

## *Meeting Agenda*

# City of Wyoming Community Development Committee

**Please note the special date and time.**

**May 14, 2014, 5:00 p.m., Wyoming City Hall, West Conference Room**

### Agenda Topic

- A. Call to order of the Wyoming Community Development Committee
  - Welcome new member Erin Bateman
  - Pending new member Jill DeJager
- B. Approval of the Agenda
- C. Approval of Wyoming Community Development Committee Minutes of the February 5, 2014 meeting
- D. Public Comment on Agenda Items (limit to 3 minutes)
- F. Kent County Community Development Service Sharing, Consolidation Study Update
- G. 2014-2015 Grant, Action Plan and Budget Process Update
- H. 2013-2014 Action Plan/Grant Update
  - Wyoming Senior Center Project Update
  - Housing Rehabilitation Loan Program (Informational)
  - Sub-recipient Mid-Year Reports (Informational)
- I. Committee Member Concerns and Suggestions
- J. Public Comment in General (limit to 3 minutes)
- K. Motion to Adjourn the Wyoming Community Development Committee Meeting

(Next meeting: TBD)

COMMUNITY DEVELOPMENT COMMITTEE  
MEETING MINUTES OF FEBRUARY 5, 2014  
CITY HALL WEST CONFERENCE ROOM  
CITY OF WYOMING, MICHIGAN

MEMBERS PRESENT: Hall, Krenz, Lopez, Ziemba

MEMBERS ABSENT: Jackson

STAFF PRESENT: Rynbrandt, Director of Community Services  
Lucar, Administrative Aide

Call to Order

Chairman Hall called the meeting to order at 6:39 p.m.

Approval of Agenda

Motion by Ziemba, supported by Lopez, to approve the agenda as presented. Motion carried unanimously.

Approval of Prior Committee Minutes

Motion by Krenz, supported by Ziemba, to approve the prior meeting minutes of January 15, 2014. Motion carried unanimously.

Public Hearing – City of Wyoming Consolidated Housing and Community Development One-Year Action Plan, July 1, 2014 – June 30, 2015

Rynbrandt noted there were no comments or suggestions received regarding possible activities to be funded for 2014-2015.

Chairman Hall opened the public hearing on the Community Development 2014-2015 Action Plan at 6:41 p.m. There was no public present. The public hearing was closed at 6:42 p.m.

Public Comment on Agenda Items

There was no public present.

### Kent County Community Development Service Sharing, Consolidation Study

Rynbrandt gave a recap of the recent meeting between the managers and community development management staff of all three units of government - Wyoming, Grand Rapids and Kent County – to discuss the results and recommendations of this study. City Manager Curtis Holt had shared at this meeting the Community Development Committee's comments regarding the study recommendations. After lengthy discussion at this meeting, it was decided that, instead of moving towards a full consolidation model with a third party administrator at this time, it would be best to use a more planned approach and take incremental steps in researching and applying the service sharing recommendations. The Community Development Directors for each entity were charged with meeting regularly over the next year to work on opportunities for service sharing in the following areas:

1. Consolidate Analysis of Impediments to Fair Housing Choice
2. Regional Consolidated Plan
3. Shared Capacity Consolidated Cross Cutting Activities
4. Eliminate Duplicate Sub-recipient Agreements
5. Common, On-Line Application Process and Repository of Documents
6. Shared Services: Consolidate Program Elements (eg., Rehab, Monitoring)

The directors will report back to the management team once every three months, with the first meeting to be held in May.

Chairman Hall asked if there was ultimately a consensus between the three communities. Rynbrandt responded affirmatively.

### 2014-2015 Grant, Action Plan and Budget Process Update

Rynbrandt presented the revised budget, incorporating the Committee's recommendations. The amount budgeted for Single Unit Residential Rehabilitation will either be increased or decreased, depending on the final grant award amount.

Motion by Krenz, supported by Ziembra, to approve and recommend to City Council the Community Development 2014-2015 Action Plan. Motion carried unanimously.

2013-2014 Action Plan/Grant Update

Wyoming Senior Center Project Update – Rynbrandt said construction is underway for remodeling of the multi-purpose room. The first progress meeting was recently held and construction is currently one week ahead of schedule. Photos of the construction progress will be posted on the WSC's Facebook page.

Committee Member Concerns and Suggestions

Rynbrandt noted we are awaiting the appointment by the Mayor of a new Community Development Committee member, referred by Chairman Hall.

The Committee agreed to hold the next meeting on **May 14, 2014 at 5:00 p.m.**

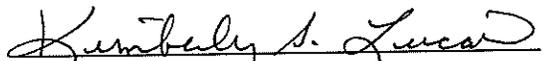
Public Comment

There was no public present.

Adjournment

Motion by Krenz, supported by Lopez, to adjourn the meeting. Motion carried unanimously.

The meeting was adjourned at 7:25 p.m.

  
Kimberly S. Lucat, Administrative Aide



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
WASHINGTON, DC 20410-7000

OFFICE OF THE ASSISTANT SECRETARY FOR  
COMMUNITY PLANNING AND DEVELOPMENT

RECEIVED

March 18, 2014

APR 02 REC'D

CITY MANAGER

The Honorable Jack Poll  
Mayor of Wyoming  
1155 28th St SW  
Wyoming, MI 49509-2825

Dear Mayor Poll:

I am pleased to inform you of your jurisdiction's Fiscal Year (FY) 2014 allocations for the Office of Community Planning and Development's (CPD) formula programs, which provide funding for housing, community and economic development activities, and assistance for low- and moderate-income persons and special populations across the country. President Obama signed Public Law 113-76 on January 17, 2014, which includes FY 2014 funding for these programs. Your jurisdiction's FY 2014 available amounts are:

Community Development Block Grant (CDBG)	\$479,632
HOME Investment Partnerships (HOME)	\$ 0
Housing Opportunities for Persons with AIDS (HOPWA)	\$ 0
Emergency Solutions Grants (ESG)	\$ 0

This letter also highlights a few important issues. First, a new requirement regarding the use of CDBG funds was placed in the FY 2014 HUD appropriation bill. A metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds may not sell, trade, or otherwise transfer all or any portion of such funds to another such entity in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under Title I of the Act. Also, as you may know, the CDBG program marks its 40<sup>th</sup> anniversary this year; please watch for events to celebrate its achievements.

In addition, please note that Congress increased the FY 2014 appropriation for ESG by 16% from the FY 2013 allocation to \$250 million.

Finally, if you would like assistance from CPD in redesigning, prioritizing or targeting your programs, either you or the head of the agency that administers your program may request technical assistance by visiting the OneCPD Resource Exchange ([www.onecpd.info](http://www.onecpd.info)) and clicking the Technical Assistance tab.

CPD looks forward to working with you in partnership to successfully meet the challenges we face. Please contact your local CPD office if you or your staff has any questions or comments.

Sincerely,

A handwritten signature in black ink that reads "Mark Johnston". The signature is written in a cursive, flowing style.

Mark Johnston  
Deputy Assistant Secretary  
for Special Needs Program



# Fifth Program Year Action Plan

Community Development Block Grant  
2014-2015  
Action Plan  
Wyoming, Michigan

## **Executive Summary**

### **AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)**

#### **1. Introduction**

The City of Wyoming expects to have \$558,852 available for the Community Development Program during the period beginning July 1, 2014 through June 30, 2015. This amount consists of \$479,632 in an annual entitlement grant from the U.S. Department of Housing and Urban Development, and \$79,220 from anticipated program income. This is the fifth Action Plan Year of our Five Year Consolidated Plan 2010-2014. This 2014 budget plans for 100% of the funds to benefit low and moderate income persons.

#### **2. Summarize the objectives and outcomes identified in the Plan**

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City of Wyoming plans to use CDBG funds to accomplish projects in the areas of Public Facility Improvements, Housing Rehabilitation, Code Enforcement, Clearance/Demolition and Public Services. Affordable housing needs will be addressed primarily through Housing Rehabilitation and Clearance/Demolition. Homelessness needs will be addressed by partially funding HUD Continuum of Care administration. Non-Housing Community Development needs will be primarily accomplished through Fair Housing Services, Public Services and Code Enforcement.

#### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The following includes past spending performance of activities from July 1, 2012 through June 30, 2013 (A total of \$639,273 was spent):

Clearance/Demolition - \$5,400

Housing Rehabilitation Loans and Grants – \$157,918

Housing Rehabilitation Loans and Grants (Revolving) - \$79,928

Home Repair Services - \$60,000

Rehabilitation Administration - \$59,382

Code Enforcement - \$97,545

Senior Center Improvements - \$6,986

Marquette Park Improvements - \$3,072

Taft Neighborhood Rental - \$7,220

Taft Neighborhood Programs - \$5,510

School Liaison Program and Youth Services - \$38,225

General Administration - \$93,410

Planning Activities-Zoning & Master Plan Revisions - \$7,677

Fair Housing Services - \$17,000

#### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The citizen participation process for the Annual Action Plan was completed according to the adopted City of Wyoming Citizen Participation Plan. A detailed explanation is found in sections AP-12 Participation and AD-26 Citizen Participation Comments.

#### **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

As of the submittal date of May 1, 2014, no public comments have been submitted. The citizen participation process for the Annual Action Plan was completed according to the adopted City of Wyoming Citizen Participation Plan. A detailed explanation is found in sections AP-12 Participation and AD-26 Citizen Participation Comments.

#### **6. Summary of comments or views not accepted and the reasons for not accepting them**

See Summary of public comments above.

**PR-05 Lead & Responsible Agencies – 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	WYOMING	
CDBG Administrator	WYOMING	Community Services-Planning and Development Dept.
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

**Narrative**

**Lead and Responsible Agencies**

The Lead Agency is the City of Wyoming. The daily CDBG activities will be handled by the Community Services - Planning and Development Department. Like typical municipal governments, the City Council acts as the legislative and policy-making voice of the city. As part of its activities, the City Council adopts the Five-Year Consolidated Strategic Plan and approves the annual submittal for CDBG funding. As the chief administrator, the City Manager is responsible for the day-to-day operations of the city, including the implementing of the policies and programs of the City Council.

Planning and Development Department:

The Director of Community Services serves as staff to the Community Development Committee and supervises programs and activities related to the Annual Plan and CDBG expenditures. The Administrative Aide and Building Rehabilitation Specialist work to process cases for Housing Rehabilitation programs. A Rehabilitation Committee, made up of the Community Services Director, the Chief Building Official and the City Planner, approve all housing rehabilitation applications and work repair items.

Community Development Committee:

Relative specifically to this Annual Plan and CDBG funding, a Council-appointed group, currently made up of nine Wyoming residents, the Community Development Committee, serves as an advisory group to the Director of Community Services, the City Manager and the City Council. This group also approves

the Five-Year Consolidated Strategic Plan and recommends the annual CDBG budget. During the budgeting process, this group interviews applicants and recommends priorities for funding.

Other City Groups:

There is an Interdepartmental Agreement with the Inspections Department relative to funding Code Enforcement, and also with the Police Department relative to funding Community Liaison and Crime Prevention Services. Relative to other city groups potentially involved with the Annual Plan, the list includes the Housing Commission, the Downtown Development Authority, the Parks and Recreation Department and its citizen's advisory group, the Parks and Recreation Commission, the Public Works Department and the Building Inspections Department.

**Consolidated Plan Public Contact Information**

Rebecca Rynbrandt, Director of Community Services

City of Wyoming

1155 - 28th St, SW

Wyoming, MI 49509

(616) 261-3520

rynbranb@wyomingmi.gov

## **AP-10 Consultation – 91.100, 91.200(b), 91.215(i)**

### **1. Introduction**

The City of Wyoming continues to reach out and consult with other public and private agencies during the consolidated planning process. Our Subrecipients of CDBG funds are non-profit agencies, including the Fair Housing Center of West Michigan who provides fair housing testing and complaint follow up services; Compassion This Way who services the Taft Neighborhood Programs; Home Repair Services who provides minor home repairs and accessibility modifications; and The Heart of West Michigan United Way, who provides affordable HUD Continuum of Care administration to support the Coalition to End Homelessness. This year a new subrecipient has been added, Habitat for Humanity of Kent County, who will provide affordable needed housing repairs in the Godfrey-Lee Neighborhood Area.

**Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(i))**

The City will continue to work with other City departments, neighboring cities, Kent County and area housing non-profits, such as Habitat for Humanity, the Fair Housing Center of West Michigan, Compassion This Way, Home Repair Services and The Heart of West Michigan United Way. The City also works with the Disability Advocates of Kent County. In addition, the Community Services Director serves on the steering committee for the Grand Rapids Area Coalition to End Homelessness and HUD Continuum of Care to address issues of homelessness and affordable housing. Funding will be provided to have access to affordable HUD Continuum of Care administration through The Heart of West Michigan United Way to support the Coalition to End Homelessness goals.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

Through CDBG funds, the City will fund HUD Continuum of Care administration through The Heart of West Michigan United Way to support the Coalition to End Homelessness goals. Our Director of Community Services serves on the steering committee for the Grand Rapids Area Coalition to End Homelessness. Although the City does not have the resources to devote to specific funding of any programs for these persons, it will continue to consider the needs of these populations and cooperate in metropolitan initiatives on these issues.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

See comments above regarding funding HUD Continuum of Care administration.

1	<p><b>Agency/Group/Organization</b></p> <p><b>Agency/Group/Organization Type</b></p>	<p>The Heart of West Michigan United Way</p> <p>Services-homeless</p> <p>Regional organization</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Homeless Needs - Chronically homeless</p> <p>Homeless Needs - Families with children</p> <p>Homelessness Needs - Veterans</p> <p>Homelessness Needs - Unaccompanied youth</p> <p>Homelessness Strategy</p>
	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The Heart of West Michigan United Way will provide affordable HUD Continuum of Care administration to support the Coalition to End Homelessness goals. Our Director of Community Services serves on the steering committee for the Grand Rapids Area Coalition to End Homelessness.</p>
2	<p><b>Agency/Group/Organization</b></p> <p><b>Agency/Group/Organization Type</b></p>	<p>Home Repair Services of Kent County Inc.</p> <p>Regional organization</p> <p>Housing Repair &amp; Accessibility Modifications</p> <p>Non-Homeless Special Needs</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p> <p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Home Repair Services provides minor home repairs and accessibility modifications. This organization was consulted as part of our updated Analysis of Impediments to Fair Housing Choice and Housing Needs Assessment. They also make a presentation to the Community Development Committee annually and discuss goals and outcomes.</p>
3	<p><b>Agency/Group/Organization</b></p> <p><b>Agency/Group/Organization Type</b></p>	<p>Fair Housing Center of West Michigan</p> <p>Service-Fair Housing</p> <p>Fair Housing</p>
	<p><b>What section of the Plan was addressed by Consultation?</b></p>	

<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The Fair Housing Center of West Michigan provides fair housing testing and complaint follow up services. This organization was consulted as part of our updated Analysis of Impediments to Fair Housing Choice and Housing Needs Assessment. They also make a presentation to the Community Development Committee annually and discuss goals and outcomes.</p>
<p><b>4</b></p> <p><b>Agency/Group/Organization</b></p> <p><b>Agency/Group/Organization Type</b></p>	<p>COMPASSION THIS WAY</p> <p>Services-Children</p> <p>Services-Education</p> <p>Services-Employment</p> <p>Neighborhood Organization</p> <p>Neighborhood Services</p>
<p><b>What section of the Plan was addressed by Consultation?</b></p> <p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Compassion This Way is a non-profit group providing neighborhood programs in the Taft neighborhood area. This organization makes an annual presentation to the Community Development Committee which includes goals and outcomes.</p> <p>Grand Rapids Area Coalition to End Homelessness</p>
<p><b>5</b></p> <p><b>Agency/Group/Organization</b></p> <p><b>Agency/Group/Organization Type</b></p>	<p>Services-homeless</p> <p>Regional organization</p> <p>Homeless Needs - Chronically homeless</p> <p>Homeless Needs - Families with children</p> <p>Homelessness Needs - Veterans</p> <p>Homelessness Needs - Unaccompanied youth</p> <p>Homelessness Strategy</p>
<p><b>What section of the Plan was addressed by Consultation?</b></p> <p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The Grand Rapids Area Coalition to End Homelessness is an organization whose goals are to prevent homelessness, re-house those in crisis and transform the system by expanding the supply of affordable, quality and permanent housing. Our Director of Community Services serves on the steering committee for the Grand Rapids Area Coalition to End Homelessness.</p>

6	Agency/Group/Organization	HABITAT FOR HUMANITY KENT COUNTY
	Agency/Group/Organization Type	Regional organization Housing Repairs Non-Homeless Special Needs
	What section of the Plan was addressed by Consultation?	
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Habitat for Humanity of Kent County will provide affordable needed housing repairs in the Godfrey-Lee Neighborhood Area. This organization made a presentation to the Community Development Committee and discussed its goals and projected outcomes.

Table 2 – Agencies, groups, organizations who participated

**Identify any Agency Types not consulted and provide rationale for not consulting**

N/A

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	The Heart of West Michigan United Way	Affordable HUD Continuum of Care administration to support the Coalition to End Homelessness goals.

