

MISSION STATEMENT

The mission of the Housing and Community Development Division is to provide Community Development Block Grant (CDBG) and HOME Program funding to municipalities and other subrecipients not eligible for direct United States Department of Housing and Urban Development (HUD) funding so they can develop viable communities and to primarily benefit low and moderate income people.

**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE
REGULAR MEETING
SEPTEMBER 14, 2016**

MINUTES

MEMBER OR ALTERNATE

REPRESENTING

*******PRESENT*******

Eric Orsborn	Buckeye
Roy Delgado	El Mirage
Fernando Fernandez	Gila Bend
Sharolyn Hohman	Goodyear
Albert Mendoza	Tolleson
Rui Pereira	Wickenburg
Dorena Mello	Youngtown
Jacki Taylor	District 1
Marshall Hunt	District 3
Tony Gutowski	District 4
Ira McCullough	District 4

*******ABSENT*******

Andrew Sanchez	Guadalupe
Nancy Marion	District 2
Neil Rifembark	District 3
John Gomez	District 5

****CD STAFF PRESENT****

Bruce Liggett
Rachel Milne
Carl Morgan

CDAC ORIENTATION

An optional orientation session was held from 5:30 to approximately 6:20 PM. The orientation included a summary of the CDBG program, the HOME program, the County's organizational structure, and the Community Development Advisory Committee.

1. CALL TO ORDER

Temporary Chair Dorena Mello called the meeting to order at approximately 6:30 PM.

2. ROLL CALL AND ESTABLISHMENT OF QUORUM

Carl Morgan took roll call. 11 members were present and a quorum was established.

3. WELCOME AND INTRODUCTIONS

The Committee members and staff introduced themselves to the committee.

4. ELECTION OF CHAIR AND VICE CHAIR

Following a brief discussion of the chair position, Dorena Mello made a motion with a second by Roy Delgado to appoint Sharolyn Hohman as Chair of the CDAC for 2016-17. There were no other motions to recommend any other committee members for office of Committee Chair. The motion passed unanimously by roll call vote. There was a motion by Dorena Mello with a second by Eric Orsborn to appoint Fernando Fernandez as Vice Chair. The motion passed unanimously by voice vote.

Following a brief discussion, Dorena Mello continued in the role of Chair for the meeting.

8. MARICOPA COUNTY – REQUEST TO CREATE ONGOING HUMAN SERVICES PROGRAM

The agenda items were taken out of order and the County's request to create an ongoing Human Services Program was presented. Human Services Department Director Bruce Liggett began his presentation by thanking the Committee members for their service, briefly described the Department's 4 divisions, and the Department goals.

12 years ago the County invested \$8 million to create the Phoenix Homeless Campus. 4 years later the overflow shelter was opened due to the overwhelming demand for shelter. The building used for the overflow shelter was declared to be unsafe and was closed 3 years ago. Overflow 'shelter' was then provided in a parking lot next to the Homeless Campus, with 400-500 people sleeping on the parking lot per night. A Funder's Collaborative was created that has been actively helping those sleeping on the parking lot end their homelessness.

Last year the CDAC award the Department funding for homeless services- \$85,000 for 2015-16 and \$115,000 for 2016-17. These funds have been used to help operate an indoor overflow shelter that has replaced the parking lot.

The County is requesting 15% of the Urban County's annual CDBG allocation be allocated to the County for public service activities including operation of the overflow shelter and supportive services to help shelter residents end their homelessness.

Discussion of the proposal included

- The impact of the proposal on the agencies currently funded: Funding for those agencies isn't guaranteed. They may be able to apply if the new process includes a request for proposal, or RFP type process.
- Can the new process could include health related housing? Yes, this is an option.
- If there is an RFP, could the proposals indicate how the proposal would work with the Funder's Collaborative and priorities? Yes, this can be included if there is an RFP.
- Is the request for one year or ongoing? The request is for the allocation to be ongoing.
- Is using less than 15% of the CDBG allocation an option? Yes, this is an option, although it would not be the County's first choice.

Jacki Taylor made a motion to ask staff to refine the request to include additional details on how funding will be used. Following a second by Fernando Fernandez, the motion passed unanimously by voice vote. The Committee is also requesting a copy of last year's social service funding requests, and a summary of CDAC's funding history for social services over the past 4 years.

5. MINUTES OF JUNE 8, 2016 MEETING

There was a motion by Roy Delgado with a second by Fernando Fernandez to approve the June 8, 2016 meeting minutes. The motion passed unanimously by voice vote.

