

**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE MINUTES
CITY OF GLENDALE
PUBLIC MEETING
City Municipal Complex
Council Chambers
5850 W. Glendale Avenue
Glendale, AZ**

**Wednesday, January 13, 2010
6:30 p.m.**

MEMBERS PRESENT: Chris Flippen, Chair
Susan Jernigan, Vice-Chair
Yolanda Hernandez
Mary Jean Eggleston
Madelin Page
Glenn O'Bannon
Pattie Johnston

MEMBERS ABSENT: Sharon Wixon
Rebecca Ontiveros
Karen Mankoski

STAFF PRESENT: Erik Strunk, Community Partnerships Director
Gilbert Lopez, Community Revitalization Administrator
Mona Francis-Spellman, Revitalization Supervisor
Brian Lotto, Revitalization Coordinator

I. Call to Order

Chair Flippen called the meeting to order at 6:35 p.m.

II. Business From the Floor/Public Comment

None.

III. Public Comment

Mr. Lopez explained that staff is formulating the FY 2010-2014 Consolidated Plan which is an action plan to guide how federal funds are spent in the City of Glendale. Mr. Lopez stated that there will be other opportunities for public comment this evening, at the end of this month and in February.

Chair Flippen opened the floor for public comment on the 5-Year Consolidated Plan.

No comments were made.

IV. Approval of Meeting Minutes

The Committee tabled the agenda item which called for approving the meeting minutes of the January 4 and January 6, 2010 meeting minutes.

V. Fiscal Year (FY) 2010-2011 Community Development Block Grant (CDBG) Emergency Shelter Grants (ESG) and HOME Investment Partnerships (HOME) Program Funding Requests

Chair Flippen explained that during this meeting, the agencies that submitted CDBG CDBG Physical Improvement, ESG and HOME funding requests would present their requests to the Committee. Presentations are limited to four minutes each. Committee-members are encouraged to ask clarifying questions and there would be no time limit on this question and answer period. Chair Flippen stated that upon review and voting on the funding requests tomorrow evening, the Committee will forward their final recommendations to Mayor and Council for approval in spring.

Mr. Strunk introduced staff and thanked the Committee-members for their time and commitment to hearings and review process and thanked the presenters for their participation in the funding process. Mr. Strunk suggested that during review of funding requests, Committee-members should keep in mind Council priorities of homeless prevention, domestic violence, employment services, basic food and shelter necessities, youth and senior programs and redevelopment.

Mr. Lopez also thanked the Committee-members for their willingness to serve and the agencies for their participation.

CDBG PHYSICAL IMPROVEMENTS

Housing Related Programs:

2-1 Arizona Bridge to Independent Living (ABIL) – Glendale Home Accessibility Program - \$90,521 request

Mr. Darrel Christenson presented the funding request to the Committee with Mr. Phil Pangrazio and Ms. Judy Frieder in attendance as well.

Mr. Christenson thanked the Committee and the city of Glendale for its many years of support. Mr. Christenson explained that this program consists of home modification for the disabled. Modification projects include walk-in showers, lowered countertops, installation of ramps and doorway widening. In addition, the agency also provides other services such as computer assistance and improved independent living skills. Mr. Christenson announced that last fiscal year; the agency completed 28 modification projects, exceeding its goal of 20. Mr. Christenson shared two stories of clients who,

without these home modifications, had a difficult time getting in and out of their homes and could not access their own showers.

Committee member Page inquired if the agency utilized only Glendale residents as contractors and laborers on the projects. Mr. Christenson replied that the agency is an Equal Opportunity Employer and currently is working with a list of five approved, licensed and bonded experienced contractors and their teams who are not necessarily from the city of Glendale. Ms. Frieder interjected that two of the contractors were located in Glendale.

Committee member Jernigan asked for clarification of the Program Manager/Director of Community Integration position and if this was one person or two. Mr. Christenson replied that this was one person and it was his position in the agency.

Chair Flippen inquired if the clients received any federal assistance. Mr. Christenson replied that some of the clients are in the Arizona Long-Term Care program and some are in low-to-moderate income assistance programs.

