

DRAFT



MINUTES

**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE
MUNICIPAL OFFICE COMPLEX
CONFERENCE ROOM B-3
5850 W. GLENDALE AVE.
GLENDALE, ARIZONA 85301**

**MAY 18, 2023
5:30P.M.**

1. CALL TO ORDER

Chair Baker called the meeting to order at 5:33 p.m.

2. ROLL CALL

Present: Lisa Baker, Chair
Kelly Carbello, Committee Member
Kirstin Flores, Committee Member
Theodora Hackenberg, Committee Member
Moises Gallegos, Committee Member
Brandon Hiller, Committee Member

Absent: David Giles, Committee Member
Carlos Vargas, Committee Member

Also Present: Matthew Hess, Community Revitalization Administrator
Trilese DiLeo, Grants Supervisor
Yvonne Arreola, CAP Supervisor- Administrative Support
Yolanda Poole, Administrative Support Specialist

3. CITIZEN COMMENTS

No comments.

4. APPROVAL OF THE MINUTES

Motion by Committee-member Gallegos, second by Committee-member Hackenberg, to approve the April 20, 2023 minutes of the Community Development Advisory Committee as written. The motion carried 6 – 0.

- a. Community Development Advisory Committee Minutes of April 20, 2023.

5. OLD BUSINESS

None.

6. NEW BUSINESS

a. CAP Mission- Organizational Standard 4.1

Ms. Arreola announced the following:

- The Glendale Community Action Program (CAP) delivers financial assistance to income-eligible residents of Glendale experiencing a temporary crisis impacting their ability to pay housing or utility costs. CAP is held to performance standards established by the Department of Economic Security (DES) called Organizational Standards.
- Organizational Standard 4.1 requires that the advisory board has reviewed the department's mission statement within the past five (5) years and assured that: 1). The mission addresses poverty. 2). The CSBG programs and services are in alignment with the mission.
- With the programmatic changes being implemented to evolve from a transactional to a more transformational-focused CAA, we would like to suggest for your review and discussion the following change to our CAP mission statement.
 - CURRENT - The mission of the City of Glendale Community Action Program is to provide responsible and efficient support services that foster self-sufficiency and emotional stability to individuals and families facing financial hardship and/or a major life crisis.
 - REVISED - We create community collaborations for supportive services that empower low-income households to improve economic stability.

Commissioner Gallegos said shorter was better, he liked the revision, and found it more direct.

Commissioner Flores wanted to ensure that low-income households also included individuals. Ms. Arreola said that was correct.

Ms. Hess asked if approval or an action was needed, as it would then need to be included on a future agenda for vote. Ms. Arreola said the item was only for information and discussion.

7. DIRECTOR'S REPORT

Mr. Hess announced the following:

- The heat relief network is operational. In years' past, it has been more of hydration station model, with various facilities throughout the City with water. The City received over \$700,000, in ARPA funds provided by the county to operate heat relief respite centers. Three locations at three different churches are providing respite with food, water, and wrap around services. Phoenix Rescue Mission is a partner as well.
- Vice Chair Leslee Miele had to resign from the Committee due to residency. Staff will work with the City Clerk for recruitment of a GESD representative, as this is a CDAC requirement. Staff will also look at the ordinance itself to see if there is a potential of bringing Ms. Miele back, as recruitment could be difficult due to the narrowness of the requirement.
- City Hall will be under refurbishment later in the fall. Staff has been directed to leave the building by the end of June 2023, so a new meeting location must be obtained for

the next six to eight months. Possible meeting locations include the Main Library or Velma Teague Library. A specific location will be announced at the June 2023 CDAC meeting.

8. COMMITTEE MEMBER COMMENTS AND SUGGESTIONS

Committee-member Hackenberg asked if a regular meeting or a retreat would be held for the July meeting. Chair Baker said the July meeting was typically vacated, as Council was vacated. Mr. Hess said a discussion on a retreat will be held at the June meeting.

9. NEXT MEETING

The next regular meeting of the Community Development Advisory Committee will be held on June 15, 2023 at 5:30 p.m., in conference room B-3 of the Municipal Office Complex, located at 5850 W. Glendale Ave., Glendale, Arizona, 85301, or other location to be determined.

10. ADJOURNMENT

Motion by Committee-member Hackenberg, second by Committee-member Gallegos, to adjourn the meeting at 5:46 p.m. Motion carried 6 – 0.

The Community Development Advisory Committee meeting minutes of were submitted and approved this June 15, 2023.

Denise Kazmierczak
Recording Secretary