

MINUTES

**CITY OF GLENDALE
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE MINUTES
PUBLIC HEARING #3
GLENDALE MUNICIPAL OFFICE COMPLEX
COUNCIL CHAMBERS
5850 W. GLENDALE AVENUE
GLENDALE, ARIZONA**

**Wednesday, January 22, 2014
6:30 p.m.**

MEMBERS PRESENT: Cherie Hudson, Vice Chair
Matthew Versluis
Shirley Wong
Randy Miller
John Torres
Chuck Jared
Cathy Cheshier
Pattie Johnston
Marcellous Sanders
Ronald Jauregui
Sue Pederson

MEMBERS ABSENT: Art Swander, Jr.

STAFF PRESENT: Gilbert Lopez, Revitalization Administrator
Charyn Palmisano, Revitalization Supervisor
Mona Francis, Revitalization Supervisor
Elizabeth Garcia, Revitalization Coordinator

I. Call to Order and Introductions

Vice Chair Hudson called the meeting to order at 6:30 p.m.

II. Roll Call

All Committee-members introduced themselves.

III. Public Comment

Vice Chair Hudson opened the floor to public comment on the Fiscal Year (FY) 2014-15 funding recommendations.

No comments were made.

Vice Chair Hudson closed the floor to public comment on the FY 2014-15 funding recommendations.

IV. FY 2014-15 Community Development Block Grant (CDBG) Physical Improvements and HOME Investment Partnerships (HOME) Funding Requests

Vice Chair Hudson explained that during this meeting, 12 CDBG Physical Improvement grants and two HOME funding requests would be presented by agency representatives. Vice Chair Hudson noted that the Committee would make funding recommendations which would then be sent on to Council. Council would then review and vote on approval of the recommendations in spring.

Mr. Lopez thanked the Committee-members for their participation and the agency representatives for their attendance at the hearings. Mr. Lopez stated that it appears the grant funding for this year will remain level and similar to last year. Mr. Lopez noted that the grant requests this evening represents the bricks and mortar type requests. Mr. Lopez announced that there is approximately \$1.9 million in Physical Improvement grant funds requested with approximately \$900,000 available. Mr. Lopez added that there is approximately \$495,000 in requests for HOME funding requests with approximately \$300,000 available. Mr. Lopez stated that any changes in the actual amount received from the federal government would be applied to the recommended grants on a pro-rata basis. Mr. Lopez introduced staff and noted that staff is available for any clarifications necessary. Mr. Lopez added that staff has performed all technical reviews of the applications prior to the hearings.

Vice Chair Hudson stated that presentations are limited to four minutes. Committee-members were encouraged to ask clarifying questions and there would be no time limit on this question and answer period. Vice Chair Hudson asked if any of the presenters needed an English to Spanish translator. There were no requests.

Presentations for the following programs were made:

Physical Improvements

1. Arizona Bridge to Independent Living – Glendale Home Accessibility Program (GHAP)
- \$44,367 request

Mr. Darrel Christenson, Vice President of Community Integration, approached the Committee and gave thanks for the past 17 years of funding. Mr. Christenson provided the following information:

- The \$46,437 request is to complete 12 home modification projects.
- The agency provides home modifications for seniors and/or people with disabilities.
- The main clients are Glendale residents who are seniors or disabled. They can be either renters or homeowners.
- Modifications made to create accessibility include ramps, grab bars, high-rise toilets, pedestal sinks and other bathroom modifications. These modifications provide a better quality of life for the residents.
- Licensed and bonded contractors are used for project completion.
- There is no other program like this in the City of Glendale.
- In FY 2013-14, a total of 16 projects were completed with a goal of 10. Recently, an access ramp was installed for an 87-year-old woman which has significantly impacted her life.
- There are 22 residents on the waitlist.

- If callers do not qualify for the program, they are referred to other agencies for assistance, such as Arizona Long Term Care or Mercy Care.
- The agency is shovel-ready and requests funding to move forward to help those in need.

