



# CITY OF DULUTH

PLANNING & CONSTRUCTION SERVICES

Community Planning Division

411 West First Street – Room 332 - Duluth, Minnesota 55802-1197

218-730-5480 – An Equal Opportunity Employer

## Community Development Committee Meeting Summary

Tuesday, October 23, 2018 - 5:30 p.m.  
City Hall Room 303

1. Call to Order and Roll Call  
Present: Noland Makowsky, Hamilton Smith, Randy Brody, Daris Nordby, Pat Sterner, Mark Osthus, and Alicia Cyr  
Absent: Ashley Northey
2. Approval of Meeting Summaries:
  - a. September 25, 2018
  - b. October 3, 2018  
Motion to approve the September 25, 2018 and October 3, 2018 Meeting Summaries- Hamilton Smith. Second: N. Makowsky- Approved 7-0
3. Scoring review  
Manager Fulton reviewed scoring that was an aggregate of the scores submitted by committee members and averaged to get the Manager's recommendation.

Housing: Manager Fulton reviewed all of the applications, how they fit with the Consolidated Plan, overall scoring

- N. Makowky asked if there was a difference in scoring. Manager Fulton explained that a second scoring sheet had been updated. Consolidated scoring was used before the financial leveraging of resources. This is what was sent out to committee members. The final scoring sheet presented at the meeting was a combination of the consolidated score and the financial leveraging score.
- Hamilton Smith asked about the pre-commitment to Decker Dwelling. As of today, those funds have been reallocated back to the HOME funding pot due to MN Housing not funding that project.

Economic Development: Manager Fulton reviewed the two applications for this section of funding. He explained that both programs spend funds in the timely manner and are successful in meeting their goals.



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**Public Facilities:** Manager Fulton explained increasing the amount of funding for 8% of overall CDBG funding based on the Committee's recommendation. Staff chose to increase the amount to 10% of then CDBG budget as opposed to the 8%

- R. Brody asked about why Chester Bowl was not recommended for funding. Manager Fulton said that the project has quite a bit of capital campaigning left in their program, and is not ready to proceed, in addition to having the lowest score for the project.
- R. Brody asked about the decrease in Life House's funding and if the project would be able to move forward with the recommended amount. Manager Fulton said that staff would be in conversation with Life House following this meeting in regards to the funding recommendations.

**Public Services:** Manager Fulton explained that staff received over \$400,000 in requests and that the public services capacity per HUD's guidelines. These were difficult decisions with so many meaningful programs that applied. A total of \$336,000 was recommended that meets the 15% cap within the overall CDBG budget.

- A. Cyr asked about the NYS Jet Food Program and Center City Housing Family Supportive Program and why they were not recommended for full funding. Manager Fulton mentioned that both programs received additional information last year due to a bump in funding from HUD. With the amount of applications that were received this year, providing full funding for programs was not possible with the large number of requests.
- P. Sterner asked about the rationale of not funding the Seeds of Success program with the score that they received. Manager Fulton said that with this as a new applicant in the competitive Public Services area, the recommendation was based on funding capabilities and program demands more than on the quality of the program. He said that Seeds of Success is an important program to the city.
- D. Nordby asked about why the TLC program received the lowest score within the public services section and still received more than half of funding that they requested. Manager Fulton explained that the TLC is an important piece of Duluth's landlord/tenant relationship and due to not having enough funding opportunities to allow for this program to continue without CDBG support.
- H. Smith asked if there had been any additional funding sources to come forward to fund the TLC program. Manager Fulton explained that One Roof has not been identified other than the City of Duluth CDBG program, St.



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Louis County, and HRA. Hamilton Smith asked that staff ask One Roof if they are able to operate with the amount that has been provided.

HOME: Manager Fulton explained that city staff is expecting to reprogram \$100,000 available to reprogram. This is from a 2017 TBRA project, and a lien repayment. Staff is recommending a total of \$619,614.

ESG: Manager Fulton explained the funding recommendations for this program.

- R. Brody asked about the allocations to HMIS data which is a 2% which is a MN state requirement for all data entered in to collect homelessness data.

Administration: Manager Fulton explained that all administrative allocations follow HUD guidelines on giving

- R. Brody asked about the neighborhood revitalization planning allocation. Manager Fulton explained that this is not a source that is asked for very often, but allows the city to provide additional services

Funding Recommendations:

Affordable Housing: Motion to approve as proposed by Community Planning manager: P. Sterner Second: M. Osthus Approved:7-0

Economic Development: Motion to approve as proposed by Community Planning manager: D. Nordby Second: H. Smith Approved: 6-0 Abstain: N. Makowsky

Public Facility: Motion to approve as proposed by Community Planning manager: Hamilton Smith Second: Alicia Cyr Approved: 7-0

Public Service: Motion to approve as proposed by Community Planning manager: Pat Sterner Second: Hamilton Smith Approved: 6-0 Abstain: N. Makowsky

HOME: Motion to approve as proposed by Community Planning manager: Hamilton Smith Second: Nolan Makowsky Approved: 7-0

ESG: Motion to approve as proposed by Community Planning manager: Nolan Makowsky Second: Hamilton Smith Approved:7-0



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Administration:

Motion to approve as proposed by Community Planning manager: Pat Sterner Second:

Alicia Cyr Approved: 7-0

4. Development of proposed FY 2019 Community Development funding program
  - a. Recommended motion:
    1. Approve publication of Preliminary FY 2019 Action Plan.
    2. Open a public comment period from November 3, 2018 through December 3, 2018 and setting a date for the public hearing on the FY 2019 Action Plan and contingency spending plan for December 4, 2018.
      - Manager Fulton explained that all public comments will be received by staff on December 3<sup>rd</sup> and provided to Committee members by email the morning of the 4<sup>th</sup>. Comments should be directed to staff, and not directed to committee members as to not violate any Minnesota Open Meeting laws. All comments will be presented to committee members on December 4<sup>th</sup> in the morning and any additional comments will be presented to committee members by staff at the meeting. Members of the public will be allowed to address the committee at the meeting on December 4<sup>th</sup>.
5. Adjourn

Motion: Mark Osthus Second: Pat Sterner  
Approved:7-0