



**City of Biddeford**  
**Citizens' Advisory Committee**  
January 28, 2026 at 5:30 PM  
City Hall Planner's Office Second Floor & Zoom

[Join Zoom Meeting Online](#)

Or call in by phone: +1 312 626 6799

Meeting ID: 994 7802 7101

Passcode: 825147

1. Call to Order
2. Approval of Minutes
  - 2.a December 17, 2025 Meeting
3. Discussion Items
  - 3.a Introduction to Truc Dever, City Manager
  - 3.b Community engagement process
  - 3.c FY26 Action Plan/Budget process
4. Project/Program Update
  - 4.a 2024-2028 Consolidated Plan
  - 4.b PY24 Action Plan
  - 4.c PY25 Action Plan
  - 4.d Lead Grant status
5. Other Business
6. Adjourn

## 12.17.25 CAC Meeting Minutes

1. Call of Order at 5:30 PM by Talia
  - a. Only Jessica, Talia, and Terje present.
2. We have several new members
  - a. David Kurtz – new council rep
  - b. Terje Tuttle
3. Approval of Meeting Minutes
  - a. 08.27.25 Meeting – no quorum
4. Discussion Items
  - a. Community Engagement Plans
    - i. **Come with ideas for the next meeting need to do scheduling in New Year**
    - ii. Talia thinks we should do ward meetings 😊
    - iii. Jessica suggested sending out surveys in a couple of different formats
  - b. FY 2026 Action Plan/ Budget Process
    - i. From Jan – Mar, need to spend those months doing community engagement efforts and gathering information
    - ii. For our March meeting, we should be discussing feedback and coming up with a preliminary budget to discuss
    - iii. April will be time to do the draft action plan – we can finally be proactive!!
    - iv. We are trying to line up with the city's regular budget cycle in May for approval
    - v. We technically have until August 15<sup>th</sup> to get the budget submitted
5. Program Updates
  - a. 2024 -2028 Consolidated Plan
    - i. We had gotten an extension, Jessica has been working with HUD to complete this – takes 5 years allocation amounts and breaking it up per year to spread out
    - ii. Buckets – admin, social services, etc.
    - iii. This is going out for public comment on Friday the 19<sup>th</sup> through Jan 19<sup>th</sup>. First public hearing is Jan 6<sup>th</sup> at the council meeting, second public hearing will be Jan 20<sup>th</sup>, when the consolidated plan will be in front of council to revise or approve.
    - iv. The program 2024 action plan is build into the consolidate plan because it's the first year of the 5 year plan, but also has to be discussed separately as well.
    - v. Program 2025 action plan – these budgets we have discussed previously and we have voted on recommendation previously.
    - vi. All info is based on feedback to improve greenspaces, accessibility, and affordable housing
    - vii. We ran into issue that the LEAD grant required matching that the city committed to, and the grant the city intended to use for that matching wasn't applied for and wasn't received. The solution is CDBG housing

rehab funds for this required matching. Period of performance on LEAD grant expires Nov. 2026.

6. Other Business
  - a. McArthur Library – they don't have a formal application in, haven't gone out to bid yet
  - b. Jessica is going to put together cliff notes on CDBG funding for new members
    - i. We get next year income guidelines in April next year
    - ii. We run July 1 – June 30 each year
  - c. Betsy and I went to the playground opening! It was lovely.
  - d. Biddeford is unaffordable.
7. Adjourn – at 6:03 PM, by motion of Talia. Second by Terje. Unanimous.