

## Approved Minutes of the Maricopa HOME Consortium Public Meeting

June 18, 2020 9:30 am

### Consortium Members Present:

Marsha Chavez, City of Avondale  
Karin Bishop, City of Chandler  
Melanie Dykstra, Town of Gilbert  
Matthew Hess, City of Glendale  
Rachel Milne, Chair, Maricopa County  
Jaime Gonzalez, City of Peoria  
Diane Ethington, City of Scottsdale  
Adriane Clark, City of Surprise  
Elizabeth Garcia, City of Tempe

### Others Present:

Regina Marette, Maricopa County  
Carissa Cyr, Maricopa County  
Renee Ayres-Benavides, City of Peoria  
Trilese DiLeo, City of Glendale

#### 1. **Call to Order**

At 9:31 a.m., Rachel Milne, the Chair, called to order the June 18, 2020 Maricopa HOME Consortium Public Meeting, held telephonically as a response to COVID-19.

#### 2. **Roll Call**

Regina Marette called the roll and a quorum was established.

#### 3. **Approval of Minutes (05/21/20)**

Rachel Milne called for a motion to approve the minutes of the May 21, 2020 monthly HOME Consortium Public Meeting. Trilese DiLeo announced that she attended the May meeting but was not listed as present. Rachel Milne asked for a motion to approve the minutes, with the correction to add Trilese. Melanie Dykstra motioned to approve the minutes. The motion was seconded by Karin Bishop and passed unanimously.

#### 4. **Planning /Reporting Processes**

- **Consolidated Plan/2020 Action Plan/AI Submission to HUD-** Carissa announced that the County received everyone's schedules, and we are on track for submission to HUD by July 15<sup>th</sup>. Please email Carissa as soon as you are ready to submit to HUD. The County will submit all plans as soon as we have confirmation from everyone.
- **PY 2019 Action Plan Substantial Amendment to add CARES funds-** Carissa noted that Avondale and Glendale have elected not to make a 2019 Action Plan amendment to add CARES, and they will instead add CARES funds to their PY2020 Action Plan. Carissa will work with the City of Tempe and the City of Peoria to coordinate their CARES submission to HUD. For those Consortium members who are allocated a second round of ESG funds, Carissa asked the members to notify her if the funds will be allocated to 2019 or 2020 for tracking purposes.
- **CAPER-** Carissa reminded the Consortium that their CAPERs are not linked in IDIS like the Annual Plans, and that members should submit their CAPER on their own schedule. The County will be working on the HOME portion of the CAPER. She stated that the deadline to submit the CAPER to HUD is September 30<sup>th</sup> and the County does not intend to request a waiver to extend the deadline.

**5. Adding a new member to the Consortium-City of Goodyear**

Rachel announced that the Goodyear City Council voted and approved to become a CDBG Entitlement Community. This action makes it eligible for the City of Goodyear to become a member of the Maricopa HOME Consortium. The HOME Consortium must approve to add the City of Goodyear by a majority vote. The process would include the requirement for the City of Goodyear to execute a resolution to join the consortium, as well as an amendment to the HOME Consortium 3-Year IGA. The amendment to the IGA would need to be approved and signed by each consortium member. HUD requires that the amendment to add a member be executed in the fiscal year before the year in which the new member is added. This requirement means that the earliest the City of Goodyear could receive HOME funds is Program Year 2022. The State of Arizona would also need to certify the addition of Goodyear to the HOME Consortium.

The City of Peoria offered the following two options regarding the IGA amendment—have the City of Goodyear wait until the 3 Year IGA is up for renewal allowing the City time to complete their Con Plan and develop a HOME program or allow the City of Goodyear to join, but hold off on funding until the new IGA is in effect.

It was agreed to wait on any action until the City of Goodyear asks to join the Consortium.

**6. Round Table-Consortium Member Updates**

Consortium members gave updates for their cities/town on COVID-19, CDBG CARES funding, and their Planning schedules.

Regina added that the match waiver eliminates the 25% matching requirement on all expenditures for HOME funds expended between October 1, 2019 and September 30, 2021. Regina suggested documenting this waiver by writing “Waived” on the reimbursement request at the bottom of the form under “Match.” Regina advised members to still track match on the Match Log so that the funds can be “banked” for future use and to submit any revised Match Logs to her for completing the CAPER.

**7. Call to Public**

The public had no comment.

**8. Adjournment**

There being no other business, the Chair entertained a motion for adjournment by Melanie Dykstra and seconded by Matt Hess. The motion passed unanimously. The meeting was adjourned at approximately 10:34 a.m.

Respectfully submitted,

Regina Marette, Recording Secretary.