

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

Call to Order

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

Roll Call

Present: Barb VanDuren, Ron Dressander, Don Dykstra and Bruce Robey.

Absent: Approval of absence of Denise Wade. A motion was made by Commissioner Dressander and seconded by Commissioner Robey. 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 Dykstra to approve the minutes of the special meeting of September 9, 2014 and special meeting of October 1, 2014. All ayes.

Approval of Agenda

One addition was made to the agenda: Added to Report from the Housing Director; Welcoming new Board member, Bruce Robey. A motion was made by Commissioner Dressander and seconded by Commissioner Dykstra 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

There were no petitions or communications.

Public Housing/Section 8

A motion was made by Commissioner Dressander and seconded by Commissioner Robey to approve the Public Housing and the Section 8 bills for September 2014. All ayes.

Review of Financial Statements

The Commission reviewed the financial statements for August 2014, the cash flow budget for September 2014, the Investment Register and the CFP expenditures for 2012, 2013 and 2014.

Report from Housing Director

- a. Mrs. Venema introduced the newest Board Member, Bruce Robey. Commissioner Robey has been a Wyoming resident since 1972.
- b. VMS Revised Report – The WHC Director had recently appealed a finding on the last VMS review. The finding was determined to be incorrect and HUD agreed with Mrs. Venema and re-categorized the finding as a concern.
- c. The Board members were given a proposed 2015 Board meeting schedule and entertained a motion to approve. The motion was made by Commissioner Dykstra and seconded by Commissioner Dressander to approve the proposed schedule. All ayes. Rebeca will submit the schedule to the City Clerk.
- d. The Resident Advisory Board meeting was held on September 30, 2014 where the 2015 5-year plan was discussed and approved. Rebeca provided the Commissioners of the CFP's and where funds will be appropriated over the next 5 years. Approval to have the 5-year plan go out for a 45 day public comment was approved by the WHC Board of Commissioners.
- e. The Board was informed that the 2014 FSS grant has been approved again by HUD for two positions.
- f. The remaining chapters of the ACOP have been completed and were given to the Board for review. There were no questions or concerns, therefore, Mrs. Venema will be sending the revised ACOP out for public comment.

Old Business

- a. VMS review was appealed in August by Rebeca, and HUD agreed with her assessment. However, the correction completed by HUD still indicated incorrect figures. Mrs. Venema resubmitted another letter with correct figures on October 6, 2014, which letter include explanation on both concerns.
- b. At an earlier Board meeting it was mentioned that there was a 0 point score on a SEMAP item. Mrs. Venema replied to HUD questioning that score on September 9, 2014. Although, gaining the undetected points will not affect the WHC grade of high performer.
- c. In October, the WHC participated in a SEMAP remote review and had been requested by HUD to resubmit specific information in a pre made spreadsheet provided by HUD. THE WHC is in the process of replying to that request.
- d. The WHC had also participated in a PHARS review. In trying to answer to the findings/concerns to that review, Mrs. Venema received information that was unsearchable. Therefore, in October, she had responded to HUD questioning the references. There has not been a response as of yet.

- e. The Commission was provided an updated lease for Public Housing to correlate with the revised ACOP. The lease was approved to be sent out for public comment.

New Business

- a. Approval of awarded contract for elevator service to Elevator Service, Inc, Resolution 12-14. A motion was made by Commissioner Robey and seconded by Commissioner Dykstra. All ayes.
- b. Approval of Flat Rents and Utility Allowances for Public Housing, Resolution 13-14. A motion was made by Commissioner Dressander and seconded by Commissioner Dykstra. All ayes.
- c. Approval of 2015 Fair Market Rents and Payment Standards, Resolution 14-14. A motion was made by Commissioner Dykstra and seconded by Commissioner Robey. All ayes.
- d. The Board was informed that Troy Rinks will be attending Housing Agency Procurement Assistance (HAPA) Training in Perrysburg, Ohio on October 28-30.

Acknowledgement of Visitors

There were no visitors.

Commissioner Comments

Commissioner Dykstra appreciates the amount of work staff does. Commissioner Dressander welcomed Commissioner Robey and apologized for not attending the special meeting on October 1, 2014. Commissioner VanDuren welcomed the Board Member, Commissioner Robey.

Adjournment

The meeting was adjourned at 2:06 PM.

Barb VanDuren
Chair
Wyoming Housing Commission

Rebeca Venema
Board Secretary
Wyoming Housing Commission