Table 3 – Other local / regional / federal planning efforts

**Narrative**

Agencies seeking to become Subrecipients made presentations to the Community Development Committee during the development of the Five-Year Consolidated Strategic Plan. That information guided the development of subsequent Action Plans and the allocation of funds. To initiate the Annual Action Planning process for 2014-15, the Community Development Committee reviewed this information and the results from prior

years as well as any additional input and information provided by Subrecipients and agencies through the Letter of Intent process. With this information, the Committee and staff developed a preliminary plan and list of projects for public review. A public hearing was conducted by the Community Development Committee who made a recommendation to City Council, who also held a public hearing to accept the Plan and receive additional comments. During the last several years the City has expanded public outreach opportunities to Subrecipients in order to provide greater access to available funding, including publishing a public notice requesting Letters of Intent from interested parties that may wish to seek funding. The request for Letters of Intent was also e-mailed to a distribution list of about 50 local organizations.

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

The citizen participation process for the Annual Action Plan was completed according to the adopted City of Wyoming Citizen Participation Plan.

A public hearing notice was published in the Southwest Advance newspaper on January 18, 2014, announcing the upcoming meeting and public hearing of the Wyoming Community Development Committee (W.C.D.C.) on February 5, 2014.

The W.C.D.C. met on February 5, 2014 and discussed needs and possible activities. A public hearing was held with no public comment.

On February 17, 2014, the Wyoming City Council met and set the date of April 7, 2014 to hold a public hearing for the Annual Plan.

On February 22, 2014 the Availability for Public Review of the One Year Action Plan notice was published in the Grand Valley Advance. This notice was also posted at the Wyoming Public Library and sent to 145 interested parties, representing public officials, media (including Spanish speaking radio and newspapers), public service agencies, school districts, subrecipients, minority organizations and other stakeholders, requesting comment and announcing the upcoming public hearing on April 7, 2014 concerning the Annual Plan.

A public hearing notice was published in the Grand Valley Advance newspaper on February 22, 2014, which announced that the Annual Plan would be discussed by the Wyoming City Council at the public hearing on April 7, 2014.

On April 7, 2014 a public hearing was held, with no public comment on the plan. Also on April 7, 2014 the City Council approved the 2014-2015 Annual Action Plan.

On April 8, 2014, an article was published in the Grand Rapids Press newspaper, which announced approval of the plan by the City Council and that the plan would be submitted to HUD on or about May 1, 2014.

As of the submittal date of May 1, 2014, no public comments have been submitted.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	0	0	0	
2	Newspaper Ad	Non-targeted/broad community	0	0	0	
3	Internet Outreach	Non-targeted/broad community	0	0	0	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
4	Letters to Interested Parties	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing School Districts	0	0	0	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
5	Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing				

Table 4 – Citizen Participation Outreach

## Expected Resources

### AP-15 Expected Resources – 91.220(c) (1, 2)

#### Introduction

The City of Wyoming expects to have \$558,852 available for the Community Development Program during the period beginning July 1, 2014 through June 30, 2015. This amount consists of \$479,632 in an annual entitlement grant from the U.S. Department of Housing and Urban Development, and \$79,220 from anticipated program income. This is the fifth Action Plan Year of our Five Year Consolidated Plan 2010-2014. This 2014 budget plans for 100% of the funds to benefit low and moderate income persons.

Funding for total administrative activities (Planning, General Administration, Fair Housing Services and HUD Continuum of Care Administration) shall not exceed the federal restrictions of 20% of the total grant award plus program income (of grant year). The City of Wyoming projects the total available to be expensed for administrative activities at \$121,809, and has budgeted to expend \$119,578, allowing for more funds to be used for direct program activities.

The City will continue to apply for Section 8 funds as they are made available.

#### Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Prior Year Resources: \$	Total: \$		
			\$	\$	\$		

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan \$	Narrative Description	
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$			Total: \$
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	479,632	79,220	0	558,852	0	

Table 5 - Expected Resources - Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

N/A

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

N/A

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Facility Improvements - Pinery Park	2014	2015	Non-Housing Community Development	Pinery Park	Non-Housing Community Development	CDBG: \$8,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3207 Persons Assisted
2	Clearance/Demolition	2014	2015	Affordable Housing	City-Wide Low/Mod Income Families	Affordable Housing	CDBG: \$10,000	Buildings Demolished: 3 Buildings
3	Public Services - Community Liaison and Crime Prev	2014	2015	Non-Housing Community Development	All Low/Moderate-Income Areas	Non-Housing Community Development	CDBG: \$55,000	Public service activities other than Low/Moderate Income Housing Benefit: 23476 Persons Assisted
4	Public Services - Taft Neighborhood Rental	2014	2015	Non-Housing Community Development	Taft Neighborhood	Non-Housing Community Development	CDBG: \$10,000	Public service activities other than Low/Moderate Income Housing Benefit: 3130 Persons Assisted
5	Public Services - Taft Neighborhood Programs	2014	2015	Non-Housing Community Development	Taft Neighborhood	Non-Housing Community Development	CDBG: \$5,500	Public service activities other than Low/Moderate Income Housing Benefit: 3130 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
6	Rehabilitation - Single Unit Residential	2014	2015	Affordable Housing	City-Wide Low/Mod Income Families	Affordable Housing	CDBG: \$157,272	Homeowner Housing Rehabilitated: 10 Household Housing Unit
7	Rehabilitation - Home Repair Services	2014	2015	Affordable Housing	City-Wide Low/Mod Income Families	Affordable Housing	CDBG: \$60,000	Homeowner Housing Rehabilitated: 87 Household Housing Unit
8	Rehabilitation - Habitat for Humanity	2014	2015	Affordable Housing	Godfrey-Lee Neighborhood Area	Affordable Housing	CDBG: \$15,000	Homeowner Housing Rehabilitated: 8 Household Housing Unit
9	Rehabilitation - Administration	2014	2015	Affordable Housing	City-Wide Low/Mod Income Families	Affordable Housing	CDBG: \$63,502	Homeowner Housing Rehabilitated: 10 Household Housing Unit
10	Code Enforcement	2014	2015	Non-Housing Community Development	All Low/Moderate-Income Areas	Non-Housing Community Development	CDBG: \$55,000	Housing Code Enforcement/Foreclosed Property Care: 9409 Household Housing Unit
11	General Administration	2014	2015	Non-Housing Community Development	City-Wide	Non-Housing Community Development	CDBG: \$94,578	Other: 72125 Other
12	Fair Housing Services	2014	2015	Non-Housing Community Development	City-Wide	Non-Housing Community Development	CDBG: \$15,000	Other: 72125 Other
13	HUD Continuum of Care - Administration	2014	2015	Homeless	City-Wide	Homelessness	CDBG: \$10,000	Homelessness Prevention: 72125 Persons Assisted

Table 6 -- Goals Summary

**Goal Descriptions**

1	<b>Goal Name</b>	Public Facility Improvements - Pinery Park
	<b>Goal Description</b>	3,207 persons, using the park facilities and services, would have access to improvements at Veterans Memorial Garden within Pinery Park at 2300 DeHoop Avenue SW in Wyoming, for the purpose of providing a suitable environment. (\$8,000)
2	<b>Goal Name</b>	Clearance/Demolition
	<b>Goal Description</b>	3 home owners, with low/moderate-income families, would have free needed dilapidated structure demolition grants, including, but not limited to, garages, porches and fencing, for the purpose of providing a suitable living environment (\$10,000).
3	<b>Goal Name</b>	Public Services - Community Liaison and Crime Prev
	<b>Goal Description</b>	23,476 persons, in low/moderate income areas, have the benefit of CDBG monies to partially fund community liaison and crime prevention services for the purpose of providing a suitable living environment (\$55,000).
4	<b>Goal Name</b>	Public Services - Taft Neighborhood Rental
	<b>Goal Description</b>	3,130 persons in the Taft Area, which is a HUD qualified low/moderate-income area, have the benefit of CDBG monies to fund rental and utilities for working space for a non-profit group to provide neighborhood services for the purpose of providing a suitable living environment (Census Tract 138.02 Block Groups 1 & 2, bounded on the North by 28th St SW, on the East by Burlingame Ave SW, on the South by Roys Creek and on the West by Byron Center Ave SW) (\$10,000).
5	<b>Goal Name</b>	Public Services - Taft Neighborhood Programs
	<b>Goal Description</b>	3,130 persons in the Taft Area, which is a HUD qualified low/moderate-income area, have the benefit of CDBG monies to provide neighborhood programs by a non-profit group for the purpose of providing a suitable living environment (Census Tract 138.02 Block Groups 1 & 2, bounded on the North by 28th St SW, on the East by Burlingame Ave SW, on the South by Roys Creek and on the West by Byron Center Ave SW) (\$5,500).
6	<b>Goal Name</b>	Rehabilitation - Single Unit Residential
	<b>Goal Description</b>	10 housing units, with low/moderate-income families, have affordable needed housing repair loans and deferred loans for the purpose of providing decent affordable housing (\$157,272).
7	<b>Goal Name</b>	Rehabilitation - Home Repair Services
	<b>Goal Description</b>	87 low/moderate-income households have affordable services such as minor home repairs and accessibility modifications, for the purpose of providing decent affordable housing (\$60,000).

8	Goal Name	Rehabilitation - Habitat for Humanity
	Goal Description	8 low/moderate-income households in the Godfrey-Lee Area, which is a HUD qualified low/moderate-income area, have affordable needed housing repairs for the purpose of providing decent affordable housing. (\$15,000)
9	Goal Name	Rehabilitation - Administration
	Goal Description	10 housing units, with low/moderate-income families, have affordable administration of housing rehabilitation funding, for the purpose of providing decent affordable housing (\$63,502).
10	Goal Name	Code Enforcement
	Goal Description	9,409 households, in low and moderate income areas throughout the City, have the benefit of CDBG monies to fund code enforcement activities for the purpose of providing a suitable living environment (\$55,000).
11	Goal Name	General Administration
	Goal Description	All (72,125) Wyoming residents have affordable administration of HUD programs for the purpose of providing a suitable living environment (\$94,578).
12	Goal Name	Fair Housing Services
	Goal Description	All (72,125) Wyoming residents have access to fair housing testing and complaint follow up services for the purpose of providing a suitable living environment (\$15,000).
13	Goal Name	HUD Continuum of Care - Administration
	Goal Description	All (72,125) Wyoming residents have access to affordable administration through the Heart of West Michigan United Way to support the Coalition to End Homelessness goals for the purpose of providing a suitable living environment (\$10,000).

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):**

The City has a consortium agreement with the County of Kent allowing them to receive and administer Wyoming's federal entitlement of HOME dollars. Over the next two years it is anticipated that the portion allocated for Wyoming by formula will be approximately \$330,000.00. Kent County will grant awards for projects within the City of Wyoming for that portion, taking into consideration the viability, community impact, and financial feasibility of the project. In the 2012-2013 funding round \$716,000.00 was allocated to LINC Community Revitalization for a project in the City of Wyoming, and in the 2013-2014 funding round \$243,771.00, targeted to impact Wyoming, was awarded to Habitat for Humanity of Kent County. This represents a Kent County community development investment of approximately \$629,771.00 in the renovation and

redevelopment of rental housing in the City of Wyoming since the partnership with Kent County began. During the upcoming fiscal year funds will be awarded to non-profit and CHDO partners to develop quality affordable housing in an expanded targeted format to create a tangible impact zone.

## AP-35 Projects – 91.220(d)

### Introduction

The City of Wyoming plans to use CDBG funds to accomplish projects in the areas of Public Facility Improvements, Housing Rehabilitation, Code Enforcement, Clearance/Demolition and Public Services.

#	Project Name
1	Public Facility Improvements-Pinery Park
2	Clearance/Demolition
3	Public Services-Community Liaison & Crime Prevention
4	Public Services-Taft Neighborhood Rental
5	Public Services-Taft Neighborhood Programs
6	Rehabilitation-Single Unit Residential
7	Rehabilitation-Home Repair Services
8	Rehabilitation-Habitat for Humanity
9	Rehabilitation-Administration
10	Code Enforcement
11	General Administration
12	Fair Housing Services
13	HUD Continuum of Care-Administration

Table 7 – Project Information

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Funding priorities have not changed from those outlined in the Strategic Plan, except for the additional priority need of financially supporting the HUD Continuum of Care and addressing the problems with homelessness.

## Projects

### AP-38 Projects Summary

#### Project Summary Information

<b>1</b>	<p><b>Project Name</b> Public Facility Improvements-Pinery Park</p> <p><b>Target Area</b> Pinery Park</p> <p><b>Goals Supported</b> Public Facility Improvements - Pinery Park</p> <p><b>Needs Addressed</b> Non-Housing Community Development</p> <p><b>Funding</b> CDBG: \$8,000</p> <p><b>Description</b> 3,207 persons, using the park facilities and services, would have access to improvements at Veterans Memorial Garden within Pinery Park at 2300 DeHoop Ave SW in Wyoming, for the purpose of providing a suitable environment (Census Tract 135, Block Group 2, located in between Burton Street to the North, Clyde Park Avenue to the East, DeHoop Avenue to the West and 28th Street to the South)</p> <p><b>Target Date</b> 6/30/2015</p> <p><b>Estimate the number and type of families that will benefit from the proposed activities</b> 3,207 persons, using the park facilities and services, would have access to improvements at Veterans Memorial Garden within Pinery Park at 2300 DeHoop Ave SW in Wyoming, for the purpose of providing a suitable environment. Pinery Park is located in a HUD qualified low/moderate-income area.</p> <p><b>Location Description</b> This activity would take place at Veterans Memorial Garden within Pinery Park at 2300 DeHoop Ave SW in Wyoming. (Census Tract 135, Block Group 2, located in between Burton Street to the North, Clyde Park Avenue to the East, DeHoop Avenue to the West and 28th Street to the South) Pinery Park is located in a HUD qualified low/moderate-income area.</p> <p><b>Planned Activities</b> 3,207 persons, using the park facilities and services, would have access to improvements at Veterans Memorial Garden within Pinery Park at 2300 DeHoop Ave SW in Wyoming, for the purpose of providing a suitable environment (Census Tract 135, Block Group 2, located in between Burton Street to the North, Clyde Park Avenue to the East, DeHoop Avenue to the West and 28th Street to the South).</p>
<b>2</b>	<p><b>Project Name</b> Clearance/Demolition</p>

<b>Target Area</b>	City-Wide Low/Mod Income Families
<b>Goals Supported</b>	Clearance/Demolition
<b>Needs Addressed</b>	Affordable Housing
<b>Funding</b>	CDBG: \$10,000
<b>Description</b>	3 home owners, with low/moderate-income families, would have free needed dilapidated structure demolition grants, including, but not limited to, garages, porches and fencing, for the purpose of providing a suitable living environment.
<b>Target Date</b>	6/30/2015
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	3 home owners, with low/moderate-income families, would have free needed dilapidated structure demolition grants, including, but not limited to, garages, porches and fencing, for the purpose of providing a suitable living environment.
<b>Location Description</b>	City-wide low/moderate-income families.
<b>Planned Activities</b>	3 home owners, with low/moderate-income families, would have free needed dilapidated structure demolition grants, including, but not limited to, garages, porches and fencing, for the purpose of providing a suitable living environment.
<b>Project Name</b>	Public Services-Community Liaison & Crime Prevention
<b>Target Area</b>	All Low/Moderate-Income Areas
<b>Goals Supported</b>	Public Services - Community Liaison and Crime Prev
<b>Needs Addressed</b>	Non-Housing Community Development
<b>Funding</b>	CDBG: \$55,000
<b>Description</b>	23,476 persons, in low/moderate-income areas, have the benefit of CDBG monies to partially fund community liaison and crime prevention services for the purpose of providing a suitable living environment.
<b>Target Date</b>	6/30/2015
<b>Estimate the number and type of families that will benefit from the proposed activities</b>	23,476 persons, in low/moderate-income areas, have the benefit of CDBG monies to partially fund community liaison and crime prevention services for the purpose of providing a suitable living environment.
<b>3</b>	

