

OTTAWA COUNTY HOUSING COMMISSION

DATE: September 5, 2024
PLACE: Ottawa County Fillmore Complex, Conference Room F
PRESENT: Holly Cole, Pat Harmon, Klynt Marcusse, Jared Schuitema
ABSENT: Jon Anderson
STAFF: Matt Daub, Paul Sachs, Pam VanderMolen
PUBLIC: Chris Crothers, Dave DeVelder, Ryan Kilpatrick, Nick Rolinski, Don Wilkinson

CALL TO ORDER

President Schuitema called the meeting to order at 10:00 a.m. A quorum was present to do business.

APPROVAL OF AGENDA AND MINUTES

HC 24-31 Marcusse moved to approve the Agenda for September 5, 2024. The motion passed.
UNANIMOUS
HC 24-32 Cole moved to approve the Minutes from July 11, 2024. The motion passed.
UNANIMOUS

OLD BUSINESS

Sachs introduced the recently hired intern, Matt Daub, whom provided a brief overview on his architectural background. Rolinski invited the Commissioners to attend a few upcoming fieldwork opportunities at three locations around the county during the month of September. The Commission discussed design work, site planning, timeline, public outreach, and affordability. A partnership with Lakeshore Habitat for Humanity to obtain cheaper building materials was suggested. President Schuitema suggested putting the partnership idea on the next work group meeting agenda.

NEW BUSINESS

Sachs discussed the cost to activate an update to the County’s Housing Needs Assessment Report. The report is scheduled for updates approximately every 5 years. The current Report is from 2021. Sachs explained that HousingNext obtained a quote for \$19,900 from Bowen National Research. Bowen is the same firm that conducted the 2021 report. Sachs further explained that the updated report will include housing needs data for persons with disabilities and that Kent County is also pursuing a similar update. Funding exists in the DSI’s FY24 budget to cover half the cost of the report. HousingNext would work to secure the remaining funding to launch the update before end of year. The Commission discussed and determined that a motion to recommend approval of funding for the study be forwarded to the Board of Commissioners.

HC 24-33 Harmon moved to approve a recommendation to the Finance & Administration Committee to assist in funding for the 2025 Housing Needs Assessment. The motion passed.
UNANIMOUS

Sachs presented on the Land Use Vision Pilot Project. Sachs informed the Commission of collaboration efforts by partnering with Macatawa Area Coordinating Council (MACC). The MACC has already established corridors to review for this project. Sachs is applying for grant funding to assist with covering the cost of this project.

PUBLIC COMMENTS

None

OTHER BUSINESS/DISCUSSION ITEMS

Cole mentioned that the memorandum of understanding (MOU) with Grand Rapids Housing Commission (GRHC) is coming to a close at the end of 2024 and asked if this Commission will be extending the MOU. Sachs informed the Commission of a meeting with GRHC next week and will ask Lindsey Reames about an extension during that meeting. President Schuitema request this topic be included on the next agenda.

President Schuitema stated that the next Housing Commission meeting is scheduled for Thursday, October 3, 2024 at 10:00 am.

ADJOURNMENT

HC 24-34

Schuitema moved to adjourn the meeting at 11:10 a.m. The motion passed.

UNANIMOUS