



## Housing Advisory Board

# Minutes

Christian Karas – Chair  
Siri Amrit Kaur Khalsa – Vice Chair

Diana Yazzie Devine  
Heather Kay  
Thomas Mace

David Ricks  
Steve Schild (absent)  
Jon Scott Williams  
Vacant

## Wednesday, November 3<sup>rd</sup>, 2010

5:00 p.m.  
Mesa City Plaza Building  
Suite 170  
20 E. Main Street  
Mesa, Arizona, 85211-1466

### I. Welcome and Introductions

The Housing Advisory Board meeting convened at 5:00 p.m. Christian Karas, Chair of the Board, made a brief introduction and members of the Board and City staff introduced themselves.

### II. Approval of Minutes from the October 20<sup>th</sup> and October 26<sup>th</sup> 2010, Special HAB Meetings

Heather Kay made a motion to approve minutes from October 20<sup>th</sup>. The motion was seconded by Diana Yazzie Devine and approved by a 7-0 vote.

Heather Kay made a motion to approve minutes from October 20<sup>th</sup>. The motion was seconded by Jon Scott Williams and approved by a 7-0 vote.

### III. Items from Citizens Present\*

There were no items from citizens present.

### IV. Public Hearing #1 (Part 1)- Community Development Block Grant (CDBG) 2011/2012 Proposal Review - (Due to the number of requests received from various organizations, the proposals were limited to an allotment of no more than five minutes each.)

**A. CDBG – Code Enforcement / Slum Blight:**

1. COM, Development & Sustainability Department, Code Enforcement Program – Request made for the funding of 6 FTE Code Compliance Officers to work in CDBG eligible areas.
2. COM, Development & Sustainability Department, Demolition and Hazardous Abatement – Request for funding to demolish up to 3 dangerous/dilapidated structures and conduct hazardous abatement of 30 hazardous/unhealthful code violations.
3. COM, Neighborhood Outreach Division, Community Engagement Program for Slum/Blight Areas – Funding sought for 1FTE Neighborhood Outreach Coordinator position and program supplies to engage neighborhoods, non-profit and faith-based organizations to address slum/blight issues within their neighborhoods.
4. West Mesa CDC, Community Compliance Program – Funding request for 1 FTE Community Compliance Specialist to continue a Community Compliance program aimed at addressing issues of residential code enforcement in eligible census tracts in the WMCDC service area.

**B. CDBG – Economic Development:**

5. COM, Economic Development Department, 51-55 Main Street, Downtown Mesa – Funding requested to facilitate the renovation of the commercial properties located in Downtown Mesa at 51 - 55 E. Main Street. At this time, Bill Jabjiniak, City of Mesa Economic Development Director, provided the Board with a copy of economic development funding priorities as determined by the Economic Development Advisory Board (EDAB).
6. COM, Economic Development Department, 225 E. Main Street – Tenant Improvements – Funds requested to provide end-users with a negotiated tenant improvement allowance for improvements made at 225 E. Main Street.
7. COM, Economic Development Department, Downtown Project Manager – Funding requested for 1 FTE to create/retain jobs for low/moderate-income Mesa residents. Includes sundry expenses such as equipment, travel, training, and memberships.
8. COM, Economic Development Department, Sprinkler Cost Assistance Program – Funding requested to assist eligible businesses with the installation of fire sprinklers in up to 10 buildings within the Pedestrian Overlay Area in Downtown Mesa.
9. Maricopa Community College District Small Business Development Center (MS3SBDC) – Mesa Minority/Micro Small Business Development Center – Funding requested to provide counseling, technical assistance, and training programs to minority- and women-owned businesses within the City of Mesa.
10. Neighborhood Economic Development Corporation (NEDCO) – Economic Development Program –

Funding requested for operations and Executive Director's salary in order to provide technical assistance to Mesa businesses.

11. Neighborhood Economic Development Corporation (NEDCO) – Business Development Program – This program focuses on economic development projects and businesses in Mesa's low and moderate income neighborhoods. NEDCO provides Business Planning and Loan Preparation Assistance, as well as loans from several private sector sources including NEDCO's own capital.
12. Neighborhood Economic Development Corporation (NEDCO) – Light Rail Business Assistance Program – Funding requested for consultants or consultant groups to provide technical assistance to emerging or struggling small businesses within the City of Mesa's Light Rail target area.
13. West Mesa Community Development Corporation – Economic Development Program – Funding requested to provide staffing for the following program operations: The Façade/Storefront Improvements Program and the Back Door Improvements Program that assist businesses with the planning, design, and implementation of improvements to their Main Street business storefront and rear entries including signage, landscaping, and entryway.

