

AGENDA
WYOMING CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS
MONDAY, MAY 3, 2010 AT 7:00 P.M.

- 1) Call to Order**
- 2) Invocation**
Pastor Dennis Gilbert, Church of the Open Door.
- 3) Pledge of Allegiance**
- 4) Roll Call**
- 5) Student Recognition**
- 6) Approval of Minutes**
From the regular meeting of April 19, 2010 and the special meetings of April 19, 2010, and April 20, 2010.
- 7) Approval of Agenda**
- 8) Public Hearings**
 - 7:01 p.m.: To receive comment on the Proposed Wyoming Community Development 2010-2011 One-Year Action Plan.
 - 7:02 p.m.: To receive comment on the Proposed Wyoming Five-Year Consolidated Plan for Spending of Housing and Community Development Funds, FY 2010-2014.
 - 7:03 p.m.: To receive comment on the Proposed Budget for 2010-2011 for the City of Wyoming.
- 9) Public Comment on Agenda Items** (3 minute limit per person)
- 10) Presentations and Proclamations**
 - a) Presentations
 1. Wyoming Fire Department Annual Report for 2009.
 - b) Proclamations
- 11) Petitions and Communications**
 - a) Petitions
 - b) Communications
 1. Planning Department – Request to Amend Zoning Code Chapter 90, Section 90-792 (Definitions-Pedestrian Signs); Section 90-795 (Prohibited Signs) and Section 90-799-4 (Temporary Signs – Nonresidential Districts).
- 12) Reports from City Officers**
 - a) From City Council
 1. Expense Report of Councilmember Bolt, Vanderwood, Ver Hulst and Voorhees for their attendance at the Grand Valley Metropolitan Council Quarterly Luncheon held on April 12, 2010.
 2. Expense Report of Councilmember Bolt for his attendance at the Michigan Municipal League Capital Conference held on April 14, 2010.
 - b) From City Manager
- 13) Budget Amendments**

14) Consent Agenda

(All items under this section are considered to be routine by the City Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda upon request of any Council member and will be considered separately.)

- a) To Approve Traffic Control Order No. 2.01-10

15) Resolutions

- b) To Waive Certain Requirements of the Code of the City of Wyoming for St. John Vianney Church Parish Festival to be held May 14, 15 and 16, 2010
- c) To Adopt the Wyoming Consolidated Housing and Community Development 2010/2011 One-Year Action Plan
- d) To Adopt the 2010/2014 Wyoming Five-Year Consolidated Plan, 7/1/10-6/30/15

16) Award of Bids, Contracts, Purchases, and Renewal of Bids and Contracts

- e) To Authorize the City Manager to Enter into a Grant Agreement with Michigan Department of Natural Resources and Environment for a Community Tree Planting Project
- f) To Authorize the Mayor and City Clerk to Enter into a Contract Amendment with the Area Agency on Aging of Western Michigan, Inc. in Support of Older Adult Transportation
- g) For Award of Bids
 - 1. Painting Services
 - 2. Furnish and Install High Bay Light Fixtures

17) Ordinances

18) Informational Material

19) Acknowledgment of Visitors

20) Closed Session (as necessary)

21) Adjournment

Wyoming Fire Department



2009
Annual Report

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MESSAGE FROM THE FIRE CHIEF

It is with great sense of pride and accomplishment that I present the Wyoming Fire Department's Annual Report for the 2009 calendar year.

With 2009 came great challenges. As we all watched the effects of the economic downturn take a toll on our community as well as local revenues, we were forced to make some difficult decisions that we hope will ultimately help us defy this hardship.

As a department, we have sought innovative ways to overcome this adversity, while working alongside our City leaders to maintain our core services that we provide our citizens. Together, we have implemented new policies and initiatives to help combat this budget crisis.

Over the past year, we have faced the challenge of accomplishing more with less. We continue to utilize our resources and strive to become more efficient and productive. With additional retirements approaching and continued budget reductions, we anticipate great challenges in the years to come. As a team, our department will face this challenge head-on with the highest degree of integrity.

The information contained in this report demonstrates the motivation, professionalism and commitment of our command staff, firefighters and other department personnel. While it is difficult to convey the intangible accomplishments of the Wyoming Fire Department, those results represent the true value of what we stand for and are of far greater importance than any statistical data presented herein.

Robert C. Austin

Fire Chief



INTRODUCTION

The Wyoming Fire Department is a full service combination department providing fire, medical, rescue and specialized response as well as many other emergency and non-emergency services. At the close of 2009, the Fire Department consisted of the Fire Chief, Administrative Secretary, Fire Marshal, Fire Inspector, 26 full-time career firefighters and 27 paid-on-call (reserve) firefighters.

While the amount of personnel has seen a steady decline in the past few years, statistics have proven that the Wyoming Fire Department remains far more efficient than neighboring communities. We are also proud to present our citizens with an extensive volume of services provided by our Department but even more impressive is the degree of quality to which those services are delivered.

The Wyoming Fire Department is funded through a combination of the City's General Fund as well as a dedicated millage. The dedicated millage, which does not have a sunset, was approved by the voters in 1996 at .75 mills. This millage represents approximately one-third of the Department's total budget.

Fire Departments across the United States are evaluated and given a numerical rating by the Insurance Services Office (ISO). This evaluation looks at several areas of the fire department's operations to determine their effectiveness in the event of a fire emergency. The rating is based on a scale of 1-10, with 1 being the best. The Wyoming Fire Department has retained its exemplary rating of "3", covering the majority of the City. This desirable rating provides those property owners within a 5-mile radius of our Central Fire Station with low fire insurance premium rates.

However, the portion of the City commonly known as the 'panhandle' has remained a rating of "10". This reduced rating has been a direct result of the closing of the Gezon Fire Station. In 2009, an Automatic Aid Agreement was implemented with the Grandville Fire Department, meaning both Departments would respond to incidents that occur in portions of Grandville and Wyoming. It is our hope that this rating will change significantly upon re-evaluation based on this partnership.

The Fire Department consists of three divisions, being suppression, prevention and training. Each of these divisions provides a unique service while acting as an integral part in the community.



FIRE STATIONS

The Wyoming Fire Department maintains 4 fire stations within the City limits:



Station No. 1
1500 Burton St SW

A crew of 8 reserve firefighters operate from this station, responding to incidents that occur in the north end of the City and as well as other areas as needed.

Station No. 2
4507 S. Division Ave

A crew of 7 reserve firefighters operate from this station and respond to incidents in the district on the east side of the City and as needed in other areas.



Station No. 3
2300 Gezon Pkwy SW

This station has remained closed since 2004 when the millage failed. The building is still used for storage, classes, meetings and most notably, training.

Station No. 4
1250 – 36th St SW

All full-time personnel, including career firefighters, the prevention division and administrative staff, operate from the Central Fire Station along with a crew of 12 reserve firefighters who respond to various calls throughout the City limits.





APPARATUS & EQUIPMENT

Without a doubt, Wyoming has been a pioneer when it comes to state-of-the-art equipment. With an eye for practicality, our Department has been a leader for surrounding communities in utilizing the latest, up-to-date apparatus and equipment.

Currently, our fleet consists of 7 apparatus which includes 4 Quints, 1 truck and 2 engines. We also have special response vehicles such as hazardous incident unit, technical rescue truck and 2 medical squad units.

The four 'Quints' are capable of performing five distinct functions; they can pump water, carry fire hose and water in a booster tank, carry a quantity of ground ladders and rescue tools and are equipped with an aerial device. These apparatus are very versatile, giving the Department an engine and ladder truck combination.



The department's truck is fully-equipped with a 100' extending ladder with a work platform at its tip, a large supply of hose, a pump capable of producing 2,000 gallons of water per minute and the ability to transport an assortment of firefighting tools.

The medical squad is currently a Ford Expedition which has been outfitted to carry medical supplies and equipment. This vehicle was replaced in 2009 and the interior was overhauled, designed and re-built by Department personnel. We have retained possession of our previous medical squad as a back-up.

The hazardous materials, or Special Incident Response (S.I.R.), unit contains air support equipment, a command center with computer equipment, phone and fax capabilities and a resource library with information regarding the handling of chemicals. This unit is used by our Hazardous Materials Response Team.

The technical rescue truck was purchased in the beginning of the year to transport equipment, tools and supplies used by the Technical Rescue Team. The set-up for this vehicle was also done by Department personnel.



FIRE SUPPRESSION DIVISION

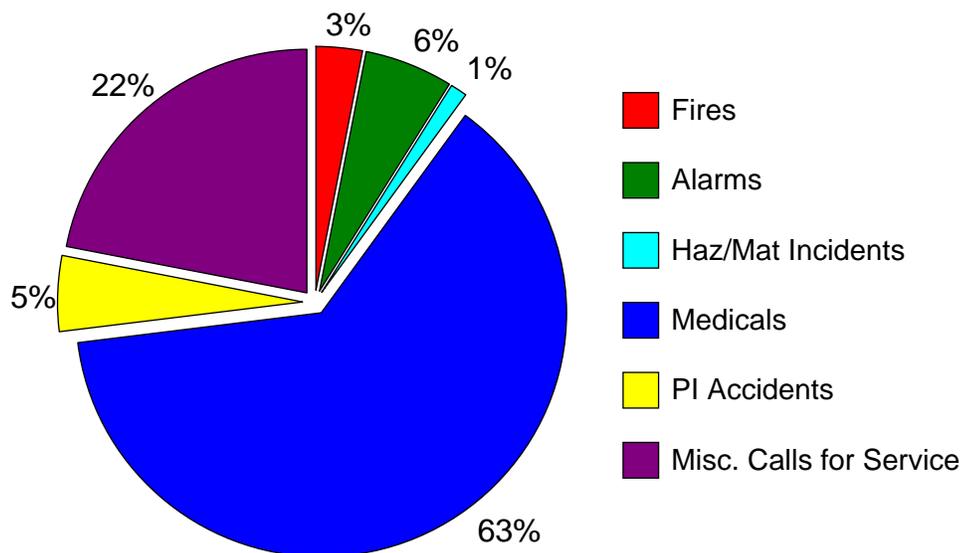
The Wyoming Fire Department combines full-time and paid-on-call firefighting staff, covering an area of 26 square miles responding from three stations. This allows us to utilize the talents of all personnel to their maximum potential. The full-time employees are on duty 24 hours a day, seven days a week. They work a 24-hour shift, on a rotating basis, beginning at 7:00 a.m. All personnel, both career and paid-on-call, are State Certified as Firefighter II and Hazardous Materials Responders.

The full-time, or career personnel, which total 26 in suppression, handle approximately 80% of all alarms with Engine 77 and Medical Squad 87 responding from the Department's Central Fire Station (Station No. 4). The career personnel respond to all calls for service that are received by the Department. The Department also has 4 non-suppression full-time/career personnel who conduct the daily administrative and fire prevention duties.

The paid-on-call personnel, consisting of 27 individuals, respond to their respective fire station from their home, place of employment, church, etc. Each Firefighter is assigned a portable, receive-only monitor that enables Fire Dispatch to notify the appropriate personnel of an emergency call, at which time they would respond to their assigned station.

In 2009, the Wyoming Fire Department responded to a total of **4,863** calls for service. Of those calls, 1,553 were non-medical related which included 71 structure fires and 40 vehicle fires. We are proud to report that we did not experience a fire-related civilian death during 2009.

2009 Fire Department Calls for Service





FIRE SUPPRESSION DIVISION (CONT'D)

We also have three specialty teams:

- The **Hazardous Materials Team** is comprised of nine highly trained individuals that can respond to chemical emergencies, including terrorism. This team responds throughout the City of Wyoming as well as to six other communities, under contract. Personnel from this team are also part of a statewide response team, created for rapid response to incidents involving Weapons of Mass Destruction/Terrorism, as well as hazardous material releases. One highlight in 2006 was the opportunity to provide Haz/Mat protection for Vice President Cheney during a visit to Wyoming.



- The **Technical Rescue Team** is a group of nine specially trained personnel who provide rescue operations in emergencies involving High Angle, Confined Space (below ground), Trench and Building Collapses. As a member of the Michigan Urban Search and Rescue (MUSAR), our team may be called to assist at an incident anywhere in the state.



- The **Honor Guard Team** consists of ten individuals who serve as ambassadors for the Department. These team members volunteer their time on weekends and evenings to represent the Wyoming Fire Department at funerals and other official gatherings as well as numerous practice sessions in between.



FIRE SUPPRESSION DIVISION (CONT'D)

In Michigan, statistics show that a Fire Department responds to an actual fire every 12 minutes. Developing effective ways to prevent and reduce fire loss requires a continuing examination of the magnitude and characteristics of the fire problem - where and when fires occur; what causes them; and who the victims are. Evaluating statistics in the City of Wyoming over the past years, fire losses per capita have remained respectfully low. We feel it is important that we analyze this data as we continually evaluate the direction in which the Fire Department will offer services in the future.

EMERGENCY MEDICAL RESPONSE

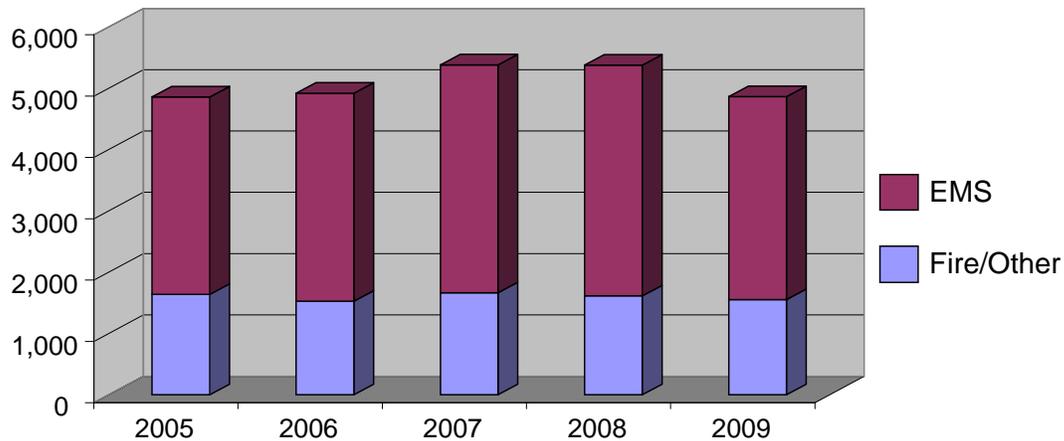
All of the Department's career personnel are medically trained to a minimum level of Medical First Responder (MFR). The Medical Squad responds with at least two personnel to various medical calls within the City of Wyoming. This response is made by one of two vehicles, which are fully equipped with medical supplies and equipment that may be required at the scene. They are also outfitted with rescue equipment to respond to an accident where a driver is trapped in a vehicle and may require extrication.



The Department has seen a slight decline in call volume for the second consecutive year. We responded to a total of 3,310 medical/rescue calls in 2009.



Fire & EMS Calls 5-Year Trend





FIRE PREVENTION DIVISION

The Wyoming Fire Department has two employees specifically assigned to fire prevention, being the Fire Marshal and Fire Inspector. These individuals are charged with the responsibilities of fire investigation, plan review, fire code inspections and safety education.



Fire investigation is the process of determining the origin and cause of the fire and whether the fire was accidental or intentional. We are proud to announce that we currently have three nationally certified Fire Investigators on staff.

Plan review is the process of reviewing all commercial/industrial construction, while in the blueprint stage, before construction actually begins. By researching the codes and standards, we are able to make new construction more fire safe. In 2009, 113 plan reviews were completed. The Department has also provided, through contract, fire code plan review services for Byron Township.

Fire code inspections are completed at commercial and industrial occupancies by the Department's Fire Prevention Division on a routine basis to help ensure the safety of those living, working and shopping in the City of Wyoming. During 2009, nearly 900 inspections were completed.

Safety education is an area that is shared by all members of the Department, being coordinated through the Fire Prevention Division. We fervently believe that proactive initiatives in fire/safety education have reduced the overall number of emergency responses during the past year. Our personnel are committed to actively seeking every available opportunity to teach fire safety to the young and elderly.

Over the last year, approximately 60 programs were conducted with over 5,000 children in attendance, whether through school programs or fire station tours. The Department trained numerous citizens through CPR and fire extinguisher classes. When the opportunity arose, staff also participated in parades and neighborhood block parties. In addition to school programs, the Department organizes a week-long program for children known as the 'Wyoming Safe City' program. This annual endeavor consists of educational activities in many areas of safety and is by far our most popular event. The existence of this program is largely due to the support of Amerikam, a local business in Wyoming.

During 2009, the Wyoming Fire Department launched a partnership with the Safe Kids Coalition of Greater Grand Rapids. At least once per month, their organization will conduct a program at Fire Station No. 1 where they provide free car seat inspections to any individual that may be in need.



TRAINING DIVISION

Firefighter training skills are perhaps the most vital link in the overall safety of our personnel and our citizens, as well as effectively reducing fire damage once a fire occurs. Over the years, the City of Wyoming has invested in the best of apparatus, equipment and protective clothing, but it would be worthless if our people did not know how to use them to their maximum potential. In 2009, the Department applied for the 'Assistance to Firefighter' Grant which would provide \$100,000 allocated towards training, EMS certification upgrades, a thermal imaging camera and rescue and testing equipment. We are still awaiting a response. Training has always been high on our priority list and will continue to be in the future.

The Department's Training Facility, located at 2300 Gezon Parkway, includes a classroom area, locker rooms and a kitchen, which allows full day training sessions. It also includes a complete driving course used to ensure all of our personnel are proficient in their driving skills without having to "practice" on actual streets.

On site is also a training building that may be set up to simulate a residential or industrial environment by adjusting movable partitions. This building also contains a "burn room" which is able to be set on fire using propane gas jets controlled by the instructor.



A tanker fire training unit is also on site which provides emergency responders with training on handling fires involving over-the-road tanker trucks and rail cars containing flammable liquids. It also provides training for the Hazardous Materials Response Team to practice controlling leaks/spills of hazardous or flammable liquids.

This Training Center has enhanced our training programs by allowing more realistic training while providing a more controlled and safer environment. Our Training Facility is used by our personnel along with numerous other area Fire Departments, including departments from as far away as Kalamazoo and Lansing. We are proud to have this facility in our City.



TRAINING DIVISION (CONT'D)

All of our personnel also receive training for Incident Management, MIOSHA required subjects and continually attend educational seminars. During 2009, our personnel had a total of over 2,000 hours of training. In addition to attending training, our Department has many of its own certified instructors that routinely provide training to other agencies.



Our Department places a high priority on training and utilizes the nine certified Training Instructors we have on staff. These instructors have expertise in a variety of areas such as Fire Suppression, Hazardous Materials, Technical Rescue and Officer Development. One of these instructors is also certified through the Department of Justice to teach proper handling of terrorist events.

With the growing demand for services by the Fire Department, we are committed to training and realize we must keep our skills updated and sharp so we can continue providing the best fire protection possible for the people we serve.

EMERGENCY MANAGEMENT

Emergency Management continues to be a part of the Wyoming Fire Department's operation. The term "Emergency Management" has become a more recognizable term within the United States in the past couple of years. Emergency Management, typically, is the existing resource of governmental units prepared to operate together under a pre-planned response to emergencies greater than any one Department can handle. Under the direction of the Fire Chief, our Emergency Management organization involves all City Departments. Major roles involve Fire, Police and Public Works, with additional support services being provided by the remaining City Departments.

