

Meeting Agenda
City of Wyoming Community Development Committee

December 2, 2015, 6:00 p.m., Wyoming City Hall, West Conference Room

Agenda Topic

- A. Call to order of the Wyoming Community Development Committee
- B. Approval of the Agenda
- C. Public Comment on Agenda Items (limit to 3 minutes)
- D. Approval of Wyoming Community Development Committee Minutes of the November 4, 2015 meeting
- E. Grant Request Presentations Scheduled

2016-2017 City of Wyoming Community Development Block Grant		
Presentation Time	Applicant	Project/Program
6:15 p.m.	Fair Housing Center of West Michigan	Fair Housing Services
6:45 p.m.	The Potter's House	Literacy Program, including ESL, Reading Recovery, Turning Pages, Study Skills and Summer Learning Program
7:15 p.m.	Hand 2 Hand	WITHDREW
7:45 p.m.	The Salvation Army Social Services	Rental Assistance & Supportive Services to Assist in the Prevention of Eviction
8:15 p.m.	Home Repair Services Of Kent County	Minor Home Repair Program, Access Modification Program

- F. Committee Discussion of Presentations
- G. Regional Consolidated Plan Public Review & Approval Process/Timeline Update
- H. Election of Officers

- H. Committee Member Concerns and Suggestions
- I. Public Comment in General (limit to 3 minutes)
- J. Motion to Adjourn the Wyoming Community Development Committee Meeting

(Next meeting: Wednesday, January 6, 2016)

COMMUNITY DEVELOPMENT COMMITTEE
MEETING MINUTES OF NOVEMBER 4, 2015
CITY HALL WEST CONFERENCE ROOM
CITY OF WYOMING, MICHIGAN

MEMBERS PRESENT: DeJager, Dunklee, Hall, Krenz, Lopez, McGlaun

MEMBERS ABSENT: Ziemba

STAFF PRESENT: Rebecca Rynbrandt, Director of Community Services
Kimberly Lucar, Community Development Dept.
David Rupert, Inspections Services Supervisor

OTHERS PRESENT: 11 Byron Center High School students

Call to Order

Vice-Chair Hall called the meeting to order at 6:30 p.m.

Approval of Agenda

The agenda was approved as presented.

Public Comment on Agenda Items

There was no public comment.

Approval of Prior Committee Minutes

Motion by DeJager, supported by Lopez, to approve the prior meeting minutes of September 2, 2015. Motion carried unanimously.

Regional Consolidated Plan Priority Needs Identification and Proposed Funding Distribution Review

Rynbrandt presented the list of goals and priority needs identified through the process of developing the draft 2016-2020 Regional Consolidated Plan. These results were generated through a significant public engagement process, which included input from community surveys, focus groups, etc. The Community Development Committee members were previously given a worksheet listing these goals and priority needs and were asked to rank them in order of importance. She went through the worksheet results, which identified high and low goals/priority needs. The results follow for the top five ranked high goals/priority needs, with a 1 at the highest ranking. Note that numeric ties occurred:

- 1 Improve Access to and Stability of Affordable Housing – Access to affordable owner housing.

- 1 Increase Access to Jobs, Education and Other Services – Increased access to public services, including services for youth, seniors, persons with disabilities, and persons from diverse cultures.
- 2 Improve the Condition of Existing Housing and Reduce Blight - Health, safety and property maintenance of owner-occupied housing, including lead hazard reduction.
- 2 Improve the Condition of Existing Housing and Reduce Blight - Housing in need of minor and emergency repairs, including accessibility modification.
- 3 Improve the Condition of Existing Housing and Reduce Blight - Health, safety and property maintenance of rental housing, including lead hazard reduction.
- 3 Increase Civic Engagement and Public Safety; Maintain and Improve Quality of Life – Increased neighborhood leadership and civic engagement.
- 3 Increase Access to Jobs, Education and Other Services – Emergency and outreach services for youth.
- 3 Increase Economic Opportunities – Improved access to jobs.
- 4 Improve Access to and Stability of Affordable Housing – Supportive services for formerly homeless and persons with special needs to remain in their housing.
- 4 Improve Access to and Stability of Affordable Housing – Prevention of homelessness.
- 4 Reduce Blight and Code Violations to Improve Neighborhood Viability – Reduce housing and other code violations in neighborhoods.
- 5 Increase Economic Opportunities – Access to job training and job readiness training.
- 5 Increase Economic Opportunities – Job creation.
- 5 Increase Economic Opportunities – Improved economic opportunities for culturally diverse populations and business sectors.

The Committee agreed with the goal/priority needs high/low ranking results presented. It was clarified that, even though a goal/priority need may be designated with a low ranking, it can still be recommended for funding with appropriate justification, such as being identified as a priority in the Analysis of Impediments.

Motion by DeJager, supported by Dunklee, to recommend to the City Council approval of the Goals and Priority Needs identified in the proposed 2016-2020 Regional Consolidated Plan. Motion carried unanimously.

Code Enforcement Presentation (Dave Rupert, Inspections Services Supervisor)

David Rupert gave a presentation to the Committee on how CDBG funds are used for Code Enforcement activities within qualified low/moderate-income areas. He pointed out that the number of households within qualified low/moderate-income areas have increased from 5,400 in 2010 to over 9,500 in 2015. As a result of the significant increase in eligible parcels, within this time period there is an increase from 28% to 56% in total complaints within these areas. This information was not immediately available when the department submitted their Letter of Intent. They originally requested \$75,000. Rupert amended the request to \$100,000 in funding for the 2016-2017 program year. This will represent approximately 22% of their estimated total budget.

