

City of Biddeford
Citizens' Advisory Committee
Thursday, July 7, 2022 5:00PM
Topic: Citizens' Advisory Committee Public Hearing and Meeting

In attendance

Members: Cat Bates (chair), Leah Schaffer (vice chair), Doris Ortiz

Guests: Melissa Cilley (Apex Youth Connection)

Absent: Stephanie Edwards, Ronda Bey, Loretta Turner, Kaily George

Staff: Abigail Smallwood, Gail Wilkerson

1. **OPEN PUBLIC HEARING:** Opened by Chair Bates, 5:00pm
 - a. Review the Year 5 Action Plan
 - i. Staff (A. Smallwood) provided an overview of the Action Plan for the year
 - b. Take comments
 - i. Guest (M. Cilley) shared difficulty implanting social service program under the CDBG regulations and there was discussion about how to improve ease of implementation
2. **CLOSE PUBLIC HEARING:** Closed by Chair Bates, 6:00pm
3. **OPEN CAC MEETING:** Opened by Chair Bates, 6:00pm
4. **AGENDA REVIEW**
5. **APPROVE MEETING MINUTES**
 - a. There was not quorum, so there was no vote to approve the minutes and no votes were taken during the meeting.
6. **DISCUSSION**
 - a. Plan for Social Services, based on comments received during Public Hearing
 - i. Further discussion around how to make social service programs easier to implement, about what to do with any potential leftover funds (decision was to have a special meeting to discuss this once Apex has submitted an application with details on their proposed program)
 - b. Consolidated Plan / long-term planning
 - i. Discussion around using city's civic engagement platform to help with long-range planning and support idea submission (A. Smallwood to discuss with other engagement staff)
 - c. VOTE: Amendment to Rehab Program
 - i. There was not quorum, but those in attendance were supportive of the changes. Recommendation to do a vote via email, which will be sent to all members soon. Video of discussion at the meeting will be included.
 - d. Review Ward meeting schedule

- i. New department head and deputy department head are having individual meetings with department staff; A. Smallwood to discuss schedule, implementation, and details at her check-in meeting

7. PROJECT/PROGRAM UPDATE

- a. CDBG, CDBG-CV, and ADA Self-Evaluation and Transition Plan
 - i. Rehab program update from G. Wilkerson: same number of units; working on a one-page form about the program for outreach; if rehab program amendment is approved, will reach out to previous applicants who preferred a shorter time period
 - ii. ADA: will provide list of potential projects for CAC to discuss

8. OTHER BUSINESS

9. RELEVANT MEETING/CITY UPDATES

- a. Planning Board process update
 - i. A. Smallwood will be discussing this in meeting with new department heads
- b. Affordable Housing Task Force
 - i. Councilor Ortiz provided an update: at the last meeting, Habitat for Humanity presented; initial results from the community housing survey were reviewed; discussion about what income range to focus Affordable Housing funds on
 - ii. Discussion around whether the Task Force will also make policy proposals to City Council; L. Schaffer and Councilor Ortiz to discuss, and staff will discuss internally as well

10. ADJOURN: Chair Bates closed the meeting at 7:02pm.

Approved at August 24, 2022 CAC meeting



9/1/2022

Cat Bates, Chair

Date