

MEETING MINUTES

**CITY OF GLENDALE
CITIZENS ADVISORY COMMISSION ON NEIGHBORHOODS
Glendale City Hall – Room B-3
Wednesday, February 3, 2010
6:00pm**

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

MEMBERS ABSENT: Ron Abrahams

STAFF PRESENT: Matt Cohrs, Neighborhood Partnership Administrator
Josie Romero, Neighborhood Services Coordinator

I. Call to Order

Chair Sprague called the meeting to order at 6:03 p.m. and welcomed all Commissioners to the meeting.

II. Roll Call

Chair Sprague conducted roll call and noted that Commissioner Abrahams was absent.

III. Approval of Minutes – January 6, 2010

Commissioner Loya motioned to approve the January 6, 2010 meeting minutes as written. Commissioner Heatwole-Chicks made the second. The motion passed 10 - 0.

IV. Business from the Floor

None.

V. Neighborhood Small Grant Applications

1. Casa Campana HOA

Mr. Cohrs introduced Ms. Kay Causer of Casa Campana HOA, which is bordered by 66th Avenue to 67th Avenue and Karen Drive to Camino San Xavier. Ms. Causer was accompanied by Mr. Jeff Ball and Mr. Bob Cowperthwaite, of Casa Campana as well.

Ms. Causer explained that the HOA is comprised of 143 homes and is a 55+ community. Ms. Causer stated that the funds would be used for a Health and Safety Fair in the community to be held on March 6, 2010. Information will be provided on diabetes, hospice, home safety as well as other pertinent topics. Food and beverages will also be provided. Ms. Causer noted that 80 people attended the last HOA event and expected this event to be successful as well.

Commissioner Loya wondered if the "sister-neighborhood" to the north of the HOA was invited to the event. Ms. Causer replied in the positive and added that this

neighborhood is part of the community Block Watch and is always invited to HOA events. Ms. Causer stated that the HOA would like to annex this neighboring community, but does not know the process of doing so. Ms. Causer did not know if the neighborhood would agree to annexation anyway. Commissioner Loya asked Mr. Cohrs to provide information to the HOA regarding annexation. Mr. Cohrs stated that he would be able to direct the HOA to the proper contacts regarding this issue.

Commissioner Atkins motioned to approve the Neighborhood Connection Grant for the Casa Campana HOA in the amount of \$470 for a Health and Safety Fair to be held on March 6, 2010. Commissioner Cole made the second. The motion passed 10 - 0.

2. Tanner Terrace

Mr. Cohrs stated that Tanner Terrace is working in partnership with the City of Glendale on a new and unique project. Tanner Terrace is comprised of 155 households and is bordered by 45th Avenue to 47th Avenue and Myrtle Avenue to Palmyra Avenue. Mr. Cohrs consulted city attorneys due to the recent issues with the City North ruling and the attorneys gave approval to this grant request.

Mr. Cohrs introduced Ms. Joyce Cummings, a Service Coordinator at Tanner Terrace and Mr. Ralph Hennen, a resident of Tanner Terrace.

Mr. Hennen explained that the goal of the grant request is to form a Community Computer Learning Center that can be used by Tanner Terrace residents as well as open to the general public. The current Tanner Terrace library will be relocated and will be converted into the Community Computer Learning Center. The grant request is for \$3,706.22 to purchase two computer printers, printer stands and computer furniture. Mr. Hennen stated that ESL and basic computer skill courses will be offered and staffed by volunteers. Tanner Terrace staff will also be present to ensure safety of the Center. The hours of the center will be Monday, Wednesday and Friday 10 a.m. to Noon and 2 p.m. to 4 p.m. and Saturday 9 a.m. to 1 p.m. Mr. Hennen noted that the hours will be adjusted depending on usage.

Commissioner Cole wondered if users would need to show a Glendale ID to enter the Center. Mr. Cohrs replied that there are practicalities to running a Center such as this but did not feel that the Center would be used by non-Glendale residents due to its location. Mr. Cohrs added that this issue would be looked into further if abuse occurs.

Commissioner Hinds wondered how other Glendale residents would be notified of the availability of the Center. Mr. Hennen replied that Tanner Terrace will put the information in the association newsletter. Mr. Cohrs added that staff would handle dissemination of the Center information to Glendale residents, possibly including an article in the water bill publication or something such as that.

Commissioner Hinds wondered how the computer equipment would be monitored and maintained. Mr. Hennen replied that he has been involved with computers for many years and is very proficient in the use and maintenance of computers. Mr. Cohrs added that the computers in the Center are from city surplus and are in good condition.

Commissioner Brown inquired as to a minimum age limit for using the Center. Mr. Hennen replied that users under 18 should be accompanied by someone age 18 or over.

Commissioner Loya inquired about the costs of printer paper. Mr. Hennen replied that paper donations would be accepted. For Center users, the first page of print is free and then it is five cents per page. Volunteers and staff will monitor paper usage.

Commissioner Loya wondered about safety issues. Mr. Hennen replied that an ADA-approved automatic security door will be installed.

Commissioner Jocewicz motioned to approve the Tanner Terrace small grant request in the amount of \$3,706.22 for computer printers, printer stands and furniture for a Community Computer Learning Center at Tanner Terrace. Commissioner Brown made the second. The motion passed 10 - 0.

VI. Neighborhood Information System Version 2.0

Mr. Cohrs explained that the Neighborhood Information System (NIS) is an interactive system that puts geographical mapping (GIS) together with various sources of data throughout the city. Citizens are then able to look at and gather different information about their neighborhood in one place (such as where parks, libraries and schools are or how many code compliance cases have been resolved.) Mr. Cohrs gave a demonstration of the NIS on the City of Glendale website. Mr. Cohrs explained and exhibited the changes to the NIS in Version 2.0 which include the following:

- Larger map area
- More detailed mapping with aerial imagery
- Additional data layers:
 - Bus stops and Bus routes
 - Bike lanes
 - Refuse collection days.

