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Housing Advisory Board

Minutes

Christian Karas – Chair
Siri Amrit Kaur Khalsa – Vice Chair (absent)

Diana Yazzie Devine
Heather Kay (absent)
Thomas Mace

David Ricks (absent)
Steve Schild (absent)
Jon Scott Williams
Vacant

Wednesday, October 20th, 2010

6:00 p.m.

Mesa City Council Chambers, Lower Level
57 East 1st Street
Mesa, Arizona, 85201

- I. **Welcome and Introductions**
 - II. **Approval of Minutes from the October 7th, 2010, HAB Meeting**

Thomas Mace made a motion to approve the minutes from the October 7th, 2010, meeting. The motion was seconded by Diana Yazzie Devine and approved by a vote of 4-0.
 - III. **Items from Citizens Present**

None
 - IV. **Convene an Executive Session**
 - A. **Discussion or consultation with the City Attorney in order to consider the City's position and instruct the City Attorney regarding the City's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation or in settlement discussions conducted in order to avoid or resolve litigation (A.R.S. 38-431.03A(4)).**

- Convened to the gold room for Executive Session.
1. **Homeowner Rehabilitation Program RFPs**

DRAFT

V. Discussion Items

A. Discuss the CDBG/HOME/ESG evaluation and recommendation process for FY 11/12.

1. **Council and Neighborhood & Community Services Committee directed funding priorities** – Christian Karas spoke regarding two recent Council Committee meetings he had attended. It was his impression that a high priority for Council was to emphasize economic development activities and provide jobs for City of Mesa residents utilizing CDBG funds.
2. **Public Hearing #1 – November 3rd, and 4th, 2010** – Carolyn Olson addressed the Board regarding Public Hearing #1 (Parts 1 & 2) when all the non-profit agencies and City departments will come before the Housing Advisory Board to explain their CDBG, HOME, or ESG application(s). Each organization's proposal will be rated and ranked by the Board and funding amounts will be recommended for those proposals the night of the hearing.
3. **Rating tool** – The rating tool, and its applicable use, will be discussed in greater detail at the evaluation training workshop on October 26th, 2010.
4. **Conflicts of interest** – HAB members were instructed to declare any affiliations they may have with any local non-profit organizations. The City Attorney has strongly recommended that any HAB members concurrently serving as a board member of a local non-profit agency applying for CDBG, HOME, ESG funds, should declare a conflict of interest and recuse themselves from the rating/ranking/allocation process for those agencies. Board members that have not already done so were encouraged to declare any potential conflicts of interest.
5. **Evaluation training workshop – Tuesday, October 26th, 12-3 p.m., Suite 250 (Large Conference Room), Mesa City Plaza Building, P.O. Box 1466, Mesa, AZ 85211-1466.** – More extensive training regarding the evaluation process/procedure will occur at this training workshop.

VI. Action Items

- ### A. Take action for recommendation on applications for Homeowner Rehabilitation Program from RFP to be included in consideration of all applications at Public hearing to be held on November 3 and 4, 2010.

This item was addressed immediately following the Executive Session and prior to item V on the Agenda. Jon Scott Williams made two motions regarding the RFPs discussed in the Executive Session. They were as follows:

DRAFT

- Accept the City's proposal for the Housing Rehabilitation Program for FY 2011/2012. This motion was seconded by Thomas Mace and approved unanimously by a 4-0 vote. Motion carries.
- The City Develop an RFP that is more appetizing for possible vendors for the Housing Rehabilitation Program for the 2012/2013 CDBG funding cycle. This motion was seconded by Diana Yazzie Devine and approved unanimously by a 4-0 vote. Motion carries.

VII. Staff Reports and Announcements

Carolyn Olson indicated that the City had received a lot of applications during the 2011/2012 CDBG/HOME/ESG application process.

VIII. Adjourn

The meeting was adjourned at approximately 8:00 p.m.

Approved and respectfully submitted,

Christian Karas, Chair

November 3rd, 2010