

**CITIZENS ADVISORY COMMITTEE
MEETING MINUTES**

JANUARY 14, 2020

**PORTSMOUTH CITY HALL
CONFERENCE ROOM A**

6:00 P.M.

Present: Hannah Meade, Jonathan Sandberg, Judy Bunnell

Absent: Alison Hamilton, Jan Phelps

Staff: Elise Annunziata, Community Development Coordinator

Chairperson Meade called the meeting to order at 6:00 p.m.

Motions were taken for Chair and Vice Chair. The committee unanimously agreed on Hannah Meade as Chair and Jonathan Sandberg as Vice Chair.

Ms. Annunziata presented an overview of the CDBG Program and Community Development work undertaken in FY 20 including ADA Bathrooms at Discover Portsmouth Center, continued work at the future Senior Center at Doble property and public services projects. In addition, it was announced that the Community Development Department hired a part-time, grant-funded Program Assistant to work on the CDBG Program.

A discussion followed regarding the Five Year Consolidated Planning process and timeline ensued. Ms. Annunziata recommended that the process include community listening sessions, as well as the CAC Public Meeting and Hearing in February. Two community listening sessions will take place in February at Margeson Apartments and at Greenleaf Recreation Center.

The committee reviewed the FY 21 CDBG budget timeline and the process for recommending to HUD the Fiver Year Consolidated Plan and the FY 21 CDBG budget and Annual Action Plan. The committee's upcoming meeting schedule was also reviewed and agreed upon.

The FY 21 Public Service Agency Grant Round will open on January 16, 2020 with applications due on February 13, 2020..

The next committee meeting will include a public hearing to discuss community needs that may be addressed in the CDBG Program and is scheduled on February 6, 2020 at 6:00 p.m..

The meeting was adjourned by Chairperson Meade at 7:10 p.m.