

WYOMING HOUSING COMMISSION MEETING
2450 36TH ST SW
HOUSING COMMUNITY ROOM
TUESDAY, DECEMBER 20, 2016 @ 1:00 PM
MINUTES

Call to Order

A regular meeting of the Wyoming Housing Commission was held on December 20, 2016. Commissioner Bruce Robey called the meeting to order at 1:00PM.

Roll Call

Present: Bruce Robey, Don Dykstra and Jennifer Stowell.

Also Present: Rebeca Venema, Christine Roelofs and Doris Haner.

Public Hearing on 2017 Annual Plan, Admissions and Continued Occupancy Plan, Public Housing Lease, Grievance Procedure and Administrative Plan

The scheduled Public Hearing on the 2017 Annual Plan, Admissions and Continued Occupancy Plan, Public Housing Lease, Grievance Procedure and Administrative Plan was opened at 1:02 p.m. and closed at 1:03 p.m. There were no public comments.

Approval of Minutes

A motion was made by Commissioner Stowell and seconded by Commissioner Dykstra to approve the minutes of the regular meeting of October 18, 2016. All ayes.

Approval of Agenda

A motion was made by Commissioner Dykstra and seconded by Commissioner Stowell 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 Stowell and seconded by Commissioner Dykstra to approve the Public Housing bills for October and November 2016. All ayes.

A motion was made by Commissioner Dykstra and seconded by Commissioner Stowell to approve the Section 8 bills for October and November 2016. All ayes

Review of Financial Statements

The Commission reviewed the financial statements for September and October 2016, the cash flow budget for November 2016, the Investment Register and the CFP expenditures for 2014, 2015 and 2016.

Ms. Venema informed the Board that the 2014 CFP has been closed and the 2015 CFP has been disbursed.

Report from Housing Director

- a. Ms. Venema submitted a letter of resignation from Commissioner Larabel to the Board.
- b. The Board introduced and welcomed the newest Board member, Commissioner Jennifer Stowell.
- c. Ms. Venema informed the Board that there were no findings in the recent 2016 Audit. Any recommendations were submitted to HUD and have already been approved.

Old Business

None

New Business

- a. Approval of the 2017 Annual Plan, Resolution 20-16. A motion was made by Commissioner Stowell and seconded by Commissioner Dykstra. All ayes.
- b. Approval of the 2016 Admissions and Continued Occupancy Plan, Resolution 21-16. A motion was made by Commissioner Stowell and seconded by Commissioner Dykstra. All ayes.
- c. Approval of the Public Housing Lease revision, Resolution 22-16. A motion was made by Commissioner Stowell and seconded by Commissioner Dykstra. All ayes.
- d. Approval of the 2016 Grievance Procedure revision, Resolution 22-16. A motion was made by Commissioner Dykstra and seconded by Commissioner Stowell. All ayes.
- e. Approval of the 2016 Administrative Plan, Resolution 23-16. A motion was made by Commissioner Stowell and seconded by Commissioner Dykstra. All ayes.

Acknowledgement of Visitors

One Westwood tenant was in attendance. Discussion was regarding plowing of snow in between the vehicles in the parking area and possibly acquiring a coin machine or laundry cards for the laundry facility.

Commissioner Comments

Commissioner Robey welcomed Commissioner Stowell and mentioned the need to enlist new members to the Board.

Commissioner Dykstra commented that he was pleased on the progress of the new renovations and the newly installed signage for the Commission.

Adjournment

The meeting was adjourned at 1:37 PM.

Bruce Robey
Vice Chair
Wyoming Housing Commission

Rebeca Venema
Board Secretary
Wyoming Housing Commission