

MINUTES OF HOUSING COMMISSION MEETING

DATE: 25 September 2012
TIME: 4:00 PM
PLACE: Housing and Community Development Department
350 West 6th Street, Suite 312, Dubuque, IA 52001

Chairperson Holz, following staff assurance of compliance with Iowa Open Meeting Law, called the meeting to order at 4:01 pm.

Commissioners Present:	Jim Holz Amy Eudaley Anna Fernandes	Dorothy Schwendinger, OSF Judie Root Rick Baumhover
Commissioners Absent:	Lisa McAllister Ricardo Woods	Dorothy Culbertson
Staff Present:	Janet Walker Alvin Nash	Cpl. Scott Koch Jessica Kieffer
Public Present:	None	Nikola Pavelic

Review and Certification of Minutes of 28 August 2012 Commission Meeting

Commissioner Root moved to approve the minutes. Commissioner Schwendinger seconded. Commissioners Holz and Baumhover abstained. All others present in favor. Motion passed.

Correspondence/Public Input

None

Old Business

Administrative Review of Department Programs – Housing Director

Alvin Nash, Housing Director, presented to the Housing Commission a draft outline of ideas and changes he is recommending to improve the overall scope of services, improve images and give the public a better oversight of the Housing and Community programs. Commission members were provided draft copies and asked to provide input and critique of the information. Alvin noted that any final changes to programs will require the approval of City Management, the Housing Commission and his Office. The City Manager has agreed to allow the Housing and Community Development Department to be presented in an upcoming addition of the City Focus Magazine.

New Business

Oaths of Office

Oaths of Office for Commissioners Baumhover and Fernandes were administered by Chairperson Holz. Oath of Office for Chairperson Holz was administered by Vice Chairperson

Schwendinger.

Trust Fund Committee Representatives

Commissioner Holz explained he had requested City Council to approve two Commissioners to the Housing Trust Fund Advisory Committee as volunteers and representatives of the Housing Commission. The members, Jim Holz and Amy Eudaley, agreed to serve at-will in the interim until approved by Council. Commissioner Schwendinger motioned to approve and file the request. Commissioner Root seconded. All present in favor. Motion passed.

Information Sharing

Complaints Received

Commissioners received a summary of the complaints the Housing Department has received since the last meeting. Commissioners suggested a chart of the complaints for the past 12 months be developed and distributed.

Phoenix Housing (Shelter Plus Care) Administrative Policy Change for Annual and Interim Income Changes

Commissioners received the final version of the approved changes from the August 2012 meeting.

December 2012 Meeting

Commissioners adjusted the date of the December 2012 meeting to be held on December 4; the fourth Tuesday of the month would fall on December 25 when City offices are closed.

Adjournment

There being no further business to come before the Commission, the meeting adjourned at 4:56 pm.

Minutes taken by:



Jessica Kieffer

Recording Secretary

Respectfully submitted by:



Alvin Nash

Department Director