

**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE  
REGULAR MEETING  
January 8, 2020**

**FINAL MINUTES**

**MEMBER OR ALTERNATE**

**REPRESENTING**

**PRESENT**

Jeanine Guy	Buckeye	
Anita Norton	El Mirage	
Brannon Hampton	Goodyear	
James “Bud” Turner	Gila Bend	Attended by phone
Ricardo Vital	Guadalupe	Attended by phone
John Carnero	Tolleson	
Rui Pereira	Wickenburg	Attended by phone
Margaret Chittenden	Youngtown	
Jacki Taylor	District 1	Attended by phone
Kevin Medema	District 2	
Tony Gutowski	District 3	
Sharman Hickman	District 4	
David Galaviz	District 5	

**ABSENT**

Marshall Hunt	District 2
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**MCHSD Staff PRESENT**

Rachel Milne  
Matt Utyro

**Members of the Public PRESENT**

Andrea Marquez, Buckeye  
Katherine Valenzuela, Gila Bend  
Autumn Grooms, El Mirage  
Christina Panaitescu, Goodyear  
Noel Schaus, Tolleson  
Susan Hout, Youngtown  
Jeff Kulaga, Guadalupe

**1. CALL TO ORDER**

Vice-Chair John Carnero called the meeting to order at 6:30 PM.

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

Vice-Chair Carnero introduced David Galaviz as CDAC's newest member from District 5. Matt Utyro took roll call. Thirteen (13) members were present. A quorum was established. One (1) alternate members attended the meeting as member of the public.

**3. APPROVAL OF November 13, 2019 MINUTES**

The members of CDAC reviewed the minutes. Margaret Chittenden motioned and Kevin Medema seconded the motion to approve the November 13, 2019 CDAC meeting minutes. CDAC unanimously approved the motion by voice vote.

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

Matt Utyro presented the 2020-21 Urban County CDBG Applications. CDAC received eleven application this year. Of the eleven applications, one application was not eligible, and one application was withdrawn. A total of nine applications were presented for CDAC's review. Matt summarized each application by providing the name of the applicant, a description of the project, and the requested funding amount.

**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 five (5) categories. The MCHSD Staff will score the application in three (3) categories. Locally elected members of CDAC Urban County communities will not score proposals submitted by their community.

Rachel described the next part of the review process. Presentations by the applications will be held on January 29, 2020, during the scheduled CDAC meeting. Applicants will be allowed 5 minutes to present their project. CDAC will have separate time to ask questions after each presentation. Scores are due to Rachel and Matt Utyro on February 11, 2020. On February 12, 2020, CDAC will review all the scores and develop their funding recommendations.

Vice-Chair John Carnero called for questions. The members of CDAC discussed the scoring process. and asked question about delay penalties, project budgets, applicant's staff experience.

**6. STAFF ANNOUNCEMENTS**

Rachel Milne announced that the Maricopa County's Lead Safe program began on January 6, 2020. Rachel and Matt Utyro described the program and answered questions from CDAC. Rachel Milne announced that federal budget for CDBG was

approved with an increase. Rachel stated that she expects to see an increase in Maricopa County's funding for the 2020-2021 grant year.

**7. CALL TO THE PUBLIC**

Vice-Chair John Carnero called to the public at 6:57 PM. No public comments were received.

**8. ADJOURNMENT**

Having no further business before the Committee, the meeting was adjourned at 6:58 PM.