#### **C. CDBG – Housing Needs:**

14. Arizona Bridge to Independent Living – The Mesa Home Accessibility Program (MHAP) – Funding requested to provide accessibility modifications to 18 low-moderate income tenants with disabilities. Proposal includes staffing costs and other sundry expenses.
15. COM, Housing and Revitalization – Homeowner Rehabilitation Program – Funding requested to support the City's Homeowner Rehabilitation Program. This project will include 80 emergency/minor/handicapped modifications, 12 major/substantial projects, and 2 reconstruction/replacement projects.
17. East Valley Adult Resources, Inc. – Discovery Point Kitchen Rehab (Phase II) – Funding requested for phase II of a three phase renovation which will complete the kitchen rehab project which will increase nutritional benefits to the 180 residents of the Discovery Point Retirement Community.

#### **D. CDBG – Public Facility**

18. A New Leaf – Indoor Plumbing Rehabilitation Projects – Funding requested to support the Indoor Plumbing Rehabilitation (IPR) Project at the La Mesita Family Homeless Shelter.
19. House of Refuge, Inc. – HR Insulation Project – Funding requested to upgrade the insulation to R-30 in 66 of the 88 homes at House of Refuge.
20. Save the Family – Save the Family Main Building Repairs – Funding requested to repair the main administrative and property management buildings at Save the Family.

**E. CDBG – Public Service:**

21. COM Housing and Revitalization Division – FSS Supportive Services – Funding requested to support the Family Self Sufficiency Coordinator assist program participants with direct costs to overcome obstacles to employment. This may provide gas, bus fare, or appropriate attire for job interviews, as well as fees for employment testing or certification.
22. COM Parks and Recreation Department – Washington Activity Center –Funding requested for 1 FTE and 4 PTE's, 2 PT Temps and program materials and supplies to operate neighborhood center and programs.
23. Community Bridges – Project H3, Homeless Navigator Services – Funding requested for one FTE Peer Support Specialist (PSS) to serve 6-10 Mesa homeless individuals who are living on Mesa streets and are ranked in the top 50 most medically vulnerable homeless individuals in Maricopa County according to the Vulnerability Index.
24. Community Legal Services – The Mesa Tenants Rights Helpline – Funding requested to allow CLS attorneys and other advocates to resolve legal problems of low-income Mesa residents regarding landlord-tenant issues. A comprehensive tenants' rights helpline provides information on lease terms, security deposits, repairs, utility shut-offs, lockouts, evictions, fair-housing and community resources.
25. Community Legal Services – Removing Barriers to Justice for Low-Income Mesa Residents – Funding requested to allow CLS attorneys, at no charge, to resolve the civil legal problems of low-income Mesa residents impacting their basic survival needs: personal safety; the need for safe, habitable shelter; the need for health care, and the need for government benefits designed to help in times of need.
26. East Valley Adult Resources, Inc. – Assistance for Independent Living (AIL) Program – Funds requested to provide critical resources to frail older adults in their homes. Assistance for Independent Living (AIL) provides a wide array of services for frail and at-risk older adults, allowing them to remain in an independent environment as they age; thus delaying or eliminating premature institutionalization, unnecessary hospitalization and emergency assistance.
27. Housing Our Communities – Homebuyer Education, Counseling, and Client Intake/Referral – Funds requested for HOC to conduct HUD-approved Homebuyer Education classes as well as introductory Orientation classes for those interested in purchasing in Mesa, AZ. In addition, borrowers have the opportunity to meet with a certified Housing Counselor to go over all of their housing questions, concerns, and homeownership goals.