Chair Flippen inquired about the age range of the clients. Mr. Christenson replied that most of the clients were in the 70-to 80-year age range and most are living on \$600 to \$800 a month.

Committee member Johnston inquired about the contractor bid process. Mr. Christenson explained that on an annual basis, each contractor submits a price list for labor and materials for typical modification projects. This guarantees fair and competitive pricing for the majority of basic modifications, such as grab-bars and high rise toilets. This also helps expedite the process of project completion because the costs are known up front. However, individual projects are also put up to bid, if they are atypical or involve materials that are not used in the majority of modification projects.

Chair Flippen asked how the program was advertised. Mr. Christenson replied that word was spread through hospices, social workers, CAP Office, rehabilitation centers, senior centers, partnerships with other agencies, mobile home parks and word-of-mouth.

Chair Flippen thanked Mr. Christenson for his presentation.

2-2 Community Services of Arizona – Emergency Home Repair Program for Glendale Residents, \$400,000 request

Mr. Mike Fitz, Director of Single Family Housing Initiatives, represented the agency. Mr. Fitz stated that the basic purpose of the Emergency Home Repair Program is to eliminate emergency or unsafe and dangerous conditions in the homes of low-income, Glendale residents. Examples of repairs include roofing, air conditioning, heating, plumbing, electrical and flooring projects. Mr. Fitz commented that many times this

service keeps people in their homes, who would otherwise have to walk away from these homes as they cannot afford repair costs.

Mr. Fitz shared a story of how the agency recently helped a disabled man who fell through the floor of his mobile home. Mr. Fitz stated that during the last fiscal year, the agency helped 2,248 households in Glendale.

Committee member Jernigan inquired about breakout figures for materials and contractors in the budget. Mr. Fitz indicated that this information was provided in a supplemental report. Mr. Fitz added that the salaries for agency personnel in the budget are the same as last year as salaries have been frozen.

Committee member O'Bannon inquired about indirect costs. Mr. Fitz explained that the agency does use the HUD approved formulas for calculation of such costs. These are costs that are not directly related to each specific project such as program administration.

Mr. Fitz was questioned about completion of agency audits. Mr. Fitz stated that the agency's last auditor delivered the audits late. Mr. Fitz noted that the agency has hired a new auditor and feels confident that the audits going forward will be completed in a timely manner.

Committee member Jernigan asked how clients were referred to the agency. Mr. Fitz replied that many of the referrals come from city of Glendale staff. Mr. Fitz noted that the agency does some advertising, however, has never experienced a lack of requests.

Chair Flippen inquired if there was a repair cost limit. Mr. Fitz replied in the positive, but did not know the figure at this time. Mr. Fitz added that the agency does ensure that each request is for an emergency or unsafe condition and not simply for a routine repair.

Chair Flippen thanked Mr. Fitz for his presentation.

2-3 City of Glendale Community Housing Division – Window and Door Replacements, \$200,000 request

Ms. Elaine Adamczyk, Housing Administrator, stated that the agency was requesting funding in order to replace windows and doors in three public housing communities:

1. Cholla Vista Courtyard at 53rd and Maryland Avenues
2. Lamar Homes at 61st and Lamar Avenues
3. Glendale Homes at 52nd Avenue and Ocotillo Road

Ms. Adamczyk explained that in total, there are 155 units in the three complexes combined. Ms. Adamczyk stated that the existing windows and doors average 20 years

old and the windows are single-paned and the doors are metal. The agency would like to upgrade the units with energy efficient dual-paned windows and better doors.

Ms. Adamczyk commented that 401 individuals live in these three complexes, with 199 under the age of 18 years old and of those, 91 are preschool children.

Ms. Adamczyk stressed that it was important for Glendale to maintain its public housing and focus on energy efficiency in the process.

There were no questions from the Committee.

Chair Flippen thanked Ms. Adamczyk for her presentation.

