



**COMMUNITY DEVELOPMENT ADVISORY COMMITTEE**  
**2/6/2023**  
**Virtual Meeting\***  
**Worcester, MA**  
**6:00pm**

\*This meeting was conducted virtually/remotely, using the WebEx on-line computer meeting platform to allow participation by computer or by phone [in accordance with the stated preferences of CDAC members].

***DRAFT* - MEETING MINUTES**

CDAC present: Jack Newton (new chair – voted 2/6/23), Bryan Milward (new vice chair – voted 2/6/23), Emmanuel Larbi (new recorder – agreed to serve 2/6/23), Suzanne Graham Anderson, Michael Murphy, Taylor Neil, Joel Wallen

CDAC absent: Lizbeth Perez Rodriguez (former chair), Pamela Stolz (former vice chair),

City Staff: Greg Baker, Jared Sas, Anthony Miloski

Meeting was video recorded and is available at the following link:

<https://play.champds.com/worcesterma/event/1644>

**1) Call to Order**

The meeting was called to order at 6:12 pm. The following items had been e-mailed to each CDAC member prior to the start of the meeting:

- Agenda
- Minutes from 3/22/2022

**2) Introductions and Meeting Overview**

CDAC members and city staff introduced themselves.

**3) Review and Approval of 3/22/2022 meeting minutes (vote needed)**

\*A motion was seconded and passed to vote approval of the 3/22/2022 minutes. CDAC voted by rollcall 6-0-1 (1 abstention) for their approval. \*[this item was taken out of order and voted upon after agenda item 5 below once a new chair and vice chair had been elected by CDAC members].



#### 4) Update on Current Status of CDAC Membership

A screenshot of the City of Worcester, MA Community Development Advisory Committee CDAC Membership 2022-2023 table was displayed by city staff. It was reported that CDAC membership has been reduced to seven active members, given Lizbeth Perez Rodriguez is on maternity leave for the next year, Pamela Stolz had relocated to California, and there is an unfilled vacancy in District 1. As a result of these changes, there is a need to elect a new chairperson and vice chairperson. It was also reported that two other members will have their service terms expire at the end of June 2023 and are thus due for renewal.

#### 5) Election of Chairperson, Vice Chairperson and Recorder (vote needed)

A motion was seconded and passed to vote Jack Newton as the CDAC's new Chairperson. The CDAC voted by rollcall 7-0 for his election as Chairperson to succeed Lizbeth Perez-Rodriguez.

A motion was seconded and passed to vote Bryan Milward as the CDAC's new Vice-Chairperson. The CDAC voted by rollcall 7-0 for his election as Vice-Chairperson to succeed Pamela Stolz as CDAC Vice-Chairperson.

Emmanuel Larbi agreed to serve as the CDAC's new Recorder for 2023.

#### 6) Overview of Year 49 RFP Public Service Applications from master binder

All members reported that they had received binders containing Year 49 Community Development Block Grant (CDBG) applications.

As part of the overview, a screenshot of a color pie-chart entitled CDBG Yr. 49 Public Service Application Totals - \$1,251,024.83 was displayed by city staff. It was reported while the number of public service applications received (17) was less than in prior years, the dollar amount requested was well above the projected 15% cap available under CDBG for the public service category. While the category of case management accounts for the largest number of applications (6) and highest percentage (57%) of funds requested, city staff described recent efforts to expand the category of case management programs beyond single-time interactions and to move to a more comprehensive approach to client assistance. The other requests for public services funding by % of all requests and the number of applications received were: Youth Development - 20% (3 applicants), Food – 6% (2), Transportation – 6% (1), Job Training – 5% (1), Healthcare – 5% (2), Tax Assistance – 2% (1), and Legal Assistance 1% (1).

A screenshot of an excel spreadsheet which listed applications received for Yr. 49 under the public services, public facilities, and interdepartmental categories, was also displayed. There were 6 non-profit organizations that requested \$1.3 million for public facilities improvements which was well above the typical \$200,000 - \$300,000 requested in recent years.



Greg Baker reported that \$10 million in American Rescue Plan Act (ARPA) assistance was being made available through a separate RFP process to fund local public services programs and public facilities projects. The availability of these funds, and recent assistance through COVID relief funding, is believed to have led to a shrinkage in requests for CDBG public service assistance. Similarly, the allocation of these and other resources has led to a back-log of funds available for affordable housing development and business assistance such that Interdepartmental (City of Worcester) requests for assistance were minimal from the Housing Development Division and deferred relative to the Business Development Division. The Neighborhood Development Division also did not apply for funding this year and will focus its efforts on the drawdown of public facilities funds, particularly in Green Island in which the anticipated completion of underway engineering and design work will allow for public facilities improvements projects to proceed.

Discussion focused on the next steps. The next CDAC meetings are scheduled for Monday, 2/13/2023 at 6 pm in which all public service applications will be reviewed, and Monday 2/27/2023 at 6 pm in which to discuss all the other applications. Applicant presentations were scheduled for Thursday, 3/2/2023 commencing at 5 pm. Additional CDAC meetings were reserved for Monday 3/6/2023 and Monday 3/13/2023 if needed.

## **7) Adjournment**

As there were no more items, a motion was seconded and passed to vote to adjourn the meeting. CDAC voted by rollcall 7-0 to adjourn the meeting at 7:04 pm.