



Agenda

Sustainability, Housing, Efficiency and Neighborhoods Subcommittee

Tuesday, May 15, 2018

10:00 AM

First Floor Assembly Rooms A, B & C

CALL TO ORDER

CALL TO THE PUBLIC

MINUTES OF MEETINGS

- 1 For Approval or Correction, the Minutes of the Sustainability, Housing, Efficiency and Neighborhoods Subcommittee Meeting on April 17, 2018** **Page 6**

Responsible Department

This item is submitted by Deputy City Manager Karen Peters.

DISCUSSION AND POSSIBLE ACTION (ITEMS 2-6)

- 2 Request for Proposals to Create Supportive Housing for Special Populations Utilizing U.S. Department of Housing and Urban Development Project-Based Housing Choice Vouchers** **Page 20**

This report requests the Sustainability, Housing, Efficiency and Neighborhoods Subcommittee recommend City Council approval to issue a Request for Proposals to create supportive housing utilizing up to 100 U.S. Department of Housing and Urban Development, project-based Section 8 Housing Choice Vouchers for Special Populations including victims of domestic violence and human trafficking, disabled, and persons experiencing homelessness. There is no impact to the General Fund.

THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION.

Responsible Department

This item is submitted by Deputy City Manager Deanna Jonovich and the Housing Department.

**3 Approval to Enter into an Intergovernmental Agreement with
Maricopa County Ryan White Part A Program**

Page 22

This report requests the Sustainability, Housing, Efficiency and Neighborhoods Subcommittee recommend City Council approval to enter into an Intergovernmental Agreement with the Maricopa County Ryan White Part A Program to receive up to \$2.5 million in grant funds, and to disburse the additional funds for housing-related services to Housing Opportunities for Persons with AIDS contracted non-profit agencies by amending and increasing the amounts of existing contracts, not to exceed the value of the combined grant allocations. HOPWA contracted agencies are Southwest Behavioral and Health Services, Phoenix Shanti Group, and Area Agency on Aging HIV Care Directions. There is no impact to the General Fund.

THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION.

Responsible Department

This item is submitted by Deputy City Manager Deanna Jonovich and the Housing Department.

**4 Request to apply with the Department of Housing and Urban
Development, for both Mainstream Housing Choice
Vouchers and Family Unification Program Vouchers to Create
Supportive Housing**

Page 24

This report requests the Sustainability, Housing, Efficiency and Neighborhoods Subcommittee recommend City Council approval to apply

for up to 250 additional Section 8 Mainstream vouchers for families that include a person with disabilities, and up to 100 additional Section 8 Family Unification Program vouchers for families needing housing to avoid placement of a child or for youth aging out of foster care. These voucher programs are federally funded, there is no impact to the General Fund.

THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION.

Responsible Department

This item is submitted by Deputy City Manager Deanna Jonovich and the Housing Department.

5 2018-19 U.S. Department of Housing and Urban Development Page 26
Consolidated Plan Annual Action Plan

This report requests the Sustainability, Housing , Efficiency and Neighborhoods Subcommittee recommend City Council approval for the 2018-19 Annual Action Plan broad activity areas and the submission of the plan to the U.S. Department of Housing and Urban Development.

THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION.

Responsible Department

This item is submitted by Deputy City Managers Mario Paniagua and Deanna Jonovich, and the Neighborhood Services, Housing, and Human Services departments.

6 2018-19 Public Services and Public Facilities Subrecipient Page 29
Recommendations

This report requests the Sustainability, Housing, Efficiency and Neighborhoods Subcommittee recommend City Council approval of the 2018-2019 Community Development Block Grant Public Services and Public Facilities projects and recommends how to use the

additional \$295,339 2018-2019 CDBG Public Service funds available.

THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION.

Responsible Department

This item is recommended by Deputy City Manager Mario Paniagua and the Neighborhood Services Department.

INFORMATION AND DISCUSSION (ITEM 7)

7 Homeless Encampment Clean-ups

Page 32

This report provides the Sustainability, Housing, Efficiency and Neighborhoods Subcommittee with an overview of the Public Works and Street Transportation departments response to homeless encampment clean-ups.

THIS ITEM IS FOR INFORMATION AND DISCUSSION.

Responsible Department

This item is submitted by Deputy City Managers Karen Peters, Deanna Jonovich and Mario Paniagua, and the Public Works, Street Transportation, Human Services, and Neighborhood Services departments.

CALL TO THE PUBLIC

FUTURE AGENDA ITEMS

ADJOURN

For further information or reasonable accommodations, please call Jennifer Wingenroth, Management Assistant II, City Manager's Office at 602-262-7526. 7-1-1 Friendly.

Persons paid to lobby on behalf of persons or organizations other than themselves must register with the City Clerk prior to lobbying or within five business days thereafter, and must register annually to continue lobbying. If you have any questions about registration or whether or not you must register, please contact the City Clerk's Office at 602-262-6811.

Members:

Councilwoman Kate Gallego, Chair
Councilwoman Debra Stark
Councilman Jim Waring



City of Phoenix

Sustainability, Housing, Efficiency and Neighborhoods Subcommittee

City Council Report

Agenda Date: 5/15/2018, Item No. 1

For Approval or Correction, the Minutes of the Sustainability, Housing, Efficiency and Neighborhoods Subcommittee Meeting on April 17, 2018

Summary

This item transmits the minutes of the Sustainability, Housing, Efficiency and Neighborhoods Subcommittee Meeting on April 17, 2018, for review, correction or approval by the Sustainability, Housing, Efficiency and Neighborhoods Subcommittee.

The minutes are attached.

Responsible Department

This item is submitted by Deputy City Manager Karen Peters.

