

UNAPPROVED MINUTES OF COMMUNITY DEVELOPMENT ADVISORY COMMISSION MEETING

DATE: February 15, 2012
TIME: 5:30 p.m.
PLACE: Housing & Community Development Department
Historic Federal Building
350 W. 6th Street, Dubuque, Iowa 52001

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

Commissioners Present: Theresa Caldwell Paula Maloy, SVM Ann Michalski
Adam Rathje David Shaw Tom Wainwright

Commissioners Absent: Peter Koshakji Abbey Smith Hilary Stubben
Ricardo Woods

Staff Present: Aggie Tauke David Harris Jerelyn O'Connor
Jane Glennon Kris Neyen

Public Present: Marilyn Althoff, Hills and Dales

Welcome New Commission Members

Commissioner Michalski welcomed new Commissioner Adam Rathje. Adam has lived in Dubuque for the past five years having graduated May 2011 from Loras College. He works at Heartland Financial as a Management Trainee in the operations area.

Commissioner Smith's schedule did not permit attendance at this meeting.

Certification of Minutes – 14 December, 2011

After clarification that the Purchase of Service competitive application process will possibly include CDBG and general funds for Fiscal Year 2014, Commissioner Wainwright motioned to approve the January 11, 2012 Commission meeting minutes. Commissioner Caldwell seconded. All others present in favor. Motion passed.

Correspondence / Public Input

Marilyn Althoff, Executive Director for Hills and Dales expressed appreciation for past support of the Hills and Dales Lifetime Center for seniors.

Old Business

None

New Business

Election of Officers

Staff Aggie Tauke noted that Commissioner Stubben's expired term created a Chairperson vacancy and the by-laws state "a replacement shall be elected at the next regular meeting to serve the unexpired term of the vacated office." Commissioner Caldwell nominated Commissioner Michalski as Chairperson. Commissioner Maloy seconded. Roll call. All present in favor. Motion passed.

Commissioner Wainwright nominated Commissioner Maloy as Vice Chairperson. Commissioner Caldwell seconded. Roll call. All present in favor. Motion passed.

Public Hearing Revised FY 2013 CDBG Annual Action Plan

Commissioner Maloy motioned to open the public hearing. Commissioner Wainwright seconded. Roll call. All present in favor. Motion passed.

Staff Aggie Tauke reviewed with the Commission the final HUD allocation of \$928,372, a 17.62% reduction from FY12. Aggie reviewed the activity reductions and stated the Commission's recommendation will be forwarded to the Council for the February 29 public hearing.

Following discussion, Commissioner Shaw motioned to close the public hearing. Commissioner Caldwell seconded. Roll call. All present in favor. Motion passed.

Commissioner Maloy motioned to approve the FY2013 CDBG Revised Annual Action Plan and forward to the City Council. Commissioner Shaw seconded. Roll call. All present in favor. Motion passed.

Information Sharing

Commissioner Michalski praised the current progress on the Purchase of Services grant funding process. It is currently proposed that applicants be required to attend a training session prior to completing the application. The subcommittee plans to present the proposed application process to the Commission at the April meeting, with submittal to the City Council in May.

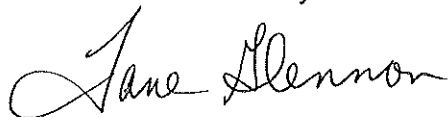
The Commission voiced concern about some CDBG programs being moved to specific departments for funding, thereby not being included in the purchase of services application process.

Commissioner Michalski administered the Oath of Office to Commissioner Wainwright and Rathje.

Adjournment

There being no further business to come before the Commission, Commissioner Caldwell moved to adjourn. Commissioner Maloy seconded. Motion passed by voice vote. Meeting was adjourned at approximately 5:55 p.m.

Minutes taken by:



Jane Glennon
Rehabilitation Programs Secretary

Respectfully submitted by:



Aggie Tauke
Community Development Specialist