	<p><b>Location Description</b></p> <p>All HUD identified Low/Moderate-Income Areas include Census Tracts: 133001, 133002, 135001, 135002, 135003, 136002, 137004, 138011, 138012, 138021, 138022, 138023, 138024, 139004, 142001, 142002, and 145012</p> <p><b>Planned Activities</b></p> <p>23,476 persons, in low/moderate-income areas, have the benefit of CDBG monies to partially fund community liaison and crime prevention services for the purpose of providing a suitable living environment.</p>
4	<p><b>Project Name</b></p> <p>Public Services-Taft Neighborhood Rental</p> <p><b>Target Area</b></p> <p>Taft Neighborhood</p> <p><b>Goals Supported</b></p> <p>Public Services - Taft Neighborhood Rental</p> <p><b>Needs Addressed</b></p> <p>Non-Housing Community Development</p> <p><b>Funding</b></p> <p>CDBG: \$10,000</p> <p><b>Description</b></p> <p>3,130 persons in the Taft Area, which is a HUD-qualified low/moderate-income area, have the benefit of CDBG monies to fund rental and utilities for working space for a non-profit group to provide neighborhood services for the purpose of providing a suitable living environment.</p> <p><b>Target Date</b></p> <p>6/30/2015</p> <p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p> <p>3,130 persons in the Taft Area, which is a HUD-qualified low/moderate-income area, have the benefit of CDBG monies to fund rental and utilities for working space for a non-profit group to provide neighborhood services for the purpose of providing a suitable living environment.</p> <p><b>Location Description</b></p> <p>The Taft Area is a HUD-qualified low/moderate-income area, located in Census Tract 138.02 Block Groups 1 &amp; 2, bounded on the North by 28th St SW, on the East by Burlingame Ave SW, on the South by Roys Creek and on the West by Byron Center Ave SW.</p> <p><b>Planned Activities</b></p> <p>3,130 persons in the Taft Area, which is a HUD-qualified low/moderate-income area, have the benefit of CDBG monies to fund rental and utilities for working space for a non-profit group to provide neighborhood services for the purpose of providing a suitable living environment.</p>
5	<p><b>Project Name</b></p> <p>Public Services-Taft Neighborhood Programs</p> <p><b>Target Area</b></p> <p>Taft Neighborhood</p> <p><b>Goals Supported</b></p> <p>Public Services - Taft Neighborhood Programs</p> <p><b>Needs Addressed</b></p> <p>Non-Housing Community Development</p> <p><b>Funding</b></p> <p>CDBG: \$5,500</p>

<p><b>Description</b></p>	<p>3,130 persons in the Taft Area, which is a HUD qualified low/moderate-income area, have the benefit of CDBG monies to provide neighborhood programs by a non-profit group for the purpose of providing a suitable living environment.</p>
<p><b>Target Date</b></p>	<p>6/30/2015</p>
<p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p>	<p>3,130 persons in the Taft Area, which is a HUD qualified low/moderate-income area, have the benefit of CDBG monies to provide neighborhood programs by a non-profit group for the purpose of providing a suitable living environment.</p>
<p><b>Location Description</b></p>	<p>The Taft Area is a HUD-qualified low/moderate-income area, located in Census Tract 138.02, Block Groups 1 &amp; 2, bounded on the North by 28th St SW, on the East by Burlingame Ave SW, on the South by Roys Creek and on the West by Byron Center Ave SW.</p>
<p><b>Planned Activities</b></p>	<p>3,130 persons in the Taft Area, which is a HUD qualified low/moderate-income area, have the benefit of CDBG monies to provide neighborhood programs by a non-profit group for the purpose of providing a suitable living environment.</p>
<p><b>6</b></p>	<p>Rehabilitation-Single Unit Residential</p>
<p><b>Target Area</b></p>	<p>City-Wide Low/Mod Income Families</p>
<p><b>Goals Supported</b></p>	<p>Rehabilitation - Single Unit Residential</p>
<p><b>Needs Addressed</b></p>	<p>Affordable Housing</p>
<p><b>Funding</b></p>	<p>CDBG: \$157,272</p>
<p><b>Description</b></p>	<p>10 housing units, with low/moderate-income families, have affordable needed housing repair loans and deferred loans for the purpose of providing decent affordable housing.</p>
<p><b>Target Date</b></p>	<p>6/30/2015</p>
<p><b>Estimate the number and type of families that will benefit from the proposed activities</b></p>	<p>10 housing units, with low/moderate-income families, have affordable needed housing repair loans and deferred loans for the purpose of providing decent affordable housing.</p>
<p><b>Location Description</b></p>	<p>City-wide low/moderate-income families.</p>
<p><b>Planned Activities</b></p>	<p>10 housing units, with low/moderate-income families, have affordable needed housing repair loans and deferred loans for the purpose of providing decent affordable housing.</p>
<p><b>7</b></p>	<p>Rehabilitation-Home Repair Services</p>
<p><b>Project Name</b></p>	<p>City-Wide Low/Mod Income Families</p>
<p><b>Target Area</b></p>	<p>City-Wide Low/Mod Income Families</p>

	Rehabilitation - Home Repair Services
Goals Supported	Affordable Housing
Needs Addressed	CDBG: \$60,000
Funding	87 low/moderate-income households have affordable services such as minor home repairs and accessibility modifications, for the purpose of providing decent affordable housing.
Description	6/30/2015
Target Date	87 low/moderate-income households have affordable services such as minor home repairs and accessibility modifications, for the purpose of providing decent affordable housing.
Estimate the number and type of families that will benefit from the proposed activities	City-wide low/moderate income families.
Location Description	87 low/moderate-income households have affordable services such as minor home repairs and accessibility modifications, for the purpose of providing decent affordable housing.
Planned Activities	Rehabilitation-Habitat for Humanity
Project Name	Godfrey-Lee Neighborhood Area
Target Area	Rehabilitation - Habitat for Humanity
Goals Supported	Affordable Housing
Needs Addressed	CDBG: \$15,000
Funding	8 low/moderate-income households in the Godfrey-Lee Area, which is a HUD qualified low/moderate-income area, have affordable needed housing repairs for the purpose of providing decent affordable housing.
Description	6/30/2015
Target Date	8 low/moderate-income households in the Godfrey-Lee Area, which is a HUD qualified low/moderate-income area, have affordable needed housing repairs for the purpose of providing decent affordable housing.
Estimate the number and type of families that will benefit from the proposed activities	The Godfrey-Lee Area, which is a HUD qualified low/moderate-income area, is located in Census Tracts 133-1 and 133-2, bounded on the North by the City Limits, on the East by Clyde Park Avenue, on the South by Burton Street and on the West by Burlingame Avenue.
Location Description	

8

9	<b>Planned Activities</b> 8 low/moderate-income households in the Godfrey-Lee Area, which is a HUD qualified low/moderate-income area, have affordable needed housing repairs for the purpose of providing decent affordable housing.	
	<b>Project Name</b> Rehabilitation-Administration	
	<b>Target Area</b> City-Wide Low/Mod Income Families	
	<b>Goals Supported</b> Rehabilitation - Administration	
	<b>Needs Addressed</b> Affordable Housing	
	<b>Funding</b> CDBG: \$63,502	
	<b>Description</b> 10 housing units, with low/moderate-income families, have affordable administration of housing rehabilitation funding, for the purpose of providing decent affordable housing.	
	<b>Target Date</b> 6/30/2015	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b> 10 housing units, with low/moderate-income families, have affordable administration of housing rehabilitation funding, for the purpose of providing decent affordable housing.	
	<b>Location Description</b> City-wide low/moderate-income families.	
	<b>Planned Activities</b> 10 housing units, with low/moderate-income families, have affordable administration of housing rehabilitation funding, for the purpose of providing decent affordable housing.	
10	<b>Project Name</b> Code Enforcement	
	<b>Target Area</b> All Low/Moderate-Income Areas	
	<b>Goals Supported</b> Code Enforcement	
	<b>Needs Addressed</b> Non-Housing Community Development	
	<b>Funding</b> CDBG: \$55,000	
	<b>Description</b> 9,409 households, in low and moderate-income areas throughout the City, have the benefit of CDBG monies to fund code enforcement activities for the purpose of providing a suitable living environment.	
	<b>Target Date</b> 6/30/2015	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b> 9,409 households, in low and moderate-income areas throughout the City, have the benefit of CDBG monies to fund code enforcement activities for the purpose of providing a suitable living environment.	

<b>11</b>	<b>Location Description</b>	All HUD identified Low/Moderate-Income Areas include Census Tracts: 133001, 133002, 135001, 135002, 135003, 136002, 137004, 138011, 138012, 138021, 138022, 138023, 138024, 139004, 142001, 142002, and 145012
	<b>Planned Activities</b>	9,409 households, in low and moderate-income areas throughout the City, have the benefit of CDBG monies to fund code enforcement activities for the purpose of providing a suitable living environment.
	<b>Project Name</b>	General Administration
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	General Administration
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	CDBG: \$94,578
	<b>Description</b>	All (72,125) Wyoming residents have access to fair housing testing and complaints follow up services for the purpose of providing a suitable living environment.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	All (72,125) Wyoming residents have access to fair housing testing and complaints follow up services for the purpose of providing a suitable living environment.
	<b>Location Description</b>	City-Wide
	<b>Planned Activities</b>	All (72,125) Wyoming residents have access to fair housing testing and complaints follow up services for the purpose of providing a suitable living environment.
<b>12</b>	<b>Project Name</b>	Fair Housing Services
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	Fair Housing Services
	<b>Needs Addressed</b>	Non-Housing Community Development
	<b>Funding</b>	CDBG: \$15,000
	<b>Description</b>	All (72,125) Wyoming residents have access to fair housing testing and complaint follow up services for the purpose of providing a suitable living environment.
	<b>Target Date</b>	6/30/2015

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	All (72,125) Wyoming residents have access to fair housing testing and complaint follow up services for the purpose of providing a suitable living environment.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	All (72,125) Wyoming residents have access to fair housing testing and complaint follow up services for the purpose of providing a suitable living environment.
<b>13</b>	<b>Project Name</b>	HUD Continuum of Care-Administration
	<b>Target Area</b>	City-Wide
	<b>Goals Supported</b>	HUD Continuum of Care - Administration
	<b>Needs Addressed</b>	Homelessness
	<b>Funding</b>	CDBG: \$10,000
	<b>Description</b>	All (72,125) Wyoming residents have access to affordable administration through the Heart of West Michigan United Way to support the Coalition to End Homelessness goals for the purpose of providing a suitable environment.
	<b>Target Date</b>	6/30/2015
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	All (72,125) Wyoming residents have access to affordable administration through the Heart of West Michigan United Way to support the Coalition to End Homelessness goals for the purpose of providing a suitable environment.
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	All (72,125) Wyoming residents have access to affordable administration through the Heart of West Michigan United Way to support the Coalition to End Homelessness goals for the purpose of providing a suitable environment.

## AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Refer to the Geographic Distribution map which locates projects proposed for 2014-2015 in SP-10 Geographic Priorities.

Also refer to the City's Low/Moderate Income Areas map in SP-10 Geographic Priorities which indicates all of the City's low/moderate-income areas. There are no areas of racial/minority concentrations. However, there are two areas that have higher-than-City-average percentages. One such area is bounded on the north by the City limits, on the east by the City limits, on the south by Burton SW and on the west by Burlingame SW. Rehabilitation of housing by Habitat for Humanity will be done in this Godfrey Lee Neighborhood Area. The second area is all the Wyoming properties East of Division Avenue, south of 28th Street. Both these areas contain the oldest housing units, and housing rehabilitation does regularly occur in both areas based on need and demand.

### Geographic Distribution

Target Area	Percentage of Funds
Pinery Park	1
Taft Neighborhood	2
All Low/Moderate-Income Areas	18
City-Wide Low/Mod Income Families	58
City-Wide	19
Godfrey-Lee Neighborhood Area	2

Table 8 - Geographic Distribution

## **Rationale for the priorities for allocating investments geographically**

Basis of allocating funds in geographic areas:

- Our CDBG housing activities are available only to eligible low and moderate income households throughout the City.
- Clearance of dilapidated structures, including, but not limited to, garages, porches and fencing, are available only to eligible low/moderate income households throughout the City.
- Code Enforcement Activities - This year's allocation of \$55,000 will be spent in low and moderate income neighborhoods.
- Public Services–Community Liaison and Crime Prevention - This year's allocation of \$55,000 will be spent in low and moderate income neighborhoods.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The City has a consortium agreement with the County of Kent allowing them to receive and administer Wyoming's federal entitlement of HOME dollars. Over the next two years it is anticipated that the portion allocated for Wyoming by formula will be approximately \$330,000.00. Kent County will grant awards for projects within the City of Wyoming for that portion, taking into consideration the viability, community impact, and financial feasibility of the project. In the 2012-2013 funding round \$716,000.00 was allocated to LINC Community Revitalization for a project in the City of Wyoming, and in the 2013-2014 funding round \$243,771.00, targeted to impact Wyoming, was awarded to Habitat for Humanity of Kent County. This represents a Kent County community development investment of approximately \$629,771.00 in the renovation and redevelopment of rental housing in the City of Wyoming since the partnership with Kent County began. During the upcoming fiscal year funds will be awarded to non-profit and CHDO partners to develop quality affordable housing in an expanded targeted format to create a tangible impact zone.

The City has broadened its PILOT (Payment in Lieu of Taxes) Ordinance to allow for greater development opportunities for affordable housing for low/moderate income housing development.

The Wyoming Housing Commission assists mostly extremely low income and very low income households in its public housing units and mostly very low and low income families with Section 8 housing choice vouchers. The City will continue to apply for HUD rent certificates and vouchers.

The City will continue to assist low and moderate-income families through the CDBG Program to repair their homes, which allows them to remain in their homes instead of having to move.

Regarding Table 9 below, homeless and special needs data will be reported by The Heart of West Michigan United Way to the HUD Continuum of Care. In Table 10 below, Kent County, as the lead HOME consortium, will report the production of new units and acquisition of existing units. Rental assistance data is reported to HUD by the Wyoming Public Housing Commission. This data reported by the aforementioned agencies is not included in this Annual Plan in order to avoid duplicate reporting of data to HUD.

See the Specific Housing Objectives in the Discussion narrative below.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	105
Acquisition of Existing Units	0
Total	105

Table 10 - One Year Goals for Affordable Housing by Support Type

## Discussion

### Specific Affordable Housing Objectives:

Clearance/Demolition - 3 low/moderate income households have free needed dilapidated structure demolition grants, including, but not limited to, garages, porches and fencing, for the purpose of providing a suitable living environment.

Rehabilitation-Single Unit Residential - 10 low/moderate income households have affordable needed housing repair loans and deferred loans for the purpose of providing decent affordable housing.

Rehabilitation-Home Repair Services – 87 low/moderate income families have affordable services such as minor home repairs and accessibility modifications for the purpose of providing decent affordable housing.

Rehabilitation-Habitat for Humanity - 8 low/moderate income families have affordable needed housing repairs for the purpose of providing decent affordable housing.

Rehabilitation-Administration - 10 housing units, with low/moderate income families, have affordable administration of housing rehabilitation funding, for the purpose of providing decent affordable housing.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The Wyoming Public Housing Commission (WHC) works separately to operate their housing programs. The WHC assists mostly extremely low income and very low income households in its public housing units and mostly very low and low income families with Section 8 housing choice vouchers.

### **Actions planned during the next year to address the needs to public housing**

The Wyoming Housing Commission will continue to take actions to improve public housing and resident initiatives by working toward assisting families with homeownership and encouraging Housing Choice Voucher families to participate in the Family Self-sufficiency (FSS) program. The WHC will continue to be committed to providing safe, decent and affordable housing for participants.

According to the 2013 Analysis of Impediments to Fair Housing Choice and Housing Needs Assessment, referencing Subsidized Housing, it states that Wyoming is able to offer 538 assisted housing units, ranging from mid high-rises, low-rise apartments, townhomes and detached houses for the elderly, families and the disabled concentrated in the eastern portion of the City. The study recommends that the City explore options for further development of subsidized housing in the western portion of the City and along transit lines, such as the Silver Line currently under construction along Division Avenue.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

The Residents' Advisory Board (RAB) reviewed the agency's annual plan which was approved. The WHC considers the input of the RAB to be extremely valuable in assessing the needs of families the WHC serves. Their concerns are given the utmost consideration in making program decisions, and are aligned with the WHC Comprehensive Needs Assessment and the WHC Annual Plan, hence the WHC pursuing projects. Along with the RAB approval of the WHC annual plan, the WHC Board and Housing and Urban Development (HUD) field office approved the WHC annual plan.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

The Wyoming Public Housing Commission is not identified as troubled by HUD.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

As noted throughout the Five Year Consolidated Strategic Plan, the City considers the homeless population needs to be a metropolitan-wide issue. Homelessness and special needs populations are assisted by countywide agencies and non-profit organizations. Other agencies and organizations operating in Wyoming provide shelter to at-risk-homeless populations.

**Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:**

**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Through CDBG funds, the City will fund HUD Continuum of Care administration through The Heart of West Michigan United Way to support the Coalition to End Homelessness goals. Our Director of Community Services serves on the steering committee for the Grand Rapids Area Coalition to End Homelessness. Although the City does not have the resources to devote to specific funding of any programs for these persons, it will continue to consider the needs of these populations and cooperate in metropolitan initiatives on these issues.

**Addressing the emergency shelter and transitional housing needs of homeless persons**

The City does not receive Emergency Shelter Grants (ESG). The City will fund HUD Continuum of Care administration through The Heart of West Michigan United Way to support the Coalition to End Homelessness goals.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The City does not receive Emergency Shelter Grants (ESG). The City will fund HUD Continuum of Care administration through The Heart of West Michigan United Way to support the Coalition to End Homelessness goals.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly**

**funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The Wyoming Public Housing Commission houses seniors and low income families and continually applies for funding of new public housing units as well as new HUD vouchers for Section 8 units within the rental community.

