

AGENDA
WYOMING CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS
MONDAY, JANUARY 16, 2023, 7:00 P.M.

- 1) Call to Order**
- 2) Invocation** – Pastor Rick Pilienci, Grace Christian University
If you wish and are able, please stand for the invocation. The Pledge of Allegiance will immediately follow the invocation.
- 3) Pledge of Allegiance**
- 4) Roll Call**
- 5) Student Recognition**
- 6) Approval of Minutes**
From the January 3, 2023 Regular Meeting and Closed Session and the January 9, 2023 Work Session
- 7) Approval of Agenda**
- 8) Public Hearings**
If you wish to speak to an item during a public hearing you are welcome to do so. It is important to note this is not an opportunity for dialog or debate; this is an opportunity to provide comment to the City Council. Comments made during a public hearing may become part of the meeting’s permanent record. Upon approaching the podium, please begin by providing your name and address. There is a 3 minute limit per person.
7:01 p.m. To Consider Amendments to the 2021-2025 Consolidated Housing and Community Development Plan and the 2022-2023 One-Year Action Plan
- 9) Public Comment on Agenda Items**
This public comment period is reserved for comment on agenda items only. If you wish to speak about an item that is not on the agenda, please hold your comments until the acknowledgement of visitors at the end of the meeting. It is important to note this is not an opportunity for dialog or debate; this is an opportunity to provide comment to the City Council. Upon approaching the podium, please begin by providing your name and address. There is a 3 minute limit per person.
- 10) Presentations and Proclamations**
 - a) Presentations
 1. State of the City Address by Mayor Vanderwood
 - b) Proclamations
- 11) Petitions and Communications**
 - a) Petitions
 - b) Communications
- 12) Reports from City Officers**
 - a) From City Council
 - b) From City Manager
- 13) Budget Amendments**
- 14) Consent Agenda**
- 15) Resolutions**
 - a) To Authorize a Member of the City Council to Attend the Michigan Municipal League Newly Elected Official Virtual Training

- b) To Authorize the City Manager to Execute an Employment Agreement with the Communications Specialist (City Manager’s Office)
- c) To Adopt the Amended Wyoming Consolidated Housing and Community Development 2022/2023 One-Year Action Plan
- d) To Authorize the Mayor and City Clerk to Execute an Amended Contract for Specific Home Repair Services
- e) To Dedicate Burlingame Avenue SW Right-of-Way
- f) To Accept the Bulletproof Vest Partnership (BVP) Grant (Budget Amendment No. 59)

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

- g) For the Purchase of One Electric Lift and to Authorize the Mayor and City Clerk to Execute the Contract
- h) To Accept a Quote for Odor Control Media and to Authorize the Mayor and City Clerk to Execute the Contract
- i) To Accept a Proposal from Meekhof Electric Inc. to Upgrade Exterior and Interior Lighting with LED Fixtures at the Clean Water Plant, Authorize the Mayor and City Clerk to Execute the Contract, and Approve the Attached Budget Amendment (Budget Amendment No. 58)
- j) To Accept a Proposal from Automatic Door Service for the Installation of Automatic Door Openers and to Authorize the Mayor and City Clerk to Execute the Contract
- k) To Accept Amendment Number 3 from Black and Veatch Ltd of Michigan to Amend the Scope of Services for the Ultraviolet Disinfection Project
- l) For Award of Bids, Approve the Attached Budget Amendment, and to Authorize the Mayor and City Clerk to Sign the Contracts
 - 1. Pinery Park Lodge Floor Replacement
 - 2. Pinery Park Lodge Air Conditioning Installation
 - 3. Public Safety Uniforms
 - 4. Unmanned Aerial System (Budget Amendment No. 57)

17) Ordinances

- 3-23 To Amend Section 70-77 of the Code of Ordinances to Clarify Odd-Even Parking on Streets with No Parking Signs (IMMEDIATE EFFECT)
- 4-23 To Amend Section 38 of the Code of Ordinances to Address Floodplain Requirements for Manufactured Homes (IMMEDIATE EFFECT)

18) Informational Material

19) Acknowledgment of Visitors

This public comment period is an opportunity to share concerns or present topics to the City Council that were not part of this meeting’s agenda. This is not an opportunity for dialog with Council, but Council may make referrals or request staff to follow up. Please provide your name and address when approaching the podium. There is a 3 minute limit per person.

20) Closed Session (as necessary)

21) Adjournment

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE A MEMBER OF THE CITY COUNCIL
TO ATTEND THE MICHIGAN MUNICIPAL LEAGUE
NEWLY ELECTED OFFICIAL VIRTUAL TRAINING

WHEREAS:

1. The Michigan Municipal League's Newly Elected Official Virtual Training will be held on January 21, 2023.
2. It is the desire of the City Council that Councilmember at Large Robert Arnoys attend the Newly Elected Official Virtual Training.

NOW, THEREFORE, BE IT RESOLVED:

1. That members of the Wyoming City Council hereby authorize Councilmember at Large Robert Arnoys to attend the Michigan Municipal League's Newly Elected Official Virtual Training.

Moved by Councilmember:
Seconded by Councilmember:
Motion Carried Yes
 No

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 January 16, 2023.

Kelli A. VandenBerg, Wyoming City Clerk

**City of Wyoming
TRAVEL EXPENSE ESTIMATE AND AUTHORIZATION**

REQUIRED TO BE FILLED OUT PRIOR TO APPROVAL

Registration Deadline: _____

Is this required training for continued education to keep a license or certification?
 NO _____ YES _____ Specify License or Certification _____
 How many credits does this Training qualify for? _____
 Total required credits for license, over what time period? _____
 How does this training apply towards providing quality service to our Citizens?
 Newly elected official virtual training

Approval	
Department Head	_____
City Manager	_____

Employee: _____ Rob Arnoys _____ Date Submitted: _____ 12/29/22 _____
 Department: _____ City Council _____ Date(s) of Travel: _____ 01/21/23 to 01/21/23 _____
 Destination: _____ Virtual _____ Account Charged: _____ 101-101-10100-860.000 _____

PLEASE ATTACH ALL DOCUMENTATION RELEVANT TO THIS REQUEST

	Estimated	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Breakfast - \$10.00								
Lunch - \$15.00								
Dinner - \$25.00								
Lodging								
Air Fare/Train								
Car Rental								
Mileage (.625/mile)								
Parking/Toll/etc								
Registration	\$ 85.00							
TOTAL	\$ 85.00							

SIGN WHEN SUBMITTING FINAL EXPENSES

Total Expenses	\$ 85.00
5/3 CC Charges	_____
Due to Employee	_____

Date Submitted: _____
 Submitted by (Print): _____
 Finance Designee: _____

Check for: \$ 85.00 Date: 12/29/22
 Payable to: Michigan Municipal League
 Address: PO Box 7409
Ann Arbor, MI 48107-74093

Check for: _____ Date: _____
 Payable to: _____
 Address: _____

Check for: _____ Date: _____
 Payable to: _____
 Address: _____

Check for: _____ Date: _____
 Payable to: _____
 Address: _____



michigan municipal league

Training Seminar

You Won! Now What? Newly Elected Officials Trainings

Our Newly Elected Officials Training aims to educate first-time elected officials and refresh seasoned officials with core topics and basic functions you'll need to hit the ground running in your role as a public official. Now, we're making it easier than ever for you to access the information you need by offering our Newly Elected Officials training in hybrid formats to include: an introduction to League services; an overview of basic local government; roles and responsibilities of elected officials; Open Meetings Act (OMA); Freedom of Information Act (FOIA); government finance, and tips from an experienced public official.

Virtual and in-person options are available.

About the Speakers

League Staff, Experienced Elected Officials, & Plante Moran

In-Person Cost Per Person

League Member, Business Alliance Participants, \$115
League Nonmember Government, Limited Associate Members \$190

Virtual Costs

League Member, Business Alliance Participants, \$85
League Nonmember Government, Limited Associate, \$150

In Person and Virtual Workshop Dates and Times (only select ONE option per registrant)

Option A: In-Person (Lansing- MML Office)
Wednesday, November 30, 5:30 pm – 9:15 pm
Option B: Virtual (must attend both evenings)
Thursday, December 8, 6:00 pm – 8:15 pm
Thursday, December 15, 6:00 pm – 8:00 pm
Option C: In-person (Ann Arbor - WCC campus)
Thursday, January 12, 5:30 pm – 9:15 pm
Option D: Virtual
Saturday, January 21, 8:30 am – 12:30 pm

Education Credits Approved For This Program
3 EOA

You Won! Now What? Newly Elected Officials Series

Cost:

In-person: League Member, Business Alliance Participants \$115; League Nonmember Government & Limited Associates, \$190

Virtual: League Member, Business Alliance Participants \$85; League Nonmember Government & Limited Associates, \$150.

Name of Municipality or Firm: City of Wyoming

Billing Address/State/Zip: PO Box 905, Wyoming MI 49509

Phone #: 6165307272

Name	Title	Please select one option per registrant and identify below (A, B, C or D)	Email- Must be unique to the individual. Registration and login info will be sent here.
1. Rob Arnoys	City Council Member	Select one: D- (Virtual) January 21	robert.arnoys@wyomingr
2.		Select one: D- (Virtual) January 21	
3.		Select one: D- (Virtual) January 21	
4.		Select one: D- (Virtual) January 21	

Payment Info: Cost \$ 85.00 x Quantity 1 = Total Due: \$ 85.00 *robert.arnoys@wyomingmi-ga*

Cancellation Policy

All cancellations must be submitted in writing by email to registration@mml.org. For a full list of registration policies, go to www.mml.org

To Register

1.ONLINE: to register go to ww.mml.org. You must sign in to register.

2.EMAIL: Email this registration form to registration@mml.org then mail with check payable to: Michigan Municipal League, P.O. Box 7409, Ann Arbor, MI 48107-74093.

3.REGISTRATION QUESTIONS? Please email registration@mml.org

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE CITY MANAGER TO EXECUTE AN
EMPLOYMENT AGREEMENT WITH THE
COMMUNICATIONS SPECIALIST (CITY MANAGER’S OFFICE)

WHEREAS:

- 1. Section 4.7 of the City Charter allows the City Manager to “...exercise his judgment in the appointment or employment of officers and employees in the administrative service.”
- 2. The City Manager desires to appoint Andrea Mantakounis as the Communications Specialist (City Manager’s Office) and recommends City Council approve the employment agreement the City Manager has negotiated.

NOW, THEREFORE, BE IT RESOLVED:

- 1. The City Manager is authorized to execute an employment agreement with the Communications Specialist (City Manager’s Office).
- 2. The City Manager is authorized to approve future amendments to the agreement that are generally equivalent to the existing City of Wyoming bargaining agreements.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried	Yes
	No

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 January 16, 2023.

ATTACHMENT:
Employment Agreement

Kelli A. VandenBerg, Wyoming City Clerk

CITY OF WYOMING
EMPLOYMENT AGREEMENT – COMMUNICATIONS SPECIALIST (CITY MANAGER’S OFFICE)

This Employment Agreement with Andrea Mantakounis is made as of January 17, 2023, was approved by the City Council on January 16, 2023, and is to be effective on January 17, 2023, between the City of Wyoming, a municipal corporation of 1155 28th St SW, Wyoming, MI 49509 (**City**), and Andrea Mantakounis, an individual whose current home address is as provided in the employment application (**Employee**).

1. TERM. City employs and appoints Employee as its Communications Specialist (City Manager’s Office) effective on January 17, 2023, though the departmental assignment and position title may change in the discretion of the City Manager. Employee acknowledges that the Communications Specialist (City Manager’s Office) serves at the pleasure of the City Manager, who may terminate Employee’s employment and appointment for any reason at any time.

2. PERFORMANCE. Employee shall perform the duties of Communications Specialist (City Manager’s Office) in a competent and professional manner and as set forth in the City Charter, City Code, established policies and regulations of the City, and the laws of the State of Michigan. A job description has been provided to Employee that the City may periodically revise with notice to Employee. Employee shall report to and be supervised by the Deputy City Manager or such other City employee as may be assigned by the City Manager.

3. SERVICE DATE. Employee’s date of service with the City shall be effective January 17, 2023. Employee will be credited with all earned benefits from Employee’s date of service and shall accumulate benefits uninterrupted after the effective date of this Agreement.

4. COMPENSATION. Employee’s salary shall be established by the City Manager in accordance with the annual budget authorization, the City Charter, and the City Code, and paid in accordance with City payroll procedures.

5. BENEFITS. Employee shall be provided the same health insurance plan (including employee contribution and opt-out option), dental, vision, and life insurance plans, defined contribution plan, post-employment health plan, holidays, vacation, sick leave, sick leave incentive, bereavement leave, educational benefits, longevity pay, and payout of accrued benefits upon separation from employment as provided to regular employees in the Administrative and Supervisory Association unless otherwise stated in this Agreement.

A. On January 17, 2023, and annually thereafter, the Employee shall be credited with 80 hours of vacation until such time as the Administrative and Supervisory Association department head vacation schedule applies.

B. Regardless of any other provision of this agreement, Employee shall not be eligible for payout of any accrued benefits upon separation from employment until the Employee has been employed by the City for at least 5 years.

6. TERMINATION. This Agreement and Employee’s employment pursuant to it may be terminated as follows:

A. By Employee’s resignation: Employee shall give written notice of Employee’s resignation at least 30 days before its effective date. If Employee fails to do so, regardless of any other provision of this Agreement, City will have no obligation to pay Employee for accumulated sick leave or vacation time or any other accrued benefits, the amount of which City shall be entitled to retain as liquidated damages for the costs it will incur as a result of such sudden resignation.

B. By the City Manager because Employee (i) failed to substantially perform Employee’s job duties (ii) committed misfeasance, malfeasance, or nonfeasance in Employee’s position, (iii) engaged in criminal misconduct, (iv) is convicted of any felony, (v) is convicted of a misdemeanor involving bodily harm or dishonesty, or (vi) performed a deliberate wrongful act: In such circumstances, regardless of any other provision of this Agreement, City will have no obligation to pay Employee for accumulated sick leave or vacation time or any other accrued benefits.

C. By the City Manager, other than as provided in subsection B of this section: If such action is taken, City shall pay Employee, in addition to any other amounts to which Employee is entitled under this Agreement, an amount equal to 6 months of Employee’s base salary. That severance pay will be paid to Employee over a 6-month period by checks issued on regular City paydays and will have appropriate amounts withheld. Employee’s insurance (health, dental, vision and life) shall continue to be paid by City for the same period. However, if Employee secures another position of equal or greater pay during the 6-month period, City’s obligation to make severance payments and continue insurance will cease. If Employee takes another position

at less pay during the 6-month period, City's obligation will be limited to the difference in pay for the balance of the 6-month period. "Another position" includes employment, self-employment, independent contracting, or compensation from any source. This severance pay and benefits will be paid to Employee only if Employee signs a waiver and release of all claims in a form satisfactory to City.

D. Upon termination of Employee's employment, Employee shall arrange for the immediate and orderly transfer of Employee's office and City-owned personal property, records, documents, and other items in Employee's possession. Employee shall also resign from any other positions to which Employee was assigned or appointed due to Employee's employment by City. Employee agrees that when Employee's employment ends, Employee must pay any expenses or other amounts that Employee may owe to City at that time. Employee authorizes City to deduct any amount owed from any wage or benefit payments that may be due to Employee.

E. Nothing in this Agreement shall prevent, limit, or otherwise interfere with City's right to terminate the services of Employee at any time and for any reason, subject only to the provisions set forth in this section. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of Employee to resign at any time from Employee's position with City, subject only to the provisions in this section.

7. SCOPE AND AMENDMENTS. This Agreement is made in accordance with the provisions of the City Charter and City Code and is the sole Agreement of the parties regarding Employee's employment by City. Except as otherwise specifically stated in this Agreement, this Agreement supersedes and replaces all other representations and agreements whether oral or written. By way of illustration and not limitation, any prior agreement or promises, and any collective bargaining agreements, have no application to Employee or to the employment relationship between Employee and City. This Agreement may not be modified orally, but only by an agreement in writing signed by the parties.

8. SEVERABILITY. The invalidity or unenforceability of any term in this Agreement shall not affect the validity or enforceability of any other term in this Agreement. If any term in this Agreement is determined to be invalid, unenforceable, or over broad in any respect, that term shall nevertheless be enforceable to the fullest extent permitted by law.

9. APPLICABLE LAW. This Agreement is to be interpreted, enforced, and performed under Michigan law.

10. ASSIGNMENT. Neither party may assign its rights, duties, or interests in this Agreement without the prior written consent of the other party.

11. JURISDICTION AND VENUE. To the extent permitted by law, jurisdiction and venue for any action brought pursuant to or to enforce this Agreement shall be solely in the state courts in Kent County, Michigan.

12. BINDING. This Agreement shall be binding upon the parties and their heirs, subrogates, successors, and assigns.

13. SHORTENED LIMITATIONS PERIOD. Employee agrees that any lawsuit or claim against City arising out of Employee's employment or termination of employment (including, but not limited to, claims arising under state, federal or local civil rights laws) must be brought within the following time limits or be forever barred: (a) for lawsuits requiring a Notice of Right to Sue from the Equal Employment Opportunity Commission, within 90 days after the EEOC issues that notice; or (b) for all other lawsuits, within (i) 180 days of the event(s) giving rise to the claim, or (ii) the time limits specified by statute, whichever is shorter. Employee waives any statute of limitations that exceeds this time limit.

City of Wyoming

Andrea Mantakounis

By: _____
Curtis L. Holt, City Manager

Date signed: _____, 2023

Date signed: _____, 2023

RESOLUTION NO. _____

A RESOLUTION TO ADOPT THE AMENDED WYOMING CONSOLIDATED HOUSING
AND COMMUNITY DEVELOPMENT 2022/2023 ONE-YEAR ACTION PLAN

WHEREAS:

1. The City of Wyoming has applied for, and obtained, 47 years of Community Development Block Grant (CDBG) funds from the Department of Housing and Urban Development (HUD).
2. It is necessary to submit an amendment to the 2021-2025 Consolidated Housing and Community Development Plan and 2022-2023 One-Year Annual Action Plan for the period of July 1, 2022, through June 30, 2023 to allow for new activities to be included in the budget.
3. The Wyoming Community Development Committee has recommended a proposed amendment to the 2021-2025 Consolidated Housing and Community Development Plan and 2022-2023 One-Year Action Plan amendment.
4. A Public Hearing was held on January 16, 2023 by the Wyoming City Council on this matter.

NOW, THEREFORE, BE IT RESOLVED:

1. The Wyoming City Council does hereby adopt the amendment to the 2021-2025 Wyoming Consolidated Housing and Community Development Plan and 2022-2023 One-Year Action Plan.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I certify that this resolution was adopted by the City Council of the City of Wyoming, Michigan at a regular meeting held on January 16, 2023.

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENTS:

Staff Report
Amendments

Resolution No. _____

STAFF REPORT

Date: November 22, 2022

Subject: Amendments to 2021-2026 City of Wyoming Housing Consolidated Housing and Community Development Plan and 2022-2023 Annual Action Plan

From: Nicole Hofert, Director of Community and Economic Development

Meeting Date: January 16, 2023

RECOMMENDATION:

It is recommended that the City Council adopt the proposed amendments to the 2021-2025 City of Wyoming Consolidated Housing and Community Development Plan and 2022-2023 Annual Action Plan, as recommended for approval by the Wyoming Community Development Committee, covering the period from July 1, 2022 through June 30, 2023.

COMMUNITY, SAFETY, STEWARDSHIP:

The Community Development Block Grant (CDBG), along with the Wyoming-Kent County HOME Investment Partnership Program, and Wyoming Housing Commission investments, provide for blight remediation, services to low and moderate income residents of the City, and address homelessness in the community. The development of the Consolidated Plan and Annual Action Plans are essential to ensure an environment of equity and equality in making community planning decisions including the development of city regulations, administrative policies, procedures and practices; and targeting investments of the City's various federal funding sources.

