



Housing Advisory Board

Minutes

Christian Karas – Chair
Linda Starr – Vice Chair (absent)

Diana Yazzie Devine
Heather Kay
Siri Amrit Kaur Khalsa (absent)

Thomas Mace
Steve Schild (absent)
Jon Scott Williams

Thursday, December 1st, 2011

6:00 p.m.

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

I. Welcome and Introductions

The meeting convened at approximately 6:00 p.m. Roll call was taken and staff were introduced. Three members of the Board were absent as indicated above. Staff in attendance included:

Tammy Albright
Mary Berumen
Scott Clapp
Teena Villagomez
Kathryn McClelland
Maribel Flores

II. Approval of Minutes from the November 10th, 2011 HAB Meeting

Heather Kay made a motion to approve the minutes from the November 10th, 2011 HAB meeting. Thomas Mace seconded the motion. The motion carried by a vote of 5-0.

III. Items from Citizens Present*

There were no items from citizens present.

IV. Action Items

A. There were no action items at this time.

V. Discussion Items

A. The Housing Advisory Board (HAB) will receive training from staff regarding the City's CDBG, HOME, and ESG programs and the rating/evaluation process they will utilize to rank projects for the FY 2012-13 funding cycle. Rating of the applications by HAB will occur at Public Hearing #1 (Parts 1 and 2) on February 1 (CDBG) and February 2nd (HOME & ESG), 2012.

Staff provided training on the CDBG, HOME and ESG programs and the rating/evaluation process the Board will utilize to rank projects for FY 2012-13 funding cycle. Staff discussed a PowerPoint presentation detailing some of the City's current funding priorities, rules and restrictions, and anticipated funding levels for FY 12/13. New guidelines for the recently revamped Emergency Solutions Grant (ESG) were discussed.

Staff provided each Board member with documents detailing the overview of the CDBG and HOME programs as well as the Council's Strategic Initiatives and the Five-Year Consolidated Plan.

The Board also received copies of the rating tool they will use to rate each applicant's presentation as well as a copy of the staff rating tool that staff will utilize to rate each application submission.

A copy of the funding schedule was also provided so the Board could see the proposed funding timeline.

Conflict of Interest forms will be required of all members participating in the rating process.

Per the Board's request, the application materials will be forwarded to the Board in the same format as last year.

The City's projects will be a part of the rating process.

VI. Staff Reports and Announcements

A. Status Update on the Housing and Community Development Department.

- Staff is primarily focusing on the application process.

- We're working on providing cross-training for staff, and the Board is likely to see different staff from different areas attending future meetings.
- The Housing Authority has been deemed as "High Functioning" according to the latest assessment by HUD.
- Most of the contracts are completed and out to the subrecipients.
- There are 15 NSP homes remaining. A total of 24 homes have been sold. All from NSP 1. NSP 3 should start up at the first of the year.
- The Housing Choice Homeowner Program has another successful participant as of today.

B. Status Update on the Escobedo Property.

- A meeting regarding this property is forthcoming, and we should have additional information as a result.

C. Future Agenda Items.

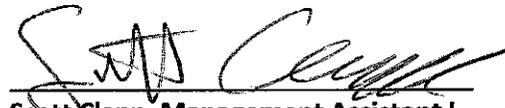
- None at this time.

VII. Adjourn

The meeting was adjourned at approximately 6:58 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



Scott Clapp, Management Assistant I