

OCTOBER 19, 2017

MEMORANDUM TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

THROUGH: BRYANT POWELL, CITY MANAGER

FROM: KATHLEEN CONNELLY, CITY CLERK

SUBJECT: AGENDA ITEM FOR NOVEMBER 6 WORK SESSION AND
NOVEMBER 7 REGULAR MEETING
(FY 2017-2018 HUMAN SERVICES FUNDING
RECOMMENDATIONS)

The Health & Human Services Commission, as required by City Code, met on October 4, October 16 and October 17, 2017 to discuss and review FY 2017-2018 human services funding requests, to interview qualified applicants and to formulate their recommendations to the City Council. The commission opted to interview all of the four agencies that originally applied for the funding in January 2017.

The city received applications from a total of four agencies in the following amounts:

1. Apache Junction Food Bank	\$32,000
2. Boys & Girls Club of the East Valley (Superstition Mountain Branch)	30,000
3. Community Alliance Against Family Abuse	25,000
4. United Way of Pinal County	<u>50,000</u>
Total	\$137,000

With the understanding that \$72,000 had been allocated in the current fiscal year

budget for this portion of human services funding and based upon agency compliance with the requirements of City Code Article 2-14, their related human service agreements and their demonstrated ability or assurance that they will provide direct services to city residents, the commission voted unanimously to make the following recommendations for FY 2017-2018:

1. Apache Junction Food Bank - \$7,000, with the stipulation that (A) the funds be used to provide emergency food for City of Apache Junction residents and maintenance of the refrigerator truck, three freezers and one walk-in cooler. (B) All quarterly reports must meet city code and contract requirements. (C) The Food Bank must complete an audit (by an independent auditor) and submit it within 90 days of contract signing. (D) The first quarterly report effective after the contract signing must be submitted complete to the city clerk within the specified due date time frame and, if it is not, that the contract be immediately terminated with no further funds to be paid.
2. Boys & Girls Club of the East Valley (Superstition Mountain Branch) - \$30,000, with the stipulation that (A) the funds be used for the academic success programs, Power Hour/Project Learn and educational enhancement programs, "Healthy Habits" and Teen Programs for City of Apache Junction residents; (B) all quarterly reports must meet city code and contract requirements.
3. Community Alliance Against Family Abuse (CAAFa) - \$25,000, with the stipulation that (A) the funds be used for intervention programs for families affected by domestic abuse to include empowerment sessions, legal advocacy services and general advocacy services for City of Apache Junction residents. (B) All quarterly reports must meet city code and contract requirements.
4. United Way of Pinal County – \$10,000, with the stipulation that (A) the funds be used for the Dolly Parton Imagination Library (DPIL) Program which promotes early childhood literacy and improves educational opportunities for children who are City of Apache Junction residents by providing a book on a monthly basis to enrolled, qualified children. (B) All quarterly reports must meet city code and contract requirements.

Total of recommendations - \$72,000

Provisions of standard human services contracts will remain in place to include the requirements that each agency designate a primary and secondary contact person and that their names/telephone numbers be provided to the city clerk; that all reports and other records submitted to the city be typed or prepared via word processor and be submitted in person or by first class mail; that handwritten records and reports are unacceptable; that the person assigned to completing and filing the quarterly reports

be familiar with the terms and requirements of the agreement in order to avoid processing errors and delays; and that each agency be advised that the original purpose of the human services funding was to provide "start up" monies for human services agencies for programs and not to provide annual funding for an indefinite period of time. Should any agency default in their contract, the unused funds may be distributed proportionately among the remaining agencies or, at the discretion of the city manager, be retained in the city general fund. These contracts also contain a provision regarding limitations on certain partisan political activities.

As part of their motion on the recommendations, the commission included the following:

- 1) Representatives from all agencies receiving a health and human services contract for 2017-2018 attend a mandatory training meeting with city staff at a date, time and location determined by the city clerk in order to review terms and reporting requirements of the contracts and that representatives of the agencies at a minimum be anyone who is responsible for compiling the information and filing the quarterly reports required by contract.
- 2) That if funding is denied due to noncompliance by any of these agencies previous to the fourth quarter that the Health and Human Services Commission be allowed to reconvene and make a recommendation for the disbursement of those remaining available funds.

Members of the Health and Human Services Commission will be present at the November 6th meeting to answer your questions on these recommendations. Direction to staff will be requested at the November 7th meeting. If so directed, the contracts will be placed on the November 21 consent agenda at which time you can approve them or opt to continue them to a later date.

Attachments: City Code Article 2-11 & Article 2-14
 Funding Comparison Table
 Sample contract