

**DRAFT MINUTES**

**CITY OF GLENDALE  
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE  
MUNICIPAL OFFICE COMPLEX  
COUNCIL CHAMBERS  
5850 W. GLENDALE AVENUE  
GLENDALE, ARIZONA 85301  
JANUARY 15, 2020  
4:00 p.m.**

MEMBERS PRESENT: Dorlisa Dvorak, Chair  
Lisa Baker, Vice Chair  
Kirstin Flores  
David Giles  
Theodora Hackenberg  
Marcia Hopp-Newman  
Vivian Lizarraga  
Leslee Miele  
Lynda Vescio  
Tim Wayne

MEMBERS ABSENT: Elida Feltus  
Alicia Rubio

STAFF PRESENT: Matthew Hess, Community Revitalization Administrator  
Monica Schroeder, Administrative Support Specialist

1. **CALL TO ORDER**

Chair Dvorak called the meeting to order at 4:04 p.m.

2. **ROLL CALL**

Committee-members introduced themselves.

3. **CITIZEN COMMENTS**

No comments were made.

4. **NEW BUSINESS**

a. FY20-21 CDBG Physical Improvement, ESG, & HOME Funding Request Presentations.

Chair Dvorak made welcoming comments. Mr. Hess made opening remarks and announced that funding requests for Physical Improvements, ESG, & HOME would be made this evening. Mr. Hess stated that presentations would be limited to four minutes, which will be followed by Committee questions, if any.

Presentations for the following programs were made and highlights are noted as follows:

1. City of Glendale – Parks, Recreation & Special Events: ADA Park Improvements

There was no representative in attendance and therefore, no presentation.

2. City of Glendale – Parks, Recreation & Special Events: Murphy Park Irrigation Improvements

There was no representative in attendance and therefore, no presentation.

3. Glencroft Center for Modern Aging – Elevator Repairs to Senior Housing Facilities

Mr. John Wenzlau provided information regarding the program and grant request, including the following:

- The agency has operated for over 50 years in Glendale. The property in Glendale is 50 years old and houses 912 residents with 550 employees on site.
- The senior residence provides long-term care, skilled nursing, Section 8 housing, and assisted living and also offers casitas and apartments.
- 68% of the residents are low-income.
- Half of the elevators in the building serve the basements, in which classes are held. Many of the elevators are 41 years old; the newest is 34 years old. It can be hard to find parts for the elevators.
- Some of the seniors cannot navigate stairs so the elevators are very important.
- There are eleven elevators in the complex.
- Funds would be used for elevator replacement and/or repair.

No questions.

4. Habitat for Humanity – Central Arizona: Emergency Home Repair

Ms. Linsie Kalland provided information on the program, including the following:

- This grant request is for \$425,000 for the Emergency Repair Program.
- The agency has been performing this service for the City of Glendale for the past eight years. 1,150 residents have been served in that time.
- The agency is celebrating its 35<sup>th</sup> year in the valley.
- The funds will be used for an estimated 110 emergency repairs and 5 ADA improvements.
- The agency has its own contractors and licensed tradesmen so there is no need to sub these tasks out.
- In regards to FY18-19 CDBG funding, approximately \$138,000 has been used to date with an approximate \$286,000 balance.
- In regards to FY19-20 CDBG funding, the agency was awarded funding, but there has been no contract received.

Vice Chair Baker asked for the reason for the unused funds. Ms. Kalland explained that the funds were not issued until mid-November 2018 and could not be utilized until February 2019 due to scheduling. Ms. Kalland stated that there has been a bit of a slow down and the agency has taken on some roofing jobs as directed by City staff. Ms. Kalland stated that expenditure is due to the types of repairs that are requested.

5. Valley Life: Group Home Renovations

Ms. Ann Polunsky presented the grant request, which included the following highlights:

- The agency is 73 years old and assists those with developmental disabilities.
- The agency has nine group homes in Glendale, with 48 members.

- This request is for the group home at 16801 N. 47<sup>th</sup> Avenue, which houses four men with developmental disabilities.
- The interior of the house is very old and the deteriorating conditions were described. The funds would be used for kitchen and bath renovations, as well as other improvements.
- It is important to be a good neighbor and keep up the exterior of the home as well as the interior.
- The past CDBG assistance was very much appreciated.

Mr. Hess stated that he did not see any other funding sources besides the City of Glendale CDBG in the application. Ms. Polunsky relayed that the application did not require a match. Mr. Hess agreed.

6. A New Leaf: Faith House ESG

Ms. Rosalie Hernandez, Program Manager, presented the grant request, which included the following highlights:

- The agency provides safety, shelter, and services via 52 emergency beds for women and children who can stay up to 120 while accessing services.
- The grant funds would be used for utilities, maintenance, and supplies.
- Appreciation was expressed for past support.

Committee-member Hopp-Newman asked if the audit deficiencies have been resolved. Ms. Hernandez replied in the positive, noting that the Finance Director confirmed this at last week's presentation.

Committee-member Hackenberg asked if the shelter assists a lot of girls from human trafficking. Ms. Hernandez replied in the positive and stated the shelter receives referrals from the HEAT Team and the IRC (International Rescue Committee).

