



**CITY OF SCOTTSDALE  
HUMAN SERVICES ADVISORY COMMISSION**

Regular Meeting Minutes  
Thursday, February 13, 2025  
City Hall Kiva Forum  
3939 N. Drinkwater Boulevard  
Scottsdale, AZ 85251

**PRESENT:** Chair Roger Lurie, Vice-Chair Mary Jung, Commission Members Jeff Jameson (arrived at 5:02 p.m.), Neal Shearer, Patrick Dodds, Stuart Turgel, and Lee Cooley

**STAFF:** Kira Peters, Human Services Director; Mary Witkofski, Community Assistance Manager; Chad Beougher, Housing Supervisor; Sue Oh, Human Services Manager; Eugenio Munoz-Villafane, Human Services Manager; Melissa McNeal, Community Grants Specialist

**Call to Order**

Chair Lurie called the meeting to order at 5:00 p.m.

**Roll Call**

Members present as listed above.

**Public Comment**

There were no members of the public who wished to speak.

**REGULAR MEETING AGENDA**

**1. Approval of Minutes**

Approve the Regular Meeting Minutes of January 23, 2025

COMMISSIONER SHEARER MOVED TO APPROVE THE JANUARY 23, 2025, HUMAN SERVICES ADVISORY COMMISSION REGULAR MEETING MINUTES. COMMISSIONER DODDS SECONDED THE MOTION, WHICH CARRIED SEVEN (7) TO ZERO (0) BY ROLL CALL VOTE. CHAIR LURIE, VICE-CHAIR JUNG, COMMISSIONERS COOLEY, DODDS, JAMESON, SHEARER, AND TURGEL VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

**2. Public Hearing for the City of Scottsdale Program Year 2025 Annual Action Plan and the Program Year 2025-2029 Consolidated Plan**

Solicit public testimony on Program Year 2025 Annual Action Plan (AAP) and Program Year 2025-2029 Consolidated Plan (ConPlan).

Mary Witkofski, Community Assistance Manager, gave an overview of the program year 2025 Annual Action Plan (AAP) and program year 2025-2029 Consolidated Plan (ConPlan). Her presentation included an outline of the Consolidated Plan, which is a HUD-required planning tool required to qualify for Community Development Block Grant (CDBG) and HOME Investment Partnership Program funds; the FY 2025/26 AAP, which helps direct funding to meet the City's goals as they are outlined in the ConPlan; and revolving loan income, which is used to support activities such as housing rehabilitation and rental activities. Ms. Witkofski said a community meeting was held on June 26, 2024, to kick off the ConPlan, and a public comment period operated by SpeakUP Scottsdale will be open from March 3rd through April 3rd, 2025. Additional public comments can be made through the website until the plan goes before City Council on April 22, 2025.

Top priorities resulting from the needs assessment and priority needs under affordable housing for 2025-2029 include public facilities and infrastructure improvements; public services; development and preservation of affordable housing; and effective program administration.

Using the identified priorities, specific strategic goals have been outlined as follows:

- Improve and expand public infrastructure
- Improve access to public facilities
- Public services for low/moderate income and special needs residents
- Housing rehabilitation
- Affordable housing
- Effective program administration

Ms. Witkofski noted that the anticipated CDBG and HOME allocation is approximately \$1,081,864 and that 20 percent of the allocation will go to administrative needs and 15 percent to public services. The HOME investment Partnership Program will continue to be utilized for tenant-based rental assistance for Scottsdale's elderly population, those that are 30 percent or below the area median income, and 50 percent or more cost-burdened by housing costs. 2023 funds totaling \$355,000 in 2023 and \$287,000 in 2024 have yet to be entered into a contract with the City of Scottsdale.

Commissioners were given an opportunity to ask questions. Ms. Witkofski said that the ConPlan has not come back to the Human Services Advisory Commission for review in the past. She offered to bring the completed ConPlan back for review and action by the Commission between March and April. She confirmed that comments from the Human Services Survey were considered as part of the strategic planning process. Chair Lurie encouraged Commissioners to sign up for an account with SpeakUp Scottsdale so they can review comments as they come in.

### **3. FY 2025/2026 Community Development Block Grant (CDBG) Set Aside Requests**

Chad Beougher, Housing Supervisor, reviewed the FY 2024/2025 CDBG purpose, goals, and set aside funding allocations. He said that the set aside request this year is for housing rehabilitation programs, general public facilities, and a new human services case worker. He noted that he anticipates receiving approximately \$1,081,864 from the U.S. Department of Housing and Urban Development (HUD) through the CDBG. HUD regulates that 20 percent of the funding can go to administration and planning, and public service dollars are capped at 15 percent. He noted that reprogrammed funds this year are \$425,854.

