

Meeting Minutes

**CITY OF GLENDALE
CITIZENS ADVISORY COMMISSION ON NEIGHBORHOODS
Glendale City Hall – Room B-3
Wednesday, January 4, 2012
6:00 p.m.**

MEMBERS PRESENT: Vickie Loya - Chair
Barbara Cole - Vice Chair
Sharon Brown
Matthew Versluis
John Geurs
Alfred Dixon
Rebecca Ontiveros
Manuel Cruz
Sharon Sprague
JoAnn Caufield

MEMBERS ABSENT: Jonathan Larkin

STAFF PRESENT: Matt Cohrs, Neighborhood Partnership Administrator

I. Call to Order

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

II. Roll Call

Chair Loya conducted roll call. Commissioners Larkin and Ontiveros were not present; Commissioner Ontiveros arrived after roll call.

III. Approval of Minutes – November 2, 2011

Commissioner Brown motioned to approve the November 2, 2011 meeting minutes as written. Commissioner Versluis made the second. The motion passed 10 - 0.

IV. Business from the Floor

None.

V. Review of GAIN Night Activities

Neighborhoods that received grant funding included:

- Arrowhead Lakes HOA
- Casa Campana HOA
- Catlin Court Historic District Association
- Chaparral Ranch I HOA
- Orchard Glen Neighborhood Association
- Shangri La Neighborhood Association
- Thunderbird Palms/Hickory Shadows Neighborhood
- Villas Glendale Townhouse Association
- Palm Shadows Resident Association
- Sahuaro Park West Neighborhood Association
- Sands West Neighborhood

The Commissioners reported on GAIN night events that they attended and discussed recommendations for next year based on the feedback regarding the events.

Commissioner Versluis attended two events and observed that residents he met were receptive and positive. Their main concern was the number of vacant homes. The events Commissioner Versluis attended had approximately 15-20 people. Commissioners Versluis noted that there were no city, police, or fire representatives present at either event.

[Commissioner Ontiveros entered the meeting.]

Chair Loya attended three GAIN events and saw police representation at Thunderbird Palms. Not many residents attended the event, but those who were at the event were very positive. Chair Loya reported that at the Arrowhead Lakes event, she handed out her card and advised the attendees that next time, they request to have a CAT team liaison attend their neighborhood meetings or GAIN event.

Commissioner Geurs reported that at the event he attended, there were no police or fire representation. In the past, the police cars and fire trucks have been a big draw for the children. Commissioner Geurs noted that the neighborhood tends to be wary of police; however in the past, the event has drawn people out of their homes and brought them together. Commissioner Geurs commented that the lack of police and/or fire presence was missed and it was concerning to lose that connection. Commissioner Geurs added that the location of the event was changed to the parking lot of the Lofts, which may have decreased attendance.

Mr. Cohrs noted that a central gathering area in a neighborhood is very helpful in increasing visibility and attendance. Mr. Cohrs added that location plays a big part in an events success and an event should be held in a core location in which the neighborhood has a connection.

Commissioner Cruz attended three events and reported that there were police at two of them, but no fire representation. Commissioner Cruz stated that there were approximately fifteen to twenty people at each event he attended and they residents were all very thankful for the grants received and the opportunity to come together.

As a suggestion for next year, Commissioner Cole asked if the Commission could make a special request for fire and/or police representation at the neighborhood events that had been granted funding. Chair Loya agreed and commented that perhaps the Commission could send an invitation on behalf of the neighborhoods that the Commission has been working with.

VI. Target Area Draft Action Plans

Mr. Cohrs reminded the Commission that the two neighborhood areas (census tracts) which have been selected as target areas for sustained revitalization efforts are: **Tract #092714** (which has a boundary of 67th Avenue to 75th Avenue from Glendale to Bethany Home Road) and **Tract #092800** (boundary of 59th Avenue to 67th Avenue from Glendale to Bethany Home Road).

