

COMMUNITY DEVELOPMENT COMMITTEE
MEETING NOTES OF OCTOBER 11, 2023
CITY OF WYOMING, MI

MEMBERS PRESENT: Hall, Krenz, McElveen, Quanstrom, Thelenwood

MEMBERS ABSENT: Cauchi, McIntosh

STAFF PRESENT: Paul Smith, Assistant Director of Community & Economic
Development
Kimberly Winfrey, Community Development Coordinator

A. Call to Order

Hall called the meeting to order at 12:00 pm.

B. Approval of the Agenda

The agenda was approved as written.

C. Approval of the Minutes of the September 19, 2023 Meeting

The minutes from the September 19, 2023 Community Development Committee meeting were approved as written.

D. Resignation of Community Development Committee Members

Smith stated he and Winfrey had accepted the resignations of Community Development Committee members Moeckel and Van Oosten effective October 10, 2023. Both members had indicated they were unable to attend the meetings and expressed their desire to resign from the committee.

E. Public Hearing on the 2023-2024 Amended One-Year Action Plan

Hall opened the public comment period at 12:06 p.m. There was no public present, and the public comment period was closed. Smith re-stated the need for the amended plan was due to a decrease in the CDBG grant award amount, and decreased program revenue. McElveen motioned to approve the 2023-2024 Amended One-Year Action Plan and Thelenwood seconded the motion. The motion carried unanimously.

F. Program Update

Smith reported our next Single Unit Residential Rehab case is going out for bid on 10/17, and a second case is being reviewed by the rehab department on 10/11. We also have an application for a garage demolition grant.

We are planning on current subrecipient visits in November.

The Letter of Intent for 2024-2025 CDBG subrecipient applicants is due on 10/12. Thus far we have received Letter of Intent submissions from Family Promise of West Michigan; Code Enforcement; and Home Repair Services. We are aware of additional Letters of Intent coming from Fair Housing Center of West Michigan and Heart of West Michigan United Way (Continuum of Care). Smith stated the Community Development Committee Agenda and Letter of Intent submissions will be sent out early for next month, so the committee has time to review them prior to the November meeting. At that time, the Committee will determine which applicants they wish to have come and present to the Committee at the December meeting.

G. Motion to Adjourn Community Development Committee Meeting

Hall requested a motion to adjourn the meeting. Thelenwood motioned and Quanstrom seconded. Hall adjourned the meeting at 12:17 p.m.

A handwritten signature in blue ink, appearing to read "Kimberly Winfrey", is written over a horizontal line.

Kimberly Winfrey

Community Development Coordinator