

## COMMUNITY DEVELOPMENT ADVISORY COMMISSION MEETING MINUTES

**DATE:** Wednesday, November 13, 2013  
**TIME:** 5:30 p.m.  
**PLACE:** Housing and Community Development Department  
350 W. 6<sup>th</sup> Street, Suite 312, Dubuque IA 52001

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

**Members Present:** Janice Craddieth Tom Wainwright Theresa Caldwell  
Mary Bridget Corken Paula Maloy, SVM Angela Wolfe-Kelley  
**Via Telephone:** Ann Michalski  
**Members Absent:** Dave Shaw Ricardo Woods  
**Staff Present:** Erica Haugen Kris Neyen Jerelyn O'Connor  
Alvin Nash  
**Public Present:** None

### **Certification of Minutes: October 16, 2013**

Commissioner Michalski moved to approve the October 16, 2013, Commission meeting minutes. Commissioner Craddieth seconded. Roll call. All present in favor. Motion passed.

### **Correspondence / Public Input**

None

### **Old Business**

Commissioner Michalski requested that the question of affordable housing be added to old business. It was agreed that this will be added to December's Commission meeting agenda for further discussion.

### **New Business**

#### **Purchase of Services Grant Applications**

#### **Review Subcommittee's Rankings and Evaluations**

#### **Recommendation for Council**

Erica Haugen reviewed and summarized the Subcommittee's recommendations. She stated that the subcommittee was comprised of Commission members, Tom Wainwright, Janice Craddieth, Dave Shaw and Human Relations Specialist Manisha Paudel. She further stated that the subcommittee heard presentations from twelve of the applicants. Commissioner Caldwell questioned why no funding was being awarded to Goodwill. Commissioner Michalski stated that Goodwill is like an actual business and receives funds from other sources.

The programs that were recommended for funding are: Dubuque Community Y Domestic Violence Program – Project: Victim Services Shelter \$10,000; Retired and Senior Volunteer Program – Project: Director’s Salary and two program interns \$7,500; Project Concern – Project: 211/Information and Referral \$10,000; Hillcrest Family Services – Project: HSF Crisis Stabilization Program \$2,500; Bell Tower Theater – Project: Youth Theater Program \$4,000; Project Concern – Project: Foster Grandparent Program \$8,400; Riverview Center – Project: Sexual Assault Therapist Position \$7,000; Lutheran Services in Iowa – Project: Community Wraparound Services \$5,000; Multicultural Family Center – Project: Future Talk \$2,500; Helping Services of Northeast Iowa – Project: Life Skills Program for 3<sup>rd</sup> Graders – Drug and Alcohol Prevention \$2,500.

Commissioner Michalski stated that she feels very strongly about the Domestic Shelter and would like more funds allocated to that program in order to help keep this in Dubuque, rather than Waverly, Iowa. Alvin Nash suggested requesting an increase in the POS allocation. Commissioner Maloy moved to increase the recommended funding for the Dubuque Community Y Domestic Violence Program Project by an additional \$5,000. Commissioner Craddieth seconded. Roll call. All present in favor. Motion passed. Commissioner Maloy moved to approve the recommendations as submitted with the increase of \$5,000 for the Dubuque Community Y Domestic Violence Program and forward to City Council for approval. Commissioner Craddieth seconded. Roll call. All present in favor. Motion passed.

Commissioner Michalski stated that she felt Erica did a great job putting the applications together and further stated that Erica will be changing the applications to make them easier to fill out for applicants.

### **FY 2015 Annual Action Plan**

#### **Review Annual Action Plan**

#### **Set Public Hearing (Recommend December 18, 2013)**

Erica explained the Annual Action Plan process for the new members and stated that what they had before them was a tentative Plan due to the ongoing budget process. She stated the City Manager and Budget Director are finalizing numbers now in order for her to prepare for the Public Hearing. Commissioner Wainwright moved to set the public hearing regarding the FY 2015 Annual Action Plan for December 18, 2013. Commissioner Michalski seconded. Roll call. All present in favor. Motion passed.

#### **Information Sharing**

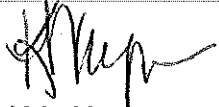
Erica discussed the handout regarding Distinctively Dubuque a program designed for newcomers to learn about Dubuque and Dubuque culture. Commissioner Wolfe-Kelley stated that she participated in the program the City offer’s called “City Life”. She stated it also is a great program and way to learn what is going on in Dubuque and City Departments.

Erica also distributed the CDAC meeting schedule for 2014.

**Adjournment**

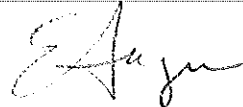
There being no further business to come before the Commission, Commissioner Wolfe-Kelley moved to adjourn. Commissioner Maloy seconded. Motion passed by voice vote. Meeting was adjourned at approximately 6:40 p.m.

Minutes taken by:



Kris Neyen  
Rehabilitation Programs Supervisor

Respectfully submitted by:



Erica Haugen  
Community Development Specialist  
Supervisor