

DRAFT MINUTES

**CITY OF GLENDALE
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE
Summer Retreat – Fruit Packing Shed
9802 N. 59th Avenue
Saturday, July 9, 2016
8:00 a.m. – 11:00 a.m.**

MEMBERS PRESENT:

Matthew Versluis, Chair
Dorlisa Dvorak, Vice Chair
Sharyn Nesbitt
Denise Flynn
Leslee Miele
Mickie Nunez
Valentina Imig
Kevin Loera

MEMBERS ABSENT:

Karissa Ann Ramirez
Daniel Tapia
Belinda Allen
Emmanuel Allen
Dennise Rogers

STAFF PRESENT:

Gilbert Lopez, Revitalization Administrator
Erik Strunk, Director Public Facilities, Recreation & Special Events
Elaine Adamczyk, Interim Director Community Services
Stephanie Miller, Senior Management Assistant
Renee Ayres-Benavidez, Revitalization Grants Supervisor
Karen Mofford, Community Housing Supervisor

- I. Call to Order and Introductions
Chair Versluis called the meeting to order at 8:14 a.m.
- II. Roll Call
Chair Versluis conducted Roll Call. Introductions were made.
- III. Minutes
Vice Chair Dvorak motioned to approve the June 16, 2016 with the correction of “Valentina Emmett” to “Valentina Imig” on page 1. Committee-member Flynn made the second. The motion passed 8 – 0.
- IV. Overview of Retreat
Mr. Strunk provided a brief overview of retreat topics and schedule for the day.
- V. Ice Breaker
An Ice Breaker was conducted.
- VI. Review and Final Recommendation of Homeless Strategies

Ms. Miller presented an update to the Glendale Homeless Action Plan, which was initially presented to the Committee in June 2016. Over the past several months, the Community Services Department has worked with internal city departments and external organizations to evaluate and assess Glendale's current homeless strategies. After meetings with the Glendale City Court, Police Department, Fire Department, Park Rangers, Community Revitalization, Community Action Program, Glendale Community Housing, Glendale Chamber of Commerce, the faith-based organization NEIGHBOR, Glendale Elementary School District, Glendale Union High School District, Arizona State University Morrison Institute students, non-profit organizations and homeless persons, the Community Services Department discovered areas of improvement in Glendale's existing homeless strategies and developed appropriate recommendations. The Glendale Homeless Action Plan provides recommendations which focus on improving and streamlining internal procedures and will establish the framework to consider new homeless assistance programs in Glendale in the future, contingent upon funding. The Executive Summary was also provided in the Commissioners meeting packet.

The update to The Glendale Homeless Action Plan included the following new/revised slides as presented by Ms. Miller:

- Recommendations
 - Identify Funds for a Dedicated Homeless Liaison
 - Create a Unified Team
 - Improve Communication
 - Improve Data Collection
 - Reevaluate Enforcement Capabilities *New Addition
 - Annual Review of Efforts
- Areas of Improvement: Reevaluate Enforcement Capabilities *New Addition
 - Police Department and Parks and Recreation Department: Enforcement of park rules, urban camping and shopping carts help keep the community safe and clean. However, there are gaps in enforcement that allow persons to use parks and other public places for unintended purposes.
 - Recommendation #5a: Reevaluate city ordinances and consider best practices.
 - Recommendation #5b: Request 1 additional FTE Park Ranger and reclassify 1 Park Ranger position as Park Ranger Supervisor
 - Recommendation #5c: Review Section 27 in city Code (Parks and Recreation)
- Next Steps
 - Phase 1: 3 Months
 - Standardize homeless resource list
 - Establish homeless data points
 - Standardize procedures for homeless encounters (in terms of education/referrals)
 - Phase 2: 6 Months
 - Identify Homeless Liaison
 - Create homeless campaign across departments
 - Reevaluate enforcement capabilities *New Addition
 - Educate employees on homeless encounters and resources
 - Begin homeless communication efforts
 - Phase 3 – Ongoing
 - Evaluate new data collected to identify potential areas of service

- Evaluate implementation of new resource list, data tracking systems and procedures
- Work with external organizations to identify new potential programs
- Annual review of efforts

Chair Versluis inquired if an additional Park Ranger would be hired if the Commission approved the Plan. Mr. Strunk explained that much of the plan has internal impacts and will move forward in different phases. Mr. Strunk added that budget approval is required for all staffing additions.

