

Meeting Agenda
City of Wyoming Community Development Committee

September 2, 2015, 6:30 p.m., Wyoming City Hall, West Conference Room

Agenda Topic

- A. Call to order of the Wyoming Community Development Committee
- B. Approval of the Agenda
- C. Approval of Wyoming Community Development Committee Minutes of the August 5, 2015 meeting
- D. FY 2014-2015 CAPER Review (Year End Reporting to HUD) (Lucar)
- E. Public Hearing on CAPER
- F. Public Comment on Agenda Items (limit to 3 minutes)
- G. Regional Consolidated Plan Update
 - August 20 Wyoming Forum
 - Citizen Survey
 - Tentative Timeline
- H. HUD Environmental Audit
- I. Other Updates & Informational Materials
 - * Subrecipient Year End Report - United Way-HUD Continuum of Care
 - * Letter of Intent Update
- J. Committee Member Concerns and Suggestions
- K. Public Comment in General (limit to 3 minutes)
- L. Motion to Adjourn the Wyoming Community Development Committee Meeting

(Next meeting: Wednesday, October 7, 2015)

COMMUNITY DEVELOPMENT COMMITTEE
MEETING MINUTES OF AUGUST 5, 2015
CITY HALL WEST CONFERENCE ROOM
CITY OF WYOMING, MICHIGAN

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

MEMBERS ABSENT: Ziemba

STAFF PRESENT: Rebecca Rynbrandt, Director of Community Services
Kimberly Lucar, Community Development Dept.

OTHERS PRESENT:

Call to Order

Former Vice-Chair Krenz called the meeting to order at 6:34 p.m.

Approval of Agenda

Motion by DeJager, supported by Lopez, to approve the agenda as presented. Motion carried unanimously.

Approval of Prior Committee Minutes

Motion by DeJager, supported by Lopez, to approve the prior meeting minutes of April 1, 2015. Motion carried unanimously.

(Vice-Chair Hall arrived at this time.)

Public Comment on Agenda Items

There was no public.

Regional Consolidated Plan Update

The Cloudburst Group is currently developing the Regional Consolidated Plan. The public engagement process has begun. Subject-based focus group meetings have been conducted, with key stakeholders invited based on the topic area. The topics have been Affordable Housing, Public Housing Authorities, Human Services, Economic Development, Infrastructure and Homelessness. The meetings were lightly attended, with the Affordable Housing meeting having the highest attendance. There will be a Wyoming specific focus group meeting on August 20th from 1 – 3:45 p.m. at the Wyoming Library. The Committee members were encouraged to attend. The consultants are working on a revised schedule for the entire project, which will be provided to the Committee. The Plan needs to be completed by December because it will be used to develop the Annual Action Plan for FY 2016-2017. When the Plan is complete, the Committee will be asked to review it and give their recommendation to City Council. An on-line survey has also been sent out to determine individual community needs for each of the entities- Wyoming, Grand Rapids and Kent County -

and also for the region as a whole. The Committee was encouraged to fill out the survey and share it with others. Hard copies of the survey will be available soon, and will also be translated into Spanish. DeJager said her neighborhood party is on August 19th and she would like to distribute it there. Rynbrandt noted, since Officer Jason Caster will be present, perhaps a laptop computer could be provided so the neighbors could fill it out on-line.

Wyoming Community Development One Year Action Plan, July 1, 2015 – June 30, 2016 Update (Grant Approval)

Rynbrandt noted the 2015-2015 Action Plan has been approved and funds have been awarded.

2014-2015 Action Plan/Grant Update (Informational)

- PR 26 Report (Year End Financials) – Rynbrandt reviewed this report and highlighted key items. Hall asked if there have been any concerns regarding performance of sub-recipients. Rynbrandt noted the Police Department withdrew from the CD program, which is a reflection of why the percentage of dollars spent on Public Services is lower than projected. There is \$239,000 in unexpended funds that will be budgeted in FY 2016-2017. Habitat for Humanity had expressed concern regarding the amount of program income required to come back to the CDBG program. They are evaluating future participation in FY 2016-2017.
- Sub-recipient Year-End Reports – Hall said he would like to see more client-centered stories included in the year-end reports. Rynbrandt noted they could also be included in the upcoming Letter of Intent process.
- Homelessness Point In Time Counts – Rynbrandt reviewed this data collected on January 28, 2015 by the Grand Rapids Area Coalition to End Homelessness. She noted these counts do not reflect 100% of homeless numbers, but give a good idea of homeless trends. The total increased from 793 to 912 over the past year, but this could be attributed to more in-depth reporting practices by non-federally funded agencies.

