

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

DATE: Wednesday, April 19, 2023

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 5:30 p.m., following staff assurance of compliance with Iowa Open Meeting Law.

Commissioners Present: Kelly Fox, Michelle Hinke, Dean Boles, Jerry Hammel, Dominique Jeter, and Renee Kehoe

Commissioners Absent: Gabriel Mozena, Sasha Williams, and Julie Woodyard

Staff Present: Mary Bridget Corken-Deutsch and Karla Escobar

Public Present: Mike DeMouly

Certification of Minutes

Motion by Commissioner Hammel to approve the March 15, 2023 Seconded by Commissioner Boles. Motion carried 5-0 with one abstention by Chair Fox. Abstention by Chair fox is due to not being present at the March 15, 2023 meeting.

Old Business

a. CDAC Committee Bylaws

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

b. Assign Committee Community Outreach Engagement Strategies

Motion by Commissioner Fox to approve commissioners Hinke, Hammel, and Jeter as the sub-group for CDAC/CDBG community outreach, engagement strategies. Seconded by Commissioner Boles. Motion carried 6-0.

New Business

a. Community Development Block Grant Application review

ii. JDD Investments-2 Julien Dubuque Drive

Corken- Deutsch, referred the commission to their packets to review JDD Investments application. JDD Investments is requesting a total of \$169,062.49 for window replacement at 2 Julien Dubuque Drive to meet the modern Egress code by City of Dubuque.

Corken-Deutsch informed the commission that only \$19,000 is currently available under the existing Emergency Escape and Rescue Openings (Window Program).

Motion by Commissioner Boles to approve CDBG support for JDD Investments in the amount of \$19,000 for 2 Julien Dubuque Drive for Window Replacement with the contingency of accepting Housing Choice Voucher participants. Seconded by Commissioner Kehoe. Motion carried 6-0.

iii. Catholic Charities-Ecumenical Towers

Corken-Deutsch referred the commission to the memo in their packets. At the November 16, 2022 meeting the Community Development Advisory Commission voted to prioritize funding for Catholic Charities Ecumenical Towers Elevator Replacement depending on availability of funds. After careful review of FY23 Amendment 1 Program Income, Revolving Application Fund dollars are available sooner than FY25. A total of \$135,000 is available for phase 1 of the elevator replacement.

Motion by Commissioner Boles to approve CDBG support for Catholic Charities-Ecumenical Towers in the amount of \$135,000 for phase 1 of the Elevator Replacement. Seconded by Commissioner Fox. Motion carried 6-0

b. Annual Review of Citizens Participation Plan

Corken-Deutsch referred the commission to their packets to review the Citizen Participation Plan and decide if any changes need to be made.

Motion by Commissioner Olson to approve Citizen Participation Plan as is. Seconded by Commissioner Hammel. Motion carried 6-0.

c. Assign review subgroup for Purchase of Services grants

Corken-Deutsch referred the commission to their packets to review purchase of services grant program guidelines. Applicants can request no less than \$2,500 and no more than \$25,000 per program. The City of Dubuque will support no more than 75% of the total project costs. Applications are due on Tuesday May 4, 2023, by 5:00pm

Motion by Commissioner Fox to approve commissioners Fox, Hinke, and Mozena as the subgroup to review Purchase of Services grants. Seconded by Commissioner Boles. Motion carried 6-0.

d. CDAC Successes and Initiatives Worksheet (for City Goal Setting)

Corken-Deutsch reported that the City Council would like to hear what is important to the Boards and Commissions relating to the following topics: Successes and Issues or projects to address this next fiscal year.

After much discussion, the commission decided that the most important successes were:

- Mount Pleasant Home- Elevator Replacement
- Lincoln Outdoor Wellness Program
- First Time Homebuyers Program
- Build Dubuque Vocational Training-Four Mounds
- Purchase of Services Grant

Issues or projects to address this next fiscal year:

- Purchase of Services budget has not increased, not matching up with increased costs.
- Community Outreach
- Food Deserts

Motion by Commissioner Fox to approve submit recommendations from the Community Development Advisory Commission discussed tonight for inclusion in the City Council Goal Setting Session in June. Seconded by Commissioner Hammel. Motion carried 6-0.

Reports

Housing Commission

No reports were available.

Resilient Community Advisory Commission

Commissioner Boles stated that the Resilient Community Advisory Commission discussed "No Mow May". No mow May is a campaign to encourage people not to mow their lawns in the month of May, to help flowers bloom and to provide nectar pollinators.

Human Rights Commission

No reports were available.

Information Sharing

Commissioner Boles shared with the commission that on May 29th Trees Forever will be planting trees, volunteers are needed.

Adjournment

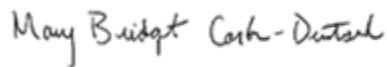
There being no further business, motion by Commissioner Fox to adjourn at 6:50 p.m. Seconded by Commissioner Hammel. All in favor. Motion carried.

Minutes transcribed by:



Karla Escobar,
Housing Financial Specialist

Respectfully submitted by:



Mary Bridget Corken- Deutsch,
Community Development Specialist