

MINUTES FOR HOUSING COMMISSION MEETING

DATE: Tuesday, June 28, 2016
TIME: 4:00 p.m.
PLACE: Housing and Community Development Department
350 West 6th Street, Suite 312; Dubuque, IA 52001

Chairperson Rick Baumhover called the meeting to order at 4:05 p.m. following staff assurance of compliance with Iowa Open Meeting Law.

Commissioners Present:	Rick Baumhover Amy Eudaley (4:20 p.m.) Anna Fernandes Wesley Heimke	Jill Kedley Robert McDonell (via telephone) Dorothy Schwendinger David Wall
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Commissioners Absent: *None*

Staff Present:	Alvin Nash Teresa Bassler Janet Walker	Erica Haugen Kris Neyen Tonya England
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Public Present: *None*

Oath of Office - New Housing Commission Member Wesley Heimke

Oath of Office read by Wesley Heimke. Introductions of the Commissioners and City Staff followed.

Certification of Minutes: April 26, 2016 Housing Commission Meeting **May 3, 2016 Housing Commission Meeting**

Dorothy Schwendinger, Commissioner, moved to approve the minutes for the April 26, 2016 Housing Commission Meeting and the May 3, 2016 Housing Commission Meeting as submitted. Commissioner David Will seconded. Roll call. All present in favor.

Correspondence/Public Input

None

Old Business

None—NAACP meeting is being held at the Multicultural Family Center on Wednesday, June 29, 2016 at 6 p.m.

New Business

- a) U.S. Department of Housing and Urban Development Site Visit

Teresa Bassler, Supervisor for Assisted Housing, stated that the purpose of the letter from the U.S. Department of Housing and Urban Development (HUD) was to give an overview of their May 25, 2016 visit. Janet Walker, Supervisor for Assisted Housing, added that the reason for the visit was because the department did not meet HUD's goal for leasing up (1,063 vouchers or 95% of HUD's funding) in the prior calendar

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year. The department is on track to meeting, possibly exceeding, HUD's goal this year. Alvin Nash, Director for Housing & Community Development Department, spoke about the Voluntary Compliance Agreement with HUD.

- b) Federal Fiscal Year 2016/City of Dubuque Fiscal Year 2018 Phoenix Housing Continuum of Care Renewal Application

Walker stated that Continuum of Care Renewal Application for Phoenix Housing is for a grant for a sponsor-based program that provides permanent supportive housing when there is an individual in the household with a permanent disability. The grant was due for submission by June 24, 2016. Due to the short turnaround time, the application was sent to City Council first for approval. She requested that the Commission approve the application submission.

Commissioner Wall asked whether or not Project Concern is directly tied to this program. Walker stated that the program is tied directly to Project Concern and that meetings have been scheduled to figure out how the sponsor-based services will continue. Nash explained that the Board voted to dissolve Project Concern as of July 1, 2016.

Commissioner Schwendinger moved to approve the submission of the grant application. Seconded by Amy Eudaley, Commissioner. All present in favor. Motion passed.

- c) Iowa Council on Homelessness Continuum of Care Project Site Visit

Janet Walker spoke about the site visit being held on August 3, 2016 at 1:30 p.m. in the Housing Conference Room with the two of the team leads for the Iowa Council on Homelessness. The purpose of the site visit is to see how Housing is doing/performing in the Project as was indicated in the application.

Reports

- a. Crime/Nuisance Property Report

Nash stated that there is an officer who tracks criminal activity in Dubuque and sees if individuals involved are on the Section 8 program. There was belief that the crimes were attributed to by those on the Section 8 program. The statistics have found that a small percentage involved in the criminal activities in the City are on the program.

- b. CDBG Advisory Commission Report

Erica Haugen, Community Development Specialist, stated that on June 15, 2016 and June 21, 2016 the Community Development Advisory Commission met to review the recommendations of a Purchase of Service Grant Sub-Committee. They recommended 9 of the 11 applications that were received to the City Council for the 2017 Purchase of Services Grant. The City Council reviewed and approved the recommendations and will go to the City Council for final approval on July 5, 2016.

She spoke about the presentation that Kris Neyen, Rehabilitation Programs Supervisor, concerning the Neighborhood Stabilization Program (NSP) and the homes that have been purchased and revitalized. Nash asked Neyen, to give a

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presentation on the NSP at the next Housing Commission Meeting.

c. Rehab Report

The 595 Angela property has been received from the petition of the Court. At the July 5, 2016 meeting, they are going to Council to see if it may be sold to a contractor to build a single family home with a 21-year covenant for an owner-occupied single family home.

2283 White Street will be taken to Council, as well, requesting approval for deconstruction in order to give access to the owners of properties on Central. The property located at 2249 Harold Street was purchased with CDBG funds; it is being tested by Lead Rehabilitation for lead.

1069 Vernon Street was received through a petition through the Court. \$7,000 in cleaning fees has been accumulated thus far. They will be taking 2407 Queen Street to Council on July 5, 2016 to obtain approval to purchase the property. CHI purchased 2 properties: 1465 Jackson and 1710 Jackson.

Neyen spoke about an accessibility program she has taken to the CB Commission. A new accessibility program for homeowners and tenants has been developed; it entails a 3-year forgiveable loan of \$5,000 for making the property accessible for mobility.

d. Neighborhood Services

None

Information Sharing

Bassler spoke about the Public Hearing Notice for the Dubuque Metropolitan Area Transportation Study being held on Wednesday, June 29, 2016 at 4:00 p.m. to 6:00 p.m. at Comiskey Park—which is located at 255 East 24th Street; Dubuque, IA 52001.

Nash spoke briefly about the Resiliency Grant and how his staff is working on a contract with the State of Iowa and HUD.

Commissioner Schwendinger brought up the new comprehensive plan for the City that was spoke about in the newspaper.

The East Central Iowa Association of Realtors published informational booklets for first time homebuyers according to Commissioner Eudaley. It will be published annually.

Adjournment

There being no further business to come before the Commission, Commissioner Jill Kedley moved to adjourn the meeting. Commissioner Schwendinger seconded. Motion passed by voice vote. Meeting adjourned at 5:02 p.m.

Minutes taken by:

JEngland

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Tonya England
Recording Secretary

Respectfully Submitted:

A handwritten signature in blue ink, appearing to read "Alvin Nash".

Alvin Nash
Department Director