

**MEETING MINUTES
CITY OF GLENDALE
CITIZENS ADVISORY COMMISSION ON NEIGHBORHOODS
Glendale City Hall – Room B-3
Wednesday November 4, 2009
6:00pm**

MEMBERS PRESENT: Sharon Sprague, Chair
Sharon Heatwole-Chicks
Mathew Versluis
Bill Jocewicz
Jo Ann Caufield
Frank Hinds
Sharon Brown
Barbara Cole
Judy Atkins

MEMBERS ABSENT: Vickie Loya, Vice-Chair
Ron Abrahams

STAFF PRESENT: Matt Cohrs, Neighborhood Partnership Administrator
Angie Wilkie, Neighborhood Services Coordinator
Jessica Blazina, Intergovernmental Programs Administrator

I. Call to Order

Chair Sprague called the meeting to order at 6:05 p.m. and welcomed all Commissioners to the meeting.

II. Roll Call

Chair Sprague conducted roll call and noted that all Commissioners Loya and Abrahams were absent.

III. Approval of Minutes – October 7, 2009

Commissioner Brown motioned to approve the October 7, 2009 meeting minutes as written. Commissioner Jocewicz made the second. The motion passed 9 - 0.

IV. Business from the Floor

None.

V. Neighborhood Small Grant Application

Mr. Cohrs introduced Mr. Joe Sacco of the Village Rose HOA who was requesting \$500 for a Neighborhood Connection Grant. Mr. Cohrs announced that Village Rose HOA was a recently registered neighborhood.

Mr. Sacco stated that the neighborhood, which was established in 2004, has 61 units and is an excellent family community. Mr. Sacco explained that the funds would be used for an event to encourage new relationships and increase communication between all residents. Also, the HOA Board members would like to encourage more residents to attend the Board meetings. Mr. Sacco stated that the funds would be used for food, drinks, serving items and a bounce house.

Commissioner Jocewicz asked Mr. Sacco how he found out about the available grant money. Mr. Sacco replied that he found the information on the city website when he was looking for information regarding pet waste issues in the neighborhood.

Commissioner Jocewicz motioned to approve the \$500 Neighborhood Connection grant for a community gathering event for the Village Rose HOA as presented. Commissioner Cole made the second. The motion passed 9 - 0.

VI. City of Glendale 2010 Census Plan

Mr. Cohrs introduced Ms. Jessica Blazina who is an Intergovernmental Programs Administrator for the City of Glendale. Mr. Cohrs explained that Ms. Blazina will provide information on the 2010 Census and the planning and outreach efforts for a successful response.

Ms. Blazina thanked the Commissioners for the invitation to speak and gave a presentation which included the following:

- What is the Census?
 - A count of everyone living in the U.S. every 10 years
 - Mandated by the U.S. Constitution
 - Households required by law to answer the Census
 - Federal law protects the personal information
- Why is the 2010 Census Important? The Data is used to:
 - Determine congressional seats
 - Distribute \$400 billion in federal funds to local, state and tribal governments each year
 - Help make decisions about what community services to provide
 - (46.6% of our annual \$162 million General/Streets revenue budgeted funds are obtained as a result of distribution based on the US Census data)
- What types of projects are planned using the Census Data?
 - Hospitals & Schools
 - Fire/Police
 - Libraries
 - Roads
- What is the time frame?
 - Now: Local Preparations/Outreach
 - January 2010: Awareness/Media Campaign
 - February-March 2010: Census forms mailed to households
 - April 1, 2010: Census Day
 - April – July 2010: Census takers visit households with an un-retuned questionnaire
 - December 2010: Census Bureau delivers population counts to President
- What is Glendale doing to prepare for the Census?
 - Organizing local outreach
 - Community Centers
 - Faith based organizations
 - Non-profits
 - Schools
 - Targeting under-counted areas
 - Assistance sites
 - Marketing efforts
- What will the form look like?
 - Easy – 10 questions in 10 minutes
 - Responses are confidential and protected by federal law
 - Name, age, gender, race
 - Each person living in home
 - Return by mail

Commissioner Cole wondered who wrote the questions used on the Census. Ms. Blazina replied the federal government determines the questions.

Mr. Cohrs displayed a map of "hard to count" census tracts in Glendale and stated that the Neighborhood Partnership Office would be partnering with neighborhood leaders, churches and schools in these areas in order to increase response to the census.

Commissioner Cole suggested the use of libraries to spread the word about the 2010 Census. Mr. Cohrs agreed and noted that the Glendale libraries, as well as other city agencies, will be utilized in this capacity.

Chair Sprague thanked Ms. Blazina for a very informative presentation.

VII. Neighborhood Profile: La Fontana Neighborhood Association

Mr. Cohrs stated that Ms. Marianne Kempton, the neighborhood leader of the La Fontana Neighborhood Association, would give a presentation on the status of the community. Mr. Cohrs noted that the neighborhood recently registered with the Neighborhood Partnership Office in January 2009 and since then has work very hard on neighborhood improvements.

