

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

DATE: Wednesday, November 16, 2022
TIME: 5:30 p.m.
PLACE: Virtual GoToMeeting and Housing & Community Development, Housing Conference Room at the Historic Federal Building, 350 W 6th St, Dubuque, IA 52001.

Chair Kelly Fox called the meeting to order at 5:40 p.m., following staff assurance of compliance with Iowa Open Meeting Law.

Commissioners Present: Kelly Fox, Jerry Hammel, Dominique Jeter, Sasha Williams, Julie Woodyard

Commissioners Absent: Dean Boles, Michelle Hinke, and Renee Kehoe

Staff Present: Mary Bridget Corken-Deutsch, Madeline Haverland, and Karla Escobar

Public Present: Chuck Bandy and Mike DeMouly

Oath of Office:

Kelly Fox, Chair administered the Oath of Office to Commissioner Jerry Hammel.

Certification of Minutes

Motion by Commissioner Woodyard to approve the October 19, 2022, Commission meeting minutes as submitted. Seconded by Commissioner Williams. Motion carried 5-0

Old Business

a. Catholic Charities-Ecumenical Towers Elevator Replacement

Mike DeMouly, Affordable Housing Director, and Chuck Bandy, Catholic Charities Ecumenical Tower Property Manager presented the need for the replacement for both elevators. Ecumenical Towers has a total of eighty-eight units, all units are housed by low-mod income individuals. Majority of their residents use walkers or wheelchairs and rely on the elevators to access the laundry room and dining room that are located on the main floor. Ambulatory services rely on these elevators to access the residents in case of an emergency. Current elevators are the original elevators installed when the tower was built, making them over forty years old. Due to the age of the elevators, replacement parts are no longer being manufactured making it difficult to look for parts that need replaced. DeMouly and Bandy main concern is if the elevators break down many of the residents are not able to use the stairs, meaning that all occupants of the building would need to be relocated.

DeMouly, disclosed to the commission that they do have a line of credit of \$200,000 available, but it is still not enough to support the \$580,079 total cost of replacing both elevators. Replacement of the elevators would be done in phases; small elevator would be replaced first and then the big elevator second.

Mary Bridget Corken-Deutsch, Community Development Specialist informed the commission that the earliest available funding would not be until fiscal year 2025.

Motion by Commissioner Woodyard to prioritize funding for Catholic Charities-Ecumenical Towers Elevator Replacement depending on the availability of funds for FY25. Seconded by Commissioner Hammel. Motion carried 5-0

New Business

a. Community Development Block Grant Application review

No application received

b. Reschedule Public Hearing for FY2022/PY2021 CAPER

Corken-Deutsch referred the commission to their packets to reference the memo included.

Motion by Commissioner Fox to set the public hearing for FY2022/PY2021 CAPER for January 18, 2023 and authorize staff to publish public notice of comment period 15 days in advance. Seconded by Commissioner Woodyard. Motion carried 5-0

c. Review FY24 Annual Action Plan and set Public Hearing

Madeline Haverland, Urban Development and Housing Rehabilitation Project Manager referred the commission to their packets.

Motion by Commissioner Fox to set the public hearing for FY24 Annual Action Plan for January 18, 2023 and authorize staff to publish public notice of comment period 30 days in advance. Seconded by Commissioner Williams. Motion carried 5-0

Reports

Housing Commission

No reports were available.

Resilient Community Advisory Commission

No reports were available.

Human Rights Commission

No reports were available.

Information Sharing

Haverland, informed the commission that the USDA grant application for \$300,000 was approved. Funding will be used to supplement the food access project.

Adjournment

There being no further business, motion by Commissioner Woodyard to adjourn at 6:22 p.m. Seconded by Commissioner Williams. All in favor. Motion carried.

Minutes transcribed by:



Karla Escobar,
Housing Financial Specialist

Respectfully submitted by

Mary Bridget Corken- Deutsch

Mary Bridget Corken- Deutsch,
Community Development Specialist