



*Duluth Community Development Program Mission is to invest in community programs that help low to moderate income people by addressing **basic needs**, providing **affordable housing** and increasing economic **self-sufficiency**.*

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City of Duluth  
Community Development Committee  
June 21, 2016 Meeting Summary  
City Hall Room 303

I. Call to Order

Vice-Chair Randy Brody brought the meeting to order at 5:30 p.m. on Tuesday, June 21, 2016.

Roll Call

Attending: Randy Brody, Reyna Crow, Hamilton Smith, Cruz Mendoza, Harrison Dudley

Absent: Barbara Carr, Debra Branley

Staff Present: Adam Fulton, Ben VanTassel, Kathy Wilson, Karen Oleson, Suzanne Kelley, Kate Van Daele

II. CAPER Public Hearing

Overview of Public Hearing – Adam Fulton, Manger Planning and Construction Services

The purpose of the public hearing is to provide time for citizens to give comments on progress meeting the goals set in the Action Plan published in 2015.

Review of 2015 CAPER and Monitoring – Suzanne Kelley, Planner II

In regards to the CAPER, the Department of Housing and Urban Development (HUD) made several changes to the format that makes it less user friendly to read. Please keep in mind that this is the first of a five year report, and that goals are looked at as a five year total. If goals were not met this year, there are four more years to meet the identified goal.

The City of Duluth has been notified that HUD will be coming to conduct an audit for the City's ESG grant which will look at accomplishments over the last few years.

Public Comment

No public comments were made in regards to the CAPER.

III. Fiscal Year 2015 Performance Interviews, Sub grantees

Sub grantees have three minutes to discuss the following questions:

- i. Did the program meet its goals and performance outcomes?
- ii. What issues were identified during monitoring or throughout the year?

- a)HRC: HRA / One Roof Housing, Cliff Knettel & Jill Knutson-Kaske  
With over \$1.8 million spent, ninety-four units are a goal for this new development. Goals set were exceeded.
- b) One Roof Housing, Jim Philbin  
A total of \$200,000 was spent to renovate 150 units at the Gateway Tower. Construction will begin in the summer of 2016 and be finished in the fall of 2016.
- c) Duluth HRA, Pam Benson  
Streamlining was needed in their program which is why only 15 of 18 families were provided with services. Since the program was streamlined in April 18 of 18 families were served. Issues from landlords arose in the past year, and Section 8 needs improvement in educating landlords with ADA and Fair Housing legislation.
- d) SOAR Career Solutions, Jason Beckman  
Mr. Beckman said that 19 youth entered the program, and 17 of them are working. Two of the youth were lost to long term incarceration. The program did meet its goals of which participants increased their income by 87.8%.
- e) Neighborhood Entrepreneur Fund, Candy Broeffte  
The Entrepreneur Fund enrolled eleven people in a three week long program. All eleven participants successfully completed the program.
- f) Life House, Maude Dornfeld and Erich Lutz  
Life House's Work Futures program met their goal by 100%. In addition to the Work Futures program, Life House's Basic Service Center served 661 unduplicated youth, which was 61 more than their goal. Half of the 661 were connected to at least one additional service at Life House.
- g) Community Action Duluth, Kate Wigren  
Community Action Duluth provides training and employment opportunities for homeless individuals. In the 2015 cohort, they had six participants originally. Of the six program participants, five secured employment at the end of the program. All six participants met all of program benchmarks.
- h) Lake Superior Community Health Center, Gayle Patterson and Sarah Leuck  
Lake Superior Community Health Center provides health care to individuals that fall below 200% of AMI. The organization's goal was to serve 6381 patients, which was not met because of a loss of two full time employees in the dental clinic. LSCHC is confident that these two positions will be filled, and serve more patients very soon.
- i) Neighborhood Youth Services, Princess Kisob  
Neighborhood Youth Services served 688 youth ages 12-16. During the year they provided 24,000 snacks to youth and taught job skills through their national certification program.
- j) Center City Housing Corporation, Kelly Looby  
Center City Housing Corporation provides wrap-around services which include employment, housing, child care and early childhood education for homeless and low-income individuals and families. Through HMIS reporting, Center City has 138 individuals who remained in transitional housing for six months. Center City met their goal by 100%.

