

Minutes
COMMUNITY DEVELOPMENT ADVISORY COMMISSION
(UNAPPROVED)

DATE: Wednesday, March 20, 2019

TIME: 5:30 p.m.

PLACE: Housing and Community Development Conference Room, Third Floor of the Historic Federal Building, 350 W. 6th Street, Suite 312

Chair, Hammel, called the meeting to order at 5:30 p.m., following staff assurance of compliance with Iowa Open Meeting Law.

Chair, Jerry Hammel, administered the Oath of Office to Michelle Hinke and Dean Boles

Commissioners Present: Dean Boles, Sara Burley, Janice Craddieth, Jerry Hammel, Michelle Hinke, Tom Wainwright, and Julie Woodyard

Staff Present: Jerelyn O'Connor, Gina Hodgson, Lisa Barton

Certification of Minutes

Motion by Woodyard to approve the January 16, 2019 Commission meeting minutes as submitted. Seconded by Hinke. Motion carried 7-0.

New Business

Community Development Block Grant Application Review

a) True Recovery

Hammel stated a correction needs to be made to the agenda as the company name is Real Recovery rather than True Recovery. Jerelyn O'Connor, Neighborhood Development Specialist, explained that Real Recovery has applied for a Small Business Microloan through Economic Development so their interests have changed.

Motion by Woodyard to table this topic until the April 17, 2019 Community Development Advisory Commission (CDAC) meeting. Seconded by Burley. Motion carried 7-0

b) Set Rescheduled Public Hearing for Fiscal year 2019 Annual Action Plan

Amendment 2

Hammel reported that Amendment 2 is a substantial amendment and requires a public hearing. Boles requested a one page report detailing how the funds were reallocated. O'Connor reported that in the past, a memo with explanation of the reallocation was attached and was helpful to the Commission. O'Connor will share this information with Alexis Steger, Housing and Community Development Director.

Motion by Wainwright to set a public hearing regarding Fiscal Year 2019 Annual Action Plan Amendment 2 for April 17, 2019. Seconded by Craddieth. Motion carried 7-0

c) Set Public Hearing for Fiscal Year 2020 Annual Action Plan

Hammel asked the Commission to set a public hearing for Wednesday, April 17, 2019, to review the first draft of the Fiscal Year 2020 Annual Action Plan. The first draft of the proposed plan will be made available for public review 30 days prior to the public hearing.

Motion by Woodyard to set a public hearing to review Fiscal Year 2020 Annual Action Plan for April 17, 2019. Seconded by Hinke. Motion carried 7 -0

d) Recommendation from Subcommittee on Neighborhood Grant Program

O'Connor reported that the Large Neighborhood Grant Review Subcommittee met in February and discussed in detail the Large Neighborhood Grant Program. O'Connor presented a list of recommendations for the Commission to consider. O'Connor reported there is \$14,500 budgeted annually.

Motion by Woodyard to proceed with the adoption of the subcommittee's recommended changes to the Neighborhood Large Grant Program to allow non-profits to apply for large neighborhood grants with the endorsement of the neighborhood association, increase marketing beyond neighborhood associations, add questions to the grant application related to equity and engagement, and to reduce the maximum grant to \$3,000. Seconded by Boles. Motion carried 7-0. Commission indicated they would like to review the updated grant language at the next meeting.

Wainwright recommended attending neighborhood meetings; accordingly, O'Connor will provide a listing of regularly scheduled neighborhood meetings to the Commission.

e) Boards and Commissions Goal Setting

O'Connor suggested that the Commission be provided with the Boards and Commissions Goal Setting worksheets and provide feedback at the next meeting. Boles requested a summary of the goal's needs versus what we are funding. O'Connor will share this request with Steger.

Motion by Craddieth to table this topic until the April 17, 2019 meeting. Seconded by Hinke. Motion carried 7-0.

Woodyard inquired about the status of the City Council's priority of Affordable Childcare Study and Funding. Staff will provide an update at the next meeting.

Reports

Housing Commission

Craddieth gave some highlights from the February Housing Commission minutes as she was unable to attend the meeting. Affordable housing and awareness of the number of people in need, were two important strategies. Circles Initiative was renamed Gaining Opportunities.

Resilient Community Advisory Commission

Boles shared information from January and February meetings regarding Sustainable Dubuque Community Grants and the Climate Action Plan.

Human Rights Commission

Hammel gave some highlights from December, January, and February Human Rights Commission meetings. Hammel will provide update at the next meeting on the School District's new Equity position.

Information Sharing

O'Connor provided a handout regarding the Spring Fling on Central to be held on April 2nd. The Business RoundTable will be from 1:00-2:30 p.m., at 1732 Central Avenue, and the Central Avenue Corridor Public Open House will be from 5:00-7:00 p.m., at 1101 Central Avenue.

O'Connor also provided a handout, Changing Minds, 6th Annual Free Community Mental Health Resource Event held on Tuesday, April 16, from 4:00-7:15 p.m., at the Diamond Jo, Harbor Room, 301 Bell Street.

In addition, O'Connor reminded the Commission that the dedication of the Ann Michalski Conference Room will be from 5-6 p.m. on Tuesday, April 23.

Boles reported, if interested, AARP Tax is providing tax preparation through St Mathews, Monday through Friday, from 11:00 a.m. – 3:30 p.m.; walk-ins are welcome or contact Operation New View for an appointment.

Craddieth asked the Commission to provide a summary of what poverty means to them at the April meeting.

Adjournment

There being no further business, Woodyard motioned to adjourn at 6:30 p.m. Seconded by Burley. Motion carried 7-0.

Minutes transcribed by:



Lisa Barton
Housing Financial Specialist

Respectfully submitted by:



Alexis Steger
Housing and Community Development Director

