

## **F. Citizen Participation Committee (CPC) Documentation**

- a. Press Release calling for CPC applicants (2010)**
- b. Letter to accepted CPC members**
- c. Meeting Minutes - 9/21/10**
- d. Sub-Committee notes - 10/14/10**
- e. Meeting Minutes - 1/12/12**
- f. Meeting documentation - 1/28/12**
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- h. Meeting documentation - 2/16/12**
- i. Meeting documentation - 3/1/12**
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- k. Meeting documentation - 3/15/12**
- l. Meeting documentation - 3/21/12**
- m. Meeting documentation - 3/28/12**



City of Holyoke

## Press Release

TO: All Media  
FROM: Holyoke Redevelopment Authority  
DATE: June 18, 2010  
CONTACT: Patricia Duffy, Chairperson  
Kathleen Anderson, Executive Director  
RE: Citizen Participation Committee for Urban Renewal Plan

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### For Immediate Release

The Holyoke Redevelopment Authority (HRA) is seeking interested residents to serve on a Citizen Participation Committee (CPC) to help guide the Urban Renewal Planning process. Individuals interested in serving on the CPC should submit a brief letter of interest by July 2, 2010 to:

Holyoke Redevelopment Authority  
Citizen Participation Committee  
One Court Plaza  
Holyoke, MA 01040

In 2009 Holyoke completed the Center City Vision Plan which focused on revitalization of four inner-city census tracts known as Downtown, South Holyoke, Churchill and the Flats. The HRA is now following up on the Center City Vision Plan and undertaking an Urban Renewal Plan that will focus on these areas. The Urban Renewal Plan will identify specific actions to redevelop the Center City area and to improve the quality of life for all residents. The Center City Vision Plan can be seen at: <http://www.mass.gov/Ehed/docs/dhcd/cd/gateway/holyoke.pdf>

The HRA is seeking a diverse mix of people that can provide a broad representation for the entire City of Holyoke.

Please call 322-5655 for more information or with any questions.

July 29, 2010

Subject: Citizen Participation Committee

Dear:

I am happy to inform you that the Holyoke Redevelopment Authority (HRA) accepted your request to be part of the Citizen Participation Committee for the Urban Renewal Plan that is being undertaken.

The HRA requests that you attend its next meeting to begin the process of formally establishing the Citizen Participation Committee. This meeting will be held at 5:00 p.m. on August 18, 2010 at the Office of Planning & Development, One Court Plaza. Please confirm your attendance by calling Rosemary Simonich at 322-5565.

For some background, I have enclosed a copy of our Center City Vision Plan as well as information on what an Urban Renewal Plan entails. We truly appreciate your interest to participate in this important committee and look forward to working with you over the next several months.

Sincerely,

Kathleen Anderson  
Executive Director  
Holyoke Redevelopment Authority

**CITIZEN PARTICIPATION COMMITTEE  
MEETING MINUTES  
HELD ON  
TUESDAY, SEPTEMBER 21, 2010  
AT 5:00 P.M.  
ONE COURT PLAZA CONFERENCE ROOM**

Members Present: John Aubin, Daphne Board, Bruce Fowler, Ellen Bernstein, Jodi Lyn Cutler, Calvin Ellis, Joshua Garcia, Yesenia Jusino, Timothy Grader, Jose Hernandez, James Mazik, James Reidy, Sue Rosa

Members Absent: MaryLiza Ortiz, Jose Rodriguez

Others Present: Kathleen Anderson, John Dyjach, David Guzman, Rosemary Simonich, Office of Planning and Development, Carl Eger, Jr., HRA Board Member

**1. MEETING CALLED TO ORDER AND INTRODUCTIONS**

Kathleen Anderson called the meeting to order at 5:02 p.m. She told the members that they will be getting direction from the Holyoke Redevelopment Authority (HRA) of which she is Executive Director. She also introduced Carl Eger, Jr. who is a member of the HRA. She said the HRA meets the 3<sup>rd</sup> Wednesday of the month and that the CPC members are welcome to attend these meetings. She noted that the purpose of the CPC is so the citizens of Holyoke will have meaningful participation and representation. Mrs. Anderson said that their other goal is to react to what the HRA and the consultant for the Urban Renewal Plan, Vanasse Hangen Brustlin, Inc. (VHB) will be giving or telling them. She said our contract with VHB says there will be about 6 meetings with the CPC where Jef Fasser, consultant for VHB will direct and guide the conversation as to what he needs from the CPC in order to respond back to the URP. The Members then each gave a brief introduction of themselves.

