City of Biddeford

Citizens Advisory Committee

February 15, 2023 5:30 PM City Hall Council Chambers & Zoom

https://biddeford.zoom.us/j/97054306774?pwd=NEpPekFhVnVLNHVmczkrblB5RUpXUT09

Webinar ID #970 5430 6774 Passcode #667848

Status: Citizens Advisory Committee-Wednesday, February 15th-City Hall Second Floor Conference Room & Zoom

1. **Open CAC Meeting**
2. **Agenda Review**
3. **Consent Agenda**
   - 3.1. Approval of Meeting Minutes from January 25, 2023
     CAC 1.24.23.pdf
4. **Discussion**
   - 4.1. City Council Requests for information
   - 4.2. Consolidated Plan
   - 4.3. Social Services funding for current year
   - 4.4. Social Services categories for next year
5. **Project/Program Update**
   - 5.1. CDBG, CDBG-CV, and ADA Self-Evaluation and Transition Plan
6. **Other Business**
7. **Relevant Meeting/City Update**
   - 7.1. Comprehensive Plan
8. **Adjourn**

CAC 1/25/2023
5:30PM City Hall Conference Room and Zoom

In Person: Schaffer, Bates, George, Edwards (Staff, Smallwood)
Zoom: Whiting, Bey, Turner (Council guest, Lafountain)

1. Welcome – 5:35p, Chair Bates
2. Open Public Hearing – CAPER for FY22
    a. Goal: How the year fits into the Consolidated Plan
    b. Includes:
        i. How we have worked with other community/municipal organizations toward HUD goals and projects
        ii. CDBG Funded Project Updates
            1. 2-4 Unit Program, 15 unit goal, none complete in 2022 but progress reported and all will complete in 2023
            2. Social Services Funding: Meals on Wheels, Seeds of Hope Warming Center, Amendment for Hot Spot, Apex update
            3. ADA Improvement Activity
            4. Amendment for Allowability
    c. Close: 5:46p, Chair Bates
3. Open CAC Meeting – 5:46p
4. December Minute Approval
    a. Moved: Schaffer, Second: Edwards, Vote: Unanimous
5. Memo and Presentation to Council
    a. Staff edits on memo presented (Smallwood)
    b. Emphasis on User-focus of CDBG
    c. Missing piece of puzzle right now is Housing – How these funds can potentially fit into other City Goals and work
    d. Schaffer volunteers to start presentation slides
        i. Emphasis on introduction of CAC and timeliness
        ii. One slide for how HUD focuses on de-politicizing the funding via CAC
            1. Citizen emphasis – goal of CDBG CAC design
        iii. Name Social Service Funding as separate
    e. Discussion regarding communication and how we introduce CAC
    f. Emphasis on how housing impacts us all
        i. Edwards and Smallwood will edit memo and resend to CAC
        ii. Schaffer and Bates will work on presentation
6. Social Services Funding
    a. ~$20,000 remaining funding because Apex decided not to pursue funds
    b. For example: YCAC, Meals On Wheels, Seeds of Hope, Food Pantry
        i. Slightly easier to fund an existing program
        ii. General agreement to Meals On Wheels
7. Consolidated Plan
    a. Update given by Smallwood

    b. General Overview is drafted – Smallwood will send to CAC
    c. Note tone, communication, and how it might work for public engagement and potentially make a Press Release version and OurBiddeford.org page
8. Project/Program Update
    a. Tabled for February meeting
9. Other Business
    a. Ordinance Draft – Smallwood presents; was submitted to Council Policy Committee and approved in 2020
    b. Now (2023) – needs two readings at Council with small amendment regarding Secretary position
10. Relevant Meeting/City Updates
    a. Comprehensive Plan – First round of draft chapters out, recommend submitting comments now. Remaining chapters will come out this week for comment.
11. Adjourn
    a. Moved: Edwards, Second: George, Vote: Unanimous