Mr. Cohrs noted that at the November Commission meeting, staff presented the commission recommendations for broad steps or strategies for the target areas. After reviewing the strategies and some discussion, the Commission agreed to go forward with the strategies. Mr. Cohrs explained that since the broad strategies have been adopted by the Commission, staff has prepared the specific action steps that the Neighborhood Partnership Office (NPO) and the Commission can take to begin working in the target areas.

The Targeted Area Strategy and Action Steps for Tract #092800 was written and presented as follows:

1. Engage Identified Partners to discuss the areas and talk about ways we can work together in the area. Examples include Harold W. Smith Elementary School and the Boys and Girls Club.
 - A. Action Steps:
 - The NPO and the **Partnerships and Community Outreach Workgroup** will develop a list of potential partners in the area. This will include faith-based organizations, schools, non-profits, and businesses.
 - Once the list is completed, the NPO and the workgroup will get contact information for each of the potential partners.
 - The potential partners will be contacted by the NPO or workgroup to discuss interest in the effort, and if interested, schedule meetings.
 - Based on the outcome of any meetings and how they can assist, the partners will be incorporated into target area efforts.

2. Identify specific sections of the census tract area to begin revitalization efforts. Two identified areas include: 59th Avenue to 63rd Avenue, Maryland to Bethany Home Road and 63rd to 67th Avenues, Maryland to Bethany Home Road (67th Avenue and Bethany Home.)
 - A. Action Steps:
 - Based on previous discussions, the commission will move forward with working in these specific sections of the targeted areas. Based on the results of the results of efforts in these areas, they may be adjusted by the Commission, other specific sections added or changed.

3. The Commission on Neighborhoods, the NPO and the CAT team will work to involve members of the surrounding neighborhoods and conduct outreach activities.
 - A. Action Steps:
 - The NPO and the **Research, Evaluation and Training Workgroup** will review both active and inactive neighborhood associations for the area along with blockwatch information from the Police Department.
 - Efforts to contact the current or former neighborhood leaders for the associations or blockwatches will be made. Inactive neighborhood groups will also be contacted to see if they would be willing to assist.
 - The NPO and the workgroup will work with the CAT team, Code Compliance, and other city departments to identify other possible neighborhood contacts in the area. Frequent callers/reporters could be one potential contact source.
 - Once existing or new neighborhood contacts are confirmed, the NPO and the workgroup, and possibly the CAT team, will try to meet with those contacts for involvement in the effort.

4. The Commission and the NPO will research the availability and potential involvement of various programs and services in the area such as workforce Development, Educational Opportunities, Crime Prevention (CAT), Park Watchers and Adopt-a-Park, Healthcare Services, and Home Ownership.
 - A. Action Steps:
 - The NPO and the **Research, Evaluation and Training Workgroup** will conduct research into external programs and services that could be of benefit to the area (i.e. the neighborhood tool kit.)

- Internal (city) programs that may also be beneficial to the area will be reviewed and discussed with the appropriate departments.
 - The NPO and the workgroup will contact any of the proper organizations offering programs or services to discuss working in the area.
 - The programs and services that are applicable and able to participate will be incorporated into the target area efforts.
5. Based on the results of the four strategy areas above, additional action steps to support them will be added as needed.
- A. Action Steps:
- The NPO and the **Event Planning Workgroup** will work with neighborhoods to either get re-engaged or get off the ground and advise and assist with neighborhood events or outreach.
 - The NPO and the **Research, Evaluation and Training Workgroup** will develop any needed trainings, such as a new “neighborhood action kit.”

