

## COMMUNITY DEVELOPMENT ADVISORY COMMISSION MEETING UNAPPROVED MINUTES

**DATE:** April 18, 2012  
**TIME:** 5:30 p.m.  
**PLACE:** Housing & Community Development Department  
Historic Federal Building  
350 W. 6<sup>th</sup> Street, Dubuque, Iowa 52001

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      Peter Koshakji      Paula Maloy, SVM  
Ann Michalski      Abbey Smith      Tom Wainwright

**Commissioners Absent:** Adam Rathje      David Shaw      Ricardo Woods

**Staff Present:** Aggie Tauke      Jane Glennon      Jerelyn O'Connor

**Public Present:** Downtown Neighborhood Association Representatives:  
Joseph Noll      Marc Eick      Jenny Eick

### Certification of Minutes – March 21, 2012

Commissioner Caldwell motioned to approve the March 21, 2012 Commission meeting minutes. Commissioner Wainwright seconded. All others present in favor. Motion passed.

### Correspondence / Public Input

None

### Old Business

None

### New Business

#### **Neighborhood Grant Requests**

*Downtown Neighborhood Association – Love Your Neighborhood – Trees for Locust Street*  
*Valley View Neighborhood Association – Beautification Project*

Staff Jerelyn O'Connor reported the Neighborhood Grant review committee is recommending funding for the applications from the Downtown Neighborhood Association and Valley View Neighborhood Association.

Joe Noll, Marc and Jenny Eick, representing the Downtown Neighborhood Association spoke on behalf of the "Love Your Neighborhood" campaign focusing on improving the image of Locust Street from 11<sup>th</sup> to 17<sup>th</sup> Street. The Trees for Locust Street will result in

planting up to 23 additional trees in the parkway of Locust Street, many of which were removed during the street construction project two years ago.

After discussion Commissioner Wainwright moved to approve the Downtown Neighborhood Association funding. Seconded by Commissioner Maloy. Roll call. All present in favor. Motion passed.

Staff O'Connor noted the Valley View Neighborhood Association holds an annual day-long neighborhood beautification and cleanup project in which neighbors reach out to help neighbors.

After discussion Commissioner Maloy moved to approve the Valley View Neighborhood Association funding. Seconded by Commissioner Wainwright. Roll call. Commissioner Koshakji abstained. All others present in favor. Motion passed.

Since there are remaining unobligated grant funds, the Neighborhood Grant review committee requests keeping the application period open. Commissioner Maloy moved to keep the process open. Seconded by Commissioner Smith. Roll call. All present in favor. Motion passed.

#### **Review and Approval of Purchase of Services Grant Application Process**

Aggie Tauke presented the draft Purchase of Services Grant application, guidelines and ranking criteria, as recommended by the POS Subcommittee. The guidelines define the purpose and process for not-for-profit organizations to apply for City grant funding for human services programs. The City Council directed the Commission to develop by May 2012 a funding review process for FY2014.

The Commission discussed the grant process. Commissioner Calwell moved to approve and forward to the City Council the Purchase of Services Grant process. Seconded by Commissioner Maloy. Roll call. All present in favor. Motion passed.

#### **Information Sharing**

None

#### **Adjournment**

There being no further business to come before the Commission, Commissioner Smith moved to adjourn. Commissioner Maloy seconded. Motion passed by voice vote. Meeting was adjourned at approximately 6:15 p.m.

Minutes taken by:



Jane Glennon  
Rehabilitation Programs Secretary

Respectfully submitted by:



Aggie Tauke  
Community Development Specialist