



# Rochester City Council

## Community Development Committee

### MEETING MINUTES

**James Gray, Chairperson**

**Elaine Lauterborn, Vice Chairperson**

**Sandra Keans**

**Jake Collins**

**Donna Bogan**

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| <b>Meeting Date:</b>    | October 22, 2015  |                                |
| <b>Members Present:</b> | Councilor Bogan<br>Councilor Collins<br>Councilor Gray<br>Councilor Keans<br>Councilor Lauterborn | <b>Members Absent:</b><br>None |
| <b>Guests/Staff:</b>    | Julian Long, Community Development Coordinator  |                                |

Councilor Gray called the meeting to order at 6:04 p.m. Motion was made by Councilor Collins and seconded by Councilor Bogan to approve the September 24, 2015 minutes. The minutes were approved unanimously.

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| <b>Public Input</b>                 | There was no public input.  |
| <b>Courage Wall Presentation</b>    | <p>Mr. Long explained that Ms. Meserve, the Rochester citizen who proposed the Courage Wall project, was unable to attend the meeting due to illness. Mr. Long stated that he had assisted Ms. Meserve in preparing a written proposal and had submitted the proposal to the Department of Public Works' Building and Grounds supervisor, Mr. Riley, for review. Mr. Riley has provided a number of questions and concerns that he would like to see addressed before the project proceeds.</p> <p>Councilor Lauterborn asked about the kinds of writing materials that would be used, and Mr. Long stated it would be chalk or dry-erase markers. Councilor Bogan expressed her concerns about profanity being written on the board. Councilor Gray stated that the exact location of the Courage Wall within the Community Center would affect the likelihood of vandalism. Mr. Long stated that the proposed location is in the main hallway near the gymnasium, which hopefully would deter vandalism.</p> <p>Councilor Lauterborn asked about the time frame in which the Courage Wall would be posted. Councilor Keans suggested a 90 day time frame. The committee believes that the project should be reviewed after 90 days. Councilor Gray asked Mr. Long to work with Ms. Meserve to address Mr. Riley's questions and concerns, and Mr. Long stated he would do so.</p> |
| <b>CDBG Projects Program Report</b> | Mr. Long gave a brief program update on continuing projects, including the Library HVAC project and the bicycle racks project. Mr. Long stated he had reviewed locations and rack styles with the Department of Public Works, and Mr. Riley had suggested racks at the library and Hanson Pines Park's pool. Councilor Keans suggested a bicycle rack near the Hanson Pines Park's basketball court area, as well, and Councilor Gray   |

stated that bicycle racks are needed downtown. Councilor Keans expressed concerns about permanent racks interfering with snowplowing during the winter months, and Councilors Gray and Bogan commented on the need for racks to provide appropriate security. Mr. Long stated that he would discuss these needs with the Department of Public Works as the project moves forward.

Mr. Long also provided an update on the Community Action Partnership of Strafford County's weatherization program, which receives CDBG funding from the City of Rochester. At the annual site visit and interview for the FY 2014-2015 grant period, Mr. Long discussed performance and expenditure issues with weatherization program staff. The staff identified personnel changes and contractor issues as the causes of the underperformance. After first quarter performance under the FY 2015-2016 grant was also poor, Mr. Long required a written corrective action plan to be drafted and submitted by the weatherization program staff.

Councilor Gray requested that the Committee be kept updated on the activity's performance and be provided with financial breakdowns by quarter. Mr. Long stated that he would do so. Councilor Lauterborn asked what housing rehabilitation program alternatives might exist, and Councilor Gray asked Mr. Long to investigate alternatives should the decision be made to no longer fund the Community Action Partnership of Strafford County's weatherization program. Mr. Long stated that he would do so.

Mr. Long provided brief updates on the submission of the CDBG program's annual Consolidated Action Performance and Evaluation Report (CAPER), annual Section 3 report, and semi-annual Davis-Bacon report. The U.S. Department of Housing and Urban Development (HUD) has approved the FY 2014-2015 CAPER, and a paper copy of the Section 3 report was included with the caper. Ongoing technical issues with HUD's online submission system have prevented electronic submission of the Section 3 report, but the City will not be penalized for this. The semi-annual Davis-Bacon report included wage restitution that the City of Rochester obtained for contracted workers; the initial wage discrepancy was due to inadvertent error.

Councilor Gray discussed inquiries he had received regarding the Housing First model of homelessness intervention being piloted in the State of Utah, as well as elsewhere. Councilor Keans asked for details about how the Housing First model works. Mr. Long shared that there is a push at the federal level and from HUD to shift homelessness work to Housing First and chronically homeless prioritization models. Councilor Lauterborn asked from where the funds for the permanent housing are obtained. Mr. Long stated that, in some cases, the initial funds are obtained from grants but the ultimate goal is financial stabilization so that the formerly homeless person is able to pay for the housing directly.

Mr. Long stated that the process of gathering public input on the FY 2016-2017 CDBG Annual Action Plan has started. An online survey is available this year, and Mr. Long will be visiting neighborhood ward meetings in

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|                       | October and November.   |
| <b>Other Business</b> | Councilor Bogan mentioned that reports of potential issues in motels located within the City of Rochester. The Committee discussed, and Councilor Gray requested that Welfare Director Todd Marsh respond via email or at the next Committee meeting regarding City oversight over the motels. Mr. Long stated he would present the request to Mr. Marsh. |

Motion to adjourn was made by Councilor Lauterborn and seconded by Councilor Bogan. The vote to adjourn was unanimous. The meeting was adjourned at 6:50 p.m.

**Next Meeting** – November 19, 2015 at 6:00 p.m. in the Conference Room at City Hall  
**Topics** – Courage Wall Presentation, Continuing CDBG Projects, Future CDBG Projects, FY 2016-2017 Annual Action Plan