



# Second Program Year

## Community Development Block Grant 2011-2012 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 \$762,291 available for the Community Development Program during the period beginning July 1, 2011 through June 30, 2012. This amount consists of \$420,151 in an annual entitlement grant from the U.S. Department of Housing and Urban Development, \$232,140 from anticipated program income and \$110,000 to be reprogrammed from prior years. This is the second Action Plan Year of our Five Year Consolidated Plan 2010-2014. This 2011 budget plans for 100% 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 2011-2012 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)

- **Acquisition of Floodway Structures:** 1 housing property, in the Buck Creek floodway zone would be acquired for the purpose of providing a suitable environment. (Census Tract 143 Block Group 2, bounded on the North by 52<sup>nd</sup> St SW, on the East by South Division, on the South by the City Limits and on the west by US 131) (\$500).

- **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 (\$500).

- **Public Facility Improvements Hillcroft Park:** 893 persons, using the park facilities and services, would have access to improvements and renovations at Hillcroft Park at 340 32<sup>nd</sup> St SW in Wyoming, for the purpose of providing a suitable environment (CT 136 BG 2, bounded on the North by 32<sup>nd</sup> St SW, on the East by South Division, on the South by 36<sup>th</sup> St SW and on the West by US 131) (\$10,000).
- **Clearance/Demolition:** 5 home owners in low/moderate-income areas would have free needed dilapidated structure demolition grants for the purpose of providing a suitable living environment. (\$10,000).
- **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 28<sup>th</sup> St SW and on the West by Burlingame Ave SW) (\$50,000).
- **Public Services - Taft Neighborhood Rental:** 3,202 persons in the Taft Area, which is a HUD qualified low/moderate-income area, have the benefit of CDBG monies to fund rental and utilities for working space for a non-profit group to provide neighborhood services for the purpose of providing a suitable living environment (Census Tract 138.02 Block Group 1, bounded on the North by 28<sup>th</sup> St SW, on the East by Burlingame Ave SW, on the South by Roys Creek and on the West by Byron Center Ave SW) (\$10,000).
- **Public Services - Taft Neighborhood Programs:** 3,202 persons in the Taft Area, which is a HUD qualified low/moderate-income area, have the benefit of CDBG monies to provide neighborhood programs by a non-profit group for the purpose of providing a suitable living environment (Census Tract 138.02 Block Group 1, bounded on the North by 28<sup>th</sup> St SW, on the East by Burlingame Ave SW, on the South by Roys Creek and on the West by Byron Center Ave SW) (\$5,000).
- **Rehabilitation - Single Unit Residential:** 11 housing units, with low/moderate-income families, have affordable needed housing repair loans and deferred loans for the purpose of providing decent affordable housing (\$121,101).
- **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 (\$45,000).
- **Rehabilitation - Home Repair Services:** 283 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 (\$50,000).
- **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 (\$500).
- **Rehabilitation - Administration:** 16 housing units, with low/moderate-income families, have affordable administration of housing rehabilitation funding, for the purpose of providing decent affordable housing (\$88,270).
- **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 (\$207,720).
- **Planning Activities - Zoning Revision:** All (72,125) 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 (72,125) Wyoming residents have affordable administration of HUD programs for the purpose of providing a suitable living environment (\$101,930).
- **Fair Housing Services:** All (72,125) Wyoming residents have access to fair housing testing and complaint follow up services for the purpose of providing a suitable living environment (\$17,000).

