

COMMUNITY DEVELOPMENT COMMITTEE
MEETING MINUTES OF OCTOBER 3, 2012
CITY HALL WEST CONFERENCE ROOM
CITY OF WYOMING, MICHIGAN

MEMBERS PRESENT: Krenz, Sturim, Turner, Ziemba

MEMBERS ABSENT: Reeder

STAFF PRESENT: Rynbrandt, Director of Community Services
Lucar, Planning & Development Dept.

Call to Order

In the absence of Chair Reeder, Vice-Chair Krenz called the meeting to order at 6:35 p.m.

Approval of Agenda

Rynbrandt requested to add the following item to the agenda: DTE Residential Energy Efficiency Rebate Program as item I(2). The Committee agreed.

Motion by Turner, supported by Sturim, to approve the agenda as revised. Motion carried unanimously.

Approval of Prior Committee Minutes

Motion by Sturim, supported by Ziemba, to approve the prior meeting minutes of September 5, 2012. Motion carried unanimously.

Public Comment on Agenda Items

There was no public present.

Grant Making Recommendation Cycle

Letter of Intent Process for Potential Sub-recipients 2013-2014 – Rynbrandt noted HUD has stressed the need to strengthen the process of reaching out to non-profit organizations as potential sub-recipients of CDBG funds. A public notice was published in the Advance Newspaper requesting Letters of Intent from interested parties. They must meet at least one of these HUD national objectives: 1) Benefit to low- and moderate-income (LMI) persons; 2) Aid in the prevention or elimination of slums or blight. Applications must be received by October 24th. The submitted applications will

be brought before the Committee at their November 7th meeting to decide which applicants will be asked to make presentations at the December 5th meeting. At the November 7th meeting, sub-recipients currently receiving funding will give their presentations. Funding to sub-recipients is limited due to the cap on funding for Public Services.

Census Track/Block Group 2010 Concerns for Target Area

Rynbrandt explained, when the 2010 Census was conducted, the usual long form that included household income was not done, only the short form. Since this income data is not available for 2010, HUD has not yet determined the new low/moderate income target areas. Grantees are still being instructed to use the old 2000 data for planning purposes. Since grant funding increased for Wyoming for 2011-12, it is likely the new data will show an increased number of areas that will qualify as low/moderate, therefore, broadening the areas that can be served with CDBG funds, such as along Division Avenue. Staff has yet to be notified by HUD of the new target areas.

Fund Balance – 2013-2014 Project Identification

Rynbrandt noted during the past year Staff has been working to engage the Finance Department relative to the financial system related to CDBG. HUD has also been working to improve its reporting/financial IDIS computer system. Staff has also closed out old projects and activities in the IDIS system. With the cleanup of financial records, it was discovered there is a larger than expected fund balance of approximately \$300,000. Since grantees are not allowed to have more than 1.5 of their total grant award on the books, HUD would like this money spent as part of the 2013-14 budget. The funds need to be targeted to large capital projects. Staff will bring forth a list of possible capital projects for the Committee's review and recommendation.

Fiscal 2012 Year End Reports

Community/School Resource Officer – Rynbrandt referred to the year end report submitted by the Police Department regarding their efforts related to community policing.

Code Enforcement – Rynbrandt also referred to the year end report related to Code Enforcement in low/moderate income areas supplied by Chief Building Official Jim DeLange.

Neighborhood Stabilization Program – Rynbrandt noted the NSP program is now complete. Eighteen foreclosed homes were successfully purchased, rehabbed and sold to qualified persons.

Committee Member Recruitment Flyer

Lucar expressed the need to recruit additional Committee members. Staff developed a flyer to be distributed for this purpose. Krenz suggested it be posted at the Senior Center, Library and Fire Department for their upcoming open house. Chair Reeder had also indicated at the last meeting the possibility of the flyer being distributed by e-mail throughout the Wyoming Schools system. Lucar will provide an electronic copy of the form to Reeder.

DTE Residential Energy Efficiency Rebate Program

Rynbrandt noted she and Lucar met with a representative from DTE regarding their residential energy efficiency rebate program. DTE is required to reinvest a portion of its proceeds into energy efficiency programs. They have developed a program to address energy loss in homes of low and moderate income persons. Through the CDBG housing rehabilitation program, items such as furnaces, insulation and programmable thermostats are replaced and homeowners are qualified as low/moderate income. DTE's program offers an opportunity for the City to obtain rebates on these improvements, which will be considered program income and applied to the homeowner's loan principal. The City should receive about \$10,000 per year in program income. The program is anticipated to be offered through 2014.

Committee Member Concerns and Suggestions

Rynbrandt indicated she had relayed to City Manager Holt the recommendation expressed by Ziemba last month regarding use of the old General Motors parking lot on 36th Street for Godwin Heights Public Schools event parking.

Public Comment in General

There was no public present.

Adjournment

The meeting was adjourned at 7:30 p.m.

(Next meeting: **November 7, 2012**)