Committee-member Nunez inquired as to whom the proposed Homeless Liaison would report to and if the Liaison would provide reports to the CDAC. Mr. Strunk clarified that the Liaison would have two levels of accountability: to the City Manager and to the Council. Committee-member Nunez asked if an additional Park Ranger would be hired. Mr. Strunk explained that he will be moving forward with submitting a request within the next week or two for an additional ranger. Mr. Strunk noted that the current park ranger vacancy will be transferred to a supervisor position.

Committee-member Imig wondered how the Liaison could manage the data capture and review along with the other proposed duties. Committee-member Imig inquired if the Liaison would need an assistant. Ms. Miller did not foresee the need for an assistant initially as the role of the Liaison would be developing over time. Committee-member Imig felt that data collection and management could be a full-time job in itself.

Committee-member Flynn stressed setting up the database with various drop-down and data boxes so that the data captured would readily provide staff with all necessary information.

Committee-member Miele stated that she particularly liked the focus on the conversations with the schools and faith-based organizations. Committee-member Miele noted that people do not know all of the services that the City and other agencies have to offer. Committee-member Miele was very excited about the initial plan.

Vice Chair Dvorak commented that the plan has a great framework and is truly a living document.

Mr. Strunk noted that the plan falls in line with the Consolidated Plan, which Mr. Lopez and his group work with in depth, which involves MAG and larger regional initiatives. Mr. Lopez stated that the regional issues are currently quite challenging due to the changes that HUD is implementing. Mr. Lopez displayed a letter written to the Arizona Congressional Delegation, signed by Mayor Weiers as well as others, requesting federal funds to help the families recently displaced by the changes in HUD funding for the homeless shelters.

Ms. Ayres-Benavidez commented that HUD's focus is on ending homelessness and the internal process will feed into and through the regional systems. Ms. Ayres-Benavidez stated that the drop-in option will no longer be available and a coordinated entry system, using an assessment tool called the SPDAT will be utilized for everyone. Ms. Ayres-Benavidez explained that this will be helpful to the client because the initial shelter they visit may not have all of the services needed and they will be sent to a location fulfilling more of their needs. Ms. Ayres-Benavidez added that HUD has changed the definition of the chronic homeless, which is now that the individual must have a disability and/or have been living for six months or more on the street. Ms. Ayres-Benavidez stated that the chronic homeless will be going into permanent supportive housing.

Committee-member Flynn noted that the main intake location is UMOM in the east valley and wondered if there would be a west valley point of intake. Ms. Ayres-Benavidez replied that there is not a main west valley intake at this point, but over time, there will be satellite intake sites in the valley, including the west valley. Ms. Ayres-Benavidez commented that funding is an issue.

Committee-member Nunez wondered why 100% of the homeless are not getting what they need at DES. Committee-member Nunez stated that when he was young, the homeless were getting food stamps and a place to sleep. Ms. Ayres-Benavidez explained that there is no one-size-fits-all for the homeless due to the various reasons for being homeless. Ms. Ayres-Benavidez stated that the homeless can be chronic, temporary, mentally ill, have drug issues or simply choose the life style. Some accept help and some do not. Ms. Ayres-Benavidez commented that the new intake system will better determine the needs of the individuals.

Mr. Strunk stated that the Homeless Court sees homeless individuals with mental illness on a regular basis and they do sometimes fall through the cracks so it is important to provide them with wrap around services.

Committee-member Nunez stressed the need for outreach. Committee-member Nunez clarified that there can be a lot of education, but without face-to-face outreach to the homeless, the impact will not be as great.

Vice Chair Dvorak commented that simplified information on the resources available would be very helpful.

Committee-member Imig inquired about services for youths who age out of foster care. Ms. Ayres-Benavidez stated that youths are considered adults upon turning 18 years of age and there is some help available for them. Ms. Ayres-Benavidez noted that there is an agency working with that population, but there is not enough funding or beds. Ms. Miller interjected that Tumbleweed and Community Bridges works with this population. Ms. Ayres-Benavidez added that the youth are very resourceful and will couch-surf for shelter. Ms. Ayres-Benavidez cautioned that because they are so resourceful, they may not consider themselves as homeless or process their living situation in the same manner as adults, and therefore not reach out for assistance.

Committee-member Nunez announced that the Church on the Street will house 18 year olds aging out of the foster system. Furthermore, the Phoenix Dream Center will provide free tuition for college and other assistance if they graduate from high school.

Mr. Lopez stated that staff would continue to report on the recent changes from HUD regarding programs for the homeless. Ms. Miller will also continue updates to the Committee on the Homeless Action Plan.

Committee-member Flynn motioned to approve and recommend City Council approval of the Glendale Homeless Action Plan. Vice Chair Dvorak made the second. The motion passed 8 – 0.

