

**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE MINUTES  
CITY OF GLENDALE  
PUBLIC HEARING #2  
MUNICIPAL OFFICE COMPLEX  
5850 W. GLENDALE AVENUE  
COUNCIL CHAMBERS**

**Thursday, January 13, 2011  
6:30 p.m.**

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

MEMBERS ABSENT: Glenn O'Bannon  
Mary Jean Eggleston

STAFF PRESENT: Erik Strunk, Community Partnerships Director  
Gilbert Lopez, Revitalization Administrator  
Elizabeth Garcia, CDBG Grants Coordinator  
Beth Coughenour, Senior Secretary  
Minerva Madrid, Secretary

I. Call to Order and Introductions

Chair Flippen called the meeting to order at 6:31 p.m. and welcomed all attendees and scheduled presenters.

II. Roll Call

Chair Flippen took roll call. Committee members introduced themselves.

III. Business from the Floor

None.

IV. Public Hearing and Comment on FY 2011-12 CDBG Process

Chair Flippen opened the floor for public comment on the Fiscal Year 2011-12 CDBG/HOME/ESG Process.

No comments were made.

V. Fiscal Year 2011-12 Community Development Block Grant (CDBG) Funding Requests

Chair Flippen explained that during this meeting, the agencies that submitted CDBG Public Service Activity funding requests would present their requests to the Committee. Presentations are limited to four minutes each. Committee members may ask clarifying questions and there would be no time limit on this question and answer period. Chair Flippen noted that this was the second half of the Public Service funding requests presentations. Twelve presentations will be made this evening. Upon review and voting, the Committee will make final recommendations to Mayor and Council for approval in spring.

Mr. Strunk introduced staff and thanked the Committee members for their time and dedication during the hearings and review process and thanked the presenters for their participation in the funding process. Mr. Strunk announced that 43 grant applications were submitted for the fiscal year. Mr. Strunk suggested that during review of the CDBG requests, Committee members should keep in mind the funding priorities as recently stated by Council: keeping people in homes, stabilizing neighborhoods, emergency home repair and core needs such as food, utilities and shelter. Mr. Strunk also introduced and thanked the Revitalization staff noting that much time goes into working with the agencies, review of applications and supplemental materials as well as preparation of the application binders.

Mr. Lopez also thanked the Committee members and the agencies for their participation. Mr. Lopez stated that staff has performed an in-depth technical review of each application including review of agency audits and financial statements. Mr. Lopez stated that Staff is available at any time for questions from the Committee regarding any application. Mr. Lopez announced that since the actual amount funds available from the federal government will not be known until approximately April, the pool of available funds for Public Service will be based on last year's actual amount received. The total received was \$2,411,359 of which Public Service is allocated 15%, or \$361,704. Once the actual dollar figure is known, the grant recommendations made by the Committee will be adjusted pro-rata for each award. This year's requests total \$718,500 so there will be challenging decisions to be made regarding funding as there are more funds requested than available.

Presentations were made by representatives from the following agencies:

YOUTH

1-13 A New Leaf – Juvenile Alternatives in Glendale (JAG) - \$25,000 request

Mr. Hutchinson stated that the Juvenile Alternatives in Glendale or JAG Center is located on 61<sup>st</sup> Avenue, south of Olive, in Glendale and is open 365 days, 24 hours a day. At the facility, there are offices and six beds to accommodate boys and girls.

Mr. Hutchinson stated that the essential service of the center is to work with youth offenders who are experiencing issues with the law or difficulties with their families. During intake, a brief assessment is performed, referrals are made and a 23-hour time-out from the family is offered in the available bed, if deemed beneficial or necessary.

Mr. Hutchinson stated that the JAG Center provides education classes such as anger management, substance abuse and decision-making. The center works in collaboration with the Glendale Police Department, the Administrative Office of the Court, the Governor's Office of Children Youth and Family, United Way and Juvenile Probation.