DISCUSSION:

One primary goal of both the Consolidated Plan and Annual Action Plan is to reduce homelessness and increase available housing stock. Neither plan specifically includes property acquisition as a strategy to do so, and an amendment is required to include this strategy in the current fiscal year's budget. The Property Acquisition strategy will allow for the City to invest \$250,000 of CDBG funding into acquiring vacant or blighted property within a low- and moderate-income area for the purposes of redeveloping it and adding housing units. This will be accomplished by reducing the Capital Outlay budget line to \$152,150.75.

Amendment Development Oversight

The development of the amendments was overseen by Nicole Hofert, Director of Community and Economic Development, Jodi Yenchar, Director of Finance, and Stephanie Brock-Knoper, Community Development Specialist.

Amendment Public Engagement and Development

Resident and stakeholder engagement throughout the amendment preparation process has complied with the Citizen Participation Plan adopted in 2020 by City Council. The details of the proposed amendment were provided to the Community Development Committee during their meeting on November 16, 2022, and the Committee approved the proposed changes.

A Wyoming City Council public hearing on the proposed amendments is the final required step for public engagement.

BUDGET IMPACT:

The proposed amendment will not impact the budget.

ATTACHMENTS:

Resolution



City of Wyoming

AMENDMENT 2021-2025 Consolidated Housing and Community Development Plan and Year One Action Plan

Community Development Block Grant
Wyoming, Michigan

Adjustments to amounts budgeted due to changing needs of community.

Executive Summary

ES-05 Executive Summary – 24 CFR 91.200(c), 91.220(b)

1. Introduction

In 1994, the U.S. Department of Housing and Urban Development (HUD) issued rules consolidating the planning, application, reporting and citizen participation processes to the Community Development Block Grants (CDBG) and HOME Investment Partnerships Program (HOME). The new single-planning process was intended to more comprehensively fulfill three basic goals: to provide decent housing, to provide a suitable living environment and to expand economic opportunities. It was termed the Consolidated Plan for Housing and Community Development.

According to HUD, the Consolidated Plan is designed to be a collaborative process whereby a community establishes a unified vision for housing and community development actions. It offers entitlement communities the opportunity to shape these housing and community development programs into effective, coordinated neighborhood and community development strategies. It also allows for strategic planning and citizen participation to occur in a comprehensive context, thereby reducing duplication of effort.

The City of Wyoming hereby follows HUD's guidelines for citizen and community involvement. Furthermore, it is responsible for overseeing citizen participation requirements that accompany the Consolidated Plan.

The City of Wyoming has prepared this Consolidated Plan to meet the guidelines as set forth by HUD and is broken into five sections: The Process, Needs Assessment, Market Analysis, Strategic Plan, and Annual Action Plan.

The City of Wyoming filed a minor amendment to the 2021-2022 Annual Action Plan to respond to evolving community needs. It also then filed an amendment to the 2021-2025 Consolidated Plan and 2022-2023 Annual Action Plan in order to allow for the addition of property acquisition activities to benefit low/moderate income persons in the City.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

The goals of the CDBG program are to provide decent housing, a suitable living environment for the Area's low- and moderate-income residents, and economic opportunities for low-moderate income residents. The City strives to accomplish these goals by maximizing and effectively utilizing all available funding resources to conduct housing and community development activities. These goals are further explained as follows:

- Providing decent housing is inclusive of helping persons experiencing homelessness obtain appropriate housing and assisting those at risk of homelessness; preserving the affordable housing stock; increasing availability of permanent housing that is affordable to low and moderate-income persons without discrimination; and increasing the supply of supportive housing.
- Providing a suitable living environment is inclusive of improving the safety and livability of neighborhoods; increasing access to quality facilities and services; and increasing housing opportunities for low-income persons.
- Expanding economic opportunities is inclusive of creating jobs that are accessible to low- and moderate-income persons; making down payment and closing cost assistance available for low- and moderate-income persons; promoting long term economic and social viability; and empowering low-income persons to achieve self-sufficiency.

3. Evaluation of past performance

The City of Wyoming's evaluation of its past performance has been completed in a thorough Consolidated Annual Performance and Evaluation Report (CAPER). These documents state the objectives and outcomes identified in each year's Annual Action Plan and include an evaluation of past performance through measurable goals and objectives compared to actual performance. These documents can be found on the City's website at:

<https://www.wyomingmi.gov/About-Wyoming/City-Departments/Planning-Community-Development/Community-Development>

The City of Wyoming made significant progress toward meeting its 5-year housing and community development goals through strategies employed during the PY 2016-2020 Kent County and Cities of Grand Rapids and Wyoming Regional Consolidated Plan. During the 2019-2020 Program Year, the City spent \$418,603.32 on housing rehabilitation programs and support services for income qualified applicants, \$120,070.00 of which were payments of direct contractor expenses for housing improvements. \$60,760.00 was spent in support of coordinated Code Enforcement investigations and response in eligible low/mod income areas. It spent 100% of its funds for programs benefiting low and moderate income persons. Public Facility Improvements were accomplished within Pinery Park, which consisted of creating of a dedicated pickleball court and electrical improvements to the Pinery Park shelter.

4. Summary of citizen participation process and consultation process

A variety of public outreach and citizen participation were used to develop this Consolidated Plan. The 2020 Stakeholder Housing and Community Development Survey and Resident Survey were used to help establish priorities throughout the City by gathering feedback on the level of need for housing and community development categories. The Stakeholder survey received a total of 207 responses and the Resident Survey received 1,160 responses. Four Focus Groups and one public meeting were held prior to the release of the draft plan to garner feedback on preliminary findings. The Plan was released for public review and one public hearing will be held to offer residents and stakeholders the opportunity to comment on the Plan.

Phone interviews were also undertaken. The results of which are summarized in Section MA-65.

A notice of public hearing was published on December 6, 2022 for public comment on the proposed amendment to both the 2021-2025 Consolidated Plan and 2022-2023 Annual Action Plan. The public hearing was held on January 16, 2023 and no public comments on these amendments were submitted.

5. Summary of public comments

Comments made during the public review meeting and focus groups will be included in the form of transcripts in the Appendix. A summary of the comments is included below:

- Need for more affordable housing options
- Need for services and housing for seniors
- Rent is unaffordable for many households
- Need for childcare
- Need for economic development to encourage better paying jobs
- Need for collaboration with other Cities
- Need for assessment of vacant commercial properties
- Increased need for services since COVID pandemic
- Need for stabilizing services more than stop-gap measures

6. Summary of comments or views not accepted and the reasons for not accepting them

Not applicable.

7. Summary

The following information compliments and affirms the 2020 Analysis to Impediments to Fair Housing Choice and Housing Needs Assessment completed by the City in December 2019. A copy of the 2020 Analysis to Impediments to Fair Housing Choice and Housing Needs Assessment may be found at:

<https://www.wyomingmi.gov/About-Wyoming/City-Departments/Planning-Community-Development/Community-Development>.

This Consolidated Plan process's additional needs assessment and market analysis have been guided by the Housing and Community Development Survey and public input, identifying ten (10) priority needs. These are described below.

- **Maintain Housing Stock and Housing Rehabilitation:** Health, safety, and maintenance of owner-occupied housing, including lead hazard reduction, renovation of housing to meet the needs of persons with disabilities or elderly households.
- **Homelessness:** Homelessness is growing in the City and more households face homelessness or are at-risk of homelessness. The growing homeless population in the City, as well as County-wide, keeps this a high priority for funding during this 2021-2026 Consolidated Plan. This includes both the need for shelter and housing options, as well as services for those experiencing homelessness.
- **Access to Affordable Owner Housing:** Access to affordable housing options is a high priority in the City of Wyoming as households that are unstably housed accounts for a large proportion of the population, as demonstrated by the number of households with cost burdens. Cost burdened households are defined as households paying more than 30 percent of their household income on their housing. This need was also echoed in the City's outreach efforts, surveys, focus groups, and community meetings. Increased opportunities for affordable owner-occupied housing should be prioritized, including access and stability through supportive programs such as homebuyer down payment assistance, legal assistance for housing matters, financial/homeownership counseling, and other support.
- **Access to Affordable Rental Housing:** Access to affordable housing options is a high priority in the City of Wyoming due to the proportion of household that are unstably housed, as demonstrated by the proportion of renter households with cost burdens. Increased opportunities for access to affordable rental housing and stability for low- and moderate-income persons, including those at risk of becoming homeless, through programs such as tenant-based rental assistance and rapid re-housing should be prioritized
- **Fair Housing and Consumer Legal Services:** Fair housing education and enforcement and housing consumer legal services continue to be a high priority within the City to help ensure all households have equitable access to housing options.

Priority Needs Continued

- **Supportive and Community Services:** The need for community services for special needs populations, as well as low to moderate income households are a high priority in the City. These include youth and senior services, childcare and transportation services, mental health services, as well as others identified in *Section NA-50 Non-Housing Community Development Needs*.

- **Clearance of Blighted Structures:** To continue to encourage suitable living environments in the community, the clearance of blighted structures, including those in flood prone areas is essential to maintain and stabilize neighborhoods and the City.
- **Community Health and Safety:** To continue to encourage suitable living environments in the community neighborhood and commercial districts priority is given in investing in Public Safety improvements.
- **Public Infrastructure and Facility Improvements:** Public input suggested the need for a variety of public facility and infrastructure improvements, including disaster mitigation, as shown in *Section NA-50 Non-Housing Community Development Needs*. This also includes the need for ADA improvements in these public facilities.
- **Economic Opportunity:** Improved access to jobs including job training, attracting business with higher paying jobs, and supporting LMI residents with microenterprise efforts is an identified priority.

These Priority Needs are addressed with the five (5) following goals:

Increase Access to Affordable Housing Options

Rehabilitate and preserve owner- and renter-occupied housing to bring units to code standard or provide safety improvements, energy efficiency improvements, access modifications, or treatment of lead or other home hazards, as well as renovations to make homes accessible for persons with disabilities or elderly households.

Provide Suitable Living Environments

The City of Wyoming will utilize Code Enforcement and Clearance/Demolition activities to accomplish this goal. There will be improved public health and safety, reduced blighting influences, and improved property values through code enforcement and clearance of blighted structures.

Enhance Infrastructure and Public Facilities

Enhance publicly-owned facilities and infrastructure that in order to improve the community and neighborhoods, such as parks, streets, sidewalks, streetscapes and other public infrastructure and facilities, including improving accessibility to meet American with Disabilities Act (ADA) standards.

Increase Access to Vital Public Services

Enhance access to public services by funding activities that support special needs and low-to-moderate income households in the community.

Increase opportunities for housing stability through homebuyer down payment assistance, tenant based rental assistance and other support; fair housing education and enforcement, legal assistance for housing matters, and financial/homeownership counseling.

The City will accomplish this goal through supporting agencies that provide housing and supportive services to households experiencing homelessness.

Increase Economic Opportunities

Enhance economic stability and prosperity by increasing economic opportunities for residents through job readiness and skill training, promotion of entrepreneurship (including among culturally diverse populations), façade improvements, and other strategies.

The Process

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	WYOMING	
CDBG Administrator	WYOMING	Community Development
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

Table 1– Responsible Agencies

Narrative

The Lead Agency in the preparation of the City of Wyoming Consolidated Plan, specifically for its Community Development Block Grant program, is the City of Wyoming. The daily CDBG activities will be handled by the Community Services Department’s - Community Development staff. 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 Five-Year Regional Consolidated Plan and approves the annual submittal, including its Annual Action 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.

Planning and Development Department:

The Director of Community Services and Community Development Specialist serve as staff to the Wyoming Community Development Committee (WCDC). The Director of Community Services directs and supervises programs and activities related to the Annual Action Plan and CDBG expenditures. The Community Development Specialist acts as Secretary to the WCDC, advises the Director of Community Services of, and implements as required, Community Development Block Grant (CDBG) regulations, recommended best practices, and other regulatory requirements to ensure program compliance with necessary local, state, and federal administrative and statutory law. The Community Development Specialist and Building Inspector (assigned as the Building Rehabilitation Specialist) work to process cases for Housing Rehabilitation programs. A Rehabilitation Committee, made up of the Community Services Director, Building Inspections Supervisor and City Planner, approve all housing rehabilitation applications and clearance/demolition applications.

Community Development Committee:

Relative specifically to this Annual Action Plan and CDBG funding, the Wyoming Community Development Committee (WCDC), a Council-appointed group made up of Wyoming residents, serves as an advisory body to the Director of Community Services, the City Manager, and the City Council. This group also recommends the approval of the Five-Year Regional Consolidated Plan and recommends the Annual Action Plan and its related annual CDBG budget to the City Council. During the budgeting process, this group interviews sub-recipient applicants and recommends priorities for funding.

Other City Groups:

There is an Intradepartmental Agreement with the Inspections Services office relative to funding Code Enforcement. Other city groups potentially involved with the Annual Action Plan includes the Wyoming Housing Commission, the Downtown Development Authority, the Parks and Recreation Commission, the Public Works Department and the Building Inspections and Parks and Recreation staff of the Community Services Department.

Kent County

The City will continue its consortium agreement with Kent County allowing them to receive and administer Wyoming's federal entitlement of HOME dollars throughout the Kent County-Wyoming HOME Consortium.

Consolidated Plan Public Contact Information

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PR-10 Consultation - 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)

1. Introduction

During the development of the City's Consolidated Plan, the City made a variety of consultation efforts in order to involve outside agencies in the planning process. These efforts included a stakeholder survey, focus groups, and phone interviews. These processes allowed for continued collaboration in the City with both service providers and other governmental agencies, such as Kent County. The City has on-going efforts to keep open lines of communication and collaboration with outside entities and within the City's own departments.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).

The City will continue to work with other City departments, neighboring cities, Kent County and area housing non-profits, such as the Fair Housing Center of West Michigan, Home Repair Services, The Heart of West Michigan United Way, The Salvation Army Social Services, Family Promise of Grand Rapids and ICCF. The City also works with the Disability Advocates of Kent County. In addition, the Director of Community Services is active with the Grand Rapids Area Coalition to End Homelessness/HUD Continuum of Care to address issues of homelessness and affordable housing and the Kent County Essential Needs Task Force and Housing Stability Alliance.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

As allowable through CDBG funds, the City will seek annually to invest in HUD Continuum of Care administration through its fiduciary, The Heart of West Michigan United Way to support the Coalition to End Homelessness goals. The Director of Community Services is active with the Grand Rapids Area Coalition to End Homelessness/HUD Continuum of Care. She also serves on the Governance Board of the Kent County Essential Needs Task Force and Steering Committee of the Housing Stability Alliance. Applications for funding will continue to be prioritized to assist in the administrations of subsistence payments for rental assistance to low-income persons pending eviction for the purpose of preventing homelessness and re-housing financial assistance and stabilization services for low-income families moving out of homelessness. The City will continue to consider the needs of at-risk populations and cooperate in metropolitan initiatives.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

See comments above regarding funding HUD Continuum of Care administration and prioritization of investments in services for unstably housed persons. The City of Wyoming does not receive ESG funds.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

Table 2– Agencies, groups, organizations who participated

1	Agency/Group/Organization	First Steps Kent
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended the Community Needs and Economic Development Focus Group
2	Agency/Group/Organization	KENT COUNTY
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Non-Homeless Special Needs Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended the Community Needs and Economic Development Focus Group
3	Agency/Group/Organization	Family Network of Wyoming
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	
4	Agency/Group/Organization	YMCA
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended the Community Needs and Economic Development Focus Group

5	Agency/Group/Organization	Frey Foundation
	Agency/Group/Organization Type	Services-Education Services-Employment Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended the Community Needs and Economic Development Focus Group
6	Agency/Group/Organization	United Church Outreach Ministry Inc
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-homeless
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended the Community Needs and Economic Development Focus Group
7	Agency/Group/Organization	Fair Housing Center of West Michigan
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended the Community Needs and Economic Development Focus Group, as well as on-going collaboration with the City.
8	Agency/Group/Organization	Kent Intermediate School District
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended the Community Needs and Economic Development Focus Group
9	Agency/Group/Organization	West Michigan Partnership for Children
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended the Community Needs and Economic Development Focus Group
10	Agency/Group/Organization	Legal Aid of Western Michigan
	Agency/Group/Organization Type	Legal Services
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended the Community Needs and Economic Development Focus Group
11	Agency/Group/Organization	Family Promise of Grand Rapids
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended the Community Needs and Economic Development Focus Group
12	Agency/Group/Organization	Mel Trotter Ministries
	Agency/Group/Organization Type	Services-homeless

	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended the Community Needs and Economic Development Focus Group
13	Agency/Group/Organization	Sustainability Business Practices LLC
	Agency/Group/Organization Type	Business and Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Economic Development Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended the Affordable Housing and Infrastructure Focus Group
14	Agency/Group/Organization	LINC Up Nonprofit Housing Corporation
	Agency/Group/Organization Type	Housing Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended the Affordable Housing and Infrastructure Focus Group
15	Agency/Group/Organization	City of Wyoming Departments
	Agency/Group/Organization Type	Agency - Managing Flood Prone Areas Agency - Management of Public Land or Water Resources Agency - Emergency Management Other government - Local Planning organization

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Lead-based Paint Strategy Economic Development Market Analysis Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended the Affordable Housing and Infrastructure Focus Group
16	Agency/Group/Organization	Copper Rock Construction
	Agency/Group/Organization Type	Developer
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended the Affordable Housing and Infrastructure Focus Group
17	Agency/Group/Organization	DISABILITY ADVOCATES OF KENT COUNTY
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended the Affordable Housing and Infrastructure Focus Group
18	Agency/Group/Organization	ICCF NONPROFIT HOUSING CORPORATION
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended the Affordable Housing and Infrastructure Focus Group
19	Agency/Group/Organization	Redstone Homes
	Agency/Group/Organization Type	Housing

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended the Affordable Housing and Infrastructure Focus Group
20	Agency/Group/Organization	Wyoming Housing Commission
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Attended the Affordable Housing and Infrastructure Focus Group

Identify any Agency Types not consulted and provide rationale for not consulting

The City made every attempt to be inclusive in its outreach efforts.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	The Heart of West Michigan United Way	Affordable HUD Continuum of Care administration to support the Coalition to End Homelessness goals.
Wyoming (re)Imagined Master Plan	City of Wyoming	Analysis to Impediments to Fair Housing Choice and Housing Needs Assessment. Market analysis and zoning policy guidance

Table 3– Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))

The City of Wyoming works closely with Kent County in conjunction with the HOME Consortium and other regional efforts. In addition, the City has on-going efforts with the City of Grand Rapids and other

surrounding municipalities to create coordinated efforts, such economic development, whenever possible.

Narrative

PR-15 Citizen Participation - 91.105, 91.115, 91.200(c) and 91.300(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

During the development of the City's 2021-2026 Consolidated Plan and 2020 Annual Action Plan, the City undertook a variety of public outreach activities to gather public input and comment. In addition to the integration of the City's 2020 Analysis of Impediments to Fair Housing Choice and the Housing Needs Assessment, these comments were a part of the community needs assessment and market analysis, and ultimately helped shape the outcome of the Plan's Five Year Goals and Objectives. These outreach efforts included the 2020 Stakeholder Housing and Community Development Survey, the 2020 Resident Survey, a series of four (4) focus groups, one (1) public meeting, and two (2) public input hearings.

Each public meeting had public notices and met the City's guidelines in its Citizen Participation Plan. The public notifications are included in the Appendix.

For the April 2022 amendment to the budget, two public hearings were held on the matter. The first was a Wyoming Community Development Committee meeting on February 2nd, 2022. The notice for this public hearing was published in the Grand Rapids Press on January 18, 2022. There was no public comment on the plan at that hearing. The second public hearing was held on April 4th, 2022 at the Wyoming City Council meeting. Notice of that hearing was published on February 22, 2022. There was no public comment at that public hearing.

For the January 2023 amendment to the 2021-2025 Consolidated Plan and the 2022-2023 Annual Action Plan, there was a public hearing on the matter on January 16, 2023. The City published notice of this hearing on December 6, 2022. There was no public comment at that hearing.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Internet Outreach	Stakeholders and Service Providers	A stakeholder survey was distributed to the City's service providers, stakeholders, and advocates. A total of 207 responses were received.	The results from the survey are included throughout this document, as well as in the Appendix.	Not applicable.	
2	Internet Outreach	Non-targeted/broad community	A survey was distributed to the City residents through social media outlets and the City website. A total of 1,160 responses were received.	The results from the survey are included throughout this document, as well as in the Appendix.		Not applicable.

