

**MEETING SUMMARY OF THE
COMMUNITY DEVELOPMENT COMMITTEE (CDC)
TUESDAY, OCTOBER 30, 2012 – 6:00 P.M.
CITY COUNCIL CHAMBERS – DULUTH CITY HALL**

Present: Debra Branley, Daniel Nyquist, Bill Kimbler, Barbara Carr, Michael Ramsey, John Evans and Daryl Yankee

Absent: Jim Gaylord, Kristi Gordon and Justin Perpich

Staff: Keith Hamre, Ben Van Tassel, Karen Olesen, Suzanne Kelley, Charles Froseth and Jade Seelye.

Roll Call: 7 present and 3 absent
There being a quorum Chair called the meeting to order at 6:05 p.m.

1. Approve Meeting Summaries from August 21, September 25, and October 9, 2012

Motion by Carr, seconded by Ramsey to approve the minutes. Motion passed 7-0.

2. Review of Community Development Manager's Funding Recommendations

Community *Development* (CD) Manager Keith Hamre reviewed the eight page spreadsheet of 2013 recommendations. Recommended for CDBG funding: Affordable Housing - \$694,400, Economic Development – \$328,000, Public Facilities - \$367,000, Public Services - \$320,000 and Planning / Administration - \$427,633 for a total of \$2,137,758. Home funding recommendations; CHDO - \$13,000, TBRA - \$125,000, Home Owner Development - \$79,619, and Administration - \$51,950 for a total of \$519,569. Funding recommendations for ESG: Operations - \$133,120 and Administration - \$16,672 for a total of \$149,792.

Committee discussion on the proposed funding recommendations:

Affordable Housing recommendations: Mr. Hamre explained to the Committee that he recommends the Hillside Apartments to be funded with HOME funds.

Kimbler moved, seconded by Ramsey to recommend the funding allocations as presented. Motion passed 7-0.

Economic Development recommendations and discussion: Members expressed concerns about agencies duplicating efforts for job training at SOAR and stated they would like to see increased coordination and collaboration. They also expressed concerns about benchmarks not being met. They questioned if the Circles of Support program was the most efficient way to assist single mothers find employment. They agreed that single mothers is a very difficult group and

need a lot of assistance and peer support, but the current program may need to be altered so that mothers could receive the emotional support from the Circle of Support program administered by Community Action Duluth, and receive job training from SOAR. The benchmarks are tied to the jobs, not the support services.

Carr made a motion to increase SOAR's funding by \$28,000 so the proposed budget of \$112,000 would be increased to \$140,000 and reduce Circles of Support funding by \$28,000 so the proposed budget of \$56,000 would be reduced to \$28,000. The remaining Economic Development funding allocations did not change. Ramsey seconded the motion and the motion passed 7-0.

Public Facilities recommendations and discussion: The Committee asked if the City had received the lease agreement for Lincoln Park. Mr. Froseth stated that the City has not.

Ramsey moved, seconded by Yankee to recommend the funding allocations as presented. Motion passed 7-0.

Public Services recommendations and discussion: Mr. Hamre explained that the recommending funding allocations were based on last year's budget. Mr. Yankee stated that he agreed with the methodology. Mr. Nyquist asked about the shelter programs increasing their coordination, similar to the ESG programs. Mr. Hamre stated that there was a budget item of \$12,085 to promote this coordination. Mr. Hamre also stated that Housing of Urban Development (HUD) is looking for more centralized coordination and intake processes. Ms. Carr asked if there was a way to visually or graphically compare the benefits people receive from this funding. Mr. Hamre stated that his staff would look into it. Ms. Carr also questioned if it was fair for some agencies to received more than one grant, while other agencies only received one grant.

Motion by Yankee, seconded by Branley to approve the proposed public service funding allocations as presented. Motion passed 7-0.

HOME recommendations and discussion: Ms. Olesen informed the Committee that the Hillside Apartments project received funding from the State of Minnesota with tax credits.

Motion by Kimbler, seconded by Yankee to approve the funding allocations as recommended for HOME as presented. Motion passed 7-0.

ESG recommendations and discussion: Yankee moved to approve the funding allocations as presented. Seconded by Ramsey, Motion passed 7-0.

Administration recommendations and discussion: The Committee asked why the funding for the Program Administration had been reduced. Mr. Hamre announced

that Mr. Froseth had been selected to become the new Land Use Supervisor; therefore he would be leaving the Community Development Division.

Ramsey moved to approve the funding allocations as presented, seconded by Branley. Motion passed 7-0.

4. Prepare Preliminary FY 2012 Community Development Program Budget for 30-day Public Comment Period and December 6th Public Hearing at 6:30 p.m.

Kimbler made the Motion, seconded by Ramsey to start the public comment period on Tuesday, November 1 and end on Monday, December 3, 2012 and to hold the public hearing on the 2013 Community Development Program Budget on Tuesday, December 4. Motion passed 7 - 0.

Next Meeting

The next meeting of the Community Development Committee meeting will be Tuesday, December 4, 2012 at 6:00 p.m. The Committee will develop FY 2013 recommendations following the 30-day Public Comment period which ends on Monday, December 3 and public hearing of that same evening.

Meeting adjourned at 7:45 p.m.

Submitted:
Suzanne Kelley