28. Housing Our Communities – Mesa Foreclosure Prevention Education & Counseling Program – This program will consist of a Foreclosure Prevention Orientation class, held weekly, which will act as a triage system for speaking with multiple households at once regarding mortgage delinquency and foreclosure options. Individual Housing Counseling will be made available if clients are interested in receiving guidance one-on-one. Counseling will include topics such as crisis budgeting, temporary and permanent loan modifications, short-sale options, settlements, and other topics related to foreclosure. HOC has offered this service in Maricopa County for many years however, this is a new service for low-moderate income households living in Mesa offered by HOC.
29. Labor's Community Service Agency – Foreclosure Intervention Program – Funds requested for a foreclosure intervention program that consists of counseling, advocacy (negotiations with lenders), and arrearage assistance for low-income families that are facing a crisis associated with their mortgage payment schedule.
30. The Marc Center, Inc. – Advocates for the Disabled – Marc Center's Advocates for the Disabled program manages social security, VA and private funds; expedites requests for benefits; provides money guiding services; helps people move from government benefits to financial independence; impacts public changes that lead to self-reliance, advocates for people with serious disabilities who have been denied their rightful benefits, claims or appeals; and assists individuals under age 65 who have low income and/or are homeless and have a disability to receive eligible entitlement benefits that contribute to a more stable living environment and lead ultimately to self-reliance.
31. Mercy Housing Mountain Plains – Mercy Housing Live in Hope Financial Literacy Program – Mercy Housing Mountain Plains (MHMP) requested CDBG funds to provide public services at their Villas de Merced affordable housing property in Mesa. Villas is home to 300 low-income residents.
32. West Mesa Community Development Corporation – Neighborhood Safety Program – Program continues to serve the residential neighborhoods and business communities that need support in maintaining a strong and vibrant West Mesa community. The work involved in this program focuses on supporting neighborhoods in starting and maintaining block watch programs; facilitating dialogue and education between residents, businesses and the Mesa Police Department; and advocating for improved relationships between neighbors. The Neighborhood Safety Program is implemented in close cooperation with local Crime Prevention and Community Safety professionals.
33. West Mesa Community Development Corporation – Mesa Neighborhood Academy – WMCDC proposes to partner with The Leadership Centre at Chandler-Gilbert Community College, a unique public-private 501(c)(3) formed by East Valley municipalities and educational institutions which specializes in neighborhood education and technical assistance for neighborhoods. This

partnership will create the Mesa Neighborhood Academy for LMI neighborhoods in Mesa. The purpose is to assist a targeted neighborhood in building the internal capacity to address neighborhood quality of life and sustainability. The objective is to help them learn how to help themselves.

- V. **Action Item - Community Development Block Grant (CDBG) 2011/2012 Proposal Review** – The Board discussed the proposals presented in Item IV and approved the following FY 2011/2012 budget for the CDBG program. The following recommendations are to be forwarded to Council:

**FY 2011/2012 CDBG Budget as Approved and Recommended by the Housing Advisory Board**

<b>CDBG - Code Enforcement / Slum and Blight</b>	<b>FY 10/11 Received</b>	<b>FY 11/12 Request</b>	<b>FY 11/12 HAB Recommend</b>
Code Enforcement Program	\$489,433	\$ 434,498	\$ 354,000
Demolition and Hazardous Abatement Program	\$ 40,000	\$ 40,000	\$ 40,000
Community Engagement Program for Slum/Blight Areas	\$122,808	\$ 122,808	\$ 122,808
Community Compliance Program - WM CDC	\$ 30,000	\$ 30,000	\$ 30,000
<b>CDBG - Economic Development</b>	<b>FY 10/11 Received</b>	<b>FY 11/12 Request</b>	<b>FY 11/12 HAB Recommend</b>
51-55 Main Street, Downtown Mesa	\$ -	\$ 500,000	\$ 350,000
225 E. Main Street - Tenant Improvements	\$ -	\$ 400,000	\$ -
Downtown Project Manager	\$115,000	\$ 115,000	\$ 100,000
Sprinkler Cost Assistance Program	\$100,000	\$ 100,000	\$ -
Mesa Minority/Micro Small Business Development Center (M3SBDC)	\$ 74,481	\$ 74,435	\$ 74,435
Economic Development Program	\$ 81,500	\$ 81,500	\$ 81,500
The Business Development Program	\$177,379	\$ 177,379	\$ -
Light Rail Business Assistance Program	\$ -	\$ 250,000	\$ 150,000
Economic Development Program - WM CDC	\$ 90,000	\$ 90,000	\$ -
<b>CDBG - Housing Needs</b>	<b>FY 10/11 Received</b>	<b>FY 11/12 Request</b>	<b>FY 11/12 HAB Recommend</b>
The Mesa Home Accessibility Program (MHAP)	\$ 74,418	\$ 77,409	\$ 77,409
Homeowner Rehabilitation Program - COM	\$940,000	\$ 1,000,000	\$ 500,000
Homeowner Rehabilitation Program	\$ -	\$ 1,000,000	NA
Discovery Point Kitchen Rehab (Phase II)	\$307,587	\$ 269,343	\$ 200,000
<b>CDBG - Public Facility</b>	<b>FY 10/11 Received</b>	<b>FY 11/12 Request</b>	<b>FY 11/12 HAB Recommend</b>
Indoor Plumbing Rehabilitation Projects	\$ -	\$ 750,000	\$ 450,000
HR Insulation Project	\$ -	\$ 70,818	\$ 55,137
Save the Family Main Building Repairs	\$ -	\$ 75,000	\$ 60,000
<b>CDBG - Public Service</b>	<b>FY 10/11 Received</b>	<b>FY 11/12 Request</b>	<b>FY 11/12 HAB Recommend</b>
FSS Support Services	\$ 1,875	\$ 2,150	\$ 2,150
Washington Activity Center	\$200,000	\$ 200,000	\$ 200,000
Project H3, Homeless Navigator Services	\$ -	\$ 32,089	\$ -
Mesa Tenants Rights Helpline	\$ 40,000	\$ 44,496	\$ 44,496

