

## Approved Minutes of the Maricopa HOME Consortium Public Meeting

April 15, 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  
Irma Hollamby, City of Scottsdale  
Adam Lane, City of Surprise  
LeVon Lamy, City of Tempe

### Others Present:

Diane Ethington, City of Scottsdale  
Regina Marette, Maricopa County  
Carissa Cyr, Maricopa County

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

At 9:32 a.m., Rachel Milne, the Chair, called to order the April 15, 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 (03/18/21)**

Rachel Milne called for a motion to approve the minutes of the March 18, 2021 monthly HOME Consortium Public Meeting. Karin Bishop motioned to approve the minutes. The motion was seconded by Matt Hess and passed unanimously.

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

Carissa Cyr gave the following update on the AAP: the AAP is out for public comment until tomorrow, April 16<sup>th</sup>. The County has completed the second of two public hearings for the draft and will be sending the County's AAP for approval at the April 22, 2021 Board of Supervisor's meeting. She reiterated that consortium members must use the linked plan in IDIS. If a different version is completed, it will not be submitted to HUD with the rest of the Consortium. Please refer to the original contributions email for a screenshot of the linked version.

The County will submit the AAP on or before Friday, May 14<sup>th</sup>. Email Carissa and Rachel as soon as your plan is ready for submission in IDIS. If everyone has completed their AAP prior to May 14, the County will submit the plan to HUD earlier than May 14<sup>th</sup>, which would be preferable.

#### 5. **American Rescue Plan Act (ARPA) and HOME funds-estimated \$16,756,617**

Rachel announced that when this item was put on the agenda last week, the County had hoped to receive additional information regarding new regulations for these funds. However, the County has not received any notification or guidelines from HUD on eligibility of these funds. We do know that the funds will have an expenditure deadline of 2030.

Rachel referred to the robust discussion on this topic at the last consortium meeting and noted that the City of Tempe appears to be the only jurisdiction with a shovel ready project. Once HUD issues guidelines on the ARPA funds, Rachel stated that the consortium could consider funding the gap for the City of Tempe's emergency non-congregate shelter and short-term transitional housing activity which

LeVon estimates will cost between \$8-12 million total. She also mentioned an idea to the members to consider “pooling funding” and issuing a Request for Proposal for an east and west side project in order to make a greater impact in the homeless crisis.

**6. Requests for Reimbursement and Program Income, Recapture, and Repayments**

Requests for Reimbursement: Regina reminded members that the HOME agreements state that Requests for Reimbursement of all expenditures will be submitted to the County within the same fiscal year in which the expenditures are incurred. The fiscal year runs July 1st through June 30th. *All Requests for Reimbursement shall be submitted no later than July 30th for the preceding fiscal year.* She stated that if a member has reimbursed expenses for an activity that is not completed by June 30<sup>th</sup> (and not set up in IDIS) that it will be necessary to submit a reimbursement request in order for the expenditures to be recognized in the correct fiscal year and meet the requirements of 2 CFR 200.

Regina also stated that the County will be setting up purchase orders for the new fiscal year. She will contact members to determine anticipated expenditures that will occur between July 1, 2021 and June 30, 2022.

Program Income, Recapture, and Repayments: Regina noted that in completing a portion of the AAP, there has been some confusion regarding the difference between program income and recapture funds. She reminded members that recapture funds are HOME funds recouped when homeownership housing does not continue to be the principal residence of the assisted homebuyer for the full period of affordability. These funds are considered recaptured, not program income. Recapture funds are only associated with homebuyer assistance programs. The HOME regulations do not allow members to use 10% of recapture funds for program income administration. Repayments are funds paid back to HUD for ineligible activities.

**7. Roundtable Consortium Member Discussion**

Consortium members gave updates for their cities/town on their HOME activities and staffing.

**8. Call to Public**

The public had no comment.

**9. Adjournment**

There being no other business, the Chair entertained a motion for adjournment by Jaime Gonzalez and seconded by Diane Ethington. The motion passed unanimously. The meeting was adjourned at approximately 10:13 a.m.

The next regularly scheduled meeting will occur May 20, 2021.

Respectfully submitted,

*Regina Marette*

Regina Marette, Recording Secretary