

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

DATE: Wednesday, August 19, 2020
TIME: 5:30 p.m.
PLACE: Virtual GoToMeeting due to social distancing guidelines related to the COVID-19 Pandemic

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

Commissioners Present: Dean Boles, Hilary Dalton, Kelly Fox, Michelle Hinke, Tom Wainwright, Julie Woodyard

Commissioners Absent: Janice Craddieth, Gerald Hammel

Staff Present: Alexis Steger, Chris Lester, Dan Kroger, Lisa Barton

Public Present: Stacy Sherman, Outreach Director with Catholic Charities and Leslie Shalabi, Co-Founder Convivium Urban Farmstead

Certification of Minutes

Motion by Commissioner Wainwright to approve the July 15, 2020 Commission meeting minutes as submitted. Seconded by Commissioner Woodyard. Motion carried 6-0.

New Business

a) Community Development Block Grant Application Review

No applications were received

b) Review CARES ACT Non-Profit Support Grant applications

Chris Lester, Community Development Specialist, stated the following five additional applications were received for review:

- Catholic Charities for Operation Hope
- Convivium Urban Farmstead for Free Take n' Bake Meals
- Four Mounds for HEART Build Dubuque
- Opening Doors for Staff Support
- Steeple Square for the Marita Theisen Childcare Center

Lester reported there is currently \$12,000 remaining from the original \$72,000 allocated to the CARES ACT Non-Profit Support grant. The Diagnostic Testing Facility for COVID-19 currently has an unused balance of \$41,695 that could be reallocated to the Non-Profit Support grant for a total of \$53,695. Lester stated there will not be enough funding available to support the maximum request of \$15,000 for each organization.

Commissioner Boles inquired if an amendment is required to reallocate funding. Lester explained that small amounts of funding can be moved within the same category of the Annual Plan without an amendment.

Alexis Steger, Housing and Community Development Director, stated there will need to be a motion to approve the reallocation of funds and a second motion for approval of applications.

Motion by Commissioner Boles to reallocate \$41,695 from the Diagnostic Testing facility to the Non-Profit Support grant. Commissioner Dalton seconded. Motion carried 6-0.

Commissioner Woodyard motioned to approve the five applications. Seconded by Commissioner Wainwright. Prior to roll call, Commissioner Dalton stated that she is in favor of fully funding three of the applications and partial funding a fourth. Dalton is in support of non-profit organizations requesting funding to cover employee salaries to keep their staff employed.

After lengthy discussion regarding the funding of five Non-Profit Support Grant applications, there was a motion by Commissioner Woodyard to amend her original motion and approve each of the five applications to receive equal amounts of funding in the amount of \$10,739. Seconded by Commissioner Wainwright. Motion carried 5-1 with Commissioner Dalton voting Nay.

c) Recreation Program CARES ACT approval

Steger reported that Dan Kroger, Leisure Services Recreation Division Manager, was present if the Commission had any questions on the proposal. Commissioner Woodyard and Hinke were appreciative and in favor of Kroger's proposal.

Motion by Commissioner Dalton to approve the 2020 Supervised Study Hall Programs as submitted by staff. Seconded by Commissioner Fox. Motion carried 6-0.

Reports

Rehabilitation Programs

Steger explained that Rehabilitation Programs reports will only be available on a quarterly basis.

Housing Commission

Steger reported the Housing Commission approved the Administrative Plan for the Assisted Housing Program and the Plan was approved by City Council on Monday.

Resilient Community Advisory Commission

Commissioner Boles reported that Gina Bell, Sustainable Community Coordinator, received a grant through Urban Sustainability Directors Network (USDN) and provided the Commission with a little background. Boles also reported that the Climate Action Plan was approved by the City Council in July.

Human Rights Commission

No reports were available.

Steger reported the state authorized \$547,000 in CARES ACT funding due to COVID-19. Steger reported they are currently working on the application, which is a requirement prior to receiving the funds. Steger explained that the Commission isn't required to oversee the grant because it is state funded; however, she would like the Commission to take on this role.

Motion by Commissioner Boles to have the Commission oversee CARES ACT funding of \$547,000. Seconded by Commissioner Wainwright. Motion carried 6-0.

Commissioner Boles inquired once the funding of \$547,000 is received, can the non-profit Support grant applications be re-submitted to receive the full funding of \$15,000. Steger explained that once the CARES ACT application is approved, the applications can be submitted for the additional funding.

Adjournment

There being no further business, motion by Commissioner Wainwright to adjourn at 6:02 p.m. Seconded by Commissioner Woodyard. All in favor, motion carried.

Minutes transcribed by:



Lisa Barton
Housing Financial Specialist

Respectfully submitted by:



Christopher Lester
Community Development Specialist