Committee-member Versluis inquired if the past issue with monitoring contracts was resolved. Mr. Christenson replied in the positive.

Committee-member Sanders inquired as to how residents qualify for the program. Mr. Christenson stated that a client must qualify based on verified income. Furthermore, if the client is a renter, the homeowner must consent to the modifications.

Committee-member Miller asked if the agency is continuously shopping for better quality and better pricing on project bids. Mr. Christenson stated that the agency has six contractors on board. The most recent contractor has been with the agency for four years and the most senior contractor has worked with the agency for 23 years. Mr. Christenson explained that each project goes out to bid to all six contractors. The contractor offering the best quality, project availability and best pricing secures the job. The agency strives to be good stewards of its funds.

Committee-member Jauregui inquired if the agency attempts to sign up other contractors. Mr. Christenson replied in the positive. Mr. Christenson commented that the average project cost is up to \$5,000 in scope and so there are not many contractors looking to take on small projects of that size.

Committee-member Jauregui wondered if general contractors or remodel contractors were used. Mr. Christenson stated that both types were used. Mr. Christen noted that the agency ensures the contractor's license is valid and there are no issues with the Registry of Contractors.

Committee-member Torres asked if the agency has partnered with Glendale Public Housing. Mr. Christenson stated that they have not received a request from the Housing Division; however, the agency would be happy to do so.

Vice Chair Hudson thanked Mr. Christenson for the presentation.

Physical Improvements

2. Habitat for Humanity Central Arizona – Emergency Home Repair Program - \$375,000 request

HOME

1. Habitat for Humanity Central Arizona – Acquisition, Infrastructure, Rehab and Resale - \$255,000 request

Mr. Roger Schwierjohn thanked the Committee for its partnership in the past. Mr. Schwierjohn provided the following information:

- The Emergency Home Repair Program assists low income homeowners with the repair of such items such as air conditioning, heating, plumbing and electricity. The agency administers this program for the Glendale Community Housing Division.
- Clients call into the 24-hour hotline. After an appointment is made to review the house, the client's income is verified, the scope of the project is determined and the project moves forward.
- Some repairs are done by the Habitat for Humanity staff repairmen; however, certain items, such as air conditioners, are handled by outside contractors.
- It is estimated that \$375,000 for the Emergency Home Repair Program will help approximately 175 families.
- Last fiscal year, approximately 171 families were served at an average repair cost of \$2,000 per project.
- The majority of repairs involve the HVAC.
- The \$255,000 request for acquisition, rehab and resale will be used in the construction of three homes in Glendale. Each home will cost approximately \$80,000 to construct.
- Over the years, the agency has built 90 homes in Glendale.
- Habitat for Humanity is the largest, single family home builder in the State of Arizona.

Committee-member Miller thanked Mr. Schwierjohn for the excellent job the agency does in the community. Mr. Schwierjohn praised the agency staff for its commendable work and read aloud a few thank you cards received from clients.

Committee-member Jared stated that he was pleased to see that the valley's sports teams were supporting the efforts of the agency. Mr. Schwierjohn commented that the Coyotes have been a great supporter. Mr. Schwierjohn noted that every \$1.00 donation is leveraged into \$3.00 due to the fine partnerships and volunteer hours.

Committee-member Jauregui inquired as to the projects handled by outside contractors. Mr. Schwierjohn stated that the agency uses outside contractors for HVAC, concrete, masonry, plumbing and electrical. Committee-member Jauregui asked how often contracts went out to bid. Mr. Schwierjohn stated that for the new home construction, the bids would go out on a per case basis, but for the Emergency Home Repair Program, bids go out on a semi-annual basis. Committee-member Jauregui stated that it would be wonderful if more Glendale contractors could be used. Mr. Schwierjohn understood, but noted that his agency is required to hire the contractor with the best value and quality at the most reasonable price. Mr. Lopez also noted that the federal contracts do not allow only Glendale contractors to be hired as each project must go to bid and be analyzed for the best job at the most reasonable price.

