

**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE MINUTES
CITY OF GLENDALE
GLENDALE MUNICIPAL COMPLEX
COUNCIL CHAMBERS
5850 W. GLENDALE AVENUE
PUBLIC HEARING/PUBLIC MEETING**

**Thursday, January 27, 2011
6:30 p.m.**

MEMBERS PRESENT: Chris Flippen, Chair
Karen Mankoski, Vice-Chair
Sharon Wixon
Madelin Page
Pattie Johnston
Yolanda Hernandez
Glenn O'Bannon
Shirley Wong
Randy Miller

MEMBERS ABSENT: Mary Jean Eggleston

STAFF PRESENT: Erik Strunk, Community Partnerships Director
Mona Francis-Spellman, Revitalization Supervisor
Charyn Palmisano, Revitalization Supervisor
Gilbert Lopez, Revitalization Administrator
Elizabeth Garcia, Revitalization Coordinator

I. Call to Order and Introductions

Chair Flippen called the meeting to order at 6:30 p.m.

II. Roll Call

Chair Flippen noted that all Committee members were present except for Committee member Eggleston.

III. Business from the Floor

None.

IV. Public Hearing and Comment on the FY 2011-12 Community Development Block Grant (CDBG) Funding Priorities

As part of the annual CDBG review process, the public is invited to comment on the grant process and/or the City of Glendale's priorities for the proposed use of the funds. Chair Flippen opened the floor for public comment.

No comments were made.

V. Fiscal Year (FY) 2011-12 CDBG Physical Improvements Funding Requests, Emergency Shelter Grants (ESG), and Home Investment Partnerships (HOME) Program Funding Requests

Mr. Strunk thanked the Committee members in advance for their participation in the grant process and for their due diligence in review of the applications.

Mr. Strunk reiterated the funding priorities as stated by Mayor and Council in Fall 2010:

1. Keep people in their homes.
2. Keep neighborhoods stabilized.
3. Emergency home repairs are a priority.
4. Provide assistance with food, shelter and utilities.

For the CDBG Physical Improvement Grant requests, there were \$2,218,350 in funds requested with approximately \$932,763 in funds available based on FY 2010-11 CDBG funding levels.

For the Emergency Shelter Grant requests (ESG), there were \$115,000 in funds requested with approximately \$93,364 in funds available based on FY 2010-11 CDBG funding levels.

For the Home Investment Partnerships Program (HOME) grant requests, there were \$455,000 in funds requested with approximately \$447,545 in funds available based on FY 2010-11 CDBG funding levels.

Mr. Lopez stated that once the final figure for the FY 2011-12 CDBG funding levels are announced by the federal government in April, all awards will be adjusted prorata based on that final figure.

The Committee agreed to discuss the grant requests, make preliminary recommendations, make necessary revisions and then motion and vote on the final recommendation package as a whole.

PHYSICAL IMPROVEMENT REQUESTS

HOUSING RELATED PROGRAMS:

#2-1: A Bridge to Independent Living (ABIL) – Glendale Home Accessibility \$90,850 request

Committee member Miller was impressed with the information in the grant proposal and felt that ABIL leveraged funds well. Chair Flippen agreed and added that this agency helps to fulfill a core need. Committee member Mankoski stated that ABIL does have other funding sources, and due to the level of available funds, suggested \$50,000 of grant funding. Other Committee members agreed by consensus for \$50,000 funding.

#2-2: A New Leaf, Inc. – Faith House Shelter Renovation-Exterior/Interior, Landscaping, Heavy Duty Washer/Dryer: \$375,000 request
Committee members agreed to table discussion on this request.

#2-3 City of Glendale – Glendale Emergency Home Repair Program (RFP): \$350,000 request

Committee member Miller asked for clarification of this program. Mr. Lopez explained that the Community Revitalization Division is now going to take charge of the Glendale Emergency Home Repair Program. Initially, Community Services of Arizona ran the program and completed the original CDBG grant application. However, the City will now be responsible for the program and it will move forward via the RFP process. Mr. Lopez added that CSA would still be involved in projects if CSA is selected as a project contractor through the RFP process. Mr. Lopez commented that this program provides repair of air conditioners, heating units, roof repair and repair of other emergency situations for qualifying homeowners.

