

DRAFT



MINUTES

**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE
GLENDALE CIVIC CENTER
SAPPHIRE ROOM
5750 W. GLENN DR.
GLENDALE, ARIZONA 85301**

**JANUARY 16, 2025
5:30 P.M.**

1. CALL TO ORDER

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

2. ROLL CALL

Present: Lisa Baker, Chair
Moises Gallegos, Vice Chair
Kelly Carbello, Committee Member
Jamon Fifer, Committee Member
David Giles, Committee Member
Theodora Hackenberg, Committee Member
Carlos Vargas, Committee Member

Absent: Kirstin Flores, Committee Member
Brandon Hiller, Committee Member

Also Present: Kimberly Hall, Director Community Services
Matthew Hess, Deputy Director Community Services
Trilese DiLeo, Interim Finance and Compliance Administrator
Heather Grant, Program Coordinator
Elise Smith, Human Services Coordinator
Yolanda Poole, Management Assistant

3. CITIZEN COMMENTS

None.

4. APPROVAL OF THE MINUTES

- a. Community Development Advisory Committee Minutes of November 21, 2024.

Motioned by Committee Member Theodora Hackenberg, seconded by Committee Member David Giles

AYE: Vice Chair Moises Gallegos
Committee Member Jamon Fifer
Committee Member Kelly Carbello
Committee Member David Giles
Committee Member Theodora Hackenberg
Committee Member Carlos Vargas
Other: Chair Lisa Baker (ABSTAIN)
Passed

5. OLD BUSINESS

None.

6. NEW BUSINESS

- a. FY 2025-2026 Community Development Block Grant (CDBG) Public Services Grant Application Cycle Matrix.

Ms. DiLeo discussed the City of Glendale's allocation of approximately \$2.4 million in CDBG funds through the US Department of Housing and Urban Development (HUD). The program regulations allow the city to allocate up to 15% of these dollars each year to agencies that provide services to vulnerable populations. City Council established a policy in 2021 to allocate 15% of the city's CDBG funds approximately \$360,000 for this purpose and each year staff undertake a grant application process for nonprofits to apply for funding to serve Glendale residents in these populations. Selection of specific agencies and programs is part of the city's Annual Action Plan (AAP) process that is required for the city to receive CDBG funds from HUD. The FY 2025-26 application process opened on December 16, 2024 and closed on January 3, 2025 and 19 applications were received. Staff will review the applications for eligibility and completeness in advance of CDAC's funding recommendation discussion at the next scheduled CDAC meeting.

Ms. Grant discussed how the matrix will be used to score and rank the FY 2024-25 public service grant applications and allow the CDAC and staff to assess applications against the program's goals, priorities, and compliance requirements in order to ensure it remains fair, transparent, and reflective of the community's needs. Staff requested CDAC's input criteria for the matrix.

The CDAC committee discussed the submission timelines, criteria, and scoring of the matrix and reached a consensus on moving forward with it.

7. DIRECTOR'S REPORT

Director Hall introduced herself to the CDAC and gave her career background. She also reminded the CDAC about the upcoming Point in Time Count on January 28th, 2025 from 5:00 a.m. to noon.

8. COMMITTEE MEMBER COMMENTS AND SUGGESTIONS

Commissioner Vargas requested from staff that CDAC be given more time to review upcoming agenda items and to keep the CDAC informed of activities staff were involved in if a meeting was vacated in relation to the CDAC's activities.

Chair Baker announced a special meeting of the CDAC on February 6, 2025, to discuss the grant application funding for FY25-26 in order to meet Maricopa County and City Council deadlines.

Commissioner Carbello asked if the organizations applying for funding would present to the CDAC and the CDAC discussed future meeting options.

9. NEXT MEETING

The next regular meeting of the Community Development Advisory Committee will be held on February 20th at 5:30 p.m., in the Sapphire Room at the Glendale Civic Center, located at 5750 W. Glenn Dr., Glendale, Arizona, 85301.

10. ADJOURNMENT

Chair Baker adjourned the meeting at 6:35 p.m.

The Community Development Advisory Committee meeting minutes of November 21, 2025 were submitted and approved this 16th day of January, 2025.

Yolanda Poole
Recording Secretary