

**City of Glendale
Community Development Advisory Committee
Summer Retreat - Fruit Packing Shed
9802 N. 59th Avenue**

**Saturday, August 15, 2015
8:00 – 11:00 a.m.**

RETREAT AGENDA

I. Call to Order

II. Roll Call

III. Approval of Minutes

Summary: The Committee will review and approve the minutes from the meeting held on June 18, 2015.

IV. Overview of Retreat – 5 minutes

Summary: Staff will provide a brief overview of the CDAC retreat topics and objectives for the day. Additionally, the Chair will have the opportunity to make opening comments.

Recommendation: For information only.

V. Ice-Breaker – 15 minutes

VI. Presentation on Glendale University – 20 minutes

Summary: As a part of its summer retreat, the CDAC requested a presentation on the Glendale University. Program Coordinator, Kathy Curley, will be present to conduct this presentation and answer any questions of the Committee.

Recommendation: For information and discussion.

VII. Presentation on Scope and Mission of CDAC – 20 minutes

Summary: In preparation of the FY 15-16, staff will spend time reviewing the scope and mission of the Community Development Advisory Committee. Staff will discuss the enabling ordinance and conduct a presentation on how the members of the CDAC can effectively work with department staff.

Recommendation: For information and discussion.

VIII. Break – 10 minutes

IX. Update on Key Dates and FY 16-17 CDBG Council Priorities– 20 minutes

Summary: The purpose of this item is to brief the Committee on the comments provided by the Council at the August 4, 2015, workshop session, in addition to the key dates of the upcoming application process. At this session, the Chair received direction by the Council regarding funding priorities for the FY 16-17 CDBG process. Staff and the Chair

will provide an update to assist the Committee during the upcoming funding application review process.

Recommendation: For information and discussion.

X. Review of FY 16-17 CDBG Application – 30 minutes

Summary: As a part of its summer retreat, the CDAC requested a presentation on the current application format used by applicants of CDBG funding requests. The purpose of this item will be review this application, entertain any questions of the Committee, and make any adjustments to the application as appropriate.

Recommendation: For information and discussion

XI. Break – 10 minutes

XII. CDAC Annual Action Plan – 30 minutes

Summary: The purpose of this agenda item is for the CDAC to begin laying the foundation for a FY15-16 work plan. Specifically, staff will take the CDAC through a series of questions and assist it with developing a functional and realistic plan of action for the current 2015-2016 budget year.

Among the key considerations for the Committee will be:

- What specific tasks or objectives would it like to accomplish?
- Are there any specific agenda items it would like to review, discuss or take action on?

Once the Commission addresses these items, a consensus action plan will be created. The objectives and considerations in the work plan will serve as a basis for the committee's annual report.

Recommendation: For information and discussion.

XIII. Staff Updates – 5 Minutes

Summary: Staff will provide an update to the Commission on relevant and recent department activities.

XIV. Commission Comments & Suggestions – 10 minutes

Summary: This is an opportunity for the Commission to share any observations or comments it may have. Staff will follow-up as appropriate.

Recommendation: For discussion.

XV. Adjournment

The next regular meeting is September 17th at 6:00 p.m. in room B3 of City Hall.



Special Accommodations: For special accommodations, please contact Gwen Benoit at 623-930-3554 (voice), or 623-930-2197 (TDD), at least three working days prior to the meeting for special accommodations or if you cannot attend the meeting.