

MINUTES
COMMUNITY DEVELOPMENT ADVISORY COMMISSION
(APPROVED)

DATE: Wednesday, October 16, 2024

TIME: 5:30 p.m.

PLACE: Housing and Community Development Department.
350 West 6th Street, Conference Room 250; Dubuque, IA 52001

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

Commissioners Present: Dean Boles, Michelle Hinke, Dominique Jeter, Gabriel Mozena and Julie Woodyard.

Commissioners Absent: Renee Kehoe (excused absence).

Staff Present: Mary Bridget Corken-Deutsch and Stacey Weeber

Commissioner Mozena wasn't eligible to vote because he didn't sign his Oath of Office prior to the Commission meeting.

Public Present: None

Chairperson Julie Woodyard left the meeting at 6:32 p.m.

Oaths of Office – Julie Woodyard

Hinke administered the Oath of Office to Julie Woodyard at 5:34 p.m. and both signed.

Certification of Minutes – September 4, 2024

Commissioner Hinke motioned to approve the Minutes for the September 4, 2024, Community Development Advisory Commission Meeting. Commissioner Boles seconded. Motion carried 4-0.

Correspondence/Public Input

There was no public input.

Old Business

a. Lincoln Outdoor Wellness follow up

Corken-Deutsch reported on a memo by Maddy Haverland (Urban Development & Housing Rehabilitation Project Manager). The memo outlines the project summary to date, what worked, and what was difficult during the process. While construction is substantially complete, the project is not yet closed out. Staff will be able to answer additional questions within scope and timeline of the project. There was brief discussion about the project.

New Business

a. Election of Chair

Commissioner Boles motioned to appoint the position of chair to Commissioner Woodyard. Seconded by Hinke. Motioned carried 4-0.

Motion by Commissioner Woodyard to appoint Commissioner Hinke as Vice-chair. Seconded by Boles. Motion carried 4-0.

b. Set Public Hearing for Draft Analysis of Impediments

Corken-Deutsch provided a memo requesting the Community Development Advisory Commission set a public hearing on November 20, 2024, at 5:30pm for the Draft Analysis of Impediments to Fair Housing. The Draft includes impediments to fair housing for the City of Dubuque. The Analysis of Impediments will become part of the City of Dubuque's Consolidated Plan, which is a HUD required document which is in effect for a five-year

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period. This public hearing is one way to receive input from the public. Motion by Hinke to set the public hearing for Draft Analysis of Impediments for November 20, 2024 at 5:30 p.m., and authorize staff to publish public notice of public hearing and public comment period 30 days from October 17th-November 17th. Seconded by Boles. Motion carried 4-0.

Reports

a. Housing Commission

Corken-Deutsch stated Kehoe is not here and no current updates. The Commission met in July 2024 and will meet next Tuesday. The Analysis of Impediments will be presented by Corken-Deutsch at the Housing Commission meeting.

b. Resilient Community Advisory Commission

No reports were available. Boles did not bring the meeting minutes which stated the grantees. Boles stated very good proposals brought-but meeting minutes have not been approved yet.

c. Equity and Human Rights Commission

Corken-Deutsch provided the meeting minutes in the packet. There was discussion around new positions filled, expired terms and commission members leaving.

Information Sharing

a) Community input for FY26-FY30 Consolidated Plan

Corken-Deutsch stated a Community Development Block Grant Survey was handed out and there were 441 responses and feedback. Boles complimented the community outreach regarding the survey and focus groups. He also asked if CDBG could help AHNI in the future. Corken-Deutsch said, that is a possibility. Boles wanted a follow up on other funding streams, besides CDBG and within the Housing Department, that support Housing Activities.

b) CDAC-recruiting 3 new members

Corken-Deutsch stated we're recruiting 3 new Commission members and asked the Commission to spread the word. Corken-Deutsch will send the application to the committee to forward on.

c) HUD Certificate of Appreciation-50 years of CDBG

Corken-Deutsch shared the Certificate of Appreciation with the Commission and took a picture of the Commission and Weeber to celebrate 50 years of CDBG as requested by HUD. She will forward the picture onto HUD office.

d) Basically CDBG-Chapter 8-Economic Development Discussion

Corken-Deutsch gave a brief update on Chapter 8- Economic Development and shared about the city's microenterprise program. Hinke and Boles spoke about Brazen and how Brazen utilized CDBG Economic Development funds in the past.

e) Basically CDBG-Chapter 9-Other Eligible Activities

Corken-Deutsch will send a follow up email and document.

Adjournment

There being no further business to come before the Commission, Commissioner Hinke moved to adjourn the meeting. Commissioner Jeter seconded. Motion passed by voice vote. Meeting adjourned at 6:44 p.m.

Minutes taken by:

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Stacey Weeber

Stacey Weeber
Housing Financial Specialist

Respectfully Submitted:

Mary Bridget Corken-Deutsch

Mary Bridget Corken-Deutsch
Community Development Specialist