

COMMUNITY DEVELOPMENT COMMITTEE
MEETING MINUTES OF JANUARY 15, 2014
CITY HALL WEST CONFERENCE ROOM
CITY OF WYOMING, MICHIGAN

MEMBERS PRESENT: Hall, Krenz, Lopez, Ziemba

MEMBERS ABSENT: Jackson

STAFF PRESENT: Rynbrandt, Director of Community Services
Lucar, Administrative Aide

Call to Order

Chairman Hall called the meeting to order at 6:30 p.m.

Approval of Agenda

Motion by Krenz, supported by Ziemba, to approve the agenda as presented. Motion carried unanimously.

Approval of Prior Committee Minutes

Motion by Ziemba, supported by Krenz, to approve the prior meeting minutes of December 4, 2013. Motion carried unanimously.

Public Comment on Agenda Items

There was no public present.

Kent County Community Development Service Sharing, Consolidation Study

Rynbrandt noted the outcomes of the study have shown that the City of Wyoming Community Development program is run effectively, is financially sound, and we have already shown a high level of service sharing and collaboration with Kent County and the City of Grand Rapids. It also shows that the City of Wyoming has been very effective in its use of federal funds – for every \$1 invested into the program, there has been a return of \$47.

The study does not recommend full consolidation because HUD has determined that all the programs would have to be turned over to Kent County, with an overall net loss of almost \$500,000 in federal funding. The consultant has instead recommended that a third party, non-profit authority be established to administrate the programs of all three jurisdictions. With this approach, the study shows the cost savings for the City of Wyoming to be minimal. It estimates a savings of between \$15,000-\$18,000, but only on an in-kind basis. HUD also requires that each jurisdiction has to be responsible for monitoring this authority, meeting auditing requirements and maintaining the financial records through the HUD IDIS computer system. Some existing staff from each jurisdiction would have to be maintained for these functions.

Rynbrandt said she has met with City Manager Holt to discuss the study, and he will be meeting with managers of the other two jurisdictions. She and City Manager Holt both question the cost savings to the City, and will continue to evaluate the benefits of implementing the recommendation. Rynbrandt affirmed that management's goal for this work was to determine if consolidation or increased service sharing could return more funds to direct services.

Chairman Hall thought the fact that every \$1 invested into Wyoming's program has a \$47 return speaks for itself. Who is going to be a better advocate for Wyoming and its citizens than our own Community Development staff? The report confirms the success of Wyoming's program. Ziemba agreed.

Krenz did not think the consultants were successful in selling the third-party concept.

Chairman Hall agreed with having the conversations regarding long-term collaboration possibilities, but did not agree with the third party authority concept. He did not think a third party could properly advocate for the City of Wyoming. The City of Grand Rapids would have the major voice and drown out the City of Wyoming.

Lopez asked what type of work the third party authority would do. Rynbrandt replied the consultant recommends the third party authority handle the day-to-day administration of such things as the Rehabilitation Loan Program and project contracts. The City would still have to approve the Consolidated Plan, Action Plan and CAPER. The Community Development Committee would still give their recommendation regarding prioritization of projects. Lopez thought, since the City's program is successful, why change it?

2014-2015 Grant, Action Plan and Budget Process Update

Rynbrandt presented a draft budget, which will be in flux until the City receives its grant award amount. Until then, the prior year's grant award amount will be used as an estimate. For 2014-15 HUD will not accept Action Plans unless they contain the actual grant award amount, so it is necessary to include the following wording in our public notices: "Any increase or decrease in funding to match actual allocation amounts will be applied to the Single Unit Residential Rehabilitation program." This item's budget amount is the easiest to adjust and does not affect the sub-recipient grant awards. Rynbrandt proceeded to discuss each line item.

There was discussion regarding funding a memorial arch in Pinery Park (Veterans Memorial Garden) for \$8,000. Two arches out of the four that are planned have been built, so this would be the third. (Editor's Note: It was later confirmed that one arch has been installed out of a total of three planned.) This project was approved by the Committee last year as part of the Pinery Park Improvements, but it later had to be removed for budgeting purposes. Ziembra was in favor of the memorial arch and supporting the veterans. Lopez agreed. Chairman Hall liked the idea, but questioned whether the money could better be used to assist a veteran with home repairs.

Motion by Krenz, supported by Ziembra, to approve the funding of a memorial arch in Pinery Park (Veterans Memorial Garden) for \$8,000. Motion carried unanimously.

Rynbrandt noted the public hearing will be held on the 2014-15 Action Plan at their February 5, 2014 meeting.

2013-2014 Action Plan/Grant Update

Pinery Park Restroom/Concession Project Update – Rynbrandt noted the majority of the project is complete, and a Certificate of Occupancy has been issued. There are a few items that cannot be completed until the spring. The City is currently working out an agreement with the Pinery Park Little League regarding legal use of the building.

Wyoming Senior Center Project Update – Rynbrandt said this project started on January 6th. Photos of the construction progress will be posted on the Senior Center's Facebook page.

Committee Member Concerns and Suggestions

Chairman Hall mentioned he has recruited a potential Committee member who will be turning in his application soon.

Ziemba asked for an update regarding various development projects going on in the city. Rynbrandt briefed the Committee.

Public Comment

There was no public present.

Adjournment

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

The meeting was adjourned at 7:40 p.m.

(The next meeting is scheduled for **February 5, 2014.**)

Kimberly S. Lucar, Administrative Aide