

**MINUTES OF COMMUNITY DEVELOPMENT ADVISORY  
COMMISSION MEETING**

**DATE:** September 7, 2010  
**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 Michalski 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      Peter Koshakji      Ann Michalski  
David Shaw      Tom Wainwright

**Commissioners Absent:** Janice Craddieth      Paula Maloy, SVM      Hilary Stubben

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

**Public Present:** Sr. Corinne Murray

**Certification of Minutes – 21 July 2010**

Commissioner Caldwell motioned to approve the 18 August 2010 minutes.  
Commissioner Koshakji seconded. Roll call. All present in favor. Motion passed.

**Correspondence / Public Input**

None

**Old Business**

None

**New Business**

**Public Hearing**

**FY2010 Consolidated Annual Performance and Evaluation Report (CAPER)**

Aggie Tauke provided a summary of the annual performance report and stated that the City expended \$2,107,356 of CDBG funds, \$235,588 in CDBG-R and \$166,032 in HPRP funds in FY 2010. The funds were used to meet the priority housing and non-housing community development needs identified in the Consolidated Plan and Annual Action Plan for Fiscal Year 2010 as amended. Aggie requested that the Commission review and approve the CAPER and forward to City Council for approval.

Commissioner Caldwell moved to open the public hearing. Commissioner Wainwright. Seconded. Roll call. All present in favor. Motion passed. No public was present to speak regarding this report.

Commissioner Shaw moved to close the public hearing. Commissioner Wainwright seconded. Roll call. All present in favor. Motion passed.

The Commission discussed the CAPER accomplishments and narrative. Commissioner Michalski suggested minor changes to the narrative.

Commissioner Caldwell motioned to approve the CAPER and forward to the City Council for approval and submittal to HUD. Seconded by Commissioner Shaw. Roll call. All present in favor. Motion passed.

### **Annual Plan Program Review**

Aggie noted efforts to expand public outreach in regard to the Commission meetings include agendas in Spanish and notifications of additional agencies that provide services to non-English speaking persons and persons with disabilities to increase public participation. Sr. Corinne Murray, from the Presentation Lantern Center, received an agenda and was present to obtain information on CDBG. Commissioner Michalski was very appreciative and requested that we continue our efforts to expand public outreach.

Commissioner Wainwright motioned to express appreciation to staff for expanding public outreach. Seconded by Commissioner Shaw. Roll call. All present in favor. Motion passed.

### **Information Sharing**

Aggie stated HUD monitored the Homeless Prevention and Rapid Re-Housing Program (HPRP) in August. The City is in the process of responding to HUD's findings and concern and will submit to the Commission at the next meeting.

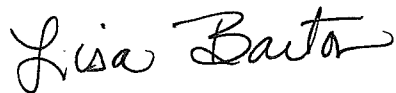
Commissioner Michalski shared an article from the Telegraph Herald regarding the need for maintenance of housing.

David Harris requested that the next meeting be held on Wednesday, October 6 to discuss the CDBG match for the lead grant application which is due on October 15. The Commission concurred to meet on October 6<sup>th</sup>.

### **Adjournment**

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

Minutes taken by:



Lisa Barton  
Rehabilitation Secretary

Respectfully submitted by:



Aggie Tauke  
Community Development Specialist