In its zoning policies, the City has worked to promote more facilities for special needs populations, particularly with Planned Unit Developments. Four of the five PUDs in the city have completed or are planned for some special needs housing. The Bayberry Farms PUD, southwest of 56th St SW and Byron Center Ave SW, has completed 64 units of senior, 40% assisted housing. The Rivertown Park PUD, northwest of 52nd St SW and Ivanrest Ave SW, is planned to provide 185 assisted living units. Also, Aurora Ponds Apartments, northeast of 56th St and Byron Center Ave SW, contains 130 units of non-assisted senior housing units. An elementary school at 2700 Taft Avenue was converted to a 59 unit assisted living facility, Vista Springs, and is now open. Most recently, a 107 unit senior living facility, located in the Metro Health Village Planned Unit Development at 2252 Health Drive SW, received site plan approval.

See Section SP-10 Geographic Priorities, which includes the Housing for the Disabled Map, identifying housing specifically serving the disabled population in Wyoming.

Currently, the City has 29 foster care homes, which house about 225 persons. There are two nursing homes which provide supportive care in an institutional setting, one on 36th Street and one on 56th Street. Several area organizations maintain transitional residential facilities with structural support programs for recovering drug or alcohol dependent persons as well as persons with AIDS and related diseases.

The housing rehabilitation program assists low and moderate income families to maintain their current homes. The Home Repair Services agency, which we fund, has initiated a 'Foreclosure Mediation Assistance Program', which is available to our low-income Wyoming residents.

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction**

In order to continue its efforts in supporting affordable housing and community development, the City continues to review its housing and development policies to help reduce any negative effects. In 2013 the City updated its Analysis of Impediments to Fair Housing Choice and Housing Needs Assessment. The recommendations outlined in the AI will be considered for incorporation in the 2015-2019 Five Year Consolidated Plan, which will be developed in 2014-15.

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The 2013 updated Analysis of Impediments to Fair Housing and House Needs Assessment indicated the following impediments/opportunities and recommended actions to be taken for improvement:

- **Transportation-Housing-Employer Linkage:** Encourage mixed use/mixed income development and ensure that they are adequately served by regular transit service and pedestrian/bicycle transportation routes.
- **Education:** Build relationships with non-profits and philanthropic organizations to provide opportunities for scholarships and other tuition assistance to make higher education more affordable. Also work with school districts, Grand Rapids Community College and the Kent Intermediate School District to provide students the opportunity to earn college credit during high school. In addition, support Head Start and other Preschool programs with City resources, especially the use of City-owned recreational and activity space.
- **Banking, Finance and Insurance:** Work with social service agencies and lending institutions to encourage their work with families who seek to better their housing situation by offering free or reduced-cost financial literacy tools and estate planning. Also work with these agencies to ensure that housing seekers are given information on all housing programs available and are matched with the best option for their needs.
- **Private Housing and Development Incentives:** Develop local incentive programs for infill and mixed-income housing. Conduct a study of vacant property to market redevelopment sites. Create a program to assist with the demolition of obsolete buildings in exchange for the redevelopment of the site. Incentivize multi-family redevelopment sites which are within walking distance of existing commercial and employment centers.
- **Public Bodies and Boards:** Work to ensure that selection of Board/Commission members is more balanced by gender, race, ethnicity and geography so that different aspects of the community are represented.
- **Subsidized Housing and Cost of Living Assistance:** Assist and support non-profit and community groups in their efforts to assist low-income families in finding quality, affordable housing and

also in their efforts to provide cost of living assistance. Continue to support home renovation assistance programs for homeowners.

- **Housing Discrimination and Laws:** Consider amending the City's Fair Housing Ordinance to prohibit housing discrimination on the basis of sexual orientation and gender identity. Continue with fair housing training for landlords of residential rental properties.
- **Land Use and Zoning:** Provide information and resources to help developers make use of existing State and Federal incentives for infill development to set aside a certain percentage of housing units for low-to-moderate income households. Consider the status of congregate living facilities for parolees and allow such facilities to be permitted in other zoning districts.
- **Water/Sewer Infrastructure Improvements:** Prioritize the upgrading of sewer, water and storm water infrastructures that are planned to receive infill development and density increases.

## Discussion

Specific actions to be undertaken to reduce barriers to affordable housing, based on the City's Consolidated Plan and updated Analysis of Impediments, include:

- Perform regular review of City policies and codes - Zoning, Subdivision, Building, Housing - to determine the impact on affordable housing. The City continues to undergo Zoning and Master Plan revisions to remove specific barriers to affordable housing. The City has broadened its PILOT (Payment in Lieu of Taxes) Ordinance to allow for greater development opportunities for affordable housing for low/moderate income housing development.
- Communicate and collaborate with area stakeholders to establish city and county-wide approaches to developing affordable housing and addressing special needs in the community.
- Support the Fair Housing Center of West Michigan to promote and ensure fair housing is available throughout the city through complaint assistance/investigation, housing testing, and outreach/education. The City, in partnership with the Fair Housing Center of West Michigan, hosts an annual fair housing workshop to educate the Wyoming housing industry, including both the real estate and rental industry, on best fair housing practices and compliance with fair housing laws.
- Support The Heart of West Michigan United Way in providing HUD Continuum of Care administration to support the Coalition to End Homelessness goals.
- The Wyoming Housing Commission continues to apply for HUD rent certificates and vouchers.
- The City provides assistance to low and moderate-income families, through the CDBG Program, to repair their homes, which allows them to remain in their homes instead of having to move.
- The City Planner, who is on the Rehabilitation Committee, also is a board member on the West Michigan Regional Planning Commission, the Grand Valley Metro Council Technical Committee, the Interurban Transit Partnership and attends meetings of the Division Avenue Business Association.
- The City has a consortium agreement with the County of Kent allowing them to receive and administer Wyoming's federal entitlement of HOME dollars. Over the next two years it is

anticipated that the portion allocated for Wyoming by formula will be approximately \$330,000.00. Kent County will grant awards for projects within the City of Wyoming for that portion, taking into consideration the viability, community impact, and financial feasibility of the project. In the 2012-2013 funding round \$716,000.00 was allocated to LINC Community Revitalization for a project in the City of Wyoming, and in the 2013-2014 funding round \$243,771.00, targeted to impact Wyoming, was awarded to Habitat for Humanity of Kent County. This represents a Kent County community development investment of approximately \$629,771.00 in the renovation and redevelopment of rental housing in the City of Wyoming since the partnership with Kent County began. During the upcoming fiscal year funds will be awarded to non-profit and CHDO partners to develop quality affordable housing in an expanded targeted format to create a tangible impact zone.

- The City's Chief Building Official is a member of the Grand Rapids Home Builders Association, and related Inspections Department staff are members of the Grand Rapids Rental Property Owners Association.
- The Director of Community Services serves as the City's representative to the Kent County Land Bank and its Property Acquisition Committee, and the HUD Continuum of Care, Kent County's Essential Needs Task Force.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction**

See other actions and processes to be carried out below.

### **Actions planned to address obstacles to meeting underserved needs**

See the anti-poverty strategy narrative below.

### **Actions planned to foster and maintain affordable housing**

In 2013 the City updated its Analysis of Impediments to Fair Housing Choice and Housing Needs Assessment. The recommendations outlined in the AI will be incorporated into the 2015-2019 Five Year Consolidated Plan, which will be developed in 2014-2015.

### **Actions planned to reduce lead-based paint hazards**

The City integrates lead hazard evaluation and reduction activities into all CDBG housing rehabilitation programs. The City's Building Rehabilitation Specialist is a State of Michigan licensed lead inspector and lead risk assessor. For each housing rehabilitation project, the Rehabilitation Specialist identifies the potential lead hazard, develops a plan for remediation and executes the plan for remediation, in compliance with federal standards. The City will provide CDBG housing rehabilitation applicants with applicable information of the hazards of lead-based poisoning.

### **Actions planned to reduce the number of poverty-level families**

The City's strategy to reduce poverty relies on promoting current and future programs, which assist low-income families and senior citizens. The following programs, administered by the City, assist households in poverty by reducing their expenses for such services and/or obligations:

- Community Development Block Grant -Loans at 3% annual interest are offered to households with incomes between 50% and 80% of the area median. Deferred Loans, at zero interest, repaid at a reduced amount, at the time of sale of the property, are offered to households with incomes below 50% of the area median.
- Senior Center - Free tax preparation services, free low cost recreation and leisure education programs, free legal consultation services and free medical and blood pressure screenings.
- Poverty Exemptions of Property Taxes -The City allows for an exemption of all or a part of real and personal property taxes to those persons, as determined by the Board of Review, to be in poverty. Wyoming averages about 50 exemptions each year.
- The City's Public Housing and rent certificates programs also provide assistance to poor families.
- The City in 2013 broadened its PILOT (Payment in Lieu of Taxes) Ordinance to allow for greater

development opportunities for affordable housing for low/moderate income housing development.

### **Actions planned to develop institutional structure**

The City continues to review ways in which to improve upon efficiency and stewardship of resources. In 2013 the County of Kent received an EVIP grant to hire a consultant to conduct a study to examine community development efficiencies, service sharing and possible consolidation of efforts between three local communities - Kent County, the City of Wyoming and the City of Grand Rapids. The results of the study are currently under review.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

This year a new subrecipient has been added, Habitat for Humanity of Kent County, who will provide low/moderate-income households with affordable needed housing repairs in the Godfrey Lee Neighborhood Area.

### **Discussion**

#### Monitoring:

Community Development Committee – A primary monitoring system is established for Wyoming's Community Development Block Grant Program. Each year, the Community Development Committee, made up of City residents, reviews and evaluates prior year's projects and spending and approves an Annual Plan, based on the City's Five Year Consolidated Strategic Plan.

Rehabilitation – For rehabilitation projects, the City has developed the "Rehabilitation Manual" which describes the available rehabilitation programs, including their purpose, eligibility, funding and other requirements. The Manual also includes guidelines for administration of the overall program, and of specific activities. The Manual, updated in 2013 and fully adopted by the City Council, will continue to be used as the primary guide for administration of available CDBG program activities.

Subrecipients - The City of Wyoming contracts with Kent County and the City of Grand Rapids to perform its Subrecipient monitoring. As a part of these services, the County and the City of Grand Rapids perform on-site monitoring of each Subrecipient at least once per year consistent with HUD's monitoring requirements.

Overall Daily Monitoring - The Director of Community Services, CDBG Staff and Finance Department Staff will regularly monitor all spending and project coordination aspects of the CDBG Program to ensure long-term compliance with program requirements and comprehensive planning, based on HUD rules and the goals and objectives in the established Annual Plan and the Five Year Plan. An internal City

budgeting and accounting system will be used to ensure monies spent are tracked and maintained within budgeted amounts. An annual single audit will be performed by an Independent auditor. Timeliness of expenditures will be regularly monitored by the City's Finance Department. At the end of the fiscal year, the results of the year's expenditures will be reported in the Consolidated Annual Performance and Evaluation Report (CAPER).

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

#### Introduction

The City of Wyoming expects to have \$558,852 available for the Community Development Program during the period beginning July 1, 2014 through June 30, 2015. This amount consists of \$479,632 in an annual entitlement grant from the U.S. Department of Housing and Urban Development, and \$79,220 from anticipated program income. Any increase or decrease in funding to match actual allocation amounts will be applied to the Single Family Residential Rehabilitation program. This is the fifth Action Plan Year of our Five Year Consolidated Plan 2010-2014. This 2014 budget plans for 100% of the funds to benefit low and moderate income persons.

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	79,220
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>79,220</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

# CDBG ACTIVITIES 2014 - 2015 CITY OF WYOMING

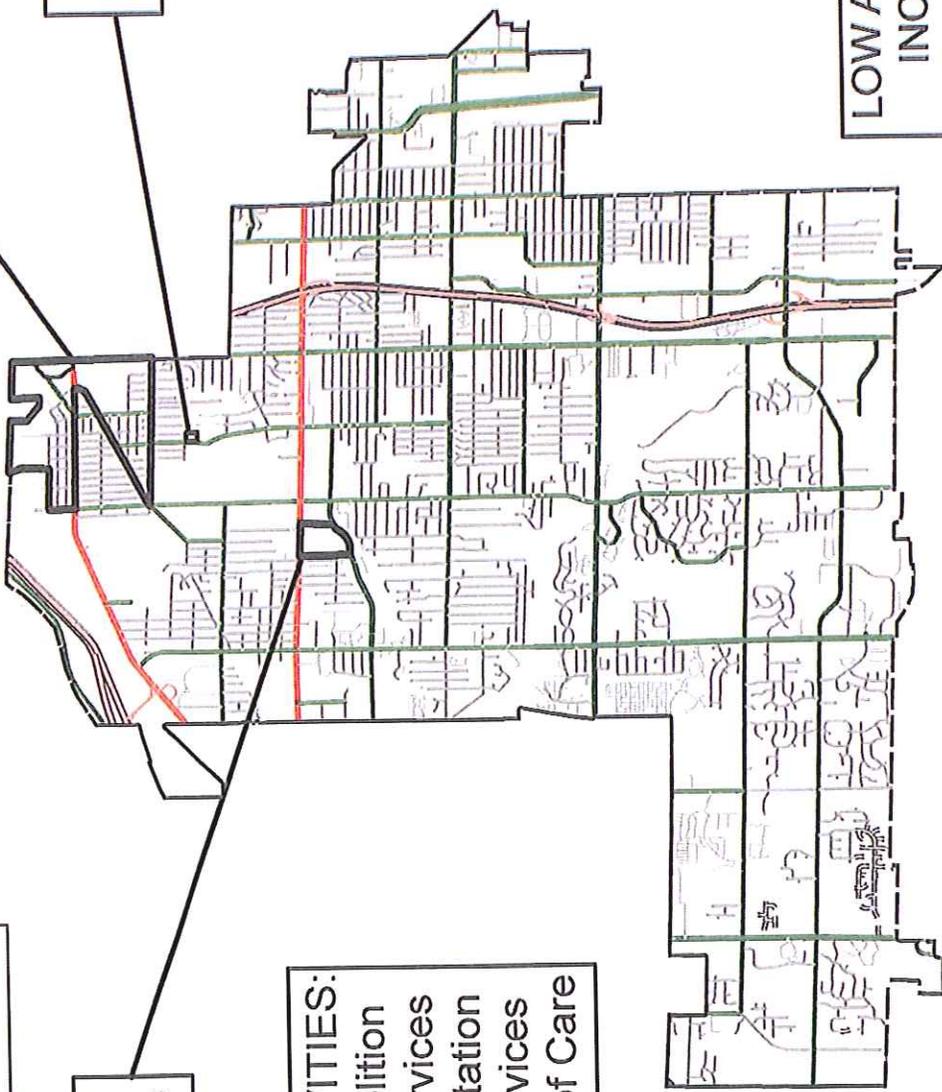
Taft Neighborhood  
Rental & Programs

Habitat for  
Humanity  
Hsg. Rehab.

