

MINUTES OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CITIZENS ADVISORY COMMITTEE (CAC) MEETING held on February 19, 2020 at 1:30pm in the City Council Basement Conference Room, located at 201 South Cortez Street, Prescott, Arizona.

I. CALL TO ORDER

Chair Jones called the meeting to order at 1:30 p.m.

II. ATTENDANCE

III.

MEMBERS PRESENT	STAFF PRESENT
Jerry Jones, Chair	Michelle Chavez, CDBG Program Coordinator
Mary Ann Suttles, Vice-Chair	Bryn Stotler, Director of Comm. Development
Robert Painter (Absent)	George Worley, Planning Manager
Tom Benson	Tammy DeWitt, Community Planner
87.7.4 Kristy Snyder	
Connie Cantelme	COUNCIL PRESENT
Sandy Griffis	Phil Goode

III. REGULAR ITEMS

1. Approve the minutes of the January 15th meeting

A motion to approve the January minutes was made by Vice Chair Suttles and seconded by Member Griffis. The motion passed unanimously.

2. CDBG 2020 Applications Update

Ms. Chavez gave an overview of the applications received to date. So far there are four construction and two public service.

a. Evaluation Sheet – Ms. Chavez shared a copy of the evaluation sheet and how the proposals will be scored.

Staff and committee discussed the January 22nd workshop. In general staff felt the workshop went well. We did get some new attendees and the returning applicants asked new questions.

The HUD initial projection for 2020 is \$255,338 which is about \$11,000 more than last year.

3. 2020 Consolidated Plan Survey and Communications Strategy

a. Communications Plan – Staff and committee members discussed what had been done in the past to get community feedback and set 5 year priorities. They discussed the process of getting approval for the 5 year plan and annual plan.

b. Survey Draft – Staff and committee looked over the survey and talked about sending it out to various constituency groups such as seniors, youth, Downtown Chamber, Downtown Partnership, Homeowners, Los Fuentes (Maggie), Senior Connections (Debbie), People Who Care, Meals on Wheels, AARP, Library, Neighborhood Groups, Friends of the Library, Ron Drake Group, etc.

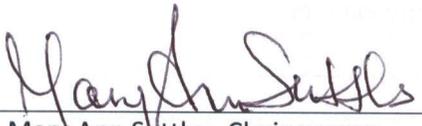
c. Focus Group Questions – Focus group questions are the same as the survey.

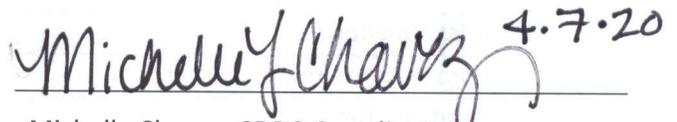
d. Volunteer Opportunities –Staff sharing their networks and contacts is what is meant by volunteer opportunities.

Staff handed out the HUD definition of “decent” housing as per a previous committee request.

IV. ADJOURNMENT

Meeting adjourned at 2:12pm


Mary Ann Stittles, Chairwoman


Michelle Chavez, CDBG Coordinator