MINUTES OF COMMUNITY DEVELOPMENT ADVISORY COMMISSION MEETING

DATE: August 18, 2010
TIME: 5:30 p.m.
PLACE: Housing & Community Development Department
        Historic Federal Building
        350 W. 6th 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.

Commissioners Present: Theresa Caldwell
                         Paula Maloy, SVM
                         Janice Craddieth
                         Ann Michalski
                         Hilary Stubben
                         Tom Wainwright
                         Peter Koshakji
                         David Shaw

Commissioners Absent: None

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

Public Present: None

Certification of Minutes – 21 July 2010
Commissioner Craddieth stated that the meeting date of the minutes was incorrect. She also stated that Commissioner Koshakji was absent. Commissioner Wainwright moved to approve the minutes of July 21, 2010 as amended. Commissioner Caldwell seconded. Roll call. Commissioner Koshakji abstained. All others present in favor. Motion passed.

Correspondence / Public Input
None

Old Business
David Harris stated the Housing Commission liaison position to the CD Commission is still vacant.

New Business
FY 2010 Consolidated Annual Performance and Evaluation Report (CAPER)
Aggie Tauke reviewed the Annual performance reports for the Community Development Block Grant (CDBG), Community Development Block Grant Recovery (CDBG-R) and Homelessness Prevention and Rapid Re-Housing Program (HPRP) along with a two-page summary of accomplishments and expenses for FY 2010. Aggie stated a narrative will be available for the next meeting.
Aggie stated that the City is required to submit the CAPER report to HUD by October 1 and requested the Commission set a public hearing for Tuesday, September 7th at 5:30 p.m., for Commission review and approval.

Commissioner Michalski questioned about gaps in the data in the report and reviewed accomplishments with staff. Aggie explained the information was generated by the HUD software system and will contact them about the missing data.

Commissioner Wainright moved to set a public hearing for Tuesday, September 7th, at 5:30 p.m. Commissioner Craddieith seconded. Roll call. All others present in favor. Motion passed.

Annual Plan Program Review
David Harris reviewed his memo on options to increase public participation. The Commission discussed various options for allocation of CDBG public service funding and the impact on public participation. They noted that continual funding of the same agencies limits implementation of new program. They discussed the previous Community Partnership Program funding process, which generated greater public interests in the CDBG program.

Commissioner Michalski motioned to receive, file and refer to staff; seconded by Commissioner Craddieith. Roll Call. All present in favor. Motion passed.

Information Sharing
None

Adjournment
There being no further business to come before the Commission, Commissioner Caldwell moved to adjourn. Commissioner Michalski seconded. Motion passed by voice vote. Meeting was adjourned at 6:20 p.m.

Minutes taken by:

Lisa Barton
Rehabilitation Secretary

Respectfully submitted by:

Aggie Tauke
Community Development Specialist