



CITIZENS ADVISORY COMMITTEE

February 16, 2022, MINUTES

PRESCOTT, ARIZONA

MINUTES OF THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CITIZENS ADVISORY COMMITTEE (CAC) MEETING held on February 16, 2022, at 1:30pm in Council Chambers and Via Zoom (Virtual Meeting).

I. CALL TO ORDER

Member Benson called the meeting to order at 1:30 p.m.

II. ATTENDANCE

| MEMBERS PRESENT | STAFF PRESENT |
|---------------------------|---|
| Mary Ann Suttles, | 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. Approve the minutes of the January 19, 2022 CAC meeting** – A motion to approve these minutes was made by member Miller, seconded by member Painter, and approved unanimously
- 2. Discuss the 2022 CDBG Applications and Sub Committee Recommendations.**
Ms. Chavez gave the committee a staff report on the timeline for the review of the 2022 CDBG Applications. She indicated that they had received eight public service applications and two construction applications. She recapped the January Citizen Advisory Committee (CAC) meeting with all the applicants and the tours of two construction project sites.

Members and staff discussed the approximate amount of funding to be received by HUD in 2022. The current allocation is based on the funds received in 2021. The total funding is typically around \$250,000 with a flux of approximately \$5K higher or lower. The amount typically does not change radically from year to year.

Ms. Chavez then went over the sub-committee’s recommendations from their February 9th meeting beginning with the two construction projects. Members and liaison Tenney discussed the decision-making process around the construction projects. Several members expressed a desire to fund the Recreation Services request at 100 percent of their request (\$49,000).

A motion was made by member Miller to fund the Recreation Services project at 100% of their request and to reduce the US VETS allocation by \$4K. The motion passed on a vote of five yays, one nay (Suttles), and one abstention (Benson).

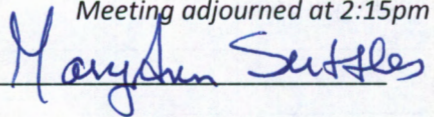
Ms. Chavez gave a summary of the public service applications and expressed that there were three new agencies that applied in 2022. Of these three new agencies, one was recommended for funding by the sub-committee (MATFORCE). Ms. Chavez read the recommendations of the sub-committee from the highest average score to the lowest and reiterated the dollar amounts recommended. Each dollar amount was presented in a hard copy spreadsheet, on the screen and in the Zoom presentation.

A motion was made by member Benson to fund the 2022 CDBG Public Service projects as recommended by the sub-committee, that motion was seconded by member Miller and approved 7 zero.

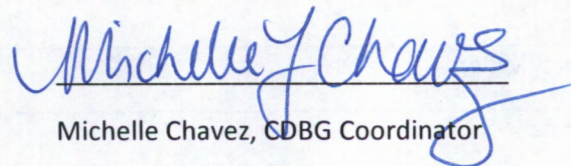
IV. OTHER – Ms. Chavez gave an overview of the upcoming CAC meetings and acknowledged Member Bob Painter who did not re-apply for the committee. She discussed the Analysis of Impediments to Fair Housing Report, CDBG Annual Action Plan, and new Fair Housing Survey for the Real Estate industry.

V. ADJOURNMENT

Meeting adjourned at 2:15pm



Mary Ann Suttles, Chairwoman



Michelle Chavez, CDBG Coordinator