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Focus Groups	Stakeholders and Service Providers	Four focus groups were held over the course of two weeks targeting public service, economic development, affordable housing, and infrastructure. A total of 14 people attended the September 30 meeting, 9 people attended the October 2 meeting, 13 attended the October 6 meeting, and 6 attended the October 8 meeting.	Transcripts from the Focus Groups will be included in the Appendix.	Not applicable.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Public Meeting	Non-targeted/broad community	A public meeting was held via webinar on the evening of October 7 at 6:30pm. A total of 6 people attended the meeting, in addition to the Community Development Committee members.	Transcripts from the Public Input Meeting is included in the Appendix.	Not applicable.	
5	Public Hearing	Non-targeted/broad community	A public hearing was held on January 4, 2021 during the City Council Meeting.	None received.	Not applicable.	

Table 4– Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

The following section will describe the socio-economic and housing situation in the City of Wyoming. The population in the City has grown from 72,125 people in 2010 to 75,839 in 2018, or by 5.1 percent. With this growth there has been a shift change in the racial or ethnic makeup of the City. Households with incomes over \$100,000 have grown as a proportion of the population, while conversely, poverty has also grown. The proportion of persons in poverty has grown to account for 13.5 percent of the population in 2018.

A significant proportion of households have housing problems, particularly cost burdens, with 29.0 percent of households experiencing cost burdens. Renter households are particularly impacted by cost burdens, at a rate of 49.2 percent. In addition, black, “other” race, and ethnic Hispanic households face housing problems at a disproportionate rate.

Support services for persons experiencing homelessness and special needs populations continues to be a priority for the City as the population continues to age, and other special needs populations are noted to need of housing and service options.

The following Needs Assessment and Market Analysis include two different table types. The first is the default data sets that are required and auto populated from HUD’s eCon Planning Suite. These tables are green. The second is a set of tables that has the most up-to-date data available for the City of Wyoming. These tables are blue. Most of the narrative in the following sections will reference the blue tables by table number.

NA-10 Housing Needs Assessment Summary of Housing Needs and Population Estimates

Summary of Housing Needs

The population in the City of Wyoming grew from 72,125 people in 2010 to 75,839 in 2018, or by 5.1 percent. Kent County was the fastest growing county in Michigan between 2015 and 2016.[1] This growth presents its own set of challenges to address including increased demand for housing and services, as well as shifting demographics and socio-economic context of the region. These conditions will be described in this Needs Assessment.

Population Estimates

The City of Wyoming population by race and ethnicity is shown in NA-10.1. The white population represented 72.7 percent of the population in 2018, compared with black populations accounting for 7.7 percent of the population in 2018. Hispanic households represented 22.8 percent of the population in 2018.

The change in race and ethnicity between 2010 and 2017 is shown in Table NA-10.2. During this time, the total non-Hispanic population was 58,335 persons in 2018. The Hispanic population was 17,197.

The group quarters population includes the institutionalized population, who live in correctional institutions, juvenile facilities, nursing homes, and other institutions, and the non-institutionalized population, who live in college dormitories, military quarters, and other group living situations. As seen in Table NA-10.3, between 2000 and 2010, the institutionalized population changed 71.3 percent in the City of Wyoming, from 87 people in 2000 to 149 in 2010. The non-institutionalized population changed -22.9%, from 271 in 2000 to 209 in 2010.

Households by type and tenure are shown in Table NA-10.4. Family households represented 66.5 percent of households, while non-family households accounted for 33.5 percent. These changed from 67.2 and 32.8 percent, respectively.

NA-10 Household Income and Poverty

Household Income and Poverty

Households by income for the 2010 and 2018 5-year ACS are shown in Table NA-10.5. Households earning more than \$100,000 per year represented 14.6 percent of households in 2017, compared to 10.1 percent in 2010. Meanwhile, households earning less than \$15,000 accounted for 8.7 percent of households in 2017, compared to 12.6 percent in 2000. The growth at the top of the income range is juxtaposed against the growth of poverty as well.

The rate of poverty for City of Wyoming is shown in Table NA-10.6. In 2018, there were an estimated 10,058 persons living in poverty. This represented a 13.5 percent poverty rate, compared to 7.3 percent poverty in 2000. In 2018, some 12.4 percent of those in poverty were under age 6, and 5.6 percent were 65 or older.

Table NA-10 1				
Population by Race and Ethnicity				
City of Wyoming				
2010 Census & 2018 Five-Year ACS				
Race	2010 Census		2018 Five-Year ACS	
	Population	% of Total	Population	% of Total
White	54,696	75.8%	54,948	72.7%
Black	5,215	7.2%	5,842	7.7%
American Indian	450	0.6%	1,073	1.4%
Asian	2,022	2.8%	2,686	3.6%
Native Hawaiian/ Pacific Islander	35	0%	38	0.1%
Other	6,943	9.6%	6,157	8.2%
Two or More Races	2,764	3.8%	4,788	6.3%
Total	72,125	100.0%	75,532	100.0%
Non-Hispanic	58,115	80.6%	58,335	77.2%
Hispanic	14,010	19.4%	17,197	22.8%

Table NA-10.1 Population by Race and Ethnicity

Table NA-10 2				
Population by Race and Ethnicity				
City of Wyoming				
2010 Census & 2018 Five-Year ACS				
Race	2010 Census		2018 Five-Year ACS	
	Population	% of Total	Population	% of Total
Non-Hispanic				
White	49,208	84.7%	46,644	80.0%
Black	4,756	8.2%	5,270	9.0%
American Indian	292	0.5%	408	0.7%
Asian	1,992	3.4%	2,659	4.6%
Native Hawaiian/ Pacific Islander	26	0%	15	0%
Other	93	0.2%	18	0%
Two or More Races	1,748	3.0%	3,321	5.7%
Total Non-Hispanic	58,115	100.0%	58,335	100.0%
Hispanic				
White	5,488	39.2%	8,304	48.3%
Black	459	3.3%	572	3.3%
American Indian	158	1.1%	665	3.9%
Asian	30	0.2%	27	0.2%
Native Hawaiian/ Pacific Islander	9	0.1%	23	0.1%
Other	6,850	48.9%	6,139	35.7%
Two or More Races	1,016	7.3%	1,467	8.5%
Total Hispanic	14,010	100.0	17,197	100.0%
Total Population	72,125	100.0%	75,532	100.0%

Table NA-10.2 Population by Race and Ethnicity 2

Table NA-10 3					
Group Quarters Population					
City of Wyoming					
2000 & 2010 Census SF1 Data					
Group Quarters Type	2000 Census		2010 Census		% Change 00-10
	Population	% of Total	Population	% of Total	
Institutionalized					
Correctional Institutions	0	0%	0	0%	0%
Juvenile Facilities	-	-	0	0%	-
Nursing Homes	87	100.0%	149	100.0%	71.3%
Other Institutions	0	0%	0	0%	0%
Total	87	100.0%	149	100.0%	71.3%
Noninstitutionalized					
College Dormitories	101	37.3%	34	16.3%	-66.3%
Military Quarters	0	0%	0	0%	0%
Other Noninstitutionalized	170	62.7%	175	83.7%	2.9%
Total	271	100.0%	209	100.0%	-22.9%
Group Quarters Population	358	100.0%	358	100.0%	0%

Table NA-10.3 Group Quarters Population

Table NA-10 4				
Household Type by Tenure				
City of Wyoming				
2010 Census SF1 & 2018 Five-Year ACS Data				
Household Type	2010 Census		2018 Five-Year ACS	
	Households	Households	Households	% of Total
Family Households	18,128	67.2%	18,440	66.5%
Married-Couple Family	12,716	70.1%	12,304	66.7%
Owner-Occupied	10,637	83.7%	10,051	81.7%
Renter-Occupied	2,079	16.3%	2,253	18.3%
Other Family	5,412	29.9%	6,136	29.3%
Male Householder, No Spouse	1,536	28.4%	1,827	25.0%
Present				
Owner-Occupied	884	57.6%	1,101	60.3%
Renter-Occupied	652	42.4%	726	39.7%
Female Householder, No Spouse	3,876	71.6%	4,309	63.2%
Present				
Owner-Occupied	1,830	47.2%	2,288	53.1%
Renter-Occupied	2,046	52.8%	2,021	46.9%
Non-Family Households	8,842	32.8%	9,291	33.5%
Owner-Occupied	4,425	50.0%	4,606	49.6%
Renter-Occupied	4,417	50.0%	4,685	50.4%
Total	26,970	100.0%	27,731	100.0%

Table NA-10.4 Household Type by Tenure

Table NA-10 5				
Households by Income				
City of Wyoming				
2010 & 2018 Five-Year ACS Data				
Income	2010 Five-Year ACS		2018 Five-Year ACS	
	Households	% of Total	Households	% of Total
Less than \$15,000	3,406	12.6%	2,423	8.7%
\$15,000 to \$19,999	1,525	5.6%	1,573	5.7%
\$20,000 to \$24,999	1,652	6.1%	1,228	4.4%
\$25,000 to \$34,999	3,767	13.9%	3,610	13.0%
\$35,000 to \$49,999	4,891	18.1%	4,367	15.7%
\$50,000 to \$74,999	5,566	20.6%	6,305	22.7%
\$75,000 to \$99,999	3,497	12.9%	4,169	15.0%
\$100,000 or More	2,734	10.1%	4,056	14.6%
Total	27,038	100.0%	27,731	100.0%

Table NA-10.5 Households by Income

Table NA-10 6				
Poverty by Age				
City of Wyoming				
2000 Census SF3 & 2018 Five-Year ACS Data				
Age	2000 Census		2018 Five-Year ACS	
	Persons in Poverty	% of Total	Persons in Poverty	% of Total
Under 6	641	12.8%	1,251	12.4%
6 to 17	1,184	23.7%	2,404	23.9%
18 to 64	2,735	54.7%	5,838	58.0%
65 or Older	443	8.9%	565	5.6%
Total	5,003	100.0%	10,058	100.0%
Poverty Rate	7.3%	.	13.5%	.

Table NA-10.6 Poverty by Age

Diagram NA-10.1

Population

City of Wyoming
2000 – 2019 Census Estimate Data

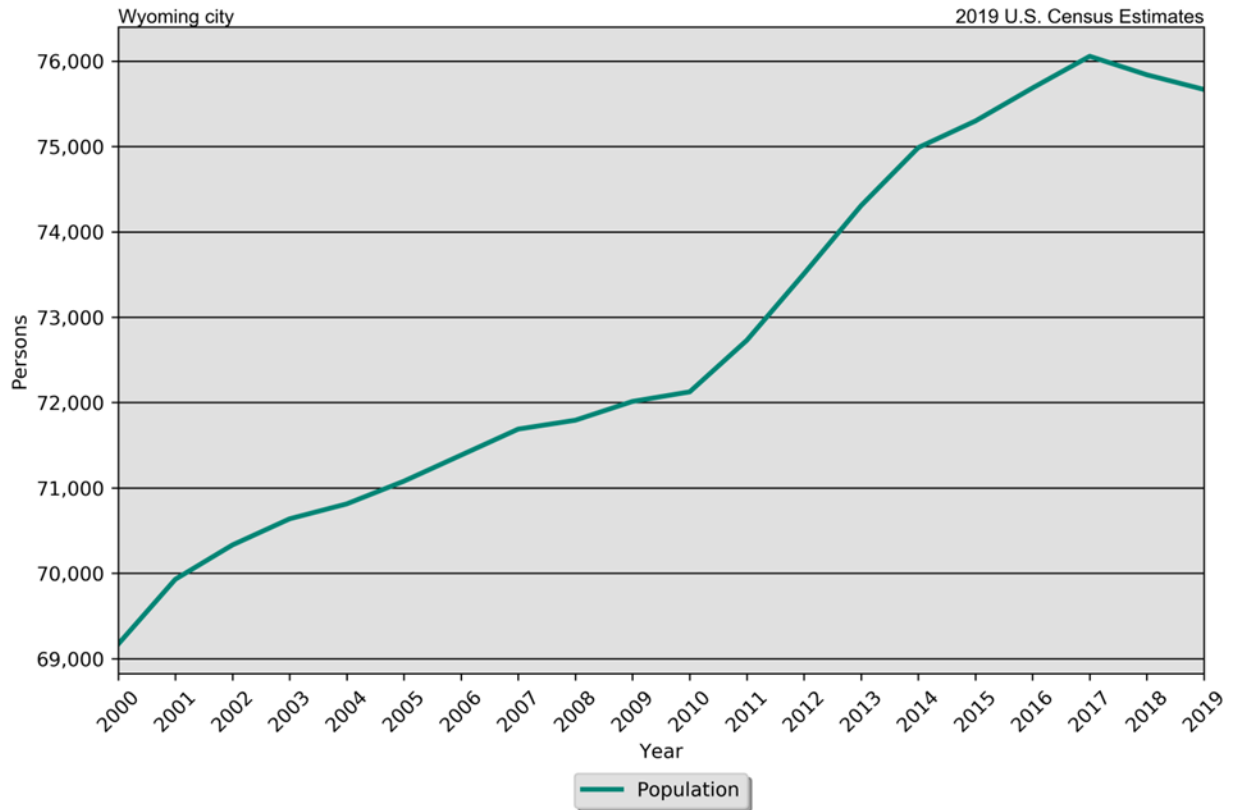


Diagram NA-10.1 Population

NA-10 Housing Problems

Housing Problems

The Department of Housing and Urban Development (HUD) considers a household to have housing problems if they have one of more of the four problems:

1. Housing unit lacks complete kitchen facilities;
2. Housing unit lacks complete plumbing facilities;
3. Household is overcrowded; and
4. Household is cost burdened.

Overcrowding is defined as having from 1.1 to 1.5 people per room per residence, with severe overcrowding defined as having more than 1.5 people per room. Households with overcrowding are shown in Table NA-10.7. In 2018, an estimated 3.0 percent of households were overcrowded, and an additional 1.4 percent were severely overcrowded.

Incomplete plumbing and kitchen facilities are another indicator of potential housing problems. According to the Census Bureau, a housing unit is classified as lacking complete plumbing facilities when any of the following are not present: piped hot and cold water, a flush toilet, and a bathtub or shower. Likewise, a unit is categorized as deficient when any of the following are missing from the kitchen: a sink with piped hot and cold water, a range or cook top and oven, and a refrigerator.

There were a total of 69 households with incomplete plumbing facilities in 2018, representing 0.2 percent of households in City of Wyoming. This is compared to 0.1 percent of households lacking complete plumbing facilities in 2010.

There were 309 households lacking complete kitchen facilities in 2018, compared to 181 households in 2010. This was a change from 0.7 percent of households in 2010 to 1.1 percent in 2018.

Cost burden is defined as gross housing costs that range from 30.0 to 50.0 percent of gross household income; severe cost burden is defined as gross housing costs that exceed 50.0 percent of gross household income. For homeowners, gross housing costs include property taxes, insurance, energy payments, water and sewer service, and refuse collection. If the homeowner has a mortgage, the determination also includes principal and interest payments on the mortgage loan. For renters, this figure represents monthly rent and selected electricity and natural gas energy charges.

As seen in Table NA-10.10, in the City of Wyoming 19.2 percent of households had a cost burden and 10.5 percent had a severe cost burden. Some 29.3 percent of renters were cost burdened, and 19.9 percent were severely cost burdened. Owner-occupied households without a mortgage had a cost burden rate of 5.7 percent and a severe cost burden rate of 6.6 percent. Owner occupied households with a mortgage had a cost burden rate of 17.2 percent, and severe cost burden at 4.9 percent.

Table NA-10 7 Overcrowding and Severe Overcrowding City of Wyoming 2010 & 2018 Five-Year ACS Data							
Data Source	No Overcrowding		Overcrowding		Severe Overcrowding		Total
	Households	% of Total	Households	% of Total	Households	% of Total	
Owner							
2010 Five-Year ACS	18,356	98.8%	203	1.1%	26	0.1%	18,585
2018 Five-Year ACS	17,693	98.0%	289	1.6%	64	0.4%	18,046
Renter							
2010 Five-Year ACS	8,102	95.8%	287	3.4%	64	0.8%	8,453
2018 Five-Year ACS	8,826	91.1%	532	5.5%	327	3.4%	9,685
Total							
2010 Five-Year ACS	26,458	97.9%	490	1.8%	90	0.3%	27,038
2018 Five-Year ACS	26,519	95.6%	821	3.0%	391	1.4%	27,731

Table NA-10.7 Overcrowding and Severe Overcrowding

Table NA-10 8 Households with Incomplete Plumbing Facilities 2010 and 2018 Five-Year ACS Data		
Households	2010 Five-Year ACS	2018 Five-Year ACS
With Complete Plumbing Facilities	27,003	27,662
Lacking Complete Plumbing Facilities	35	69
Total Households	27,038	27,731
Percent Lacking	0.1%	0.2%

Table NA-10.8 Households with Incomplete Plumbing Facilities

Table NA-10 9 Households with Incomplete Kitchen Facilities City of Wyoming 2010 and 2018 Five-Year ACS Data		
Households	2010 Five-Year ACS	2018 Five-Year ACS
With Complete Kitchen Facilities	26,857	27,422
Lacking Complete Kitchen Facilities	181	309
Total Households	27,038	27,731
Percent Lacking	0.7%	1.1%

Table NA-10.9 Households with Incomplete Kitchen Facilities

Table NA-10 10					
Cost Burden and Severe Cost Burden by Tenure					
City of Wyoming					
2010 & 2018 Five-Year ACS Data					
Data Source	31%-50%		Above 50%		Total
	Households	% of Total	Households	% of Total	
Owner With a Mortgage					
2010 Five-Year ACS	3,297	24.00%	1,571	11.50%	13,718
2018 Five-Year ACS	2,159	17.20%	617	4.90%	12,562
Owner Without a Mortgage					
2010 Five-Year ACS	574	11.80%	373	7.70%	4,867
2018 Five-Year ACS	314	5.70%	364	6.60%	5,484
Renter					
2010 Five-Year ACS	2,132	25.20%	2,038	24.10%	8,453
2018 Five-Year ACS	2,838	29.30%	1,923	19.90%	9,685
Total					
2010 Five-Year ACS	6,003	22.20%	3,982	14.70%	27,038
2018 Five-Year ACS	5,311	19.20%	2,904	10.50%	27,731

Table NA-10.10 Cost Burden and Severe Cost Burden by Tenure

NA-10 Households in Need of Housing Assistance

Describe the number and type of single person households in need of housing assistance.

There were an estimated 6,623 one-person households in the City of Wyoming in 2018. Of these over 6,600 one-person households, those that are below 30 percent HUD Area Median Family Income (HAMFI) are the most likely to need housing assistance in the area.

Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.

Disability by age, as estimated by the 2018 ACS, is shown in Table NA-10.11, below. The disability rate for females was 15.3 percent, compared to 13.3 percent for males. The disability rate grew precipitously higher with age, with 52.6 percent of those over 75 experiencing a disability.

The number of disabilities by type, as estimated by the 2018 ACS, is shown in Table NA-10.12. Some 7.4 percent have an ambulatory disability, 7.3 have an independent living disability, and 2.5 percent have a self-care disability.

Map NA-10.1 below shows the distribution of persons with disabilities in 2017. The elderly population with disabilities is shown in Map NA-10.2. Those aged 65 and older are the most likely to have a disability and are also the most likely to need supportive services. While there are no areas in the City with a disproportionately higher concentration of persons with a disability overall, there are areas in the western part of the City with higher rates of elderly household that have at least one form of disability.

Pinpointing specific numbers of domestic violence survivors is difficult due to the lack of reporting and other mitigating factors. However, according to one Domestic Violence service provider, there are 100 fatalities a year in Michigan due to domestic violence and an estimated one in three Michigan families have been impacted by domestic abuse.[1]

NA-10 Most Common Housing Problems

What are the most common housing problems?

