

City of Worcester, Massachusetts

Michael V. O'Brien
City Manager

Timothy J. McGourthy
Chief Development Officer
Executive Office of Economic Development



Gregory J. Baker
Director
Neighborhood Development Division

COMMUNITY DEVELOPMENT ADVISORY COMMITTEE Meeting Minutes Levi Lincoln Chamber, City Hall 11/05/13

Attendance:

CDAC: Dana Strong, Edward Moynihan, Jim Spillane, Mathew Yaloris, Cherylann Holman, Tracy Pakstis-Claiborne

EOED Staff: Tim McGourthy, Greg Baker, Andy Taylor, Miguel Rivera, Tony Miloski, Steve Hill, Hung Nguyen

Guests: none

1) Call To Order

CDAC member Jim Spillane called the meeting to order at 5:30 p.m. as the Committee has no chair or vice-chairperson at the moment. Introductions were made all around.

2) Role of the CDAC

Chief Development Officer Tim McGourthy reviewed the past operations of the Community Development Block Grant (CDBG) entitlement program and how the CDAC interacted with City Staff during the process of funding recommendations. CDAC often felt disconnected while CDBG funds were routinely awarded to the same organizations with perceived minimal input from the CDAC membership. Mr. McGourthy described recent difficulties with the funding of programs for ineligible uses according to the standards of HUD. This will result in payback of some funds to HUD after final monitoring findings are decided.

Mr. McGourthy described changes implemented during the past year in both the Citizen participation process and documentation of program achievements. The CDAC was given more direct responsibility for the CDBG allocation process. This resulted in a difficult transition but one that facilitated feelings of accomplishment among members.

Mr. McGourthy encouraged the CDAC to become an active working group that reviews funding applications carefully against a high standard. Applicants will present their programs to the CDAC and funding recommendations by the CDAC will be given due consideration, in their advisory role, by the Administration.

3) Overview and Orientation to the CDBG

Neighborhood Development Director narrated a powerpoint presentation describing the history, purposes and basic eligibility for the HUD entitlement programs. Mr. Baker also

outlined the application process for CDBG to include the scoring criteria and schedule for the allocation process. CDAC participation will be integral to the process. Emphasis was placed on compliant use of funds, compatibility with the City's community development Action Plan objectives and efficiency of programs.

4) Establishing CDAC Meeting Protocols and Next Steps

The Committee currently lacks officers due to the resignations of both the Chair and Vice Chairperson. After some discussion, Ed Moynihan was nominated as Chair which he accepted. Matt Yaloris accepted a nomination for Vice-Chair. Both were elected on a vote of 6-0.

Members were canvased as to best meeting days. Tuesdays and Thursday were selected as convenient for the majority. The next significant milestone is a required Community Needs Assessment proposed for December 10 at City Hall. Attendance by CDAC is not required but members are highly encouraged to hear input from the community.

The Request for Proposals (RFP or funding application) will be released in late November with a due date of early January. Applications will be distributed to CDAC on January 21 with subsequent meetings scheduled to discuss, score and recommend programs for funding.

5) Adjournment

On a motion by Jim Spillane and seconded by Cherylann Holman, Chairperson Ed Moynihan adjourned the meeting at 6:50 p.m. The next meeting was set for January 21, 2014 to begin at 5:15