Organized under the umbrella of Kent County Emergency Management, Wyoming's Disaster and Evacuation Plan dove-tails with both the County and State plans which provide basic guidelines for the management of emergencies such as severe weather, chemical releases and acts of terrorism. In cooperation with all County governmental units, the Kent County Local Emergency Planning Committee (LEPC) meets bi-monthly with other area emergency organizations such as the American Red Cross, Health Department, ambulance companies, hospitals, etc., to continuously review and update our lists of procedures and resources.



RECOGNITION

While the Wyoming Fire Department may have experienced a slightly reduced call volume, there was no shortage of highlights from 2009. The following are a few brief examples:

- Partnership with Safe Kids Coalition of Greater Grand Rapids to provide car seat inspections;
- Filled a vacant position with Firefighter **Nick Fedewa** in March;
- Purchased a used vehicle to serve as the transport unit for the Technical Rescue Team along with its tools and equipment;
- Retirement of **Diana Bowen**, Administrative Secretary, with 11½ years of service and hiring **Katie Smedberg** to fill this position in June;
- Retirement of Reserve Firefighter **Jerry Sikkema** in July;
- Replaced 4 Paid-on-Call Firefighters in August: **Daren Galinis**, **Kurt Hoeksema**, **Ben Landis** and **Justin Sytsma**;
- Fire Marshal **Jim Hutchison** named Inspector of the Year by the Michigan Fire Inspectors Society;
- Retirement of Firefighter **Chet Lampen** in December after 34 years of service; and
- Lieutenant **Kevin Clark** and his wife, Karen, designed and published the first Wyoming Fire Department history book.

CONCLUSION

Wyoming can be justifiably proud of the Fire Department personnel as well as the level of services that are provided, all with the highest degree of integrity and professionalism.

Although we faced many challenges in 2009, we have maintained a positive outlook and anticipate being an integral part of the community in the future. We value your support and hope for a continued relationship of mutual respect and appreciation.



MAYOR
Jack A. Poll

AT-LARGE COUNCILMEMBER
Sam Bolt

AT-LARGE COUNCILMEMBER
Dan Burrill

AT-LARGE COUNCILMEMBER
Kent Vanderwood

1ST WARD COUNCILMEMBER
William A. VerHulst

2ND WARD COUNCILMEMBER
Richard K. Pastoor

3RD WARD COUNCILMEMBER
Joanne M. Voorhees

CITY MANAGER
Curtis L. Holt

April 28, 2010

Ms. Heidi A. Isakson
City Clerk
Wyoming, MI

Subject: Request to amend Zoning Code Chapter 90 Section 90-792 (Definitions – pedestrian signs); Section 90-795 (Prohibited Signs) and Section 90-799-4 (Temporary Signs – Nonresidential Districts).

Recommendation: To approve the subject Zoning Code amendments.

Dear Ms. Isakson:

The above referenced requests were reviewed by the Wyoming Planning Commission at its regular meeting on April 20, 2010. Staff had the following comments:

On March 16, 2010 staff brought forward several Zoning Code signage amendments for Planning Commission consideration. These amendments were primarily intended to “tidy up” the Zoning Code. All were recommended by the Planning Commission for approval to the City Council with the exception of pedestrian signs. Pedestrians displaying signs are prohibited by the Code. In what staff believes to be an unforeseen omission, pedestrians in costumes are not definitively prohibited. We proposed the following amendment to Zoning Code Section 90-792 to address this:

“Pedestrian sign: A temporary sign, including by way of example, placards and sandwich boards, held or worn by a person and displayed to passing motorists along major streets, or costumes worn by representatives for the business, which call attention to a business, product, service or event.”

During the public hearing on the matter, a few business owners spoke to their desire to continue to allow pedestrian signs believing their use is advantageous to generating business. At the meeting, the Commission requested staff bring alternative language to allow pedestrian signs as a permitted temporary sign forward for their consideration.

In addition, a few business owners took this opportunity to address the Planning Commission and voice their displeasure with the City's restrictions on banners, pennants and streamers. Their desire is to return to the prior City standards, in effect before January 2009. Subsequently, the Planning Commission requested staff prepare a Zoning Code amendment to reconsider the prior standards.

Pursuant with the direction from the Planning Commission, the following amendments were prepared by staff to allow pedestrian signs, banners, balloons, pennants and streamers, to be regulated under the same permit process as other temporary signs.

Amend Zoning Code Section 90-795 Prohibited Signs as follows:

"Pedestrian signs, except as specifically permitted in [subsection] 90-799 (4)."

Amend Zoning Code Section 90-799-4 Temporary Signs – Nonresidential Districts as follows:

Temporary Sign	Type of Sign Permitted	Max. Size	Max. Height	Max. Number	Setback	Permit Required	Permitted Duration
Ground, wall, banner, balloons, pennants and streamers	As defined	40 sq. ft.	Ground: 4 ft. Wall: not higher than roof line	1 (c)	(b)	Y	(g)
Pedestrian Signs	As defined	16 sq. ft.	8 ft.	1	(b)	Y	(g)

"(g) Permits shall be obtained for one seven day period or consecutive multiples thereof, except that no property shall contain trailer signs visible from the street for more than eight weeks per calendar year. After the expiration of the permit, the sign shall be removed from the property or stored in a location that is not visible from the street."

Note: Section (g) was revised from the Planning Commission recommended amendment from March 16, 2010 to remove the sentence "Trailer sign requirements."

The Development Review Team suggested the Planning Commission recommend to the City Council only the Zoning Code Section 90-792 (Definition –Pedestrian Sign) amendment as initially proposed.

At the public hearing seventeen people spoke regarding their desire to allow pedestrian signs, banners, balloons, pennants and streamers for business advertising. They believe the existing standards are too restrictive.

Commissioner Postema motioned, with support by Bueche, to recommend to the City Council striking the pedestrian sign underlined wording “or costumes worn by representatives for the business” recommended by staff. Also, pedestrian signs be added to Table 90-799-4: Temporary Signs – Nonresidential Districts. After discussion, the motion carried 6-3. A motion by Weller, supported by Postema, to recommend to the City Council further amending Table 90-799-4, as developed by staff, carried 8-1.

To summarize, the proposed amendments would continue to allow costumed pedestrian signs as unregulated. Pedestrians carrying business signs, and other temporary signs such as banners, pennants, balloons, and streamers (up to 40 sq. ft.) would be allowed by permit for up to eight weeks annually. This is effectively the same regulations as for trailer signs. Additional explanation regarding these proposals may be obtained from the Planning Commission minutes of April 20, 2010.

Respectfully submitted,



Timothy Cochran, City Planner
Planning and Development Department

cc: Curtis Holt, City Manager
Rebecca Rynbrandt, Director of Community Services

RESOLUTION NO. _____

RESOLUTION TO APPROVE
TRAFFIC CONTROL ORDER NO. 2.01-10

WHEREAS, Traffic Control Order No. 2.01-10 as set forth in exhibit attached hereto and made a part of this Resolution, has been proposed in the City of Wyoming, and

WHEREAS, it is recommended by the City Traffic Engineer, as required by the Uniform Traffic Code for Cities, Townships and Villages, Chapter II, Section 2.53, Paragraph (2), issued in July 1976 by the Commissioner of the Michigan State Police, and adopted by the City of Wyoming, that said Traffic Control Order should be approved by the City Council as permanent; now, therefore,

BE IT RESOLVED that such final approval be and is hereby granted that the aforesaid Traffic Control Order No. 2.01-10 be made a permanent part of the Traffic Control Order Files of the City of Wyoming.

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____ Yeas, _____ Nays.

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan, at a _____ session held on the _____ day of _____, 2010.

HEIDI A. ISAKSON
Wyoming City Clerk

Attachments

Resolution No. _____



MAYOR
Jack A. Poll
AT-LARGE COUNCILMEMBER
Sam Bolt
AT-LARGE COUNCILMEMBER
Kent Vanderwood
AT-LARGE COUNCILMEMBER
Dan Burri
1ST WARD COUNCILMEMBER
William A. VerHulst
2ND WARD COUNCILMEMBER
Richard K. Pastoor
3RD WARD COUNCILMEMBER
Joanne M. Voorhees
CITY MANAGER
Curtis L. Holt

May 3, 2010

PERMANENT
TRAFFIC CONTROL ORDER NO. 2.01-10

Pursuant to provisions of Wyoming City Code, Chapter 78, Article II, adopting Sections 2.25 and 2.53 of the Michigan Uniform Traffic Code, the following regulatory order has been issued and shall take effect immediately:

1. LOCATION:

Division Avenue, southbound, between 44th Street and 56th Street

2. REGULATION:

- a. Part of Traffic Control Order No. 2.03-85 dated June 17, 1985, is hereby amended
- b. Change the existing speed limit from 35 mph to 40 mph for southbound Division Avenue between 44th Street and 56th Street. This will match 40 mph speed limit for northbound traffic posted by the City of Kentwood
- c. Speed limit shall be 40 miles per hour

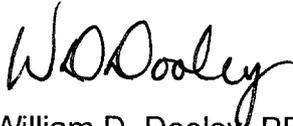
3. SIGNS:

"Speed Limit 40 MPH"

4. EFFECTIVE:

Immediately

Authority,


William D. Dooley, PE
Traffic Engineer

WDD:kh

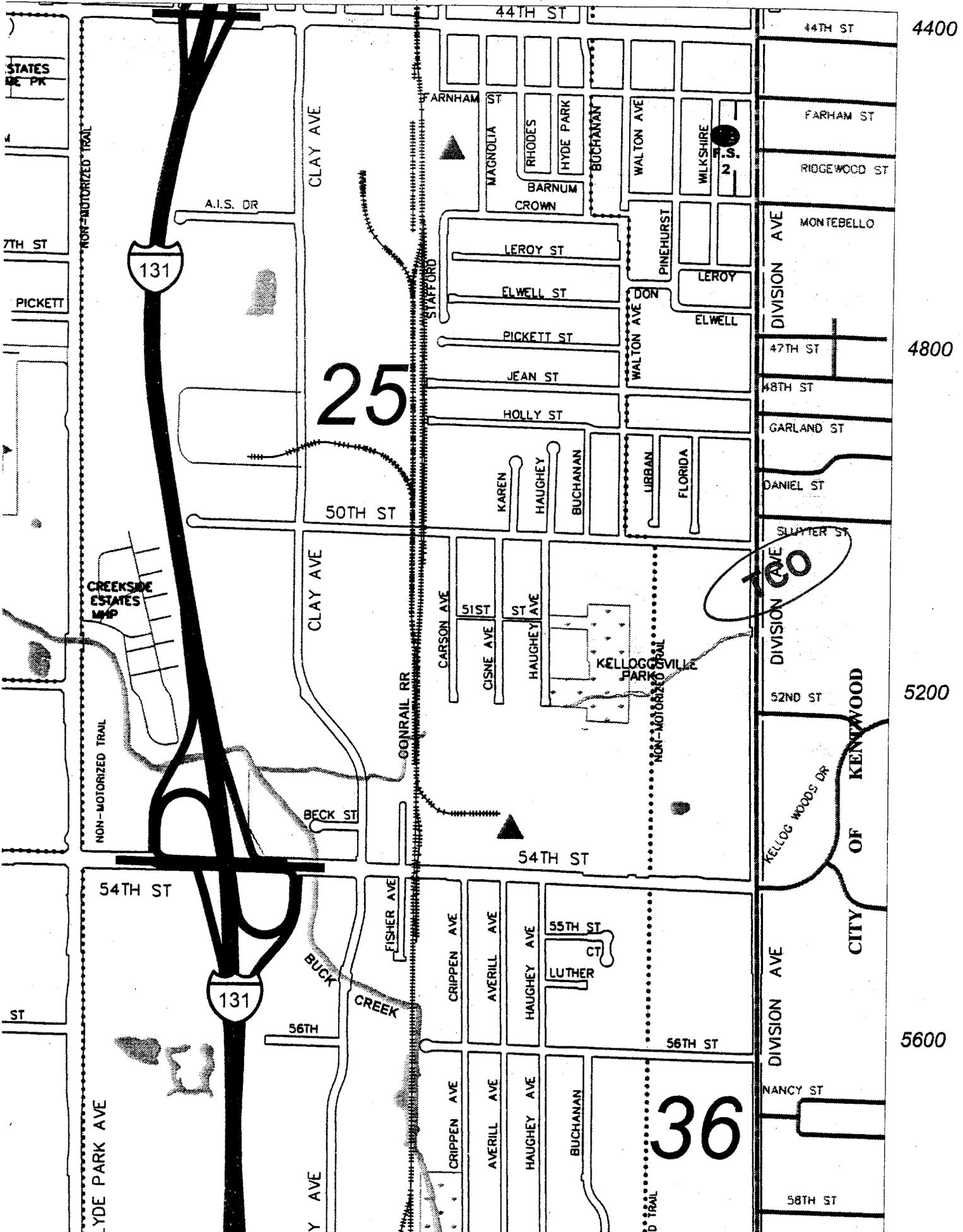
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See Page 8

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JST
04/15/10

RESOLUTION NO. _____

RESOLUTION TO WAIVE CERTAIN REQUIREMENTS OF THE CODE OF THE CITY OF WYOMING FOR ST. JOHN VIANNEY CHURCH PARISH FESTIVAL TO BE HELD MAY 14, 15 AND 16, 2010

WHEREAS, St. John Vianney Church has submitted a request for a Carnival Permit for their Parish Festival, and

WHEREAS, Section 14-282 of the Code of the City of Wyoming allows the City Council to waive any of the restrictions of "DIVISION 3. CARNIVALS" if the sponsor is a nonprofit, religious, fraternal, school or community organization that has been established in the City for at least five years and a waiver is deemed to be in the best interest of the City and,

WHEREAS, Section 14-276 of the Code of the City of Wyoming states that the application must be accompanied by payment of all fees and bonds, and,

WHEREAS, Section 14-280 of the Code of the City of Wyoming requires outdoor carnivals to be located within areas zoned B-2 or B-3, and,

WHEREAS, it has been deemed advisable by the Wyoming City Council to waive the requirements of Section 14-276, and 14-280 stated above, now therefore,

BE IT RESOLVED, the Wyoming City Council does hereby waive the requirements of Section 14-276 and 14-280 of the Code of the City of Wyoming and allow St. John Vianney Church to have a carnival at their Parish Festival on May 14, 15 and 16, 2010.

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____Yeas _____Nays

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on the 3rd day of May, 2010.

Heidi A. Isakson
Wyoming City Clerk

Resolution No. _____



st. John Vianney

catholic church

616.534.5449 / 4101 Clyde Park, S.W. / Wyoming, MI 49509

April 7, 2010

To: Wyoming City Council Members
From: St. John Vianney Community Festival Committee

Dear City Council Members,

St. John Vianney Church, 4101 Clyde Park Ave SW, will be holding its annual Community Festival on May 14, 15, 16, 2010

Our operating hours are as follows:

- Friday, May 14 from 5pm – 12am
- Saturday May 15 from 12pm – 12am
- Sunday May 16 from 12pm – 6pm

In compliance with the City Ordinance, the carnival rides will close down at 11pm. Our Vegas area and Refreshment area will close at 12am. The rest of the festival (food, games and bingo tents) will close at 10pm.

At this time, we are requesting a carnival permit from the City Council. In past years, the Council has approved this request and waived the carnival application and permit fee involved. Our hope is that you will choose to do the same again this year.

Thank you for your consideration of our request.

Sincerely,

Bruce Hartman
Festival Chair
5072 Havana Ave
Wyoming, Mi 49509
(616)257-9476 Home
(616) 318-2615 cell

Jim Kulfan
Parish Administrator
4101 Clyde Park Ave
Wyoming, Mi. 49509
(616) 534-5449



City of Wyoming
 1155 28th St. SW
 PO Box 905
 Wyoming, MI 49509-0905
 (616) 530-7297

If business is closed or
 sold, complete
 other side.

Business License Application

Business Name St. John Vannoy
 Mailing Address 4101 Clyde Park Ave SW
Wyoming Mi. 49509

Office Use Only
 Account No.
 Current License Expires
 Classification

Business Location 4101 Clyde Park Ave SW
 Phone 534-5449
 Fax 530-8224
 Description of Bus. Church & School

Date Business Opened
 SIC Code
 State Sales Tax #
 FEIN No.
 State License No.

Owners, Partners, Corporate Office - Please Make Corrections

Owner/Agent Same

Phone (Bus)
 Phone (Res)

Owner/Agent

Phone (Bus)
 Phone (Res)

Emergency Contacts - Please Make Corrections

Name Bruce Hartman

Phone 257-9476
318-2615

Name

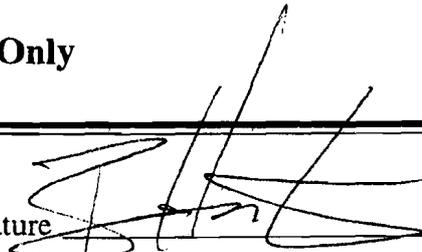
Phone

Name

Phone

Office Use Only

Return this renewal notice with payment to avoid late fees.

Date 4-7-10 Title Chairman Signature 

I declare, under penalty of perjury, that the information contained in this application is true and correct.

**Carnival License Application Addendum
City of Wyoming**

Applicant Name St John Uianney

Location of Carnival St. John Uianney Dates of Carnival 5-14, 15, 16, 2010

Opening & Closing Time of Carnival 5-14 - 5pm - 12pm 5-15 - 12pm - 12am 5/16 - 12pm - 6pm

Total Number of Rides Games or Amusements 18-20

Number of Tents 3-4 Are Food & Beverage Sold Yes No

Number of Trash Boxes/Containers 25 Number of Security People 3-4

Person (s) in Charge of the Carnival			
Name	Address	City, State	Phone Number
Bruce Hartman	5672 Havana	Wyoming W:	257-9476
Jim Kalfon	4101 Clydes Park	Wyoming W:	534-5449

Calculate License Fee	
Nonrefundable Application Fee	\$75.00
Additional Permit Fee Per Day	50.00
Application Fee	\$75.00
Number of days _____ x \$50.00 =	+ _____
Total License Fee Due	

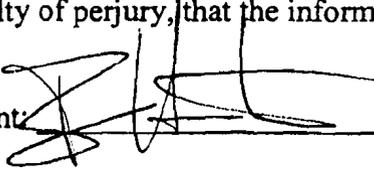
Other Requirements:

- Bond - \$1,000.00
- Insurance
 - Property \$20,000.00
 - Liability Amount \$100,000/500,000
 - Name the City of Wyoming as Additional Insured

<p>Office Use Only</p> <p>Approval City Clerk</p>
--

Applicant Name: Bruce Hartman St. John Vianny Church	Applicant Address: 4101 Clyde Park Ave SW
Telephone: (616) 534-5449	City/State/Zip: Wyoming, MI 49509
Sponsoring Organization: Same	Organization Address: Same
Telephone: ()	City/State/Zip
Carnival Operator: Skerbeck Bros. Shows, Inc.	Operator Address: P.O. Box 1062
Telephone: ()	City/State/Zip Escanaba, MI 49829
Location of Carnival: Parking lot - see map	Carnival will be held (dates) from: 5-16-08 to: 5-18-08
Opening Times: see attached letter	Closing Times: see attached letter
Total number of rides, games, or amusements: 18-20	Number of Tents: 10-25 Number of Trash Containers: 25
Food & Beverage Sold: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

I declare, under penalty of perjury, that the information contained in this application is true and correct.

