

Meeting Minutes

Housing & Community Development Advisory Council

Date/ Time: Wednesday, October 2, 2024 (4:30 p.m.)

Location: 2101 O'Neil Avenue, Room 104

Attendees: (Check Attendance sheet)

- Chair Steve Ganison
- Vice Liz Haigler
- Secretary Ramon Moya
- Councilwoman Wendy Soto
- Councilman Joseph Bainbridge
- Councilman J.C. Manalo
- Councilwomen Alane West
- Councilman Brandon Gilchrist
- City Councilman Ken Esquibel

Absent:

- Councilwomen Alane West (Scheduled to begin her term in November 2024)

City Staff Present:

- Community Development Manager Amy Gorbey and Economic Resource Administrator Renee Smith

I. Call to Order

- Chair Ganison called the meeting to order at 4:30 pm.

II. Approval of the Minutes for September 4, 2024

Chair Ganison requested a motion to approve the minutes at 4:35 pm.

- Motion: Councilwomen Soto
- Second: Councilman Huntley
- Discussion: None

III. Staff Report (Ms. Gorbey)

- Two CDBG Program Year 2025 Grant Cycle Information Sessions were scheduled for October 2, with attendance reports to be provided during the Council meeting.
- Several CDBG projects are progressing: the Comea Women's Dorm Expansion Project is set to begin soon, the Lincoln Park Sidewalks & ADA Upgrade Project is bidding, and the 509 East 10th Street Rehabilitation Project is undergoing Brownfield assessment and remediation. Six Habitat Home Repairs Program Maintenance Projects have been approved for environmental review and bidding.
- PY24 Subrecipient Agreements are being prepared and scheduled for signing.
- Annual Action Plan (AAP) updates: HUD has reviewed the PY23 Amended AAP and the PY24 AAP, allowing the Lincoln Park project to begin construction.
- Environmental reviews were completed for all projects except one Habitat for Humanity project, pending property identification.

IV. CDBG Financial Update

- Ms. Gorbey presented the Open Projects Financial Report to the Council and explained to the council that she was working with the city's Region 8 HUD representative to inventory the CDBG-CV projects.
- Ms. Gorbey noted a correction to the HUD Timeliness date from the prior month's report. The HUD Timeliness deadline was May 1, 2025. This is 60 days before the end of the fiscal year (June 30, 2025).
- The current CDBG fund balance is \$1,046,820.04.

V. The “What?” & the “Why?” behind the AI

- Ms. Gorbey presented a PowerPoint presentation on the Analysis of Impediments to the Fair Housing Study.
- The presentation included information on the HUD requirements for the Analysis of the Impediments Fair Housing Choice Study and information about the collaboration with the University of Wyoming’s College of Business Center for Economic Analysis (CBEA)

VI. Policy and Procedure Review

- Secretary Haigler reported no updates to the by-laws and plans for further revisions for the council's review.

VII. Consolidated Plan

- Ms. Gorbey gave a brief PowerPoint presentation listing all the agencies consulted for the 2025-2027 Consolidated Plan.
- Several agencies have expressed interest in applying for CDBG Grant funds in the program year 2025.

X. Other Business

- CDBG Letters of Intent Deadline: Friday, October 25, 2024
- Habitat Blitz Build: Call for Volunteers!

XII. Adjournment

Chair Ganison requested a motion to adjourn the meeting at 5:34 PM.

- Motion: Secretary Haigler
- Second: Councilwoman Soto

Meeting: The next meeting is scheduled for December 4, 2024, at 4:30 p.m.