

**WYOMING HOUSING COMMISSION MEETING
2450 36TH ST SW
HOUSING COMMUNITY ROOM
TUESDAY, MAY 21, 2013 @ 1:00 PM
MINUTES**

Call to Order

A regular meeting of the Wyoming Housing Commission was held on May 21, 2013. Commissioner Barb Van Duren called the meeting to order at 1:00PM.

Roll Call

Present: Barb VanDuren, Ron Dressander, Don Dykstra and Denise Wade.

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

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

Board and present staff welcomed, Denise Wade as the new Board Member.

Approval of Minutes

A motion was made by Commissioner Dykstra and seconded by Commissioner Dressander to approve the minutes of the regular meeting held on March 19, 2013. All ayes.

Approval of Agenda

One addition was made to the agenda: Added to Petitions and Communications; FY 2011 Capital Fund Grant Administration Obligation Activity. 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

The Wyoming Housing Commission received a letter from HUD regarding approval of the proposed office remodel, but in light of the sequestration cuts HUD encouraged WHC to revisit the idea of remodeling during this phase of funding limitations. WHC has consider has already table the plans until a future date for financial reasons. The deadline to obligate the 2011 CF is August 2, 2013.

Public Housing/Section 8

A motion was made by Commissioner Dykstra and seconded by Commissioner Dressander to approve the Public Housing and Section 8 bills for February, March and April 2013. All ayes.

Review of Financial Statements

The Commission reviewed the financial statements for February 2013, the cash flow budget for March and April 2013, the Investment Register and the CFP expenditures for 2011 and 2012.

Report from Housing Director

- a. With the recent letter from HUD to obligate the FY 2011 CF, and setting aside the remodel, Mrs. Venema is suggesting we complete other projects, such as, security lighting, tree removal, replacing exterior doors, repair sidewalks, curbs and possible landscaping.
- b. The WHC Public Housing Policy or ACOP is in the process of being revised. The Board will receive a few chapters at a time to review any regulation or policy changes proposed.

Old Business

- a. Agreement Progress Report – Commissioner Dressander did meet with the City Manager in February, still moving forward, but not complete.

New Business

- a. Approval of SEMAP Submission, Resolution 08-13. A motion was made by Commissioner Dressander and seconded by Commissioner Dykstra. All ayes.
- b. Approval of 2011 CFP Budget, Resolution 09-13. A motion was made by Commissioner Dykstra and seconded by Commissioner Dressander. All ayes.
- c. Mrs. Venema informed the Board of two trainings that Troy Rinks attended. The first was the MHDA Spring Conference in Traverse City, MI and the second was Procurement and Contracts Management in Lansing, MI.

Acknowledgement of Visitors

No visitors

Commissioner Comments

Commissioner Dykstra, Commissioner Dressander, Commissioner VanDuren all welcomed new Board member Denise Wade.

Commissioner VanDuren suggested if any additional funds from 2011 CF, to replace signage.

Commissioner Wade stated her excitement to be a part of the WHC Board.

Adjournment

The meeting was adjourned at 1:49 PM.

Barb VanDuren
Chair
Wyoming Housing Commission

Rebeca Venema
Board Secretary
Wyoming Housing Commission