

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

**DATE:** Wednesday, April 17, 2019  
**TIME:** 5:30 p.m.  
**PLACE:** Housing and Community Development Conference Room, Third Floor of the Historic Federal Building, 350 W. 6<sup>th</sup> 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 Jeff Lenhart

**Commissioners Present:** Dean Boles, Sara Burley, Janice Craddieh, Jerry Hammel, Jeff Lenhart, Tom Wainwright

**Commissioners Absent:** Michelle Hinke, Julie Woodyard

**Staff Present:** Alexis Steger, Jerelyn O'Connor, Lisa Barton

**Certification of Minutes**

Motion by Wainwright to approve the March 20, 2019 Commission meeting minutes as submitted. Seconded by Craddieh. Motion carried 6-0.

**Old Business**

**Large Neighborhood Grant Program Revision**

Jerelyn O'Connor, Neighborhood Development Specialist, provided the Commission with the revised Large Neighborhood Grant Program guidelines/application language as approved by the Commission at the March meeting. The approved changes allow non-profits to apply for the grants with the endorsement of the neighborhood association, to add a funding priority for projects that support efforts to make Dubuque a more equitable and inclusive community, and to reduce the maximum grant from \$5,000 to \$3,000. She reported that the neighborhood groups are generally supportive of these changes although three of the groups thought there should be a preference in the rating system for neighborhood association projects. O'Connor explained that the grant rating criteria includes involvement of the neighborhood and projects that identify and/or build on neighborhood strengths which should address those concerns.

Boles inquired if the City had demographics of each neighborhood. Steger reported that Housing and Urban Development (HUD) recently released a map. Steger will provide Commissioners with a link to the map.

After discussion Boles motioned to approve the revisions and updated grant language to the Large Neighborhood Grant Program as submitted. Seconded by Burley. Motion carried 6-0.

## **New Business**

### **Community Development Block Grant Application Review**

#### **a) Real Recovery**

Alexis Steger, Housing and Community Development Director, stated that TJ Mauer, Administrator at Real Recovery, first expressed interest in Community Development Block Grant (CDBG) funds at the January meeting. Steger reported that his interest then changed as he applied for a microloan through Economic Development. Due to the percentage expected to pay back with the microloan, Mauer decided to apply for CDBG funds and will have all the specifics available at the May meeting.

Craddieth motioned to table this item until the May 15, 2019 meeting. Seconded by Burley. Motion carried 6-0.

#### **b) Reschedule Public Hearing for Fiscal Year 2019 Annual Action Plan Amendment 2**

Steger reported an application previously received from Chris Richards relating to 276 W. 17<sup>th</sup> Street, requesting \$450,000, has been withdrawn; accordingly, these funds will need to be reallocated so Amendment 2 will need to be revised. Due to the revision, the public hearing will need to be rescheduled.

Burley motioned to reschedule public hearing regarding the Fiscal Year 2019 Annual Action Plan Amendment 2 to May 15, 2019 meeting. Seconded by Craddieth. Motion carried 6-0.

#### **c) Reschedule Public Hearing for Fiscal Year 2020 Annual Action Plan**

Steger informed the Commission that the City has not yet received the anticipated FY2020 allocation from HUD; accordingly, the public hearing will need to be rescheduled. Steger reported if the City doesn't receive the allocation amount within the next couple of days, a special meeting might need to be scheduled as the FY2020 Annual Action Plan has to be approved 45 days prior to the beginning of FY2020.

Burley motioned to reschedule public hearing regarding the Fiscal Year 2020 Annual Action Plan until May 15, 2019 meeting. Seconded by Craddieth. Motion carried 6-0.

#### **d) Boards and Commissions Goal Setting**

Steger reported that the City Council would like to hear what is important to the Boards and Commissions relating to the following topics: 1) Most Important Achievements, and 2) Issues or projects to address this next fiscal year. Discussion was held and the Commission proposed to submit the following to the City Council:

##### **1) Most Important Achievements:**

- Developing youth relationships through the HEART program
- Implementing Rental Rehabilitation program/policy
- Working with City leaders to support public events
- Raising staff/council understanding of poverty demographics

##### **2) Issues or projects to address this next fiscal year:**

- Allocate more funding to childcare
- Enhance our social capital
- Facilities for homeless families
- Poverty mitigation – the effects of poverty
- Central Avenue Corridor
- Mental health support
- Education for landlords and tenants

## Reports

### **Housing Commission**

Craddeith reported the highlights of the Housing Commission meeting were the changes to the Public Housing Authority (PHA) Annual Plan, rebranding of Assisted Housing program, and the affordable housing project on Radford Road.

### **Resilient Community Advisory Commission**

Boles gave a brief report of the Resilient Community Advisory Commission meeting with a focus on Sustainable Dubuque Grants.

### **Human Rights Commission**

Hammel reported that Steger gave an update on sources of income and the childcare initiative at the Human Rights Commission meeting.

### Information Sharing

#### **Ann Michalski Conference Room Dedication**

The Commission received an invitation to the Ann Michalski Conference Room Dedication to be held on Tuesday, April 23, 2019 from 5-6 p.m.

### **Commission Summaries, "What poverty means to me."**

Craddieith asked the Commission to provide a summary of what poverty means to them at the April meeting. Commissioners gave their summaries on poverty to Craddieith.

### **Neighborhood Meetings Schedule**

O'Connor provided the Commission with a Neighborhood Association meeting schedule.

### **Affordable Childcare Study and Funding**

Steger reported a childcare committee was formed and gave the following highlights: The launch of the program, opening of steeple square which can accommodate 72 children, and the possibility of expanding hours at Little Leaps Learning Academy on West Locust Street.

Steger also invited the Commission to the Chiefs' Forum tomorrow night at 5:30 p.m., located at 800 Iowa Street. Regular meetings are scheduled the second Thursday of each month.

### Adjournment

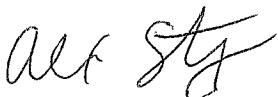
There being no further business, Motion by Wainwright to adjourn at 7:02 p.m. Seconded by Craddieith. Motion carried 6-0.

Minutes transcribed by:



Lisa Barton  
Housing Financial Specialist

Respectfully submitted by:



Alexis Steger  
Housing and Community Development Director