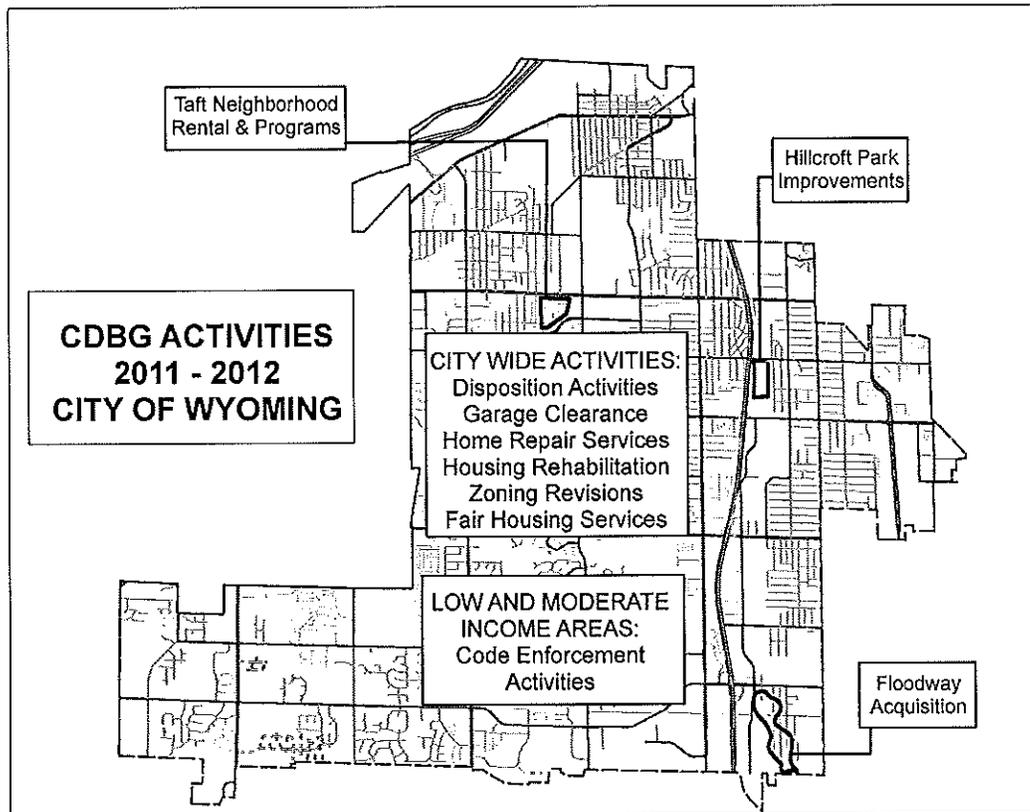
- **Contingency Funds:** These funds are to be used for unforeseen cost overruns (\$39,770).

3. The following includes past spending performance of open activities from July 1, 2009 through June 30, 2010 (A total of \$546,163 was spent):

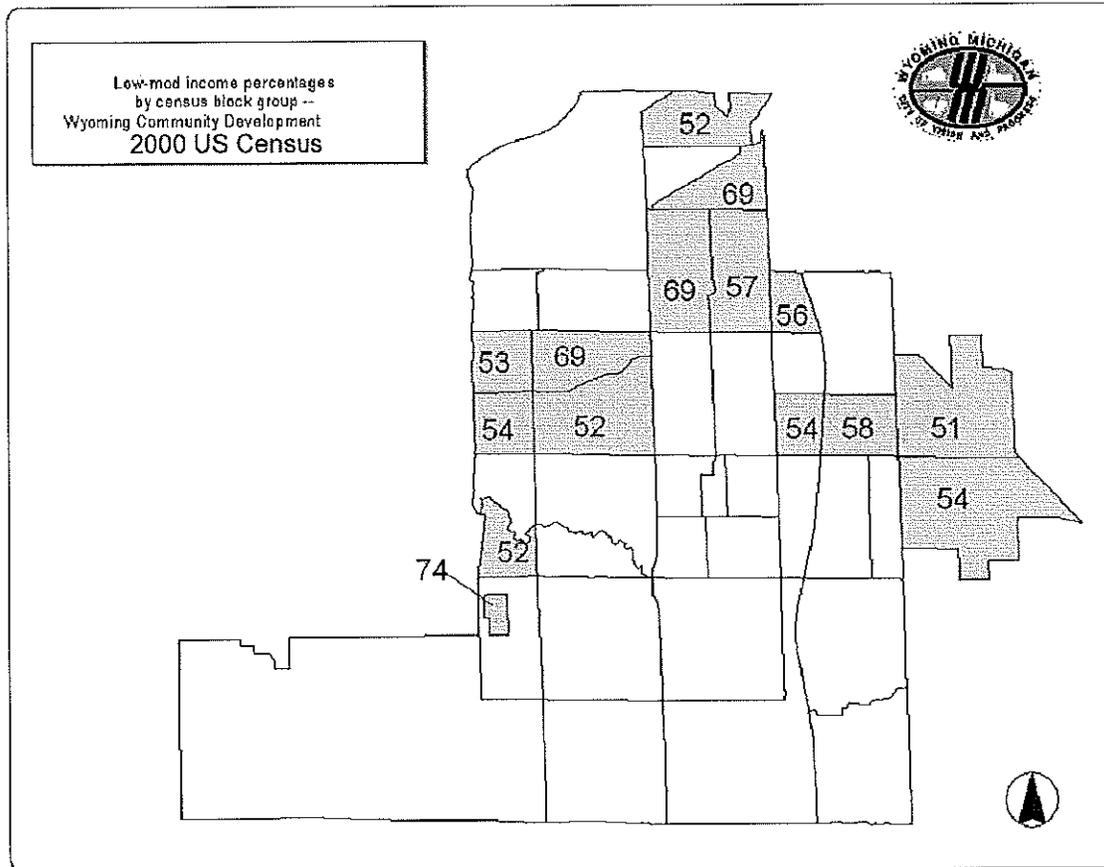
- Disposition - \$3,900
- Housing Rehabilitation Loans and Grants - 175,000
- Housing Rehabilitation Loans and Grants (Revolving) - \$73,943
- Home Repair Services - \$35,000
- Rehabilitation Administration - \$134,007
- Senior center Improvements - \$7,500
- Clearance - \$1,396
- Neighborhood Clean Up - \$18,880
- Zoning Revisions - \$5,000
- General Administration - \$74,537
- Fair Housing Services - \$17,000