Vice-Chair Hall asked what would happen if their request for CDBG funding was denied. Rynbrandt responded that currently Building Inspections is primarily a self-funded department, receiving some grant funds, and does not receive any City General Fund money. The City Council would have to decide whether or not to supplement this activity with General Fund dollars, which could take away from the Public Safety budget. The City Council has identified code enforcement as a high priority.

Review of Letters of Intent Applications, Selection of Applicants for Interview

Rynbrandt referred to a spreadsheet listing the 2016-2017 Letter of Intent applications received, the type of project/program, eligible area, 2015-2016 funded amount (if applicable), 2016-2017 requested amount, the recommendation of priority and possible questions for applicants.

The Potter's House application requests to fund their literacy program, including English as a second language, reading recovery, turning pages, study skills and summer learning programs. Since this activity can be classified as a high priority need, the Committee decided to invite them to give a presentation next month.

The Hand-2-Hand application requests funds for food distribution/backpacks for children within the Wyoming School District and training of workers. Vice-Chair Hall would not participate in discussion of this item due to a conflict of interest. He works closely with this organization through Elevation Church. Since this activity can be classified as a high priority need, the Committee decided (with the exception of Vice-Chair Hall) to invite them to give a presentation.

The Roosevelt Park Ministries application would not be considered because they are not located in the city of Wyoming.

The Local First of West Michigan application requests funds for outreach in supporting and educating locally-owned businesses. DeJager pointed out, as far as priority, there are greater needs in the community than this one that should be funded first. Additionally, Hall, Dunklee and Lopez commented that the application was too broad in nature and it was unclear of what they were specifically requesting funding for. The Committee agreed to forego a presentation from this organization and not consider the application for funding.

The Heart of West Michigan United Way application requests continued funding for HUD Continuum of Care and HMIS system administration. The Committee did not think a presentation was necessary, but still wished to consider them for funding.

The Home Repair Services application requests continued funding for minor home repair and accessibility modification. Even though this organization has received funding for many years, the Committee favored inviting them to give a presentation because a new Executive Director will be taking over soon and introductions should be made.

The Salvation Army Social Services application requests continued funding for rental assistance and supportive services to assist in the prevention of eviction. The Committee decided they should give a presentation primarily to give an update on what they have accomplished so far and how they intend to move forward with future funding.

The Fair Housing Center application requests continued funding for fair housing services. Krenz voiced her concerns with the applications preliminary financial numbers and proposed services. The Committee asked that they give a presentation.

Rynbrandt would invite the Fair Housing Center of West Michigan, The Potter's House, Hand-2-Hand, The Salvation Army Social Services and Home Repair Services of Kent County to give presentations at the December 2, 2015 meeting. She would also notify the organizations that will not be considered for funding.

Vice-Chair Hall questioned whether all the goals/priority needs are being met with the submitted applications. Rynbrandt pointed out, if there are any goals/priority needs they feel are not being met, they can encourage specific non-profit agencies to apply for next year's round of funding. She also noted that this plan dovetails with the plan for spending our HOME funds, which specifically address affordable housing goals. She showed them a map identifying priority investment areas for Wyoming HOME dollars, which are administered through Kent County Community Development.

Committee Member Concerns and Suggestions

There were no concerns.

Public Comment in General

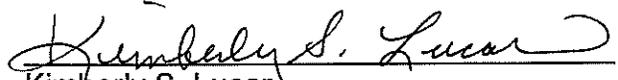
An audience member asked the procedure in Wyoming for rubbish disposal. Rynbrandt explained the procedure.

Adjournment

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

The meeting was adjourned at 8:05 p.m.

The Committee will meet again on **December 2, 2015 at 6:30 p.m.**


Kimberly S. Lucar
Planning & Community Development Dept.

Lucar, Kim

From: Lucar, Kim
Sent: Monday, November 23, 2015 11:19 AM
To: Rynbrandt, Becky
Subject: FW: Hand2Hand and the Wyoming CDBG

From: Christine Hoek [<mailto:christine@hand2handbackpack.org>]
Sent: Monday, November 23, 2015 10:45 AM
To: Lucar, Kim
Subject: Hand2Hand and the Wyoming CDBG

Hi Kim,

My name is Christine Hoek, and I'm emailing you about the grant request from Hand2Hand recently submitted to the Wyoming CDBG.

After much discussion and discernment, our team believes it would be best not to proceed in seeking these funds for Hand2Hand this year. While Hand2Hand has already begun serving in the Wyoming community and understands that the need is great, we believe it's too soon to request these funds. Hand2Hand desires to be good stewards of the funds, and wants to be able to use the funds effectively. In order to do so, Hand2Hand needs more time for its Wyoming expansion.

We are grateful for this grant opportunity, but would never want to request funding and not adequately utilize it when so many others need funding support now. It is our hope that Hand2Hand can be considered for this grant again in the near future.

Thank you for your understanding,
Christine



Christine Hoek, APR

[Hand2Hand](#) | *Communication and Development Director*
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