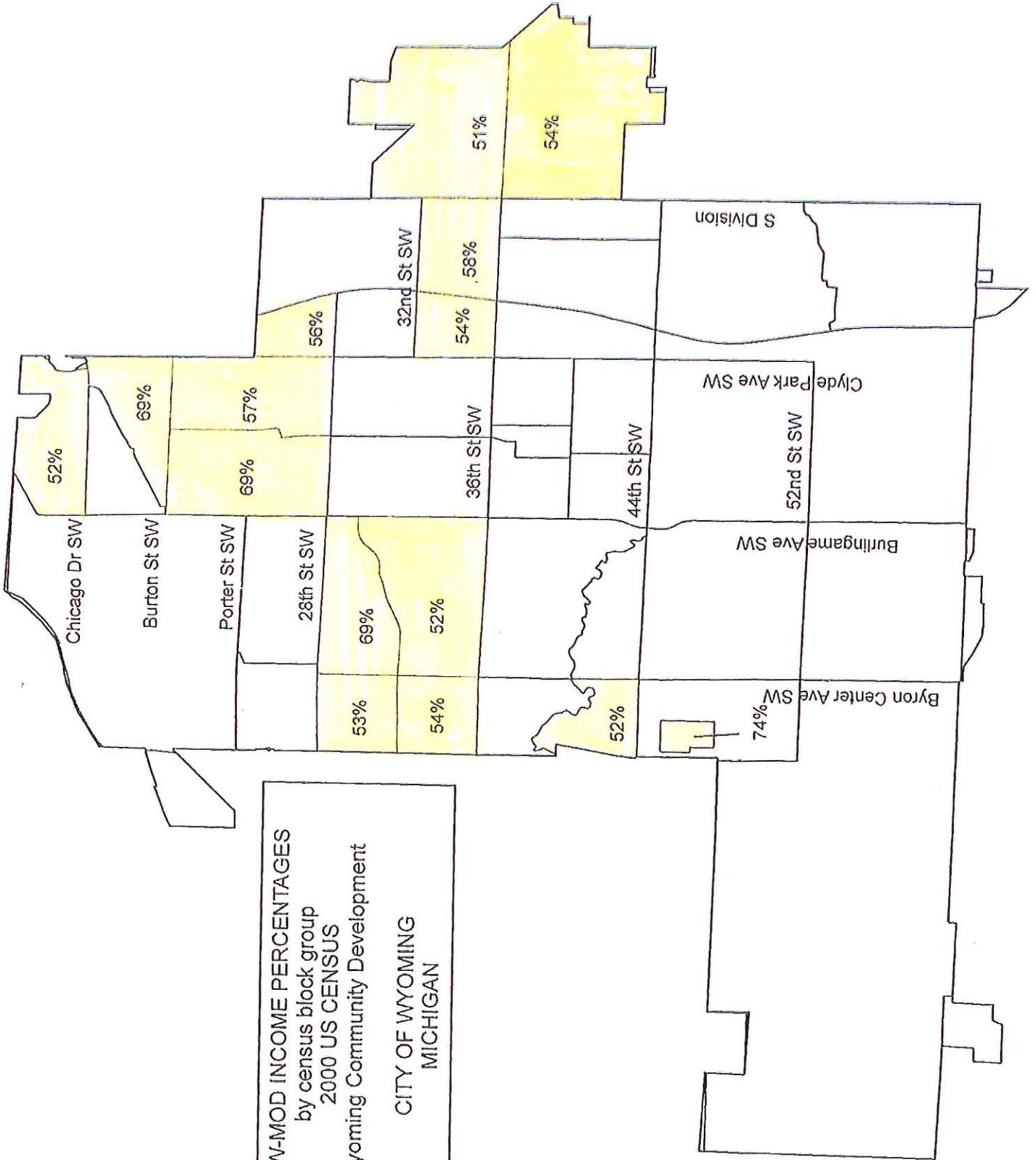
Pinery Park  
Improvements

**CITY WIDE ACTIVITIES:**  
Clearance/Demolition  
Home Repair Services  
Housing Rehabilitation  
Fair Housing Services  
HUD Continuum of Care

**LOW AND MODERATE  
INCOME AREAS:**  
Code Enforcement  
Community Liaison/  
Crime Prevention



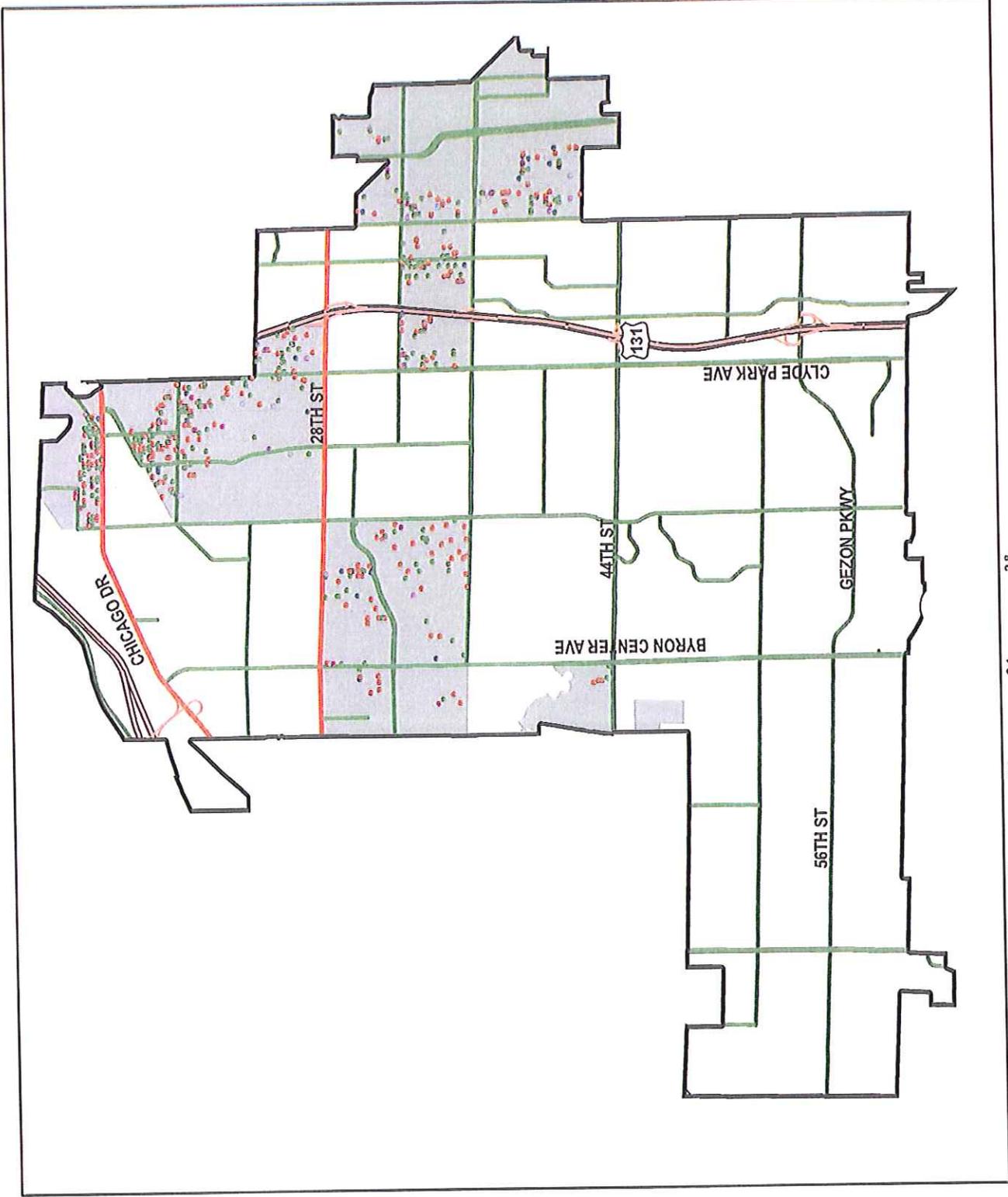
**LOW-MOD INCOME PERCENTAGES**  
 by census block group  
 2000 US CENSUS  
 Wyoming Community Development  
 CITY OF WYOMING  
 MICHIGAN



# City of Wyoming, Michigan CDBG Code Enforcement Activity, FY 2012-13



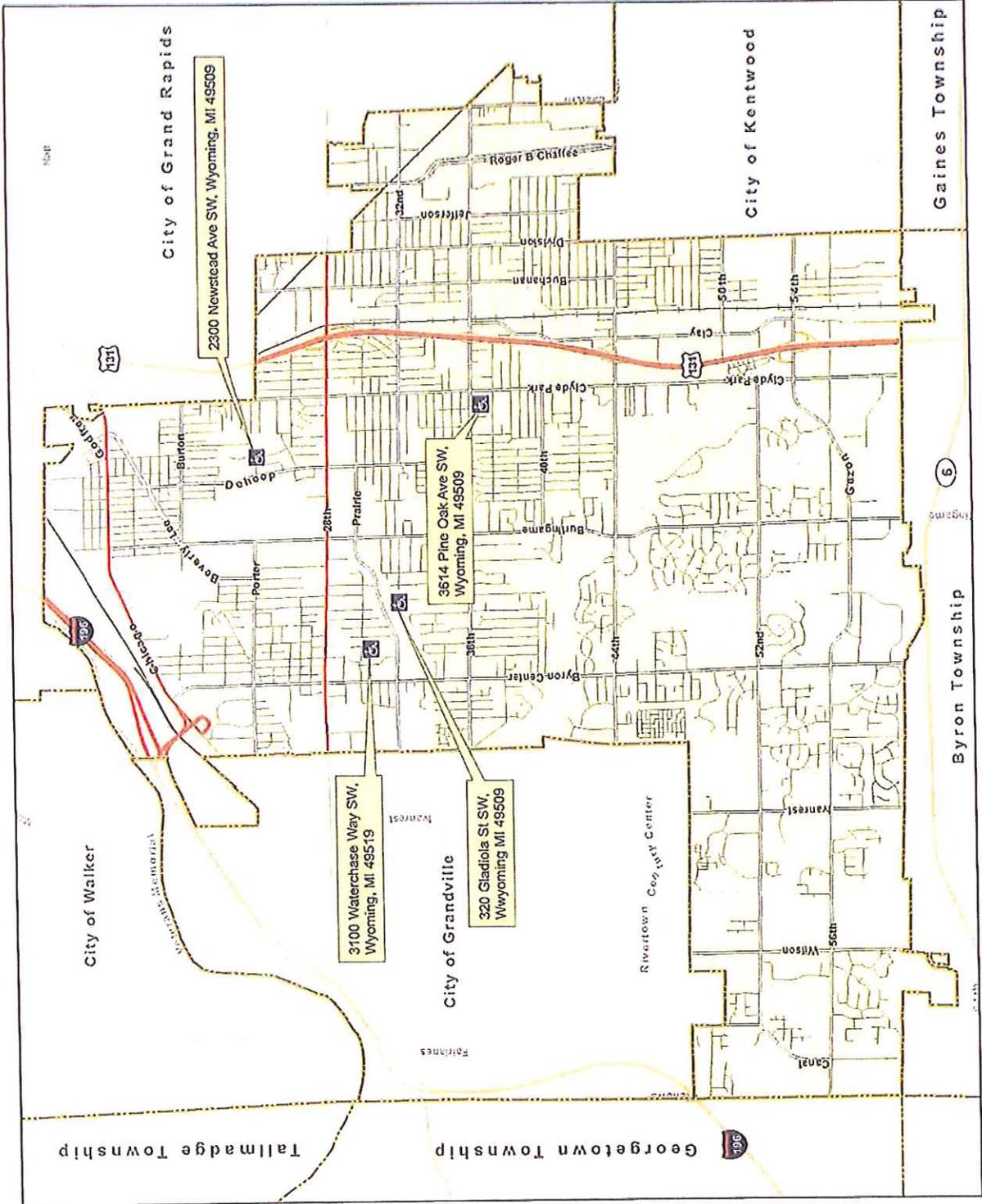
- Category**
- ABANDONED STRUCTURE -44
  - HOUSING - 50
  - MULTIPLE-7
  - NUISANCE - 358
  - OTHER - 16
  - POSTED NO OCCUPANCY-5
  - VACANT BUILDING-1
  - WEEDS -261
  - ZONING- 18
  - CDBG Target Areas



# Map 7 Housing for the Disabled

City of Wyoming, Michigan  
July 11, 2013

- LEGEND**
-  Surrounding Municipalities
  -  State Highways
  -  Local Roads



**McKenna**  
ASSOCIATES

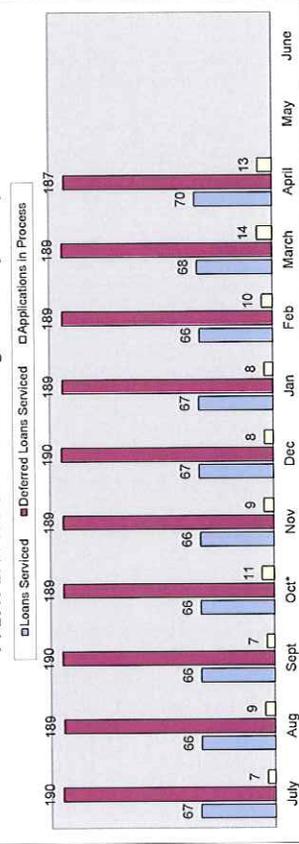
Map 7: Housing for the Disabled, City of Wyoming, Michigan, July 11, 2013. Prepared by McKenna Associates, Inc. for the City of Wyoming, Michigan. © 2013 McKenna Associates, Inc.



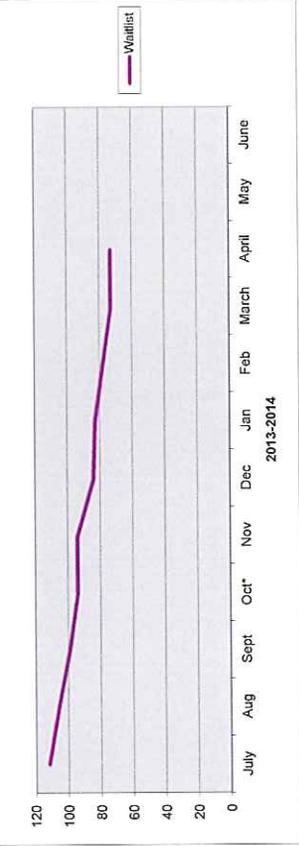
2013-2014

	July	Aug	Sept	Oct*	Nov	Dec	Jan	Feb	March	April	May	June	Total
Loans Serviced	67	66	66	66	66	67	67	67	66	68	70	70	1311
Deferred Loans Serviced	190	189	190	189	189	190	189	189	189	189	187	187	187
Applications in Process	7	9	7	7	11	8	8	8	10	14	13	13	13
Portfolio (Since Beginning of Program)	1298	1298	1302	1301	1301	1304	1304	1304	1305	1308	1311	1311	1311
Waitlist	112	106	99	94	94	84	83	78	73	73	73	73	73
Rehab Projects Completed	0	0	1	2	5	5	6	6	6	8	10	10	10
Demo Projects Completed	0	0	0	0	0	0	0	0	0	0	0	0	0
Demo Projects In Process	0	0	0	0	0	0	0	0	0	0	0	0	0

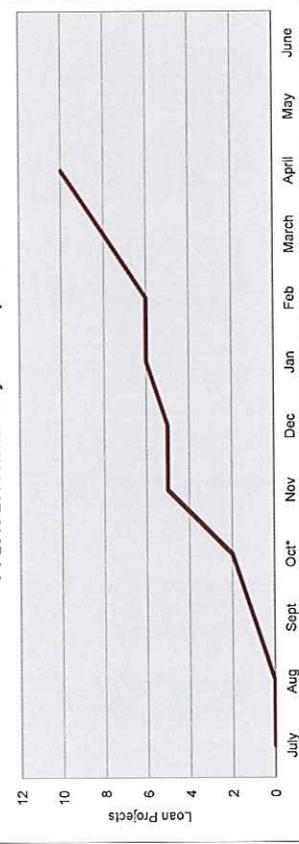
FY 2013-2014 CDBG Rehab Loan Program Monthly Activity



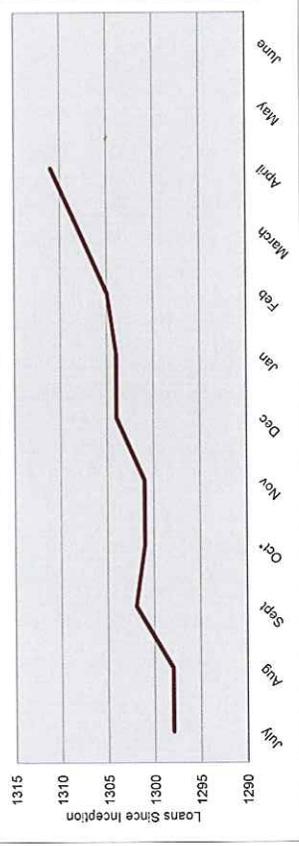
CDBG Rehab Loan Program Waitlist (Currently Closed)



FY 2013-2014 Rehab Projects Completed



CDBG Loan Portfolio



Date: January 22, 2014

To: City of Wyoming  
Department of Planning & Community Development  
Rebecca Rynbrandt, Director of Community Services

From: Fair Housing Center of West Michigan  
Nancy L. Haynes, Executive Director

Contract Period: July 1, 2013 through June 30, 2014

Reporting Period: July 1, 2013 through December 31, 2013

### **FAIR HOUSING SERVICES MID CONTRACT PERFORMANCE REPORT**

This report details fair housing services provided by the Fair Housing Center of West Michigan (FHCWM) to the City of Wyoming for the period of July 1, 2013 through December 31, 2013. Services provided have been jointly designed by the City of Wyoming Planning and Community Development staff and the FHCWM and are provided throughout the City's Community Development Block Grant (CDBG) service area to affirmatively further fair housing as required by the U.S. Department of Housing and Urban Development.

Services provided by the FHCWM are described according to the format of this Agreement and are detailed below in the following order: **Complaint Assistance/Investigation, Housing Testing and Education and Outreach.**

#### **Complaint Assistance/Investigation**

*3. A. The Center shall provide technical assistance in response to any and all questions regarding housing discrimination within the City which the Center may receive, from any source, during the term of this Agreement. The Center shall receive, review, investigate, and process all complaints of housing discrimination from residents of the City or persons wishing to reside in the City which the Center may receive from any source during the term of this Agreement. The Center shall provide referral information and materials to City staff in order to facilitate reception of questions related to fair housing and complaints of housing discrimination within the City. If on the date this Agreement terminates the Center has not completed processing one or more complaints, the Center shall complete regular processing of those complaints at no extra charge.*

The FHCWM received a total of 41 complaints of unlawful housing discrimination during the six-month period of this report, four (4) of which involved people and/or property within the City of Wyoming. Two (2) of the four (4) complaints within the City of Wyoming were handled under the terms of this Agreement. Also, the FHCWM continued to investigate two (2) complaints which were initiated under previous City of Wyoming/FHCWM contract periods (see

attached: *City of Wyoming Complaint Log 2013-2014*). As a result of these investigations, three (3) complaints were resolved and closed for five (5) clients during the first half of this contract period.

