

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

**DATE:** Wednesday, September 16, 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 5:34 p.m., following staff assurance of compliance with Iowa Open Meeting Law.

**Commissioners Present:** Dean Boles, Kelly Fox, Gerald Hammel, Michelle Hinke, Tom Wainwright

**Commissioners Absent:** Janice Craddieth, Hilary Dalton, Julie Woodyard

**Staff Present:** Alexis Steger, Chris Lester, Wally Wernimont, Lisa Barton

**Public Present:** None

**Certification of Minutes**

Motion by Commissioner Hammel to approve the September 4, 2020 Commission meeting minutes as submitted. Seconded by Commissioner Boles. Motion carried 5-0.

**New Business**

**a. Community Development Block Grant Application Review**

**1. Flint Hills Holdings Company: Project – Gardens of Dubuque**

Alexis Steger, Housing and Community Development Director, stated she received an application for a 50-unit affordable housing complex to be built next to Roosevelt Middle School on Radford Road. Steger reported the developer contacted her to see if Community Development Block Grant (CDBG) funds could be considered to help with the acquisition. Flint Hills Holdings Company is requesting an allocation of \$150,000 by September 30, 2020 to be able to move forward with the project. Steger reported there is \$112,000 of unallocated CDBG funds remaining in FY2021.

After the Commission discussed a few scenarios, there was a motion by Commissioner Boles to approve an allocation of \$112,000 from FY2021 budget plus \$38,000 from FY2022 for Flint Hills Holdings Company: Project-Gardens of Dubuque. Seconded by Commissioner Fox. Motion carried 5-0.

**b. Public Hearing for the State CDBG CARES Act Funding**

Chair Hinke inquired if there was a motion to open the public hearing. Motion by Commissioner Fox to open the public hearing for the State CDBG CARES Act Funding. Seconded by Commissioner Hammel. Motion carried 5-0.

Chair Hinke inquired in there were any public comments; no public were present to comment.

Motion by Commissioner Hammel to close the public hearing for the State CDBG CARES Act Funding. Seconded by Commissioner Fox. Motion carried 5-0.

Steger explained a motion will be needed to approve the application to the state and asked the Commission if they had any questions. Commissioner Hammel had a question on the Rapid Re-Housing funding and wanted to know where individuals would be relocated. Steger stated there has been discussion to utilize the COVID temporary shelter for rapid re-housing until permanent housing can be established.

Commissioner Boles inquired when the CARES Act application is submitted, would the funds be added to the current CDBG budget. Steger explained the CARES Act funds would be budgeted separately as they are state funded.

Motion by Commissioner Hammel to approve the State CDBG CARES Act application in the amount of \$521,469. Seconded by Commissioner Fox. Motion carried 5-0.

**c. Caucuses for Community – Review best management practices for the Equitable Poverty Prevention.**

Wally Wernimont, Planning Services Manager, was in attendance and explained the City of Dubuque is working with Public Works, a consulting group, analyzing the state of poverty in Dubuque. Wernimont reported they are working on developing an equitable Poverty Prevention Plan and stated help is needed to identify factors, look at the implementation, budgeting and funding of the plan. A presentation will be given to the Housing, Resiliency and Human Rights Commissions and various community organizations. He said the report will be presented during a City Council work session in November.

Wernimont would like the Community Development Advisory Commission (CDAC) to join a "Caucus for Community" session to view a video on poverty and review a list of recommended best practice ideas. Wernimont reported the Commission needs to select a date and time between September 21 and October 3, 2020 to attend the session.

After a discussion on what dates and times would work best for Commissioners, the Commission chose September 24<sup>th</sup>, at 4:30 p.m., for their session. Wernimont reported the session will be held by GoToMeeting or Zoom and should be an hour in length. Meeting information will be provided as soon as the session is scheduled. Wernimont will review other options for individuals that don't have internet access.

**d. 2019 Proposed Fair Housing Plan: Review and Recommendations**

Steger reported that in the new Impediments to Fair Housing Plan there is a section called "The 2019 Fair Housing Plan". This plan is a summary of all the action items that were provided to the Commission that are recommended in the next five years. The City Council has made affordable housing one of their top priorities. Steger wanted the Commission's input on what goals they want to prioritize for this fiscal year and the next five years so focusing on efforts and their outcomes can begin.

After a lengthy conversation regarding Commission goals and priorities pertaining to the 2019 Proposed Fair Housing Plan, the Commission decided to table this discussion for a later date to give them more time to review the information provided.

**Reports**

**Housing Commission**

No reports were available

### **Resilient Community Advisory Commission**

Commissioner Boles stated the grant submittal for Sustainable Dubuque was due yesterday. Boles reported they will meet and present a recommendation to City Council at their October meeting. He also stated the focus of the Resilient Commission is the Climate Action Plan. If the Commission is interested in more information, just let him know.

### **Human Rights Commission**

Commissioner Hammel spoke about the bias incident reported at the Dream Center this past week. He also reported that he was involved with the Keychella breakout sessions and noted the Commission continues to work on the following goals: Equitable Poverty Prevention and Impediments to Fair Housing.

Chair Hinke said she received the link for the Race in the Heartland Virtual Seminar on October 8<sup>th</sup> and 9<sup>th</sup> and stated she can forward the link to anyone that is interested. She also reported if the Commission has time to check out the following link: [Iowahousingsearch.org](http://Iowahousingsearch.org) showing the Housing availability in the City of Dubuque.

### **Information Sharing**

Steger reported Fair Housing Training will be held in October. A list of the date and times of the training is included in your packets. The meetings will be held virtually this year. Please email Lisa Barton, Housing Financial Specialist, at [lbarton@cityofdubuque.org](mailto:lbarton@cityofdubuque.org) with the date and time of your choice by October 5, 2020. Barton stated she will send out an email reminder to the Commission.

Steger stated Rental Licenses just came in with the Housing Choice Voucher answers on who would and would not accept vouchers. Steger reported only 32% of the responses would accept housing choice vouchers which equates to just over 3,000 available units - 6,100 units would not be available. Rental licenses will be revoked for those who did not respond.

### **Adjournment**

There being no further business, motion by Commissioner Boles to adjourn at 6:47 p.m. Seconded by Commissioner Hammel. All in favor. Motion carried.

Minutes transcribed by:



Lisa Barton  
Housing Financial Specialist

Respectfully submitted by:



Christopher Lester  
Community Development Specialist

