

Minutes
COMMUNITY DEVELOPMENT ADVISORY COMMISSION
(UNAPPROVED)

DATE: Wednesday, December 18, 2019

TIME: 5:30 p.m.

PLACE: Ann Michalski Conference Room, 3rd Floor of the Historic Federal Building, 350 W. 6th Street, Suite 312

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

Commissioners Present: Sara Burley, Janice Craddieth, Hilary Dalton, Jerry Hammel, Michelle Hinke, Tom Wainwright, Julie Woodyard

Commissioners Absent: Dean Boles, Jeff Lenhart

Staff Present: Alexis Steger, Chris Lester, Kris Neyen, Jerelyn O' Connor, Lisa Barton

Public Present: Jill Connors, Kate Verville

Oath of Office

Chair Hammel, administered the Oath of Office to Hilary Dalton

Certification of Minutes

Motion by Commissioner Dalton to approve the November 20, 2019 Commission meeting minutes as submitted. Seconded by Commissioner Hinke. Motion carried 6-0.

Correspondence/Public Input

None

Old Business

New Business

a) Community Development Block Grant Application Review

Chair Hammel reported no applications were received.

Commissioner Craddieth arrived at 5:35 p.m.

b) Public Hearing for Five Year Consolidated Plan

Motion by Commissioner Hinke to open the public hearing for the Five Year Consolidated Plan. Seconded by Commissioner Woodyard. Motion carried 7-0

Alexis Steger, Housing and Community Development Director, introduced Kate Verville from Public Works, LLC. Ms. Verville presented an overview of the Consolidated Plan to the Commission. Some of the comments received from the Commission regarding the plan include

the following:

- Is there a distinction in the plan between rental housing and homeowner to ensure we continue to support citizens to purchase homes?
- Sourcing in the plan isn't consistent, need to source more
- Using the five-year ACS 2017 for poverty for City and County of Dubuque and using the one-year ACS 2017 for federal.
- Since the information is so large for the public to understand, suggestion to present to City Council with a memo of explanation.
- Use in the poverty prevention plan.
- There are Margins of errors; need to identify what is statistically significant in each of the tables in the plan.
- Are their ideas to address affordable food and access to it in the plan?

Steger reported the comments received during the 30-day comment period will be incorporated into the Five Year Consolidated Plan and the Commission will be asked to recommend the plan for City Council approval at the January meeting.

Motion by Commissioner Dalton to close the public hearing. Seconded by Commissioner Burley. Motion carried 7-0.

c) Public Hearing for Analysis of Impediments to Fair Housing

Motion by Commissioner Woodyard to open the public hearing for the Analysis of Impediments to Fair Housing. Seconded by Commissioner Craddieh. Motion carried 7-0

Steger reported that the Analysis of Impediments to Fair Housing is required to be updated every five years. The Analysis is used for the Consolidated plan and the five-year plan for the Public Housing Authority. Steger presented a few of the highlights to the Commission.

Motion by Commissioner Hinke to close the public hearing. Seconded by Commissioner Craddieh. Motion carried 7-0

After discussion, motion by Commissioner Woodyard to approve the Analysis of Impediments to Fair Housing. Seconded by Burley. Motion carried 7-0

d) New Program supporting the Family Unification Program

Christopher Lester, Community Development Specialist, provided the commission with an additional handout regarding the new Family Unification Program (FUP). Steger explained that the Family Unification Program is additional vouchers for the Assisted Housing Program. Steger presented some highlights of the program to the Commission. Steger reported that Housing and Community Development will administer FUP in partnership with Iowa Department of Human Services (IDHS) and is requesting CDBG funding in the amount of \$10,000 to fund this program which will cover 50 - \$200 vouchers. Steger stated we are asking the Commission to approve the program for future funding.

After lengthy discussion, motion by Commissioner Woodyard to approve the Family Unification Program. Seconded by Burley. Motion carried 7-0.

e) CDBG Microenterprise Funds Business Assistance Stipend Modification

Jill Connors, Economic Development Director, presented to the commission a modification to the Community Development Block Grant (CDBG) Microenterprise Funds Business Assistance Stipend program. In September, the Commission approved stipends in the amount of \$1,500 for the use of the remaining allocation of \$45,000. Connors would like to increase the amount of the Business Assistance Stipend from \$1,500 to \$3,500. Connors reported that the increase would provide more effective financial support for the creation of a business for participants of this initiative.

After discussion, motion by Commissioner Woodyard to approve the CDBG Microenterprise Funds Business Assistance Stipend to increase to \$3,500. Seconded by Burley. Motion carried 7-0

Reports

Rehabilitation Program

Steger reported that 2320 Mineral Street is completed and on the market; the option of adding Solar is a possibility. Steger also reported that 2396 W. Locust has been completed and listed with a realtor.

Housing Commission

Commissioner Craddieh explained that all the highlights of November's Housing Commission meeting were covered in tonight's CDAC meeting.

Resilient Community Advisory Commission

Commissioner Boles was not in attendance to give a report

Human Rights Commission

Commissioner Hammel spoke briefly about the graffiti investigation at Mines of Spain and Eagle Point Park.

Information Sharing

Fair Housing Training Video

Lester reported that Commissioners who were not able to attend the Fair Housing Training held in October will be required to watch the Fair Housing Training Video. He reported that Commissioner Dalton, as a new Commissioner, would be required to watch Part 1 and 2 of the Fair Housing Training in 2014, as well as the new one.

Jerelyn O'Connor, Neighborhood Development Specialist, spoke about the shortage of people to work the 2020 Census. If anyone knows of anyone looking for work, please let Jerelyn know.

Adjournment

There being no further business, motion by Commissioner Hinke to adjourn at 6:45 p.m. Seconded by Commissioner Woodyard. Motion carried 7-0

Minutes transcribed by:



Lisa Barton
Housing Financial Specialist

Respectfully submitted by:



Alexis Steger
Housing and Community Development Director