

MINUTES FOR HOUSING COMMISSION MEETING

DATE: Tuesday, March 27, 2018
TIME: 4:00 p.m.
PLACE: Housing and Community Development Department
350 West 6th Street, Suite 312; Dubuque, IA 52001

Vice Chairperson Dorothy Schwendinger called the meeting to order at 4:10 p.m. following staff assurance of compliance with Iowa Open Meeting Law.

Commissioners Present:	Adam Babinat Nicole Borovic Amy Eudaley	Shane Hoeper Dorothy Schwendinger Coralita Shumaker
Commissioners Absent:	Anna Fernandes	Gail Weitz
Staff Present:	Alvin Nash Teresa Bassler Tonya England Kim Glaser	Erica Haugen Kris Neyen Cate Richter
Public Present:	Kathy Sutton	

Oath of Office – Gail Weitz

Gail Weitz was not present.

Oath of Office – Adam Babinat

Adam Babinat read the Oath of Office.

Certification of Minutes – January 23, 2018 Housing Commission Meeting

Commissioner Amy Eudaley moved to approve the minutes for the January 23, 2018 Housing Commission Meeting with the following correction:

Under Old Business, Item A, “. . . to raise funding for the dedication of a conference room in memory of Ann *Michael*.” should be changed to “. . . to raise funding for the dedication of a conference room in memory of Ann *Michalski*.”

Commissioner Coralita Shumaker seconded. Roll call. All present in favor. Motion passed.

Correspondence/Public Input

None

Old Business

None

New Business

a) Election of Officers

- 1) The Housing Commission discussed appointing a Chairperson, which became vacant due to Rick Baumhover's resignation on January 23, 2018.

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Commissioner Shane Hoeper moved to appoint Amy Eudaley as the Chairperson for the Housing Commission. Commissioner Shumaker seconded. Roll call. All present in favor.

- 2) Teresa Bassler, Assisted Housing Supervisor, initiated the discussion about appointing a Vice Chairperson due to an election for the position not being held last year.

Commissioner Hoeper moved to reappoint Commissioner Dorothy Schwendinger as the Vice Chairperson for the Housing Commission. Commissioner Nicole Borovic seconded. Roll call. All present in favor. Motion passed.

- b) Review of FY19 PHA Annual Plan Draft and Set Public Hearing

Erica Haugen, Community Development Specialist, explained the Voluntary Compliance Agreement prior to her review of the FY19 PHA Annual Plan Draft, which outlines how the department will run the Housing Choice Voucher program over the next year.

Haugen covered in detail the narrative, the Civil Rights Certifications, the reason for the verbiage under Public Housing (Page 9), the U.S. Department of Housing and Urban Development's (HUD) notice regarding Violence Against Women Act (VAWA), homeownership, and the deconcentrating policy.

Alvin Nash, Director of Housing and Community Development Department, spoke briefly about redesigning the Family Self Sufficiency program. Commissioner Hoeper asked questions regarding the average age of a voucher for a participant on the Housing Choice Voucher program and whether or not participants are transitioning out of the program.

Commissioner Hoeper moved to schedule a Public Hearing to receive public comments on the FY19 PHA Annual Plan Draft on May 22, 2018. Commissioner Babinat seconded. Roll call. All present in favor. Motion passed.

- c) Amendment to City of Dubuque Administrative Plan Chapter 4 Applications, Waiting List and Tenant Selection and Chapter 16 Program Administration

Teresa Bassler, Assisted Housing Supervisor, explained the recommended changes to the Administravie Plan. On Page 4-3, it is recommended that the number of applications remaining on the Waiting List prior to it reopening be changed from 350 to 200 due to the processing time. She also discussed the changes to HUD regulations (Page 16-29) and VAWA (Pages 16-38 to 16-67).

Commissioner Babinat moved to accept the amendments to City of Dubuque Administrative Plan Chapter 4 Applications, Waiting List and Tenant Selection and Chapter 10 Program Administration. Commissioner Schwendinger 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 & Community Development Department stated there is no verbal report; he went on to explain the

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information contained in the chart and how the statistics are planned to be used in the future.

b.) CDBG Advisory Commission Report

Haugen stated the FY2018 spending bill will be filed tonight and voted on in the House on Thursday. Once that occurs, she will have an idea of the CDBG funding.

c.) Rehab Report

Kris Neyen, Rehabilitation Programs Supervisor, spoke about changes that have occurred:

- 2056 Washington Street is closing next week.
- 1710 Jackson will be receiving an award.
- 1404 Jackson has received an offer.
- 1241 Jackson is closing next week.
- 1328 Jackson was closed on Monday.

d.) Neighborhood Services

Jerelyn O'Connor, Neighborhood Development Specialist, was not present at the meeting. Haugen said O'Connor is preparing to release the neighborhood grants.

e.) Assisted Housing Waiting List Statistical Summary

Teresa Bassler, Assisted Housing Supervisor, discussed Assisted Housing Waiting List Statistical Summary and stated it has not changed much. Statistics for Housing Choice Voucher February 2018 Waiting List will be on the next report. One thousand, five hundred fifty (1,550) applications were received; one thousand (1,000) applicants were randomly selected through the lottery system and placed on the waiting list.

Commissioner Hooper requested information regarding from where were the applicants were.

f.) Housing Choice Voucher Participant Statistical Summary

Bassler continued her discussion with the Housing Choice Voucher Participant Statistical Summary. She indicated in February and March the household numbers increased. She is anticipating a big change in March.

Information Sharing

a. Lead the Way Training

Bassler explained this is training for the Commissioners, which she found out about during a conference call with a HUD field representative.

b. FY2019 Budget Summary Information

Bassler stated this information was provided by the City Manager's Office.

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Adjournment

There being no further business to come before the Commission, Commissioner Babinat moved to adjourn the meeting. Commissioner Schwendinger seconded. Motion passed by voice vote. Meeting adjourned at 5:45 p.m.

Minutes taken by:



Tonya England
Recording Secretary

Respectfully Submitted:



Alvin Nash, Department Director