

MINUTES FOR HOUSING COMMISSION MEETING

DATE: Tuesday, July 24, 2018
TIME: 4:00 p.m.
PLACE: Housing and Community Development Department
350 West 6th Street, Suite 312; Dubuque, IA 52001

Chairperson Amy Eudaley called the meeting to order at 4:03 p.m. following staff assurance of compliance with Iowa Open Meeting Law.

Commissioners Present:	Adam Babinat	Shane Hoeper
	Nicole Borovic	Dorothy Schwendinger
	Amy Eudaley	Coralita Shumaker
	Anna Fernandes	Gail Weitz

Commissioners Absent: Janice Craddieth

Staff Present:	Teresa Bassler	Jerelyn O'Connor
	Tonya England	

Public Present:	Amanda Hohmann	Kathy Sutton
	Kendal Kuboushek	

Certification of Minutes – June 26, 2018 Housing Commission Meeting

Commissioner Gail Weitz moved to approve the Minutes for the June 26, 2018 Housing Commission Meeting. Commissioner Dorothy Schwendinger seconded. Roll call. Seven (7) in favor. One (1) abstain. Motion passed.

Correspondence/Public Input

There was no correspondence nor public input.

The guests were welcomed to the Housing Commission Meeting; the guests, Housing Commissioners and City Staff introduced themselves.

Old Business

a) Goal Setting Input

Commissioner Schwendinger discussed the Work Session held on July 10, 2018 for the Goal Setting Input. She explained the group started with working papers for the successes of the Housing Commission, which she created by reading the Minutes of the Housing Commission Meetings for the past year. There were six initiatives the group felt should be brought to the Housing Commission for the City Council to consider for the City Council's priorities. Commissioner Schwendinger also handed out a copy of a newspaper article "Bold' move puts North End in spotlight".

After discussion, Commissioner Schwendinger requested that under the Board and Commission Initiatives 2018-2019, Number 3, "Central Avenue" be changed to "True North Star Project".

Commissioner Coralita Shumaker motioned to approve the Board and Commission Successes 2017-2018 and Board and Commission Initiatives 2018-2019. Commissioner Borovic seconded. Role call. All present (8) in favor. Motion passed.

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Commissioner Dorothy Schwendinger presented a Working Paper for the Housing Commission's Goals for 2018-2019. She would like to add it to the Agenda for the next regular Housing Commission Meeting, which will be held in August 2018, for discussion.

New Business

None.

Reports

a) Crime/Nuisance Property Report

Scott Koch, Investigator, was not present.

b) CDBG Advisory Commission Report

Erica Haugen, Community Development Specialist, was not present.

c) Rehab Report

Kris Neyen, Rehabilitation Programs Supervisor, was not present

d) Neighborhood Services

Jerelyn O'Connor, Neighborhood Development Specialist, provided copies of the following: a newsletter for the Washington Neighborhood, a postcard for the Music in Jackson Park, and a News Release for National Night Out.

Earlier this year, the City worked with the Community Foundation to secure a foundation grant from Partners for Places. Part of the grant is being used in the Washington Neighborhood to engage citizens, offer training sessions with non-profit organizations, fund printing of newsletter, and provide stipend to organizers to start a neighborhood association, if there is enough interest, and organize other community building activities. She also discussed the Washington Neighborhood's garden.

The Housing & Community Development Department partnered with the Downtown Neighborhood Association on the Music in Jackson Park held on Sunday, June 10, 2018. They sent out postcards to all voucher participants to notify them about event. Housing provided gift bags with information about the Neighborhood Association and community resources along with a number of other items for the 150 families that attended Music in Jackson Park.

National Night Out is being held on August 7, 2018 at 6:00 p.m. The Police Department, several neighborhood associations, Fire Department, and a number of other organizations will be at the event.

