

City of Worcester, Massachusetts

Edward M. Augustus, Jr.
City Manager



Michael E. Traynor
Chief Development Officer
Executive Office of Economic Development

Gregory J. Baker
Director
Neighborhood Development Division

**Community Development Advisory Committee
City Hall, Room 401
455 Main Street
Worcester, MA
Wednesday, February 17, 2016
6:00 PM**

MEETING MINUTES

CDAC present: Edward Moynihan (Chair), Mark Borenstein (Vice Chair), Martha Assefa, Nicola D'Andrea, Ariel Lim, Tracey Pakstis, Dana Strong, Paula Stuart, Daniel Whalen, Matthew Yalouris

CDAC absent: none

City Staff: Greg Baker, Steve Hill, Anthony Miloski

1) Call to Order

The meeting was called to order by Chairman Ed Moynihan at 6:04 P.M.

2) Welcome new member

New CDAC member Nicola D'Andrea was welcomed. His vote of approval to the CDAC on 2/9/16 by the City's Advisory Committee on Boards and Commissions was made official by the City Clerk's Office on 2/12/16. As a new member, Mr. D'Andrea had not participated in the evaluation and rating of CDBG RFP proposals as discussed below in item #4. He did receive a copy of the Program Year 42 / FFY 16 RFP Application Summaries Binder and copies of related supporting documents that had been distributed to the other CDAC members during prior meetings held since November 2015.

3) Review and Approval of 2/3/16 and 2/10/16 minutes.

There were no changes suggested to the 2/3/16 CDAC meeting minutes, and a motion was seconded and passed to vote their approval. The CDAC voted 8-0 for their approval.

There were no changes suggested to the 2/10/16 CDAC meeting minutes, and a motion was seconded and passed to vote their approval. The CDAC voted 8-0 for their approval.

4) Review of CDAC's cumulative CDAC RFP evaluation scores for Year 42.

Copies of the following items were distributed to all CDAC members:

- Public Services Scoring
- Public Facility Improvements Scoring
- Interdepartmental Scoring
- CDAC scores by program applications (summary sheet)

CDAC members discussed and provided rationale for their scoring of RFPs.

Greg Baker informed members that within the last two days, HUD had released their funding allocations for upcoming program year (7/2016 – 6/2017). The allocations for the City of Worcester for CDBG were almost level with the current program year.

Given the 15% cap on public services, it would be difficult for the City to recommend funding for more than one new public service program.

The committee was informed that the City's Office of Economic Development planned to submit draft CDBG funding recommendations to the City Council via the City Manager on 3/22/16 for their review and deliberations. CDAC would be informed as to when the City Council Committee would hold a hearing to review the recommendations. It was important that the CDAC be represented at that hearing by at least the Chairman (and any other members who are able to attend). It was hoped that the City Council would be able to complete their review and vote on the recommendations by early April.

5) Discussion of elements of CDAC's draft letter to the City Manager regarding Year 42 Recommendations

As was customary each year, the Chairman (Ed Moynihan) agreed to draft a letter on behalf of CDAC to the City Manager regarding the Year 42 Recommendations which he would share with the other CDAC members prior to submission to the City's Office of Economic Development. The CDAC letter would be submitted with the CDBG funding recommendations to the City Council via the City Manager on 3/22/16, as referenced above. CDAC members reached consensus that the CDAC letter should encourage the City to explore ways in which the funding of new programs could be accommodated in the future.

[Chairman Edward Moynihan had to leave meeting at 7:00 PM and Vice-Chairman Mark Borenstein took over as Chairman for the remainder of the meeting].

Members agreed to schedule their next meeting on 3/9/16 in order to give members the opportunity to review this year's process and make suggestions for future improvements.

6) Adjournment

As there were no more items for discussion, the meeting was adjourned at 7:10 PM.