



City of Scottsdale
Human Services Commission
Regular Meeting

Summarized Minutes

5:00 PM, Thursday, September 24, 2009
Via Linda Senior Center
10440 E. Via Linda
Scottsdale, AZ 85258

Call to Order

Chair Hemmingsen called the meeting to order at 5:06PM.

Roll Call

Present: Chair Kathleen Hemmingsen, Vice-Chair Katherine Weaver, Commissioners: Carol Erickson, Steven Rosenberg, Andy Yates

Staff Present: Paul Ludwick, Cindy Ensign, Hugh McGill, Tricia Serlin, Kira Peters, Kasey Moyers, Elizabeth Garcia, Theresa Schweitzer, Michelle Albanese, Justin Boyd

1. Approval of the September 10, 2009 Minutes – Regular Meeting

Commissioner Weaver pointed out that she was erroneously listed as being present at the meeting.

Commissioner Rosenberg moved to approve the minutes with corrected roll call and Commissioner Erickson seconded. Motion passed 5-0.

*Note: Correction made by Rachel Smetana.

2. Miracle League of Arizona

Deanna Zuppan, Recreation Coordinator for Adapted Recreation, discussed the Miracle League of Arizona's efforts to build a baseball field specially adapted for people with physical disabilities. She explained that this was an effort started by the father of Danny Heron, Diamondbacks pitcher, whose vision it is to help provide a place for every child to play baseball and had heard about the organization started in Georgia.

Ms. Zuppan explained that a group of volunteers, businesses and non-profits have formed a partnership with the City of Scottsdale to bring the rubberized field with disabled accessible

amenities to fruition on the grounds of the recently closed Cheyenne Elementary. Then she detailed fundraising efforts, donations received, and phases of the project. Fundraising for Phase One is already complete and construction will begin November 16th. She also explained sponsorship opportunities to offset ongoing operations costs.

Ms. Zuppan showed a video of a field built in North Carolina and explained that for more information one should visit www.mlaz.org.

Commissioner Weaver asked who would pay for the maintenance once the field was built. Ms. Zuppan replied that there would be an intergovernmental agreement between the City of Scottsdale and Scottsdale Unified School District. Commissioner Weaver asked if the whole property would be dedicated to the Miracle League field. Ms. Zuppan replied that it would occupy about a third with part housing an early childhood education center and possibly soccer and softball fields as well.

Commissioner Yates asked that Ms. Zuppan send more information on Sponsorships. She replied she would, as well as invitations to future events.

3. Review of the 2010/2011 Applicant Proposal Packets

Justin Boyd, Housing Coordinator, discussed changes to the funding application, evaluation, proposal checklist, and guidelines as a result of several summer meetings with Commission members and staff. He detailed differences in the Public Service Proposal and explained that the goal of the changes was to have an application that asked more direct questions and was beneficial to generating contracts.

The most notable changes were to the scope of work which now asks for more specific information related to outcomes and updates to the budget summary. Mr. Boyd explained that the HOME proposal had few changes and that the Scottsdale Cares and General Funds proposals were nearly identical to the one discussed for Public Service.

He explained that the Evaluation Tool added some elements that clarified scoring for outcome measurement. The staff will score the Demonstrated Capacity section. The evaluation guidelines were simplified to establish a more user friendly guide.

Commissioner Weaver suggested adding some verbiage to clarify the question regarding letter of commitment.

Mr. Boyd explained that Cindy Ensign, Human Services Planner, was still handling the Endowment Funding process and the application had not changed.

Commissioner Weaver stated that she had called the number listed as Justin Boyd's on the application but it was not his office. Mr. Boyd explained that it was his Administrative Secretary's number. Ms. Weaver suggested that he take his name off the proposal and just list the Community Assistance Office.

Commissioner Rosenberg asked if there would be a significant disadvantage to agencies that had not requested funding before. Mr. Boyd replied that agencies that haven't been funded before would receive a neutral 3.

Commissioner Yates asked if the scores would be tabulated the same as last year. Mr. Boyd answered that there would be no throwing out the highest and lowest score as previously discussed.

Commissioner Yates moved to approve the applicant proposal packets and Commissioner Weaver seconded the motion. Motion approved 5-0.

4. Review of the 2010/2011 Human Services Funding Process

Michelle Albanese, Community Assistance Manager, gave an overview of the public request for proposal process, the funding calendar, all funding sources, and the Commission letter to the proposed applicants and that all applications will be due November 25th.