**2. URBAN RENEWAL PLAN AND THE ROLE OF THE CITIZEN PARTICIPATION COMMITTEE**

At last month's HRA meeting, Kathy Anderson told the CPC Members to send in any suggestions or questions they would like to discuss at today's meeting. Included in these suggestions/questions were:

- Learning more about Business Improvement Districts (BID) - (information on this subject was handed out to the Members by Mrs. Anderson)
- Minutes from past HRA Meetings as well as HEDIC Meetings – Mrs Anderson said that these Minutes will soon be posted online for easy accessibility.
- Holyoke City Employee Homeownership Incentive Program.  
Kathy said there is not such a program home ownership but Housing Authority has a first time homebuyer program which is funded by the Community Development Office whereby if you complete a course offered by them you can get assistance for down payments or for closing costs. She noted that her office does offer incentives for businesses moving here. Calvin Ellis from the HG&E stated that there is also a 10% utility discount from the Holyoke Gas & Electric Department for first time homebuyers for the first 3 years of homeownership, for business relocation or for an expanding loan on an existing business. Mr. Ellis said more information on this can be found on the HG&E website Also discussed was Incremental Abatement for owners of buildings or purchasers of vacant buildings, Urban Center Housing TIF,.
- Organizational Structure of the CPC  
Kathy told the Members that we are waiting to hear from the Attorney Generals Office as whether or not the CPC will be considered a public body, so in the meantime so as not to break any rules, we will conduct the meeting as such.i.e., taking minutes, having co-chairs and co-facilitators, etc. She said we will discuss this more at the next HRA meeting.
- Kathy said that at our next HRA meeting Jef Fasser, consultant for VHB will have a draft of a Vision Plan and incorporate it into the Urban Renewal Plan to get the HRA's reaction and then the CPC's reaction and then it will be brought to the public. She said the next HRA meeting will be held on Wednesday, October 20, at 5:00 p.m. and the CPC will be sent an agenda and are very welcome to attend. . Kathy Anderson said Jef Fasser will be getting some information and feedback from the HRA and then going back to redefine some things of which Kathy said however she is not sure that the CPC will understand the dialog that they need from this meeting. Dahpne Board asked about videotaping the meetings. Kathy said that she will check into Dean Vocational School to see if we can get our meetings videotaped

### 3. UPCOMING PUBLIC MEETINGS

Kathy said that 4 upcoming public meetings will be held with at least one for each of the 4 census tracts and added that the City Councilors from those areas will also be invited. She said she hopes to go on the road starting in October to explain the projects to the public including Smart + Connected Community, the Cisco Initiative, Multimodal Center, Train Stop, Canal Walk, etc. She said she would like help getting the public to attend these meetings and said we will have to come up with some good ways of marketing this to the Spanish as well as the rest of the population. She said they will need childcare and activities for the kids. Some other ideas she said will be an advertisement stuffed in all electric bills, signs, a page on facebook, etc. and everyone agreed there should be a fun element to this public meeting. She asked the CPC Members if they can to come up with some other ideas to send them to her. Jose Hernandez offered to put together a survey for those people who couldn't attend the meetings.

The CPC discussed a monthly meeting date and decided on the 4th Wednesday of each month at 4:30 p.m. The next meeting date will be on October 27, 2010. They were also in agreement that they would like to have a tour of the 4 census tracts either by car or walking. They will discuss this at a later date and time.

Jim Reidy asked for the timeline for the URP. She said initially it was in February but Kathy said that once the consultant for the Innovative District Task Force is chosen we want to get that input into the plan so we might have to move the timeline back to Spring. She said it will have to go before the Mass Technology Collaborative Board. for final approval before the announcement is made.

With no other business to discuss the meeting adjourned at 6:30 p.m.