Signature of Applicant:  Date: 4-7-10

Calculate License Fee	
Nonrefundable Application Fee	\$75.00
Additional Permit Fee Per day	\$50 X ___ Days \$
	Total Fee due upon application \$

Client#: 371

SKERBBRO

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/04/2010

PRODUCER Haas & Wilkerson Insurance 4300 Shawnee Mission Parkway Fairway, KS 66205 913 432-4400	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.	
	INSURERS AFFORDING COVERAGE	NAIC #
INSURED Skerbeck Brothers Shows, Inc. PO Box 1062 Escanaba, MI 49829	INSURER A. ACE American Insurance Co	22667
	INSURER B.	
	INSURER C.	
	INSURER D.	
	INSURER E.	

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	G1820342A	05/08/10	05/08/11	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Fa occurrence) \$100,000 MED EXP (Any one person) \$Excluded PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$10,000,000 PRODUCTS - COMP/OP AGG \$2,000,000
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Fa accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY. FA ACC \$ AGG \$
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below OTHER				<input type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER E.I. EACH ACCIDENT \$ E.I. DISEASE - EA EMPLOYEE \$ E.I. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

Additional Insured: St. John Vianney Catholic Church; Diocese of Grand Rapids, Michigan; City of Wyoming

CERTIFICATE HOLDER

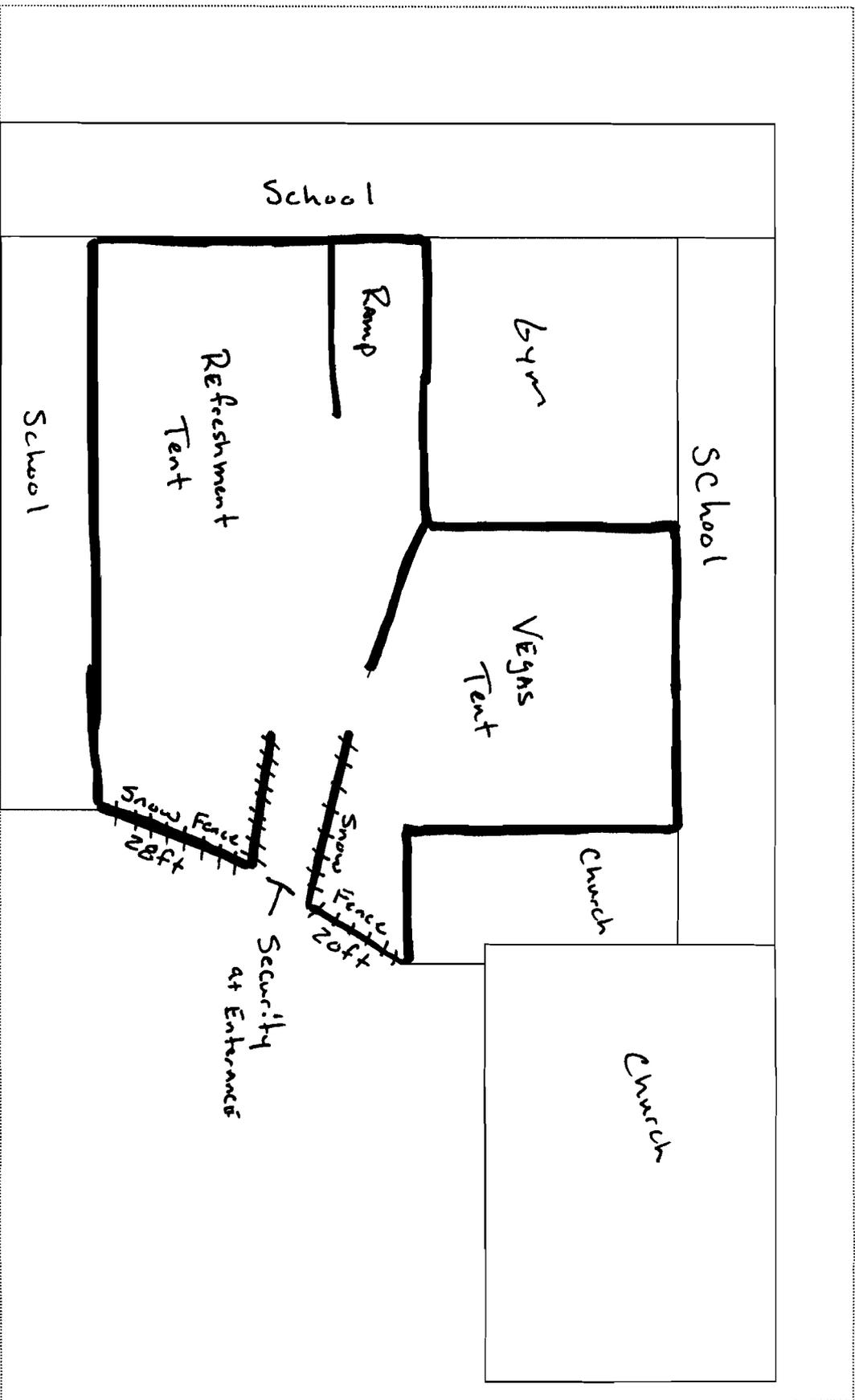
St. John Vianney Catholic Church
 4101 Clyde Park Avenue SW
 Wyoming, MI 49509

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE





- Bold lines - Area that is section off for Beer & wine consumption

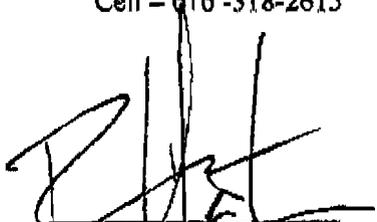
April 7, 2010

Security Plan – St. John Vianney Parish Festival

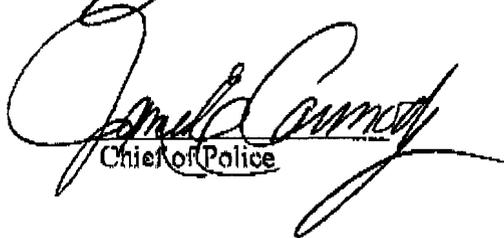
Per City Ordinance Number 14-276, 14-281, 14-282

Section 14-281 – Security Plan – This is written for the St. John Vianney Church Festival Carnival for the 2010 dates.

- A) Pinkerton Security will be on duty at all times and will be clearly identifiable as security and will have no other duties in the operation of the festival.
- B) Immediately available mean of communication with the police department for each reservist. The personal will have a radio and cell phone for contact with the police department or other emergencies.
- C) I will be contact person for St. John Vianney for emergency issues.
- D) Bruce Hartman contact information:
Home – 616-257-9476
Cell – 616 -318-2615



Bruce Hartman – Festival Chair



Chief of Police

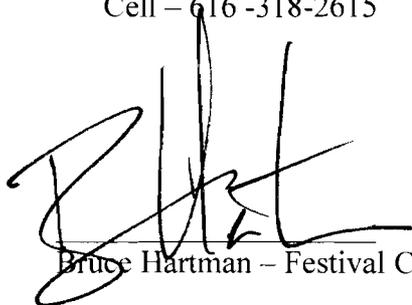
April 7, 2010

Security Plan – St. John Vianney Parish Festival

Per City Ordinance Number 14-276, 14-281, 14-282

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- C) I will be contact person for St. John Vianney for emergency issues.
- D) Bruce Hartman contact information:
Home – 616-257-9476
Cell – 616 -318-2615



Bruce Hartman – Festival Chair

Chief of Police

RESOLUTION NO. _____

RESOLUTION TO ADOPT
THE WYOMING CONSOLIDATED HOUSING AND COMMUNITY DEVELOPMENT
2010/2011 ONE-YEAR ACTION PLAN

WHEREAS, the City of Wyoming has applied for and obtained 34 years of Community Development Block Grant (C.D.B.G.) funds from the Department of Housing and Urban Development, and

WHEREAS, it is necessary to submit a One Year Action Plan application for the 35th year program covering the period of July 1, 2010, through June 30, 2011, and

WHEREAS, the Wyoming Community Development Committee has recommended a proposed 2010/2011 One-Year Action Plan, and

WHEREAS, two Public Hearings were held on March 3, 2010 and on May 3, 2010 on this matter, now, therefore,

BE IT RESOLVED, that the Wyoming City Council does hereby adopt the 2010-2011 Wyoming Consolidated Housing and Community Development One-Year Action Plan.

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____ yeas, _____ nays.

I hereby certify that the foregoing Resolution was adopted by the City Council of the City of Wyoming, Michigan, at a _____ session held on the _____ day of _____, 2010.

Heidi A. Isakson
Wyoming City Clerk



First Program Year

Community Development Block Grant
2010-2011
Action Plan
Wyoming, Michigan

This Annual Action Plan includes the SF 424 and Narrative Responses required by HUD in order to be compliant with the Consolidated Planning Regulations

GENERAL

Executive Summary

1. The City of Wyoming expects to have \$788,290 available for the Community Development Program during the period beginning July 1, 2010 through June 30, 2011. This amount consists of \$504,540 in an annual entitlement grant from the U.S. Department of Housing and Urban Development, \$158,000 from anticipated program income and \$125,750 to be reprogrammed from prior years. This is the first Action Plan Year of our Five Year Consolidated Plan 2010-2014. This 2010 budget plans for 97% of the funds to benefit low and moderate income persons.
2. The following list includes this year's specific objectives and outcomes:

These Outcome Statements, for the 2010-2011 Fiscal year CDBG Projects, were developed using the format and examples in the June 10, 2005 Federal Register Draft Outcome Performance Measurement System guidelines:

Project	Outcome Statement
General Format	(quantified output) + (Outcome Category: availability, affordability, or sustainability) + (activity description) + (Objective: decent housing, suitable environment or economic opportunity)

- **Disposition:** 1 housing property, obtained through the HUD Dollar Home Sales Program, would use these funds for closing and maintenance costs, prior to being sold to a low/moderate income family for the purpose of providing decent affordable housing (\$3,000).
- **Public Facility Improvements Senior Center:** 61,649 seniors, using the Center's services, would have access to improvements and renovations to the Senior Center at 2380 DeHoop Ave SW in Wyoming, for the purpose of providing a suitable environment (\$35,820).
- **Clearance/Demolition:** 5 home owners in low/moderate-income areas would have free needed dilapidated garage demolition grants for the purpose of providing a suitable living environment.

This fund may also be used for the clearance of any blighting properties from the HUD Dollar Homes Program that are not economically repairable (\$15,000).

- **Public Services - School Liaison Program and Youth Services:** 8,126 persons in the Godfrey-Lee School District, which is a HUD qualified low/moderate-income area, have the benefit of CDBG monies to partially fund a school liaison program and other youth services for the purpose of providing a suitable living environment (Census Tracts 133-1, 133-2, 133-3, 135-1 and 135-2, bounded on the North by the City Limits, on the East by US 131, on the South by 28th St SW and on the West by Burlingame Ave SW) (\$50,000).

- **Rehabilitation - Single Unit Residential:** 13 housing units, with low/moderate-income families, have affordable needed housing repair loans and deferred loans for the purpose of providing decent affordable housing (\$150,000).

- **Rehabilitation - Single Unit Residential – Revolving Funds:** 5 housing units, with low/moderate-income families, have affordable needed housing repair loans for the purpose of providing decent affordable housing (\$65,000).

- **Rehabilitation - Home Repair Services:** 425 low/moderate-income households have affordable services such as minor home repairs, low cost building materials, a tool lending library, volunteers and accessibility modifications, for the purpose of providing decent affordable housing (\$75,000).

- **Rehabilitation - Commercial:** 1 business in a low/moderate-income area has an affordable needed facade improvement loan for the purpose of providing a suitable environment (\$3,000).

- **Rehabilitation - Administration:** 18 housing units, with low/moderate-income families, have affordable administration of housing rehabilitation funding, for the purpose of providing decent affordable housing. (\$50,650).

- **Code Enforcement:** 3350 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. (\$173,000).

- **Planning Activities - Zoning Revision:** All (70,300) Wyoming residents have affordable revisions to the City's Zoning Code for the purpose of providing a suitable living environment (\$5,000).

- **General Administration:** All (70,300) Wyoming residents have affordable administration of HUD programs for the purpose of providing a suitable living environment (\$97,620).

- **Fair Housing Services:** All (70,300) Wyoming residents have access to fair housing testing and complaint follow up services for the purpose of providing a suitable living environment (\$17,000).

- **Contingency Funds:** These funds are to be used for unforeseen cost overruns (\$48,200).

3. The following includes past spending performance of open activities from July 1, 2008 through June 30, 2009 (A total of \$657,307 was spent):

FY 2003 Funds:

Act. ID 257; Software Services – Rehab; \$1,710.00.

FY 2005 Funds:

Act. ID 242; Clearance; \$2,500.00.

FY 2006 Funds:

Act. ID 260; Clearance; \$2,065.00.

Act. ID 267; Zoning; \$366.00.

Jurisdiction

FY 2007 Funds:

Act. ID 270; Public Improvements, Bike/Walk Trail Signs; \$335.84

Act. ID 272; Clearance; \$0.00.

Act. ID 274; Rehab Loans; \$34,560.50.

Act. ID 276; Home Repair Services; \$168.00.

FY 2008 Funds:

Act. ID 281; Disposition; \$155.00.

Act. ID 282; Clearance; \$0.00.

Act. ID 283; Neighborhood Clean Up; \$6,708.42.

Act. ID 284; Rehab Loans; \$100,000.00.

Act. ID 285; Rehab Single Unit Loans Revolving; \$130,992.50.

Act. ID 286; Home Repair Services; \$35,000.00.

Act. ID 287; Rehab Private Commercial; \$0.00.

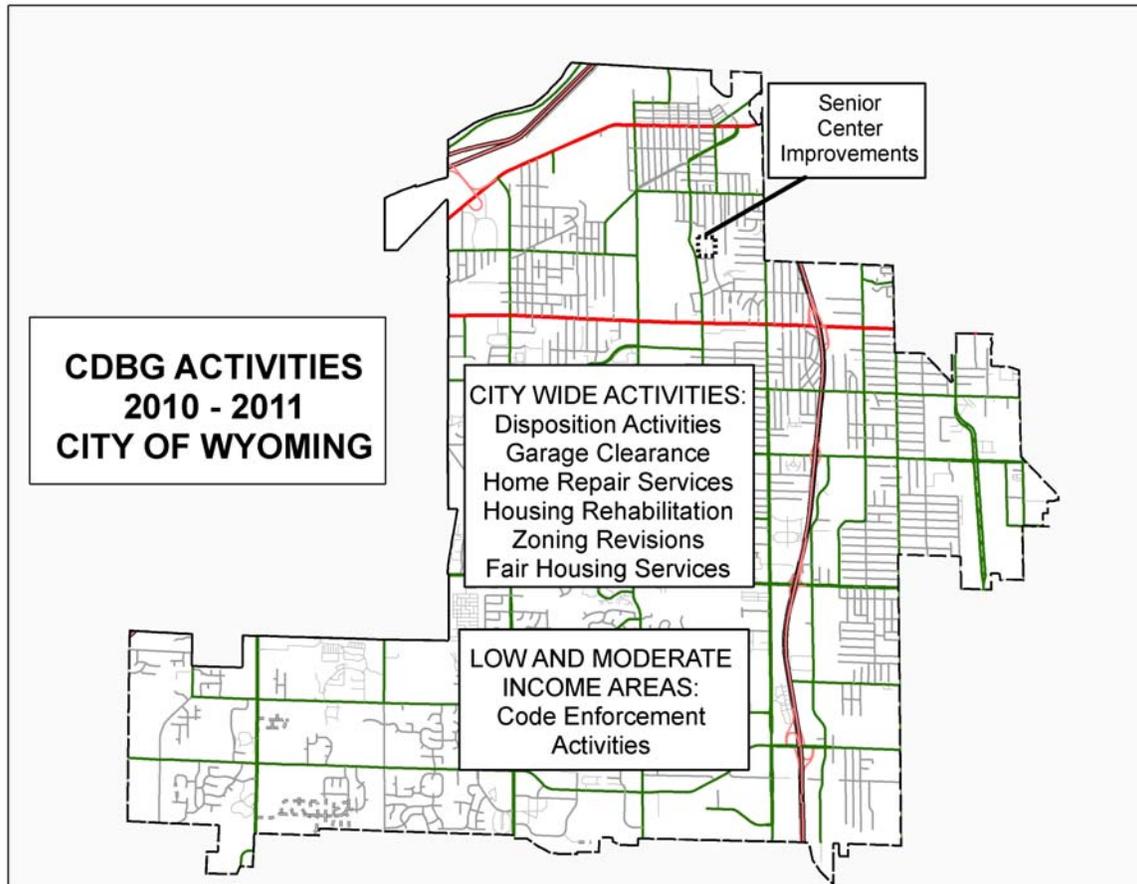
Act. ID 288; Rehab Administration; \$221,272.51.

Act. ID 289; General Administration; \$104,828.97.

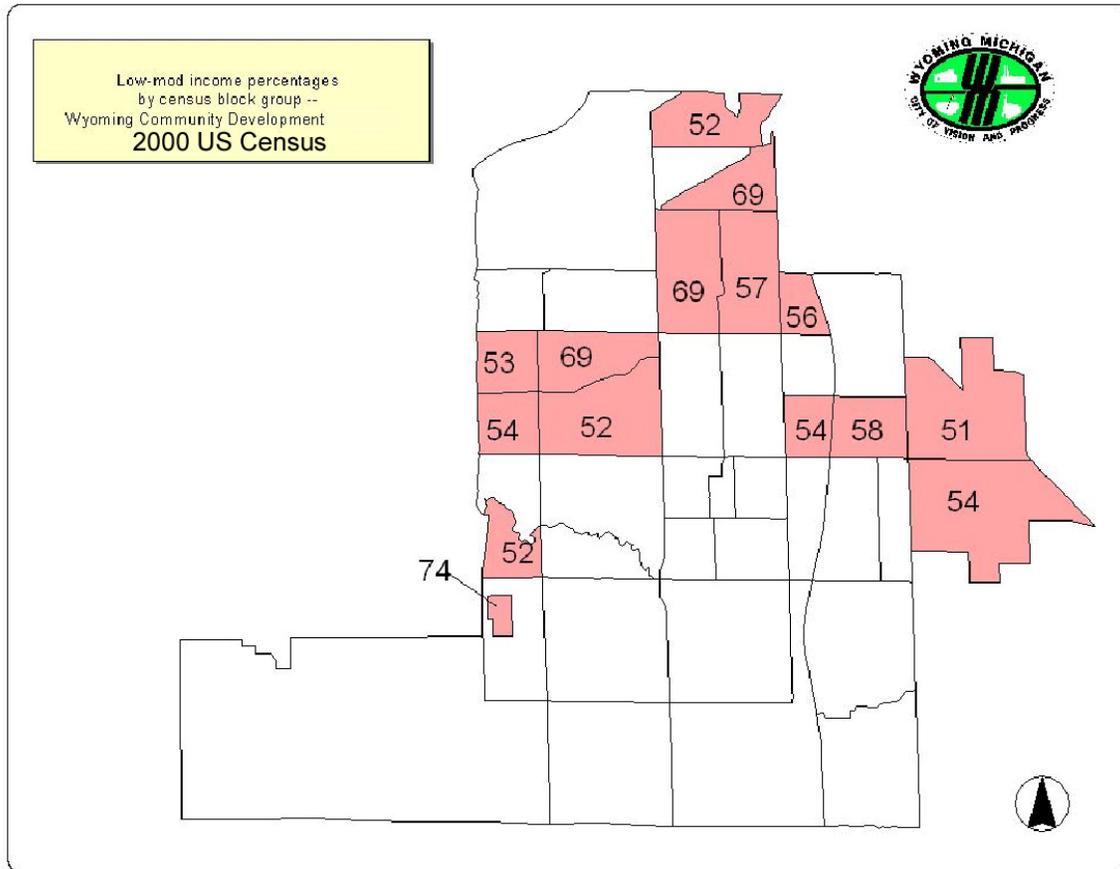
Act. ID 29080; Fair Housing Services; \$17,000.00

General Questions

1. Geographic Distribution:



See the map on Page 5, 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. The second area is all the Wyoming properties East of South Division. Both these areas contain the oldest housing units. Although we do not specifically target this area, we normally spend most of our housing rehabilitation funds in these areas, based both on need and demand.