**Phoenix City Council
Sustainability, Housing, Efficiency and
Neighborhoods Subcommittee
Summary Minutes
Tuesday, April 17, 2018**

City Council Subcommittee Room
Phoenix City Hall, Assembly Rooms A, B, and C
200 West Washington Street
Phoenix, Arizona

Subcommittee Members Present

Councilwoman Kate Gallego, Chair
Councilwoman Debra Stark
Councilman Jim Waring

Subcommittee Members Absent

Call to Order

Chairwoman Gallego called the Sustainability, Housing, Efficiency and Neighborhoods Subcommittee meeting to order at 10:03 a.m. with Councilwoman Stark and Councilman Waring present.

Call to the Public

None.

1. For Approval or Correction, the Minutes of the Sustainability, Housing, Efficiency and Neighborhoods Subcommittee Meeting on March 21, 2018

Councilman Waring made a motion to approve the minutes of the March 21, 2018, Sustainability, Housing, Efficiency and Neighborhoods Subcommittee. Councilwoman Stark seconded the motion which passed unanimously, 3-0.

Items 2-3 were for consent action. Councilwoman Stark made a motion to approve consent items 2-3. Councilman Waring seconded the motion which passed unanimously, 3-0.

2. Pharmacy Benefits Manager Vendor Recommendation

3. Authorization to Enter into Contracts for Homeless and Victim Services

4. Review of City Process to Respond to Imminent Hazards in Multi-Family Housing Complexes

Alan Stephenson, Planning and Development Director, introduced Chris Hallett, Neighborhood Services Director, and Marchelle Franklin, Human Services Director. He provided an overview of imminent hazards and discussed the multi-department coordination and tenant support provided when one arises. He also discussed the process of imminent hazard investigations, including the addition of a 48-hour notice to

tenants on a case-by-case basis. He detailed different examples of signs that will be used for the 48-hour notification.

Councilman Waring asked if the only change would be the 48-hour tenant notification. Mr. Stephenson confirmed that is correct.

Councilwoman Stark asked if there will be exceptions for immediate risks and dangers. Mr. Stephenson confirmed she is correct and explained how each incident would be determined on a case-by-case basis.

5. Phoenix Starfish Place Update and Corporation Amendment

Cindy Stotler, Housing Director, introduced Dr. Dominique Roe-Sepowitz, Arizona State University Director of the Office of Sex Trafficking Intervention Research. Ms. Stotler then introduced Starfish Place and presented the founding, makeup and model of the program. She detailed the grand opening on Nov. 3, 2017, including a speech from a sex trafficking survivor who became a caseworker for the City of Phoenix. Ms. Stotler discussed the typical occupant of Starfish Place and the on-site supportive services available as part of the supportive housing model.

Dr. Roe-Sepowitz discussed Starfish Place fulfilling a large need in the community of trafficked and prostituted persons. She detailed the service priorities the clients of Starfish Place have identified, including safety, a sense of community, parenting support, substance abuse counseling, and ways to cope with new relationships. She mentioned the sale of starfish jewelry to raise funds for Starfish Place and their clients. She told a success story of one of the clients of Starfish Place, and explained how Community Bridges and the City are planning to work together to support the clients to be successful.

Ms. Stotler discussed how household item donations received so far have positively impacted the Starfish Place clients, and also discussed ongoing needs. She made the recommendation for the Subcommittee to recommend City Council approval to amend Phoenix Starfish Place Corporation's articles of incorporation and bylaws to seek nonprofit tax status to make it easier for donors to donate.

Chairwoman Gallego noted the national recognition of Starfish Place.

Councilman Waring discussed the realities of human trafficking and prostitution, and the research behind it. He urged the public to think before engaging in any type of sex trafficking activities. He made a motion to approve the staff recommendation. Councilwoman Stark seconded the motion, which passed unanimously, 3-0.

6. Police Department Public Records Request Process Improvement Review

Mario Paniagua, Deputy City Manager, introduced staff's efforts to improve the Police Department's public records processing. He introduced Jo Caldwell, AdvancePHX Coordinator, and Jessica Rothschild, Management Assistant II in the Police Department.

Ms. Caldwell discussed the use of AdvancePHX efforts, including the LEAN and Six Sigma methodologies, and how efforts help staff and their processes.

Ms. Rothschild presented the high volume of Police public records requests per year and the low staffing levels compared to other cities of the same size, resulting in a much longer backlog compared to those cities.

Mr. Paniagua stated the funding for permanent positions to assist with this high demand and workload has already been included as part of the budget recommendation.

Councilman Waring discussed how the City is currently in the process of expanding the Police body-worn camera program. He asked if the increase in staff should be doubled or tripled to accommodate the additional public records requests that may arise as a result of the additional camera footage.

Ms. Rothschild stated the body-worn camera footage processing is a separate unit.

Councilman Waring discussed the footage needing to be redacted frame-by-frame being very labor-intensive. He asked what the City of Los Angeles does in that regard.

Mr. Paniagua stated staff can research that question.

Ms. Rothschild stated the research completed was strictly on public records requests and staff did not ask specifically about body-worn cameras and footage redaction at that time.

Councilman Waring stated the request for body-worn camera footage is still a public records request, but it sounds like it gets directed to a different division.

Mr. Paniagua confirmed and stated staff will provide additional information on body-worn camera footage.

Chairwoman Gallego echoed Mr. Waring's comments regarding the synergies between the body-worn camera public records requests and the traditional public records requests. She discussed advances in technology, partnerships and opportunities that could potentially bring down the staff-intensive labor and costs.

Ms. Rothschild presented staff's completed short-term actions and successes, resulting in the 22-month backlog being reduced to six months. She also discussed the major technology improvements including a web-portal.

Councilman Waring asked about the categories available on the portal and inquired if residents self-filtering by choosing a category.

Ms. Rothschild stated there are 84 different categories any requester can submit a request for. She said there is an internal work flow team that will process all requests and disseminate them to the appropriate custodians.

Councilman Waring asked if residents pick one of the 84 categories or how a general record request gets processed.

