



Minutes of the  
Maricopa HOME Consortium Public Meeting  
August 17, 2023, 9:30 am

Consortium Members Present:

Jamie Macfarlane, Chair, Maricopa County  
Regina Marette, City of Avondale  
Karin Bishop, City of Chandler  
Jaime Gonzalez, City of Peoria  
Mary Witkofski, City of Scottsdale  
Adam Lane, City of Surprise  
Trilese DiLeo, City of Glendale  
Sherri Rico, City of Tempe  
Jennifer Lauria, Town of Gilbert

Others Present:

Alexia Grady, City of Avondale  
Jessica Weber, City of Surprise  
Chad Beougher, City of Scottsdale  
Elizabeth Garcia, City of Chandler  
Wendy Johnson, Maricopa County  
Emily Garcia, Maricopa County  
Michele Struble, Maricopa County  
Brandon Bruce, Member of the public

**1. Call to Order**

At 9:33 a.m., Jamie Macfarlane, the Chair, began the Maricopa HOME Consortium Public Meeting on August 17, 2023 (held virtually via Microsoft TEAMS).

**2. Roll Call**

Wendy Johnson called the roll, and a quorum was established.

**3. Approval of Minutes**

Jamie MacFarlane called for a motion to approve the minutes of the May 18<sup>th</sup>, 2023, monthly HOME Consortium Public Meeting. Trilese DiLeo, City of Glendale, made the motion to approve the minutes. The motion was seconded by Jamie Gonzales, City of Peoria. The motion was passed unanimously.

**4. Update: CAPER**

Jamie MacFarlane reminded members of August 29<sup>th</sup>, 2023 CAPER contribution deadline. She also advised that the current plan is for a public comment beginning September 7<sup>th</sup>, 2023 and ending September 21<sup>st</sup>, 2023. Jamie also reminded members that the final deadline for CAPER is September 28<sup>th</sup>, 2023.

**5. 3 Year Consortium Renewal**

Jamie Macfarlane updated members on HUD 3-year consortium renewal. All necessary documents were submitted to HUD for approval. There has been no further response from HUD as of yet.

**6. Con-Plan RFP**

Jamie MacFarlane updated the members that the Con Plan and Fair housing RFP has been posted. Wendy Johnson will be sending the RFPs, the bid sync link, and a list of contact information for the people that the county has reached out to in order to provide that information. Jamie also advised that quotes are due back September 22<sup>nd</sup>, 2023. The current timeline plans to make an award in mid-October. Cooperative Purchasing language has been included after discussion of potential collaboration from

prior HOME consortium meeting. Jamie MacFarlane and Wendy Johnson also provided clarification on preliminary details of the included language and responded to member questions. Several members provided feedback and reiterated their interest in partnering with the County in regards to procurement and Cooperative Purchasing.

**7. Announcements:**

- **Staffing Update**

- i. Jamie MacFarlane announced the pending hire of a new Maricopa County HOME Coordinator, Brandon Bruce.

- **HOME Max subsidy and 95% Homeownership limits**

- i. Jamie MacFarlane announced that the prior Max Subsidy Bulletin had some errors, and an updated copy was sent out to all consortium members.

- **HUD ERR Training.**

- i. Jamie MacFarlane provided a reminder about an upcoming ERR Training in LA on 9/19-9/21. Regina Marette shared that the training registration is closed, but there is a waitlist.

- **City of Peoria is Hiring**

- i. The City of Peoria has a job opening for a Community Assistance Supervisor. This position will oversee the City's HUD grants. The position closes on August 20th, 2023.

- **Misc.**

- i. Community Land Trust Cooperative Purchasing Language: Jamie MacFarlane brought up questions regarding CLT Cooperative Purchasing Language or any development agreements with local CLT providers Jamie opened discussion up to the members to ask for any clarity that the members may be able to provide. Karin Bishop offered to review past documents and provide an update.

**8. Roundtable:**

Consortium members gave updates and discussed challenges for their cities/town on their HOME activities and services.

**9. Call to Public**

Jamie Macfarlane called for comments from the public. No members of the public provided any comments.

**10. Adjournment**

There being no other business, the Chair entertained a motion for adjournment by Trilese DiLeo, City of Glendale, and seconded by Regina Marette, City of Avondale. The vote was called, and the motion passed unanimously. The meeting was adjourned at approximately 10:17 a.m.

Respectfully submitted,  
Emily Garcia  
Management Assistant, Maricopa County

Approved at the September 21, 2023 HOME Consortium meeting