

## COUNCIL MINUTES

November 15, 2018

The City Council of the City of Mesa met in a Study Session in the lower level meeting room of the Council Chambers, 57 East 1st Street, on November 15, 2018 at 7:30 a.m.

### COUNCIL PRESENT

John Giles  
David Luna\*  
Mark Freeman  
Christopher Glover  
Francisco Heredia  
Kevin Thompson  
Jeremy Whittaker

### COUNCIL ABSENT

None

### OFFICERS PRESENT

Christopher Brady  
Dee Ann Mickelsen  
Jim Smith

(\*Vice Mayor Luna participated in the meeting through the use of telephonic equipment.)

(Mayor Giles excused Councilmember Thompson from the beginning of the meeting; he arrived at 7:42 a.m.)

At 8:17 a.m. Mayor Giles excused Vice Mayor Luna from the remainder of the meeting.

#### 1. Review items on the agenda for the November 19, 2018 Regular Council meeting.

All of the items on the agenda were reviewed among Council and staff and the following was noted:

Conflict of interest: None.

Items removed from the consent agenda: None.

Planning Director John Wesley stated that item 7b will be continued to February 4, 2019.

#### 2-a. Hear a presentation, discuss, and provide direction on the Housing and Community Development FY 2019/20 funding application process.

Community Services Director Ruth Giese introduced Community Development Manager Dennis Newburn who displayed a PowerPoint presentation. **(See Attachment 1)** She commented that funding for FY 2019-20 is based on FY 2018-19 funding of approximately \$5.75 million.

In response to a question posed by Mayor Giles, Mr. Newburn responded that the Low Income Housing Tax Credit (LIHTC) program is a separate process without Council input and is handled

apart from the Community Development Block Grant (CDBG), Emergency Shelter Grant Program (ESG), and the Human Services processes.

City Manager Christopher Brady clarified that LIHTC applications are dependent upon the Home Investment Partnership Program (HOME) and LIHTC becomes part of the HOME program which includes a public comment period.

Mayor Giles encouraged staff to identify affordable housing projects and developers in specific City areas that are suitable for LIHTC/HOME programs.

Discussion ensued relative to LIHTC/HOME programs such as supportive services, locations, and potential applicant(s).

In response to a question posed by Councilmember Heredia, Mr. Newburn responded that staff will focus on the mixed-use, market-rate, and assisted housing market for FY 2019-20.

Further discussion ensued relative to focusing on housing of children, homeless families, potential locations, and acquiring partnerships to increase funding to meet the City's needs.

Ms. Giese pointed out that a snapshot of federal funds expended in FY 2018-19 has been provided for Council's review. (See Pages 7 and 8 of Attachment 1)

In response to a question from Councilmember Heredia, Mr. Newburn reported that Chicanos Por La Causa, Inc. (CPLC) has been designated as a Community Housing Development Organization (CHDO) and staff is working with CPLC to produce new housing units and home ownership opportunities. He added that staff anticipates other non-profit organizations to partner in the future.

Additional discussion ensued regarding continuum care, bridge housing, and increase of homeownership.

City Manager Christopher Brady emphasized the need for partnerships with the non-profit organizations in order to accommodate the low income and homeless population.

Councilmember Thompson requested staff review the planning and zoning code for possible allowance of tiny homes as an alternative to temporary housing for the homeless.

In response to a question posed by Councilmember Freeman, Ms. Giese stated the need for more Navigator's due to the extension of light rail. She noted that the Navigator's assist law enforcement and Valley Metro security by helping individuals with potential funding and bridge services.

Mayor Giles thanked staff for the presentation.

It was moved by Councilmember Thompson, seconded by Councilmember Glover, that the Housing and Community Development FY 2019/20 funding application process be approved.

Upon tabulation of votes, it showed:

AYES – Giles-Freeman-Glover-Heredia-Luna-Whittaker-Thompson

NAYS – None

Carried Unanimously.

2-b. Hear a presentation, discuss, and provide direction on guidelines and standards for residential small lot and cluster development.

Development Services Director Christine Zielonka introduced Planning Director John Wesley who displayed a PowerPoint presentation. **(See Attachment 2)** She commented that staff had an opportunity to review the residential high density, small lot, and cluster development guidelines which have raised issues impacting city services.

In response to a question posed by Mayor Giles, Mr. Wesley confirmed that the homes in the presentation are in Mesa and met code standards. He noted that the current code standards for small lot and cluster developments do not meet the long-term needs of the City.

City Manager Christopher Brady pointed out that the City worked with developers and adjusted codes for higher density properties, however, these types of developments have created challenges for City Services. (See Page 7 of Attachment 2) He noted that the City must look at the long-term perspective of maintaining these types of properties over the next 30+ years.