Other Updates & Informational Materials

- HUD \$1 Home Sales Compliance Audit – Rynbrandt commended Lucar for the successful completion of this HUD audit.
- HUD Environmental Review Audit – Rynbrandt noted that HUD will be conducting a monitoring of our Environmental Review processes in September. Staff does not foresee any concerns. Lucar gave a brief summary of the annual environmental review process necessary for approval of the Annual Action Plan.
- HUD Affirmatively Furthering Fair Housing Rulemaking – Lucar will be participating in a webinar on this subject tomorrow. These changes will significantly impact the City as far as future planning and community development priorities. Rynbrandt hoped to organize a training session with the Planning Commission, CD Committee, Board of Zoning Appeals and City Council on this topic, conducted by a HUD representative.

- 2016-2017 Grant Making Cycle – The Letter of Intent process will begin this fall. Krenz hoped for better reporting data from the Fair Housing Center in their presentation. She felt CDBG should only fund complaints related to a Wyoming address. Rynbrandt thought this could be included in a future contract, along with other performance measures they may wish to include. She also noted that invoices for this fiscal year are to be on a unit cost basis, and they have to be complaint-driven.
- HUD PD&R Housing Market Profiles & Grand Rapids Press Article, 6/28/15– Homeownership Rate Expected to Keep Falling – Rynbrandt encouraged Committee members to read these articles. The articles point out the high demand for rental housing in this region, and developers will most likely follow this market trend.

Committee Member Concerns and Suggestions

DeJager asked if there has been any news regarding development of the former Klingman's site. Hall had heard a developer is looking at it for a multi-use development.

Krenz distributed the handouts that were passed out at her neighborhood's National Night Out event.

Hall mentioned Elevation Church is supporting hand-to-hand backpack ministries to help feed hungry children in Wyoming.

Public Comment in General

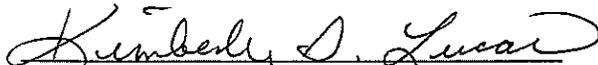
There was no public.

Adjournment

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

The meeting was adjourned at 8:00 p.m.

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


Kimberly S. Lucar, Administrative Aide

Grand Rapids Area Coalition to End Homelessness

CITY OF WYOMING COMMUNITY DEVELOPMENT BLOCK GRANT
ADMINISTRATION OF CONTINUUM OF CARE 2014-2015
Report for July 1, 2014-June 30, 2015

This year, the Continuum of Care (CoC) has endeavored two substantial updates to the homeless service system in Kent County. These are creating and adopting a three-year strategic plan and moving from a central intake process to a coordinated assessment system.

The strategic plan was created through a process designed to engage community partners in its creation. The main goals and performance indicators are aligned with those of the US Department of Housing and Urban Development's (HUD) System Performance Indicators and national goals to end homelessness. The plan has been structured to allow for ease of measurement with specific actions and short term goals on time tables. This will allow for greater transparency and accountability in the community at large.

The intake system has been centralized through The Salvation Army for more than six years, however, it became clear that a wider system needed to be developed that recognized the contributions and responsibilities of agencies and programs other than intake that were integral to getting any household housed and to ending homelessness at the community level. As such, the CoC contracted with CSH, a technical assistance organization to guide the process of creating a new coordinated assessment policy and procedure document. The policy was approved in August of 2014 and has been in the process of implementation since.

The three main grant applications were successfully completed and awarded this year, with guidance from the Coordinator of the CoC (HUD's Continuum of Care Program, Michigan State Housing Development Authority's Emergency Solutions Grant, and the City of Grand Rapids' Emergency Solutions Grant). The Coordinator has facilitated changes to the Funding Review Committee processes, beginning community conversations about reallocation of funds and local funding priorities earlier in the process than previously, aligning local applications to those of the HUD CoC Program Application, and allowing for greater understanding between the committee's deliberations and funded agency's intentions. The Coordinator has sought new sources of funding for this work throughout the year, resulting in mental health funds repurposed to permanent supportive housing, and up to 50 more housing choice vouchers.

Throughout the year, the Coordinator has held and attended meetings to set the future trajectory of the homeless system, connect to other systems to address areas of gap or overlap, and to better measure successes. Improvements have been made in the community's ability to outreach in order to serve harder to reach persons experiencing homelessness and to connect with mental health services to sustain housing.

The Coordinator has worked with the Essential Needs Task Force Director to connect with the employment, energy efficiency, transportation, and food/nutrition systems in the County. Recognizing the symbiotic relationship of the systems, the Coordinator joined the Employment/Work Force Development Committee's strategic planning session.

This year's accomplishments have laid a strong foundation for accomplishing, measuring and reporting successes in the next years.