

**MEETING SUMMARY OF THE
COMMUNITY DEVELOPMENT COMMITTEE (CDC)
TUESDAY, JUNE 28, 2011 – 6:00 P.M.
CITY COUNCIL CHAMBERS – THIRD FLOOR CITY HALL**

Present: Patricia Tyler (Vice Chair), Jim Gaylord, Daryl Yankee, Debra Branley, Bill Kimbler, Kristi Ann-Agnes Gordon and Michael Ramsey

Absent: Jennifer Baumann, Scott Wallschlaeger, Dan Nyquist, Rita Tercero.

Staff: Karen Olesen, Charles Froseth, Char McLennan, Ben VanTassel, Suzanne Kelley and Mackenzie Lucca (intern)

Others Present: See attached list

Roll Call: 7 present and 4 absent

1. Charles Froseth and Karen Olesen provided an overview of the purpose of the public hearing, which is to evaluate 2010 funded projects. Representatives from the various organizations were present to answer questions or concerns the CDC may have regarding their programs. 2010 was the first year of the 2010-2014 Consolidated Plan. Froseth and Olesen explained the 2010 projects and process.

Olesen explained the monitoring process and that there were four agencies that received findings. AICHO had to change the lease agreement to remove a clause regarding eviction. Land Trust had to address a building inspection requirement. Community Action Duluth had to address Lead Paint notification and inspection, and income qualification requirements. All of these issues are being addressed by the agencies.

Froseth explained that although CHUM's Duluth at Work program had received a finding about their record keeping, their process has improved.

2. Emily Larson, Duluth At Work Coordinator, discussed the Duluth At Work program. She presented a handout describing the program's progress. Afterwards, representatives from different agencies spoke about the Duluth At Work program and how they tailor it to meet the needs of the people they are serving.
 - a. Kelly Looby, NYS JET, explained how they work with youth and assist them to find employment.
 - b. Rebecca Ellenson, SOAR, explained the comprehensive training aspects.
 - c. Jim Soderburg, CHUM, explained how they work with homeless individuals to find employment.

- d. Kate Wigren, Community Action Duluth, explained how the Circles that Work program would help single mothers.
 - e. Michael Lattery, Northeast Entrepreneur Fund, explained how they help businesses.
 - f. Tim Peterson, LifeHouse, explained how they help youth that are homeless or from an abusive situation.
- a. There was one speaker that addressed the CDC. Sarah Priest from Community Action Duluth talked about their findings and told the Committee that they had secured Lead Paint brochures and were informing homeowners about Lead Paint. CAD staff had contacted the HRA and was working on a process to ensure lead paint inspections. They were also going to improve their booking keeping and tracking system.

Closed Public Hearing on 2010 CAPER at 6:50 p.m.

COMMUNITY DEVELOPMENT COMMITTEE MEETING

1. Chair noted a quorum was present and called the meeting to order.
2. **Motion by Jim Gaylord, seconded by Deb Branley, to approve the meeting minutes of April 26, 2011. The motion was unanimously approved.**
3. Results of Community Forums. Ben VanTassel explained the Community Forums, one was held in Morgan Park and one was held at the Central Hillside Community Center. In addition, CD staff held an input session at an Affordable Housing Collation (AHC) meeting to gather more information. CD staff also held an on-line forum for 10 days with specific questions for people to answer. The results and comments from the Community Forums, AHC and on-line forum were included in the packet.
4. Review Neighborhood Planning At Home Process. Mackenzie Lucca explained the neighborhood planning process and how CD staff was working with LISC in facilitating these meetings. She presented the results on a handout.
5. Review Homeless Planning Process. Char McLennan presented a power point presentation titled "Shifting to a Collaborative Funding Model." She explained how the City and County are working together on homeless prevention and how they have restructured their process. McLennan will be making the same presentation to a meeting of HUD grantees from around the State tomorrow in Minneapolis.

6. Discussion of the 2012 Program Priorities and Percentages. Olesen and Froseth talked about the attached Resolution 11-C-01 and the rationale behind changes from last year. They explained that with funding cuts, 2012 would be a transitional year and the focus would be to increase efficiencies and streamline the process.

Motion by Michael Ramsey, seconded by Debra Branley, to approve Resolution 11-C-01 as amended to include two additional items, the first addition was to the COMMUNITY DEVELOPMENT AFFORDABLE HOUSING STRATEGIES:

7. **Single Family Rehab for Pilot Healthy Homes Project only, as match for lead remediation grant.**

And the second additional item under TARGETED HOUSING ACTIVITIES:

Healthy Homes \$15,000-\$20,000/unit.

The motion was unanimously approved.

7. **There being no further business, there was a motion by Bill Kimbler, seconded by Darryl Yankee, to adjourn the meeting. The motion was unanimously approved and the meeting was adjourned at 8:03 p.m.**

Next meeting of the CDC is August 23, 2011.

**PUBLIC HEARING ON MONITORING OF
COMMUNITY DEVELOPMENT PROGRAM
TUESDAY, JUNE 28, 2011 - 6:00 P.M.
COUNCIL CHAMBERS - THIRD FLOOR - CITY HALL**

ATTENDANCE

Renee Switzer, Copeland Valley Youth
Kathy Bogen, GCS Collaborative
John Cadotte, Life House
Tim Peterson, Life House
Jessica Crowley, LSCHC
Kalli Kvcharyski, LSCHC
Tammi Johnson, YWCA
Pam Benson, HRA
Angela Ryan, AICHO
Janet Olson, Safe Haven Shelter
Amy Westbrook, SOAR
Kira Kallberg, TSA
Jim Soderberg, CHUM
Emily Larson, Duluth At Work
Nancy Cashman, CCHC
Pam Kramer, LISC
Kate Wigren, CAD
Richard Howell, Housing for Inmates
Dave Benson, Damiano
Rebecca Ellenson, SOAR
David Mattson, SOAR
Kelly Looby, NYS
Jeff Woolverton, Life House
Erich Lutz, Life House
Jodi Slick, Common Ground
Kris Ridgewell, SVCNDA/WDCDC
Lynne Snyder, HRA
Martin Lepak, AEOA
Jeff Corey, NCLT
Dave Schaeffer, Youth Dev. Collaborative
Sarah Priest, Community Action Duluth