

**WYOMING HOUSING COMMISSION MEETING**  
**2450 36<sup>TH</sup> ST SW**  
**HOUSING COMMUNITY ROOM**  
**TUESDAY, October 20, 2015 @ 1:00 PM**  
**MINUTES**

**Call to Order**

A regular meeting of the Wyoming Housing Commission was held on October 20, 2015. Commissioner Ron Dressander called the meeting to order at 12:58PM.

**Roll Call**

Present: Ron Dressander, Bruce Robey, Don Dykstra and Pat Larabel.

Also Present: Rebeca Venema and Sharon Soltys.

**Approval of Minutes**

A motion was made by Commissioner Robey and seconded by Commissioner Dykstra to approve the minutes of the regular meeting of August 18, 2015. All ayes.

**Approval of Agenda**

A motion was overlooked to approve the agenda.

**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 Robey and seconded by Commissioner Larabel to approve the Public Housing bills for August and September 2015. All ayes.

A motion was made by Commissioner Robey and seconded by Commissioner Larabel to approve the Section 8 bills for August and September 2015. All ayes

**Review of Financial Statements**

The Commission reviewed the financial statements for July and August 2015, the cash flow budget for September 2015, the Investment Register and the CFP expenditures for 2014 and 2015. The Board really liked the visual (chart) showing snapshot of operations. Mrs. Venema stated she will have available for board by December meeting remaining Capital Funds we have 2014 and 2015.

### **Report from Housing Director**

- a. Paula Thompson Letter of Resignation shared with Board.
- b. Mrs. Venema shared with Board Proposed 2016 Board Meeting Schedule.
- c. 2016 Annual Plan was reviewed and discussed; the plan is similar to 2014 and 2015. The RAB reviewed the plan and approved it, which Mrs. Venema revised the budget and allocated less for operations under line item 1406 for 2014 and 2015 CFP. The WHC will post a Public Notice on the week of 10/26/15 for a 45 day comment period for a public hearing in December. Bids received were higher than grant. Could not do capital projects.
- d. PHAS Score – The recent PHAS score for the Wyoming Housing Commission was 84 out of 100, keeping WHC as a standard performer. Rebeca will review our debt write-off policy and rewrite process, which possibly will help increase WHC's score under the management indicator. Once policy has been revised, policy will be presented at the following board meeting.

### **Old Business**

There was no old business.

### **New Business**

- a. Approval of FSS Action Plan, Resolution 14-15. A motion was made by Commissioner Dykstra and seconded by Commissioner Robey. All ayes.
- b. Approval of 2013 CFP Budget Revision, Resolution 15-15. A motion was made by Commissioner Robey and seconded by Commissioner Dykstra. All ayes.
- c. Approval of 2016 New Fair Market Rent (FMR) and payment Standards for Kent and Ottawa County, Resolution 16-15. A motion was made by Commissioner Larabel and seconded by Commissioner Robey. All ayes.
- d. Approval Flat Rents and Utility Allowances for Public Housing, Resolution 17-15. A motion was made by Commissioner Robey and seconded by Commissioner Dykstra. All ayes.

### **Acknowledgement of Visitors**

None

### **Commissioner Comments**

- Commissioner Robey stated he is impressed with the quality of work the WHC staff does. Great team. He is sorry to see Paula resign from board.
- Commissioner Dykstra would like to see the speed bumps in the Westwood parking lot repainted again.
- Commissioner Larabel wondered when the remodeling would start. Mrs. Venema explained that bids came in higher than grant. Hoping to report other options by next meeting.

**Adjournment**

The meeting was adjourned at 1:39 PM.

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Ron Dressander  
President  
Wyoming Housing Commission

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Rebeca Venema  
Board Secretary  
Wyoming Housing Commission