

# City of Worcester, Massachusetts

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## COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

2/22/2018

City Hall Room 401  
455 Main Street  
Worcester, MA  
6:00pm

### MEETING MINUTES

CDAC present: Paula Stuart (Chair), Doug Arbetter (Vice Chair), Nicola D'Andrea, Edward Moynihan, Michael Murphy, Arline Rosario, Dana Strong

CDAC absent: Suzanne Graham, Danaah McCallum

City Staff: Greg Baker, Sandy Amoakohene, Stephen Hill, Tony Miloski

#### 1) Call to Order

The meeting was called to order by Chairperson Paula Stuart at 6:00 pm. The following items were distributed to each CDAC member at the start of the meeting:

- Agenda
- Minutes from 2/15/18
- Amended budget for Oak Hill CDC – Homeownership Stabilization & Development Services

#### 2) Review and Approval of 2/15/18 Minutes

A motion was seconded and passed to vote approval of the 2/15/2018 minutes. The CDAC voted 7-0 for their approval as amended.

#### 3) Discussion and Evaluation of Applications #20 thru #27 from CDBG Yr. 44 Application Binder Table of Contents

CDAC members reviewed the remaining 8 RFP applications (#20 thru #27 from CDBG Yr. 44 Application Binder Table of Contents):

- Centro Las Americas – Roof Renovation, 11 Sycamore Street
- Girls Inc. – Gymnasium Renovation
- YWCA of Central MA – Elevator Modernization

- Business & Community Development Division – Microloan, Façade, & Small Business Grants Programs
- Housing Development Division – Affordable Housing Programs (down payment assistance, owner occupied & rental rehab, lead paint abatement)
- Neighborhood Development Fund – (road resurfacing, sidewalk reconstruction, streetscape improvements)
- Inspectional Services Department – Systematic Housing Inspections
- Inspectional Services Department – Demolition of Spot Slum and Blight

There was a discussion on the merits and flaws of each of the programs and associated RFP applications above, and any questions that CDAC members had regarding the above applications were answered by staff.

CDAC members felt that all of the above RFP's (for both the public facilities improvements and the interdepartmental proposals) would have benefited from color copied photographs and maps in place of the black & white reproductions. It was noted by staff that in the interest of cost savings, the City administration had a preference for non-color copying of documents, but that it could e-mail committee members color versions.

In response to a question pertaining to pay-back periods for CDBG funds expended on public facilities improvements if said facilities were sold, it was stated there was no known universal HUD re-capture standards to recover costs when an agency sells a non-housing related facility, but that staff would investigate it further and update the CDAC. The City's Affordable Housing development programs do have re-sale provisions for most of their projects to protect the CDBG investment in case of resale.

It was noted that it was proposed to use existing unexpended Neighborhood Development Funds to complete infrastructure work underway on Arlington Street in the Union Hill neighborhood and on Russell Street in the Pleasant Street corridor, when combined with the Year 44 request. Any future neighborhood focused projects were expected to be informed by a City Master Planning process.

Considerable interest was expressed by CDAC members in gaining a better understanding of the methods and operations of the city's Inspectional Services programs with respect to systematic code enforcement ("Neighborhood Sweeps"), as well as spot slum and blight demolitions. After much discussion, it was suggested that further review of the Inspectional Services programs could be an item for discussion within the proposed implementation of CDAC sub-committees.

#### **4) Planning for completion of committee scoring**

Now that all of the RFPs had been reviewed and publicly discussed by CDAC, committee members were reminded to complete and submit all of their RFP scoring sheets to the Arline Rosario, the CDAC Recorder by Sunday, February 25<sup>th</sup>. The Recorder would submit the results of the scoring to the City Staff by Wednesday, February 28<sup>th</sup> in order to have them available for review at the next CDAC meeting scheduled for Thursday, March 1<sup>st</sup>.

## **5) Discussion of preparation of draft CDAC letter to advise the City Manager**

At the next CDAC meeting scheduled for March 1<sup>st</sup>, it was planned to review the CDAC's scoring of the RFP's and to discuss the preparation of a draft CDAC letter to advise the City Manager. It was also proposed to discuss plans to implement CDAC subcommittees.

## **6) Adjournment**

Prior to adjournment, Greg Baker reviewed the next steps in the Year 44 CDBG RFP funding process. Although the City's Action Plan (which contains the Year 44 CDBG recommendations) was due to HUD by May 15, 2018, given federal budget uncertainties, the submission could likely be delayed to as late as the statutory limit of August 16, 2018, as had occurred under with last year's Action Plan as a result of the significant delay in release of the final federal budget and subsequent HUD entitlement grant amounts. It was hoped to have a set of draft recommendations ready for transmission to the City Manager between March and May, who will in turn transmit them to the City Council for their sub-committee review process before final approval.

As there were no more items for discussion, the meeting was adjourned at 7:21 pm.