

MINUTES OF THE PUBLIC HEARING ONE OF THE CITIZENS ADVISORY COMMITTEE (CDBG) ACTION PLAN PROGRAM YEAR 2015 held on AUGUST 12, 2015 in DOWNSTAIRS CONFERENCE ROOM, CITY HALL, located at 201 S. Cortez Street, Prescott, Arizona.

I. CALL TO ORDER

Chairman Jerry Jones called the meeting to order at 1:07p.m. He recognized Isabel Rollins as the continuing Grant Administrator for Prescott CDBG.

II. ATTENDANCE

MEMBERS PRESENT	STAFF PRESENT
Jerry Jones, Chair	Isabel Rollins, Grant Administrator
Michael Sarti, Vice-Chair	Tom Guice, Planning Director
Mary Ann Suttles – Absent	George Worley, Planning Manager
Robert Painter - Absent	Darla Eastman, Administrative Specialist
Pam Wickstrom	COUNCIL PRESENT
Tracey McConnell	
Sandy Griffis	

REGULAR AGENDA

III. REGULAR ITEMS

1. Review grant activity from prior year

Isabel Rollins presented information from the packet she provided to the Committee members and reported on grant activity from the prior year. (See attachment)

2. Provide status updates on new grantees

Ms. Rollins reported the status on all new grantees. She provided a handout to the Committee members for review. (See Attachment)

3. Discuss Consolidated Plan Priorities (Jerry)

Chairman Jones reported on the consolidated plan priorities. He stated that the goal for next year is to get higher quality projects that are higher on the priority list for Consolidated Plan Priorities, and to work closer with the applicant to encourage pre-work including soils report, architect, and building inspections. Chairman Jones also discussed how we may be able to shift funding for those projects that need support when issues arise. This can only be done for construction projects.

Tom Guice commented that the Pre-Application Conference (PAC) process can assist applicants when planning their projects including fire, building, and engineering review. We don't really understand the full project scope or understand the limitations until we analyze the project and the PAC process can help us do that.

4. Discuss City priorities for PY15/16

The Committee discussed City priorities for PY15/16 based on the Consolidated Plan. (See attachment) They also discussed how to target groups so that we can steer our resources in the best way possible. Tracey McConnell described how she outlined the application process for her group and advertised the information in the local newspaper, website, and other media sources.

5. Review Calendar for PY15/16

Ms. Rollins reviewed items on the calendar for the next funding year. (See Attachment)

6. Discuss application and project prioritization process

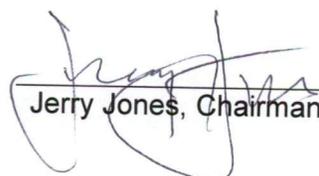
The Committee discussed the need for upcoming projects to emphasize priorities, meet minimum criteria, and get the best bang for the buck. Pre-work on applications such as soils report, architectural and building code review will help the applicant build quality projects and score higher as well. The Committee continued to discuss ways such as news articles or news stories to better inform the public and to encourage submission of quality projects. The Committee also discussed getting speakers to help educate the group on local needs for people experiencing homelessness and older low-income persons; the two main priority areas identified in the Consolidated Plan for CDBG funding.

VI. ACTION ITEMS

1. Provide Committee meeting minutes from the prior meeting for the following meetings.
2. Provide a list of the Committee's highest goals and priorities and provide it at the next meeting.
3. Provide a list of applicants who did not get awarded in prior fiscal years.
4. Revise the application to better emphasize well-planned projects.
5. Provide guest speakers for future Committee meetings to get an understanding of aging and homelessness issues. Isabel will contact and Mary Beals-Luedtka about aging; and Tracey will contact Gerry Garvey about the homeless.
6. The next meeting will be September 3, 2015; and then October 14, 2015 (both dates to be verified).

IV. ADJOURNMENT

Chairman Jones adjourned the meeting at 3:00p.m.


Jerry Jones, Chairman


Darla Eastman,
Administrative Specialist