Commissioner Cole wondered if road closures could be incorporated into the page. Mr. Cohrs explained that although this would be a great feature, this system is not compatible with some of the other city systems such as the Engineering Department.

Commissioner Heatwole-Chicks asked when the data from the 2010 Census would be incorporated. Mr. Cohrs replied that this would not happen until 2011 as the Census results will not be published and available until early next year.

Commissioner Jocewicz asked about links to other websites via NIS. Mr. Cohrs demonstrated the links to schools, parks, arts and cultural websites and hospitals via NIS.

Commissioner Cole suggested a change in the symbol dropdown box for schools and libraries. Mr. Cohrs will look into the incorporation of the suggestion.

Commissioner Jocewicz suggested links to bus schedules via NIS. Mr. Cohrs commented that Staff had considered this possibility and may include in future versions.

Chair Sprague commented that there has not been much advertising of the system. Mr. Cohrs stated that the system was publicized in January 2008 when it was first rolled out however; a new outreach would be made with the roll-out of version 2.0.

Mr. Cohrs thanked the Commissions for their comments and stated that at the June 2010 Commission meeting, NIS and GIS will be discussed in greater detail.

VII. Census 2010 Update

Mr. Cohrs announced that due to a recent reorganization in city departments, Community Partnerships has been given the responsibility of the 2010 Census efforts for the entire city of Glendale. Mr. Cohrs distributed a detailed timetable of all of the tasks and activities taking place through May 2010 regarding Census 2010. The actual questionnaire will be mailed on March 15, 2010.

Mr. Cohrs stressed that Census 2010 is very important as it determines the distribution of federal and state funds to the city. The city will partner with schools, businesses and faith-based organizations to get the word out about the census.

Commissioner Heatwole-Chicks inquired about the Census Assistance Centers. Mr. Cohrs replied that these will be located in various locations throughout the city; however, the locations are still to be determined.

Mr. Cohrs commented on the following:

- Homeless: A homeless count is performed in coordination with the Census Bureau and a sampling formula is used.
- Shelters: People in shelters are counted as belonging to the city in which the shelter is located.
- Hospice: People in hospice are counted as belonging to the city in which the hospice is located.
- College dormitories: Most students are counted as locals; however, there may be some exceptions.
- Snowbirds: This can depend on where a visitor declares as primary residency.

Mr. Cohrs will continue to update the Commission on Census 2010 activities.

VIII. January 6, 2010 Commission Meeting Follow-Up

Mr. Cohrs distributed a packet of information regarding the Heart of Glendale Small Grant application and the City of Glendale Green program presentation from the January 6, 2010 Commission meeting.

IX. Commission on Neighborhoods Workgroup Assignments

- A. Neighborhood Outreach and Partnerships: (Commissioners Heatwole-Chicks, Hinds, Atkins and Versluis, lead): Commissioner Versluis stated that each member is calling specific neighborhood contacts for Census outreach. The group will be working on outreach with the 2010 Census.
- B. Leadership Development and Community Events: (Commissioners Cole, Abrahams, Loya, Brown and Jocewicz, lead): No report.
- C. Neighborhood Grants and 5-Year Revitalization Plan: (Commissioners Sprague, Loya, Brown and Caufield, lead): No report.

X. Staff Updates

Mr. Cohrs' updates included the following:

- East Catlin Court Historic District (Spring 2008): A contract was awarded for the design of streetscape improvements from 57th Avenue from Northview to Gardenia and Gardenia from 55th to 56th avenues. Design is currently underway.
- East Catlin Court Historic District (Fall 2008): \$140,000 in CDBG funds were received in October 2009 in addition to the \$81,625 from this Commission. The

Engineering Department bid the contract which was awarded in December. Construction is expected to begin in early February.

- Floralcroft (Fall 2008): The design for this project is 100% complete. The design project was approved for full CDBG-R (federal stimulus) funding at the Council meeting of May 12, 2009. Logan and Simpson has completed the design. Construction began February 2nd.
- Arrowhead Ranch Phase II HOA (September 2009): The project has been completed.
- Heart of Glendale Neighborhood (January 2010): The neighborhood has begun the process of outreach for additional participants in the WYSR Academy program. Actual training classes are scheduled to begin mid-February.
- Arrowhead Ranch Phase II HOA (January 2010): The neighborhood is in the process of hiring a contractor to complete the granite installation project.

Mr. Cohrs noted that there were a variety of volunteer programs which included the following:

- During January, more than 250 volunteers participated in a variety of projects and completed more than 750 hours.
- Volunteers from Knights of Columbus, Modified Motorcycle and Larkspur Christian Church completed their quarterly Adopt-A-Street cleanup projects.
- On January 16th, more than 200 volunteers participated in the annual Martin Luther King Day project at Sahuaro Ranch Park. Volunteers picked 35,000 lbs of grapefruit that was donated to St. Mary's Food Bank to help feed the hungry in Arizona.

Mr. Cohrs provided an update on Community Education:

- The spring 2010 session of Glendale University will begin on March 1st with graduation on May 3rd. There are currently 13 students enrolled.
- The spring 2010 HOA Academy will begin on February 9th and end March 6th. There are currently 30 students registered, with 8 people on the waiting list for the next session.

Commissioner Comments

Commissioner Caufield was very happy to see the grants requested tonight were unique and moving in innovative ways.

XI. Adjournment

Commissioner Loya motioned for adjournment at 7:56 p.m. Commissioner Heatwole-Chicks made the second. The motion passed 10 - 0.

Respectfully Submitted,

Denise Kazmierczak
Recording Secretary

