

**WYOMING HOUSING COMMISSION MEETING**  
**2450 36<sup>TH</sup> ST SW**  
**HOUSING COMMUNITY ROOM**  
**TUESDAY, DECEMBER 16, 2014 @ 1:00 PM**  
**MINUTES**

**Call to Order**

A regular meeting of the Wyoming Housing Commission was held on December 16, 2014. Commissioner Barb Van Duren called the meeting to order at 1:00PM.

**Roll Call**

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

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

**Public Hearing on 5-Year Plan and Admissions & Continued Occupancy Plan (ACOP)**

The scheduled Public Hearing on the 5-Year Plan and Admissions & Continued Occupancy Plan (ACOP) was opened at 1:01 p.m. and closed at 1:02 p.m. There were no public comments.

**Approval of Minutes**

A motion was made by Commissioner Robey and seconded by Commissioner Dressander to approve the minutes of the regular meeting of October 21, 2014. All ayes.

**Approval of Agenda**

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

**Review of Financial Statements**

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

### **Report from Housing Director**

- a. Mrs. Venema provided to the Board that the 2014 Audit was concluded with no findings.

### **Old Business**

- a. Final HUD Letter for SEMAP indicated there would be no change in the agency's score .
- b. In October, the WHC participated in a SEMAP remote review it has been determined by HUD that the agency's score would be changed from 97 (high performer) to 90 (high performer) due to inaccurate use of samplings. The WHC is in the process of replying to that concern and changing the way are samples are used.
- c. The WHC had also participated in a PHARS review. In that review there were 3 findings to be addressed. HUD submitted a letter stating two of the 3 findings have been corrected and closed. Ms. Venema is replying to the 3<sup>rd</sup> finding.

### **New Business**

- a. Approval of the 2015 5-Year Plan, Resolution 15-14. A motion was made by Commissioner Dykstra and seconded by Commissioner Robey. All ayes.
- b. Approval of Maximum Rents for Public Housing, Resolution 16-14. A motion was made by Commissioner Dykstra and seconded by Commissioner Dressander. All ayes.
- c. Approval of the updated Safety Manual, Resolution 17-14. A motion was made by Commissioner Dressander and seconded by Commissioner Robey. All ayes.
- d. Approval of the ACOP revision, Resolution 18-14. A motion was made by Commissioner Dressander and seconded by Commissioner Dykstra. All ayes.
- e. Approval of the Public Housing Lease revision, Resolution 19-14. A motion was made by Commissioner Robey and seconded by Commissioner Dykstra. All ayes.
- f. Approval of the WHC By-laws, Resolution 20-14. A motion was made by Commissioner Robey and seconded by Commissioner Dykstra. All ayes.

### **Acknowledgement of Visitors**

Commissioner VanDuren welcomed Pat Larabel. Mrs. Larabel had no comments.

### **Commissioner Comments**

- Commissioner Robey commented on his amazement of the details in the work being done and appreciates the amount of work staff does.
- Commissioner Dressander thanked Commissioner VanDuren for being a good leader and wished everyone happy holidays.

- Commissioner Dykstra questioned the roof project and its completion and if any other projects are in the works.

**Adjournment**

The meeting was adjourned at 1:51 PM.

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Barb VanDuren  
Chair  
Wyoming Housing Commission

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Rebeca Venema  
Board Secretary  
Wyoming Housing Commission