

## UNAPPROVED MINUTES OF THE HOUSING TRUST FUND ADVISORY COMMITTEE

**DATE:** Tuesday, September 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:** Amy Eudaley     Doris Hingtgen     Jim Holz  
 Dorothy Schwendinger     John Walsh

**Committee Members Absent:** Dorothy Culbertson

**Staff Present:** Jane Glennon     Alvin Nash     Kris Neyen

**Public Present:** none

### Expiring Commissioner Terms

Dorothy Schwendinger nominated Amy Eudaley from the Housing Commission to serve on the Housing Trust Fund Advisory Committee. Seconded by Doris Hingtgen. All present in favor. Motion passed.

### Certification of Minutes: April 4, 2012 Housing Trust Fund Advisory Committee Meeting

Dorothy Schwendinger moved to approve the April 4, 2012 Housing Trust Fund Advisory Committee meeting minutes. Doris Hingtgen seconded. Amy Eudaley abstained. All present in favor. Motion passed.

### Correspondence / Public Input

None

### Old Business

#### **FY2013 Local Housing Trust Fund Application**

Kris Neyen reported we will be submitting to Council an Iowa Finance Authority (IFA) application for \$147,637 with a requested general fund match of \$40,000 (25%).

Dorothy Schwendinger motioned to approve the application submission to the City Council. John Walsh seconded. All present in favor. Motion passed.

#### **Report on Trust Fund Activities during the past year**

Kris Neyen updated the committee on the Step by Step program. She stated Step by Step has contracted with Hills and Dales. Iowa Finance Authority (IFA) has requested information from them in order to make sure Step by Step is in compliance with all regulations. Staff is putting all information together and will be submitting to IFA for review and approval.

**New Business**

None

**Information Sharing**

Issue was raised concerning the length of the Lead waiting list. Alvin Nash to review with staff.

Discussed need for emergency shelter for mothers with male children age 13-18.

**Adjournment**

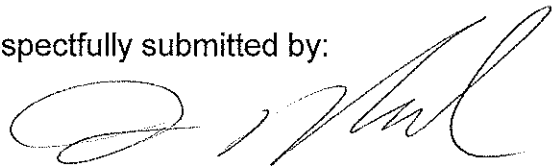
There being no further business to come before the Committee, Dorothy Schwendinger motioned to adjourn and Doris Hingtgen seconded. Meeting was adjourned at approximately 8:10 a.m.

Minutes taken by:



Jane Glennon  
Rehabilitation Programs Secretary

Respectfully submitted by:



Alvin Nash  
Housing & Community Development Director