

## MINUTES FOR HOUSING COMMISSION WORK SESSION

**DATE:** Tuesday, July 10, 2018  
**TIME:** 4:00 p.m.  
**PLACE:** Housing and Community Development Department  
350 West 6<sup>th</sup> Street, Suite 312; Dubuque, IA 52001

Vice Chairperson Dorothy Schwendinger called the Work Session to order at 4:05 p.m. There was not a quorum for the Work Session.

Commissioners Present: Amy Eudaley  
Anna Fernandes  
Dorothy Schwendinger  
Coralita Shumaker (4:17 p.m.)  
Gail Weitz

Commissioners Absent: Adam Babinat  
Nicole Borovic  
Janice Craddieth  
Shane Hoeper

Staff Present: Tonya England

Public Present: None

### **Old Business**

#### a) Goal Setting Input

Commissioner Schwendinger stated that after a discussion with Commissioner Amy Eudaley it was decided she would facilitate the Work Session. Commissioner Schwendinger provided the group with copies of information regarding the initiatives and the role of the Housing Commission; a working paper for the successes of the Housing Commission; a working paper for the recommendations to City Council for the initiatives, projects, and outcomes; and a news article from the *Telegraph Herald*.

The following recommendations were made by the Housing Commissioners:

### **Board and Commission Successes 2017-2018**

#### **Success**

Monthly the Housing Commission received the Rehab Report, the report from Neighborhood Services, and a summary of the Wait List and a statistical summary of the Housing Choice Participants. The Commission also receives a report of the Continuum Care Special Needs Assistance Program as well as reports from the Crime/Nuisance Property Report and from the CBDG Advisory Commission.

#### **Impact**

This information enabled the Commission to be informed of initiatives taken by the housing staff, to give input, to offer commentary, and to monitor the activities of the department. Without this kind of regular information, the Commission could hardly offer advice, give input, or perform its responsibilities/powers.

#### **Success**

Commission Members receive the terminations of members and participate in the Oath-Taking of new members. In 2017-2018, it added Nicole Borovic, Shane Hoeper, Janice Craddieth, Adam Babinat, and Gail Weitz. It received the resignations of Robert McDonnell, David Wall, Wesley Heimke, and Rick Baumhover. Brett Shaw was elected to the City Council and so the Commission also received his resignation.

## MINUTES FOR HOUSING COMMISSION WORK SESSION

### Impact

Change in the make-up of the Commission is to be expected and adding new members can bring fresh perspectives. Commission members have the opportunity to recommend new members. If persons stay on the Commission for a longer time, then members gain a sense of the history of the work and learn much over time. It is important to have some turn-over but not too much. The Commission strikes a pretty good balance and it is a tribute to the citizenry that people do step up, as needed, and take on the task.

### Success

The Annual Plan of the Housing Department is presented to the Commission and the members of the Commission give input and offer possible changes. The staff is most receptive to considering changes. The Commission also holds a public hearing to receive input before giving its approval. The Commission is very positive about the work of the department to prepare the plan.

### Impact

The PHA Annual Plan is the guiding document of the department and cooperation from the Commission is vital. Good communication between the department and the commission is essential to both.

### Success

The Housing Commission has taken on several initiatives of its own including: receiving a letter (by way of information sharing) from Davis Place related to a problem with bed bugs and it wrote a letter of support and mentioned the public health nature of the issue. The Commission also wrote letters of appreciation to those who gave time to the Commission. In addition, the Commission worked on a rather long-standing effort to dedicate the conference room to Ann Michalski. A plaque was proposed and fund-raising is in progress. This action is still pending and hopefully will be completed soon. The NAACP also sends a representative to each meeting. Visitors to Commission meetings are welcomed and introduced, as are members of the public. The Commission is open to supporting initiatives of other groups who support housing, raise issues, monitor housing quality etc.

### Impact

These initiatives are well within the parameters of the powers listed in 2-5B-13 of the policies governing the Housing Commission. Outreach to the public, collaboration with other entities, efforts to establish the visibility of the Commission's work, and recognition of the current and past efforts of Commission members are laudable and they serve the overall efforts of the Commission and the Housing Department.

### Success

The Commission is aware of the disparities between the public perception of persons who benefit from subsidized housing, crime rates in the community, diversity as enhancing the community's ability to develop and enlarge employment opportunities, and the benefits that the community enjoys because of housing grants to more people. Negative comments in the press and/or on the street often come from perceptions which are not based in reality. The Commission does read the crime data provided at each meeting and data shows that voucher holders and those who do not have vouchers are similar in the # of infractions. The Commission believes that this data should be more widely known.

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### Impact

It is important to base perceptions on real data. The Housing Department and the Commission do make efforts to make visible the benefits of rental units which are inspected, monitored, kept up to standards, and it encourages stories of positive outcomes. Both the Housing Department and the Commission wants to enhance positive visibility. There is more to do in this area and efforts toward that remain a goal.

### Initiatives for 2018-2019

- 1) Increase the development of decent, affordable and accessible housing in the City of Dubuque- especially keeping in mind housing for families. It seems that efforts to find more affordable housing for elderly and special needs are more visible.
- 2) Review the Analysis of Impediments to Fair Housing (City of Dubuque Action Plan 2010). Publish the review on progress or lack of progress and send a member to report to the Housing Commission in 2018-19.
- 3) Monitor the development of Central Avenue with a special eye toward keeping and/or developing affordable housing. This development could result in a loss/change/increase of housing that is affordable.
- 4) Move forward with approving the "Source of Income Resolution" pending before the 2017-2018 City Council.
- 5) Consider the needs in the community for transitional housing for homeless young men-- ages 14 to 17.
- 6) Continue to work with partners to change the perception of Dubuque as unfriendly to cultural minorities

After discussion, the Housing Commissioners came to a consensus to recommend the above Board and Commission Successes 2017-2018 *and* Initiatives for 2018-2019 at the next regular meeting for the Housing Commission.