Ms. Rothschild stated standardizing the request format will help narrow categories down. She provided an example of how requesters submit their requests currently, explaining how requests are very general and it is up to staff to reach back out to the requester to narrow the scope.

Councilman Waring discussed how some sort of filter would be better, but 70,000 record requests could be about a wide variety of things. Ms. Rothschild confirmed he is correct.

Councilman Waring asked how it is decided when something is out of bounds.

Ms. Rothschild said staff consults regularly with their legal team to determine if the request is too broad and then reach out to the requester to have them narrow the scope.

Councilman Waring asked who makes the final decision that a request is too broad. Ms. Rothschild confirmed it is the legal team.

Councilman Waring asked if a requester could sue because they disagree with the decision. Ms. Rothschild confirmed that is correct, but ensured there is a lot of communication before it ever gets to that point.

Councilman Waring stated the backlog is not due to that function then, it is simply the number of requests. Ms. Rothschild confirmed he is correct.

Chairwoman Gallego asked what would be the process and time-consuming portion of the new portal for a general request, such as an accident report involving a DUI.

Ms. Rothschild explained the process of the new portal—that the request will be submitted through the web-based portal, the internal work flow team will determine the custodian of that record, and if the record is available for release, then the requester will be notified electronically when it is available.

Chairwoman Gallego asked what would be redacted from an accident report involving a DUI.

Ms. Rothschild stated personal identifying information is always redacted as well as medical information.

Chairwoman Gallego asked if there is a possibility that reports could be filled out with that information being redacted automatically so it is a more automated process.

Ms. Rothschild stated specific fields can be auto-redacted, however, the content each officer writes on the report is different.

Chairwoman Gallego asked if there is an opportunity to train officers that would make the process for the public records requests staff easier.

Ms. Rothschild confirmed she is correct, stating staff is going to pursue some changes in policy and also provide extensive training to the custodians to reduce the turnaround time and help them with the review process.

Chairwoman Gallego stated the goal would be to have less human involvement so the requesters can get their reports on the timeframe they are looking for it. Ms. Rothschild confirmed she is correct.

Councilman Waring asked if there is a filter for fatality-involved cases so those situations are treated differently than something like a routine traffic ticket. He asked if it is currently on a first-come-first-serve basis. Ms. Rothschild confirmed the current process is first-come-first-serve.

Councilman Waring requested that be something staff can revisit if legally possible.

Chairwoman Gallego echoed his comments, stating that loss of life and transparency is a huge priority.

Councilman Waring asked why Phoenix has more public record requests than Los Angeles.

Ms. Rothschild stated their laws are more restrictive than Arizona laws. She said Phoenix Police answers requests for nearly anything. She added Los Angeles charges a flat fee up front to make a request, whereas Phoenix fulfills each request and only charges a fee for number of pages copied.

Councilman Waring asked if it is free for requesters who use their own mechanism to copy the record. Ms. Rothschild confirmed he is correct.

Councilman Waring discussed the increase in requests and staff time, when in the past, it was not as easy to copy the records yourself. Ms. Rothschild confirmed record requests continue to increase in the number and complexity of the requests.

Councilman Waring discussed how there is no disincentive. Ms. Rothschild confirmed he is correct. She stated staff is considering a fee structure, the possibility of a rush fee, and other recommendations that cannot be visited until the new portal is in place and audited.

Councilman Waring discussed the rush fee idea, inquiring about its impact on those with fewer financial means. Ms. Rothschild confirmed that is being considered as staff want to ensure that records available to everybody as quickly as possible whether they have the means or not.

Chairwoman Gallego discussed her experience with public records requests and stated most entities distinguish pricing between commercial and noncommercial requests, stating the City is unique in that regard. Ms. Rothschild confirmed she is correct and agreed that is what staff found when they compared Phoenix to other agencies.

Chairwoman Gallego emphasized the timeliness of this matter in getting it implemented quickly and discussed how requests and pricing should be prioritized in different situations.

Mr. Paniagua stated in order to establish a fee, the auditor needs to assess the process and identify pricing first, so Council will be seeing that in the near future.

Chairwoman Gallego discussed different options with technology regarding the portal and the significant advances with automation and records.

Ms. Rothschild presented the recommendation for the Subcommittee to recommend City Council approval to access Arizona Cooperative Agreement to begin the configuration of a web-based portal.

Councilwoman Stark made a motion to approve the recommendation. Councilman Waring seconded the motion, which passed unanimously, 3-0.

7. Review of City Procurement Policy and Procedures

Denise Olson, Chief Financial Officer, introduced Jim Campion, Deputy Finance Director, and Julie Krieger, Assistant Chief Counsel from the Law Department. She presented the procurement code, Administrative Regulation 3.10 and the standard operating procedures within the Finance department. She presented the procurement plan for the City and the makeup of the total procurements.

Mr. Campion presented the procurement thresholds, outreach events with vendor participation and registration, and sourcing methods in the procurement code.

Councilman Waring asked how new businesses know how to apply to get on the vendor list.

Mr. Campion stated businesses are notified, procurements are posted publicly, and outreach events are held to help them get registered with the City to receive notifications because the City is always looking to grow the vendor database.

Councilman Waring asked if staff goes to trade associations. Mr. Campion confirmed staff goes to trade associations and detailed those events.

Councilman Waring asked if it has changed that vendors can only put one email into the system.

Ms. Olson confirmed there was a miscommunication in the system because vendors can have as many emails as they want for notifications but the system cannot order for goods and services through multiple emails.

Councilman Waring stated there was confusion regarding two different things in the system. Ms. Olson confirmed that is correct and said vendors are encouraged to put more than one email in the system so they are notified of all the City's solicitations.

Councilman Waring asked if the 995 total procurements from the procurement plan is from last year or an average.

Mr. Campion stated it is the total through June of 2019 and the deadline just passed for departments to submit procurements through June of 2020.

Councilman Waring asked if the plan is for two years. Ms. Olson confirmed he is correct.