As seen in Table NA-10.13, the most common housing problems, by far, are housing cost burdens. There are 8,215 households in the City of Wyoming with a cost burden or severe cost burden, which accounts for 29.7 percent of the overall population.

Are any populations/household types more affected than others by these problems?

For homeowner households, an estimated 18.8 percent face cost burdens or severe cost burdens. Elderly non-family households experience cost burdens at a much higher rate, at 34.8 percent. At lower income levels, large and small families experience cost burdens at a higher rate, at 100.0% and 94.1 percent, respectively, for households below 30 percent HUD Area Median Family Income (HAMFI). These data are shown in Table NA-10.14.

Renters are more likely to experience cost burdens than owner households, at a rate of 49.2 percent for all renter households in the City. Elderly non-family households experience the highest rate of cost burdens overall, for renter households, at 64.1 percent. As seen with owner households, lower income large family and small family renter households experience cost burdens at the highest rate. Small families between 30 and 50 percent HAMFI experience cost burdens at a rate of 88.8 percent and large families in this income range experience cost burdens at a rate of 94.1 percent. These data are shown in Table NA-10.15.

NA-10 Characteristics Questions

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

Households most likely to be at risk of becoming unsheltered are those with extremely low incomes that are severely cost-burdened. There are 2,540 households in the City of Wyoming that are below 30 percent HAMFI with severe cost burdens. These 755 homeowner households and 1,785 renter households are the most at-risk of becoming homeless.

If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:

Not applicable.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

According to the National Alliance to End Homelessness, there are various factors that contribute to an increased risk of homelessness. These housing characteristics include households that are doubled up, or living with friends or family, persons recently incarcerated, and young adults out of foster care. Economic factors include households with severe cost burden and households facing unemployment. As described here and in the following sections, there are a large number of households facing cost burdens and other housing problems that create instability and increase their risk of homelessness.

NA-10 Discussion

The population in the City of Wyoming has grown significantly. With this growth there has been a change in the racial and ethnic makeup of the City. Income disparity is growing, with households earning more than \$100,000 a year growing to account for 14.6 percent of the population in 2018. Meanwhile, persons in poverty grew from 7.3 percent of the population in 2000 to 13.5 percent of the population in 2018.

A significant proportion of households have housing problems, particularly cost burdens, with 29.7 percent of households experiencing cost burdens. Renter households are particularly impacted by cost burdens, at a rate of 49.2 percent.

NA-25 Table 21- Greater Need: Housing Cost Burdens AMI

Table NA-30 1 Total Households with Housing Problems by Income and Race City of Wyoming 2012–2016 HUD CHAS Data								
Income	Non-Hispanic by Race						Hispanic (Any Race)	Total
	White	Black	Asian	American Indian	Pacific Islander	Other Race		
With Housing Problems								
\$0 to \$22,980	1,595	635	10	4	0	150	745	3,139
\$22,981 to \$38,300	1,590	180	50	4	0	60	775	2,659
\$38,301 to \$61,280	1,290	95	25	4	0	100	300	1,814
\$61,281 to \$76,600	155	40	50	0	0	0	45	290
Above \$76,600	205	0	0	0	0	0	60	265
Total	4,835	950	135	12	0	310	1,925	8,167
Total								
\$0 to \$22,980	1,915	725	29	4	0	195	745	3,613
\$22,981 to \$38,300	2,250	225	70	4	0	105	905	3,559
\$38,301 to \$61,280	4,870	405	110	4	0	119	1,010	6,518
\$61,281 to \$76,600	2,655	250	150	10	0	85	385	3,535
Above \$76,600	8,965	350	325	70	0	170	835	10,715
Total	20,655	1,955	684	92	0	674	3,880	27,940

NA-25 Table NA-30.1 Total Households with Housing Problems by Income and Race

NA-30 Disproportionately Greater Need: Discussion

Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

The overall rate of housing problems is 29.2 percent in the City of Wyoming. A disproportionate share of housing problems exists if any one racial or ethnic group experiences housing problems at a rate at least ten (10) percentage points higher than the average. In this case, at a rate of at least 39.3 percent, Black/African American, “other” race, and Hispanic households face housing problems at a disproportionate rate. Black/African American households face housing problems at a rate of 48.6 percent. “Other” race households face housing problems at a rate of 46.0 percent. Hispanic households face housing problems at a rate of 49.6 percent.

If they have needs not identified above, what are those needs?

None identified.

Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

There are several areas in the City of Wyoming where black and Hispanic households are concentrated. This discussion and maps area shown in *MA-50 Needs and Market Analysis Discussion*.

NA-35 Public Housing

The Wyoming Housing Commission owns and operates publicly owned and subsidized housing in the City of Wyoming, and provides federally-based housing subsidies throughout a large 35 miles geographic area shared with neighboring jurisdictions. The Commission owns 195 units located at Westwood Apartments, Waldon Woods, and various scattered locations throughout the city. The Commission also administers 1,157 Housing Choice Vouchers (Section-8) within Kent County and part of Ottawa County.

Characteristics of Residents

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher	
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program
Average Annual Income	0	0	11,569	12,432	0	12,362	0	0
Average length of stay	0	0	5	5	0	5	0	0
Average Household size	0	0	2	2	0	2	0	0
# Homeless at admission	0	0	0	0	0	0	0	0
# of Elderly Program Participants (>62)	0	0	33	135	0	114	0	0
# of Disabled Families	0	0	72	356	0	281	0	0
# of Families requesting accessibility features	0	0	184	1,193	0	1,095	0	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Table 23 – Characteristics of Public Housing Residents by Program Type

NA-35 Table 23 - Characteristics of Public Housing Residents by Program Type

Race of Residents

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	113	431	0	398	0	0	33
Black/African American	0	0	69	754	0	690	0	0	58
Asian	0	0	1	4	0	3	0	0	1
American Indian/Alaska Native	0	0	0	4	0	4	0	0	0
Pacific Islander	0	0	1	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 24 – Race of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

NA-35 Table 24 - Race of Public Housing Residents by Program Type

NA-35 Section 504 Needs Assessment

Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:

According to the City's 2020 Housing Needs Assessment, the demographics of the Wyoming Housing Commission (WHC) participants living in City-owned properties or using Section 8 vouchers are maintained according to race and national origin for all households, and identify those households that include a person with a disability. Certain household or personal characteristics such as age or having a disability may qualify eligible households for particular types of housing subsidy. For this reason, the WHC waiting list does not move in a strict numerical order of acceptance onto the list; rather it moves according to order of acceptance combined with unique household factors connected to particular subsidy categories that may affect their position on the list. The needs of public housing tenants and applicants on the waiting list vary, and the need for accessible units is a prioritizing factor for households when accessing units.

Most immediate needs of residents of Public Housing and Housing Choice voucher holders

The waiting list for Section 8 is currently closed and it takes an estimated two to five years to be contacted for those on the waiting list. The WHC administers approximately 1,150 Housing Choice Vouchers (Section-8) within Kent County and part of Ottawa County. The most immediate needs of households on the waiting list is accessing affordable housing and, in some cases, preventing homelessness. These needs are complicated by the availability of accessing units that will accept vouchers, and the amount of need in the area. The Family Self-Sufficiency Program (FSS) is designed to promote the development of local strategies to coordinate the use of housing assistance with job training and other community support activities. The Wyoming Housing Commission's objective in the FSS Program is to assist families "To attain/maintain economic self-sufficiency through the development of academia, job training, and life skills programs to enable gainful employment and eliminate dependence on welfare." [1] The Wyoming Housing Commission (WHC) has collaborated with the Grand Rapids and Kent County Housing Commissions to maximize access to resources in the community. The WHC has tailored the FSS program to provide a comprehensive approach to referral, assessment, and employment services. This will afford families the opportunity to develop their skills and achieve self-sufficiency.

How do these needs compare to the housing needs of the population at large

These needs are seen in a much higher rate and are more urgent than the population at large. The low-income levels of households utilizing publicly supported housing dramatically increases the likelihood of housing problems and risk of homelessness. In addition, the rate of disabilities among those in public housing is higher than the general population, requiring additional accommodations in housing units. While supportive housing services are important to most affordable housing and special needs clients, those at the lowest income in assisted housing require the most intensive aid.

NA-35 Discussion

Discussion

The WHC's 2019- 2024 PHA 5-Year Plan has the following goals:[1]

1. Maintain standard performer for SEMAP and PHAS or higher.
2. Maintain public housing vacancy at 2% or less.
3. Complete 100% of emergency work orders within 24 hours.
4. Utilize the 98% of the voucher allocation or budget authority.
5. Apply for any additional vouchers, which may become available.
6. Increase public housing unit inventory to the extent possible (upon funding & property availability)
7. Support families in their goal to obtain homeownership by having a minimum of five combined closings in both homeownership programs.
8. Increase the number of FSS participants to 125 or higher.
9. Incorporate office renovation and/or reconfigure office workspace to accommodate expanding WHC staff, along with office equipment (upon funding availability).
10. Purchase maintenance vehicles to transport staff to work orders, unit turnaround, emergencies etc.
11. Apply for available grant programs, such as Rental Assistance Demonstration RAD.
12. Conduct needs assessments and self-evaluations analysis to meet Section 504 compliance along with the Office of Fair Housing and Equal Opportunity (FHEO) requirements. This assessment will ensure to meet the requirements of Section 504 and provide updates on such needs.
13. Pursue opportunities to provide more Affordable Housing through Project Based Vouchers.

NA-40 Homeless Needs Assessment Introduction

Introduction:

The City of Wyoming is part of the Wyoming, Grand Rapids, Kent County Continuum of Care (CoC). The CoC's Point in Time Counts are shown in Table NA-40.1, below. In 2015, there were an estimated 912 persons counted and in 2019 there were 759 persons counted. However, these numbers may not capture the entirety of the homeless population. The City's Housing Needs Assessment (HNA) found that in 2018, there were 851 homeless persons in the City of Wyoming itself. The HNA also found that the School District recorded 547 students in 2018. Homelessness continues to be a challenge for the community to address.

Homeless Needs Assessment

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Adult(s) and Child(ren)	324	0	0	0	0	0
Persons in Households with Only Children	8	0	0	0	0	0
Persons in Households with Only Adults	411	16	0	0	0	0
Chronically Homeless Individuals	110	3	0	0	0	0
Chronically Homeless Families	8	0	0	0	0	0
Veterans	47	1	0	0	0	0
Unaccompanied Child	8	0	0	0	0	0
Persons with HIV	5	0	0	0	0	0

Table 26 - Homeless Needs Assessment

Data Source Comments:

NA-40 Table 26 - Homeless Needs Assessment

NA-40 Nature and Extent of Homelessness

NA-40 Additional Homelessness Information

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

There were an estimated 52 households with children counted in the 2019 Point-in-Time count. Of these households, all were sheltered. Some 218 of the 324 persons in households with children were under the age of 18. There were 48 veterans counted in the PIT. All but one of these individuals were sheltered at the time of the count. The City’s Housing Needs Assessment found that there were over 10,000 persons in Kent County that were homeless or at severe risk of losing their housing in 2018.[1]

Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

There were 321 white persons counted in the 2019 Point In Time (PIT), and 382 black persons. In addition, there was one Asian individual, ten American Indian or Alaskan Native, and four Pacific Islander individuals counted. As for ethnicity, there were 106 Hispanic persons counted.

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

According to the PIT, only 16 persons were unsheltered, accounting for 2.1 percent of the total homeless population counted. However, the Housing Needs Assessment found that over 800 persons were homeless in 2018 in just the City of Wyoming. This indicates that while the number of sheltered

homeless may be captured in the PIT, there are limitations to accurately representing the number of unsheltered homeless households, or those that are living in cars or doubled up.

Discussion:

The homeless population in the City of Wyoming continues to grow. As the population increases, the need for housing and service options also increases. In addition, the number of households identified in the area who are at risk of homelessness continue to be a high priority. Knowing this information will help the City in their efforts to keep the number of homeless households from increasing within the city.

NA-45 Homeless Special Needs Assessment

Introduction:

The following section describes the non-homeless special needs populations in the City of Wyoming. These non-homeless special needs populations include the elderly, persons with disabilities, persons with drug and alcohol addictions, and persons with HIV/AIDS.

Describe the characteristics of special needs populations in your community:

Elderly and Frail Elderly

Table NA-45.1, presents the population in the City of Wyoming by age and gender. In 2010, there were 11,859 people aged 25 to 34, made up of 5,984 men, and 5,875 women. In comparison, in 2018, there were 13,204 people in the 25 to 34 age cohort, with 6,571 men and 6,633 women.

People with Disabilities

Disability by age, as estimated by the 2018 ACS, is shown in Table NA-45.2, below. The disability rate for females was 15.3 percent, compared to 13.3 percent for males. The disability rate grew precipitously higher with age, with 52.6 percent of those over 75 experiencing a disability.

The number of disabilities by type, as estimated by the 2018 ACS, is shown in Table NA-45.3. Some 7.4 percent have an ambulatory disability, 7.3 have an independent living disability, and 2.5 percent have a self-care disability.

People with Alcohol and Drug Addictions

The Kent County 2017 Community Health Needs Assessment found that proximately 5 percent of Kent County adults reported heavy drinking and 15.3 percent reported binge drinking.[1] Per the most recent data available at the time of this report, the number of opioid-related deaths in Kent County in 2017 (93) exceeded those in 2016 (70). Between 1999 and 2015 in Kent County, the drug-induced mortality rate (including deaths from any drug) increased nearly fourfold, from 4.2 per 100,000 to 16.2.

What are the housing and supportive service needs of these populations and how are these needs determined?

The 2020 Stakeholder Housing and Community Development Survey found that persons with mental illness had the highest rated needs, followed by youth aging out of foster care, persons who are experiencing homeless, and the survivors of domestic violence. These results are shown in Table NA-45.4, below.

Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:

According to the Kent County 2018 Communicable Disease Summary, there were 30 new cases of HIV reported in 2018 in Kent County residents and 8 new diagnoses of AIDS. This compares to 37 cases of HIV and 10 AIDS diagnoses reported during 2017.[1] In addition, the Epidemiological Profile of HIV in Michigan (2018) found that Kent County was one of the top ten counties in terms of HIV prevalence and new diagnoses in the State.[2]

Discussion:

The special needs population in Wyoming includes the elderly and frail elderly, which are growing at the fastest rate of any age group in the area. It also includes persons with disabilities, which account for 14.3 percent of the population and 52.6 percent of those aged 75 and older. In addition, there are other

special needs population, such as veterans, persons with alcohol and drug abuse disorders, survivors of domestic violence, and persons with HIV/AIDS that are in need of services in the City.

Housing Needs Summary Tables

1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	0	80	130	20	230	0	15	15	0	30
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	25	45	35	0	105	0	10	0	10	20
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	65	180	145	15	405	0	90	85	25	200
Housing cost burden greater than 50% of income (and none of the above problems)	1,435	125	40	0	1,600	625	430	135	55	1,245
Housing cost burden greater than 30% of income (and none of the above problems)	270	1,035	720	4	2,029	250	720	790	225	1,985
Zero/negative Income (and none of the above problems)	120	0	0	0	120	75	0	0	0	75

NA-10 Housing Needs Summary Tables Table 1

Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	3,155	3,485	6,320	3,795	10,845
Small Family Households	1,135	940	2,395	1,680	6,325
Large Family Households	160	605	720	510	1,025
Household contains at least one person 62-74 years of age	420	515	910	610	1,680
Household contains at least one person age 75 or older	350	510	695	199	400
Households with one or more children 6 years old or younger	700	725	1,435	880	1,125

Table 6 - Total Households Table

Data 2011-2015 CHAS
Source:

NA-10 Table 6 - Total Households Table

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0- 30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	1,525	430	350	35	2,340	625	540	235	90	1,490
Having none of four housing problems	500	1,320	2,425	945	5,190	310	1,190	3,310	2,725	7,535
Household has negative income, but none of the other housing problems	120	0	0	0	120	75	0	0	0	75

Table 8 – Housing Problems 2

Data 2011-2015 CHAS
Source:

NA-10 Table 8 Housing Problems 2

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	720	315	205	1,240	315	400	445	1,160
Large Related	80	190	80	350	60	245	120	425
Elderly	225	249	130	604	320	355	165	840
Other	730	615	394	1,739	185	230	260	675
Total need by income	1,755	1,369	809	3,933	880	1,230	990	3,100

Table 9 – Cost Burden > 30%

Data 2011-2015 CHAS
Source:

NA-10 Table 9 Cost Burden Greater than 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	520	10	0	530	300	95	25	420
Large Related	80	0	0	80	25	40	25	90
Elderly	200	94	70	364	160	180	25	365
Other	685	100	4	789	140	110	60	310
Total need by income	1,485	204	74	1,763	625	425	135	1,185

Table 10 – Cost Burden > 50%

Data 2011-2015 CHAS
Source:

NA-10 Table 10 Cost Burden Greater than 50%

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	90	195	85	15	385	0	39	75	14	128

Demo

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Multiple, unrelated family households	0	0	64	0	64	0	54	10	20	84
Other, non-family households	0	30	30	15	75	0	0	0	0	0
Total need by income	90	225	179	30	524	0	93	85	34	212

Table 11 – Crowding Information – 1/2

NA-10 Table 11 Crowding 1 of 2

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	0	0	0	0	0	0	0	0

Table 12 – Crowding Information – 2/2

Data Source
Comments:

NA-10 Table 12 Crowding Information 2 of 2

0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,670	295	195
White	1,345	190	120
Black / African American	495	80	45
Asian	20	4	15
American Indian, Alaska Native	4	0	0
Pacific Islander	0	0	0
Hispanic	620	0	4

Table 13 - Disproportionately Greater Need 0 - 30% AMI

Data 2011-2015 CHAS
Source:

NA-15 Table 13 Disproportionately Greater Need 0-30% AMI

30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,730	755	0
White	1,725	545	0
Black / African American	160	25	0
Asian	45	20	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	760	175	0

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37

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Demo

Table 14 - Disproportionately Greater Need 30 - 50% AMI

Data Source: 2011-2015 CHAS

NA-15 Table 14 Disproportionately Greater Need 30-50% AMI

50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,095	4,225	0
White	1,530	3,265	0
Black / African American	100	230	0
Asian	10	50	0
American Indian, Alaska Native	4	4	0
Pacific Islander	0	0	0
Hispanic	385	665	0

Table 15 - Disproportionally Greater Need 50 - 80% AMI

Data 2011-2015 CHAS
Source:

NA-15 Table 15 - Disproportionately Greater Need 50-80% AMI

80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	355	3,440	0
White	245	2,605	0
Black / African American	4	155	0
Asian	40	135	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	65	485	0

Table 16 - Disproportionally Greater Need 80 - 100% AMI

NA-15 Table 16 - Disproportionately Greater need 80-100% AMI

0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,150	810	195
White	995	540	120
Black / African American	460	115	45
Asian	20	4	15
American Indian, Alaska Native	4	4	0
Pacific Islander	0	0	0
Hispanic	550	70	4

Table 17 – Severe Housing Problems 0 - 30% AMI

Data 2011-2015 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

NA-20 Table 17 Severe Housing Problems 0-30% AMI

30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	970	2,510	0
White	630	1,640	0
Black / African American	15	170	0
Asian	15	50	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	290	645	0

Table 18 – Severe Housing Problems 30 - 50% AMI

Data 2011-2015 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

NA-20 Table 18 Disproportionately Greater Need 30-50% AMI

50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	585	5,735	0
White	350	4,445	0
Black / African American	15	315	0
Asian	0	60	0
American Indian, Alaska Native	4	4	0
Pacific Islander	0	0	0
Hispanic	205	835	0

Table 19 – Severe Housing Problems 50 - 80% AMI

Data 2011-2015 CHAS
Source:

NA-20 Table 19- Severe Housing Problems 50-80% AMI

80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	125	3,670	0
White	80	2,770	0
Black / African American	0	160	0
Asian	0	180	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	50	500	0

Table 20 – Severe Housing Problems 80 - 100% AMI

Data 2011-2015 CHAS
Source:

NA-20 Table 20 Severe Housing Problems 80-100% AMI

Totals in Use

	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of <u>units</u> vouchers in use	0	0	184	1,193	0	1,095	0	0	92

Table 22 - Public Housing by Program Type

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

NA-35 Table 22 Public Housing by Program Type

Ethnicity of Residents

Ethnicity	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	28	103	0	97	0	0	6
Not Hispanic	0	0	156	1,090	0	998	0	0	86

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 25 – Ethnicity of Public Housing Residents by Program Type

NA-35 Table 25 Ethnicity of Public Housing Residents by Program Type

NA-50 Non-Housing Community Development Needs - 91.415, 91.215 (f)

Describe the jurisdiction's need for Public Facilities:

The City's Resident Survey and the Stakeholder Survey found that the top-rated needs for public facilities include parks and recreational facilities, facilities for abused or neglected children, childcare centers, and youth centers. Public comment during the community echoed these sentiments, and there was also one comment asserting that there is no need to additional parks in the community.