Committee member Wixon asked for more details on the 23-hour time-out. Mr. Hutchinson explained that there are two rooms with three beds in each. Therefore, boys and girls can be accommodated in different rooms. The purpose of the 23-hour time-out is to provide food and a safe shelter for the youth while giving both sides time to digest the situation and figure out a plan of action. Mr. Hutchinson stated that most youths are brought in for truancy, curfew violations and not following house rules.

Committee member Miller inquired as to how the staff handled offenders such as shoplifters or taggers brought in by the Police Department. Mr. Hutchinson replied that contact is made with the parents and the situation regarding the youth is disclosed to the parent. Mr. Hutchinson added that if the parent chooses not to pick up the child, Child Protective Services is contacted.

Committee member Miller inquired about repeat offenders and if success rates were tracked. Mr. Hutchinson replied that the Police Department maintains records on each youth. Mr. Hutchinson noted that 60% of the time, the youths do not re-offend. Mr. Hutchinson added that JAG staff performs follow-ups on the youth, if the youth and their family follow through with services offered.

Chair Flippen wondered if the JAG services were often times an alternative to jail. Mr. Hutchinson replied in the positive. Mr. Hutchinson noted that probation officials say that it is very important to keep youth offenders out of jail as they can learn worse behavior in jail.

Committee member Wong asked if the initial assessment was performed by a professional. Mr. Hutchinson replied that the initial contact is only a brief assessment to complete a four-page form. The brief assessment only covers general information and issues and is not intended to provide a treatment plan or to be a psychological assessment.

The information captured is regarding family, school and other background information which is also used for making referrals.

Chair Flippen asked if the funds requested were to be used mainly for salary expense. Chair Flippen also wondered if there was an increase in staffing levels or if there were an increase in referrals. Mr. Hutchinson replied that there has been a steady level in the use of time-outs. Mr. Hutchinson added that there has been a decrease in referrals from Juvenile Court as there have been some operational changes at the Court. Mr. Hutchinson commented that staffing patterns have basically remained that same, but there have been some slightly reduced hours.

Chair Flippen thanked Mr. Hutchinson for his time.

1-14 Back to School Clothing Drive – New Clothes in New Beginnings Annual Distribution - \$17,000 request

Mr. Karl Gentles, Executive Director, explained that this agency provides new school outfits and uniforms, backpacks and school supplies to low-income children attending Title 1 schools. Mr. Gentles announced that the next clothing drive will be held from July 11, 2011 to July 15, 2011 at the Phoenix Preparatory Academy and invited the Committee members to attend the exciting event.

Mr. Gentles explained that some of the children served have never had a brand new pair of shoes, may have only one shirt to wear for the whole school year and sometimes have to share a toothbrush with siblings. Mr. Gentles stated the agency serves very needy children who are very excited to receive new clothes, the backpack and school supplies.

Mr. Gentles commented that there are six Glendale schools served in the program and approximately 215 children were served in 2010. Mr. Gentles announced that Challenger Middle School will be added to the program this fiscal year, bringing the total number of Glendale schools to seven.

Mr. Gentles stated that in 2010, 4,500 children were served in total of which approximately 215 were from Glendale. Mr. Gentles estimated that in 2011, 5,500 children will be served of which approximately 200-300 children will be from Glendale.

Committee member Miller noted that on the agency website, it is stated that children served must meet strict guidelines; however, the guidelines are not listed. Mr. Gentles explained that only Title 1 Schools are accepted into the program and the actual selection of the children served is done by a school administrator, school nurse or other school personnel. Mr. Gentles stated that those school employees' best know the neediest of their school population. Mr. Gentles added that the accepted schools must be a K-6 elementary school with children on the free or reduced lunch program.

Committee member Miller noted that parents were not allowed to attend the backpack drive. Mr. Gentles confirmed the information and added that the program is all about the children and that without parents, the children are free to choose their own clothing and backpacks without parental pressure.

