

**NOTICE OF PUBLIC MEETING  
THE INDUSTRIAL DEVELOPMENT AUTHORITY  
OF THE CITY OF PHOENIX, ARIZONA  
EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS**

Pursuant to A.R.S. §38-431.02, notice is hereby given to the members of **THE INDUSTRIAL DEVELOPMENT AUTHORITY OF THE CITY OF PHOENIX, ARIZONA, EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS**, and to the general public, that **THE INDUSTRIAL DEVELOPMENT AUTHORITY OF THE CITY OF PHOENIX, ARIZONA, EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS** will hold a meeting open to the public on **Wednesday, December 6, 2017, at 1:00 PM**, located at **Phoenix City Hall, 200 W. Washington, 20<sup>th</sup> Floor, Conference Room 20 East, Phoenix, Arizona**. The Committee may consider a motion to go into executive session in accordance with A.R.S. §§ 38-431.03(A)(3) for Items 3, 4 and 5, and (A)(1) for Item 6.

One or more committee members may participate via teleconference or videoconference.

The agenda for the meeting is as follows:

**Call to Order**

- 1. Approval of Committee Meeting Minutes.**
  - a. November 1, 2017 Regular Session
  - b. November 1, 2017 Executive Session
- 2. Community Sponsorship.** Presentation and discussion regarding a community sponsorship.
- 3. Sponsorship Procedures.** Presentation and discussion regarding Phoenix IDA procedures and guidelines.
- 4. Phoenix Community Development & Investment Corporation.** Presentation and discussion regarding intercompany transactions.
- 5. Non-Discrimination Policies.** Presentation and discussion regarding Phoenix IDA nondiscrimination policies.
- 6. Personnel Matters.** Presentation and discussion regarding employee evaluation, compensation and benefits matters.

**7. Call to the Public.** Comments will be limited to two minutes.

### **Adjournment**

For reasonable accommodations, please call Lydia Lee at Voice/602-534-9655 or TTY: use 7-1-1, as early as possible to coordinate needed arrangements.

**Date Posted:**

# Item 1

**MINUTES OF PUBLIC MEETING  
THE INDUSTRIAL DEVELOPMENT AUTHORITY  
OF THE CITY OF PHOENIX, ARIZONA  
EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS**

**November 1, 2017**

A public meeting of the Executive Committee of the Board of Directors of The Industrial Development Authority of the City of Phoenix, Arizona (the “Phoenix IDA”) was convened on Wednesday, November 1, 2017 at 1:00 p.m., at the Phoenix City Hall, 200 West Washington Street, 20th Floor, Conference Room 20 East, Phoenix, Arizona.

**Committee Members present:**

Mr. David Lujan (*telephonic*)  
Mr. Bruce Mosby (*telephonic*)  
Mr. Sal Rivera (*telephonic*)  
Ms. Barbara Ryan Thompson (*telephonic*)

**Committee Members absent:**

**Also present for all or portions of the meeting were:**

Mr. James Barham, Phoenix IDA  
Ms. Jennifer Demoney, Phoenix IDA  
Ms. Lydia Lee, Phoenix IDA  
Mr. C.W. Ross, Fennemore Craig, P.C.  
Mr. Juan Salgado, Phoenix IDA

Any member of the public that was present during the meeting was able to hear all discussions and actions taken by Board Members that were present, in person and over the phone, via a teleconferencing phone system.

Director Rivera called the Executive Committee meeting to order at 1:00 p.m. A quorum was noted.

**ITEM 1:      Approval of Meeting Minutes**

Meeting minutes for the October 4, 2017 Executive Committee regular and executive session were presented for approval. Director Lujan moved to approve the minutes. Director Mosby seconded the motion. **Motion carried unanimously.**

**ITEM 2:      Non-Discrimination Policies**

Director Rivera requested a motion to go into executive session for Item 2 and Item 3. Motion was made by Director Ryan Thompson and seconded by Director Mosby to move into Executive Session.

Executive session convened at 1:01 p.m.

**ITEM 3:      Bond and Loan Portfolio Report**

Regular session reconvened at 1:20 p.m.

**ITEM 4:      Call to the Public**

Director Rivera made a call to the public. There were no comments.

With no further business to come before the Executive Committee, being duly moved and seconded, the Executive Committee meeting was adjourned at 1:20 p.m.

