

**CITY OF GLENDALE
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE MINUTES**

**PUBLIC HEARING #1
GLENDALE MUNICIPAL OFFICE COMPLEX
COUNCIL CHAMBERS
5850 W. GLENDALE AVENUE
GLENDALE, ARIZONA**

**Wednesday, January 4, 2012
6:30 p.m.**

MEMBERS PRESENT: Madelin Page, Chair
Sharon Wixon
Pattie Johnston
Glenn O'Bannon
Shirley Wong
Randy Miller
Chris Flippen
John Torres
Richard Schwartz
Gina Schmitz
Arthur Swander, Jr.

MEMBERS ABSENT: Karen Mankoski, Vice-Chair

STAFF PRESENT: Jim Colson, Deputy City Manager
Gilbert Lopez, Revitalization Administrator
Elizabeth Garcia, Revitalization Coordinator
Beth Coughenour, Senior Secretary

I. Call to Order and Introductions

Chair Page called the meeting to order at 6:30 p.m. and welcomed all attendees and scheduled presenters.

II. Roll Call

Chair Page took roll call and all Committee-members introduced themselves.

III. Approval of Minutes – November 17, 2011

Committee-member Miller motioned to approve the November 17, 2011 meeting minutes as written. Committee-member Torres made the second. The motion passed 11 – 0.

IV. Business from the Floor

None.

V. Public Hearing and Comment on FY 2012-13 CDBG Process

Mr. Lopez announced that at this time, members of the public would be welcome to voice comments or opinions on the CDBG process or the applicants and their programs.

Chair Page opened the floor to public comment on the Fiscal Year 2012-2013 CDBG/HOME/ESG Process.

No comments were made.

Chair Page closed the floor to public comment.

VI. Fiscal Year 2012-13 Community Development Block Grant (CDBG) Funding Requests

Chair Page explained that during this meeting, the agencies that submitted CDBG Public Service Activity funding requests would present their requests to the Committee. Chair Page noted that ten (10) Public Service funding requests will be presented this evening and eleven (11) requests will be presented at a hearing on January 11, 2012. Upon review of the applications, the Committee will make final recommendations to Mayor and Council for approval in spring.

Mr. Colson thanked the Committee-members for their time and dedication during the hearings and review process and thanked the presenters for their participation as well.

Mr. Lopez introduced staff and also thanked the Committee-members and the agencies requesting funding for their preparation and participation in the hearing process. Mr. Lopez announced that this year, there are 21 Public Service Activities grant applications requesting a total of \$524,241. Mr. Lopez explained that since the actual amount of funds available from the federal government is not finalized as of yet, the pool of available funds for Public Service is an estimate based on last year's actual amount received. The total amount of CDBG entitlement to be received is estimated at \$2,011,148 of which Public Service is allocated 15%, or \$301,672. Once the actual dollar figure is known, the grant recommendations made by the Committee will be adjusted pro-rata for each award and any large fluctuations will be presented to the Committee for approval.

Mr. Lopez assured the Committee that staff has performed an in-depth technical review of each application including review of agency audits and financial statements.

Chair Page stated that presentations are limited to four minutes each and Ms. Garcia will monitor the time and advise presenters as they are nearing the time limit. Committee-members are encouraged to ask clarifying questions and there would be no time limit on this question and answer period.

The following presentations were made:

HOMELESS

1-1 Central Arizona Shelter Services (CASS) – Men’s Overflow Center - \$20,000 request

Mr. Greg Pereira, Direct of Programs and Shelters, thanked the City of Glendale and the Committee for its past support of the CASS programs. Mr. Pereira stated that CASS is the state’s largest homeless shelter and CASS was requesting \$20,000 for funding of the Men’s Overflow Shelter.

Mr. Pereira provided the following statistics regarding the shelter:

- At the downtown Phoenix facility, 450 individuals are housed nightly, however, there is still more demand, and therefore, the Men’s Overflow Shelter houses an additional 300 men nightly.
- The 18-25 year old homeless population, as well as, the homeless veteran population has been increasing.
- The Overflow Shelter is very basic, but case management is still provided to the clients. There would be dire consequences without the Overflow Shelter for these men.
- At the Overflow Shelter, last year, 4,000 individuals came through, of which approximately 20% or 570 attributed previous residence to the City of Glendale. CASS is requesting only \$20,000 which for the 570 headcount, or 11,200 weeks of shelter, is equal to \$10.13 per day. This is very economical compared to the cost of other types of emergency shelter. Furthermore, when the homeless individuals are safe in a shelter, this is less cost to the Police and Fire Departments who might otherwise have to tend to these individuals. Again, this is a cost savings to the cities.
- The goal of CASS is to assist these homeless individuals via case management and to get them working and out of the homeless cycle.
- Because of the increase in the homeless population, the Overflow Shelter now has its own overflow and there are some individuals who are now housed in the parking lot adjacent to the Overflow Shelter.

