

**MINUTES  
COMMUNITY DEVELOPMENT ADVISORY COMMISSION  
(UNAPPROVED)**

**DATE:** Wednesday, January 19, 2022  
**TIME:** 5:30 p.m.  
**PLACE:** Housing & Community Development, Room 250, Second Floor of the Historic Federal Building, 350 W 6<sup>th</sup> St, Suite 312, Dubuque, IA 52001.

Chairperson Michelle Hinke called the meeting to order at 5:30 p.m., following staff assurance of compliance with Iowa Open Meeting Law.

**Commissioners Present:** Dean Boles, Hilary Dalton, Kelly Fox, Danita Grant, Michelle Hinke, Julie Woodyard

**Commissioners Absent:** Janice Craddieth

**Staff Present:** Madeline Haverland, Kris Neyen, and Karla Escobar

**Public Present:** None

**New Business**

**a. Community Development Block Grant Application review**  
**No application received**

**b. Request to Approve Additional Funds for Accessibility Rehab**

Kris Neyen, Rehabilitation Programs Supervisor, referred the commission to the memo that was included in their packets, Neyen noted the need of additional funding to assist an elderly woman who applied for the Homeowner Accessibility Program, whose rehab repairs exceed the \$5,000 limit of the Accessibility Program.

Motion by Commissioner Woodyard to approve additional funding of \$13,000.00 for Accessibility Rehab. Seconded by Commissioner Fox. Motion carried 6-0.

**c. Public Hearing for PY20/FY21 CAPER**

Motion by Commissioner Woodyard to open the Public Hearing for PY20/FY21 CAPER. Seconded by Commissioner Dalton. Motion carried 6-0.

Chair Hinke inquired if there were any public comments, no public present to comment.

Motion by Commissioner Woodyard to close the Public Hearing for PY20/FY21 CAPER. Seconded by Commissioner Fox. Motion carried 6-0.

Motion by Commissioner Woodyard to approve the Public Hearing for PY20/FY21 CAPER. Seconded by Commissioner Boles. Motion carried 6-0.

## **Reports**

### **Rehabilitation Programs**

Neyen, reported that 2407 Queen St., 2247 Central Ave., and 351 E. 15<sup>th</sup> St city owed rehabbed properties will be ready to sell soon. Neyen stated that she has interested parties already for the homes. Neyen, noted that the Iowa Finance Authority Grant application was approved for 2022 in the amount of \$183,956. Recapping the fiscal year, Neyen informed the commission that eleven first time homebuyers became homeowners and seven completed rehab work on their homes. Window Egress Program, five participants completed work, fifteen participants have completed the Energy Savings Program, and thirty-two households were assisted under the Rental Assistance Program.

### **Housing Commission**

Commissioner Dalton stated that the Housing Commission met on December 14, 2021 and referred the commission to their packets to reference the meeting minutes.

### **Resilient Community Advisory Commission**

Commissioner Boles stated that the Resilient Community Advisory Commission did not meet, therefore there is no report available.

### **Human Rights Commission**

No reports were available.

## **Information Sharing**

Madeline Haverland, Community Development Specialist, presented survey information performed by Jill Connors, Economic Development Director, who surveyed the microenterprise applicants.

Haverland, presented a notice from the Department of Energy, in where expansion of client eligibility in the Weatherization Assistance Program will expand to include U.S Department of Housing and Urban Development (HUD) to prevent duplication of benefits.

Commissioner Boles shared that there is still availability for Renew DBQ, the low-to-moderate income solar pilot. Homes must be owned by the occupant in the downtown urban renewal district. Commissioner Boles has provided the information for this program to Haverland to distribute to the Commission.

## **Adjournment**

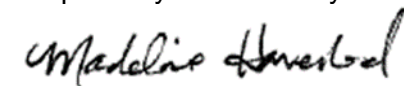
There being no further business, motion by Commissioner Fox to adjourn at 6:15 p.m. Seconded by Commissioner Woodyard. All in favor. Motion carried.

Minutes transcribed by:



Karla Escobar,  
Housing Financial Specialist

Respectfully submitted by:



Madeline Haverland,  
Community Development Specialist