

## MINUTES OF COMMUNITY DEVELOPMENT ADVISORY COMMISSION MEETING

**DATE:** May 13, 2009  
**TIME:** 5:30 p.m.  
**PLACE:** Housing & Community Development Department  
Historic Federal Building  
350 W. 6<sup>th</sup> Street, Dubuque, Iowa 52001

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

**Commissioners Present:** Hillary Stubben      Paula Maloy, SVM      Janice Craddieth  
Theresa Caldwell      Tom Wainwright      Ann Michalski

**Commissioners Absent:** Mike Gukeisen      David Shaw

**Staff Present:**      Aggie Tauke      David Harris      Lisa Barton  
Jerelyn O'Connor

**Public Present:**      Ashley Schulte

### Certification of Minutes – April 22, 2009

Commissioner Michalski requested that the wording be changed in the last paragraph of the second page to read: "Commissioner Michalski raised questions regarding continued funding..." Commissioner Maloy moved to approve the minutes of April 22, 2009 as amended. Commissioner Craddieth seconded. Roll call. Stubben-abstain. All others present in favor. Motion passed.

### Correspondence / Public Input

Commissioner Michalski commented on the improved appearance of Jackson Park. Jerelyn O'Connor noted that students from Four Oaks adopted the flower gardens and have been busy planting flowers.

### Old Business

Commissioner Caldwell requested that all Neighborhood Grants require general membership approval. David Harris suggested staff review the Neighborhood Grant approval process. Jerelyn O'Connor clarified that each neighborhood association has a specific process based on the makeup of the group, whereby some require Board approval and some approved by general membership.

Commissioner Maloy moved to refer to staff for review. Commissioner Craddieth seconded the motion. Roll call. All present in favor. Motion passed.

## **New Business**

### **Amendment to FY 2009 Annual Action Plan- CDBG-R**

Aggie Tauke stated we will be receiving \$328,269 in CDBG Recovery (CDBG-R) funds from the federal stimulus package. Of these funds, \$246,202 is being proposed for the Green Alley Pilot Project; \$49,000 for the Multicultural Center Director and \$32,000 for Planning Services administration and planning activities. Aggie stated that a commitment of 50% is needed by June 17, 2009.

Following discussion, Commissioner Wainwright moved to set the public hearing for Wednesday, May 27, 2009 at 5:30 p.m., in the Housing Conference Room. Commissioner Maloy seconded. Roll call. All present in favor. Motion passed.

### **Amendment to FY 2010 Annual Action Plan**

Aggie Tauke stated the City received notification from HUD that the allocation for FY 2010 Annual Action Plan CDBG funds will be increased by \$24,019 this year. After receiving official notification from HUD, an amendment to the FY 2010 plan will be presented at the May 27 meeting.

### **FY 2008 Community Partnership (cp2) Grant**

Ashley Schulte, Homeless Outreach Coordinator from Hillcrest Family Services requested an amendment to their cp2 grant. Ashley requested \$2,900 be reallocated for security deposits for homeless individuals, and requested an extension for the grant period until October 1, 2009.

Commissioner Maloy moved to approve the re-allocation and grant the extension to October 1, 2009 as requested. Commissioner Michalski seconded. Roll call. All present in favor. Motion passed.

### **Consolidated Planning Process**

Aggie Tauke stated the process is beginning for creation of a new Consolidated Plan for FY 2011 through FY 2015. Ideas and suggestions are needed on how our consolidated plan should be revised and what activities and citizen contact should be used.

Commissioner Michalski suggested that agencies be required to show that they have consulted with their clients prior to a study plan recommendation to insure a needs-based plan.

### **Information Sharing**

Aggie Tauke reviewed the Quarterly Report for CDBG as of March 30, 2009. Aggie reported the funds were spent in a timely fashion, which is required by HUD. The Commission discussed the performance and expenditures of the CDBG activities.

David Harris reported that Washington Neighborhood Planning Process was approved and accepted. The council approved \$100,000 allocation to fund the Washington Neighborhood Development Corporation. A Board of Directors will be formed and a Director hired.

Adjournment

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

Minutes taken by:

*Lisa Barton*

Lisa Barton  
Rehabilitation Secretary

Respectfully submitted by:

*Aggie Tauke*

Aggie Tauke  
Community Development Specialist