

Meeting Minutes
CITY OF GLENDALE
CITIZENS ADVISORY COMMISSION ON NEIGHBORHOODS
Glendale City Hall – Room B-3
Wednesday May 5, 2010
6:00pm

MEMBERS PRESENT: Sharon Sprague – Chair
Vickie Loya – Vice Chair
JoAnn Caufield
Judy Atkins
Bill Jocewicz
Sharon Brown
Sharon Heatwole-Chicks
Matthew Versluis
Frank Hinds
Barbara Cole
Hugh Leonardo

MEMBERS ABSENT: None

STAFF PRESENT: Erik Strunk, Community Partnerships Director
Matt Cohrs, Neighborhood Partnership Administrator
Angie Wilkie, Neighborhood Services Coordinator

I. Call to Order

Chair Sprague called the meeting to order at 6:00 p.m.

II. Roll Call

Chair Sprague conducted roll call and noted that all Commissioners members were present.

III. Approval of Minutes – April 7, 2010

Commissioner Loya motioned to approve the April 7, 2010 meeting minutes as written. Commissioner Brown made the second. The motion passed 11-0.

IV. Business from the Floor

None.

V. 2010/11 Business Plan Update

Pending arrival of Mr. Strunk.

VI. Neighborhood Leadership Forum Update

Pending arrival of Ms. Wilkie.

VII. Census 2010 Update

Mr. Cohrs provided an update on the 2010 Census which included the following:

- As of April 27, 2010, which was the cut-off date for forms to be returned via mail, Glendale has a 69% response rate, the state of Arizona has a 68% response rate and the national response rate is 72%.
- The 69% mail-in response rate for Glendale is about 3% shy of the final 2000 rate.
- Beginning this week, Census workers will be going door-to-door to collect information from those households that did not respond via mail.
- Census response collection will continue until the end of July.
- Census numbers should be finalized in the fall.

[Mr. Strunk entered the meeting.]

Mr. Cohrs will continue to keep the Commission updated on the Census at the monthly meetings.

V. 2010/11 Business Plan Update (REVISITED)

Mr. Strunk gave a brief background of the 2010/11 Budget process which included the following details:

- The process began in November 2009.
- Three scenarios of budget reductions were considered: 10%, 15% and 20%.
- In order to balance the budget, reductions amounting to \$14.7 million in programs and services will be necessary.

Mr. Strunk explained that city staff looked at various city services and considered various factors when considering budget reductions, such as if the service was aligned with city goals, was critical to the daily life of residents, was reflective of best practices and/or if the service recoups all or a large portion of costs.

[Ms. Wilkie entered the meeting.]

Mr. Strunk announced that the 2010/11 budget is balanced and has been reviewed and finalized by the Council (without any increase in taxes). Mr. Strunk stated that within the City, there would be approximately 9-10 employee positions that will be eliminated, which is smaller than originally projected due to attrition and voluntary retirements.

Mr. Strunk stated that the annual Business Plan is updated each year and considers how the budget is adjusted to reflect the goals of the Department.

Mr. Strunk noted that there were three primary goals when drafting the business plan during the challenging times of the 2010/11 Budget:

1. Maintain the financial stability of the Community Housing and Community Revitalization Division;
2. Continue the implementation of the City's Five-Year Neighborhood Revitalization Plan;
3. Maintain current quality and service levels and continue to re-examine departmental business practices to meet the strategic community goals of Mayor and Council.

Mr. Strunk stressed that the Community Services Group is focusing on developing a new service model to meet the needs of the City's residents and reduced budget. The goal is for all departments to collaborate and find new efficiencies, reduce "disconnects" and avoid a duplication of efforts. Staff is currently looking at how responsibilities are divided Library and Arts, Parks and Recreation, Code Compliance and Community Partnerships. Also, partnerships with non-profits and businesses will be considered as well. Areas of collaboration can include:

- Neighborhood connections and outreach
- Alternative funding sources
- Volunteers
- Marketing and outreach
- Education programs

Mr. Strunk stressed that input from the Commission will be important as the new model is developed and implemented. Mr. Strunk added that unfortunately, there will be no large or small grant funding for the 2010/11 fiscal year. Mr. Strunk commented that since the grant program has been dissolved, alternative methods for staff and the Commission to engage and encourage neighborhood participation and connection must be developed.

Mr. Strunk noted that the Mediation Program, the Community Volunteer Program, Glendale University and the HOA Academy will still be funded.

Commissioner Cole asked if the \$500 Neighborhood Connection Grants were still available. Mr. Strunk replied that these grants will no longer be available after June 30, 2010, which may impact GAIN night events. Mr. Strunk noted that this issue was an example of how the Commission might be able to focus on securing alternative funding sources. Mr. Strunk stated that another topic of consideration is to create a city 501(c)(3) so that donations could be made to the city for specific program use. Mr. Cohrs stated that discussion of a 501(c)(3) for the city would be a future agenda item.

Mr. Strunk stated that the goal is to have the new service model drafted by this Summer for all groups in the Community Services Division so that implementation can be made in Fall 2010.

Mr. Strunk and Mr. Cohrs will continue to keep the Commission apprised of changes in the Community Services Division.

