



City of Duluth  
Community Development Committee  
February 5, 2019 Meeting Summary  
Room 303, City Hall

I. Call to order

Chair Randy Brody called the Community Development Committee meeting to order at 5:30pm on Tuesday, February 5, 2019.

Roll call

Attending- Randy Brody, Alicia Cyr, Noland Makowsky, Ashley Northey, Mark Osthus  
Hamilton Smith, Patricia Sterner

Absent- Daris Nordby

Staff Present: Adam Fulton, Ben VanTassel

Others Present: City Councilor Renee Van Nett

II. Approval of Meeting Summaries from January 14, 2019

**MOTION/Second:** Sterner/Smith to approve meeting summaries from January 14, 2019.

Motion passed. **Vote (7-0)**

III. Application and Funding Process Debrief & Discussion

Fulton provided an update on the funding recommendations and city council actions. The council approved the HOME Investment Partnership and Emergency Solutions Grant amounts as recommended and revised and approved the Community Development Block Grant recommendations. The Tenant Landlord Connection (One Roof Community Housing) was increased by \$5,000 to be \$25,000 and Seeds of Success Farmers Market (Community Action Duluth) was reduced by \$5,000 to \$0.

Sterner questioned how the committee might be able to provide additional insight to the city council regarding rationale behind funding recommendations and stated that it may be helpful to city councilors to know fully understand the application review process and considerations. Fulton noted that the committee could choose to speak at a future council meeting during the public comment portion of the agenda or send correspondence to share more insight about the funding process and recommendations. Councilor Van Nett encouraged the committee to reach out with concerns about the process and stated that it

is always helpful to hear additional insight into committee decisions. Sterner volunteered to draft a letter to the city council for the committee to consider at the next meeting.

Regarding future funding recommendation processes the committee asked city staff to include more time between when public input is gathered and when the funding recommendations are finalized. VanTassel responded that staff would consider options and propose how to include additional time later this year.

IV. 2020-2024 Consolidated Planning Process

VanTassel provided an overview of the consolidated planning process including; data gathering, community outreach, consultation with community partners, and goal development. He also noted the need to have goals and priorities identified by mid-summer so that the application process for funding can relate to the new goals that are developed.

V. Review Citizen Participation Plan

Fulton provided an overview of the Citizen Participation Plan and the plan's purpose. He reiterated that the U.S. Department of Housing and Urban Development office works to ensure that all local government processes comply with local participation plans. Fulton mentioned that there are a few portions of this plan that will be recommended for revision in order to ensure that the consolidated plan process, public input, and other processes better align with the plan. He intends for the committee to review proposed changes at the next meeting.

VI. Program Updates

Fulton reported that staff is still waiting for 2019 funding amounts and will update the committee when the city receives a final funding award letter.

VII. Adjourn

**MOTION/Second:** Smith/Northey to adjourn the Community Development Committee meeting. **Vote: (7-0)**