Committee-member Swander inquired as to how CASS can mitigate homelessness. Mr. Pereira explained that case management is available and it is very important to find out

the cause of homelessness: a one-time job loss or a pattern of job loss, drug dependency or mental health issues.

Mr. Pereira stated that nearly 50% of the current CASS population has never been poor, which is a totally new group of poor.

Committee-member O'Bannon asked if there were any homeless shelters in Glendale. Mr. Lopez replied that there was Faith House, which is a domestic violence shelter and Homeward Bound. Mr. Lopez commented that the West Valley Child Crisis Center was located in Glendale, but is no longer in operation. Mr. Lopez added that Faith House and Homeward Bound do partner with CASS.

Committee-member Johnston inquired as to the average length of stay. Mr. Pereira replied that an individual can stay up to 90 days; however, there is some flexibility in the deadline due to varying circumstances for the stay. Mr. Pereira noted that the average length of stay in the Overflow Shelter is approximately twenty-to-thirty days.

Committee-member Torres wondered how CASS was able to track the percentage of clients from Glendale. Mr. Pereira explained that upon intake the clients are surveyed and they either provide the name of the city or a zip code from their last residence.

Committee-member Flippen inquired about the cost of security as included in the budget. Mr. Pereira stressed that the Overflow Shelter requires an off-duty policeman to ensure that all individuals at the Shelter are safe. There are two off-duty policemen in the budget.

Chair Page thanked Mr. Pereira for his presentation.

1-2 Homeward Bound – Utilities & Maintenance Assistance - \$10,000 request

Ms. Dawn Bogart, Development Director, stated that she has been with the agency for over 15 years and thanked the Committee for assistance over the past years. Ms. Bogart commented that Homeward Bound is Arizona's largest transitional housing program serving mainly the homeless, working poor and domestic violence victims.

Ms. Bogart's presentation included the following highlights:

- The program is currently serving about 220 families annually, which breaks down to approximately 600 individuals.
- The \$10,000 request is for utility assistance for the six scattered site units located in Glendale. There are approximately 58 residents from Glendale.
- Self-sufficiency is the goal of Homeward Bound, which is defined as achieving economic independence, long-term housing and gainful employment.
- The agency provides case management, employment assistance, life-skill development and counseling for up to 24 months.
- The program is a hand-up, not a hand-out.

- Last year, 95% of the families who enrolled completed the program. Of those, 94% secured employment and 8% bought homes.
- It costs \$14,000 to operate each home annually which is a total of \$97,000 for the six Glendale homes. The agency is only requesting a \$10,000 contribution from the City of Glendale. The rest of the cost is supplemented by the required 30% match from the family and any other donated funds.
- Thousands of families have completed the program and have become contributing members of society.

Committee-member Miller wondered if Ms. Bogart had a success or failure story to share. Ms. Bogart shared a story of a woman with a Master's Degree and an executive position at a large company who lost her job due to downsizing and later divorced. Ms. Bogart stated that this woman found herself unable to pay her bills and to sustain her home and became homeless. This woman completed the Homeward Bound program successfully. Ms. Bogart shared that this success story was about her and this is why she is so passionate about the program.

Ms. Bogart stressed that one very important aspect of the case management at Homeward Bound is learning how to stretch a budget.

Committee-member Miller inquired about the \$95,000 in HOA dues noted in the Homeward Bound budget. Ms. Bogart stated that these are the HOA dues for the 75 properties across the valley.

Committee-member O'Bannon asked if Homeward Bound owned the homes outright. Ms. Bogart replied in the positive, explaining that initially the homes were leased with HUD for \$1.00 a year, but in 1996, Homeward Bound purchased all 75 homes.

Committee-member Schmitz asked if the rule of the 30% match is ever adjusted for a family. Ms. Bogart explained that the amount of the match is set by HUD standards depending on income and child care costs.