Committee-member Wong wondered if the emergency repairs were free to the homeowner. Mr. Schwierjohn explained that the homeowner does not have to pay for the repairs and if the amount exceeds \$1,000, a lien is placed on the property. Furthermore, if the house is sold within five years of the repair, the remaining balance must be paid back.

Vice Chair Hudson thanked Mr. Schwierjohn for the presentation.

3. City of Glendale – Community Housing Division – Public Housing ADA Accessibility - \$225,000 request

Ms. Elaine Adamczyk thanked the Committee-members for their time and presented the following information:

- The goal of the Community Housing Division is to provide safe, decent and sanitary housing to Glendale families.
- Previous grant awards have been well spent as they have helped the city's neediest families and have improved the lives of Glendale residents.
- The units in Glendale's public housing communities are kept in very good condition. There are 155 units in three complexes, and a total of 385 individuals are housed, of which half are under the age of 18 and most are the working poor.
- The funds requested will be used to modernize up to four apartments in order to improve the condition and to include accessibility features. Accessibility features include lowered light switches, relocation of outlets, widened doorways, high-rise toilets and countertops, roll-showers, grab bars and widened exterior sidewalks.
- The division takes great care to be fiscally responsible and is very proud to maintain the conditions of Glendale Public Housing.

Committee-member Miller inquired about unspent funds from previous grants. Ms. Adamczyk explained that a roof project will be finished at the end of January 2014 and the division is still waiting for funds for the xeriscaping project. Ms. Adamczyk added that there were savings of \$35,000 - \$37,000 on the bathroom grant and the windows and door grant due to lower costs. Both are on the street for additional contracts.

Committee-member Johnson inquired about the division's High Performer status. Ms. Adamczyk announced that the Public Housing division has achieved this status for the past 19 years and just received High Performer status for its Section 8 Housing Program.

Vice Chair Hudson thanked Ms. Adamczyk for her presentation.

4. Central Arizona Shelter Services (CASS) – Vista Colina Emergency Shelter Improvements – Phase I - \$80,000 request

Mr. Mark Holleran thanked the Committee for its time and presented the following information:

- The funds requested will be used to make repairs to the Vista Colina Family Center, which is located in the Sunnyslope neighborhood in north Phoenix.
- The property consists of 30 apartments and houses up to 36 families. Over the years, the facility has aged and is now in need of repairs.
- The property was obtained in 1980 from the Resolution Trust Corporation.
- In the first six months of FY 2013-14, the Center provided 2,500 nights of shelter for nine families from Glendale. This equates to a 14-bed shelter for the City of Glendale for six months.

Committee-member Jauregui inquired as to how many cities the center serves. Mr. Holleran replied that the agency serves all cities in Maricopa County. Mr. Holleran clarified that FY

2013-14; nine families from the City of Glendale were assisted, which consisted of 23 individuals. Mr. Holleran noted that homelessness is a regional issue and clients do move from city to city. Mr. Holleran explained that the agency bases the city statistics on how the clients answer the residency questions, even though sometimes there is no way to formally confirm the last city the resident has lived in.

Committee-member Sanders asked for the age of the Vista Colina property. Mr. Holleran stated that it was built in 1974.

Vice Chair Hudson thanked Mr. Holleran for his presentation.