Committee member Johnston wondered how many Glendale schools in the program required uniforms. Mr. Gentles replied that out of seven schools, five require uniforms. Mr. Gentles added that the clothes offered can even be used at non-uniform schools as they are basic colored polo shirts and shorts.

Chair Flippen noted that it appears to cost \$70 per child to provide a backpacks, clothes and supplies. Mr. Gentles stated that the cost is estimated at \$70 per child, however many years, this actual cost comes in at \$54. Mr. Gentles added that the actual retail value of the items is approximately \$300. Mr. Gentles stated that this type of cost versus actual retail value is achieved due to bulk purchasing and excellent vendor relationships. Mr. Gentles stated that at this approximate cost of \$54, the following is provided: two shirts, two shorts, a pair of sneakers, a backpack, school supplies and some handmade items prepared by volunteers.

Chair Flippen thanked Mr. Gentles for his presentation.

#### 1-15 Big Brothers Big Sisters of Central Arizona – Glendale Community-Based Mentoring - \$13,200 request

Mr. Tom Ambrose, Executive Director, gave the following highlights of the Glendale Community-Based Mentoring Program:

- Big Brothers Big Sisters helps children 6 to 18 years old realize their potential through a professionally supported relationship.
- The mentor provides social, cultural, career and academic mentoring.
- Success rates for the program are measurable. For fiscal year 2009-2010, 86% of the children indicated improved self-confidence, 76% indicated improved decision-making and 64% indicated an improved attitude toward school.
- A parent or guardian enrolls a child in the program and the child is then matched to a mentor. Currently, there are about 2,000 matches but the agency would like to double this figure to 4,000 matches by 2014.
- The average match lasts for just under two years.
- The requested CDBG funds will be used for program staff assigned to process matches for Glendale children.
- 88 Glendale children are expected to be served this upcoming fiscal year.

Committee member Miller inquired as to the matching process. Mr. Ambrose explained that adult volunteers must pass a full-background check and there is some basic training provided. The parents are also consulted regarding a match and certain communality between the volunteer and the child are looked for. The match is facilitated and overseen

by a case manager. If there are underlying issues of concern in the family, the case manager can try to assist the family with referral information.

Committee member Page inquired as to how the success rates were obtained. Mr. Ambrose replied that a 36-question measurement test is administered to the child upon registration and during the match, the test is re-administered.

Committee member Mankoski noted that a new management team was in place at the agency and wondered if this new team was looking to increase support of the adult volunteers. Mr. Ambrose replied that even with the new management team, the philosophy of the agency would remain the same, however, the new team would like to provide better and more structured recreational and educational opportunities for matches to pursue.

Committee member Mankoski inquired about the possibility of more support for the adult mentors. Mr. Ambrose explained that a Mentoring 101 Class is offered to the mentors. Furthermore, the case managers are available for the mentors to contact with any issues, questions or concerns.

Committee member Wong asked for more detail on the increased recreational opportunities. Mr. Ambrose replied that the agency is pursuing more tickets to sporting events, museums and outdoor facilities such as the zoo or botanical gardens. Mr. Ambrose added that many of these organizations donate the tickets to Big Brothers/Big Sisters or offer discounted tickets.

Committee member Wong inquired about the number of Glendale matches. Mr. Ambrose replied that there are 2,000 matches in the program, of which, 76 are Glendale matches.

Chair Flippen thanked Mr. Ambrose for his time.

1-16 Boys & Girls Club of Metropolitan Phoenix – Swift Kids Boys & Girls Club After School Program - \$20,000 request

Ms. Charlotte Brunson stated that the Boys & Girls Club of Metropolitan Phoenix has been serving the Phoenix area for 65 years. This includes Glendale and three other west Valley cities.

Ms. Brunson stated that in October 2008, a brand new 27,000 square-foot Boys & Girls Club facility was built on the Smith Elementary School campus which is called the Swift facility. Ms. Brunson thanked the Committee for CDBG funding toward the construction of the campus. Ms. Brunson gave the following details regarding the After School Program at the Glendale campus:

- In 2010, at this facility, over 900 kids' ages 5 – 18 utilized the facility and approximately 17,500 meals were served.

