

**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE  
REGULAR MEETING  
February 13, 2019**

**DRAFT MINUTES**

**MEMBER OR ALTERNATE**

**REPRESENTING**

**PRESENT**

Jeanine Guy	Buckeye	
Roy Delgado	El Mirage	
Brannon Hampton	Goodyear	Attended by phone
Ricardo Vital	Guadalupe	
John Carnero	Tolleson	
Kristy Bedoian	Wickenburg	
Margaret Chittenden	Youngtown	
Bill McAllister	District 2	
Marshall Hunt	District 2	
Tony Gutowski	District 3	
Rui Pereira, Chairman	District 4	
Sharman Hickman	District 4	

**ABSENT**

Chris Riggs	Gila Bend
Jacki Taylor, Vice Chairwoman	District 1
Sam Crump	District 3
Martin Quezada	District 5
John Gomez	District 5

**MCHSD Staff PRESENT**

Rachel Milne  
Matt Utyro

**Members of the Public PRESENT**

Andrea Marquez, Buckeye  
Anita Norton, El Mirage  
Autumn Grooms, El Mirage  
Jeff Kualaga, Guadalupe  
Nina Kenney  
Susan Hout, Youngtown  
Jeanne Blackman, Youngtown

**1. CALL TO ORDER**

Chairman Rui Pereira called the meeting to order at 6:30 PM.

**2. ROLL CALL AND ESTABLISHMENT OF QUORUM**

Matt Utyro took roll call. Twelve (12) members were present. A quorum was established. Two (2) alternate members attended the meeting as members of the public.

**3. APPROVAL OF JANUARY 9, 2019 MINUTES**

Roy Delgado motioned and John Carnero seconded the motion to approve the January 30, 2019 CDAC meeting minutes. CDAC unanimously approved the motion by voice vote.

**4. FY 2019-2020 URBAN COUNTY FUNDING**

The members of CDAC reviewed the points awarded to the seven applications. The applicants' rank and total points are as follows:

Rank	Applicant	Total Points
1	Town of Wickenburg	76.2
2	Town of Guadalupe (1 of 2)	75.9
3	Town of Gila Bend	75.1
4	City of El Mirage	73.0
5	Town of Youngtown	72.5
6	City of Buckeye	71.8
7	Town of Guadalupe (2 of 2)	69.2

The members of CDAC discussed methods of awarding funding, including methods used during previous funding cycles. Multiple CDAC members expressed a need for cooperation and a desire to award funds through to the fifth ranked applicant. After discussion, CDAC developed three funding scenarios:

- 1) Funding at \$1,700,000: The top five applicants will be funded at the levels shown below. This scenario is contingent on the applicant's acceptance of a reduction in funding. Bill McAllister motioned and John Carnero seconded the motion to approve 2019-20 CDBG Funding Scenario 1. The motion passed with all votes in favor.

Applicant	Funding Award
Town of Wickenburg	\$498,913
Town of Guadalupe (1 of 2)	\$363,873
Town of Gila Bend	\$121,296
City of El Mirage	\$341,000
Town of Youngtown	\$375,000

- 2) Funding less than \$1,700,000: The top four applicants will be funded, in order of rank, up to their funding request until the CDBG funds are exhausted. Bill McAllister motioned and John Carnero seconded the motion to approve 2019-

20 CDBG Funding Scenario 2. The motion passed with 11 votes in favor and 1 against.

- 3) Funding over \$1,700,000 (windfall): MCHSD Staff will build from 2019-20 CDBG Funding Scenario 1 and funds projects up to the applicant's funding request in order of rank. This scenario may include the funding of the sixth and seventh ranked applications. Roy Delgado motioned and Margaret Chittenden seconded the motion to approve 2019-20 CDBG Funding Scenario 3. The motion passed with all votes in favor.

## **5. REVIEW OF 2019-20 CDBG FUNDING PROCESS**

Rachel Milne invited the member of CDAC and the public to provide their concerns about 2019-20 CDBG funding process and their recommendations for improving the 2020-21 CDBG funding process. Rachel described MCHSD Staff's suggestions for 2020-21, which included more robust budget including a budget narrative, schedule, outcomes, and performance history sections. MCHSD staff will also work on making the score sheet more in-line with the application.

John Carnero suggested an expansion of the presentation time from 5 minutes to 10 minutes and a more robust explanation of needs in the application. The members of CDAC responded positively to those suggestions.

Chairman Rui Pereira suggested that applicants bring decision makers to the CDAC's funding meeting. This would allow for faster funding decisions. The members of CDAC responded positively to those suggestions.

Jeanne Blackman, the Town Manager of Youngtown, suggested that MCHSD staff send sample budget to the Urban County members before the release of the 2020-21 NOFA. She also suggested a better format for requesting funding for phased projects. The MCHSD staff responded positively to those suggestions.

Ricardo Vital suggested edits to the score sheet, including the name of the project. The members of CDAC responded positively to his suggestions.

## **6. CALL TO THE PUBLIC**

Chairman Rui Pereira called to the public at 7:16 PM. No comments were received.

## **7. ADJOURNMENT**

Having no further business before the Committee, the meeting was adjourned at 7:17 PM. The March 13, 2019 meeting was cancelled.