

# Memorandum

**REPORT TO:** Community Development Board

**FROM:** Chris Saunders, Community Development Manager  
Erin George, Community Development Director

**SUBJECT:** 2026-2027 Community Development Board Work Plan

**MEETING DATE:** May 4, 2026

**AGENDA ITEM TYPE:** Citizen Advisory Board/Commission

**RECOMMENDATION:** Receive document and recommend approval to City Commission.

**STRATEGIC PLAN:** 1.2 Community Engagement: Broaden and deepen engagement of the community in city government, innovating methods for inviting input from the community and stakeholders.

**BACKGROUND:** Resolution 2025-62 establishes the Community Development Board and assigns duties. Resolution 5323 establishes expectations for high-performing boards. This resolution includes a bi-annual work plan. A work plan is attached identifying duties and anticipated obligations for those duties over the 2026 and 2027 calendar years. The work plan identifies work items known at this time. The City Commission may identify other activities they wish the Board to participate in.  
The work plan is divided into sections corresponding to the responsibilities of the Board. Some work tasks are influenced by privately submitted applications for development and may vary from what is expected.

**UNRESOLVED ISSUES:** None.

**ALTERNATIVES:** As discussed by Board

**FISCAL EFFECTS:** No budgeted funds are expended with this item.

Attachments:  
[CDB 2026-2027 Work Plan.pdf](#)

Report compiled on: April 30, 2026