

**CITY OF GLENDALE, ARIZONA  
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE (CDAC)**

**PUBLIC MEETING  
City of Glendale, Sine building  
6289 N. 59<sup>th</sup> Drive  
Glendale, AZ 85301**

**1<sup>st</sup> Floor, Sine A  
Thursday, September 23, 2010  
6:30 p.m.**

**MEMBERS PRESENT:** Chris Flippen, Chair  
Yolanda Hernandez  
Glenn O'Bannon  
Pattie Johnston  
Randy Miller

**MEMBERS ABSENT:** Madelin Page  
Karen Mankoski  
Rebecca Ontiveros  
Mary Jean Eggleston  
Sharon Wixon

**STAFF PRESENT:** Gilbert Lopez, Community Revitalization Administrator  
Mona-Francis Spellman, Revitalization Grants Supervisor  
Cathy Gorham, Deputy City Manager  
Beth Coughenour, Senior Secretary

**I. Call to Order**

Chair Flippen called the meeting to order at 6:40 p.m. and announced that the quorum had not been met. Chair Flippen explained that unless quorum was met during the meeting, the Committee would have to table agenda items that require a vote. Chair Flippen introduced new Committee-member Randy Miller. Committee-member Miller provided a brief background of himself.

**II. Business From Floor**

None.

**III. Approval of Meeting Minutes**

Approval of the April 22, 2010 meeting minutes was tabled due to lack of quorum.

#### **IV. Review of CDBG Funding Priorities**

Mr. Lopez stated that on September 21<sup>st</sup>, staff presented the Fiscal Year 2011-2012 CDBG funding priorities to the City Council. Mr. Lopez commented that the video of this presentation could be found on the City of Glendale website. Mr. Lopez added that Mayor and Council expressed sincere appreciation for the hard work performed by the CDAC Committee. Mr. Lopez commented that the core services of Community Revitalization were discussed with City Council as well. The core services highlighted were neighborhood stabilization, fair housing, concentration on public services and the Centerline Project.

Mr. Lopez listed the current funding priorities as follows:

- Housing rehabilitation programs
- Programs that benefit seniors and youth
- Programs that prevent homelessness
- Programs addressing social needs
- Programs related to quality of life issues
- Clearance and demolition of blighting conditions
- Programs/projects that help revitalization efforts throughout Glendale, with an emphasis in the redevelopment area

Mr. Lopez described the timeline for the upcoming CDAC Public Process as follows:

- Non-profit grant orientation session – September 14, 2010
- Five public hearings – January 2011
- City Council public hearing – March 2011

Ms. Gorham noted that the upcoming grants process would be challenging due to the great needs for critical services versus budget restraints and thanked the Committee-members in advance for their dedication to the process.

#### **V. Review the FY2011-2012 CDAC Calendar**

Mr. Lopez distributed the FY2011-2012 CDAC calendar of public meeting and hearing dates to the Committee-members.

#### **VI. Overview of the September 15, 2010 FY2011-2012 Community Development Block Grant Orientation/Workshop**

Mr. Lopez and Ms. Francis-Spellman provided a brief overview of the CDBG Grant Orientation/Workshop that was held on September 15, 2010.

Mr. Lopez stated that all grant applicants are using the United Way online application system for requesting grant funding. Mr. Lopez noted that at the Orientation Workshop, the United Way gave a presentation on the online system and staff discussed the application process, deadlines and necessary requirements.

Ms. Francis-Spellman stated that there were 45 grant applicants and that staff strives to provide any necessary assistance to these agencies during the application process. The workshop lasted for nearly two and a half hours and much information was provided to attendees.

Mr. Lopez explained that the application process is held at this time so as to provide enough time for the agencies to complete the applications and to give the Committee-members and staff ample time to review the grant requests properly.

Mr. Lopez noted that staff is available for any questions from the Committee-members at any time during the grants process.

## **VII. Update on NSP and ARRA Funding and Additional Funding from NSP 3**

Mr. Lopez provided an update on the NSP (Neighborhood Stabilization Program) and ARRA (American Reinvestment and Recovery Act) funding activities and partnerships for the federal funds received in 2009 which included the following highlights:

- With the \$6.1 million in federal funds from NSP-1, the City of Glendale was able to purchase various foreclosed and abandoned properties, rehabilitated the houses and put the homes up for sale. Many of these houses are currently beginning to sell. Requirement for this NSP funding was to assist residents at the 120% of median income, which is approximately \$77,000 for a family of four. Also, 25% of the funds had to be used for very-low income housing so a total of 47% of the funds went to construct two low-income senior housing projects which have approximately 100 units in total.
- As part of the ARRA, the City of Glendale received approximately \$918,000 for Homeless Prevention and Rapid Re-Housing (HPRP). These funds are nearly 75% spent and have been used in partnership with St. Vincent DePaul and Homeward Bound to assist eligible people with utility and rent assistance in order to keep them in their homes.
- Under CDBG-R, approximately \$500,000 was received for use in shovel-ready jobs that would produce jobs immediately.
- New funds are scheduled to be received under the HEARTH Act for the Emergency Shelter Grants (ESG) program, which will mimic HPRP conditions.

