



CITIZENS ADVISORY COMMITTEE
December 16, 2020 MINUTES
PRESCOTT, ARIZONA

MINUTES OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CITIZENS ADVISORY COMMITTEE (CAC) MEETING held on December 16, 2020 at 1:30pm Via Zoom (Virtual Meeting).

I. CALL TO ORDER

Chair Suttles called the meeting to order at 1:30 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	
Tom Benson	
Deborrah Miller	
Jon Rocha	COUNCIL PRESENT
Debbie Savoini	Phil Goode

III. REGULAR ITEMS

1. Approve the minutes of the October 21, 2020 CDBG Citizen Advisory Committee meeting.

A motion to approve the October 21, 2020 minutes was made by Member Miller. The motion was seconded by Member Griffis and passed unanimously.

2. Staff Report on COVID 19 CDBG Program Timelines
 - A. Timeline for CDBG COVID Funds
 - B. Timeline for CDBG Entitlement Funds
 - C. Workshop Flyers with Dates

Ms Chavez gave a staff report on the timeline for the CDBG COVID Dollars and CDBG Entitlement funds. She shared that there would not be a regularly scheduled CDBG CAC meeting in January. Instead there will be two informational webinar / workshops; One on January 6, 2021 and one on January 20, 2021.

Staff and CAC members discussed the timing of the workshops, marketing strategy, email list, and attending the workshops.

3. Staff Report on 2019 CAPER

Ms. Chavez gave the committee an overview of the 2019 CAPER. She explained the different demographics, projects, overall purpose of the report and how long the public comment period was.

Staff and committee members discussed the process for moving CDBG dollars, COVID dollars, reporting for COVID dollars, possible upcoming COVID emergency bill, data in the CAPER, and clarifying the numbers on homeless, non-homeless, disabled, veterans, etc. Staff agreed to update the summary data on page one (63 special needs). Staff agreed to send the committee more detailed numbers on question number 8.

IV. ADJOURNMENT

Meeting adjourned at 2:10 pm


Mary Ann Suttles, Chairwoman


Michelle Chavez, CDBG Coordinator

