



**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ADVISORY COMMITTEE**  
**SPECIAL MEETING MINUTES**

Wednesday, August 28, 2024, 1:30 p.m.

Council Chambers

613 E. Broadway, 2<sup>nd</sup> Floor, Glendale, CA 91206

**1. ROLL CALL**

The meeting began at 1:42 p.m.

Present: Committee Members Gharibian, Quiñonez Gabrielian (left at 3:51 p.m.); Vice Chair Manoukian; Chair Avedisian

Absent: Committee Member Armenian

Staff present: Bulanikian, Aleksanian, Kavarian, Kabanjian, Moreno Hernandez

- a. **Report of Recording Secretary re: Posting of Agenda. Ms. Moreno Hernandez reported that the Agenda for the August 28, 2024, special meeting of the CDBG Advisory Committee was posted on or before Tuesday, August 27, 2024, on the Bulletin Board outside City Hall.**

Staff requested for items 4b and 5b to be taken out of order at this time.

**4b. Summary and Status of Active Year-to-Date CDBG Capital Improvement Projects**

Administrative Associate Tamar Kabanjian provided a presentation covering the following:

• **City CIP Projects**

- Pacific Park Natural Grass Project
- Pacific Edison Artificial Turf Replacement Project
- Pacific Park Playground & Pool Shade Structure Improvement Project
- Pacific Park Splash Pad Project

• **Community CIP Projects**

○ **2024-2025**

- Glendale Community Center Roofing Project, Catholic Charities of Los Angeles
- Bathroom Renovation Project, Homenetmen Ararat Main Campus

○ **2023-2024**

- *CANCELED-Community Services Center CIP, Verdugo Hills Council Boy Scouts*
- 2022-2023
- *CANCELED- Lexington CIP Building, YWCA of Glendale and Pasadena*

- **2021-2022**
  - First Floor All-Inclusive Locker Room Project, YMCA of Glendale (funded in various program years)
  - Alma House CIP - Campbell Center (COMPLETED)
  - Glendale Youth Center CIP- Armenian Cultural Foundation
- **2020-2021**
  - Roofing Project Homenetmen Ararat – Main Campus
- **2019-2020**
  - HVAC Project Homenetmen Ararat – Main Campus

**5b. Reprogramming \$724,949.63 in returned CDBG Capital Improvement Project funds from various program years**

1. Motion providing direction to staff on reprogramming \$724,949.63 from Boy Scouts – Community Center CIP 23/24 (\$92,696), YWCA – Lexington CIP 22/23 and Undesignated Fund Balance (\$254,370.13) in returned CDBG Capital Improvement Project funds from various program years

This item was taken out of order after item 4b. at this time.

Ms. Kavarian provided a presentation covering the following:

- CDBG Returned Funds
- CDBG Capital Improvement Project Funding Consideration
- Community Agency Letter of Interest Submission
- Potential Reprogramming Scenarios \$724,949.63
- Allocation and Timeline
- Fiscal Impact

A motion was made providing the following direction to staff on reprogramming \$724,949.63 from Boy Scouts – Community Center CIP 23/24 (\$92,696), YWCA – Lexington CIP 22/23 and Undesignated Fund Balance (\$254,370.13) in returned CDBG Capital Improvement Project funds from various program years: Allocate \$351,052 to Homenetmen Glendale Ararat-Roofing/HVAC Project, \$314,767 to YMCA of Glendale All Inclusive Locker Room Project, and \$59,130.63 to Pacific Park Splash Pad Project.

Moved: Gharibian                      Second: Quiñonez Gabrielian

Vote as Follows:

Ayes:                      Committee Members Gharibian, Quiñonez Gabrielian; Vice Chair Manoukian; Chair Avedisian

Noes:                      None

Absent:                      Committee Member Armenian

Abstained:                      None

## 2. MINUTES

- a. **Approval of the Minutes of the March 1, 2024, CDBG Advisory Committee Special Meeting**
- b. **Approval of the Minutes of the March 4, 2024, CDBG Advisory Committee Special Meeting**

Items 2a and b were taken together after item 5b.

