

MINUTES FOR HOUSING COMMISSION MEETING

DATE: Tuesday, May 28, 2019
TIME: 4:00 p.m.
PLACE: Housing and Community Development Department
350 West 6th Street, City Council Chambers; Dubuque, IA 52001

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

Commissioners Present:	Adam Babinat Michelle Becwar Nicole Borovic Brad Cavanagh	Amy Eudaley Dorothy Schwendinger Gail Weitz Sam Wooden
Commissioners Absent:	Janice Craddieth	Coralita Shumaker
Staff Present:	Alexis Steger Tonya England	Kris Neyen Cate Richter
Public Present:	Lynn Sutton	Kathy Sutton (4:40 p.m.)

Certification of Minutes – April 23, 2019 Housing Commission Meeting

Commissioner Dorothy Schwendinger moved to approve the Minutes for the April 23, 2019 Housing Commission Meeting. Commissioner Brad Cavanagh seconded. Roll call. Eight (8) in favor. Motion passed.

Correspondence/Public Input

None

Old Business

a) 2019-2020 Goal Setting Input

Alexis Steger, Housing & Community Development Department Director, explained Teresa Bassler submitted goal recommendations to City Council about two weeks ago. The department managers will be meeting in two weeks in regards to the City Council Goals. She stated that the Housing Commission may still submit additional suggestions for goals for City Council at that time.

A physical copy of the goals submitted to City Council will be brought to the next meeting.

The Commission would like to see the Housing Department's goals for last year and this year at the next regular meeting for it will be helpful in generating additional ideas. Steger will send last year's and this year's goals to the Commissioners in an email and will discuss their input at the next regular meeting.

At the next meeting, the new goals for the Housing Commission will be added to New Business and the Commission will hold a vote. The following new goal should be added for the Housing Commission: Increase awareness of who receives housing assistance. Steger added that the Commission will be making recommendations on the 5-year Plan in the near future.

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Cate Richter, Assisted Housing Coordinator, provided a copy of report showing attendance at the Housing Commission meetings.

New Business

- a) Amendment to City of Dubuque Administrative Plan Chapter 4 Applications, Waiting List and Tenant Selection

Steger highlighted the changes to Chapter 4 of the City of Dubuque Administrative Plan; the goal is to open the Housing Choice Waiting List once a month instead of having to wait a long period of time to apply or reapply for housing assistance. It was mentioned the Resident Advisory Board (RAB) approved the changes one week ago. The Amendment will be sent to City Council for approval. She stated the Housing Choice Voucher Waiting List will be reopening on Tuesday, July 9, 2019, if approved.

The recommended changes included the following:

Page 4-3, Paragraph 2, Lines 1 to 4: The City of Dubuque shall open the Housing Choice Voucher waiting list when it is reduced to less than 50 applicants on the 2nd Tuesday of each month. However, if the need identified for the month is greater than 50 applicants, the waiting list may be reopened

Commissioner Gail Weitz moved to approve the . Commissioner Nicole Borovic seconded. Roll call. Eight (8) in favor. Motion passed.

Reports

- a) Crime/Nuisance Property Report

Steger explained Scott Koch's report noted there was an increase on arrests for Section 8. The City Manager has requested that the arrests by crime and terminations because of arrests be provided on the report.

The Housing Commission asked whether or not the information be provided that shows when one person is arrested multiple times?

- b) CDBG Advisory Commission Report

Steger stated they approved 2 amendments to the budget for this year of \$150,000 affordable housing for the Affordable Housing Network, Inc. and the Liberty Recovery Community.

- c) Rehab Report

Kris Neyen, Rehabilitation Supervisor, stated they are working with Four Oaks on 2601 Jackson Street and 454 Loras Boulevard (which is listed as 445 Loras on the printed report). Also, they are working with Habitat on 1100 Roosevelt Street.

Steger added the City owns 712 Hill Street and 799 Rush Street; deconstruction of these properties will be starting in the next two months.

- d) Neighborhood Services

There was no discussion.

- e) Assisted Housing Waiting List Statistical Summary

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Steger highlighted the number of 242 applicants on the Housing Choice Voucher Waiting List and how the number has changed to 150 applicants.

- f) Housing Choice Voucher Participant Statistical Summary

There was no discussion.

- g) Denial/Termination Meeting Results

The Housing Commissioners suggested adding grid lines and changing the vertical spacing to the report for easier readability.

Information Sharing

- a) Voluntary Compliance Agreement Modification

Steger discussed the changes in the Voluntary Compliance Agreement—which included the items she discussed for the Amendment to City of Dubuque Administrative Plan Chapter 4 Applications, Waiting List and Tenant Selection, expedited Annual Plans, and some reporting.

- b) Commissioner Schwendinger discussed transportation in relation to urban development and encouraged Commissioners to contact Congress.
- c) Also, Commissioner Schwendinger commented on the work the inspectors are doing. She will be sending copies of three articles found in the *Telegraph Herald*, which reported on the inspection process.

Adjournment

There being no further business to come before the Commission, Commissioner Sam Wooden moved to adjourn the meeting. Commissioner Weitz seconded. Motion passed by voice vote. Meeting adjourned at 5:06 p.m.

Minutes taken by:



Tonya England
Recording Secretary

Respectfully Submitted:

Cate Richter, Assisted Housing Coordinator for
Alexis Steger, Department Director