

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

**DATE:** Wednesday, May 17, 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, Gabriel Mozena, Sasha Williams, and Julie Woodyard

**Commissioners Absent:** Michelle Hinke, Dominique Jeter, and Renee Kehoe

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

**Public Present:** Joy Mayne and Nathan Peterson

**Certification of Minutes**

Motion by Commissioner Boles to approve the April 19, 2023, Seconded by Commissioner Hammel.  
Motion carried 5-0

**Old Business**

**New Business**

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

**1. Four Mounds-Build Dubuque**

Mary Bridget Corken- Deutsch, Community Development Specialist, referred the commission to their packets to review Four Mounds-Build Dubuque application. Four Mounds is requesting a total of \$160,597.00 to assist with job training programming for adults with barriers to employment through the Build Dubuque program.

Corken-Deutsch informed the commission that \$89,464 is currently available for Public Services funding in FY24. The Four Mounds Build Dubuque project meets the National Objective of Low/Mod-Income Clientele, and Eligible Activity of 05H-Employment Training. Corken-Deutsch recommends the support in the amount of \$85,000.

Motion by Commissioner Woodyard to approve CDBG (Community Development Block Grant) funding for Four Mounds-Build Dubuque in the amount of \$85,000 and re-evaluate at FY24 1<sup>st</sup> Amendment for Public Service availability to assist with job training programming for adults with barriers to employment. Seconded by Commissioner Boles. Motion carried 5-0.

*\*Commissioner Mozena joined at 5:59pm*

**b. Purchase of Services Grant Applicants Recommended for Funding**

Chairperson Fox explained that a total of ten applications were received for the Purchase of Services Grant. The subgroup met to evaluate and review all grant applications. The subgroup selected the following to be funded:

- 1. Crescent Community Health Center- \$10,000**
  - Diabetic Wound Care: Saving Lives & Limbs of Vulnerable Citizens
- 2. Four Oaks Family and Children's Services-\$10,000**
  - Supporting Essential Services Fifteenth Street Apartments
- 3. Multicultural Family Center-\$12,000**
  - STEP-Summer Teen Empowerment Program
- 4. Four Mounds-\$25,000**
  - HEART Build Dubuque Home Modifications
- 5. Riverview Center-\$25,000**
  - Sexual Assault & Abuse Crisis Intervention & Response Program
- 6. St. Mark Youth Enrichment-\$18,000**
  - St. Mark After School Program

Motion by Commissioner Boles to approve recommendations for funding for Purchase of Services applications. Seconded by Commissioner Hammel. Motion carried 6-0

**c. Scheduling CDAC Upcoming Meetings; Review FY24 Meeting Schedule**

Corken-Deutsch referred the commission to the memo in their packet to revise changes made to the FY24 meeting schedule.

Motion by Chair Fox to approve date changes to any upcoming meetings. Seconded by Commissioner Hammel. Motion carried 6-0

**d. Memo to request to move June meeting.**

Corken-Deutsch referred the commission to the memo in their packets.

Motion by Commissioner Hammel to postpone June's meeting and meet July 19, 2023. Seconded by Commissioner Woodyard. Motion carried 6-0

**Reports**

**Housing Commission**

No reports were available.

**Resilient Community Advisory Commission**

No reports were available.

**Human Rights Commission**

No reports were available.

**Information Sharing**

**a. Children's Lesson, Sports, Clubs**

Commissioner Boles provided data regarding children in sports.

**b. Healthy Corner Stores update/USDA update**

Corken-Deutsch referred the commission to the memo in their packets from Maddy Haverland, Urban Development and Housing Rehabilitation Project regarding the acceptance of USDA Office of Urban Agriculture and Innovative Production Grant. The Housing & Community

Development Department applied back in August 2022, for a grant opportunity through the United States Department of Agriculture that would fund up to \$300,000 over 24 months for an Implementation project that is designed to improve access to local foods in areas where access to fresh, healthy food is limited or unavailable through urban and/or innovative agricultural practices. The City of Dubuque was notified on October 2022 that the grant proposal "Hydroponics to Home: Using Innovative Urban Agriculture to Educate and Feed the Community" was selected as a recipient, the project was also funded with FY23 CDBG dollars totaling \$96,176. The grant agreement will run through April 30, 2025.

**c. FY23 Annual Action Plan Amendment #2**

Corken-Deutsch referred the commission to the memo in their packets to review amendments before the commission. FY2023 Annual Action Plan is being amended to reflect an unanticipated increase in program income from last fiscal year's projection. The reallocated funds to FY23 Annual Action Plan Amendment #2 include activities already approved in FY23, new activities approved through Community Development Advisory Commission's application process, and FY23 Annual Action Plan Amendment #2 revolving Application Fund. The revolving Application Fund will allow more activities that benefit the community to be funded with CDBG dollars. The Amendment also reflects activities no longer viable, or activities funded with CDBG-CARES dollars.

**d. FY22 PY21 CAPER Review and Acceptance Letter from HUD**

Corken-Deutsch read before the commission the letter received from HUD regarding FY22 PY21 CAPER.

**Adjournment**

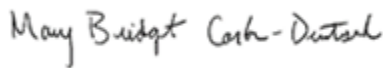
There being no further business, motion by Commissioner Fox to adjourn at 6:57 p.m. Seconded by Commissioner Hammel. All in favor. Motion carried.

Minutes transcribed by:



Karla Escobar,  
Housing Financial Specialist

Respectfully submitted by:



Mary Bridget Corken- Deutsch,  
Community Development Specialist