commitment for renewal

# Site Examples

## Scottsdale


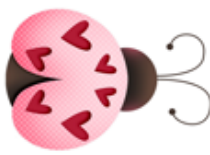



## Phoenix



## FIRST THINGS FIRST

# Sample Monthly Calendar

Burton Barr Phoenix Families First Resource Center		<b>February</b>			
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
 <p>5 Ocean Sensory Bin 9:00 a.m. &amp; 2:00 p.m. Baby time 10:00 a.m.</p>	<p>6 Self-Love Collective 9:00 a.m. <b>Story School 1:00 p.m.</b></p>	 <p>7 Watercolor Ocean 9:00 a.m. &amp; 2:00 p.m. Toddler Time 10:00 a.m. Dad Together 4:00 p.m.</p>	<p>1 Little Explorers 9:00 a.m. <b>Story School 1:00 p.m.</b></p>	<p>2 My Whole Body 9:00 a.m. &amp; 2:00 p.m. Family Storytime 10:00 a.m.</p>	<p>3 Lady Bug Lifecycle 11:20 a.m. <b>Kinder Boot Camp 10:00 a.m.</b> Baby time 10:00 a.m.</p>
<p>12 Native Health Launch 10:30 a.m. Baby time 10:00 a.m.</p>	<p>13 Self-Love Collective 9:00 a.m. <b>Story School 1:00 p.m.</b></p>	<p>14 <b>V.I.P. Donut Day 10:30 a.m.</b> Toddler Time 10:00 a.m. Dad Together 4:00 p.m.</p>	<p>8 Little Explorers 9:00 a.m. <b>Story School 1:00 p.m.</b></p>	<p>9 Seashell Math 9:00 a.m. &amp; 2:00 p.m. Family Storytime 10:00 a.m.</p>	<p>10 <b>Kinder Boot Camp 10:00 a.m.</b> Baby time 10:00 a.m. <b>Hearts and History Event at Verde Park 11:00 a.m.</b></p>
<p>19 <b>City Holiday President's Day</b></p>	<p>20 Self-Love Collective 9:00 a.m. <b>Story School 1:00 p.m.</b></p>	<p>21 <b>Wiggly Worm Painting 9:00 a.m. &amp; 2:00 p.m.</b> Toddler Time 10:00 a.m. Dad Together 4:00 p.m.</p>	<p>15 Little Explorers 9:00 a.m. <b>Story School 1:00 p.m.</b></p>	<p>16 PBS Math Workshop 10:30 Family Storytime 10:00 a.m.</p>	<p>17 <b>Kinder Boot Camp 10:00 a.m.</b> Baby time 10:00 a.m.</p>
<p>26 Camouflage Collage 9:00 a.m. &amp; 2:00 p.m. Baby time 10:00 a.m.</p>	<p>27 <b>Car Seat Safety Class 9:30 a.m.</b> <b>Story School 1:00 p.m.</b></p>	<p>28 <b>Going on a Bear Hunt 9:00 a.m. &amp; 2:00 p.m.</b> Toddler Time 10:00 a.m. Dad Together 4:00 p.m.</p>	<p>22 Little Explorers 9:00 a.m. <b>Story School 1:00 p.m.</b></p>	<p>23 <b>Digging for Worms 9:00 a.m. &amp; 2:00 p.m.</b> Family Storytime 10:00 a.m.</p>	<p>24 Baby time 10:00 a.m.</p>
		<p>29 <b>Field Trip—South Mountain Mini Hike 10:00 a.m.</b> <b>Story School 1:00 p.m.</b></p>		<p>Please see FRC Staff for registration requirements for items in <b>RED</b></p> 	

# Proposed Location: Main Branch, lower level



## FIRST THINGS FIRST

# Operations

- **Staffing**
  - 2 grant-funded positions (Program development & implementation)
    - Data support (Library)
    - Administrative support (City Manager's Office)
  - Sub-contract for additional programming
- **Targeted Engagement**
  - 85204: dedicated outreach and satellite programming (6 MPS elementary schools, Eagles Community Center)
  - Mesa K-Ready Expansion

# Next Steps & Timeline

- **February 27:** FTF Southeast Regional Council agreement approval (complete)
- **March 18:** Mesa City Council agreement approval
- **April 9:** FTF State Board agreement approval
- **April - June:** Grant-funded FRC positions posted and hired
- **April - August:** Space and programming preparations
- **Early Fall:** Grand Opening

**## FIRST THINGS FIRST**



# Questions & Discussion

**## FIRST THINGS FIRST**