

MINUTES
COMMUNITY DEVELOPMENT ADVISORY COMMISSION
(UNAPPROVED)

DATE: Wednesday, October 21, 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, Janice Craddieth, Hilary Dalton, Kelly Fox, Gerald Hammel, Michelle Hinke, Tom Wainwright

Commissioners Absent: Julie Woodyard

Staff Present: Alexis Steger, Chris Lester, Kris Neyen, Lisa Barton, Karla Escobar

Public Present: None

Certification of Minutes

Motion by Commissioner Hammel to approve the September 16, 2020 Commission meeting minutes as submitted. Seconded by Commissioner Wainwright. Motion carried 7-0.

Old Business

a. 2019 Proposed Fair Housing Plan: Review and Recommendations

Chris Lester, Community Development Specialist, reviewed the 2019 Proposed Fair Housing Plan Goals with the Commission. Alexis Steger, Housing and Community Development Director, asked the Commission if they would help prioritize four or five goals from the 2019 Fair Housing Plan for FY2021. After lengthy discussion regarding five top priority goals, the Commission selected the following:

- Goal One: Housing Choice Vouchers are not accepted as source of income for rental units.
- Goal Two: Recent predatory pricing practices by Mobile Home community owners are pricing people out of their residencies
- Goal Three: Arrest Records used as a barrier to landlord acceptance of HCVs and background check process is confusing to residents
- Goal Three: Lack of eviction data and analysis to access discrimination and disparities and provide support to residents facing evictions.
- Goal Four: The nonprofit service array is confusing to consumers.

Motion by Commissioner Dalton to approve the top five goals for FY2021 as stated above from the 2019 Proposed Fair Housing Plan. Seconded by Commissioner Craddieth. Motion carried 7-0

New Business

a. Community Development Block Grant Application Review

No applications were received

Commissioner Craddieth left the meeting at approximately 6:10 p.m.

b. New Window Program

Steger reported at the September 21, 2020 City Council meeting, an ordinance regarding an amendment to the International Building Codes was passed regarding Emergency Escape and Rescue Openings. The updated code states windows need to have a minimum of 20-inch height and 24-inch width openings in bedrooms that don't have another exit. Steger is requesting \$20,000 in FY2021 to establish a window program that will assist low-moderate income residents and landlords who rent to low-moderate income residents with replacement of windows to meet the new code. Landlords would receive funds for the purchase of the windows and homeowners would receive funds to purchase the windows and for the labor for installation of the windows. The average cost per window is approximately \$400.

Lester presented a video to the Commission showing a few examples of issues with window openings that residents and the fire department are facing when entering and exiting apartments and/or homes during emergency situations.

Commissioner Boles would like to expand the program to include installation of smoke/carbon monoxide detectors. Steger reported a provision to the program can be made that a smoke detector / carbon monoxide inspection would be required as part of the new window program. The fire department already provides smoke detectors and one carbon monoxide detector per low-income households.

Motion by Commissioner Hammel to approve Community Development Block Grant funding in the amount of \$20,000 in FY2021 to establish a window program that assists low-moderate income residents and landlords who rent to low-moderate income residents with a provision that an inspection for smoke and carbon monoxide detectors would be required. Seconded by Commissioner Dalton. Motion carried 6-0.

Reports

Rehabilitation Programs

Kris Neyen, Rehabilitation Programs Supervisor, reported that the Adult HEART Program has an approved contract for work on 351 E 15th and student HEART Program has an approved contract for work on 2247 Central. She also stated the City acquired another property located at 514 Angella Street.

Neyen explained a video was presented to the City Council regarding how the City obtains properties with a segment on the HEART Program and True North properties. If Commissioners would like to view the video, it can be found on the City's website at: <https://www.cityofdubuque.org/2787/Homebuyer-Programs>. Neyen will email the video link to the Commission following the meeting.

Housing Commission

Commissioner Dalton was appointed as the new liaison for the Housing Commission. Dalton stated they reviewed the 2019 Fair Housing Plan and made recommendations for their top priorities and action steps.

Resilient Community Advisory Commission

Commissioner Boles reported they shared recommendations to the City Council for two Sustainable Dubuque Grants: Dubuque Rescue Mission and Dubuque Urban Farm.

Human Rights Commission

No reports were available

Information Sharing

Chair Hinke shared that she enjoyed the Virtual Fair Housing Training she recently attended. Commissioner Boles and Hinke requested PowerPoints from this year's Fair Housing Training. Commissioner Boles also asked if all previous year's trainings were available online. Lester stated he would email this year's Fair Housing PowerPoint to Commissioners and stated that previous year's trainings are available on SharePoint. Lester will provide the Commission with the appropriate link and/or website to the information on SharePoint.

Steger reported next month's meeting will focus on FY2022 budget.

Adjournment

There being no further business, motion by Commissioner Dalton to adjourn at 6:29 p.m. Seconded by Commissioner Fox. All in favor. Motion carried.

Minutes transcribed by:



Lisa Barton
Housing Financial Specialist

Respectfully submitted by:



Christopher Lester
Community Development Specialist

