

**UNAPPROVED COMMUNITY DEVELOPMENT ADVISORY
COMMISSION
MEETING MINUTES**

DATE: Tuesday June 21, 2016
TIME: 5:30 p.m.
PLACE: Housing and Community Development Department
350 W. 6th Street, Suite 312, Dubuque IA 52001

Chairperson Michelle Hinke called the meeting to order at 5:30 p.m., following staff assurance of compliance with Iowa Open Meeting Law.

Commissioners Present: Rick Baumhover Michelle Hinke
 Rob Blok II Tom Wainwright
 Dean Boles Julie Woodyard
 Janice Craddieth

Commissioners Absent: Teresa Caldwell
 Rev. Lindsay James

Staff Present: Alvin Nash Kris Neyen
 Erica Haugen Sarah Bennett

Public Present: None

Certification of Minutes

Commissioner Craddieth moved to approve the May 18, 2016 Commission meeting minutes as submitted. Commissioner Blok seconded. Roll call. All present in favor. Motion passed.

Correspondence / Public Input

Correspondence from Jenny Manders, President of the Valley View Neighborhood Association

Erica Haugen, Community Development Specialist, shared a correspondence from Jenny Manders, President of the Valley View Neighborhood Association. The Valley View Neighborhood Association had received \$1,152.00 in funding from the Large Neighborhood Grant Program for a neighborhood cleanup event. Manders' correspondence had included a short summary of the event, along with pictures of the community working together and enjoying the picnic that was provided.

Old Business

Ann Michalski Memorial

Alvin Nash, Housing Director, provided an update regarding the Ann Michalski Memorial. Nash confirmed he had met with City Manager Mike Van Milligan to discuss possible options and funding for the memorial. Nash stated he will have specific details to share with the Commission by the July meeting.

Purchase of Service Grant

Haugen informed the Commission that their recommendations for the Purchase of Service Grants had been submitted and approved by City Council.

New Business

Neighborhood Stabilization Program - Public Hearing.

Commissioner Baumhover moved to open the public hearing. Commissioner Woodyard seconded. Roll call. All present in favor. Motion passed.

Kris Neyen, Rehabilitation Supervisor, held a public hearing to review the accomplishments of the Neighborhood Stabilization Program (NSP) which was awarded to the City in 2008. The program is designed to acquire vacant/abandoned properties, and rehab and resale them to income qualifying households. To date, the City has acquired 11 properties, 10 of those were rehabbed and resold. The other was deconstructed for green space. Neyen explained that \$414,409 in program income was generated which has allowed the City to continue these efforts. The Program currently has \$31,238 in program income available; as a result, the State has extended the deadline until March 2017. The extension, along with additional funding sources will allow the City to complete one more project before the deadline. Neyen then presented a PowerPoint with pictures showing the before and after of the properties the Program acquired and rehabbed.

Let the record show no public was present to speak before the Commission.

Commissioner Blok moved to close the public hearing. Commissioner Baumhover seconded. Roll call. All present in favor. Motion passed.

Accessibility Rehabilitation Program

Neyen introduced the Accessibility Rehabilitation Program to the Commission. Neyen explained that the current program was originally for renters, but is requesting approval to expand the program to homeowners, in an effort to help homeowners stay in their homes as long as they can. The new program would be a 3 year forgivable loan, up to \$5,000 to make ADA/Accessibility upgrades on their property. This Program will now be for homeowners and renters. Neyen requested the Commission review and approve the new program expansion.

Commissioner Craddieth moved to approve the Accessibility Rehabilitation Program. Commissioner Boles seconded. Roll call. All present in favor. Motion passed.

Reports

Housing Commission Report

Commissioner Baumhover reported no updates as the Housing Commission did not meet during May 2016.

Housing & Community Development Reports

Neyen went over the reports that were distributed in the packets prior to the meeting.

Neighborhood Development

Jerelyn O'Connor, Neighborhood Specialist, was not present to provide a report.

Information Sharing

Haugen reminded the Commission that the Election of Officers will be held at the July meeting.

Commissioner Woodyard invited the Commission to attend the Crescent Community Health Clinic's 10 Year Anniversary Block Party. It will be held August 11, 2016, in Orange Park.

Adjournment

There being no further business to come before the Commission, Commissioner Craddieth moved to adjourn. Commissioner Baumhover seconded. Motion passed by voice vote. Meeting was adjourned at 6:10 p.m.

Minutes taken by:

Sarah Bennett
Recording Secretary

Respectfully submitted by:



Erica Haugen
City of Dubuque Community Development Specialist