



MEMORANDUM

TO: Planning and Zoning Board Members

FROM: Lisa Frazier, AICP, Growth Management Director

THRU: N/A

DATE: April 2, 2025

RE: CDAB Overview & Member Election:
1) Community Development Advisory Board (CDAB) Overview;
2) Member Election to Community Development Advisory Board

SUMMARY

As you may recall, selection of the Planning and Zoning Board member to serve on the Community Development Advisory Board was continued at the March 5, 2025, P&Z board meeting to allow interested P&Z members an opportunity to attend the March 19, 2025, CDAB meeting.

Since the March 19 CDAB meeting was cancelled, Denise Carter, Housing Administrator, is attending the April 2 P&Z meeting to give a brief overview of the role and responsibilities of the CDAB and to answer questions. Following the overview, the P&Z board shall proceed in selecting a member to fill the CDAB seat.

One member of the Local Planning Agency/Planning and Zoning Board is required to serve on the Community Development Advisory Board (CDAB)/Affordable Housing Committee.

The CDAB serves as a citizen input mechanism for the community and in an advisory capacity to the City for community development administered programs funded with Community Development Block Grant (CDBG), HOME Investment Partnership, and State Housing Initiatives Partnership (SHIP) grant funds. The CDAB meets the third Wednesday of the month, at 6:00 p.m., in the City Hall Council Chambers.

Board action is required to elect a Planning and Zoning Board member to the Community Development Advisory Board.