

MINUTES OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CITIZENS ADVISORY COMMITTEE (CAC) MEETING held on March 20, 2019 at 2:00pm in the Basement Conference Room, located at 201 South Cortez Street, Prescott, Arizona.

I. CALL TO ORDER

Chair Jones called the meeting to order at 2:00 p.m.

II. ATTENDANCE

MEMBERS PRESENT	STAFF PRESENT
Jerry Jones, Chair	Michelle Chavez, Grant Coordinator
Mary Ann Suttles, Vice-Chair	Bryn Stotler, Director of Comm. Development
Robert Painter	George Worley, Planning Manager
Tom Benson	Jon Paladini, City Attorney
Mel Roop	
Connie Cantelme	COUNCIL PRESENT
Sandy Griffis	Phil Goode

III. REGULAR ITEMS

1. Staff Report: CDBG Overview and Next Steps

Michelle Chavez gave an overview of the history of the Prescott CDBG program including HUD funding requirements and the breakdown of expenditures going back to 2014. She indicated that the program received nine applications for 2019 CDBG funds from seven agencies and that the purpose of this meeting is for the CDBG Advisory Committee to determine how to divide the current allocation which is approximately \$206,000 available for sub recipients. She also shared that the agencies who applied for funds received over \$500,000 in matching funds for their projects.

Mel Roop asked about the percentages of expenditures and how those are determined. Staff indicated that the break out of CDBG expenditures is determined at the federal level and divided among administration, construction and public service.

2. Ranking of Program Year 2019 CDBG Applications

Staff shared a chart that showed the cumulative scores for various applications. Chair Jones spoke to the totals for the public service projects first. The Yavapai Guidance Clinic came in first, and People Who Care came in second. The committee discussed the proposals from various agencies and how they determined their decisions. They also discussed how to allocate the dollars.

Connie Contelme made a motion to fund the top two agencies at their full request, the motion was seconded by Bob Painter and the motion failed (3-4).

Mary Ann Suttles made a motion to fund the top three agencies divided equally. There was no second and that motion failed.

Mel Roop made a motion to fund the top agency at their full request. Connie Contelme seconded this motion. The motion passed (5-2).

Bob Painter made a motion to split the rest of the funds equally among the next three agencies. This motion failed for lack of second.

Bob Painter made a motion to fund People Who Care at the full amount. Connie Contelme seconded the motion and that motion failed (3-4)

Mel Roop moved to give the full amount to West Yavapai and People Who Care and the remainder to the third ranked agency The Launch Pad Teen Center. The motion was seconded by Bob Painter and the motion passed (6-1)

Vice Chair Suttles led the discussion regarding CDBG construction project proposals. The committee discussed their decision making process for determining their scores.

The committee discussed funding the first two agencies at the full amount and funding the third ranked agency CCJ, with the remaining funds.

Mr. Paladini clarified that the vote for CCJ needs to be separate because Mr. Benson has a conflict and had recused himself.

Mel Roop made a motion to recommend the top two agencies be funded at their full amount and that left over funds would not be allocated. Connie Contelme seconded the motion.

Mel Roop withdrew the motion.

Mel Roop made a motion to fund the top two agencies at their full amount, the motion was seconded by Robert Painter and the motion passed (5-1).

Mr. Painter made a motion to fund CCJ with the remaining funds, Sandy Griffis seconded and the motion passed (4-2).

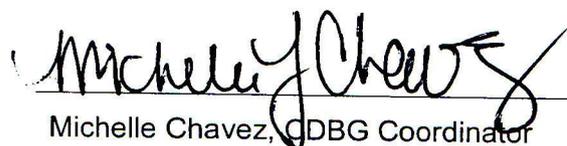
3. Finalization of Program Year 2019 Recommendations for City Council

Ms. Chavez shared the final numbers after the committee made their decisions. She thanked all the applicants, City Attorney and Committee members for their time.

IV. ADJOURNMENT

Vice Chair Suttles summarized upcoming meetings and Chair Jones adjourned the meeting at 3:12pm.


Jerry Jones, Chairman


Michelle Chavez, CDBG Coordinator