Mr. Wesley stated that Homeowner Association's (HOA) have responsibilities such as maintaining streets and amenities, however, questioned if HOA's are properly funded to finance such improvements. He added that when an HOA is unable to meet these requirements the responsibility falls to the City.

Discussion ensued relative to addressing the HOA requirements, high density development guidelines, parking for guests, garbage pick-up, and emergency service routes.

In response to a question posed by Councilmember Whittaker, Mr. Wesley responded that staff does not have home value price comparisons on cluster developments due to the fact that cluster developments are relatively new to the City.

Mr. Brady commented that the City has looked at current active and sustained HOA's and noted they maintain home values in the community. He added that once the developer has completed the project and the HOA takes over, the City takes on some risk since we cannot manage or control the HOA's in the long-term.

In response to a question from Councilmember Whittaker, City Attorney Jim Smith reported that requiring an HOA to maintain a reserve balance may be possible but would need to be researched. He pointed out that the state legislature may have pre-empted that area of law and decided that municipalities are not able to regulate HOA's, in addition he would need to review the state statutes. He added that the City would need to look at enforcement on the funding mechanism for the HOA's and may be able to utilize Development Agreements.

Councilmember Freeman suggested that staff address the visibility of the address numbers to assist emergency services.

Mayor Giles emphasized that the City should stick to standards, that benchmarks cannot be compromised, and to focus on sustainability.

Mayor Giles thanked staff for the presentation.

3. Acknowledge receipt of minutes of various boards and committees.

3-a. Housing and Community Development Advisory Board meeting held on October 4, 2018.

3-b. Economic Development Advisory Board meeting held October 2, 2018.

3-c. Human Relations Advisory Board meetings held on August 22 and September 26, 2018.

It was moved by Councilmember Freeman, seconded by Councilmember Glover, that receipt of the above-listed minutes be acknowledged.

Upon tabulation of votes, it showed:

AYES – Giles-Freeman-Glover-Heredia-Whittaker-Thompson

NAYS – None

ABSENT – Luna

Mayor Giles declared the motion carried unanimously by those present.

4. Hear reports on meetings and/or conferences attended.

Councilmember Freeman: East Valley Veterans Parade

The following is an upcoming event reported by Councilmember Freeman:

Thursday, November 15, 2018, 6:30 p.m. – Lehi Community Annual Meeting

5. Scheduling of meetings and general information.

City Manager Christopher Brady stated that the schedule of meetings is as follows:

Monday, November 19, 2018, 5:15 p.m. – Study Session

Monday, November 19, 2018, 5:45 p.m. – Regular Council Meeting

Tuesday, November 20, 2018, 6:30 a.m. – Great Turkey Tuesday

Friday, November 23, 2018, 5:00 p.m. – Merry Main Street Kick-off

Vice Mayor Giles expressed his appreciation to Mesa residents regarding the November 6, 2018 General election and showing their support for the community.

6. Adjournment.

Without objection, the Study Session adjourned at 8:36 a.m.

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JOHN GILES, MAYOR

ATTEST:

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DEE ANN MICKELSEN, CITY CLERK

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Study Session of the City Council of Mesa, Arizona, held on the 15<sup>th</sup> day of November, 2018. I further certify that the meeting was duly called and held and that a quorum was present.

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DEE ANN MICKELSEN, CITY CLERK

js  
(Attachments – 2)

# Housing and Community Development FY 19/20 Funding Process

Funded by Community Development Block Grant (CDBG)

Home Investment Program (HOME)

Emergency Solutions Grant (ESG)

and Human Services funds

Study Session

Ruth Giese

November 15, 2018

# FY 19/20 HUD Funding Estimates

CDBG	\$3,634,821
HOME	\$1,451,891
ESG	\$288,990
Totals	\$5,375,702



# FY 19/20 Application Process

Notification  
of  
Availability

Application  
Submission

Staff  
Review

H & CD  
Advisory  
Board

Community &  
Cultural  
Development  
Committee

Public  
Comment

City  
Council  
Approval





	LIHTC Timeline	HOME Timeline	CDBG, ESG, Human Services Timeline
Application Process Opens	11/5	11/5	12/10
Submission Deadline to City	12/27	1/16	1/16
Technical Review by Staff	12/21-1/2	1/22-31	1/22-31
H & CD Advisory Board	1/3	2/26-27	2-/26-27
Community & Cultural Development (CCD) Committee	2/14	TBD	TBD
30-Day Public Comment	N/A	TBD	TBD
Council Study Session	2/28	TBD	TBD

FY 19/20  
Funding  
Process  
Timeline



## Direction Requested

Approve the FY 19/20 federal funding and Human Services process timeline.