5. Heart for the City – Youth Programs - \$100,000 request

Mr. Joe Eriquez thanked the Committee-members for their time at the hearings. Mr. Eriquez gave a presentation on the grant request, which included the following:

- Over 2,000 children are served annually in the agency's programs.
- Approximately 30 children from the City of Glendale have received full scholarships to a private school through the agency.
- This year, the agency will have approximately 180 inner city children in its tackle football program. All equipment and uniforms are provided. Participation in sports keeps children busy, focused and out of trouble.
- The grant funds will be used to create a community garden at 69th Avenue and Bethany Home Road.
- The community garden will help to combat childhood obesity, encourage healthy food choices, teach children about gardening and build bonds between the mentors and children.
- The agency believes in a holistic approach toward the children which means addressing the body, mind and spirit.
- All children, in every Glendale neighborhood, matter a great deal and are to be valued.
- Inner city children can become very angry due to lack of opportunity and the mentoring approach works well with these children. The mentors help the children process all that life throws at them.
- Eating right helps children think right.

Committee-member Versluis commented on the recent news articles regarding tackle football and concussions. Mr. Eriquez stated that football has been around for a very long time and is a valuable sport for the children. Mr. Eriquez noted that the coaches teach the children the proper ways to hit and tackle each other.

Committee-member Versluis inquired as to the size of the property for the planned garden. Mr. Eriquez noted that the property is about three-fourths of an acre.

Committee-member Versluis asked if flood irrigation would be used to water the garden. Mr. Eriquez stated that flood irrigation was researched but is not able to be used at the property. The agency will need to tap into the city water line and have a water meter installed at a cost of approximately \$10,000. Mr. Eriquez estimated the annual cost of water for the garden at \$3,500.

Committee-member Torres inquired about the schools that would be involved. Mr. Eriquez explained that there are three schools near the property for the garden and each school would have its own section of the garden. The agency would work with the schools to determine which grade level(s) would work the garden and a visitation schedule.

Committee-member Sanders felt that the children would enjoy growing the vegetables, but may not necessarily eat the vegetables. Mr. Eriquez commented that a coach or mentor can be a very big influence on a child and if the coach or mentor is eating the vegetables, the child will at least try it.

Committee-member Jauregui wondered how many staff members were at the agency. Mr. Eriquez replied that there were two staff members, including himself, and approximately 30 volunteers. Mr. Eriquez noted that 76% of all funds raised go to the children.

Committee-member Jauregui asked how children were recruited for the programs. Mr. Eriquez stated that the agency coaches sports at local schools and builds relationships with the children. Mr. Eriquez noted that not all children are interested in sports and thereby, the community garden would allow children with other interests to be reached. Mr. Eriquez added that in addition to school presence, he is involved in many community events and activities in the neighborhoods.

Vice Chair Hudson thanked Mr. Eriquez for his presentation.

6. Hope for Hunger Corporation – 2014 Hunger Fighters - \$60,000 request

Mr. Randy Rodriguez, a volunteer with Hope for Hunger, gave a presentation which included the following highlights:

- The agency's facility is located at 55th Avenue south of Bethany Home Road and has been in existence for approximately three years.
- The goal of the agency is to provide food to the local community.
- Last year, 61,000 people were served with 545,000 tons of food.
- The agency is fully run by volunteers.
- No one is turned away, and 100% of Glendale residents are served. The agency does serve some Phoenix and Peoria zip codes. However, if the agency must cut back, it will retain its commitment to Glendale residents first and foremost.
- The funds requested will be used for improvements at the food bank, including:
 - Repairs to a walk-in freezer
 - A kiosk with hardware and software in order to track volunteers
 - Computer system upgrades, including new computers and printers
 - Four built-in work stations
 - An interior water fountain
 - A digital message board to direct parking traffic

Committee-member Miller commented that just prior to tonight's meeting, he received a text from a colleague who is looking to donate a few computer servers to a good cause. Committee-member Miller will provide Mr. Rodriguez with contact information.

Vice Chair Hudson thanked Mr. Rodriguez for his presentation.

