Call to Order

Chair Eng called the meeting to order at 4:03 p.m.

Roll Call

Members present as listed above.

Public Comment

There were no members of the public who wished to speak.

REGULAR MEETING AGENDA

1. iPad Training and Tutorial for FY 2019/20 Funding Process

Justin Boyd, Housing Coordinator, provided training on utilizing iPads for the review and scoring of agency proposals for the FY 2019/20 Funding Process. Staff members were available to assist Commissioners individually. Mr. Boyd reviewed the Survey Gizmo software that Commissioners will use for scoring individual proposals and explained tips and tools available using the iPad for scoring. Commissioners will receive an email indicating when they have completed scoring for an agency and the agency will be removed from their agency list. In addition, Commissioners have the option of saving their work on a single agency scoring. If the option to save is used, Commissioners can return to the item via an email that will be received.
Mr. Boyd encouraged Commissioners to review the proposals and rating options prior to agency proposals meetings.

Commissioners asked clarifying questions throughout the presentation. Vice-Chair Brown recalled that there were four questions that he sent to Mr. Boyd via email, requesting that they be asked of applicants. Mr. Boyd said that those questions were incorporated into the applicant orientation.

2. **FY 2019/20 CDBG, HOME, Scottsdale Cares, General Funds and Endowment Funds Orientation and Review of Proposals**

Justin Boyd, Housing Coordinator, provided an overview of the proposals received for the FY 2019/20 funding process for Community Development Block Grant (CDBG), HOME, Scottsdale Cares, General Funds, and Endowment Funds and anticipated funding available. As part of his presentation he reviewed blue sheet evaluations, spreadsheets and the related requests. Mr. Boyd noted that Agency presentations for CDBG and HOME are scheduled for Tuesday, February 5th and Scottsdale Cares, General Funds, and Endowment are scheduled for Thursday, February 7th, beginning at 1:00 p.m. CDBG and HOME agencies will be allowed three minutes to present proposals; CDBG Facilities presentations will be allotted eight minutes; and HOME proposals will be allotted ten minutes. Commissioners will have an opportunity to ask questions following each proposal. Scoring is due from Commissioners on Friday, February 15, 2018.

Mr. Boyd noted that nine proposals totaling $234,000 were received for CDBG-Public Services. Anticipated funding is approximately $171,252, leaving a deficit of $62,748. Of the nine proposals, one was withdrawn and a second was deemed ineligible.

Two proposals totaling $129,500 were received for CDBG-Housing and Facilities. Anticipated funding is approximately $72,000 for non-public service activities, leaving a deficit of approximately $57,408.

One proposal requesting $310,849 was received for HOME Funds. Anticipated funding is approximately $310,849.

Twenty-one proposals requesting a total of $308,846 were received for Scottsdale Cares. Approximately $150,000 is available for Scottsdale Cares activities, leaving a deficit of approximately $158,846.

Twelve proposals requesting a total of $517,289 were received for General Funds. Anticipated funding is approximately $200,000, leaving a deficit of $317,289.

Two proposals requesting a total of $10,000 were received for Endowment Funds. This year’s anticipated allocation is $8,100, with $6,800 from the Scottsdale Community Endowment and $1,300 from the Herbert R. Drinkwater Youth Fund.
Mr. Boyd reviewed the list of non-responsive agencies, those who did not complete their response to the blue sheet evaluations by the November 29th deadline, and noted that the failure to respond is reflected on the blue sheet evaluations.

Commissioners asked questions throughout the presentation. Mr. Boyd explained that staff maintains separate records of agency audit information.

The amount of SRPMIC funding for the FY 2019/20 funding year has not been finalized at this point.

3. **Adjournment**

COMMISSIONER PORTNOY MOVED TO ADJOURN THE MEETING. COMMISSIONER BLAINE SECONDED THE MOTION, WHICH CARRIED SIX (6) TO ZERO (0). VICE-CHAIR BROWN, COMMISSIONERS BLAINE, CAMPBELL, HUBBARD, PORTNOY, AND SONG VOTED IN THE AFFIRMATIVE WITH NO DISSENTING VOTES. CHAIR ENG WAS NOT PRESENT.

With no further business to discuss, being duly moved and seconded, the meeting adjourned at 5:36 p.m.

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