



*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**.*

City of Duluth
Community Development Committee
October 3, 2017 5:30 PM
City Hall Room 303
Meeting Summary

1. Call to Order

Randy Brody brought the meeting to order at 5:30 p.m. on Tuesday, October 3rd, 2017.

Roll Call

Attending: Randy Brody, Noland Makowsky, Abigail Mlinar, Mark Osthus, Hamilton Smith

Absent: Debra Branley, Cruz Mendoza

Staff Present: Adam Fulton, Suzanne Kelley, Chris Lee, Ben VanTassel, Emilie Voight

2. Reminder of HUD Conflict of Interest Disclosure – Adam Fulton

The members of the Community Development Committee were presented with conflict of interest disclosure forms. Fulton reminded the Committee members of their obligation to disclose any situations which could result in real or perceived procurement conflicts. Committee members were asked to complete the forms and to submit them to Fulton at the close of the meeting.

3. Review of July 10th, 2017 Meeting Summary

MOTION/Second: Makowsky/Smith to approve the July 10th, 2017 meeting summary. Motion passed. **VOTE: (5-0)**

4. Garfield Square Apartments – CD Committee Pre-Commitment – Suzanne Kelley

Kelley updated the Committee on the status of the Garfield Square Apartments project, indicating that City Council had voted on the proposal and that the pre-commitment approved in early 2017 would be recommended for funding in FY2018.

5. CDBG Program – Economic Development Applications

Staff reviewed the applications submitted for this program. Committee members asked the following questions to applicants:

Entrepreneur Fund- Growing Neighborhood Businesses:

In recent years, have the businesses enrolled in Growing Neighborhood Businesses increased the number of employees? Please provide the number and type of jobs created.

SOAR Career Solutions- Duluth At Work:

Please provide additional information on the 2016 cohorts progress towards benchmarks, including how many people have gained employment and more detail on which success measures have been achieved.

6. CDBG Program – Housing Applications

Staff reviewed the applications submitted for this program. Committee members asked the following questions to applicants:

ASI, Inc- Pine Grove Apartments Capital Improvement Project:
How did ASI arrive at the cost estimate amounts for each line item in the budget?

One Roof Community Housing- CLT Acquisition-Rehab-Resale/CLT New Construction:
How many units will result from One Roof's partnership with the Fond du Lac Band of Lake Superior Chippewa? Of the total how many will be acquisition/rehabilitation and how many new construction?

7. CDBG Program – Public Facilities Applications

Staff reviewed the applications submitted for this program. Committee members asked the following questions to applicants:

Life House- Life House Commons:

Regarding the new social enterprise for developing transitional employment and job skills for youth, how will the revenue and payment to youth be structured?

8. Applications forwarded to October 10th, 2017 meeting

Remaining applications will be reviewed at the October 10th meeting.

9. Discussion of FY 2018 funding schedule & public hearing process

Staff gave a brief overview of the timeline for the rest of the application review and funding recommendation process.

10. Adjourn

MOTION/Second: Smith/Osthus to adjourn meeting at 7:48 p.m. Motion passed. **VOTE: (5-0)**