How were these needs determined?

These needs were determined using the above listed surveys and public input during the community meetings.

Table NA-45.1 Population by Age and Gender City of Wyoming 2010 Census & 2018 Five-Year ACS Data								
Age	2010 Census				2018 Five Year ACs			
	Male	Female	Total	Percent	Male	Female	Total	Percent
Under 5	3,076	2,886	5,962	8.3%	2,928	2,857	5,785	7.7%
5 to 19	8,020	7,522	15,542	21.5%	7,432	7,857	15,289	20.2%
20 to 24	2,693	2,933	5,626	7.8%	2,634	2,533	5,167	6.8%
25 to 34	5,984	5,875	11,859	16.4%	6,571	6,633	13,204	17.5%
35 to 54	9,730	9,883	19,613	27.2%	9,586	10,014	19,600	25.9%
55 to 64	3,396	3,603	6,999	9.7%	4,035	4,473	8,508	11.3%
65 and Older	2,662	3,862	6,524	9.0%	3,382	4,597	7,979	10.6%
Total	35,561	36,564	72,125	100%	36,568	38,964	75,532	100%

Table NA-45.1

Table NA-45.2 Disability by Age City of Wyoming 2018 Five-Year ACS Data						
Age	Male		Female		Total	
	Disabled Population	Disability Rate	Disabled Population	Disability Rate	Disabled Population	Disability Rate
Under 5	0	0%	0	0%	0	0%
5 to 17	425	6.6%	562	7.8%	987	7.2%
18 to 34	945	9.3%	884	9.0%	1,829	9.1%
35 to 64	2,522	18.5%	2,764	19.1%	5,286	18.8%
65 to 74	403	18.8%	717	26.7%	1,120	23.2%
75 or Older	578	48.7%	1,014	55.2%	1,592	52.6%
Total	4,873	13.3%	5,941	15.3%	10,814	14.3%

Table NA-45.2

Table NA-45.3		
Total Disabilities Talled: Aged 5 and Older		
City of Wyoming 2018 Five-Year ACS		
Disability Type	Population with Disability	Percent with Disability
Hearing disability	2,430	3.2%
Vision disability	2,004	2.7%
Cognitive disability	5,155	7.4%
Ambulatory disability	5,120	7.4%
Self-Care disability	1,708	2.5%
Independent living difficulty	4,071	7.3%

Table NA-45.3

Table NA-45.4							
Needs of Special Populations							
City of Wyoming Housing and Community Development Survey							
Question	No Need	Low Need	Medium Need	High Need	Don't Know	Missing	Total
Please rate the need for SERVICES AND FACILITIES for each of the following special needs groups in the City.							
Persons with mental illness	3	18	50	84	24	28	207
Youth aging out of foster care	3	14	51	82	26	31	207
Persons who are experiencing homeless	6	23	54	78	18	28	207
Survivors of domestic violence	4	17	61	69	27	29	207
Veterans	4	18	63	64	28	30	207
Veterans	4	18	63	64	28	30	207
Persons with substance abuse addictions	6	26	58	61	26	30	207
Seniors (65+)	2	31	63	59	24	28	207
Persons with physical disabilities	2	27	66	56	28	28	207
Persons with developmental disabilities	3	23	69	55	29	28	207
Persons recently released from jail/prison	9	29	59	52	30	28	207
Persons with HIV/AIDS	12	48	47	21	51	28	207

Table NA-45.4

Table NA-50.1 Public Facilities and Investments City of Wyoming Housing and Community Development Survey	
Question	Response
As a resident of Wyoming, which of the following public facilities or investments do you feel are most needed in Wyoming? Please select up to five (5) choices from the list below.	
Parks and recreational facilities	569
Facilities for abused or neglected children	539
Youth centers	536
Investments in Fire Stations and fire equipment	512
Community centers	424
Food banks	368
Facilities for people living with a disability or ongoing illness	356
Childcare facilities	337
Homeless shelters	281
Senior centers	237
Healthcare facilities	199
Investments that improve accessibility of public buildings	130
Residential treatment centers	109

Table NA-50.1

Table NA-50.2 Providing a Suitable Living Environment City of Wyoming Housing and Community Development Survey							
Question	No Need	Low Need	Medium Need	High Need	Don't Know	Missing	Total
Please rate the need for the following COMMUNITY AND PUBLIC FACILITIES in the City:							
Youth centers	3	23	67	82	14	18	207
Childcare facilities	2	21	63	80	21	20	207
Facilities for abused/neglected children	5	11	55	73	38	25	207
Community centers	4	37	71	63	14	18	207
Parks and recreational facilities	11	46	73	50	9	18	207
Homeless shelters	20	43	51	48	26	19	207
Senior centers	8	39	72	47	21	20	207
Healthcare facilities	8	51	62	47	21	18	207
Facilities for persons living with Disabilities	5	30	68	47	37	20	207
Fire Stations/equipment	12	44	56	41	35	19	207
Residential treatment centers	7	43	68	30	39	20	207
Improved accessibility of Public buildings	30	59	43	26	30	19	207

Table NA-50.2

Describe the jurisdiction’s need for Public Improvements:

The City’s Stakeholder Survey found that the top-rated infrastructure needs were street and road improvements, bicycle and walking paths, and new Tree Planting. Comments from City staff during the Housing and Infrastructure Focus Group indicated a need for increased capacity for infrastructure to meet growth in certain areas in the City.

How were these needs determined?

These needs were determined using the above listed surveys and public input during the community meetings.

Table NA-50.3 Providing a Suitable Living Environment City of Wyoming Housing and Community Development Survey							
Question	No Need	Low Need	Medium Need	High Need	Don't Know	Missing	Total
Please rate the need for the following INFRASTRUCTURE activities:							
Street and road improvements	3	27	95	58	7	17	207
Bicycle and walking paths	11	40	72	55	12	17	207
New Tree Planting	20	51	61	44	12	19	207
Sidewalk improvements	3	44	94	38	10	18	207
Water system capacity improvements	17	61	42	29	38	20	207
Flood drainage improvements	12	48	53	28	49	17	207
Bridge improvements	7	55	59	26	43	17	207
Storm sewer system improvements	16	48	53	25	48	17	207
Sewer system improvements	20	56	45	24	45	17	207
Park and recreation improvements	23	50	81	23	13	17	207
Water quality improvements	38	61	37	19	35	17	207
Other	7	2	3	5	20	170	207

Table NA-50.3

Describe the jurisdiction’s need for Public Services:

The City’s Stakeholder Survey found that the top-rated public service needs were mental health services, services for youth aging out of foster care, substance abuse services, and veterans' services. Comments during the Focus Groups indicated a need for access to affordable childcare and increased transportation and job training efforts, including mentorships.

How were these needs determined?

These needs were determined using the above listed surveys and public input during the community meetings.

Table NA-50.4 Providing a Suitable Living Environment City of Wyoming Housing and Community Development Survey							
Question	No Need	Low Need	Medium Need	High Need	Don't Know	Missing	Total
Please rate the need for the following HUMAN AND PUBLIC SERVICES in the City.							
Mental health services	3	9	52	103	19	21	207
Services for Youth Aging out of Foster Care	5	15	53	88	28	18	207
Substance abuse services	4	15	62	83	24	19	207
Veterans Services	7	14	55	79	34	18	207
Youth services	3	15	75	77	18	19	207
Services for survivors of domestic violence	3	15	63	77	31	18	207
Childcare services	4	19	65	75	25	19	207
Crime awareness education	3	27	68	73	19	17	207
Employment services	7	21	71	69	21	18	207
Home-buyer education	7	24	71	68	18	19	207
Homelessness services	8	32	62	65	21	19	207
Senior services	2	31	73	61	22	18	207
Transportation services	7	31	72	61	18	18	207
Fair housing activities	11	32	59	60	26	19	207
Tenant/Landlord counseling	9	35	55	60	30	18	207
Eviction Prevention	13	35	51	60	29	19	207
Food banks	6	25	83	59	16	18	207
Healthcare services	10	40	58	56	23	20	207
Rental Assistance	10	37	62	53	26	19	207
Utility Assistance	7	38	66	52	26	18	207
Reduction of lead-based paint hazards	12	44	45	42	46	18	207
Mitigation of asbestos hazards	10	46	39	34	59	19	207
Mitigation of radon hazards	12	45	38	32	62	18	207
Other	1	1	1	0	23	181	207

Table NA-50.4

Based on the needs analysis above, describe the State's needs in Colonias

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

Between 2010 and 2017, the number of housing units in the City increased since 2010, although not at the same rate as the population. The proportion of owner-occupied units has remained fairly steady in this time period, although the proportion of apartment units has increased since 2010. The proportion of vacant units has declined since 2010.

MA-10 Number of Housing Units Introduction

Introduction

Table MA-10.1 shows housing units by type in 2010 and 2018. In 2010, there were 28,959 housing units, compared with 29,114 in 2018. Single-family units accounted for 69.5 percent of units in 2018, compared to 72.8 in 2010. Apartment units accounted for 23.2 percent in 2018, compared to 20.0 percent in 2010.

Table MA-10.2 shows housing units by tenure from 2010 to 2018. By 2018, there were 29,114 housing units. An estimated 65.1 percent were owner-occupied, and 4.8 percent were vacant.

The distribution of unit types by race is shown in Table MA-10.3. An estimated 74.5 percent of white households occupy single-family homes, while 38.6 percent of black households do. Some 19.0 percent of white households occupy apartments, while 47.3 percent of black households do. An estimated 76.6 percent of Asian, and 60.6 percent of American Indian households occupy single-family homes.

Table MA-10.4 shows households by year home built for the 2010 and 2018 5-year ACS data. Housing units built between 2000 and 2009, account for 8.0 percent of households in 2010 and 6.2 percent of households in 2018. Housing units built in 1939 or earlier represented 10.1 percent of households in 2018 and 10.4 percent of households in 2010.

MA-10 Table 27 - Residential Properties by Unit Number

Table MA-10 4				
Households by Year Home Built				
City of Wyoming				
2010 & 2018 Five-Year ACS Data				
Year Built	2010 Five-Year ACS		2017 Five-Year ACS	
	Households	% of Total	Households	% of Total
1939 or Earlier	2,819	10.4%	2,791	10.1%
1940 to 1949	2,774	10.3%	2,533	9.1%
1950 to 1959	5,711	21.1%	5,646	20.4%
1960 to 1969	3,502	13.0%	3,635	13.1%
1970 to 1979	3,807	14.1%	4,536	16.4%
1980 to 1989	3,288	12.2%	3,280	11.8%
1990 to 1999	2,985	11.0%	2,913	10.5%
2000 to 2009	2,152	8.0%	1,709	6.2%
2010 or Later	-	-	688	2.5%
Total	27,038	100.0%	27,731	100.0%

Table MA-10.4 Households by Year Home Built

Table MA-10 1				
Housing Units by Type				
City of Wyoming				
2010 & 2018 Five-Year ACS Data				
Unit Type	2010 Five-Year ACS		2018 Five-Year ACS	
	Units	% of Total	Units	% of Total
Single-Family	21,068	72.8%	20,236	69.5%
Duplex	744	2.6%	571	2.0%
Tri- or Four-Plex	718	2.5%	640	2.2%
Apartment	5,793	20.0%	6,753	23.2%
Mobile Home	625	2.2%	904	3.1%
Boat, RV, Van, Etc.	11	0%	10	0%
Total	28,959	100.0%	29,114	100.0%

Table MA-10.1 Housing Units by Type

Table MA-10 2				
Housing Units by Tenure				
City of Wyoming				
2010 Census & 2018 Five-Year ACS Data				
Tenure	2010 Census		2018 Five-Year ACS	
	Units	% of Total	Units	% of Total
Occupied Housing Units	26,970	93.1%	27,731	95.2%
Owner-Occupied	17,776	65.9%	18,046	65.1%
Renter-Occupied	9,194	34.1%	9,685	34.9%
Vacant Housing Units	2,013	6.9%	1,383	4.8%
Total Housing Units	28,983	100.0%	29,114	100.0%

Table MA-10.2 Housing Units by Tenure

Table MA-10 3
Distribution of Units in Structure by Race
 City of Wyoming
 2018 Five-Year ACS Data

Unit Type	White	Black	American Indian	Asian	Native Hawaiian/Pacific Islanders	Other	Two or More Races
Single-Family	74.5%	38.6%	60.6%	76.6%	0%	62.1%	56.9%
Duplex	1.9%	2.1%	0%	0%	0%	4.3%	2.1%
Tri- or Four-Plex	1.3%	10.5%	5.1%	4.1%	0%	1.7%	0%
Apartment	19.0%	47.3%	34.3%	14.0%	0%	28.3%	41.0%
Mobile Home	3.4%	1.1%	0%	5.3%	100.0%	3.6%	0%
Boat, RV, Van, Etc.	0%	0.5%	0%	0%	0%	0%	0%
Total	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

Table MA-10.3 Distribution of Units in Structure by Race

Table MA-10 5
Housing Problems by Income and Tenure
 City of Wyoming
 2012-2016 HUD CHAS Data

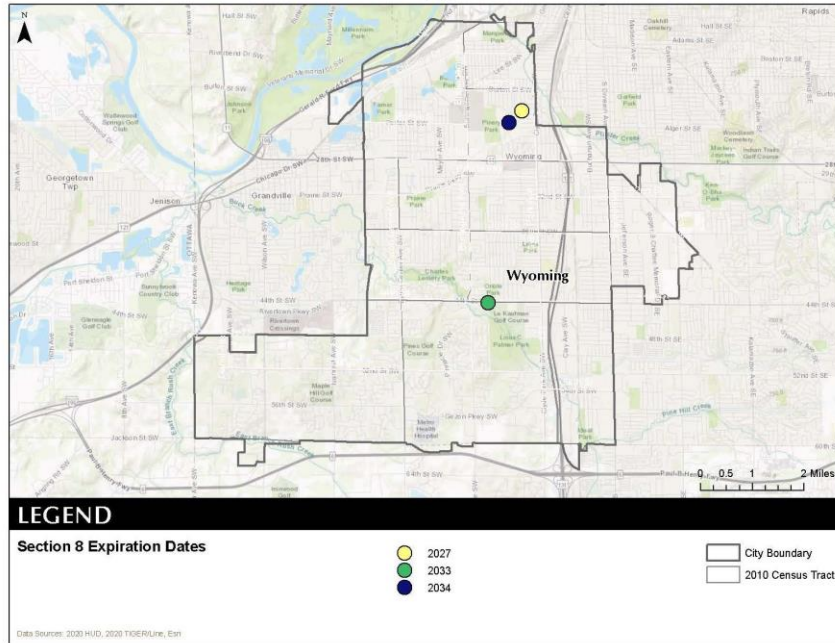
Housing Problem	\$0 to \$22,980	\$22,981 to \$38,300	\$38,301 to \$61,280	\$61,281 to \$76,600	Above \$76,600	Total
Owner-Occupied						
Lacking complete plumbing or kitchen facilities	0	4	15	0	20	39
Severely Overcrowded with > 1.51 people per room (and complete kitchen and plumbing)	0	10	15	10	0	35
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	55	15	85	20	25	200
Housing cost burden greater than 50% of income (and none of the above problems)	750	325	55	10	0	1,140
Housing cost burden greater than 30% of income (and none of the above problems)	315	740	740	200	130	2,125
Zero/negative income (and none of the above problems)	60	0	0	0	0	60
has none of the 4 housing problems	90	575	2,930	2,480	8,405	14,480
Total	1,270	1,669	3,840	2,720	8,580	18,079
Renter-Occupied						
Lacking complete plumbing or kitchen facilities	0	60	25	20	25	130
Severely Overcrowded with > 1.51 people per room (and complete kitchen and plumbing)	25	100	4	0	45	174
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	135	205	110	0	4	454
Housing cost burden greater than 50% of income (and none of the above problems)	1,660	180	30	0	15	1,885
Housing cost burden greater than 30% of income (and none of the above problems)	195	1,030	740	30	0	1,995
Zero/negative income (and none of the above problems)	65	0	0	0	0	65
has none of the 4 housing problems	260	325	1,770	760	2,050	5,165
Total	2,340	1,900	2,679	810	2,139	9,868
Total						
Lacking complete plumbing or kitchen facilities	0	64	40	20	45	169
Severely Overcrowded with > 1.51 people per room (and complete kitchen and plumbing)	25	110	19	10	45	209
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	190	220	195	20	29	654
Housing cost burden greater than 50% of income (and none of the above problems)	2,410	505	85	10	15	3,025
Housing cost burden greater than 30% of income (and none of the above problems)	510	1,770	1,480	230	130	4,120
Zero/negative income (and none of the above problems)	125	0	0	0	0	125
has none of the 4 housing problems	350	900	4,700	3,240	10,455	19,645
Total	3,610	3,569	6,519	3,530	10,719	27,947

Table MA-10.5 Housing Problems by Income and Tenure

Table MA-10.6 Providing Decent and Affordable Housing City of Wyoming Housing and Community Development Survey							
Question	No Need	Low Need	Medium Need	High Need	Don't Know	Missing	Total
Please rate the need for the following HOUSING activities in the City:							
Construction of new affordable housing for home ownership	7	18	63	105	12	2	207
First-time home-buyer assistance	2	17	73	97	12	6	207
Rental housing for very low-income households	14	28	55	91	13	6	207
Construction of new affordable rental housing	17	33	53	87	15	2	207
Supportive housing for people who are experiencing homelessness	9	28	63	87	15	5	207
Homeowner housing rehabilitation	4	17	87	85	10	4	207
Energy efficiency improvements	3	15	79	84	20	6	207
Homeownership for racial and ethnic minority populations	10	29	62	81	18	7	207
Housing located adjacent or near transportation options	10	26	66	79	20	6	207
Rental assistance	10	33	60	78	23	3	207
Rental housing rehabilitation	12	31	67	78	17	2	207
Supportive housing for people who have disabilities	2	19	73	73	36	4	207
Retrofitting existing housing to meet seniors' needs	4	21	79	63	36	4	207
Preservation of federal subsidized housing	14	25	70	59	34	5	207
Senior Citizen Housing	8	31	76	58	28	6	207
Mixed income housing	20	41	59	55	26	6	207
Heating/cooling HVAC replacement or repairs	4	18	82	54	45	4	207
ADA (Americans with Disabilities Act) improvements	2	34	74	50	39	8	207
Mixed use housing	18	54	62	32	33	8	207
Housing demolition	11	81	39	29	43	4	207
Other	7	2	2	7	34	155	207

Table MA-10.6 Providing Decent and Affordable Housing

Map MA-10.1
Expiring Section 8 Contracts
 City of Wyoming
 2018 HUD, Tigerline



Map MA-10.1 Expiring Section 8 Contracts

MA-10 Table Discussion

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

Programs will target households that have housing problems in the City of Wyoming. This includes over 11,716 households in the City, some 3,539 of which are owner households, and 8,177 of which are renter households.

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

Map MA-10.1, shows the number of Section 8 contracts that are set to expire. In the range of this Consolidated Plan, there is one expected to expire before 2030. An additional two contracts are set to expire in the following decade. When Section 8 publicly supported housing units have fulfilled their contracts with the period of affordability, neither HUD nor the project owner has any contractual

obligation to renew the agreement or to enter into a new contract to extend the public assistance to these units. These units are, therefore, at risk of no longer being affordable housing units.

Does the availability of housing units meet the needs of the population?

As seen in the Needs Assessment section, as well as information gathered from public input, current housing does not meet the needs of the population. This is seen most markedly in the rate of cost burdens in the City. In 2017, an estimated 29.7% of the population was cost burdened. Renter households are more likely to be impacted by cost burdens, at 49.2%, and are therefore most likely to not have housing units that meet their needs.

Describe the need for specific types of housing:

Table MA-10.6 shows the results of the Stakeholder Survey as it rated various housing needs. The top-rated needs for construction of new affordable housing for home ownership, first-time home-buyer assistance, and rental housing for very low-income households. The resident survey found the top-rated needs to be programs that help homeowners pay for improvements to their homes, supportive housing for persons who are experiencing homelessness or have a disability, and more homes for purchase at an affordable price. Focus group sessions indicated the need for more housing options for senior housing, including the option for aging-in-place. Public and City input also suggested the need for additional types of housing units, including smaller lots, Accessory Dwelling Units (ADUs), and more options for homebuyers.

In addition, the Needs Assessment and Market Analysis suggests the development of new housing, for both renters and homeowners is needed to meet the demand of a growing population, as well as housing rehabilitation to maintain the existing housing stock.

Discussion

The current housing stock does not appear to be meeting the needs of the population in the City of Wyoming, especially those in lower income levels. The rate and type of market housing production, as described in the following section, may not be meeting the needs of the growing population.

MA-15 Housing Market Analysis: Cost of Housing

Introduction

The Census Bureau reports building permit authorizations and “per unit” valuation of building permits by county annually. Single-family construction usually represents most residential development in the county. Single-family building permit authorizations in City of Wyoming increased from 24 authorizations in 2018 to 75 in 2019.

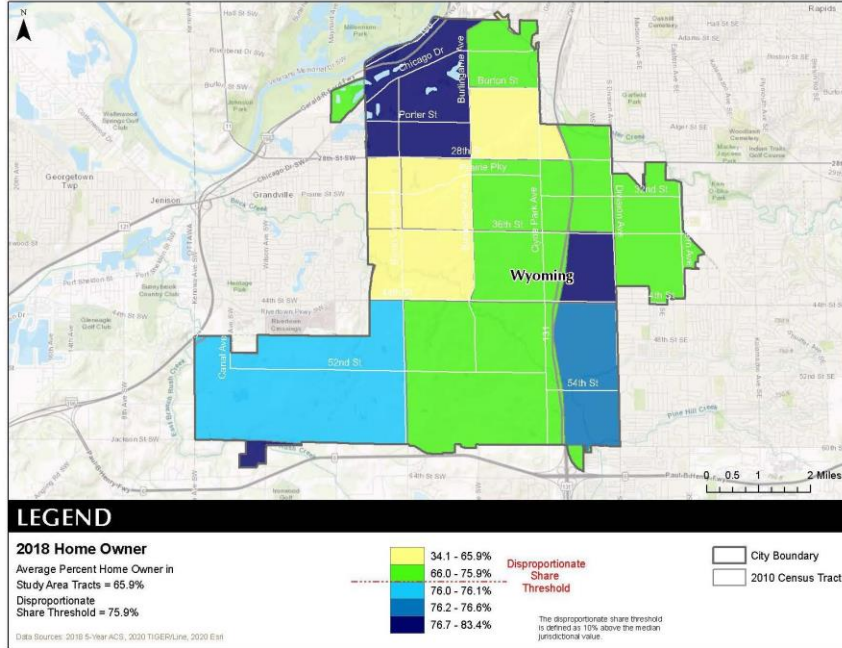
The real value of single-family building permits decreased from \$145,894 in 2018 to \$84,388 in 2019. This compares to an increase in permit value statewide, with values rising from \$261,445 in 2018 to \$264,744 in 2019.

The concentration of homeowner households is shown in Map MA-15.1. The highest rates of homeownership were seen in the northwestern part of Wyoming, with some areas exceeding 76.7 percent homeownership rates. In the city center, homeownership rates were lower than 65 percent. Renter concentrations were, conversely, higher in the city center. This is shown in Map MA-15.2. Median home values and median contract rents were both highest in southern parts of the City, and rental prices were also higher in eastern Wyoming. These are also illustrated in the City’s HNA.

Table MA-15 1 Building Permits and Valuation City of Wyoming Census Bureau Data, 1980–2019							
Year	Authorized Construction in Permit Issuing Areas					Per Unit Valuation, (Real 2019 \$)	
	Single-Family	Duplex Units	Tri- and Four-Plex	Multi-Family Units	Total Units	Single-Family Units	Multi-Family Units
1980	159	6	0	18	183	110,158	75,684
1981	85	12	4	0	101	95,806	0
1982	91	10	0	0	101	88,748	0
1983	158	4	0	148	310	92,184	50,171
1984	113	8	0	147	268	100,225	45,897
1985	148	4	0	318	470	93,778	45,357
1986	158	2	4	148	312	103,048	53,318
1987	117	4	0	388	519	138,989	63,971
1988	124	4	0	25	153	133,028	54,066
1989	121	4	0	22	147	136,616	44,591
1990	122	4	4	366	496	141,400	49,861
1991	124	2	0	0	126	122,341	0
1992	112	2	0	20	134	126,258	47,153
1993	130	0	0	0	130	129,544	0
1994	143	8	0	67	218	128,240	43,311
1995	169	0	0	132	301	138,543	53,833
1996	228	0	19	72	319	153,778	72,621
1997	190	0	13	55	258	144,047	72,621
1998	232	20	9	34	295	148,197	75,637
1999	229	4	0	204	437	153,600	71,283
2000	207	0	32	0	239	142,547	0
2001	287	2	0	0	289	134,159	0
2002	257	8	0	0	265	147,631	0
2003	224	2	16	95	337	156,815	62,343
2004	217	0	0	0	217	142,088	0
2005	166	6	0	50	222	136,616	93,047
2006	133	4	4	0	141	133,130	0
2007	109	0	4	18	131	137,362	64,585
2008	51	2	0	0	53	137,485	0
2009	32	2	0	0	34	169,691	0
2010	57	0	0	0	57	169,062	0
2011	51	0	4	0	55	169,052	0
2012	55	0	0	0	55	168,335	0
2013	62	0	0	32	94	179,758	91,090
2014	58	0	0	0	58	159,671	0
2015	60	2	0	0	62	160,676	0
2016	49	2	0	176	227	155,013	52,814
2017	46	0	0	0	46	141,297	0
2018	24	0	0	6	30	145,894	59,015
2019	75	4	4	526	609	84,388	101,696

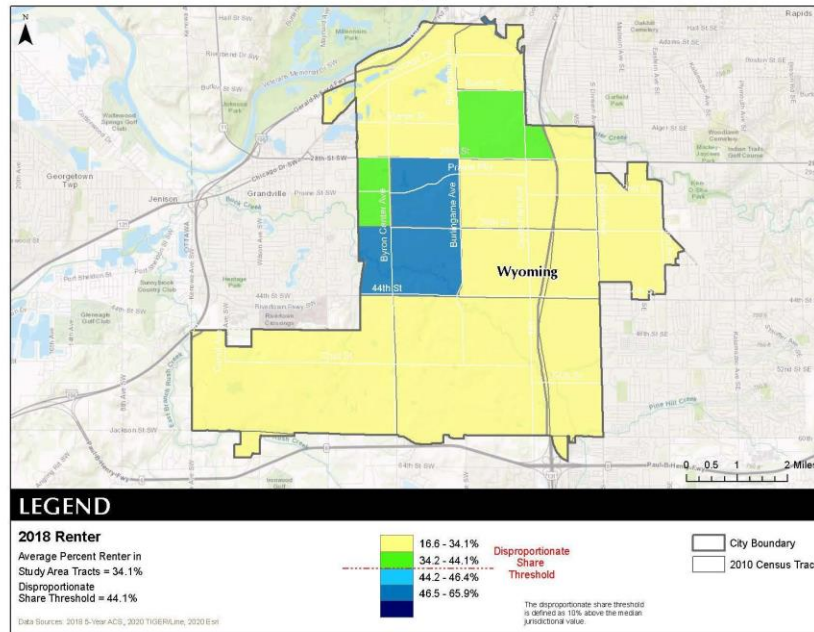
Table MA-15.1 Building Permits and Valuation

Map MA-15.1
2018 Homeowner Households
 City of Wyoming
 2018 ACS, Tigerline



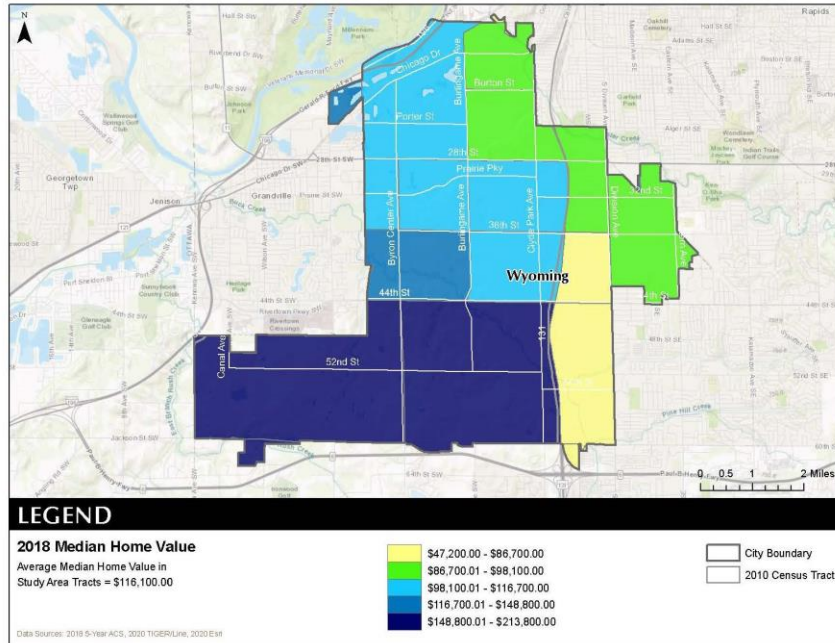
Map MA-15.1 2018 Homeowner Households

Map MA-15.2
2018 Renter Households
 City of Wyoming
 2018 ACS, Tigerline



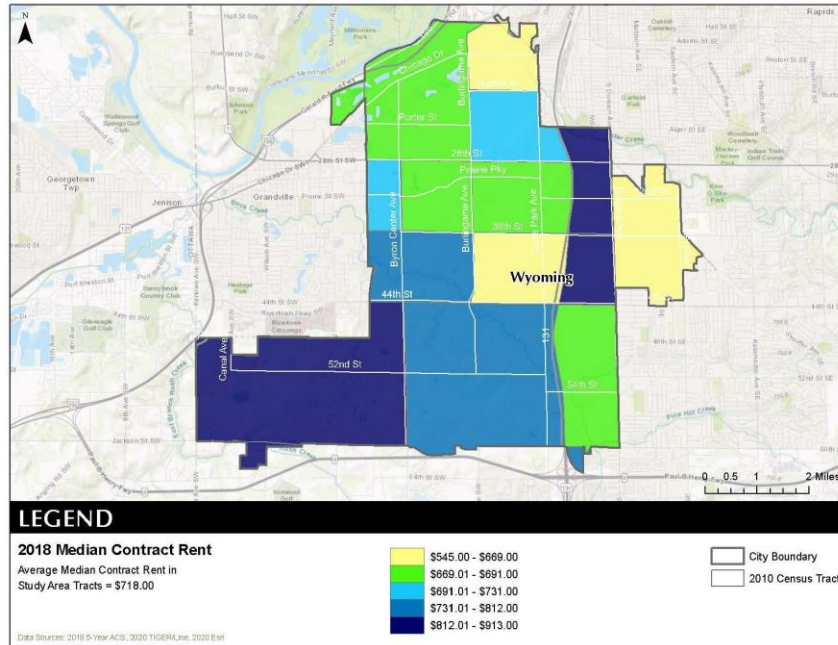
Map MA-15.2 2018 Renter Households

Map MA-15.3
2018 Median Home Value
 City of Wyoming
 2018 ACS, Tigerline



Map MA-15.3 2018 Median Home Value

Map MA-15.4
2018 Median Contract Rent
 City of Wyoming
 2018 ACS, Tigerline



Map MA-15.4 2018 Median Contract Rent

MA-15 Availability of Housing Questions

Is there sufficient housing for households at all income levels?

As demonstrated by the housing needs and cost burden sections in the Needs Assessment, there is a significant amount of the population that faces housing challenges. Low income households are particularly prone to facing cost burdens. This points to the fact that there is a lack of sufficient housing options for all households, especially those at lower income levels. Additionally, public input comments indicated there is a significant need for affordable housing options for lower income households. The City’s 2020 HNA found similar results, indicating a need for housing options for lower-income households.

How is affordability of housing likely to change considering changes to home values and/or rents?

The City of Wyoming saw a significant increase in housing prices in recent years. If trends continue, the area will see increasing rent and home values. This would lead to additional households facing cost burdens. The City’s HNA found that an additional 1,400 households are expected in the City by 2025. Of

these, about half are expected to be low-to-moderate income and some 60 percent of the LMI households will be expected to be renters.

How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

The Fair Market Rent (FMR) and HOME rents may not be sufficient to meet the housing needs of households in the City of Wyoming. This may be especially true for larger families that require larger units.

Discussion

The cost of housing in Wyoming continues to be out of reach for many low to moderate income households. This is reflected in the proportion of lower income households facing cost burdens and other housing problems. It is anticipated that housing cost burdens will continue to be a major factor for many households in the area and demonstrates the need for additional affordable housing options in the area.

MA-20 Housing Market Analysis: Condition of Housing

Introduction

The following section will describe the condition of housing in the City of Wyoming.

Table MA-20.1 shows households by year home built for the 2010 and 2018 5-year ACS data. Housing units built between 2000 and 2009, account for 8.0 percent of households in 2010 and 6.2 percent of households in 2018. Housing units built in 1939 or earlier represented 10.1 percent of households in 2018 and 10.4 percent of households in 2010. According to the City’s HNA the north portion of the city has the oldest housing stock built in the 1940’s, where the median house age is 76 years. The second newest housing age tracts, 138.01 and 138.02, date from the mid 1980’s, and those with the lowest median age along the southern boundary of Wyoming were built up mainly over the last 20 years.

The age of a structure influences its value. As shown in Table MA-20.2, structures built in 1939 or earlier had a median value of \$91,600 while structures built between 1950 and 1959 had a median value of \$103,800, and those built between 1990 and 1999 had a median value of \$207,100. The newest structures tended to have the highest values and those built between 2010 and 2013 and from 2014 or later had median values of \$209,300 and \$286,700, respectively. The total median value in the City of Wyoming was \$116,100.

By 2018, for rent units accounted for 33.6 percent of vacant units, while for sale units accounted for 6.8 percent. “Other” vacant units accounted for 39.1 percent of vacant units, representing a total of 541 “other” vacant units. According to the City’s 2020 Housing Needs Assessment (HNA), less than five percent of Wyoming’s existing housing stock is vacant. Most tracts have very low vacancy rates,

especially among owner-occupied housing units. The HNA estimated that there are nearly 85 acres of vacant land within Wyoming that could be developed with new housing or mixed-use development that includes residential units as a component of a larger project. At five dwelling units per acre, vacant parcels within Wyoming could accommodate approximately 424 new housing units.[1]

“Other” vacant housing is shown for both 2010 and 2017, as seen in Maps MA-20.1 and Map MA-20.2. There was a slight shift in the concentration of “other” vacant housing during that time. “Other” vacant housing units are units that are not for rent or for sale and are not otherwise available to the marketplace. This can be problematic when units are concentrated in one area as they may create a “blighting” effect. This can also offer an opportunity for the City to concentrate investments for redevelopment. The areas with the highest “other” vacant units were in the eastern part of the City in both years. The City currently tracks under-utilized and vacant sites, with a focus toward redevelopment as opportunities are realized at these sites.

MA-20 Housing Market Analysis: Definitions

For the purposes of this Plan, each jurisdiction provides the following definitions:

Kent County and Wyoming

Standard Condition: A housing unit is considered to be in “standard condition” when it meets or exceeds HUD Housing Quality Standards (HQS). Further, a housing unit is in standard condition when it does not have any critical or major structural defects, has adequate plumbing facilities, and its appearance does not create a blighting influence. This condition requires no more than observable, normal maintenance; dwelling units which are in standard condition have no observable deficiencies, or only slight deficiencies. The Wyoming definition additionally requires that the property meet city property codes to be in standard condition.

Substandard Condition but Suitable for Rehabilitation: A housing unit is considered to be in “substandard condition but suitable for rehabilitation” when it does not meet HUD HQS. Further, a housing unit is in substandard condition but suitable for rehabilitation when it has one or more major and/or critical structural defects but can still be repaired for a reasonable amount. The degree of substandard is either moderate or severe according to the number of defects and the degree of deficiency.

Moderately Substandard: Housing units that have less than three major defects or at least one critical defect and can be restored to a standard condition for a reasonable cost.

Severely Substandard: Housing units that have three or more major defects or at least one critical defect and can be restored to a standard condition for a reasonable cost.

