



CITIZENS ADVISORY COMMITTEE
 SEPTEMBER 5, 2018
 PRESCOTT, ARIZONA

MINUTES OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CITIZENS ADVISORY COMMITTEE (CAC) MEETING held on September 5, 2018 at 2:00pm in the DOWNSTAIRS CONFERENCE ROOM, located at 201 South Cortez Street, Prescott, Arizona.

I. CALL TO ORDER

Chairman Jerry Jones called the meeting to order at 2:00 p.m. He welcomed Councilman Goode to the meeting.

II. ATTENDANCE

MEMBERS PRESENT	STAFF PRESENT
Jerry Jones, Chair	Darla Eastman, Grant Administrator
Mary Ann Suttles, Vice-Chair	George Worley, Planning Manager
Robert Painter	
Tom Benson	COUNCIL PRESENT
Mel Roop	Phil Goode, Council Liaison
Connie Cantelme - Absent	

III. REGULAR AGENDA ITEMS

1. Approve the August 17, 2018 meeting minutes

Ms. Suttles, MOTION to approve August 17, 2018 meeting minutes. Mr. Painter, 2nd. VOTE 6-0; passed

2. Budget Update (Review, discussion and action of carryover funds)

Ms. Eastman went over the status of the budget and provided updates to the Committee. The main point was that the City received an increase in funding from the previous year. The PY2017 funds were \$232,935, and PY2018 funds were \$258,012, total of \$25,077 increase. The additional funds will be included in the PY2019 proposal funding cycle. Ms. Eastman continued the discussion of the unspent funds from the previous meeting. The Committee concluded that any unspent funds from previous years would be folded into the next proposal year.

The Committee discussed the possibility that Coalition for Compassion and Justice (CCJ) may not be in a position to spend a portion or all of the \$50,000 that was awarded to them from a Substantial Action Plan Amendment. Due to federal environmental regulations, CCJ did not get the opportunity to spend their funds.

With the possibility of the unspent funds, Ms. Eastman said that the Committee members were sent a list of active construction projects scopes of work to help them get reacquainted with the purpose of the projects and to help them prioritize the projects to use toward spending the \$50,000 funding.

The Committee prepared a matrix of each Committee Member's ranking of the projects from a scale of 1-10, 1 being the lowest and 10 being the highest on the list to receive funding. The Committee Members then attached a dollar amount to the project.

The final tally for project priority and funding was: 1) Prescott Area Shelter Services for \$15,000; and 2) Boys and Girls Club - \$35,000. Whatever the Coalition for Compassion and Justice can spend out of the \$50,000, the Boys and Girls Club funding will be reduced by that amount.

3. New Committee Member Orientation and Description Review of Current Active CDBG Projects

Chairman Jones mentioned that he attended the New Committee Member Orientation with Mr. Roop, Mr. Benson, and Ms. Cantelme attended the and he felt it went over very well. He said that some good information was provided and thanked the attendees for participating and said that he feels they will be a great addition to the Committee.

4. Review of Proposal from Prescott Area Shelter Services for Funding

The Committee members reviewed the proposal from Prescott Area Shelter Services on their own.

IV. ADJOURNMENT

Chairman Jones adjourned the meeting at 3:05 p.m.

Jerry Jones, Chairman



Darla Eastman,
CDBG Administrator