7. A New Leaf: Rapid Rehousing

Mr. George DeFlavis, Finance Director, announced that he spoke with the CFO of the agency this morning and the grant request has been pulled for this year.

8. Central Arizona Shelter Services, Inc. (CASS): Emergency Shelter Services

Ms. Dorian Townsend, accompanied by Ms. Mary Glennon, gave a presentation which included the following information:

- The request is for \$45,000 to shelter 175 homeless Glendale residents, which represents 5% of all individuals served, although Glendale residents comprise 24% of all served.
- There are 450 beds in total for men and women.
- The agency's services were described.
- There are many improvements at CASS going on currently, including shelter renovations, a new senior program, and a hospital drop-off program.
- CASS turns away 500 people a month at the main shelter.

Ms. Glennon commented on the following:

- CASS is setting up a Glendale Center which will host a housing navigator.

- CASS is expanding to add additional client resources, focus more on seniors and veterans, and provide rental assistance and eviction prevention.
- Next year, CASS would like to increase staff and strategic partnerships.
- The goal is to work smarter and harder to end homelessness for clients as fast as possible.

No questions.

9. Maggie's Place: The Michael House

Ms. Julie Carlberg gave a presentation which included the following information:

- In 2019, the homeless Point-In-Time count revealed 243 individuals, which was an increase from 2018.
- Housing is the foundation of health and well-being.
- The agency provides housing and services to pregnant women and their babies until the age of 1 year old.
- Most recently, the agency opened an affordable housing facility, for clients to transition to when they leave Maggie's Place, if space is available.
- Maggie's Place is the only place in Maricopa County that will take in a woman at any point in her pregnancy.
- There is live-in staff at all of the homes, who provide transportation for clients.
- Services include shelter, transportation, food, in-house counseling, family counseling, assistance with accessing medical services, and more.
- Clients can still participate in counseling even after they move out.
- Funds will be used for utilities, cell phones, vehicles, and vehicle maintenance.

Chair Dvorak inquired as to how long a client can stay at the home. Ms. Carlberg explained that the average stay is 5.5 months; however, a client can stay until the baby is 1 year old. The agency will assist the client into moving to another form of housing.

Committee-member Flores asked how clients find Maggie's Place.

Ms. Carlberg relayed that there is an intake line, a website, and a mutual referral process. Ms. Carlberg stated that the agency unfortunately turns down an average of 70 women a week who qualify for services due to lack of space.

Ms. Carlberg stated that there are 16 different units available in the affordable housing transition unit and there are 35 spaces in the regular houses.

10. Phoenix Rescue Mission: Street Outreach

Ms. Jessani Goodwin, CEO, accompanied by Mr. Nathan Smith, provided information regarding the grant request, including the following:

- The requested grant funds will be used to help the homeless in Glendale.
- The homeless population is comprised of the will-nots, have-nots, and cannots. The types of populations were described.
- The funds will be used for street outreach to help put healthy people into housing.
- The goal is not to end current homelessness, but to break the cycle.

- Funds will be used for staffing and to purchase ID vouchers, bus passes, hotel vouchers, and any type of diversion funds to assist the homeless.
- The agency's partnerships are huge and the agency works collectively with Parks, Police, Fire, the CAT Team, A New Leaf, CASS, and CBI.
- Referrals from businesses and cities are received.
- Staff is prepared to meet the expectations of this grant application.

Chair Dvorak inquired about the audit findings in the application. Mr. Smith explained that the findings were USDA-related as the food bank receives USDA products. Mr. Smith stated that there were some procedural tracking issues which were resolved by using a new database.

Committee-member Hopp-Newman asked if citizens could call Phoenix Rescue Mission if they saw a person in need. Ms. Goodwin replied in the positive and stated that there is a hotline that can be called.

#### 11. StreetLight USA: Shelter Utilities

Ms. Jenn Carr gave the grant presentation, including the following highlights:

- StreetLight USA operates a shelter for adolescents who have been sex-trafficked or experienced trauma from sex-trafficking. Once this happens, it is difficult for the victims to assimilate back into society easily. Schools are not built to handle this issue, but StreetLight is.
- The shelter has an academic program with trained trauma specialists.
- The local shelter boasts two graduates: one with a diploma and one with a GED. The program has been in Glendale for only four years.
- Referrals come from the HEAT Program.
- Funds will be used for utilities.
- Life skills training is provided and a recent partnership for vocational training with Goodwill was just started.

Committee-member Hackenberg inquired if boys were accepted in the program. Ms. Carr replied that the shelter is serving girls at this time, but does have partnerships with groups who assist boys.

#### 12. Sojourner Center: Shelter Utilities

Mr. Gordon Sims provided information on the program, including the following:

- The requested grant funds will be used for shelter utilities.
- The Center has been in operation since 1977 in Maricopa County and has helped over 60,000 victims during that time.
- Last year, the agency served 60 Glendale residents, which included 32 children.
- The shelter is a low-to-no barrier access shelter.
- Services include case management, workforce development, a traumatic brain injury program, childcare, a resource center, and more.
- The Committee's time and consideration is appreciated.

