

**MEETING MINUTES**  
CITY OF GLENDALE, ARIZONA  
CITIZENS ADVISORY COMMISSION ON NEIGHBORHOODS

GLENDALE CITY HALL, ROOM B-3  
5850 W. GLENDALE AVENUE  
**WEDNESDAY, FEBRUARY 4, 2009**  
**6:00 p.m.**

MEMBERS PRESENT:       Mike Nave, Chair  
                              Derek Fowler  
                              Donna Duggins  
                              Sharon Brown  
                              Vickie Loya  
                              Mathew Versluis  
                              Bill Jocewicz  
                              JoAnn Caufield  
                              Sharon Sprague

MEMBERS ABSENT:       Marianne Del Debbio, Vice Chair  
                              Lynda Vescio

OTHERS:                 Patrick Krause, Neighborhood Services Coordinator  
                              Josie Romero, Neighborhood Services Coordinator  
                              Angie Wilkie, Neighborhood Services Coordinator

**I.    CALL TO ORDER**

Chair Nave called the meeting to order at 6:00 P.M.

**II.   ROLL CALL**

Chair Nave took roll call and mentioned that Commissioners Del Debbio and Vescio were absent and excused.

**III. APPROVAL OF MINUTES – JANUARY 7, 2009**

Chair Nave moved onto agenda item IV.

**IV.   BUSINESS FROM THE FLOOR**

None

**V.    REVIEW OF NEIGHBORHOOD SMALL GRANT APPLICATIONS**

Mr. Krause stated that the Sierra Verde West Irma Lane Homeowners Association was requesting \$4,998 for the purchase and installation of trees and shrubs around the perimeter and the inner campus of the Sierra Verde Elementary School. Mr. Krause noted that the HOA had received a \$250 cash donation from the school.

Mr. Krause noted that Mrs. Wendy Reinalda, the neighborhood leader, was expected to attend the meeting, but was not present yet.

Mr. Krause explained the neighborhood would like to do the project because the trees will provide shade for the neighborhood children who attend the school.

Commissioner Sprague asked if the amount requested included installation of the trees. Mr. Krause replied in the positive.

Commissioner Sprague asked if the school would handle the watering and maintenance of the trees. Mr. Krause again replied in the positive.

Commissioner Loya wondered if the neighborhood and city were allowed to do such a project on school grounds. Mr. Krause replied that Staff had contacted the city attorneys for review of the request and the attorneys found no reason for concern. Mr. Krause added that in the original charter of the Commission, a major goal was to partner with schools, business and faith-based organizations in order to improve neighborhoods.

**Commissioner Loya motioned to approve the Sierra Verde West Irma Lane HOA small grant request of \$4,998 for the purchase and installation of trees around the perimeter and inner campus of Sierra Verde Elementary School. Commissioner Versluis made the second. The motion carried 9 – 0.**

**III. APPROVAL OF MINUTES – JANUARY 7, 2009 (Revisited)**

**Commissioner Brown motioned to approve the January 7, 2009 meeting minutes as written. Commissioner Duggins made the second. The motion carried 9 - 0.**

**VI. CODE COMPLIANCE OVERVIEW**

Mr. Krause introduced Mr. Sam McAllen, the new Code Compliance Director. Mr. McAllen had previously worked for the city of Phoenix for the past 12 years.

Mr. McAllen's presentation included the following information:

Inspection Statistics for 2008

- 16,295 cases
- 9,871 of the cases were staff-initiated
- 6,424 calls for service were received
- 98% voluntary compliance was achieved

Most Common Code Violations (Top 5)

- Overgrown grass and weeds
- Rubbish, trash and debris
- Items in public view
- Abandoned/inoperable vehicles
- Front yard parking

Other Ordinances

- Vehicle Sales
- Pool Barriers
- Barking Dogs
- Building without a Permit
- Home Occupations

#### Enhancements

- Reorganized inspections areas
  - 10 geographic areas with one inspector for each area as of 10/1/08
  - Neighborhood focus programs
  - Residential inspections
  - Sign removal
- Enhanced citizen communication
- Use of volunteers
- Interdepartmental collaborations (police department, Neighborhood Partnership Office, revitalization groups, etc.)

