COMMUNITY DEVELOPMENT COMMISSION
RECOMMENDATION 202503XX-X

Recommendation on the CDC Election Process

RECOMMENDATION

Whereas, the Austin Community Development Commission (CDC) consists of eight members democratically selected to represent residents from each of the eight geographic areas of Travis County, in order to represent low-income populations eligible to be served under the Community Services Block Grant (CSBG);

Whereas, Board members serve for a term of four years beginning March 1 of the year of appointment;

Whereas, the eight democratically selected members shall serve an initial two-year term, with an additional maximum of two consecutive four-year terms;

Whereas, a transparent, accessible, and well-communicated election process is essential to ensuring meaningful participation by low-income residents and individuals with lived experience;

Whereas, community members have expressed that current election notificationsdo not provide adequate time for outreach, planning, or participation;

Whereas, community members have also noted confusion regarding the steps required to vote or to become a candidate, indicating a need for clearer instructions and educational materials;

Whereas, greater engagement between current CDC members, candidates, and community organizations would increase trust, strengthen relationships, and improve civic participation;

Now, therefore, be it resolved that the Austin Community Development Commission advises **Austin Public Health** to widely advertise the CDC election and election process at least one month in advance, using multiple reminders and multiple communication platforms to reach as many community members as possible.

Be it further resolved that the Commission advises **Austin Public Health** to provide training and educational materials on the election process, the history and purpose of the Commission, roles and responsibilities of commissioners, and how community members can participate.

Be it further resolved that the Commission advises **Austin Public Health** to strengthen communication and outreach regarding deadlines, eligibility requirements, and step-by-step voting instructions to prevent confusion and increase accessibility.

Be it further resolved that the Commission advises **Austin Public Health** to provide opportunities for prospective candidates to learn about CDC roles and responsibilities prior to the election cycle.

Be it further resolved that the Commission advises increasing community-facing information that highlights the CDC's focus on low-income populations and people with lived experience, ensuring these communities know the election is intended for them.

Be it further resolved that the Commission advises providing clear, accessible instructions—both in writing and through optional training—on how to cast a vote, how to submit candidate information, and how community organizations can properly conduct their elections.

Be it further resolved that the Commission advises creating intentional opportunities for candidates and current CDC members to connect throughout the election cycle— to share expectations, build relationships, and strengthen community trust and engagement.