



CITIZENS ADVISORY COMMITTEE COMMUNITY DEVELOPMENT BLOCK GRANTS A G E N D A

CITIZENS ADVISORY COMMITTEE - CDBG
REGULAR MEETING
WEDNESDAY, FEBRUARY 29, 2012
3:00 PM

COUNCIL CHAMBERS
201 S. CORTEZ STREET
PRESCOTT, ARIZONA
(928) 777-1143

The following agenda will be considered by the **CITIZENS ADVISORY COMMITTEE (COMMUNITY DEVELOPMENT BLOCK GRANTS)** at its **Committee Meeting** to be held on **February 29, 2012** in the **Council Chambers, City Hall** located at **201 S. Cortez Street** at **3:00 PM**. *Notice of this meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02.*

I. CALL TO ORDER

II. INTRODUCTIONS

MEMBERS

Miriam Haubrich
James R. Johnson
Jerome Jones
Pam Wickstrom

Alan Carlow, Council Liaison

Kathy Dudek, Grants Administrator

III. REGULAR ITEMS

1. Consider approval of the minutes of February 15, 2012.
2. Discuss substantial amendment FY11.
3. Review / rank funding requests FY12 including public comments.
4. Draft Annual Plan FY12 status, timeline, public hearing and public comment process.
5. April -- Fair Housing Month.

IV. ADJOURNMENT

The City of Prescott endeavors to make all public meetings accessible to persons with disabilities. With 72 hours advance notice, special assistance can also be provided for sight and/or hearing impaired persons at public meetings. Please call 777-1100 (voice) or (TDD) to request an accommodation to participate in this meeting.

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall and on the City's website on February 24, 2012 at 4:00 p.m. in accordance with the statement filed with the City Clerk's Office.



Kathy Dudek, Grants Administrator
Community Development Department

**CITIZENS ADVISORY COMMITTEE -- CDBG
PUBLIC HEARING
FEBRUARY 15, 2012
PRESCOTT, ARIZONA**

MINUTES OF THE PUBLIC HEARING OF THE CITIZENS ADVISORY COMMITTEE (CDBG) held on FEBRUARY 15, 2012 in COUNCIL CHAMBERS, CITY HALL, located at 201 S. Cortez Street, Prescott, Arizona. Notice of this public hearing was given pursuant to *Arizona Revised Statutes*, Section 38-431.02.

I. CALL TO ORDER

The meeting was called to order at 3:00 p.m.

II. ATTENDANCE

Ms. Dudek notified the committee members that Chairman Haubrich was recused from the meeting due to a conflict of interest.

MEMBERS PRESENT

Pamela Wickstrom
James Johnson
Jerome Jones

OTHERS PRESENT

Tom Guice, Community Development Director
Kathy Dudek, Grants Administrator
George Worley, Planning Manager
Suzanne Derryberry, Recording Secretary

MEMBERS ABSENT

Miriam Haubrich, Chairman
[recused]

COUNCIL LIAISON

Alan Carlow

III. REGULAR ITEMS

1. Consider approval of the minutes of January 4, 2012.

Mr. Johnson, MOTION: to approve the minutes of the January 4, 2012 meeting. Mr. Jones, 2nd. Vote: Unanimous.

2. Review past funding and prioritize non-profit requests for FY12.

Ms. Dudek reviewed the requests and stated:

- Catholic Charities
 - they are requesting replacement of a chain link fence, landscaping, parking area improvement, grading and replacement of windows and weatherization
 - when Ms. Dudek added up the request it totaled \$32,305 as opposed to the \$36,200 they submitted
 - it meets the national objective of low-to moderate-income housing

- Ms. Wickstrom stated that they did not receive any information showing what part of their budget is met by other entities
 - Ms. Dudek noted that the information was received and that they are provided other financial assistance from DES and The Catholic Diocese
- The Coalition for Compassion & Justice
 - They are requesting \$15,000 for home repairs
- NAZCARE, Inc.
 - they are requesting \$6,000 for cooling/heating, window glazing, painting/drywall, computer cables and ADA entrances
 - Ms. Dudek stated that they are not eligible for assistance with computer cables, as those do not fall under CDBG guidelines
- The Prescott Area Habitat for Humanity
 - they intend to build 6 single family houses and are asking for \$25,000 per unit for a total of \$ 150,000
 - Ms. Wickstrom inquired about the income level for that housing
 - Ms. Dudek stated that she believed it was a 30-60% average median income
- The Prescott Area Women's Shelter
 - the request is for \$10,000 for new flooring, carpeting and kitchen cabinetry
 - they also requested funding for a roof repair but they failed to submit a roof evaluation
- Project Aware
 - they are requesting \$30,000 for the demolition of a building to be replaced with 6 single family units of affordable housing
 - Ms. Wickstrom noted concern about the timeframe issue
 - Mr. Alfred Falk, 1911 Atlantic Avenue, stated that they could be ready to go as early as next week
 - Mr. Falk also noted that the entire project could take up to five years to complete
 - he continued by reassuring the committee that the project would come to fruition
- US Veterans Initiative
 - Ms. Dudek stated that the project does not qualify since CDBG funds cannot be used to furnish apartments
- West Yavapai Guidance Clinic
 - Mr. Johnson recused himself citing a potential conflict of interest
 - they are requesting a total of \$88,908 to replace two generators, upgrades to staff office, steps and sidewalk repair, and updating 639 Dameron St. for child care services
- Mr. Jones stated that based on their review of requests that would be removed or reduced, the committee had reached the amount of nearly \$154,000
 - he noted that figure included \$73,000 to West Yavapai Guidance Clinic, \$20,000 to Catholic Charities and the removal of the United States Veterans Initiative and Prescott Area Habitat for Humanity

- Ms. Wickstrom inquired if the sum included the full amount for the Coalition for Compassion, Mr. Jones confirmed that it did
 - Mr. Jones continued that NAZCARE, Inc. would receive \$6,000, Prescott Area Women's Shelter would receive \$10,000 and \$30,000 would go to Project Aware
- Ms. Dudek asked the committee members what order they would prefer to prioritize the requests
 - Mr. Johnson suggested that they would go alphabetically, and requested that Habitat for Humanity would go to the bottom of the list
 - Ms. Dudek asked the committee which project(s) they would like to perform a substantial amendment in the amount of \$45,000
 - Ms. Dudek indicated that \$30,000 could go to Project Aware and \$10,000 would go to the Woman's Shelter
 - Ms. Dudek noted that the \$3,000 to public service for fair housing is a requirement
 - Ms. Dudek indicated that Community Legal Services is requesting \$20,000 and they would put on three presentations and print brochures
 - Ms. Dudek noted that Four County Conferences on Disabilities would like to have a life skills program for people coming out of jails/prison; individuals would need to income qualify for those services
3. Annual Action Plan FY11 progress report.
- Ms. Dudek noted that it is important that they follow the guidelines that have been established especially in the Consolidated Plan
 - Ms. Dudek noted that she is working on FY12; at the Feb 29, 2012 meeting she hopes to have a draft to share with the committee
 - a call for public comments was made
 - Ms. Linda Thompson of 3200 Thumb Butte, spoke about the importance of Community Legal Services and the many individuals helped by the members of that staff

VI. ADJOURNMENT

The meeting was adjourned at 3:57 p.m.


 Suzanne Derryberry,
 Administrative Specialist

Miriam Haubrich, Chairman