

DRAFT MINUTES

CITY OF GLENDALE COMMUNITY DEVELOPMENT ADVISORY COMMITTEE VIRTUAL MEETING – ZOOM ONLINE SEPTEMBER 16, 2021 6:30 p.m.

MEMBERS PRESENT: Lisa Baker, Chair
Leslee Miele, Vice Chair
Kelly Carbello
Kirstin Flores
David Giles
Ezekiel Ojo
Abby Vick

MEMBERS ABSENT: Elida Feltus
Theodora Hackenberg
Vivian Lizarraga
Alicia Rubio

STAFF PRESENT: Matt Hess, Revitalization Administrator
Heather Grant, Administrative Support Specialist

1. CALL TO ORDER

Chair Baker called the meeting to order at 6:36 p.m.

2. ROLL CALL

Roll Call was taken.

3. CITIZEN COMMENTS

No comments were received via voicemail. There were citizens present on the call, however, they each confirmed they had no comments.

4. APPROVAL OF THE MINUTES

Motion by Committee-member Giles, second by Vice Chair Miele, to approve the August 28, 2021 Community Development Advisory Committee meeting minutes as written. The motion carried 7 – 0.

5. OLD BUSINESS

None.

6. NEW BUSINESS

a. FY2020-21 Community Revitalization Division Accomplishments

Mr. Hess announced that as a recipient of Community Development Block Grant (CDBG), Home Investment Partnership Program (HOME), and Emergency Solutions Grant (ESG) funding through the U.S. Department of Housing and Urban Development, the City is required to report on the City's expenditures and accomplishments each year. Mr. Hess explained that the reporting is completed through the Consolidated Annual Performance and Evaluation Report (CAPER).

Mr. Hess stated that the CAPER is currently in draft form, is posted on the City's website, and is in the 15-day public comment period. He indicated that the final report must be submitted to HUD no later than September 30, 2021.

Mr. Hess displayed the data from the CAPER, which included the list of accomplishments for FY20-21. The data included program/project, agency, number of beneficiaries, type of beneficiary, funding sources, and amount expended. Mr. Hess announced that the total expended for FY20-21 was \$3.7 million, which was nearly double the amount expended from prior year. Mr. Hess highlighted the largest program of Eviction Prevention and Rapid Rehousing, with an expenditure of \$779,017. He displayed other projects not included in the CAPER because they have not been accomplished yet, which totaled \$7.3 million. Mr. Hess stated that staff will complete the final programmatic reconciliations over the next few weeks in order to finalize the CAPER for submittal to HUD.

Committee-member Carbello inquired about the Master Services Agreement (MSA) and how the subrecipients are reported on the CAPER. Mr. Hess explained that the MSA is one subrecipient agreement with CASS, which is the City's primary response to homelessness and CASS in turn, has its sixteen subrecipients. Mr. Hess stated that the City still has other subrecipients besides CASS for other types of programs.

Committee-member Carbello asked if she could see how CASS was spending the funding that it has received from the City. Mr. Hess replied in the positive and stated that everything the subrecipients spend is public record.

Mr. Hess announced that staff will send the final CAPER to the Committee-members once it is submitted to HUD.

The agenda item was concluded.

7. DIRECTOR'S REPORT

Mr. Hess thanked the Committee-members for their attendance and participation at the annual CDAC retreat. He stated that he enjoyed the retreat and the interesting discussions that took place. He relayed that staff sent the Committee-members a survey requesting feedback on the retreat. He asked the Committee-members to complete the survey as staff would like to incorporate their suggestions into next year's retreat.

8. COMMITTEE MEMBER COMMENTS AND SUGGESTIONS

None.

9. NEXT MEETING

The next regular meeting of the Community Development Advisory Committee will be held on October 21, 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 Vice Chair Miele, second by Committee-member Giles, to adjourn the meeting at 7:01 p.m. Motion carried 7 – 0.