

**MEETING SUMMARY OF THE
COMMUNITY DEVELOPMENT COMMITTEE (CDC)
TUESDAY, SEPTEMBER 27, 2011 – 6:00 P.M.
ROOM 303 CITY HALL**

Present: Debra Branley, Kristi Gordon, Bill Kimbler, Dan Nyquist, Michael Ramsey, Patricia Tyler, Darryl Yankee,

Absent: Jim Gaylord, Rita Tercero, Scott Wallschlaeger

Staff: Keith Hamre, Chuck Froseth, Ben VanTassel, Karen Olesen, Suzanne Kelley

Others Present: None

Introductions

Finding a quorum was present Acting Chairperson Tyler called the meeting to order at 6:00 p.m. CD Manager Hamre reviewed the procedures for the application review session and explained the scoring process. A total of 50 points is possible; 20 points are the technical score from staff with up to 30 points awarded by the Committee. The Committee is to use evaluation forms and these are to be completed at the end of each staff report/presentation. The Committee's scores are averaged, and the tally is included in the spreadsheet. This meeting is an opportunity for the Committee to discuss individual applications. Staff will take minutes with the comments that can be used by the Committee in determining funding recommendations.

Application Review Session #1 - Review Staff Reports and Technical Scores

Housing

Duluth Property Rehabilitation Program & Housing Services Center – HRA & City 1
FAIM IDA Matched Savings, Down Payment Assist. - Community Action Duluth 7
Duluth Weatherization - AEOA..... 13

Economic Development

SOAR Duluth At Work - SOAR Career Solutions 19
CHUM Supportive Services for Employment - Churches United in Ministry (CHUM).... 25
NYS JET (Jobs, Education & Training) - Neighborhood Youth Services..... 31
Growing Neighborhood Businesses - Northeast Entrepreneur Fund 37
Employment Program for Youth – Life House 43
Duluth at Work Circles of Support – Community Action Duluth 49

Public Facility Improvements

Damiano Soup Kitchen Renovation – Damiano of Duluth 56
Lincoln Park School Redevelopment – Boys & Girls Club, HRA, ISD #709 61
Street Assistance – Community Development 67

Public Services

Duluth Hunger Project – Churches United in Ministry (CHUM)	73
Primary Health Care Services – Lake Superior Community Health Center.....	79
Clothes that Work & Social Services - Damiano of Duluth	85
Emergency Heating Assistance - Salvation Army	91
Feeding Kids through Youth Programs – YMCA	97
IDA – Housing Counseling – Community Action Duluth	See page 7

The Committee had the following questions for the applicants:

12-HS-01 Property Rehabilitation

- Based upon the housing indicator data, should the program shift more of the rehab loan funds to multi-family vs. single family rehab?
- Explain what underwriting issues might prevent the loan targeting from reaching those households at 60% AMI vs. the current target of 80% AMI?
- On what community need statistics did you base this funding application?

12-HS-02 Community Action Individual Development Accounts

- How does this proposal meet a need from the community forums?
- What would be the impact to this program if the funding request in Public Services is not funded?

AEOA : 12-HS-03:

- Why has the cost per unit increased with this program?
- Explain what changes would be needed for AEOA to participate in the central intake process.

12-ED-01 SOAR Duluth@Work

- What economies of scale could be achieved by consolidating services with other Duluth@Work partners?
- What is the community dividend of these 20 people obtaining employment in the City of Duluth?
- How many total participants does the SOAR Duluth@Work program serve?

12-ED-02 CHUM Support Services for Employment

- What economies of scale could be achieved by consolidating services with other Duluth@Work partners?
- What is the community dividend of these 15 people obtaining employment in the City of Duluth?
- Provide details on the use of “Flex Funds” and is the amount per person \$1,000 or \$2,000?
- Describe the population that is being served by this program as to the definition of “Duluth resident”?

ED-03: NYS JET

- How would your program achieve 'economies of scale' by consolidating services with other D@W funded partners?
- What are the community dividends of these 5 people who are getting jobs in Duluth?

12-ED-04 Growing Neighborhood Businesses

- Describe the amount of loan capital funds have been secured to assist ent Loan Capital Secured to assist entrepreneurs that participate in the Growing Neighborhood Businesses Program:

ED-05: Life House Futures

- How would your program achieve 'economies of scale' by consolidating services with other D@W funded partners?
- What are the community dividends of these 6 people who are getting jobs in Duluth?
- Please provide the breakdown with amounts for the Program costs included on your budget page.
- If your program is not fully funded, what impact will this have on your program?

Circles of Support: 12-ED-06:

- What economies of scale could be achieved by consolidating services with other D@W partners?
- What are the community dividends of these 11 people who are getting jobs in Duluth?
- Provide details on the \$8000 budgeted for client support funds.
- How many additional people could be served besides the 11 people in the goal statement?

12-PF-01 Damiano Soup Kitchen Renovation

- What other sources will the agency seek to complete the entire project?
- Has the Hunger Coalition researched or considered other delivery methods/options for meeting the needs of the clientele?

12-PF-02 Lincoln Park School Redevelopment

- Who is developing the housing component and what will the requirements be for the residents?
- What are the terms of the partnership for the Boys & Girls Club?
- Please provide details on the miscellaneous upgrades.
- Provide a schedule on the use of funds for the other 3 years of pre-commitments, what are the expected phases and costs?
- What are the plans for the community space?

PS-01: Duluth Hunger Project

- Why didn't your proposal raise the Proposed Service Goal to better coincide with last year's service number and anticipated demand?

Lake Superior Primary Health Care Center: 12-PS-02

- Who is providing the dental care? Who are the partners?
- What is the average waiting time for dental care?
- How does the nurse practitioner/physician assistant interact with dental care?

PS-03: Damiano Clothes That Work

- Why didn't your proposal raise the Proposed Service Goal to better coincide with last year's service number and anticipated demand?
- How many participants from your program have achieved employment?

Heating Assistance: 12-PS-04:

- What other sources of funds do you have for preventing utility shut-offs? Is there an adequate amount of funds?
- Have you required landlords that benefit from this grant to have energy audits? If not, will you in the future?

PS-05: Youth Collaborative- Feeding Kids

- Please provide full written standards (as mentioned in application) for the meals and snacks provided for your programs.

Complete Evaluation Forms

The next meeting of the CD Committee will be Tuesday, October 11, 2011, at 6:00 p.m. The Committee will review and score the remaining applications.

Meeting adjourned at 8:40 p.m.