

Draft Minutes of the Maricopa HOME Consortium Public Meeting

June 20, 2019

9:30 a.m.

Consortium Members Present Telephonically:

Sandy Lopez, City of Avondale
Melanie Dykstra, Town of Gilbert
Matthew Hess, City of Glendale
Rachel Milne, Chair, Maricopa County
Carin Imig, City of Peoria
Diane Ethington, City of Scottsdale
Joe Gladieux, City of Surprise
LaVon Lamy, City of Tempe

Others Present Telephonically:

Chris Lopez, City of Avondale
Carissa Cyr, Maricopa County
Zelia Miranda, Maricopa County
Elizabeth Garcia, City of Tempe

1. Call to Order

At 9:31 a.m., Rachel Milne, the Chair, called to order the June 20, 2019 Maricopa HOME Consortium Public Meeting, held telephonically and in the Roosevelt Room, at 234 North Central Ave., 3rd Floor, Phoenix, Arizona 85004.

2. Roll Call

Rachel Milne called the roll and a quorum was established.

3. Approval of Minutes (4/18/19)

Rachel Milne called for a motion to approve the minutes of the April 18, 2019 monthly HOME Consortium Public Meeting. Matt Hess motioned to approve. The motion was seconded by Carin Imig and passed unanimously.

4. Consolidated Plan/CAPER

• Request for Proposals:

Rachel notified the Consortium that Western Economic Services LLC (WES) was selected as the consultant for both the Analysis of Impediments and the Consolidated Plan. Rachel thanked Matt Hess for assisting on the review committee. The Cooperative Purchasing Agreement language was included in the event any Consortium cities wanted to utilize that procurement process. Carissa has shared their contact information to each member.

Rachel clarified the AI will cover the HOME Consortium cities' requirement for HUD and they will not need to complete their own AIs. The County contracted with WES to complete the Con Plan for the HOME funds as well as the county's CDBG and ESG (2020-2025). Each city will remain responsible for their own 5 year plan for their CDBG funds.

- **Surveys/Public Forums**

The County is finalizing two separate online surveys to gather public input for the Consolidated Plan needs assessment and the AI. Carissa will be emailing those survey links to Consortium members and is asking to please send these to their networks. These survey responses are a crucial part of the citizen participation process for these documents, and we want to ensure the widest distribution and largest number of responses possible.

The County is working with WES to schedule 3 public forums for the Con Plan and AI in the Urban County, tentatively scheduled for the last week in August. Just as with the Action Plan process, the County will be collecting the dates and HOME/housing results from city/town local meetings as well as part of a coordinated effort for citizen participation.

Rachel added that anyone who is doing their CDBG Con Plan will be required to do public forums. The County is requesting a list of all the HOME Consortium public forums whether CDBG or HOME. Similar to the Action Plan, the County wants to make sure each forum is captured. Once dates are set a list can be compiled and distributed to Consortium members.

- **CAPER**

It is time to begin the 2019 CAPER process. The CAPER process differs from the AAP process. The County CAPER is not linked to the city/town CAPERs in IDIS. Cities need to create and submit their CAPERs directly to HUD through IDIS. A coordinated submission, with the exception of the HOME information, is not required. The County's public comment period is tentatively planned to be September 6 through September 20, 2019.

The cities of Surprise and Glendale made amendments to their 2018 AAP in IDIS. The amendments are still pending approval with HUD. The cities of Surprise and Glendale should not create their IDIS CAPER templates until HUD's approval is received to ensure they have the most up to date template.

5. 2019 HOME Funding Amendments

Rachel asked the Consortium to complete Work Statements by August 1st. This will be the last year that we amend the previous contracts.

6. Announcements

- HOME Consortium 3 Year IGA final acceptance due June 30th.
- FY2019 Reimbursements are due no later than July 8th.

7. Call to the Public

The public had no comment.

8. Adjournment

There being no other business, the Chair entertained a motion for adjournment by Carin Imig and seconded by Melanie Dykstra. The motion passed unanimously. The meeting was adjourned at approximately 9:56 a.m. The next scheduled public meeting will be 7/18/2019 unless there are no discussion items, in which case it will be

cancelled.

Respectfully submitted,

Zelia Miranda
Recording Secretary

DRAFT