#### Contact Information

- 623-930-3610
- [www.glendaleaz.com/codecompliance](http://www.glendaleaz.com/codecompliance)
- The department tries to respond to calls within 48 hours (92% success rate for this goal in 2008)

Commissioner Loya wondered where citizens were allowed to post signs for garage sales. Mr. McAllen replied that residents could only post a sign in front of their house, not on traffic posts or in the city right-of-ways. Also, ads could be posted in the paper for garage sales to avoid any issues with signage.

Commissioner Duggins inquired about pool barrier rules for different valley cities. Mr. McAllen replied that each city in the valley has different rules and on the City of Phoenix website, there is a listing of the different requirements in valley cities.

Commissioner Jocewicz asked if there was a code regarding the number of pets that a resident could have in a yard. Mr. McAllen replied in the negative.

Commissioner Jocewicz asked if the inspectors worked weekends. Mr. McAllen replied that three inspectors worked on Saturday and three on Sunday. One of the weekend inspectors works on picking up signage while the others work in their designated grid areas.

Chair Nave wondered about those residents who are financially or physically unable to resolve their code compliance issues. Mr. McAllen replied that the Department will try to find various funding sources or provide volunteers to do the physical portion of the project.

Chair Nave thanked Mr. McAllen for his informative presentation.

#### **V. REVIEW OF NEIGHBORHOOD SMALL GRANT APPLICATIONS (Revisited)**

Mr. Krause introduced Mrs. Wendy Reinalda, the neighborhood leader from the Sierra Verde West Irma Lane Homeowners Association. Mrs. Reinalda apologized for being late.

Mrs. Reinalda stated that the HOA has been working for years on increasing environmental shade in its community. Mrs. Reinalda explained that the trees in the school perimeter will provide excellent shade for children walking to and from school.

Chair Nave thanked Mrs. Reinalda for preparing the grant request and attending the meeting. Chair Nave stated that the Commission approved the grant request earlier in the meeting.

Mrs. Reinalda thanked the Commissioners for approving the grant request and stated that this type of success keeps volunteers motivated and willing to do more for the community.

## **VII. COMMUNITY VOLUNTEER PROGRAM**

Mrs. Wilkie stated that the Community Volunteer Program began as a Council initiative in 1998 with the purpose of believing that civic involvement develops as healthy, vibrant city.

### Benefits of the Program:

- Provides volunteer opportunities for the community
- Assists residents and benefits the community
- Projects are for public benefit

### Program Statistics

- 19,500 volunteers since 1998
- More than 71,000 volunteer hours completed
- Approximately \$802,500 in estimated savings versus paid labor
- More than different volunteer groups in the data base (schools, colleges, corporate groups, churches, Boy Scouts, Boys and Girls Clubs, etc.)
- Most projects are 4 – 6 hours in length and involve youth and adults to build community spirit.

### Projects Include:

- Curb address painting
- Park clean-up
- Landscaping for the elderly and low-income residents
- Neighborhood clean-up
- Right-of-way projects
- Refurbishing benches
- Fruit gleaning at Sahuaro Ranch Park

Mrs. Wilkie displayed various photographs of volunteer events.

Mrs. Wilkie announced the following upcoming projects:

- 2/07: EVOS Playground Build, 8:30 a.m. at Thunderbird Palms Neighborhood (54<sup>th</sup> Avenue and Sweetwater)
- 2/21: 4<sup>th</sup> Annual Serve Day
- 3/28: Cesar Chavez Day of Service
- 4/25: Serve-a-thon for School

### How Do I Get Involved?

- Register as a group or individual
- Participate as much or as little as desired
- Can request a project specifically tailored to a group or individual
- Suggest a project idea

Chair Nave thanked Mrs. Wilkie for her presentation and for her great job planning and coordinating the Community Volunteer Program.

