

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

DATE: Wednesday, January 20, 2021
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, Michelle Hinke, Tom Wainwright, and Julie Woodyard

Commissioners Absent: Kelly Fox and Gerald Hammel

Staff Present: Chris Lester, Karla Escobar, Kris Neyen, and Jill Connors

Public Present: None

Certification of Minutes

Motion by Commissioner Dalton to approve the January 6, 2021 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. Microenterprise Program Proposed Changes

Jill Connors, Economic Development Director, explained that back on December 2017, the Community Development Advisory Commission (CDAC) approved the allocation of \$150,000 to the Economic Development Department to provide microloans to entrepreneurs and budding businesses. The focus of the program was the Central Avenue Corridor and our minority population.

Three microloans of \$35,000 each were provided to income-eligible entrepreneurs to start up their businesses. Two have defaulted since and one is still making payments. This left a balance of \$45,000 in the allocated fund. During the September 2019 CDAC meeting, the Commission approved a proposal to pilot a \$1,500 Business Assistance Stipend for income-eligible individuals who are working toward starting a business. The stipend is used to pay for eligible expenses for the individual, based on needs in developing their business. On the December 2019 CDAC meeting, the Commission approved and amended the stipend amount from \$1,500 to \$3,500, since then only three individuals have done the program and none were received for 2020.

Connors explained that due to the pandemic, the Microenterprise Program has stalled. Connor's is requesting approval to allow the remaining \$34,370 of CDBG Microenterprise funds to be used for the benefit of existing businesses operated by LMI minorities through a Business Assistance Grant of up to \$3,500 to cover eligible expenses to support their business operations, which would be enough to provide ten stipends

Motion by Commissioner Woodyard to approve the remaining \$34,370 of CDBG Microenterprise funds to be used for the benefit of existing businesses operated by LMI minorities through a Business Assistance Grant of up to \$3,500 to cover eligible expenses to support their business operations. Commissioner Craddieth seconded. Motion carried 6-0.

c. Set a Public Hearing to review the Consolidated Annual Performance and Evaluation Report (CAPER)

Motion by Commissioner Craddieth to set a public hearing for the CAPER for Wednesday, February 17, 2021. Commissioner Woodyard seconded. Motion carried 6-0.

Reports

Rehabilitation Programs

Kris Neyen, Rehabilitation Programs Supervisor, reported that 445 Loras Blvd. and 2320 Jackson St. properties, finally sold on December 2020. Neyen shared that the IFA Grant for fiscal year 2021 was approved in the amount of \$141,283; with a match of \$35,320.75. Recapping the fiscal year so far, ten first time homebuyers became home owners and six homeowners completed rehab work on their homes.

Neyen, explained that the Window Program has now received twelve applications; with three being completely approved and inspected.

Housing Commission

Commissioner Dalton shared that on the latest December 22, 2020 meeting the board reviewed the Analysis of Impediments in where much of their discussion was focused on how to measure the recommendations.

Resilient Community Advisory Commission

Commissioner Boles stated that there is nothing to report as they have not met.

Human Rights

No reports were available.

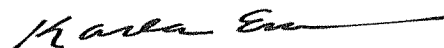
Information Sharing

Commissioner Wainwright's term is set to expire on February 15, 2021 and due to health reasons, he has decided not to re-apply for another term. Commissioner Wainwright has enjoyed his time serving his community for more than 30 years.

Adjournment

There being no further business, motion by Commissioner Wainwright to adjourn at 6:04 p.m. Seconded by Commissioner Dalton. All in favor. Motion carried.

Minutes transcribed by:



Karla Escobar,
Housing Financial Specialist,

Respectfully submitted by:



Christopher Lester,
Community Development Specialist