



Planning & Development Division
Planning & Economic Development Department

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Community Development Committee Meeting Summary

Tuesday, April 18, 2023, 5:30 p.m.

1. Call to Order and Roll Call

Chair Steve Wick called the meeting to order at 5:37 pm

Attending: Pat Sterner, Steve Wick, David Lewis, Jennifer Harris, Mary Garness, Jasmine Clark

Absent: Patrice Critchley-Menor, AC Kirk

Staff Present: Suzanne Kelley, Phillis Webb

2. Approval of Meeting Summaries

a. Motion to Approve March 18 minutes **MOTION/Second: Lewis/ Harris Vote (6-0) APPROVED**

3. Public Hearing on City of Duluth FY 2023 HOME Funds

- Chair Wick officially opened the public hearing at 5:39pm

- Chair Wick opened to public comment. Jim Philbin from One Roof stated that they appreciate what the commission has done. He also stated that they have been trying to find as many homes as possible so they can do construction. He also stated all the programs they have in place are doing great.

- Chair Wick made a motion to approve FY 23 HOME allocation

MOTION/Second: Sterner/ Garness Vote (6-0) APPROVED

-Staff member Suzanne Kelley talked about the next steps of the review process and how it will go to city council

4. 2023 Application Review Process update

- Commissioner Sterner started with project impacts and delivery and how and/or if this is a good way to ask what their goals are. Staff member Webb stated that within the application, there may be some questions that seem the same, but there may be intricacies from one question to another.

- The commission dissected the current questions within the application. The commission also went over the point system for the summary rating sheet.

5. Community Needs Assessment Discussion

Staff member Kelley asked the commission what would be an appropriate way to get out into the

community for assessment of needs in the community. There needs to be at least 1 community input discussion. Possibly ask one of the agencies to host. Commissioner Clark stated that phones are not always accessible, there could be bias. Also, provide paper surveys. Commissioner Lewis also stated that the Mayor has several focus groups that have statistical data that the commission could use, where the commission may not have to do surveys.

8. Adjourn (Next meeting, May 16, 2023)

MOTION/Second: Garness / Lewis Vote (7-0) APPROVED