There were no questions.

[Chair Dvorak announced that a 20-minute break would be taken.]

13. Casa de Amigo Affordable Housing: Montebello Apartments

Mr. Steve Hernandez gave the presentation, which included the following highlights:

- The foundation operates in Arizona, New Mexico, Texas, and California and has 5,000 affordable housing units currently.
- The funding request is for \$500,000 to construct 80 units of affordable housing in Glendale.
- 20% of the units will be Veterans Preference.
- Other funding sources include the NSP1 and HOME funding. The funding is contingent on an award of 9% ADOH Tax Credits, which if not successful, a 4% bond would be an option.
- 88 units were initially proposed but due to the addition of a community room, tot lot, afterschool learning program, and veterans' memorial, the number of units was changed to 80.
- There will be 4 one-bedrooms, 40 two-bedrooms, and 36 three-bedrooms.

Vice Chair Baker asked if the agency already owned the land. Mr. Hernandez replied in the positive.

14. Habitat for Humanity Central Arizona: Affordable Housing

Ms. Leslie Kalland gave a presentation which included the following information:

- Habitat for Humanity has been in the valley for 35 years and in Glendale for 14 years. 40% of the houses the agency has built in the valley are in Glendale.
- Participants in the home ownership program must put in 400 hours of sweat equity.
- Families in the program are low-income and must complete classes on financial education and home maintenance.
- The houses are built ready to age in place, with grab bars, wider doorways, and other amenities.
- The request is for \$255,000 to build three new homes.
- Use of the FY18-19 grant funds were delayed due to the timeline of the environmental review process.
- Use of the FY19-20 grant funds: the properties have been identified; however, the grant funds have not been received yet.
- The agency appreciates the City's past partnership.

There were no questions.

15. City of Glendale – Housing Authority: Tenant Based Rental Assistance

Mr. Donald Paredez, Housing Administrator, gave the presentation, which included the following highlights:

- The City's Public Housing Program provides 155 units of housing.
- The City's Housing Choice Voucher program has a baseline of 154 vouchers and additional families can be served via vouchers from other states.
- The grant request would be used to fund Tenant Based Rental Assistance (TBRA) which will allow for 25 additional families to secure housing.

[Committee-member Vescio entered the meeting.]

- Funds will be used to help families who are down and out or cannot help themselves.

Committee-member Miele asked if the funds would be used to place families in homes other than the current Section 8 Program. Mr. Paredez replied in the positive and explained that this program would be run the same as the Housing Choice Voucher. Mr. Paredez stated that HUD does not allow for near-homeless families while this program does. Mr. Paredez explained that TBRA is a two-year program for a family and after two years, the family may be self-sufficient, staff can request an extension, or the family would be converted to the Public Housing or Housing Choice Voucher Program.

Vice Chair Baker inquired if the family was converted, would they go to the top of the list. Mr. Paredez replied in the positive, because the family was already in the program. Vice Chair Baker asked about the ultimate goal of the program. Mr. Paredez relayed the goal was for a family to become self-sufficient. Mr. Paredez stated that the program is designed to help near-homeless people as almost a transition to Section 8 or Public Housing. Mr. Paredez announced the income restrictions as 60% AMI or below, which is very low or extremely low income.

Committee-member Miele asked about the apartment conditions. Mr. Paredez replied that staff will inspect the property prior to allowing the unit to be in the program, the unit needs to pass HUD standards and HQS, and then will be annually inspected by the City to remain in the program.

#### 16. Community Bridges: Tenant Based Rental Assistance

Ms. Karen Kurtz presented the grant request, with highlights as follows:

- This request is the other piece to the Public Service CDBG grant request presented last week.
- The goal is to house people and the funds will be used to pay rents.
- The agency contracts with Home, Inc., which performs the income certifications, HQS inspections, and more.
- This is not a new program for the agency. The agency has been operating this program in Mesa and is in the first year of a two-year contract there. There are 22 people in the Mesa program and 77% were chronically homeless. They are older and some are disabled.
- The Navigator for this program will handle a caseload of 15 clients initially, with anticipation that this will increase to 20. It will take time to house clients, so the funds will not be spent up front initially.

Chair Dvorak asked if the agency's collaborator could partner with another agency to place clients in a similar program. Ms. Kurtz replied that the agency's Navigator could work with the Glendale TBRA if it was guaranteed a certain time period of funding.

#### 6. **COMMITTEE MEMBER COMMENTS AND SUGGESTIONS**

No comments.

#### 7. **NEXT MEETING**

The next regular meeting of the Community Development Advisory Committee will be held on January 16, 2020 at 6:30 p.m. in conference room B-3 of the Municipal Office Complex, located at 5850 W. Glendale Avenue, Glendale, Arizona 85301.

8. **ADJOURNMENT**

**Committee-member Hopp-Newman motioned, Committee-member Vescio made the second, to adjourn the meeting at 5:42 p.m. The motion carried 10 – 0.**

Respectfully submitted,

Denise Kazmierczak  
Recording Secretary