



CITIZENS ADVISORY COMMITTEE
February 17, 2021 MINUTES
PRESCOTT, ARIZONA

MINUTES OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CITIZENS ADVISORY COMMITTEE (CAC) MEETING held on February 17 2021 at 1:30pm Via Zoom (Virtual Meeting).

I. CALL TO ORDER

Chair Suttles called the meeting to order at 1:42 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 (Absent)	
Deborrah Miller	
Jon Rocha	COUNCIL PRESENT
Debbie Savoini	Phil Goode

III. REGULAR ITEMS

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

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

2. Staff Report on CDBG-CV RFQ Responses and Timeline

Ms Chavez gave a staff report on the timeline for the CDBG COVID Dollars and CDBG Entitlement funds. She discussed the RFQ respondents, the RFQ Workshop, Public Comment Period, Program Timeline, City Council Action, HUD review, and working with the Chamber of Commerce on the project.

Staff and Committee discussed the applicants who submitted proposals and those who did not. They also discussed timelines, referrals, communicating about the program, staffing the program. The committee would like the Chamber CEO to present each month on the CDBG-CV COVID dollars.

3. Staff Report on Entitlement Applications and Timeline

a). Appoint Sub-Committee for Initial Review

Ms. Chavez gave the committee an overview of the 2021 Entitlement funds. She spoke about applications received, new applicants, public process timeline and the need to appoint the sub-committee for initial review.

Mary Ann Suttles and Sandy Griffis indicated they would like to continue on the subcommittee and Chair Suttles recommended Jon Rocha for the third person on the committee.

Ms. Chavez said that she would set up the sub-committee for March 24th at 1:30pm.