

MINUTES OF HOUSING COMMISSION MEETING

DATE: 25 August 2009
TIME: 4:00 PM
PLACE: Housing and Community Development Department
350 West 6th Street, Suite 312, Dubuque, IA 52001

Vice Chairperson Eddy, following staff assurance of compliance with Iowa Open Meeting Law, called the meeting to order at 4:00 pm.

Commissioners Present: William Helling Lynn Sutton Judie Root
David Kapler Linda Frommelt Dorothy Culbertson
Char Eddy Jim Holz
Sister Dorothy Schwendinger, OSF

Commissioners Absent: All Present

Staff Present: David Harris Janet Walker Jessica Kieffer
Joleen Patterson Cpl. Mike Kane

Public Present: Todd Schmidt, Staff Attorney from Iowa Legal Aid

Commissioner Frommelt joined the meeting at 4:01pm.

Review and Certification of Minutes of 28 July 2009 Commission Meeting

Commissioner Root moved to approve the minutes. Commissioner Schwendinger seconded. Commissioner Eddy, Helling, Holz and Kapler abstained. All others present in favor. Motion passed.

Correspondence/Public Input

None

Commissioner Kapler joined the meeting at 4:02pm.

Old Business

Council reappointment of Commissioners Culbertson, Holz and Kapler

The City Council reappointed Commissioners Culbertson, Holz and Kapler for another term.

New Business

Housing Trust Fund Committee Report

Commissioner Eddy explained that the Committee discussed the Community Y Domestic Shelter rehabilitation project. The tuck pointing is complete and the remainder of the work will be completed by the end of September.

Joleen discussed that the Trust Fund Committee approved \$68,372 of IFA Trust Funds to be used to remodel the kitchen and to replace flooring and the roof of the Maria House. An additional \$16,000 will be used to improve the second floor apartments at the Food Pantry.

The Committee also discussed the terms of office. Terms will expire for Dorothy Culbertson and Jim Holz.

Appointment of Commissioners to Housing Trust Fund

David explained that the Housing Commission has to appoint the liaison members to the Trust Fund Committee and the terms for Jim Holz and Dorothy Culbertson are up for re-appointment. Commissioner Root motioned to re-appoint the Committee members. Commissioner Eddy seconded. All present in favor. Motion passed. David shared that there is an open position on the Community Development Commission. A list of duties and responsibilities for the open position were distributed to the Commissioners.

Report from Washington Neighborhood Development Corporation

Commissioner Kapler discussed that the Washington Neighborhood Development Corporation held their first organizational meeting. The job description and advertising for the Executive Director position were discussed as well as establishing the by-laws. A portion of the discussion focused on the Washington Neighborhood Association (WNA); at least one member of the WNA will be a member of the Washington Neighborhood Development Corporation and the board wants to be certain that the Washington neighborhood is being fairly represented on the board. The board has possible office locations on Central Avenue or on Elm Street which will soon be toured. A job description for the Washington Neighborhood Development Corporation Executive Director position was distributed to the Commissioners along with a list of the board members. An updated list of members will be distributed as members are added.

Discussion of Rehab Loan Policies

This item will be added to September meeting agenda.

Arrest Activity Analysis in Section 8 Housing

David explained that Alta Vista Research has been contracted to conduct a study to compare arrest frequency for both Section 8 and non-Section 8 Housing in the City of Dubuque. The report is expected to be complete by the end of September.

Information Sharing

Invitation to tour White Street Condominium Project

David invited the Commissioners to tour the White Street Condominiums on Tuesday, September 8, 2009 with the City Council.

Adjournment


There being no further business to come before the Commission, Commissioner Eddy moved to adjourn the meeting at 4:57PM. Commissioner Holz seconded. All present in favor.

Minutes taken by:



Jessica Kieffer
Recording Secretary

Respectfully submitted by:



David Harris
Department Director