The Targeted Area Strategy and Action Steps for Tract #092714 was written and presented as follows:

1. Engage Identified Partners to discuss the areas and talk about ways we can work together in the area. Examples include Desert Garden Elementary and Challenger Middle School.
- A. Action Steps:
- The NPO and the **Partnerships and Community Outreach Workgroup** will develop a list of potential partners in the area. This will include faith-based organizations, schools, non-profits, and businesses.
 - Once the list is completed, the NPO and the workgroup will get contact information for each of the potential partners.
 - The potential partners will be contacted by the NPO or workgroup to discuss interest in the effort, and if interested, schedule meetings.
 - Based on the outcome of any meetings and how they can assist, the partners will be incorporated into target area efforts.
2. Identify specific sections of the census tract area to begin revitalization efforts. The identified area includes:
- 67th to 75th avenues, Glendale to Bethany Home Road
- A. Action Steps:
- Based on previous discussions, the commission will move forward with working in these specific sections of the targeted areas. Based on the results of the results of efforts in these areas, they may be adjusted by the commission, other specific sections added or changed.
3. The Commission on Neighborhoods, the NPO and the CAT team will work to involve members of the surrounding neighborhoods and conduct outreach activities.
- A. Action Steps:
- The NPO and the **Research, Evaluation and Training Workgroup** will review both active and inactive neighborhood associations for the area along with blockwatch information from Police Department.
 - Efforts to contact the current or former neighborhood leaders for the associations or blockwatches will be made. Inactive neighborhood groups will also be contacted to see if they would be willing to assist.

- The NPO and the workgroup will work with the CAT team, Code Compliance, and other city departments to identify other possible neighborhood contacts in the area. Frequent callers/reporters could be one potential contact source.
 - Once existing or new neighborhood contacts are confirmed, the NPO and the workgroup, and possibly the CAT team will try to meet with those contacts for involvement in the effort.
4. The Commission and the NPO will research the availability and potential involvement of various programs and services in the area such as workforce Development, Educational Opportunities, Crime Prevention (CAT), Park Watchers and Adopt-a-Park, Healthcare Services, and Home Ownership.
- A. Action Steps:
- The NPO and the **Research, Evaluation and Training workgroup** will conduct research into external programs and services that could be of benefit to the area (i.e. the neighborhood tool kit).
 - Internal (City) programs that may also be beneficial to the area will be reviewed and discussed with the appropriate departments.
 - The NPO and the workgroup will contact any of the proper organizations offering programs or services to discuss working in the area.
 - The programs and services that are applicable and able to participate will be incorporated into the target area efforts.
5. Based on the results of the four strategy areas above, additional action steps to support them will be added as needed.
- A. Action Steps:
- The NPO and the **Event Planning Workgroup** will work with neighborhoods to either get re-engaged or get off the ground and advise and assist with neighborhood events or outreach.
 - The NPO and the Research, Evaluation and Training Workgroup will develop any needed trainings, such as a new “neighborhood action kit.”

Commissioner Cole asked whether both neighborhoods would be worked on together. Mr. Cohrs replied that the Commission agreed to do adjacent neighborhoods, one that is healthy and one that is a prevention area and the prevention area will need more effort to build up. Mr. Cohrs noted that partners may overlap into both areas. Commissioner Geurs wondered if any grants other than the NPO grants were available. Mr. Cohrs replied that the federal model has changed and that cities are not receiving as much federal funds as in the past, but staff could look at pursuing competitive grant funds.

The Commission agreed to proceed with the above action steps, and Mr. Cohrs advised that the next step will be to break out into workgroups.

VII. Commission Work Groups

Workgroups have been defined and participation determined in previous meetings. Mr. Cohrs asked commissioners that have not yet signed up for a workgroup to please do so.

Mr. Geurs asked if workgroups would meet separately from the Commission meetings. Mr. Cohrs replied in the positive. Mr. Cohrs noted that the workgroups will be start meeting in January or February.

