



City of Auburn, Maine
Economic & Community Development
Michael Chammings, Director
60 Court Street | Auburn, Maine 04210
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CAC Meeting – November 14, 2018

Agenda

1. Review September 17th meeting draft minutes
2. 2019-2020 Action Plan Schedule
3. Discuss presentation to City Council on November 19th
4. Other Business
5. Adjournment



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2019-2020 ANNUAL ACTION PLAN SCHEDULE

<u>ACTIVITY</u>	<u>DATE</u>
CDBG Subrecipient Training	TBD
Citizen Action Committee Meeting	November 14, 2018
Council Meeting – Update on Citizen’s Advisory Committee	November 19, 2018
Issue Request for Proposals	TBD (Mid December)
Review Proposals - Staff	TBD (Mid-Late January)
CAC Meetings – Subcommittee Scoring Public Services	TBD (February)
CAC Meetings – Full Committee	TBD (February)
Budget Review with City Manager	TBD (Early March)
Workshop with City Council	March 18, 2019
Public Notice – Action Plan Available	March 18, 2019
Comment Period Begins	March 18, 2019
Comment Period Ends	April 18, 2019
Public Hearing with City Council	April 1, 2019
Adoption by City Council	May 6, 2019
Submission Deadline	TBD (Mid May)

Citizen's Advisory Committee

A Presentation to the Auburn City council

Purpose of the Citizen's Advisory Committee (CAC):

- The Department of Housing and Urban Development (HUD) requires recipients of its grant funds to prepare formal plans as a condition of receiving federal funds. These plans are intended to encourage communities to allocate federal resources to address local needs and market conditions.
- The CAC is tasked with the development of the 5-year Consolidated Plan and Annual Action Plans. The CAC also reviews the Consolidated Annual Performance and Evaluation Report (CAPER) for conformance with adopted goals.

Citizen's Advisory Committee (CAC) Makeup:

- Up to 20 Auburn residents
 - At least one person of minority race or ethnic background;
 - 3 representatives of community or faith-based organizations, one of which represents the interests of homeless persons;
 - A City Councilor; and
 - 12-15 persons from target areas, including residents, landlords, and small business owners. There shall be a minimum of 4 each from the Downtown, Union Street, and New Auburn Target Areas.
- It is desirable for Committee members to remain in the CAC for 5 years.

Near-term activity: Annual Action Plan

- A five year Consolidated Plan was approved by the CAC and adopted by the Council in 2015. We are entering the final year of that plan.
- The Consolidated Plan is carried out through **Annual Action Plans**, which provide a concise summary of the actions, activities, and the specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified by the Consolidated Plan.
- As part of the Annual Action Plan process the CAC will be meeting to review funding applications and program activities for conformance with the 2015-2019 Consolidated Plan.

Long-term activity: 5-year Consolidated Plan

- Starting in 2019 the Community Development Department will begin the development of a new 5-year Consolidated Plan for FY2021-2025. This process involves considerable input and participation from citizens and public service agencies.
- The CAC considers the needs of the community and approves the plan to meet national objectives set by the Department of Housing and Urban Development.
- Many of the National Objectives set by HUD align with the objectives of Auburn's Comprehensive Plan, especially in regards to housing. It is a priority of the committee to align the goals of these plans to the fullest extent possible.