

COMMUNITY DEVELOPMENT ADVISORY COMMISSION UNAPPROVED MEETING MINUTES

DATE: Wednesday, September 26, 2018
TIME: 5:30 p.m.
PLACE: Housing and Community Development Conference Room, 3rd Floor of the
Historic Federal Building

Vice Chair Sara Burley called the meeting to order at approximately 5:34 p.m., following staff assurance of compliance with Iowa Open Meeting Law.

Commissioners Present: Dean Boles Tom Wainwright
 Sara Burley Julie Woodyard
 Michelle Hinke

Commissioners Absent: Jerry Hammel Lindsay James

Staff Present: Erica Haugen Jenny Larson
 Lisa Barton

Public Present: None

Certification of Minutes

Commissioner Woodyard moved to approve the August 15, 2018 Commission meeting minutes as submitted. Commissioner Hinke seconded. Roll call. All present in favor. Motion passed.

Correspondence / Public Input

None

Old Business

Community Development Needs Discussion

a) Childcare

Erica Haugen, Community Development Specialist, presented information at the request of Acting Housing & Community Development Director, Alexis Steger, who was not in attendance. Haugen distributed a handout from the community needs assessment regarding childcare needs in the community. Commissioner Woodyard shared with the commission there will be a Childcare Summit at the Diamond Jo on October 9, 2018 at 7:30 a.m.

b) Lead Safe Housing

Commissioner Boles referred to the following notice regarding lead safe housing: PIH 2017-13 (HA); OOHLC 2017-01, that was also discussed at the August CDAC meeting. Discussion was held about the many lead hazards still affecting children in Dubuque. Two handouts were provided in meeting packets: Telegraph Herald Article, "Fighting lead's poisonous legacy" and American Academy of Pediatrics, "Prevention of

Childhood Lead Toxicity.” Haugen reported the Commission’s request for additional information on lead paint health hazards was communicated to the City’s Health Department and Housing & Community Development Department. Public Health Specialist Mary Rose Corrigan and Acting Housing Director Alexis Steger will provide additional information to the Commission in the next quarter.

c) Department Needs

Haugen reported that Community Development Block Grant funds can be used to meet a variety of needs. Needs can be identified by individuals, public and private sector organizations and their employees, commission members, City staff, and any member of the public. Haugen reviewed needs presented during previous meetings, including: Accessible curb ramps along bus lines; affordable public transportation for public and youth, especially safe transportation to and from pre-school/elementary school; additional transit service with frequency to W. Locust, Library, and Loras Blvd, and assistance for those at risk of eviction (near Homeless). Haugen reported as we move into the Consolidated Planning and Annual Planning process, she will assist to maintain a list of needs identified, brought to, or discussed by the commission.

Commissioner Boles requested staff provide information on the percentage of low-income households taking advantage of the City’s Refuse and Stormwater 50% Reduction program and if Community Development Block Grant (CDBG) funds could be used to assist Operation New View.

New Business

Public Hearing for Fiscal Year 2018 CAPER

Commissioner Burley entertained a motion to open the public hearing. Commissioner Woodyard motioned to open public hearing. Commissioner Hinke seconded. Roll call. All present in favor. Motion passed.

Haugen distributed a copy of the Fiscal Year 2018 Consolidated Annual Performance Evaluation Report (CAPER) to commissioners and provided details of the report.

After thorough discussion Commissioner Woodyard motioned to close the public hearing. Commissioner Hinke seconded. Roll call. All present in favor. Motion passed.

Haugen reported the CAPER presented meets the minimum requirements for HUD. Haugen will provide additional charts and graphs the Commission previously requested. To allow time for the commission to review the information, the recommended motion is to submit the CAPER to HUD and review set a second public hearing for October 17, 2018. Following the meeting the CAPER would be amended to include the public comments.

Commissioner Woodyard motioned to submit the current version of the Fiscal Year 2018 CAPER to the City Counsel and to set a public hearing for our October 2018 CDAC commission meeting. Commissioner Boles seconded. Roll call. All present in favor. Motion passed.

Set Public Hearing for Fiscal Year 2019 Annual Action Plan Amendment 1

Fiscal Year 2019 Annual Action Plan Amendment 1 allocates unspent funds from program years 2015, 2016, and 2017 into the 2018 program year (fiscal year 2019) plan. This is a substantial amendment and requires a thirty (30) day public comment period. The recommended motion is to set a public hearing in November to receive comment on the proposed amendment.

Commissioner Wainwright motioned to set a public hearing for the Fiscal Year 2019 Annual Action Plan Amendment 1 for Wednesday, November 28, 2018 at 5:30 p.m. Commissioner Burley seconded. Roll call. All present in favor. Motion passed.

Rental Rehabilitation Applications

The Housing & Community Development Department identified a need to shift resources to support rental rehabilitation activities. Haugen shared the identified needs: There are limited numbers of affordable units and housing providers offering quality, affordable rental units due to costs of renovations; and, 2016 American Community Survey 5-year estimates show cost burden continues to rise significantly for rental household in Dubuque. Haugen requested the Commission consider providing recommendations for the use of CDBG resources for rental rehabilitation activities for the remainder of the plan year and future years.

Fair Housing Training Registration

Commissioners registered for the annual Fair Housing Training. The Fair Housing Training is a required corrective action identified in the Voluntary Compliance Agreement between the City of Dubuque and the U.S. Department of Housing & Urban Development.

Reports

Housing Commission Report

Housing Commission minutes were not yet available.

Resilient Community Advisory Commission

Commissioner Boles referred to the minutes from August 2, 2018 Resilient Community Advisory Commission meeting. Boles addressed the burdens of housing costs on low-income households.

Information Sharing


Haugen thanked the commissioners for their condolences and sympathies extended to family and friends of the late Sarah Bennett. In addition to her role as Rehabilitation Programs Secretary with the City of Dubuque, Bennett provided staff support for the Community Development Advisory Commission.

Haugen reported Commissioner Shane Hoeper, was hired as a Housing Inspector with the Housing & Community Development Department. As a result, Hoeper has resigned from his roles with the Housing Commission, Community Development Advisory Commission, and Resilient Community Advisory Commission.

Adjournment

There being no further business to come before the Commission, Commissioner Boles motioned to adjourn. Commissioner Hinke seconded. Motion passed by voice vote. Meeting was adjourned at approximately 7:10 p.m.

Minutes transcribed by:



Lisa Barton
CDBG Specialist

Respectfully submitted by:



Erica Haugen
Community Development Specialist