Respectfully Submitted,

Kathleen Anderson,  
Executive Director,  
Holyoke Redevelopment Committee

## **CPC Sub-Committee**

### **Attendance: 10/14/2010**

David Guzman  
Jeff Burkott  
Tim Grader  
Calvin Ellis  
Josh Garcia  
Daphne Board

### **Order and Location of Meetings:**

(Sub-Committee did not have a preference)  
Downtown – War Memorial, Open Square  
Flats – Kelly School  
South Holyoke – Morgan School  
Church Hill – Hope 6 Community Center, Falcetti Towers Community Center

### **Food:**

Full Meal, Finger Foods, Ice Cream?  
(It was said that the CPC sub committee would like to have a full meal at the meetings)

### *Potential sponsors:*

Pizza D'Action, Amedeos, Salsa Rengue, Log Cabin, Hamels, Fernandez Family Rest.,  
Gramps, McDonalds, Slice Café, 80 Jarvis, Dam Café, Subway, Dunkin Donuts, Capri  
Pizza, Dominos, Stop and Shop, Target, Kmart, Friendly's

### **How to get the word out:**

Signs at gateways, signs at polling locations, billing notices (HG&E), public access  
channel, website, Crush, schools (Children's backpacks), library, PSA on radio, signs at  
Housing Authority buildings, word of mouth, churches, press releases

### **Activities at Meetings:**

Surveys (have meetings video taped, have a survey on line, give residents 3 weeks to  
answer or give open comments)  
Ice Cream Social  
Face painting for children (Children's Museum, or Parks and Rec.)  
Depending on location, piggyback with Parks and Rec. Dept.

### **Child Care:**

Square 1, Head Start, En Lace  
(We would use a separate room or school gym)

**CITIZEN PARTICIPATION COMMITTEE  
MEETING MINUTES  
HELD ON  
THURSDAY, JANUARY 12, 2012  
AT 5:30 P.M.  
ONE COURT PLAZA CONFERENCE ROOM**

Citizen Participation Committee Members Present:

Daphne Board  
Jodi Lyn Cutler  
Calvin Ellis  
Bruce Fowler  
Joshua Garcia  
Jose Angel Hernandez  
Yesenia Jusino  
James Mazik  
James Reidy

Members Absent:

Ellen Bernstein  
Timothy Grader  
MaryLiza Ortiz  
Jose Rodriguez

Others Present:

Mayor Alex B. Morse  
Thomas Creed, Chairperson, Holyoke Redevelopment Authority  
Patricia Duffy, Assistant Treasurer, Holyoke Redevelopment Authority  
Jef Fasser, Vanasse Hangen Brustlin, Inc.  
Kathleen Anderson, Office of Planning and Development  
John Dyjach, Office of Planning and Development  
Charles Murphy-Romboletti, Office of Planning and Development

**1. WELCOME AND INTRODUCTIONS**

Thomas Creed, Chairperson of Holyoke Redevelopment Authority (HRA), called the meeting to order at 5:30 pm. Introductions were made and Mayor Alex Morse made opening comments. He thanked the Citizen Participation Committee for their participation in the process.

**2. REVIEW OF URBAN RENEWAL PLAN ACTIVITIES IN 2011**

Thomas Creed stated that the HRA has worked with its consultant VHB, Inc. and the Massachusetts Department of Housing and Community Development (DHCD) to follow Urban Renewal Plan Guidelines. He apologized to the Citizen Participation Committee for not communicating as well as we might have. He said that over the last year a tremendous amount of work has been accomplished by the HRA and that it has taken time for the HRA and VHB to gather data to develop the plan. Mr. Creed discussed the public outreach process including four public meetings and meetings with



other city committees such as the City Council Redevelopment Committee, the Holyoke Economic Development and Industrial Corporation and the Mayor's Industrial Development Advisory Committee. He said that DHCD has said that this is one of the largest plans ever proposed in the Commonwealth and that DHCD also commended the HRA on the public outreach that was done. Mr. Creed added that an important component of the plan is to prioritize actions and that the HRA spent time considering priorities including in depth surveys of ten areas within the plan area.

### **3. RECOMMENDED URBAN RENEWAL PLAN PUBLIC ACTIONS AND IMPROVEMENTS**

Kathleen Anderson spoke on the public process that has occurred and said that comments from the four public meetings public were collected and documented. She said that the public comments should be considered by the CPC to help ensure that the Urban Renewal Plan is consistent with those comments. She added that it is important for the CPC to be aware that the purpose of an Urban Renewal Plan is to identify and pursue public actions that will stimulate private investment. Jose Henrandez asked for clarification as to what exactly is the role of the CPC. Thomas Creed said that it is to help ensure that there is a sufficient public involvement in the Urban Renewal Plan process and that the public's ideas are accurately expressed. Kathleen Anderson added that over 250 people came to the public meetings including several CPC members. Thomas Creed said that the HRA has tried to do the best they could to take public comments and write this plan and that if the plan is going to have support moving forward we will need input from the CPC.

