

**MEETING SUMMARY OF THE
COMMUNITY DEVELOPMENT COMMITTEE (CDC) MEETING
TUESDAY, February 25, 2014 – 5:30 P.M.
CONFERENCE ROOM 303-THIRD FLOOR- CITY HALL**

Present: Barbara Carr, Justin Perpich, Reyna Crowe, Randy Brody, Debra Branley, Kristi Gordon, Harrison Dudley

Absent: None.

Staff: Karen Olesen, Ben VanTassel, Keith Hamre

1. Introductions and Roll Call
 - a. The meeting was called to order at 5:35 PM. A quorum was present.
2. Approval of Meeting Summaries from December 10, 2013 and January 28, 2014 CD Committee meetings.
 - a. **Motion by Brody, seconded by Crow to approve the meeting summaries for December 10, 2013 and January 28, 2014 as submitted. Motion approved; unanimously.**
3. FY 2014 Funding Update
 - a. Hamre gave an update on the Fiscal Year 2014 Funding. The city has not yet received the exact funding amount from the Department of Housing and Urban Development. We expect to receive that soon, and then the 2014 Annual Action Plan will be submitted. Keith reminded the Committee that the Council did make one change to the recommendations in providing \$32,000 in funds to the Community Action Duluth, Circles At Work Program.
4. Finalize the 2014 Meeting Calendar and Timeline
 - a. Hamre reviewed the meeting calendar and funding timeline for the year. He noted that meeting times will now be at 5:30 PM, as suggested at the January meeting. Hamre noted that the new timeline included a public hearing in May for identifying community needs and the CAPER hearing in June in which all sub-recipients would be interviewed on program performance. Also he noted that the application process would include a letter of intent by potential sub-recipients, which would then follow with invitations to apply.
 - b. **Motion by Carr, seconded by Gordon to approve the CD Committee meeting calendar and FY 2015 Funding Timeline. Motion approved; unanimously.**
5. Duluth Funding Climate Themes Summary
 - a. Olesen related that CD staff had conducted a “key informant” survey of funding entities, both foundations and government funded organizations. There were three questions: What are the funding priorities? What isn’t eligible for funding? What gaps or trends are you seeing in requests? As a group, the foundations are doing somewhat better as market conditions

improve. They don't fund capital or equipment campaigns. Most fund youth programs, as well as many of the same public service agencies that receive CD grants. The past couple of years the focus was on flood recovery, foundations are now turning back to more traditional priorities.

- b. On the public funding side, there were several key "take aways". There is recognition statewide of a lack of workforce housing. Permanent supportive housing is needed to address chronic homelessness. Employment training should be a priority to meet demand for existing open positions, and to prepare for the retirement of the "baby boomers". Rental assistance continues to be in high demand. In a couple of specific areas, it was noted there is a lack of shelter for homeless youth, and the Financial Opportunities Center had time limited funding that will end soon.

6. Housing Market Analysis Review

- a. VanTassel gave an overview on current housing and demographic trends that will be included in the Housing Indicator Report. This data is to help frame the discussion that the CD Committee will be having over the next few months regarding priorities, strategies, and objectives. Some of the key takeaways that were highlighted included; single family home prices and values have not fluctuated a lot over the last five years. The age of housing stock in Duluth remains one of the oldest of similar cities in Minnesota, providing significant and unique issues in Duluth. Rent levels have remained fairly stable overall in the last five years, however affordable subsidized units have a high waiting list. New single family units are expensive to build and often eliminate that option for a large segment of the population. In regards to housing affordability, people that are at or below 50% of the median income cannot afford most housing options.
- b. Perpich followed the presentation with asking if information regarding what kinds of building permits are being granted; electrical, plumbing, etc. Staff suggested the information could be provided at a future meeting.
- c. Committee members discussed the importance of housing, and housing that is affordable, and how having a place to live helps to stabilize all people, and if someone is without stable housing it generally effects, employment, health, etc. Crow asked whether current homeless numbers will show some of the barriers to housing and/or employment, suggesting it would be interesting to see if homeless individuals are good candidates for job training and employment programs.
- d. Hamre discussed the Portland Model of employment training and how some of the programs in Portland were tailored to supportive housing or shelter programming, so as to teach skills to those receiving housing assistance, so they are able to gain employment, and eventually not in need of housing assistance.
- e. Committee members discussed the need for "mid-level" positions that will give people who are minimum wage and entry-level positions a place to step up to. Also, grasping work-study, apprentice, internship paying positions that are employer-offered to train individuals.

7. Next Steps for the Consolidated Plan Process

- a. Hamre noted that at the next meeting the committee would be reviewing the neighborhood plans and priorities and the continuum of care goals and needs.

8. Election of Officers

- a. Hamre called for nominations for Chair.
 - i. **Motion by Gordon, seconded by Carr to nominate Justin Perpich to serve as Chair of the Community Development Committee. There were no other nominations. Motion passed; unanimously.**
- b. Hamre called for nominations for 1st Vice-chair.
 - i. **Motion by Gordon, seconded by Crow to nominate Barbara Carr to serve as 1st Vice-chair of the Community Development Committee. There were no other nominations. Motion passed; unanimously.**
- c. Hamre called for nominations for 2nd Vice-chair.
 - i. **Motion by Gordon, seconded by Branley to nominate Randy Brody to serve as 2nd Vice-chair of the Community Development Committee. There were no other nominations. Motion passed; unanimously.**

Next Meeting: The next CD Committee meeting will be **March 25th, 2014, at 5:30 pm.**