

GREATER WYOMING COMMUNITY RESOURCE ALLIANCE
April 26, 2016

I ROLL CALL

Present: Curtis Holt, Rebecca Rynbrandt, Tamara Lopez, Jim Carmody, Jeff Koeze, Elizabeth Rosario, Bob O'Callaghan, Nancy Bazan, Tyler Tascano

Absent: Kent VanderWood, Jack Sluiter

Guest: None

Carmody called meeting to order at 9:05 a.m.

Carmody introduced Tascano. Tascano shared his background and personal goals. Board members introduced themselves.

II PREVIOUS MEETING MINUTES:

Rosario was thanked for doing the minutes for March in Rynbrandt's absence. A motion by Lopez, seconded by O'Callaghan to approve the March 22, 2016 meeting minutes was made. Motion carried unanimously.

III FINANCIAL REPORT

A. Finance Department

Bazan presented a written report for the period ending April 25, 2016. Bazan will be updating it to reflect deferred sponsorship funds related to Pinery Park Little League as they are taking multiple year sponsorships.

Bazan reported that the Community Enrichment Commission has raised \$440 in sponsorship and ads year to date. Rynbrandt provided an update to the Board on the City Council ordinance change allowing for the CEC to pursue a paid fund raiser; who may or may not be one of their members. The CEC is preparing a Request for Proposal/Qualification that will seek interested fundraisers. They are required to follow City of Wyoming purchasing procedures and policies as established by City Council.

Bazan also reported on the Smile Amazon opportunity for fundraising. Amazon will not accept checks from the City of Wyoming. As a result, the Alliance would need to have a separate bank account, with check writing and deposits outside of the City of Wyoming financial system. The Board discussed the following questions: Is setting up the bank account worth it? Will our donors be receptive? Can this be applied to the Meijer Program and the Target Program? Bazan

suggested the account be at Fifth Third if we decide to proceed. O'Callaghan reminded the Board of our goal to work with local businesses as much as possible. By consensus the Board agreed to pursue this. Bazan and Carmody will affirm with Holt and return to the May meeting with an action item.

A motion by Koeze, seconded by Lopez to approve the financial report as presented was made. Motion carried unanimously.

IV OLD BUSINESS

A. Carnival update.

Rynbrandt shared the preliminary estimates indicate that the carnival may have grossed \$36,000. For the City the preliminary amount is \$4,900, which would be \$2,450 for the Alliance. The carnival operator is still negotiating expenses with vendors such as the security company and the portable toilets for reduced rates due to the event closure. Rynbrandt is evaluating Pinery Park as a possible location for next year. A parking plan and review of lost shelter revenue and impact to Pinery Park Little League, if any, will be a part of this process. Additionally, we are looking to adjust the time. A discussion on possible locations ensued. Carmody shared Public Safety/Police perspectives and updates.

B. Scholarship up-date (Attachment)

Rynbrandt reported that year to date (March 31) we've provided \$5,489 in scholarships. We anticipate nearing the \$8,000 budget by year end. Scholarship use has increased 64%. Westrate is working on the trend analysis.

C. Review pamphlet and mid-year letter

Carmody introduced a new "update/report back" letter for the current donors. He distributed the letter and asked for Board review. Please provide feedback to Carmody prior to the next meeting.

Rynbrandt distributed the current Alliance brochure. Carmody asked members to provide input to updating it. Please provide feedback to Carmody & Rynbrandt prior to the next meeting. Carmody also wants to develop a list of groups in which to present the information to in the fall.

V NEW BUSINESS

A. General Motors Foundation Grant

Rynbrandt reported that she completed the grant. It is currently being reviewed by their committee. GM has indicated a desire to connect their check presentation ceremony with the Metro Cruise event. O'Callaghan confirmed that

they have spoken and that the Chamber of Commerce is supportive of this connection.

VI ITEMS FOR ACTION

- A. Approve disbursement from police donation account for K-9 and tactical equipment.

Carmody reviewed the dedicated donations received from Wyoming Animal Hospital for the K-9 unit and Weller Foundation for tactical equipment. A motion by approve the payment of invoices presented against these funds was made by Lopez, seconded by Rosario. Motion carried unanimously.

VII ROUND TABLE DISCUSSION

Holt updated the Board on various City initiatives. The City FY 2017 budget public hearing is on May 2 with anticipated approval on May 16. The budget includes significant investments in capital projects due to a one year/one time opportunity income source. The projects are primarily capital related to major maintenance.

There is ongoing interest in the Klingman's property. We are aware of a pending offer that is active until April 30. We are in active negotiations with the Village Mall and Loeks property to construct the street – 28thWest Place. The City has also executed an Act 425 with Bryon Township to support industrial development at Burlingame and 60th. The Fox Powersports facility is doing well and exceeding retail expectations. The Chick-fil-a site plan has been approved. The GM Plant is going to operating at full capacity – the first time in over 20 years. This will be 300-500 new jobs.

VIII PUBLIC COMMENT

None.

