

HCDPA  
MEETING OF THE BOARD OF DIRECTORS

Monthly Meeting  
June 22, 2017  
1 North Front Street – 12:00 PM

## Meeting Minutes

Present:

Tiffany Martin Hamilton  
Tiffany Garriga  
Tom DePietro  
Priscilla Moore

Absent:

Martin “Marty” Martinez

Audience:

Steve Dunn  
Mark Perez

### 1. CALL TO ORDER

The meeting is called to order at 12:05 PM

### 2. MINUTES

a) Approval of May 2017 Minutes

Tiffany Martin Hamilton MOTIONS to accept the minutes. Priscilla Moore  
SECONDS. ALL IN FAVOR. MOTION PASSED.

### 3. FINANCIAL REPORT

a) Approval of Financial Statements

Tom DePietro MOTIONS to accept the May Financials. Tiffany Martin  
Hamilton SECONDS. ALL IN FAVOR. MOTION PASSED.

Tiffany Martin Hamilton MOTIONS to authorize 18K to transfer into the Pilot  
account. Tom SECONDS. ALL IN FAVOR. MOTION PASSED.

### 4. EXECUTIVE DIRECTOR REPORT

a) Grants Management -- See attached sheet for updated information  
Sheena and staff has been working on DRI application. We will know today if we are  
selected for an interview.

We have spent the last year and half administering the CDBG. We should be  
reimbursed for this cost as part of the grant.

Nothing has changed on other open grants.

#### 5. NEW BUSINESS

a) Floodplain Development Permit—Sheena spoke with lawyer about the permit. The code is silent on fees and costs associated with the permit application. HCDPA is not “called” out for an escrow, but HCDPA is a city agency. We need to be aware that there are associated costs and we cannot afford to do this. We need to develop the permit application. We will then have an engineer review and then the board will accept or reject the Collorusso. Tiffany Garriga asks Sheena to check if Mill Street is part of the flood plain area.

b) Consolidated Funding Applications— Due July 24, 2017

DRI: Some of the focus areas/projects as part of the application:

Transportation, Fugary, Promenade, Waterfront, Green Infrastructure,  
Sheena suggests that we do a circulation study to understand what we need to do and how much it will cost.

Oakdale and Underhill are also on the CFA list for a hydrology study.

Tiffany G. asks about another grant for Charles Williams Park. Sheena will meet with her to discuss.

Tom asks about a grant for a zoning update.

Sheena reminds the board this is a matching grant, so we have to have our projects together so we know our priorities and be able to budget.

We don't have a CDBG project in the works, we can consider this.

#### 6. OLD BUSINESS

a) Columbia Street Parcels | Updates

Cost of the appraisal is \$12,000. If we designate it as a green space. Tiffany expresses again that she wants this to be a vendor area. If we are not anticipating selling the property.

Tiffany Garriga MOTIONS to go into executive session at 12:20PM to discuss potential uses of this property. Tiffany Martin Hamilton SECONDS. ALL IN FAVOR.

The board returns from executive session at 12:29.

#### 7. ADJOURNMENT

MOTION to adjourn by Pricilla Moore. SECONDED by Tiffany Martin Hamilton. ALL IN FAVOR. MOTION PASSED. 12:55 PM.