

MINUTES OF HOUSING COMMISSION MEETING

DATE: July 28, 2015
TIME: 4:00 p.m.
PLACE: Housing and Community Development Department
350 W. 6th Street, Suite 312, Dubuque, IA 52001

Chairperson Holz, following staff assurance of compliance with Iowa Open Meeting Law, called the meeting to order at 4:00 p.m.

Commissioners Present:	Jim Holz Patricia Foster Sister Dorothy Schwendinger	Amy Eudaley Rick Baumhover
Commissioners Absent:	Anna Fernandes Lisa Eubanks	Ricardo Woods David Wall
Staff Present:	Brenda Henry Alvin Nash Scott Koch	Janet Walker Kris Neyen
Public Present:	None	

Review and Certification of Minutes of November 25, 2014 Commission Meeting

Commissioner Schwendinger commented regarding the wording on the second page under New Business: Non-License. The sentence reading: *"these family relationship situations will be allowed to remain non-licensed. These property owners will have until August 1st to get them licensed or they will pay \$750 infraction fee every month they remain non-licensed."* The Commission suggested changing "these" to "non-familial". Commissioner Eudaley motioned to approve the minutes. Commissioner Schwendinger seconded. All present in favor. Motion passed.

Correspondence/Public Input

None

Old Business

None.

New Business

Application for FY2015 Family Self-Sufficient Program

This application has been submitted. Janet Walker explained the tier level of funding the positions. Director Nash explained that if we do not get the grant funding for these positions, the City Manager may be prepared to fund the positions for at least another year. Director Nash also explained that currently these positions are being funded from a different source so if the grant funding becomes available, the money funding these positions will go back to the source in which it came from and would not be re-distributed as Housing funds. Commissioner Eudaley commented that the staff, especially those working with the FSS clients, must be doing a fantastic job.

Jim Holz Resignation

Jim announced that he will be resigning from the Commission and this will be his last meeting. Jim has served for 20 years. All members commented on how knowledgeable and vital Jim is to the Commission and he is deeply appreciated and will be greatly missed.

Reports

Crime Reports

Corporal Koch explained to the commission that he has added a bar graph to his reports which is a compilation of information. The bar graph shows the total arrests in Dubuque County and then is also broken down by one month statistics showing Unauthorized and HCV arrests compared to just Housing Choice Voucher arrests. Director Nash is hoping to use these statistics when rebranding the program to show that there is no higher degree of criminal activity that has anything to do with being on the Program. The City pays for all the background checks for all landlords who lease property. That does not mean that a landlord can ignore information on those checks and allow the individuals to move in, but the City cannot ignore that information. Commissioner Schwendinger requested again that there be a short paragraph summarizing the charts and data. Director Nash is going to check into trying get a narrative drafted that can be used for a simple explanation of the data. Commission McDonnell would like to see year-to-year trends also. Commissioner Eudaley asked about what is done with repeat offenders. Corporal Koch explained that this situation does happen and once a person is arrested, a case is opened and Corporal Koch tracks the offenders and could potentially result in a family being terminated for not reporting household members.

Nuisance Property Report – Was included in the packet but not comments were shared.

CDBG Advisory Commission Report – Erica Haugen was unavailable for an update.

Rehab Reports – Kris Neyen explained to the Commission the new program called OATH (Officer at Home Program). She stated that it is the same incentives as the old Washington Neighborhood program. It provides assistance for individuals that take an oath, i.e., police, firefighters and sheriff's department employees. The program is for homes purchased in the Downtown Urban Renewal District. Commissioner McDonnell shared that some lenders have programs as well for public officials which could couple with this program for additional incentives and savings. Director Nash suggested that if we had more interest in this program, there may be an opportunity to expand the area of this Program. Commissioner McDonnell and Commissioner Eudaley had some questions regarding the wording of the program flyer. Director Nash also shared that we are putting together a new loan process procedure manual for the Housing Department to ensure we are in compliance and treating all applicants fairly.

Kris Neyen also updated on the properties being worked on. **City Properties:** 767 University plans have changed and now may be sold to Habitat of Humanity. 1501-1503 Bluff is listed with Greg Adams of Remax. We are trying to get clarification to see if we can have the owner part of it not meet income eligibility but have the tenant meet income eligibility. 1421 Elm is closed and sold. 2300 Jackson has the roof is installed and the framing is completed. 2056 Washington has been listed with Cindy Stecher of Remax and has an open house already planned. 396 W. Locust is looking to be sold to a private developer. That developer would sign a covenant agreement stating that it would stay a single family home for 21 years, and not change it into a multiple unit property. 2318 Washington is finally closed and sold. 321-323 E. 22nd has had a change and will most likely be deconstructed. The Engineering Department has determined they need this property to redirect some underground storm water so that it won't affect the Bee Branch itself. 2300 Washington, that was moved from 24th Street, is nearly ready

to close, hopefully in August. **CHI Properties:** 1598 Washington is taking shape and hopefully will be completed and sold in September. 1629 Washington, the last row house, will be closed and sold on July 29. 1461 Jackson has been purchased and the renovations have begun.

Greater Dubuque Development Corp. (GDDC) has offered Housing \$10,000 to help promote the HOME Workshop and assist with the Workshop. Director Nash also said that he may offer scholarships for that Workshop to get more and more people to take these classes.

Neighborhood Services – Kris Neyen shared that the National Night Out is August 4 at Comiskey Park. Housing will be having a couple of tables at the event.

Information Sharing

“Lead the Way – PHA Board Training”

HUD is providing free training to people on several different topics to support public housing agencies. It’s a powerful learning tool that can be used in self-paced learning or instructor-led courses, individually or in groups.

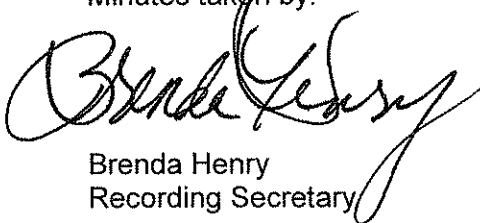
Ann Michalski

Director Nash has given several options to Mike Van Milligan for consideration. It was suggested that someone might contact Ann’s son, John, to see if there was anything that is meaningful to Ann that might be a good suggestion for a memorial item.

Adjournment

There being no further business to come before the Commission, Commissioner Baumhover motioned to adjourn the meeting. Commissioner Schwendinger seconded the motion. All were in favor and the meeting adjourned at 5:02 pm.

Minutes taken by:



Brenda Henry
Recording Secretary

Respectfully submitted:



Alvin Nash
Department Director

[Handwritten signature]