Councilman Waring asked how many of those 995 total procurements fall into each of the procurement thresholds.

Mr. Campion stated the procurement plan only includes formal procurements of \$100,000 or larger.

Councilman Waring stated the informal procurements are not a part of the total 995. Mr. Campion confirmed he is correct.

Councilman Waring stated there are more procurements than the 995 then and asked if staff knows how many.

Mr. Campion stated the informal procurements are items that usually come up as shopping carts and need to be sourced immediately. He stated that across the City there are thousands of informal procurements, but the process has been more streamlined with the increase of the threshold to \$100,000.

Councilman Waring left the meeting at 11:09 a.m.

Mr. Campion continued to present sourcing methods, City Council approval of procurements, the Request for Proposals process, and addenda as a best industry practice.

Ms. Kriegh presented the protest and appeal processes as well as the solicitation transparency policy.

Ms. Olson presented a summary that the City's procurement policies and procedures result in reductions of overall protests and is successful in awarding contracts and having a very transparent and fair competition.

Councilwoman Stark asked for an example of a question staff might get in writing and making it available to anyone soliciting the proposal when approving an addendum.

Mr. Champion discussed an example of a question during the recent towing procurement and explained how it was made known to all proposers and posted in the same place the proposals are downloaded for people to solicit.

Councilwoman Stark asked if those questions are also made available to Council.

Mr. Champion stated Phoenix.gov lists all Requests for Proposals and all the addendums.

8. Research Pertaining to Charter Amendment for City of Phoenix Election Funding Disclosure

Toni Maccarone, Deputy City Manager, introduced Cris Meyer, City Clerk, and Deryck Lavelle, Assistant City Attorney to discuss the proposed City of Phoenix funding disclosure policy. She presented staff research from the Council's direction.

Mr. Meyer presented the research results from the *Citizens United* case, the State campaign finance laws, and disclosure laws from other jurisdictions. He presented the potential charter amendment needed, the City of Tempe ordinance and other policy options that could be addressed.

Mr. Lavelle presented House Bill 2153 and how it affects disclosure and requirements for cities and towns.

Ms. Maccarone stated staff is seeking Council direction on moving forward with draft Charter language to prepare any amendments for consideration at the November 2018 election.

Councilwoman Stark asked for confirmation that the City of Tempe just took their item to the voters. Mr. Meyer confirmed she is correct and said it was on the ballot in March.

Councilwoman Stark asked if it was 91% of the voters that agreed. Mr. Meyer confirmed she was correct that the item passed with over 90% approval.

Chairwoman Gallego introduced former State of Arizona Attorney Generals Terry Goddard and Tom Horne as distinguished guests to speak on the importance of this topic. She made a motion to ask staff to draft an ordinance and associated charter

amendments that would require disclosure of major contributions by IRS code 501 entities via registered independent expenditure committee. She proceeded to provide staff specific language she would like to see in the ordinance. Councilwoman Stark seconded the motion.

Terry Goddard thanked Council for taking on the issue, discussing persuasion and voter privileges. He applauded the City of Tempe and the City of Phoenix. He said nothing he heard in the Chairwoman's motion would be inconsistent with the statewide initiative he is working on. He stated his proposed constitutional change has the same intent as the Chairwoman's motion.

Councilwoman Stark echoed Mr. Goddard's comments and discussed how this will not stifle someone from sending out literature, it will just disclose who is doing it.

Mr. Goddard agreed and stated there is no right to hide your contribution.

Tom Horne introduced himself as the Republican half of this bipartisan goal. He praised Council for exercising leadership on this issue. He stated the way people evaluate a message depends in part on who the messenger is. He discussed how people are misled by the anonymity of the message. He said it is important for people to be able to find out the source of messaging.

Chairwoman Gallego discussed the importance of transparent campaigns and how it transcends party boundaries. She introduced Morgan Dick from the Arizona Advocacy Network who helped Tempe develop their ordinance.

Ms. Dick expressed support of the disclosure ordinance and discussed the Network's involvement in the City of Tempe ordinance. She offered her knowledge of the technical aspect to answer any questions regarding the process in Tempe, which had overwhelming bipartisan support. She discussed how this effort helps with transparency and accountability and thanked Council for their leadership on this issue.

The item passed unanimously, 2-0.

9. Tree and Shade Master Plan and Tree Ordinance Update

Mark Hartman, Chief Sustainability Officer, introduced the Tree and Shade Master Plan update. He introduced Richard Atkins, the City Forester. He stated 92% of the respondents to the coolerphoenix.com survey answered that they think the City's strategy to double the tree canopy is a great idea. He presented the tree inventory data, the tree canopy map across Phoenix, and educational materials for the public regarding tree species and maintenance. He presented the citywide effort regarding doubling the tree canopy and what staff is working on, including long-term planning, leverage, and developing partnerships. He introduced Alan Stephenson, Planning and Development Director.

Mr. Stephenson discussed the cross-department review of policies, practices and regulations. He discussed the three tiers, the first to strengthen existing procedures and standards prior to the issuance of permits.

Councilwoman Stark asked if this deals with commercial and industrial, and not residential individual lots.

Mr. Stephenson confirmed she is correct. He continued to present the details of tier one. He discussed the other two tiers, the second to create procedures and standards to be administered after the completion of inspections and the third to expand the service model through a substantial shift in staffing and budgetary resources to create new maintenance and regulatory framework. He stated additional resource staff would be needed. He requested Council input and guidance regarding all tiers.

Councilwoman Stark expressed support of tier one. She said tier two is worthy of exploring more and tier three is a budget and staff resource issue right now.

Chairwoman Gallego discussed the opinions of the residents at her budget hearings that they would like the money spent on the tree and shade plan to go towards the planting of trees. She read a comment card for the record from Stacey Champion stating the plan was adopted eight years ago, and the City has not made the progress that they should have. Chairwoman Gallego recommended that the Environmental Quality and Sustainability Commission create a Subcommittee on the tree and shade canopy. She discussed different grants as funding sources.

