

**MEETING SUMMARY OF THE  
COMMUNITY DEVELOPMENT COMMITTEE (CDC)  
TUESDAY, JUNE 23, 2015 – 5:30 P.M.  
COUNCIL CHAMBERS- THIRD FLOOR CITY HALL**

**Present:** Randy Brody, Barbara Carr, Reyna Crow, Hamilton Smith, Cruz Mendoza, Debra Branley, Kristi Gordon, Harrison Dudley

**Absent:** Kim Green

**Staff:** Keith Hamre, Karen Olesen, Mike Palermo

**Roll Call:** 8 present and 1 absent. A quorum was present.

Chairperson Carr called the meeting to order at 5:31 PM.

**1. Introductions and Hearing Notice- Carr, Chair**

- a. Carr opened the meeting and roll was taken.
- b. Carr welcomed the Committee, Staff, and other persons present and called the meeting to order.
- c. Motion by Smith, Seconded by Crow to approve the meeting summary for May 26, 2015 as submitted. Motion approved; unanimously.
- d. Carr read the Public Hearing Notice and explained the public hearing procedure. She invited anyone from the public to speak at the podium. No one stepped to the podium.

**2. FY 2014 Performance Interviews**

- a. Hamre gave an overview of CDBG/HOME/ESG fund expenditure including how many people were served, the race of persons served, and income of persons served. Hamre explained to the committee how to read the FY 2014 Outcomes Report and how to interpret the risk assessment. Each agency would have three minutes to respond to the following questions:
  - i. How did you do in meeting your performance outcomes?
  - ii. Any monitoring issues/questions?

Agency	Program	Speaker	Comments
Duluth HRA	Tenant Based Rental Assistance	Mary Pelofske	Was 155% of goal and had no issues with monitoring.
Housing Resource Connection	Property Rehab	Cliff Knettel	While goal not met yet, they are on track to meet goal by end of contract, no monitoring concerns.
Housing Resource Connection	Property Rehab & Resale	Cliff Knettel	Projects are proceeding and are getting close to completing goal. Having difficulty identifying foreclosed housing to acquire. There was one concern during the monitoring. There was a form that needed to be completed for lead abatement that was not being completed. The issue has been resolved and process implemented.

One Roof Community Housing	Project Development	Cliff Knettel	The Steve O'Neil apartment building has been completed and Gateway Tower Project is currently being worked on. Met all goals for CHDO Operating.
SOAR Career Solutions	SOAR Duluth @ Work	Sara Romagnoli	Have 21 jobs in 2014 Cohort exceeding the goal of 18, 17 make over \$10 an hour.
CHUM	Duluth @ Work Employment Svcs.	Lee Stuart	Met goal of 9 jobs and on track to increase income by over 25%.
Neighborhood Youth Services	Duluth @ Work Jet Program	Jessica Schiff	Both participants found employment and have achieved further career training.
Life House	Duluth @ Work Futures Program	Erik Lutz	Met goal and had no findings. Youth participants also access the wide range of services at Life House beyond just employment services.
Community Action Duluth	Duluth @ Work Circles at Work	Kate Wigren	3 of 4 participants have obtained employment, no monitoring issues. Retooling for next year's cohort.
Entrepreneur Fund	Growing Neighborhood Businesses (D@W)	Parnell Thill	Met goal of 25% increase in income for 8 businesses. Shifted from just low-income owner to also hiring low-income employees.
UDAC	Building Reformation	Lori Berger	Had some issues that prevented start of construct but project has been bid and construction will proceed shortly.
Life House	Lifeline Building Renovations	Erik Lutz	Safety features, HVAC system, and flooring have been completed.
CHUM	Duluth Hunger Project		Collaborative project between CHUM, Damiano Center, Salvation Army. Met goal of over 12,000 meals and able to provide 3 meals a day 7 days a week.
Lake Superior Health Center	Health Care for Low-Income People	Sarah Lueck	Met goal of 6,300 patients treated. No monitoring issues.
Duluth YMCA	Feeding Kids thru Youth Programs		Not present.
Life House	Lifeline Expressway Basic Needs Center	Erik Lutz	Exceeded goal by provided basic needs such as food, laundry, clothing, hygiene items, and support services for 648 individuals. Have

			expanded programing at the center to engage 18 to 21 year olds. No monitoring issues.
Center City/ Life House	Transitional Housing Supportive Services, Operations ESG	Nancy Cashman	Exceeded goals and had no monitoring issues. Transitional housing has about 82% into permanent housing; Life House units were at 100%.
CHUM	Shelter Services, Shelter Operations- ESG	Lee Stuart	Exceeded the goal of 1,000 people. Provide housing advocacy at the drop in center and emergency shelter each night.
American Indian Community Hsg. Org.	Supportive Services-- Transitional & Permanent Housing, Operations for DV Shelter and Transitional Hsg. - ESG	Ashley Compton	78% of those served through the grant are Native and provide culturally specific programing. Far exceeded goal.
MN Assist. Council for Veterans	Rapid Re-housing & Prevention Services, Operations ESG	Kathleen Vitalis	Far exceeded goal of 45 by serving 255. No monitoring issues. Were able to install an onsite laundry facility to help address basic needs.
Salvation Army	Family Transitional Services and Operations- ESG	Kristi Jorgensen	Met the goal and exceeded it. A homeless veteran often has sources of income that are not being used so they work hard to get veterans connected. This reduces reliance on other government benefits.
Safe Haven Shelter	Battered Women's Shelter Services and Operations-ESG	Susan Utech	While they have not met their services goal, they have strong results for housing stability. They explained that it is hard to estimate the length of time someone will stay in the transitional housing program.
			Largest DV shelter in the area. They are grateful for the Steve O'Neil building as they are able to serve better those who are more chronically homeless.

### 3. FY 2016 Category Target Percentages

- a. Tabled to next month. Hamre explained he will recommend the same percentages from previous years but will lead discussion next month.

### 4. Housing and public services needs and trends discussion

- b. Olesen discussed trends about housing such as foreclosures being down and the rental market having a low vacancy rate. She explained that low-income people are still struggling to find affordable housing but moderate income families are able to find more affordable housing.

- c. Carr asked why HRA is looking at the Seaway? Olesen explained that the long term goal is to relocate people into supportive housing and rehab the building. Carr was curious because of the upward trend homeless youth. She wondered if we caring enough for that population? Discussion occurred about the type of housing that needs support and it was determined that all housing types need support and that there is such a large gap that needs to be filled.
- d. Olesen explained that we fund through CDBG public service category basic needs such as food, health care, and homeless programs. Homeless funding has grown to be a large percentage of the public service funding. She asked the committee to think of other services that would be funded that could support homeless. Carr thought about a commercial kitchen that could be used by commercial entities. Crow had two ideas, crisis stabilization and legal advocacy. Olesen asked for more clarification about the type of crisis stabilization. Crow explained that HDC has a popular program. Carr also felt laundry needs expressed by AICHO was a great example of little things that can be a huge impact on someone's life. Dudley thought there was opportunity to get more people into trades training. He also thought there was opportunity to do homeownership training. Olesen asked if they wanted continue the pre-commitment for the 2016 Housing Access Center. It was agreed that they would invite the HAC to apply and leave it to them to decide if they want to apply. Dudley was curious about the long range impact of mass housing projects and how they impact the community. He explained that it looks great at in the short run but unsure of long run impacts.

**5. Letter of Invitation Process**

- e. Discussion tabled to next meeting.

**6. Motion to Adjourn**

- f. Meeting was adjourned at 7:40 PM.

Next Meeting: The next CD Committee meeting will be July 28, 2015 at 5:30 PM