Jef Fasser, the Urban Renewal Plan consultant from VHB, Inc., said hat he has worked with the HRA to develop priority actions that would go into the Urban Renewal Plan. He said these priority actions are still being discussed and that it is now important to present these findings to the CPC for their consideration. Mr. Fasser then gave summaries of the following action areas:

- Area 1 – Dwight St. Gateway – Includes a number of vacant parcels owned by the City or another entity that could be transferred to the HRA.
- Area 2 – Area around Veterans Park. There are plans for redevelopment of the former Holyoke Catholic High School for residential use.  
CPC Committee Meeting Minutes
- Area 3 – Cabot and Chestnut – Includes parcels around Holyoke Public Library, Lawrence School and the Senior Center. Actions in this area include filling in vacant parcels throughout and including buildings in distress and discussion regarding expansion of the school in this area.
- Area 4 – High St. Area - Proposed projects include upgrading parking garages, demolition of old police station and construction of a small park.
- Area 5 - Passenger Rail/Transit Oriented Development Area (TOD) – This area is being endorsed for the site of a passenger rail stop. Other actions include HRA acquisition and development of properties, support for private redevelopment of vacant lots and buildings, streetscape improvements, extension of CanalWalk and improved pedestrian connections to the Flats.

- Area 6 – Massachusetts Green High Performance Computing Center (MGHPCC) Area - Includes underperforming buildings and parcels surrounding the MGHPCC. Actions in the area include the HRA acquisition and redevelopment of property, support for private redevelopment of vacant buildings, additional parking, streetscape improvements and extension of CanalWalk along Race St.
- Area 7 – Parsons Paper Property Redevelopment – Actions include property acquisition and clearing the site for future business development.
- Area 8 – South Holyoke – Recommended actions build off of the South Holyoke Revitalization Strategy prepared in 2008. Actions include building acquisition and redevelopment, new open space adjacent to the school, new housing, streetscape improvements and neighborhood retail.
- Area 9 – Cabot St. Gateway - Area includes both side of Cabot St. from Main Street to the Willimansett Bridge. Actions include public/private partnership between HRA and private property owners to develop a retail core for grocery and neighborhood services to serve South Holyoke and the Flats. Also improving neighborhood linkages through streetscape improvements and extension of CanalWalk system along Third Canal
- Area 10 – Riverfront Area along Third Canal – This includes parcels along Third Canal and the Connecticut River. Actions intend to stimulate private redevelopment of many vacant buildings and parcels. Proposed actions include extension of CanalWalk, streetscape improvements, rehab of old bridges that cross the Third Canal and improvements to utility infrastructure.

Mr. Fasser noted that in addition to physical improvements there are policies and regulatory items that go into an urban renewal plan which include modifying zoning, developing design guidelines for Center City area, creating funding and incentive programs to stimulate private development, and promoting energy efficiency programs. He reminded the CPC that this is just an overview and that much more detailed analysis has taken place. Kathleen Anderson said that the next step is to provide the CPC with the more detailed information to review. A request was made for the CPC to tour the Urban Renewal Plan area. Kathleen Anderson said that staff can arrange this as well as coordinate the next CPC meeting. She added that now would be the time for the CPC to organize to discuss the Urban Renewal Plan and make recommendations.

With no other business to discuss the meeting adjourned at 6:45 pm

Respectfully Submitted,

Kathleen Anderson,  
Executive Director,  
Holyoke Redevelopment Authority

**CITIZEN PARTICIPATION COMMITTEE  
TOUR – URBAN RENEWAL AREA  
HELD ON  
SATURDAY, JANUARY 28, 2012  
AT 9:00 AM**

Citizen Participation Committee Members Present:

John Aubin  
Daphne Board  
Jodi Lyn Cutler  
Calvin Ellis  
Bruce Fowler  
Yesenia Jusino  
James Reidy  
Ellen Bernstein

Others Present:

Mayor Alex B. Morse  
Kathleen Anderson, Office of Planning and Development  
Charles Murphy-Romboletti, Office of Planning and Development