2-4 VALLEYLIFE (formerly VOS School and Rehabilitation Center) – Upgrading Residential and Group Homes, \$325,000 request

Ms. Julia Defer represented the agency's funding request with Ms. Shaver, Program Director in attendance.

Ms. Julia Defer stated that that agency was requesting funding to make necessary repairs on group homes for the disabled and distributed pictures of some of the repairs to be made with the requested funds. Ms. Defer stated that many of the repairs include roof issues, kitchen repair, bathroom repair and flooring issues which address safety, security or health concerns. Other upgrade projects the agency has made include lowered sinks, hydraulic pool lifts and ramp installation. Ms. Defer commented that these repairs will promote the safest, most self-sufficient environment possible.

Ms. Defer noted that the agency was currently facing a \$1.2 million budget cut and would appreciate any and all assistance provided.

Committee member Jernigan inquired about the \$5,000 relocation cost on the budget. Ms. Defer replied that the clients are relocated while major repairs are being made to the homes.

Committee member Jernigan confirmed that the funding request was for labor and materials only.

Committee member Jernigan inquired about the agency's accounting procedures and process of payment monitoring. Ms. Shaver replied that when an invoice for a repair or upgrade is received, staff visits the site and completes a physical inspection to ensure that the job was complete and properly done. The invoice is then sent to her and many times, she visits the job site to confirm validity of the invoice a second time. From there, the invoice goes to the CFO, Ms. Linda Miller and then to the City of Glendale Revitalization Division. Ms. Shaver stressed that no payment is made until all work has been completed.

Committee member Jernigan commented that this procedure was not noted by the agency's auditor. Ms. Francis-Spellman stated that the procedure was noted in a management letter supplemental to the actual audit.

Committee member Eggleston asked for a breakdown of funding request by group home. Ms. Defer did not have this information at hand and will forward to staff.

Committee member Johnston inquired about the request for a backyard gazebo in the project list. Ms. Defer replied that this would provide outdoor shade for the residents.

Committee member Page asked if the group homes were inspected by any state agencies. Ms. Defer replied in the positive.

Chair Flippen thanked Ms. Defer for her presentation.

Public Facility Improvements or Improvements to Public Infrastructure

2-5 A New Leaf (PREHAB) – West Valley Counseling Center, \$694,435 request

Mr. Michael Hughes, CEO, represented the agency's request with Mr. Hutchinson in attendance as well.

Mr. Michael Hughes, CEO, thanked the city of Glendale for its past support of the agency. Mr. Hughes announced that the agency is planning to build a 15,000 square foot Community Behavioral Health Center on the land in front of the Faith House in Glendale at a cost of \$2.3 million. The proposed layout and elevation were distributed to the Committee. The agency currently owns the land already.

Mr. Hughes noted that the agency has proposals into the City of Peoria for CDBG funding and is also partnering with local businesses and banks for funding.

Mr. Hughes stated that the new Center would provide services including:

- Counseling and case management and clinical behavioral health services for children and teens and their families
- Psychiatric and mediation monitoring services for children and teens
- Children's' afterschool programs, summer programs and weekend programs
- In-home family services
- Advocacy, educational groups and case management referrals for victims for domestic violence
- Resource and referrals

Mr. Hughes stated that the agency has asked many times been to provide these services, but has not had the space to do so. Mr. Hughes stated that this will allow A New Leaf to provide free services to eligible children in Glendale and the West Valley.

Furthermore, this will give the agency increased opportunities to continue to help the 250 women and children at Faith House.

Committee member Jernigan asked if there were other agencies providing a similar service in the west valley. Co-presenter Mr. Hutchinson replied that there are other agencies in the west valley, but did not know if any were specifically in Glendale. Mr. Hutchinson commented that currently the West Valley Counseling Center provides services to 800 clients (1/3 Glendale residents, 1/3 Peoria residents and 1/3 from other west valley cities), in addition to, the 250 women and children at the Faith House. There is a great need for these services.

Chair Flippen inquired as to how partial funding of the request would benefit the agency. Mr. Hughes replied that any assistance would be appreciated as it will bring the building one step closer to completion. Mr. Hughes added that the agency felt that support from the City of Glendale in some format was important as it lends strength and leverage to other partnership and funding requests.

