



Rochester City Council

Community Development Committee

MEETING MINUTES

Elaine Lauterborn, Chairperson

Donna Bogan, Vice Chairperson

Tom Abbott

Jeremy Hutchinson

James Gray

Meeting Date:	Monday, February 11, 2019	
Members Present:	Tom Abbott Donna Bogan Elaine Lauterborn	Members Absent: James Gray Jeremy Hutchinson
Guests/Staff:	Christine Soutter, Rochester Opera House Grant Consultant Rad Nichols, COAST Executive Director	

Councilor Lauterborn called the meeting to order at 7:01 p.m. Motion was made by Councilor Abbott and seconded by Councilor Bogan to approve the January 14, 2018 minutes. The minutes were approved unanimously.

PUBLIC INPUT	There was no public input.
ROCHESTER OPERA HOUSE PRESENTATION – FY 19 Funding Presentation	<p>Ms. Soutter provided an overview of the Rochester Opera House’s current fly system, which uses sandbags operated by hand, and the safety concerns with the system. The Rochester Opera House is requesting funds to replace four of the eighteen riggings in the fly system with a mechanical system that will resolve most of the present safety concerns while preserving the historic elements of the fly system.</p> <p>Councilor Lauterborn asked if the project would require Davis-Bacon Act federal wage rates. Mr. Long replied that it would. Councilor Lauterborn asked Mr. Long to confirm that the price quotes include Davis-Bacon wage rates.</p> <p>Councilor Lauterborn asked if the Opera House has any other funding possibilities for the fly system replacement. Ms. Soutter replied that it does not, as tax credit funds are being used to purchase the building that houses the Rochester Performing Arts Center.</p> <p>Councilor Lauterborn stated that a Rochester Opera House chairlift project that was originally included in the proposed FY 19 city</p>

	<p>budget but then removed. This potential project has been referred to the Community Development Committee for consideration for CDBG funding. Mr. Long confirmed that this project would be eligible for CDBG funding.</p> <p>Councilor Abbott asked if the Rochester Opera House would be able to do the fly system project if it receives only partial funding. Ms. Soutter stated that, due to the nature of the project and its construction set-up, the project needs to be fully funded in order to be feasible.</p>
COAST PRESENTATION – FY 2019 Funding Request	<p>Mr. Nichols stated that due to shifts in the municipal funding formula used to calculate annual funding requests, the FY 20 request for funding has changed from \$135,000 to \$147,303. He went on to explain that the COAST board of directors is considering that the funding requests be averaged over the next three years (FY 2020-FY 2023) to reduce the FY 20 funding request to about \$140,000. The COAST board of directors will be voting whether to approve this recommendation at its February meeting.</p> <p>Councilor Lauterborn asked about improvements in service over FY 2019. Mr. Nichols replied that Saturday service has been expanded into late evening, entire system retiming has improved on-time performance on all routes, and that ADA paratransit services for passengers with disabilities have been improved. He added that ADA paratransit service need has grown in recent years and is anticipated to continue to increase.</p> <p>Councilor Abbott asked how much it costs to take a COAST bus. Mr. Nichols stated that it costs \$1.50 per boarding, 75 cents for seniors, and \$3.00 for ADA door-to-door services. Councilor Lauterborn asked if COAST provides services for homeless residents. Mr. Nichols stated that COAST has worked with the Integrated Delivery Network to transport people to the emergency cold weather warming facility at the Strafford County complex and provides free and discounted tickets to the regional homeless shelters.</p>
COAST AD REVENUE SHARING – Review and Recommendation	<p>Councilor Lauterborn asked how ad revenue sharing program (the sharing of ad revenue received from bus shelter revenues) has gone. Mr. Nichols replied that about 7% of the annual funding request gets returned to the City of Rochester is returned to the city from ad revenue sharing. This equates to about \$7,000 and \$8,000 per year in ad revenue.</p>

	<p><i>Motion was made by Councilor Abbott and seconded by Councilor Bogan to recommend that the City of Rochester formalize its ad revenue sharing agreement with COAST. The motion passed unanimously.</i></p>
<p>FY 2019-2020 CDBG ANNUAL ACTION PLAN – Review and Approval</p>	<p>The committee discussed the FY 2019-2020 CDBG grant applications and funding requests. Councilor Bogan declared that she is on the board of directors for the Rochester Opera House.</p> <p>The committee suggested tentative funding recommendations of:</p> <p>FY 19-20 CDBG Housing Rehabilitation and Public Facilities Funds</p> <ul style="list-style-type: none"> • Rochester Child Care Center – Fire Sprinkler System - \$20,000 • Rochester Opera House – Fly System Replacement - \$116,000 • Community Action Partnership of Strafford County – Weatherization Assistance Program - \$50,000 • Rochester Opera House – Chairlift Project - \$23,000 <p>FY 19-20 CDBG Public Service Agencies</p> <ul style="list-style-type: none"> • My Friend’s Place – \$7,000 • Community Partners – \$2,000 • SHARE Fund - \$2,056.22 • Dover Adult Learning Center - \$5,000 • Strafford Nutrition Meals on Wheels - \$1,000 • Tri-City Coop – \$2,000 • Seacoast Youth Services / Bridging the Gaps - \$2,000 • MY TURN - \$4,000 • Cross Roads House - \$12,000 <p>General City Funds</p> <ul style="list-style-type: none"> • Cornerstone VNA - \$28,826 • Community Action Partnership of Strafford County - \$9,000 • COAST - \$147,303 • Rochester Main Street - \$35,000 • The Homemakers/EasterSeals - \$10,000 • East Rochester Library - \$5,000 • SOS Recovery Center – no recommendation, defer to full City Council <p><i>Motion was made by Councilor Bogan and seconded by Councilor Abbott to approve the above funding amounts as the tentative funding recommendations from the Community Development Committee. The motion passed unanimously. These</i></p>

	<p><i>recommendations will be held for further discussion and finalization at the March Community Development Committee meeting.</i></p> <p><i>Motion was made by Councilor Bogan and Councilor Abbott to approve the draft FY 2019-2020 CDBG Annual Action Plan and recommend that the full City Council vote to approve it. The motion passed unanimously.</i></p>
PROGRAMS REPORT – CDBG Projects, JOB Loan Program Report, Other Grant Projects	Mr. Long provided a brief overview of recent CDBG activities, including the Rochester School District chairlift projects, the Tri-City Homelessness Task Force master plan draft, and the quarter 2 JOB Loan Program Report.
OTHER BUSINESS	There was no other business.

The meeting was adjourned at 8:34 p.m.

Next Meeting – Monday, March 11, 2019 at 7:00 p.m. in Isinglass Conference Room in City Hall Annex (33 Wakefield Street)

Topics – FY 2019-2020 CDBG Annual Action Plan, Projects Program Report