During the first six-month period of the contract, the FHCWM initiated two (2) complaints under the terms of this contract. One (1) complaint, 13-098, was initiated after survey testing conducted on the basis of familial status revealed fair housing concerns on the basis of marital status. Follow up testing did not reveal sufficient evidence to continue the investigation of this case, as such it was closed. See "Housing Testing" for more details.

Complaint number 13-109-C was initiated after FHCWM systemic investigation revealed that a Wyoming condominium community's bylaws require residents to be related by blood or marriage. This may indicate a policy and/or practice of illegal housing discrimination on the basis of familial status and/or marital status. The FHCWM is currently investigating this case, and monitoring for opportunities to obtain additional information.

During the first half of this contract period, the FHCWM continued investigations into three (3) complaints which had been initiated under previous City of Wyoming/FHCWM contract periods. The first complaint, 12-116, was initiated after an anonymous complainant contacted the FHCWM with an allegation of familial status and marital status discrimination against a condominium association. The complainant alleged that the association was enforcing bylaws which require residents to be related by blood or marriage and prohibited any residents under the age of 18. FHCWM investigation corroborated the allegations leading to an administrative complaint filed with the Michigan Department of Civil Rights (MDCR). MDCR is facilitating discussions of settlement.

The second complaint, 13-016, was initiated by a client, during the 2012-2013 contract period, on the basis of color in response to alleged discriminatory statements made by a landlord. FHCWM investigation revealed insufficient evidence to proceed with the case at this time, and the case was closed on October 7, 2013.

The third complaint, 13-063, was initiated by a client during the 2012-2013 contract period on the basis of source of income, who alleged that the landlord was holding her to different terms and conditions in her lease agreement because of her source of income, particularly because she had a Section 8 Voucher. This case was closed on August 13, 2013 after the FHCWM determined that there was insufficient evidence to proceed with the investigation at this time.

### **Housing Testing**

*3. B. The Center will conduct housing testing in the City on the basis of complaints from bona fide home seekers, of illegal discrimination received from sources other than complainants, or on a survey basis as dictated by local advertising and/or availability. The Center shall conduct a minimum of fifteen (15) such housing tests during the term of this Agreement. Except where the variable to be tested is determined by a related, bona fide complaint, all housing testing, including complaint-based testing, shall be designed to detect discrimination on the basis of familial status. All housing testing, including complaint-based testing, will be conducted by*

*trained testers according to generally-accepted housing testing methodology in order to obtain evidence of discriminatory patterns and/or practices. In the absence of an individual complaint, the Center will initiate enforcement action on behalf of the City in those cases where evidence of discrimination exists.*

The FHCWM conducted a total of 148 housing tests during the six-month period of this report, 14 of which were conducted in the City of Wyoming. Seven (7) of those 14 tests were conducted under the terms of this Agreement (see attached: *City of Wyoming Test Log 2013-2014*). All tests were conducted by trained testers in accordance with generally-accepted testing methodology at the direction of the FHCWM's Director of Advocacy and Test Coordinator. The tests were designed to detect measurable differences in the treatment of testers who differed in a single characteristic. These differences were determined through comparative analysis of paired housing testers' experiences as reported on standardized test report forms. Such information may, where appropriate, be used to support claims regarding unlawful housing discrimination.

Six (6) of the seven (7) tests completed during this reporting period were conducted on a survey basis. The sites for the survey tests were determined by the Test Coordinator, the Director of Advocacy and/or the Executive Director of the FHCWM based upon past complaints, past testing and/or other market or community research. All six (6) survey tests were conducted on the basis of familial status and yielded conclusive results. Two (2) of the six (6) conclusive survey tests, 33%, revealed evidence of differential treatment and/or potential discrimination on the basis of familial status. The remaining four (4) conclusive survey tests, 67%, revealed either no significant difference between the treatment of the testers or no significant evidence of differences in treatment potentially attributable to a protected basis. The FHCWM will review the testing results to determine the next course of action.

The one (1) remaining test was conducted in response to a complaint, case number 13-098. This one (1) test was conducted on the basis of marital status and yielded a conclusive result. It was deemed to reveal no evidence of significant differences in treatment and/or information given to the testers. The FHCWM reviewed the results of this test in conjunction with previous survey testing in order to determine the necessity of further enforcement measures. As a result, the FHCWM determined that there was insufficient evidence to proceed with the investigation at this time, and then closed the complaint on October 7, 2013.

### **Education and Outreach**

*3. C. The Center will conduct a community outreach program to educate housing consumers, professionals and the general public concerning fair housing. As part of a comprehensive, regional program, the Center will disseminate fair housing information to housing consumers, and housing/human service agencies in order to educate them about housing rights, and to increase awareness and reporting of discriminatory practices. The Center will also provide fair housing information to sales, rental, and lending professionals in order to encourage their voluntary compliance with federal, state and local fair housing laws. The Center will conduct one 3-hour Fair Housing training session at an accessible Wyoming location, designed to increase voluntary compliance with fair housing laws throughout the Wyoming housing industry including both the real estate and rental industry. The Center will continue to disseminate*

*materials on a community-wide basis in order to promote understanding of fair housing and the benefits thereof, and to increase general public awareness regarding equal access to housing opportunity.*

During the six-month period of this report, the FHCWM provided 124.75 hours of fair housing education and outreach services for housing industry professionals and housing consumers in the City of Wyoming, nine (9) of which were conducted under the terms of this contract. While the 3-hour Fair Housing training session outlined by the contract will take place in the second half of the contract period, during the first half of the contract period the FHCWM staff provided a multitude of other fair housing services for persons who live and/or work in the City of Wyoming. Specifically under this contract, the FHCWM served a total of 55 people through education and outreach activities, and distributed over 75 fair housing materials. A detailed list of these education and outreach activities is as follows (those activities wherein staff time was attributed to this contract are highlighted in bold):

- July 2, 2013 - FHCWM staff (LK, MD) met with representatives of the Home Builders Association of Greater Grand Rapids to discuss the project on promoting affordable housing. Materials: capabilities brochure with 5 inserts.
- July 10, 2013 - FHCWM staff (MD, LK) sent out 32 Fair Housing for LGBT Persons fact sheets and cover letters.
- July 17, 2013 - FHCWM staff (LK, EVS) provided fair housing expertise and best practices electronically regarding an on-going reasonable accommodation request to a Property Manager in Wyoming. Materials: DOJ/HUD Joint Statement on RA.
- July 24, 2013 - FHCWM staff (LK, NLH, LS) provided fair housing expertise regarding an on-going reasonable accommodation request to a Property Manager in Wyoming. No materials.
- July 25, 2013 - FHCWM staff (LK, MD) provided Fair Housing Act Design Manuals in binders to 14 developers. Materials: FHA Design Manual, binders with FHCWM contact info, cover letters.
- July 31, 2013 - FHCWM staff (NLH and EVS) met with Lori Vinson of the Michigan Department of Civil Rights to discuss opportunities for collaboration, particularly as it related to HUD's FHAP Partnership funds.
- August 19, 2013 - FHCWM staff (EVS, GCC and MD) met with Doretha Ardoin of Coldwell Banker AJS Schmidt to discuss the current sales market, and opportunities for partnership and collaboration.
- August 20, 2013 - FHCWM staff (NLH, LK, EVS and EMS) met with 4 representatives from Disability Advocates of Kent County to discuss current and future advocacy efforts related to housing discrimination, opportunities for partnership, and ways to leverage each organization's resources.
- August 22, 2013 - FHCWM staff (GCC) conducted a fair housing tester training, wherein two testers were trained.
- August 23, 2013 - FHCWM staff (LK, MD) provided fair housing information at the Fresh Start Expo hosted by the Grand Rapids and Wyoming Housing Commissions. Materials: 110 Capabilities brochures in English with general & give inserts; 20 Disability or Family inserts; 7 Spanish Capabilities brochures with general & give inserts; 275 bookmarks.
- **August 29, 2013 - FHCWM staff (LK, MD) provided 37 Zoning & Land Use Fact Sheets**

developed under the EO12 grant to planning and zoning commission members as well as city staff across the FHCWM 12-county service area.

- **September 3, 2013 - FHCWM staff (MD, LK) provided 133 apartment complexes with Affirmatively Furthering Fair Housing and Affirmative Fair Housing Market Plan Fact Sheets which were developed under the EO12 grant across the FHCWM 12-county service area.**
- September 9, 2013 - FHCWM staff (NLH) presented at the West Michigan CRA group meeting about the REO issues and the impact of said lack of maintenance, trends and opportunities for partnering.
- September 16, 2013 - FHCWM staff (LK and EVS) met with a representative from the Association for the Blind and Visually Impaired and a representative from the Michigan Association for the Blind to discuss opportunities for staff training and in-service, as well as opportunities for the FHCWM to present to, or reach out to, the clients and members of the ABVI.
- September 19, 2013 - FHCWM staff (GCC) conducted a fair housing tester training, wherein four testers were trained.
- September 26, 2013 - FHCWM staff (GCC) conducted a fair housing tester training, wherein three testers were trained, one of them being a senior.
- October 7, 2013 - FHCWM staff (LK) presented fair housing information on a panel that repeated twice at the Disability Awareness Day Conference hosted by Disability Advocates of Kent County. Materials: Fact Sheet: Persons with Disabilities, capabilities brochures with disability/get involved insert.
- **October 9, 2013 - FHCWM staff (NLH) attended and participated in the regular meeting of the Michigan Department of Civil Rights Collaborative meeting held at Michigan Migrant Legal Aid wherein there was a continued discussion regarding the production of a report detailing inequities in opportunities in West Michigan.**
- October 15, 2013 - FHCWM staff (MD) mailed out 115 Sponsorship ask letters for the 27th Annual Fair Housing Luncheon and Workshop Series.
- **October 22, 2013 - FHCWM staff (LK) provided Fair Housing Training for Rental Professionals (101) in the FHCWM training room. Attendees represented communities in Allendale, Grand Rapids, Holland, and Wyoming. Materials: full packet, PowerPoint, capabilities brochures with professional/give inserts, magnets. Also 1 HUD Poster English.**
- October 24, 2013 - FHCWM staff (MD) attended the Kent County Coalition to End Homelessness meeting at the Kroc Center. No materials.
- October 29, 2013 - FHCWM staff (LK) provided a Fair Housing Update for staff of Compass Properties. Materials: PowerPoint, quiz, magnets, evaluations.
- **November 6, 2013 - FHCWM staff (GCC) conducted a fair housing tester training at the Grand Rapids Urban League for several staff and volunteer recruits, wherein 11 testers were trained, two of them being seniors.**
- **November 7, 2013 - FHCWM staff (GCC) conducted a fair housing tester training, wherein seven testers were trained, one of them being a senior.**
- November 14, 2013 - FHCWM staff (LK, MD) presented Fair Housing & Senior Housing training to Kent County senior housing providers in the FHCWM training room. Materials: 2013 Senior Report, quiz, binder, PowerPoint, capabilities brochure with professional/general inserts, magnet.

- November 20, 2013 - FHCWM staff (LK) Fair Housing & Senior Housing training to Kent County senior housing providers in the FHCWM training room. Materials: 2013 Senior Report, quiz, binder, PowerPoint, capabilities brochure with professional/general inserts, magnet.
- **December 4, 2013 - FHCWM staff (EVS and NLH) presented to the City of Wyoming's Community Development Committee regarding the need for fair housing services and a proposal for FY2014.**
- December 4, 2013 - FHCWM staff (LK, EVS, MD) prepared and distributed the Volume 4 FHCWM Newsletter.
- **December 12, 2013 - FHCWM staff (EVS) received a call from a property manager in Wyoming, MI with questions about reasonable accommodations, particularly as it pertained to a resident's need for access to mail facilities. Staff provided guidance on the law's requirements, and the housing provider's responsibility to pay for accommodations vs. modifications.**
- December 19, 2013 - FHCWM staff (LK) represented the FHCWM at a meeting of the Grand Rapids Area Coalition to End Homelessness. No materials.

## CONCLUSION

Throughout the six-month period of this contract period, the FHCWM completed the following contractual services under the terms of the agreement with the City of Wyoming: opened two (2) new complaints, continued investigation on three (3) complaints initiated under previous contracts with the City of Wyoming, resolved and closed three (3) complaints for five (5) clients, conducted seven (7) matched pair housing tests, and provided numerous additional education and outreach services for a total of 60 clients served.

**City of Wyoming Complaint Log 2013-2014**

Intake #	Billing	Contract	Complaint Date	Allegation	Basis	Status	Closing Type	Closing Date
13-109-C	Wyo	13/14	13-Nov-13	Statements of intent policy or practice of discrimination by agent or owner	Marital Status	Monitor for ads		
13-098	Wyo	13/14	06-Sep-13	Statements of intent policy or practice of discrimination by agent or owner	Marital Status	Closed	NSD	07-Oct-13
13-063	Wyo	12/13	22-May-13	Dispute on prices/terms or conditions for rent or sale	Income Source	Closed	IEP	13-Aug-13
13-016	Wyo	12/13	07-Mar-13	Statements of intent policy or practice of discrimination by agent or owner	Color	Closed	IEP	08-Jul-13
12-116	Wyo	12/13	07-Nov-12	Statements of intent policy or practice of discrimination by agent or owner	Family Status	Filed with MDCR		

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**DO NOT REPRODUCE**

City of Wyoming Test Log 2013-2014

Test Type	Billing	Contract	Intake #	Test #	Test date	Address	City	Basis	Test Result
Survey	Wyo	13/14	Survey	01B	21-Nov-13	78 50th Street	Wyoming	Family Status	No significant difference
Survey	Wyo	13/14	Survey	02B	21-Nov-13	3980 Madison Ave.	Wyoming	Family Status	No significant difference
Survey	Wyo	13/14	Survey	03	08-Nov-13	4277 Stonebridge Dr. SW	Wyoming	Family Status	Evidence
Survey	Wyo	13/14	Survey	04	04-Nov-13	2614 Wyoming SW	Wyoming	Family Status	No Significant Evidence
Complaint Based	Wyo	13/14	13-098	01	24-Sep-13	4345 Timber Ridge Trail	Wyoming	Marital Status	No Significant Evidence
Survey	Wyo	13/14	Survey	02	30-Aug-13	3980 Madison Ave.	Wyoming	Family Status	No Significant Evidence
Survey	Wyo	13/14	Survey	01	30-Aug-13	78 50th Street	Wyoming	Family Status	Evidence

## Report for Taft Avenue July 31, 2013 - December 31, 2013

We continue to make progress with the resident's on Taft as we were able to fulfill several of our goals.

- Establish an office/outreach center as a contact point between us and the residents so we could have a consistent presence in the neighborhood.
- Develop a food pantry that is twofold: It meets a practical need and also established trust and credibility on our part. We served over 365 families from July 1 to December 31 of 2013.
- More than 30 of the Taft resident's have been giving back, as they have assisted us at our pantries and outreaches.
- A weekly Power House Kid's program on Monday's sponsored by Rez. Life Church. There have been over 330 kids that attended.
- Partnered with Express Professional Services to bring employment training and job placement to those who were interested. We were able to place 9 adults with permanent employment and 16 youth with temporary jobs.
- Held a block party in August where more than 150 people attended. Free food and prizes were given out. Lighthouse Properties and Tom Thumb landscaping provided food and volunteers for the effort.
- The partnership with Rez Life Church continues to prosper, as they have 6-8 tutors/mentors that come twice a week to work with 24-35 kids aged 6-12 years.
- Partnered with the Wyoming Public Schools Theater Company to distribute hams, turkeys and groceries to 60 families for Christmas
- In conclusion, this partnership has had a significant impact on the neighborhood. Having a consistent presence, combined with partnerships appears to be the key to success, although there is plenty of work to do. Each life we reach brings potential for change.

City of Wyoming, Michigan  
Municipal Inspection Department Performance Report  
Code Enforcement Activity in CD Target Areas  
HUD Community Development Funding FY 13

The following report provides data and graphical representation of municipal code enforcement activity and related HUD Community Development funding in Low / Mod income areas within the City of Wyoming. The enclosed information provides data for reporting period Fiscal Year 2013 July 1, 2012-June 30 2013. This report also provides comparative data for FY12 and for the first six months of FY 14. (7/01/2013—12/31/2013).

### History

From 2010 to mid- 2013, the City of Wyoming was authorized by HUD to utilize a portion of CD Fund Entitlement dollars to be used to partially fund code enforcement within CD qualified low/moderate income target areas. The program approved by HUD was based on calculating the number of code enforcement cases overall within the City and breaking out the number/percentage of cases within CD qualified areas. Case's located within CD qualified areas were funded with CD grant funds. Conversely, the same percentage of revenues generated within those CD areas by City contracted services for weed mowing, property cleanup, ordered demolition, and securing pools and open structures on vacant properties would be returned to the CD fund.

