



PLANNING & ECONOMIC DEVELOPMENT

Planning & Development Division
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Community Development Committee Meeting Summary

Tuesday, March 26th, 2019- 5:30 p.m.
Room 116, First Floor, Duluth City Hall

1. Call to Order and Roll Call

Chair Hamilton Smith called the meeting to order at 5:33pm on Tuesday, March 26, 2019.

Roll Call

Attending- Randy Brody, Noland Makowsky, Mark Osthus, Hamilton Smith and Patricia Sterner

Absent- Daris Nordby and Ashley Northey

Staff Present: Adam Fulton, Ben VanTassel, Mollie Hinderaker, and Emilie Voight

2. Approval of Meeting Summary

MOTION/ Second: Sterner/Brody to approve meeting summary from February 26, 2019.
Vote (5-0)

Deputy Director Adam Fulton notes a new member was appointed to the CD Committee; Breanna Ellison.

3. Aligning the Consolidated Plan with the Comprehensive Plan

Deputy Director Adam Fulton gives an overview and discusses the handout. Policies and strategies are discussed, including ones that are most directly tied with the work of CD Committee. Examples: strategy ED1.1, mention of SOAR and Entrepreneur Fund; ED4.1, mention of Keene Creek Park project funded in FY 2018. Discussion of access to employment and recreational spaces in areas like Waseca Industrial Park. Strategy H4.5, mention of Eco3 programs to improve housing quality.

Mollie Hinderaker discusses additional strategies: ED3.1, economic expansion in hubs, revitalizing pedestrian-focused areas. H4.4 rental housing, improving code enforcement and licensing. OS5.4 edible landscapes, food access. Consolidated plan could prioritize funding for these types of programs. T1.7, review of safe routes to school and safer sidewalks. Review of how funding could tie to comp plan priorities.

Mark Osthus raises concerns regarding access to trails, avoiding indirect routes. Fulton notes this could be done in LMI eligible neighborhoods. Osthus notes access to schools. Trails will be important. Randy Brody asks if the City has a trail plan. Ben VanTassel affirms. Pat Sterner thanks staff for providing this overview.

VanTassel states that this process helps to coordinate other city processes with CDBG and other funding services, including prioritization. Sterner mentions grocery stores and access to healthy food are key issues to consider. Noland Makowsky asks what is eligible as edible landscapes. Hinderaker explains it's different than community gardens, these elements are actually incorporated into park landscapes. Emilie Voight reviews the locations of some edible landscapes in Duluth. Sterner asks where the core investment areas are. VanTassel provides background information on this concept. Osthus would like additional walkability around East High School. Smith asks if this document indicates that the City will be putting forth more of its own applications and projects. Fulton states it depends on the Consolidated Plan. VanTassel states there will be competing priorities and notes working with non-profits.

4. Annual application process and timeline discussion

VanTassel explains that in a typical year, staff would have already developed a timeline for the year (applications, etc.), but have not yet done so because of conversations in the Committee last year about wanting to rethink the calendar. The City also wants to be sure it's checking in as part of the Consolidating Planning process. He refers back to training with HUD last fall. Every city and jurisdiction follows HUD rules, but each has an independent calendar.

VanTassel mentions the Public Services funding category. There is a possibility of changing the application process so that it's not the same for every funding area. This could provide more time/concentrated discussion on certain funding areas that might benefit from it.

Smith asks if public services could be on a different timeline. VanTassel notes it would still need to be ready for part of the action plan, but public comment periods could change.

Sterner asks if it would be possible to hear a broad overview of timeline and deadlines.

VanTassel gives an overview of the standard calendar:

- develop priorities in June/July,
- develop application materials in late July,
- applications due in late August,
- binders and staff reports out in September,
- review late September/early October,
- preliminary recommendations from Committee in Mid-October,
- public comment starts late October (30 days)
- decisions for final funding recommendations to Council late November.

Brody asks if the Committee could have a discussion in the middle of the public comment period, as opposed to waiting until the end. Smith notes it's hard to make funding decisions and recommendations the same night as the public hearing. Sterner suggests getting input, then having the public hearing, and then having a separate final recommendation meeting. Fulton notes this is possible, but that the calendar is limited,

agenda items would need to be reshuffled. VanTassel states that to do this, they could add an extra meeting. Also, reminds the Committee that there will always be some comments that come in on the last day of the comment period. (responding to proposal of having public hearing in middle of comment period). Makowsky suggests sending comments a week before the final recommendations meeting. Smith suggests moving everything back a week to leave a week's gap.

Fulton states staff will consider all of these options and get back to the Committee with a recommendation.

Smith asks when Consolidated Plan and Action Plan are due. VanTassel states February 2020. Brody likes the current flow, and he wouldn't necessarily modify the application format, but suggests setting aside more time for scoring. Sterner likes the idea of setting aside time for Public Services. Fulton and VanTassel state they will get back to the Committee with recommendations in April.

Makowsky questions if any of the funding that the Committee is responsible for can be used for Lakewalk repair, streets (potholes), etc. VanTassel states perhaps for some infrastructure replacement, but as costs have historically risen over time, it hasn't been as good of a fit. Fulton states they could also use funding for disaster recovery (i.e. lake damage) type efforts. Brody asks if anything in funding could apply to climate refugee concerns. Fulton states individuals in those situations could receive this kind of funding, yes. He is unsure about resilience building in the overall community, probably no.

General discussion of disaster funds and funding.

Sterner expects to see more applications related to homelessness and the housing crisis, in large part due to the opioid crisis. Fulton notes there is some funding flexibility specified in the plans.

5. Consultation with funders, service providers, and other groups

Voight reviews draft consultation list for the Consolidated Plan, in the context of what has been done previously. Smith suggests adding Lions Club, Masonic/Shriners, Kiwanis, Lloyd K. Johnson Foundation. Osthus reviews work of the Lions Club. Sterner suggests talking to corporate foundations and regional rep. for Minnesota Council of Non-profits. VanTassel reviews the purpose of the meetings with various groups, whether assessing needs or speaking to funders. Sterner suggests giving funders a broader picture of the overall needs in the community, suggests asking other funders who is missing. Makowsky asks if they can address transportation. VanTassel notes the MIC is present on the list, and will add the DTA. Osthus notes systems of transportation sometimes include age and health issues. Osthus mentions that while the Fond Du Lac Band is on the list, other bands are not. VanTassel indicates that a consultation with the Indigenous Commission is specified on the list, and will be an important way on connecting with tribes. Voight asks Committee members to email staff if they have any additional suggestions or questions for the consultations list.

6. Updates

- Citizen Participation plan - Fulton is looking forward to the hearing, which is coming at April meeting. It will need to go to City Council and then to HUD. This occurs before the Consolidated Plan adoption. VanTassel states that a few members of staff will be attending training in Minneapolis on April 30th, asks if that meeting can be moved one week earlier to April 23rd. Committee agrees.
- Community engagement and outreach - VanTassel notes that the Consolidated Plan outreach survey will be shared with the Committee by the end of this week. Staff hopes to have some initial responses to share with the Committee at their next meeting. Makowsky suggests that for the next survey, could get more responses if utilize a splash page on public wi-fi in central targeted location (e.g. the library, etc.).

7. Adjourn

MOTION/ Second: Osthus/Makowsky to adjourn the meeting at 6:53 p.m. **Vote (5-0)**