

## MINUTES OF COMMUNITY DEVELOPMENT ADVISORY COMMISSION MEETING

**DATE:** October 19, 2011

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

**PLACE:** Housing & Community Development Department  
Historic Federal Building  
350 W. 6<sup>th</sup> Street, Dubuque, Iowa 52001

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

<b>Commissioners Present:</b>	Theresa Caldwell David Shaw	Paula Maloy, SVM Hillary Stubben	Ann Michalski Tom Wainwright
<b>Commissioners Absent:</b>	Peter Koshakji	Ricardo Woods	
<b>Staff Present:</b>	Aggie Tauke Kris Neyen	David Harris Jerelyn O'Connor	Lisa Barton
<b>Public Present:</b>	None		

### Certification of Minutes – 7 September, 2011

Commissioner Maloy motioned to approve the September 7, 2011 minutes. Commissioner Wainwright seconded. Roll call. All present in favor. Motion passed.

### Correspondence / Public Input

None

### Old Business

None

### New Business

#### **Proposed Amendment to FY2011 & FY2012 Annual Action Plans**

Aggie Tauke reviewed the proposed amendment reallocating remaining Community Development Block Grant (CDBG) and Homelessness Prevention and Rapid Re-Housing Program (HPRP) funds into FY2012 Annual Action Plan activities. The program amendment would decrease First Time Homebuyer Program and increase Homeowner Rehab Program by \$100 000 based on the need for additional funding for homeowner rehab projects in the Washington Neighborhood. The amendment will also move remaining funds of \$146 587 for the Homelessness Prevention and Rapid Re-Housing Program (HPRP) from FY2011 into the FY2012 Plan. A public hearing following a 30-day public comment period is required prior to approval.

Commissioner Michalski motioned to set a public hearing on the proposed amendment to FY2011 to FY2012 Annual Action Plans for Wednesday, November 30, in the Housing Conference Room, Suite 312, Historic Federal Building. Commissioner Shaw seconded. Roll call. All present in favor. Motion passed.

### **FY2013 CDBG Annual Action Plan**

Aggie stated that the budgeting process for the FY2013 CDBG Annual Action Plan includes identifying needs and priorities per the Consolidated Plan. Commissioner Michalski recommended that the Commission compare their goals and priorities with those of the City Council. Aggie suggested the Commission begin discussing the proposed FY2013 Annual Action Plan at the November 30<sup>th</sup> meeting.

### **Information Sharing**

Aggie stated the Commission received a copy of the 2012 regular meeting schedule. She requested notification of any conflicts with the Commissioner's schedule.

Aggie distributed a narrative of the FY2011 for the Housing and Community Development Department accomplishments.

Staff noted the Council will be reviewing the purchase of service process for non-profits for FY13 budget. The Commission should be prepared to discuss at the next meeting the allocation policies for CDBG grants to non-profits.

### **Adjournment**

There being no further business to come before the Commission, Commissioner Wainwright moved to adjourn. Commissioner Maloy seconded. Motion passed by voice vote. Meeting was adjourned at approximately 5:50 p.m.

Minutes taken by:

Lisa Barton  
Rehabilitation Programs Specialist

Respectfully submitted by:

Aggie Tauke  
Community Development Specialist