

WYOMING HOUSING COMMISSION MEETING
2450 36TH ST SW
HOUSING COMMUNITY ROOM
TUESDAY, JANUARY 21, 2014 @ 1:00 PM
MINUTES

Call to Order

A regular meeting of the Wyoming Housing Commission was held on January 21, 2014. Commissioner Barb Van Duren called the meeting to order at 1:01 PM.

Roll Call

Present: Barb VanDuren, Ron Dressander and Denise Wade.

Absent: Approval of absence of Don Dykstra. A motion was made by Commissioner Wade and seconded by Commissioner Dressander. All ayes.

Also Present: Rebeca Venema, Christine Roelofs and Sicora Eckert.

Approval of Minutes

A motion was made by Commissioner Dressander and seconded by Commissioner VanDuren to approve the minutes of the regular meeting of December 17, 2013.

Approval of Agenda

Two additions were made to the agenda: Added to Petitions and Communications; letter from HUD and added to Old Business, information requested from the Board about investments. A motion was made by Commissioner VanDuren and seconded by Commissioner Dressander to approve the amended agenda. All ayes.

Public Comments on Agenda Items (3 minute limit per person)

There were no public comments.

Petitions and Communications

The WHC received the FSS grant approval letter from HUD.

Public Housing/Section 8

A motion was made by Commissioner Dressander and seconded by Commissioner VanDuren to approve the Public Housing bills for September and December 2013. All ayes.

Review of Financial Statements

The Commission reviewed the financial statements for November 2013, the cash flow budget for December 2013, the Investment Register and the CFP expenditures for 2012 and 2013.

Report from Housing Director

- a. The WHC received a grant approval letter from HUD to continue employment for two FSS positions. The grant was \$1,637.00 less than last year. Because the grant is not sustaining the FSS program fully, Mrs. Venema is researching other avenues to hiring another position. After discussing these alternatives with the City Manager, Mrs. Venema will bring the information back to the Board.
- b. 2015 Budget draft was completed. The Executive Director calculated conservatively at 82% of the HUD contributions. Ultimately, that will leave the WHC open for changes if that percentage rises. The 2015 budget also reflects the reclassification of two positions; the Account Clerk I to Account Specialist II and the Office Clerk II to Housing Coordinator. The actual budget will be reviewed and approved at the March Board meeting.
- c. The appeal to the REAC score requested by Mrs. Venema was answered by HUD with a change of 5 points. All but one of the appealed findings were withdrawn. However, with the change of points, the PHAS Score was not affected.

Old Business

- a. Agreement Progress Report – No new information.
- b. The Board requested the WHC to acquire more information of the warranties provided for the Roof bids submitted previously. According to Mrs. Venema and Mr. Rinks, the difference between the 20 or 30 year warranty is not substantial enough to justify the difference in cost. The Board agreed.
- c. Mrs. Venema was asked to review the security of the WHC's investments, all are FDIC approved.

New Business

- a. Approval to award Great Lakes Systems the 2012/2013 CFP Roofing Contract, Resolution 01-14. A motion was made by Commissioner Wade and seconded by Commissioner Dressander. All ayes.

Acknowledgement of Visitors

None

Commissioner Comments

None

Adjournment

The meeting was adjourned at 1:30 PM.

Barb VanDuren
Chair
Wyoming Housing Commission

Rebeca Venema
Board Secretary
Wyoming Housing Commission