

# COMMUNITY DEVELOPMENT ADVISORY COMMISSION MEETING UNAPPROVED MINUTES

**DATE:** Wednesday, March 18, 2015  
**TIME:** 5:30 p.m.  
**PLACE:** Housing and Community Development Department  
350 W. 6<sup>th</sup> Street, Suite 312, Dubuque IA 52001

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

**Commissioners Present:** Janice Craddieth                      Tom Wainwright  
   Theresa Caldwell                      Michelle Hinke  
   Rob Blok                                      Ricardo Woods via phone  
   Sister Paula Maloy

**Commissioners Absent:**

**Staff Present:**                      Brenda Henry                      Erica Haugen                      Alvin Nash  
   Kris Neyen                                      Kim Glaser                                      Jerelyn O'Connor

**Public Present:**                      **Ericka Heist – Point Neighborhood Association**  
   **Sandra Plumley – Point Neighborhood Association**  
   **Chuck Harns – North End Neighborhood Association**  
   **Sarah Petersen – Multicultural Family Center**  
   **Ellen Goodmann Miller - St. Mark's Youth Enhancement**  
   **Joseph Nole – Downtown Neighborhood Association**  
   **Robert Kimble – DREAM Center**

## **Certification of Minutes:**

Commissioner Maloy moved to approve the February 4, 2015 Commission meeting minutes. Commissioner Wainwright seconded. Roll call. All present in favor. Motion passed.

**Oath of Office** – Commissioner Wainwright was sworn in as a Commissioner member for a three year term, expiring February 15, 2018.

## **Correspondence / Public Input**

None

## **Old Business**

1. Updated CDBG Survey Results – Erica Haugen reported on the most up-to-date survey results. To date there have been 104 surveys completed for the city of Dubuque. The highest need for public facilities remain with Homeless facilities and Youth Centers. High needs for Infrastructure were with street lighting and street/alley projects. In the Special Needs category, Homeless Shelters and Domestic Violence Shelters are the highest. The Public Services category listed

Crime Prevention as the overwhelming top need followed closely behind by Transportation and Homeless Services. The greatest need under Decent Housing went to Affordable Rental Housing followed by Fair Housing. The Business and Jobs category listed Job Creation/Retention/Training as having the greatest need then followed by Job Readiness Skills. The completed surveys showed that overall City Wide and Downtown were the highest ranking categories of need, with the Downtown Neighborhood and the Northend Neighborhood ranking the highest in neighborhood needs. Of the survey participants, the participants with a household income of below 80% AMI ranked highest in completion results. Whites and individuals between the ages of 45-54 were the largest portion of survey participants.

### **New Business**

1. Amendment 2 for FY15 Annual Action Plan - Amendment 2 proposes that the Homeowner Rehabilitation Program be reduced by \$28,216 in order to increase the First Time Homebuyer Program by that same amount. Commissioner Block motioned that this Amendment be sent to Council. Commissioner Craddieth seconded. Roll call. All present in favor. Motion passed.
2. Set Public Hearing for review of Consolidated Plan and Analysis of Impediments – April 15, 2015  
Commissioner Maloy motioned that a Public Hearing be set on April 15, 2015 for a review of the Consolidated Plan and Analysis of Impediments. Commissioner Hinke seconded. Roll call. All present in favor. Motion passed.
3. Large Neighborhood Grant Program
  - a. Funding Recommendations  
Three applications were submitted to the Large Neighborhood Grant Program.

The Point Neighborhood Association is seeking \$3,393 to produce and distribute a neighborhood-wide newsletter-style publication. Funds will be used for printing, processing and postage for newsletter. Sandra Plumley and Ericka Heist presented for the Point Neighborhood Association.

The North End Neighborhood Association is partnering with the Multicultural Family Center for funding for the Youth Summer Camps. They are seeking \$2,046. They are proposing five week-long camps for grades 2<sup>nd</sup> – 6<sup>th</sup>, serving a total of 75 youth. It was decided that in order to open the availability to more students, no student can attend more than one camp unless availability warrants allowing it.

The Downtown Neighborhood Association and St. Mark Youth Enrichment programs are seeking \$5,000 to assist with their Summer Learning Program. This is a seven week program primarily serving students from Dubuque's at-risk, Title I schools. The objective is to reduce summer learning loss among struggling students.

After the presentation and discussions, Commissioner Blok recommended the funding. Commissioner Maloy seconded. Roll call. All present in favor. Motion passed.

### **Reports**

**Housing Commission Report** – An unapproved minutes report from the last Housing Commission meeting was handed out. Ricardo Woods discussed an upcoming appeal hearing.

**Neighborhood Development** – Jerelyn O'Connor reported on the updates from the Neighborhood Development.

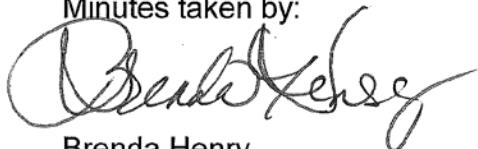
**Housing & Community Development Reports** – Erica went over the updated report provided by Kris Neyen.

### **Information Sharing**

### **Adjournment**

There being no further business to come before the Commission, Commissioner Wainwright moved to adjourn. Commissioner Hinke seconded. Meeting was adjourned at approximately 6:55 p.m.

Minutes taken by:



Brenda Henry  
Rehabilitation Programs Secretary

Respectfully submitted by:



Erica Haugen  
Community Development Specialist