

## MINUTES FOR HOUSING COMMISSION MEETING

**DATE:** Tuesday, April 23, 2019  
**TIME:** 4:00 p.m.  
**PLACE:** Housing and Community Development Department  
350 West 6<sup>th</sup> Street, City Council Chambers; Dubuque, IA 52001

Chairperson Amy Eudaley called the meeting to order at 4:06 p.m. following staff assurance of compliance with Iowa Open Meeting Law.

Commissioners Present:	Nicole Borovic Brad Cavanagh Janice Craddieth Amy Eudaley	Dorothy Schwendinger Coralita Shumaker Gail Weitz Sam Wooden
Commissioners Absent:	Adam Babinat	Michelle Becwar
Staff Present:	Teresa Bassler Tonya England	Kris Neyen (left at 4:30 p.m.) Cate Richter (4:06 p.m.)
Public Present:	Bryanna Rhiley Lynn Sutton	Kathy Sutton

### **Certification of Minutes – March 26, 2019 Housing Commission Meeting**

Commissioner Dorothy Schwendinger moved to approve the Minutes for the March 26, 2019 Housing Commission Meeting. Commissioner Janice Craddieth seconded. Roll call. Eight (8) in favor. Motion passed.

### **Correspondence/Public Input**

The commission discussed the correspondence from Mary Coan. The discussion included questions pertaining to the option of adding mini buses to the routes along with having additional bus routes, the need for three-bedroom units and units with laundry facilities, and options available for providing information to citizens for their input. Teresa Bassler, Assisted Housing Supervisor, stated an attempt was made to contact Mary Coan; as of today, Teresa has not received a response.

The Housing Commission requested that it be noted that it was positive for a citizen to communicate with the Housing Commission regarding a housing concern. The Housing Commission would like to invite Mary Coan or Renee Tyler of Transportation Services to the next Housing Commission Meeting.

Commissioner Eudaley welcomed guests to the Housing Commission Meeting.

### **Old Business**

#### a) Goal Setting Input

Bassler explained the Goal Setting Input is for the City's goals and for the Housing Commission's goals. The budget has mission statement and goals for the Housing & Community Development Department. Bassler and the Commissioners highlighted the 2018 City Council Goals & Priorities that pertain to the Housing & Community Development Department.

#### b) Review of Urban Revitalization for Housing Project on Radford Road

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Bassler stated the project was awarded a tax credit. The Housing Commission requested for the developer to be invited to the next Housing Commission Meeting.

### New Business

#### a) Evaluation of 2018-2019 Housing Commission Goals

Bassler explained that the Evaluation of the 2018-2019 Housing Commission Goals is where the Housing Commission looks are how well they are doing with meeting their objectives/goals.

**Goal 1:** Attend regular monthly meetings. Aim for 100% attendance at least 80% of the time. Receive regular staff reports and give input/comments/questions/responses/approval (if needed). Review and give approval to the Annual Plan of the Housing Department. (See Powers A, D, H, and J.)

*Result: The commissioners would like to take a look at the statistics from 2018 until now at the next meeting.*

**Goal 2:** Conduct regular public hearing for citizen input. Assure that low and moderate income persons/tenant organizations/landlords and other groups participate by publicity/invitation. (See Power B.)

*Result: The Housing Commission discussed publicizing on Facebook and/or in the Telegraph Herald.*

**Goal 3:** Have a representative(s) from the Commission attend the presentation given by the Housing Department to the City Council and the budget process meeting of the City Council when the HD is conducting a public hearing. In addition, a member of the Commission will attend at least one meeting of each of the active Neighborhood Associations each year and one of the Resident Advisory Board quarterly meetings. Attendance will be noted at Commission meetings and reports given (if appropriate). (See Powers C, D, E, F, and H.)

*Result: Several Housing Commissioners attended the Budget Meeting and several attended various meetings for the Neighborhood Associations.*

**Goal 4:** Present to the City Council initiatives/projects/outcomes/recommendations for 2018-2019. (See Powers G, H, and J.)

*Result: This was completed in August 2018.*

**Goal 5:** Receive and introduce guests who attend meetings during 2018-2019. The Chair will be responsible to introduce visitors. When appropriate the Commission will invite particular speakers to give a short update/address to the Commission. These can be learning opportunities for the Commission members and/or responses to requests from citizens. (See Powers I, K, and L.)

*Result: The Chairperson greeted and introduced guest at each meeting. Ed Raber from True North attended one of the regular Housing Commission Meetings.*

### Reports

#### a) Crime/Nuisance Property Report

*There was no discussion.*

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- b) CDBG Advisory Commission Report

*There was no discussion.*

- c) Rehab Report

*There was no discussion.*

- d) Neighborhood Services

The Commissioners asked for a list of the meeting dates/times for the neighborhood associations to be emailed to them.

- e) Assisted Housing Waiting List Statistical Summary

*There was no discussion.*

- f) Housing Choice Voucher Participant Statistical Summary

*There was no discussion.*

- g) Denial/Termination Meeting Results

*There was no discussion.*

### **Information Sharing**

- a) Rent/Deposit Assistance for Qualified Disabled Households (RADH)

Bassler provided information regarding a short term rental assistance program called Rent/Deposit Assistance for Qualified Disabled Households (RADH), which is provided by the Affordable Housing Network, Inc.

- b) Ann Michalski Conference Room Dedication

Bassler stated the dedication for the Ann Michalski Conference Room is being held today at 5 p.m. at 350 West 6th Street, Suite 312—which is the office of the Housing and Community Development Department.

### **Adjournment**

There being no further business to come before the Commission, Commissioner Sam Wooden moved to adjourn the meeting. Commissioner Brad Cavanagh seconded. Motion passed by voice vote. Meeting adjourned at 5:06 p.m.

Minutes taken by:

  
Tonya England  
Recording Secretary

Respectfully Submitted:

  
Cate Richter, Assisted Housing Coordinator for  
Alexis Steger, Department Director