## 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. This year's allocation of \$207,720 will be spent in low and moderate income neighborhoods. A three year trend analysis of code enforcement inspections City wide, shows that 43.7% of the inspections occurred 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 \$762,281 available for the Community Development Program during the period beginning July 1, 2011 through June 30, 2012. This amount consists of \$420,141 in an annual entitlement grant from the U.S. Department of Housing and Urban Development, \$232,140 from anticipated program income and \$110,000 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 Executive 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 February 2, 2011, announcing the upcoming meeting of the Wyoming Community Development Committee's (W.C.D.C.) meeting on February 16, 2011.

The W.C.D.C. met on February 16, 2011 and discussed needs and possible activities. A public hearing was held with no public comment.

On March 3, 2011, the Wyoming City Council met and set the date of April 14, 2011 to hold a public hearing for the Annual Plan.

On March 15, 2011, 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 April 18, 2011. On March 29, 2011, a proposed action plan statement was published, stating the proposed activities for the 2011-2012 fiscal years. Also, on March 29, 2011, 49 letters were sent to various interested parties requesting comment and announcing the upcoming public hearing on April 18, 2011, concerning the Annual Plan.

On April 18, 2011 a public hearing was held. No public comments were received. Also on April 18, 2011 the City Council approved the 2011-2012 Annual Action Plan.

On April 26, 2011, 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 May 12, 2011. As of the submittal date of May 12, 2011, no public comments have been submitted.

## **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. Acquisition funds could be used to acquire properties in floodway areas (\$500).
  - b. 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 (\$500).
  - c. 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 (\$10,000).
  - d. Single Unit Residential Rehabilitation- Loans and deferred loans for housing repairs for low-income families, using Block Grant funds (\$121,101).
  - e. Single Unit Residential Rehabilitation Loans and Deferred Loans for housing repairs for low- and moderate-income families, using revolving funds (\$45,000).
  - f. Home Rehabilitation Services such as handicapped access, minor repairs, tool lending, building supplies and repair schooling (\$50,000).
  - g. Rehabilitation Administration funds for administration of rehabilitation programs. Also includes administrative services for clearance activities and acquisition of substandard properties. (\$88,270).
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 56<sup>th</sup> St SW and Byron Center Ave SW, has completed 64 units of senior, 40% assisted housing. The Rivertown Park PUD, northwest of 52<sup>nd</sup> St SW and Ivanrest Ave SW, is planned to provide 185 assisted living units. Also, Aurora Ponds Apartments, northeast of 56<sup>th</sup> 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. Hillcroft Park Improvements: 893 persons, using the park facilities and services, would have access to improvements and renovations at Hillcroft Park at 340 32<sup>nd</sup> St SW in Wyoming, for the purpose of providing a suitable environment (CT 136 BG 2, bounded on the North by 32<sup>nd</sup> St SW, on the East by South Division, on the South by 36<sup>th</sup> St SW and on the West by US 131) (\$15,000).
  - b. Commercial Rehabilitation: 3% interest Loans to businesses in low- and moderate-income areas for facade improvements and code items (\$500).
  - c. General Administration funds for the administration of HUD programs (\$101,930).
  - d. Zoning Revision: All (72,125) Wyoming residents will have affordable revisions to the City's Zoning Code for the purpose of providing a suitable living environment (\$5,000).
  - e. Fair Housing Services: All (72,125) 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.