Councilwoman Stark asked how other stakeholders that may not be a part of the Environmental Quality Commission could be a part of the newly formed Subcommittee.

Chairwoman Gallego stated people can be appointed to the Subcommittee who are not on the Commission.

Councilwoman Stark said she thinks it should be ensured that all stakeholders are involved.

Chairwoman Gallego detailed the diversity of the Commission.

Chairwoman Gallego made a motion to approve tier one recommendations to ask the Environmental Quality and Sustainability Committee to create a Subcommittee on trees and shade, to instruct the grants office to make trees a top priority as grants are pursued, to develop an educational letter to help people in the private sector understand their responsibilities with trees, and put a real marketing effort into the tree fund. Councilwoman Stark seconded the motion, which passed unanimously, 2-0.

Call to the Public

None.

Future Agenda Items

None.

Adjournment

Chairwoman Gallego adjourned the meeting at 12:04 p.m.

Respectfully submitted,

Ryley Buchanan
Management Intern

PHOENIX CITY COUNCIL
SUSTAINABILITY, HOUSING, EFFICIENCY AND NEIGHBORHOODS SUBCOMMITTEE
Tuesday, April 17, 2018
Assembly Rooms A, B, C
PLEASE SIGN-IN

	Name	Title	Department / Organization
1.	MARC SCHER	V.P. of Govt Affairs	PHX ASSOC of REACTORS
2.	Richard Atkins	Parks & Recreation Forester	Parks & Recreation COP
3.	Vivian Jaquez	Retired / Comm Member	
4.	Kean Montgomery	Deputy Director H&H	Housing
5.	Gina Statler	Director Housing	
6.	Jo Caldwell	Advocate PHX	CMO
7.	Mark Morley	PHX Citizen	N/A
8.	Julie Knight	Attorney	Law - COP
9.	Patricia Robertson	Employee manager	USD
10.	Marchelle Franklin	Intern Director	USD
11.	Dominique Desjardis	Asst - School of SU	APM
12.	Jill Celiga	Police Admin	PI
13.	Sandra Hoffman	POD Asst Director	POD
14.	Wanda K. Hild	MAIT	PPD
15.	Shela Korman	Principal	Harris Consulting
16.	Janyce Sperry	Deputy Director USD	USD
17.	Elizabeth Champion	self	SH
18.	Kendra Lee	AKS Proj Mgr	AKS
19.	Tom Horne	citizen	✓
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PHOENIX CITY COUNCIL
SUSTAINABILITY, HOUSING, EFFICIENCY AND NEIGHBORHOODS SUBCOMMITTEE
Tuesday, April 17, 2018
Assembly Rooms A, B, C
PLEASE SIGN-IN

	Name	Title	Department / Organization
25.	Jessica Franzal	Program Coordinator	HSD
26.	Erin Guba	Deputy Director	HSD
27.	Jane Saunders	Deputy Director	HSD
28.	Mike Rutenbach	Assistant Chief	Police
29.	Deryck R. Lovell	Asst City Attorney	COP-LAW
30.	Nichole Apple	HSD Deputy Director	HSD
31.	Scott Hill	Homestead Services Manager	HSD
32.	Dawn Gingen	Asst City Mgr	Law
33.	Mike Swift	Deputy & Manager	
34.	Karen Goddard		CEI
35.	Eileen Doherty	Regator	Pittsburgh PA (visitor)
36.	Mary Beth Doherty	Former City Clerk	Pittsburgh PA (visitor)
37.	Tom Semic	ELECTRICIAN	PITTSBURGH PA VISITOR
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Request for Proposals to Create Supportive Housing for Special Populations Utilizing U.S. Department of Housing and Urban Development Project-Based Housing Choice Vouchers

This report requests the Sustainability, Housing, Efficiency and Neighborhoods Subcommittee recommend City Council approval to issue a Request for Proposals (RFP) to create supportive housing utilizing up to 100 U.S. Department of Housing and Urban Development (HUD), project-based Section 8 Housing Choice Vouchers (HCV) for Special Populations including victims of domestic violence and human trafficking, disabled, and persons experiencing homelessness. There is no impact to the General Fund.

THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION.

Summary

The Housing Department is seeking to increase opportunities for permanent supportive housing to serve special populations such as victims of domestic violence and human trafficking, disabled, and persons experiencing homelessness utilizing project-based, Section 8 Housing Choice Vouchers (HCV's). Under the HCV program, the Housing Department is authorized to assign some of its available tenant-based HCV vouchers to specific units in privately-owned housing properties subject to federal funding. Project-Based Vouchers provide rental assistance that assists affordable housing owners and developers with sustaining permanent supportive housing for the most vulnerable populations. To date, the Housing Department has successfully allocated 317 HCV project-based vouchers for supportive housing.

This RFP will accept proposals that provide project-based supportive housing for Special Populations and their families. Permanent supportive housing is a combination of housing and services as a cost-effective way to help people live more stable, productive lives. Supportive housing is proven to work well for those who face the most complex challenges, including those individuals and families confronted with special needs and who also have very low incomes. Due to escalating prices in the current rental housing market, the Housing Department proposes to issue an RFP for project-based vouchers to incentivize and sustain permanent supportive housing for special populations in Phoenix.

The RFP will seek proposals from qualified organizations to utilize federal rental subsidy to house eligible families. The RFP is anticipated to be issued in fall 2018. Formal recommendation for award(s) will be presented to the SHEN Subcommittee and the City Council in late fall 2018. The evaluation panel will consist of a minimum of four members, to include representatives from relevant city departments, and a community stakeholder.

The RFP will include standard terms and conditions and other necessary requirements and will include the following evaluation criteria:

- Utilized Experience with Supportive Housing for Special Populations (0-300 points).
- Project Merit/Approach (0-400 points).
- Financial Feasibility (0-300 points).