Mr. Cohrs stated that the boundaries of the neighborhood are Missouri Avenue on the north, Oregon Avenue on the south, 73rd Avenue to the East and 75th Avenue to the West. Mr. Cohrs commented that the neighborhood was established in 1984 and consists of 144 single-family homes in the Yucca District.

Mr. Cohrs explained that the neighborhood hosted its first event on May 2, 2009. In June, the neighborhood applied for and received a small grant to add gravel to the right-of-way along 75th Avenue just south of Oregon Avenue to just north of Denton Avenue. The gravel will be spread on November 7th as a neighborhood volunteer project and match for the grant.

Ms. Kempton thanked the Commissioners for the opportunity to discuss the La Fontana neighborhood. Ms. Kempton gave a presentation, which included the following highlights:

- Ms. Kempton has lived in the neighborhood for 24 years, since it was built.
- After a time, the neighborhood has experienced a decline and Ms. Kempton considered moving out. However, Ms. Kempton and her husband decided to remain in the neighborhood and become active in improving the area.
- Trash: One goal is to battle the trash issue in the neighborhood. Ms. Kempton would like for the city to work harder on outreach regarding litter, possibly utilizing signs and schools for education.
- Graffiti: The neighborhood does experience graffiti, however, the graffiti hotline, once called, takes care of the issue right of way.
- Right-of-ways: Continued upgrade and upkeep is important.
- A pedestrian bridge at 75th Avenue and Camelback would be a great improvement.
- Involvement: It is very important to encourage and find other residents who will be involved in community improvements and events.

Chair Sprague commended Ms. Kempton on her efforts in the community and her drive and determination to take the lead and improve her neighborhood. Chair Sprague added that once the granite is spread, other residents will take notice and will be spurred on to improve the area. Chair Sprague suggested that once complete, the Partnership Office should send a flyer to residents in the neighborhood announcing completion of the project.

Commissioner Hinds wondered who would maintain the newly spread gravel area. Ms. Kempton replied that the city does since it is a city right-of-way, however, that she does pick up trash whenever she sees it and is hoping that others will too. Ms. Kempton stated that

since she has been cleaning the area, she has been finding less and less trash and so feels that the new granite will help even more since the area will be beautified.

Mr. Cohrs mentioned that the Adopt-A-Street program might be very useful in this neighborhood.

Chair Sprague thanked Ms. Kempton for her excellent presentation and wished her well in future neighborhood endeavors.

VIII. Annual Holiday Event Overview

Mr. Cohrs reminded the Commissioners that due to the annual Holiday Event, the December meeting would be vacated.

Ms. Wilkie met with the Leadership Development and Community Events workgroup earlier to discuss the Holiday Event. Ms. Wilkie gave the following update regarding the event:

- The event will be held on Thursday, December 17th from 6:30 to 8:30 p.m. at the Glendale Adult Center.
- The theme of the event is "Holiday Cheers for Glendale Volunteers" which was suggested by Commissioner Jocewicz.
- The event will be a casual, open house style with appetizers, food and drinks.
- Approximately 200-250 people will attend. Invitations will be sent to neighborhood leaders, volunteers, Commissioners, Glendale University graduates, city staff, Mayor and Council as well as other community figures.
- Attendees will receive one raffle ticket for every can of food donated. Ideas for raffle prizes include a ride-along with the police or fire departments, passes to the Aquatic Center, a Cereta's candy gift basket and gift certificates to local restaurants.

Ms. Wilkie asked for volunteers for specific event positions:

- Set-Up and Decoration: Commissioners Cole, Versluis, Hinds, Caufield, Brown and Chair Sprague
- Welcoming Comments: Chair Sprague
- Announce Raffle Prizes: Commissioner Hinds
- Canned Food Collection and Raffle Ticket Distribution: Commissioners Brown and Heatwole-Chicks and Chair Sprague
- Greeters: Commissioners Atkins, Jocewicz and Cole
- Refresh Food Trays: Commissioners Caufield and Loya
- Clean-Up: Staff and any Commissioners who can say after
- Registration: Staff

Commissioner Cole inquired about formal name tags for the Commissioners. Mr. Cohrs replied that name tags had been ordered and will follow-up on the status of the order.

Commissioner Hinds wondered if raffle winners had to be present to win. Ms. Wilkie replied in the negative and stated that ticket holders would be instructed to write their name and phone number on the back of the raffle ticket.

Commissioner Heatwole-Chicks suggested having a Census tie-in at the event. Mr. Cohrs thanked the Commissioner for the suggestion and would find a way to work the Census somewhere in the event.

Ms. Wilkie thanked the Leadership Development and Community Events workgroup for all of their hard work on the event and all others for their participation.

