



MINUTES OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CITIZENS ADVISORY COMMITTEE (CAC) MEETING held on May 19 2021 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

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

III. REGULAR ITEMS

1. Approve the minutes of the April 21, 2021 CDBG Citizen Advisory Committee meeting.

A motion to approve the April 21, 2021 minutes was made by Member Benson. The motion was seconded by Member Miller and the motion passed unanimously.

2. Staff Report on Unspent Funds

Staff gave a summary report of the unallocated funds going back to 2014. There was a slight increase to the 2021 allocation via an error in the HUD formula. The total available is approximately \$51,192.87.

Committee members and staff discussed the various agencies that may be a good fit to administer a new housing rehab program, how many homeowners could be potentially be served, past experiences with housing rehab, and potential disagreements / legal issues. Also discussed was what types of expenses would be eligible such as life safety and disability access issues.

The recommendation is to move all unspent funds (\$51,192) into an activity the Five Year Consolidated Goal of Decent Affordable Housing, Owner Occupied Housing Unit Rehabilitation, 50 units which is a high priority in the plan.

Member Painter made a motion to move the funding allocation of \$51,192.87 to the Consolidated Plan Goal: Decent Affordable Housing Unit Rehabilitation. The motion was seconded by Member Miller and passed unanimously.

3. Staff Report on Prescott Cares Program

Michelle Chavez, CDBG Coordinator and the CEO of the Prescott Chamber of Commerce Sheri Heiney gave an overview of the Prescott Cares Program. They indicated that the first round there were approximately 25 applications split between individuals and businesses.

The committee and staff discussed the nature of the program, potential changes to the applications and award amounts, what happens to the funds if Prescott doesn't spend them all, potential tweaks to the program, and neighboring communities.

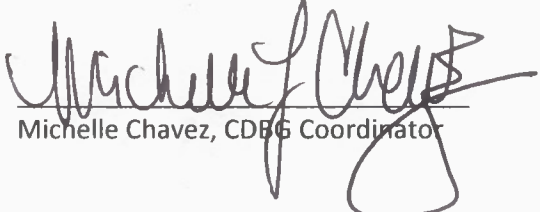
4. Other – Chair Suttles invited a discussion on the CDBG program comments from City Council Member Goode and repeat organizations coming back to the program for multiple years.

Staff and committee members discussed a potential workshop in the fall of 2021 to try and attract new agencies to the program. They also discussed having a training for current grantees and inviting others with grant writing expertise to the fall workshop to answer questions and offer pro bono help to non-profits.

IV. ADJOURNMENT

Meeting adjourned at 2:05 pm


Mary Ann Suttles, Chairwoman


Michelle Chavez, CDBG Coordinator