Chair Flippen commented that this program keeps people in their homes, which is a Council priority. All Committee members agreed on full funding of \$350,000.

#2-4 City of Glendale Community Housing Division – Modernization of Bathrooms at Three (3) Public Housing Units: \$200,000 request

Committee member Page commented that the City of Glendale does a great job of keeping public housing maintained and in excellent repair. Chair Flippen was pleased with the method of cost tracking and prioritization of repair projects performed by the staff at the Housing Division. Committee member Mankoski commented that if funding is not awarded, there is no other funding source for this worthwhile project. Committee member Mankoski felt that it was important to maintain public housing for economic reasons and for residents to have a sense of pride in their homes. Committee member Hernandez was impressed with the number of annual unit inspections. Chair Flippen suggested full funding at \$200,000 and all Committee members agreed.

#2-2: A New Leaf, Inc. – Faith House Shelter Renovation-Exterior/Interior, Landscaping, Heavy Duty Washer/Dryer: \$375,000 request

Committee member Mankoski noted that the capital campaign for building denoted in the grant request was held approximately ten years ago and expressed concern that there are flooring issues already. Committee member Miller suggested that funding be allocated for the sub-flooring cost of \$97,980. Committee member O'Bannon noted that there was an additional cost of \$102,000 for the tile on top of the sub-flooring. Committee member Mankoski suggested \$100,000 in funding and no objections were made.

#2-5 Valleylife, Inc. – Upgrade/Renovate Three (3) Residential Group Homes: \$80,000 request

Committee member Page asked for clarification on the number of Glendale residents served by the request. Committee member Mankoski explained that overall, Valleylife serves approximately 18 percent Glendale residents; however, this specific funding request would be used for 100 percent of Glendale residents. Committee member Mankoski expressed concern that this request does not fall in line with Council priorities. Committee member Mankoski added that the agency should have some type of annual maintenance cost in its budget. Chair Flippen commented that the request comprises a large amount of money for only three houses and agreed that the request did not fulfill immediate specific core needs. Chair Flippen suggested no funding and all Committee members agreed.

PUBLIC FACILITY IMPROVEMENTS

#2-6 Central Arizona Shelter Services (CASS) – Emergency Shelter and Program Improvements: \$14,000 request

Chair Flippen commented that this request by CASS is very small and CASS requests funding in a very frugal manner. Committee member Mankoski noted that the agency truly serves the neediest of the homeless population. Committee member Hernandez noted that, upon a recent visit to CASS, the agency runs a very tight ship. Chair Flippen suggested full funding at \$14,000 and all Committee members agreed.

#2-7 City of Glendale Code Compliance Department – Identification and Elimination of Code Violations in Residential Areas: \$90,000 request

Committee member Mankoski was in support of full funding noting that the staff works very hard, volunteers are used where possible and the City is reimbursed for the majority of the cost of the Lien and Clean program. Chair Flippen agreed and added that it is very important to keep up neighborhoods, which in turn leads to neighborhood stabilization. Committee member Johnston agreed. Committee member Wixon stated that Code Compliance Staff responds very quickly to phone calls and other requests. All Committee members agreed upon full funding at \$90,000.

#2-8 City of Glendale Field Operations – Street Improvements (WITHDRAWN)

#2-9 City of Glendale Field Operations – Street Improvements West of the Orchard Glen Neighborhood: \$220,000 request

#2-10 City of Glendale Field Operations – Street Improvements In the Orchard Glen Neighborhood: \$240,000 request

#2-11 City of Glendale Neighborhood Partnerships – East Catlin Court Neighborhood Construction and Installation – Landscaping, Sidewalk Modifications and Driveway Aprons: \$200,000 request

Committee members agreed to table the discussion on the above grant requests.