2. Basis of allocating funds in geographic areas:
 - a. Our CDBG housing activities are available only to eligible low - moderate income households throughout the City.
 - b. Commercial Rehabilitation applicants must be within low-moderate income areas. Any clearance and relocation activities must also be within low-mod income areas.
 - c. Clearance of dilapidated structures and garages can be done in low and moderate income areas and City-wide on a spot blight basis.
 - d. Code Enforcement Activities. Of the \$788,290 expected to be available to the City, the \$173,000, or about 22%, will be considered specifically allocated to low and moderate income neighborhoods. This is based on a three year trend analysis of code enforcement inspections City wide, where 48% were shown to occur in low and moderate income areas.
3. No obstacles to meeting underserved needs were identified in the Five Year strategy.
4. Resources:

The City of Wyoming expects to have \$788,290 available for the Community Development Program during the period beginning July 1, 2010 through June 30, 2011. This amount consists of \$504,540 in an annual entitlement grant from the U.S. Department of Housing and Urban Development, \$158,000 from anticipated program income and \$125,750 to be reprogrammed from prior years. The City will apply for Section 8 funds as they are made available.

Managing the Process

1. Lead Agency:

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 CHCDP 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.

3. Planning/Community Development Department:

The Community Services Director serves as staff to the Community Development Committee and supervises programs and activities related to the Annual Plan and CDBG expenditures. The Community Development Coordinator, under the Supervision from the Community Services Director, generally coordinates the internal city activities related to the Annual Plan and city/regional cooperation for same. A Rehabilitation Specialist and Secretary work to process cases for Housing Rehabilitation programs. An Executive Secretary splits her administrative support time with CDBG programs and the City's Planning Department activities. A Rehabilitation Committee, made up of the Community Services Director, the Chief Building inspector and the City Planner, approve all housing rehabilitation applications and work repair items. The City Planner that is on the Rehabilitation Committee also meets with such groups as the West Michigan Regional Planning Commission, the Division Avenue Business Association and the North Wyoming Business and Resident's Association.

2. Community Development Committee:

Relative specifically to this Annual Plan and CDBG funding, a Council-appointed group, currently made up of 9 Wyoming residents, the Community Development Committee, serves as an advisory group to the Council. This group also approves the Five-Year Consolidated Plan and recommends the annual CDBG budget

3. Other City Groups:

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.

Citizen Participation

A public hearing notice was published in the Wyoming Advance newspaper on January 26, 2010, announcing the upcoming meeting of the Wyoming Community Development Committee's (W.C.D.C.) meeting on March 3, 2010.

The W.C.D.C. met on March 3, 2010 and discussed needs and possible activities.

On March 1, 2010, the Wyoming City Council met and set the date of May 3, 2010 to hold a public hearing for the Annual Plan.

On March 29, 2010, a public hearing notice was published in the Wyoming Advance newspaper, which announced that the Annual Plan would be discussed by the Wyoming City Council at the public hearing on May 3, 2010. On March 9, 2010, a proposed action plan statement was published, stating the proposed activities for the 2010-2011 fiscal years. Also, on March 9, 2010, 49 letters were sent to various interested parties requesting comment and announcing the upcoming public hearing on May 3, 2010, concerning the Annual Plan.

On May 3, 2010 a public hearing was held. No public comments were received. Also on May 3, 2010 the City Council approved the 2010-2011 Annual Action Plan.

On May 18, 2010, an article was published in the Wyoming Advance newspaper, which announced approval of the plan by the City Council and that the plan would be submitted to HUD on or about June 2, 2010. No public comments have been submitted to date.

Institutional Structure

The City will continue to work with other City departments, neighboring cities and area housing non-profits, such as Habitat for Humanity and Home Repair Services.

Monitoring

Each year, the Community Development Committee, made up of City residents, establishes an Annual Plan, based on the City's Five Year Consolidated Housing and Community Development Plan.

During the next year, the Community Services Director and CDBG Staff of the City's Planning and Development Department 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.

During the next year, 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 this year by an independent auditor. Timeliness of expenditures will be regularly monitored this year by the Planning and Community Development Department's Community Development Coordinator. 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). The Wyoming CDBG program has no subrecipients.

Lead-based Paint

1. The city will integrate lead hazard evaluation and reduction activities into all CDBG housing rehabilitation programs.
2. The city will provide CDBG housing rehabilitation applicants with applicable information of the hazards of lead-based paint poisoning.

HOUSING

Specific Housing Activities

1. The following housing activities will be undertaken during the next year:
 - a. Disposition funds will be used on housing acquired from HUD Dollar Home Sales Program. These funds will be used for closing and maintenance costs, prior to being sold to low/moderate income families (\$3,000).
 - b. Clearance funds could be used in low/moderate-income areas for needed dilapidated garage demolition. This fund may also be used for the clearance of any blighting properties from the HUD Dollar Homes Program that are not economically repairable (\$15,000).
 - c. Single Unit Residential Rehabilitation- Loans and deferred loans for housing repairs for low-income families, using Block Grant funds (\$150,000).
 - d. Single Unit Residential Rehabilitation Loans and Deferred Loans for housing repairs for low- and moderate-income families, using revolving funds (\$65,000).
 - e. Home Rehabilitation Services such as handicapped access, minor repairs, tool lending, building supplies and repair schooling (\$75,000).
 - f. Rehabilitation Administration funds for administration of rehabilitation programs. Also includes administrative services for clearance activities and acquisition of substandard properties. (\$50,650).
2. The above noted activities will be funded with CDBG Funds.

Needs of Public Housing

1. The Wyoming Public Housing Authority works separately to operate their housing programs.
2. On occasion our Planning Department works with the PHA on such items as housing displaced persons and assisting with a Public Housing for Sale Program.

Barriers to Affordable Housing

1. A Staff person is a member of an area wide 'Work Force Housing Committee' dedicated to promote affordable housing. This committee is sponsored by the area's Home Builders Association of Greater Grand Rapids.
2. A Staff person is a member of an area wide 'Foreclosure Task Force', working on solutions to address the rise in area home foreclosures.

HOME/ American Dream Down payment Initiative (ADDI)

We are not a Participating Jurisdiction and do not plan to apply for ADDI funds.

HOMELESS

Specific Homeless Prevention Elements

1. As noted throughout the Five Year Consolidated Strategic Plan, the city considers the homeless population problem to be a metropolitan-wide issue, with no documented homeless within the city itself. Homelessness and special needs populations are assisted by countywide agencies and non-profit organizations. However, 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. 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. 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.

Emergency Shelter Grants (ESG)

This is for States only.

COMMUNITY DEVELOPMENT

Community Development – Non-Housing

1. The following non-housing community development activities will be undertaken during the next year:
 - a. Senior Center Improvements: 61,649 seniors, using the Center's services, would have access to improvements and renovations to the Senior Center at 2380 DeHoop Ave SW in Wyoming, for the purpose of providing a suitable environment (\$35,820).
 - b. Commercial Rehabilitation: 3% interest Loans to businesses in low- and moderate-income areas for facade improvements and code items (\$3,000).
 - c. General Administration funds for the administration of HUD programs (\$97,620).
 - e. Zoning Revision: All (70,300) Wyoming residents will have affordable revisions to the City's Zoning Code for the purpose of providing a suitable living environment (\$5,000).
 - f. Fair Housing Services: All (70,300) Wyoming residents will have access to fair housing testing and complaint follow up services for the purpose of providing a suitable living environment (\$17,000).
2. The above noted activities will be funded with CDBG Funds.

Antipoverty Strategy

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:

1. 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.
2. Senior Center:
The following programs are available to Wyoming senior citizens:
 - a. Meals at \$1.00 each
 - b. Delivered meals at \$1.00 each
 - c. Free legal consultation services

d. Free medical and blood pressure screenings

3. 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. This exemption is allowed by Michigan Public Act 306 of 1893. Not all Michigan cities offer this exemption. For example, Wyoming's neighboring cities of Grand Rapids and Kentwood do not allow this exemption. Wyoming averages 25 exemptions each year.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

No funds are planned.

Housing Opportunities for People with AIDS

No funds are planned.

Specific HOPWA Objectives

We do not plan to use HOPWA funds.

04/28/10

RLR: ptg

RESOLUTION NO. _____

RESOLUTION TO ADOPT
THE 2010/2014 WYOMING FIVE-YEAR CONSOLIDATED PLAN
7/1/10 through 6/30/15

WHEREAS, the City of Wyoming has applied for and obtained 34 years of Community Development Block Grant (C.D.B.G.) funds from the Department of Housing and Urban Development, and

WHEREAS, it is necessary to submit a Five Year Consolidated Plan, outlining the general areas of community development needs in the City, covering the period of July 1, 2010, through June 30, 2015, and

WHEREAS, the Wyoming Community Development Committee has had 9 public meetings since April 2009 and has recommended a proposed 2010/2014 Five-Year Consolidated Plan, and

WHEREAS, a City Council Public Hearing was held on May 3, 2010 on this matter, now, therefore,

BE IT RESOLVED, that the Wyoming City Council does hereby adopt the 2010-2014 Wyoming Five-Year Consolidated Plan.

Councilmember _____ moved, seconded by Councilmember _____, that the above Resolution be adopted.

Motion carried: _____ yeas, _____ nays.

I hereby certify that the foregoing Resolution was adopted by the City Council of the City of Wyoming, Michigan, at a _____ session held on the _____ day of _____, 2010.

Heidi A. Isakson
Wyoming City Clerk

Resolution No. _____



5 Year Consolidated Strategic Plan

July 1, 2010 through June 30, 2015

Wyoming, Michigan

GENERAL

Executive Summary

Community Development Block Grant funds have been used by the City of Wyoming since 1976. This Consolidated Strategic Plan (CSP) covers the five year period from July 1, 2010 through June 30, 2015. This CSP outlines the general goals the City wishes to follow for the next five years. The two major categories of proposed CDBG spending for this planning period are for housing rehabilitation (about 45%) and on Code Enforcement activities (about 23%). Other proposed projects include public improvements, clearance and fair housing activities. Generally, the main obstacle to meeting our needs is the insufficient amount of available funding.

The following is a listing of the 12 strategies in this plan:

Decent Housing Specific Objectives/Strategies:

1. Improve access to affordable rents by offering Public Housing units and Section 8 vouchers to low and moderate income families. This item has a "High" priority.
2. Improve the quality of owner housing by funding services provided by Home Repair Services, a local non-profit agency that offers such activities as minor home repairs, tool lending library, handicapped accessibility modifications, low cost building materials, volunteer coordination activities and home foreclosure intervention assistance. This item has a "Medium" priority.
3. Improve the quality of owner housing by offering affordable low interest loans and deferred loans for housing repairs, energy efficiency improvements and improvements that increase the value of the property to low and moderate income families. This item has a "Medium" priority.
4. Reduce blighting influences of deteriorated structures and garages by offering grants to home owners to clear such buildings. This item has a "Medium" priority.
5. Improve the quality of rental housing by offering affordable low interest loans for housing repairs, energy efficiency improvements and improvements that increase the value of the property to land lords that rent to low and moderate income families. This item has a "Low" priority.
6. Increase the availability of home ownership by providing homes through the sale of Public Housing, by providing monthly housing payment subsidies to those with Section 8 vouchers that wish to purchase homes and by purchasing, rehabbing and offering HUD Dollar homes to low and moderate income families. This item has a "Low" priority.

Suitable Living Environment Specific Objectives/Strategies:

7. Improve property values and reduce blighting influences by funding the City's Building Inspections code enforcement programs. CDBG funding will be limited to code enforcement activities in low and moderate income areas. This item has a "High" priority.
8. Increase access to fair housing by providing Wyoming citizens fair housing testing, mediation of complaints and education to landlords, real estate persons and the general public. This activity will be accomplished by funding programs of the Fair Housing Center of West Michigan and/or other similar agencies. This item has a "High" priority.

9. Promote neighborhood safety and improve property values by providing youth crime prevention activities, such as school liaison officers and other youth programs, within low and moderate income areas. This item has a "High" priority.

10. Improve public facilities by funding projects that improve streets, streetscapes, sidewalks, sewer and water infrastructure, parks and other public facilities. All public facility improvement activities will benefit persons in low and moderate income areas. This item has a "Low" priority.

11. Improve property values and promote sustainable housing, recreation, business and industrial areas by updating the City's Master Plans and Zoning ordinances. This item has a "Low" priority.

Economic Opportunity Specific Objectives/Strategies:

12. Promote quality commercial districts by offering exterior building improvement loans to businesses as an overall benefit to low and moderate income neighborhoods. This item has a "Low" priority.

Managing the Process (91.200 (b))

1. Lead Agency:

The lead agency is the City of Wyoming. The daily CDBG activities will be handled by the Community Development Section of the Community Services Department. The Community Development Coordinator, under supervision of the Community Services Director, manages the daily operations of spending CDBG funds and the submittal of the annual CDBG application and performance report. 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 5 Year Consolidated Strategic Plan and approves the 1 Year Annual Plan 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.

2. Community Development Committee:

Relative specifically to this Consolidated Plan and CDBG funding, a Council-appointed group, the Community Development Committee, serves as an advisory group to the Council. That group also approves the Consolidated Plan and recommends the annual CDBG budget. The Community Services Director and the Community Development Coordinator serve as staff to the Community Development Committee.

3. Other City Groups:

Relative to other city groups potentially involved with the Consolidated Plan, the list includes the Housing Commission, the Parks and Recreation Department and its citizen's advisory group, the Parks and Recreation Commission, the Public Works Department, the Building Inspections Department and the Planning Department, related citizens groups and the Brownfield Redevelopment Authority.

4. Non-City Existing Groups – Housing:

a. Emergency Shelter Task Force (ESTF)- The (ESTF) is a subcommittee of the Kent County Emergency Needs Task Force. It is comprised of representatives from over 50 housing and social service agencies benefiting the homeless, as well as local government and United Way officials. The [Kent County Emergency Needs Task Force 1990-91 Update](#) identified a number of areas in which progress had been made in dealing with these issues. They reported that:

- An emergency shelter system has emerged which assures immediate placement of homeless persons in shelters or motels/hotels, seven days a week, 24 hours a day. Two transitional housing projects serving women and women with children (Liz's Housing and Hope Community, respectively) opened in 1991.
- b. Permanent Housing Coordinating Council (PHCC).- The (PHCC) is a group of permanent housing providers which meet on a regular basis, primarily for the purpose of communication. The PHCC is comprised of representatives from Dwelling Place, The Inner City Christian Federation, Habitat for Humanity, the Center for Independent Living, the Grand Rapids Housing Commission and others.
 - c. Resource Allocators Consortium (RAC)- The Resource Allocators Consortium is an informal group of persons from local foundations, city and county governments, and the United Way who are responsible for awarding funds to agencies for housing and social services. The primary purposes of RAC are to ensure communication, and problem solving and resolution.
 - d. Federal Emergency Management Agency (FEMA) - Local Award Committee- The United Way is responsible for channeling FEMA funds for emergency food and shelter to local nonprofit agencies. The Local Award Committee meets annually to make allocation decisions, which the United Way then implements through funding awards.
5. Existing Groups – Non-Housing:
- a. City Groups. In Wyoming, CDBG expenditures unrelated to housing have primarily been for recreation, street improvements and public services. Relative to recreation, the Wyoming Parks and Recreation Commission has coordinated with staff and the Wyoming Community Development Committee in determining park projects and priorities. Street programs have been coordinated with the Wyoming Engineering Department.
 - b. Economic Development. Relative to economic development, there are four Wyoming groups that could become involved with the Consolidated Plan depending upon the type of activity. The Wyoming Downtown Development Authority includes several areas of low-moderate income neighborhoods. The Wyoming Local Development Finance Authority is charged with the infrastructure development of vacant industrially zoned land to promote industrial growth. The Wyoming Economic Development Corporation provides various types of incentives to industry, such as tax abatements, to further promote industrial growth. Future types of industrial rehabilitation or infrastructure expansion could involve either or both of these groups. The Brownfield Redevelopment Authority provides incentives for cleanup of contaminated property.
 - c. Other Groups. Other non-housing groups that could coordinate efforts for the Consolidated Plan include Wyoming Chamber of Commerce, Metro Council, the Right Place Program, Interurban Transit Authority, Wyoming Utilities Department and various local and regional social services groups.
6. Overcoming Gaps in Coordination of Efforts
- a. Area Housing Network. The existing institutional structure in the Grand Rapids area provides a network of housing-related religious, private non-profit, social service, and governmental agencies which are capable of addressing the City of Wyoming's needs as identified in the Consolidated Plan. The majority are competent organizations with professional support staff.

- b. Housing and Social Service Providers. In their efforts to improve housing availability, conditions, and affordability, housing providers have become more aware of related social services, which can benefit their clients. Coordinating committees, as noted earlier, have also helped establish linkages among community housing and service providers. However, much more needs to be done to efficiently channel the right assistance to the persons most in need. As housing programs mature, so will the relationships between housing and social service providers.
- c. Non-Housing. For non-housing, coordination efforts seem much easier and less complicated. Most of the non-housing activities in the Consolidated Plan can effectively be implemented by city staff. However, industrial promotion efforts are often aided by the Right Place program and the Michigan Economic Development Corporation. No major gaps appear evident in non-housing program implementation.

Citizen Participation (91.200 (b))

Over the past 18 months citizens, funding requestors and City staff have had meetings in efforts to create, debate and process strategies for inclusion into the City's 5 Year Consolidated Strategic Plan. In 2009, we filled 5 vacant positions in our Community Development Committee. We now have a full 9 member citizens committee.

Here is a list of meetings and publications which shaped this plan:

5/26/2009 – A Community Development Committee (CDC) meeting was held. Staff presented the committee members with a history of the CDBG program from a national perspective, including a review of enabling legislation and HUD's rules concerning National Objectives and the use of funds. The members received a binder with guides to national objectives and eligible CD activities.

7/1/2009 – A Community Development Committee (CDC) meeting was held. This meeting elected a Chair Person and Vice Chair person. This meeting concentrated on educating the committee with what activities had been funded with CDBG funds since 1976.

8/5/2009 – A Community Development Committee (CDC) meeting was held. The City's Chief Building Inspector presented information on the city's code enforcement programs. The city's Chief of Police presented information on the current and proposed School Liaison Officer program.

