

WYOMING HOUSING COMMISSION MEETING
2450 36TH ST SW
HOUSING COMMUNITY ROOM
TUESDAY, MARCH 17, 2015 @ 1:00 PM
MINUTES

Call to Order

A regular meeting of the Wyoming Housing Commission was held on March 17, 2015. Commissioner Bruce Robey called the meeting to order at 1:02PM.

Roll Call

Present: Bruce Robey, Don Dykstra, Pat Larabel and Paula Thompson.

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

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

Approval of Minutes

A motion was made by Commissioner Dykstra and seconded by Commissioner Larabel to approve the minutes of the regular meeting of January 20, 2015. All ayes.

Approval of Agenda

An update was made to the agenda: Added to New Business; Bad Debt Write off Resolution 01-15. A motion was made by Commissioner Larabel 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

There were no petitions or communications.

Public Housing/Section 8

A motion was made by Commissioner Dykstra and seconded by Commissioner Larabel to approve the Public Housing and the Section 8 bills for January and February 2015. All ayes.

Review of Financial Statements

The Commission reviewed the financial statements for December 2014 and January 2015, the cash flow budget for February 2015, the Investment Register.

Report from Housing Director

- a. Mrs. Venema introduced two new Commission Members, Pat Larabel and Paula Thompson.

- b. The WHC was proposed a fee increase of \$25 per program from the current Fee Accountant in accordance with the Contract for Accounting Services. A motion was made by Commissioner Larabel and seconded by Commissioner Dykstra to approve the fee increase for the Fee Accountant. All ayes.

Old Business

- a. PHARS review, The WHC updated HUD with a fourth letter dated 03-03-2015. Mrs. Venema will await a response from HUD.

New Business

- a. Approval of Bad Debt Write-off, Resolution 01-15. A motion was made by Commissioner Thompson and seconded by Commissioner Larabel. All ayes.
- b. Approval of 2016 Budget, Resolution 02-15. A motion was made by Commissioner Larabel and seconded by Commissioner Dykstra. All ayes.
- c. Approval to award contract to US Inspection Group, Resolution 03-15. A motion was made by Commissioner Dykstra and seconded by Commissioner Larabel. All ayes.
- d. Approval to award contract to Alliance Architects for A&E Services, Resolution 04-15. A motion was made by Commissioner Dykstra and seconded by Commissioner Thompson. All ayes.
- e. Approval of the Integrated Pest Management Plan , Resolution 05-15. A motion was made by Commissioner Larabel and seconded by Commissioner Dykstra. All ayes.
- f. Approval of the Excess Utility Surcharge, Resolution 06-15. A motion was made by Commissioner Larabel and seconded by Commissioner Dykstra. All ayes.
- g. Approval to award contract to Landscape Creations, LLC for Lawn Care Services, Resolution 07-15. A motion was made by Commissioner Thompson and seconded by Commissioner Dykstra. All ayes.
- h. Approval of the 2015 CFP Grant, Resolution 08-15. A motion was made by Commissioner Thompson and seconded by Commissioner Dykstra. All ayes.

Acknowledgement of Visitors

None

Commissioner Comments

- Commissioner Robey welcomed the new members.

Adjournment

The meeting was adjourned at 2:11 PM.

Bruce Robey
Vice-Chair
Wyoming Housing Commission

Rebeca Venema
Board Secretary
Wyoming Housing Commission