k) Safe Haven, Susan Utech

Safe Haven served 542 domestic violence clients in 2015, which was 42 more than projected in their goals. Safe Haven created a leadership circle and client advisory board which provides clients to voice their opinions about conditions at the shelter, and ability to make changes.

l) MacV, Nathaniel Saltz

MacV served 86 veterans in 2015 which was six people more than their goals projected. Of the 86 clients, 20 were served through supportive services.

n) CHUM, Lee Stuart

CHUM noted that in the past year they have served fewer families, and more individuals than in the past. All of CHUM's goals were met for each of the benchmarks that were set for programs that they receive funding for. Ms. Stuart noted that 6.5% of Duluthians were served in 2015 as a part of the Hunger Project. Stuart also described a noticeable trend of more families with male children using homeless services.

o) UDAC, Laurie Berner

Goals of the construction project are being met and construction is near completion.

p) Salvation Army, Kristy Jorgenson

Salvation Army gave an update on people they served and provided clarification on accessibility of their programs.

#### IV. Review of Needs Assessment

There were 331 responses received for the Needs Assessment survey. Common comments included: the high cost of housing in Duluth, specifically in the rental market, low vacancy rate, barriers for clients that have a record.

Commissioner Dudley noted that he wanted to address the livable wage issue in Duluth. CHUM's Lee Stuart mentioned that in a recent CHUM report that it costs \$18.26 per hour to afford a two-bedroom apartment without burden in the City of Duluth.

Commissioner Crow noted that she would like to see a young farmer's project in areas that currently are in food deserts.

**MOTION/Second:** Crow/Smith to approve and distribute the 2016 Needs Assessment Report. Motion passed. **VOTE: (5-0)**

#### V. Other Business

a) Approve May 24, 2016 Meeting Summary

**MOTION/Second:** Crow/Smith to approve the May 24, 2016 meeting summary. Motion passed. **VOTE: (5-0)**

b) Scoring Criteria Review

Commissioner Smith would like more time to review reports and applications so that he and other commissioners are more prepared to score reports. Discussion will continue at next meeting.

c) Committee Priorities & Final Application Modifications

Discussion will continue at next meeting.

d) Consideration of Support for Garfield Square Apartments

The committee briefly discussed the resolution and asked that city staff request a Center City Housing representative to attend an upcoming meeting.

**MOTION/Second:** Crow/Smith to table the discussion of support for Garfield Square Apartments. Motion passed. **VOTE: (4-1)** (Against: Dudley)

VI. Adjourn

Meeting adjourned at 8:25 p.m.

**MOTION/Second:** Crow/Smith to adjourn meeting. Motion passed. **VOTE: (5-0)**

Respectfully Submitted,  
Kate Van Daele, Planner I

\*See Attendance Sheet attached

Community Development Committee  
 Tuesday, June 21<sup>st</sup> 2016 – 5:30 P.M.  
 Attendance

<b>Name</b>	<b>Organization</b>
Kathy Lichterman	FDL 927 Trettel Lane Cloquet
Kristy Greminger	The Salvation Army
Mike Lacsamana	MACV
Paul Pederson	MACV
Nathaniel Saltz	MACV
Candi Broeffte	Entrepreneur Fund
Gayle Patterson	LSCHC
Jim Philbin	One Roof
Kelly Looby	CCHC
Sarah Leuck	LSCHC
Laurie Berner	UDAC
Erich Lutz	Life House
Maude Dornfeld	Life House
Cliff Knettel	One Roof
Jessica Peterson	Woodland Hills/NYS
J. Knutson-Kaske	HRA
Pam Bensen	HRA
Mary Pelofske	HRA
Jason Beckman	SOAR Career Solutions
Princess Kisob	Woodland Hills – NYS
Scott Van Daele	CHUM
Carol DeVerny	FDL – BH Dept
Susan Utech	Safe Haven
Kate Wigren	CAD
Lee Stuart	CHUM