### Current

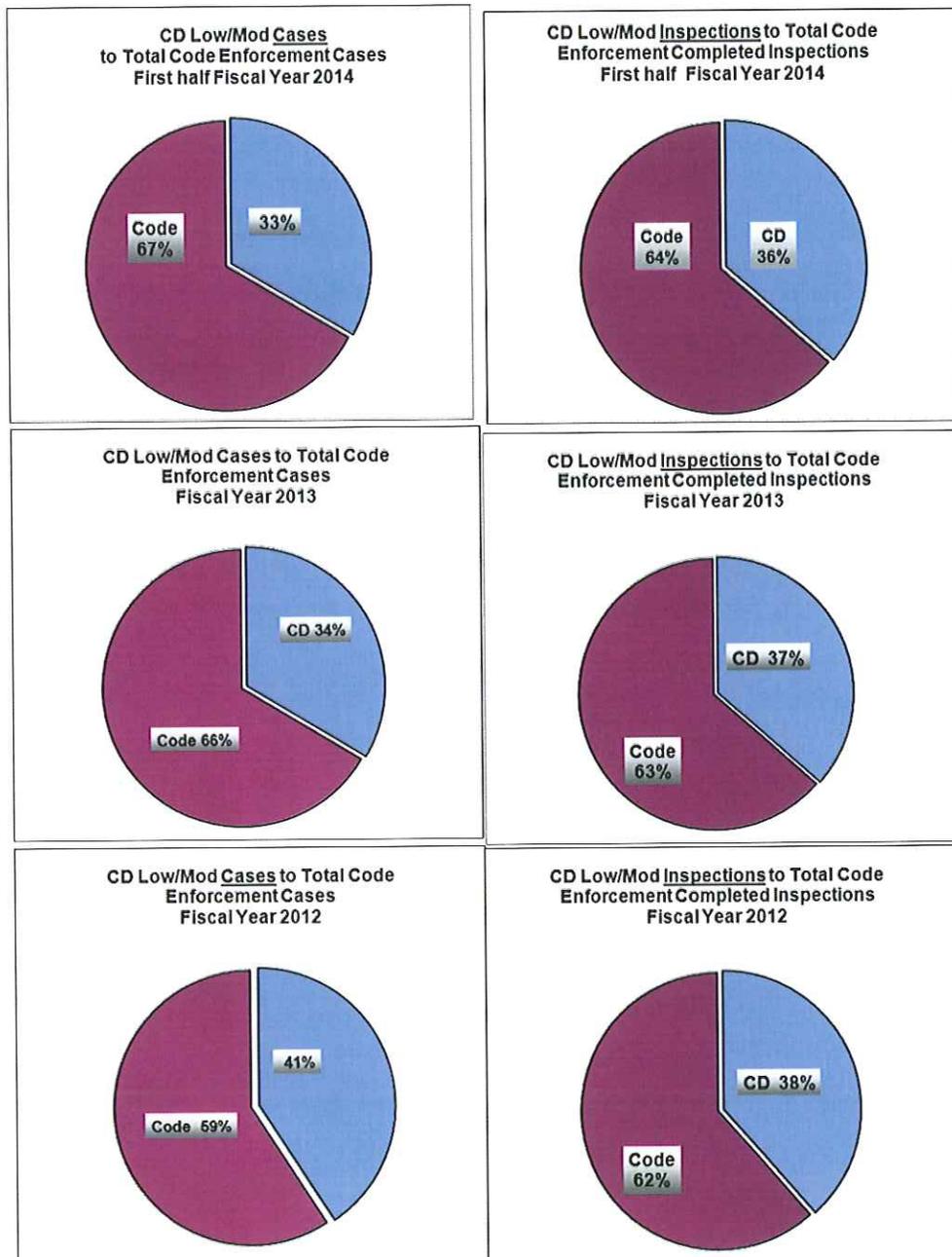
During a HUD review in 2013, it was determined that revenues generated by weed mowing or property clean up that occurred within target areas could no longer be returned to the CD fund. The result is that there are less net funds available for code enforcement efforts within low mod areas. This went into effect on July 1, 2013 which is the start of the City's new fiscal year 2014. Net CD code enforcement funds available plus CD dollars committed to other endeavors resulted in a reduction of available code enforcement dollars from over \$100,000.00 to a cap of \$55,000.00. The balance of code enforcement expense in the City and in CD qualified areas is absorbed through other budget activities.

Although the CD funding has been reduced, the workload has not. Charts on the following pages graphically indicate the percentage of cases and inspections performed within CD areas for FY13 and the first half, July-Dec of FY14. Note that the percentages are virtually constant. This remains true all the way back to FY10 when CD funding for code enforcement began.

The City uses a time tracking system for inspectors to determine actual on-site inspection time for these cases as well as for support staff time associated with the code enforcement program. This information is used to further refine percentage splits for CD low/mod code enforcement.

CD funding for code assistance in qualified areas is a necessary and integral factor to improve and protect City neighborhoods.

## Code Enforcement in CD Target Areas

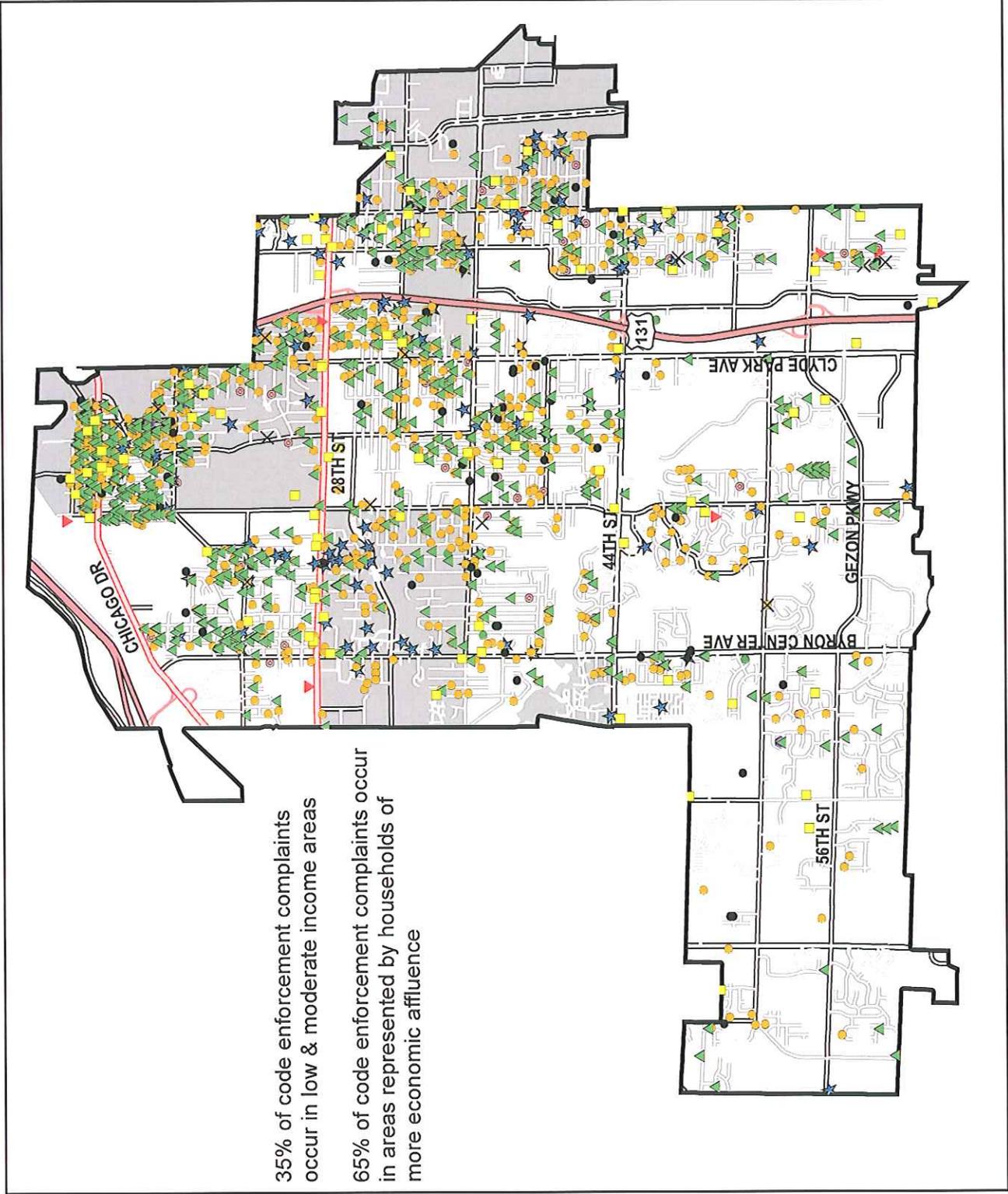


Pg. 2 of 2

Submitted by:

James W. De Lange  
Chief Building Official  
City of Wyoming, MI  
[delangej@wyomingmi.gov](mailto:delangej@wyomingmi.gov)

# City of Wyoming, Michigan Code Enforcement (7/1/2012 to 6/30/2013)



35% of code enforcement complaints occur in low & moderate income areas

65% of code enforcement complaints occur in areas represented by households of more economic affluence



Interdepartmental Correspondence

**TO:** Captain Koster  
**FROM:** Lt. Scott Beckman  
**DATE:** February 13, 2014  
**SUBJECT:** CDBG 2013-2014 Mid-year Report



Administrative Services

Captain Koster,

The following is a summary of the 1<sup>st</sup> and 2<sup>nd</sup> Quarter activities for the Community Services Unit. This also serves as the mid-year performance report as required by the CDBG Grant awarded to the Community Services Unit. Activities are categorized as *Collaboration and Community Outreach*, and *Enforcement Activity*. If there is a need for clarification or if you have any questions please feel free to contact me and I will make myself available.

Collaboration and Community Outreach

- 7-2-2013** Assisted with Fireworks Detail at Lamar Park (TP, RO, KD).
- 7-8-2013** An analysis of calls for service led to the discovery of many problems with LaHacienda Banquet Hall on the first weekend of each month going back to January. Lt. Beckman and Officer Caster met with the owner. The owner identified the same group that was causing problems and renting the hall. The owner terminated the contract with the group due to their problems. There have been no further problems at this time (SB & JC).
- 7-9-13** Attended Area-wide Gang Meeting (KD).
- 7-11-2013** Walked with the Mayor through the Godfrey-Lee neighborhood, answering questions from citizens (JC).
- Attended Division Avenue Business Association Meeting (BD)
- 7-18-2013** The inaugural *Coffee with a Cop* was held at Biggby Coffee, 1285 28<sup>th</sup> SW, from 8:00 to 10:00 a.m. Approximately 25 citizens stopped by during this period and spoke to our officers. During this time we were able to answer questions, explain City procedures and resources, and build relationships with community members on a one-to-one level. The Chief attended and met with several residents, and Officer Morales was present (from the patrol unit) for our Spanish-speaking population. One of the issues that were raised by a citizen was an inquiry on how we handle panhandlers. Overall the event was a success. In speaking with Biggby management after the event, we learned that this event had a positive impact on their sales numbers as many of the people that attended also purchased other food or drinks (beyond the free coffee offered). This is something that we hope to continue in the future, and several CSU will be attending a seminar regarding *Coffee with a Cop* in hopes of getting more ideas and insight into this project (SB, TP, KD, BD, RO, Chief, & Officer Morales).

Officer Caster gave Scams and Fraud presentation for seniors at Wyoming Housing Commission (JC).

**7-23-2013** Gave presentation at Senior Center regarding Safety for Senior Citizens (BD).

Officer Durian met with a resident on Himes St in reference to starting up a new neighborhood watch group (BD).

The Wyoming Police Department has been attempting to address the issue of panhandlers standing near the roadway at major intersections. The patrol division has assisted by handing out informational brochures (containing resource information regarding where the indigent can obtain food, shelter, substance abuse counseling, etc as well as a list of laws related to panhandling). The second part of this effort involved taking representatives from the various organizations on ride-alongs and bringing them directly to panhandlers to offer them assistance personally. On 7-23, a representative from the Salvation Army rode along with Officer Duimstra and made contact with 5 panhandlers. This same Salvation Army representative rode with Officer Duimstra again on 7-30 and they made contact with an additional 4 panhandlers. Representatives from other charitable organizations were invited to go on ridealongs, but have not availed themselves of this opportunity up to this point (KD).

**7-24-2013** A CPTED evaluation was conducted at Parkview Apartments (JC & KD).

**7-29-2013** Officer Durian attended Honeoye Neighborhood Watch (BD).

**7-30-2013** Officer Durian attended Walton St. National Night Out Event (BD).

**7-31-2013** Gave tour of the PD to a group of kids from Team 21 (BD, RO, KD, & JC).

**8-2-2013** Participated in the Golf Fore Kids outing at Gracewill Country Club (JC & BD).

Gave presentation to Bethany Christian Services new arrivals (KD).

**8-3-2013** Attended the St. Joseph the Worker Party at Lamar Park (JC, KD & BD).

**8-6-2013** Attended National Night Out events at various locations throughout the day. (SB, BD, JC, KD, CDB).

**8-15-2013** Attended Division Avenue Business District meeting (BD).

Met with Parks and Rec. as well as State representatives at Oriole Park regarding a federal grant for parks (JC).

**8-19-2013** Attended 28<sup>th</sup> St. Business Meeting at Best Western (BD).  
Attended Lee Street CRC block party (BD & KD).

**8-20-2013** A representative from the Salvation Army rode with Officer Durian, and they made contact with 2 panhandlers, providing them with resource information (BD).

**8-21-2013** Attended Godfrey Lee Business Association Meeting (BD & CDB).

- 8-23, 24-2013** Metro Cruise was held and CSU officers worked with patrol, other city departments, and other area departments. Bike and motor patrols were also utilized for this event (TP, BD, KD, & RO).
- 8-26-2013** As another school year is about to begin, the School Resource Officers met with administrators and staff throughout the month in order to make plans and anticipate what hurdles will be faced in the upcoming year. This was especially necessary as the use and function of several of the school buildings has changed (RO & CDB).
- 8-29-2013** **Special Op:** There have been several recent incidents in and around the Buck Creek Nature Center involving indecent exposure and other lewd and lascivious behavior. On 8-29-13 we conducted a plain clothes operation in an effort to police this behavior that detracts from the family environment that this park is intended for. Although there were some suspicious subjects observed, no crimes occurred and no arrests were made. We intend to step up police presence in this area via bike and foot patrols (SRB, TP, & JC).
- 9-3-2013** With the start of another school year, CSU officers will be assisting the Patrol Division carry out their school safety check initiative. The SROs will be responsible for the schools within their district and the CSOs will communicate with the district patrol cars to determine which schools they will be checking that particular day (CSU).
- 9-17-2013** Attended Wyoming Park Neighborhood Association Meeting and Walk with the Mayor (JC).
- 9-12-2013** Attended the Division Avenue Business Association Meeting (BD).
- 9-16-2013** Gave safety presentation to West Elementary ECC students (TP).  
Attended South Godwin Neighborhood Association Meeting (BD).
- 9-17-2013** Attended Godfrey Lee Business Association Meeting (JC).  
Attended Godwin's Parent night (BD).
- 9-18-2013** Attended Marge's Award from AMBUCS Ceremony (JC, BD, & TP).  
Attended Roosevelt Park Neighborhood's Police Luncheon with GRPD (JC, BD, & TP).
- 9-27-13** Assisted with traffic for Godfrey Lee's Homecoming Parade (RA & BD)
- 10-8-2013** Conducted a code red drill at East Lee High School (CDB).
- 10-10-2013** Attended the Division Avenue Business Association Meeting (BD).
- 10-10-2013** The Godfrey Lee Early Childhood Center reported that they have had over 1,000 tardies since the beginning of the school year. Most of these are a result of parents not dropping their children off on time for school at the beginning of the day. School personnel requested police assistance in addressing this matter. We began sending an officer to the ECC on Monday mornings in order to greet the kids as they arrived at school and also to direct parents who dropped their children off late to go to the office to sign them in (which

had met with resistance in the past). In the early stages of this effort school officials have indicated that it has been successful and tardies have dropped dramatically (SRB, JC, & CDB).

