

MINUTES

CITY OF GLENDALE
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE
GLENDALE MUNICIPAL OFFICE COMPLEX - ROOM B-3
5850 W. GLENDALE AVENUE
GLENDALE, ARIZONA
Thursday, April 16, 2015
6:30 p.m.

MEMBERS PRESENT: Cherie Hudson, Chair
Pattie Johnston, Vice Chair
John Torres
Chuck Jared
Sharyn Nesbitt
Matthew Versluis
Ronald Jauregui
Dorlisa Dvorak
Mickey Nunez
Sue Pederson
Karissa Ann Ramirez
Dennise Rogers

MEMBERS ABSENT: Cathy Cheshier

STAFF PRESENT: Gilbert Lopez, Revitalization Manager
Elaine Adamczyk, Community Housing Manager
Erik Strunk, Community Services Director

- I. Call to Order and Introductions
Chair Hudson called the meeting to order at 6:30 p.m.
- II. Roll Call
Chair Hudson conducted Roll Call.
- III. Minutes
Vice Chair Johnston motioned to approve the March 19, 2015 meeting minutes as written. Committee-member Jared made the second. The motion passed 12 – 0.
- IV. Swearing in of New Committee Members
Chair Hudson swore in new Committee-member Ramirez.
- V. Business from the Floor
None.
- VI. Authorization to Amend Glendale’s FY2014-2015 Annual Action Plan to Accept \$200,000 in HOME funds from the Maricopa County HOME Consortium to be used by Habitat for Humanity in Central Arizona by amending Agreement C-8437-1 and Conduct a Public Hearing

Mr. Lopez gave a brief synopsis of the recent Maricopa County HOME Consortium reallocation of returned funds and program income. Mr. Lopez explained that the City of Scottsdale returned over \$1.8 million in funding to the Consortium. The City of Glendale applied for and was allocated an additional \$200,000 in HOME funds to be used by Habitat for Humanity to supplement the construction of four new housing units in the 85301 zip code area. Other valley cities applied for and received allocations from the returned funds as well. These funds must be committed and under contract before July 1, 2015. Furthermore, to accept this funding, the City must amend its current FY2014-2015 Annual Action Plan.

Committee-member Ramirez asked for the locations of the four Habitat for Humanity houses. Mr. Lopez will obtain the addresses and send to the Committee-members.

Committee-member Jauregui inquired as to the tight timeframe for use of the funds. Mr. Lopez explained that these were older funds that were returned and they are still attached to a deadline. Mr. Lopez commented that the Staff only applied for funds that Habitat for Humanity could utilize by the deadline. These four properties were already in the planning phase and are therefore shovel-ready.

Chair Hudson opened the public hearing.

No public comments were made.

Chair Hudson closed the public hearing.

Committee-member Jauregui asked if the floor plans for the four Habitat for Humanity houses were available. Mr. Lopez will check with Habitat for Humanity for a copy. Mr. Lopez stated that the floor plans can differ depending on the shape and size of the lot or location. Furthermore, the building plans are updated as building codes change. Also, if the lot is in a historical neighborhood, the plans must go through a historical review and environmental review process. It is important in any neighborhood to maintain the flow of the community design.

Committee-member Jauregui asked for details regarding the sweat equity portion of the build. Mr. Lopez will obtain detailed statistics from Habitat for Humanity. Committee-member Jauregui asked to be notified with the construction dates for the new builds as he would like to stop by.

VII. Update on the FY2015-19 Five Year Consolidated Plan and FY2015-16 Annual Action Plan and Analysis of Impediments to Fair Housing Development Process

Mr. Lopez explained that in order for the City to remain eligible to receive CDBG, HOME and ESG funding from HUD, the City must undertake actions including developing a Five-Year Consolidated Plan, Annual Action Plan and Analysis of Impediments to Fair Housing Choice. Mr. Lopez stated that the Five-Year Consolidated Plan is based on public input, current relevant data, historic data, trending analyses, economic data, housing analysis, and many other additional factors.

Mr. Lopez noted that the 30-Day Public Comment Period began March 6, 2015 and concluded April 6, 2015. Mr. Lopez stated that staff received good response to the public surveys regarding the plan. A draft copy of the plan was displayed. Mr. Lopez announced that the Analysis of Impediments to Fair Housing Choice is in the 10-day public comment period right now.