7. Valley Life – Upgrade Residential Group Home Facilities - \$128,000 request

Ms. Brenda Redel, Director of Residential Services, approached the Committee and provided the following highlights regarding the agency and the grant request:

- The agency has been servicing the community for 67 years.
- There are 25 group homes in the program, 13 of which are in Glendale. These 13 homes serve 53 adults with intellectual and physical disabilities.
- The agency partners with HUD and owns the homes, so the agency has a vested interest in keeping the homes in top shape.
- The request is for \$148,000 for labor and contracting costs for physical improvement projects. The funds will be used for projects such as:
 - New electrical panel and wiring in four of the homes
 - Making six of the homes more energy efficient by adding insulation, installation of double pane windows, new air conditioning
 - Installation of new security screen doors, replacing old worn carpets with tile, screening in back patios, painting and adding wainscoting in some rooms

Committee-member Torres complimented the agency on the fantastic upkeep of the exterior of its homes. Committee-member Torres inquired if Valley Life has partnered with ABIL in the past. Ms. Redel replied that they have not partnered in the past, but would be open to the opportunity. Ms. Redel commented that Valley Life does have its own maintenance department.

Committee-member Miller inquired as to how the agency is reimbursed. Ms. Redel stated that the agency receives funds for members via the State of Arizona Division of Developmental Disabilities and also Medicaid.

Vice Chair Hudson thanked Ms. Redel for her presentation.

8. City of Glendale – Economic Development – Visual Improvement Program - \$300,000 request

Mr. David McAlindin thanked the Committee for the opportunity to present and provided the following information:

- The economy continues to improve after the severe downturn. Now is a good time for Glendale businesses to move forward with improvements.
- The Visual Improvement Program (VIP) provides business owners with a 50% match for their exterior improvement project. An example is improved signage.
- The program is a good opportunity to develop the downtown area in Glendale.
- Two projects were completed in FY 2013-14.
- The VIP program has been successful and has made a positive impact in the City. It is a beneficial tool to support local businesses.

Committee-member Miller wondered if the business owners had to qualify as low to moderate income. Mr. Lopez clarified that because the businesses are located in the downtown development area, the grant funds are not tied to income.

Committee-member Sanders asked about the plan for advertising the VIP program. Mr. McAlindin stated that the department will be working more closely with the Chamber of Commerce.

Committee-member Jauregui asked if the business property had to be paid off in order to participate in the program. Mr. McAlindin replied in the negative.

Committee-member Torres inquired as to some of the businesses that have participated in the VIP program. Mr. McAlindin noted that Justin's Pizza, the Open Door, La Condessa/La Santissima have recently participated. Mr. McAlindin provided staff with a detailed list.

Committee-member Torres inquired about any unused program funds. Mr. Lopez stated that unused funds would be re-allocated with approval from the Committee.

Committee-member Jauregui asked if a lien was put on the property for reimbursement to the City. Mr. McAlindin explained that the business owner initially pays for the improvement to the property and the City then reimburses the owner for 50% of the project cost after completion.

Committee-member Jauregui asked if there was a limitation in regards to when the business owner could sell the property after participating in the program. Mr. McAlindin replied in the negative.

Vice Chair Hudson thanked Mr. McAlindin for his presentation.

9. City of Glendale – Neighborhood and Human Services/Code Compliance – Blighted Vacant Properties Program - \$20,000 request

10. City of Glendale – Neighborhood and Human Services/Code Compliance – Neighborhood Preservation Program - \$54,206 request

Mr. Paul Hernandez, Assistant Director of Code Compliance, requested to discuss both Code Compliance grant requests at once. The presentation included the following information:

- A major goal of the Code Compliance Department is to eliminate slum and blight conditions.
- The Department encourages voluntary resident compliance with City Code and typically receives compliance via education.
- The funds for the Neighborhood Preservation Program would be used for continued funding of a full-time contracted inspector.
- Via the Neighborhood Focus Program, an inspector drives through the neighborhood and proactively identifies violations. The inspector notifies the homeowner and works with the homeowner to abate and correct the violation. This helps to keep neighborhoods stabilized.