VI. Neighborhood Leadership Forum Update (REVISITED)

Ms. Wilkie provided the following details regarding the Neighborhood Leadership Forum:

- The event will be held on Saturday, June 26, 2010 at the Vineyard Church, 6250 W. Peoria Avenue. Staff appreciates the partnership with the Vineyard Church on the Forum especially due to the budget challenges for the event.
- The Leadership Development and Community Events Workgroup (Commissioners Cole, Abrahams, Loya, Brown and Jocewicz) developed the theme "Recognizing Diversity in Glendale."
- A request was made to Mr. Ed Beasley, Glendale City Manager, to be the keynote speaker at the Forum. Ms. Wilkie is awaiting a response.
- The event will begin at 8:30 a.m.
- A food drive for the St. Mary's Food Bank Alliance will be held.
- Different city departments will participate in an Information Fair at the event.
- Chair Sprague will be the Master of Ceremonies.
- Mayor Scruggs will attend and speak at the event.
- A light breakfast will be served and the raffle will be held at the end of the event.
- Invitations to the event will be mailed the week of May 17 and also via an email blast.

Commissioner Jocewicz, lead of the Workgroup, stated that Commissioner assignments, such as door greeting, collecting for the food drive and working the raffle, will be determined at the next Commission meeting in June. Specific requests for assignments can be sent to Ms. Wilkie prior to the June meeting.

Ms. Wilkie noted that three Commissioners from the Leadership Development and Community Events Workgroup will present the Spark Awards at the Forum. Members

of the Workgroup, along with a previous winner will review the nomination forms for each category and determine Spark Award Winners. All recommendations from the Workgroup will be brought before the Commission for final approval at the June Commission meeting.

Ms. Wilkie encouraged Commissioners to approach businesses and community partners regarding donations for the raffle prizes.

Ms. Wilkie and Chair Sprague thanked the Leadership Workgroup for its work on planning the event.

VIII. Commission on Neighborhoods Workgroup Assignments

Mr. Cohrs gave the following update:

- A. Neighborhood Outreach and Partnerships: (Commissioners Heatwole-Chicks, Hinds, Atkins and Versluis, lead). This group has been working on outreach for the 2010 Census.
- B. Leadership Development and Community Events: (Commissioners Cole, Abrahams, Loya, Brown and Jocewicz, lead). This group has been working on the Neighborhood Leadership Forum.
- C. Neighborhood Grants and Five-Year Revitalization Plan: (Commissioners Sprague, Loya, Brown and Caufield, lead). Due to the dissolution of neighborhood grants, this group will be focusing on how the Commission will service neighborhoods according to a new service model.

IX. Staff Updates

Mr. Cohrs provided the following updates on the Neighborhood Improvement Grants:

- **East Catlin Court Historic District (Fall 2008)**: \$140,000 in CDBG funds were received in October 2009 in addition to the \$81,625 from this Commission. City Council approved the construction contract on February 23, and construction is now underway. A contract was awarded for the construction of streetscape improvements from 57th Avenue from Northview to Gardenia, and Gardenia from 55th to 56th avenues. Construction began this week.
- **Floralcroft (Fall 2008)**: Construction is complete on this project. Staff will do a punch-list review this Monday morning. The project will be dedicated on May 15 at 6:00 p.m. The photo-cell lights used in this project are providing great monetary savings and working well. These types of lights will be considered for other projects in the future.
- **Heart of Glendale Neighborhood (January 2010)**: The WYSR (Women and Youth for Self-Reliance) Academy training classes have all been completed. One last "Train the Trainer" session is planned for Saturday, May 8. A graduation ceremony for class participants will be held on May 11 at Desert Rose Church.
- **Tanner Terrace (February 2010)**: Staff from Tanner Terrace is working to complete renovations; furniture has been ordered and surplus computers will be brought to the site soon.
- **East Catlin Court (March 2010)**: A small grant request was approved for a block party which was rescheduled for May 8 from 4:00-7:00 p.m. on Gardenia from 55th Avenue to 57th Avenue. All Commissioners are invited to attend.
- **Oakhollow HOA (April 2010)**: A small grant request was approved for a block party that was held on April 10. The event was very successful.

Mr. Cohrs announced that 992 newsletters were edited, printed and distributed on behalf of the Villas Glendale, La Buena Vida, Northern Manor West II and 47th Place Inc. Neighborhoods.

Ms. Wilkie gave an update on Volunteer projects:

- During April, more than 225 volunteers participated in a variety of projects and completed nearly 560 hours.
- Many groups performed quarterly Adopt-A-Street clean-up which helps to keep Glendale streets and right-of-ways clean.
- Volunteers participated in the annual Earth Day events by sprucing up the Xeriscape Garden at the Main Library and picking up trash along Skunk Creek Linear Park.
- More than 125 students from Peoria Unified School District volunteered at Sahuaro Ranch Park and in the Orchard Glen neighborhood as part of their annual PLUS DAYS event. The students cleaned up the orchards and pulled weeds in the rose garden at the park and picked grapefruit for a homeowner in the Orchard Glen neighborhood as part of their annual community service project. This was the biggest event of the month. Mr. Cohrs commented that Ms. Wilkie was recognized at the event by the Peoria Unified School District for her outstanding service with the school district.

Regarding Community Mediation, Mr. Cohrs stated that in April, 5 new cases were received, 24 cases were active and 4 cases were resolved with mediation services.

Mr. Cohrs provided an update on Community Education:

- The Spring 2010 session of Glendale University: Graduation was held at the Glendale Airport on May 3, with 22 students graduating. Mayor and Council were in attendance.
- Glendale University Graduate Program: A tour of the Oasis Water Treatment Plant is scheduled for Wednesday, May 26. A total of 30 residents will attend the tour which will take place from 1:00 to 3:00 p.m. Spaces are filling up quickly.

Mr. Cohrs stated that an update on the Neighborhood Indicators Project will be given at the June meeting.

The Commissioners commented that the meeting was very interesting.

X. Adjournment

Commissioner Atkins motioned to adjourn the meeting at 7:25 p.m.

Commissioner Loya made the second. The motion passed 11-0.

Respectfully Submitted,

Denise Kazmierczak
Recording Secretary