Financial Impact

There is no impact to the General Fund. Section 8 Housing Choice Voucher Programs are federally-funded.

Responsible Department

This item is submitted by Deputy City Manager Deanna Jonovich and the Housing Department.



Approval to Enter into an Intergovernmental Agreement with Maricopa County Ryan White Part A Program

This report requests the Sustainability, Housing, Efficiency and Neighborhoods Subcommittee recommend City Council approval to enter into an Intergovernmental Agreement (IGA) with the Maricopa County Ryan White Part A Program to receive up to \$2.5 million in grant funds, and to disburse the additional funds for housing-related services to Housing Opportunities for Persons with AIDS (HOPWA) contracted non-profit agencies by amending and increasing the amounts of existing contracts, not to exceed the value of the combined grant allocations. HOPWA contracted agencies are Southwest Behavioral and Health Services, Phoenix Shanti Group, and Area Agency on Aging HIV Care Directions. There is no impact to the General Fund.

THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION.

Summary

The Housing Department is requesting approval to enter into an IGA with the Maricopa County Ryan White Part A Program to receive up to \$500,000 through February 2019, then renew for up to \$1 million each year for the following two years. These funds are made available through the Maricopa County Ryan White Part A Program's new initiative called Project Housing, HIV Health Outcomes, and Employment (HHHOME). Project HHHOME is an innovative, multi-pronged approach to addressing poverty, lack of education, unemployment, underemployment, homelessness, and other social determinants of health to promote long-term health and stability for People Living With HIV/AIDS.

There is a demonstrated need based on extensive waitlists for housing and services, and these funds will create additional housing units for eligible households. Eligible participants must be HIV/AIDS positive earning below 80 percent of Area Median Income and enrolled in the Ryan White Part A Program. The Ryan White Part A Program provides comprehensive case management, medical and supportive services.

The funding for this grant is passed through from the Arizona Department of Health Services Ryan White Part B - HIV/AIDS Assistance Program to improve services for people living with HIV in Maricopa and Pinal Counties. The IGA will be a cost

reimbursement agreement for allowable expenses related to housing eligible residents.

The City of Phoenix Housing Department will administer the funding through existing HOPWA contracts. HOPWA is a federal U.S. Department of Housing and Urban Development grant program that addresses housing-related needs of low-income individuals living with HIV/AIDS. Eligible uses of the funds align with existing HOPWA programs and contracts which include: rental subsidy for transitional housing for up to 24 months; housing case management; referrals to other case management services; Rapid Rehousing (hotel, extended stay); eviction prevention (rent or mortgage assistance) and deposit funds for utility assistance; wait list management and housing coordination; and administration costs up to 10 percent of the grant.

Financial Impact

There is no impact to the General Fund.

Responsible Department

This item is submitted by Deputy City Manager Deanna Jonovich and the Housing Department.



Request to apply with the Department of Housing and Urban Development (HUD), for both Mainstream Housing Choice Vouchers (HCV) and Family Unification Program (FUP) Vouchers to Create Supportive Housing

This report requests the Sustainability, Housing, Efficiency and Neighborhoods Subcommittee recommend City Council approval to apply for up to 250 additional Section 8 Mainstream vouchers for families that include a person with disabilities, and up to 100 additional Section 8 Family Unification Program vouchers for families needing housing to avoid placement of a child or for youth aging out of foster care. These voucher programs are federally funded, there is no impact to the General Fund.

THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION.

Summary

The Housing Department is seeking additional Section 8 Housing Choice Vouchers (HCVs) to increase opportunities for supportive housing to serve special populations including, persons with disabilities, families who lack adequate housing impacting children resulting in out-of-home-care, and for kids aging out of foster care who are at risk of being homeless.

The Omnibus Appropriations Acts of 2017 and 2018 made available federal funding for Mainstream HCV vouchers to assist non-elderly persons with disabilities and their families that are transitioning out of institutional or other segregated settings or at serious risk of institutionalization to help further the goals the American with Disabilities Act (ADA). One critical goal of the ADA is to ensure services, programs, and activities by public entities are provided in the most integrated setting appropriate to needs of the individuals with disabilities. The Housing Department will work with our government and non-profit service providers to provide timely referrals and coordinated services and support for these families. Housing will apply for up to 250 additional Section 8, Mainstream vouchers.

The Family Unification Program (FUP) provides Section 8 HCV housing assistance in partnership with Public Child Welfare Agencies to two groups:

1. Families for whom the lack of adequate housing is a primary factor in the imminent

placement of the family's child, or children, in out-of-home-care.

2. Youth at least 18 years and not more than 24 years of age, who left foster care, or will leave foster care within 90 days, in accordance with the transition plan described in Section 475(5)(H) of the Social Security Act, and are homeless or at risk of becoming homeless at age 16 or older. As required by statute, a FUP voucher issued to such a youth may only be used to provide housing assistance for the youth for a maximum of 36 months. Youth with FUP vouchers are mandated to participate in the Family Self-Sufficiency Program to assist them with education and job opportunities to transition to self-sufficiency.

FUP vouchers provide a cost-effective way to help these populations transition into more stable, productive lives. Housing will apply for up to 100 additional Section 8 FUP vouchers. Applications are due June 16, 2018 for Mainstream and July 24, 2018 for FUP.

Financial Impact

There is no impact to the General Fund. Section 8 Housing Choice Voucher Programs are federally-funded.

Responsible Department

This item is submitted by Deputy City Manager Deanna Jonovich and the Housing Department.



2018-19 U.S. Department of Housing and Urban Development Consolidated Plan Annual Action Plan

This report requests the Sustainability, Housing , Efficiency and Neighborhoods Subcommittee recommend City Council approval for the 2018-19 Annual Action Plan broad activity areas and the submission of the plan to the U.S. Department of Housing and Urban Development (HUD).

THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION.

