

**Minutes  
HOUSING COMMISSION  
(UNAPPROVED)**

**DATE:** Tuesday, October 22, 2019  
**TIME:** 4:00 p.m.  
**PLACE:** Housing and Community Development Conference Room, Third Floor of the Historic Federal Building, 350 W. 6<sup>th</sup> Street, Suite 312, Dubuque, IA.

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:** Michelle Becwar, Brad Cavanaugh, Janice Craddeith, Amy Eudaley, Coralita Shumaker (4:06), David Wall

Commissioners Absent: Rick Baumhover, Gail Weitz, Sam Wooden

**Staff Present:** Alexis Steger, Teresa Bassler, Cate Richter, Kris Neyen, Ted Krapfl, Jerelyn O'Connor

**Public Present:** Kathy Sutton (NAACP)

**Certification of Minutes**

Becwar moved to approve the September 24, 2019, meeting minutes as submitted. Seconded by Craddieith. Motion carried 6-0.

**New Business**

a) **Resignation of Nicole Borovic**

Teresa Bassler, Assisted Housing Supervisor, said an application has been received and will be presented to City Council at the next meeting.

b) **Set Public Hearing to Review Analysis of Impediments to Fair Housing**

Alexis Steger, Department Director, stated a consulting firm was hired to assist with this. They will not be able to attend the public hearing but staff will have updates at the November 20<sup>th</sup> CDBG meeting. Cavanaugh moved to set the public hearing for November 26, 2019. Seconded by Wall. Motion carried 6-0.

c) **Family Self-Sufficiency Program Grant**

Bassler stated that two changes to the program are being implemented. First, we can no longer do FSS with homeowners but we can do supportive services. Second, we no longer need to update income within 120 days to enroll a client.

Becwar moved approve and file the grant. Seconded by Craddieith. Motion carried 6-0.

d) **Gaining Opportunities**

Bassler stated that the Self-Sufficiency Coordinators were unable to attend due to attend due to scheduling conflicts due to the current Getting Ahead class but will have them attend the January Commission meeting. Eudaley asked if GO would be tied to the current Equitable Poverty Prevention Plans. Steger replied that the same consulting firm is helping with this and GO will incorporate their recommendations.

**Reports**

a) **Crime/Nuisance Property Report**

Steger stated that this will be removed from the agenda since we are no longer tracking crime statistics.

b) **CDBG Advisor Commission Report**

Craddieth stated there was some discussion about the Annual Action Plan and a public hearing date was set.

c) **Rehab Report**

Kris Neyen, Rehabilitation Supervisor, stated that she got more realistic completion date on CHI properties. She also stated she would set up a viewing time for the Mineral Street property which is now complete.

d) **Neighborhood Services**

Jerelyn O'Connor, Neighborhood Development Specialist, distributed the Washington Neighborhood newsletter. She stated that the City Life program is back.

e) **Assisted Housing Waiting List Statistical Summary**

Bassler stated that we had a better response with update applications being returned so we will continue to open the waiting list each month but may select less than 50 applicants depending on the need.

f) **Housing Choice Voucher Participant Statistical Summary**

Bassler stated that the voucher payment standards had to be revised due to a change in the fair market rents. Many were increased so we will monitor how this affects the number of participants due to cost burden.

g) **Denial/Termination Meeting Results**

No comments on this.

**Information Sharing**

a) **Equitable Poverty Prevention Plan**

Steger stated that the consulting firm has asked for stakeholders to help identify who they need to be talking to in order to get input from those directly affected. September 2020 is the goal for submitting this to Council. This will be added to

the agenda as a monthly report.

- b) Neyen shared that she will be presenting to the Point Neighborhood in November.

**Adjournment**

There being no further business, Cavanaugh moved to adjourn at 5:05 p.m. Seconded by Becwar. Motion carried 6-0.

Minutes transcribed by:

*Cate Richter*

Cate Richter  
Assisted Housing Coordinator

Respectfully submitted by:

*Alx St*

Alexis Steger, Department Director