9/2/2009 – A Community Development Committee (CDC) meeting was held. The executive director of the area's fair housing agency presented information the history of fair housing laws and the need for continued support for the city. The director of Home Repair Services, an area non-profit housing services agency, presented information on current and proposed funding needs for their agency.

10/21/2009 – A Community Development Committee (CDC) meeting was held. The Wyoming City Manager presented information on the past, present and future funding situations facing the City.

11/4/2009 – A Community Development Committee (CDC) meeting was held. The city's Chief of Police and a police lieutenant talked about the city's problem with gang related graffiti. The city's Fire Chief explained the need for an improved 'Jaw of Life' rescue tool and the need for rescue harnesses.

12/2/2009 – A Community Development Committee (CDC) meeting was held. The City's Mayor

talked about the current state of the city related to financing and specifically to decreases in State of Michigan revenue sharing and property taxes. Committee members debated proposals made by staff concerning both 1 and 5 year activities. Priorities for strategies were also discussed. It was the unanimous position of the committee that current community need dictates a change in priorities for fund use. To this end they recommended discontinuing or greatly diminishing support for the housing rehabilitation loan program and reallocating funds to code enforcement activities as the highest priority. They increased the allocation to Home Repair Services, in an effort to assist home owners previously served by the housing rehab loan program for emergency repairs. In addition, the committee was clear in its desire to fund expanded policing in CDBG eligible areas under the provision of Public Services.

1/26/2010 – a Public Hearing Notice was published, in the Wyoming Advance Newspaper, announcing a public hearing on 3/3/2010.

2/3/2010 – A Community Development Committee (CDC) meeting was held. Staff informed the committee of research completed on certain proposed CDBG eligible activities. Staff also informed the committee about staff's recent meeting with HUD representatives concerning past and proposed activities. HUD was pleased that we have moved away from the curb-side trash pick up program, as they did not believe this was a good use of CDBG funds. Research showed that only 36% of fire calls were to CD qualified areas. This means we cannot use CD funds for a jaws of life tool or for harasses. The small amount proposed for graffiti removal was deemed an ineffective use of CD funds.

3/1/2010 – The City Council set a public hearing for 5/3/2010.

3/3/2010 – A Public Hearing was held. The one citizen that was present said she was there to gain knowledge of the activities to be funded with CDBG monies. She did not have any negative comments. A Community Development Committee (CDC) meeting was held. The committee approved the 12 strategies and their relative priorities, previously stated in this 5-Year Plan.

3/9/2010 – A Public Hearing Notice was published, in the Wyoming Advance Newspaper, announcing a public hearing on 5/3/2010.

3/9/2010 – A Summary of the strategies of the 5 Year Plan was published, in the Wyoming Advance Newspaper.

3/23/2010 – A summary of the 5- Year Plan and notice of the 5/3/2010 public hearing was sent to 49 interested persons, public groups and news agencies.

5/3/2010 – The Wyoming City Council held a Public Hearing. No citizens presented any comments.

5/3/2010 – The Wyoming City Council approved the 5 Year Consolidated Strategic Plan.

5/18/2010 - An article was published, in the Wyoming Advance newspaper, which announced approval of the plan by the City Council and that the plan would be submitted to HUD on or about 6/2/2010. No public comments have been submitted to date.

Institutional Structure (91.215 (i))

1. General

The Grand Rapids area has a wide variety of religious, private non-profit, social service, and governmental agencies dealing with issues of housing and other needs of low-income persons and families. Although a number of these agencies are outside the City of Wyoming,

the city is included in the service area of most of the organizations dealing with housing and other social concerns. This is in recognition of the fact that the problems of the low income transcend political boundaries and that working together to solve these problems provides a much more efficient and effective method of operation.

The Consolidated Plan process has already had the benefit of galvanizing a number of organizations and directing efforts toward unified actions, consistent with the goals of each organization. Further efforts will be needed to properly coordinate resources and target those most in need of assistance. As such, the formal structure necessary for implementation will continue to evolve throughout the implementation period of the Consolidated Plan. For the time being, the City of Wyoming will rely heavily on existing organizations to begin implementation.

2. Public Institutions -Housing

The public agencies, which relate to housing in the city, consist of the following- City of Wyoming (Community Services Division's Planning and Development Department), Wyoming Housing Commission, Kent County Mental Health and Michigan State Housing Development Authority.

3. Nonprofit Organizations -Housing

Non-profit housing related agencies assisting Wyoming residents include the following: Hope Network Center for Independent Living, Home Repair Services of Kent County, Catholic Human Development Office, The Salvation Army, AMI-Share, AIDS Resource Center, Grand Rapids Urban League and ASCET.

4. Non-Housing Organizations

The City relates to a large number of public and private non-housing organizations that may periodically have activities of significance to CDBG-related efforts. Examples include- Metro Council, Interurban Transit Authority, Chambers of Commerce, financial institutions, State, County and municipal government, etc.

Monitoring (91.230)

1. Community Development Committee.

The primary monitoring system will be the one established for Wyoming's Community Development Block Grant Program. The Community Development Committee will continue to ensure that the goals and aims of the CDBG Program will be upheld. Annually the Committee reviews and evaluates prior year's projects and spending. A similar monitoring program by the Wyoming Housing Commission will ensure that their programs and policies are also supported.

2. Code Enforcement.

Code Enforcement activities will be managed by the Chief Building Inspector, under the direction of the Director of Community Services.

3. Rehabilitation.

The Wyoming Rehabilitation Committee, made up of three City staff members, oversees the various CDBG housing rehabilitation programs. 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 will continue to be used as the primary guide for administration of available CDBG program activities. Compliance of housing codes is enforced through our various housing rehabilitation

2. Basis for assigning the priorities.
The Community Development Committee has approved the priorities for the strategies listed under paragraph 4 below.
3. Obstacles to meeting underserved needs.
The main obstacle is the short fall in funding.
4. Five year strategies.

Decent Housing Specific Objectives/Strategies:

- a. Improve access to affordable rents by offering Public Housing units and Section 8 vouchers to low and moderate income families. This item has a "High" priority.
- b. Improve the quality of owner housing by funding services provided by Home Repair Services, a local non-profit agency that offers such activities as minor home repairs, tool lending library, handicapped accessibility modifications, low cost building materials, volunteer coordination activities and home foreclosure intervention assistance. This item has a "Medium" priority.
- c. Improve the quality of owner housing by offering affordable low interest loans and deferred loans for housing repairs, energy efficiency improvements and improvements that increase the value of the property to low and moderate income families. This item has a "Medium" priority.
- d. Reduce blighting influences of deteriorated structures and garages by offering grants to home owners to clear such buildings. This item has a "Medium" priority.
- e. Improve the quality of rental housing by offering affordable low interest loans for housing repairs, energy efficiency improvements and improvements that increase the value of the property to land lords that rent to low and moderate income families. This item has a "Low" priority.
- f. Increase the availability of home ownership by providing homes through the sale of Public Housing, by providing monthly housing payment subsidies to those with Section 8 vouchers that wish to purchase homes and by purchasing, rehabbing and offering HUD Dollar homes to low and moderate income families. This item has a "Low" priority.

Suitable Living Environment Specific Objectives/Strategies:

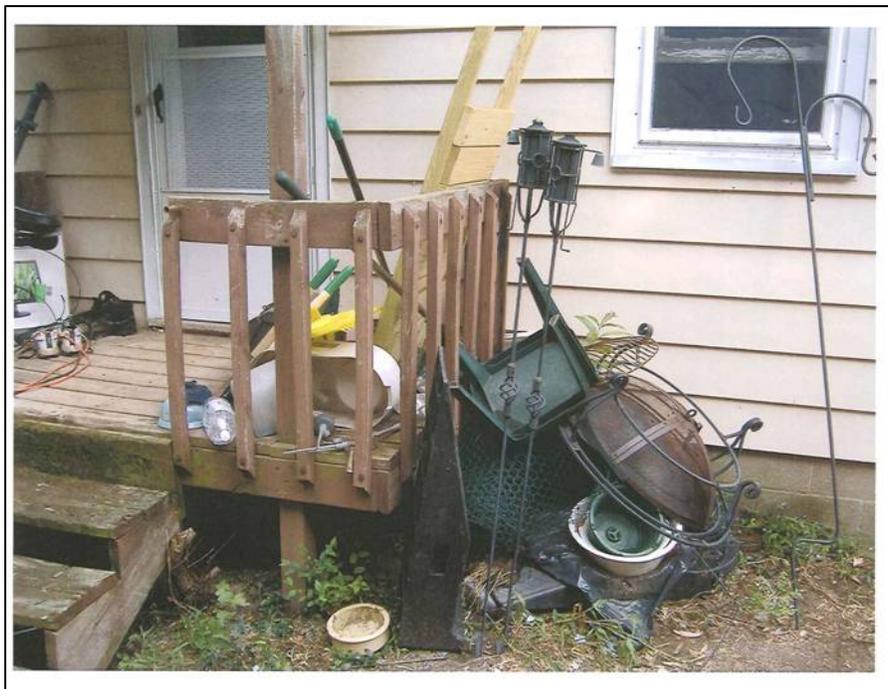
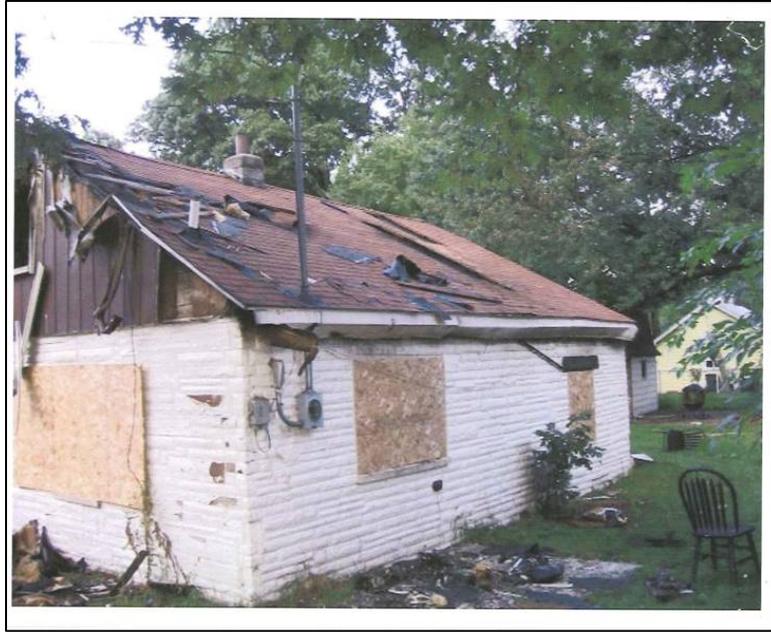
- g. Improve property values and reduce blighting influences by funding the City's Building Inspections code enforcement programs. CDBG funding will be limited to code enforcement activities in low and moderate income areas. This item has a "High" priority.
- h. Increase access to fair housing by providing Wyoming citizens fair housing testing, mediation of complaints and education to landlords, real estate persons and the general public. This activity will be accomplished by funding programs of the Fair Housing Center of West Michigan and/or other similar agencies. This item has a "High" priority.
- i. Promote neighborhood safety and improve property values by providing youth crime prevention activities, such as school liaison officers and other youth programs, within low and moderate income areas. This item has a "High" priority.
- j. Improve public facilities by funding projects that improve streets, streetscapes, sidewalks, sewer and water infrastructure, parks and other public facilities. All public facility improvement activities will benefit persons in low and moderate income areas. This item has a "Low" priority.
- k. Improve property values and promote sustainable housing, recreation, business and industrial areas by updating the City's Master Plans and Zoning ordinances. This item has a "Low" priority.

Economic Opportunity Specific Objectives/Strategies:

- I. Promote quality commercial districts by offering exterior building improvement loans to businesses as an overall benefit to low and moderate income neighborhoods. This item has a "Low" priority.

The following photos show examples of various code violations that were called to the City's attention by concerned neighbors. The Code Enforcement Program is used to notify property owners of these violations and to follow up with either fines or actual clean up by City contractors. The clean up costs are then placed against the property, along with taxes due each year.





Lead-based Paint (91.215 (g))

1. Lead poisoning is a major environmental health hazard facing many children. "Although lead was banned from residential paint in 1978, more than half of the total U. S. housing stock - an estimated 57 million older homes - contains some lead-based paint" (from the "Technical Assistance Bulletin I" from The National Center for Lead-Safe Housing").
2. Based on the above, the city will use the following as guidelines in implementing programs:

- a. The city will integrate lead hazard evaluation and reduction activities into all CDBG housing rehabilitation programs.
- b. The city will provide CDBG housing rehabilitation applicants with applicable information of the hazards of lead-based paint poisoning.

HOUSING

Housing Needs (91.205)

1. General

This part summarizes available information from the 2000 US Census on housing needs of households. Some data and charts are updated with the most current information. Data that is released, in the next five years, will be monitored. If new data shows significant changes, we may have to amend this 5 Year Plan. Most of this discussion will relate housing needs according to household income.

For the purposes of the CSP, Figure 1 indicates the income levels of 30% of income, very low and low income families. These income ranges are derived from the base figure of the Kent-Ottawa Standard Metropolitan Statistical Area's median income for a family of four, as determined by the U.S. Department of Housing and Urban Development in March 2009.

Figure 1 - INCOME CATEGORIES

INCOME RANGE	% OF AREA MEDIAN INCOME	2000 INCOME FAMILY OF FOUR
Extremely Low Income	0-30	\$0 - \$18,950
Very Low Income	31-50	\$18,951-\$31,550
Low Income	51-80	\$31,551-\$50,500

Source: U.S. Department of Housing and Urban Development 3/10/2009.

These same income ranges can be expressed for other family sizes, as shown in the figure 2.

Figure 2 - MAXIMUM INCOME CATEGORIES BY FAMILY SIZE

PERCENT OF AREA MEDIAN INCOME	FAMILY SIZE						
	1	2	3	4	5	6	7
0%-30%	\$13,250	\$15,150	\$17,050	\$18,950	\$20,450	\$2,000	\$23,500
Very Low Income							
31%-50%	\$22,100	\$25,250	\$28,400	\$31,550	\$34,050	\$36,600	\$39,100
Low Income							
51%-80%	\$35,350	\$40,400	\$45,450	\$50,500	\$54,550	\$58,600	\$62,600

Source: U.S. department of Housing and Urban Development 3/10/2009.
 Note: Moderate income family limits are subject to adjustment by HUD for family sizes.

Family income directly affects the ability to afford housing. Cost burden related to housing is defined as shelter costs (including utilities) exceeding 30% of a household's gross income. Severe cost burden occurs when a household pays more than 50% for shelter. Understanding

the issue of cost burden is critical to understanding the needs of the lower income population groups. For example, low-income renters, particularly the very low income, routinely pay more than 30%, and sometimes more than 50%, of their monthly income for shelter.

As an example of cost burden and its effect on families, a household of four persons would have to have an annual income of \$20,200 to be able to afford a two-bedroom dwelling unit priced at the Section 8 Fair Market Rent (FMR) of \$505. (Fair Market Rent is the rent level established by HUD for various geographic areas as being the prevailing market rate for rental housing.) If that same family needed a three-bedroom unit, which was priced at the FNM level of \$631, their annual income would have to be \$25,240.

2. 0 – 30% Income

Families in this group have incomes between 0% and 30% of the area median income. Since housing need (cost of housing, costs of repairs, overcrowding problems, etc.) directly relates to family income, this group generally has the highest housing needs of all households. According to 2000 Census figures listed in the special HUD CHAS 'Housing Needs Table' located in the Appendix, of the households in this income group, 82% reported as having housing problems. There were no significant differences among large or small households with housing problems. There are no current indicators, which would change these percentages within the next five years.

3. Very Low Income

Families in this group have incomes between 31 % and 50% of the area median income. According to 2000 Census figures, of the households in this income group, 57% reported as having housing problems. There were no significant differences among large or small households with housing problems. There are no current indicators which would change these percentages within the next five years.

4. Low Income

Families in this group have incomes between 51 % and 80% of the area median income. According to 2000 Census figures, of the households in this income group, 25% reported having any housing problems. In this group, large related families tended to have a larger disproportionate incidence with housing problems.

Priority Housing Needs (91.215 (b))

The following are the five year housing strategies:

Decent Housing Specific Objectives/Strategies:

1. Improve access to affordable rents by offering Public Housing units and Section 8 vouchers to low and moderate income families. This item has a "High" priority.
2. Improve the quality of owner housing by funding services provided by Home Repair Services, a local non-profit agency that offers such activities as minor home repairs, tool lending library, handicapped accessibility modifications, low cost building materials, volunteer coordination activities and home foreclosure intervention assistance. This item has a "Medium" priority.
3. Improve the quality of owner housing by offering affordable low interest loans and deferred loans for housing repairs, energy efficiency improvements and improvements that increase the value of the property to low and moderate income families. This item has a "Medium" priority.

4. Reduce blighting influences of deteriorated structures and garages by offering grants to home owners to clear such buildings. This item has a "Medium" priority.
5. Improve the quality of rental housing by offering affordable low interest loans for housing repairs, energy efficiency improvements and improvements that increase the value of the property to land lords that rent to low and moderate income families. This item has a "Low" priority.
6. Increase the availability of home ownership by providing homes through the sale of Public Housing, by providing monthly housing payment subsidies to those with Section 8 vouchers that wish to purchase homes and by purchasing, rehabbing and offering HUD Dollar homes to low and moderate income families. This item has a "Low" priority.

Suitable Living Environment Specific Objectives/Strategies:

7. Improve property values and reduce blighting influences by funding the City's Building Inspections code enforcement programs. CDBG funding will be limited to code enforcement activities in low and moderate income areas. This item has a "High" priority.
8. Increase access to fair housing by providing Wyoming citizens fair housing testing, mediation of complaints and education to landlords, real estate persons and the general public. This activity will be accomplished by funding programs of the Fair Housing Center of West Michigan and/or other similar agencies. This item has a "High" priority.

Housing Market Analysis (91.210)

This section will provide a snapshot of the city by describing certain housing market and inventory characteristics, discussing housing needs and listing housing assistance resources and programs available.

1. Community Description

The city of Wyoming is located in western Michigan and borders the cities of Grand Rapids, Kentwood and Grandville. The city covers approximately 24.37 square miles (City Engineering Department). The City Planning Department estimates that of this area approximately 14.5 square miles, or 60%, is residentially used. Commercial and industrial uses cover about 4.5 square miles, or about 19% of the city, leaving roughly 5 square miles, or 21% undeveloped. The 2000 census lists Wyoming with a population of 69,398. Of Wyoming's 27,506 housing units about 33% are rental.

2. Background and Trends

Prior to becoming a township on April 3, 1848, the Wyoming area was generally agricultural with only a few grist and saw mills on the Grand River and Buck Creek waterways. Housing settlements sprang up in different parts of the township in the early 1800's. These settlements were named Fisher Station (rail depot), Galewood, Urbandale, Beverly, Wyoming Park (all along an electric rail route to Holland), and Godwin Heights and Home Acres (along a rail line to Kalamazoo and south). The population estimate of the township at that time was about 500. Approximately twelve years later, in 1860, the population more than doubled to 1,239 (US Census).

Wyoming started to become a suburban bedroom village in 1890 with the beginning of plats and the building of houses on small lots (40'X90'). Most non-farm employees traveled about 5 miles north to work at furniture factories and other industries in Grand Rapids.

