



CITIZENS ADVISORY COMMITTEE
 August 19, 2020 MINUTES
 PRESCOTT, ARIZONA

MINUTES OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CITIZENS ADVISORY COMMITTEE (CAC) MEETING held on August 19, 2020 at 1:30pm Via Zoom (Virtual Meeting).

I. CALL TO ORDER

Chair Suttles called the meeting to order at 1:31 p.m.

II. ATTENDANCE

III.

MEMBERS PRESENT	STAFF PRESENT
Mary Ann Suttles, Chair	Michelle Chavez, CDBG Program Coordinator
Sandy Griffis, Vice-Chair	Bryn Stotler, Director of Comm. Development
Robert Painter	George Worley, Planning Manager
Tom Benson	
Deborah Miller (Absent)	
Jon Rocha	COUNCIL PRESENT
Debbie Savoini	Phil Goode

III. REGULAR ITEMS

1. Approve the minutes of the July 1, 2020 CDBG Citizen Advisory Committee meeting.

CM Goode mentioned that he was not at the last meeting.

A motion to approve the July 1, 2020 minutes was made by Member Painter. The motion was seconded by Member Griffis and passed unanimously.

2. Staff Report on PY19 Unspent funds and application to re-allocate funds

Ms Chavez gave a summary of the unspent funds from program year 2019. She shared that the Prescott Adult Center had applied for \$38,000.

Chair Suttles recused herself from the discussion as she is on the board of the Prescott Adult Center.

Lucy Mason, the Executive Director of the Prescott Adult Center, answered questions from the CAC regarding the Center’s kitchen project, financial needs, building ownership, and current reconstruction needs.

The committee and staff discussed past practice of funding grants between cycles and how funds are moved.

Member Painter made a motion to fund the Prescott Adult Center Project. Member Savoini, seconded. The motion passed 4 to 0. Chair Suttles did not vote, Member Miller was absent. Member Benson did not vote due to technical issues.

Member Griffis made a motion to amend the 2019 Annual Action Plan to move the dollars. This motion was seconded by Member Painter, the motion passed 4-0. Mr. Benson was not on-line, Member Miller was Absent and Chair Suttles did not vote.

3. Staff Report on Prescott COVID 19 CDBG Dollars

Ms. Chavez gave an overview of available dollars to Prescott. The CAC and staff discussed various ideas for expending funds and how the application process would work. It was recommended to have a similar program timeline for the COVID dollars as the regular entitlement allocation.

Staff and the committee looked at a two page list of project ideas from HUD for expenditure of CDBG COVID dollars. The staff and CAC discussed how the funding pot could be narrowed down. Member Savoini expressed a need for homeless people to isolate. She expressed that it has been difficult to find space for them and there is a need for homeless service based agencies to retrofit their spaces for isolation.

IV. ADJOURNMENT

Member Rocha made a motion to adjourn the meeting. This motion was seconded by Member Griffis and passed unanimously. Meeting adjourned at 2:40pm



Mary Ann Suttles, Chairwoman



Michelle Chavez, CDBG Coordinator