

**Approved Minutes of the Maricopa HOME Consortium Public Meeting**

**January 16, 2020**

**9:30 a.m.**

**Consortium Members Present:**

Marsha Chavez, City of Avondale  
Karin Bishop, City of Chandler  
Melanie Dykstra, Town of Gilbert  
Matthew Hess, City of Glendale  
Rachel Milne, Chair, Maricopa County  
Jaime Gonzalez, City of Peoria  
Michele Payakovich, City of Scottsdale (Telephonically)  
Adam Lane, City of Surprise  
Kathy Nugent, City of Tempe

**Others Present:**

Regina Marette, Maricopa County  
Carissa Cyr, Maricopa County  
Matt Utyro, Maricopa County  
Lina Alam, Maricopa County  
Logan Peiman, Maricopa County  
Adriane Clark, City of Surprise  
Terri Bowen, City of Surprise  
Elizabeth Garcia, City of Tempe  
Jacki Taylor, ARM of Save the Family  
Michelle Bryson, ARM of Save the Family  
Allen Carlson, Newtown CDC  
Stephanie Brewer, Newtown CDC  
Glenn Karlson, Trellis  
Jack Evans, Trellis

**1. Call to Order**

At 9:32 a.m., Rachel Milne, the Chair, called to order the January 16, 2020 Maricopa HOME Consortium Public Meeting, held in the Roosevelt Room, at 234 North Central Ave., 3<sup>rd</sup> Floor, Phoenix, Arizona 85004.

**2. Roll Call**

Regina Marette called the roll and a quorum was established. Members in the room and on conference call introduced themselves.

**3. Approval of Minutes (11/21/19)**

Rachel Milne called for a motion to approve the revised minutes of the November 21, 2019 monthly HOME Consortium Public Meeting. Karin Bishop motioned to approve. The motion was seconded by Jaime Gonzalez and passed unanimously.

**4. CHDO Presentations**

Three applications were received for CHDO funding and were presented in alphabetical order.

ARM: Jacki Taylor presented the ARM of Save the Family application for \$296,660 to acquire, rehabilitate, and rent one, 4 bedrooms, single family unit for a family with 60% AMI or less in Chandler. ARM is seeking funds for a 4 bedrooms unit because the agency has found that a home for larger families is in the greatest demand. The average stay for an ARM unit resident is currently about 3 years and about 70% of the residents increase income within first year of occupancy. ARM

currently owns 145 housing in the East Valley, 13 of which are located in Chandler. There are at least 400 total families on the wait list. Tenants are selected from the top of the wait list on a first come first serve basis. The unit will be rented at below market rates for a minimum of 15 years.

The rehabilitation of the unit will include energy efficiency components. The priority of the rehabilitation is livability—ensuring the unit has manageable electricity bills for the tenant. Appliances, HVAC, insulation, weather stripping are all part of the rehabilitation and help to keep the monthly expenses down for the tenant.

Newtown CDC: Stephanie Brewer presented the Newtown CDC application for \$648,000 to purchase six, scattered site, single family units for resale in Chandler in the Community Land Trust (CLT) program. All homes will be sold to families with 80% AMI and under. The total cost of the proposed program is \$1.8 million. Newtown currently owns 69 homes in Chandler in the zip codes 85254 and 85225 area codes. Newtown is concentrating in this downtown area because it suffers the most from gentrification. The homes will remain affordable in perpetuity, but the homeowners still have an opportunity to build wealth through homeownership. Newtown will have the right of first refusal on the homes. Stephanie noted that Newtown has always used that right to purchase the homes. Newtown has re-purchased 27 homes from CLT owners, completed repairs/renovations as needed, and resold the homes to eligible buyers. The average net proceeds to the sellers were approximately \$31,500. CHDO project proceeds will be used to acquire additional properties to rehabilitate and resell to eligible buyers through the CLT.

Rehabilitation funds are first targeted to structural components, then to majors systems, including HVAC, plumbing, water heaters.

Trellis: Jack Evans and Glenn Karlson presented the Trellis application for \$290,000 for the new construction and sale of two single family units on lots previously purchased by Trellis in Avondale. Ten percent of the funds awarded are allocated to down payment assistance for the homebuyers. The total cost of the proposed program is nearly \$700,000. The prospective buyers are prepared for home ownership through counseling services. Loans are forgivable after 10 years or due on sale if sold prior to the end of the affordability period. Each lot will consist of a Trellis designed 1500 to 1600 square foot, 3 to 4 bedrooms, 2-3 bathrooms home. The homes are built with the latest advancement in building sciences and techniques. Though these innovative designs, the homes are built to strict standards and will achieve a Net Zero Ready status, EnergyStar rating, and a HERS Index score between 50-65.

## **5. ConPlan/AI Update**

Carissa presented the following information:

- There was a significant increase in community surveys through a consortium-wide coordinated effort—approximately 700 survey results.
- Three community meetings were held in August which yielded great participation and input.
- With the federal budget signed by the President on December 20, 2019, it is highly likely we will be able to submit the ConPlan by May 15<sup>th</sup>. We are establishing this date as the submission date for our plan.
- The County ConPlan has been submitted to the County by the consultants. It should be ready to send out to the Consortium no later than mid-February.
- The Strategic Plan information that is due January 17<sup>th</sup> is crucial before we release the draft to the public in mid-February.
- The ConPlan/AI presentation/hearing will be on February 20<sup>th</sup> at the HOME Consortium meeting. We would love to have a “packed house”, so please invite your staff.
- The Annual Action Plan information is due February 28<sup>th</sup>, mid-March Public Comment
- We will have a coordinated submission in IDIS

- HUD has inserted two new sections in the ConPlan template: Broadband and Hazard Mitigation are new screens. Please look in your IDIS Con Plan templates.

**6. Update-NCDA Training -Advanced HOME Underwriting-**

Adriane Clarke shared that there are currently 18 persons registered for the training. She has done extensive outreach and is hoping that a few more register before the deadline.

**7. Environmental Review Update**

Regina thanked Matt Utyro for leading the County ER training last month. Twelve consortium members attended and there was almost full representation of the consortium. The County just approved a CEST review for Peoria on a vacant lot for new construction and is currently reviewing an EA for Glendale for a multi-family project. She requested that future reviews, if more than 50 pages, be printed and delivered to the County.

**8. Consortium Member Updates**

A round table discussion was held, each City/Town representatives reported their updates. It was noted during the discussion that Rich Thomason sent an email announcing that his last day at the Region IX office will be February 14, he will be moving to the Region V office in North Carolina.

Discussion of the HOME Consortium 3 Year IGA included a commitment from the County to provide Consortium members with a calendar of dates for execution.

**9. Call to Public**

The public had no comment.

**10. Adjournment**

There being no other business, the Chair entertained a motion for adjournment by Melanie Dykstra and seconded by Karin Bishop. The motion passed unanimously. The meeting was adjourned at approximately 11:00 a.m. The next scheduled public meeting will be 2/20/2020.

Respectfully submitted,

Regina Marette, Recording Secretary.