

**MEETING SUMMARY OF THE
COMMUNITY DEVELOPMENT COMMITTEE
TUESDAY, OCTOBER 26, 2010 – 6:00 P.M.
CITY COUNCIL CHAMBERS – DULUTH CITY HALL**

- Present:** Jim Gaylord, Daryl Yankee, Patricia Tyler, Bill Kimbler, and Michael Ramsey
- Absent:** Scott Wallschlaeger, Ron Boshey, Jennifer Baumann, DeAnne Westermann, and Debra Branley
- Staff:** Keith Hamre, Karen Olesen, Charles Froseth, Char McLennan, and Joseph Bonfey (Intern)
- Roll Call:** 5 present and 5 absent
- Public:** Rebecca Ellenson (SOAR), Katy Shea (UMD Student), Kelly Looby (NHS), Kim Crawford (Life House), Rick Klun (CCHC), Dave Schaeffer (YMCA), Kira Kallberg and Tina Riley (Salvation Army), Durbin Keeney (MACV), Dave Benson (Damiano Center), Jodi Slick (Common Ground), Jeff Corey (NCLT), Sarah Priest (Community Action Duluth), and Emily Larson (Duluth at Work)

There being a quorum, Acting Chair Bill Kimbler called the meeting to order at 6:00 p.m.

1. Introductions

Committee members introduced themselves.

2. Approve Resolution 10-C-02 to Reprogram “Old” Funds into FY 2011 Community Development Program

Community Development (CD) Manager Keith Hamre reviewed the reason and purpose of the resolution along with a handout which included specifics to the resolution.

This action would reprogram unspent CDBG, HOME and ESGP funds from 2006, 2007 and 2010 and move these funds into the 2011 program. The total amount of this transfer is \$35,253.20. This action complies with the Citizen Participation Plan and the transfer of these funds will be subject to a public hearing scheduled for December 7, 2010 prior to reprogramming.

Motion by Jim Gaylord, seconded by Michael Ramsey, to transfer \$35,253.20 in reprogrammed funds from 2006, 2007 and 2010 to 2011 Community Development Program Budget subject to the December 7 public hearing. Motion unanimously approved.

3. Approve Meeting Summaries from August 24, September 28, and October 5, 2010

Comment made to use correct spelling of names.

Motion by Bill Kimbler, seconded by Michael Ramsey, to approve the minutes of the August 24, September 28, and October 5, 2010 meeting summaries. Motion unanimously approved.

4. Review Community Development Manager's Funding Recommendations

Hamre reviewed the CD Manager's funding recommendations for 2011. A eight-page handout provided additional, detailed information regarding funding recommendations. CDBG funding is at \$3,102,253 and we have \$4,661,161 in funding requests, for HOME funding is at \$810,000 with requests at \$1,156,880, and for ESG the funding is at \$125,00 with requests totaling \$184,450.

Affordable Housing Proposals (Page 2) - \$2,089,121 requested from seven projects and \$1,145,253 is available. Recommendation is not to fund: DEEP as they have other sources of funding, Affordable Gap from NHS due to the low score, and Spirit Valley's Housing Improvement program due to the low score. Funding is recommended for: HRA's Rehabilitation Program at \$705,253 for multi-family housing only, FAIM at \$60,000 for 12 households, AEOA weatherization at \$180,000 for 30 units of weatherization, and NCLT at \$200,000 for multi-family development with an April 21, 2011 agreement in place. Discussion on scoring. No changes made, but Committee can re-consider after the 30-day comment period.

Motion by Daryl Yankee, seconded by Michael Ramsey to approve recommendation of funding levels for Affordable Housing as presented by the Manager. Motion unanimously approved.

Emergency Shelter Grant Proposals*(Page 7) - \$120,000 available with five proposals asking for \$178,200. Funding recommended for CHUM at \$37,000, MACV at \$19,000, Safe Haven/AICHO at \$23,000, and Salvation Army/CCHC at \$41,000. No funding proposed for Life House. This is the same as last year's funding levels. Hamre outlined the hold harmless provision and how we are capped at \$120,000. It was noted that CHUM should have made a pre-application for 2011 funding. Discussion that these levels of funding can be amended at the public hearing of December 7.

Motion by Daryl Yankee, seconded by Jim Gaylord, to approve recommendation of funding levels as presented by the Manager. Motion unanimously approved. *Name will be changed to Emergency Solutions Grant in future years.