During the housing boom following World War 1, plats were considered for approval at almost every town board meeting. A measure of the feverish building activity in the 1920s was the growth of the population from 6,501 in 1920 to 16,931 in 1930 (US Census).

Wyoming became a city on January 1, 1959 with a population of 45,829. Another abnormal housing growth pattern occurred between 1980 and 1990, when about 19% of Wyoming's current rental units were built.

According to City Assessor's records, Wyoming has a balanced tax base, with 57.5% of its value in residential properties, 22.4% in commercial and 20.1% in industrial. Strip commercial corridors still dominate about 11 miles of the city. The older housing is adjacent to the older commercial corridors along Chicago Drive and South Division Avenues.

A 2002 population estimate, made by the City Assessor's Department, indicated a population of about 71,400 for the City. The American Community Survey, the program that estimates population for the US Census Bureau, shows a 2008 population estimate for Wyoming of 72,104. Currently there is an average of only about 50 new housing units are being built each year. However, with the downturn of Michigan's economy, we do not see this average changing in the next 5 to 10 years.

3. Demographics

- a. General: Demographics and concentrations of minority and low and moderate income families have not changed significantly since the 2000 census. This may be due to the fact that the demographics of older housing has not changed. As shown on Figure 3, Wyoming's population grew by 9% from 1990 to 2000. Significant percentage increases in minority populations are shown, with the greatest increase of 197% for Other. The Hispanic population (Hispanic origin from any race) grew from 3% to 10% of the total population.

Figure 3 - POPULATION

Subject	1990 Census Data	2000 Census Data	% Change
White	59752	60288	1%
Black	1736	3362	94%
Native American	350	406	16%
Asian & Pacific Islanders	955	2052	115%
Other	1098	3260	197%
Total Population	63891	69368	9%
Hispanic (Any Race)	2234	6704	200%

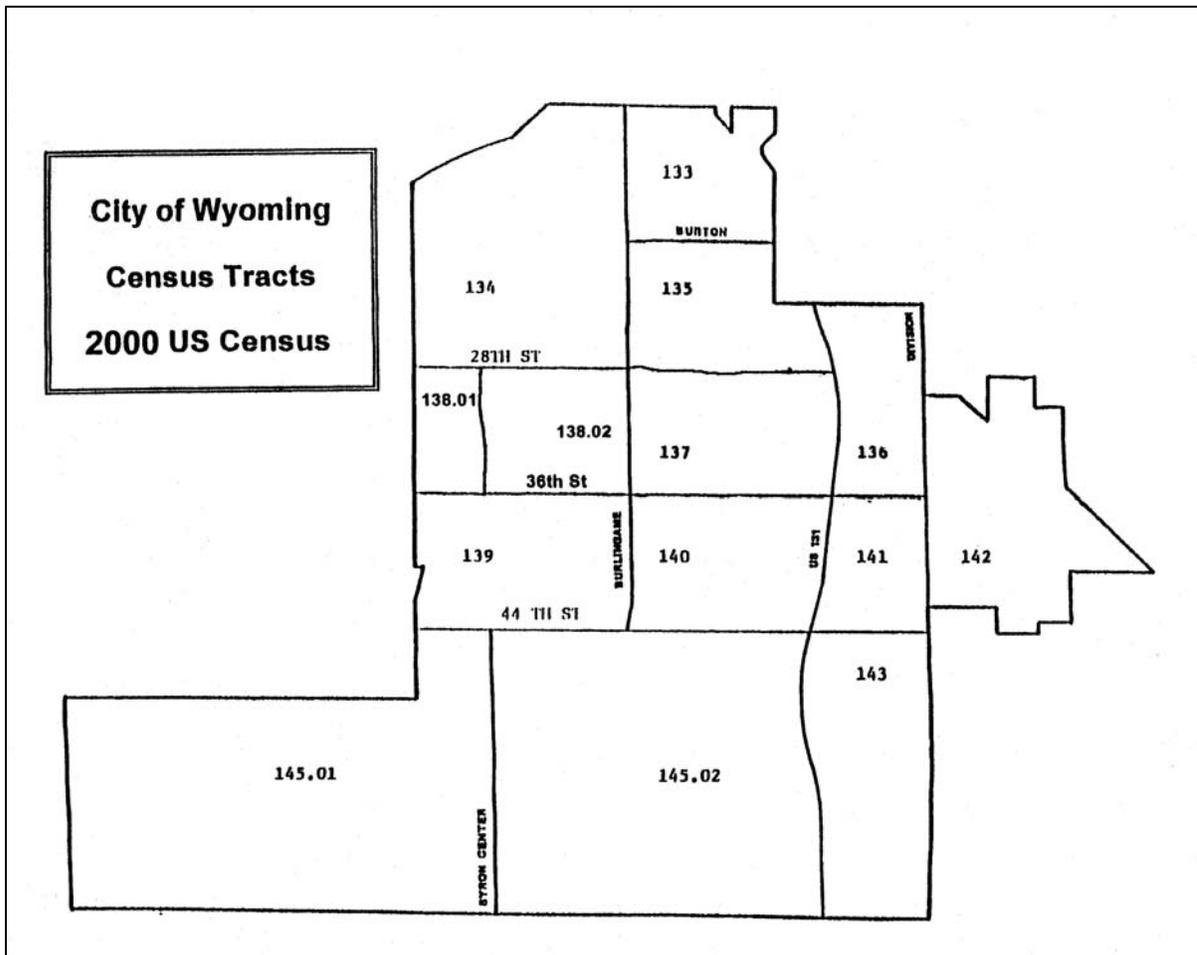
Source: 2000 US Census.

- b. Low Income Concentrations: As shown on Figure 4, concentrations of persons at or below the poverty level are indicated in CTs 133, 135 and 138.02. There are six census tracts where poverty levels are higher than the city as a whole. Of these, only CT's 135 and 138.02 are significantly higher, each with approximately 11.5% of persons at or below the poverty level.
- c. Racial/Ethnic Concentrations: Figure 4 notes non-white, Hispanic and poverty breakdowns by census tracts. Figure 4 indicates no significant concentrations of non-white persons. The 2000 US Census counts show higher Hispanic percentages in tracts 133 and 142.

Item	City	Census Tracts													
		133	134	135	136	137	138.01	138.02	139	140	141	142	144	145.01	145.02
% Non-White	16	23	8	24	20	16	15	25	12	14	8	28	11	6	10
% Hispanic	10	20	7	16	11	9	16	14	5	8	12	17	6	3	7
% Poverty	7	10	5	11	3	7	9	12	7	4	7	8	8	5	6

Source: 2000 US Census.

Figure 4 - WYOMING DEMOGRAPHIC PERCENTAGES BY CENSUS TRACTS



4. Housing Availability

The following is a description of the current and anticipated conditions of the Grand Rapids area housing and real estate market.

Wyoming has a broad range of housing styles and prices, including smaller, affordable homes in attractive neighborhoods. An active rehabilitation program in older areas is helping to ensure that older housing continues to be an option for existing and potential homeowners.

In several developed areas of the city there remain a number of vacant lots, often owned by adjacent property owners, that become available for new construction.

The supply of single-family homes is available for purchase on the open real estate market, has increased due to the increase in foreclosures. However, most of these homes require rehabilitation prior to occupancy.

Wyoming has various types of government assisted rental housing. There are 206 public housing units that are available for people of lower incomes. In addition, there are 1,122 Housing Choice Vouchers that lower income people can use to select their own units.

Two Section 202 funded projects for seniors are located in Wyoming. Villa Esperanza, on 44th Street, has 39 units, and Pinery Park Apartments has 105 units for seniors as well as 20 units for families.

Four housing projects for seniors are noteworthy. Waldenwoods Woods Retirement Village, on Waldenwoods Street, has 56 units, Leisure Acres Condominiums on Banner Street has 97 units, Aurora Ponds on Byron Center has 130 units and Bayberry Apartments has 64 units.

All city-owned public housing units are currently in good physical condition and only require routine maintenance.

5. Housing Affordability

Low-income households are generally able to find housing, although typically the cost will exceed 30% of their income. This affordability gap is most dramatic among people on fixed incomes such as AFDC, General Assistance, Social Security, and SSI. With the recent increase in interest rates, housing affordability is a greater concern to low and moderate income families. The city will continue to apply for rent certificates through Section 8 rental assistance programs that help lower income households pay affordable rents.

Barrier-free apartments are available to persons with physical handicaps as a result of relatively recent handicap accessibility laws. However, due to insufficient Section 8 subsidies and the high rental cost of these apartments, these units are left vacant or are rented to persons without disabilities. In some instances rental subsidies could be used to access these units, although it is probably less expensive to renovate dwelling units already occupied by handicapped persons, rather than paying rental subsidies for new units. This renovation could be accomplished through existing programs.

6. Housing Conditions

Figure 5 and 6 gives housing information for the City. Part B describes housing conditions in the city, based largely on a 1981 structural exterior survey. The information collected through the 1981 Survey was updated to 1988 by adding all new housing units as Standard and upgrading all homeowner housing units rehabilitated with CDBG loans and grants from "Needing Rehab" to Standard. The study shows that only 3% occupied housing units need rehab. However, undoubtedly, many vacant units also need rehab, so it is likely that up to 4% of the city's housing units need rehab. A new City wide exterior structural survey would be desirable for better accuracy. City Staff did a small sample survey in 1994, but found housing to be in better condition than in 1981. City Staff also conducted two small exterior structural surveys in 2004. One of the 2004 surveys was done in Census Tract 133, Block Group 3, near Burton SW and Godfrey SW, and showed a minimal number of units needing rehabilitation. The other 2004 survey in Census Tract 142, east of South Division, also found only a few dwelling units needing rehabilitation.

The City's Community Development Housing Rehabilitation Programs has awarded about 30 housing repair loans annually, which not only improve certain homes directly, but also give neighbors the incentive to maintain and improve their properties. Rental housing on the whole in Wyoming appears to be in relatively good condition. Wyoming's multi-family units are relatively new, but some are showing the first signs of deterioration. The 1 and 2 family rental units are highly scattered throughout the City's older neighborhoods and are difficult to locate in order to analyze their specific conditions.

Figure 5 - MARKET AND INVENTORY CONDITIONS

A. Housing Stock					
Housing Stock Inventory Category	Total	Vacancy Rate	0 and 1 Bedroom	2 Bedrooms	3 or more Bedrooms
Total year-round	27497		4518	8433	14546
Total Occupied	26527		4359	8136	14032
Renter Occupied	8583		3863	3642	1070
Owner Occupied	17952		496	4494	12962
Total Vacant	970	3.53%			
For Rent	479				
For Sale	308				
Other	131				

Source: 2000 US Census

B. Substandard					
Category	% Substandard	% Suitable for Rehabilitation			
Renter	3%	90%			
Owner	3%	90%			

Source: 1988 Wyoming Housing Study

C. Public Housing					
Public Housing Category	Total	Vacancy Rate	0 and 1 Bedroom	2 Bedrooms	3 or more Bedrooms
1. Total	196	0%	85	60	49
2. Vacant	0	0%			

Source: Wyoming Public Housing 1/1/05

Figure 6 - WYOMING HOUSING UNITS (CHANGE 1990-2000)

Unit Type	1990	2000	% Increase
Total Units	25056	26535	5.9%
Owner Occupied	16297	17952	10.2%
Renter Occupied	7891	8583	8.8%
Median Contract Rent	397	516	30.0%

Source: 2000 US Census

7. Social and Institutional Conditions

Other social and institutional conditions exist, or will exist within the next few years, which also affect housing conditions, as noted below.

Wyoming City officials have a desire to maintain and preserve the existing housing.

Several non-profit corporations exist within the Grand Rapids area, which are capable of undertaking housing development projects.

Agencies and organizations involved with the homeless serve on the Emergency Shelter Task Force of Kent County, which meets on a regular basis to encourage communication and cooperation among homeless shelter and service providers.

The Michigan State Housing Development Authority (MSHDA), while not a local entity, has a long track record of support for housing development in the Grand Rapids area, and has been a creative force in the development of affordable housing programs.

Local foundations have become more interested in social issues, including housing and community development, and have indicated a willingness to continue this interest.

Community interest in the area of affordable housing is strong, as demonstrated by the designation of an Affordable Housing Task Force by the Greater Grand Rapids Citizens League. The Task Force has been meeting since September of 1990 and is expected to publish its findings in the near future.

8. Supply, Demand, and Cost of Housing

As of the 2000 Census, the City of Wyoming had 27,506 housing units, compared to 25,056 in 1990, a 5.9% increase. Of the 2,353 units developed between the Census polls, 682 were owner-occupied and 1,512 renter-occupied housing. Thus, the ratio between owner and renter occupied housing changed from 29% to 31 % from 1980 to 1990. The undocumented 4% in 1990 represents a relatively large increase in the number of vacant units.

Figure 7 shows Wyoming's per capita income increased by 18% compared to the county's 23% increase.

Figure 8 notes 2000 contract rents. As noted in an earlier figure, a very low-income family of four makes less than \$20,150. Paying 30% of their income for rent would involve a payment of \$500 per month. Assuming up to \$100 per month for utilities and other rent-related costs, that family could afford a contract rent somewhere under \$400. From the table, it may be determined that about 18% of the rental housing in Wyoming has a contract rent of under \$400 per month.

Figure 7 - AREA PER CAPITA INCOME (CHANGE 1987 - 1999)

City	1987	1999	% Change	% Change (Adj. for Inflation)
Wyoming	\$ 11,049	\$ 19,287	75%	18%
Grand Rapids	\$ 10,629	\$ 17,661	66%	12%
Kent County	\$ 11,883	\$ 21,629	82%	23%

Source: US Census

Figure 8 - WYOMING CONTRACT RENTS

Contract Rent Range	Number of Units	% of Total Units
Less Than \$100	61	1%
\$100-199	258	3%
\$200-299	187	2%
\$300-399	993	12%
\$400-499	2264	26%
\$500-599	2778	32%
\$600-699	1204	14%
\$700-799	571	7%
\$1000 or more	63	1%
No cash rent	196	2%
Totals	8575	100%

Source: 2000 US Census

9. Impact of Market Conditions

In the Grand Rapids area, rental vacancy rates may be increasing, if the incentives offered for renting are any indication. The Grand Rapids Real Estate Board's reports of sluggish home sales would also indicate that an adequate supply of housing is generally available. However, these units are not always available to the needy, as indicated in the above discussion.

It is unlikely that there will be substantial losses of rental units, although some conversions of rental apartments to condominiums are possible.

Given the limited incentives available, it is unlikely that the private sector will take the initiative to construct units that will be affordable to low-income families.

There is an increasing amount of attention paid to those with special needs, such as handicapped units. More apartment complexes are offering units specially designed for wheelchair-bound tenants.

Units for larger families, requiring three-bedrooms, are generally limited in supply. Most complexes have only one- and two-bedroom units, or a limited number of three-bedroom units.

Specific Housing Objectives (91.215 (b))

See the strategies as listed in the Priority Housing Needs section above.

Needs of Public Housing (91.210 (b))

There are currently 1098 families on the waiting list. Of those 198 are designated as elderly or disabled (108 families qualify for a one bedroom unit; 51 for 2 bedrooms; 32 for three bedrooms and 6 for a four bedroom unit and 1 for a 5 bedroom unit. Eleven (6%) of the 195 PH units meet the Section 504 requirements. Not all of the families designated as elderly or disabled need special accommodation living quarters.

The Wyoming Housing Commission is also responsible for administering services on behalf of

1,122 Housing Choice Vouchers. There are currently 400 families on the waiting list. These units must undergo inspections on a regular basis to ensure that federal housing quality standards are being maintained.

Public Housing Strategy (91.210)

The Wyoming Housing Commission follows the HUD mandates and assists those families classified as extremely low income to the fullest. They represent at least 30% of our new admissions.

The WHC implemented a homeownership program in 2005. The program is marketed to its current residents and provides assistance to aid them through the purchasing process. The WHC believes that homeownership gives the purchasers closer ties to the area and a vested interest in the outcome of policies that directly affect the communities in which they live.

Barriers to Affordable Housing (91.210 (e) and 91.215 (f))

1. Potential Barriers

- a. The current City of Wyoming Land Use Plan 2020 was adopted by the City Council on December 4, 2006. The plan promotes maintaining and sustaining quality neighborhoods. The plan seeks to, provide affordable housing opportunities, and promotes Wyoming as a diverse urban center rather than a suburban satellite to Grand Rapids. The plan encourages a mix of housing types for varied incomes, ages and lifestyles that will add to the City's energy. Current land use planning proposed updates include the revitalization of Division Avenue for transit oriented development (TOD) in response to a potential Bus Rapid Transit system along the corridor. The TODs are intended to provide for a broad range of dwelling opportunities including affordable housing.
- b. Zoning: Exclusionary zoning practices have received increasingly critical attention by national and state courts over the past 20 years. The most common practices under review were excessively large lot sizes, increased yard and setback requirements, minimum dwelling unit sizes, the definition of family, restrictions on mobile homes in or out of mobile home parks, and zoning that acted to exclude multiple family, or other housing types from the community. Although the City of Wyoming's Zoning Ordinance does require larger lots in some zoning districts, other districts offer much smaller lot sizes suitable for affordable housing. The Ordinance also provides a range of minimum dwelling unit sizes, from 1,040 to 1,280 square feet, which is in the small to moderate size range when compared with other suburban communities. The Wyoming Zoning Ordinance "Family" definition has been broadened to allow more types of living arrangements. Another Exclusionary practice exercised by some communities is an attempt to impede the development of adult foster care facilities. However, much of the zoning authority for Family (6 or fewer persons) AFC homes was taken over by the state, which requires communities to allow AFC Family homes by right in any residential zone district, subject to spacing requirements. AFC Group homes (7 or more persons) remain within local zoning authority. They are a Permitted Use in Wyoming apartment districts and a Special Approval Use in single family districts.
- c. Building, Housing, and Safety Codes: Wyoming has adopted the codes under the International Code Council (ICC), which include the International Building Code, the International Property Maintenance Code, the Michigan Electrical, Plumbing and

Mechanical Codes. None of these codes has been found to act to limit housing choice or affordability. Instead, they are designed to ensure certain minimum safety and health standards.

- d. **Transportation Services:** Public transportation plays an important role in ensuring that education, employment, and housing opportunities are available to a wide segment of the population, but particularly to those who depend on such transportation. In Kent County, the Interurban Transit Authority (ITA) provides public transportation services for the City of Wyoming, and portions of the remainder of the metropolitan area. These services include mass transit (bus), the GUS system (a downtown Grand Rapids commuter service), Ridesharing, and the Go-Bus (a demand-response system for seniors and disabled persons). In 2008, the American Community Survey Section of the U.S. Census reported that about 1.5% of the work force living in the City of Wyoming used public transportation. This compares to 1.6% of Kent County as a whole.

