

MINUTES FOR HOUSING COMMISSION MEETING

DATE: Tuesday, April 28, 2020
TIME: 4:01 p.m.
PLACE: Housing and Community Development Department
350 West 6th Street, Room 250; 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.1

Commissioners Present: Rick Baumhover Amy Eudaley Suzanne Stroud (Arrived 4:05 p.m.)
Michelle Becwar Coralita Shumaker Gail Weitz
Hilary Dalton David Wall Sam Wooden (Left 4:48 p.m.)

Commissioners Absent: Janice Craddieth

Staff Present: Alexis Steger Tonya England Cate Richter (Arrived 4:05 p.m.)
Gina Hodgson Jerelyn O'Connor

Public Present: None

Certification of Minutes – February 25, 2020 Housing Commission Meeting

Commissioner Rick Baumhover moved to approve the Minutes for the February 25, 2020 Housing Commission Meeting. Commissioner Coralita Shumaker seconded. Roll call. Nine (9) in favor. Motion passed.

Correspondence/Public Input

None

New Business

a) Election of Housing Commission Chairperson

The Housing Commission discussed appointing a Chairperson due to Commissioner Eudaley's one-year term ending.

Commissioner Gail Weitz moved to appoint Commissioner Baumhover as the Chairperson for the Housing Commission. Commissioner Shumaker seconded. Roll call. Eight (8) in favor. Motion passed.

b) Election of Housing Commission Vice Chairperson

The Housing Commission discussed appointing a Vice Chairperson due to the ending of the one-year term.

Commissioner Eudaley motioned to reappoint Gail Weitz as the Vice Chairperson for the Housing Commission. Commissioner Sam Wooden seconded. Eight (8) in favor. Motion passed.

c) Administrative Plan Chapter 1 Summary and TOC Review

Alexis Steger, Department Director explained the changes in Administrative Plan, Chapter 1.

Commissioner Hilary Dalton motioned to approve the changes for Chapter 1 of the Administration Plan. Commissioner Baumhover seconded. Seven (7) in favor; one (1) abstain. Motion passed.

d) Administrative Plan Chapter 2 Summary and TOC Review

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Steger stated that some of the references in Chapter 2 of the Administrative Plan that were old were removed, outreach methods were updated, and reasonable accommodations are now reviewed by a committee.

Commissioner David Wall motioned to approve the changes to Chapter 2 in the Administration Plan. Commissioner Shumaker seconded. Six (6) in favor; one (1) abstain. Motion passed. *(Commissioner Shumaker lost connection to the meeting during this vote.)*

e) Administrative Plan Chapter 3 Summary and TOC Review

Commissioner Baumhover motioned to table the discussion on Chapter 3 of the Administrative Plan until the next Housing Commission Meeting. Commissioner Michelle Becwar seconded. Eight (8) in favor. Motion passed

f) Administrative Plan Chapter 4 Summary and TOC Review

Steger discussed the outdated information that was removed and/or updated in Chapter 4 of the Administrative Plan.

Commissioner Baumhover motioned to approve the changes for Chapter 4 of the Administrative Plan. Commissioner Dalton seconded. Eight (8) in favor. Motion passed.

g) Administrative Plan Chapter 5 Summary and TOC Review

Steger explained the majority of changes in Chapter 5 were in the Model Administrative Plan language, which was due to legislative changes.

Commissioner Shumaker motioned to approve the changes for Chapter 5 of the Administrative Plan. Commissioner Weitz seconded. Eight in favor. Motion passed.

h) Administrative Plan Chapter 6 Summary and TOC Review

Steger discussed in detail the changes in the Administrative Plan's Chapter 6.

Commissioner Becwar motioned to approve the changes in Chapter 6 of the Administrative Plan. Commissioner Dalton seconded. Eight (8) in favor. Motion passed.

Reports

a) Community Development Advisory Commission Report

Steger stated the Community Development Advisory Commission approved a new annual budget and a project for \$25,000 to help feed children.

b) Rehab Report

Kris Neyen, Rehabilitation Programs Supervisor, was not present. Steger stated that no major changes have occurred for the program.

c) Neighborhood Services

Jerelynn O'Connor, Neighborhood Development Specialist, discussed the memo she provided on the COVID-19 impact on vulnerable populations and also stated Alexis Steger and Kelly Larson worked on the development of an isolation shelter—which is up and operational.

d) Assisted Housing Waiting List Statistical Summary

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Cate Richter, Assisted Housing Coordinator, reported there are 24 applicants on the Housing Choice Voucher Waiting List. Due to the COVID-19 restrictions, they have not be able to pull from the waiting list nor issue vouchers.

e) Housing Choice Voucher Participant Statistical Summary

Richter explained the Participant Statistical Summary has shown 799 voucher holders for the past 2 months.

f) Denial/Termination Meeting Results

Richter reported one applicant was proposed for denial; the applicant was not denied assistance. One participant was proposed for termination.

g) Equitable Poverty Prevention Plan Update

No Report

Information Sharing

- a) Steger stated there was no update on Table Mound.
- b) It was asked that an item be added to the Agenda for the next regular Housing Commission Meeting to discuss the possibility of moving the time of the Housing Commission Meetings to 3 p.m.

Adjournment

There being no further business to come before the Commission, Commissioner Weitz moved to adjourn the meeting. Commissioner Dalton seconded. Motion passed by voice vote. Meeting adjourned at 5:32 p.m.

Minutes taken by:



Tonya England
Recording Secretary

Respectfully Submitted:



Gina Hodgson, Assisted Housing Supervisor