# Housing and Community Development FY 19/20 Funding Process

## Questions

Study Session

November 15, 2018



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## **17/18 Community Development Block Grants Emergency Solutions Grants HOME Investments Partnership Program**

The following is a snapshot of federal funds expended in the 2017/18 Fiscal Year.

### **17/18 Community Development Block Grants - \$3,210,202**

#### **Homeless Activities - \$921,054**

During FY 17/18, the City used CDBG funds and Emergency Solutions Grant (ESG) funding to support emergency shelter operations, including Autumn House, East Valley Men's Center, East Valley Women's Shelter, and La Mesita Family Shelter. Together these organizations served a total of 831 unduplicated clients

#### **Aging Services, Domestic Violence, Youth and Education - \$263,000**

Public services funded through CDBG included case management for low -income renters seeking rent and utility assistance; case management, outreach and navigation services for homeless and formerly homeless persons; and supportive services and travel assistance for adults with substance abuse or behavioral health needs. Organizations utilizing these funds are Community Bridges, Mesa CAN, A New Leaf, Save the Family, and Marc Community Resources.

#### **Public Facilities and Improvements and Economic Development - \$480,000**

Public facility improvements funded in whole or in part with CDBG funds included the acquisition of property for the expansion for Child Crisis Arizona (Country Club Drive), Marc Community Resources Courtyard Improvements (located at the main Facility), Save the Family Conference Center, Eagles Park, East Valley Men's Center Renovation, and the Downtown Mesa Library THINKspot.

To address economic growth and workforce development, CDBG funding was provided to NEDCO. The City of Mesa created a new economic development initiative - Mesa Downtown Facade Program. CDBG funds will be used in conjunction with private dollars to remove colonnades' and provide new storefronts for the purpose of revitalizing downtown Mesa.

#### **Housing Programs - \$750,000**

Funds expended under this category are used for single family housing rehabilitation and emergency housing repairs. Additionally, environmental hazards including asbestos removal and lead-based paint are reviewed and as required, abated prior to the rehabilitation of housing units. Applicants must own the home, must be primary residence, and must meet income requirements as required by HUD. Forty-five homeowner occupied units were provided CDBG funds to address emergency concerns or receive substantial renovation assistance.

### **17/18 Emergency Solution Grants (ESG) - \$290,296**

The City of Mesa funded \$94,663 emergency housing activities, including rapid rehousing, which in turn leveraged \$1,421,845 in additional funding for two local non-profit organizations. The City also funded \$173,861 for shelter services and leveraged \$2,387,317 for four Maricopa County non-profit agencies.

### **HOME Investments Partnership Program (HOME) -\$1,018,678**

To increase access to affordable housing and homeownership opportunities using HOME funds, the City continued its promotion of the homebuyer assistance program, provided financial assistance for the development of new affordable rental housing, and served nearly 199 clients with tenant-based rental assistance