- The average daily attendance at this facility was approximately 185 children.
- The facility is open Monday through Friday from 2:30 p.m. to 7:00 p.m.
- Programs offered include: Homework Club, prevention programs such as the Smart Girls Program and the Passport to Manhood, education, recreation, socialization, Torch Club and the Keystone Club.
- Children feel safe, make new friends and learn new skills at the facility.
- Beneficial connections between the children and the Staff/Volunteers are made.

Ms. Brunson shared a touching story about a child utilizing the program.

Committee member Miller asked about the number of staff at the facility each day. Ms. Brunson replied that there are 11 members on staff and the staff to child ratio is 1:25.

Committee member Miller wondered how aggressive behavior was handled at the facility. Ms. Brunson replied that there is a Non-Violence Policy in the Code of Conduct and if a child is pushing, shoving, bullying or displaying other aggressive behavior, the child is suspended from the program. Ms. Brunson added that staff stresses respect of self and others in the program.

Chair Flippen asked about the maximum amount of children that can be accommodated. Ms. Brunson replied that during the 2010 Christmas break, there were approximately 210 children daily. Ms. Brunson estimated building capacity at 250.

Chair Flippen asked if there were volunteers utilized in the program. Ms. Brunson explained that most people volunteer at the center as sports coaches or in the arts programs. Ms. Brunson was very appreciative of the volunteers and noted that volunteers bring a great wealth of talent and experience to the children.

Chair Flippen thanked Mr. Ambrose for the presentation.

#### 1-17 Florence Crittenton Services of AZ – Transitional/Independent Living Program (TILP) - \$30,000 request

Ms. Jodi Hall explained that the TILP program serves 18 year-olds that have aged out of the state foster care program and are now homeless. Ms. Hall noted that these youth no longer have a connection with their foster families and do not have a place to live.

Ms. Hall stated that the agency does receive some funding from the Department of Economic Security to work with these children. The goal of the program is to help the youth find stable employment and housing. Ms. Hall noted that one challenge is simply contacting the youth as they cannot afford cell phones and may be moving from one place to another. This is another reason why it is difficult for these clients to find gainful employment. Ms. Hall stated that one very successful offering was one-month rent assistance to the youths. Ms. Hall noted that this was able to be done via partnership with

the Valley of the Sun United Way and truly helped the youths get a start on housing and finding employment.

Committee member Mankoski inquired as to how the funds would be used. Ms. Hall stated that funds would be used for rent, utilities and grocery costs.

Chair Flippen thanked Ms. Hall for the presentation.

1-18 City of Glendale Parks and Recreation Department – G.R.A.S.P. Fitness: Get A Grip! - \$3,000 request

Mr. Manny Padia, of the Glendale Parks and Recreation Department, stated that this request was for \$3,000 to purchase specialized equipment for the G.R.A.S.P program.

Mr. Padia provided the following highlights of the proposed G.R.A.S.P. program:

- Many children are eating up to six snacks daily and do not receive home-cooked meals. Moreover, portion sizes of meals are usually too big for the children.
- Many children are only watching television and playing video games, which are not physical activities.
- Recess time in school has been cut all across the United States.
- Statistics show that childhood obesity has tripled in the last three decades.
- G.R.A.S.P. is a proposed fitness program to be implemented at thirteen afterschool programs in the Glendale Elementary School District and several Glendale Parks and Recreation Department facilities.
- The children will participate in the President's Challenge Program
- Fitness goals will be set and accomplishments will be monitored.
- The \$3,000 will be used to purchase three sets of equipment specifically tailored to the program and will be rotated between locations. Eventually, the goal is for all locations to have one set of equipment.

