

## COMMUNITY DEVELOPMENT ADVISORY COMMISSION MEETING UNAPPROVED MINUTES

**DATE:** August 15, 2012  
**TIME:** 5:30 p.m.  
**PLACE:** Housing & Community Development Department  
Historic Federal Building  
350 W. 6<sup>th</sup> Street, Dubuque, Iowa 52001

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

<b>Commissioners Present:</b>	Peter Koshakji Adam Rathje	Paula Maloy, SVM David Shaw	Ann Michalski Tom Wainwright
<b>Commissioners Absent:</b>	Theresa Caldwell	Ricardo Woods	
<b>Staff Present:</b>	Alvin Nash	Aggie Tauke	Jane Glennon
<b>Public Present:</b>	None		

### Opening

Commissioner Maloy opened the meeting with an inspirational reading.

### Welcome New Housing Director

The Commission welcomed new Housing Director Alvin Nash followed by commissioner introductions.

### Certification of Minutes – June 20, 2012

Commissioner Maloy motioned to approve the June 20, 2012 Commission meeting minutes. Commissioner Wainwright seconded. All others present in favor. Motion passed.

### Correspondence / Public Input

None

### Old Business

None

### New Business

#### **Election of Officers**

Commissioner Maloy motioned to retain Commissioner Michalski as Chairperson. Commissioner Wainwright seconded. Roll call. All present in favor. Motion passed.

Commissioner Wainwright motioned to retain Commissioner Maloy as Vice Chairperson. Commissioner Shaw seconded. Roll call. All present in favor. Motion passed.

**FY 2012 Consolidated Annual Performance and Evaluation Report (CAPER)**

Aggie Tauke reviewed the annual performance report for the Community Development Block Grant (CDBG) and Homelessness Prevention and Rapid Re-Housing Programs (HPRP). The Commission reviewed FY2012 accomplishments and commended Aggie on the document.

Aggie stated that the City is required to submit the CAPER report to HUD by October 1. She requested the Commission set a public hearing for Wednesday, September 5, at 5:30 p.m., which allows for the required 15 day public comment period.

After discussion Commissioner Maloy moved to set a public hearing for Wednesday, September 5, at 5:30 p.m. Commissioner Shaw seconded. Roll call. All present in favor. Motion passed.

**Information Sharing**

**Resignation of Commission Member Abbey Smith**

Commissioner Smith resigned her position on the Commission due to an employment change, creating an opening on the Commission for a member from a low/moderate income area.

**Purchase of Services Application Available September 5, 2012**

The Purchase of Services Application will be available September 5, 2012 on the City of Dubuque website.

**Invitation: Intercultural Communication Training**

Commissioner Wainwright provided an invitation for all Commission members to attend the Intercultural Communication Training.

**Adjournment**

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

Minutes taken by:



Jane Glennon  
Rehabilitation Programs Secretary

Respectfully submitted by:



Aggie Tauke  
Community Development Specialist