

**DRAFT
CITIZENS ADVISORY COMMITTEE
MEETING**

APRIL 8, 2014

**PORTSMOUTH CITY HALL
Conference Room A**

6:00 P.M.

Present: Chairwoman Nancy Emerson, Vice Chairwoman Dani Rooney, Alison Hamilton, Constance Carmody, Lynne Langley

Absent: Alicia Weaver (excused)

Staff: David Moore, Adam Cannon

Chairwoman Emerson called the meeting to order at 6:00 p.m.

Next, the Committee accepted the meeting minutes from the March 13, 2014 Citizens Advisory Committee Meeting.

Community Development Director David Moore gave a review of the process by which the Annual Plan and Budget is submitted to HUD. Following a public hearing, the Annual Plan and Budget is placed before the Committee for consideration. After Committee approval and the expiration of a public comment period, the plan and budget are then submitted for recommendation to the City Manager.

Mr. Moore advised the Committee of his appointment by the NH Governor to the Community Development Finance Authority (CDFA) Board of Directors. The CDFA allocates funding to non-entitlement communities for public facilities, housing and economic development projects. He also serves as director of the Community Development Authority Council by application of the Board Chair.

Following these updates, Mr. Moore discussed the Draft FY14-15 Annual Plan and Budget and gave an overview of the budget. The budget included funding for the on-going programs funded through CDBG including the Housing Rehabilitation program and related administrative costs, the Residential Accessibility Grant Program, the Non-Profit Loan Program, Public Service Agency Grant Program, and General Administration.

Next, Mr. Moore discussed the various items in the FY15 draft Community Development budget and indicated that a Housing Rehab Committee meeting was held to discuss returning to the pre-2011 assistance structure (providing loans instead of grants) and to discuss next steps. Two factors led to the formation of a recommendation to the Citizens Advisory Committee (CAC) and City Manager regarding a return to the previous assistance structure. The first is that the program operated well as a loan program previously; namely that people assisted through the program were more focused on immediate code deficiency related improvements versus other non-emergency improvements under the loan program than the grant program. Second, offering the program as a loan program ensured that the funds expended on today's rehabilitation projects could be leant again (in the future) thereby insuring the resource is available for future households in need. He noted that the structure changed in 2011 as a result of a state law preventing non-licensed work on loan origination. That law has been amended to allow a return to the previous loan structure.

He also noted the inclusion of funding for studies related to accessibility improvements at Woodbury Avenue and Gosling Road along with the inclusion of funding for "Citywide Accessibility Improvements". Another portion of funding has been allocated to accessibility improvements at City Hall including potential countertop improvements, bathroom modifications, entryway refurbishment and stair railing replacement. Funding for Maynard Park is also present as a carryover from last year's budget as the City is awaiting developments with the State DOT prior to making any adjustments. The Emergency Power Source for Public Service Agencies line item was also continued in the forthcoming year's budget.

Mr. Cannon gave an overview of the public service agency grant awards for FY15 and indicated that \$80,000 was available for the Committee to recommend for awards.

The Committee expressed their wish to fund multiple agencies. The Committee then decided that it wanted to fund existing agencies (agencies that currently receive CDBG funding) at current funding levels and one new agency (an agency that does not currently receive CDBG funding) in order to be in line with HUD homelessness prevention priorities. The Committee then distributed remaining available funds to agencies it deemed as facing exceptionally challenging funding environments. A copy of final awards is attached.

Next the Committee discussed the forthcoming reception to celebrate National Community Development Week and recognize the Citizens Advisory Committee. Mr. Moore stated that he will be giving a presentation at the City Council Meeting on April 21 (now rescheduled to May 5) followed by the recognition of former members by Mayor Lister and a reception in the School Board Conference Room. Emeritus staff and Committee members will be invited. The Committee then discussed the details of the reception.

Chairwoman Emerson adjourned the meeting at 7:40 p.m.

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