

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

DATE: Wednesday, March 16, 2022
TIME: 5:30 p.m.
PLACE: Housing & Community Development, Room 250, Second Floor of the Historic Federal Building, 350 W 6th St, Dubuque, IA 52001.

Chairperson Michelle Hinke called the meeting to order at 5:32 p.m., following staff assurance of compliance with Iowa Open Meeting Law.

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

Commissioners Absent:

Staff Present: Madeline Haverland and Karla Escobar

Public Present: Jill Courtney and Becky Bodish

Oath(s) of Office:

Kelly Fox, Vice-Chair, administered the Oath of Office to Commissioner Michelle Hinke. Michelle Hinke, Chair administered the Oath of Office to Commissioner Dean Boles.

Certification of Minutes

Motion by Commissioner Woodyard to approve the December 15, 2021, Commission meeting minutes as submitted. Seconded by Commissioner Fox. Motion carried 5-0

Amend Meeting Minutes- January 19,2022

Motion by Commissioner Woodyard to approve the amended meeting minutes for January 19, 2022. Seconded by Commissioner Fox. Motion carried 5-0

New Business

a. Community Development Block Grant Application review

1. Henry Stout Senior Apartments

Madeline Haverland, Community Development Specialist, referred the commission to their packets. Haverland explained to the commission that the Henry Stout Senior Apartments requests funding for Acquisition and/or Rehab of this existing building, which would meet the National Objective of Low/Mod-Income Housing, and the Eligible Activity of Acquisition or Rehabilitation. Commissioner Woodyard requested clarification of whether the funding would be used for acquisition or rehabilitation. The requested amount of funding is \$525,000, however CDBG can only assist with \$350,000.

Motion by Commissioner Woodyard to approve \$350,000 in funding for the acquisition of the Henry Stout Apartments, contingent on clarification of it meeting a National Objective and eligible activity. Seconded by Commissioner Fox. Motion carried 5-0

2. Build Dubuque Vocational Training-Four Mounds

Jill Courtney, Executive Director for Four Mounds, explained to the commission that Four Mounds is a 60-acre estate that was donated by the Burden Family in 1982; Four Mounds is a non-profit organization whose mission is to preserve, educate, and serve. In 2003 the HEART (Housing Education and Rehabilitation Training) Youth Program was started and in 2019 the Adult Program was started. The program is a hands-on learning experience for people looking to achieve their goals in attaining a high school diploma while developing construction skills to assist Dubuque neighborhoods in becoming livable and walkable for working families.

Four Mounds is seeking funding to serve homeowners through improving existing structures for low to moderate income elderly residents whose goal is to make home modifications that allow them to age in place. This is in partnership with the HUD grant received for Older Adults Home Modification Program. Improvements include physical environment repair, and maintenance. Four Mounds is seeking funding in the amount of \$152,425, for Build Dubuque Vocation Training.

Motion by Commissioner Boles to approve \$152,425, one year only, for Build Dubuque Vocational Training. Seconded by Commissioner Woodyard. Motion carried 5-0.

Reports

Housing Commission- No reports available.

Resilient Community Advisory Commission

Commissioner Boles stated that the Resilient Community Advisory Commission met and during their meeting Public Works presented a proposal to have all residents of Dubuque switch to trash carts for automatic trash pick-ups; however, this project did not go through as there was not enough public input.

Human Rights Commission

Haverland, reported that Human Rights Commission set three goal areas for 2021-2022.

1. Educate tenants on housing responsibilities.
2. Obtain information on housing assistance approvals and denials and reasons for denials. Assist public in providing the correct information to address denial reasons.
3. Take steps to provide residents in shelters and those visiting meal sites information on resources; have non-professional volunteers to be present at shelters/meal sites certain days/times to answer questions, help complete forms, and generally assist with accessing resources.

Information Sharing

Madeline Haverland, Community Development Specialist, stated that budget hearing is set for Wednesday March 23, 2022.

Adjournment

There being no further business, motion by Commissioner Woodyard to adjourn at 6:21 p.m. Seconded by Commissioner Fox. All in favor. Motion carried.

Minutes transcribed by:



Karla Escobar,
Housing Financial Specialist

Respectfully submitted by:

Madeline Haverland

Madeline Haverland,
Community Development Specialist