VIII. Staff Updates and Commission Items of Interest

Mr. Cohrs presented a summary of key Neighborhood Partnership Office activities for November/December 2011:

A. Neighborhood Outreach

- The Neighborhood Partnership Office did not receive any new neighborhood registrations in November or December 2011.
- Staff edited, printed and distributed 480 newsletters/flyers in the months of November and December for the neighborhoods of La Buena Vida (Yucca District, 377 print-outs) and Monarch Point (Cholla District, 103 print-outs.)
- Staff did not attend any neighborhood meetings in November and/or December.
- The 2011 Commission on Neighborhoods Holiday Open House was held on December 14. The event was a great success with over 220 neighborhood attendees, as well as various city staff and elected officials.

B. Community Volunteer Program

- During the months of November and December, more than 160 volunteers completed 710 volunteer hours, which totals \$15,166 of volunteer dollars. Volunteer projects include:
 - 1.) **Volunteers from Red C Products, Midwestern University, and GCC Pre-Pharmacy Club** completed their quarterly Adopt-a-Street clean-up projects.
 - 2.) **Employees from Vanguard, Inc.** volunteered for their annual "Make A Difference Day" project in November. More than 50 volunteers completed a neighborhood clean-up in the LaFontana Neighborhood. The group cleaned up front yards for elderly and disabled residents, and cleaned Bicentennial, the local neighborhood park. House painting was delayed due to rain, but will be rescheduled.
 - 3.) **Students from Oklahoma State** (who were in town for the Fiesta Bowl), organized a service project at Sahuaro Ranch Park to glean fruit on January 3. There were three news channels on hand to film the project; it was fun and successful.

C. Community Mediation

During the month of December 2011:

- 9 new mediation cases were received
- 21 total cases were active
- 4 cases were resolved with mediation services
- The types of cases received during this time involve or have previously involved the following types of cases: Animal Control, Barking Dog, Interpersonal Disputes Landowner/Tenant, Noise & Nuisances, Property Damage/Maintenance.
- The annual Mediator Holiday Quarterly Event was held on Friday, December 16, during which all available mediators and staff met. This event is held to show appreciation to the Glendale volunteer mediators.

D. Community Education

- Glendale University "101" Fall 2011 Semester:
 - The session started on Thursday, September 8. Glendale University "101" is a free 10-week course presented by Mayor and Council, department heads, and key city personnel. The course is available to Glendale residents, business owners and employees who are interested in learning about the organization and operation of City services. This unique program promotes active class participation, public dialogue and development of future leaders. Graduation was held on November 17, 2011.
- GU Graduate Courses:
 - Judge Finn presented "Learn What Occurs at Court outside the Courtroom" on Tuesday, November 29; Mr. Rob Walecki, City Prosecutor and Judge John Burkholder presented a mock trial on Wednesday, November 30th.
 - The Emergency Management Class will be re-scheduled.

Mr. Cohrs noted that Glendale University is a fifteen-year old program that has been very successful. In order to maintain sustainability and reach a new audience, it is possible the program may undergo some changes.

E. Upcoming Neighborhood & Community Events:

- ❖ MLK Day "A Day On, Not Off": January 14: More than 200 volunteers have registered to participate in the January 14, 2012 MLK Day project from 9 a.m. to noon at Historic Sahuaro Ranch Park. Volunteers will pick grapefruit and oranges that will be donated to St. Mary's Food Bank Alliance to help feed the hungry. This project is a partnership with HandsOn Greater Phoenix and the City of Glendale Neighborhood Partnership Office.
- ❖ Serve Day: February 25: More than 700 volunteers from Vineyard, Church of Joy and Faith Bible Church will complete neighborhood clean up projects in the neighborhoods they have adopted as part of the "Adopt-a-Neighborhood" program. Neighborhoods include Granada Estates, Heart of Glendale, and Blue Sky Mobile Home Park.

IX. Adjournment

**Commissioner Cruz motioned to adjourn the meeting at 7:48 p.m.
Commissioner Cole made the second. The motion passed 10 - 0.**

Respectfully Submitted,

Jill Jensen
Recording Secretary