

COMMUNITY DEVELOPMENT ADVISORY COMMISSION MEETING UNAPPROVED MINUTES

DATE: Wednesday, April 23, 2014
TIME: 5:30 p.m.
PLACE: Housing and Community Development Department
350 W. 6th Street, Suite 312, Dubuque IA 52001

Chairperson Theresa Caldwell called the meeting to order at approximately 5:31 p.m., following staff assurance of compliance with Iowa Open Meeting Law.

Commissioners Present: Robert Blok Theresa Caldwell Janice Craddieth
Angela Kelley (via phone) Paula Maloy, SVM Ann Michalski
Tom Wainwright Ricardo Woods

Commissioners Absent: Mary Bridget Corken

Staff Present: Jane Glennon Erica Haugen Alvin Nash
Kris Neyen Jerelyn O'Connor

Public Present: Downtown Neighborhood Association Representatives:
Joseph Noll Jeff Montgomery, Sr. Eric Heim

North End Neighborhood Association Representatives:
Charles Harris

Certification of Minutes: March 19, 2014

Commissioner Maloy moved to approve the March 19, 2014 Commission meeting minutes. Commissioner Woods seconded. Roll call. All present in favor. Motion passed.

Correspondence / Public Input

Commissioner Caldwell requested to attend the Bridges Out of Poverty conference on June 9 and 10. Commissioner Craddieth also expressed interest in attending. Staff Erica Haugen will check on funding.

Old Business

Purchase of Services Grant: Council Accepted April 7, 2014 Funding

Recommendation

Erica communicated the City Council approved the recommended revised funding for the FY2015 Purchase of Services Grant applications to match funding available in the FY 2015 City budget. The Council expressed their appreciation to the Commissioners for their time and talents to the difficult task of ranking and awarding funding. Contracts will be issued effective July 1, 2015.

New Business

PUBLIC HEARING: Amendment to FY 2013 and FY 2014 Annual Action Plans

Reprogram FY 2013 Community Development Block Grant (CDBG) funds into the FY 2014 Annual Plan – Amendment 2

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

Erica presented the FY2014 Annual Action Plan Amendment 2 to reallocate FY2013 unspent balance of \$669,016, FY 2014 entitlement amount of \$974,408, and projected program income of \$303,555. The amendment 2 allocates a total of \$1,964,982. No public comment was received.

Following discussion Commissioner Maloy motioned to close the public hearing. Commissioner Michalski seconded. All present in favor. Motion passed.

Commissioner Blok motioned to approve the FY2014 Amendment 2 and submit to the City Council for review and approval. Commissioner Craddieth seconded. All present in favor. Motion passed.

Community Planning and Development Program Formula Allocations for FY14, FY15

The Office of Community Planning and Development (CPD) announced allocations for the formula programs. The City of Dubuque's FY14 allocation is \$954,448 to provide funding for housing, community and economic development activities and assistance for low-and-moderate-income persons and special populations.

Neighborhood Grant Requests

Downtown Neighborhood Association – Jackson Park Signage

North End Neighborhood Association – Quarterly Informational Newsletters

Staff Jerelyn O'Connor reported the Neighborhood Grant review committee recommends funding for the Downtown Neighborhood Association and North End Neighborhood Association applications. Jerelyn also recommended keeping the application period open since there are remaining unobligated grant funds.

Joe Noll, Jeff Montgomery, Sr. and Eric Heim, representing the Downtown Neighborhood Association spoke on behalf of signage for Jackson Park. Their proposal includes installing one historic "Jackson Park" sign and three interpretive signs.

Chuck Harris representing the North End Neighborhood Association spoke on behalf of using grant funds to provide quarterly informational newsletters for North End Neighborhood residents.

After discussion Commissioner Michalski moved to approve the Downtown and North End Neighborhood Association funding, as well as keeping the application period open for the remaining unobligated grant funds. Seconded by Commissioner Craddieth. Roll call. All present in favor. Motion passed.

Reports

Voluntary Compliance Agreement (VCA)

Erica distributed the fully executed Voluntary Compliance Agreement (VCA) signed by the City of Dubuque and HUD effective March 31, 2014. Staff Alvin Nash gave an overview of recommendations by HUD in response to the June 2011 HUD audit regarding civil rights laws and housing violations. The CDAC will be asked to review and assist with implementation in future meetings.

Housing Commission Update

Commissioner Woods as a member of the Housing Commission provided an update from the April 22, 2014 Housing Commission meeting.

Adjournment

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

Minutes taken by:



Jane Glennon
Rehabilitation Programs Secretary

Respectfully submitted by:



Erica Haugen
Community Development Specialist