

MINUTES FOR HOUSING COMMISSION MEETING

DATE: Tuesday, June 27, 2017
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 4:03 p.m. following staff assurance of compliance with Iowa Open Meeting Law.

Commissioners Present:	Rick Baumhover Robert McDonell Dorothy Schwendinger	Coralita Shumaker Brett Shaw David Wall
Commissioners Absent:	Amy Eudaley Anna Fernandes	Wesley Heimke Jill Kedley
Staff Present:	Alvin Nash Erica Haugen Teresa Bassler Tonya England	Jerelyn O'Connor Kris Neyen Cate Richter
Public Present:	Carol Ann Hauber	

Certification of Minutes – May 23, 2017 Housing Commission Meeting

Commissioner Robert McDonell moved to approve the minutes for the May 23, 2017 Housing Commission Meeting as submitted. Commissioner David Wall seconded. Roll call. All present in favor.

Correspondence/Public Input

None

Old Business

- a.) Memorial for Ann Michalski

Jerelyn O'Connor, Neighborhood Development Specialist, spoke about Ann Michalski, who was a former Housing Commissioner, and provided a draft of the wording for the plaque for the dedication of the Housing Conference Room. It will go to City Council for approval at the second July meeting or first meeting in August.

New Business

- a) Federal Fiscal Year 2017/City of Dubuque Fiscal Year 2019 Phoenix Housing Continuum of Care Renewal Application

Teresa Bassler, Supervisor for Assisted Housing, spoke briefly about the Phoenix Housing Continuum of Care Renewal Application—which was due on June 2, 2017. Currently, the Administrative Plan still references not approving individuals with a criminal history; it was indicated on the application that this was still a barrier. Today, she received HUD's score—86. The Department had a self-score of 87.

Commissioner Dorothy Schwendinger moved to approve the Federal Fiscal Year 2017/City of Dubuque Fiscal Year 2019 Phoenix Housing Continuum of Care

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Renewal Application. Commissioner McDonell seconded. Roll call. All present in favor. Motion passed.

b) Appointment to Housing Trust Fund Advisory Commission

Kris Neyen, Rehabilitation Programs Supervisor, explained the Housing Trust Fund Advisory Commission was set up when the office started financing through Iowa Finance Authority. Bassler stated Commissioner Amy Eudaley's position will be ending; therefore, a new commissioner may be selected or Commissioner Eudaley may be selected to continue to represent the Housing Commission.

Commissioner McDonell moved to appoint Brew Shaw for the Trust Fund Advisory Commission. Commissioner Schwendinger seconded. Roll call. All present in favor. Motion passed.

c) Appointment to Community Development Advisory Commission

Bassler stated that Commissioner Rick Baumhover's position on the Community Development Advisory Commission is ending on August 17, 2017; therefore, a new commissioner may be selected or Commissioner Baumhover may be selected to continue to represent the Housing Commission.

Commissioner Schwendinger moved to appoint Rick Baumhover for the Trust Fund Advisory Commission. Commissioner Shaw seconded. Roll call. All present in favor. Motion passed.

Reports

a.) Crime/Nuisance Property Report

Scott Koch, Investigator, was not present. Alvin Nash, Director of Housing and Community Development, stated generally there has been no change. This report is looking at the average crimes (in all categories) committed in Dubuque. It tracks the percentage of crimes committed in all categories by individuals on the program for Section 8. There is no significant contribution to criminal activity by the individuals on this program. For the rebranding of the Section 8 program, the information from this report will be used.

b.) CDBG Advisory Commission Report

Erica Haugen, CDBG/HCV Supervisor, stated the CDBG Advisory Commission will be meeting tomorrow. At the last meeting, which was in April 2017, they reviewed a new program that will assist with loans for replacement of broken sewer and water lines and they are amending their citizen participation plan to align with the Fair Housing requirements.

HUD's CDBG allocation for fiscal year 2018 is \$968,235, which is up from last year.

Auditors from HUD were in the office last week for the CDBG Civil Rights audit and for a review of the public service activities. They were focusing on national objectives for block grants--whether or not low and moderate area objectives serving a certain area benefited on an area basis and also activities for clientele with low and moderate income. The auditors primarily focused on activities offered by Leisure Services. The

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official letter has not been sent by HUD.

Commissioner Schwendinger moved for the Housing Commission to commend the staff in Housing & Community Development and Leisure Services for the good work they did in preparation for the audit and the great results. Commissioner Coralita Shumaker seconded. Roll call. All present in favor. Motion passed.

c.) Rehab Report

Neyen stated several properties have sold--1513 Washington Street; 2139 Jackson, and 1461 Jackson. The unit located at 2249 Harold Street is closing on Friday. She has been approached about doing a presentation on home ownership for a local employer.

d.) Neighborhood Services

O'Connor spoke about the Washington Neighborhood Community Garden, which was featured in an insert in the Telegraph Herald, and how the garden was started about 5 years ago through neighborhood grants. There is a community garden coalition that shares the greenhouse space; vegetables from the garden are shared with the community and donations are given to a local food pantry.

She also provided a handout regarding the Bee Branch Creek Grand Opening on Wednesday, July 19, 2017 at 4 p.m. The Imagine Dubuque Equity Community Workshop is being held tonight at Prescott Elementary School at 6 p.m.

e.) Assisted Housing Waiting List Statistical Summary

Bassler explained there has not been much change from last month in the Waiting List Statistical Summary. In June, fifty (50) applicants will be pulled from the Waiting List. Another fifty (50) applicants will be pulled in July. The department is finalizing the new web application, which may be used to apply for assistance online

f.) Housing Choice Voucher Participant Statistical Summary

Bassler stated that the numbers are slightly decreasing; a lot of families are porting to higher cost areas that have a voucher program. Housing will continue to monitor the budget for the Housing Choice Voucher program.

g.) Continuum of Care Special Needs Assistance Program

Amanda Hohmann, Employment and Training Specialist with East Central Development Corporation, presented information on the Continuum of Care Special Needs Assistance Program. The program has 15 participating households; 1 family and 3 single individuals have been added to the program. One individual they found sleeping on the street during the Point-in-time count was able to be added as a participant on the program.

Information Sharing

a) Imagine Dubuque Equity Community Workshop

O'Connor spoke about the Imagine Dubuque Equity Community Workshop being held tonight during her report for Neighborhood Services.

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Adjournment

There being no further business to come before the Commission, Commissioner Wall moved to adjourn the meeting. Brett Shaw, Commissioner, seconded. Motion passed by voice vote. Meeting adjourned at 5:05 p.m.

Minutes taken by:



Tonya England
Recording Secretary

Respectfully Submitted:



Alvin Nash, Department Director