

**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE
REGULAR MEETING
January 9, 2019**

DRAFT MINUTES

MEMBER OR ALTERNATE

REPRESENTING

PRESENT

Roy Delgado	El Mirage	
Wally Campbell	Goodyear	
Ricardo Vital	Guadalupe	
John Carnero	Tolleson	
Kristy Bedoian	Wickenburg	
Margaret Chittenden	Youngtown	
Jacki Taylor, Vice Chairwoman	District 1	
Bill McAllister	District 2	
Rui Pereira, Chairman	District 4	
John Gomez	District 5	
Martin Quezada	District 5	Attended by phone

ABSENT

Jeanine Guy	Buckeye
Chris Riggs	Gila Bend
Marshall Hunt	District 2
Tony Gutowski	District 3
Sam Crump	District 3

MCHSD Staff PRESENT

Rachel Milne
Matt Utyro

Members of the Public PRESENT

Andrea Marquez	Buckeye
John Reader	Goodyear
Jeff Kulaga	Guadalupe
Autumn Grooms	El Mirage
Anita Norton	El Mirage
Susan Holt	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. Ten (10) members were present. A quorum was established. Martin Quezada joined the meeting by phone at 6:43 PM. Two (2) alternate members attended the meeting as members of the public.

3. APPROVAL OF NOVEMBER 14, 2018 MINUTES

Roy Delgado motioned and Margaret Chittenden seconded the motion to approve the November 14, 2018 CDAC meeting minutes. CDAC unanimously approved the motion by voice vote.

4. REVIEW OF 2019-20 URBAN COUNTY CDBG FUNDING REQUEST

Rachel Milne presented the 2019-20 Urban County CDBG Applications. CDAC received seven application this year from Urban County members. CDAC did not receive any applications from other entities. Rachel summarized each application by providing the name of the applicant, a description of the project, the requested funding amount, and the total budget. Six (6) applications requested general public infrastructure and one (1) application requested park improvements. Rachel then described the next part of the review process. Presentations by the applications will be held on January 30, 2019, during the scheduled CDAC meeting. Scores are due to Rachel and Matt Utyro on February 12, 2019. On February 13, 2019, CDAC will review all of the scores and develop their funding recommendations.

5. REVIEW OF SCORING PROCESS

Rachel Milne reviewed the scoring sheet and process with CDAC. The scoring sheet was developed and approved during previous CDAC meetings. The members of CDAC will score the application in eight (8) categories; Project Activities, Target Population, Objectives, Coordination of Efforts, Cost Reasonableness, Priorities (CDAC Priority only), Performance Capacity, and CDBG Experience. The MCHSD Staff will score the application in 3 categories; Priorities (Consolidated Plan only), Past Performance, and Recently Awarded Funding. Locally elected members of CDAC Urban County communities will not score proposals submitted by their community.

Chairman Rui Pereira called for questions. The members of CDAC discussed the scoring process and asked question about project budgets, applicant's staff experience, procurement, project tracking, and the federal budget process. Rachel Milne and Matt Utyro answered CDAC's questions and provided additional information.

6. CALL TO THE PUBLIC

Chairman Rui Pereira called to the public at 7:03 PM. No comments were received.

7. **ADJOURNMENT**

Having no further business before the Committee, the meeting was adjourned at 7:04 PM.