

MINUTES

**CITY OF GLENDALE
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE
GLENDALE CITY HALL – ROOM B-3
5850 W. GLENDALE AVENUE**

**Thursday, April 18, 2013
6:30 p.m.**

MEMBERS PRESENT: Arthur Swander Jr., Chair
Matthew Versluis
Cherie Hudson
Randy Miller
Marcellous Sanders
Vickie Loya
Ronald Jauregui
Shirley Wong
Chuck Jared

MEMBERS ABSENT: John Torres

STAFF PRESENT: Rebecca Daniel, Community Action Program Administrator
Charyn Eirich-Palmisano, Revitalization Supervisor
Erin Cullum, Senior Management Assistant

I. Call to Order

Committee-member Loya motioned to open the meeting at 6:37 p.m. Committee-member Sanders made the second. The motion passed 8 – 0. [Committee-member Wong was not yet present.]

II. Roll Call

Chair Swander Jr. conducted roll call. Committee-member Hudson took the Oath of Office.

III. Approval of Meeting Minutes – March 21, 2013

Committee-member Miller motioned to approve the March 21, 2013 meeting minutes as written. Committee-member Jared made the second. The motion passed 9 – 0.

IV. Business from the Floor

None.

V. Public Housing – Tenant Charge List

Ms. Cullum presented information regarding the updated Public Housing Tenant Charge List.

Ms. Cullum stated that Glendale Community Housing Division (CHD) is the landlord for 155 public housing rental units. Ms. Cullum noted that as landlord, CHD must ensure that all units are properly maintained and to ensure that all units will pass HUD inspections. Any charges resulting from damages caused by the assisted family or their guests are the responsibility of the family. Ms. Cullum provided the Committee with the list of current charges for repair/replacement of various items in a unit. The Committee-members reviewed the document.

Committee-member Miller motioned to approve the Public Housing Tenant Charge List as presented. Committee-member Hudson made the second. The motion passed 9 – 0.

VI. Community Development Block Grant (CDBG) Fiscal Year (FY) 2013-14 Annual Action Plan

Ms. Eirich-Palmisano gave a brief update on the FY 2013-14 CDBG Annual Action Plan. Ms. Eirich-Palmisano announced that the final federal budget was released this week and CDBG, HOME and ESG will see some allocation cuts, but not as much as anticipated. Once the department receives the final allocation formally, the grant recommendations will be prorated accordingly.

Chair Swander opened the public hearing for comments on the adoption of the FY 2013-14 CDBG Annual Action Plan.

No comments were made.

Chair Swander closed the public hearing for comments on the adoption of the FY 2013-14 CDBG Annual Action Plan.

VII. Community Action Program (CAP) Update

Ms. Daniel provided an update on division activities for January through March 2013, which included the following information:

- Direct services funding balances available for crisis programs in FY 2012-13:
 - Low Income Home Energy Assistance Program: \$118,345
 - Arizona Community Action Association: \$34,915
 - Temporary Assistance to Needy Families: \$27,640
 - Emergency Solutions Grant: \$93,546
- CAP Appointment Line
 - The Appointment Line has been slow, but is expected to pick up when the weather warms up.
 - Calls are accepted every other Monday.
 - 105 resident calls were accepted on the hotline for January, February and March.

- 94 households were pre-screened through Education Workshops for energy conservation.
- 26 households were assisted by medical accommodation and/or by homebound visit.
- 4 households were assisted with the State Telephone Assistance Program.
- \$63,135 in direct service funding was provided to Glendale residents for emergency services: utility, rent/mortgage programs during January, February and March 2013; 109 households were assisted.
- Agency Collaboration:
 - Human Services West Valley Alliance: Coordination of resources for Maricopa County
 - First United Methodist Church: Homeless Coalition for Glendale residents
 - Desert Springs Community Church: Help the Helpers Workshop for eldercare
 - Maximus Coordinating Council Meeting: Social Service Resources for Maricopa County
- Arizona Community Action Association (ACAA)
 - Training for any interested board members within Maricopa County to be offered at the Carefree Resort and Conference Center on Wednesday, May 8, 2013.

Chair Swander suggested that Ms. Daniel reach out to the Crisis Response Team Program Coordinators for the cities of Surprise, Phoenix and Glendale to provide information regarding CAP services.

VIII. Committee Comments and Suggestions

None.

IX. Adjournment

Committee-member Miller motioned to adjourn at 7:10 p.m. Committee-member Hudson made the second. The motion passed 9 – 0.

Respectfully submitted,

Recording Secretary
Denise Kazmierczak