

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

**DATE:** Thursday, February 4, 2021

**TIME:** 1:00 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 1:01 p.m., following staff assurance of compliance with Iowa Open Meeting Law.

**Commissioners Present:** Dean Boles, Janice Craddieth, Kelly Fox, Gerald Hammel, Michelle Hinke

**Commissioners Absent:** Hilary Dalton, Tom Wainwright, and Julie Woodyard

**Staff Present:** Chris Lester and Karla Escobar

**Public Present:** None

**New Business**

**a. Reset the Public Hearing date to review the Consolidated Annual Performance and Evaluation Report (CAPER)**

Chris Lester, Community Development Specialist, explained to the commission there has been limited guidance from HUD on how to complete the funding reporting for the Cares Act. Resetting the date will allow more time to properly complete the CAPER.

Motion by Commissioner Craddieth to reset the Public Hearing date to review the Consolidated Annual Performance and Evaluation Report to Monday, February 22, 2021. Seconded by Commissioner Hammel. Motion carried 5-0

**Adjournment**

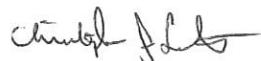
There being no further business, motion by Commissioner Hammel to adjourn at 1:06 p.m. Seconded by Commissioner Craddieth. All in favor. Motion carried.

Minutes transcribed by:



Karla Escobar,  
Housing Financial Specialist,

Respectfully submitted by:



Christopher Lester,  
Community Development Specialist