**AGENDA**

1. **WELCOME AND INTRODUCTIONS**
2. **TOUR OF URBAN RENEWAL AREA**

**CITIZEN PARTICIPATION COMMITTEE  
MEETING MINUTES  
HELD ON  
FEBRUARY 8, 2012  
AT 5:00 P.M.  
ONE COURT PLAZA CONFERENCE ROOM**

Citizen Participation Committee Members Present:

Daphne Board  
Jodi Lyn Cutler  
Calvin Ellis  
Bruce Fowler  
Joshua Garcia  
James Mazik  
Ellen Bernstein  
Daphne Board  
Yesenia Jusino  
John Aubin

Others Present:

Patricia Duffy, Assistant Treasurer, Holyoke Redevelopment Authority  
Kathleen Anderson, Office of Planning and Development  
John Dyjach, Office of Planning and Development  
Charles Murphy-Romboletti, Office of Planning and Development

**AGENDA**

- 1. DISCUSSION ON TOUR OF ACTION AREAS (1-28-12)**
- 2. REVIEW OF REDEVELOPMENT AUTHORITY**
- 3. CPC MEMBER DISCUSSION**
- 4. OTHER BUSINESS**
- 5. ADJOURNMENT**

**CITIZEN PARTICIPATION COMMITTEE  
MEETING HELD ON  
FEBRUARY 16, 2012 at 5:00 P.M.  
OFFICE OF PLANNING AND DEVELOPMENT  
ONE COURT PLAZA  
CONFERENCE ROOM**

Citizen Participation Committee Members Present:

Daphne Board  
Jodi Lyn Cutler  
Joshua Garcia  
James Mazik

Others Present:

Kathleen Anderson, Office of Planning and Development  
John Dyjach, Office of Planning and Development  
Charles Murphy-Romboletti, Office of Planning and Development

**AGENDA**

- 1. CALL TO ORDER**
- 2. REVIEW OF CPC "MISSION" AND UPCOMING MEETING SCHEDULE**
- 3. DISCUSSION ON INTENDED OUTCOMES/CPC REPORT**
- 4. CITIZEN PARTICIPATION DISCUSSION ON ZONE A/CHURCHILL NEIGHBORHOOD**
- 5. OTHER BUSINESS**
- 6. ADJOURNMENT**

**CITIZEN PARTICIPATION COMMITTEE  
MEETING HELD ON  
MARCH 1, 2012 at 5:30 P.M.  
OFFICE OF PLANNING AND DEVELOPMENT  
ONE COURT PLAZA  
CONFERENCE ROOM**

Citizen Participation Committee Members Present:

Daphne Board  
Jodi Lyn Cutler  
Joshua Garcia  
James Mazik

Others Present:

John Dyjach, Assistant Director, Office of Planning and Development  
Charles Murphy-Romboletti, Office of Planning and Development  
Carl Eger, Jr. Treasurer, Holyoke Redevelopment Authority  
Pat Duffy, Asst. Treasurer, Office of Planning and Development

**AGENDA**

- 1. CALL TO ORDER**
- 2. REVIEW OF DRAFT PROPOSED CPC REVIEW AND DRAFT COMMENTS**
- 3. REVIEW OF CHURCHILL NEIGHBORHOOD CPC REVIEW AND DRAFT COMMENTS**
- 4. CITIZEN PARTICIPATION DISCUSSION ON ZONE B PROSPECT HEIGHTS/DOWNTOWN NEIGHBORHOOD**
- 5. OTHER BUSINESS**
- 6. ADJOURNMENT**

**CITIZEN PARTICIPATION COMMITTEE  
MEETING HELD ON  
MARCH 8, 2012 at 5:30 P.M.  
OFFICE OF PLANNING AND DEVELOPMENT  
ONE COURT PLAZA**

Citizen Participation Committee Members Present:

Daphne Board  
Bruce Fowler  
Ellen Bernstein  
James Mazik  
Yesenia Jusino

Others Present:

Charles Murphy-Romboletti, Office of Planning and Development  
John Dyjach, Office of Planning and Development  
Carl Eger, Jr. Treasurer, Holyoke Redevelopment Authority