Removing Barriers to Justice for Low-Income Mesa Residents	\$ 45,000	\$ 50,961	\$ 50,961
Assistance for Independent Living (AIL) Program	\$ 17,500	\$ 17,500	\$ 17,500
Homebuyer Education, Counseling, and Client Intake/Referral	\$ 58,775	\$ 58,775	\$ 58,775
Mesa Foreclosure Prevention Education & Counseling Program	\$ -	\$ 10,600	\$ 10,600
Foreclosure Intervention Program	\$ 25,000	\$ 30,000	\$ 30,000
Advocates for the Disabled	\$ 17,732	\$ 20,000	\$ 10,000
Mercy Housing Live in Hope Financial Literacy Program	\$ -	\$ 20,000	\$ -
Neighborhood Safety Program - WM CDC	\$ 8,000	\$ 10,000	\$ 10,000
Mesa Neighborhood Academy - WM CDC	\$ -	\$ 5,000	\$ -
<b>CDBG - Program Administration</b>	<b>FY 10/11 Received</b>	<b>FY 11/12 Request</b>	<b>FY 11/12 HAB Recommend</b>
CDBG Administration	\$ 593,369	\$ 643,336	\$ 643,336
	<b>(Over) / Under Amount</b>		<b>\$ -</b>
<b>CDBG Funding Summary By Category</b>		<b>FY 11/12 Request</b>	<b>FY 11/12 HAB Recommend</b>
Code / Slum and Blight Subtotal		\$ 627,306	\$ 546,808
Economic Development Subtotal		\$ 1,788,314	\$ 755,935
Housing Needs Subtotal		\$ 2,346,752	\$ 777,409
Public Facility Subtotal		\$ 895,818	\$ 565,137
Public Service Subtotal		\$ 501,571	\$ 434,482
Program Administration Subtotal		\$ 643,336	\$ 643,336
		<b>\$ 6,803,097</b>	<b>\$ 3,723,107</b>
<b>CDBG Funding Summary - Non Profit Agencies and City Departments</b>		<b>FY 11/12 Request</b>	<b>FY 11/12 HAB Recommend</b>
City Department Total		\$ 3,557,792	\$ 2,312,294
Non Profit Agency Total		\$ 3,245,305	\$ 1,410,813
Total CDBG Funds		\$ 6,803,097	\$ 3,723,107
<b>Total FY 10/11 CDBG Allocation</b>		<b>\$ 3,723,107</b>	
<b>Estimated FY 11/12 CDBG Allocation and Distribution</b>		<b>\$ 3,723,107</b>	

VI. **Adjourn** – With no additional Agenda items to discuss, a motion to adjourn the meeting was motioned and seconded. The meeting was adjourned at 10:15 p.m.

Approved and respectfully submitted,

  
Christian Karas, Chair

February 10<sup>th</sup>, 2011

**\*Members of the audience may address the Board on any item. State statute prohibits the Housing Advisory Board from discussing an item that is not on the agenda; however, the Board does listen to your concerns and has staff follow up on any questions you raise.**