

**WYOMING HOUSING COMMISSION MEETING**  
**2450 36<sup>TH</sup> ST SW**  
**HOUSING COMMUNITY ROOM**  
**TUESDAY, MAY 15, 2012 @ 1:00 PM**  
**MINUTES**

**Call to Order**

A regular meeting of the Wyoming Housing Commission was held on May 15, 2012. Commissioner Gerald Snyder called the meeting to order at 1:01 PM.

**Roll Call**

Present: Gerald Snyder, Ron Dressander, Don Dykstra, Chuck Walker and Barb VanDuren.  
Also Present: Rebeca Venema, Christine Roelofs, and Sicora Eckert

**Approval of Minutes**

A motion was made by Commissioner VanDuren and seconded by Commissioner Dykstra to approve the minutes of the regular meeting held on March 13, 2012. All ayes.

**Approval of Agenda**

A motion was made by Commissioner Dressander and seconded by Commissioner Walker to approve the agenda. All ayes.

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

There were no public comments.

**Petitions and Communications**

Mrs. Venema provided the Board with supplemental documents pertaining to Case #1:12-cv-319 with the U.S. District Court Western District of Michigan Southern Division. Documents were received and filed. Issue to be discussed under Report from Housing Director.

**Public Housing/Section 8**

A motion was made by Commissioner VanDuren and seconded by Commissioner Dykstra to approve the Public Housing and Section 8 bills for February, March and April 2012. All ayes.

**Review of Financial Statements**

The Commission reviewed the financial statements for February 2012, the cash flow budget for March and April 2012, the Investment Register and the CFP expenditures for 2010, 2011, and 2012. (no changes).

**Report from Housing Director**

- a. The Board was given a proposal for upgraded Internet service, phone and long distance services from TDS telecom and ATT & T. The Board requested clarification on the TDS telecom contract term, trial period begin date, termination fees and a list of existing customers. A motion was made by

Commissioner Walker and seconded by Commissioner Dressander to authorize Mrs. Venema to proceed with installation of new service upon clarification. All ayes.

- b. Case #1:12-cv-319 with the U.S. District Court Western District of Michigan Southern Division was discussed regarding who is to attend and date and time of the preliminary hearing. On May 30, 2012, Mrs. Venema, Ms. Roelofs and City Attorney Jack Sluiter will be representing The Wyoming Housing Commission.

### **Old Business**

- a. Agreement Progress Report - No new information on the Agreement between the City of Wyoming and The Wyoming Housing Authority.
- b. Changes and Updates to Administrative Plan - Mrs. Venema inquired if the Board had any questions or concerns regarding the Administrative Plan Revision Chapters provided to them during the last Board Meeting on March 13, 2012. Ms. Roelofs is in the process of completing the remaining four chapters and will have them available for the August 13, 2012, Board Meeting.
- c. 2013 FYE Budgets – Montross and Associates have updated the 2013 Budgets for review.
- d. Office Conversion/Expansion Project at the Westwood Building – The schematics for this project may be funded under the operating reserve funds under non-routine expenditures.

### **New Business**

- a. SEMAP Submission, Resolution 09-12. A motion was made by Commissioner Walker and seconded by Commissioner Dykstra. All ayes.
- b. Approval of two staff members to attend NAHRO PH Occupancy Training in Livonia, MI. A motion was made by Commissioner VanDuren and seconded by Commissioner Walker. All ayes

### **Acknowledgement of Visitors**

No visitors.

### **Commissioner Comments**

No Comments.

### **Adjournment**

The meeting was adjourned at 2:27 PM.

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Gerald Snyder  
Chair  
Wyoming Housing Commission

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Rebeca Venema  
Board Secretary  
Wyoming Housing Commission