VII. Presentation and Discussion of Vouchers for Project-Based Development

Ms. Adamczyk presented information on the proposed Section 8 Project-Based Voucher (PBV) option, how it affects the Section 8 Housing Choice Vouchers now in use and how it may be used

by the City of Glendale for future affordable housing growth. The presentation included the following information:

Project-Based Vouchers: Providing a Different Form of Rental Assistance

- What Are Project-Based Vouchers (PBV)?
 - PBV is a form a Section 8 assistance that acts more like public housing.
 - PBV vouchers can be used to offer financial assistance to developers who may be interested in newly constructed, existing housing, or rehabilitating existing multi-family housing.
 - Developers/property owners would designate specific apartments for PBV assistance for low income families, to include all bedroom sizes.
 - No more than 25% of the units in a project can be PBV-assisted. (Currently 263 vouchers)
 - No more than 20% of the available budget can be for PBV.
 - Subsidy: Developer/property owner received for the length of the contract. Owner agrees to comply with requirements/rules during construction, rehabilitation and ongoing administration.
 - Family Rent: Based on 30% of the family's annual adjusted income.
 - Housing Assistance Payment (HAP): Makes up the rest of the rent to the landlord. These are federal funds, same as Housing Choice Voucher (HCV) funds.
 - If HUD cuts the funds for Section 8 subsidies, the rents paid for PBV units would also be cut.
 - The PBV contract cannot exceed 15 years.
 - After the contract ends, any families in assisted units will be offered alternative assistance.
- What Vouchers Does Glendale Have Now?
 - Glendale currently has 1,054 Housing Choice Vouchers (HCV)
 - Families must be very low income (50% of median)
 - Families must pay rent to a landlord based on no more than 30% of their adjusted household income.
 - Families can take their HCV and “port” to any jurisdiction that administers a Section 8 HCV program.
 - “Freedom to Choose”
- How is a Project-Based Voucher (PBV) Different?
 - PBV acts more like public housing.
 - Families must be low income (80% of median).
 - Families cannot “port” with a PBV. No “Freedom to Choose”.
 - The assistance remains with the unit, not the family.
 - Families can request to be placed on the waiting list for the HCV program.
 - HUD allows families to jump ahead of others on the waiting list for HCV assistance.
- Next Steps?
 - Glendale Housing must modify the Section 8 Administrative Plan to include policies for PBV.
 - New policies must go through PHA Annual Plan update approval process, which HUD must approve.
 - Expected approval date – July 1, 2017 (PHA Plan Process).
- What the Future Holds!

- City of Glendale will be able to use PBV as an incentive for developers to plan and build affordable housing in the City “centerline” area.
- Downtown Glendale will have affordable housing stock available for families who want to live “close to downtown action!”

Committee-member Flynn inquired if the goal of PBV was to increase inventory. Ms. Adamczyk replied in the positive adding that PBV is another tool for the City to utilize for development and affordable housing. Committee-member Flynn requested clarification regarding the amount of funds provided to developers. Ms. Adamczyk explained that no more than 20% of the available budget can be put toward PBV and only 263 vouchers at this point in time. Therefore, eventually if all funds or vouchers are used, PBV could not be used for another development until a 15-year contract runs out.

Vice Chair Dvorak commented that the areas along the light rail in Phoenix have blossomed and felt that the future light rail in Glendale could bring the same growth.

Committee-member Loera inquired if PBV is currently not allowed in Glendale. Ms. Adamczyk stated that although other valley cities utilize PBV, it is not in the Glendale housing policy as of yet. Ms. Adamczyk added that PBV incentivizes growth and development. Mr. Strunk clarified the PBV guarantees a steady stream of income to the developer for the first fifteen years. Mr. Strunk stressed that there will be a very comprehensive vetting process for the developers and the proposed projects. All proposals will come before the CDAC for review prior to Council review and vote.

Committee-member Imig wondered if certain units in a development would be reserved for PBV. Mr. Lopez explained that a certain number would be reserved but the units would be the same as the others in the development. Committee-member Flynn noted that the development would be a mix of market-rate and subsidized units.

Chair Versluis motioned to approve and recommend City Council approval to modify the Section 8 Administrative Plan and associated Annual PHA Plan through the next federal review process, to include policies allowing the use of project-based vouchers for rental assistance in the City of Glendale. The motion passed 8 – 0.

VIII. Break – 10 Minutes

A short break was taken.

