

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

DATE: Wednesday, February 19, 2025
TIME: 5:30 p.m.
PLACE: Multicultural Family Center
1157 Central Ave, Fireplace Room, Dubuque, IA 52001

Chairperson Julie Woodyard called the meeting to order at 5:30 p.m. following staff assurance of compliance with Iowa Open Meeting Law.

Commissioners Present: Dean Boles, Talma Brown, Dale Campbell, Renee Kehoe, and Julie Woodyard.

Commissioners Absent: Michelle Hinke (excused absence) and Gabriel Mozena (excused absence).

Staff Present: Mary Bridget Corken-Deutsch and Stacey Weeber

Public Present: None

Julie Oaths of Office:

Chair Woodyard to Administer the Oath of Office to Dean Boles

Chair Woodyard to Administer the Oath of Office to Talma Brown

Chair Woodyard to Administer the Oath of Office to Dale Campbell

Certification of Minutes – January 15, 2025

Commissioner Boles motioned to approve the Minutes for the January 15, 2025, Community Development Advisory Commission Meeting. Commissioner Kehoe seconded. Motion carried 5-0.

Correspondence/Public Input

There was no public input.

Old Business

a. None

New Business

a. Hold Public Hearing for Draft Consolidated Plan and FY26 Pre-Allocation Annual Action Plan

Corken-Deutsch requested the Community Development Advisory Commission hold a public hearing on February 19, 2025, at 5:30pm for the FY2026-FY2030 Draft Consolidated Plan and FY26 Pre-Allocation Annual Action Plan. Motion by Commissioner Kehoe to open the public hearing for Draft Consolidated Plan and FY26 Pre-Allocation Annual Action Plan. Seconded by Commissioner Brown. Motion carried 5-0.

Chair Woodyard asked if there were any public comments. No public present to comment.

Corken-Deutsch reported there were no public comments received during the 30-day public comment period prior to the public hearing.

Corken-Deutsch provided a power point presentation of the Consolidated Plan and Annual Action Plan. Some of the comments received from the Commission regarding the plan include the following:

- The cost to rehab and repair households lacking plumbing and kitchen facilities
- How can residents access accessible improvements to the current affordable housing stock because the current affordable housing stock is mostly two-story
 - Accessibility Improvement Program offered in FY26
- Is rental rehab currently part of the FY26 Annual Action Plan?

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

- No, but can be offered within the next 5 years due to being apart of 5 year Consolidated Plan
- Are the Recreation Expanding Programs existing subrecipients or new subrecipients?
 - New subrecipients
- What other funding exists to support Housing efforts? Ie. TIF, IFA. What percentage is CDBG contribution to the entire Housing Department's effort?

Motion by Commissioner Boles to close the public hearing for Draft Consolidated Plan and FY26 Pre-Allocation Annual Action Plan. Seconded by Commissioner Brown. Motion carried 5-0.

Motion by Commissioner Kehoe to approve the public hearing for Draft Consolidated Plan and FY26 Pre-Allocation Annual Action Plan. Seconded by Commissioner Campbell. Motion carried 5-0.

b. Set Public Hearing for FINAL Consolidated Plan and FY26 Pre-Allocation Annual Action Plan

Corken-Deutsch provided a memo requesting the Community Development Advisory Commission set a public hearing on March 26, 2025, at 5:30pm for the FY2026-FY2030 Final Consolidated Plan and FY26 Pre-Allocation Annual Action Plan for the use of Community Development Block Grant funds. Motion by Kehoe to set the public hearing for Final Consolidated Plan and FY26 Pre-Allocation Annual Action Plan for March 26, 2025, at 5:30 p.m., and authorize staff to publish public notice of public hearing and public comment period for 30 days from February 19th-March 23rd. Seconded by Commissioner Brown. Motion carried 5-0.

c. Set Public Hearing For FY25 Annual Action Plan Amendment #2-Substantial Amendment

Corken-Deutsch provided a memo requesting the Community Development Advisory Commission set a public hearing on March 26, 2025, at 5:30pm for the attached proposed changes to the FY2025 Annual Action Plan Amendment #2 for the use of Community Development Block Grant funds. Motion by Commissioner Brown to set the public hearing for FY25 Annual Action Plan Amendment #2 March 26, 2025, at 5:30 p.m., and authorize staff to publish public notice of public hearing and public comment period for 30 days from February 19th-March 23rd. Seconded by Commissioner Kehoe.

d. Approve Homeowner Rehab Program and Accessibility Program Loan Terms

There was a group discussion with Commissioners asking about the Homeowner Rehabilitation Loan Program and Accessibility Program, current loan portfolio, the breakdown of programs by division, and clarification of Homeowner Rehabilitation Loan Program Terms. Corken-Deutsch will provide more information and a power point presentation at an upcoming Commission meeting. Motion by Boles to approve Homeowner Rehab Program and Accessibility Program Loan Terms with additional follow up. Seconded by Campbell.

Reports

a. Community Development Programs

Corken-Deutsch referenced memo by Maddy Haverland, Urban Development & Housing Rehabilitation Project Manager, regarding the Community Development Programs Quarterly Updates.

b. Housing Commission

Corken-Deutsch referenced the meeting minutes in the packet. Commissioner Boles had nothing to report.

c. Resilient Community Advisory Commission

Corken-Deutsch referenced the meeting minutes in the packet.

d. Equity and Human Rights Commission

Corken-Deutsch referenced the meeting minutes in the packet.

Information Sharing

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

a) Review FY26 Purchase of Service Guidelines and Rubric

Corken-Deutsch provided the guidelines and rubric in the packet. No comments from the Commission.

b) Environmental Review Postings

Corken-Deutsch stated Maddy Haverland (Urban Development & Housing Rehabilitation Project Manager) provided information regarding where to find Dubuque's public environmental reviews.

c) CDAC meeting reminder, 4th Wednesday of March 26, 2025

Corken-Deutsch stated the meeting will be held again at the Multicultural Family Center.

d) Basically CDBG-Chapter 11-Financial Management

The commission commended Corken-Deutsch on the financial management of CDBG funds.

Adjournment

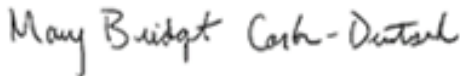
There being no further business to come before the Commission, Commissioner Brown moved to adjourn the meeting. Commissioner Kehoe seconded. Motion passed by voice vote. Meeting adjourned at 7:05 p.m.

Minutes taken by:



Stacey Weeber
Housing Financial Specialist

Respectfully Submitted:



Mary Bridget Corken-Deutsch
Community Development Specialist