Committee member Page asked for an estimate of the project status in one-year. Mr. Hughes replied that the agency's goal is for the building to be nearly completed in 12 months.

Chair Flippen thanked Mr. Hughes and Mr. Hutchinson for their presentation.

2-6 Boys and Girls Clubs of Metropolitan Phoenix – Swift Kids Branch Field Renovation, \$321,268 request

Mr. Brad Kuluris and Mr. Bill Shackelford addressed the Committee regarding the agency's funding request.

Mr. Kuluris stated that the goal of the Boys and Girls Club is to help families by providing a safe place for their children after school.

Mr. Kuluris noted that this request was for funds to be used for field renovation and the construction of a soccer field behind the Boys and Girls Club Swift Kids Branch and across the street from Smith Elementary School.

Mr. Kuluris stated that a soccer field will attract families and youth to the site, encourage children to participate in a sport and steer children away from negative activities in the community. Mr. Kuluris noted that the soccer field would be used by the Smith School during the school day, by the Swift Kids Branch after school and by the City of Glendale Parks and Recreation on the weekends.

Mr. Kuluris explained that field renovation and construction would include removing the current turf and installing new turf, irrigation and lighting.

Chair Flippen asked if the neighbors near the field had been consulted regarding lighting at the field. Mr. Kuluris replied in the negative but noted that the lighting would be directional and the bleed into the neighborhood would be minimal.

Committee member O'Bannon asked if other businesses or sports organizations had been approached regarding financial support of the field. Mr. Kuluris replied that the Boys and Girls Club does have many local business and sports teams supporting various projects but had not yet been approached regarding support for this specific project.

Committee member Eggleston inquired if the school district would donate funds toward the soccer field. Mr. Kuluris replied that the school district is donating the land valued at over \$100,000 and will assume the costs of electricity, water and maintenance of the field.

Chair Flippen asked if the field was being used currently by the children. Mr. Kuluris replied that the children do use the field to just play in, but it is in no condition for an organized sport.

Chair Flippen thanked Mr. Kuluris and Mr. Shackelford for their presentation.

2-7 Central Arizona Shelter Services (CASS) – Emergency Shelter and Program Improvements, \$10,000 request

Mr. Mark Holleran approached the Committee and explained this request from CASS was for 12 tables and 120 chairs to be used for a general dining area. Mr. Holleran explained this dining area is used to serve lunch and evening meals to various people including the homeless, veterans, elderly, disabled and domestic violence victims. Furthermore, the furniture would be used during various meetings and to provide services to clients. Mr. Holleran explained that the current tables and chairs were quite old and in need of replacement.

Committee member Jernigan inquired as to the types of tables and chairs that would be purchased. Mr. Holleran replied that the furniture would be institutional quality. Mr. Holleran elaborated that the chairs would be stacking chairs at a cost of \$50 each and the tables were heavy metal tables at a cost of \$300 each.

Chair Flippen thanked Mr. Holleran for his presentation.

2-22 St. Mary's Food Bank Alliance – Cooler and Facility Upgrades, \$52,500 request

Mr. Jack Marks represented the agency and explained that originally, the current building housing St. Mary's Food Bank was a fire house. Over the years, the agency has made various building improvements including an addition to the building, ADA

compliant bathrooms, a remodeled waiting room, replacement of the cooler doors and paved and striped parking spaces.

Mr. Marks stated that the agency is now requesting funds to replace a cooler compressor and to construct an overhang with misters that would shade the front of the building. Mr. Marks explained that in the summer, there is quite a line of clients who wait outside in the intense heat for food assistance as this is the busiest time of year for food distribution. Mr. Marks stated that the overhang would run approximately fifty feet and would be about five feet wide. Mr. Marks commented that the overhang would provide shade and comfort to clients, many of whom are older or with children.

Committee member Jernigan received confirmation that the funds requested were to be used for the cooler and overhang construction only and would not be utilized for administrative costs.