- The \$20,000 request for the Blighted Vacant Properties Program would be used to fund the Clean and Lien Program.
- For FY 2013-14, 866 complaints were resolved by the department, and 73 of these properties were cleaned up with the use of CDBG funds. Demand on the department continues and the City needs assistance to keep up with the need.
- When a violation is noticed, the property owner is notified. If the violation is not fixed by the owner, the City cleans the property, bills the homeowner and places a lien on the property. If the homeowner does not reimburse the City, the City places a lien on the property and the City is reimbursed via the lien when the property is sold.
- Approximately \$66,000 in CDBG funds have been recouped via the Clean and Lien Program. These funds help to continue the program.
- The Clean and Lien program promotes health and safety and keeps the communities strong.

Committee-member Torres noted that the department received funds last fiscal year for a full-time inspector and wondered if this individual was still with the department. Mr. Hernandez stated that the individual left the department recently and the process of recruiting another inspector is underway.

Vice Chair Hudson thanked Mr. Hernandez for his presentation.

11. City of Glendale – Parks and Recreation and Library Services – Velma Teague Branch Library Renovation - \$201,356 request

Ms. Cheryl Kennedy, Chief Librarian, approached the Committee and presented the following information:

- The grant request is for renovation of the Velma Teague Library. This renovation will provide safety, security, expanded and enhanced programming space and improve the aesthetics at the library.
- The restrooms at the library will be made ADA compliant.
- The computer lab computers will be relocated to the adult area of the library.
- The Story Time room will be enlarged which will allow for exceptional programming and use for developmental playgroups as well as other needs. A collapsible wall might be installed in order to make the space smaller if needed for two groups.
- The hours at the library have been cut over the years from 68 hours a week to 32 hours a week. Therefore, staff serves many more people in a smaller amount of time. The demand for the library services continues despite cutbacks.

Committee-member Torres complimented Ms. Kennedy on the job performed by staff and their dedication despite the cut in hours. Ms. Kennedy noted that staff is doing the best they can but the physical improvements would greatly benefit the library users.

Vice Chair Hudson thanked Ms. Kennedy for her presentation.

12. City of Glendale – Public Works Department/Street Maintenance Division – Street Reconstruction/Paving - \$410,000 request

Ms. Christina Betz thanked the Committee-members for their time and past funding. Ms. Betz provided information on the grant request, including the following information:

- The grant request is for \$410,000 to reconstruct and pave a quarter-mile of deteriorating street on Colter Street from 55th Avenue to 57th Avenue. Furthermore, the concrete curbs will be redone to be ADA compliant.
- This is a residential street and meets the guidelines for grant funds.
- This is one of the street sections ranked in the worst condition in the City; however, the City does not have enough funds in the annual budget to address this street.
- The City of Glendale has 718 miles of streets of which 42 miles are ranked as poor to very poor condition.

Committee-member Sanders asked if Colter Street extends beyond the quarter-mile. Ms. Betz replied in the positive however commented that the area from 57th Avenue to 59th Avenue was in better condition.

Committee-member Miller inquired if the City of Glendale has staff to fix the street or if contractors would be hired. Ms. Betz stated that the City would go through a public bidding process. Committee-member Miller asked if City of Glendale contractors would have priority. Mr. Lopez explained that the federal government requires that the best qualified contractor at the best price be utilized. Ms. Betz agreed and noted that the Davis-Bacon Act is followed when choosing contractors.

Vice Chair Hudson thanked Ms. Betz for her presentation.

HOME

2. Newtown Community Development Corporation – Community Land Trust Homeownership - \$240,000 request

Mr. Lopez announced that there were no representatives at the hearing to present the funding request. Mr. Lopez stated that in the past, the agency representatives have always attended the grant hearings.

VII. Adjournment

Committee-member Miller motioned to adjourn the meeting at 8:14 p.m. Committee-member Torres made the second. The motion passed 11 – 0.

Respectfully submitted,

Recording Secretary
Denise Kazmierczak