

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

DATE: Wednesday, May 19, 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 5:34 p.m., following staff assurance of compliance with Iowa Open Meeting Law.

Commissioners Present: Dean Boles, Janice Craddieth, Hilary Dalton, Michelle Hinke, Tom Wainwright

Commissioners Absent: Kelly Fox and Julie Woodyard

Staff Present: Madeline Haverland and Karla Escobar

Public Present: Kaitlin Schmidt

Certification of Minutes

Motion by Commissioner Craddieth to approve the April 21, 2021, Commission meeting minutes as submitted. Seconded by Commissioner Dalton. Motion carried 5-0

New Business

a. Community Development Block Grant Application Review

No applications received.

b. Large Neighborhood Grant Application

Kaitlin Schmidt, Director of Strategic Resources for St. Marks Youth Enrichment, St. Marks Heroes Summer Academy is asking for \$3,000 to support teachers and staff. There are 100 students that have registered for the program, students receive assistance with their academics, social and emotional skills, and go on field trips.

Motion by Commissioner Wainwright to approve St. Marks Heroes Summer Academy application as submitted. Seconded by Commissioner Craddieth. Motion carried 5-0

c. Large Item Pick-up Program

Madeline Haverland, Community Development Specialist, explained to the commission that large item pick-up can create a barrier in keeping alleys and curbsides clean.

Motion by Commissioner Dalton to approve Large Item Pick-up Program. Seconded by Commissioner Craddieth. Motion carried 5-0

d. Assign small group for Purchase of Services funding

Haverland, explained to the commission that Purchases of Services application were just released and closing date for application submittal is June 8th. The commission would need to pick three to four volunteers to form a small group to review Purchase of Services applications.

After much discussion, the commission came up with Dean Boles, Kelly Fox, Michelle Hinke, and Julie Woodyard to be on the small group for Purchase of Service funding.

Motion by Commissioner Boles to approve Dean Boles, Kelly Fox, Michelle Hinke, and Julie Woodyard as committee members to be on the small group for Purchase of Services funding. Seconded by Commissioner Dalton. Motion carried 5-0

e. Set public hearing for increase in formula funding FY 2022 (Plan Year 2021)

Motion by Commissioner Dalton to set a public hearing for the increase in formula funding FY 2022 (Plan Year 2021) for Wednesday, June 16, 2021. Seconded by Commissioner Craddieth. Motion carried 5-0.

Reports

Housing Commission

Commissioner Dalton stated that they reviewed and approved the FY2021 Public Housing Agency Annual Plan.

Resilient Community Advisory Commission

Commissioner Boles explained that they continue to discuss the Climate Action Plan.

Human Rights Commission

No reports were available.

Information Sharing

N/A

Adjournment

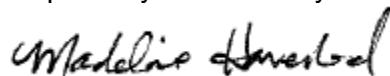
There being no further business, motion by Commissioner Wainwright to adjourn at 6:00 p.m. Seconded by Commissioner Dalton. All in favor. Motion carried.

Minutes transcribed by:



Karla Escobar,
Housing Financial Specialist

Respectfully submitted by:



Madeline Haverland,
Community Development Specialist