Committee member Mankoski inquired about other funding sources available, if CDBG funds were not received. Mr. Padia stated that the Department will be requesting funds from Glendale's Hope and Centers for Disease Control and Prevention (CDC) funding. However, the CDC funds would not be available until 2012 or 2014 and the Parks and Recreation Department would like to get a jump start on program implementation.

Chair Flippen asked for a description of the equipment. Mr. Padia explained that the equipment includes agility ladders and cones. Chair Flippen wondered if the children would be able to continue the fitness program at home without the special equipment. Mr. Padia stated that during the six weeks, the children will use the equipment, however, fitness and physical activity will be stressed continually throughout the after school program. Mr. Padia added that the children could work on physical fitness at home without the special equipment.

Chair Flippen wondered if some of the existing Parks and Recreation equipment could be utilized for the program. Mr. Padia stated that baseballs and soccer balls could be used; however, having the specific equipment is optimum to achieve the maximum benefit of the program.

Committee member Wong asked if free weights were included in the necessary equipment. Mr. Padia replied in the negative, noting that the program is more of an obstacle course type of activity.

Committee member Wong inquired as to who would perform equipment repair. Mr. Padia replied that staff could handle general maintenance until such time the equipment would need to be replaced.

Committee member asked if the program was competitive in nature. Mr. Padia replied that the program can be geared toward different age groups. Mr. Padia stated that the older age groups enjoy competition; however, the main objective is achieving individual fitness goals.

Chair Flippen thanked Mr. Padia for his time.

### DISABLED

#### 1-19 Catholic Community Services of Southern AZ – Services for the Deaf-Blind – \$20,000 request

Ms. Cindy Walsh, Agency Director, was in attendance to represent the agency's request. Also in attendance were two deaf-blind clients along with their interpreters.

Ms. Walsh provided the following details of the program:

- The program began in 2005 with a private donation.
- Many deaf and deaf-blind individuals want to live their lives as independently as possible. The agency provides Interpreters and Support Service Providers (SSPs) to help achieve this goal. SSP's are paid professionals with very specific skill sets.
- Forty SSPs assist clients with transportation, communication, grocery shopping, attending community activities and health appointments, bill payment and other errands. SSP's also provide respite for caretakers.
- The process of interpreting for the deaf-blind is difficult because it is very physical as the client's hands rest on the Support Service Provider's hands during sign language.
- The deaf-blind population has a lot of obstacles and a lack of privacy and independence. This service tries to ease those challenges and empower the clients.
- Glendale residents request the largest amount of services.

Committee member Miller wondered how many hours an SSP typically spends with a client on a daily or weekly basis. Ms. Walsh replied that this depends on the need of the clients at any given time. Ms. Walsh added that some clients have very good family support and some do not. Also, the amount of time spent depends on the activity level of the client.

Chair Flippen wondered how the match is made between the client and the SSP. Ms. Walsh explained that because the program is a 24/7 service, some of the initial matching depends on availability. Relationships are developed and preferences are honored as much as possible depending on SSP availability.

Chair Flippen inquired about how a client requests emergency or late night assistance. Ms. Walsh replied that some SSP's do provide personal contact information. Ms. Walsh added that the agency would like to develop an emergency system so that clients can call one main number for after-hours assistance in emergency situations.

Chair Flippen asked for more information on the SSP's. Ms. Walsh commented that SSP's are full-time staff, or part-timers who have limited hours and are paid as an individual contractor.

Chair Flippen inquired about SSP training. Ms. Walsh replied that the SSP's already come fully trained in sign language, however, do receive training on how to be a sighted guide for the deaf-blind. Ms. Walsh noted that it is important for an SSP to be an interpreter of the environment and the SSP's are trained on this as well.

Committee member Mankoski asked if the SSP's were paid. Ms. Walsh replied in the positive for staff SSP's and noted that on-call or part-time SSP's are paid as independent contractors.

Chair Flippen thanked Ms. Walsh for her time.

1-20 Civitan Foundation – Food Distribution & Health Education/Spread the Health – \$10,000 request

Ms. Dawn Trapp thanked the Committee for its past support of the Civitan Foundation grant request for the "Our Night Out" Program which provides socialization for disabled clients and respite for their parents and families.

