

**Draft Minutes of the Maricopa HOME Consortium Public Meeting**  
**February 18, 2021 9:30 am**

Consortium Members Present:

Marsha Chavez, City of Avondale  
Karin Bishop, City of Chandler  
Melanie Dykstra, Town of Gilbert  
Matt Hess, City of Glendale  
Rachel Milne, Chair, Maricopa County  
Jaime Gonzalez, City of Peoria  
Diane Ethington, City of Scottsdale  
Adam Lane, City of Surprise  
LeVon Lamy, City of Tempe

Others Present:

Trilese DiLeo, City of Glendale  
Regina Marette, Maricopa County  
Carissa Cyr, Maricopa County  
Kathy Nugent, City of Tempe

**1. Call to Order**

At 9:31 a.m., Rachel Milne, the Chair, called to order the February 18, 2021 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 (01/21/21)**

Rachel Milne called for a motion to approve the minutes of the January 21, 2021 monthly HOME Consortium Public Meeting. Melanie Dykstra motioned to approve the minutes. The motion was seconded by Karin Bishop and passed unanimously.

**4. Annual Action Plan (AAP) Update**

Carissa Cyr gave the following updates:

HUD released 'CPD Notice 21-02' Guidance on Submitting 2021 AAPs and HUD also released a memo, signed on 2/3/2021, that extended the waivers for virtual hearings for 2021 AAPs. In regard to Maricopa County's AAP, Carissa reminded everyone that the Word and Excel files are due next Friday, February 26. She also stated that members only need to complete the Contingency for Program Income, and not for HOME Entitlement funds because the Consortium will hopefully receive allocations from HUD prior to the public comment period. However, each member may send a contingency if it is needed.

Carissa also reminded the members to not create additional Action Plan templates in IDIS because HUD requires the Consortium to send a "linked" AAP. Therefore, please use the version V1 that was sent via email. As a follow up this meeting, Carissa noted that she will send the finalized schedule.

**5. Approval of CHDO Subcommittee Funding Recommendations for PY2021**

Applications were received from Guadalupe CDC and Newtown CDC for a combined total of \$790,000. The estimated CHDO 15% set-aside for PY2021 is \$711,000. Regina reported that the CHDO Review Subcommittee met last month to review the CHDO applications and recommended awarding \$250,000 to Guadalupe CDC and \$461,000 to Newtown CDC. A handout was provided with the details of each activity and requested funding. A contingency was also recommended: If additional funds are received, the Subcommittee recommends the additional funds be awarded to Newtown CDC. If the funding amount is less than \$711,000, the Subcommittee recommends reducing Newtown CDC's award by that amount.

Rachel thanked the LeVon Lamy and Marsha Chavez for participating on the review subcommittee and called for a motion to approve the subcommittee's recommendations for CHDO funding. Melanie Dykstra motioned to approve. The motion was seconded by Karin Bishop and passed unanimously.

**6. Roundtable Consortium Member Updates**

Consortium members gave updates for their cities/town on their proposed HOME activities for the upcoming AAP.

Carissa also made a Monitoring Announcement. She said that although everyone is very busy at the moment, we have to make sure to stay in compliance with HUD monitoring requirements for HOME funds. The County will be conducting a few monitoring desk reviews over the coming months which will be held virtually.

**7. Call to Public**

The public had no comment.

**8. Adjournment**

There being no other business, the Chair entertained a motion for adjournment by Matt Hess and seconded by Melanie Dykstra. The motion passed unanimously. The meeting was adjourned at approximately 10:01 a.m.

The next regularly scheduled meeting will occur March 18, 2021.

Respectfully submitted,

*Regina Marette*

Regina Marette, Recording Secretary.