### **VIII. COMMUNITY EDUCATION PROGRAM**

Mr. Krause stated that over the years, the Community Education Program has greatly evolved since its inception in 1996.

#### Program Offerings:

- Glendale University 101 (GU)
  - Free program whereby residents can learn about the operations of municipal government.
  - Classes focus on key functions of the city such as finance, library, police and fire services.
  - Two sessions are held (Fall and Spring)
  - Over 700 citizens have participated since GU began.
- Glendale University Graduate Program
  - For citizens who have completed GU.
  - More detailed classes on specific programs or services.
  - Topics include Economic Development, Emergency Management, Marketing and Communications and learning tours such as Jobing.com Arena, the water treatment plant and Luke Airforce Base.
- Homeowners Association Academy
  - Classes for HOA residents or Board members who want to learn more about how to legally operate an HOA.
  - Topics taught by industry professionals (lawyers, CPA's and management company specialists.
  - Has been in existence for 10 years.
  - Attendees receive approximately \$3,500 worth of training for free.

### **IX. NEIGHBORHOOD CAPACITY BUILDING**

Ms. Romero explained that as Neighborhood Services Coordinator, she does a lot of neighborhood outreach in order to build relationships with neighborhood residents.

Ms. Romero gave an example of a recent neighborhood she is working with.

Ms. Romero stated that recently she received a call from a resident in La Fontana (144 homes). This area was originally included in the neighborhood registry for the Bicentennial Neighborhood (1,500 homes.) The resident spoke about the problems in the neighborhood such as vacant houses and foreclosures. Ms. Romero found out that Code Compliance had a focus area in La Fontana. Ms. Romero spoke with residents in La Fontana and asked if they wanted to break off from being included in the neighborhood registry with Bicentennial. The residents agreed. Ms. Romero explained that by focusing on La Fontana as a smaller neighborhood, the residents can get to know each other better and work as a smaller team to create change. Ms. Romero will be holding meetings in La Fontana and doing "knock and talks" to encourage residents to get involved in neighborhood improvement.

During the meeting with La Fontana, Staff will be present as well as a Community Action Officer, a Code Compliance Inspector. Furthermore, Ms. Romero will encourage the residents to apply for a Community Connections Grant (\$500) in order to host an event to get to know each other better. From this initial meeting, Staff and the neighborhood can move forward with neighborhood improvement. Ms. Romero stressed that the goal of outreach is to build relationships with residents that are long lasting.

Ms. Romero noted that she has been working with the East Catlin Court Neighborhood. Initially, two residents expressed interest in neighborhood improvement and now the number of participants has grown tremendously. Recently, 200 people attended a block party in the community and the neighborhood has just applied for a \$150,000 CDBG grant which should be approved by City Council next month.

Commissioner Caufield commented that she was very impressed with the sense of family between city staff and Glendale residents. Ms. Romero agreed that this was unique to Glendale and that Staff understands that education of residents and long-lasting relationships are the key to a great city.

**X. DIRECTOR/STAFF UPDATES**

Mr. Krause announced that applications are now being accepted for the 2009 Ruth Byrne Historic Presidential Award.

The January 2009 Staff Report was distributed to the Commissioners.

**XI. COMMISSION COMMENTS AND SUGGESTIONS**

Commissioner Brown felt the information on Code Compliance was very interesting. Commissioners Versluis and Loya agreed.

Commissioner Sprague enjoyed the meeting.

Chair Nave thanked Staff for their presentations.

Commissioner Caufield stated that she has lived in Glendale for 20 years and is very impressed that there is always something new to learn about the city.

**XII. ADJOURNMENT**

**Commissioner Duggins motioned to adjourn the meeting at 7:15 p.m. Commissioner Brown made the second. The motion passed 9 – 0.**

Respectfully submitted,

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Denise Kazmierczak  
Recording Secretary