

## MINUTES FOR HOUSING COMMISSION MEETING

**DATE:** Tuesday, March 28, 2017  
**TIME:** 4:00 p.m.  
**PLACE:** Housing and Community Development Department  
350 West 6<sup>th</sup> Street, Suite 312; Dubuque, IA 52001

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

Commissioners Present: Rick Baumhover                      Robert McDonell  
Amy Eudaley    Dorothy Schwendinger  
Anna Fernandes     Brett Shaw (4:01 p.m.)  
Wesley Heimke     David Wall

Commissioners Absent: Jill Kedley                                 Coralita Shumaker

Staff Present: Alvin Nash     Scott Koch  
Cate Richter     Jerelyn O'Connor  
Tonya England     Kris Neyen

Public Present:     *None*

### **Certification of Minutes – February 28, 2017 Housing Commission Meeting**

Commissioner Dorothy Schwendinger moved to approve the minutes for the February 28, 2017 Housing Commission Meeting as submitted. Commissioner David Wall seconded. Roll call. All present in favor.

### **Correspondence/Public Input**

*None*

### **Old Business**

- a.) Memorial for Ann Michalski

Jerelyn O'Connor, Neighborhood Development Specialist, spoke about Ann Michalski, who was a former Housing Commissioner, and provided a copy of Ann's obituary to give a background. The budget is in the process of being reviewed for the dedication of the conference room and appropriate program. It still needs to be approved by City Council.

### **New Business**

- a.) Public Hearing to Receive Public Comment and Approve PHA 2017 Annual Plan

Robert McDonell, Commissioner, moved to open the public hearing. Amy Eudaley, Commissioner, seconded. Roll call. All present in favor. Motion passed. *There was no public input.*

Alvin Nash, Director of Housing & Community Development Department, answered questions and discussed information contained in the PHA 2017 Annual Plan.

Commissioner Eudaley recommended the following changes:

- a. Under Summary of Housing Needs (Consolidated Plan) on Page 8 on Line 4, it should read "... between 30% to 50% AMI. . ."

## MINUTES FOR HOUSING COMMISSION MEETING

- b. On Page 9 in the last paragraph on the third line, it should read “. . .The City is implementing. . .”
- c. The first paragraph on Page 12, Line 10 should read “. . . The City will implement . . .”

Commissioner Schwendinger motioned to correct the PHA 2017 Annual Plan with amendment on Page 8, Page 9, and Page 12 along with changing “Section 8” to “Housing Choice Voucher” where HUD allows. Commissioner McDonnell seconded. Roll call. All present in favor. Motion passed.

Commissioner Schwendinger moved to approve the PHA 2017 Annual Plan with corrections. Commissioner Eudaley seconded. Roll call. All present in favor. Motion passed.

Commissioner Eudaley motioned to close public hearing. Commissioner Wall seconded. Roll call. All present in favor.

### Reports

#### a.) Crime/Nuisance Property Report

Scott Koch, Investigator, reported that 2 properties have been added to the nuisance properties; he has completed 65 background checks this year. In December 2016 and January 2017, there were 304 and 314 arrests, respectively, in Dubuque and Dubuque County; 3.95% and 2.87% program related arrests occurred in December 2016 and January 2017.

Koch and Ben Pothoff, Housing Inspection Supervisor, are working on a project regarding unlicensed rental properties. They complete online research and visit properties to investigate whether or not units are being rented without a license.

#### b.) CDBG Advisory Commission Report

*No report*

#### c.) Rehab Report

Kris Neyen, Rehabilitation Programs Supervisor, highlighted several properties:

- 396 West Locust—The roof has been completed on the house along with the garage next door.
- 2249 Harold Street—The drywall is being completed. A Days of Caring event is taking place at this property; volunteers will be grading and seeding the yard along with building a retaining wall.
- 2139 Jackson Street—The sale of this property is pending; they are anticipating that it will be closing in the middle of April.
- 1461 Jackson Street—There is a potential client interested in purchasing this property.

One firefighter closed on a home and another will be closing in April under the OATH program.

#### d.) Neighborhood Services

O'Connor spoke about the neighborhood cleanups in May for Historic Bluffs and Valley

## MINUTES FOR HOUSING COMMISSION MEETING

View. She also talked about the new Neighborhood Tree Forever Group; they have their first project planned in Washington Park during the Community Days of Caring weekend.

Economic Development Department is partnering with Iowa State University Extension to develop a database of available properties and incentive programs available through the City to help encourage the revitalization of the Central Avenue Corridor; O'Connor provided a copy of the news release regarding the initiative.

She also provided a handout regarding the grand opening of the new Senior Center in the Washington neighborhood, which was held on March 27. The Senior Center will provide meals five (5) days a week for seniors.

### e.) Assisted Housing Waiting List Statistical Summary

Cate Richter, Assisted Housing Coordinator, explained that there has not been a large change because 25 to 50 applicants are being pulled each month; there has not been a lot of responses from the applicants. There are 610 applicants currently on the Waiting List for Section 8 HCV. Fifty (50) more applicants will soon be pulled from the waiting list.

### f.) Housing Choice Voucher Participant Statistical Summary

*No report*

### **Information Sharing**

*None*

### **Adjournment**

There being no further business to come before the Commission, Commissioner McDonell moved to adjourn the meeting. Brett Shaw, Commissioner, seconded. Motion passed by voice vote. Meeting adjourned at 5:14 p.m.

Minutes taken by:



Tonya England  
Recording Secretary

Respectfully Submitted:



Erica Haugen, CDBG/HCV Supervisor for  
Alvin Nash, Department Director