IX. Commission on Neighborhoods Workgroup Assignments

- A. Neighborhood Outreach and Partnerships: (Commissioners Heatwole-Chicks, Hinds, Atkins and Versluis, lead) Commissioner Versluis stated that the workgroup met this past Monday and will work with Mr. Cohrs in January on outreach for the 2010 Census in the hard-to-count areas.
- B. Leadership Development and Community Events: (Commissioners Cole, Abrahams, Loya, Brown and Jocewicz, lead) Previously discussed during the Annual Holiday Event Overview.
- C. Neighborhood Grants and 5-Year Revitalization Plan: (Commissioners Sprague, Loya, Brown and Caufield, lead) Commissioner Caufield stated that the workgroup is looking at performing research on other cities that may offer interesting ideas and direction for the Glendale 5-Year Revitalization Plan.

X. Staff Updates

Mr. Cohrs provided an update which included the following:

- East Catlin Court Historic District (Spring 2008): A contract has been awarded for the design of streetscape improvements on 57th Avenue from Northview to Gardenia and Gardenia from 55th to 56th Avenues. Residents have identified aprons in the neighborhood for replacement as well.
- East Catlin Court Historic District (Fall 2008): \$140,000 in CDBG funding was received in addition to the \$81,625 grant funds from the Commission on Neighborhoods for a streetscape project including right-of-way landscaping improvements, pedestrian lighting and trees. Staff met with the Engineering Department today regarding the bidding process for construction.
- Floralcroft: This project for new pedestrian lighting went out to bid and Staff had a meeting today with potential contractors. It is expected that construction will begin in January 2010.
- La Fontana Heights: The small grant project of new granite in a city right-of-way will be completed on November 7, 2009.
- Arrowhead Ranch Phase II HOA: The grant agreement has been signed. The grant was for \$5,000 to refresh granite along the city right-of-way located on the north side of Union Hills Road between 77th and 79th Avenues.
- East Catlin Court Master Plan: The small grant for this Master Plan was approved last month and is proceeding well. Future efficiencies will be gained in design and construction due the preparation of this Master Plan for the neighborhood.
- West Plaza 3 & 4: This neighborhood received a Neighborhood Connections Grant for \$500 for an event held on October 23rd which was well-attended. Some of the neighborhood residents volunteered at the Rock-n-Roll Paint-a-Thon the very next day.

Ms. Wilkie provided an update which included the following:

- Thunderbird Palms/Hickory Shadows: Complete. The project consisted of a new playground shade structure, drinking fountain, resurfacing basketball court, doggy bowl fountain and a ramada with tables in Sunset Palms Park. Residents completed a lot of sweat equity including house number curb painting and involvement in the Rock-n-Roll Paint-a-Thon.
- During October alone, over 380 volunteers completed 1,690 volunteer hours in various community projects.
- On October 3rd and 4th: Volunteers from Glendale Christian Church and Glendale Community College completed their quarterly Adopt-A-Street clean-up projects.
- October 17th: Over 150 volunteers from the Vanguard Group participated in their annual, corporate "Make A Difference Day." Volunteers completed a neighborhood clean-up in the Bethany Heights neighborhood that included installing woodchips around the playground

and workout stations in the park, painting the park wall, painting house numbers on curbs and cleaning up four yards in the neighborhood.

- October 24th: Nearly 200 volunteers painted 8 homes in Glendale as part of the Rock-n-Roll Paint-a-Thon. This is a partnership with the non-profit Rebuilding Together, who supplies all of the materials for the event. Valleywide, approximately 150 homes were painted.

Mr. Cohrs provided an update on Community Education:

- November 17th: The fall class of Glendale will graduate.
- Staff has developed and marketed a new Glendale University graduate course entitled "Glendale Municipal Airport". Over 30 people attended the 2-hour session held on October 27th.
- Instead of offering the full Fall 2009 HOA Academy curriculum, Staff will offer "one-shot" classes on different topics. The first one-shot class will be held the second week of December and will be regarding how HOA's deal with foreclosures presented by Ms. Beth Mulcahy. The full curriculum will be offered again in Spring 2010.

Commissioner Comments

Commissioner Caufield enjoyed the La Fontana information.

Commissioner Versluis enjoyed the meeting and the 2010 Census information.

Commissioner Jocewicz is looking forward to the Holiday Event.

Commissioner Atkins enjoyed the meeting.

Commissioner Brown enjoyed the meeting and the 2010 Census presentation.

Commissioner Cole stated that the workgroup meeting regarding the Holiday Event was very productive.

Chair Sprague thanked all of the Commissioners for their participation and time commitment to the Commission.

XI. Adjournment

Commissioner Heatwole-Chicks motioned for adjournment at 7:39 p.m.

Commissioner Versluis made the second. The motion passed 9 - 0.

Respectfully Submitted,

Denise Kazmierczak
Recording Secretary