

COMMUNITY DEVELOPMENT ADVISORY COMMISSION MEETING UNAPPROVED MINUTES

DATE: March 20, 2013
TIME: 5:30 p.m.
PLACE: Housing & Community Development Department
Historic Federal Building
350 W. 6th Street, Dubuque, Iowa 52001

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

Commissioners Present: Theresa Caldwell Janice Craddieth Paula Maloy, SVM
Ann Michalski (via phone) Adam Rathje David Shaw
Tom Wainwright Ricardo Woods (via phone)

Commissioners Absent:

Staff Present: Jane Glennon Jerelyn O'Connor Aggie Tauke

Public Present: Downtown Neighborhood Association Representatives:
Joe Noll Rob Williams
Dubuque VNA: Nan Colin

Certification of Minutes – January 2, 2013

Commissioner Wainwright motioned to approve the January 2, 2013 Commission meeting minutes. Commissioner Craddieth seconded. Commissioner Woods abstained. All others present in favor. Motion passed.

Correspondence / Public Input

None

Old Business

None

New Business

Oath of Office

Commissioner Maloy administered the Oath of Office to Commissioner Caldwell. Commissioner Shaw administered the Oath of Office to Commissioner Maloy.

FY 2014 Community Development Block Grant (CDBG) Annual Plan Narrative

Staff Aggie Tauke presented the FY 2014 Annual Action Plan Narrative for the Community Development Block Grant (CDBG) activities. Aggie noted the City Council approved the FY 2014 Plan in February and this would provide additional information in a format required by HUD.

Commissioner Michalski and Maloy commended staff on the report and recommended the narrative be included with the Annual Plan budget in the future to provide more community input during the public hearing process.

After discussion Commissioner Shaw moved to approve submittal of the FY 2014 Annual Plan Narrative to HUD. Seconded by Commissioner Rathje. Roll Call. All present in favor. Motion passed.

Neighborhood Grant Requests

Downtown Neighborhood Association – Bicycle “fix-it” stations

Historic Bluffs Neighborhood Association – 12th Street landscaping improvements

North End Neighborhood - Newsletters

Staff Jerelyn O'Connor reported the Neighborhood Grant review committee is recommending funding for the applications from the Historic Bluffs Neighborhood, North End Neighborhood and Downtown Neighborhood Association.

Joe Noll and Rob Williams, representing the Downtown Neighborhood Association spoke on behalf of the *“Bicycle fix-it Station.”* In partnership with the Dubuque Bike Coop the Downtown Neighborhood Association proposes to purchase and install two public bicycle service stations in the downtown area for residents of the neighborhood.

Staff O'Connor noted the Historic Bluffs Neighborhood Association grant would provide replacement and improvement of the landscaping along 12th Street just below Grove Terrace to improve and beautify the gateway into the neighborhood.

The North End Neighborhood will use grant funds to provide four informational newsletters for North End Neighborhood residents.

After discussion Commissioner Caldwell moved to approve the proposed Neighborhood funding. Seconded by Commissioner Craddieh. Roll call. All others present in favor. Motion passed.

Since there are remaining unobligated grant funds, the Neighborhood Grant review committee requested keeping the application period open for additional funding of neighborhood projects. Following discussion, motion by Commissioner Shaw to keep the grant process open through April 30. Seconded by Commissioner Rathje. Roll call. All present in favor. Motion passed.

Purchase of Services

Staff Aggie Tauke discussed the City Council's request for Commission recommendation of funding for the FY 2014 Purchase of Services grants due to a reduced funding level

The Commission reviewed various funding options for the Purchase of Services Grant applications for the nine applications that received the highest ranking. Motion by Commissioner Michalski to fully fund those applicants that had originally requested \$7,500

or less: Project Concern's Foster Grandparent Program (\$6,113), the Retired and Senior Volunteer Program (RSVP) (\$7,500) and Bell Tower Productions' Youth Theater Program (\$6,345) and reduced funding for the remaining applications: Dubuque Community Y's New Beginnings Shelter, St. John's Lutheran Church's Guest House, Dubuque Visiting Nurse Association's My Healthy Pathway, Lutheran Services in Iowa's Dubuque Community Wrap Around Services, Project Concern's 2-1-1 Information and Referral, and Riverview Center Sexual Assault Therapist programs, for a total funding level of \$56,289. Seconded by Commissioner Caldwell. Roll Call. All present in favor. Motion passed.

Information Sharing

Joe Noll, Downtown Neighborhood Association thanked the Commission for their support for past programs. Rob Williams, a new Dubuque resident, complimented the City on being very welcoming, progressive and making it easy to be involved community.

Adjournment

There being no further business to come before the Commission, Commissioner Wainwright moved to adjourn. Commissioner Craddieh seconded. Motion passed by voice vote. Meeting was adjourned at approximately 6:29 p.m.

Minutes taken by:



Jane Glennon
Rehabilitation Programs Secretary

Respectfully submitted by:



Aggie Tauke
Community Development Specialist