Mr. Beougher reviewed the details of the set asides for the Green Housing Rehabilitation Program, the Roof Repair and Replacement Program, and the Emergency Repair Program. He highlighted the Food Bank Expansion Project, including details of the request for Americans with Disabilities Act-compliant restroom upgrades and a new client services entrance. Proposed FY 2025/26 set-aside funding for Community Assistance Office non-public services housing rehabilitation programs is \$1,010,000, and \$100,000 for food bank expansion, for a total of \$1,110,000.

Commissioners were given an opportunity to ask questions. Mr. Beougher reviewed details regarding funding for housing rehabilitation programs dating to before COVID. Due to inflation, costs have risen, creating a need for raising the funding limit. Staff worked with the Scottsdale Green Building Coordinator to develop a checklist of requirements for participation in the Green Building Program and justify the dollar amount that can be allocated to each client.

Commissioners made comments and requested that the following items be considered:

- Changing the name of the Green Building Program to something that does not highlight the word “green” such as “Major Housing Rehab Program.”
- Compile a list of how many homes in the community have benefitted from one or more of Scottsdale’s rehab programs for the purpose of sharing with the City Council.
- Consider designating a portion of the food bank building for a day relief center.

COMMISSIONER SHEARER MOVED TO APPROVE THE FY 2025/2026 COMMUNITY DEVELOPMENT BLOCK GRANT SET ASIDE REQUESTS. VICE-CHAIR JUNG SECONDED THE MOTION, WHICH CARRIED SEVEN (7) TO ZERO (0) BY ROLL CALL VOTE. CHAIR LURIE, VICE-CHAIR JUNG, COMMISSIONERS COOLEY, DODDS, JAMESON, SHEARER, AND TURGEL VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

### **4. Director's Report**

Director Peters provided an update on activities in the Human Services Department. Her presentation highlighted the following items:

- Introduction of Pablo Flores as new Operations Manager at Paiute Neighborhood Center.
- Vintage Voice bi-monthly podcast will be going live on Friday, February 14, 2025. The podcast will focus on outreach and awareness, the aging community, caretakers, and those with children.
- All Things Senior Expo and Tradeshow held on Wednesday, February 12, 2025, from 9:00 a.m. to 1:00 p.m.

- Scottsdale Food Bank expansion update. The food bank began operating out of the McKellips warehouse location on Monday, February 10, 2025. Ms. Peters noted that the food bank is not currently on the Trolley route, so Vista del Camino will continue to offer access to food, and emergency food is still offered at other human services centers. Those services will continue until better transportation to the food bank is available.
- Point-in-Time Count update.
- Vista del Camino recreation programming, offering Family Fridays from 5:30 to 7:30 weekly. Ms. Peters noted that two recreation staff have been made available to for the Family Fridays program.
- Mayor's Youth Council activities. Members participated in the Unity Walk, Parada del Sol, and a mock City Council meeting. The group is working on a vaping ordinance that they will present to the Mayor and the City Council. Five students on Mayor's Youth Council will participate in the Scottsdale Cares funding process.
- Scottsdale Cares update. The program is turning 30 years old. Efforts are continuing to increase donations via the utility bill. Staff has been working with Parks and Recreation staff and McCormick-Stillman Railroad Park to partner with the City's Bunnanza event in April in hopes of increasing donations to Scottsdale Cares.
- Ms. Peters reviewed organizational changes. Effective this week, Judy Doyl will be taking on roles at Scottsdale Airport, McCormick Railroad Park, WestWorld, and the Tourism Department. Nick Molinari will be overseeing the Parks and Recreation Department and the McDowell Sonoran Preserve. Ms. Peters will oversee Human Services, the Scottsdale Public Library System, and the Housing and Community Assistance Office.

Commissioners made comments regarding Ms. Peters' presentation.

## **5. Identification of Future Agenda Items**

Upcoming agenda items include:

- Potential impacts of Ordinance 4662 on Scottsdale's Human Services
- Update on shower trailer repairs

Chair Lurie reminded Commissioners that grant scoring should be submitted no later than February 20th.

## **6. Adjournment**

COMMISSIONER JAMESON MOVED TO ADJOURN THE MEETING. COMMISSIONER DODDS SECONDED THE MOTION, WHICH CARRIED SEVEN (7) TO ZERO (0) BY ROLL CALL VOTE. CHAIR LURIE, VICE-CHAIR JUNG, COMMISSIONERS COOLEY, DODDS, JAMESON, SHEARER, AND TURGEL VOTED IN THE AFFIRMATIVE. THERE WERE NO DISSENTING VOTES.

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 6:01 p.m.

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