

DRAFT MINUTES
CITY OF GLENDALE
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE
VIRTUAL MEETING – ZOOM ONLINE
JANUARY 20, 2022
6:30 p.m.

MEMBERS PRESENT: Leslee Miele, Vice Chair
Kelly Carbello
Kirstin Flores
David Giles
Theodora Hackenberg
Ezekiel Ojo
Alicia Rubio

MEMBERS ABSENT: Lisa Baker, Chair
Elida Feltus
Vivian Lizarraga
Abby Vick

STAFF PRESENT: Jean Moreno, Director, Community Services Director
Matthew Hess, Revitalization Administrator
Ismael Cantu, CAP Administrator
Michelle Yates, Community Engagement Manager
Heather Grant, Administrative Support Specialist
Michelle Yates, Community Engagement Manager
Mike Beck, Chief Librarian

1. CALL TO ORDER

Vice Chair Miele called the meeting to order at 6:50 p.m.

2. ROLL CALL

Roll Call was taken.

3. CITIZEN COMMENTS

No comments were received via email or voicemail.

4. APPROVAL OF THE MINUTES

Motion by Committee-member Hackenberg, second by Committee-member Flores, to approve the November 18, 2021 Community Development Advisory Committee meeting minutes with the change on page 7, correcting the word ‘country’ to ‘county’. The motion carried 7 – 0.

5. OLD BUSINESS

None.

6. NEW BUSINESS

a. CDBG Public Services Grant Application Process Update

Mr. Hess gave an update on the CDBG Public Services Grant Application Process, which included the following information:

- The grant application was opened after the new year.
- There were 22 applications received.
- The total grant requests are just under \$1.2 million. It is estimated that \$1.18 million will be received from HUD, of which 15% allocated to the Public Services grant request totals approximately \$370,000.
- The staff review of the applications will be completed tomorrow.
- Last year, a CDAC subcommittee process was used. The three members on the subcommittee created the scoring matrix for review of the grants.
- This year, the subcommittee will meet in early February to review the grant applications. The subcommittee will then bring its funding recommendations to the full CDAC for review.

Mr. Hess asked for volunteers for the subcommittee. Committee-member Carbello, Committee-member Rubio, and Vice Chair Miele volunteered.

Committee-member Flores asked if the full Committee would see all of the applications or only the applications recommended by the subcommittee. Ms. Moreno stated that staff will give all of the applications to all Committee-members for use when considering the recommendations.

Committee-member Rubio asked if the subcommittee would receive information on Council priorities and if they have changed. Mr. Hess relayed that the high-level Council consensus directions have been to fund public services for vulnerable populations, which is in line with the Consolidated Plan Goal #3. Mr. Hess noted that Council has not given staff specific priority directions.

The agenda item was concluded.

7. DIRECTOR'S REPORT

Ms. Moreno gave the Director's Report, which included the following information:

- Master Services Agreement (MSA)
 - From July 2021 to November 2021, over 6,800 units of service have been provided. This is a great amount of work achieved. The top categories of service are case management, bed nights, and employment services.
 - Staff is working with the MSA contractor on key performance indicators and service targets.
- Point In Time (PIT) Count
 - The PIT Count will be conducted on the morning of Tuesday, January 25th. Staff is working in conjunction with the Glendale Police Department. There are over 50 volunteers.
- Emergency Housing Voucher Program
 - Over 30 emergency vouchers have been filled within the past six months, which is a great accomplishment in this challenging housing market. An additional \$10,000 was received for this program which was used to provide essential household items for the families in the program.
- Emergency Rental Assistance
 - The funds have been fully expended for the first two allocations. Approximately \$13.7 million was used to assist over 2,000 families. An additional \$7 million will be received for the program.

- Community Engagement Division – Ms. Yates has been involved in the following events:
 - The Heroes Regional Park Library Pop-Up Library at Benevilla, which is a senior living home.
 - The Sleep in Heavenly Peace Program event, which is a non-profit group that builds beds for children who have none. At this upcoming build, it is anticipated that 65 beds will be built for Glendale children. Staff would like to make this a permanent partnership.
 - 2021 Adopt A Family Program: Over 80 Glendale families were adopted via this CAP Program. Gifts totaling \$50,000 in value were distributed to the adopted families in partnership with local businesses, APS, Walmart, Conair, and more. Staff is looking at other opportunities to assist families throughout the year.

Committee-member Rubio asked for an explanation of the PIT, for those on the Committee who may not know. Ms. Moreno explained that following:

- The PIT Count is an annual count of homeless required by HUD and organized by MAG.
- She stated that the homeless are counted on one day. The count will be held from 5:30 a.m. until noon.
- Outreach to the homeless is also conducted and toiletries are distributed.
- The PIT Count is a component of the funding allocation for ESG and the Continuum of Care.

8. COMMITTEE MEMBER COMMENTS AND SUGGESTIONS

Committee-member Carbello requested a discussion on possibly holding the Committee meetings at an earlier time. Mr. Hess will consult with the City Clerk's Office and will place the item on the February agenda.

9. NEXT MEETING

The next regular meeting of the Community Development Advisory Committee will be held virtually on February 17, 2022 at 6:30 p.m.

10. ADJOURNMENT

Motion by Committee-member Rubio, second by Committee-member Giles, to adjourn the meeting at 7:18 p.m. Motion carried 7 – 0.