

City of Prescott
Citizen Advisory Committee

February 21st, 2024 | 1:30pm
201 N. Montezuma Street
Council Chambers, 3rd Floor
Prescott, AZ 86301



MINUTES

1. CALL TO ORDER

Chair Suttles called the meeting to order at 1:30pm

2. ROLL CALL

Chair Mary Ann Suttles
Vice Chair Sandy Griffis
Deborrah Miller
Jon Rocha
Janie Evans
Debbie Savoini

Tom Benson (absent)

3. DISCUSSION & ACTION ITEMS

- A. Approval of the January 17th, 2024 Citizen Advisory Committee Meeting Minutes.
MOTION BY MEMBER MILLER TO APPROVE THE MINUTES AS PRESENTED; SECONDED BY MEMBER ROCHA: PASSED (5 - 0) WITH MEMBER GRIFFIS ABSTAINING.

- B. Selection of Three Committee Members to the Program Year 2024 Ranking Subcommittee

To replace outgoing subcommittee members, Jon Rocha and Sandy Griffis, Chair Suttles nominates Member Miller and Member Savoini. Discussion opens and both members are willing to be on the subcommittee. **MOTION BY MEMBER GRIFFIS TO APPROVE DEBORAH SAVIONI AND DEBORRAH MILLER TO THE SUBCOMMITTEE; SECONDED BY MEMBER ROCHA: PASSED (6-0)**

Mr. McInnes proposes the date of March 6th, at 1:30pm, for the Subcommittee to meet. Subcommittee agrees with proposed date and time.

- C. 2024 CDBG Program Application Presentations

Mr. McInnes stated four construction applications and eight public service applications were received. All applicants chose to present to the committee. Construction applicants to present first.

Prescott's Adult Center
Presenter: Kathy McFadden, CEO

Construction project is a storage shed which will facilitate expansion of programming for low- and moderate- income seniors.

Chair Suttles recused herself from Committee and left the Chamber room due to being on the Board of Directors for the Adult Center.

Member Miller asked for clarification around the number of individuals served once the space is opened. Presenter stated the facility will be available for more people when important spaces are clear, and the storage shed used.

Member Savoini asked why the lowest bid is not being used. Presenter stated the lowest bid was just the cost of the building.

Member Rocha asked if rooms were currently being used as storage. Presenter stated one room is full of tables and chairs. This space could be used for programming. Also, the hallways have been used for storage, which has been dangerous due to the elderly clientele being served (some of which use walkers). Other storage areas include the facility stage. 2000 square feet is being used for storage.

Member Griffis asked for further clarification on how LMI clientele will benefit from more space becoming available. Presenter stated that the space being open will allow for more programming specifically the clientele which receives free membership, due to LMI status, to the Adult Center facilities.

Once the presentation was complete, Chair Suttles rejoined the Committee on the dais.

Coalition for Compassion and Justice (CCJ)
Presenter: Allison Lenocker, Executive Director

Construction Project is the acquisition of a manufactured home to replace an existing, dilapidated manufactured home in the Kodiak mobile home park. The manufactured home is owned by CCJ that rents to LMI persons.

Member Rocha recused himself from Committee and left the Chamber room due to being on the Board of Directors for CCJ.

Mr. McInnes stated this type of project is both new to HUD, as well as the City.

Member Miller asked how a person would discover a housing opportunity, like the project under consideration, from CCJ. Presenter stated prioritization of rentals first going to individuals living in the shelters. If no one is ready to be housed from shelters, CCJ will then reach out to community partners like US VETs or Prescott Area Shelter Services.

Member Griffis asked about repair possibilities for the unit being replaced. Presenter stated they regularly do repairs on the property. A new roof was installed a year ago, only to start leaking with all the rain and snow. Fiscally does not make sense to continue repairs.

Member Savioni asked why CCJ was not able to use a past CDBG funding award. Presenter stated because of time restraints which was pushed the opening date and the pandemic, they were not able to utilize the past award.

Once the presentation was complete, Member Rocha rejoined the Committee on the dais.

Polara Health

Presenter: David Norvel Site Manager for Haddon House

Construction project to replace asphalt outside of the Haddon House (transitional living for SMI adults).

Chair Suttles confirmed the capacity of the house at 8 individuals. Currently there are seven residents. It is a co-ed housing space.

Member Griffis asked about the parking lot being shared with another facility owned and operated by Polara Health. Is there other funding? Presenter stated there is other funding but that is usually earmarked for other projects.

Member Rocha asked about two more bids of the project. Presenter was unsure if more bids are in process.

Member Miller asked about ADA compliance. Presenter stated they have a portable ramp. The condition of the asphalt is a potential slip and fall risk, especially if someone is using a walker. Was ADA grant funding pursued? Presenter stated they have in the past and will in the future. Not for this specific project at this time.

Prescott Chamber of Commerce Foundation

Minor Home Repair Program

Presenter: Sheri Heiney

Construction projects requesting continued funding for Prescott's Minor Home Repair Program. Presenter clarified the difference between Prescott Cares (CDBG-CV) and Prescott's Minor Home Repair Program (CDBG).

Member Griffis asked for 2023 accounting data and the presenter stated they would email that data to Mr. McInnes to disseminate.