CITY COUNCIL  
STUDY SESSION  
NOVEMBER 15, 2018

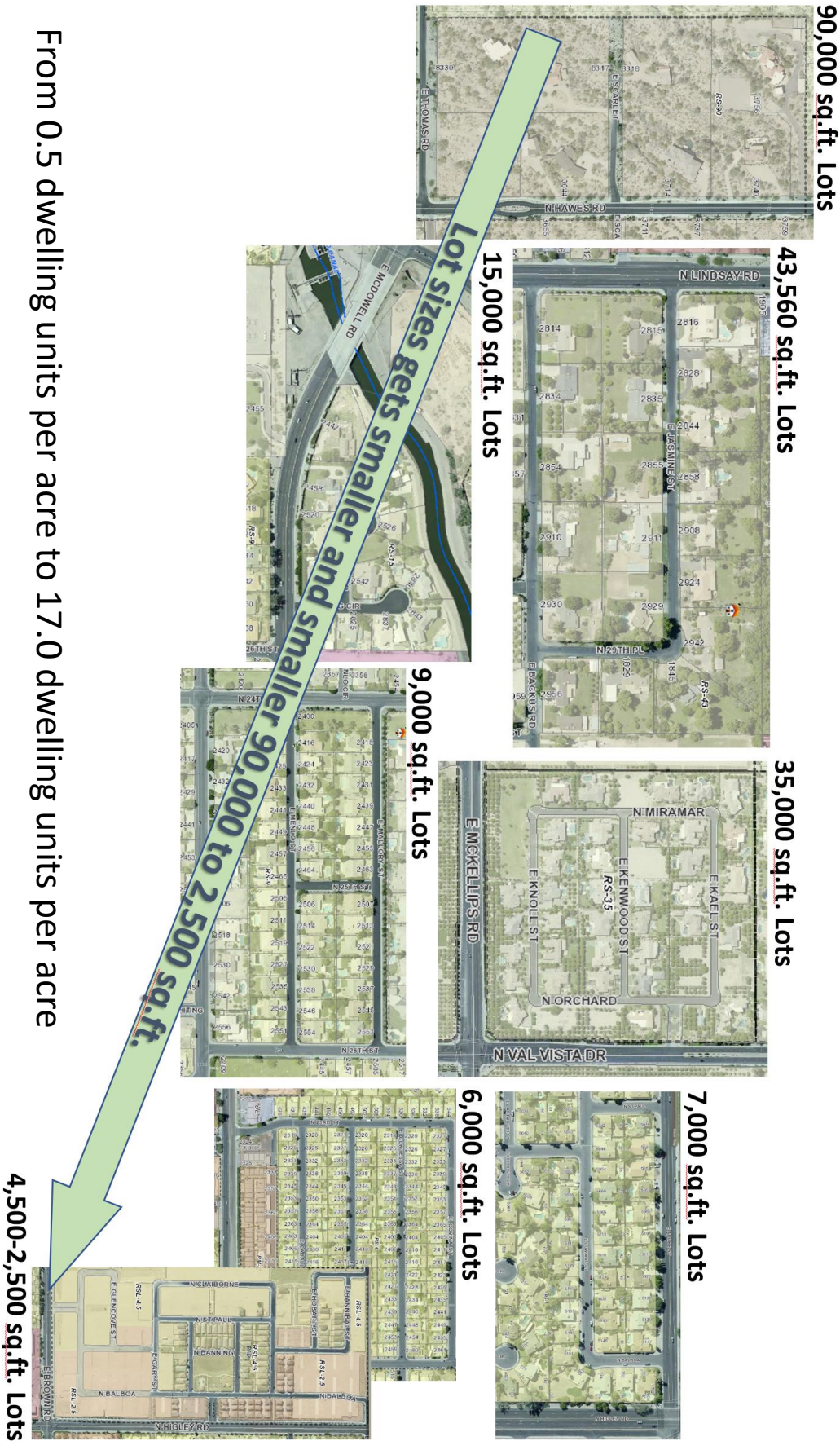
# Small Lot/Cluster Development

# Overview

Background

Challenges

Next Steps

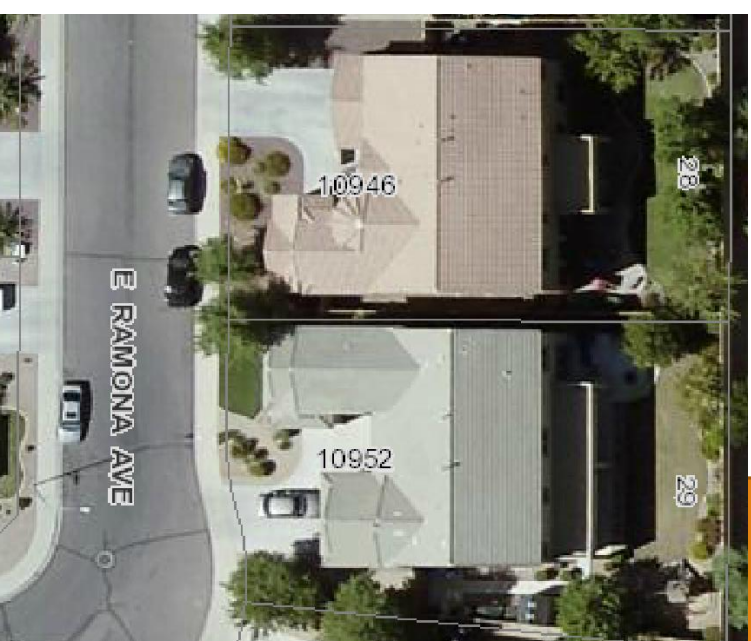




# Background

Development trend:

- Smaller lots
- Narrower streets
- Shorter driveways
- Limited landscaping



Approved 2005  
8500 sq. ft. lots  
70' wide lots  
Full depth driveways  
Standard street width

# Background

Development trend:

- Smaller lots
- Narrower streets
- Shorter driveways
- Limited landscaping



Approved 2012  
5500 sq. ft. lots  
47' wide lots  
Shallow driveways  
Standard street width

# Background

Development trend:

