

: OF THE CITY OF PEORIA, ILLINOIS :

**CDBG Public Services Advisory Commission  
Special Meeting  
VIRTUAL  
CALL TO ORDER**

The Special Meeting was held by the CDBG Public Service Advisory Commission virtually, on April 26, 2023, at 11:00 a.m. Vice Chairperson Fuller called the meeting to order @ 11:00 a.m.

**ROLL CALL**

Roll called showed the following Commissioners were present: Brett Kolditz, Jada Hoerr, Sherry Cannon, Aaron Kilgore, Alexander Ikejiaku, Jonelle McCloud, Kimberly McGhee, Pam Schubach and Lisa Fuller. Absent: Patrick Kirchhofer, Patrick Wilmington.

Staff present: Irina Riggenbach and Ben Miller

**MINUTES**

The minutes for the March 17, 2023 meeting were reviewed.

Commissioner McGhee noted that she was not marked absent in the minutes and asked that be amended.

**MOTION:**

Commissioner Cannon moved that the minutes be approved as amended. The motion was seconded by Commissioner Ikejiaku. Approved unanimously by roll call vote 8-0.

**REGULAR BUSINESS**

**A. 2023 Public Service Subrecipient Update**

Staff Member Riggenbach updated the committee stating that the first quarter reports were due, and reimbursement checks will follow soon once the funding from HUD is distributed. All the organizations remain on track with their set objectives and goals.

Staff Member Riggenbach briefly discussed the 2024 CDBG Public Service Application Timeline with special attention to the Commission Meeting on September 15<sup>th</sup> that will serve as a Clarification meeting for the CDBG Public Service Applicants.

**B. 2022 Public Facilities Update**

Staff Member Riggenbach gave an update for the 2022 Public Facilities, stating that the Minority Business Development Center and Carver Center are wrapping up their construction projects. The Crittenton Center has scheduled to begin playground installation next month.

Commissioner McCloud inquired on which Boys & Girls Club building was receiving a new roof.

Staff Member Riggenschach confirmed that the new roof is located at the Boys & Girls Club on Grinnell St.

Commissioner Schubach asked if the dollar figure had changed from HUD compared to the money we allocated.

Staff Member Riggenschach explained that Staff Member Kathryn Murphy estimated the City's allocation for the Public Service Subrecipients and the estimate was right on track.

### **C. 2023 Public Facilities Funding Recommendations & Possible Vote**

Staff Member Riggenschach presented the average scores and opened the floor for discussion.

Commissioner Schubach inquired on why two groups were removed from consideration.

Staff Member Riggenschach stated that Girls Light Our Way's application was not complete due to not having the audit on time for Commission Review, and the Phoenix Community Development Services project was not eligible under CDBG Public Facilities.

Commissioner McCloud asked if only the top six applications would be funded.

Staff Member Riggenschach confirmed that the top six applications received the highest average score that fit the total budget.

Commissioner McCloud inquired on why the organizations requested vans were highlighted.

Staff Member Riggenschach stated that they are highlighted to make them stand out, as only the ARP funds can be utilized for transportation.

Vice Chairperson Fuller asked if the Commission could spread the money out to more organizations and not just the six highest scores.

Commissioner Cannon clarified that this program is required to provide full funding for the projects. The program that allows for partial funding is Public Service.

Vice Chairperson Fuller inquired on what the committee can do to help organizations receive funding who may have missed the opportunity by a few points.

Commissioner Schubach stated that when reviewing the applicants, there were several applications that didn't respond to the questions accurately.

Vice Chairperson Fuller sought out if the Commission should provide additional feedback to those who did not receive funding.

Commissioner McGhee asked if there was a grant writing training for this application.

Staff Member Riggerbach discussed that the Police Department is hosting a grant writing workshop this week, and for all of the City grant applications there is a video tutorial provided online with program guidelines and FAQs.

Commissioner McGhee inquired on if there is an in person training opportunity through the Grants department.

Staff Member Riggerbach stated that there has not been an in person option for a while, but could be a possibility.

Commissioner McGhee mentioned that it would be helpful for applicants to have someone to reach out to for further assistance if the video does not answer all their questions.

Staff Member Riggerbach stated that she does monitor the Grants email and she is in touch with applicants and their questions.

Commissioner Cannon inquired on if there can be parameters set for organizations who have won funding multiple years in a row.

Commissioner McCloud agreed with Commissioner McCloud that there should be some more help to those organizations who are missing out on funding.

Commissioner Cannon stated that the top groups had great applications but would like to think through ways to help other great agencies to get in the running more often as well.

**MOTION:**

Commissioner McGhee motioned to approve the funding as is with option A. The Motion was seconded by Commissioner Cannon. Approved unanimously by roll call vote 8-0.

**D. 2023 Violence Prevention Update**

Staff Member Riggerbach provided a brief update stating that the application was opened on April 10<sup>th</sup> and will close on May 12<sup>th</sup>. So far only one application has been submitted. The reviews for these will begin on May 15<sup>th</sup> and evaluations will be due on June 16<sup>th</sup>.

Staff Member Riggerbach discussed the new updates to the program. There is a new workforce training priority area, that will utilize a new funding source from the state.

Staff Member Riggensbach provided that a common question that has been asked is if agencies can apply for multiple programs. They are allowed to apply to more than one if they have multiple programs that fit in the priority areas, and anyone who applied last year are eligible for this year.

Commissioner Kilgore arrived at the virtual meeting at 11:20 AM.

Commissioner McCloud inquired on how the ARP funding works.

Staff Member Riggensbach discussed where the ARP money comes from Federal Funding and how it has very minimal regulations on how to spend.

Commissioner Cannon inquired on if Cure Violence has been awarded to an agency or if they are waiting for additional funding.

Staff Member Riggensbach believes they are still waiting for additional funding before awarding their program to an agency.

Commissioner McGhee inquired about when the committee will be scoring the applications for the Violence Prevention Program.

Staff Member Riggensbach confirmed that scoring applications will start on May 15<sup>th</sup> and they will be due on June 16<sup>th</sup>.

Commissioner Hoer asked for clarification on how much money will be allocated for the Violence Prevention Program.

Staff Member Riggensbach stated that this program has \$1.2 Million available. Part of the allocation will come from the DCEO State Grant and ARP.

#### **E. Other Business**

No other business was discussed.

#### **F. Public Comments**

No public comment was received.

**ADJOURNMENT**

**MOTION:**

Commissioner Kilgore moved that the meeting be adjourned. The motion was seconded by Commissioner Hoerr. Approved unanimously by roll call vote 9-0.

The meeting was adjourned at 11:27 a.m.

Meeting minutes prepared by:

Ben Miller

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