Planning and Administration (Page 8) – Amount requested is \$692,000 and \$612,000 is recommended for funding. Eight proposals were received and one was transferred to this category from Public Services for a total of nine requests. Hamre noted this category is limited to 20% of CDBG allocations, ESG is limited to 5% and HOME is limited to 10%. Discussion. There are no Committee scores and staff did not make recommendations to the Committee as was done for other categories. Hamre noted some members did not complete the scoring for these applications. Committee requested that the scores be made available at the December 7 meeting. Hamre to follow up. The Salvation Army Housing Support Program was transferred from Public Services in order for them, and others, to work on prevention services program and related fair housing topics. Recommended funding for Program Administration at \$507,000, Neighborhood Revitalization at \$50,000, HOME Program Administration at \$61,600, ESG Program Administration at \$5,000. HOME TBRA at \$19,400, Skills2Success at \$20,000, Housing for Inmates at \$15,000, At Home Target Areas at \$10,000 and Salvation Army's Housing Support Program at \$10,000.

Motion by Daryl Yankee, seconded by Jim Gaylord, to approve recommendation of funding levels as presented by the Manager with reconsideration at the December 7 meeting if needed. Motion unanimously approved.

Economic Development (Page 3) - Six proposals received for \$552,000 with the target funding level of \$460,500. Recommendation is funding for SOAR at \$160,000, CHUM at \$120,000, NYS at \$40,000, Northeast Entrepreneur Fund at \$80,000, and Life House at \$48,000, for a total of \$448,000 in this category. No funding recommended for Community Action Duluth. Discussion on funding levels and program need. Michael Ramsey felt the only program to help small business is the Northeast Entrepreneur Fund.

Patricia Tyler wanted some funds to Community Action Duluth for female head of house job development. She and others noted funding for Life House targets vulnerable youth. The proposal from Community Action was the lowest scoring within the category. Motion by Patricia Tyler, second by Darryl Yankee, to take \$24,000 from Life House and allocate it to Community Action Duluth. Motion failed to pass on a 1 to 4 vote.

Motion by Bill Kimbler, seconded by Michael Ramsey, to approve recommendation of funding levels as presented by the Manager. Motion unanimously approved.

Public Facilities (Page 4) – Amount requested \$817,500 compared to the target funding level of \$460,500. Recommended funding for Sidewalks at \$132,000, Life House at \$250,000, and Street Assessment Assistance at \$84,000. Not recommended for funding is Sacred Heart Music Center, which scored the lowest in this category. Patricia Tyler noted they prepared a well written and well researched application.

Motion by Jim Gaylord, seconded by Michael Ramsey, to approve recommendation of funding levels as presented by the Manager. Motion unanimously approved.

Public Services (Page 5) – Manager recommend funding of nine projects for \$431,000. Target funding amount is \$460,500. Two programs are in the second year of a two-year funding commitment and they are CHUM (\$75,000) and Lake Superior Community Health Center (\$77,000). The Salvation Army proposal is recommended for a planning grant and they could receive Rapid Re-Housing / Prevention funds in the new ESG program. They and Jump Start are not recommended to receive funds under the Public Service category. Jump Start scored the lowest of all requests in this category.

Motion by Jim Gaylord, seconded by Michael Ramsey, to approve recommendation of funding levels as presented by the Manager. Motion unanimously approved.

5. Prepare Preliminary FY 2011 Community Development Program Budget for 30-day Public Comment Period

Hamre explained the 30-day comment period starts on November 3 and ends on December 3. Following the 30-day comment period, the Committee meets on December 7 for a Public Hearing on the Community Development Program Budget.

Motion by Daryl Yankee, seconded by Michael Ramsey, to approve recommendation of the preliminary budget subject to the 30-day public comment period. Motion unanimously approved.

6. Next Meeting

Next meeting is December 7 at 6:00 p.m. Agenda will be sent prior to the meeting.

7. Adjournment

Motion by Bill Kimbler, seconded by Daryl Yankee, to adjourn. Meeting was adjourned at 7:30 pm.

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ATTENDANCE

Rebecca Ellenson, SOAR Career Solutions
Katy Shea, UMD Student
Kelly Looby, NYS
Kim Crawford, Life House
Rick Klun, CCHC
Dave Schaeffer, YMCA/Youth Development Collaborative
Kira Kallberg, TSA
Durbin Keeney, MACV-Duluth
Dave Benson, Damiano
Jodi Slick, Common Ground
Jeff Corey, NCLT
Tina Riley, TSA
Sarah Priest, CAD
Emily Larson, Duluth@Work