



Housing and Community Development Advisory Board

DRAFT Meeting Minutes

Stephen Sparks – Chair
Donna Bleyle – Vice Chair

Susan Brenton
Diana Yazzie Devine
Heather Kay
Tom Stapley

Linda Starr
Ericka Varela
Kris Woolley

Thursday, October 6, 2016

6:00 p.m.

Lower-Level Council Chambers

57 E. First Street

Mesa, Arizona 85201

I. Welcome and Introductions

- A.** The meeting was called to order at 6:05 p.m.
- B.** HCDAB members present at meeting introduced themselves. All members were present except Diana Yazzie Devine, Tom Stapley, and Ericka Varela.
- C.** Staff present at meeting – Constance Bachman, Deanna Grogan, Jenni Hale, Ra'Chel'Ni Mar'Na, Liz Morales, and Dennis Newburn.

II. Approval of Minutes

Donna Bleyle made motion to approve the HCDAB minutes from the May 5, 2016 meeting; seconded by Linda Starr. Heather Kay made motion to approve minutes from the September 1, 2016 meeting; seconded by Susan Brenton.

III. **Items from Citizens Present**

There were two citizens present; both declined comment.

IV. **Discussion Items**

A. **Presentation: Preserving and Expanding Mobile/Manufactured Home**

Communities: An Affordable Housing Solution – presented by Susan Brenton.

Susan Brenton highlighted that the Housing Opportunity Through Modernization Act of 2016 (HOTMA, H.R. 3700) was approved by Congress and was signed into law on July 29, 2016. She stated there is a new provision for Section 8 program to provide funding for Section 8 participants to use subsidy to purchase a manufactured home through the program and hopes that the City will be one of the first to pilot the new opportunity. Liz Morales, Director, stated that staff are waiting on HUD to provide the regulations and will explore once that is available.

Susan presented a PowerPoint presentation on mobile/manufactured home communities in Mesa. She is part of a task force organized by Arizona Housing Alliance to make recommendations to look at preserving the affordable housing stock provided by the manufactured housing communities. Susan reviewed the recommendations submitted by the task force with the Board. The presentation is attached to these minutes.

B. **Motion to convene Public Hearing #2 - 2016 Community Development Block Grant (CDBG) Program Supplemental Funding for Public Facilities and Improvements Projects Application Review Process**

Board Chair, Stephen Sparks, convened the public hearing and invited staff to conduct the presentation on the 2016 CDBG supplemental funding.

1. Constance Bachman and Dennis Newburn discussed the application and review process for the Supplemental Community Development Block Grant (CDBG) Application Process – Notice of Funding Availability (NOFA) Public Facilities and Improvements Projects and the eligible and ineligible activities that may/may not be assisted with CDBG funds. The guidelines for the proposals/applications were discussed. The Guidelines, Application, and Public Notice are available on the City of Mesa's website: (<http://www.mesaaz.gov/residents/housing-community-development/community-development-block-grant>). Projects funded

must be completed by June 30, 2017 and will need to include a proposed project timeline.

2. The deadline for applications is October 10, 2016, at 5:00 p.m., and are to be submitted online to the attention of Constance Bachman at nofa@mesaaz.gov.
3. After a preliminary review of each application to determine whether or not the eligibility criteria have been met, the Board is being requested to review/rank the applications and to discuss them at a special meeting on October 27, 2016, at 6:00 p.m. in the Lower-level Council Chambers. Dennis will send an email to the Board members on October 14 with the proposals and all the requirements. (Video presentations that were submitted will also be included in the email.) Dennis will notify the organizations that it would be in their best interest that they attend in case there are further questions by the Board. There will be a total of 1,050 points possible: 190 via staff; remainder via HCDAB. *We will notify those absent of this special meeting.*
4. After the Board reviews the proposals and comes to a consensus, the recommendations will then be forwarded to the HCD Director and CCDC for funding approval or denial.

- C. **Motion to close Public Hearing #2 – 2016 Community Development Block Grant (CDBG) Program Supplemental Notice of Funding Availability (NOFA) for Public Facilities and Improvements Projects** – motion to close by Linda Starr; seconded by Donna Bleyle.
- D. Liz Morales thanked Donna Bleyle for participating on the evaluation committee for the Love Your Neighborhood proposals. Ms. Morales asked for interest from Board members who may want to serve on similar evaluation committees in the future. Stephen Sparks, Susan Brenton, and Heather Kay volunteered.
- E. Stephen mentioned how helpful it was to have a list of agenda topics to be reviewed at each meeting, and that the Board continue to have/use this list every year.

V. Action Items

There were no Action Items.

VI. Staff Announcements/Reminders

- A. Special HCDAB meeting on October 27, at 6 pm in the Lower-level Council Chambers to review/rate NOFA applications.**
- B. Projected 2016/17 Meeting Schedule and Topics** – Kris Wooley volunteered to do a presentation on assisted living and memory care services should there be a need in future meetings.
- C. Landlord Tenant Act, Evictions, & Fraud Training**
Wednesday, October 19th, 9:00 am – 12:00pm
Mesa Main Library – Saguaro Room, 64 E 1st Street, Mesa, AZ 85201
- D. Fair Housing/Accessibility Training – Hearing/Visual Impairments and Construction**
Thursday, November 10th, 9:00 am – 12:00 pm
Benedictine University, 225 E Main Street, Mesa, AZ 85201
- E. Community and Cultural Development (CCD) Meeting**
Thursday, November 3rd, 8:00 am – 9:00 am
Council Chambers – Lower Level, 57 E First Street, Mesa, AZ 85201
- F. Next (regularly-scheduled) HCDAB Meeting – November 3, 2016** – Donna Bleyle will not be in attendance.

Donna Bleyle motioned to adjourn the meeting; Susan Brenton seconded; motion carried by a vote of 6-0. Meeting adjourned at 7:40 pm.

Attachment:

