

MINUTES FOR HOUSING COMMISSION MEETING

DATE: Tuesday, June 22, 2021
TIME: 4:00 p.m.
PLACE: Housing and Community Development Department
350 West 6th Street, Room 250; Dubuque, IA 52001

Chairperson Rick Baumhover called the meeting to order at 4:01 p.m. following staff assurance of compliance with Iowa Open Meeting Law.

Commissioners Present:	Rick Baumhover	Jeff Lenhart
	Michelle Becwar	Cynthia Washington (arrival 4:03 p.m.)
	Janice Craddieth (arrival 4:03 p.m.)	Gail Weitz
	Hilary Dalton	Margie White
	Amy Eudaley (arrival 4:33 p.m.)	Sam Wooden

Commissioners Absent: *None*

Staff Present:	Alexis Steger (arrival 4:12 p.m.)	Hollie Ohnesorge
	Gina Hodgson	Cate Richter
	Tonya England	

Public Present: *None*

Certification of Minutes – May 11, 2021 Housing Commission Meeting

Commissioner Hilary Dalton moved to approve the Minutes for the May 11, 2021 Housing Commission Meeting. Commissioner Michelle Becwar seconded. Roll call. Nine (9) in favor. Motion passed.

Correspondence/Public Input

None

New Business

a. Announcement of Newly Appointed Assisted Housing Coordinator, Hollie Ohnesorge

Gina Hodgson, Assisted Housing Supervisor, reported Cate Richter, the current Assisted Housing Coordinator, will be retiring on July 2, 2021. Hollie Ohnesorge, who has been with the City of Dubuque for 8 years, is the newly appointed Assisted Housing Coordinator; she has been training with Richter over the past few weeks.

b. Possible Conversion of Housing Choice Vouchers into Project Based Vouchers

Hodgson explained a developer is planning to apply for the National Housing Trust Fund; this will provide housing for households at 30% or less median income. The Housing & Community Development Department is looking for input and approval from the Housing Commission to convert up to seventeen (17) Housing Choice Vouchers into Project Based Vouchers. The vouchers will be tied to units at one location on the 17th block of Central Avenue. The Rose of Dubuque is currently the only property that offers the Project Based Voucher program. The Department will work with CSEI to obtain referrals of homeless families through a coordinated entry system.

Commissioner Gail Weitz moved to approve the conversion of the Housing Choice Vouchers to Project Based Vouchers. Commissioner Janice Craddieth seconded. Roll call. Eight (8) in favor. Motion passed.

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c. Eviction & Funding Updates Post-COVID

Commissioner Gail Weitz stated approximately 800 households in Dubuque are behind on their payments for water utilities. Alexis Steger, Department Director, reported an attempt was made to identify those affected by COVID-19. Steger stated they have sent direct mailings to families that have been identified. They are looking at the forgiveness of some delinquent accounts. Also, they plan to team with HACAP, Community Foundation, and Catholic Charities to target families who will not receive a forgiveness for a delinquent account; a direct mailing will be sent with shut-off notices. (Delinquent account is defined as an account where \$125 or more is owed or two (2) or more utility bills are past due.)

No action was required.

Reports

a. Assisted Housing Waiting List Statistical Summary

Richter stated there are a total of 57 applicants on the waiting list for the Housing Choice Voucher (HCV) program. Twenty-five applicants were placed on the HCV Waiting List during February 2021 and another twenty-five (25) applicants were added in May 2021. The remaining seven (7) applicants were pulled from the HCV Waiting List but placed back on it due HUD's notification that there was a slight shortfall in funding.

b. Housing Choice Voucher Participant Statistical Summary

Richter reported the Housing Choice Voucher Participant Summary showed the number of participants increased from 911 to 912 from April 1, 2021 to May 1, 2021.

c. Denial/Termination Meeting Results - – no report available due to early May meeting

Richter shared there were no reviews for denial of assistance for applicants for May nor June. For participants, there were seven (7) reviews in May and three (3) reviews in June; one of the reviews in June was not included on the report.

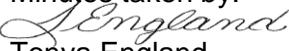
Information Sharing

- a. The Community Development Advisory Commission met on June 16, 2021; they reviewed block grant applications and confirmed the Community Annual Performance Evaluation Report (CAPER) completion for FY2019.
- b. Flyers are available in City Hall that shows the funding available for those who are behind in their rent or utilities.

Adjournment

There being no further business to come before the Commission, Commissioner Sam Wooden moved to adjourn the meeting. Commissioner Jeff Lenhart seconded. Motion passed by voice vote. Meeting adjourned at 4:39 p.m.

Minutes taken by:



Tonya England

Recording Secretary

Respectfully Submitted:



Gina Hodgson

Assisted Housing Supervisor