



*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**.*

City of Duluth
Community Development Committee
April 26, 2016 **DRAFT** Meeting Summary
Room 106A - City Hall

I. Call to Order

Chair Barbara Carr brought the meeting to order at 5:30 p.m. on Tuesday, April 26, 2016, in Room 106A of City Hall.

Roll Call

Attending: Debra Branley, Randy Brody, Barbara Carr, Reyna Crow, Hamilton Smith, Cruz Mendoza

Absent: Harrison Dudley

Staff Present: Adam Fulton, Ben VanTassel, Kathy Wilson

II. Needs Assessment

Kathy Wilson presented information regarding the needs assessment focus group meeting. She reviewed the process used by Staff to develop the questions. She provided a summary of next steps. She discussed the proposed survey and outlined process for focus group review. She discussed fiscal sponsorship. Adam Fulton mentioned dates during the week of May 3rd for the next focus group. He said that Staff would send the handout and survey to Committee members when available.

III. Public Hearing

Ben VanTassel summarized the past practices with the needs assessment hearing. He stated that the intent is to learn more about new needs and issues in the City. The event will be located outside City Hall. He said staff will try to use a flexible process in obtaining comment.

Brody suggested that the CD Committee hold the hearing at the Harrison Center. Carr suggested Lincoln Park MS, as parking is important. Crow suggested providing transportation, and publishing bus routes that could be used to arrive at hearing. Fulton suggested that Staff would investigate bus vouchers. Branley suggested using DTA's Stride service. Brody said that it is helpful to not have it at City Hall. Having a framework would be helpful, to make space for all to speak in an efficient way. VanTassel discussed surveys and opportunity for detailed comment. Smith suggested small group meetings during the public hearing, to help people feel comfortable speaking.

Carr referenced upcoming EDAM meetings in Duluth. Fulton stated that he would look into this opportunity and report back to the Committee.

Carr suggested that the hearing be held at the Salvation Army in Lincoln Park.

IV. FY2017 Evaluation Tool

VanTassel reviewed the evaluation tool. He discussed its history and length, and how it is used by applicants.

Brody suggested giving a default score on experience to make the tool more fair for new applicants. Smith suggested taking an average and adding it in. VanTassel said the City will work on this question.

Branley said that the quality of application is well defined. Brody discussed changes for creative approaches, with bonus points for collaboration. Carr asked if the City could consider bonus points for applicants leveraging other opportunities. Crow said that there is undue concern for duplication of services. She stated that this is a result of self-reporting, because there are unmet needs. Carr asked if there might be bonus points given for applicants meeting multiple needs. Brody suggested that scores could be increased for applicants who have had an unbiased audit for provision of services, resulting in better customer service. Crow noted that HUD used to do such audits. Wilson will check in and report back on this issue at the next meeting. Crow asked if the CD Committee would consider requiring it. She suggested that Staff could survey individuals using services to develop findings. Brody said that we would benefit from firsthand knowledge around this issue.

V. Housing Indicator Report Preliminary Findings

Wilson reviewed the preliminary findings of the housing indicator report. She reviewed the details on the maps, and explained the statistics in the report.

Carr asked about the racial makeup of neighborhoods. Branley asked what caused the increase in rent. Kathy explained potential causes. Mendoza referenced the racial equity agenda. He recommended that Staff meet with the folks who put it together, including Stephen Witherspoon and Ashley Compton. He would like to be invited if such a meeting were arranged. Carr would like the report to include more numbers. Mendoza asked that the report be provided to the HRC when complete. Crow would like Staff to track disability in this report. Carr asked if we are planning for housing where people can have a family experience.

VI. Announcements

- a. Fulton informed the Committee that Staff is working on an ADA training for mid-July. Staff is communicating with HUD to set this up.
- b. Carr noted that there is a safety issue with a bike rack by the Zinema which is not safe. It is located near the handicap parking. Staff offered to get back to her.

Meeting adjourned at 6:56 p.m.

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

Respectfully Submitted,
Adam Fulton, Manager