2. Reduction of Barriers

- a. **Land Use Planning and Development:** In the future, the city will consider the impact of its land use decisions on housing affordability and access. When assessing the need for recreational facilities, utility locations, street improvements, and other public improvements, the potential impact on housing development will be reviewed, where appropriate.
- b. **Zoning:** Recent efforts to encourage more affordable housing have included zoning text changes that will allow smaller lots and houses in a portion of the city, and the creation of a Planned Unit Development District that allows a mixture of housing types. In the City of Wyoming, Foster Care Group homes are a Permitted by Right use within multiple family zone districts. They are a special use approval in single family districts. As with many ordinances in Michigan, the City of Wyoming permits mobile homes either in or out of mobile home parks, with homes placed outside parks being subject to certain minimum requirements to ensure general compatibility with the surrounding neighborhood. In 1990, the city contained 841 pads in five mobile home parks. In October of 2000, a park with 33 units was condemned and all units were removed. This would change the total to 808 units in four parks. Although no vacant land is zoned for mobile home parks, rezoning applications may be submitted and reviewed by the city.
- c. **Building, Housing, and Safety Codes:** The city enforces the International Maintenance Code, which governs minimum shelter and maintenance standards to ensure a basic quality of living. The specific requirements do not generally affect affordability or access. General enforcement is on a complaint basis for both owner and rental housing. Code Enforcement complaints for FY 2009 were 11,673; including 87 dangerous buildings, 1,072 housing, 3,226 nuisances, 2,191 posted no occupancy, and 2,107 weed violations.
- d. **Transportation Services:** The city has provided its citizens with public transportation through the area-wide ITA. The ITA is funded by Grand Rapids and the surrounding five Cities.

HOMELESS

Homeless Needs (91.205 (b) and 91.215 (c))

The actual number of homeless people within the City of Wyoming is unknown. Discussions with

city staff indicated that officials were unaware of any documented homeless population. In fact, various agencies and knowledgeable persons in the Grand Rapids area believe that most of the single homeless persons from the Kent County area remain within the City of Grand Rapids. It is assumed that any homeless persons from outside the city soon gravitate there because of the availability of shelter and supportive services.

The Grand Rapids Area community has responded to the needs of the homeless population throughout the entire metropolitan area in a variety of ways. Shelters have been built or renovated, a "soup kitchen" has been relocated in a renovated facility, and a 24-hour, 7-day shelter placement service has been established. Nearly all of these facilities are in the City of Grand Rapids, but while not in the City of Wyoming, they are, by definition, open to all homeless persons within the area.

While a number of agencies administer programs which are intended to prevent homelessness, two provide the bulk of available assistance. The Grand Rapids Urban League and the ACSET Kent/Grand Rapids CAP provide assistance with security deposits, first month's rent, and rent and utility arrearage. These funds are used to prevent eviction or assist persons entering permanent housing.

Priority Homeless Needs

The housing needs of homeless persons and families are being met primarily through the region's network of emergency and transitional shelters. Unmet needs continue to exist in the prevention of homelessness, particularly because of the lack of adequate funds for security deposits, first month's rent, and rent/utility arrearage. Support services, particularly case management for single men and persons leaving shelters for permanent housing, are needed. Related support services for special needs groups within the homeless population, such as ex-offenders, veterans, substance abusers, youth, victims of domestic violence, and others are also needed. It is believed that nearly all homeless persons in need of assistance fall within the very low-income range.

Homeless Inventory (91.210 (c))

See Homeless Needs and Priority Homeless Needs above.

Homeless Strategic Plan (91.215 (c))

See Homeless Needs and Priority Homeless Needs above.

Emergency Shelter Grants (ESG)

See Homeless Needs and Priority Homeless Needs above.

COMMUNITY DEVELOPMENT

Community Development (91.215 (e))

1. Community Development Needs

With an extensive commercial and industrial base, including areas of older, obsolete facilities, and with a relatively large population desiring all types of services, it would be easy to list an endless amount of needs in the various categories. This needs list for non-housing items will only include types and amounts of needs considered feasible and realistic in view of the types and amounts of funding that may be available, with at least some HUD monies included in each project. The nonhousing categories discussed are those accordingly to HUD's listing. The needs have been determined based on prior CDBG funding discussions with the city's Community Development Committee, review of the city's adopted planning studies, public meetings, and staff knowledge.

a. Public Facility Needs

Parks and Recreational Facilities is a category for which the city has expended considerable CDBG funds, almost \$2,000,000 since 1975. Because of CDBG low/mod benefit requirements, these expenditures have been limited to only certain city parks and facilities. As a result, the CDBG parks and facilities are among the best in the city. Needs for these parks and facilities continue. Specific projects are included in the city's adopted Recreation Plan.

None of the other Public Facility subcategories are indicated for possible funding, from a feasibility standpoint. Currently, the city is suffering from insufficient monies in the General Fund, so any increase in staffing for new Public Facilities appears unlikely. The Parks and Recreational Facilities spending is not even High Priority, partly for that reason.

The parks system has suffered due to many years of inadequate funds. However, the Parks and Recreation Department, since 1995, has its own permanent dedicated millage for operations. Capital funds from the millage are limited due to operational and maintenance needs for the community's 700 acre park system. Recently a facility feasibility study determined a \$2.6 million need for renovation of the Wyoming Senior Center, a facility of the Parks and Recreation Department. Generally, capital funds from the dedicated millage are limited to \$100,000 to \$200,000 annually for the entire park system.

b. Infrastructure Improvements

No projects are listed in this category.

Lack of funding and prioritization of more needy projects appears to be the greatest barrier for Infrastructure improvements.

c. Public Service Needs

Fair Housing Activities, as noted under G. Fair Housing Needs previously, has annually received CDBG monies, for the Fair Housing Center for complaint follow-up, testing for discrimination practices and educational activities for housing related industry personnel. About \$15,000 to \$17,000 per year would match historical funding.

There is a need to provide matching funding for prevention of youth related crime. A School Liaison Officer program can be used to provide the presence of a City police officer in and near schools experiencing increasing youth crime. We plan to provide about \$50,000 of CDBG funds each year for this type of public service.

d. Accessibility Needs

For this category, CDBG funds do not appear feasible. No study of need has been made.

e. Historic Preservation Needs

There are no Historic Preservation Districts in Wyoming. In May 2003, an attempt to create a district failed after holding public hearings.

f. Economic Development Needs

Relative to Commercial-Industrial Rehabilitation, Wyoming has had a CDBG-funded commercial rehabilitation program in the past, completing 41 projects. While the demand for commercial loans has lessened with this performance, there is still some need. The city has not financed industrial loans in the past, but they will be considered, if funds are available, since there is age and obsolescence in some of the plants. About \$1,000,000 would help satisfy this need, although the total need has not been ascertained. Several buildings may not structurally or economically warrant rehab. An additional \$2,000,000 is needed for their demolition. Acquisition and clearance of deteriorated and dilapidated commercial or industrial structures may be needed and \$200,000 could be used if funds are available.

The city's Commercial-Industrial Infrastructure for the most part is in good condition, with no combined sewers or other problems that would be evident in older systems. Minor improvements may be needed. However, the city does have a new industrial area, with about 70 vacant acres, where extension of streets, utilities and storm drainage facilities are needed. Currently, this area is under study for financing these improvements. CDBG monies may be one source, with the total need about \$2 million.

Relative to Other Development Needs, several of the large vacant industrial buildings lack buyer interest because of real or perceived site contamination. About \$50,000 could be used to finance the needed Environmental Assessment studies to determine developmental feasibility of these sites.

Expenditure for Commercial-Industrial Rehabilitation would need to be preceded by a promotional campaign to advise owners of available funds.

For Industrial Rehabilitation, the Wyoming Rehabilitation Manual would have to be revised and readopted by the City Council in order to allow this activity. For Commercial-Industrial Infrastructure, the need exceeds any potential CDBG funding, so that piggybacking with other grant programs plus private business support would be necessary.

g. Other Community Development Needs

In the past 5 years, flooding has been an increasing problem. CD funds could be used along with federal and state monies to acquire and demolish or move homes with the greatest risk of damage. There are 13 houses remaining in the Buck Creek Floodway.

Some commercial rehabilitation in low and moderate income neighborhoods is needed to improve the overall image of those areas. Future target areas will require field survey and analysis for prioritizing.

h. Administration and Planning

Administration of the City's CD program is needed and about \$490,000 is required over the next five years. Relative to neighborhood associations, Wyoming has few, with interest traditionally only being in response to short term crises. It is noted, however, concern about youth crime has increased interest in neighborhood associations.

2. Community Development Strategies

The following is a list of non-housing and other community development strategies:

Suitable Living Environment Specific Objectives/Strategies:

- a. Promote neighborhood safety and improve property values by providing youth crime prevention activities, such as school liaison officers and other youth programs, within low and moderate income areas. This item has a "High" priority.
- b. Improve public facilities by funding projects that improve streets, streetscapes, sidewalks, sewer and water infrastructure, parks and other public facilities. All public facility improvement activities will benefit persons in low and moderate income areas. This item has a "Low" priority.
- c. Improve property values and promote sustainable housing, recreation, business and industrial areas by updating the City's Master Plans and Zoning ordinances. This item has a "Low" priority.

Economic Opportunity Specific Objectives/Strategies:

- d. Promote quality commercial districts by offering exterior building improvement loans to businesses as an overall benefit to low and moderate income neighborhoods. This item has a "Low" priority.

Antipoverty Strategy (91.215 (h))

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:

1. 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, 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.

2. Senior Center:

The following programs are available to Wyoming senior citizens:

- a. Meals at \$1.00 each
- b. Delivered meals at \$1.00 each
- c. Free legal consultation services
- d. Free medical and blood pressure screenings

Should the Senior Center be closed, the above programs will likely still be provided, at alternative sites.

3. 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. This exemption is allowed

by Michigan Public Act 306 of 1893. Not all Michigan cities offer this exemption. For example, Wyoming's neighboring cities of Grand Rapids and Kentwood do not allow this exemption. Wyoming now averages 35 exemptions each year, which is a 40% increase over the last ten year average.

Low Income Housing Tax Credit (LIHTC) Coordination (91.315 (k))

This program involves states only. We would investigate any submitted proposals through the appropriate state agency.

NON-HOMELESS SPECIAL NEEDS

Specific Special Needs Objectives (91.215)

Most of the housing and supportive services needs of the Special Needs population are met through regional efforts, both governmental and institutional. Examples include those programs serving the disabled, HIV/AIDS people and alcoholics. Historically, the Wyoming Senior Center provides considerable senior services. Wyoming does have a public housing population, but no information of particular unmet needs related to Community Development funding has yet been determined. Other than our housing rehabilitation programs, Wyoming currently has no specific objectives identified for the Special Needs population.

Non-homeless Special Needs (91.205 (d) and 91.210 (d)) Analysis (including HOPWA)

Figure 9 estimates the supportive housing needs of Wyoming's persons with disabilities.

Figure 9 - NON-HOMELESS SPECIAL NEEDS PERSONS

City of Wyoming	
	Households in need of Supportive Housing
1. Elderly	829
2. Frail Elderly	139
3. Severe Mental Illness	51
4. Developmentally Disabled	92
5. Physically disabled	46
6. Persons with Alcohol/Other Drug Addiction	469
7. Persons with AIDS and Related Diseases	1
8. Other (Specify)	0

Explanation of calculations for above line item numbers:

- (Very Low Income Elderly from figure 3)-(Frail Elderly from #2 Below); $968-139=829$.
- (Very Low Income Elderly from Figure 3) \times (% with limitations to activities of daily living from "The Needs of the Elderly in the 21st Century" 1990 Zedlewski, HUD Chas Workbook 1993): $968 \times .144=139$.
- (Total Wyoming households, US Census) \times (% general national estimate, HUD CHAS Workbook 1993) \times (% needing help, HUD CHAS Workbook 1993); $24291 \times .01 \times .21 = 51$.
- (Wyoming households) \times (% general national estimate from HUD CHCDP Workbook) \times (% needing help, Wyoming households with Very Low Income); $24,291 \times .02 \times .19 = 92$.
- [(# Developmentally Disabled)-(# Severe Mental Illness)] \times (% with Very Low Income); $[486-243] \times .19 = 46$.
- [(# married families \times % with alcohol problems from HUD CHCDP Workbook)+(# Male headed households \times % with alcohol problems from HUD ChCDP Workbook)+(# Female headed households \times % with alcohol problems from HUD ChCdP Workbook)] \times (% Very Low Income); $[(13,645 \times .15)+(773 \times .15)+(2,514 \times .06)] \times .19 = 440$; Drug Abuse portion: [(# drug abusers from Kent County Health Department) \times (Wyoming as a % of the county)] \times (% very Low Income); $(11,689 \times .13) \times .19 = 29$; Total: $440+29=469$.
- [AIDS cases in 1992 in county, Kent County Health Department] \times (Wyoming as a % of the county)] \times (% Very Low Income); $(30 \times .13) \times .19 = .74$ or 1.

Source: Wyoming Planning/Community Development Department, October 1, 1993

The following is a summary of existing Wyoming facilities serving special needs populations:

Adult Foster Care Homes- These neighborhood-based homes provide supervised daily care for frail elderly, developmentally disabled and chronically mentally ill adults. The city currently contains 24 foster care homes, including 14 "Family" homes, caring for six or fewer persons and IO "Group" homes, with seven or more. A total of 175 persons reside in these homes- 62 in Family homes, 113 in Group homes. These numbers are growing constantly, particularly for Family homes.

Homes for the Aged (Independent living): These provide supervised supportive care in an institutional setting, usually not affordable to lower-income persons. There are four such facilities located in Wyoming. Aurora Pond Retirement Residences, located at 2380 Aurora Pond Dr SW, has 132 apartments. Bayberry farms Village, located at 2520 56th St SW, has 64 units. Tender Care Health Center, located at 27 56th St SW, has 80 units. Waldon Woods Retirement Village, located at 2600 Waldon Woods Dr SW, has 85 units.

Nursing Homes: These include facilities that are generally privately owned nursing operations and regional public institutions such as the Michigan Veterans Facility and the Kent County

Community Hospital. Wyoming has one such facility. Heartland HHC – Crestview Manor, located at 625 36th St SW, has 46 nursing units and 34 independent care units.

Substance Abuse Recovery Residences: Several organizations maintain transitional residential facilities with structured support programs for recovering drug or alcohol dependent persons. Guiding Light and Mel Trotter Missions in Grand Rapids also offer transitional living settings for participants in recovery programs. The exact number in Wyoming is unknown.

The only known obstacle for providing services would be inadequate funds.

Housing Opportunities for People with AIDS (HOPWA)

This population is served by various regional agencies.

Specific HOPWA Objectives

Other than our housing rehabilitation program, there currently are no specific HOPWA objectives at this time.

OTHER NARRATIVE

Include any Strategic Plan information that was not covered by a narrative.

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A
GRANT AGREEMENT WITH MICHIGAN DEPARTMENT OF NATURAL
RESOURCES AND ENVIRONMENT FOR A COMMUNITY TREE
PLANTING PROJECT

WHEREAS, the City has lost numerous trees due to Dutch Elm Disease and Emerald
Ash Borer within Lamar Park and Pinery Park, and

WHEREAS, the City also desires to continue tree plantings within Prairie Park, and

WHEREAS, DTE Energy Foundation, in association with the Michigan Department of
Natural Resources and Environment, has offered the City a grant of up to \$125 per tree, to a
maximum of \$3,000, for the planting of twenty-four (24) trees by December 31, 2010 within the
referenced parks,

WHEREAS, \$7,400 is available as matching funds for tree plantings in the current Parks
and Recreation Budget Account #208-752-75600-987151, now, therefore,

BE IT RESOLVED that the Wyoming City Council does hereby authorize the City
Manager to sign the attached agreement.

Councilmember _____ moved, seconded by Councilmember
_____, that the above Resolution be adopted.

Motion carried _____ Yeas _____ Nays _____

I hereby certify that the foregoing Resolution was adopted by the City Council for the
City of Wyoming, Michigan at a _____ session held on the _____ day of
_____, 2010.

HEIDI A. ISAKSON
Wyoming City Clerk

Attachment: Tree Planting Agreement

RESOLUTION NO. _____

MEMORANDUM

TO: Curtis Holt, City Manager

FROM: Timothy Cochran, City Planner

CC: Barb VanDuren, Deputy City Manager
Rebecca Rynbrandt, Community Services Director

DATE: April 27, 2010

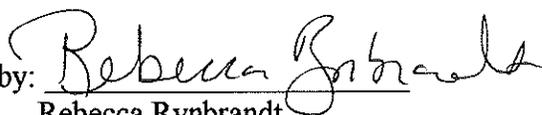
SUBJECT: Community Tree Planting Project

The City has lost numerous trees within Lamar Park due to Dutch Elm Disease. Pinery Park has lost many trees due to the Emerald Ash Borer. Prairie Park is also in need of additional trees to continue reforestation within the developed area.

City staff desires to plant twenty four (24) trees of diverse species within the three parks (eight within each park). We applied for a DTE Energy Foundation Tree Planting Grant, in association with the Michigan Department of Natural Resources & Environment, for \$3000. The grant would provide \$125 for each tree planted. The total project cost was estimated at \$10,400. The \$7400 in matching funds are provided for under the current Parks budget account 208-752-75600-987.151.

Earlier this month we received notice of award for the requested \$3000. The additional \$7400 has been reserved in the current Parks budget for tree plantings. The trees must be planted by December 31, 2010 to receive the grant funds.

With your support, I ask that this matter be placed before the City Council for their approval consideration at the Monday, May 3, 2010 Regular Meeting.

Authorized by: 
Rebecca Rynbrandt



STATE OF MICHIGAN

DEPARTMENT OF NATURAL RESOURCES & ENVIRONMENT

LANSING

JENNIFER M. GRANHOLM
GOVERNOR

REBECCA A. HUMPHRIES
DIRECTOR

April 7, 2010

City of Wyoming
Mr. Dave Coates
1155 28th Street SW
Wyoming, MI 49509

Dear Mr. Coates:

Thank you submitting an application for consideration to the 2009 DTE Energy Foundation Tree Planting Grant Program, administered by the Department of Natural Resources (DNR), Urban Forestry Program. This year, a total of 71 applications were received and considered for funding. I am pleased to notify you that your project was approved for award in the amount of **\$3000**. Congratulations!

Enclosed is a Grant Agreement packet containing the following documents for signature and information:

- Two copies of the Grant Agreement (PR 4167-8E)
- One copy of Grant Agreement Attachment 1 (IC 4167-9)
- Department of Agriculture form AD-1049, Certification Regarding Drug-Free Workplace
- Grant reporting forms:
 - DTE Tree Maintenance Agreement (PR 4167-4)
 - DTE Grant Tree Inventory (PR 4167-5)
 - DTE Grantee's Financial Report (PR 4167-2)
 - DTE Volunteer Time Record (PR 4167-3)
- Form W-9; Request for Taxpayer Identification Number and Certification.

Public Act 533 of 2004 requires that payments under this contract be processed by electronic funds transfer (EFT). Non-municipal contractors are required to register to receive payment by EFT at the Contract & Payment Express website www.cpexpress.state.mi.us. Please contact the Department of Management and Budget, Vendor Registration at 517- 373-4111 for assistance.

Payment will be made upon completion of the entire grant. Payment may be requested as soon as the project is completed; it is not necessary to wait until the end of the grant period. Payment must be requested no later than 30 days after the grant expiration date. **The grant expires December 31, 2009, and will not be extended beyond this date.**

Please review the documents carefully. **Sign, date and return both copies of the Grant Agreement, W-9, and USDA Drug-Free Workplace forms within 30 days, or contact me at the number below.**

As the Grant Supervisor, I will then sign and return one original copy to you for your records. Your grant will not be considered effective until I have signed and dated the grant agreement. Please contact me if you have any questions.