## Item 2



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**MEMORANDUM**

**DATE:** December 6, 2017

**TO:** Members, Executive Committee

**FROM:** Lydia Lee, Community Relations Administrator

**SUBJECT:** Community Sponsorship

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A sponsorship request outlined below was recently approved by Mr. Juan Salgado, Chief Executive Officer. I present the following for your review and information:

Your Best Pathway to Health – is a nonprofit Seventh-day Adventist organization that exists to meet the physical, mental and spiritual needs of the under-served by providing free services through mobile, multi-specialty clinics that include but are not limited to medical, dental, eye care, and other critical services in multi-purpose venues around the United States and the world. The Seventh-day Adventist Church has more than 18 million members worldwide. Through its Adventist health networks, the church provides health care to approximately 17 million people worldwide.

Pathway to Health events provide a unique clinical environment, including experienced medical and dental providers, hospitality workers, lifestyle counselors, and chaplains caring for the whole-person needs of each patient. No identification or insurance coverage is required for services to be made available. Care is always provided free of charge on a first-come, first-served basis. Pathways utilizes the support of over 2,000 volunteers to aid in the planning and implementation of each Pathway clinic event. Pathway to Health rely on the donation of supplies such as food, tables, folding chairs, trash cans, water dispensers, stanchions, etc. that are used at each event, while other items such as medical supplies are expendable and are often purchased for each event.

Pathway to Health is seeking sponsorship funding to off-set some of the cost of this three-day event to be held at the Phoenix Convention Center. Sponsor levels include: Pathway Executive Circle-\$20,000 or more, Pathway Partners-\$15,000, Pathway Platinum-\$10,000, Pathway Gold-\$6,000 and Pathway Silver-\$3,000 or monthly pledge payments are welcomed and accepted. Funding was approved at the \$10,000 level.

## Item 3





## PHOENIX IDA

### Guidelines Community Sponsorships

#### **PHOENIX IDA'S COMMITMENT TO INVESTMENT**

The Phoenix IDA will fund community sponsorships that are designed to ensure the outcomes of these events are used effectively to address high-priority needs and make the communities in which it serves better places for Phoenix residents to live and do business.

The Phoenix IDA will primarily consider awards in the core focus areas outlined:

Affordable Housing  
Economic/Community Development  
Education  
Health Innovation

#### **GEOGRAPHIC PRIORITIES**

The Phoenix IDA will support nonprofit organizations primarily serving the city of Phoenix.

#### **FUNDING ELIGIBILITY**

To be eligible for funding, nonprofits must satisfy the following criteria:

- Primarily serve Phoenix residents.
- Have current 501c3 tax exempt status from the IRS or proof as an established governmental agency/department.
- Organization must have legally existed for no less than three years and be in good standing in its jurisdiction.
- Request must align with the Phoenix IDA's core focus areas.
- Sponsorships shall be disbursed on a yearly and first-come, first-served basis until the budget designation is expended.
- The Phoenix IDA reserves the right to deny any request or designated nonprofit organization, at its sole discretion.
- Funding in prior years does not guarantee funding in any subsequent year.
- The Phoenix IDA may choose to support causes and events of its community partners.

#### **SPONSORSHIPS FUNDED**

**Sponsorships** – may be considered for fundraising activities to include but not limited to walks, conferences, summits, annual meetings, forecasts meetings, etc. Sponsorships must align with the Phoenix IDA's award strategy, business goals and offer maximum opportunity for brand visibility. Sponsorship levels may range from \$2,500 to \$10,000. Contributions in lieu of sponsorships may also be considered.



## **PHOENIX IDA SPONSORSHIP PROCESS**

All requests for sponsorships **must be submitted in writing** to the Phoenix IDA **no less than eight weeks** in advance of the planned event. Requests should include the following information:

- copy of 501c3 IRS tax exempt status or proof as an established governmental agency/department
- sponsorship levels
- list of board of directors
- list of current supporters / sponsors

The Phoenix IDA will communicate directly with organizations regarding all requests and coordinate any follow-up documentation, and/or collateral activities such as ads, logos, tickets, invitations, banners, etc.

The Phoenix IDA does not discriminate on the basis of age, gender, race, religion, national origin, sexual orientation, or disability with respect to employment, volunteer participation, or the provision of services or programs.

## **SPONSORSHIP / TABLE REQUESTS NOT SUPPORTED**

- Direct requests from Phoenix IDA Board members will not be considered
- Fundraising activities supporting a specific individual
- Golf Tournaments
- Individual school(s) activities, e.g. PTO fundraisers
- Political, labor, or fraternal organizations
- Sports related activities, e.g. Football, Basketball, Baseball, Hockey tournaments or events

Items 4, 5 & 6  
Executive Session