



## Housing and Community Development Advisory Board

# Minutes

Stephen Sparks – Chair  
Stan Hosac – Vice Chair

Donna Bleyle  
Susan Brenton  
Haydee Dawson (absent)  
Diana Yazzie Devine (absent)  
Christian Karas

Heather Kay (absent)  
Heather Landvatter (absent)  
Linda Starr  
Vacant

## Thursday, February 6, 2014

6:00 p.m.

Lower-Level Council Chambers  
57 E. First Street  
Mesa, Arizona, 85201

### I. Welcome and Introductions

Board members introduced themselves. All were present except Haydee Dawson, Diana Yazzie Devine, Heather Kay and Heather Landvatter. Staff present at the meeting included: Tammy Albright, Ray Thimesch, Rob Schweitzer, Scott Clapp, Deanna Grogan, and Constance Bachman.

### II. Approval of Minutes

There were no minutes to approve.

### III. Items from Citizens Present\*

There were no items from Citizens present.

### IV. Discussion Items

#### A. Consolidated Plan update.

Jonathan Lynn and Jeremy Gray with WFN Consulting presented their plan concerning the process, timeline and methodology related to the creation of the

FY 2015-2019 Consolidated Plan. The Consultants handed out an Activity Quiz and Basic Facts concerning Fair Housing. They discussed the Citizen Participation Process and the stakeholders consisting of Primary/City Staff, Secondary/Non-Profits, and General/General Public stakeholders.

The public kick-off will be held in March, 2014, followed by project charrette meetings, stakeholder interviews, and neighborhood outreach and engagement all within the same week. The process will consist of three phases: Phase 1 (December, 2013 – April, 2014), Phase 2 (April, 2014 – August, 2014), and Phase 3 (August, 2014 – December, 2014). The final Consolidated Plan is due in May of 2015.

Donna Bleyle suggested looking at Arizona State's Consolidated Plan and offered her assistance if needed. WFN Consulting will come back to the Board in September, 2014 with a draft Plan for their review.

**B. Point-In-Time (PIT) Homeless Street Count.**

The final numbers were reported consisting of 54 surveys/observations completed and 5 Veterans identified. Discussed additions and/or changes that can be made for the 2015 PIT Street Count, such as a time change, smaller areas to survey, how to recruit additional volunteers, providing breakfast, etc. Donna Bleyle offered her assistance with any preparation needed for next year's count.

**C. FY 2014/15 CDBG/HOME/ESG and Human Services funding cycle debriefing.**

- a. Staff application review and scoring. Staff's technical scoring carried a weight of 70% of the overall score.
- b. Economic Development Advisory Board (EDAB) presentation scoring. The EDAB's presentation scoring carried a weight of 30% of the overall score.
- c. Housing & Community Development Advisory Board (HCDAB) presentation scoring. The Board felt that it was hard to listen and score at the same time, and to score going strictly by a 3 minute presentation. The scoring tool was also hard to follow and the questions were confusing. The Board asked for further clarification concerning if the services and overall impact match the funds that are being requested. The Board would like there to be more substance within the 30% weight that their scores carry.

Tammy suggested that staff re-work the presentation scoring tool and we will then take it back to the Board for review for next year's applications/presentation (FY 15/16). Possible changes discussed were

having a cap on the funds that are requested and showing that collaboration is or will be in place in order for full points to be awarded.

- d. Review of funding recommendations by the Community & Cultural Development Council Sub-Committee on January 30, 2014 and February 6, 2014. Tammy discussed ESG and Human Services funding and relayed that Councilmember Kavanaugh has suggested adding \$150,000 for the next four years to Human Services funding from the General Fund.
- e. Next steps. Staff will go back to the Board with a revised presentation scoring tool. Further discussion will take place concerning the substance of the Boards 30% weight that their scores carry.

**V. Action Items**

There were no action items.

**VI. Staff Reports and Announcements**

A. Department Updates – None at this time

B. Housing projects

- a. CDBG – No additional information to report at this time.
- b. HOME - No additional information to report at this time.
- c. NSP - No additional information to report at this time.

**VII. Adjourn** – Linda Starr made a motion to adjourn the meeting. Donna Bleyle seconded the motion. The motion carried unanimously by a vote of 6-0, and the meeting adjourned at 7:57 p.m.

**\*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.**

Submitted by

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Deanna Grogan, Community Revitalization Specialist