Commissioner Rosenberg pointed out the January 29th meeting should instead be Thursday, January 28th and asked if there will be some reprogrammed funds this year. Ms. Albanese replied yes, there would be reprogrammed funds.

Ms. Albanese asked if there were any changes on the draft of the letter from the Commission sent to applicants. Chair Hemmingsen asked where the criteria for presentations would be clarified. Justin Boyd, Housing Coordinator, replied that Ms. Hemmingsen could speak to that topic at the applicant orientation on October 14th as well as anything else she wanted to address.

Commissioner Erickson stated that she appreciated the part that specified sending someone with "extensive knowledge" to the funding presentations.

Commissioner Erickson moved to approve the materials provided for the public request for proposal process, funding calendar and the letter from the Commission to prospective applicants. Commissioner Rosenberg seconded the motion. Approved 5-0.

5. Fees and Charges

Paul Ludwick, Human Services Director, explained that the City of Scottsdale is currently reviewing the Fees and Charges schedule that will ultimately be approved by City Council. Mr. Ludwick stated that the process includes opportunities for public input. The draft includes the mission of public facilities with a list of priorities for use and will ultimately include a new fee structure along with a determination of no fee uses.

Commissioner Erickson commented that it would be beneficial to see the current fee structure.

Commissioner Weaver asked if the new fee schedule would change. Mr. Ludwick replied that the focus is to recover the actual cost of operation with attention to simplifying the fee determination process. The rates are higher for non-Scottsdale residents than residents and higher still for commercial uses.

6. Civic Center Senior Center and Section 108 Loan

Paul Ludwick, Human Services Director, explained that the Villa de Marie Academy wished to sell the only two buildings not owned by the City of Scottsdale on the Paiute Campus. He explained that the City also owns the Civic Center Neighborhood Center (CCNC) which was purchased with CDBG funds. Mr. Ludwick explained the possibility of borrowing against future CDBG allocations and using the CCNC as collateral to purchase the Villa de Marie property.

Michelle Albanese, Community Assistance Manager, explained the details of using a Section 108 loan to purchase the property including the 20 year repayment period, the public and City Council process for approval, and the HUD regulations.

Commissioner Rosenberg asked for clarification about the low to moderate income required use of the CCNC. Ms. Albanese replied that once the property was sold, that lien requirement would be released.

Commissioner Rosenberg asked what the contingency plan was if the CCNC couldn't be sold within 20 years. Ms. Albanese replied that the money could be repaid out of the CDBG allocation and that may impact services but there have already been offers on the property.

Commissioner Erickson asked if the Villa de Marie property on Paiute Campus was empty. Paul Ludwick answered no.

Paul Ludwick provided an update about Foundation for Senior Living's journey to occupy CCNC. He explained that FSL could not receive its operating license until there were sprinklers installed in the building. The sprinkler bid process is finished and awaiting council approval before they can proceed with the installation.

7. Human Services Commission Agenda Plan for 2009/2010

Cindy Ensign, Human Services Planner, explained the changes made to the agenda plan after direction from the Commission at the September 11th Commission meeting. These include moving some meetings back to the City Hall Kiva, adding a tour of the Belleview and Holiday Park areas in April, revisions of the presentations of agencies currently funded based on amount awarded or newly funded, and adding an item about the STOMP program.

8. Staff and Commission Updates

Paul Ludwick, Human Services Director, gave a brief update on current Human Services news and events.

9. Open call to the Public (A.R.S. §38-431.02)

Chair Hemmingsen asked for public comment and there were no replies.

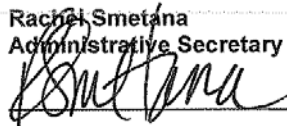
10. Adjournment

Commissioner Rosenberg moved to adjourn the meeting and Commissioner Weaver seconded the motion. The meeting was adjourned at 7:05 PM.

Officially approved by the Human Services Commission at the 10/22/09 meeting.

Submitted by:

Rachel Smetana
Administrative Secretary

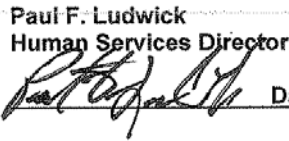


Date:

10/23/09

Reviewed by:

Paul F. Ludwick
Human Services Director



Date: 10-23-09