

**MEETING MINUTES  
CITY OF GLENDALE  
CITIZENS ADVISORY COMMISSION ON NEIGHBORHOODS  
Glendale City Hall – Room B-3  
Wednesday, March 3, 2010  
6:00pm**

MEMBERS PRESENT: Sharon Sprague, Chair  
Vickie Loya, Vice-Chair  
Matthew Versluis  
Jo Ann Caufield  
Sharon Brown  
Barbara Cole  
Judy Atkins

MEMBERS ABSENT: Bill Jocewicz  
Sharon Heatwole-Chicks  
Frank Hinds

STAFF PRESENT: Matt Cohrs, Neighborhood Partnership Administrator  
Josie Romero, Neighborhood Services Coordinator  
Shabbeer Shaik, Planning Department

**I. Call to Order**

Chair Sprague called the meeting to order at 6:04 p.m. and welcomed all Commissioners to the meeting.

**II. Roll Call**

Chair Sprague conducted roll call and noted that Commissioners Jocewicz, Heatwole-Chicks and Hinds were absent.

**III. Approval of Minutes – January 6, 2010**

**Commissioner Loya motioned to approve the February 3, 2010 meeting minutes as written. Commissioner Brown made the second. The motion passed 7 - 0.**

**IV. Business from the Floor**

None.

**V. Neighborhood Small Grant Applications**

**East Catlin Court**

Mr. Cohrs explained that the East Catlin Court Neighborhood, bordered by Orangewood to Myrtle Avenue and 55<sup>th</sup> Avenue to 57<sup>th</sup> Avenue, was requesting \$500 for a multi-street block party to be held on Saturday, April 17. Funds would be used to purchase food, drinks, paper products and decorations. Mr. Cohrs noted that the East Catlin Court Neighborhood is comprised of approximately 156 homes and typically has excellent turnout at neighborhood events.

**Commissioner Atkins motioned to approve the Neighborhood Connection Grant for the East Catlin Court Neighborhood in the amount of \$500.00 for a multi-street block party to be held on April 17, 2010. Commissioner Cole made the second. The motion passed 7 - 0.**

## **VI. Overview of GIS and the Neighborhood Health System**

Mr. Cohrs explained that the Neighborhood Information System (NIS) is an interactive system that puts geographical mapping (GIS) together with various sources of data throughout the city. Citizens are then able to look at and gather different information about their neighborhood in one place (such as where parks, libraries and schools are or how many code compliance cases have been resolved.) Last month, Mr. Cohrs gave a demonstration of the NIS on the City of Glendale website. This month, Mr. Cohrs is demonstrating how the NIS and GIS information can be used to assess the health of a neighborhood.

Mr. Cohrs used the Neighborhood Quality of Life Study from the Charlotte-Mecklenburg, North Carolina area as an example of a neighborhood health system. Mr. Cohrs displayed and demonstrated the use of this interactive system on the internet which uses approximately two dozen variables to determine the health of a neighborhood. The Charlotte-Mecklenburg Neighborhood Quality of Life Study then ranks the neighborhoods as stable, transitioning or challenged based on assessment of the variables. Mr. Cohrs stated that this information can be used by a city when making long range neighborhood revitalization plans and policy decisions. Mr. Cohrs noted that this information is most likely updated every five to seven years as it is quite a comprehensive process to capture all of the data.

Mr. Cohrs explained that staff is working on a similar Neighborhood Health System for Glendale. However, variables and other factors will be tweaked according to the specific needs of the City of Glendale. The Neighborhood Information System is available to the general public on the City of Glendale website.

Mr. Shaik is from the Glendale Planning Department but currently working with the Neighborhood Partnership Office on the GIS and Neighborhood Health System. Mr. Shaik and Mr. Cohrs gave a demonstration of the GIS prototype for the Heart of Glendale Neighborhood and the East Catlin Court Neighborhood. Mr. Shaik explained that eventually, other Glendale neighborhoods will be captured and added to the system; however, this will take time. Mr. Shaik stressed that the information in the system is based on data available at the time it was prepared. Furthermore, pictures of each home are included in the system which can help identify code issues, fire hazards as well as other issues. Mr. Cohrs commented that the images can also show patterns of code issues in a neighborhood.

Mr. Cohrs will continue to keep the Commissioners apprised of milestones achieved in the systems.

