

## MINUTES FOR HOUSING COMMISSION MEETING

**DATE:** Tuesday, July 22, 2025  
**TIME:** 4:00 p.m.  
**PLACE:** Housing and Community Development Department  
350 West 6<sup>th</sup> Street; Dubuque, IA 52001

Chairperson Rick Merfeld called the meeting to order at 4:02 p.m. following staff assurance of compliance with Iowa Open Meeting Law.

Commissioners Present: Rick Baumhover  
Cathy Dickens  
Amy Eudaley (*arrived at 4:15 p.m.*)  
Ross Janes  
Renee Kehoe  
Rick Merfeld  
Julietta Scott

Commissioners Absent: *None*

Staff Present: Gina Hodgson  
Tonya England  
Hollie Ohnesorge

Public Present: *None*

### **Certification of Minutes – July 22, 2025 Housing Commission Meeting**

Commissioner Rick Baumhover moved to approve the Minutes for the April 1, 2025 Housing Commission Meeting. Commissioner Cathy Dickens seconded. Six (6) in favor. Zero (0) not in favor. Zero (0) abstained. Motion passed.

### **Correspondence/Public Input**

There was no correspondence nor public input.

### **Old Business**

- a) Adopt PHA Conflict of Interest Policy – tabled until July meeting

Gina Hodgson, Assisted Housing Supervisor, reported there are still no updates on the PHA Conflict of Interest Policy. This is a policy on which Alexis Steger, former Director of Housing and Community Development Department, was working.

### **New Business**

- a) Input for City Council Goal Setting

Hodgson continued the meeting by reviewing the Housing Commission's successes and issues listed during the prior planning period. The Commissioners mentioned several successes for 2024-2025 including attendance at community neighborhood association meetings, National Night Out, and community outreach programs; continued attendance with sub-committees; involvement with the budget planning process for the City; no cancelled Housing Commission Meetings; answers on subject matter for constituents; and input on PHA 5-Year Plan.

Some of the short-term issues and projects included: encouraging landlords to accept the Housing Choice Voucher program; promoting the Next Level Savings Program (also known as Family Self-Sufficiency Program and FSS); walking through the corridor on Central Avenue to see if top levels may be renovated into housing units; attending the Successful Rental Property Management class; assisting with obtaining rent comparisons and looking at whether the rents are reasonable; and forming a partnership with Habitat for Humanity.

Commissioner Renee Kehoe moved to recommend the acceptance of the Board and Commission 2024-2025 Successes and 2025-2026 Initiatives (Short-term Issues and

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Projects). Commissioner Julietta Scott seconded. Seven (7) in favor. Zero (0) not in favor. Zero (0) abstained. Motion passed.

### **Reports**

a) Community Development Advisory Commission Report

Commissioner Kehoe did not provide a report on the last meeting for the Community Development Advisory Commission.

b) Assisted Housing Waiting List Statistical Summary

Hollie Ohnesorge, Assisted Housing Administrator, reported the Housing Choice Voucher Waiting List will be reopening on August 12, 2025. Approximately one hundred (100) applicants will be randomly selected to be placed on the Waiting List.

Currently, the office is waiting for around one hundred thirty (130) applicants to submit their information for determination of eligibility. Seventy-five (75) applicants are still on the Waiting List.

Ohnesorge also provided the following statistics for July 2025:

- 357 applicants applied for the Housing Choice Voucher.
- There are 83 participants in the Family Self-Sufficiency (FSS) program.

c) Housing Choice Voucher Participant Statistical Summary

Ohnesorge did not provide additional information beyond the report that was submitted for the Housing Choice Voucher Participant Statistical Summary.

### **Information Sharing**

- a) National Night Out will be held on Tuesday, August 5, 2025 at Comiskey Park.
- b) The 2025 City of Dubuque Boards & Commissions Annual Picnic will be held on September 9, 2025 from 6 p.m. until 8 p.m. at Eagle Point Park.
- c) Training requirements for those new to the Boards and/or Commissions was implemented on July 1, 2025. The City Clerk's Office will be sending out information.

### **Adjournment**

There being no further business to come before the Commission, Commissioner Dickens moved to adjourn the meeting. Commissioner Amy Eudaley seconded. Motion passed by voice vote. Meeting adjourned at 5:03 p.m.

Minutes taken by:

  
Tonya England  
Recording Secretary

Respectfully Submitted:



Gina Hodgson  
Assisted Housing Supervisor