Table MA-20 1				
Households by Year Home Built				
City of Wyoming				
2010 & 2018 Five-Year ACS Data				
Year Built	2010 Five-Year ACS		2018 Five-Year ACS	
	Households	% of Total	Households	% of Total
1939 or Earlier	2,819	10.4%	2,791	10.1%
1940 to 1949	2,774	10.3%	2,533	9.1%
1950 to 1959	5,711	21.1%	5,646	20.4%
1960 to 1969	3,502	13.0%	3,635	13.1%
1970 to 1979	3,807	14.1%	4,536	16.4%
1980 to 1989	3,288	12.2%	3,280	11.8%
1990 to 1999	2,985	11.0%	2,913	10.5%
2000 to 2009	2,152	8.0%	1,709	6.2%
2010 or Later	-	-	688	2.5%
Total	27,038	100.0%	27,731	100.0%

Table MA-20.1 Households by Year Home Built

Table MA-20 2	
Owner Occupied Median Value by Year Structure Built	
City of Wyoming	
2018 5-Year ACS Data	
Year Structure Built	Median Value
1939 or earlier	91,600
1940 to 1949	94,000
1950 to 1959	103,800
1960 to 1969	113,200
1970 to 1979	129,500
1980 to 1989	141,100
1990 to 1999	207,100
2000 to 2009	210,100
2010 to 2013	209,300
2014 or later	286,700
Median Value	116,100

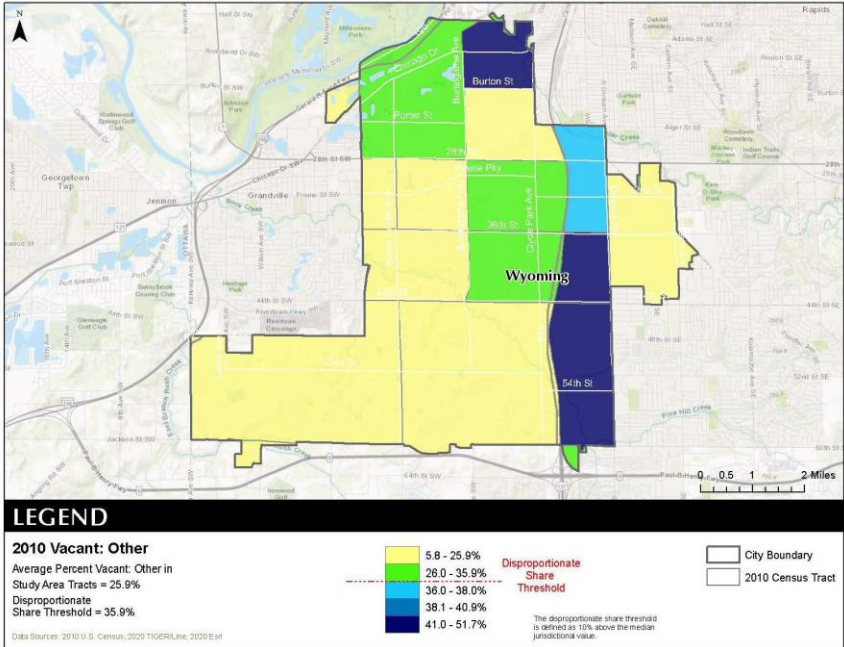
Table MA-20.1 Owner Occupied Median Value by Year

Table MA-20 3
Disposition of Vacant Housing Units
 City of Wyoming
 2010 Census & 2018 Five-Year ACS Data

Disposition	2010 Census		2018 Five-Year ACS	
	Units	% of Total	Units	% of Total
For Rent	769	38.2%	465	33.6%
For Sale	531	26.4%	94	6.8%
Rented Not Occupied	28	1.4%	150	10.8%
Sold Not Occupied	109	5.4%	41	3.0%
For Seasonal, Recreational, or Occasional Use	54	2.7%	92	6.7%
For Migrant Workers	0	0%	0	0%
Other Vacant	522	25.9%	541	39.1%
Total	2,013	100.0%	1,383	100.0%

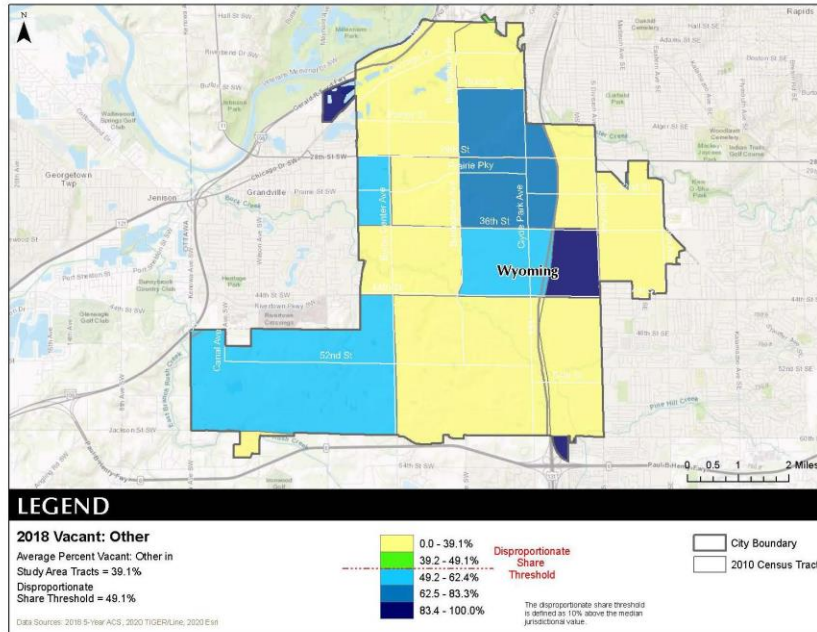
Table MA-20.3 Disposition of Vacant Housing Units

Map MA-20.1
2010 "Other" Vacant
 City of Wyoming
 2010 Census, Tigrisline



Map MA-20.1 2010 "Other" Vacant

Map MA-20.2
2018 "Other" Vacant
 City of Wyoming
 2018 ACS, Tigerline



Map MA-20.2 2018 "Other" Vacant

MA020 Need for Owner and Rental Rehabilitation

Need for Owner and Rental Rehabilitation

As seen in Section MA-10, Table MA-10.6 and MA-10.7, there is a moderate to high need for rehabilitation for owner-occupied houses. Rental unit rehabilitation is seen as a slightly lower need than owner rehabilitation. The age of the housing stock does indicate a very high level of need for rehabilitation for units on a moderate scale. Public input also suggested the need for homeowner rehabilitation, as well as the need for renovation for ADA accessibility and senior-friendly housing.

Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards

Table MA-20.4 shows the risk of lead-based paint for households with young children present. As seen therein, there are an estimated 3,160 households built between 1940 and 1979 with young children present, and 524 built prior to 1939.

Discussion

MA-25 Public and Assisted Housing Introduction

Introduction

The Table below represents the number of vouchers currently managed by the Wyoming Housing Commission (WHC). The WHC remains a High Performer and retained an occupancy rate of 99 percent in the 2019 fiscal year. Between April 2018 and March 2019, the WHC was able to assist one (1) Housing Choice Voucher (HCV) participant to purchase their own home through our homeownership program. Currently, WHC has five (5) families that are actively working toward homeownership.

Describe the supply of public housing developments:

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

There are 195 public housing units in the City of Wyoming, which were built between 1975 and 1983. The most recent inspection score in 2020 for the some at 36th Street SW received a score of 80.

MA-25 Public Housing Condition

Describe the restoration and revitalization needs of public housing units in the jurisdiction:

Due to a commitment to provide safe, decent, and affordable housing to participants, WHC has focused its attention on the physical condition standards for their developments to meet a higher caliber for residents' units. These standards address the following areas: site, building exterior, building systems, dwelling units, and common areas of its public housing units. With due diligence, WHC will maintain a high score under the physical indicator on its Public Housing Assessment System (PHAS) this year.[1]

Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

The WHC continues to encourage its HCV families to participate in its Family Self-sufficiency (FSS) program. The Wyoming Housing Commission had 114 FSS participants enrolled at the end of its fiscal year, March 2019. The WHC has a goal of enrolling a total of 125 families in the FSS program at the end of its 2019 fiscal year. In the past the WHC has been approved for the FSS grant for two FSS Coordinators. We anticipate applying again for two positions for 2020. WHC's two FSS Coordinators continue to attend its clients and assist them with several events/activities which encompass two (2) FSS Orientations and four (4) Homeownership Orientations throughout the year.[1]

Discussion:

In 2019 FY, WHC has ventured expanding its capability to assist those in need, through opening affordable housing through Project Based Voucher (PBV) via its Voucher program. WHC secured the

opportunity on assisting three developers for this community outreach. First one was in May of 2018, WHC proceeded to participate on this new venture to assist low income senior families. WHC arranged to provide support to Low Income Housing Tax Credit (LIHTC) application being submitted on behalf of Samaritas for the intended redevelopment of the former St. Joe’s Seminary Building, it will include 52 new units of affordable senior housing at 600 Burton St SE in Grand Rapids, efforts by Samaritas. WHC's objective is to support the LIHTC application efforts by Samaritas. In this underserved community, they are able to offer a conditional commitment to provide eight (8) Section 8 Vouchers for this project, which would be transferred to Section 8 PBV. These PBV would be set-aside for housing units occupied by seniors (55 years of age or older) for a period of fifteen (15) years.[1]

MA-30 Homeless Facilities and Services

Introduction

Homeless Facilities and Services are managed and provided through the Continuum of Care agencies and Special Needs Services agencies.

These agencies provide several types of housing including:

- Emergency Shelter for families, mixed populations, adult individuals, and youth
- Transitional Housing for families, mixed populations, and adult individuals
- Permanent Supportive Housing for adult individuals
- Rapid Re-Housing for families and adult individuals

The facilities listed in Table 39 are taken from the CoC’s 2019 Housing Inventory Count (HIC).

MA-30 Table 39 - Facilities and Housing Targeted to Homeless Households

MA-30 Mainstream Services

Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons

Mental health services are coordinated in the community through network180, the community mental health organization. Housing projects have worked in partnership with network180 to secure support services for project participants and to minimize housing funds to services wherever possible. Cherry Health Services is the Federally Qualified Health Center and centrally located in the City of Grand Rapids, with a campus in the City of Wyoming; it has offices near many of the single site permanent supportive housing projects. Employment service providers collaborate as a sub-committee of the Kent County

Essential Needs Task Force (ENTF), as does the housing Continuum of Care. This shared taskforce helps to ensure connection of employment services to housing projects.

Supportive services are provided through several agencies throughout the county.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

There are numerous facilities and agencies that provide a wide range of services throughout the regional CoC. Services offered include rapid re-housing, permanent supportive housing and transitional housing, and supportive services such as job and educational training, food services, health and mental health services, and transportation. These service agencies include:

- Arbor Circle
- Community Rebuilders
- Covenant House
- Degage Ministries
- Dwelling Place
- Genesis Non-Profit Housing Corporation
- Family Promise
- Guiding Light Mission
- Inner City Christian Federation
- Mel Trotter Ministries
- Pine Rest Christian Mental Health Services
- The Salvation Army
- Volunteers of America
- Well House
- YWCA

MA-35 Special Facilities and Services

Introduction

There are a variety of services available in the community for special needs populations, including at-risk youth, seniors, persons with substance abuse, and persons with disabilities.

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs

Table MA-35.1 shows that survey respondents reported a high need for housing types for special needs populations, including shelters for youth experiencing homelessness, permanent supportive housing, such as subsidized housing that offers services for persons with mental disabilities, and rental assistance for homeless households. This was followed by emergency shelters for persons who are experiencing homeless and housing designed for persons with disabilities.

Table MA-35.1 Needs of Special Populations City of Wyoming Housing and Community Development Survey							
Question	No Need	Low Need	Medium Need	High Need	Don't Know	Missing	Total
Please rate the need for the following HOUSING types for special needs populations in the City:							
Shelters for youth experiencing homelessness	5	18	60	76	19	29	207
Permanent supportive housing, such as subsidized housing that offers services for persons with mental disabilities	7	19	57	73	23	28	207
Rental assistance for homeless households	7	23	59	69	18	31	207
Emergency shelters for persons who are experiencing homeless	6	25	73	59	16	28	207
Housing designed for persons with disabilities	5	25	67	55	27	28	207
Senior housing, such as nursing homes or assisted living facilities	5	39	62	51	22	28	207
Transitional housing	7	32	71	48	21	28	207

Table MA-35.1 Needs of Special Populations

MA-40 Barriers to Affordable Housing

Negative Effects of Public Policies on Affordable Housing and Residential Investment

The 2020 Stakeholder Housing and Community Development Survey found that the most highly recognized barriers to the development of affordable housing include the Not In My Back Yard (NIMBY) mentality, the cost of land or lot, the cost of labor, and the cost of materials. This was followed by the lack of affordable housing development incentives.

The City's 2020 Analysis of Impediments (AI) and Housing Needs Assessment (HNA) identified the following Impediments to Fair Housing.

In the context of an AI, an impediment to fair housing can be an action or a lack of action that restricts housing choice, or that has the effect of restricting housing choice. This study has identified the impediments as follows.

- The high cost of rental housing and extreme burden those costs place on tenants present a barrier to fair housing choice. While housing costs for homeowners have decreased slightly since

2014, the increase in cost burden for renters is significant and indicates a need to focus specifically on actions that can be taken to assist renter households.

- Negative perceptions toward the term “affordable housing” exist and can undermine public support of housing development and interfere with efforts to increase housing options aligned with household incomes and affordability.
- The Wyoming Housing Commission’s lack of contemporary information about local concentrations of poverty and minority residents prevents the Commission from carrying out its strategy of assisting residents in effective housing searches and may inadvertently exacerbate the growth or persistence of those housing patterns.
- Successful fair housing complaint outcomes, particularly concerning reasonable accommodations for persons with disabilities, may indicate a lack of awareness regarding fair housing issues and compliance that acts as an impediment to housing choice for those with disabilities.
- Geographic boundaries applied to fair housing services due to HUD grant-related requirements and local financial support may limit anti-discrimination enforcement options for residents and would-be residents.
- Unfavorable outcomes in loan originations and denials for loan applications from Hispanic applicants presents an impediment to homeownership for Wyoming’s largest minority population, whether residents or would-be residents.
- Homelessness affecting Wyoming residents indicates the existence of short-term or chronic impediments to housing choice, and an inability to resolve housing issues for oneself or one’s household due to limitations of capacity or circumstances.
- The lack of information regarding racial, ethnic, and geographic characteristics of Boards, Commissions and Committees charged with leadership responsibilities is a barrier to ensuring that the diversity of the Wyoming community is represented at desired levels.

Table MA-40.1 Providing Decent and Affordable Housing City of Wyoming Housing and Community Development Survey							
Question	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	Missing	Total
Which, if any, of the following are barriers to the development or preservation of affordable housing in the City?							
Not In My Back Yard (NIMBY) mentality	61	78	41	18	1	8	207
Cost of labor	42	103	43	11	1	7	207
Cost of land or lot	40	85	60	12	2	8	207
Cost of materials	38	105	44	11	1	8	207
Lack of affordable housing development incentives	27	73	67	26	5	9	207
Lack of understanding of property caretaking	24	81	57	33	3	9	207
Lack of affordable housing development policies	24	52	90	27	4	10	207
Permitting process	23	39	92	44	3	6	207
Permitting/Construction fees	23	44	87	38	7	8	207
Density or other zoning requirements	22	36	109	25	5	10	207
Planning site plan review and approval process	21	42	94	39	3	8	207
Lack of available land	21	81	68	25	2	10	207
Lack of property maintenance code enforcement	13	48	66	57	14	9	207
Building codes	13	39	88	47	9	11	207
Lack of police patrol	12	29	62	75	21	8	207
Lack of street lighting	12	28	79	68	12	8	207
Lack of qualified contractors or builders	12	41	81	54	11	8	207
Lot size	9	40	114	32	3	9	207
ADA codes	6	36	100	45	8	12	207

Table MA-40.1 Providing Decent and Affordable Housing

Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	4	0%	435	4%
1 bedroom	360	2%	3,170	32%
2 bedrooms	3,495	20%	4,265	44%
3 or more bedrooms	13,935	78%	1,930	20%
Total	17,794	100%	9,800	100%

Table 28 – Unit Size by Tenure

Data Source: 2011-2015 ACS

MA-10 Table 28 - Unit Size by Tenure

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	19,125	66%
1-unit, attached structure	965	3%
2-4 units	1,680	6%
5-19 units	4,255	15%
20 or more units	2,280	8%
Mobile Home, boat, RV, van, etc	590	2%
Total	28,895	100%

Table 27 – Residential Properties by Unit Number

Data Source: 2011-2015 ACS

MA-10 Table 27 - Residential Properties by Unit Number

Cost of Housing

	Base Year: 2009	Most Recent Year: 2015	% Change
Median Home Value	120,100	98,400	(18%)
Median Contract Rent	616	640	4%

Table 29 – Cost of Housing

Data Source: 2005-2009 ACS (Base Year), 2011-2015 ACS (Most Recent Year)

MA-15 Table 29 - Cost of Housing

Rent Paid	Number	%
Less than \$500	1,700	17.3%
\$500-999	7,390	75.4%
\$1,000-1,499	555	5.7%
\$1,500-1,999	80	0.8%
\$2,000 or more	85	0.9%
Total	9,810	100.1%

Table 30 - Rent Paid

Data Source: 2011-2015 ACS

MA-15 Table 30 - Rent Paid

Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	400	No Data
50% HAMFI	2,670	2,205
80% HAMFI	6,760	6,055
100% HAMFI	No Data	9,010
Total	9,830	17,270

Table 31 – Housing Affordability

Data Source: 2011-2015 CHAS

MA-15 Table 31 - Housing Affordability

Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	0	0	0	0	0
High HOME Rent	0	0	0	0	0
Low HOME Rent	0	0	0	0	0

Table 32 – Monthly Rent

Data Source Comments:

MA-15 Table 32 - Monthly Rent

Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	3,600	20%	4,030	41%
With two selected Conditions	155	1%	420	4%
With three selected Conditions	15	0%	15	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	14,030	79%	5,340	54%
Total	17,800	100%	9,805	99%

Table 33 - Condition of Units

Data Source: 2011-2015 ACS

MA-20 Table 33 - Condition of Units

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	1,750	10%	735	8%
1980-1999	3,185	18%	2,810	29%
1950-1979	9,050	51%	5,005	51%
Before 1950	3,805	21%	1,255	13%
Total	17,790	100%	9,805	101%

Table 34 – Year Unit Built

Data Source: 2011-2015 CHAS

MA-20 Table 34 - Year Unit Built

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	12,855	72%	6,260	64%
Housing Units build before 1980 with children present	1,795	10%	1,090	11%

Table 35 – Risk of Lead-Based Paint

Data Source: 2011-2015 ACS (Total Units) 2011-2015 CHAS (Units with Children present)

MA-20 Table 35 - Risk of Lead-Based Paint

Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	0	0	0
Abandoned Vacant Units	0	0	0
REO Properties	0	0	0
Abandoned REO Properties	0	0	0

Table 36 - Vacant Units

Data Source: 2005-2009 CHAS

MA-20 Table 36- Vacant Units

Totals Number of Units

	Program Type									
	Certificate	Mod-Rehab	Public Housing	Vouchers						
				Total	Project-based	Tenant-based	Special Purpose Voucher			
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *	
# of units vouchers available			196	1,122				0	0	837
# of accessible units										

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 37 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

MA-25 Table 37 Total Number of Units by Program Type

Public Housing Condition

Public Housing Development	Average Inspection Score
2450 36th St SW	80

Table 38 - Public Housing Condition

MA-25 Table 38 Public Housing Condition

MA-45 Non-Housing Community Development Assets - 91.410, 91.210(f)

Introduction

The following section describes the economic atmosphere in the City of Wyoming. This section utilizes, along with other sources, Bureau of Economic Analysis (BEA) and Bureau of Labor Statics (BLS) data. BLS data can be calculated down to the city level, and therefore, is shown in this section to represent the City itself. BEA data is only available at the County level and reflects the entirety of Kent County.

Table MA-45.1 shows the labor force statistics for City of Wyoming from 1990 to 2019. Over the entire series the lowest unemployment rate occurred in 1998.0 with a rate of 2.6 percent. The highest level of unemployment occurred during 2009 rising to a rate of 11.5 percent. This compared to a statewide low of 3.6 percent in 2000 and a statewide high of 13.7 percent in 2009. Over the last year, the unemployment rate in City of Wyoming decreased from 3.3 percent in 2018 to 3.2 percent in 2019, which compared to a statewide rate of 4.1 percent.

Diagram MA-45.1 shows the unemployment rate for both the State and City of Wyoming. During the 1990's the average rate for the City of Wyoming was 4.4 percent, which compared to 6.0 percent statewide. Between 2000 and 2010 the unemployment rate was an average of 6.6 percent, which compared to 7.1 percent statewide. Since 2010, the average unemployment rate was 5.7 percent. Over the course of the entire period the City of Wyoming had an average unemployment rate lower than the State, 5.6 percent for City of Wyoming, versus 6.8 statewide.

Diagram MA-45.2 shows real average earnings per job for Kent County from 1990 to 2018. Over this period the average earning per job for Kent County was \$54,987, which was lower than the statewide average of \$56,415 over the same period.

Education

Education and employment data from the City of Wyoming 2018 Five-Year ACS is presented in Table MA-45.2, Table MA-45.3, and Table MA-45.4. In 2018, 41,314 people were in the labor force, including 39,311 employed and 2,003 unemployed people. The unemployment rate for City of Wyoming was estimated at 4.8 percent in 2018.

Table MA-45.3 and Table MA-45.4 show educational attainment in the City of Wyoming. In 2018, 86.7 percent of households had a high school education or greater, including 32.0 percent with a high school diploma or equivalent, 33.7 percent with some college, 14.1 percent with a bachelor's degree, and 5.0 percent with a graduate or professional degree.

