

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

**DATE:** Wednesday, January 18, 2023  
**TIME:** 5:30 p.m.  
**PLACE:** Virtual GoToMeeting and Housing & Community Development, Housing Conference Room at the Historic Federal Building, 350 W 6<sup>th</sup> St, Dubuque, IA 52001.

Chair Kelly Fox called the meeting to order at 5:33 p.m., following staff assurance of compliance with Iowa Open Meeting Law.

**Commissioners Present:** Kelly Fox, Dean Boles, Jerry Hammel, Michelle Hinke, Gabriel Mozena, Sasha Williams, and Julie Woodyard

**Commissioners Absent:** Dominique Jeter and Renee Kehoe

**Staff Present:** Mary Bridget Corken-Deutsch and Karla Escobar

**Public Present:** None

**Certification of Minutes**

Motion by Commissioner Woodyard to approve the November 16, 2022, Commission meeting minutes as submitted. Seconded by Commissioner Hammel. Motion carried 5-0 with two abstentions by Commissioners Dean Boles and Gabriel Mozena. Abstention by both parties is due to not being present at the November 16, 2022 meeting.

**New Business**

**a. Community Development Block Grant Application review**

No application received.

**b. Request to move February CDAC Meeting to Wednesday, February 22, 2023**

Mary Bridget Corken-Deutsch, Community Development Specialist, referred the commission to their packets.

Motion by Commissioner Woodyard to move February CDAC meeting to Wednesday, February 22, 2023. Seconded by Commissioner Boles. Motion carried 7-0.

**c. Reschedule Public Hearing for FY2022/PY2021 CAPER**

Motion by Commissioner Mozena to set the public hearing for FY2022/PY2021 CAPER for February 22, 2023, and authorize staff to publish public notice of comment period 15 days in advance. Seconded by Commissioner Boles. Motion carried 7-0.

**d. Set Public Hearing for FY23 Annual Action Plan Amendment 1 for February CDAC meeting.**

Motion by Commissioner Woodyard to set Public Hearing for FY23 Annual Action Plan Amendment 1 for Wednesday, February 22, 2023, and authorize staff to publish public notice of comment period 30 days in advance. Seconded by Commissioner Boles. Motion carried 7-0.

**e. Public Hearing FY24 Annual Action Plan**

Motion by Chair Fox to open the public hearing for FY24 Annual Action Plan. Seconded by Commissioner Woodyard. Motion carried 7-0.

Commissioners reviewed FY24 Annual Action Plan.

Motion by Commissioner Woodyard to close the public hearing for the EY24 Annual Action Plan. Seconded by Commissioner Mozena. Motion carried 7-0.

Motion by Commissioner Boles to approve the FY24 Annual Action Plan. Seconded by Commissioner Mozena. Motion carried 7-0.

**Reports**

**Housing Commission**

No reports were available.

**Resilient Community Advisory Commission**

Commissioner Boles stated that the Resilient Community Advisory Commission continues to investigate the city's ordinances regarding chickens and goats within city limits. Leisure Services Department presented before the Commission regarding tree replacement of dead ash trees and the potential need to assist homeowner who cannot cover the costs of tree removal. Current costs of tree removal can run up to \$2,000, causing a burden to homeowners who cannot cover these costs.

Commissioner Boles is requesting additional information regarding the city's inspection process. Commissioners Boles would like to know if current inspectors note at time of inspection if there is a dead tree on site.

**Human Rights Commission**

No reports were available.

**Information Sharing**

**a. FY23 Grant Approval**

Corken-Deutsch reviewed the FY23 Grant Approval letter before the commission.

**b. Kelly Fox- Key Corp Affidavit**

Chair Fox referred the commission to the affidavit found in their packets. Chair Fox read the Affidavit before the commission.

**Adjournment**

There being no further business, motion by Commissioner Woodyard to adjourn at 6:04 p.m. Seconded by Commissioner Mozena. 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