Ms. Trapp explained that the disabled clients served in the Civitan programs would really like to be employed, but for various reasons, are unable to be. Ms. Trapp noted that it is important for all people to feel like they are contributing to a specific purpose. Ms. Trapp stated that recently at Camp Civitan in Williams, AZ, the campers were involved in a food drive and sorted and donated food to the Williams Food Bank. Ms. Trapp would like to set up a similar food drive and donation program in Glendale facilitated by the Civitan participants of the "Our Night Out" Program.

Committee member Miller commented that in the grant application, it was reported that food donations would be made to the YWCA. Committee member Miller thought that the YWCA was unable to receive donated food as stated by a YWCA representative during the January 12, 2011 CDBG hearings. Ms. Trapp was unaware of that information. Mr. Lopez will follow-up on the issue.

Chair Flippen thanked Ms. Trapp for her time.

1-21 Duet/Partners in Health & Aging – Independence for Seniors Through In-Home Service and Transportation - \$13,000 request

Ms. Elizabeth Banta, Executive Director, represented Duet and was accompanied by a ninety-one year-old Duet client and a program volunteer. Ms. Banta explained that this program assists the homebound elderly by providing free transportation to the grocery store, doctor appointments and/or other destinations via the services of trained volunteers.

Ms. Banta explained that the funds requested will help to keep 100 elderly clients living independently in their own homes. The funds will be used for volunteer training and finger-printing, to process transportation requests and to make volunteer/client matches.

The ninety-one year old client in attendance shared her story of how the transportation provided by Duet volunteers has been extremely beneficial and has allowed her to remain living independently in her home.

Chair Flippen thanked Ms. Banta for her time.

1-22 Foundation for Senior Living – Vocational Rehabilitation and Restorative Therapy Program - \$16,500 request

Ms. Mary Servin, RN and Center Director of the Glendale Adult Health Care Center, provided the following highlights of the Vocational Rehabilitation and Restorative Therapy Program:

- There are currently 125 participants in the program which serves adults with disabilities due to the following: traumatic brain injury, Alzheimer's disease, stroke, developmental disabilities and severe mental illness. These disabilities lead to challenges with learning, memory, understanding and emotional issues.
- The program will specifically focus on the young adult population at the Center who have pressed the need for the program so that they can take further steps in the rehabilitation process.
- Restorative therapy includes comprehensive assessments and progress in the physical and occupational arenas.

Committee member Miller wondered if computer skills were taught to the clients. Ms. Servin replied that computer and other job skills are taught as well as job coaching.

Committee member Miller suggested Ms. Servin make contact with staff at DeVry or ITT to see if there were students interested in an internship teaching computer skills at the Center. Committee member Miller stated that this would be beneficial to both the students and the clients. Ms. Servin thanked Committee member Miller for the excellent suggestion.

Chair Flippen thanked Ms. Servin for her time.

#### GENERAL ASSISTANCE

##### 1-23 Community Information & Referral – 2-1-1 Arizona - \$24,102 request

Mr. Robert Armijo, President and CEO of Community Information and Referral, stated that, as presented at the CDBG grant hearings, there are many programs available to people in need. However, needy people must be able to quickly find agencies that can provide assistance. Mr. Roberto Armijo explained that Community Information & Referral has been working for the past ten years to establish the phone number 2-1-1 as the one phone number that individuals can dial to find access to any health and human services program in the state.

Mr. Armijo announced that in July 2010, the Arizona Corporation Commission (ACC) designated Community Information and Referral as the sole entity/provider of the 2-1-1 phone number. However, Mr. Armijo stated that this does not mean funding was provided. Mr. Armijo noted that Arizona is one of three states that does not have a 2-1-1 hotline in place.