6. GILA BEND COMMUNITY CENTER – REQUES FOR ADDITIONAL CDBG FUNDS

Kathy Valenzuela, Social Services Director, Town of Gila Bend presented the Town's request for additional funding. Gila Bend was awarded 2016-17 funding to expand the dining room and kitchen areas of the Gila Bend Community Center. The funding award included \$80,000 in local funds. The Town has suffered a \$750,000 reduction in local revenue. Four town positions have been eliminated, a hiring freeze is in effect, and staff expenses for benefits have increased.

The Town is requesting \$80,000 in additional CDBG funds to replace the \$80,000 in local funds. The Town will be returning approximately \$200,000 in unspent CDBG funds from the Zuni Waterline project which is 99% complete. The total project budget of \$655,000 will remain unchanged.

Discussion of the funding request included asking what the funds will be used for. Carl Morgan replied that the \$80,000 is allocated for design, construction management, and some construction costs. Following additional discussion on the request, Roy Delgado made a motion with a second by Eric Orsborn to recommend approval of \$80,000 in additional fund for the Gila Bend Community Center Project. The motion was approved unanimously by the CDAC by voice vote.

7. DRAFT CDAC MEETING CALENDAR

Carl Morgan reviewed the draft CDAC meeting calendar with the CDAC. The CDBG application process starts in October, with applications due in December. The CDAC would receive applications in January, 2017, have site tours on January 18, and have a special hearing for applicant presentations on January 25. The CDAC would develop their funding recommendations in early February, and review the draft Annual Plan in April. No changes to the calendar were proposed. Eric Orsborn made a motion with a second by Fernando Fernandez to approve the calendar for the 2017-18 Urban County CDBG application process as presented. The motion was approved unanimously by the CDAC by voice vote.

9. 2017-18 URBAN COUNTY CDBG FUNDING PRIORITIES

Carl Morgan presented the 2015-16 CDAC Funding Priorities. Funding priorities were not used during the 2016-17 funding process. Staff is presenting the priorities for CDAC consideration for possible use during the 2017-18 funding process.

2015-16 Urban County CDBG Funding Priorities:

Effective Economy (14 votes)

Economic Development, Public Services, Public Improvements, Public Facilities

Safe Communities (12 votes)

Public Improvements, Public Services, Public Facilities

Public Health (11 votes)

Special Needs Population, Public Facilities, Public Improvements, Housing

Individual Opportunity (8 votes)

Special Needs Population, Housing, Economic Development

Sustainable Environment (7 votes)

Housing, Public Services, Public Improvements, Public Facilities

Discussion of the priorities included the priorities having been initially aligned with HUD priorities at the time the CDAC priorities were created, and acknowledging that minor changes will be needed if there is a change in how public service activities are funded.

Albert Mendoza described the findings in the City of Tolleson's current Redevelopment Plan- 48% of the housing units in the redevelopment area were vacant or in need of rehabilitation work. Will these activities be included in the funding priorities? Carl Morgan replied that the Safe Communities, Public Health, and Individual Opportunity priorities include housing activities.

Roy Delgado made a motion to approve using the funding priorities as presented for the 2017-18 Urban County CDBG application and allocation process. The motion received a second from Eric Orsborn. The motion was approved unanimously by voice vote.

10. 2017-18 URBAN COUNTY CDBG APPLICATION AND SCORING SHEET

Carl Morgan presented the draft 2017-18 Urban County CDBG application form and Scoring Matrix to the CDAC. The application form has been updated for this year. It would be revised to remove the public service funding section if the CDAC decides that public service activities would be funded through a separate process. The Scoring Matrix has been used by the CDAC each year since it was developed by the CDAC approximately 4 years ago.

Sharolyn Hohman expressed concern regarding the scoring process. Last year Goodyear's application lost some points due to the City having returned funds from an economic development project that was funded in 2014 that didn't move forward. She requested that some flexibility in the scoring for this type of situation.

No action on this agenda item is being requested at this time. The application form and scoring sheet is being presented to the CDAC for their review.

11. STAFF AND CDAC MEMBER ANNOUNCEMENTS

Rachel Milne announced that staff is planning to present the CDAC bylaws and policy manual to the CDAC for revision during 2017 after the RFP process is completed.

Carl Morgan announced that the October meeting will include finalizing the application form and scoring sheet. Applications are scheduled to be available later that week.

12. OPEN CALL TO PUBLIC

No members of the public asked to address the Committee.

13. ADJOURNMENT

Having no further business before the Committee, the meeting was adjourned at approximately 8:25 PM.

Respectfully submitted,
Carl Morgan
Recording Secretary