O'Connor informed the group there is a list of active neighborhood associations on the City's website; she will also send contact information for the associations to Tonya England to forward on to the Housing Commissioners.

e) Assisted Housing Waiting List Statistical Summary

Teresa Bassler, Assisted Housing Supervisor, informed the Housing Commissioner the

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Housing Choice Voucher February 2018 Waiting List started with 1,000 applicants; currently, it has 904 applicants. Assisted Housing staff will continue to randomly pull applicants from the waiting list for the next few weeks; the response rate will be monitored to ensure goals are being met.

f) Housing Choice Voucher Participant Statistical Summary

Bassler stated the number of participants on the Housing Choice Voucher program are starting to increase. The Department will continue to lease up for the next two to four months until their funding goal is reached.

g) Continuum of Care Special Needs Assistance Program

Amanda Hohmann, Employment and Training Specialist with East Central Development Corp., explained the Continuum of Care Special Needs Assistance Program provides permanent supportive programs for the chronically homeless who have a disabling condition related to physical health, mental health, substance use, and/or HIV/AIDS. One goal of the program is to help clients maintain housing. The program also assists with addressing the disabling conditions and connecting clients to resources.

She provided the following update on the numbers on her report:

Category	Total
Number of People in Households	23
Number of persons over age 24	14
Non-Hispanic/Latino	23

They are using a process called coordinated entry. A homeless hotline has been developed; the number is (833) 849-8976. The number is called; the individual answers 15 questions. A tool is used to determine need based on the answers to the questions and a score is given. Based on the score (not first-come, first-serve), the individual is placed on the prioritization list.

The grant is pushing for the program to focus on those falling in Category 1 for homeless individuals living outside, in a car or in a shelter. The Police Department has been given the hotline telephone number along with area agencies to pass on to those who are homeless.

She will provide information to Tonya England regarding the homeless hotline, which may be forwarded to the Housing Commissioners.

In January 2019, a Point-in-Time Count is required for providers. Dubuque is looking to see what the count is like during the summer; therefore, they are doing a count on Wednesday, July 25, 2018 at 2 a.m.

Information Sharing

a) 2018 Fair Housing Training

Bassler provided the Housing Commissioners with the tentative dates for the required 2018 Fair Housing Training:

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Date	Morning Session	Afternoon Session
October 3, 2018	X	X
October 4, 2018		X
October 5, 2018	X	
October 15, 2018	X	X
October 16, 2018	X	X
October 27, 2018	X	

She will let the Housing Commissioners know when the dates and times of the training are made available so that they may sign up.

b) Lead Hazard Control Program Update

Bassler stated that Kim Glaser is currently working on the grant for the Lead Hazard Control Program and the team has completed 106 homes out of 129.

c) Boards and Commissions Annual Picnic

Bassler stated that the Boards and Commissions Annual Picnic will be held at Eagle Point Park on Monday, July 30, 2018.

Adjournment

There being no further business to come before the Commission, Commissioner Shumaker moved to adjourn the meeting. Commissioner Adam Babinat seconded. Motion passed by voice vote. Meeting adjourned at 4:51 p.m.

Minutes taken by:



Tonya England
Recording Secretary

Respectfully Submitted:



Alexis Steger, Acting Department Director

BOARD AND COMMISSION SUCCESSES

2017 – 2018

Dubuque, Iowa

June 2018

BOARD/COMMISSION: **Housing Commission**

Please list your Board/Commission's 3 – 4 most significant accomplishments during the last year 2017 – 2018.

Success: Monthly the Housing Commission received the Rehab Report, the report from Neighborhood Services, and a summary of the Wait List and a statistical summary of the Housing Choice Participants. The Commission also receives a report of the Continuum Care Special Needs Assistance Program as well as reports from the Crime/Nuisance Property Report and from the CBDG Advisory Commission.

Impacts: This information enabled the Commission to be informed of initiatives taken by the housing staff, to give input, to offer commentary, and to monitor the activities of the department. Without this kind of regular information, the Commission could hardly offer advice, give input, or perform its responsibilities/powers.

