

City of Prescott
CDBG Citizens Advisory Committee



October 18, 2023 | 1:30 PM

201 N. Montezuma Street
Council Chambers, 3rd Floor
Prescott, AZ 86301

MINUTES

1. CALL TO ORDER

Chair Suttles called the meeting to order at 1:30 p.m.

2. ROLL CALL

Mary Ann Suttles, Chair
Sandy Griffis, Vice Chair
Tom Benson, Member
Janie Evans, Member
Deborrah Miller, Member
Jon Rocha, Member
Deborah Savoini, Member

3. DISCUSSION & ACTION ITEMS

- A. Approval of the August 16, 2023 CDBG Citizens Advisory Committee Meeting Minutes.

MOTION BY MEMBER MILLER TO APPROVE THE OCTOBER 12, 2023 MINUTES; SECONDED BY MEMBER ROCHA: PASSED (7 - 0)

- B. Presentation and Discussion Regarding the Upcoming Needs Workshop.

CDBG Coordinator Michael McInnes presented on the upcoming CDBG Needs Workshop which is scheduled for November 15, 2023. The workshop serves as the required public hearing per our Citizen Participation Plan. A public notice for the Workshop will be posted 15 days prior to the event. All CAC Members are encouraged to participate. Included in the workshop will be an opportunity for a question-and-answer period.

Goals of the Needs Assessment Workshop include maximizing community engagement in Prescott's CDBG Program, effectively communicating the National Objectives and eligibility requirements, and updating everyone on where the CDBG Program is at regarding the 2020 – 2024 Consolidated Plan. Many of our goals within the Consolidated Plan have been reached and, in some cases, exceeded.

Vice Chair Griffis asked how the Needs Assessment Workshop will be marketed to the public.

Mr. McInnes responded that a local partner contact distribution list exists, and he has been doing active outreach. There has been interest already in the workshop

and when it will be.

Vice Chair Griffis emphasized the need for new applicants (as was the desire of the Mayor and City Council during the approval of the Annual Action Plan).

Member Rocha asked if there were any marketing funds?

Mr. McInnes responded that he would further strategize with the Community Development and Economic Development teams on marketing opportunities.

Mr. McInnes updated the Committee on HUD's FY 2023 Income Limits Survey for the Prescott area. Survey will be included during the Needs Assessment Workshop.

Mr. McInnes updated the Committee on CAPER and what might be presented to the Needs Assessment Workshop regarding the 5-year Consolidated Plan.

Member Rocha asked for clarification around accountability of the number of LMI people served.

Mr. McInnes responded that the subrecipients do provide the numbers. Subrecipients are monitored throughout the year to account for the number's accuracy.

This item was for discussion only, no formal action was taken.

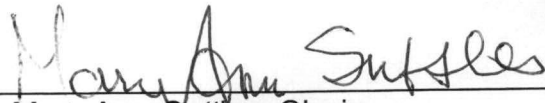
4. UPDATES

Mr. McInnes reported no minor home repair updates.

Regarding presentation of the CAPER to City Council, Member Miller suggested that the US Vets Officer Quarters be mentioned.

5. ADJOURNMENT

There being no further business to discuss, Chair Suttles adjourned the meeting at 2:10 p.m.



Mary Ann Suttles, Chair

ATTEST:



Michael McInnes, CDBG Coordinator