

# City of Worcester, Massachusetts

Edward M. Augustus, Jr.  
City Manager



Peter Dunn  
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## COMMUNITY DEVELOPMENT ADVISORY COMMITTEE 03/22/2022 Virtual Meeting\* Worcester, MA 6:00pm

\*Due to on-going state and local policies, protocols, and pre-cautionary measures related to the COVID-19, this meeting was conducted virtually/remotely, using the Webex on-line computer meeting platform to allow participation by computer or by phone.

### ***DRAFT*** - MEETING MINUTES

CDAC present: Lizbeth Perez Rodriguez (chair), Pamela Stolz (Vice Chair), Doug Arbetter, Suzanne Graham Anderson (joined meeting at 6:04), Bryan Milward, Michael Murphy, Taylor Neil

CDAC absent: none

City Staff: Greg Baker, Jared Sas

Meeting was video recorded and is available at the following link:  
<https://play.champds.com/worcesterma/event/1216>

### **1) Call to Order**

Chairperson Lizbeth Perez Rodriguez called the meeting to order at 6:01 pm. The following items had been e-mailed to each CDAC member prior to the start of the meeting:

- Agenda
- Minutes from 3/8/2022

### **2) Review and Approval of 3/8/2022 meeting minutes (vote needed)**

A motion was seconded and passed to vote approval of the 3/8/2022 minutes. CDAC voted by rollcall 6-0 for their approval.

### **3) Review, Discussion and Approval of Yr. 48 Request for Proposal (RFP) scoring totals (vote needed)**

There was some discussion relative to the Yr. 48 RFP scoring totals. The administration had received scores from all of the CDAC members. Members expressed overall satisfaction with the process and the scoring results.

It was noted that the impending departure of the City Manager at the end of May 2022, would not have any impact on the recommendations process given that the draft action plan and recommendations would be complete before his departure.

A motion was seconded and passed to vote approval of the Yr. 48 Request for Proposals (RFP) scoring totals. CDAC voted by rollcall 7-0 for their approval.

### **4) Discussion of draft content for letter to City Manager**

There was some discussion relative to draft content for a letter on behalf of CDAC to the City Manager regarding this year's process.

It was reiterated, as in prior years, that CDAC was concerned that the city take steps to mitigate the impact of gentrification within neighborhoods so as to enable residents to be able to continue to be able to afford to live in those neighborhoods.

Members encouraged increased participation by new applicants and agencies in the annual RFP process.

It was hoped that the CDAC letter would be completed within the next two weeks, prior to the administration's submission of the RFP funding recommendations package to the City Manager (expected in late May).

### **5) Discussion of next steps**

The administration plans to submit the RFP funding recommendations package to the City Manager in late May. He will transmit them to the City Council which will review the recommendations package through a sub committee public hearing. Typically, the CDAC Chairperson, or Vice Chairperson, attends this sub committee meeting and may provide a few comments regarding this year's process.

Once the recommendations are approved by vote of the full City Council, the administration will finalize its Annual Action Plan to be submitted to HUD for funding programs that commence in July.

There was some interest with having a representative from the Housing Development Division at a future meeting to review progress relative to affordable housing programs especially given the additional funding that the city will receive from the American Rescue Plan Act (ARPA).

The administration anticipates a return to live applicant presentations and in-person CDAC meetings during next year's process given the relaxation of COVID protocols. Some members appreciated the convenience of remote meetings and asked if a hybrid model of meetings could be utilized.

There is a need to fill at least 4 vacancies on the CDAC to ensure meeting quorums will be met during next year's process. Members asked to help recruit potential members who might be interested.

## **6) Adjournment**

As there were no more items, a motion was seconded and passed to vote to adjourn the meeting. CDAC voted by roll call 7-0 to adjourn the meeting at 6:37 pm.