Summary

The 2018-19 Annual Action Plan defines strategies to address housing and community development needs in the City of Phoenix for the coming year. The plan contains the application requirements of four federal formula grants HUD utilizes to provide critical funds to entitlement cities like Phoenix. The four programs are: Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), Emergency Solutions Grants (ESG), and Housing Opportunities for Persons with AIDS (HOPWA). Funds for these programs are allocated annually by HUD to the City based on population and other socio-economic indicators.

The 2018-19 allocations for the City of Phoenix have not been released. The following proposed allocations are based on level funding:

- CDBG: \$16,402,823
- HOME: \$5,867,196
- HOPWA: \$2,378,741
- ESG: \$1,323,382
- TOTAL: \$25,972,142**

CDBG

- Critical Core Department Programs: \$10,557,771
- Competitive Proposals: \$2,634,616
- CDBG Program Management, Coordination and Support: \$3,210,436
- TOTAL CDBG FUNDING: \$16,402,823**

HOME

- Multi-Family Rental Housing, Special Projects and Reconstruction/Rehabilitation of Owner-Occupied Homes: \$5,280,476
- Program Management and Coordination: \$586,720

TOTAL HOME FUNDING: \$5,867,196

HOME Program Income: \$900,000

TOTAL HOME PROGRAM INCOME: \$900,000

HOPWA

- Client and Housing Services: \$2,307,379
- Program Management and Coordination: \$71,362

TOTAL HOPWA FUNDING: \$2,378,741

ESG

- Emergency Shelter: \$580,658
- Rapid Re-Housing: \$272,315
- Eviction Prevention: \$385,409
- Homeless Management Information System (HMIS): \$10,000
- Administration: \$75,000

TOTAL ESG FUNDING: \$1,323,382

Public Outreach

The Annual Action Plan process began on Aug. 30, 2017, with a HUD-required public hearing to assess community needs throughout Phoenix. Residents and community leaders provided testimony regarding housing, social services, neighborhood revitalization, and community development. Residents who were unable to attend the public hearing had the opportunity to submit comments via e-mail or voicemail. This information, along with a needs assessment, formed the basis for the 2018-19 Annual Action Plan.

The Annual Action Plan process was approved by City Council in June 2017. A draft of the 2018-19 Annual Action Plan is available for an advertised 30-day public comment period from April 30 to May 31, 2018. In addition, a public hearing was held on May 9, 2018 to allow residents to review the draft plan and allocations. The 2018-19 Annual Action Plan is due to HUD no later than Aug. 16, 2018.

Responsible Department

This item is submitted by Deputy City Managers Mario Paniagua and Deanna Jonovich, and the Neighborhood Services, Housing, and Human Services departments.



2018-19 Public Services and Public Facilities Subrecipient Recommendations

This report requests the Sustainability, Housing, Efficiency and Neighborhoods Subcommittee recommend City Council approval of the 2018-2019 Community Development Block Grant (CDBG) Public Services and Public Facilities projects and recommends how to use the additional \$295,339 2018-2019 CDBG Public Service funds available.

THIS ITEM IS FOR DISCUSSION AND POSSIBLE ACTION.

Summary

In November 2017, City Council approved the issuance of a Request for Proposals (RFP) for CDBG funded Public Services and Public Facilities projects for Fiscal Year (FY) 2018-2019. In recent years, approximately \$300,000 has been available in the RFP process for Public Facilities, and \$620,000 for Public Services. One Public Services priority previously approved by City Council for \$150,000 per year for five years was allocated to provide wraparound services for victims of human trafficking at Phoenix Starfish Place. In September 2017 the Sustainability, Housing, Efficiency and Neighborhoods Subcommittee recommended allocating an additional \$250,000 to fund two teams of navigators to provide outreach services to persons experiencing homelessness. Based on level CDBG funding, it was expected that \$220,000 would remain available for this year's Public Services RFP process.

The RFP was conducted by the Neighborhood Services Department (NSD) from Dec. 4, 2017 through Jan. 5, 2018. A total of 67 responsive applications, requesting more than \$2.9 million, were received.

Staff forwarded technical review results and funding proposals to the Community Development (CD) Review Committee, an 11-member independent and volunteer committee appointed by the Mayor. Each proposal was rated on a 40-point scale in the following categories: project description/need, proposed outcomes, past performance and capability, and project budget. A total of 27 proposals met the CD Review Committee's threshold score for advancement to the presentation phase of the process. The CD Review Committee heard presentations, ranked the proposals and developed funding recommendations based on the rankings and scores. Due to the

delayed federal release of FY 2018-19 funding levels, the CD Review Committee also made a recommendation regarding the use of any additional Public Services funds that might be allocated.

On May 1, 2018, the U.S. Department of Housing and Urban Development (HUD) released the federal formula allocations, including an increase in CDBG funds for the City of Phoenix. The increased allocation, along with changes to the funding status of other items, provides an additional \$295,339 for Public Services that could be used in this RFP process, or for other Public Services provided by the City or third party providers.

The following list identifies the proposals recommended by the CD Review Committee and staff for funding during the 2018-19 fiscal year based on the originally anticipated \$300,000 for Public Facilities and \$220,000 for Public Services.

Public Facilities for Nonprofits

- Friendly House, Inc., Friendly House Academia Del Pueblo Facility; \$125,629.
- Chicanos Por La Causa, Inc., CPLC Casa Primavera Senior Center; \$77,064.
- Boys & Girls Clubs of Metropolitan Phoenix, I.G. Homes Branch Security Initiative; \$75,000.

After awarding the above nonprofits for the Public Facilities category, approximately \$22,307 of funds will remain available for reprogramming.

