

**MEETING SUMMARY OF THE  
COMMUNITY DEVELOPMENT COMMITTEE (CDC)  
TUESDAY, SEPTEMBER 28, 2010 – 6:00 P.M.  
ROOM 402**

**Present:** Jennifer Baumann (Acting Chair), Patricia Tyler, Jim Gaylord, Darryl Yankee, Michael Ramsey, and Debra Branley

**Absent:** Scott Wallschlaeger, Bill Kimbler, DeAnne Westermann, Theresa Bobula, and Ron Boshey,

**Staff:** Keith Hamre, Chuck Froseth, Char McLennan, Ben VanTassel, Karen Olesen, Kathie Severson, Joseph Bonfoey, and Steven Robertson

**Others Present:** None

Introductions

Finding a quorum was present Acting Chairperson Baumann called the meeting to order at 6:02 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**

11-HS-02 FAIM IDA Housing Counseling/Down Payment Assist.-Community Action ..... 7

**Public Facility Improvements**

11-PF-01 Phase VIII - Curb Ramp Accessibility/Sidewalk Improve. - Engineering ..... 80

11-PF-04 Street Assistance – Community Development ..... 98

**Economic Development**

11-ED-01 SOAR Duluth At Work - SOAR Career Solutions ..... 44

11-ED-02 CHUM Supportive Services for Employment - CHUM ..... 50

11-ED-03 NYS JET (Jobs, Education & Training) - Neighborhood Youth Services..... 56

11-ED-04 Growing Neighborhood Businesses - Northeast Entrepreneur Fund ..... 62

11-ED-05 Futures Program – Life House ..... 68

11-ED-06 Circles of Support – Community Action Duluth ..... 74

**Planning**

11-AD-06 Skills2Success Planning Project – Neighborhood Youth Services ..... 202

11-AD-07 Housing for Inmates Plan – Housing for Inmates, Inc. .... 208

11-AD-08 At Home Targeted Revitalization – NHS and SVCNDA ..... 213

**Emergency Shelter Grants Program (ESGP)/ Public Services**

11-ES-03 Battered Women’s Shelter Programs-Safe Haven Shelter/AICHO..... 183

11-ES-04 Transitional Housing Prog.-Salvation Army/Center City Housing Corp. .... 189

**Public Services**

11-PS-03 Clothes that Work & Social Services - Damiano of Duluth ..... 104  
 11-PS-04 Emergency Heating Assistance - Salvation Army ..... 110  
 11-PS-07 Battered Women’s Shelter Programs-Safe Haven Shelter/AICHO ..... 183  
 11-PS-08 Transitional Housing Prog.-Salvation Army/Center City Housing Corp. .... 189  
 11-PS-10 Housing Support Program – Salvation Army ..... 134  
 11-PS-11 Jump Start Duluth Vehicle Purchasing Program – Community Action ..... 140

The Committee had the following questions for the applicants:

**CAD : IDA**

- What guidance do you provide homeowners once they purchase a home? What are the options for post homeownership counseling?

**City of Duluth: Curb Ramps**

- Are there other leveraging opportunities and resources for this project?

**CHUM: Supportive Services**

- What are the specific employment commitments?

**NYS : JET**

- How does this fit in with the NYS programs at the Washington Center and how many participants are involved? Who else indirectly benefits from this program besides the 5 target participants?
- Note: it would be good to see or know more about the people who have been successful with this program.

**Lifeshouse: Futures Program**

- Provide more specific information on program costs.

**CAD: Circles of Support**

- Provide more specific measurable outcomes.
- What is unique about this program? How is it not a duplication of other agencies’ programs?

**Housing for Inmates**

- Have you done research on existing or successful models to house inmates?

**Skills2Success**

- Have you approached one of the colleges or employment/business services for assistance with developing a business plan?

**Salvation Army: Housing Support Program**

- Be more clear and detail specific measureable outcomes.

**CAD: Jump Start**

- Why are the measureable outcomes so low?
- To qualify for CDBG Public Service funding, this needs to show an increase in service as a result of the additional CDBG funds. Is this a legitimate and quantifiable increase in service?
- How would this program be sustainable without government funding?

Complete Evaluation Forms

The next meeting of the CD Committee will be Tuesday, October 5, 2010, at 6:00 p.m. The Committee will review and score the remaining applications.

Meeting adjourned at 8:07 p.m.