

DRAFT MINUTES

**CITY OF GLENDALE
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE
MUNICIPAL OFFICE COMPLEX
5850 W. GLENDALE AVENUE
GLENDALE, ARIZONA 85301
JUNE 18, 2020
6:30 p.m.**

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

MEMBERS ABSENT: None

STAFF PRESENT: Matthew Hess, Revitalization Administrator
Donald Paredez, Housing Administrator
Jean Moreno, Community Services Interim Director

The meeting was conducted via in person and Zoom online conference.

1. CALL TO ORDER

Chair Dvorak called the meeting to order at 6:30 p.m.

2. ROLL CALL

Roll taken.

3. CITIZEN COMMENTS

No citizens present. No comments.

4. APPROVAL OF THE MINUTES

Motion by Committee-member Hackenberg, second by Committee-member Hopp-Newman, to approve the April 16, 2020 CDAC meeting minutes as written. The motion carried 11 – 0.

5. OLD BUSINESS

None.

6. NEW BUSINESS

a. Community Housing Division Quarterly Update

Mr. Paredez gave a presentation on the Community Housing Division Quarterly Update. The Commissioners received a copy of the detailed exhibits, which included the following:

- Public Housing Rent Collection Summary
- Public Housing (LIPH) Occupancy
 - 98.6% in total, which is outstanding
- Work Order Summary & Work Order Detail
- HCV Budget Authority vs. HAP Expenses
- Summary of the FSS Accomplishments
- Voucher Lease-Up
 - 1,015 of 1,055 vouchers allotted.
- Monthly Bank Balances & Cumulative YTD Cash Flow

Mr. Paredez announced that the Division was awarded the 2020 Award of Merit for Best Practices and was also nominated for the Award of Excellence, which are given by the National Association of Housing and Redevelopment Officials. Mr. Paredez explained that this award was based on the collaboration between the CAP and the Housing Division in assisting and referring clients, which resulted in an additional \$72,000 of assistance to clients.

The agenda item was concluded.

b. 2020-24 HUD Consolidated Plan Goals and 2020-21 and CARES Act Annual Action Plan Activities

Mr. Hess presented the funding allocations and details regarding any revisions to the Consolidated Plan Goals, which are:

- Goal 1: Promote Access to Decent Affordable Housing
- Goal 2: Increase Access to Homeless Services/Housing
- Goal 3: Provide Services for Vulnerable Populations
- Goal 4: Job Training, Skills Development Programming, and Business Assistance
- Goal 5: Enhance Livability of Neighborhoods
- Goal 6: Affirmatively Furthering Fair Housing Regulations

Mr. Hess announced that the CARES Act has provided additional state and local government funding to address the COVID-19 pandemic. Mr. Hess gave a presentation on the Program Funding Sources and Waivers, which included the following:

- There are three rounds of funding. The first round resulted in additional funding of \$1,457,342 for CDBG and \$749,455 for ESG for Glendale. The CARES Act did not allocate additional HOME funds.
- HUD provided administrative waivers to expedite the use of these funds by the communities, however, the eligible fund uses have not changed. Details on eligible uses, waivers, and total allocation for CDBG, HOME, and ESG were presented.
- The City has received noticed that it will be allocated another \$3 million for ESG in the second funding round.

Mr. Hess presented Program Strategies and Activities, which included the following:

- Objectives
 - Keep people in their homes or quickly re-home
 - Support businesses to help get people back to work

- Support transitional work and training programs
- Mitigate the impact of school closures on youth
- Ensure adequate resources and partners to deliver services
- FY21 Allocations
 - No changes to FY21 Action Plan activities for CDBG Public Services and Physical Improvements or ESG
 - Two changes to the City's internal home repair programs
 - \$742,053 CDBG moved to Eviction & Foreclosure Prevention
 - \$157,764 HOME moved to Tenant Based Rental Assistance
- CARES Act Allocations
 - CDBG-CV \$1,457,342
 - \$210,078 to expand Glendale Works and Hope for Hunger programs
 - \$300,000 to provide grants to small businesses
 - \$400,000 for youth and adult education and job (re)training at the City's community centers
 - \$255,796 to supplement the City's utility assistance programs
 - \$291,468 to administration
 - ESG-CV \$749,455
 - \$100,000 to rapid rehousing (CAP)
 - \$74,945 to administration
 - \$574,410 to develop long-term solutions to homelessness / future partnerships
- Additional Funding Considerations
 - Technology solutions
 - Staffing
 - Reallocations of prior-year funds
 - Unallocated ESG-CV and future discussions
- Next Steps
 - Public Comment Period: 6/12/20 through 6/21/20
 - Public Hearing: 6/18/20
 - City Council Adoption: 6/23/20
 - Submission to HUD: 7/15/20

Mr. Hess stated that he would like to open the Public Hearing on the Consolidated Plan. Committee-member Rubio noted that the Public Hearing was not on the agenda. Mr. Hess stated that it was noticed in the Glendale Star and on the City's website and will confirm compliance with the City Attorney. Mr. Hess stated that there were no members of the public present this evening and if the Public Hearing does not meet compliance, another will be held.

Mr. Hess opened the floor for the Public Hearing on the Consolidated Plan.

No comments were made.

Mr. Hess closed the floor for the Public Hearing on the Consolidated Plan.

The agenda item was concluded.

c. Annual CDAC Retreat, Updated Board Composition Requirements, and Selection of CDAC Chair

Ms. Moreno facilitated discussion on the annual CDAC retreat and the date will be confirmed via email according to Committee-member availability.

Chair Dvorak announced that tonight was her last meeting as she has termed out and Committee-members Hopp-Newman and Vescio reported that this was their last meeting as well. Mr. Hess professed great appreciation to these Committee-members for their service. Mr. Hess said that staff has been in contact with the City Clerk regarding additional Committee-members. Mr. Hess relayed the revised composition of the Committee, with twelve members as follows: three from low-to-moderate income, six appointed from the Council districts, and three as business/organization representatives.

Mr. Hess reported that the CDAC must recommend a new CDAC Chair to City Council.

Motion by Committee-member Vescio, second by Committee-member Rubio, to recommend that City Council appoint Committee-member Baker as Chair of the CDAC. Committee-member Baker accepted the nomination. The motion carried 11 – 0.

Mr. Hess stated that since Committee-member Baker was the current Vice Chair of the CDAC, a new Vice Chair will need to be nominated. Chair Dvorak asked for any volunteers. Committee-member Miele volunteered to serve as Vice Chair.

Motion by Committee-member Hackenberg, second by Committee-member Giles, to recommend that City Council appoint Committee-member Baker as Chair of the CDAC and Committee-member Miele as Vice Chair of the CDAC. The motion carried 11 – 0.

7. COMMITTEE-MEMBER COMMENTS AND SUGGESTIONS

Chair Dvorak stated that she was honored to have served on this Committee and that it was a lot of hard work but very worth it. Chair Dvorak thanked all of the other members for all they have done.

Committee-member Vescio thanked all presented and asked, going forward, for real consideration on how to get help out to the people.

Committee-member Hopp-Newman stated that it has been a pleasure serving and complimented the level of commitment and talent on the Committee and staff.

8. NEXT MEETING

The next regular meeting of the Community Development Advisory Committee will be determined at a later date.

9. ADJOURNMENT

Motion by Committee-member Rubio, second by Committee-member Miele, to adjourn the meeting at 7:51 p.m. Motion carried 11 – 0.