

## MINUTES OF HOUSING COMMISSION MEETING

DATE: 26 January 2010  
TIME: 4:00 PM  
PLACE: Housing and Community Development Department  
350 West 6<sup>th</sup> Street, Suite 312, Dubuque, IA 52001

Chairperson Kapler, following staff assurance of compliance with Iowa Open Meeting Law, called the meeting to order at 4:05 pm.

Commissioners Present:	Linda Frommelt David Kapler Sister Dorothy Schwendinger, OSF	Lynn Sutton Dorothy Culbertson	Judie Root
Commissioners Absent:	William Helling Jim Holz	Char Eddy	
Staff Present:	David Harris Jessica Kieffer Jerelyn O'Connor	Janet Walker Cpl. Mike Kane	
Public Present:	None		

### Review and Certification of Minutes of 24 November 2009 and 4 December 2009 Commission Meetings

Commissioner Schwendinger moved to approve the minutes. Commissioner Frommelt seconded. Commissioners Culbertson and Frommelt abstained on the minutes from 4 December 2009 meeting. All others present in favor. Motion passed.

### Correspondence/Public Input

None

### Old Business

#### Exception Rents

David distributed a memo to the Commissioners with an update on the progress of researching the exception rents approach to deconcentrate lower income households and Section 8 occupancies in the downtown. Commissioner Frommelt expressed concern that changing the Voucher Payment Standards could possibly require a client to pay a larger portion of rent than they are currently paying for their unit. David explained that staff will create different scenarios for the Commissioners to review when approval of exception rents is brought before the Housing Commission.

### **Expanded Housing Study**

David also included in his memo an update on the expanded housing study. It stated that a subcommittee of the Safe Community Task Force has worked to refine the scope of the study. Task Force members are in agreement that an expanded study should not only address Section 8 housing, but also crime in Dubuque, in general.

### **New Business**

#### **Election of Commission Chair and Vice Chair**

Commissioner Schwendinger moved for Commissioner Kapler to remain as Chair. Commissioner Sutton seconded. Commissioner Schwendinger suggested the vote for Vice Chair be tabled until the next meeting until the current Vice Chair, Commissioner Eddy, was present to participate. All present in favor. Motion approved.

Commissioner Root joined the meeting via telephone at 4:28pm.

#### **Amendments to Administrative Plan**

- a. Termination for Theft/Forgery/Fraud – Use of address by others
- b. Prohibition against listing in more than one applicant household.
- c. Prohibition against qualifying as an applicant family while residing in a participant family household.

- a. Janet explained that the amendment staff is proposing would include the crimes of theft, forgery, fraud and use of the applicants'/participants' address by unauthorized persons as causes for termination of benefits. Janet also explained that denial or termination of benefits is based on a preponderance of evidence that proves the unauthorized person lived in the unit.
- b. Janet discussed that in some cases an applicant may be listed on two or three different applications which makes it difficult to know exactly where the applicant is really residing. With this proposal it would now be considered as evidence of falsifying family/household membership.
- c. Janet explained that with this proposal no applicant qualifies as a separate family while receiving assistance in a participant's household.

Commissioner Culbertson congratulated Janet on the efforts and hard work that has gone into making the Section 8 program what it is today. Commissioner Root motioned to approve all three proposed amendments. Commissioner Culbertson seconded. All present in favor.

### **Safe Community Task Force**

Commissioner Sutton updated the Commission on the Safe Community Task Force. She stated that the group has been meeting and has set some short-term and long term goals directed towards crime in Dubuque. She stated that the Task Force is initially proposing five items to the City Council and these proposals are items that can be implemented in a short period of time such as lighting and security cameras.

At 4:48pm Jerelyn O'Connor joined the meeting.

### **Increased Application Standards**

David shared that the Task Force also discussed possible additional screening requirements for Section 8 applicants. A landlord provided the application their firm uses for their Section 42 (low income housing tax credit) properties. It requires references from former landlords and for credit checks. The paperwork was provided to the Commissioners for their review and comment. David explained that our goal is to always create a better Section 8 Program and asked if the program could benefit from these additional screening requirements. Commissioner Culbertson commented that a good landlord should already be performing credit checks and previous landlord verifications. Janet stated that in many cases, someone applying for the program may have a poor credit history. Commissioner Kapler suggested that staff check with other HUD offices to see if they have implemented similar policies. Commissioner Root suggested that the discussion be tabled until staff can research with other HUD offices and report back to the Commissioners.

### **Information Sharing**

Urban Institute Analysis: "Section 8 Mobility and Neighborhood Health"

For informational purposes only.

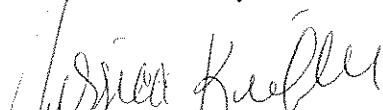
### **FY2011 Council Budget Hearing**

David reminded the Commissioners that the budget hearing is scheduled for 16 February 2010 at 8:00pm and the dinner is scheduled for 6:00pm.

### **Adjournment**

There being no further business to come before the Commission, the meeting adjourned at 5:09pm. All present in favor.

Minutes taken by:



Jessica Kieffer  
Recording Secretary

Respectfully submitted by:



David Harris  
Department Director