

Meeting Minutes

Housing & Community Development Advisory Council

Wednesday, December 6, 2023, at 4:00 pm

Location: 2101 O'Neil Avenue, Room 104

Attendees:

- Chair: Wendy Soto
- Vice-Chair: Steve Ganison (attended via Zoom)
- Secretary: Elizabeth Haigler
- Councilman: Joseph Bainbridge
- Councilman: Ramon Moya
- Councilman: J.C. Manalo
- Councilman: Justin Huntley (attended via Zoom)
- City Staff Present:
 - Mayor's Representative: Renee Smith
 - Community Development Managers: Deanne Widauf and Amy Gorbey
- Sub-recipients Present:
 - Executive Director of Habitat for Humanity of Laramie County: Dan Dorsch

Call to Order

The meeting was called to order by Chair Soto at 4:00 pm.

Acknowledgment of Service

Chair Wendy Soto acknowledged the service of Community Development Program Manager Deanne Widauf. A group photo was taken.

Approval of the Minutes for November 2023

The minutes for November 2023 were approved as written at 4:04 pm.

- Motion: Secretary Haigler
- Second: Councilman Manalo
- Discussion: None

Update on the Program Year 2024 Community Block Grant Application

Community Development Manager Amy Gorbey provided a brief update on the Community Development Block Grant Program Year 2024 applications. Chair Soto informed the committee about the new application submission process through a Housing & Community Development website portal, which was tested and found beneficial.

Amendment Request for Habitat for Humanity of Laramie County Street, Sidewalk, Curb, and Gutter Grant

Chair Soto requested city staff to provide background on the amendment request for the council. Mayor's Representative Renee Smith explained the project's ineligibility for HUD funding and discussed potential pivots, including land acquisition. Community Development Manager Gorbey explained the steps for amending the current agreement and the need to await a definitive answer from HUD. Chair Soto wanted to hear the HUD guidance on the next steps before the council decided on the amendment request.

Community Development Block Grant Impact

Renee Smith shared a spreadsheet listing Community Development Block Grant projects, highlighting the significant impact on Cheyenne. Chair Soto commended Deanne Widauf on her 23 years of service.

Financial/Workload Report

The current Community Development Block Grant balance is \$707,337.07, the balance that is needed to be spent for the timeliness requirement is \$35,320.07. The Community Development Block Grant COVID fund balance is \$62,123.70. The Habitat for Humanity of Laramie County Grant agreement for the Street, Sidewalk, Curb, and Gutter project may need to be amended due to eligibility issues.

Other Business

None.

Adjournment

The meeting was adjourned at 4:34 pm.

- Motion: Councilman Soto
- Second: Councilman Bainbridge

The next meeting is scheduled for February 7, 2023, at 4:00 p.m.