Committee member Jernigan asked if the agency had recently received a large donation from a bank. Mr. Marks explained that St. Mary's did receive funding from Bank of America for overall program expansion, but not for physical improvement of the building.

Chair Flippen thanked Mr. Marks for his presentation.

2-8 City of Glendale Neighborhood Partnerships Division – Additional Streetscape Improvement for East Catlin Court, \$220,000 request

Mr. Matt Cohrs, of the City of Glendale Neighborhood Partnerships Division, explained that the East Catlin Court Neighborhood was requesting funding for its neighborhood streetscape project. Mr. Cohrs explained that the neighborhood has completed various improvement projects through the use of grant funds, including a neighborhood master plan. The neighborhood would now like to move forward with other streetscape improvements. Mr. Cohrs introduced the neighborhood leaders, Ms. Diana Colby and Ms. Theresa Leyler.

Ms. Leyler noted that the neighborhood was established in 1914 and in May 2007, neighbors formed a traditional neighborhood group in response to deterioration in the community. The goal of the neighborhood group is to achieve and promote safety, community involvement and volunteerism in neighborhood projects.

Ms. Leyler stated that the neighborhood has requested and received three large City of Glendale Neighborhood Partnership grants, partnered with the Maricopa County Probation Department for monthly garbage pick-up, partnered with the Vineyard Church on home painting and emergency repair projects, and worked in depth with City of Glendale Code Compliance and Glendale Police Department.

Ms. Colby explained that the requested funding would be used for right-of-way improvements, driveway aprons, handicap curbing, sidewalk modifications, landscaping and various other projects that would improve the streetscaping of the community. Ms. Colby commented that the grant funding through the Neighborhood Partnerships Division was no longer available, and therefore, the residents are requesting CDBG funding for project completion.

Ms. Colby commented that the location of the community and its proximity to downtown Glendale and the Centerline Revitalization Project makes it a highly visible area of the city.

Chair Flippen inquired as to why there was no funding available through the Neighborhood Partnership Office grants program. Ms. Colby replied that the program was suspended due to budget cuts.

Mr. Cohrs explained that due to the size of the neighborhood and the many infrastructure repairs needed, it was deemed best to create a master plan for the improvements in order to ensure all issues were addressed and to capitalize on construction efficiencies.

Chair Flippen thanked Mr. Cohrs, Ms. Colby and Ms. Leyler for their presentation.

2-9 City of Glendale Marketing Department – Centerline Entryway Monuments, \$100,000 request

Ms. Jennifer Reichelt, Deputy Director, addressed the Committee regarding the Glendale Marketing Department's request for funds to be used for the design and construction of entryway monuments in the Glendale Centerline area. Ms. Reichelt noted that the Centerline Redevelopment Project is a priority of Mayor and Council.

Ms. Reichelt comments included the following:

- The Centerline Project Area is from 43rd to 67th Avenues and Ocotillo Road to Myrtle Avenue.
- The two entryway monuments for which funding are requested will be located at 43rd Avenue and Glendale and 67th Avenue and Glendale.
- The entryway monuments will add character, theme the area and create a sense of place and community within the Centerline.
- The Centerline Redevelopment Plan will become Glendale's long-range redevelopment vision for the Glendale Avenue Corridor.
- The entryway monuments will be developed utilizing a public artist and citizen input in an effort to truly reflect the character and personality of the Centerline.

Ms. Reichelt stated that the benefits of the entryway monuments include:

- Incorporating public art into the Centerline

- Identifying Glendale and the Centerline for residents, visitors and the business community
- Encouraging civic pride
- Creating a landmark, focal point and character element for the Centerline
- Improving Glendale Avenue, the city's namesake street
- Showing public investment in the Centerline

Committee member O'Bannon inquired if a Glendale artist would be commissioned for the project. Ms. Reichelt replied that the Marketing Department would work with the Glendale Arts Commission to put out a call for artists for the project. Ms. Reichelt did not know if it was legal to specify that only Glendale artists could be commissioned for the project.

