

MINUTES OF HOUSING COMMISSION MEETING

DATE: 28 January 2014
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 4:15 pm.

Commissioners Present:	Sister Dorothy Schwendinger(phone) Anna Fernandes Jim Holz	Robert McDonell	Rick Baumhover Ricardo Woods
Commissioners Excused:	Amy Eudaley	Patricia Foster	
Staff Present:	Teresa Bassler Erica Haugen	Cpl. Scott Koch Kris Neyen	Alvin Nash Teresa Drury
Public Present:	Trisha Federspiel	David Wall	

Review and Certification of Minutes of 3 December 2013 Commission Meeting

Vice Chairperson Schwendinger motioned to approve the minutes. Commissioner McDonnel seconded. Commissioner's Baumhover and Woods abstained. All others present in favor. Motion passed. Alvin Nash inquired about abstaining from a vote and requested clarification on the process.

Correspondence/Public Input

Old Business

“Thank You” Letter to Judie Root

Commissioners received a copy of the “Thank You” letter written to Judie Root. Commissioner Baumhover motioned to approve the letter. Commissioner Woods seconded. All others present in favor. Motion passed.

New Business

Housing Choice Voucher Application and Wait List Process

Commissioners were provided a copy of the January 2014 Waiting List Statistical Summary. Alvin Nash is considering recommending that the Housing Department drop preference points. He believes the best way to serve clients is at a first come first serve basis. HUD provides preference points suggestions, but there is not a set list of preferences. Ways to improve the wait list process were discussed.

Discussion of City Council Work Session Presentation

A copy of the City Council Work Session Presentation agenda was provided to the commissioners. Alvin Nash let everyone know what the work session would consist of and invited the commissioners to attend.

Information Sharing

Crime Reports

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

Family Self-Sufficiency Coordinator Award

Commissioners received a copy of the award letter explaining the Annual Contributions Contract, Notice of Amendment, and Funding Exhibit(s).

Status Update on Assisted Housing Program

Commissioners were provided a copy of the January 2014 Housing Choice Voucher Participant Statistical Summary. As of January 1st, 2014 we are assisting 783 families. We can start spending our 2014 HAP money. We will first serve the families that are on the program currently and were previously denied to move to a higher cost area/unit. We will then move to the Non-Elderly Disabled families and the families that were issued a voucher and their vouchers were pulled back. We will serve families that were called in for a briefing and those briefings were cancelled. Lastly, we will start pulling from the waiting list according to preference points.

Focus Magazine Preview

Commissioners were provided a rough draft of the City Focus Magazine.

Adjournment

There being no further business to come before the Commission, the meeting adjourned at 4:40 pm.

Minutes taken by:



Teresa Drury
Recording Secretary

Respectfully submitted by:



Alvin Nash
Department Director