IX. CDBG Grants Application and Council Priorities for FY2017-18

Mr. Lopez stated that during the upcoming CDBG grants process, Committee-members are encouraged to utilize the current Council CDBG funding priorities when making grant funding recommendations. Mr. Lopez shared the current priorities as follows:

- Keeping people in their homes
- Assisting with core needs such as food, utilities, and shelter
- Supporting home delivery of meals and shelter services programs (homelessness)
- Providing emergency home repair
- Housing rehabilitation programs
- Demolishing and clearing blighted structures
- Emphasizing revitalization of the Centerline/Redevelopment Area

Mr. Strunk added that in August, staff and the Chair Versluis will appear before Council at a workshop to discuss and obtain funding priorities for FY16-17.

Ms. Ayres-Benavidez presented the draft CDBG, HOME, and ESG grants application, explained changes, and highlighted streamlining efforts. Ms. Ayres-Benavidez went through a sample application in great detail.

Committee-member Flynn inquired if the applicants would note any changes in their request or budget from prior year to current year in the application narrative. Ms. Ayres-Benavidez stated that the applicants could be asked to do so. Ms. Ayres-Benavidez commented that staff reviews all applications to confirm eligibility for the CDBG. Ms. Ayres-Benavidez announced that an annual application orientation is scheduled and all Committee-members are welcome to attend. Mr. Lopez added that staff is available to the Committee-members for questions on the CDBG process at any time.

Committee-member Flynn shared that the Mesa United Way has a question on the application regarding the program/project return-on-investment (ROI). Committee-member Flynn commented that this gets non-profits thinking about the long-term impact of the program and suggested including this in the Glendale application.

Chair Versluis inquired if the discussion on the Council priorities was concluded. Mr. Strunk asked if the Committee had any additional input on the priorities.

Committee-member Flynn inquired about the connection between the Council priorities and business/job development. Mr. Lopez replied that staff has worked with Economic Development in the past to bring job training downtown, however especially during the economic downturn, the priorities turned the basics of food and shelter. Committee-member Flynn understood and stressed that job training and business development in the downtown area would alleviate the need for individual subsidies.

X. CDAC Annual Action Plan

Mr. Lopez facilitated a discussion regarding a foundation for the FY16-17 CDAC Annual Action Plan, which includes specific CDAC tasks, objectives, and/or future agenda items.

Committee-member Flynn suggested information on the City's Centerline Project and the foster care system, especially regarding kids who are aging out of the system.

Committee-member Nunez commented that CDAC could address more empowerment for education and employment. Committee-member Flynn agreed, stressing the need for connections between Council priorities and business development. Mr. Strunk noted that this could be a CDAC work plan item. Committee-member Imig noted that there have been a few programs on Glendale Channel 11 regarding student training and workforce development.

Committee-member Miele stated that the amount of children in the 85301 zip code who are being removed from their homes is a concerning issue. Committee-member Miele inquired about services and programs for kids and families in the 85301 area which could address the causes of children being removed and put into protective custody. Committee-member Miele stated that she is involved with a safety collaborative which discusses these issues. Committee-member Miele

wondered if there are safe places for children to go besides the Boys and Girls Club. Committee-member Imig commented that Parks and Recreation does have some programs for the children. Mr. Strunk replied that staff can be contacted to discuss redirecting services to meet the needs of the community. Mr. Strunk commented on afterschool programming at the Rose Lane and O'Neil Community Centers and added that schools should also be providing afterschool programming or activities as well. Committee-member Flynn suggested more communication to families regarding the available programs and resources.

Vice Chair Dvorak commented that the cost of the Boys and Girls Club can be cost prohibitive for many people. Mr. Lopez noted that scholarships are available to qualified residents for some of the afterschool programs.

Mr. Strunk suggested a presentation to CDAC by the Parks and Recreation Youth Staff regarding youth programming.

XI. FY16-17 CDAC Meeting Calendar

The proposed FY16-17 CDAC Meeting Calendar was presented and reviewed.

By consensus, the CDAC members agreed to vacate the August 18, 2016 regularly scheduled meeting.

Ms. Adamczyk stressed the importance of a meeting quorum and asked Committee-members to advise staff as early as possible of known meeting absences. Chair Dvorak asked if there were rules regarding excused versus unexcused absences. Ms. Adamczyk replied in the positive noting that they are determined by the Government Services Committee.

XII. Committee-member Comments and Suggestions

None.

XIII. Adjournment

Committee-member Nunez motioned to adjourn the meeting at 11:15 a.m. Committee-member Loera made the second. The motion passed 8 – 0.

Respectfully Submitted,
Denise Kazmierczak