

**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE
SPECIAL MEETING
May 13, 2020**

DRAFT MINUTES

MEMBER OR ALTERNATE

REPRESENTING

PRESENT

Jeanine Guy	Buckeye	Attended by phone
Roy Delgado	El Mirage	Attended by phone
Brannon Hampton	Goodyear	Attended by phone
Ricardo Vital	Guadalupe	Attended by phone
John Carnero	Tolleson	Attended by phone
Rui Pereira	Wickenburg	Attended by phone
Margaret Chittenden	Youngtown	Attended by phone
Jacki Taylor	District 1	Attended by phone
Sharman Hickman	District 4	Attended by phone

ABSENT

James "Bud" Turner	Gila Bend
Marshal Hunt	District 2
Kevin Medema	District 2
Tony Gutowski	District 3
David Galaviz	District 5

MCHSD Staff PRESENT

Rachel Milne
Matt Utyro

Members of the Public PRESENT

Andrea Marquez, Buckeye	John Reader, Goodyear
Anita Norton, El Mirage	GINNA CARICO, Goodyear
Jeff Kualaga, Guadalupe	
Susan Hout, Youngtown	
Kathy Valenzuela, Gila Bend	
Noel Schaus, Tolleson	
Christina Panaitescu, Goodyear	
Robert Klinger, Buckeye	

1. CALL TO ORDER

Chairman Rui Pereira called the meeting to order at 4:04 PM.

2. ROLL CALL AND ESTABLISHMENT OF QUORUM

Matt Utyro took roll call. Nine (9) members were present. A quorum was established. Two (2) alternate members attended the meeting as members of the public.

3. APPROVAL OF FEBRUARY 12, 2020 MINUTES

Roy Delgado motioned and Jackie Taylor seconded the motion to approve the February 12, 2020 CDAC meeting minutes. CDAC unanimously approved the motion by voice vote.

4. CDBG-CV RFP RECOMENDATIONS

Rachel Milne discussed the allocation of CARES Act Funds, known as CDBG-CV. Maricopa County received approximately \$1.8 million of CDBG-CV funds to use for its response to the COVID-19 pandemic. The CARES Act also waived the public service cap for CDBG-funded activities. This allows Maricopa County to address the COVID-19 pandemic through public services, eligible for CDBG funding. A portion of the funds are set aside for Urban County Members. Each member will receive an initial \$75,000 of CDBG-CV funds for public service activities or assistance to microenterprises. Rachel stated that before releasing the RFP, County Staff conducted a short survey to identify the needs of the Urban County Members. Most members needed some form of Rental, Utility, or Security Deposit Assistance. Some members needed support for Senior Services, including transportation and food assistance. Based on the survey results, County Staff created as RFP that streamlined the application process. The results of the RFP, below, were presented to CDAC.

	Funding	Activity 1	Amount	Activity 2	Amount
Buckeye	\$ 75,000.00	Senior Services	\$ 9,467.02	Rental, Utility, Deposit Assistance	\$ 65,532.98
El Mirage	\$ 75,000.00	Rental, Utility, Deposit Assistance	\$ 75,000.00	N/A	N/A
Fountain Hills	\$ 75,000.00	Rental, Utility, Deposit Assistance	\$ 75,000.00	N/A	N/A
Gila Bend	\$ 75,000.00	Transportation Van for Senior Services	\$ 75,000.00	N/A	N/A
Goodyear	\$ 75,000.00	Utility Assistance	\$ 75,000.00	N/A	N/A
Guadalupe	\$ 75,000.00	Foodbank, Senior Meals	\$ 6,216.00	Rental, Utility, Deposit Assistance	\$ 68,784.00
Litchfield Park	\$ 75,000.00	PPE for Seniors in Assisted Living	\$ 40,093.20	Rental, Utility, Deposit Assistance	\$ 34,906.80
Tolleson	\$ 75,000.00	Rental, Utility, Deposit Assistance	\$ 75,000.00	N/A	N/A
Wickenburg	\$ 75,000.00	Rental, Utility, Deposit Assistance	\$ 75,000.00	N/A	N/A
Youngtown	\$ 75,000.00	Rental, Utility, Deposit Assistance	\$ 75,000.00	N/A	N/A
Unincorporated Areas	\$ 75,000.00	Rental, Utility, Deposit Assistance	\$ 75,000.00	N/A	N/A
		Subtotal	\$ 655,776.22	Subtotal	\$ 169,223.78

Total Funding: \$ 825,000.00

The Members of CDAC reviewed the RFP results and expressed thanks to the County Staff for a quick response to issues facing the Urban County Members caused by the COVID-19 pandemic. Chairman Pereira called for a motion to authorize the funding, as described. Roy Delgado motioned and Jeanine Guy seconded the motion to approve the CDBG-CV funding recommendations. CDAC unanimously approved the motion by voice vote.

5. CDBG IGA EXTENSION FOR COVID-19 DELAYS

Matt Utyro discussed potential delays to 2018 and 2019 CDBG projects due to the COVID-19 Pandemic. He stated that a couple of grant recipients have expressed concern about project schedules and contracts due to terminate later this year. County Staff requested authorization from CDAC to extended schedules and agreements in order to allow projects more time to overcome COVID-19 related delays. Member Roy Delgado asked which cities were experiencing delays. Matt Utyro stated that Tolleson and El Mirage expressed concerns over delays or interruption in program activities. Members Roy Delgado (El Mirage) and John Carnero (Tolleson) stated that they would abstain from voting. Chairman Pereira called for a motion to authorize contract extensions, as described. Brannon Hampton motioned and Ricardo Vital seconded the motion to approve the contract extensions. CDAC approved the motion by voice vote.

6. STAFF ANNOUNCEMENTS

Matt Utyro announced that CDAC appointments for terms ending this summer are due soon. New appointments for representatives from city/ town names that begin with the letters A through G and for Districts 1 and 2 are required. County Staff will send letters to Buckeye, El Mirage, Fountain Hills, Gila Bend, Goodyear, and Guadalupe. District representative are handled through Maricopa County’s BOS office.

Rachel Milne announce that 2020-2021 CDBG projects were funded based on the CDAC funding recommendations, as shown below. County Staff are moving forward with contracts and environmental clearances this summer.

Recipient	Funding Award
Guadalupe Waste Water	\$517,828
Wickenburg Water Line	\$534,721
Tolleson OOHR	\$192,251
Goodyear Streetlights	\$303,200
El Mirage Water Line	\$452,000

7. CALL TO THE PUBLIC

Chairman Rui Pereira called to the public at 4:27 PM. Rachel Milne announced that this would be the last meeting for the 2019-2020 CDAC year. Jacki Taylor announced that her term with CDAC was ending, and she expressed appreciation for her time on CDAC. Members of CDAC thanked Jacki for her service. The Members of CDAC thanked each other and Maricopa County Staff a successful CDAC year.

8. ADJOURNMENT

Having no further business before the Committee, the meeting was adjourned at 4:28 PM.