Chair Page thanked Ms. Bogart for her presentation.

1-3 Society of St. Vincent de Paul – Keeping Families Together- \$59,750 request

Ms. Roseanne Gutierrez, President of the St. Vincent de Paul Society at Our Lady of Perpetual Help, provided the following highlights of the program:

- The St. Vincent de Paul Society is an international organization and there are over 100 chapters in the state of Arizona.
- The Our Lady of Perpetual Help group recently celebrated its 60th anniversary serving the community.
- The group provides food, clothing, medical and dental assistance, furniture, utility assistance, rent assistance and other incidentals as dictated by need.

- The group is primarily funded by OLPH Church parishioners but helps all residents within the Glendale borders.
- The program is run 100% by volunteers from the Church, no paid staff and no overhead. The Church pays for any program overhead.
- The new poor continue to increase and there are more cases of families pooling resources.
- 100% of all money received goes to assisting the clients, but for the first time in the budget, there was a small amount set aside for a financial audit to be completed in the 2012 fiscal year.
- When clients request financial assistance, interviews are conducted in a client's home. This can make the applicant feel more comfortable and sometimes, other issues can be noticed on site (no beds, no clothing or no heat).
- Clients are provided with referrals to other agencies to contact for additional assistance.

Committee-member Miller wondered if return visits were tracked and how the maximum of \$750 was monitored. Ms. Gutierrez replied that a client is only assisted through the agency once every three years, up to \$750, and this is tracked. Ms. Gutierrez stressed that the assistance is not simply a handout, but the agency does work with the client to formulate a plan for the upcoming months.

Committee-member Flippen stated that \$750 in assistance could only help with one or two month's rent and wondered how clients would obtain additional assistance if necessary. Ms. Gutierrez noted that referrals are made to other agencies, such as the CAP Office, for assistance. Ms. Gutierrez noted that the agency does work with apartment complex managers to have the rent late fees removed from the client's accounts as well.

Committee-member Swander asked if the agency had a way to ensure that there was not an abuse of requests by the clients. Ms. Gutierrez replied that the clients are screened, have to fill out paperwork and agree to a home visit, so the clients who do request funds are very serious about the need. Ms. Gutierrez added that some of the clients have come in for food boxes and so a relationship has developed.

Committee-member Miller wondered how the agency would proceed, if it did not receive CDBG funding. Ms. Gutierrez replied that the agency was committed to helping the poor; however, fewer clients would be assisted.

Chair Page thanked Ms. Gutierrez for her time.

1-4 Circle the City – Respite Care Center - \$22,650 request

Sister O'Sullivan and Ms. Karen Cawley were in attendance to present the \$22,650 request to the Committee.

Sister O'Sullivan explained that the Circle the City Respite Care Center will be the first respite care center in the valley for the homeless which is scheduled to open in the spring.

Sister O'Sullivan stated that she is a physician and she worked at the Maricopa County Medical Center from 1996 to 2009. During that time, Sister O'Sullivan witnessed the homeless having to be discharged in various states of medical instability, and these people had nowhere to go to convalesce.

Sister O'Sullivan noted that for the first time in the valley, the homeless who are sick will receive medical services, room and board, nursing and case management. Sister O'Sullivan estimated that 18% of the clients would come from the City of Glendale. Sister O'Sullivan noted that the Phoenix area is one of the largest metropolitan cities without this service.

Sister O'Sullivan stated that the Respite Care Center will allow the homeless to heal from illness in a clean, safe environment. Sister O'Sullivan added that this will save on the cost of emergency room visits. Many times, these homeless individuals will return to the emergency rooms for follow-up visits and by becoming healthy in a respite care center, these individuals will not have to repeatedly return to the hospital emergency rooms.

Ms. Cawley, Director of Circle the City, explained that the center will provide basic, supportive medical services. Ms. Cawley added that currently the financial burden of the homeless who are ill falls onto many hospitals via the emergency room visits, homeless shelters, and the Police and Fire Departments.

Ms. Cawley added that the Respite Care Center is an efficient and cost effective option for the homeless. Ms. Cawley explained that a hospital bed costs \$1,000 a day, whereas the cost at the Respite Care Center will be \$150 a day. Ms. Cawley stated that approximately 75% to 80% of the funding will come from hospitals with the balance to come from grants, municipalities and donors. Ms. Cawley noted that the local hospitals are willing to support the Center because care can be provided at a much more inexpensive cost and most times, the hospitals have to carry the cost of a visit or stay by an uninsured homeless person.

