

**DRAFT MINUTES**  
**CITY OF GLENDALE**  
**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE**  
**VIRTUAL MEETING**  
**MARCH 18, 2021**  
**6:30 p.m.**

MEMBERS PRESENT: Lisa Baker, Chair  
Kelly Carbello  
David Giles  
Theodora Hackenberg  
Vivian Lizarraga  
Ezekiel Ojo  
Alicia Rubio

MEMBERS ABSENT: Leslee Miele, Vice Chair  
Elida Feltus  
Kirstin Flores  
Abby Vick

STAFF PRESENT: Matthew Hess, Revitalization Administrator  
Ismael Cantu, CAP Administrator  
Jean Moreno, Director, Community Services Director  
Monica Schroeder, Revitalization Coordinator

The meeting was conducted via Zoom online.

**1. CALL TO ORDER**

Chair Baker called the meeting to order at 6:34 p.m.

**2. ROLL CALL**

Roll taken. Introductions were made.

**3. CITIZEN COMMENTS**

No comments received. No citizens present.

**4. APPROVAL OF THE MINUTES**

**Motion by Committee-member Giles, second by Committee-member Peverini, to approve the February 18, 2021 CDAC meeting minutes as written. The motion carried 6 – 0. [Committee-member Ojo was not yet present.]**

**5. OLD BUSINESS**

None.

**6. NEW BUSINESS**

**a. City of Glendale, Arizona FY20 Single Audit**

Ms. Moreno announced the City, on an annual basis, was subject to an external audit on compliance for federally funded programs. She stated the audit reviewed programs that are the responsibility of the divisions of Community Services, such as Housing and Urban Development (HUD) programs and U.S. Department of Health and Human Services Programs. She was pleased to report that there were no findings from the FY20 audit. The full report was included in the Committee meeting packet.

There were no questions.

The agenda item was concluded.

#### **b. FY21-22 Annual Action Plan Public Hearing**

Mr. Hess opened the FY21-22 Annual Action Plan Public Hearing at 6:39 p.m.

Mr. Hess announced this was the second Public Hearing on the FY21-22 Annual Action Plan. Mr. Hess' comments included the following:

- The City received the final amounts for the CDBG, HOME, and ESG programs, which were approximately 2.4% or \$75,000 in total lower than expected.
- The grant awards were prorated to accommodate the final grant amounts received.
- The finalized grant award list for FY21-22, as shown this evening, was presented to Council and Council accepted the recommendations without modifications.

There were no public comments made or received.

Mr. Hess closed the Public Hearing at 6:42 p.m.

### **7. DIRECTOR'S REPORT**

[Committee-member Ojo joined the meeting during the agenda item.]

Ms. Moreno gave a report, which included the following information:

- Kudos to staff as they have been working extremely hard this past year.
- The SBA Pandemic Assistance Program continues to thrive. Chicanos Por La Causa will expend all of their funds.
- The CAP office has transitioned to distributing Emergency Rental Assistance program funding and the RFQ for the Homelessness Master Services Agreement was issued.
- A Council workshop on homelessness was held at which CASS and the Maricopa Association of Governments gave presentations.
- The Housing Division has been busy working on finalizing changes to the Administrative Plan. Staff has been also working with the William Morris Institute on the Plan.

Mr. Hess gave a report, which included the following information:

- RFQs were issued for:
  - The Homelessness Master Services Agreement
  - The Tenant Based Rental Assistant Program
  - The Youth Unemployment Program
- Any Committee-members interested in serving on the RFQ review panels should contact staff.

Committee-members Rubio and Peverini volunteered to serve on a review panel.

Mr. Hess thanked the Committee-members for their interest and stated an email with specifics would be sent to all Committee-members.

**8. COMMITTEE MEMBER COMMENTS AND SUGGESTIONS**

None.

**9. NEXT MEETING**

The next regular meeting of the Community Development Advisory Committee will be held on April 15, 2021 at 6:30 p.m., virtually or in conference room B-3 of the Municipal Office Complex, located at 5850 W. Glendale Ave., Glendale, Arizona 85301.

**10. ADJOURNMENT**

**Motion by Committee-member Peverini, second by Committee-member Carbello, to adjourn the meeting at 6:49 p.m. Motion carried 7 – 0.**