Committee member Jernigan expressed concern over moving forward on entryway monuments when there has not been much word on specifics and a timeframe for the Centerline redevelopment. Ms. Reichelt commented that these entryway monuments would be the first way to show the city's commitment to the Centerline and would encourage more interest and support in future redevelopment.

Chair Flippen thanked Ms. Reichelt for her presentation.

2-10 City of Glendale Code Compliance Division – Identification & Elimination of Code Violations within Redevelopment Areas, \$75,000 request

Mr. Sam McAllen of the Code Compliance Department stated that the mission of the Department was to maintain established community standards that preserve and promote the health, safety and living environment of our community and neighborhoods.

Mr. McAllen explained that in the past years, the number of code enforcement calls has been alarmingly high and the Department has struggled to keep up with the demand. Much of this increase has been due to the economy and foreclosure crisis in the valley. In the last fiscal year, a record number of 17,123 cases were handled. The Code Compliance Department mostly tends to calls regarding overgrown grass and weeds, trash and debris, unsecured homes, graffiti, and broken windows and doors.

Mr. McAllen stated that the funds requested would be used for the Department's Clean and Lien Program, whereby, the Department cleans up a vacant property (after initial 30-day notice to the homeowner) and then liens the property for the reimbursement of the clean-up cost. Last fiscal year, approximately 382 properties were handled in the Clean and Lien Program at a cost of \$61,000. Currently, the department has \$26,566 in funding from the city's General Fund, and therefore, is looking for CDBG funding to fill the gap.

Mr. McAllen clarified that once a homeowner is sent notice and requested to resolve a blight situation, the Department inspects the site twenty days after initial notice. If there

has been no compliance, the Department again visits the site in another ten days. If there still has been no compliance, the bid process begins for a Clean and Lien contractor. Mr. McAllen commented that approximately 98% of homeowners comply with the Department's request for clean-up within the 30-day period. Mr. McAllen noted that if a homeowner cannot comply due to physical financial limitations, the Department will refer the homeowner to the Community Partnerships Department for assistance or direction.

Committee member Johnston asked if some of the vacant properties were bank owned. Mr. McAllen replied in the positive and explained that early in the foreclosure crisis, the banks were not prepared to take on the task of property maintenance and it was a challenging process to work with the banks on upkeep of vacant properties. Mr. McAllen stated that many of the banks are now responding much more quickly to the Department's code compliance requests.

Committee member Johnston inquired if the banks do reimburse the Department for the clean-up costs. Mr. McAllen replied in the positive noting, however, that it could take time for reimbursement. Therefore, there will be funds coming back into the program to be used at other sites.

Chair Flippen thanked Mr. McAllen for his presentation.

2-11 through 2-21 City of Glendale Field Operations Division – Street Paving projects:

- Paving Group A, \$395,000 request
- Paving Group B, \$182,000 request
- Paving Group C, \$125,000 request
- Paving Group D, \$251,000 request
- Paving Group E, \$66,000 request
- Paving Group F, \$206,000 request
- Paving Group G, \$124,000 request
- Paving Group H, \$126,000 request
- Paving Group I, \$127,000 request
- Paving Group J, \$127,000 request
- Paving Group K, \$264,000 request

Mr. Stuart Kent, Field Operations Director, explained that this funding request was for eleven different street paving projects totaling approximately \$2 million located in census tract 928, which is described as low-to-moderate income. Mr. Kent stated that the groups were listed in priority order and distributed pictures of the current condition of some of the streets.

Mr. Kent commented that these streets have been patched and repaired for many years due to budget constraints, but are in great need of repaving in order to avoid safety issues for drivers and pedestrians. Mr. Kent noted that funding for slurry seal and street

overlays come from Go Transportation dollars; however, this funding has been decreasing due to the economy.

Committee member Page inquired as to the last time these streets were fully paved. Mr. Kent replied that most of these streets were last paved probably about twenty years ago. Mr. Kent added that new paving, including a schedule of preventative maintenance and slurry seals, would provide an additional twenty-to-thirty years of life to the streets.

