

DRAFT



MINUTES

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

**MARCH 19, 2026
5:30 P.M.**

1. CALL TO ORDER

2. ROLL CALL

Present: Lisa Baker, Chair
Theodora Hackenberg, Vice Chair
Kelly Carbello, Committee Member
David Giles, Committee Member
Santiaga "Jamie" Villegas, Committee Member
Joy Calles, Committee Member

Absent: Jamon Fifer, Committee Member
Moises Gallegos, Committee Member
Brandon Hiller, Committee Member

Also Present: Kimberly Hall, Director, Community Services
Matthew Hess, Deputy Director, Community Services
Karen Mofford, Housing Administrator
Maria Gonzales, Housing Manager
Heather Grant, Supervisor, Human Services Grants
Yolanda Poole, Management Assistant

3. CITIZEN COMMENTS

None.

4. APPROVAL OF THE MINUTES

- a. Community Development Advisory Committee minutes of February 19, 2026 — For review and approval.

Motioned by Committee Member David Giles, seconded by Committee Member Kelly Carbello

AYE: Chair Lisa Baker
Vice Chair Theodora Hackenberg
Committee Member Kelly Carbello
Committee Member David Giles
Committee Member Santiago "Jamie" Villegas
Committee Member Joy Calles

Passed

5. OLD BUSINESS

None.

6. NEW BUSINESS

- a. FY 2026-2027 Community Development Block Grant (CDBG) Public Services Grant Applications Funding Selection

Ms. Grant reported that the City receives approximately \$2.4 million annually in CDBG funds, with up to 15% allocated to public services for vulnerable populations. Council policy (2021) directs allocation of the full 15% through an annual nonprofit grant process aligned with the Consolidated Plan. The Annual Action Plan (AAP) identifies funded activities and supports 2025–2029 Consolidated Plan goals. The application period (Dec. 19, 2025 – Jan. 5, 2026) resulted in 16 applications totaling \$736,088. Staff reviewed the applications for eligibility and compliance. In February, qualified applications along with a scoring matrix were forwarded to the CDAC for review.

The CDAC discussed the subrecipient application qualifications and funding proposals and provided funding recommendations for Council discussion and consensus direction as part of the AAP process.

- b. *Public Hearing — 2026 Annual Housing Plan, Housing Choice Voucher (HCV) Administrative Plan, Admissions and Continued Occupancy Policy (ACOP) changes and the Capital Fund Five-Year Plan (CFP)

Ms. Mofford opened up the public hearing at 6:29 p.m.

Ms. Mofford explained the requirements of the Annual Plan required by the 1998 Federal Housing Act. The plan outlines goals, objectives, and strategies for administering assisted and affordable housing programs, including updates to the HCV Administrative Plan, ACOP, and the Five-Year Capital Fund Plan (CFP) for 155 public housing units. Public notices were published on January 28 and February 2, 2026; the public comment period is February 2 through March

19, 2026. The CFP supports capital improvements and requires a Five-Year Action Plan; updates to the prior 2025–2029 plan were reviewed. HUD-required policy updates will take effect July 1, 2026. All documents are available on the City’s website.

Ms. Gonzales explained HUD requires annual updates to the Agency Plan for Public Housing Authorities. The plan governs the Housing Choice Voucher (HCV) Program and Conventional Public Housing (ACOP). Proposed updates are **minor** and effective **July 1, 2026**. Both plans are available on the City of Glendale website.

Key Changes:

- Annual re-examinations of income and household composition are required for all participants.
- Re-examinations determine tenant rent and subsidy accuracy.
- Families must report income changes.
- Interim re-examinations will be conducted for any increase or decrease in income. And concluded updates ensure continued compliance with HUD requirements and accurate determination of assistance.

Ms. Mofford explained that there were no changes to the Capital Fund Program — Five-Year Action Plan. This fund is used to modernize and update the 155 units of Glendale Public Housing. Since there were no changes or updates from the 2025-2029 funding years, the Capital Fund Program will roll forward to 2026-2030.

Ms. Mofford gave a progress report. Glendale Housing Authority (GHA) applied for 120 Project-Based Vouchers (PBV) to enhance housing opportunities and living conditions for residents. Centerline on 67th and Glendale allocated 80 PBV units. Senior Housing Development (Mercy Care, 62+) was allocated 40 PBV units. Current leasing status was all 120 PBV units were fully leased as of December 2025.

The committee discussed the plan, and Chair Baker commented that she was pleased the ductwork was being worked on to improve air conditioning efficiency, and Chair Baker also inquired about the timeline for vacancies to get a tenant moved in using a project-based voucher. The timeline is about 1 week.

Ms. Mofford closed the public hearing at 6:47 p.m.

8. DIRECTOR’S REPORT

Ms. Hall shared information about current events happening in the city, including recent job fairs and the Glendale Resource Fair being held at the System of Care Center in Glendale. She also reminded the board of the upcoming Board Appreciation Dinner on April 7.

9. COMMITTEE MEMBER COMMENTS AND SUGGESTIONS

None.

10. NEXT MEETING

The next regular meeting of the Community Development Advisory Committee will be held on April 16, at 5:30 p.m., in the Sapphire Room of the Glendale Civic Center, located at 5750 W. Glenn Dr., Glendale, Arizona, 85301.

11. ADJOURNMENT

Chair Baker adjourned the meeting at 6:50.

The Community Development Advisory Committee meeting minutes of March 19, 2026 were submitted and approved this 16th day of April, 2026.

Yolanda Poole
Recording Secretary