

HOUSING & HUMAN SERVICES ADVISORY BOARD  
CITY OF MESA  
MESA CITY COUNCIL CHAMBERS  
57 EAST 1<sup>ST</sup> STREET, LOWER LEVEL  
MAY 28, 2002  
-MINUTES-

MEMBERS PRESENT

Mr. Greg Holtz, Chairperson  
Mr. Michael Whiting, Vice Chair  
Ms. Teresa Cotton  
Mr. Michael Graham  
Ms. Susan Klecka  
Ms. Elaine Nelson  
Dr. Carlos Vallejo

GUESTS

Teresa Brice-Heames

STAFF

Ms. Debra Determan  
Ms. Nichole Wamble  
Mr. Bryan Raines  
Ms. Kathleen Kelly

WELCOME

With all members present, Greg Holtz called the meeting to order at 5:34 p.m. and introduced the guests.

COMMENTS FROM CITIZENS

Teresa Brice-Heames of Housing for Mesa reported that June is National Homeownership Month. “*Getting Ready to Buy a Home*”, presented by Housing For Mesa, is the topic of two workshops being held at the Mesa Public Library: June 4th in English from 7:00 p.m. to 8:30 p.m. and June 6th in Spanish from 7:00 p.m. to 8:30 p.m.

June 5th from 3:00 p.m. to 6 p.m. Housing for Mesa is hosting an open house to highlight their new technology. Attendees of their eight-hour homebuyer classes will be able to use the new computer workstations. Staff will be available to assist and instructions will be provided in English and Spanish. To sign up for the class, contact Housing for Mesa, 251 W. Main Street, telephone number 480-649-1335.

REVIEW MINUTES OF April 23, 2002 MEETING

Susan Klecka made a motion to approve the minutes. Carlos Vallejo seconded the motion and it passed unanimously

CDBG FUNDING RECOMMENDATIONS & HHSAB TRADITIONAL ROLE & RESPONSIBILITY

Kit Kelly stated that because there have been questions about the role of the Housing and Human Services Advisory Board and review of the City's federal applications she thought it might be helpful to talk about that and also about the federal programs that are administered through Community Revitalization.

According to information provided by Jack Caroline, Director of the Housing Division, a Housing Advisory Board was created about 1984. The primary function of this board was to advise the housing division on all their activities. The Board would review the budgets and the annual plans to be approved before they could be submitted to HUD. At that time HUD wanted a lot more

involvement with the Housing Advisory Board than what has been happening in more recent years.

Kit explained that the City of Mesa is an entitlement community, which means that because Mesa has a population over 50,000, it is awarded CDBG and ESG program funds directly from HUD. In 1992, the Federal HOME program was originated. The HOME funds are funneled through the Maricopa County HOME Consortium, a group of valley cities that administer the HOME program. Maricopa County is the lead agency so all of Mesa's reports and funding allocation comes through the HOME Consortium.

The CDBG program is Community Revitalization's largest program with an annual allocation of about \$3.5 million. That program was begun in 1974 on a Federal level with Mesa starting with the program locally in 1975. From 1996 through 2002, 40% percent of the funds have been used for housing activities. A large chunk of that goes to the Housing Services division for housing rehabilitation programs. Thirteen percent has gone for park improvements, 14% percent for streetlights. The other major items are capital. The Community Revitalization division has a history of purchasing or constructing public facilities and then leasing them to nonprofit agencies.

The HOME program has been used for all kinds of housing activities to create affordable housing. When it was first implemented it was meant to develop rental housing. Since the HOME program started, 26% of the funds have actually been used for acquisition of multifamily properties. Twenty percent of the funds have been used for homebuyers programs. Eleven percent of the funds have been used for reconstruction. The difficulty with the HOME program is that it does require that there be a 25% match of nonfederal dollars. It's been the division's policy to rely upon the agencies that apply for funds to come in with that match.

Maricopa County and Mesa are the only communities in the Consortium that receive Emergency Shelter Grant funds. According to Kit, Mesa does not get a large allocation and the funds received are used mainly for homeless shelters. The Armory, a winter overflow homeless shelter prior to the East Valley Men's Center, the East Valley Men's Center, Prehab's Autumn House, and Prehab's La Mesita Family Shelter receive the largest share of the ESG funds

Kit said her understanding of what the Board has asked is perhaps what their role might be in the involvement with the federal programs. She stated that this year was an anomaly and apologized for not having the applications available to the Board earlier. In the past several years the Board has been give the application information so that it may be reviewed and any questions or concerns answered before giving approval of final recommendations

Kit responded to why the City does not have a citizen board reviewing applications by stating that the City of Mesa is unique in the projects that it funds such as street lighting, park projects, housing projects, and public service projects. A large number of communities around the valley focus their Federal programs on housing and human services activities so there is a direct correlation with a housing and human services advisory board or a board of that type. Historically there was a citizen board, but it was unsuccessful.