Mr. Armijo noted that the 2-1-1 phone number does currently work, but when dialed, a caller will hear a pre-recorded message directing the caller to the regular Community Information and Referral phone number. Mr. Armijo indicated that over 16,000 callers dialed the 2-1-1 phone number each month in 2010. Approximately 17,000 to 22,000 calls are received monthly on the regular Community Information and Referral phone number. Chair Flippen noted that this was approximately 500 calls per day and wondered how all of these calls were answered. Mr. Armijo replied that 13 agents staff the phone lines daily. Mr. Armijo commented that Saturdays were the busiest day of the week, averaging 800 phone calls.

Mr. Armijo commented that over 1,000 requests for emergency beds due to domestic violence are received on a daily basis from all over the state.

Committee member Wixon wondered how the 2-1-1 number was disseminated to potential users. Mr. Armijo replied that the number has not been promoted as of yet. Mr. Armijo noted that there is a 2-1-1 Arizona website which received over one million hits in just a year's time.

Committee member Mankoski noted that in Texas, the 2-1-1 number is funded by a small charge on all residential phone bills. Mr. Armijo explained that the agency is trying to get the ACC to pass such a charge, however, this has not happened.

Committee member Mankoski asked if the state utility companies were contacted for funding assistance. Mr. Armijo replied in the positive but added that the ACC would have to approve any such charge passed down to customers.

Committee member Miller asked if the \$2.80 cost per call included operations expense. Mr. Armijo replied in the positive.

Chair Flippen thanked Mr. Armijo for his time.

1-24 Maricopa County Community College District – Glendale Micro Enterprise  
Minority Small Business Development Center - \$74,435 request

Mr. Mark Engle, Director of the Maricopa Small Business Development Centers, stated that this funding request was to be utilized for the establishment of a Small Business Development Center specifically to address the needs of the Glendale Centerline area. Mr. Engle explained that the Centerline population is a very concentrated population of low socio-economic status. A survey was performed in this area to determine the needs of the area relative to serving the educational and business needs of this community.

Mr. Engle stated that one and one-half full-time employee would work at the Small Business Development Center in the Centerline location and the CDBG funds would be used for the salary of one-full time staff member. The Center will provide no-to-low-cost business training and free counseling. Training can be done in the Spanish language as well as English.

Mr. Engle noted that a similar program was established in Mesa and over the past five years, has assisted in the establishment of over 500 businesses.

Mr. Engle stated that the goal of the program is to create 20 new start-up businesses in Glendale and essentially at least 50 new jobs. Sustainability of the businesses is very important.

Committee member Page inquired about the types of businesses to be established. Mr. Engle replied that many of these may be retail businesses, but other types of businesses will be developed depending on community need and also skill of the business owners.

Committee member Miller was dismayed to see that only overseas veterans were noted as targeted clients in the program in the grant application. Mr. Engle stated the agency does work with many types of veterans, however, the Small Business Administration specifically designates overseas veterans as a minority population. Mr. Lopez explained that, to secure CDBG funding, 51% of the funds must target the specifically low-income

population. Mr. Lopez added that other clients can be served, which may include veterans that did not serve overseas, as long as 51% of the funds serve low-income clients.

Chair Flippen asked for clarification of the most critical service provided to Glendale. Mr. Engle replied that due to the challenging economy, job creation is critical to residents and teaching people to start a small business creates jobs. The Center will provide one-on-one small business development assistance which will help with the creation of jobs in the Centerline area.

Committee member Mankoski inquired about other funding sources. Mr. Engle replied that the agency is always looking for new funding sources and applying for various available grant funds.

Chair Flippen thanked Mr. Engle for his time.

#### VI. Adjournment

**Committee member Mankoski motioned to adjourn the meeting at 8:47 p.m. Committee member Miller made the second. The motion passed 8 – 0.**

The next meeting will be Wednesday, January 19, 2011 at 6:30 p.m. at the Glendale Municipal Complex in Room B-3 at 5850 W. Glendale Avenue.

Respectfully submitted,

Recording Secretary  
Denise Kazmierczak