Ms. Cawley announced that the grant request was for the funding of four days room and board for an estimated 150 Glendale residents.

Committee-member Wixon inquired about treatment of the mentally ill at the Center. Sister O'Sullivan estimated that 65% of the cases would include mental health issues and stated that referrals would be made to the appropriate agencies.

Committee-member Flippen inquired about the estimated support from local hospitals. Ms. Cawley explained that the Respite Care Center will not be a walk-in Center, but rather 80% of the clients will be hospital discharges or diversions from an Emergency Room. Ms. Cawley stated that nationally, it has been shown that Respite Care Centers

can reduce the length of stay and amount of cost. The hospitals want to support the Respite Care Center and will help to fund the project by purchasing a block of beds or providing a per diem.

Committee-member Flippen asked if the commitments from the hospitals were firm. Ms. Cawley replied that the agency is currently in talks with Banner, Maricopa County Medical Center and Catholic Healthcare West. Ms. Cawley stated that in the initial meetings, the hospitals all expressed the desire for a contract with Circle the City, but the contracts have not been signed yet.

Committee-member Johnston inquired about the capacity of the facility. Ms. Cawley stated that there would be 51 beds at the facility. Ms. Cawley noted that the location of the facility has changed to 333 W. Indian School Road in Phoenix.

Sister O'Sullivan added that within the bed count, there will be a 10-bed secured women's unit for domestic violence victims and two isolation units for infectious clients.

Committee-member Miller wondered how the agency could help to break the homeless cycle for some of the clients. Ms. Cawley explained that if a homeless individual can become truly healthy, they are more likely to obtain and maintain employment and housing. Through medical services, referrals and case management, this can be possible. Ms. Cawley agreed that this is ambitious, but can be done.

Committee-member Wixon inquired about the nursing staff. Sister O'Sullivan replied that the Center will be licensed as an unclassified health facility and will have Registered Nurses to run the IV's. Sister O'Sullivan added that from 7:00 a.m. to 7:00 p.m. there would be licensed staff and from 7:00 p.m. to 7:00 a.m. there would be unlicensed staff. This is a similar model to clients who would be convalescing at home.

Committee-member Wong wondered if the Center would provide hospice care. Sister O'Sullivan replied that the agency has established a partnership with Hospice of the Valley which is very supportive of the program. Hospice of the Valley is intent on building and maintaining a strong relationship with Circle the City.

Committee-member Flippen asked for further information on a similar center in another city. Sister O'Sullivan explained that in Boston there is center which was established in 1988 and just expanded from 92 beds to 104 beds. Sister O'Sullivan added that in Washington D.C., there is a center which was established in 1985 with 29 beds. Furthermore, there are centers in Los Angeles, San Francisco as well as Denver.

Chair Page thanked Sister O'Sullivan and Ms. Cawley for their presentation.

DOMESTIC VIOLENCE

1-5 A New Leaf – Faith House Emergency Shelter - \$31,500 request

Ms. Kathy DiNolfi, Executive Director and Vice President of Emergency and Shelter Services, represented the agency and provided the following details regarding the shelter located in Glendale:

- The shelter was the first in the valley and was established over 25 years ago.
- In 2000, the shelter moved into its current location and merged with A New Leaf.
- It is a 24-hour facility, 365 days a year.
- The shelter is a 16-bed facility and residents can stay up to 120 days.
- The shelter provides shelter to women and children who are victims of domestic violence and includes case management, screening, life-skills, advocacy and onsite licensed childcare.
- Food and other basic needs are met as well.
- Callers are screened by A New Leaf.
- The shelter is an environment whereby clients can be safe, can learn and can heal.
- Upon completion of the program at the Faith House Shelter, clients can enter the New Leaf program and can rent a home and stay in the program for up to two years.
- The funds are requested based on an estimate of ten (10) Glendale residents.

Committee-member Miller wondered what unique services the shelter provided. Ms. DiNolfi stated that the shelter provides many services, but the location in Glendale is unique.

Chair Page requested a copy of the Welcome Packet provided to new clients. Ms. DiNolfi will provide Welcome Packets to the staff office.

Chair Page thanked Ms. DiNolfi for her time.

1-6 Chrysalis Shelter of Domestic Violence – Victim Services - \$15,000

Ms. Karen Sullivan stated that she was a long-term donor, a volunteer and most recently an employee of Chrysalis.

