

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

DATE: Wednesday, March 17, 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 5:33 p.m., following staff assurance of compliance with Iowa Open Meeting Law.

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

Commissioners Absent: Gerald Hammel

Staff Present: Alexis Steger, Chris Lester and Karla Escobar

Public Present: None

Certification of Minutes

Motion by Commissioner Woodyard to approve the March 2, 2021 Commission meeting minutes as submitted. Seconded by Commissioner Craddieth. Motion carried 7-0

Chairperson Michelle Hinke informed the Commission that Gerald Hammel had resigned as Vice-Chair. Chairperson Hinke, asked the Commission who would be willing to volunteer to fill in as Vice-Chair for the Community Development Advisory Commission.

Commissioner Fox volunteered to be Vice-Chair for the CDAC.

Motion by Commissioner Dalton to approve Commissioner Kelly Fox as the new Vice-Chair for the CDAC. Seconded by Commissioner Craddieth. Motion carried 7-0

New Business

a. Community Development Block Grant Application Review

No applications received.

b. Recommend funding for Shelter Rehabilitation applications

Motion by Commissioner Wainwright to approve funding for Shelter Rehabilitation applications. Seconded by Commissioner Fox. Motion carried 7-0

c. Review and recommend funding for Purchases of Services applications

Commissioner Fox stated that the small committee met this past week to discuss and review all of Purchases of Services applications. The small committee decided to fund the following:

1. Convivium Urban Farmstead- \$25,000
2. Opening Doors- \$25,000
3. Liberty Recovery- \$25,000
4. Almost Home- \$15,680
5. Four Oaks- \$20,496
6. Dubuque YMCA/YWCA- \$25,000

7. Fountain of Youth- \$25,000

Chris Lester, Community Development Specialist, explained to the commission that once funding is approved he will be contacting each organization to verify the need for funding.

Motion by Commissioner Woodyard to approve the small committee recommendations for \$100,000 available for Purchases of Services funding. Seconded by Commissioner Craddieth. Motion carried 7-0

d. Public Hearing for FY 2020 Amendment #4 Annual Action Plan to incorporate second CARES ACT allocation.

Motion by Commissioner Dalton to open the public hearing for FY 2020 Amendment #4 to incorporate second CARES ACT Allocation. Seconded by Commissioner Woodyard. Motion carried 7-0

Motion by Commissioner Fox to close the public hearing for FY 2020 Amendment #4 to incorporate second CARES ACT Allocation. Seconded by Commissioner Dalton. Motion carried 7-0

Alexis Steger, Housing and Community Development Director, stated that an additional \$317,955 in CDBG-CV (CARES Act) funding had been received. Housing and Community Development Department currently does not have the capacity to administer program on their own, by allocating \$150,000 to Purchase of Services to fund Rapid Rehousing to focus on the administration side of the program. \$167,955 will go to assist local food banks in being more accessible or have greater inventory to assist low/moderate income residents of Dubuque.

Commissioner Woodyard asked who our Community partners are.

Steger, stated our community partners are East Central Intergovernmental Association (ECIA,) Hawkeye Area Community Action Program (HACAP,) Dubuque County, Dubuque Community Food Bank, and Dubuque Area Labor Harvest

Motion by Commissioner Dalton to approve the FY 2020 Amendment #4 to incorporate the \$317,955 CARES Act fund. Seconded by Commissioner Woodyard. Motion carried 7-0

e. Energy Savers Program

Steger, stated that the Energy Savers Program will provide forgivable loans for property owners to replace an inefficient water heater, heat source, or both. Up to \$3,500 per dwelling for replacement of heat source, parts, and labor. Up to \$1,500 per water heater appliance replaced to cover parts and labor. Properties must be in Dubuque and can be occupied by the owner or a tenant who is low/moderate income.

Commissioner Boles asked how much money is being allocated into the program.

Steger, stated that \$125,000 has been allocated to the Energy Savers Program.

Commissioner Boles is requesting additional information on how much carbon reduction will be by implementing the Energy Savers Program.

Motion by Commissioner Woodyard to approve the Energy Savers Program that provides forgivable loans of up to \$3,500 for property owners to replace an inefficient heat source, and up to \$1,500 per water heater. Seconded by Commissioner Fox. Motion carried 7-0

Reports**Housing Commission**

No reports were available

Resilient Community Advisory Commission

Commissioner Boles stated that the board continues to discuss the Climate Action Plan.

Human Rights Commission

No reports were available

Information Sharing

Commissioner Wainwright wished everyone a Happy St. Patrick's Day.

Steger also reported that the new Assistant Director Mike Belmont started working for the Housing Department this past Monday March 15, 2021. He will be joining our next meeting.

Adjournment

There being no further business, motion by Commissioner Wainwright to adjourn at 6:12 p.m. Seconded by Commissioner Fox. All in favor. Motion carried.

Minutes transcribed by:



Karla Escobar,
Housing Financial Specialist
Respectfully submitted by:



Christopher Lester,
Community Development Specialist