IX CLOSE – NEXT MEETING DATE

9:00 a.m., May 24, 2016, Wyoming City Hall

Respectfully submitted,

Rebecca L. Rynbrandt
Secretary
Board of Directors

July XX, 201,

Business/Contributor
XXX Acme Street SW
Wyoming, Michigan 49509

Dear Ms/Mr. Owner:

WE LOVE WYOMING!

The Greater Wyoming Community Resource Alliance, or "Alliance," a 501(c) 3 non-profit organization, has been serving the greater Wyoming community for more than eight years by raising funds to help families in Wyoming, supporting community-wide, non-profit projects. Our reach to those in need continues to broaden each and every year.

In the fall of 2015 you received a letter on behalf of the Alliance requesting your continued financial support. Through your generosity and the generosity of many other Wyoming business owners and residents, we have been able to continue to apply 100% of those donations to a number of youth and community programs. Over the past few months the Alliance has:

- Provided more than \$XX,000.00 to support new and innovative programs such as; Godfrey Lee Public Schools, Neighborhood Watch crime prevention organizations, and faith based food and care pantries.
- Provided funding for more than 150 City of Wyoming Parks and Recreation program scholarship.
- XXXXXX
- XXXXXX

On behalf of the Alliance, I want to thank you for your ongoing support of the Wyoming community through your tax-deductible donation. Your generous contributions have made a positive impact on lives of so many of our Wyoming families.

Graciously yours,

James E. Carmody, Chairperson GWCRA Board
And Your City of Wyoming Director of Public Safety

Greater Wyoming Community Resource Alliance
Preliminary Statement of Revenue and Expenses
For the Period July 1, 2015 to June 20, 2016

	Proposed Budget	GWRA - General Activities*	Budget Variance	Community Enrichment Commission	Fire Donations	Parks Donations	Police Donations	Pinery Park Little League 1/1-6/20
Donations:								
General (1)	\$ 5,000.00	\$ 207.67	\$ 4,792.33				5,000.00	
Annual Appeal	3,000.00	2,440.00	560.00					
Fund Raising Events	15,000.00	3,154.10	11,845.90				8,500.00	
RSVP Donations								
Wyoming Youth Coalition								
Com. Enrichment Comm.				25,436.48				
Parks Donation - Ideal Park						2,550.00		
Pinery Park								101,352.28
*Net Investment Earnings	500.00	967.99	(467.99)					
Total Revenue	<u>23,500.00</u>	<u>6,769.76</u>	<u>16,730.24</u>	<u>25,436.48</u>	<u>-</u>	<u>2,550.00</u>	<u>13,500.00</u>	<u>101,352.28</u>
Expenses:								
Printing, Advertising and Supplies	500.00		500.00	237.34				
Scholarships	8,000.00	4,186.50	3,813.50					
Public Safety Programs	1,000.00		1,000.00					
Community Initiatives	12,500.00	5,300.00	7,200.00			2,550.00		
Fund Raising Expenses	2,500.00		2,500.00					
K-9 Purchase								
Police Special Donations							5,852.79	
Parks - Ideal Park								
Other Services			-					
Concert in the Parks				18,267.10				
Fireworks								
Music & More				4,849.07				
PPLL								60,810.14
Miscellaneous	500.00	20.00	480.00	5,684.43				
Total Expenses	<u>25,000.00</u>	<u>9,506.50</u>	<u>15,493.50</u>	<u>29,037.94</u>	<u>-</u>	<u>2,550.00</u>	<u>5,852.79</u>	<u>60,810.14</u>
Net Revenue Over Expenses	(1,500.00)	(2,736.74)	1,236.74	(3,601.46)	-	-	7,647.21	40,542.14
Fund Balance, July 1, 2015 - Unaudited	<u>56,897.27</u>	<u>56,779.40</u>	<u>117.87</u>	<u>25,288.88</u>	<u>3,229.63</u>		<u>2,397.55</u>	<u>1,291.91</u>
Fund Balance, June 20, 2016	<u>\$ 55,397.27</u>	<u>\$ 54,042.66</u>	<u>\$ 1,354.61</u>	<u>\$ 21,687.42</u>	<u>\$ 3,229.63</u>	<u>\$ -</u>	<u>\$ 10,044.76</u>	<u>\$ 41,834.05</u>
Balance Sheet:								
Cash in City Pooled Accounts & Pre-paid Exp		\$ 54,042.66		\$ 21,687.42	\$ 3,229.63	\$ -	\$ 10,044.76	\$ 38,268.36
Cash in Kenowa Account								\$ 3,245.69
Cash Drawer-Concessions								\$ 120.00
Petty Cash								\$ 200.00
Accounts Payable*		-		-	-	-	-	
Net Assets, 6/20/2016		<u>\$ 54,042.66</u>		<u>\$ 21,687.42</u>	<u>\$ 3,229.63</u>	<u>\$ -</u>	<u>\$ 10,044.76</u>	<u>\$ 41,834.05</u>

Activity for May & June

All dates are the dates recorded in the NW System

General Activity

Revenue		
General		
Carnival Revenue	3,154.10	
		<u>3,154.10</u>
Interest		
April	16.58	
May	-18.10	
		<u>-1.52</u>
Expenses		
City of Wyoming-Community Clean-Up Grant	2,800.00	
		<u>2,800.00</u>