#2-12 City of Glendale Parks and Recreation Department – Glendale Community Center Revitalization Project: \$58,500 request

Chair Flippen announced support of this request as the community has many disadvantaged kids who need a clean, presentable facility in the neighborhood to visit. Chair Flippen felt that this project leans to neighborhood stabilization. Committee member O'Bannon commented that the deteriorated condition of the sidewalks and basketball court could present a liability to the City. Committee member Mankoski noted that the Community Center is in the Heart of Glendale which is a focus area of neighborhood improvement. All Committee members agreed upon full funding of \$58,500 and all members agreed by consensus.

#2-13 City of Glendale Economic Development Department – Visual Improvement Program: \$300,000 request

Committee member Mankoski inquired as to other sources of funding for the Visual Improvement Program. Mr. Strunk explained that the recent court case ruling of Turkin v. Gordon stated that there is a clause in the Constitution stating that the government cannot give money to a private person. Specifically for this type of program, the improvements must equal or exceed the contribution. Mr. Strunk noted that funds for this program were previously received from the City's General Fund, however, General Fund monies are no longer available due to this ruling. Chair Flippen wondered how many projects the \$70,000 would fund. Mr. Lopez replied that about four or five projects could be done. Chair Flippen supported funding because visual continuity gives a community a sense of identity and the businesses assisted are in the core areas of downtown Glendale which is the face of the city. Chair Flippen suggested allocating the available balance of \$70,263 toward the request. All members agreed by consensus.

#2-8 City of Glendale Field Operations – Street Improvements (WITHDRAWN)

#2-9 City of Glendale Field Operations – Street Improvements West of the Orchard Glen Neighborhood: \$220,000 request

#2-10 City of Glendale Field Operations – Street Improvements In the Orchard Glen Neighborhood: \$240,000 request No funding.

#2-11 City of Glendale Neighborhood Partnerships – East Catlin Court Neighborhood Construction and Installation – Landscaping, Sidewalk Modifications and Driveway Aprons: \$200,000 request

Committee member Miller felt that these requests did not meet immediate core needs of residents as noted by Council. All Committee members agreed to no funding of the programs.

EMERGENCY SHELTER GRANTS

SHELTER OPERATIONS

#3-1 A New Leaf, Inc. – Faith House Emergency Shelter Operations: \$55,000 request

Committee member Mankoski felt the agency was worthy of funding, but expressed concern that in the application, the funds are slated to be used for the salary of a childcare worker, which was not directly in line with shelter operations. Committee member Johnston noted that the request is for approximately \$26,000 for the salary of a childcare worker and approximately \$26,000 for utility expense. Committee member Miller

suggested funding the utility portion of the request. Chair Flippen suggested the Committee table discussion on the request at this time. All members agreed.

#3-2 Central Arizona Shelter Services (CASS): Emergency Shelter Services for Homeless Single Adults: \$30,000 request

Chair Flippen supported full funding of the request at \$30,000 and all Committee members agreed.

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

Committee member Johnston supported full funding of the request and Committee member Miller agreed. Committee member Hernandez was impressed that residents provided a match to a portion of their assistance. All Committee members agreed to fully fund the request at \$20,000.

#3-4 UMOM New Day Centers, Inc. – Emergency Shelter for Families – Glendale: \$10,000 request

Committee members Page was impressed with the program and also that the shelter will take in boys over the age of 12, which other shelters will not. Chair Flippen agreed. All Committee members agreed to fully fund the request at \$10,000.

#3-1 A New Leaf, Inc. – Faith House Emergency Shelter Operations: \$55,000 request
The Committee members agreed by consensus fund the request at \$33,364.

HOME INVESTMENT PARTNERSHIPS

Chair Flippen commented that Mr. Lopez had some information to share regarding the Newtown Community Development Corporation. Mr. Lopez stated that there has been some performance and contractual issues with Newtown. Mr. Lopez commented that the Committee members could still choose to fund the Newtown grant request, could allocate all of the available funding to Habitat for Humanity or to allocate some available funds to the City of Glendale Revitalization Department for use in purchasing homes for its housing rehabilitation and/or replacement program. Mr. Lopez explained that a home could be identified as a tear down and would be replaced and sold to a qualified homeowner or a house could be rehabilitated for a current or new homeowner as well.

