

Approved Minutes of the Maricopa HOME Consortium

Public Meeting

June 16, 2016

9:30 a.m.

Present:

Matt Hess, City of Avondale
Melissa Vizzerra, City of Chandler
Rudy Tietje, City of Chandler
Jessica Carnahan, Town of Gilbert (telephonically)
Gilbert Lopez, City of Glendale
Renee Ayres-Benavidez, City of Glendale
Carin Imig, City of Peoria
Jaime Gonzalez, City of Peoria
Diane Ethington, City of Scottsdale
Jason Hughes, City of Surprise
Elizabeth Garcia, City of Tempe
Levon Lamy, City of Tempe
Amy Jacobson, Maricopa County
Carissa Cyr, Maricopa County
Lisa Lowery, Maricopa County
Regina Marette, Maricopa County
Richard Thomason, HUD

1. Call to Order and Roll Call-

At 9:33 a.m., Amy Jacobson called to order the June 16, 2016 Maricopa HOME Consortium Public Meeting held in the Roosevelt Room, at 234 North Central Ave., 3rd Floor, Phoenix, Arizona 85004. Regina Marette called the roll and a quorum was established.

2. Approval of Minutes (05/19/16)-

Amy called for a motion to approve the minutes of the May 19, 2016 monthly HOME Consortium Public Meeting, unless there were any changes or corrections to the minutes. Matt Hess motioned to approve the May 19, 2016 minutes. The motion was seconded by Carin Imig and passed unanimously.

3. Program Year Expenditure Update Report-

Lisa distributed the expenditures as of May 30, 2016 and the individual city spreadsheets by year. Lisa noted there were many reimbursement requests submitted recently for processing. She noted that the Consortium needed to draw approximately \$500,000 to meet the funding deadline and that we met the deadline. Lisa reminded everyone to review their individual financials to make sure their records reconcile with the County records.

4. Commitment Shortfall as of 06/14/16 is \$870,431 and HOME Commitment Deadline is 07/22/16

Amy said the HOME Commitment deadline for all 2014 and prior years funds is July 22, 2016 (as recommended by HUD) or the funds will be swept by HUD. Regina reported that the City of Tempe is just about to execute a Developer Agreement for \$829,000 and, with the Urban county and City of Avondale's projects ready for set up, will serve to meet the commitment deadline for HUD.

5. HOME Allocation Increase-\$17,626 for Rental Development

HUD allocated an additional \$17,626 to the Maricopa HOME Consortium for FY16-17.

Amy proposed that the additional funds be used for the Urban County (UC) Rental Development Program. She said that the County is going to have to submit a revision to the Annual Action Plan and seek Board of Supervisors (BOS) approval. Since the County received more applications than funding currently available for our Rental Development Program, Amy suggested that the Consortium vote to approve the funding allocation to the UC Rental Development Program. If the Consortium were to allocate the funds based on the CDBG percentages, each jurisdiction would receive a nominal amount and would be required to seek Council approval. This process would jeopardize all HUD funding received by all of the jurisdictions because the Annual Action Plan must be approved by HUD by August 16, 2016. The County feels that allocating the funds to the Urban County is the best option for the Consortium in light of the short time frame.

Gilbert Lopez of Glendale inquired as to whether the County had any projects. Amy said that the County has issued a Rental Notice of Funding Availability for Rental Development. The County received three responses.

Carin Imig asked if any other consortium member had an activity could they use the funds. Amy stated that UC has projects that are “shovel-ready” and this allocation seems to make sense. Richard Thomason of HUD stated that we needed to move quickly on these funds because every jurisdiction would be in jeopardy of losing not only HOME funds, but ESG and CDBG as well since they are all reported together in the AAP.

Gilbert Lopez made a motion to allocate \$17,626 to the UC Rental Development Program. The motion was seconded by Matt Hess and passed unanimously.

6. Allocation of Program Income (PI) and Recapture funds to UC Rental Development Program

Amy stated the County has been allocating PI received throughout the years and most recently reallocated \$1.2 million to the Consortium. The County has received an additional \$272,444.79 from the City of Mesa. The total amount of program income the County has received since 2014 is \$1,472,830. In 2014 the Consortium approved, through an application process, the allocation of more than \$1 million in PI to multiple Consortium members. In 2015, the Consortium allocated additional PI to Newtown CDC in the amount of \$181,913. The UC is seeking \$216,000 in PI to allocate to the UC Rental Development Program.

Matt Hess asked if the Consortium could have another formal application process instead. Gilbert Lopez agreed. Amy stated that she would send out “mini applications” and we could form a subcommittee to review the applications. Additionally, Amy added that we should consider allocating PI quarterly. Carin Imig made a motion to have a “mini application” for the remaining balance of PI and recaptured funds. The motion was seconded by Gilbert Lopez and passed unanimously.

7. Con Plan/ FY2015 Annual Action Plan Amendment; FY2016 AAP; CAPER

Carissa asked if any members had made any minor or substantial changes to their 2015-2016 AAP or 2015-2020 Con Plans. No one reported changes. The County is making the changes to our Con Plan and AAP in IDIS. After the changes are made in IDIS, we will submit them to

HUD. This version is what will be used to create the CAPER template in IDIS.

The 2016-2017 AAP will include the increased HOME allocation amount any contributions received from the Consortium members. The County will be going to the BOS on July 20, 2016 with the revised SF424 the resubmitting the AAP to HUD with the updated HOME amount.

The CDBG CAPERs for each jurisdiction are not linked to the HOME CAPER through the system, so jurisdictions will be responsible for creating and submitting their own CAPERS in IDIS.

8. Announcements and Information

- Amy's last day- 06/17/2016
- Next Consortium meeting—August 18, 2016
- Delegation Agreement—comments from legal please submit to County.
- Revised 95% homeownership limits—County has decided to not use the HUD published limits and will use a market study to calculate limits (change to the AAP).
- June 2, 2016 CDBG Program Update 16-06 email from HUD—use HOME low-income limits under which extremely low-income families are identified by the 30% income limits as opposed to the Section 8 limits which are adjusted for poverty.
- Elizabeth Garcia introduced Lavon Lamy, Grants Accountant (replaces Mona).

9. Call to the Public-

Call to the Public is an opportunity for the public to address the Consortium concerning a subject that is not on the agenda. Public comment is encouraged. At the conclusion of an open call to the public, individual members of the Consortium may respond to criticism made by those who have addressed the Consortium, may ask staff to review a matter, or may ask that a matter be put on a future agenda. However, members of the Consortium shall not discuss or take legal action on matters raised during an open Call to the Public unless the matters are properly noticed for discussion and legal action. *No response from the public.*

10. Adjournment-

There being no other business, the Chair entertained a motion for adjournment by Gilbert Lopez and seconded by Matt Hess. The motion passed unanimously. The meeting was adjourned at approximately 10:26 a.m. The next scheduled public meeting will be August 18, 2016.

Respectfully submitted,



Regina Marette
Recording Secretary