Firemedx International
Presenter: Ken Rhodes

Public Service activity to aid in the re-entry of incarcerated individuals back into the workforce. In connection with Prescott Sober Living, housing would be made available.

Member Miller asked for clarification on where the money would be spent. Presenter stated the money would be spent on housing through their partner, Prescott Sober Living.

Member Rocha asked for clarification around the re-entry program and how it works. Presenter stated that workforce training is part of the program along with housing. Recidivism is at 15% for participants of the wildfire workforce program (compared to 85% of those not in their program).

Member Miller requested the presenter to work with Mr. McInnes to address some of the confusion found in the application.

Jungle Haus
Presenter: Chalease Linderman

Public Service activity focused on economic development. For-profit entity requesting funding to alleviate start-up cost.

Chair Suttles asked if the business has received any other government funding. Presenter stated the CDBG opportunity is their first attempt at funding.

Member Evans asked about the property the business is using and if it is currently operational. Presenter stated they are under construction at this time and will be open in May.

Member Griffis asked what the applicant would do if not awarded the full amount being requested. Presenter stated they would buy cheaper equipment that will do the job, but not as well as the more expensive equipment they would be able to purchase with full funding.

Meals on Wheels
Presenter: Neal Sneller

Public Service activity focused on providing meals for the elderly.

Chair Suttles asked for specifics around the funding request. Presenter stated the funding would assist in the purchase of a freezer chest with the rest of the grant funds going to food costs. The freezer will help expand capacity.

New Horizons**Presenter: Gary Janchik**

Public Service activity focused on transportation of elderly and physically disabled.

Member Griffis asked how the program will be affected with partial funding. Presenter stated it will utilize partial funding, however, the cost of fuel has been detrimental. Funds are only going to the transportation of their clients.

Northland Cares**Presenter: John Duncan**

Public Service activity expanding STD clinic to include syphilis testing through the purchase of syphilis testing kits. Also, funding requested for operational costs, outreach events, and housing.

Member Rocha asked if services were specific to the Prescott area. Presenter responded in the affirmative.

Member Savoini asked about data around cases of syphilis in the Prescott area. Presenter responded that the Arizona has the most syphilis cases in the country, but he does not have Prescott specific data. Presenter stated he would get that data.

Member Griffis asked for clarification around the housing element. Presenter stated funding for housing is meant as a stopgap measure for when HOPWA runs out.

People Who Care**Presenter: Barry Dekemper, Development Director**

Public Service activity focused on transportation of elderly LMI clientele.

Member Rocha asked about the level of physical disability that they can serve. Presenter stated clients need to be mobile without assistance. Oxygen tanks are ok if the client is able to manage the tank on their own. What is the paid labor include? Call center staff and Development Director salary. All the drivers are volunteers. What is the biggest source of funding? ADOT.

The Launch Pad**Presenters: Catharine Robbins, Director of Fund Development, and Natalie Amadio, Director of Youth Employment and Leadership Programs**

Public Service activity focused on workforce development of LMI youths. Funding would also include on-the-job training through the facilities Moon Café.

Chair Suttles asked for clarification regarding the Moon Cafe. Is it open to the public? Presenter responded in the affirmative. Where do program participants

get jobs after completing the program? Usual in the food industry (i.e. In-and-Out, Frys). One teen went to work for an accounting firm.

Member Griffis asked for clarification around the cohort staggering process. Presenter responded that the cohorts are not fixed groups and individuals join the programs at different times of the year.

Yavapai Big Brothers Big Sister
Presenters: Heather Seets, Donor Relations Director, and Carole Henderson-Dahms, Grant Administrator

Public Safety activity focusing on workforce development for youths and young adults up to 24 years old. The clientele is LMI.

Chair Suttles asked if the funding will benefit only Prescott area residence. Presenter answered in the affirmative.

Member Griffis asked if the over 18-year-old clients were once "Littles" and if that has been a mandatory requirement. Presenter stated that has been the case so far but is not a necessary requirement.

Member Miller asked for specific information around the events being held. Presenter described "Night at the Movies" event and meeting with the Sheriff's office for a training. Events are meant to enhance critical thinking skills. How many "Littles" attended the events last year? 38 youth from the area (not Prescott specific). Roughly 80% of attendees are from Prescott.

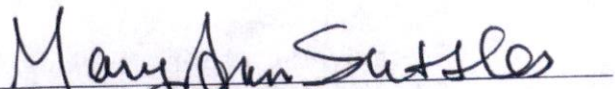
This item was for presentations only, no formal action was taken.

4. STAFF UPDATES

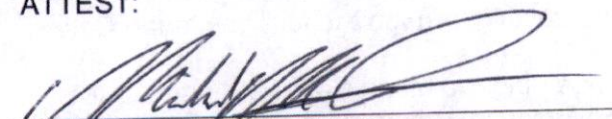
Mr. McInnes stated no Minor Home Repair updates. Next CAC meeting will be on March 20th, 2024 and the committee will vote on their applicant recommendations to City Council.

5. ADJOURNMENT

There being no further business to discuss, Chair Suttles adjourned the meeting at 4:51pm.


Mary Ann Suttles, Chair

ATTEST:


Michael McInnes, Staff Liaison