

Approved Minutes of the Maricopa HOME Consortium Public Meeting
October 15, 2020 9:30 am

Consortium Members Present:

Marsha Chavez, City of Avondale
Karin Bishop, City of Chandler
Melanie Dykstra, Town of Gilbert
Trilese DiLeo, City of Glendale
Rachel Milne, Chair, Maricopa County
Jaime Gonzalez, City of Peoria
Michele Payakovich, City of Scottsdale
Adam Lane, City of Surprise

Others Present:

Regina Marette, Maricopa County
Shawn Pierce, Maricopa County

1. Call to Order

At 9:31 a.m., Rachel Milne, the Chair, called to order the October 15, 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 (08/20/20)

Rachel Milne called for a motion to approve the minutes of the August 20, 2020 monthly HOME Consortium Public Meeting. Melanie Dykstra motioned to approve the minutes. The motion was seconded by Karin Bishop and passed unanimously.

4. Introduction of Shawn Pierce-Maricopa County CDG Project Coordinator

Shawn introduced himself and explained that the County is now using HEROs and there is a new requirement for submitting Environmental Review Records (ERR) to the County. If the project will provide housing rehabilitation for the following types of activities: owner-occupied housing, acquisition and rehabilitation of rental housing, and acquisition and resale for home buyers, please use the Appendix A 2013 form for the site-specific review. For each of the compliance factors (Airport Hazards, Flood Insurance, Contamination and Toxic Substances, Explosive and Flammable Hazards, and Historic Preservation), please use the partner worksheets and provide the maps, concurrence letters, and additional documentation as separate PDF packages for each factor. If you are submitting a CEST for new construction, please also submit all worksheets with each compliance factor and save each as a separate file so that the County can upload the documents separately into HEROs. Please label each compliance factor file.

Shawn also mentioned that the County is preparing a final report packet which will be provided to your organization to collect MBE/WBE, Section 3, and Davis Bacon (when applicable) information from the awarded contractor(s). The packet must be submitted with the HOME Completion Report. Remember that the contractor is responsible for collecting the information from the subcontractors. Please review the forms before submitting the packet. If you have questions, please contact Regina or Shawn.

5. County Announcements:

- New HUD guidance on CARES Act Amendments, 2020-2025 Con Plan and AA Plan Submission— Rachel reminded everyone about the email that was sent out earlier this month regarding the new process for submitting the 2020-25 Con Plan/AA Plan and 2019 CARES Amendment to HUD in IDIS. The new process will alleviate back and forth submissions and your information will be

available for review by HUD sooner. Both the *PY 2019 CARES Act Amendment* template and the *2020-25 Consolidated Plan/2020 AAP* template will remain in 'Reviewed and Awaiting Modifications' status and all updates made to these two templates are immediately visible to HUD when they are saved. Rachel said you will no longer need to email or coordinate with Maricopa County to submit updates or amendments to either of these plans. She reminded everyone to email your jurisdiction's HUD CPD Representative directly to inform them of your submission. HUD has indicated that, with this process, the plans do not need to be changed to 'Submitted for Review' status in order to receive Grant Agreements.

- CAPER-submitted on 09/29/2020--Rachel thanked everyone for helping Carissa with the CAPER.
- Quarterly Performance Reports--Regina reminded the members that the QPRs are due today.
- Urban County NOFA--Regina announced that the County is issuing a NOFA on October 21st for Urban County HOME funds. The County estimates awarding approximately \$900,000 for the following eligible activities: property acquisition for the purpose of affordable rental or homeownership, site improvements or rehabilitation associated with property acquisition, new construction, lease/purchase programs and demolition of substandard structures.
- CHDO Review Committee--Regina asked for volunteers for the Program Year 2021 CHDO Subcommittee. Melanie stated that she would be willing to participate if there is not a CHDO application in the Town of Gilbert. Regina said she would check the rotation schedule and reach out to individuals.

6. Round Table-Consortium Member Updates

Consortium members gave updates for their cities/town on their HOME activities and CDBG CARES funding.

7. Call to Public

The public had no comment.

8. Adjournment

There being no other business, the Chair entertained a motion for adjournment by Michele Payakovich and seconded by Trilese DeLeo. The motion passed unanimously. The meeting was adjourned at approximately 10:03 a.m.

Respectfully submitted,

Regina Marette

Regina Marette, Recording Secretary.