- Smaller lots
- Narrower streets
- Shorter driveways
- Limited landscaping



Approved 2014

3000 sq. ft. lots

44' wide lots

No driveways

Narrow service drive

From 2012 – 2018

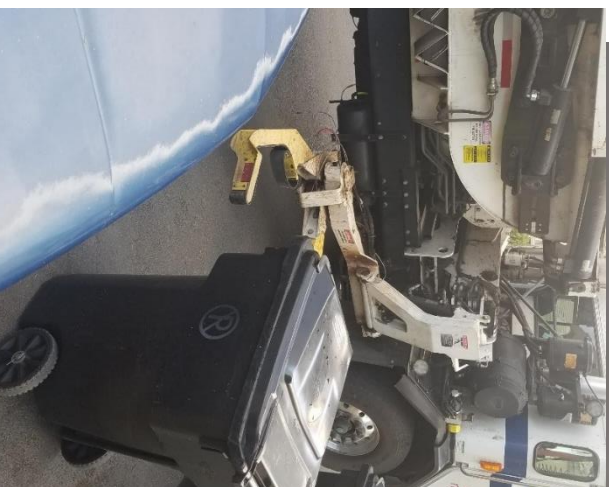
~ 33% small lot

single-residence

# Background

This combination creates daily challenges for:

- Solid waste
- Emergency access & response
- Parking & Parking Enforcement
- Pedestrian circulation
- Utility location, access, and maintenance
- HOA responsibility





# Daily Challenges: Solid Waste

- Placement and storage of barrels
- Access to barrels
- Pull distance for barrels



# Daily Challenges: Solid Waste

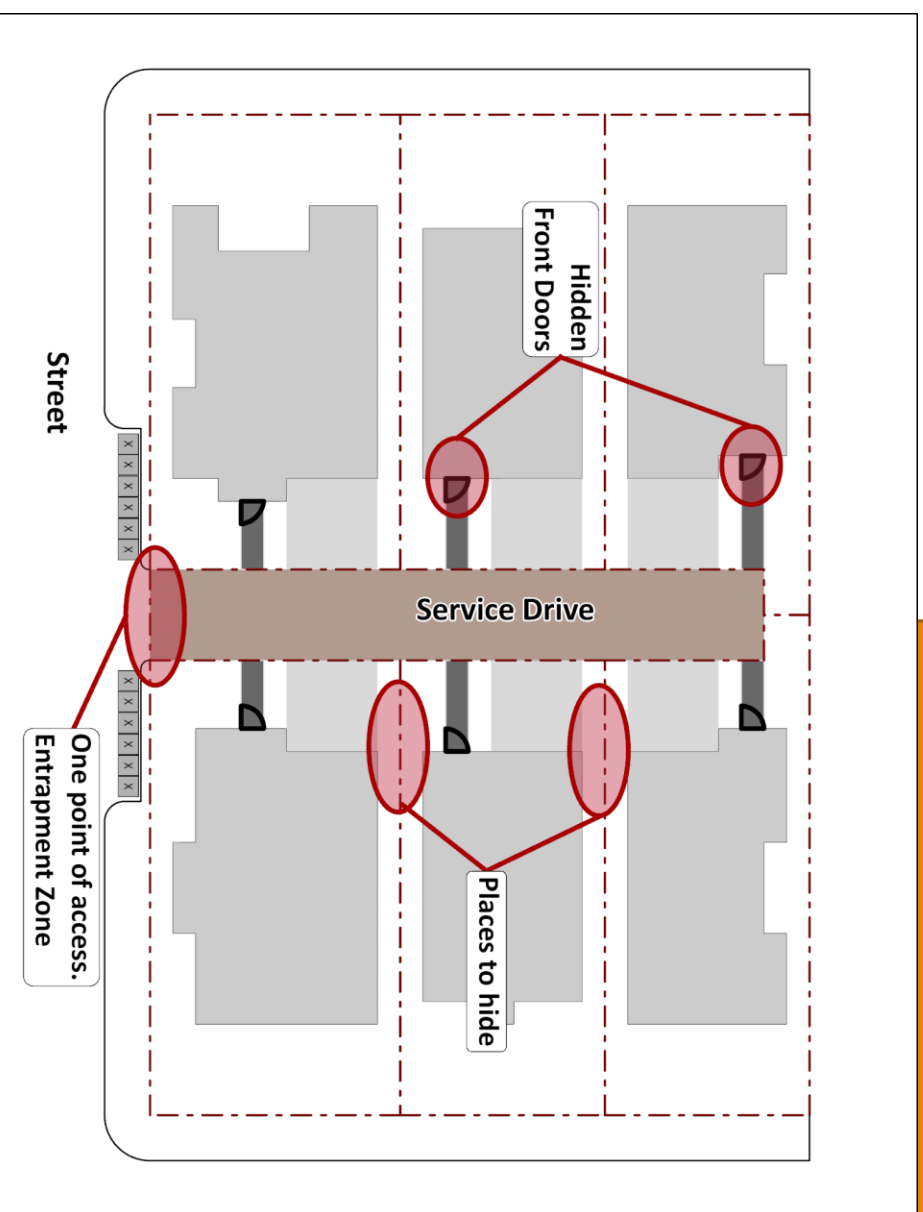
- Placement and storage of barrels
- Access to barrels
- Pull distance for barrels





