



CITIZENS ADVISORY COMMITTEE
October 20, 2021 MINUTES
PRESCOTT, ARIZONA

MINUTES OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CITIZENS ADVISORY COMMITTEE (CAC) MEETING held on October 20th 2021 at 1:30pm in Council Chambers and 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 (Absent)	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	Clark Tenney

III. REGULAR ITEMS

1. Staff Report on CDBG National Objectives and Eligible Activities

Ms. Chavez gave a presentation to the Citizen Advisory and interested guests in person and on Zoom. The agenda included how to determine eligibility for CDBG programs, what is new in 2022, questions and answers and important dates and deadlines.

Ms. Chavez went over the HUD National Objectives, Eligible Activities and City of Prescott Five Year Consolidated Plan Goals. All items must be certified under the Low / Moderate Income category. These can fall under: LMA (Area Benefit), LMC (Limited Clientele), LMH (Housing) or LMJ (Jobs).

Ineligible Activities Include:

- Religious Activities
- Income payments directly to clients
- General local government expenses
- Political Activities
- Purchase of Equipment except: Admin and Public Services
- Operating and Maintenance Expenses
- New Housing Construction with the exception of: *Acquisition, Demolition, Infrastructure, Site Prep*

Ms. Chavez went over what is new in 2022 including a residential home repair Request for Qualifications (RFQ) and tours of construction application project locations.

The CDBG Income Limits for 2021 were shared as well as photos of past CDBG funded projects.

2. Question and Answers about potential programs or projects: Members, guests and staff discussed potential projects, best times for application workshops, tours, posting of past applications, viewing past successful applications, how to find CDBG information on the web site.

3. Staff Report on the 2022 Program Timeline

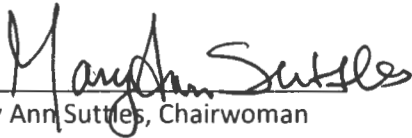
Ms. Chavez gave an overview of the 2022 Program Timeline. The members discussed the updates to the timeline from the last meeting.

4. Prescott Cares Update – Sheri Heiney gave an update on Phase II of the Prescott Cares program. She indicated that fewer individuals in round two were able to qualify. There were approximately 12 businesses who applied in Phase II. The Chamber keeps the application on the web site.

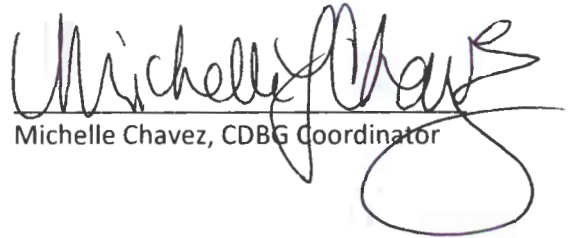
Carole Benedict mentioned the State ERAP funds and to refer clients who do not qualify for HUD funds to look those funds.

IV. ADJOURNMENT

Meeting adjourned at 2:38 pm



Mary Ann Suttles, Chairwoman



Michelle Chavez, CDBG Coordinator