Chair Flippen asked if the Committee would be informed about the specific projects planned by the City of Glendale Revitalization Department if funds were granted to the program. Mr. Lopez replied in the positive.

#4-1 Habitat for Humanity Central Arizona – Infill Acquisition and Renovation: \$255,000 request

The Committee members agreed by consensus to fully fund the program at \$255,000.

#4-2 Newtown Community Development Corporation - Newtown Community Land Homeownership Project: \$200,000 request

The Committee members agreed by consensus not to fund this program.

The Committee members agreed by consensus to allocate the balance of available funding of \$192,545 to the City of Glendale Revitalization Department for use in purchasing homes for its housing rehabilitation and/or replacement program.

Committee member Miller motioned to approve the following funding recommendations for FY 2011-12:

CDBG Physical Improvements:

- 2-1 A Bridge to Independent Living (ABIL) – Glendale Home Accessibility Program: \$50,000**
- 2-2 A New Leaf, Inc. – Faith House Shelter Renovation-Exterior/Interior, Landscaping, Heavy Duty Washer/Dryer: \$100,000**
- 2-3 City of Glendale – Glendale Emergency Home Repair Program (RFP): \$350,000**
- 2-4 City of Glendale Community Housing Division – Modernization of Bathrooms at Three (3) Public Housing Units: \$200,000**
- 2-5 Valleylife, Inc. – Upgrade/Renovate Three (3) Residential Group Homes: No funding.**
- 2-6 Central Arizona Shelter Services (CASS) – Emergency Shelter and Program Improvements: \$14,000**
- 2-7 City of Glendale Code Compliance Department – Identification and Elimination of Code Violations in Residential Areas: \$90,000**
- 2-8 City of Glendale Field Operations – Street Improvements (WITHDRAWN)**
- 2-9 City of Glendale Field Operations – Street Improvements West of the Orchard Glen Neighborhood: No funding.**
- 2-10 City of Glendale Field Operations – Street Improvements In the Orchard Glen Neighborhood: No funding.**
- 2-11 City of Glendale Neighborhood Partnerships – East Catlin Court Neighborhood Construction and Installation – Landscaping, Sidewalk Modifications and Driveway Aprons: No funding.**
- 2-12 City of Glendale Parks and Recreation Department – Glendale Community Center Revitalization Project: \$58,500**

2-13 City of Glendale Economic Development Department – Visual Improvement Program: \$70,263

Emergency Shelter Grants:

3-1 A New Leaf, Inc. – Faith House Emergency Shelter Operations: \$33,364

3-2 Central Arizona Shelter Services (CASS): Emergency Shelter Services for Homeless Single Adults: \$30,000

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

3-4 UMOM New Day Centers, Inc. – Emergency Shelter for Families – Glendale: \$10,000

Home Investment Partnerships Program (HOME)

4-1 Habitat for Humanity Central Arizona – Infill Acquisition and Renovation: \$255,000

4-2 Newtown Community Development Corporation - Newtown Community Land Trust (CLT) Homeownership Project: No funding

City of Glendale Revitalization Department – Replacement Housing and Housing Rehabilitation: \$192,545

Committee member Wixon made the second. The motion passed 9 – 0.

VI. Reallocation of FY2010-11 CDBG Public Services Funding and FY2006-07 CDBG Physical Improvements Funding

Committee member Mankoski motioned to approve the reallocation of \$13,886 Public Services Funding from FY2010-11, originally allocated to and returned by the Glendale Unified School District, to the YWCA Congregate Meals for Seniors Program. Committee member Miller made the second. The motion passed 9 – 0.

Committee member Mankoski motioned to approve the reallocation of \$65,259.50 from FY2006-07 CDBG Physical Improvements Funding to be used for the demolition of buildings owned by the City of Glendale located behind the Sine Building. Committee member Miller made the second. The motion passed 9 – 0.

VII. Adjournment

Committee member Miller motioned to adjourn the meeting at 7:38 p.m. Committee member Johnston made the second. The motion passed 9 – 0.

Respectfully Submitted,

Denise Kazmierczak