A motion was made to approve the Minutes of the March 1 and March 4, 2024, CDBG Advisory Committee Special Meetings.

Moved: Manoukian Second: Gharibian

Vote as Follows:

Ayes: Committee Members Gharibian, Quiñonez Gabrielian; Vice Chair Manoukian; Chair Avedisian

Noes: None

Absent: Committee Member Armenian

Abstained: None

## 3. ORAL COMMUNICATIONS

None.

## 4. REPORTS-INFORMATION ONLY

- a. **Consolidated Plan 2025-2030 for Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and HOME Investment Partnerships Program Update.**

Community Services Manager Maggie Kavarian provided a presentation covering the following:

- Consolidated Plan 2025-2030
- Main Purposes of the ConPlan
- ConPlan Development and Timeline
- ConPlan Community Outreach
- Annual Action Plan
- ConPlan Consultant Services

Committee Members provided the following feedback regarding the survey:

- For questions #2 and #3, add “or attend school in Glendale”
- For question #9, add “Texting” as a possible answer
- For question #12, add “Domestic Violence Services” and
- For questions #15 and #16, include a description of what each category could include/definition.

At this time, staff asked to take item 5a. out of order.

**5a. Program Planning Schedule for the FY 2025-2026 CDBG, ESG, and HOME Annual Action Plan and 2025-2030 Consolidated Plan.**

1. Motion to approve the Program Planning Schedule for the FY 2025-2026 CDBG, ESG, and HOME Annual Action Plan and 2025-2030 Consolidated Plan

A motion was made to approve the Program Planning Schedule for the FY 2025-2026 CDBG, ESG, and HOME Annual Action Plan and 2025-2030 Consolidated Plan.

Moved: Gharibian                      Second: Quiñonez Gabrielian

Vote as Follows:

Ayes:                      Committee Members Gharibian, Quiñonez Gabrielian; Vice Chair  
Manoukian; Chair Avedisian

Noes:                      None

Absent:                      Committee Member Armenian

Abstained:                      None

Item 4c. was taken out of order at this time after item 5a.

**4c. Year End Performance Report for FY 2023-2024 Social Services Programs**

CDBG staff Nicole Ordubegian provided a presentation covering the following:

- *Ascencia - Homeless Outreach Case Management Program*
- *Catholic Charities of Los Angeles, Inc. - Glendale Community Center Loaves & Fishes Program*
- *Glendale Youth Alliance - Youth Employment Program*
- *Home Again, Los Angeles - Housing Support for Homeless Families*
- *Door of Hope - Mental Health & Case Mtg. Services for Survivors of Domestic Violence*
- *Housing Rights Center - Glendale Fair Housing Program*
- *Armenian Relief Society of Western USA, Inc. - Community Outreach Project*
- *Committee for Armenian Students in Public Schools (CASPS) - Intervention Prevention Clinical Group Counseling*
- *YWCA Glendale and Pasadena - Mental Health Services for Survivors of Domestic Violence*
- *Armenian Bar Association - Pro Bono Clinical Legal Services*

Committee Member Quiñonez Gabrielian left the meeting after this presentation.

Committee Members asked how the City of Glendale can request more funding from HUD. Ms. Kavarian said that the City of Glendale is a member of National Community Development Association (NCDA), and we are awaiting a response regarding the ability to raise the percentage cap for Public Social Services. She said that the City could draft a letter for NCDA to submit as they lobby.

Committee Member Gharibian commented that the text size on the performance report is too small and not legible. He asked that the information be presented in a different format moving forward to make it easier to read. Ms. Kavarian said that she is working with Zoom Grants to present the information in a better format.

**6. COMMITTEE/STAFF COMMENTS**

None.

**7. ADJOURNMENT**

The meeting was adjourned at 4:00 p.m.