# Daily Challenges: Public Safety

- Crime Prevention Through Environmental Design (CPTED)
- Visibility of front doors
- Entrapment zones
- Lighting
- Security of property
- Fire & Medical access



# Daily Challenges: Parking

- Location of guest parking
- Number of spaces
- Safety and security
- Conflicts with solid waste
- Signage





# Daily Challenges: Parking

- Location of guest parking
- Number of spaces
- Safety and security
- Conflicts with solid waste
- Signage



# Daily Challenges: Pedestrian Access

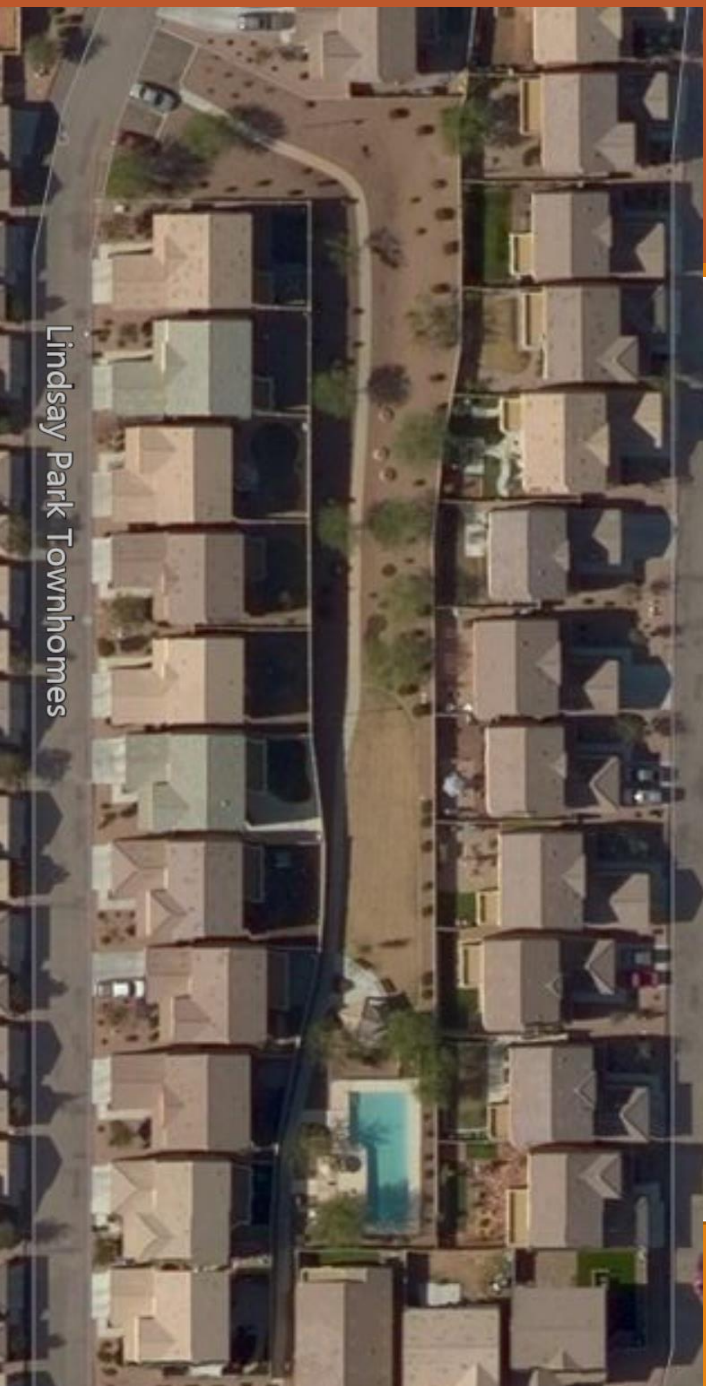
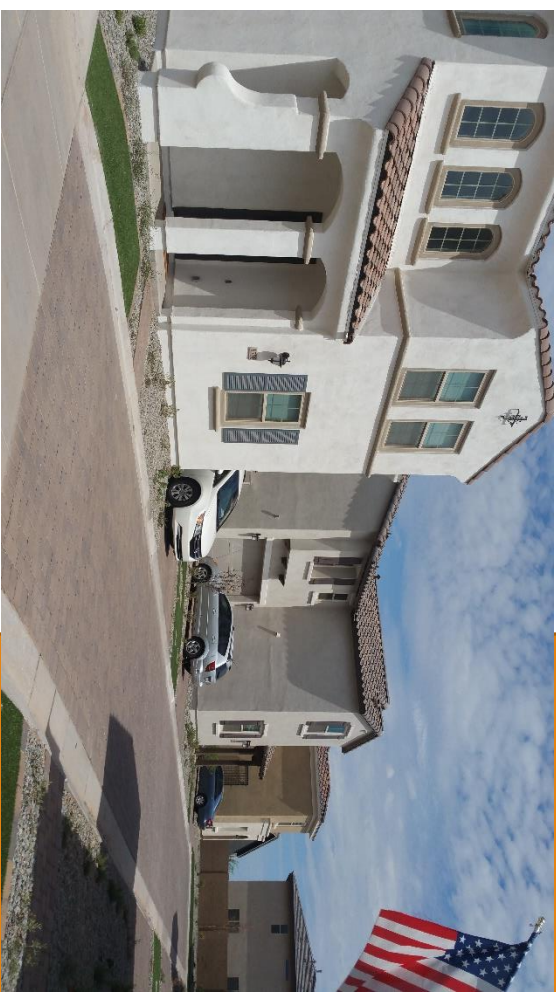
- Along streets
- To and from front doors
- To amenity areas





