

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

**DATE:** Wednesday, November 19, 2025

**TIME:** 5:30 p.m.

**PLACE:** Housing and Community Development Department.  
350 West 6<sup>th</sup> Street, Conference Room 250; Dubuque, IA 52001

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: T alma Brown, Dale Campbell (virtual), Michelle Hinke, and Gabriel Mozena.

Commissioners Absent: Dean Boles (excused absence), Renee Kehoe (excused absence), and Julie Woodyard (excused absence).

Staff Present: Mary Bridget Corken-Deutsch and Stacey Weeber

Public Present: None

**Certification of Minutes – September 3, 2025**

Commissioner Mozena motioned to approve the Minutes for the September 3, 2025, Community Development Advisory Commission Meeting. Commissioner Brown seconded. Motion carried 4-0.

**Correspondence/Public Input**

There was no public input.

**Old Business**

None

**New Business**

**a. Approve Community Development Advisory Commission By-Laws Amendments Proposed September 3, 2025**

Corken-Deutsch stated the proposed Amendment includes changes to the Section 2 Powers and Duties of Chairperson. At the last CDAC meeting, Commissioner Boles asked if the chairperson must sign the minutes. Corken-Deutsch confirmed with the city clerk that their signature on the minutes is not required. Motion by Commissioner Brown to approve Community Development Advisory Commission By-Laws Amendments Proposed September 3, 2025. Seconded by Commissioner Mozena. Motion carried 4-0.

**b. Set Public Hearing for FY27 Pre-Allocation Annual Action Plan**

Motion by Commissioner Mozena to set the public hearing for FY27 Pre-Allocation Annual Action Plan for January 21, 2026, at 5:30 p.m., and authorize staff to publish public notice of public hearing and public comment period for 30 days from December 17-January 16. Seconded by Commissioner Campbell. Motion carried 4-0.

**Reports**

**a. Housing Commission**

Meeting minutes were unavailable.

**b. Resilient Community Advisory Commission**

The meeting minutes were included in the packet for reference.

**c. Human Rights Commission**

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**Information Sharing**

- a. **Consolidated Plan One Pager, Strategic Plan Goals, Annual Action Plan Projects**  
Corken-Deutsch provided the Consolidated Plan Goals to the Commission. The goals and priorities have been simplified, limiting their number. The five-year priorities were reviewed. Commissioner Mozena mentioned improving physical environments and noted how many people were assisted.
- b. **CDBG FY26-FY30 Con Plan Accepted, CDBG FY26 Grant Agreement Fully Executed**  
Corken-Deutsch shared an email indicating the Con Plan's acceptance, along with a letter signed by Mayor Brad Cavanagh and CDP Director Dominique Waters for the Grant Agreement.
- c. **Current CDAC member's Term Expiration Date and Recruitment**
  1. **Talma Brown – 2/15/26**  
Corken-Deutsch mentioned that Commissioner Brown needs to re-apply for re-appointment. Commissioner Brown expressed her desire to stay on the commission. Corken-Deutsch will send her an email with the application link attached.
  2. **Julie Woodyard – 2/15/26**  
Julie is absent tonight. Corken-Deutsch will send her an email with the application link attached.

**Adjournment**

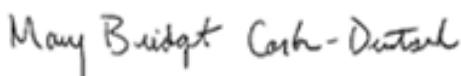
There being no further business to come before the Commission, Commissioner Brown moved to adjourn the meeting. Commissioner Campbell seconded. Motion passed by voice vote. Meeting adjourned at 5:59 p.m.

Minutes taken by:



Stacey Weeber  
Housing Financial Specialist

Respectfully Submitted:



Mary Bridget Corken-Deutsch  
Community Development Specialist