Carlos asked what might the role of the board be as opposed to what it has been? He said the Board has been looking at themselves examining what their purpose is. He questioned if there

were limitations on the Board or if there is policy that defines the role of the Board on issues such as Day Labor.

Kit answered that there is not a formal policy, dictating the role of the Board. Staff looks to the Board to provide guidance when making funding recommendations. Kit explained that the technicality of the programs make them difficult to completely understand. Because of the regulations and the technicalities of those regulations it's a real learning process to begin to understand those programs. The comments that come from the Board are very helpful in analyzing the programs and what Staff recommends to the City Council. The policy of such has been that the Council is the final say on what programs are funded through the CDBG and HOME programs.

She said that the Day Labor center that has been a very difficult issue and Staff have struggled with that also because there is not a clear cut solution to that particular issue. Involvement of the Board in some of the discussion on similar items would be very appropriate. She said Jack Caroline submits a report on a monthly basis of their activities and the Community Revitalization department would be happy to produce something similar if the Board would like. She stated that she was open to any kind of discussion the Board wanted to pursue on other types of involvement they may have with the CDBG and HOME funding allocation process.

Teresa Cotton asked if the two things the Board could contribute were guidance on funding allocations and awareness on issues did that mean that Kit was suggesting that they begin attending CDBG meetings.

Kit answered that her area doesn't have meetings on a regular basis. For funding allocations of CDBG and HOME funds it is a requirement by HUD to hold public meetings and make that information available. She explained that there is an informational meeting at the beginning of the process to explain the application process to applicants or any interested citizens that want to come. Then there are two public hearings that are publicized. Greg Holtz has attended those public hearings on a regular basis. The Board is made aware of those public hearings and provided that information ahead of time, and are welcome to attend.

Michael Graham wanted to know besides having a population of over 50,000 what else qualified Mesa to be an entitlement community, and is the public aware of that the money we are getting back in the federal programs is our tax money that we have paid.

Kit answered that the numbers of low-income people in the community was the other basic qualifying factor of an entitlement community. She said Staff tries to educate and provide information as much as possible. The staff maintains a mailing list of over 100 people that receive information every year about our programs and our application process. This list is not just people who are interested in applying for funds. Information is also provided through Across the Back Fence and in the City of Mesa utility billing insert.

Greg Holtz reported that he looked at the 1996 ordinance that created this board and there were basically 6 items that addressed the role of the housing and human's services board.

1. Evaluate human service proposals and recommend City funding for human services
2. Review the Community Action Plan and act as an oversight board for the CAP agency
3. Monitors and make recommendations related to Community Block Grant funds

4. Develop human service policy and operation and management of City's housing program
5. Provide a public forum for citizen input into the City's human service and housing related and planning and priority setting process

He stated that he goes to the public hearings as an interested party. The time to be involved is before it gets to the public hearing. If this board wants to be involved in day labor everyone has to be articulate in what the issues are. He personally feels that the Board should be more involved with issues like day labor. He cautioned, however, it would require a lot of time and effort to be involved. If anyone on the Board wants to be an advocate, they are basically speaking as a citizen but there is no reason why someone who wanted to be an advocate couldn't start doing some homework on this Board by putting together facts and information and try to get together a course of action

Michael Graham wanted to know if Kit was involved either directly or indirectly with the day labor issue in the job she does for the City. She responded that her involvement had been primarily in looking at the possibility of identifying possible facilities.

Carlos made a motion to request a formal response from Kit on those areas in which the board could be more helpful in the CDBG process.

Teresa Cotton seconded the motion.

Susan Klecka commented that the Board should be very careful not to spread itself too thin. She said the Board needs to keep their primary duties in mind and make sure they have enough time to get those handled and to not burn out the Board.

Michael Graham questioned whether the Mesa Day Labor Task Force issue comes under the umbrella of the Board. In Greg's opinion, it does not come under the Boards umbrella because there is no expectation that this Board can do anything about it. Other than be aware of it.

Susan stated that the Board needs more information. More feedback as to what is happening. Usually the only information received is what is in the newspaper after something has taken place. Information can give the Board members ideas as far as where any involvement might be.

Greg said the issue is that it is logical that the Housing and Human Services Board be involved in these kind of issues. The question is to what degree. The motion on the floor is to have Kit give the Board some feedback on what they can realistically participate in we realistically could do.

Elaine Nelson questioned if the Mayor or City Council asked this Board to take this issue on.

Debra responded that the Board has not been asked by the Mayor or City Council to take this issue on but obviously the development of a Day Labor program is within a human service frame of reference. The task force material was done quite some time ago. Perhaps the Board should be looking for an update as to what is happening. The Board should be knowledgeable about is going on and at some point if there is some advocacy that needs to be done or some work that needs to

be done then the Board will be ready and set and proactive and readily move forward with that information.