- 10-15-2013** The second *Coffee with a Cop* was held at Brann's Steakhouse, 4157 S. Division, between 8 and 10 A.M. Community member attendance was down a bit compared to the previous event held during July, but approximately 10 community members filtered in and spoke to representatives from the police department as well as other City departments. Everyone enjoyed a cup of coffee and discussions were held regarding issues faced by various neighborhoods. Discussion topics included the new Silver Bus Line, National Night Out, neighborhood and business group meetings, and a suspicious subject hanging out near the school bus stop on Buchanan (this will be investigated by CSU officers). City personnel in attendance included CSU officers, police administrators, city manager, and public service representatives.\*\*\*Follow-up on the bus stop complaint has led to the identification of a possible suspect. After numerous days of surveillance on the location, he has not been seen back there (BD).
- Gave presentation to all Wyoming High School Seniors regarding driver's safety (including drunk driving, driving while texting, etc.) (RA).
- 10-17-2013** Attended 28<sup>th</sup> St. Business Group Meeting (BD).
- 10-22-2013** Attended North End Business Group Meeting (JC).
- 10-29-2013** Attended 28<sup>th</sup> St. West Business Group Meeting (JC).
- 11-8-2013** Assisted with fire drill at Lee HS (CDB).
- 11-9-2013** Participated at the Moose Lodge Safety Day (BD).
- 11-12-2013** Attended Honeoye Neighborhood meeting (BD).
- 11-13-2013** Met with Wyoming Junior High staff, students, and parents in reference to behavior plans (RA).
- 11-14-2013** Attended Division Avenue Business Association meeting (BD).
- 11-18-2013** Attended South Godwin Neighborhood Association meeting (BD).
- 11-20-2013** During a school safety check conducted by Officer Lopez, San Juan Diego Academy administrators requested police assistance in conducting a lockdown drill. CSU and patrol (Officer Lopez) assisted with this exercise. The lockdown was conducted and the principal was debriefed. Officers then had the opportunity to speak to an assembly of students about the lockdown in particular and law enforcement in general (JC, KD, TP, & patrol).
- 11-21-2013** Attended 28<sup>th</sup> St. Business Group Meeting (BD).
- Attended Kent Industrial Business Group Meeting 36<sup>th</sup>/Roger B. Chaffee (BD).

- 11-22-2013 Attended Metro Hospital Carnival (KD).
- 11-25-2013 Spoke to 5<sup>th</sup> grade class at Godfrey-Lee regarding the Bill of Rights, search and seizure, etc. (CDB).
- 11-26-2013 Attended 28<sup>th</sup> St. West Business Association meeting (JC & BD).
- 12-4-2013 Conducted lockdown drill at Wyoming HS (RA).
- 12-5-2013 Participated in "Wyoming Gives Back" at Rogers' Plaza (KD & BD).
- 12-7-2013 Participated in the Santa Parade on S. Division Ave (KD, BD, JC, & Honor Guard).
- 12-9-2013 Gave lectures to Wyoming Middle School students' health class regarding alcohol and drug abuse (RA).
- 12-10-2013 Assisted with lockdown drill at Parkview Elementary (RA).  
Facilitated the Area-wide gang meeting (KD).
- 12-11-2013 Gave tour to 120 Government class students from Wyoming HS (CSU).
- 12-12-2013 Attended the Division Avenue Business Association Meeting (BD).  
Gave presentation at Bethany Christian Services for new arrivals to the United States (KD).  
Attended Roosevelt Park Neighborhood Christmas luncheon (TP, BD, JC).  
Gave presentation to Wyoming Park Neighborhood Group regarding Senior Safety (JC).
- 12-18-2013 Attended a KCTC career fair at Sunshine Community Church (BD, JC, & TP).
- 12-19-2013 Attended 28<sup>th</sup> St. Business Association Meeting (BD & KD).  
K-9 sniffed lockers at Wyoming Middle School (RA).  
Based on information from a resident on Wheeler St., surveillance was conducted on a house suspected of being involved in narcotic sales. Officer Eric Toonstra stopped 2 cars and obtained a significant amount of marijuana and crack cocaine. Based on this information CSU and MET assisted in obtaining a search warrant for the house. CSU, MET, and patrol executed the search warrant on the afternoon of 12-19-13. The search led to the seizure of a marijuana grow operation, marijuana, narcotic equipment, and cash. MET will be continuing this investigation (JC, KD, BD, CDB, Patrol, & MET).

### Enforcement Activity

- 7-17-2013 We have received complaints from a neighbor of 1127 Wheeler regarding a great deal of suspicious activity at that address. It is suspected that narcotics sales are occurring at that house based on the large amount of activity and traffic that occurs at all hours.

Surveillance was conducted on several occasions and confirmed that it was not uncommon for a car to pull into the driveway, meet with the resident of the address for a few minutes and then leave. On 7-17-13 the Metropolitan Enforcement Team drug unit worked with CSU for a few hours in the afternoon. This operation resulted in a car being stopped after leaving the target address and the driver being arrested for Possession of Marijuana and Driving with License Suspended. CSU will continue to work with MET officers in addressing this issue and hopefully shutting down, what is believed to be, a drug house (JC, TP, KD, RO).

**7-19-2013**

**Curfew Operation:** CSU Officers worked with the juvenile detectives and conducted a plain clothes/plain car operation from 2100 to 0200 hours targeting juveniles violating curfew. During the operational period 3 juveniles were arrested and turned over to their parents.

In addition to this 2 subjects were arrested for breaking into Wyoming High School. Shortly after 0100 hours on 7-20-13, Officers Allen and Duimstra observed a bicycle parked behind Wyoming HS. This, along with the knowledge that the school had been broken into 2 nights prior, prompted the officers to investigate further. They found a door forced open and requested back-up. Several officers responded and set up a perimeter around the school. Once the perimeter was set, Officers Allen and Duimstra entered the school with Officer E. Toonstra and his K-9. The dog tracked the suspects within the school and was "hot on the trail". As the dog entered one of the computer labs, 2 subjects climbed out of the exterior window of that same lab where Officer Durian was waiting for them on the exterior. Both suspects were taken into custody without incident. The suspects had trashed the school, and had loaded up bags with computer equipment, tablets, cash, etc. Subsequent to being questioned by to Officer Toonstra one of the subjects confessed to the current break-in as well as the one 2 nights ago. Video from the prior break-in confirmed that he was the lone perpetrator. He gave consent to search the tent where he was living, and stolen property from the previous break-in was located. The other subject confessed to Officer Linder to the current break-in. Both suspects were adults and were lodged for B&E. FSU processed the scene (TP, JC, RO, KD, and Detectives Durell and Rittenger).

A VARDA Alarm was installed at 2345 Chicago Dr. based on a recent burglary (JC).

**7-24-2013**

Subsequent to a recent string of Robberies (5 robberies of businesses) by a female suspect and a male accomplice, the Detective Bureau was able to identify the suspects. It was determined that they lived at 3032 Byron Center SW #9. On 7-24 CSU Officers assisted the Detective Bureau with surveillance on the suspect's address. The suspects left the address and a traffic stop was made on their vehicle. Both of them were taken into custody without incident. They were subsequently interviewed by detectives and lodged for Armed Robbery (KD, JC, BD).

**7-25-2013**

This is a summary of our actions with 2725 Clyde Park. Since July 2011 Wyoming Officers have responded to 2725 Clyde park over 120 times. The majority of these complaints include loud music, disorderly subjects, VCSA, domestic issues, assaults, etc...mostly quality of life issues. There have been some evictions during these two years and some of the problems have been resolved, however we are still being called too many times to the one complex. The owner met with Officer Caster and was willing to work with us on any issues they had. This has been an ongoing process, and the owner, Renard, did not have the time to focus all of his efforts on this complex.

In May of 2013, Renard hired a husband and wife team to manage the complex. Joanie Hyde is the primary subject involved. Joanie has been in contact with us over her concerns and problems with several tenants. Joanie has been in the process of evicting several tenants for various reasons. Joanie has a hard time working at the complex as residents harass her, and prevent her from doing her job at the complex. We continue to support and work with Joanie as she tries to clean up the complex.

- 8-1-2013** We received a complaint from a citizen regarding speeding vehicles on Avon north of Porter. This area was subject to traffic assignments and enforcement throughout the month. Some citations were issued, but we also utilized this as an educational opportunity to advise drivers of the hazards. (JC & TP).
- 8-15-2013** There were several traffic issues surrounding the construction at 28<sup>th</sup> and Clyde Park. This area was targeted for additional police presence and enforcement (RO & CDB).
- 8-27-2013** Assisted Fugitive Team/MDOC with arrest of Home Invasion Suspect at 1642 Judd #13-26712 (JC).
- 9-13-2013** We received complaints from the crossing guard and citizens regarding speeding vehicles on 40<sup>th</sup> St. between Clyde Park and Burlingame near Gladiola Elementary School. The traffic department assisted by placing a mobile radar sign in this area and additionally this area was subject to traffic assignments and enforcement throughout the month (JC & TP).
- 10-8-2013** At approximately 1050 hours on 10-8-2013 a Home Invasion occurred at 2630 Avon Ave. SW. The resident discovered that a subject had entered his house through a kitchen window. When confronted, the suspect fled on foot. Numerous department personnel responded, but the suspect was not located and a K-9 track was unsuccessful.
- At approximately 1405 hours Officer DeBoer observed a subject matching the description of the suspect in the Home Invasion walking in the area of Nagel and Lee. Officer DeBoer made contact with the suspect, and the suspect was subsequently identified by the victim as the person who broke into his house. Officer DeBoer turned the suspect over to the detective bureau and he was lodged on a Home Invasion charge (CDB & patrol).
- 10-16-2013** Assisted patrol and detective bureau on follow-up related to a recent Home Invasion. The suspects ran from officers and were subsequently captured, interviewed, and lodged (JC).
- 10-17-2013** There have been numerous issues over the last several months at La Hacienda Banquet Hall. These incidents include assaults, VCSA activity, and weapons offenses. Due to the safety hazard this presents to the community as well as members of this department, meetings were held with the property manager in an effort to work together to solve these problems. These meetings went well and the property manager made an effort to stop these issues, but the effort fell short and issues continued.
- A very thorough report was completed and forwarded to the police administration. Included was a summary of calls for service, copies of police reports, memorandums, e-mails, and written summary of conversations held with the property manager. This report will assist City officials in determining if action should be taken regarding the business license (JC).

- 10-24-2013** CSU Officers followed up on traffic complaints in the construction zone at 54<sup>th</sup> and S. Division as well as a complaint from a crossing guard regarding speeding vehicles on Godfrey between Burton and Chicago Dr. during school drop-off times (JC & KD).
- 10-25-2013** A Wyoming Middle School student brought a weapon (knife with a 4-inch blade) as well as some marijuana to school. Officer Allen investigated this incident with the assistance of school personnel and subsequently lodged the suspect for Possession of a Weapon in a Weapon-Free School Zone as well as Possession of Marijuana (RA).
- 10-24-2013** CSU assisted Detective Bureau with surveillance on an Apartment in Ramblewood with ties to the recent string of robberies and home invasions. Ultimately CSU assisted on a "knock-and-talk" at the apartment (TP, JC, & KD).
- 11-6-2013** Potter's House Elementary School, 810 Van Raalte, made a report of specific threats to shoot a student. These threats were written on the bathroom wall over the course of the previous week. An initial report was taken and follow-up was conducted prior to the case being handed over to the Detective Bureau (JC).
- 11-13-2013** The Patrol Division forwarded information to CSU that "rave parties" were being held at a business located at 2544 Thornwood. The previous weekend this resulted in several arrests and it was learned that VCSA activity was also occurring during these parties. Follow-up was conducted in order to determine the owner of the building, the lessee, and whether or not the business was allowed to conduct entertainment gatherings. It was learned that the location did not have a business license and it was subsequently posted as "no occupancy" by the Inspections Department. Shutting down this party location will hopefully have a positive impact on the quality of life of the neighboring businesses and residents (JC).
- 11-14-2013** Worked on traffic enforcement at locations identified by citizens (JC, BD, KD, & TP). Berwyn/Porter, Godfrey between Burton and Chicago Dr, 3200-3600 Birchwood, and the area around Gladiola Elementary School 3300 Gladiola and Taft. Some tickets were written but the team took the opportunity to educate the driving public about the neighbor complaints and the safety of the pedestrians.
- A business license revocation agenda item for La Hacienda was scheduled in front of the City Council for the December 2, 2013 meeting based on the calls for service department 1 and recommendation from Chief Carmody. The request for revocation was supported.
- 12-5-2013** For the last few months CSOs Durian and Duimstra have been investigating a series of Indecent Exposures that occurred at the Buck Creek Nature Preserve during the late summer and early fall. They spent a great deal of time and effort attempting to identify and implicate the suspect. Their investigation included numerous interviews with victims and witnesses, surveillance, comprising photo line-ups, background investigations on potential suspects, and interviews with suspects. The patrol division was involved in this investigation as well. Officer Lynn played a key role in identifying a suspect. Officer Lynn conducted foot patrol in the park and made contact with a suspicious subject. He forwarded this information to the CSOs. All of this culminated with the identification and arrest of a subject for Indecent Exposure. This subject has a history of this same type of delinquent activity, having been arrested for Indecent Exposure by GRPD in the past (BD & KD).

**Training Attended**

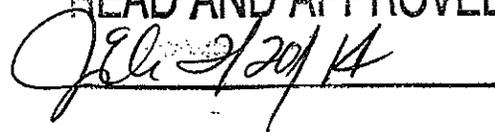
- 8-15-2013 Attended "All Day Everyday" truancy program training. This program is collaboration between school staff and the police to hold parents accountable for their child's repeated truancy issues. The program was successful last year for the Godfrey-Lee School system, and will now be implemented in the Wyoming School System (CDB & RO).
- 8-19-2013 Attended and helped facilitate training for the crossing guards. This was done with the guidance of the new contracted service, All City Management Systems (TP)
- 12-6-2013 Attended CPAM Quarterly Meeting in Grand Haven (SRB, JC, BD, & KD).

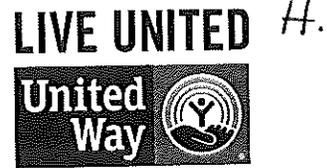
**Community Development Block Grant Hours**

The mid-year reporting for hours spent in the qualifying districts shows those Community Service officers worked 494.5 straight time hours and 51.0 overtime hours in those districts.

**Conclusion**

The Community Services Unit had a busy year. We continue to grow and look for ways to enhance our service to the City. In 2014 the unit will be conducting our triennial community survey. We look forward to the responses to see how we can continue to address any issues or concerns that are brought to our attention.

READ AND APPROVED  
  
\_\_\_\_\_



Heart of West Michigan  
United Way

United Way Center  
118 Commerce Avenue SW  
Grand Rapids, MI 49503  
P 616.459.6281  
F 616.459.8460  
hwmuw.org

April 4, 2014

Rebecca Rynbrandt  
Director of Community Services  
City of Wyoming  
1155 28<sup>th</sup> Street, SW  
Wyoming, MI 49509

Re: Mid-Year Report - Contract # 2014-00000135

Dear Ms. Rynbrandt:

As fiduciary for the Essential Needs Task Force/Coalition to End Homelessness, this is to serve as Unit Heart of West Michigan United Way's Mid-Year report on CDBG City of Wyoming grant agreement (Contract # 2014-00000135). There was no service activity conducted under the City of Wyoming CDBG grant for the July – December, 2013 time period.

Sincerely,

A handwritten signature in black ink that reads "Rich Liberatore". The signature is fluid and cursive, with a long horizontal stroke at the end.

Rich Liberatore  
Vice President of Organizational Excellence

cc: Jessica Vail  
Geoff Bremer

## COMMUNITY DEVELOPMENT COMMITTEE

Nine Members  
Two Year Terms

<u>Member</u>	<u>Term Ends</u>	<u>Telephone</u>
Erin Bateman 3677 Flamingo Ave., SW Wyoming, MI 49509	6-30-15	Home: 466-1373 Work: 248-1957 <a href="mailto:batemanerin@hotmail.com">batemanerin@hotmail.com</a>
David Blok 1704 Martindale Ave., SW Wyoming, MI 49509	6-30-15	Home: 283-8676 <a href="mailto:daveablok@gmail.com">daveablok@gmail.com</a>
Christopher Hall (Chairman) 2883 Harmony Ct., SW Wyoming, MI 49519	6-30-14	Cell: 240-5254 <a href="mailto:cjhall@elevation-church.org">cjhall@elevation-church.org</a>
Tyler Jackson 225 Maplelawn St., SW Wyoming, MI 49548	6-30-14	Home: 540-4606 Work: 575-1800 <a href="mailto:TJ@grar.com">TJ@grar.com</a>
Deborah Krenz (Vice-Chair) 820 – 32 <sup>nd</sup> St., SW Wyoming, MI 49509	6-30-14	Work/Fax: 530-3201 Cell: 862-7219 <a href="mailto:doat7@aol.com">doat7@aol.com</a>
Tamara Lopez 5120 Amanda Dr., SW Wyoming, MI 49418	6-30-15	Home: 516-0155 <a href="mailto:lopezlawplc@gmail.com">lopezlawplc@gmail.com</a>
Phillip Ziemba 3340 Hillcroft Ave, SW Wyoming, MI 49548	6-30-14	Home: 248-3709 Work: 530-4296 <a href="mailto:whitetyger74@comcast.net">whitetyger74@comcast.net</a>

### Staff

Rebecca Rynbrandt, Director of Community Services

530-3164

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Kimberly Lucar, Planning & Development Dept.

530-7266

[lucark@wyomingmi.gov](mailto:lucark@wyomingmi.gov)