CEC Activity

Revenue		
Sponsorships/Donations		
Ck date		
2/23/2016 Marge's Donut Den	650.00	
3/7/2016 Exit 76 Corp.	550.00	
3/28/2016 Meijer	500.00	
4/18/2016 Lighthouse Ins.	550.00	
4/29/2016 Cookies Unique	550.00	
5/2/2016 Lenger Travel	150.00	
5/27/2016 Goodwill	150.00	
1/20/2016 Kentwood Community Church	6,500.00	
5/25/2016 Center Vein Restoration	550.00	
5/31/2016 Family Fare - Spartan	500.00	
6/3/2016 Goodwill	150.00	
		<u>10,600.00</u>
Donations		
2/24/2016 Car City	550.00	
3/11/2016 J & H Oil	550.00	
3/11/2016 Goodwill Industries	550.00	
		<u>1,650.00</u>
Concessions		
6/15/2016 Deposit from Big Boss Blues	100.00	
		<u>100.00</u>
WCEC Income		
5/31/2016 Pass the hat	326.40	
6/7/2016 Pass the hat	93.07	
		<u>419.47</u>
General		
Reimbursement for Concerts in the Park-Beth Havens	220.45	
Reimbursement Brandon Simmons for Operating Supplies	79.85	
		<u>220.45</u>
Uniforms		
Reimbursement Laura Beth Arends	134.30	
Reimbursement Joel Anderson	263.80	
PM Engraving	45.00	
		<u>433.10</u>
Professional Services		
LMNO Concepts	2,250.00	
W & D Lavalley, Inc.	700.00	
Harrier, Sarah	550.00	
Kari Lynch Music LLC	750.00	
Atomic Music Group LLC	1,000.00	
Reimbursement Brandon Simmons for Items Purchased	320.00	
		<u>5,570.00</u>
Professional Services-Marketing		
Reimbursement Brandon Simmons for Twitter & Facebook Ads	402.66	
Fleming Artist	1,750.00	
Reimbursement Brandon Simmons for Facebook Ads	40.98	
		<u>2,193.64</u>
Professional Services-Marketing		
Eric Ritcher	110.00	
		<u>110.00</u>
Professional Services-Sound Production		
Eric Ritcher	110.00	
Eric Ritcher	110.00	

Eric Ritcher	110.00	
Sweetwater-sound equipment	3,094.96	
		<u>3,424.96</u>

Capital Outlay-Misc		
Reimbursement Brandon Simmons for Items Purchased	121.77	
Reimbursement Brandon Simmons for Items Purchased	179.39	
		<u>301.16</u>

Pinery Park Little League

Revenue		
Bingo	10,000.00	
Registration	2,025.00	
Sponsorships	2,075.00	
Reclass 3yr sponsorships for future	-1,666.66	
Donation	895.00	
Concessions	24,805.15	
Sale of Equipment	324.00	
Membership		
Interest	-2.04	
		<u>38,455.45</u>

Expenses		
Cell Phone	179.52	
Office Supplies	284.83	
Insurance	0.00	
Utilities	697.78	
Little League-Equipment	12,228.72	
Postage	6.28	
Little League-Uniforms	1,497.50	
Fundraising Supplies	286.66	
Professional Services	3,000.00	
Other Services	2,660.75	
Concession Supplies	12,817.78	
		<u>37,631.50</u>



Wyoming Department of Public Safety
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www.wyomingmi.gov



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Phone 616-530-7314
Fax 616-261-3527

Date: 02-04-2016

Re: CPAM Mini Grant Request

Crime Prevention Association of Michigan
560 Baker Hall
East Lansing, MI 48824

Dear CPAM Grant Review Committee,

The Wyoming Department of Public Safety is hosting a New American Academy starting on Wednesday March 16th. This will be our third class we are hosting. The purpose of the academy is to educate individuals who are new to the United States with Police services, local government and other amenities/services available to them.

In the past we have spoken with subjects from Sudan, Guatemala, Puerto Rico, Bermuda, and many other Countries. The variety of languages spoken in the different Countries hosted in the past made communication difficult as there were many languages being translated. This year we are focusing on the people of Hispanic/Latin decent. This is also due to people of Hispanic and Latin decent being the largest growing population in Wyoming.

The class is scheduled for six weeks, meeting once a week on Wednesday evenings for three hours. Some of the costs incurred by the class include a binder with each week's lesson for all students, extra pens and paper, light refreshments for the three hour classes, and name tags or identification tags for each student. Besides the above costs, we may use the Hispanic Center as a resource for translation which also is a cost for us. With us partnering with the Hispanic Center and their services, this would allow us to provide a smooth translation experience for all attendees in the class.

We are asking for the entire amount of \$250. This would not cover the entire expense of everything, but would assist us greatly with giving newer residents of Wyoming an enjoyable experience to learn about the services that are provided to them.

Respectfully,

Ofc. Jason Caster
Wyoming Department of Public Safety
Community Services Unit
2300 De Hoop Ave SW
Wyoming, MI 49509
616.257.9734
casterj@wyomingmi.gov

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