

**Meeting Minutes**

The Housing and Community Development Advisory Board (HCDAB) of the City of Mesa met on September 8, 2022, at 6:00 p.m. at the Lower-Level Council Chambers, 57 E. First Street, Mesa, AZ 85201.

Members Present	Excused Absence	Staff Present	Guest
Habigail Nonthe Scott Sarah Frechette Jennifer Hill Nicolle Karantinos Mark Powell Johanna Richards	Kevin Humphrey Walter Johnson Denise Moon Shelley Reimann	Michelle Albanese Marcy Magallanez-Snow	

**I. Chair’s Call to Order**

**A. Call meeting to order and roll call**

Habigail Nonthe Scott called the meeting to order at 6:01 p.m.

**II. Board Member Status**

Re-appointments were approved by City Council on June 20<sup>th</sup>, 2022.

**A. Re-appointment of Mark Powell – Financial Rep**

**B. Re-Appointment of Denise Moon – Community Rep**

**C. Re-Appointment of Jennifer Hill – Community Rep**

**D. Vacancy – Single Family Housing Development Rep or Community Rep**

**III. Approval of Minutes**

**A. Motion to approve the HCDAB minutes from the May 5, 2022, meeting.**

It was moved by Mark Powell and seconded by Johanna Richards to approve the May 5, 2022, meeting minutes.

Upon tabulation of votes, it showed:

AYES – Frechette, Hill, Karantinos, Powell, Richards, Scott

NAYES – None

Board members were not present for the vote: Humphrey, Johnson, Moon, and Reimann.

The motion passes.

**IV. Items from Citizens Present**

There were no items presented to the Board.

**V. Discussion and Action Items**

**A. Election of Officers**

Election of new Chair and Vice-Chair for 2022/2023.

It was moved by Mark Powell, and seconded by Habigail Nonthe Scott, to nominate Nicolle Karantinos as Vice Chair.

Upon tabulation of votes, it showed:

AYES – Frechette, Hill, Karantinos, Powell, Richards, Scott

NAYES – None

Board members were not present for the vote: Humphrey, Johnson, Moon, and Reimann.

The motion passes.

It was moved by Johanna Richards, and seconded by Mark Powell and Nicole Karantinos, to nominate Kevin Humphrey as Chair.

Upon tabulation of votes, it showed:

AYES – Frechette, Hill, Karantinos, Powell, Richards, Scott

NAYES – None

Board members were not present for the vote: Humphrey, Johnson, Moon, and Reimann.

The motion passes.

**B. Role and Responsibilities of the Board**

The Board heard a presentation given by Michelle Albanese, Housing and Community Development Director. The presentation was a general overview of Housing and Community Development programs and Board member's roles and responsibilities.

**C. Legal Requirements of the Board**

The Board heard a presentation given by Michelle Albanese. The presentation was a general overview of the Role of the Board, Open Meeting Law, and Conflict of Interest.

**D. Bylaw Revisions**

The bylaw revisions were deferred for additional information.

**VI. Scheduling of Meetings, Future agenda items, and General information, including those set forth below:**

**A. HCDAB Meeting – October 6, 2022, 6:00 p.m., Lower-Level Council Chambers, 57 E. First Street, Mesa, 85201. Will discuss City council priorities, the funding process, key dates, and scoring.**

**B. HCDAB Meeting – November 3, 2022, 6:00 p.m., Lower-Level Council Chambers, 57 E. First Street, Mesa, 85201. Will discuss how to use Zoom Grants.**

The City of Mesa is committed to making its public meetings accessible. For accommodations, translation, or additional information, please contact Housing & Community Development at least 48 hours in advance of the meeting at (480) 644-3536 or AzRelay 7-1-1 for those who are deaf or hard of hearing.

Si necesita asistencia o traducción en español, favor de llamar al menos 48 horas antes de la reunión al 480-644-2767.

C. HCDAB Special Meeting – December 6, 2022, agency presentations 4:00 p.m., Upper-Level Council Chambers, 57 E. First Street, Mesa, 85201.

D. HCDAB Special Meeting – December 7, 2022, agency presentations 4:00 p.m., Upper-Level Council Chambers, 57 E. First Street, Mesa, 85201.

**VII. Adjourn the Meeting**

It was moved by Johanna Richards, seconded by Mark Powell, to adjourn the meeting at 6:59 p.m.

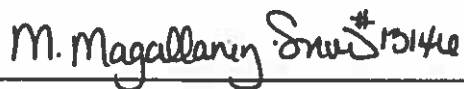
Upon tabulation of votes, it showed:

AYES – Frechette, Hill, Karantinos, Powell, Richards, Scott

NAYES – None

Board members were not present for the vote: Humphrey, Johnson, Moon, and Reimann.

The motion passes.



Submitted by:

Marcella Magallanez-Snow

Management Assistant II