

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

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

**1st Floor, Sine A
Thursday, November 17, 2010
6:30 p.m.**

MEMBERS PRESENT: Chris Flippen, Chair
Yolanda Hernandez
Glenn O'Bannon
Karen Mankoski
Randy Miller
Madelin Page
Mary Jean Eggleston
Shirley Wong

MEMBERS ABSENT: Pattie Johnston
Sharon Wixon

STAFF PRESENT: Erik Strunk, Community Partnerships Director
Gilbert Lopez, Revitalization Administrator
Mona-Francis Spellman, Revitalization Supervisor

I. Call to Order

Chair Flippen called the meeting to order 6:30 p.m. and introduced new Committee members Shirley Wong. Committee member Wong provided a brief background of herself. All members welcomed Committee member Wong.

II. Business From Floor

None.

III. Approval of Meeting Minutes

Committee member Miller motioned to approve the minutes of the September 23, 2010 meeting. Committee member O'Bannon made the second. Motion carried 6 – 0. [Committee-members Mankoski and Hernandez were not in attendance yet.]

IV. Public Hearing on Reallocation of Funding

Mr. Lopez discussed left-over funds from previously approved projects which need to be appropriated to other approved projects. Mr. Lopez explained that the excess funds were savings from projects including Tanner Terrace Community Housing and St. Mary's Food Bank. Mr. Lopez suggested that the Committee approve the staff recommendation for \$109,041 to use for housing rehabilitation projects and housing immediate assistance projects.

[Committee member Hernandez entered the meeting.]

Committee member Miller motioned to approve the staff recommendation of the \$109,041 reallocation of unused funding based on staff priorities for housing rehabilitation projects and housing immediate assistance projects. Committee member Page made the second. Motion carried 7 – 0. [Committee member Mankoski was not at the meeting yet.]

V. FY2011-2012 Grants Funding Cycle: Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME) and Emergency Shelter Grants (ESG) Programs

Mr. Lopez distributed the FY2011-2012 grant application binders to the Committee members and Ms. Francis-Spellman discussed highlights of the binder and the organization of the binder contents.

Ms. Francis-Spellman explained that an application evaluation tool is also included in the materials for use by the Committee members in reviewing applications. Also included in the binder is information on each agency's historical performance and agency audits. Ms. Francis-Spellman commented that this information will provide details on agency reporting and other grant requirements.

[Committee member Mankoski entered the meeting.]

Ms. Francis-Spellman announced that there are 24 Public Service, 13 Physical Improvement, two HOME and four ESG grant applications for the funding cycle.

Committee member Miller inquired about the total amount of funding available. Mr. Lopez replied that the federal government has not released the figure yet, but it is expected that available funds will be the same as last year.

Mr. Lopez instructed Committee- embers to contact him any time with questions regarding the grant process.

Committee member Eggleston appreciated the inclusion of the new application evaluation tool. Other Committee members agreed.

Chair Flippen noted that each agency will receive approximately four minutes for presentation at the public hearings, with a follow-up question and answer session driven by the Committee members.

VI. Update on the Neighborhood Stabilization Program (NSP) and the American Recovery and Reinvestment Act (ARRA) Program

Mr. Lopez provided an update on the NSP and ARRA funding activities and partnerships for the federal funds received in 2009. Highlights of the presentation include the following:

- NSP1 Funds – 2008 HERA: The City of Glendale is purchasing foreclosure properties, rehabilitating and reselling the homes. The National Farmworkers Union and Native American Connections are partners who have also purchased land for the construction of two new senior housing centers. Staff has met obligation deadlines for these funds. Of the \$6.19 million awarded, 60% has been spent to date.
- CDBG-R: Projects include modernization of public housing and improvements in the Floralcroft neighborhood. Most of the funds awarded have been spent.
- HPRP (Homeless Prevention and Rapid Re-housing Program): Approximately \$990,000 in funds were received and there is about \$50,000 left. Therefore, the program is expected to end this month. Staff is hoping to receive more of this type of funding from the federal government. Partners in this program include the CAP Office, St. Vincent DePaul and Homeward Bound.

Mr. Strunk praised Ms. Francis-Spellman, Mr. Lopez and other staff in the department for moving the funds out as quickly as possible to those in need and also for identifying and implementing rehabilitation projects quickly. Mr. Strunk stressed that the federal government does not want funds to remain stagnant, but to be quickly utilized as appropriate and agreed upon via funding contracts.

Mr. Lopez distributed detailed information regarding the additional \$3.7 million in federal funding the City of Glendale will receive for NSP3.

[Mr. Miller excused himself from the meeting.]

Mr. Lopez explained that the intent of these federal funds are to mitigate the negative impact of the nation's economic decline and housing market collapse and to stabilize and revitalize hardest hit communities.

Mr. Lopez explained that in January, staff will receive specific proposals for the use of NSP3 funds. Mr. Lopez noted that the application deadline for NSP3 is March 1, 2011, and therefore, all recommendations, public hearing and approval by Mayor and Council must occur before then.

Chair Flippen thanked Mr. Lopez for the update and complimented staff on accomplishments to date.

VIII. Director and Staff Report

Mr. Strunk commented on the upcoming changes to the Community Development Advisory Committee (CDAC) as discussed by Ms. Cathy Gorham at the previous Committee meeting. Mr. Strunk's update included the following highlights:

- On November 23, Mayor and Council will consider an ordinance which will change the nature of the CDAC.
- The ordinance will expand CDAC by two members, in order to allow the CDAC to handle a Housing and Community Action Program (CAP) component. These two new members must represent a geographical area served by the CAP Board.
- The State of Arizona has approved Glendale to directly handle its CAP funding with the requirement of a tri-partie governing board.
- This is a good change as it will consolidate all types of public funding under one committee and allow for a full picture of the needs and types of assistance available in the City of Glendale.
- Staff is aware of the expanded and increased workload CDAC will assume and intends to be extremely considerate of ensuring a seamless transition.
- The newly formed Committee will still handle CDBG, HOME and ESG funding as well as Housing and the CAP component.
- As the new group develops, it is expected that regular monthly meetings will be held.

Committee member Page inquired about the definition of CAP geographical areas. Mr. Strunk replied that most specifically this would be zip codes 85301, a portion of 85302 and 85303. Mr. Strunk added that Ms. Rebecca Daniel, Director of CAP, will be invited to make a presentation to the CDAC members and provide more information on the CAP component. Mr. Strunk stated that Ms. Elaine Adamczyk will be invited to provide information on the Housing component.

Committee member Mankoski wondered how the two additional Committee-members would be selected. Mr. Strunk replied that one would most likely be from the Glendale Elementary School District geographical area and another would be from one of the low-income zip codes as previously discussed.

Mr. Strunk announced that the Committee members will receive a copy of the ordinance language and bylaws.

Committee member Mankoski wondered when the new members would join the existing Committee. Mr. Strunk was unsure of the exact date, but added that if the new members were added in January 2011 during the CDBG, ESG and

HOME grant process, the new Committee members would be brought up to speed quickly by staff in order to participate in the grant process.

Chair Flippen thanked Mr. Strunk for all of the information provided and expressed excitement about the upcoming changes in the CDAC Committee.

IX. Adjournment

The meeting was adjourned by consensus at 7:20 p.m.

Respectfully Submitted,
Denise Kazmierczak