

## MINUTES OF HOUSING COMMISSION MEETING

DATE: 7 October 2008  
TIME: 4:00 PM  
PLACE: Housing and Community Development Department  
350 West 6<sup>th</sup> Street, Suite 312, Dubuque, IA 52001

Chairperson Jim Holz, following staff assurance of compliance with Iowa Open Meeting Law, called the meeting to order at 4:16 pm.

Commissioners Present: John Plein                      Judie Root                      William Helling  
Jim Holz                      Lynn Sutton                      Dorothy Culberston  
Dorothy Schwendinger, OSF                      Dave Kapler (via telephone)

Commissioners Absent: Linda Frommelt                      Char Eddy

Staff Present: David Harris                      Jessica Kieffer                      Janet Walker  
Joleen Patterson                      Kendra Durham-McCarthy  
Teresa Bassler                      Cpl. Pablo Ramirez

Public Present: Terri Allen                      Brenda Husemann

### **Review and Certification of Minutes of 22 July 2008 Commission Meeting**

Commissioner Root moved to approve the minutes. Commissioner Plein seconded. Roll call. All present in favor. Motion passed.

### **Public Input**

None

### **Old Business**

#### **Housing Trust Fund Committee Report**

David spoke about Avenson, Oakley, and Cope, a lobbying firm that the coalition of local trust funds from around Iowa retained to secure funding for the IFA State Housing Trust Fund. The coalition of Trust Funds would like to retain the firm again for a cost of \$15,000.00. They have asked each of the nine trust funds to contribute \$746.00 towards this fee. This fee has not been included in our budget so either the Trust Fund Committee or the Housing Commission will have to request a general fund allocation for budget year July 1, 2009.

### **New Business**

#### **Request for Appeals: Dale Carroll, Julie Trautwein and Terri Allen**

Commissioner Root discussed that she does not believe the Terri Allen request for appeals should be heard because at the July 2008 meeting the Housing Commission voted to uphold the decisions made at appeal initial hearings and only allow that one appeal. To listen to the request for appeals would contradict the decision the Commission previously made. Commissioner

Kapler and Commissioner Sutton both agreed, provided the requests were from hearings held after the July decision. Commissioner Root motioned that we do not hear the request for appeals. Commissioner Sutton seconded. All present in favor. Motion approved.

### **Lending Policy Changes for 1<sup>st</sup> Time Homebuyer and Homeowner Rehab Program**

Joleen gave an overview of the current terms of the 1<sup>st</sup> Time Homebuyer Program and the Homeowner Rehab Program.

For the 1<sup>st</sup> Time Homebuyer program Joleen explained that the staff is recommending the family complete the newly revised homeowner four-week workshop, which will teach the families how to save money, learn about taxes, credit and energy conservation. If the workshop is completed then a lower-income family (less than 50%) would be eligible for the loan to be Due on Sale (DPL). If the workshop is completed by a moderate-income family (51-80%) the payments would be deferred for five years, payments will be \$60; 0% until paid in full. Commissioner Schwendinger motioned for approval, Commissioner Root seconded. All present in favor. Motion approved.

For the Homeowner Rehab program Joleen explained that the staff recommends that if a lower-income family completes the homeowner four-week workshop, the payments will be deferred for five years, then 3% for the term. If a moderate-income family completes the workshop, the interest rate will be 0%; \$63/month for five years, then renegotiate amount at 3% for the term. Commissioner Root motioned for the policy changes, Commissioner Plein seconded. All present in favor. Motion approved.

### **Request from Manasseh House for Preference Policy Revision**

Withdrawn

### **Waiver of Lending Program Policies for Sale of DB & T Home at 1567 Elm Street**

Joleen explained that there is a buyer for this property who has been displaced by the Bee Branch Project. They are requesting an additional forgivable \$12, 185 loan because the appraisal wasn't high enough to support the debt. The total cost was \$116, 185 and the appraisal was \$104, 000. David added that this property is one of the three properties acquired by the city from the Elm Street Development Corporation. Commissioner Plein motioned to approve, Commissioner Schwendinger seconded. All present in favor. Motion approved.

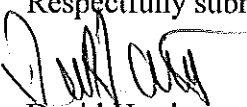
### **Adjournment**

There being no further business to come before the Commission, Commissioner Helling moved to adjourn the meeting at 5:09 pm. Commissioner Root seconded. All present in favor.

Minutes taken by:

  
Jessica Kieffer  
Recording Secretary

Respectfully submitted by:

  
David Harris  
Department Director