## **VII. Census 2010 Update**

Mr. Cohrs provided the following updates regarding Census 2010:

- All Census Assistance Centers have been set up. These are located in the Glendale Main Library, Desert Mirage Elementary School, Spirit Elementary School and the Glendale Elementary School District Offices.
- Census kiosks have also been set up around the city (Be Counted sites)
- During the week of March 8, Census door hangers will be placed on homes in hard-to-count areas.
- On March 15, Census forms will be mailed to the public. All are encouraged to complete and return the forms.
- On March 27, a Census outreach event will be held at Clavelito Park.

- The Census Department has a section on its website whereby staff can retrieve census response rates at a neighborhood level. This information can be valuable in planning future outreach.

#### **VIII. Commission on Neighborhoods Workgroup Assignments**

Mr. Cohrs provided an update on the following:

- A. Neighborhood Outreach and Partnerships: (Commissioners Heatwole-Chicks, Hinds, Atkins and Versluis, lead): The focus is on Census 2010 at this time.
- B. Leadership Development and Community Events: (Commissioners Cole, Loya, Brown and Jocewicz, lead): Due to pending budget decisions, there is no information on whether or not the Leadership Forum, historically held in June, will be held.
- C. Neighborhood Grants and 5-Year Revitalization Plan: (Commissioners Sprague, Loya, Brown and Caufield, lead): The workgroup gave an outline of Revitalization Plan suggestions to Mr. Cohrs.

#### **IX. Staff Updates**

Mr. Cohrs announced that a Budget Hearing is being held tonight at the Foothills Library. Mr. Cohrs added that two more Budget Hearings are scheduled and encouraged Commissioners to attend. The remaining hearings are scheduled for March 4 at Desert Mirage Elementary School, and on March 8 at the City Council Chambers.

Mr. Cohrs provided updates for the Neighborhood Improvement Grants as follows:

- East Catlin Court Historic District (Spring 2008): A contract was awarded for the design of streetscape improvements from 57<sup>th</sup> Avenue from Northview to Gardenia and Gardenia from 55<sup>th</sup> to 56<sup>th</sup> avenues. Work continues on the design and challenges are being addressed.
- East Catlin Court Historic District (Fall 2008): \$140,000 in CDBG funds were received in October 2009 in addition to the \$81,625 from this Commission. City Council approved the construction contract on February 23 and work is expected to begin in the next few weeks.
- Floralcroft (Fall 2008): The design for this project is 100% complete. The design project was approved for full CDBG-R (federal stimulus) funding at the Council meeting of May 12, 2009. Logan and Simpson has completed the design. Construction is underway. Trees are currently being removed and the contractor is boring the ground for street lights.
- Heart of Glendale Neighborhood (January 2010): The WYSR Academy training classes have begun with a solid core of 20 students. The third class will be held on March 4<sup>th</sup>. Commissioners are invited to attend.
- Arrowhead Ranch Phase II HOA (January 2010): The granite installation project has been completed.
- Casa Campana Neighborhood (February 2010): Staff is working with the neighborhood to purchase items for the March 6<sup>th</sup> Health Fair.
- Tanner Terrace (February 2010): Staff from Tanner Terrace is working to complete renovations to the room that will host the Computer Room before purchases are made.

Mr. Cohrs announced that 846 newsletters were edited, printed and distributed on behalf of the 47<sup>th</sup> Place Inc, Manistee Ranch, East Catlin Court and Casa Campana Neighborhoods.

Mr. Cohrs gave an update on Volunteer projects:

- During February, more than 600 volunteers participated in a variety of projects and completed more than 1,500 hours.
- On February 20<sup>th</sup>, Serve Day, more than 450 volunteers from various churches, Banner Health, Luke AFB, various families and City of Glendale employees completed a variety of projects including: picking up trash at local parks, picking fruit which was donated to the food bank, delivering meals to needy families and much more.
- Volunteers from Glendale High School SADD completed their first Adopt-a-Street project on February 27 by picking up trash along Glendale Avenue.

Regarding Community Mediation, Mr. Cohrs stated that in February, 7 new cases were received, 21 cases were active and 7 cases were resolved with mediation services. Mr. Cohrs participated in a mock mediation along with Ms. Anna Lopez, Mediation Coordinator, which aired Glendale Channel 11.

Mr. Cohrs provided an update on Community Education:

- The Spring 2010 session of Glendale University began on March 1 with graduation scheduled for May 3. There are 25 students enrolled.
- The Spring 2010 HOA Academy began on February 9 and will end March 6. 30 students are registered.

Commissioner Comments

The Commissioners all agreed that the meeting was very informative.

**X. Adjournment**

**Commissioner Loya motioned for adjournment at 7:40 p.m. Commissioner Atkins made the second. The motion passed 7 - 0.**

Respectfully Submitted,

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Denise Kazmierczak  
Recording Secretary