

MINUTES OF HOUSING COMMISSION MEETING

DATE: 27 August 2013
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 4:02 pm.

Commissioners Present: Jim Holz Rick Baumhover Ricardo Woods
Amy Eudaley Anna Fernandes Robert McDonell
Judie Root (phone) Sister Dorothy Schwendinger

Commissioners Excused: Patricia Foster

Staff Present: Alvin Nash Michael Van Milligan (City Manager)
Janet Walker Cpl. Scott Koch
Teresa Drury

Public Present: None

Review and Certification of Minutes of 23rd and 31st of July 2013 Commission Meeting

Vice Chairperson Schwendinger motioned to approve the minutes. Commissioner Eudaley seconded. Commissioner Woods abstained. Commissioner Fernandes entered the meeting at 4:06 after the minutes were approved. All others present in favor. Motion passed.

Correspondence/Public Input

The City Manager reiterated his apologies relating to the HUD report and offered to answer any further questions. With there being no questions; Alvin Nash verbally updated the commissioners on the report received from HUD with the detailed corrective action plan. Commissioners will review the report and make suggestions at a later date. The administrative plan is still being reviewed and rewritten. Janet Walker informed the Commissioners that the federal budget cuts from sequestration resulted in a reduction in PHA (Public Housing Agency) administrative fees for on-going costs of program administration. The fees are currently being paid at 69% of actual fees earned for each unit leased.

Old Business

None

New Business

Renewal of Housing Commission member Judie Root and Vice Chairperson Dorothy Schwendinger, OSF-Oath of Office

Chairperson Holz administered the Oath of Office to Commissioner Root. Vice Chairperson Schwendinger administered her own Oath of office.

SEMAP- Section Eight Management Assessment Program

Commissioners received a copy of the SEMAP review. SEMAP is used to measure the housing agencies performance. It identifies different key areas to rate and rank the overall management capabilities and pinpoint any deficiencies. Staff completed the deconcentration bonus for extra points.

Commissioner Baumhover motioned to approve SEMAP. Commissioner Root seconded. All others present in favor.

Information Sharing

Crime Reports

Commissioners received a summary of Cpl. Koch's crime reports.

Letter to Participants

Commissioners received a copy of the Letter to Participants. Commissioner Eudaley suggested placing the "Summary of Changes" at the beginning of the letter. Chairperson Holz suggested adding a sentence to the end of the first paragraph stating there is a "Summary of Changes" at the end of the letter. Other similar suggestions were made and taken into consideration to make the letter easier for participants to read.

Adjournment

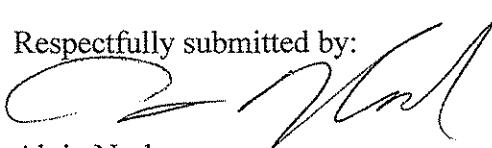
There being no further business to come before the Commission, the meeting adjourned at 4:35 pm.

Minutes taken by:



Teresa Drury
Recording Secretary

Respectfully submitted by:



Alvin Nash
Department Director