**AGENDA**

- 1. CALL TO ORDER**
- 2. CITIZEN PARTICIPATION CONTINUED DISCUSSION ON ZONE B  
PROSPECT HEIGHTS/DOWNTOWN NEIGHBORHOOD**
- 3. CITIZEN PARTICIPATION NEW DISCUSSION ON ZONE C FLATS  
NEIGHBORHOOD**
- 4. OTHER BUSINESS**
- 5. ADJOURNMENT**

**CITIZEN PARTICIPATION COMMITTEE  
MEETING HELD ON  
MARCH 15, 2012  
at 5:30 P.M.  
OFFICE OF PLANNING AND DEVELOPMENT  
CONFERENCE ROOM ONE COURT PLAZA  
HOLYOKE, MA**

Notice is hereby given in accordance with Massachusetts General Laws Chapter 30A, Sections 18-25, that a public meeting to discuss the Center City Urban Renewal Plan will be held at 5:30 PM on Thursday, March 15, 2012, at the Office of Planning and Development, One Court Plaza, Holyoke, MA

Citizen Participation Committee Members Present:

Daphne Board  
Bruce Fowler  
Ellen Bernstein  
James Mazik  
Yesenia Jusino  
Jim Reidy

Others Present:

Charles Murphy-Romboletti, Office of Planning and Development  
John Dyjach, Office of Planning and Development

**AGENDA**

- 1. CALL TO ORDER**
- 2. REVIEW OF ZONE B PROSPECT EIGHTS/DOWNTOWN NEIGHBORHOOD REVIEW AND DRAFT COMMENTS (SEE SHADED PORTIONS OF ATTACHED)**
- 3. CITIZEN PARTICIPATION CONTINUED DISCUSSION ON ZONE C FLATS NEIGHBORHOOD**
- 4. OTHER BUSINESS**
- 5. ADJOURNMENT**



**CITIZEN PARTICIPATION COMMITTEE  
MEETING HELD ON  
MARCH 21, 2012  
at 5:30 P.M.  
OFFICE OF PLANNING AND DEVELOPMENT  
CONFERENCE ROOM ONE COURT PLAZA  
HOLYOKE, MA**

Notice is hereby given in accordance with Massachusetts General Laws Chapter 30A, Sections 18-25, that a public meeting to discuss the Center City Urban Renewal Plan will be held at 5:30 PM on Thursday, March 21, 2012, at the Office of Planning and Development, One Court Plaza, Holyoke, MA

Citizen Participation Committee Members Present:

Bruce Fowler  
James Mazik  
Yesenia Jusino  
Jim Reidy

Others Present:

Charles Murphy-Romboletti, Office of Planning and Development  
John Dyjach, Office of Planning and Development

**AGENDA**

1. **CALL TO ORDER**
2. **REVIEW OF ZONE C FLATS NEIGHBORHOOD REVIEW AND DRAFT COMMENTS)SEE SHADED PORTIONS OF ATTACHED)**
3. **CITIZEN PARTICIPATION CONTINUED DISCUSSION ON ZONE D SOUTH HOLYOKE NEIGHBORHOOD (NOTE; THIS WILL ENCOMPASS AREAS 6, 9,AND 8)**
4. **OTHER BUSINESS**
5. **ADJOURNMENT**

**CITIZEN PARTICIPATION COMMITTEE  
MEETING HELD ON  
MARCH 28, 2012  
at 5:30 P.M.  
OFFICE OF PLANNING AND DEVELOPMENT  
CONFERENCE ROOM ONE COURT PLAZA  
HOLYOKE, MA**

Notice is hereby given in accordance with Massachusetts General Laws Chapter 30A, Sections 18-25, that a public meeting to discuss the Center City Urban Renewal Plan will be held at 5:30 PM on Thursday, March 28, 2012, at the Office of Planning and Development, One Court Plaza, Holyoke, MA

Citizen Participation Committee Members Present:

Bruce Fowler  
James Mazik  
Yesenia Jusino  
Jim Reidy  
Daphne Board

Others Present:

Charles Murphy-Romboletti, Office of Planning and Development  
John Dyjach, Office of Planning and Development

**AGENDA**

- 1. CALL TO ORDER**
- 2. REVIEW OF CPC FINDINGS FOR 10 PROJECT AREAS**
- 3. DISCUSSION ON PRESENTATION TO HRA**
- 4. OTHER BUSINESS**
- 5. ADJOURNMENT**