Success: Commission Members receive the terminations of members and participate in the Oath-Taking of new members. In 2017-2018, it added Nicole Borovic, Shane Hoeper, Janice Craddieth, Adam Babinat, and Gail Weitz. It received the resignations of Robert McDonell, David Wall, Wesley Heimke, and Rick Baumhover. Brett Shaw was elected to the City Council and so the Commission also received his resignation.

Impacts: Change in the make-up of the Commission is to be expected and adding new members can bring fresh perspectives. Commission members have the opportunity to recommend new members. If persons stay on the Commission for a longer time, then members gain a sense of the history of the work and learn much over time. It is important to have some turn-over but not too much. The Commission strikes a pretty good balance and it is a tribute to the citizenry that people do step up, as needed, and take on the task.

Success: The Annual Plan of the Housing Department is presented to the Commission and the members of the Commission give input and offer possible changes. The staff is most receptive to considering changes. The Commission also holds a public hearing to receive input before giving its approval. The Commission is very positive about the work of the department to prepare the plan.

Impacts: The PHA Annual Plan is the guiding document of the department and cooperation from the Commission is vital. Good communication between the department and the commission is essential to both.

Success: The Housing Commission has taken on several initiatives of its own including: receiving a letter (by way of information sharing) from Davis Place related to a problem with bed bugs and it wrote a letter of support and mentioned the public health nature of the issue. The Commission also wrote letters of appreciation to those who gave time to the Commission. In addition, the Commission worked on a rather long-standing effort to dedicate the conference room to Ann Michalski. A plaque was proposed and fund-raising is in progress. This action is still pending and hopefully will be completed soon. The NAACP also sends a representative to each meeting. Visitors to Commission meetings are welcomed and introduced, as are members of the public. The Commission is open to supporting initiatives of other groups who support housing, raise issues, monitor housing quality etc.

Impacts: These initiatives are well within the parameters of the powers listed in 2-5B-13 of the policies governing the Housing Commission. Outreach to the public, collaboration with other entities, efforts to establish the visibility of the Commission's work, and recognition of the current and past efforts of Commission members are laudable and they serve the overall efforts of the Commission and the Housing Department.

Success: The Commission is aware of the disparities between the public perception of persons who benefit from subsidized housing, crime rates in the community, diversity as enhancing the community's ability to develop and enlarge employment opportunities, and the benefits that the community enjoys because of housing grants to more people. Negative comments in the press and/or on the street often come from perceptions which are not based in reality. The Commission does read the crime data provided at each meeting and data shows that voucher holders and those who do not have vouchers are similar in the # of infractions. The Commission believes that this data should be more widely known.

Impacts: It is important to base perceptions on real data. The Housing Department and the Commission do make efforts to make visible the benefits of rental units which are inspected, monitored, kept up to standards, and it encourages stories of positive outcomes. Both the Housing Department and the Commission wants to enhance positive visibility. There is more to do in this area and efforts toward that remain a goal.

BOARD AND COMMISSION INITIATIVES

2018 – 2019

Dubuque, Iowa

June 2018

BOARD/COMMISSION: **Housing Commission**

Please list issues or projects that your Board/Commission plan to address during the next year 2018 – 2019.

- 1 Increase the development of decent, affordable and accessible housing in the City of Dubuque- especially keeping in mind housing for families. It seems that efforts to find more affordable housing for elderly and special needs are more visible.
- 2 Review the Analysis of Impediments to Fair Housing (City of Dubuque Action Plan 2010). Publish the review on progress or lack of progress and send a member to report to the Housing Commission in 2018-19.
- 3 Monitor the development of the True North Star Project with a special eye toward keeping and/or developing affordable housing. This development could result in a loss/change/increase of housing that is affordable.
- 4 Move forward with approving the “Source of Income Resolution” pending before the 2017-2018 City Council.
- 5 Consider the needs in the community for transitional housing for homeless young men-- ages 14 to 17.
- 6 Continue to work with partners to change the perception of Dubuque as unfriendly to cultural minorities