Chair Flippen inquired about typical funding for street repair. Mr. Kent explained that in the past, all funding for street repair came from the city's General Fund, however, for the past three or four years, all funding for street repair has come from Go Transportation dollars, which has been decreasing.

Chair Flippen commented that the total request was more than the grant funds available and inquired as to how the Department would proceed, if the request were not funded or partially funded. Mr. Kent replied that the funds would be utilized on the streets in priority order and streets that could not be repaved would be slurry sealed and patched as funds became available.

Chair Flippen thanked Mr. Kent for his presentation.

EMERGENCY SHELTER GRANTS (ESG)

3-1 A New Leaf (PREHAB of AZ Inc.) – Faith House Emergency Shelter Operations, \$55,000 request

Ms. Anna Rodriguez, Program Manager, explained that the Faith House is located in Glendale and is open 24 hours a day, seven days a week providing 16 beds for women and children in domestic violence situations.

Ms. Rodriguez commented that in addition to shelter, Faith House provides many services including counseling, life skills classes, parenting classes and most recently child care. Ms. Rodriguez stated that there are six staff members providing child care, Monday-Friday from 7 a.m. to 5 p.m. and this has been a great addition to the program. Ms. Rodriguez stressed that Faith House would greatly appreciate support from the city of Glendale for this child care program.

Committee members did not pose any follow-up questions.

Chair Flippen thanked Ms. Rodriguez for her presentation.

3-2 Central Arizona Shelter Services (CASS) – Emergency Shelter Services for Homeless Single Adults, \$25,000 request

Mr. Mark Holleran stated that this request would nearly fund one full-time position of entry-level staff that will maintain order, control, safety and security at the emergency shelter.

Mr. Holleran explained that approximately 1,000 men, women and children will be housed at the shelter tonight. Mr. Holleran added that some of the people at the shelter have behavioral issues and an increasing amount of people are being moved out of the correctional system without any place to go. In this type situation, people can get frustrated or upset and there must be someone present to ensure a safe and secure environment. Mr. Holleran noted that last year, a shelter manager was shot and killed and this demonstrates the great need for safety and security at the shelter for both staff and clients.

Chair Flippen commented on the overflow at the shelter and inquired if there was additional staff to handle this situation. Mr. Holleran replied in the negative and explained that the existing staff has had to absorb the increased responsibility of shelter overflow.

Chair Flippen thanked Mr. Holleran for his presentation.

3-3 Homeward Bound – Utilities Assistance for the Thunderbirds Family Village, \$20,000 request

Mr. Frank Nagy, Grant Procurement Specialist, represented the agency and stated that Thunderbird Family Village provides transitional housing, case management and other support services at a reduced rate to families in need.

Mr. Nagy stated that with utility assistance, families can use their own money to reduce debt or put into savings for future housing needs.

Mr. Nagy noted that during the last fiscal year, there were 120 calls from Glendale residents for services at Thunderbird Family Village and of those, 60 were served. Currently, 10% of the families at the Village are Glendale residents. Mr. Nagy explained that it cost \$8,500 a year to house a family.

Mr. Nagy stated that the goal of the agency is to help families transition from homelessness to becoming economically independent and living in permanent housing.

Chair Flippen inquired if the families paid for a portion of their utilities. Mr. Nagy replied that there was a program service fee, which covers case management, some utilities and classes. Each family must pay 30% of their adjusted gross income to participate in the program.

Chair Flippen thanked Mr. Nagy for his presentation.

HOME

4-1 Arizona Bridge to Independent Living (ABIL) – Glendale Enterprise Lofts, \$400,000 request

Mr. Brian Swanton, a representative from Gorman & Company, Inc., the nation's largest developer of workforce housing, provided details on the Glendale Enterprise Lofts, including the following:

- The lofts will be located at 63rd Avenue and Glendale.
- The project will focus on families making \$26,000 to \$39,000 a year.
- All of the 28 units will be three bedrooms and two baths with 1,250 square feet and have been co-designed by ABIL and Gorman.
- The service agreement with ABIL stipulates that 15% of the total units will be sold to a family that includes a disabled individual.
- The project is shovel-ready: there is a \$2.5 million commitment from the Arizona Department of Housing and \$5 million in private equity.
- Construction bids have been received and permits are ready.
- There is a relatively small funding gap which is, however, very important and this is the reason for the CDBG funding request. This gap is approximately \$14,000 per unit and is 5% of the total project costs.