# Daily Challenges: Pedestrian Access

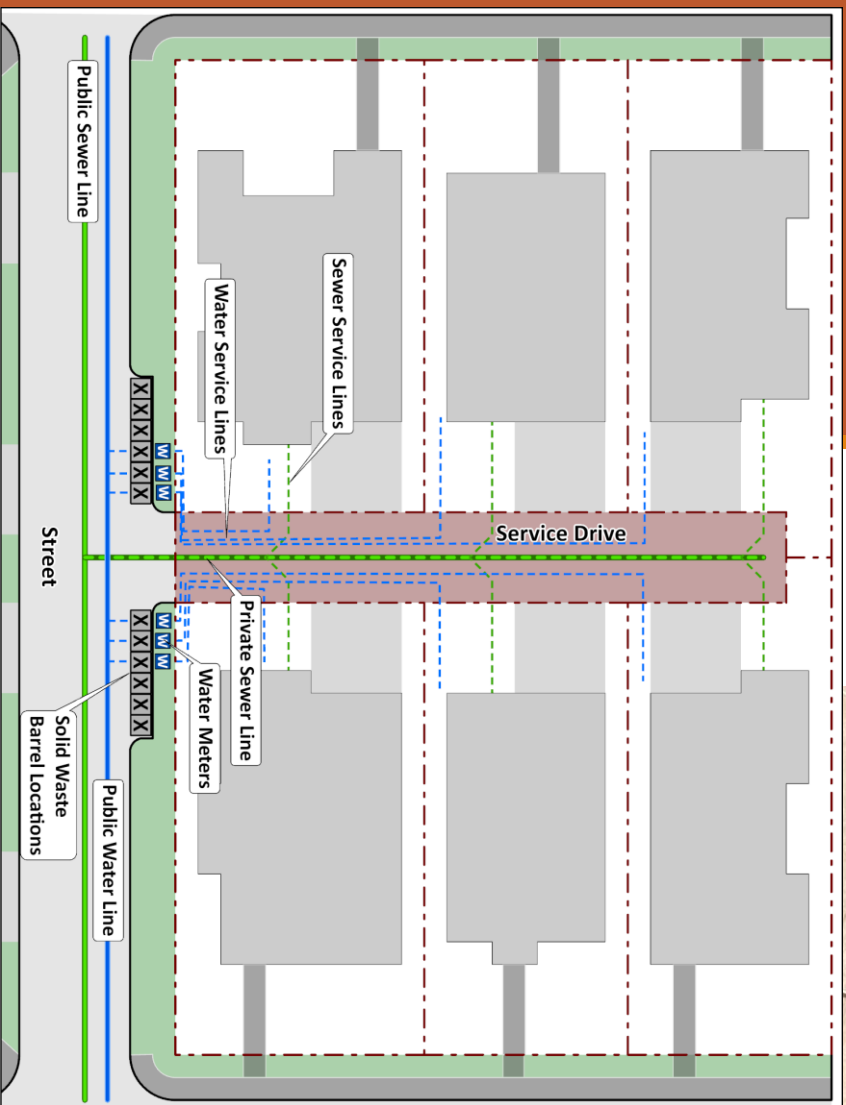
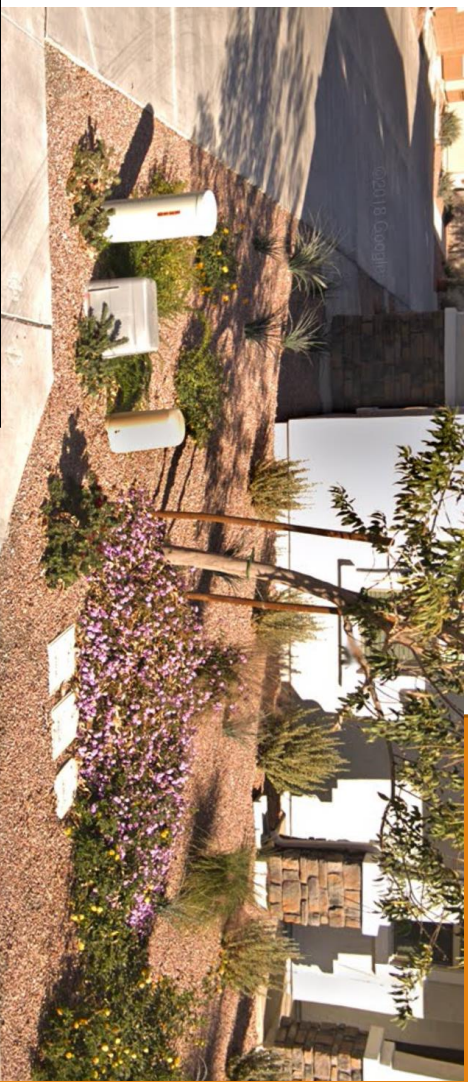
- Along streets
- To and from front doors
- To amenity areas