### Information Sharing

- a) Commissioner Schwendinger provided a copy of a letter from Tom Lo Guidice and Lynn Sutton, Co-Chairs of Dubuque Chapter NAACP, and asked that it be shared with Housing Administrators and added to the Housing Commission Agenda.

### Adjournment

There being no further business to come before the Commission, Commissioner Shumaker moved to adjourn the Work Session. Commissioner Gail Weitz seconded. Motion passed by voice vote. Meeting adjourned at 5:15 p.m.

Minutes taken by:



Tonya England  
Recording Secretary

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Respectfully Submitted:

A handwritten signature in black ink that reads "Teresa Bassler". The signature is written in a cursive style with a large initial 'T'.

Teresa Bassler, Assisted Housing Supervisor for  
Alexis Steger, Acting Department Director

# BOARD AND COMMISSION SUCCESSES

## 2017 – 2018

### Dubuque, Iowa

June 2018

#### BOARD/COMMISSION: **Housing Commission**

Please list your Board/Commission's 3 – 4 most significant accomplishments during the last year 2017 – 2018.

**Success:** Monthly the Housing Commission received the Rehab Report, the report from Neighborhood Services, and a summary of the Wait List and a statistical summary of the Housing Choice Participants. The Commission also receives a report of the Continuum Care Special Needs Assistance Program as well as reports from the Crime/Nuisance Property Report and from the CBDG Advisory Commission.

**Impacts:** This information enabled the Commission to be informed of initiatives taken by the housing staff, to give input, to offer commentary, and to monitor the activities of the department. Without this kind of regular information, the Commission could hardly offer advice, give input, or perform its responsibilities/powers.

**Success:** Commission Members receive the terminations of members and participate in the Oath-Taking of new members. In 2017-2018, it added Nicole Borovic, Shane Hoepfer, Janice Craddieth, Adam Babinat, and Gail Weitz. It received the resignations of Robert McDonell, David Wall, Wesley Heimke, and Rick Baumhover. Brett Shaw was elected to the City Council and so the Commission also received his resignation.

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**Success:** The Annual Plan of the Housing Department is presented to the Commission and the members of the Commission give input and offer possible changes. The staff is most receptive to considering changes. The Commission also holds a public hearing to receive input before giving its approval. The Commission is very positive about the work of the department to prepare the plan.

**Impacts:** The PHA Annual Plan is the guiding document of the department and cooperation from the Commission is vital. Good communication between the department and the commission is essential to both.

**Success:** The Housing Commission has taken on several initiatives of its own including: receiving a letter (by way of information sharing) from Davis Place related to a problem with bed bugs and it wrote a letter of support and mentioned the public health nature of the issue. The Commission also wrote letters of appreciation to those who gave time to the Commission. In addition, the Commission worked on a rather long-standing effort to dedicate the conference room to Ann Michalski. A plaque was proposed and fund-raising is in progress. This action is still pending and hopefully will be completed soon. The NAACP also sends a representative to each meeting. Visitors to Commission meetings are welcomed and introduced, as are members of the public. The Commission is open to supporting initiatives of other groups who support housing, raise issues, monitor housing quality etc.

**Impacts:** These initiatives are well within the parameters of the powers listed in 2-5B-13 of the policies governing the Housing Commission. Outreach to the public, collaboration with other entities, efforts to establish the visibility of the Commission's work, and recognition of the current and past efforts of Commission members are laudable and they serve the overall efforts of the Commission and the Housing Department.

**Success:** The Commission is aware of the disparities between the public perception of persons who benefit from subsidized housing, crime rates in the community, diversity as enhancing the community's ability to develop and enlarge employment opportunities, and the benefits that the community enjoys because of housing grants to more people. Negative comments in the press and/or on the street often come from perceptions which are not based in reality. The Commission does read the crime data provided at each meeting and data shows that voucher holders and those who do not have vouchers are similar in the # of infractions. The Commission believes that this data should be more widely known.

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# BOARD AND COMMISSION INITIATIVES

## 2018 – 2019

### Dubuque, Iowa

June 2018

#### BOARD/COMMISSION: **Housing Commission**

Please list issues or projects that your Board/Commission plan to address during the next year 2018 – 2019.

- 1 Increase the development of decent, affordable and accessible housing in the City of Dubuque- especially keeping in mind housing for families. It seems that efforts to find more affordable housing for elderly and special needs are more visible.
- 2 Review the Analysis of Impediments to Fair Housing (City of Dubuque Action Plan 2010). Publish the review on progress or lack of progress and send a member to report to the Housing Commission in 2018-19.
- 3 Monitor the development of Central Avenue with a special eye toward keeping and/or developing affordable housing. This development could result in a loss/change/increase of housing that is affordable.
- 4 Move forward with approving the Source of Income resolution put forth to the 2017-2018 City Council
- 5 Consider the needs in the community needs for transitional housing for homeless young men ages 14-17.
- 6 Continue to work with partners to change the perception of Dubuque as unfriendly to cultural minorities