Mr. Lopez stated that affordability and more accessible housing remain challenges for the City. There are six census tracts that are in the over 40% poverty level category.

Mr. Lopez stated that the plan reports are available online and hardcopies will be provided to Committee-members by request. Committee-members Jauregui and Torres requested hardcopies.

VIII. FY15-16 DRAFT DEPARTMENT BUDGET

Mr. Strunk conducted a presentation on the proposed FY15-16 Community Services Department budget.

Mr. Strunk stated that by state law, the City must have a balanced budget.

- Financial One Year Cycle
 - Financial Planning: October – July 1st (Budgeting)
 - Fiscal Year: July 1st – June 30th (Accounting and Financial Reporting)
 - Financial Reporting: Year End
- FY15-16 City Budget Calendar
 - Upcoming Dates:
 - Council Workshop: April 14th – Mr. Strunk will present the Community Services Department Budget for FY15-16.
 - Council Workshop: April 21st – Was scheduled but was canceled.
 - Voting Meeting-Tentative Budget Adoption: May 26, 2015
 - Voting Meeting-Tentative Budget Adoption/Property Tax Levy: June 9, 2015
 - Voting Meeting-Property Tax Adoption: June 23, 2015
- City General Fund
 - Appropriations and Revenues were displayed for FY06-07 through FY14-15.
- City Operating Budget
 - General Fund Expenditures: A pie chart was displayed for general areas of expenditures.
- Key FY15-16 Capital Improvement Budget
 - The only Community Services Department project on the Budget is the Library Automated Book Distribution Machine for an estimated cost of \$600,000.
- Community Services Department
 - High-Level Organizational Chart
 - Composed of Human Services, Parks Recreation and Neighborhood Services, and Library and Arts
 - Entire Department Staffing 141.75 FTE's
 - Proposed FY15-16 Budget: \$40,472,580
 - Draft FY15-16 Operating Budget: A pie chart was displayed for general areas of expenditures.
 - Key FY15-16 Capital Improvement Budget Items
 - YSC Sub-Fund placed in Parks Maintenance Fund
 - Additional MOW Team Funds
 - Additional Funds for Park Rangers
 - Additional Funds for Neighborhood Services
 - No Fees Increase for Rentals
 - Asset Assessment for CIP
 - Draft FY15-16 Capital Improvement Budget
 - Library Books Populations Growth (DIF Funded): \$500,000
 - Arts Fund – Maintenance of Existing Arts Catalog (1% funded): \$200,000
 - Paseo Linear Park Additions - Installation of Picnic Tables, Shade Structures, Exercise Stations between 51st and 73rd Avenues and Olive and Greenway: \$163,497
 - Automated Book Distribution – 24/7 Library: \$564,630
 - Thunderbird Park Kiosks - Fabricate and Construct Kiosks at the Park and Construct New Trailheads: \$33,000

- Orangewood Vista Park – Develop a two-acre portion of the remaining 10-acre undeveloped portion of the park, with ramada and concrete pad
- Upcoming Budget Issues
 - Maintaining Service Levels
 - Community Housing General Fund
 - Department Fee Schedule
 - The Federal Budget
 - Library DIF
 - Parks and Recreation DIF

Mr. Strunk thanked the Committee for the grant recommendation to support improvements at the Velma Teague Library and for the ADA improvements at parks and community centers. Mr. Strunk announced that there have been no staffing roll-backs in the department which is good news. Mr. Strunk encouraged the Committee-members to contact their Councilmembers with any specific funding comments or requests regarding the City budget.

Mr. Strunk announced that complete, detailed copies of the budget are online or can be provided to the Committee-members by request.

VIII. Committee Comments

Committee-member Versluis thanked Staff for a great job on the budget and all other tasks. All agreed.

Mr. Strunk will send the Committee-members an invitation via email to a Habitat for Humanity new home wall signing on April 18th.

IX. Adjournment

Committee-member Torres motioned to adjourn the meeting at 7:21 p.m. Committee-member Jared made the second. The motion passed 12 – 0.

Respectfully Submitted,
Denise Kazmierczak