

COMMUNITY DEVELOPMENT ADVISORY COMMISSION MEETING UNAPPROVED MINUTES

DATE: Wednesday, July 16, 2014
TIME: 5:30 p.m.
PLACE: Housing and Community Development Department
350 W. 6th Street, Suite 312, Dubuque IA 52001

Commissioner Theresa Caldwell called the meeting to order at approximately 5:32 p.m., following staff assurance of compliance with Iowa Open Meeting Law.

Commissioners Present: Janice Craddieth Paula Maloy, SVM Rob Blok
Tom Wainwright Theresa Caldwell
Angela Kelley (via phone)

Commissioners Absent: Ricardo Woods, Mary Bridget Corken-Deutsch, Ann Michalski

Staff Present: Brenda Henry Erica Haugen Alvin Nash
Kris Neyen Jerelyn O'Conner

Public Present:

Certification of Minutes: July 16, 2014

Commissioner Maloy moved to approve the July 16, 2014 Commission meeting minutes with two amendments. It was noted to amend the Minutes to change "Commissioner" to "Commissioner Michalski" on page 3, paragraph 2 under the Reports section. Also, under Consolidated Planning, page 2, paragraph 4, "Washington Neighborhood Association" should be changed to read "Washington Neighborhood Corporation". Commissioner Caldwell seconded. Roll call. All present in favor. Motion passed.

Correspondence / Public Input

None

Old Business

None

New Business

Election of Officers

A discussion was had for the Election of Officers. Commissioner Caldwell was nominated to be the Chair and Commissioner Blok was nominated to be the Vice-Chair. Commissioner Wainwright motioned for the nominations. Commissioner Kelley seconded. Roll call. All present in favor. Motion passed.

Consolidated Planning Process

The commission reviewed the schedule that had been provided for in the meeting packet. There was a discussion concerning how to reach the low to moderate income population. Commissioner Wainwright suggested having the CDAC Meeting during the neighborhood commission meetings to attempt to get the Commission out to the community. Commissioner Craddieh suggested getting out in the streets to try to spread the word. Jerelyn O'Conner suggested social media to try to get the word out. Next Door is a social media site for neighborhood groups. There are approximately 45 neighborhood groups in the City on this site. Another suggestion was for some of the Commission members to go to community social events. Commissioner Blok motioned to support the Proposed Meeting Schedule for the FY2016-2020 Consolidated Plan. Commissioner Craddieh seconded. Roll call. All present in favor. Motion passed.

Amendment 1 to the FY Annual Action Plan

Erica Haugen explained the carryovers from the FY14 plan into the FY 15 plan to amend the FY15 plan to reflect the unspent funds. Erica discussed the Application for Financial Assistance from the Economic Development Department. Commissioner Maloy questioned the Microenterprise Assistance Program. Erica explained that these micro assistance loans are usually loans under \$20,000 for business owners that are low- to moderate-income business owners with five or fewer employees to assist with business start-up. These loans are new for the City of Dubuque. Economic Development is looking to see if they have any other sources of funding to match the loan funding. Erica discussed Harvest Restaurant & Bar with Commissioner Caldwell as she was not in attendance at the meeting when the business owners presented to the Commission in May. Harvest is requesting \$175,000 for start-up costs and equipment purchases.

Erica is proposing to discontinue CDBG funding for the Dubuque Dispute Resolution Center because they have not been able to meet their national objective for FY13 or FY14. This would not discontinue the program, just the CDBG funding.

\$76,259 has been committed to the Multi-Cultural Family Center for an elevator that will allow accessibility to the second floor. Commissioner Craddieh asked who would be using the second floor. Erica explained how the Center is eligible for this funding because the use of the money is to allow accessibility for the public to the second floor.

Motion to set Public Hearing for August 20. Commissioner Blok motioned to set the hearing. Commissioner Wainwright seconded. Roll call. All present in favor. Motion passed.

Reports

Voluntary Compliance Agreement (VCA) – This discussion was deferred by Alvin Nash to be discussed when discussing the Housing & Community Development Reports under Analysis of Impediments.

Housing Commission Update

Erica reported for Commissioner Woods. The Housing Commission met on June 24, 2014. There continues to be discussion on the use of preference points and the

definition of preference points. The Commission wants Housing to be in alignment with the state on the issue of veteran's homelessness. They are seeking to get a representative from the VA to speak on this issue.

Neighborhood Development

Presented by Jerelyn O'Conner. She discussed some of the things going on in various neighborhoods. She explained the National Night Out scheduled for August 5, 2014. Target is a major sponsor of this event. The Northend Neighborhood Newsletter was distributed. It was also discussed how social media has had an impact on spreading the word about an incident that happened at Comiskey Park and how quickly word can spread through the social media sites. Global Green USA has been in the City for the past few days to provide comprehensive recommendations for infrastructure and policy changes aimed at helping the Washington Neighborhood build a future that is more resource-efficient, livable, healthy, and environmentally responsible.

Housing & Community Development Reports

Model Section 8 Program Re-brand

Alvin Nash updated the Commission on what a newly appointed committee has been asked to do. Alvin explained that the Section 8 programs are not well received or managed well, having a poor reputation. Alvin is attempting to redesign the Section 8 program by making changes to image, improving function and effectiveness of the program in how it operates, providing a good quality housing product and creating a model that can be used nationally. He is currently forming an outline and may need to eventually have to hire a firm to assist in the formation of this new marketing program. An example of possible changes to the program...instead of being called a tenant, being referred to as a neighbor, change the term landlord to property owner. Another suggestion is changing the hour and a half orientation for Section 8 to become more effective by changing it to 12 hours of orientation.

Rehabilitation/Housing Programs

Kris Neyen explained the 15 different programs that were done through Rehab. Rehab had 3 funding sources open last year that was able to help about 20 people using IFA funds. There were 14 first time homebuyers assisted last year. Kris talked about the HOME Workshop. She talked about the CHI homes that are available on 16th Street. One is sold and one is working on financing. CHI has 11 properties they are working on in the Washington neighborhood. Alvin mentioned that City Council has approved \$4 million to purchase and rehab marginal properties (approximately 35-50 homes) for rehabilitation.

FY2015 Annual Action Plan

Erica explained that HUD has approved the Plan and that we can now amend the FY 14 plan to include in the FY 15 Plan. The Plan was approved using very old census data, but HUD has just released the updated data from American Community Survey data to update areas that are meeting the low or moderate income areas. This information became effective on July 1, 2014.

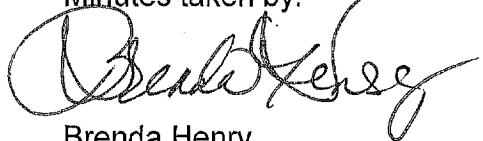
Analysis of Impediments

The City is doing an update for the Analysis of Impediments for two reasons: because it is required for the VCA and for the Consolidated Planning process. A more in-depth update will be done. The City is hiring a consulting firm (Capell Statistical Consulting) to do an analysis and acquire data for Dubuque's housing needs and to also identify what areas the City is doing well. This information will be used to update the Analysis of Impediments. Alvin briefly discussed the five impediments that have to be addressed. He explained that HUD has rejected the City's current suggestions for resolution.

Adjournment

There being no further business to come before the Commission, Commissioner Craddieh moved to adjourn. Commissioner Caldwell seconded. Meeting was adjourned at approximately 7:07 p.m.

Minutes taken by:



Brenda Henry
Rehabilitation Programs Secretary

Respectfully submitted by:



Erica Haugen
Community Development Specialist