

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

**DATE:** Wednesday, April 21, 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, Julie Woodyard

**Commissioners Absent:** Tom Wainwright

**Staff Present:** Chris Lester, Kris Neyen, and Karla Escobar

**Public Present:** Michelle Mihalakis

**Oath(s) Of Office:**

Michelle Hinke, Chair, administered the Oath of Office to Julie Woodyard.

**Certification of Minutes**

Motion by Commissioner Woodyard to approve the March 17, 2021 Commission meeting minutes as submitted. Seconded by Commissioner Craddieth. Motion carried 6-0

**New Business**

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

Michelle Mihalakis, Executive Director for Liberty Recovery Center, explained to the commission that the Operation Empower project, located at 2216 White Street, is currently in the process of building twenty-four apartments for single men and women struggling with substance use and other disorders. Adjacent to the new apartment building is a vacant bank in which Operation Empower's intent is to transform the property into Liberty Recovery & Training Center. The Center will offer group meetings, education classes, therapy and wellness sessions, social functions, and supportive services daily. Residents of Liberty Place Apartments, Manasseh Apartments, and Salvia Apartments will be able to access these services. Mihalakis stated they are seeking funding in the amount of \$104,500.00 to rehabilitate the vacant bank. Funding will be used for a new roof, heating and cooling system, and concrete work.

Motion by Commissioner Dalton to approve Liberty Recovery Center application as submitted. Seconded by Commissioner Craddieth. Motion carried 6-0.

**b. Annual Goal-setting**

Chris Lester, Community Development Specialist, explained to the commission that they would need to come up with goals for the next fiscal year to be sent to City Council.

After much discussion, the commission came up with the following goals; Equity in housing, energy updates, property improvements, policing community with mental health counselors, mental health, literacy, education, internet affordability, and affordable child care.

Motion by Commissioner Woodyard to approve and submit the Community Development Advisory Commission goal recommendations as presented at tonight's meeting for inclusion in the City Council Goal Session in June. Seconded by Commissioner Dalton. Motion carried 6-0.

## **Reports**

### **Rehabilitations Program**

Kris Neyen, Rehabilitation Programs Supervisor, reported that 2407 Queen Street and 2247 Central are currently being rehabbed by the HEART (kid) program. She also stated that 2527 Washington will be completed by the HEART (adult) Program.

Neyen also reported that 2243 Central and 1672 White Street have been sold and stated that 305 E. 22<sup>nd</sup> Street and 307 E. 22<sup>nd</sup> Street were sold to Affordable Housing Network Inc (AHNI). Bids were received for 514 Angella with anticipated completion date of June 2021 and construction for 2414 Windsor is expected to be completed by November 2021.

Neyen reported HOME Workshop classes had 15 participants in February and 15 in April. Window Egress Program has received 20 applications; 9 have been approved. Energy Savers Program has received 8 applications to date.

Commissioner Craddieh requested information on how many minorities have participated in the HOME Workshop classes.

### **Housing Commission**

Commissioner Dalton stated no reports were available

### **Resilient Community Advisory Commission**

Commissioner Boles reported the board met with Mike Van Milligen, City Manager, and reviewed the Resilient Community Advisory Commission ordinance and the purpose of the commission.

### **Human Rights Commission**

No reports were available

### **Information Sharing**

Commissioner Boles shared that Dubuque Trees Forever will be planting trees on May 15, 22, and 29 around the Washington Park area.

### **Adjournment**

There being no further business, motion by Commissioner Craddieh to adjourn at 6:36 p.m. Seconded by Commissioner Woodyard. All in favor. Motion carried.

Minutes transcribed by:



Karla Escobar,  
Housing Financial Specialist  
Respectfully submitted by:



Christopher Lester,  
Community Development Specialist