Mr. Lopez also discussed the additional \$3.7 million in federal HUD funding the City of Glendale will receive for NSP-3. Mr. Lopez distributed information to the Committee-members regarding this program. This is also part of the ARRA program and will again focus on areas hardest hit by foreclosure. Staff intends to use these funds to purchase foreclosed and abandoned homes that have fallen into

serious blight or disrepair. Ms. Lopez explained that the City is focusing on properties that investors or private parties are not interested in purchasing. In this way, the City is focusing on a neglected segment of the foreclosure market and improving neighborhoods along the way.

### **VIII. Director and Staff Report**

Ms. Gorham announced that Mr. Erik Strunk was not in attendance at this meeting because he has been moved into a temporary position as Deputy City Manager for Administrative Services for three months. Ms. Gorham stated that Mr. Strunk will complete his assignment at the end of November. Ms. Gorham commented that this was a wonderful opportunity for Mr. Strunk to share his expertise with another city department as well as gain further operational insight.

Ms. Gorham stated that the St. Mary's Food Bank has moved out of the old fire station location in July as discussed in previous meetings. An RFP has been generated to determine if other agencies are interested in operating a food bank out of that location and some interest has been expressed to staff. Ms. Gorham noted that St. Mary's is still running its operations out of other locations.

Committee-member Miller inquired about the status of the funds granted to St. Mary's for construction of a shade structure at the site. Ms. Gorham replied that this grant is on hold at this time pending new operations at the building. Mr. Lopez added that if an agency taking over operations at the building also deems a shade structure is necessary, the grant funds will be reconsidered at that time. If not, the funds will be re-allocated to another agency with the proper approvals from the Committee and Mayor and Council.

Ms. Gorham announced that staff will be asking Mayor and Council to approve increasing the size of the CDAC Committee from eleven members to thirteen members in order to assume responsibility for allocation of CAP (Community Action Program) funding. Ms. Gorham explained that CAP funding was previously managed and allocated to Glendale services by a Maricopa County body. However, the City of Glendale petitioned to eliminate the County body as the middleman in the CAP program. As a requirement to do so, the City of Glendale needs to establish an advisory board for CAP. Staff decided that this responsibility could be rolled into the already existing CDAC Committee.

Ms. Gorham explained that there must be a tri-partite advisory board for CAP which would include one-third representation of neighborhoods that are served by CAP, one-third representation of the general geographical area and one-third representation of appointments by elected officials. Therefore, only two additional Committee-members to the CDAC would be necessary. Ms. Gorham

stated that CAP appropriates federal and government funding for community services, and therefore, blends nicely with the role of the CDAC Committee. Ms. Gorham mentioned that the two new Committee-members might be in place by January 2011.

Ms. Gorham further explained that it has been recommended that the responsibilities of the Glendale Housing Advisory Commission, which only meets twice a year, be rolled into the CDAC as well.

Ms. Gorham explained that the upon completion of the merger of CAP and the Housing Advisory Commission into CDAC, all of the social services grants funding will be handled by one citizens advisory board. Ms. Gorham and staff felt that this would be manageable by one board and asked for feedback from the Committee.

Chair Flippen commented that the CDAC grant hearings are held in January and it might be a challenging time for the installation of two new Committee-members. Ms. Gorham replied that staff will work to get the ordinance for approval of the Committee changes to Mayor and Council as soon as possible so that the new Committee-members could get on board quickly.

Chair Flippen stated that if staff and Mayor and Council have confidence that CDAC can handle the additional responsibilities, it is a compliment to the job the Committee-members have performed so far.

Committee-member O'Bannon noted that much of the CDAC accomplishment is due to the guidance, assistance and diligent work by staff.

Ms. Gorham stated that regarding the 2011-2012 CDBG applications, a new section has been included asking agencies to describe how they measure their successes. Ms. Gorham explained that this is supplemental information designed to help Committee-members further assess programs.

Mr. Lopez announced that the Glendale Public Housing Department has recently received the national "High Performers" Award.

## **IX. Adjournment**

The meeting was adjourned by consensus at 7:34 p.m.

Respectfully Submitted,  
Denise Kazmierczak