



Mayor Robert E. Simison

**City Council Members:**

Luke Cavener, President  
Liz Strader, Vice President  
Brian Whitlock  
Doug Taylor  
John Overton  
Anne Little Roberts

March 6, 2024

**MEMORANDUM**

From: Crystal Campbell, Community Development Program Coordinator  
To: Mayor Robert Simison and City Council  
CC: Dave Miles, Curtis Calder  
RE: Action Plan Development & Community Development Week Initiatives

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**Overview**

The Meridian Community Development Block Grant (CDBG) Program is providing multiple opportunities for community members to engage in the planning, development, and review of the upcoming Action Plan. Staff is seeking public input on the availability and accessibility of services for residents at or below 80% of the Area Median Income (AMI). Our goal is to ensure that the Consolidated Plan remains relevant and continues to meet the needs of the community.

Additionally, CDBG staff are organizing a sticker design competition for Meridian residents. The winning design will be used throughout the year at community events and other outreach opportunities. This initiative aligns with Community Development Week, which highlights the impact of programs like CDBG.

**Action Plan Development**

The Meridian CDBG Program's Citizen Participation Plan (CPP) requires a public hearing as part of the Action Plan development process. Staff will utilize feedback from the Mayor, Council, and community stakeholders to inform potential applicants about the CDBG Housing and Public Services application, which will be open during April.

Once a draft Action Plan is completed, a public comment period and two public hearings will be held to gather community feedback. Staff will conduct outreach to ensure broad participation.

**Tentative Action Plan Timeline:**

- **March 25** – Public hearing to gather feedback on potential projects
- **May 29 – July 8** – Public comment period (no Council involvement required)
- **June 10** – Public hearing to announce the Action Plan's availability for comment
- **July 8** – Public hearing to close the public comment period
- **July 22** – Resolution to approve the Action Plan on the consent agenda

## **Community Development Week & Sticker Design Competition**

The sticker design competition is scheduled to run from March 15 to April 10. After consulting with Councilman Cavener, it was determined that Council would select the winning designs in each category. Artwork created for entry in each category will depict the following themes:

- Pre-K (age 5 & under): What makes you feel happy and safe at home?
- Kids (ages 6-12): What makes home a fun and welcoming place?
- Teens (ages 13-17): How do friends, family, and community bring people together?
- Adults (ages 18 & up): How do homes, neighborhoods, and public spaces create belonging?

Staff plans to recognize competition winners at the April 22 Council meeting during Community Development Week.

### **Tentative Sticker Competition Timeline:**

- **March 15** – Competition opens
- **April 10** – Final promotion at the Do the Right event; competition closes
- **April 11** – Staff submits designs to Council for review
- **April 18** – Council notifies staff of winners
- **April 22** – Presentation on Community Development Week; winners announced and recognized (if available)

### **Council Action Requested**

Staff requests Council's support in the following areas:

1. Action Plan Development: Provide feedback on the direction of the upcoming Action Plan and facilitate the public hearing on March 25.
2. Sticker Competition: Select winning designs and participate in recognizing winners at the April 22 Council meeting.

