



*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**.*

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City of Duluth  
Community Development Committee  
February 27, 2018 Meeting Summary  
Room 303-3<sup>rd</sup> Floor Duluth City Hall

I. Call to Order and Roll Call

After introductions were made Chair Randy Brody called the meeting to order.

Roll Call

Attending: Randy Brody, Hamilton Smith, Mark Osthus, Abbey Mlinar, Noland Makowsky, Ashley Northey

Staff Present: Adam Fulton, Ben VanTassel, Suzanne Kelley

Remembrance for Debra Branley

Committee members and staff remembered Deb Branley who recently passed away. She was remembered for her unique and sincere perspectives, her outspokenness, her big heart, and that she always advocating for people who have the least.

II. Approval of Meeting Summary from January 8, 2018

**MOTION/Second:** Makowsky/Smith to approve the January 8, 2018 meeting summary. Motion passed. **VOTE (6-0)**

III. Public Hearings

A. Overview of Public Hearings: Adam Fulton described the Public Hearing processes and told the Committee that there would be 3 public hearings, and each one would have to be voted on separately. He told the Committee that the public hearings were advertised in the paper and on-line and that the 30-day comment period had been met. No comments were submitted during this time.

B. Public Hearing: Substantial Amendment to 2015 Annual Action Plan

The 2015 Annual Action Plan included a public facilities project for the Washington Center, specifically: 15-PF-01- New Kitchen, Washington Community Center, 3011 North 1<sup>st</sup> Ave W, Duluth. This project had an allocation of \$175,000 and it was intended to construct a new commercial kitchen for community use at the Washington Center to be used primarily by the Hill's Neighborhood Youth Services Program and the Duluth NAACP. After the project was approved and architectural services had been selected, City staff learned that there were concerns with the increase in costs, possible duplication of facilities since a public kitchen was available across the street at the Central Hillside Community Center, and concerns about City Staff being able to maintain the kitchen. This information made the project unfeasible to pursue so Staff was recommending the project to be removed from the 2015 Action Plan. \$35,542.50 in costs were expended, so the remaining funds would be

reprogrammed for a future project, this reprogramming would have to be approved by the CD Committee at a future meeting.

There were no public comments during the public hearing.

**MOTION/Second:** Smith/Othus to approve the Substantial Amendment to the 2015 Annual Action Plan to remove 15-PF-01 New Kitchen, Washington Community Center. Motion passed. **VOTE (4-2,** Makowsky and Northey dissenting).

C. Public Hearing: Substantial Amendment to 2017 Annual Action Plan

The 2017 Annual Action Plan included a housing project for a new multi-family rental housing development by One Roof Community Housing: 17-HS-03- One Roof Multi-Family Site Acquisition. The project had an allocation of \$151,500 and it was intended for construction of a multi-story mixed use project located the corner of 6<sup>th</sup> Ave W and 4<sup>th</sup> Street, across from Whole Foods Co-Op. This site is centrally located and close to services, however it contains unique challenges, including blighted structures and an underground creek bisecting the area. Due to timing and financing of this project, Staff and One Roof determined that it would be more effective to use the 2017 funds for acquisition and removal of the blighted structures from the site. The structures have been vacant for many years and are deteriorated beyond repair. Blight removal is a goal in the City's Consolidate Plan, however changing a project from construction to blight removal alters the National Objective of the CDBG program and would change this project from a housing project to a public facility project for blight removal, therefore a Substantial Amendment is needed. It is likely the project will be build using Low Income Housing Tax Credits, therefore this project will serve low and moderate income individuals.

There were no public comments during the public hearing.

**MOTION/Second:** Mlinar/Smith to approve the Substantial Amendment to the 2017 Annual Action Plan to change 17-HS-03 One Roof Multi-Family Site Acquisition to 17-PF-06 One Roof Blight Removal. Motion passed. **VOTE (6-0).**

D. Public Hearing: Citizen Participation Plan Revisions

The Citizen Participation Plan guides how the City of Duluth, including the Community Development Committee, obtains public input about funding for the City's Community Development Programs (CDBG, HOME and ESG). HUD sent a notice to the Community Planning Staff in 2017 stating that updates were required to set for a policy for rules related to adoption of an Assessment of Fair Housing (AFH) practices. These revisions, along with some grammatical and technical updates were included in the updated Citizen Participation Plan.

There were no public comments during the public hearing.

**MOTION/Second:** Smith/Osthus to approve the Citizen Plan Revisions. Motion passed. **VOTE (6-0).**

IV. Election of Officers

- A. Chair- Makowsky made a motion to nominate Randy Brody as chair, Mlinar seconded the motion. Motion passed (6-0).
- B. Vice-Chair- Osthus made a motion to nominate Hamilton Smith as Vice-Chair, Makowsky seconded the motion. Motion passed (6-0).

C. 2<sup>nd</sup> Vice-Chair- Smith made a motion to nominate Noland Makowsky as 2<sup>nd</sup> Vice-Chair, Mlinar seconded the motion. Motion passed (6-0).

V. Review of 2018 Meeting Schedule and Work Plan, RY 2018 Pre-Commitment

The 2018 Meeting Schedule was passed out and reviewed.

VI. FY 2018 Federal Funding Update

Staff updated the CD Committee on the federal funding process.

VII. Adjourn

Meeting adjourned at 6:61 p.m.

**MOTION/Second:** Smith/Makowsky to adjourn meeting. Motion passed. **VOTE: (6-0)**