Ms. Sullivan's presentation included the following:

- Chrysalis is in its 30th year of service.
- Chrysalis has locations throughout the valley focusing on ending domestic violence and providing shelter and counseling for victims and their children.
- Last year, a new shelter was opened in Phoenix and capacity was expanded from 40 beds to 50 beds. Furthermore, males can be accepted at this location.
- The agency has recently seen an increase in clients from Glendale.

- Clients can stay in the shelter for up to 4 months. There is transitional housing as well, which consists of 7 rooms in Phoenix. However, the agency is looking at purchasing five apartments in Scottsdale as well.
- Chrysalis provides shelters, transitional housing, counseling, victim advocacy, child care as well as other services.
- During the economic downturn, the agency had to release staff, so there is currently only one therapist on staff.
- This funding request is for \$15,000 to pay salaries.

Committee-member Page commented that for the fiscal year ended June 2010, the City staff audit revealed some issues with non compliance such as bank statements not turned in timely. Committee-member Page inquired as to the steps the agency has taken to resolve these issues. Ms. Sullivan did not have the information at hand as she was not with the agency at that time, but will provide the answers to staff as soon as possible.

Committee-member Miller inquired as to any uniqueness in the Chrysalis program which set it apart from the other domestic violence programs. Ms. Sullivan replied that all of the agencies do a great job in serving the domestic violence population. Ms. Sullivan stated that Chrysalis has been in service for 30 years which speaks to the consistency of the program and services offered.

Chair Page asked Ms. Sullivan in what capacity she serves at Chrysalis. Ms. Sullivan replied that she is the Grants Manager.

Chair Page thanked Ms. Sullivan for her presentation.

SENIORS

1-9 YWCA of Maricopa County – Congregate Meals - \$70,000

Ms. Jacque Ahrenberg represented the agency and stated that the program provides a congregate, nutritional meal to seniors at four different locations: The YWCA West Valley Senior Center, The Glendale Community Center, The Glendale Adult Center and The Japanese Senior Center.

Ms. Ahrenberg also provided the following comments regarding the program:

- 33,000 meals can be provided from the \$70,000 requested.
- These community meals are important for seniors because they are non-isolating and are nutritious.
- When visiting for a meal at the centers, the seniors can partake of other services such as lectures, use of the computers, board games, puzzles as well as small libraries.
- The volume and quality of meals produced in a day through the program is amazing.

Ms. Ahrenberg welcomed the Committee-members to visit one of the centers to see how the congregate meals are prepared and served.

Committee-member Flippen asked if there was a dietician involved in the program. Ms. Ahrenberg replied in the positive and added that the dietician plans all of the meals in advance.

Committee-member Wong wondered how staff handles the meal choices for seniors with health problems. Ms. Ahrenberg replied that if a client has a health issue, such as diabetes, they are encouraged to self-select appropriate choices from the menu. Ms. Ahrenberg added that the nutrition experts on staff can help these seniors better understand their own needs and make appropriate choices.

Committee-member Wong asked if the meals could be ordered ala carte. Ms. Ahrenberg replied that each senior receives a fully-plated meal.

Committee-member Wong inquired about the calorie count of each meal. Ms. Ahrenberg replied that this would be about one-third of a daily calorie count as suggested by a dietician.

Committee-member Flippen asked if the food was purchased by the YWCA or was donated. Ms. Ahrenberg stated that the majority of food is purchased to ensure proper all-round nutrition, but some food is received by donation from St. Mary's Food Bank.

Chair Page thanked Ms. Ahrenberg for her presentation.

SENIORS

1-8 St. Mary's Food Bank Alliance – Glendale Home Food Delivery - \$30,000 request

GENERAL ASSISTANCE

1-21 St. Mary's Food Bank Alliance – Glendale Emergency Food Box Program - \$35,000 request

Mr. Rick Fresia has been with the St. Mary's Food Bank Alliance for the past three years. Mr. Fresia stressed that the scope and efficiency of the operation is quite amazing.

Mr. Fresia stated that since there were two requests by the agency, he would like to talk about both requests at the same time. Mr. Fresia noted that the request for the Emergency Food Box Program would help the agency in providing a healthy, well-balanced food box to clients in need. Mr. Fresia explained that the Home Food Delivery Program is very similar; however, this program is for clients who are unable to come down to the center for food due to illness, handicap or simply because they are too elderly to travel.