Committee member Page inquired as to why the units were all the same size. Mr. Swanton replied that in the initial design, there was a mix of sizes. However, results of a market analysis of rents revealed that there were almost no available three-bedroom units in this area. Furthermore, Gorman & Company had earlier developed an all three-bedroom townhouse complex in downtown Peoria which has been very successful. Based on these factors and some others, the design was changed to an all three-bedroom concept.

Chair Flippen thanked Mr. Swanton for his presentation.

4-3 Habitat for Humanity of Central Arizona – Land Acquisition/Site Improvements/Rehabilitation, \$320,000 request

Ms. Jamie Colby and Mr. Roger Schwierjohn were in attendance to represent the agency.

Ms. Jamie Colby stated that the goal of Habitat for Humanity is basically to provide affordable housing in the community and over forty homes have been built in the city of Glendale. Ms. Colby stated that the funds requested would be used to purchase land and build new homes and/or purchase existing homes and perform improvement and property rehabilitation.

Hannah, a Habitat for Humanity client, told her story of how she was living in a two-bedroom apartment with six people. A friend referred Hannah to Habitat for Humanity and she qualified for the program. Hannah now enjoys her beautiful home with her son and thanked the city of Glendale and its staff for helping her to obtain a home through Habitat for Humanity.

Chair Flippen inquired as to how lots were identified for purchase. Mr. Schwierjohn explained that currently, the agency has eleven lots identified for purchase in Glendale. There are two Habitat for Humanity land developers that identify lots for purchase. The agency also receives information on properties in targeted areas from Glendale staff that staff would like to see purchased and renovated.

Chair Flippen asked if Glendale residents received priority on the purchase of the homes built or renovated that are located in Glendale. Mr. Schwierjohn replied that the agency follows the Fair Housing Lender and Builder Act, and therefore, no priority given to anyone.

Chair Flippen thanked Ms. Colby and Mr. Schwierjohn for their presentation.

4-4 Newtown Community Development Corporation – Newtown CLT Homeownership Project, \$300,000 request

Mr. Phil Habib approached the Committee and stated that the agency would like funding in order to develop up to eight land-trust homes in Glendale. Mr. Habib stated that this would create affordable housing in Glendale and an improved quality of life for the owners.

Mr. Habib gave detailed information regarding the request, including the following:

- Homebuyers must complete homeowner education and counseling. This includes pre-purchase counseling and foreclosure prevention.
- Newtown acquires the properties and improves them for the homebuyers.
- Newtown will be targeting foreclosed properties for purchase.
- Newtown enters into a land trust with the homeowners (99-year land lease).
- The homes must be owner-occupied.
- The potential homeowner will work with a realtor to identify a home in the specified purchase price. Newtown will purchase the home and enter into a land trust agreement with the buyer.

Committee member Jernigan asked for confirmation that the request was for \$300,000. Mr. Habib replied that although both a \$300,000 and a \$600,000 budget figure was used in the application, Mr. Habib felt that the \$600,000 was for the program in total and that the \$300,000 was for the Glendale funding request only.

Committee member Page inquired about the focus on foreclosed homes. Mr. Habib replied that the prices of foreclosed homes falls into the Newtown per home budget, but other homes will be purchased if the price is right.

Chair Flippen thanked Mr. Habib for his presentation.

VI. Director/Staff Report

None.

VII. Adjournment

The meeting was adjourned at 9:00 p.m. by consensus.

Respectfully submitted,

Recording Secretary
Denise Kazmierczak

Reviewed and Submitted By:

Beth Coughenour CPS/CAP
Senior Secretary