Sincerely,


Kevin Sayers, Urban Forestry Coordinator
Forest Management Division
517-241-4632
sayersk@mi.gov



DTE ENERGY FOUNDATION TREE PLANTING GRANT PROGRAM



GRANT AGREEMENT

Issued under authority of Part 5 of Act 451, P.A. 1994, as amended, subject to the provisions of the law and the conditions herein contained. DTE Energy Foundation Tree Planting Grant Program grants are awarded to the organizations named herein.

Table with 3 columns: Grant Information, Federal I.D. Number, and Grantee Contact Information. Includes fields for Legal Name of Grantee, Grant Number, Grant Amount, Street Address, Federal I.D. Number, Ending Date, City, State, ZIP, Grantee Contact Name, and Grantee Telephone Number.

Table with 3 columns: FINANCIAL BREAKDOWN OF ESTIMATED PROJECT COSTS, DTE FUNDS AWARDED (MAX. 50% OF PROJECT), and LOCAL MATCH (MIN. 50% OF PROJECT). Rows include PERSONNEL, FRINGES, VOLUNTEER, TREES, EQUIPMENT, SUPPLIES, OTHER, CONTRACTUAL, and TOTAL.

SPECIAL CONDITIONS OF GRANT (Subject to the conditions contained in Attachment 1.) * Ultimate match source(s) may differ from above. Allowable reimbursement rates: Balled and burlap – up to \$125/tree, Bare-root – up to \$50/tree, small containerized - up to \$45/tree, Large containerized - up to \$75/tree, seedlings – up to \$40/ 100 seedlings. Tree planting costs are not reimbursable, but may be used as match. All cash match expenses must be documented with paid receipts or invoices. All in-kind match expenses must be documented and explained on signed/dated letterhead or equivalent.

DEPARTMENT REPRESENTATIVE TO CONTACT RELATIVE TO THIS GRANT AGREEMENT:

Table with 3 columns: Name of Representative, Department Location/Office, Telephone Number, Mailing Address, City, State, Zipcode, Fax Number. Includes contact information for Kevin Sayers at the Lansing Division Office.

THIS GRANT AGREEMENT IS SUBJECT TO THE FOLLOWING CONDITIONS AND REQUIREMENTS:

- 1. This grant is subject to the conditions contained in Attachment 1 (IC 4167-9).
2. Grant reimbursement may be made upon verification of actual expenditures and in accordance with conditions listed in Attachment 1.
3. Request for payments may be made when the project has been completed, but must be received no later than 30 days after the grant period ends and in accordance with the conditions listed in Attachment 1.
4. All statements, publications or presentations concerning the grant will contain an acknowledgment of the State's participation and support and DTE Energy Foundation's participation and support. Attachment 1 provides further information.
5. The Grantee hereby assures and certifies to comply with all State and Federal laws, rules, regulations, policies, guidelines, and requirements. Also, the applicant assures and certifies with respect to the agreement that it possesses legal authority to enter into this grant agreement.
6. This contract is not valid until it has been signed by both the grantee, and the Department's Representative. The date of the Department Representative's signature will constitute the starting date of the grant.

I, the undersigned, certify that I have read, understand, and agree to comply with this agreement and the conditions listed in Attachment 1, and have authority to enter into this agreement on behalf of Grantee.

Signature lines for Grantee Representative's Signature, Date, DNR Representative Signature, and Date.

GRANTEE: Return two (2) Original (signed) Agreements to:

DTE ENERGY FOUNDATION TREE PLANTING GRANT PROGRAM
FOREST MANAGEMENT DIVISION
MICHIGAN DEPARTMENT OF NATURAL RESOURCES AND ENVIRONMENT
PO BOX 30452
LANSING MI 48909-7952

U.S. DEPARTMENT OF AGRICULTURE
CERTIFICATION REGARDING
DRUG-FREE WORKPLACE REQUIREMENTS (GRANTS)
ALTERNATIVE I- FOR GRANTEES OTHER THAN INDIVIDUALS

This certification is required by the regulations implementing Sections 5151-5160 of the Drug-Free Workplace Act of 1988 (Pub. L. 100-690, Title V, Subtitle D; 41 U.S.C. 701 et seq.), 7 CFR Part 3017, subpart F, Section 3017.600, Purpose. The January 31, 1989, regulations were amended and published as Part II of the May 25, 1990 Federal Register (pages 21681-21691). Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the grant.

(Before completing certification, read instructions on page 2)

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted

Alternative I

A The grantee certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(b) Establishing an ongoing drug-free awareness program to inform employees about --

(2) Requiring such employees to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(1) The dangers of drug abuse in the workplace;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

(2) The grantee's policy of maintaining a drug-free workplace;

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

Place of Performance (Street address, city, county, State, zip code)

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

1155 28th SW

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

Wyoming, Kent County

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will --

Michigan 49509

(1) Abide by the terms of the statement; and

Check if there are workplaces on file that are not identified here.

(2) Notify the employer in writing, of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

City of Wyoming

Organization Name

(e) Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph (d) (2) from an employee or other wise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

10-14

Award Number or Project Name

Kim Oostindie, Human Resources Supv.

Name and Title of Authorized Representative

K Oostindie

4/28/10

Signature

Date

Request for Taxpayer Identification Number and Certification

Give form to the
requester. Do not
send to the IRS.

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return) City of Wyoming	
	Business name, if different from above	
	Check appropriate box: <input type="checkbox"/> Individual/Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ <input checked="" type="checkbox"/> Exempt payee <input checked="" type="checkbox"/> Other (see instructions) ▶ Government	
	Address (number, street, and apt. or suite no.) PO Box 905, 1155 28th St SW	Requester's name and address (optional)
	City, state, and ZIP code Wyoming, MI 49509	List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number
or
Employer identification number
38 6006933

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here	Signature of U.S. person ▶	Date ▶ 4/23/10
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

RESOLUTION NO. _____

**RESOLUTION TO AUTHORIZE THE MAYOR AND CITY CLERK TO ENTER INTO
A CONTRACT AMENDMENT WITH THE AREA AGENCY ON AGING OF
WESTERN MICHIGAN, INC. (AAAWM) IN SUPPORT OF OLDER ADULT
TRANSPORTATION**

WHEREAS, the City of Wyoming and Area Agency on Aging of Western Michigan (AAAWM) have an established mission to serve and support senior citizens,

WHEREAS, the City of Wyoming and AAWM have an established contract to provide certain services with state and federal funding for a period ending September 30, 2010, and

WHEREAS, the City of Wyoming had applied to amend the service contract effective October 1, 2009 through September 30, 2010, to obtain additional funding, and

WHEREAS, the Board of Directors of AAWM voted to accept such a contract amendment, and

WHEREAS, the Board of Directors of AAWM voted to award the City of Wyoming an additional \$1,302 for a total annual grant of \$11,719 to provide transportation services for older adults; now therefore,

BE IT RESOLVED, the City of Wyoming recognizes the total awarded grant amount of \$11,719 and authorizes the Mayor and City Clerk to enter into a contract amendment to provide services by accepting such funding from the AAWM.

Attachment: Amendment

Council member _____ moved, seconded by Council member _____, that the above Resolution be adopted.

Motion carried: _____ Yeas, _____ Nays

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a _____ session held on the _____ day of _____, 2010.

Heidi A. Isakson
Wyoming City Clerk

Resolution No. _____

Memo

To: Curtis Holt, City Manager
From: Rebecca L. Rynbrandt, Director Of Community Services
CC: Barb Vanduren, Deputy City Manager; Eric Tomkins, Recreation Supervisor; Molly Remenap, Recreation Programmer, Wyoming Senior Center
Date: April 26, 2010
Re: Older Adult Transportation Assistance Grant Program – Additional Grant Funds

Recently, Area Agency on Aging of Western Michigan (AAAWM) Board of Directors voted in favor of funding an increase of \$1,302 to our original grant award of \$10,719 in support of our Go! Bus subsidized ticket program for fiscal year 2010. We were pleased that the program's merits were recognized by the AAWM which now allows for a total FY 2010 grant award of \$11,719.

Through grant support, we have been able to subsidize over 10,000 of Go! Bus rides over the last year for area older adults. Program participant's use tickets to attend the Wyoming Senior Center, and to perform activities of daily living. Participant surveys indicated that Go! Bus tickets are used to:

- improve their quality of life
- access medical appointments or services
- access food

This innovative program is one of many such programs offered by the Wyoming Parks and Recreation Department in support of area older adults and is administered out of the Wyoming Senior Center.

Please find attached a copy of the Contract Amendment and necessary Council resolution allowing for the acceptance of these funds to the FY 2010 contract. With your support, I ask that this matter be placed on the May 3, 2010 City Council agenda for approval.

CONTRACT AMENDMENT

STATEMENT OF PURPOSE

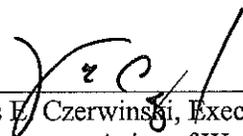
The Area Agency on Aging of Western Michigan, Inc. (AAAWM), a Michigan Nonprofit Corporation, and the City of Wyoming, (Service Provider), a Michigan Municipality, entered into Contract numbered 51.98 in which the Service Provider undertook to provide certain services with state and federal funding for the three year period ending September 30, 2012. The parties now agree to amend the provisions of that contract.

AGREEMENT OF PARTIES

As of March 22, 2010, AAAWM and the Service Provider agree:

1. That the amount of funds the AAAWM agrees to pay, for the budget period October 1, 2009 through September 30, 2010 as provided in the Contract of October 1, 2009, shall not exceed **\$11,719.00 (Eleven thousand seven hundred nineteen and 00/100 dollars)**.
2. Service Provider is to provide services funded through this contract during each of the twelve (12) months of the fiscal year unless a waiver has been granted.
3. That the amount the Service Provider agrees to provide as Local Match, for the budget period October 1, 2009 through September 30, 2010, as specified in the Contract of October 1, 2009, shall be not less than **\$1,302.00 (One thousand three hundred two and 00/100 dollars)**.
4. That Service Budget (I-A) is deleted and Service Budget (I-A) dated April 16, 2010 is added.
5. That Older Americans Act Funding Distribution chart (II) is deleted and Older Americans Act Funding Distribution chart (II-A) dated March 22, 2010 is added.

AREA AGENCY ON AGING OF WESTERN MICHIGAN, INC.
A MICHIGAN NONPROFIT CORPORATION

By: 
Thomas E. Czerwinski, Executive Director
Area Agency on Aging of Western Michigan

4-16-10
Date

By: _____
Person Authorized to Sign for Service Provider

Date

Name: _____

Title: _____

Area Agency on Aging of Western Michigan
Access / Community Services Budget

Attachment I -

Date: 16-Apr-10

Prepared by: Molly Remenap

Contractor Name: City of Wyoming
Access/Community Services: Transportation - Public
Geographic Area to Serve:
Budget Period: October 1, 2009 - September 30, 2010
Contract #: 51.98

I. Funding Summary:		Amount:
1. Federal Funds Awarded (IIIB, IIID, IIIE, IIIEAP, VII)		\$11,719
2. State Funds Awarded (SAC, SH, SRC, TSRP, SCS)		
3. Total AAAWM Funds Awarded		\$11,719
4. 10% Cash/In-Kind Match (Required)	Amount:	\$1,302
		\$0
4a. Total Local Cash Match		\$0
		\$0
Source of In-Kind Match:	Amount:	\$1,302
City of Wyoming		\$0
		\$0
4a. Total Local In-Kind Match		\$1,302
5. Other Resources: (Describe below)	Amount:	\$0
		\$0
		\$0
6. TOTAL Program Funding		\$13,021

III. Total Per Unit Cost:	AAAWM \$	Other Resources \$
<i>List amounts used in the provision of one AAAWM-funded unit.</i>		
1. Direct Service Workers' Costs and Expenses		
2. Supplies/Equipment for Direct Service Provision	\$0.54	
3. Administration and Fundraising Expenses		
4. Overhead: Occupancy, Communication, Other (describe below)	\$3.00	
<i>Description of Overhead Expenses:</i>		
Gas Bus Tickets		
Total Unit Cost includes AAAWM funds, match & other resources	\$3.54	
5. Cost Per AAAWM Unit	\$3.54	
6. Less 10% Unit Match	\$0.35	
7. Unit Rate to Be Paid by AAAWM to Service Provider	\$3.19	

III. Contracted Units	Amount	Units
1. AAAWM Funds	\$11,719	3674
2. Program Income	\$7,000	2194
3. Cost Share		
4. TOTAL	\$18,719	5,869

For each of the following, provide an estimated number of persons to be served with the budgeted funds.

Clients	85
Clients who are caregivers	
Clients with income less than or equal to 100% of poverty:	60
Clients under 60 years of age:	
Clients over 75 years of age:	41
Minority clients:	10
Frail/Disabled clients (3 or more ADLs and/or IADLs):	45

Attachment II

**Area Agency on Aging of Western Michigan
Older Americans Act Funding Distribution
October 1, 2009 – September 30, 2010**

Funding as of: March 22, 2010

City of Wyoming

<u>Service</u>	<u>Source</u>	<u>CFDA Number</u>	<u>Award</u>
Transportation	IIIB	93.044	\$11,719

RESOLUTION NO. _____

RESOLUTION FOR AWARD OF BIDS

WHEREAS, formal bids have been obtained on the below listed items, and

WHEREAS, the bids received have been reviewed and evaluated as per the attached memorandums, now therefore

BE IT RESOLVED, that the Wyoming City Council does hereby award the bids for the purchase of the listed items as recommended in the attached memorandums and summarized below:

<u>ITEM</u>	<u>RECOMMENDED BIDDER</u>	<u>COST</u>
1. Painting Services	Kooi Industrial Painting Company	Bid prices as shown on the attached memorandum
2. Furnish and Install High Bay Light Fixtures	Elders Electric Company Inc.	Bid prices as shown on the attached memorandum

Councilmember _____ moved, seconded by
Councilmember _____, that the above resolution be adopted.

Motioned carried: ____ Yeas, ____ Nays

I hereby certify that the foregoing Resolution was adopted by the City Council for the City
of Wyoming, Michigan, at a _____ session held on the _____ day of
_____, 2010.

Attachments: Memorandums

Heidi Ann Isakson
Wyoming City Clerk

Memorandum

To: Kim Oostindie, Human Resources Supervisor
From: Tom Wilson, Clean Water Plant Maint. Supervisor
Date: April 26, 2010
Re: Resolution for Painting of the Lime Storage Tanks and Basement

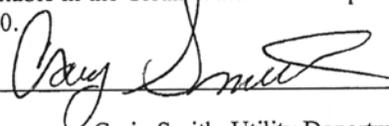
In our efforts to improve the condition of the area between the Main Building and the Chemical Building at the point where the exterior of the lime tanks are visible, it is necessary for the Clean Water Plant to hire a professional painting contractor. The contractor will be responsible for the removal of all peeling paint on the walls, ceiling, concrete tanks and equipment so as to assure good contact of the new epoxy paint. This is a cost saving measure that the Clean Water plant is implementing in an attempt to keep the cost of maintaining the plant down yet keeping the appearance of the plant up to City standards. Other select areas of the plant will be painted on a date to be determined.

Bid documents were sent to 39 approved bidders. On Tuesday, April 20, 2010 five bids were opened. The bids that were received are as follows.

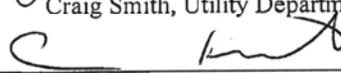
Kooi Industrial Painting Co.	\$10,800.00
MCC Squared Painting Inc.	\$13,431.00
Painting Plus	\$30,000.00
Progressive Building Services	\$34,680.00
Dave Cole Decorators, Inc.	\$49,000.00

Evaluation of the bid received from Kooi Industrial Painting Company found that it met bid specifications. However, due to the large difference between the high and low bids, I made a personal phone call to the owner of Kooi Industrial Painting Company, Jim Berends, to verify his understanding of what is required in the specifications. Per that conversation, I am assured Kooi Industrial Painting has a clear understanding of what is required and will do an excellent job. Based on the information presented, I recommend that the City Council accept the bid received for the painting of the exterior of the Lime Storage Tank Walls and the Basement as submitted by Kooi Industrial Painting Co. in the amount of \$10,800.00. Adequate funds are available in the Clean Water Plant Repairs and Maintenance Account #590-590-54300-930000.

Reviewed and Approved by: _____


Craig Smith, Utility Department Superintendent

Reviewed and Approved by: _____


Thomas Kent, Assistant Director of Public Works

MEMORANDUM

DATE: May 3, 2010

TO: Mayor and City Council

FROM: William D. Dooley, Director of Public Works

SUBJECT: Award of Bid for High Bay Lighting

On Tuesday, April 20, 2010, the City received fourteen (14) bids for furnishing and installing high bay lighting. An invitation to bid was sent to fifty-four prospective bidders. Of the fourteen bids received, Elders Electric Company Inc. submitted the low bid as shown below.

	Remove existing light fixtures and replace with energy efficient 6-lamp,4-foot F32 T8 HP ballast light fixtures. (bid price includes labor, equipment and materials).		Disposal of Existing Light Fixtures		Install Occupancy Sensors	
	Bid Price for One	Total Bid Price for 68	Bid Price for One	Total Bid Price for 68	Bid Price for One	Total Bid Price for 68
Elders Electric Company Inc.	\$132.25	\$8,993.00	\$2.00	\$136.00	\$85.50	\$5,814.00
Allstate Electric, Inc.	\$137.00	\$9,316.00	\$4.50	\$306.00	\$90.00	\$6,120.00
Boven DeKock Electric Inc.	\$150.00	\$10,200.00	\$4.00	\$272.00	\$72.00	\$4,896.00
Buist Electric	\$167.00	\$11,356.00	\$4.00	\$272.00	\$66.00	\$4,224.00
Lakeland Electrical Services	\$173.00	\$11,764.00	\$3.85	\$261.80	\$74.00	\$4,736.00
Winkle Electric LLC	\$173.06	\$11,768.08	\$4.50	\$306.00	\$88.00	\$5,632.00
Lakestate Electric, Inc.	\$179.00	\$12,172.00	\$10.00	\$680.00	\$69.00	\$4,416.00
Amp Electric LLC	\$195.00	\$13,260.00	\$0.00	\$0.00	\$60.00	\$4,080.00
Strain Electric Co.	\$195.00	\$13,260.00	\$2.50	\$170.00	\$50.00	\$3,400.00
DRK Electric	\$195.00	\$13,260.00	\$10.00	\$680.00	\$55.00	\$3,740.00
Allied Building Operation	\$195.35	\$13,283.80	\$8.08	\$550.00	\$98.40	\$6,691.20
Control Electric, Inc.	\$198.50	\$12,904.00	Included	Included	\$46.50	\$2,976.00
Moore Electrical Service Inc.	\$235.00	\$15,980.00	\$20.00	\$1,360.00	\$71.00	\$4,828.00
DVT Electric, Inc.	\$290.67	\$17,765.56	--	\$1,050.85	\$52.47	\$3,358.08

Approximately 68 light fixtures will be replaced with energy efficient light fixtures and 68 occupancy sensors will be installed at a cost of approximately \$14,943.00. Upon the installation of the light fixtures and sensors, Consumers Energy will be reimbursing the City approximately \$5,500.00 as part of an energy conservation program. The new light fixtures and sensors will reduce the energy consumption of the Public Works building. The reduced energy consumption should pay for the initial investment of approximately \$9,500 in two and half years.

After reviewing the bids, it is recommended that the City award the bid for the light fixtures and occupancy sensors to Elders Electric Company Inc. A budget amendment is required for the purchase of the light fixtures in the Building Fund Account: 661-441-58300-775.000.