Public Services for Nonprofits

Youth Services and Enrichment Programs for Youth

- Boys & Girls Clubs of Metropolitan Phoenix, Academic Success Program: \$30,000.
- Big Brothers, Big Sisters of Central Arizona, Big Brothers Big Sisters Mentoring: \$30,000.
- Chicanos Por La Causa, Inc., CPLC De Colores Education & Prevention: \$29,989.
- Homeless Youth Connection, Empowering Youth for the Future: \$30,000.
- Elevate Phoenix, Discover Your Future: Education, Mentoring and Relationships Program: \$20,238.

Support Services to Persons with Disabilities and Senior Support Services

- Arizona Recreation Center for the Handicapped, Drop-In Program: The Heart of Our Mission; \$29,640.
- Chicanos Por La Causa, Inc, CPLC Healthy Aging: \$29,895.

- Ryan House, Child Life Program: Life Enhancing: \$20,238.

The CD Review Committee recommended any additional Public Services funds that became available be allocated to fully fund the Elevate Phoenix and Ryan House services, fully fund additional projects in the respective categories split based on the proration of total requests in each category, and split any remaining funds 50-50. If the full \$295,339 of additional funds were used in accordance with this recommendation, ten more agencies would be fully or partially funded.

Alternatively, the additional \$295,339 could be used for other CDBG-eligible Public Services, or for other CDBG-eligible programs or projects to respond to the needs of the community.

Responsible Department

This item is recommended by Deputy City Manager Mario Paniagua and the Neighborhood Services Department.



Homeless Encampment Clean-ups

This report provides the Sustainability, Housing, Efficiency and Neighborhoods Subcommittee with an overview of the Public Works and Street Transportation departments response to homeless encampment clean-ups.

THIS ITEM IS FOR INFORMATION AND DISCUSSION.

Summary

The number and urgency of requests from residents, business owners and neighborhood groups related to homeless encampments has dramatically increased over the last two years. The Maricopa Regional Point-in-Time Count confirms the number of individuals experiencing street homelessness increased by over 27 percent between January 2015 and January 2016; and an additional increase of over 25 percent between 2016 and 2017. With public concerns continuing to escalate, the demand for services has stressed the capacity and flexibility of existing City resources and staffing structures.

The City of Phoenix invests significant resources towards services and solutions to end homelessness. Over \$4 million is allocated annually for outreach and engagement, emergency shelter, move-in deposits, housing stabilization and support services for individuals, families, unaccompanied youth and Veterans experiencing homelessness. In addition, the City prioritizes Section 8 Housing Vouchers, Tenant Based Rental Assistance, and Public Housing to end homelessness. These resources are further leveraged through partnerships with the Regional Behavioral Health Authority and non-profit organizations, which provide additional services and support to individuals with special needs to achieve and maintain housing stability. While many individuals are receiving the support they need to end their homelessness, many more remain homeless and unsheltered for a variety of reasons. As a result, Phoenix communities are impacted by trash, waste, debris and temporary structures left behind in alleys, washes, city right-of-ways, and public and private properties. From March 10 to Aug. 31, 2017, the City received nearly 500 complaints related to these community impacts.

In response to increased requests to address blight associated with unsheltered

homelessness, which often takes the form of an encampment, heavily impacted departments including Human Services, Police, Neighborhood Services, Public Works, Parks, Streets and the Prosecutor's Office collaborated to create a coordinated program, PHX C.A.R.E.S. (Community Action Response Engagement Services). The goal of PHX C.A.R.E.S. is to connect individuals experiencing homelessness with appropriate services and reduce the impact of unsheltered homelessness on Phoenix neighborhoods. Since mid-March 2017, City departments have been working together to develop a coordinated service model and seamless customer interface. As the name of the program suggests, the PHX C.A.R.E.S. model involves "leading with services." Persons experiencing homelessness have complex needs best addressed by certified outreach professionals with access to transportation, medical, behavioral health and recovery services. To meet this need, the Human Services Department conducted a competitive procurement process resulting in a contract with Community Bridges, Inc. (CBI). The contract provides professional outreach and engagement services, seven days per week, from 5 a.m. to 11 p.m. The service includes transportation and access to the behavioral health network.

To further address blight and ensure proper sanitation associated with unsheltered homelessness, the Public Works and Street Transportation departments are responsible for cleaning encampment areas in City alleys, right-of-way, natural washes, culverts, and conveyance channels. Clean-up work includes the collection and removal of debris, trash, shopping carts, and biohazard waste as needed. Staff from both departments respond to calls on a weekly basis to address debris in identified encampment areas. Since the beginning of the PHX C.A.R.E.S. Program, the Public Works and Street Transportation departments have seen a significant increase of reported encampments needing to be cleaned-up.

Both the Public Works and Street Transportation departments have reassigned existing resources, which includes staff, equipment, and associated transportation and disposal costs to provide a response to this growing challenge. This has impacted other service delivery and costs for employee overtime.

To increase service from twice a week to five times a week, Public Works would require additional positions and equipment to increase the clean-up of homeless encampments, as identified through the PHX C.A.R.E.S. program. Staff currently cleans approximately 15 encampments per week as needed. Clean-ups are conducted in City alleyways. With the increased funding and support identified in the 2018-19 City Manager's Proposed Budget, Public Works staff expects to clean approximately 50 to 60 encampments per week, as necessary, depending on the size and complexity of the encampment. Staff also expects to provide improved response times.

Street Transportation currently dispatches a five-person crew every weekend to perform homeless encampment clean-ups. This crew averages two to three clean-ups per weekend depending on size of encampment. Street Transportation would require additional staff and equipment to increase the clean-up of homeless encampments, as identified through the PHX C.A.R.E.S. program, from once a week to five times a week. Clean-ups will be conducted in areas such as the right-of-way, city owned lots, natural washes, culverts, and drainage easements. With the increased resources outlined in the 2018-19 City Manager's Proposed Budget, staff will be able to clean approximately 12 to 15 encampments per week.

Responsible Department

This item is submitted by Deputy City Managers Karen Peters, Deanna Jonovich and Mario Paniagua, and the Public Works, Street Transportation, Human Services, and Neighborhood Services departments.