

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.

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Kimberly S. Lucar, Administrative Aide