Elaine stated that if the Task force had been disbanded perhaps the Board should recommend that a new task force be set up.

Kit commented that the task force for the Day Labor center was set up to look how Day Labor might best be addressed in the City of Mesa. It was an inclusive, group that met for 10 months and did in depth analysis. For example, hearing testimony from INS, and presentations by individuals from California who have run Day Labor Centers. Their recommendations were then taken to the City Council and the Council voted on four key recommendations. Included in that was to develop a group to look in more detail at the feasibility of what might be involved in the development of a Day Labor center. That feasibility team was made up of City staff of which Kit was a part. And from that point they developed a concept of what would be required as far as accessibility, traffic flow, size and what would be needed to meet building standards. Kit reiterated that up to this point Staff's role has been in trying to evaluate potential sites. Kit again mentioned that there has been no selection of site and until that happens there really isn't a role for a task force. When the site has been selected and before operations have begun, the Board suggested that there be a task force or advisory group put together.

The motion was voted on and passed unanimously.

#### HOUSING DATA REVIEW

Greg put together a presentation based on the Pollack Housing Affordability Study in the state of Arizona. He explained that what is called the housing affordability gap is the difference between the number of households within each range and the number of housing units available. He showed how Mesa has a maximum affordability gap of 9,200 households and that gap is in a household income range of \$10,000 and \$12,499, which is 30 percent of the Mesa medium income of \$41,000. By taking the same data and putting it in different formats he was able to show how although there may be an affordability gap of 9,200 households, due to the available housing and the 30 percent benchmark in reality, 31,000 households are affected. He pointed out that is that people who are most affected and have housing problems are the working poor.

Teresa Brice-Heames said that the Arizona Housing Commission of which she is a member would be meeting on Friday and she would like to take Greg's report as a model of how we can communicate this kind of incredible data to the public at large. She would like to show them that we here in Mesa take this data seriously.

#### HOUSING AND HUMAN SERVICES ADVISORY BOARD SCHEDULE OF MEETINGS FOR FY 2002/2003

The time and date of the Board meeting came up for discussion as one of the new members has a meeting conflict. Changing the meeting time and date may also entail changing the location of the meeting. It was discussed that prospective candidates should be told the meeting time and day and any individual that cannot make the standard meeting date and time should not be recommended. The meeting was adjourned without alternate dates and times for changing the meeting decided upon. Nichole stated she would send out an e-mail suggesting alternate time and dates.

Debbra stated that the Mayor's office is planning to have people accountable for attending meetings. Excused absences will be much more restrictive. Not being able to come to a meeting because you have something else you want to do is not an excused absence. Nichole noted that attendance sheets would be distributed at each meeting to be signed off on.

Debbra announced that the Mayor has decided to make his own appointment and Nancy Marion will not be that appointment. The appointee instead will be Robert Hisserich. Due to the fact that the Board had gone through a lengthy process and had selected Nancy Marion as their candidate, there was much discussion on how to inform the Mayor that the Board had already suggested a candidate to fill the empty position and the Board would be more than willing to keep this gentleman's name on the waiting list and consider him along with other applicants when there is another vacancy

Greg stated that the Board went through a process of looking at candidates and if the Board had to go through a process to select nominees to go to the Mayor this person would not have gone through that process. The question was raised whether or not the Mayor knew the Board had a process for nominating candidates.

It was suggested that one of the board members contact Eric Norenberg and discuss the feelings the Board has about the process or to write a letter to Eric and the Mayor and say the Board would like to be part of the process and to be part of the loop and for any further additions. As Chairman, Greg was elected to speak to Eric for the entire Board to clarify the process and to see if something could be put in writing for the future.

#### STAFF REPORTS

Nichole reported that on June 26 Mesa would be hosting the East Valley Resource Coalition meeting, which will be on housing and housing stock. More information will be forthcoming.

She also reported that she would like to get comments from the Board on the Vision and Mission statement presentation. She indicated that the presentation would be made in late June or July.

Debbra said that Paz de Cristo would be presenting to the City Council about their Council Use Permit on June 6th, at 7:30 a.m. She stated that this is really is a human service issue in the sense that the Kleinman Park neighborhood has concerns about Paz de Cristo having an evening meal program. There will be people from the Kleinman Park neighborhood who will be at that study session as well as Joyce Faith, the Executive Director of Paz de Cristo. She recommends that the City continue with the Council Use Permit and continue with the evening meal program. The recommendation from the Neighborhood would be that they stop the evening meal program. She invited all Board members to attend the Study Session in the lower lever Council Chambers and be in the audience.

A motion was made to adjourn, was seconded and approved. The meeting adjourned at 7: 26p.m.  
Respectfully Submitted,

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Debbra Determan, Human Services Coordinator