



1 **YAKIMA COUNTY HOME CONSORTIUM BOARD MEETING**

2 **MEETING SUMMARY**

3 **Tuesday, January 26, 2021 – 3:30 p.m. – 4:30 p.m.**

4 *Virtual Microsoft via Microsoft Teams*

5
6 **MEETING MATERIALS:** Meeting Agenda, Yakima County Home Program PowerPoint Presentation,
7 and Membership Tracking Spreadsheet.

8 **I. Call to Order:** This meeting was called to order at 3:35 PM by Lisa H. Freund, Director of
9 Public Services (Facilitator).

10
11 **A. Roll Call**

Member Jurisdiction	Representative	Present	Absent
City of Grandview	Gloria Mendoza, Mayor		✓
Town of Harrah	Barbara Harrer, Mayor	✓	
City of Mabton	Laura Vasquez, Mayor		✓
City of Sunnyside	Francisco Guerrero, Mayor	✓	
City of Toppenish	Lance Hoyt, City Manager	✓	
City of Union Gap	Arlene Fisher, City Manager	✓	
City of Wapato	Kim Grimm, City Clerk	✓	
City of Zillah	Janice Gonzalez, Council member	✓	
Yakima County	Commissioner Amanda McKinney	✓	

Yakima County Staff Present: Lisa Freund, Director of Public Services; Esther Magasis, Director of Human Services; Noelle Madera, Long Range Planning Manager; Julie Lawrence, Clerk of the Board of County Commissioners; Karri Espinoza, Office Coordinator; Michelle Diamante, Office Specialist.

12 **B. Introductions:** Everyone introduced themselves.

13
14 **II. New Business:** Lisa Freund presented a PowerPoint presentation which gave an
15 overview and background of the HOME Consortium Board.

16 **A. HOME Consortium Background:**

17 Yakima County HOME Consortium was formed back in 2009 to increase local
18 governments' ability to provide affordable housing for low and very-low-income
19 residents in Yakima County. The benefit of this Consortium is that it offers the
20 smaller communities, which do not qualify for a HOME allocation, the ability to
21 participate in the program through their membership in the HOME Consortium.

22 HOME Eligible Activities:

- 23 • *Homeowner Rehabilitation*
- 24 • *Homebuyer (acquisition, new construction or rehabilitation).*
- 25 • *Rental development (acquisition, new construction and rehabilitation).*
- 26 • *Tenant-Based Rental Assistant (which has not been implemented).*

27
28 Yakima County is the lead for the nine-member Consortium: *Grandview, Mabton,*
29 *Sunnyside, Toppenish, Union Gap, Wapato, Zillah, Town of Harrah & the*
30 *unincorporated areas of Yakima County.*

31 The HOME Consortium program is primarily funded by Federal Housing and Urban
32 Development (HUD). The secondary funding is from local filing fees (2060 Fund),
33 which provide a match.

34 **B. HOME Program Changes:**

- 35
- 36 • Transition of the HOME Consortium Program oversight from Public Services
- 37 to Human Services on July 1, 2021.
- 38 • Complete the 23 owner-occupied housing rehabilitation projects currently in
- 39 process, the goal is to have them completed by early 2022.
- 40 • Hold regular meetings of the HOME Consortium Board to affirm or modify
- 41 its upcoming 5-year Consolidated Plan goals and objectives.
- 42 • Complete the 2020-2024 Consolidated Plan, hold public hearing(s) and take
- 43 the draft Plan to the Board of County Commissioner for its consideration.
- 44 • Update the HOME Consortium webpage.

45 **C. Home Consortium Participation:** Lisa Freund stressed the importance of having
46 each jurisdiction represented at the HOME Consortium Board and HOME Technical
47 Advisory Committee (TAC) meetings. It was recommended that monthly meetings
48 be calendared by the Board of County Commissioners (BOCC). If the representative
49 from any jurisdiction cannot attend a meeting, they have been asked to send a proxy

50 in their place. A minimum of five jurisdictions are required to be present for a
51 meeting to occur.

52

53 **D. Meeting Calendar**

54 It was unanimously agreed that the last Tuesday of each month from 3:30-4:30pm
55 the HOME Consortium Board meetings will be held via Microsoft Teams.

56

57 **III. Old Business:**

58 A. None

59

60 **IV. Next Steps & Action Items:**

61 A. **Board Action Items:**

- 62
- 63 • The Board was asked to review the membership spreadsheet for accuracy and
64 completeness. It was emailed to them prior to the January 26th meeting.
65 Members were tasked with filling in both the HOME Board and TAC member
66 information for their community.
 - 67 • The Board will assign someone within their community to serve on the Technical
68 Advisory Committee (TAC). They are welcome to serve on both the Board and
69 TAC if they choose to. All additions and revisions need to be submitted to Karri
70 Espinoza via e-mail (karri.espinoza@co.yakima.wa.us) by the end of the day on
February 5, 2021.

71 B. **County Staff Action Items:**

- 72
- 73 • The BOCC office will send out a meeting request to the HOME Consortium Board
74 members to calendar the meetings for the remainder of 2021. They will be held
75 the last Tuesday of the month from 3:30-4:30pm via Microsoft Teams (the next
76 meeting will be 2/23/21).
 - 77 • Public Services Administrative Division will draft a meeting summary for the
78 January 26th meeting and send it to the Board members within three business
79 days. Moving forward the prior meeting minutes will be approved by the Board
at the next scheduled meeting.
 - 80 • Lisa Freund will provide the Board a flowchart on the process for the housing
81 rehabilitation applicants, including the documents required and income
82 guidelines. Lisa will also provide a link to the recruitment documents for the
83 HOME Consortium Program Coordinator position.

84 • Public Services will update the HOME Consortium webpage. The membership list
85 with be added to the webpage. In addition, the agendas, summaries and
86 presentations will also be posted.

87 **VI. Adjournment:**

- 88 • Amanda McKinney – motioned to adjourn
- 89 • Francisco Guerrero - seconded the motion
- 90 • Motion was carried

91 The meeting was adjourned at approximately 4:33 PM.

92

93 **VII. Next Meeting: February 23, 2021 at 3:30-4:30pm**

94

95 **VIII. Meeting Summary approved by the HOME Board on February 23, 2021.**