

**MINUTES  
COMMUNITY DEVELOPMENT ADVISORY COMMISSION  
(UNAPPROVED)**

**DATE:** Wednesday, January 6, 2021  
**TIME:** 5:30 p.m.  
**PLACE:** Virtual GoToMeeting due to social distancing guidelines related to the COVID-19 Pandemic

Chairperson Michelle Hinke called the meeting to order at 4:32 p.m., following staff assurance of compliance with Iowa Open Meeting Law.

**Commissioners Present:** Dean Boles, Janice Craddieth, Hilary Dalton, Kelly Fox, Michelle Hinke, Tom Wainwright,

**Commissioners Absent:** Gerald Hammel and Julie Woodyard

**Staff Present:** Chris Lester and Karla Escobar

**Public Present:** None

**Certification of Minutes**

Motion by Commissioner Dalton to approve the December 16, 2020 Commission meeting minutes as submitted. Seconded by Commissioner Fox. Motion carried 6-0.

**Old Business**

**a. Purchase of Services Application Review and Approval**

Commissioner Dalton explained to the commission how the sub-committee formed by Commissioners' Dalton, Hammel and Fox, met on Tuesday, January 5, 2021, to evaluate and review all received applications for the Purchases of Services grant competition. The sub-committee selected the following to be fully funded:

- St Mark's Youth Enrichment - \$25,000
- Dream Center - \$20,000
- Riverview Center - \$25,000
- Crescent Community Health Center - \$19,500
- Community Foundation of Greater Dubuque - \$8,500

After fully funding the above, there was \$2,000 remaining that the sub-committee awarded to Convivium Urban Farmstead.

Motion by Commissioner Wainwright to approve the six organizations for Purchases of Services Application for funding as stated above. Commissioner Boles seconded. Motion carried 6-0

**Adjournment**

There being no further business, motion by Commissioner Dalton to adjourn at 4:41 p.m. Seconded by Commissioner Craddieth. All in favor. Motion carried.

Minutes transcribed by:

A handwritten signature in black ink, appearing to read 'Karla Escobar', with a long horizontal flourish extending to the right.

Karla Escobar,  
Housing Financial Specialist,

Respectfully submitted by:

A handwritten signature in black ink, appearing to read 'Christopher J. Lester', with a stylized, cursive script.

Christopher Lester,  
Community Development Specialist