Lindsay Park Townhomes

# Daily Challenges: Utilities

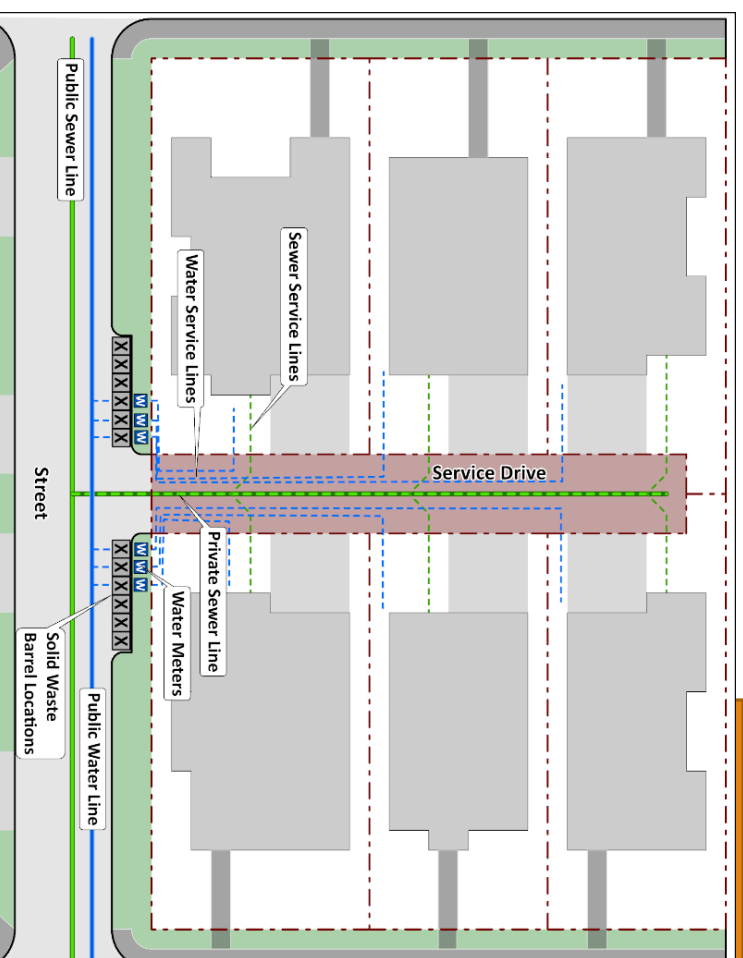
- Placement and maintenance of
- Water meters
- Water service lines
- Sewer lines





# Daily Challenges: HOA Responsibilities

- Streets
- Utilities
- Amenity areas
- Retention areas
- Enforcement





REFINEMENT OF DRAFT  
CONCEPTS



MEET WITH DEVELOPERS FOR  
REVIEW AND COMMENT



FINALIZE PROPOSED GUIDELINES  
AND CODE MODIFICATIONS



REVIEW AND RECOMMENDATION  
BY THE PLANNING AND ZONING  
BOARD



FINAL REVIEW AND APPROVAL  
BY CITY COUNCIL

# Next Steps