



**Citizen's Advisory Committee Meeting Minutes
December 17, 2021 @ 10am
Zoom**

Meeting called to order at 10:01am

Attendance: Zakk Maher, Jennifer Dick, Holli Olivier, Cindy McNeil, Councilor Milks, Sarah Abacha, Jeremy Gatcomb

No quorum

1. Introductions

Jeremy provided information on the Senior Center Grab 'n Go program, the need in the community and the expansion of outreach to Senior Housing Developments in the area.

a. Members

i. Update on Appointment Committee

Zakk advised of process for appointment to serve on the committee and encouraged those in attendance to pass along the information to any interested parties.

b. New Community Development Office (CDO) Staff:

i. Jennifer Dick – Assistant Community Development Manager

ii. Cindy McNeil – Community Development Finance Manager

2. CARES Act CDBG-CV Budget Revision

a. CDO has prepared a revised budget which reallocates unspent funds.

i. Revised Budget - Proposal Attached

3. Neighborhood Challenge Grant Award

a. Community groups can request up to \$10k in infrastructure improvements within a specific neighborhood.

i. New Auburn Benches (up to \$10,000) – Proposal Attached

No concerns raised; Community Development Office will look to prepare this initiative with Public Works, but will look for formal approval at next meeting.

4. PY22 Public Service Grant Priority Impact

a. CDO is identifying community priorities for next year's Public Service Grants. This allocation is approximately \$100k/year. By selecting and prioritizing up

to 4 national objectives the CDO office will solicit Request for Proposals (RFPs) which target specific community identified needs.

- i. Senior Services (05A)
- ii. Youth Services (05D)
- iii. Battered and Abused Spouses (05G)
- iv. Transportation Services (05E)
- v. Employment Training (05H)
- vi. Childcare Services (05L)
- vii. Housing Counseling (05U)
- viii. Other (05Z)

Councilor Milks and Sarah Abacha both agreed that they would like to prioritize Senior Services, Youth Services, Battered and Abused Spouses and the Other categories moving forward. Other category is reserved for the City's Community Garden programs.

5. Consolidated Annual Performance Evaluation Report (CAPER)
 - a. The DRAFT Caper was released to meet statutory deadlines. CDO staff are working with HUD to make necessary corrections and updates to the PY2019 & PY2020 Capers before they can be completed.
6. Community Engagement
 - a. CDO is looking for ways to better solicit input from the community in regard to setting priorities for the development of the Consolidated Plan & Annual Action Plans.
7. Committee Composition/ Role
 - a. CDO is looking for targeted recruitment to fill remaining vacancies and composition as required by the Citizen Participation Plan.
 - b. CDO staff will complete PY19&20 Caper as well as begin developing PY22 Action Plan in concert with HUD. These will be brought back to the CAC in Spring 2022.

Meeting adjourned 10:26am

Next meeting TBD