Committee-member Swander inquired as to the types of clients served by the agency. Mr. Fresia replied that there are all types of people in need, which include the homeless, the poor, and seniors; however, there has been an increase in first-time clients.

Mr. Fresia stated that there are 275,000 meals served each day with the food boxes. Mr. Fresia commented that monetary donations have held steady, however, food donations have decreased which are hard to replace for the same cost. Mr. Fresia stated that approximately 98% of the food the agency receives is donated. Mr. Fresia explained that most of the decrease in food donations has been coming from the businesses in the food industry. Many large food manufacturing corporations who were donating food have scaled back due to the economy. Mr. Fresia estimated a 10% decrease in food donations from corporate donors.

Committee-member Wong inquired about staffing and service. Mr. Fresia replied that the Emergency Food Box Program is mainly handled by volunteers, but there is a paid staff member for the Home Food Delivery Program, which is the delivery driver. Mr. Fresia commented that many of the shut-ins appreciate the visit by the delivery driver and this also gives the driver a chance to check on the status of the client.

Mr. Fresia noted that the agency is looking into establishing a food posse for volunteers to deliver hot meals to the Kid's Cafés.

Chair Page thanked Mr. Fresia for his presentation.

YOUTH

1-10 A New Leaf – Juvenile Alternatives in Glendale (JAG) - \$25,000 request

Mr. Hutchinson stated that the Juvenile Alternatives in Glendale or JAG Center is located on 61st Avenue, south of Olive, in Glendale and has six beds: three for boys and three for girls. The 2,400 square-foot facility is open 365 days, 24 hours a day.

Mr. Hutchinson stated that the basic service of the center is to provide a safe place for a 23-hour time-out for any youth aged 17 and under due to issues with the law or difficulties with their families.

Mr. Hutchinson explained that during intake, a brief assessment is performed and the youth is offered an available bed, if deemed beneficial or necessary. Upon exit, the youth is interviewed separately from the family and then together with the parents or family and appropriate referrals are made.

Mr. Hutchinson stated that the JAG Center works in collaboration with the Administrator of the Court and many referrals come to the JAG Center from Juvenile Court or the Police Department. Mr. Hutchinson added that 80% of the youth are referred by the

Police Department which is usually because the police were called out to the house for some type of family tension.

The agency offers classes such as anger management, substance abuse, wise internet usage and decision-making. Of the clients, typically 60% are at the center for a time-out and 40% are at the center to attend classes.

Mr. Hutchinson commented that the agency recently benefited from a partnership between ASU West Criminal Justice Department and the Glendale Police Department. Through a grant, it was determined that a lot of youth are conducting “beer runs” which involves stealing beer from stores. The Glendale Police Department created a DVD regarding the consequences of participating in “beer runs” and has provided the JAG center with this DVD. All the youth who come through the JAG Center will view this DVD.

Committee-member Wixon wondered what would happen to a youth, if his family does not want the youth back home after a time-out. Mr. Hutchinson replied that this would result in a CPS referral. Mr. Hutchinson stated that most youths are reunited with the families and the agency does a 15-day, a 30-day and a 45-day follow-up with the family to ensure that they are utilizing the referrals.

Committee-member Swander asked if counseling services were provided during the 23-hour time-out period. Mr. Hutchinson replied in the negative, explaining that the agency is not staffed with a counselor; however, it would be wonderful if those services could be made available at the center.

Committee-member Miller wondered if the 23-hour time-out was a lockdown situation. Mr. Hutchinson noted that the youth are free to leave, but only about 3% choose to do so because the center provides a safe, low-stress haven from tension.

Committee-member Flippen inquired about youths who return repeatedly. Mr. Hutchinson stated that there are a few youths who return to the center and the reasons for such are assessed. If it appears as if the service is being abused, assistance will be limited. Mr. Hutchinson estimated a 5% return rate yearly.

Chair Page thanked Mr. Hutchinson for his time.

VII. Adjournment

Chair Page announced the end of the presentations and thanked all present for their time.

Committee-member Torres motioned to adjourn the meeting at 8:12 p.m. Committee-member Miller made the second. The motion passed 12 – 0.

The next meeting will be Wednesday, January 11, 2012 at 6:30 p.m. at the City Council Chambers at 5850 W. Glendale Avenue.

Respectfully submitted,

Recording Secretary
Denise Kazmierczak