



CITIZENS ADVISORY COMMITTEE
October 21, 2020 MINUTES
PRESCOTT, ARIZONA

MINUTES OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CITIZENS ADVISORY COMMITTEE (CAC) MEETING held on October 21, 2020 at 1:30pm Via Zoom (Virtual Meeting).

I. CALL TO ORDER

Chair Suttles called the meeting to order at 1:33 p.m.

II. ATTENDANCE

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	Tammy DeWitt, Community Planner
Deborrah Miller	
Jon Rocha	COUNCIL PRESENT
Debbie Savoini	Phil Goode

III. REGULAR ITEMS

1. Approve the minutes of the September 16, 2020 CDBG Citizen Advisory Committee meeting.

A motion to approve the September 16, 2020 minutes was made by Member Griffis. The motion was seconded by Member Miller and passed unanimously.

2. Staff Report on COVID 19 CDBG Dollars

Ms Chavez gave a summary of the CDBG COVID allocation for Prescott. As of September 11, 2020, that amount increased from the original allocation in March from approximately \$150,000 to \$427,198. These dollars are available for CDBG related expenses that are directly related to the COVID pandemic.

The City has decided after conversations with many stakeholders to split the funds into two pots. One pot for Economic Relief for Businesses and another for Economic Relief to Residents.

Ms Chavez went over a draft Request for Qualifications for a sub recipient to help the City distribute the CDBG-CV funds in first quarter of 2021. She described what items can be paid for with the funds and the condensed timeline.

Staff and CAC discussed the timeline of COVID-CV and Entitlement dollars, upcoming workshops, language regarding the expenditures that could be revised, amending the City budget to add the dollars, duplication of benefits, allowing all types of non-profits to apply, CDBG CAC's role in approving the sub-recipient, median income for Prescott and items to be followed up to the committee via email.

3. 2021 Meeting Dates

Staff presented the committee with a handout of dates for CDBG Citizen Advisory Committee meetings in 2021.

IV. ADJOURNMENT

Member Painter made a motion to adjourn the meeting. This motion was seconded by Member Griffis and passed unanimously. Meeting adjourned at 2:10 pm


Mary Ann Suttles, Chairwoman


Michelle Chavez, CDBG Coordinator