

MINUTES FOR HOUSING COMMISSION MEETING

DATE: Tuesday, August 22, 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 4:02 p.m. following staff assurance of compliance with Iowa Open Meeting Law.

Commissioners Present:	Rick Baumhover Amy Eudaley Anna Fernandes (left at 5 p.m.)	Shane Hoeper Brett Shaw Coralita Shumaker
Commissioners Absent:	Wesley Heim Robert McDonell	Dorothy Schwendinger David Wall
Staff Present:	Alvin Nash Erica Haugen Teresa Bassler	Tonya England Scott Koch Jerelyn O'Connor
Public Present:	None	

Oath of Office – Shane Hoeper

The Oath of Office was read by Shane Hoeper.

Certification of Minutes – July 25, 2017 Housing Commission Meeting

Commissioner Amy Eudaley moved to approve the minutes for the July 25, 2017 Housing Commission Meeting. Commissioner Coralita Shumaker seconded. Roll call. All present in favor.

Correspondence/Public Input

None

Old Business

a.) Memorial for Ann Michalski

Alvin Nash, Director of Housing & Community Development Department, stated the documents were prepared for the Memorial for Ann Michalski for City Council. The source of funding needed to have been identified ahead of the City Council Meeting. The committee formed by the Housing Commission to work on planning the Memorial may consider working on obtaining funding from outside resources.

b.) 2017 Mandatory Fair Housing Training

Erica Haugen, CDBG/HCV Supervisor, discussed the history of the Mandatory Fair Housing Training. The first year of training focused on the history of fair housing and laws pertain to it. Julie Harrison conducted the training in the second year. Results based accountability was the focus during the third year of training. This year, the training will focus on Dubuque as a city. Also, sign-up sheets for each training session were passed around so that Commissioners could sign up for a session.

MINUTES FOR HOUSING COMMISSION MEETING

New Business

- a) David Wall Resignation

Teresa Bassler, Supervisor for Assisted Housing, read the letter of resignation received from David Wall on July 27, 2017. The City Clerk's Office has been notified of the resignation.

- b) Section Eight Management Assessment Program (SEMAP) Report for FY2017

Bassler explained the meaning of the report. She indicated that the report was submitted on an earlier date in August 2017.

Commissioner Eudaley moved to certify the Section Eight Management Assessment Program Report for FY2017. Commissioner Brett Shaw seconded. Roll call. All present in favor. Motion passed.

- c) Federal Fiscal Year 2017 Continuum of Care - Phoenix Housing Special Needs Assistance Program

Bassler stated that the Continuum of Care – Phoenix Housing Special Needs Assistance Program was designed to assist the chronically homeless. She explained her goal was to complete the final application by Wednesday so that it will be received by the deadline—Friday, August 25, 2017.

Commissioner Shumake moved to certify the Federal Fiscal Year 2017 Continuum of Care – Phoenix Housing Special Needs Assistance Program. Commissioner Eudaley seconded. Roll call. All present in favor. Motion passed.

Reports

- a.) Crime/Nuisance Property Report

Scott Koch, Investigator, spoke about the history of the Crime/Nuisance Property Report. He indicated there was an increase in arrests related to the Housing Choice Voucher program last month (3.5%) when compared to the previous month (4.19%). He explained he collects data for the properties considered nuisances and completes background checks for the Health Department and Assisted Housing. There is currently one active case for the nuisance properties.

- b.) CDBG Advisory Commission Report

Haugen talked about the CDBG Advisory Commission's last meeting, which was on last Tuesday. During the meeting, a Public Hearing for FY18 Action Plan was held, new officers were elected for the Commission, and the FY16 Action Plan Activities were reviewed.

- c.) Rehab Report

None

- d.) Neighborhood Services

Jerelyn O'Connor, Neighborhood Development Specialist, provided two hand-outs: "City of

MINUTES FOR HOUSING COMMISSION MEETING

Dubuque, Iowa; Boards & Commissions; Current and Upcoming Vacancies Through September 2017" and the "Music in Jackson Park"—which occurred on August 13, 2017. She stated that Make a Difference Day is coming up in the middle of October 2017.

e.) Assisted Housing Waiting List Statistical Summary

Bassler explained that the number on the Assisted Housing Waiting List is decreasing.

f.) Housing Choice Voucher Participant Statistical Summary

Bassler discussed the numbers on the Housing Choice Voucher Participant Statistical Summary and how the new budget was received in June or July. There are currently 817 families on the Housing Choice Voucher program. The department was conservative with issuing voucher because of the concern of the budget with families moving to different units. Going forward, the department's goal is to have 900 families on the program.

Information Sharing

a) Federal Fiscal Year 2017 Family Self Sufficiency Program

It was explained by Bassler that the department has two Family Self Sufficiency (FSS) Coordinators and is requesting one new FSS Coordinator so that the number of tenants on the program may increase.

Adjournment

There being no further business to come before the Commission, Commissioner Eudaley moved to adjourn the meeting. Commissioner Shumaker, seconded. Motion passed by voice vote. Meeting adjourned at 5:12 p.m.

Minutes taken by:



Tonya England
Recording Secretary

Respectfully Submitted:



Alvin Nash, Department Director