UNAPPROVED MINUTES OF COMMUNITY DEVELOPMENT
ADVISORY COMMISSION MEETING

DATE: January 11, 2012
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 5:30 p.m., following staff assurance of compliance with Iowa Open Meeting Law.

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

Commissioners Absent: Peter Koshakji
Ricardo Woods

Staff Present: Aggie Tauke
David Harris
Jane Glennon

Public Present: None

Certification of Minutes – 14 December, 2011
Commissioner Michalski motioned to approve the December 14, 2011 minutes with clarification about her term. Commissioner Wainwright seconded. All others present in favor. Motion passed.

Correspondence / Public Input
None

Old Business
None

New Business
Revised FY 2013 CDBG Annual Action Plan
Staff Aggie Tauke reviewed with the Commission the revised FY 2013 CDBG Annual Action Plan. Due to a funding reduction of $195,578, the Action Plan approved by the Commission in December will need to be revised, including reducing public services by 12.5% and most uncapped activities by 33%. Funding for the Lead Paint Hazard Reduction Program will remain the same since it is required match for the HUD Lead grant. Aggie requested the Commission set a public hearing for February 15 for citizen input.


Non-profit agencies funded with CDBG will be notified of the February 15, 2012 public hearing.
On December 5, 2011, the City Council directed the Commission to develop a purchase of service funding review process for Council approval by May 2012. The competitive application process would be for agencies funded with general fund money for the FY 2014 budget and the Commission would make funding recommendations to Council during the annual budget process.

The Commission discussed the need to establish guidelines. Staff Aggie Tauke suggested forming a subcommittee to establish an application process, including rating criteria and guidelines. Commissioners Michalski, Shaw and Caldwell volunteered to be on the subcommittee, which will report back to the Commission at the April 2012 meeting.

Information Sharing
Staff Aggie Tauke presented a summary of Commissioner attendance from 2009 to 2011.

David Harris announced his retirement effective July 4, 2012.

Recruitment has begun for two Commission positions for persons from the low/mod census areas. Commissioner Stubben’s term expires in February.

Adjournment
There being no further business to come before the Commission, Commissioner Maloy moved to adjourn. Commissioner Caldwell seconded. Motion passed by voice vote. Meeting was adjourned at approximately 5:57 p.m.

Minutes taken by: 

Respectfully submitted by:

Jane Glennon
Rehabilitation Programs Secretary

Aggie Tauke
Community Development Specialist