

## UNAPPROVED MINUTES OF THE HOUSING COMMISSION TRUST FUND COMMITTEE

**DATE:** Wednesday, April 4, 2012  
**TIME:** 7:30 a.m.  
**PLACE:** Housing and Community Development Department  
350 W. 6<sup>th</sup> Street, Suite 312, Dubuque IA 52001

Chairperson Jim Holz called the meeting to order at approximately 7:30 a.m., following staff assurance of compliance with Iowa Open Meeting Law.

**Committee Members Present:** Doris Hingtgen      Jim Holz      Dorothy Schwendinger, OSF

**Committee Members Absent:** Dorothy Culbertson      John Walsh

**Staff Present:**      David Harris      Kris Neyen      Jane Glennon

**Public Present:**      none

### **Certification of Minutes: August 19, 2011 Trust Fund Committee Meeting**

Doris Hingtgen moved to approve the August 19, 2011 Trust Fund Committee meeting minutes. Jim Holz seconded. Dorothy Schwendinger abstained. Roll call. Motion passed.

### **Correspondence / Public Input**

None

### **Old Business**

#### **Update on Trust Fund Activities**

All 2010 (#10-10) funding (\$157,250) has been committed. \$90,000 in 2011 (#11-18) funding (\$157,250) has been allocated for down payment assistance on the row houses located in the 1700 block of Washington.

State Housing Trust Fund money through the Iowa Finance Authority (IFA) grant, funds all local housing trusts yearly. Funding in January 2012 was reduced from \$157,250 to \$132,637.

Home improvements to homes in the Washington Neighborhood and a recent mailing to home owners generated a renewed interest in home improvement in the area.

### **New Business**

#### **Expansion of Eligible Lending Area**

A portion of the lots acquired by the City in the 2200 and 2300 blocks of Washington Street known as the Bee Branch will create an alley and a right of way. The

Washington Neighborhood incentive funding program area adjoins the Bee Branch. City Housing Department is converting some of the duplexes to single-family owner-occupied homes. Current incentives provide only \$5,000 down payment assistance. Other funding would be in the form of a loan. Staff is recommending expanding the incentives for the Washington Neighborhood to include 2200-2300 blocks.

Doris Hingtgen moved to expand use of Housing Trust Fund incentives to the 2200 and 2300 blocks of Central Avenue, White Street, Jackson Street, Washington Street and Elm Street. This will now be called the Expanded Neighborhood Incentives Program providing the same home purchase and home rehabilitation incentives as currently in the Washington Neighborhood. Dorothy Schwendinger seconded. Roll call. All present in favor. Motion passed.

### **Information Sharing**

Kris Neyen presented information on the completely renovated historic Washington row houses, purchase incentives and plans to schedule an open house. Doris Hingtgen offered to help with the open house.

### **Adjournment**


There being no further business to come before the Committee, Dorothy Schwendinger motioned to adjourn and Doris Hingtgen seconded. Meeting was adjourned at approximately 7:50 a.m.

Minutes taken by:



Jane Glennon  
Rehabilitation Programs Secretary

Respectfully submitted by:



David Harris  
Housing & Community Development Director