Economic Development Market Analysis

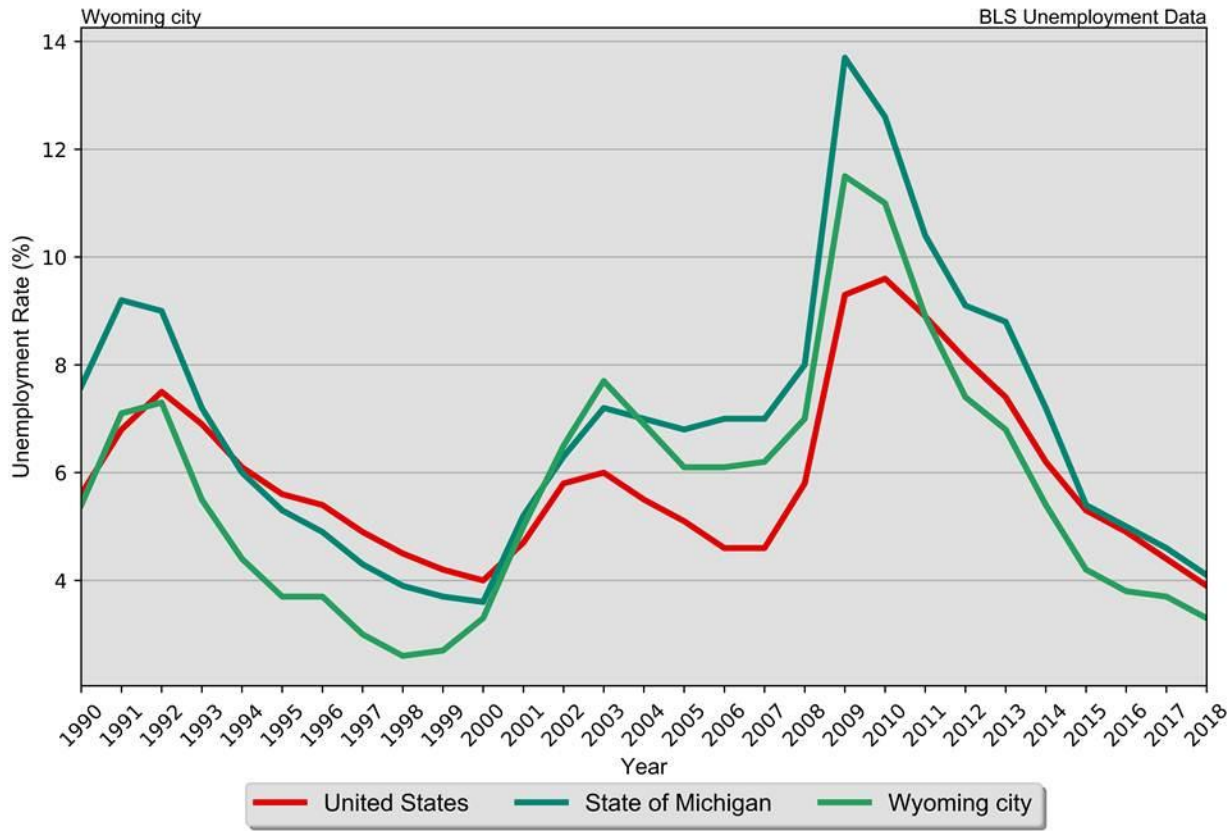
Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	346	88	1	0	-1
Arts, Entertainment, Accommodations	3,035	2,582	10	7	-3
Construction	1,434	2,345	5	6	1
Education and Health Care Services	4,979	5,199	17	13	-4
Finance, Insurance, and Real Estate	1,540	1,229	5	3	-2
Information	308	96	1	0	-1
Manufacturing	7,584	7,136	25	18	-7
Other Services	1,168	1,580	4	4	0
Professional, Scientific, Management Services	2,121	3,230	7	8	1
Public Administration	0	0	0	0	0
Retail Trade	3,765	5,071	13	13	0
Transportation and Warehousing	1,112	4,166	4	11	7
Wholesale Trade	2,485	6,745	8	17	9
Total	29,877	39,467	--	--	--

Table 5 - Business Activity

Data Source: 2011-2015 ACS (Workers), 2015 Longitudinal Employer-Household Dynamics (Jobs)

Diagram MA-45.1
Annual Unemployment Rate
 City of Wyoming
 1990 – 2019 BLS Data



Wyoming Unemployment Rate

**Diagram MA-45.1
Annual Unemployment Rate**

City of Wyoming
1990 – 2019 BLS Data

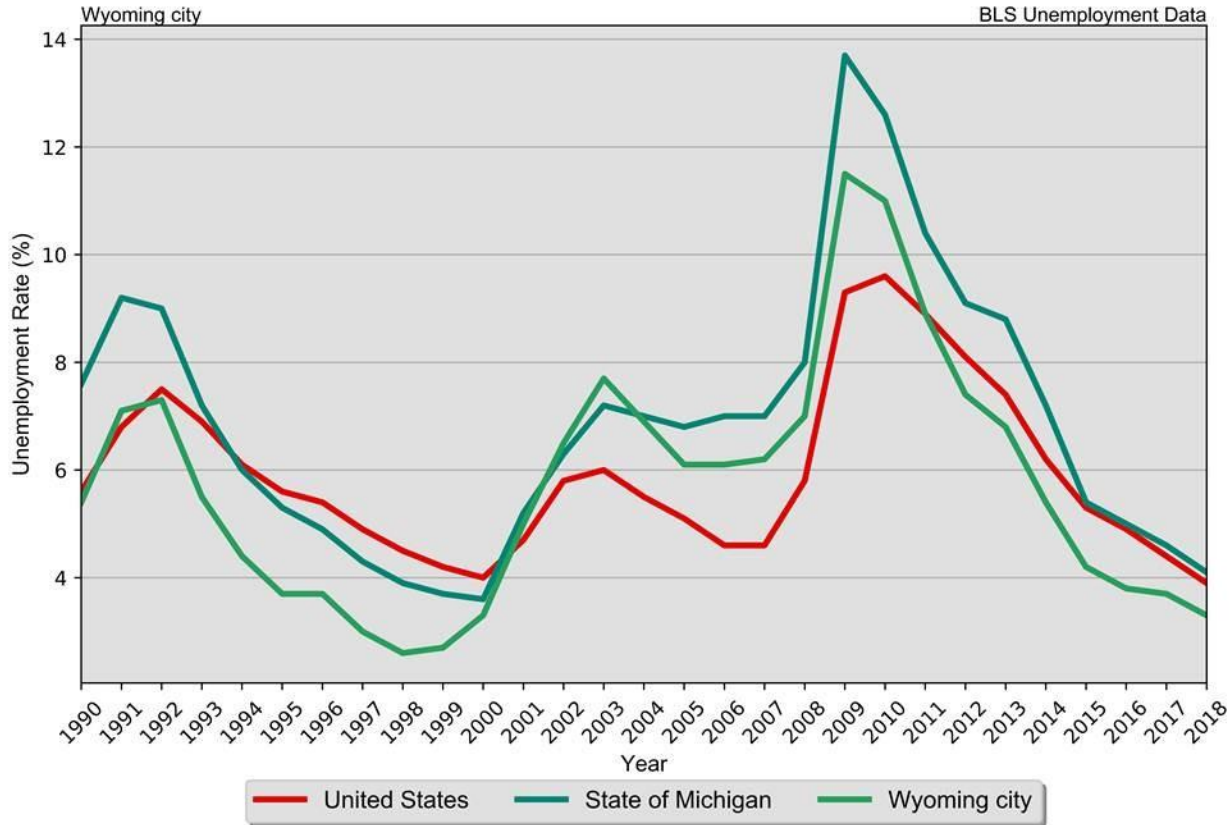


Diagram MA-45.1 Annual Unemployment Rate

Diagram MA-45.2
Real Average Earnings per Job
 Kent County

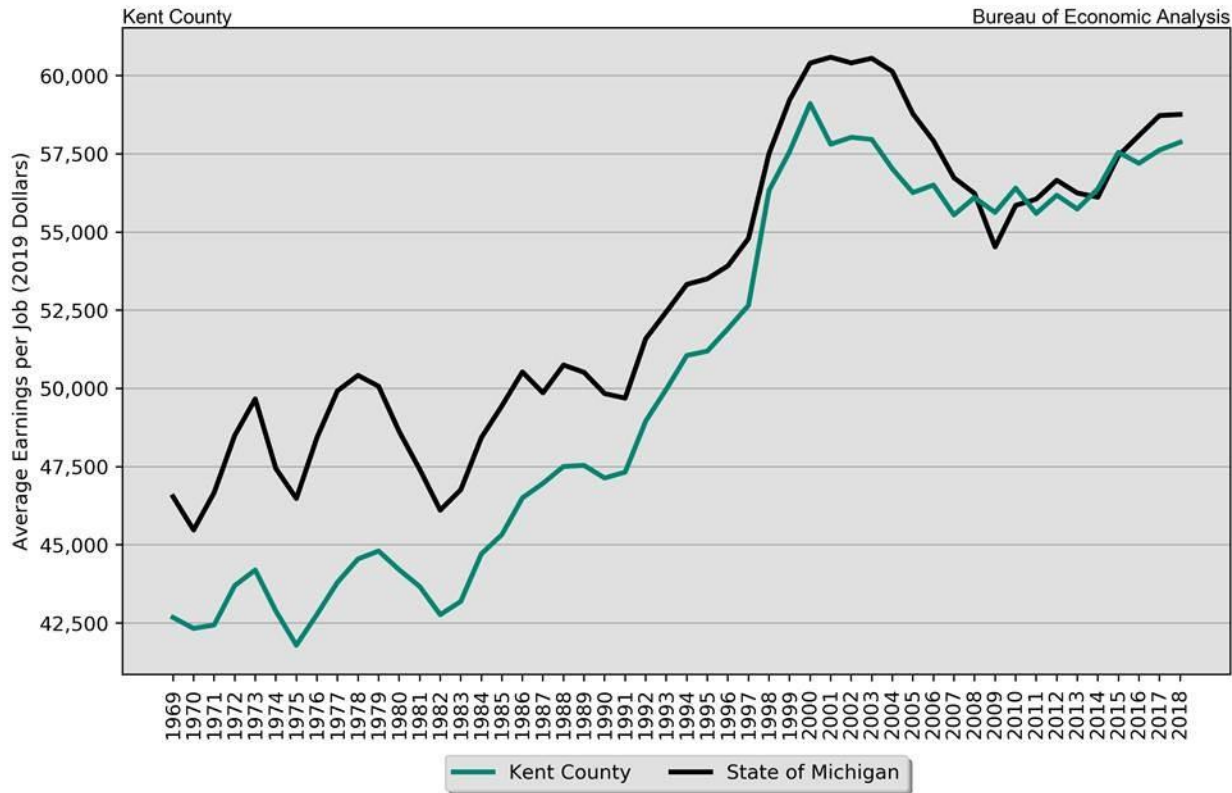


Diagram MA-45.2 Real Average Earnings per Job

Table MA-45 1					
Labor Force Statistics					
City of Wyoming					
1990 - 2019 BLS Data					
Year	City of Wyoming			Statewide	
	Unemployment	Employment	Labor Force	Unemployment Rate	Unemployment Rate
1990	1,980	34,447	36,427	5.4%	7.6%
1991	2,577	33,726	36,303	7.1%	9.2%
1992	2,690	34,276	36,966	7.3%	9.0%
1993	2,115	36,093	38,208	5.5%	7.2%
1994	1,734	37,564	39,298	4.4%	6.0%
1995	1,469	38,671	40,140	3.7%	5.3%
1996	1,525	39,352	40,877	3.7%	4.9%
1997	1,274	41,106	42,380	3.0%	4.3%
1998	1,117	41,997	43,114	2.6%	3.9%
1999	1,207	43,465	44,672	2.7%	3.7%
2000	1,361	39,524	40,885	3.3%	3.6%
2001	2,069	38,953	41,022	5.0%	5.2%
2002	2,602	37,601	40,203	6.5%	6.3%
2003	3,080	36,964	40,044	7.7%	7.2%
2004	2,820	37,867	40,687	6.9%	7.0%
2005	2,525	38,611	41,136	6.1%	6.8%
2006	2,551	38,973	41,524	6.1%	7.0%
2007	2,579	38,789	41,368	6.2%	7.0%
2008	2,858	38,107	40,965	7.0%	8.0%
2009	4,633	35,689	40,322	11.5%	13.7%
2010	4,467	36,082	40,549	11.0%	12.6%
2011	3,594	36,712	40,306	8.9%	10.4%
2012	3,029	37,773	40,802	7.4%	9.1%
2013	2,830	38,732	41,562	6.8%	8.8%
2014	2,305	40,324	42,629	5.4%	7.2%
2015	1,797	41,332	43,129	4.2%	5.4%
2016	1,689	42,199	43,888	3.8%	5.0%
2017	1,656	42,601	44,257	3.7%	4.6%
2018	1,453	42,928	44,381	3.3%	4.1%
2019	1,403	43,018	44,421	3.2%	4.1%

Table MA-45.1 Labor Force Statistics

Table MA-45 2	
Employment, Labor Force and Unemployment	
City of Wyoming	
2018 Five-Year ACS Data	
Employment Status	2018 Five-Year ACS
Employed	39,311
Unemployed	2,003
Labor Force	41,314
Unemployment Rate	4.8%

Table MA-45.2 Employment Labor Force and Unemployment

Table MA-45 3	
High School or Greater Education	
City of Wyoming	
2018 Five-Year ACS Data	
Education Level	Households
High School or Greater	24,046
Total Households	27,731
Percent High School or Above	86.7%

Table MA-45.3 High School or Greater Education

Table MA-45 4		
Educational Attainment		
City of Wyoming		
2018 Five-Year ACS Data		
Education Level	2018 5-year ACS	Percent
Less Than High School	8,524	15.2%
High School or Equivalent	17,938	32.0%
Some College or Associates Degree	18,896	33.7%
Bachelor's Degree	7,926	14.1%
Graduate or Professional Degree	2,826	5.0%
Total Population Above 18 years	56,110	100.0%

Table MA-45.4 Educational Attainment

Labor Force

Total Population in the Civilian Labor Force	41,370
Civilian Employed Population 16 years and over	38,370
Unemployment Rate	7.26
Unemployment Rate for Ages 16-24	25.63
Unemployment Rate for Ages 25-65	4.91

Table 6 - Labor Force

Data Source: 2011-2015 ACS

Occupations by Sector	Number of People
Management, business and financial	6,320
Farming, fisheries and forestry occupations	1,875
Service	4,185
Sales and office	9,960
Construction, extraction, maintenance and repair	3,000
Production, transportation and material moving	4,130

Table 7 – Occupations by Sector

Data Source: 2011-2015 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	29,380	81%
30-59 Minutes	5,885	16%
60 or More Minutes	1,050	3%
Total	36,315	100%

Table 8 - Travel Time

Data Source: 2011-2015 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	3,660	580	1,755
High school graduate (includes equivalency)	9,390	465	2,970
Some college or Associate's degree	10,840	650	1,940
Bachelor's degree or higher	7,590	310	780

Table 9 - Educational Attainment by Employment Status

Data Source: 2011-2015 ACS

Educational Attainment by Age

	Age				
	18-24 yrs	25-34 yrs	35-44 yrs	45-65 yrs	65+ yrs
Less than 9th grade	55	515	710	920	670
9th to 12th grade, no diploma	995	930	960	1,965	965
High school graduate, GED, or alternative	2,215	3,615	2,575	6,635	2,435
Some college, no degree	3,050	3,420	2,280	4,160	1,405
Associate's degree	535	1,280	690	1,595	305
Bachelor's degree	455	2,895	1,485	2,175	555
Graduate or professional degree	35	540	635	950	425

Table 10 - Educational Attainment by Age

Data Source: 2011-2015 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	21,673
High school graduate (includes equivalency)	26,450
Some college or Associate's degree	28,490
Bachelor's degree	39,559
Graduate or professional degree	50,357

Table 11 – Median Earnings in the Past 12 Months

Data Source: 2011-2015 ACS

Table MA-45.5 Enhancing Economic Opportunities City of Wyoming Housing and Community Development Survey							
Question	No Need	Low Need	Medium Need	High Need	Don't Know	Missing	Total
Please rate the need for the following BUSINESS AND ECONOMIC DEVELOPMENT activities in the City:							
Attraction of new businesses	1	7	31	135	4	29	207
Retention of existing businesses	0	9	42	124	2	30	207
Foster businesses with higher paying jobs	0	9	55	102	12	29	207
Expansion of existing businesses	3	15	69	82	8	30	207
Enhancement of businesses infrastructure	1	16	64	77	20	29	207
Provision of job training	2	21	66	76	13	29	207
Provision of job re-training, such as after plant closure, etc.	3	22	66	73	14	29	207
Provision of working capital for businesses	4	29	59	55	30	30	207
Development of business incubators	5	18	53	51	50	30	207
Provision of technical assistance for businesses	6	25	71	49	26	30	207
Development of business parks	14	35	53	40	35	30	207

Table MA-45.5 Enhancing Economic Opportunities

Table MA-45.6 Economic Development City of Wyoming Housing and Community Development Survey	
Question	Response
As a resident of Wyoming, which of the following economic development services, programs, or investments do you feel are most needed in Wyoming? Please select up to five (5) choices from the list below.	
Programs that help attract new businesses and help to expand existing businesses	777
Programs that encourage new businesses with high paying jobs to come to Wyoming	740
Job training services that teach a variety of skills	647
Programs that help new businesses get set-up	517
Job re-training services that help employees learn new skills after their business closes	455
Investing in new "business incubators," smaller spaces where new businesses can start up	361
Investment in new and existing business parks	239
Financial assistance services for businesses	235
Loan assistance services for businesses	181
Programs that supply technical assistance to businesses	175

Table MA-45.6 Economic Development

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

The largest business sectors in Wyoming, Michigan include manufacturing, retail trade, and arts, entertainment, and accommodations

Describe the workforce and infrastructure needs of the business community:

The 2020 Stakeholder Housing and Community Development Survey and the Resident Survey found that the highest rated needs for businesses and economic development include attraction of new businesses, the retention of existing businesses, and fostering businesses with higher paying jobs, attraction of new businesses, and the retention of existing businesses. The resident survey also indicated job training as a high need in the community.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period.

Describe any needs for workforce development, business support or infrastructure these changes may create.

The City's Downtown Development Authority (DDA) is focused on 28 West, a long-term vision for 28th Street to become a sustainable, economically vibrant, walkable town center. The DDA, in cooperation with the business community, property owners, city leaders and citizens have focused their efforts on cultivating a new, vibrant destination in Wyoming.[1]

The City's Brownfield Plan addresses properties that are abandoned, idled, or underutilized due to the perception or fact that it is contaminated with hazardous substances.[2]

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

The surveys and public input indicated that many people in the City have a moderate level of need for job training and re-training. Increasing job training may result in access to higher paying jobs in the area, while retaining and attracting businesses.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

The City collaborates with the Michigan Economic Development Corporation (MEDC) and the Right Place Program. The Michigan Economic Development Corporation supports economic development growth in the City of Wyoming and provides the following workforce development services:[1]

Training Services: Funds are available for training or retraining company employees.

Finding Workers: We can help you find employees. Browse more than 4,000 high-tech resumes at Michigan Jobs & Career Portal, free of charge. Join with hundreds of companies already enrolled in the Michigan Recruitment Alliance, formed to facilitate recruiting of students at Michigan and Midwest colleges.

Training Network: We connect you with training resources. Michigan Technical Education Centers (M-TECs), Michigan Manufacturing Technology Center (MMTC), Michigan Virtual University (MVU), all provide services to employers designed to ensure a skilled workforce.

The Right Place Program, teamed with the City of Wyoming, links small-to-medium sized manufacturers to one another, as well as to a network of state and local technical resources. These associations provide a critical link between business and education to help ensure that the

workforce is trained to meet the increasing need for skilled workers. The organization has spearheaded school-to-work programs, developed continuous-learning opportunities and developed & retraining and work-to-work programs for workers in transition.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

No.

Discussion

The economy in the City showed an unemployment rate of 3.3 percent in 2018, with 42,928 employed persons and 44,381 in the labor force. The statewide unemployment rate in 2018 was 4.1 percent. Local and regional economic development initiatives, along with a strong local economy has resulted in a growing average earnings per job, which remains above the state average. In 2017, 86.7 percent of households had at least one person with a high school education or greater. The total population included 32.0 percent with a high school diploma or equivalent, 33.7 percent with some college, 14.1 percent with a bachelor's degree, and 5.0 percent with a graduate or professional degree.

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

As seen in Map MA-50.1, housing problems tend to be concentrated in the more northern and western part of the City. Housing problems are defined as lacking complete kitchen or plumbing facilities, overcrowding, or cost burdens. These areas have housing problems at rates above 35.1 percent, compared to areas with rates below 21.1 percent in other parts of the City.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

The following maps show the distribution of the population by race and ethnicity. These maps will be used to describe any areas with a disproportionate share of any one racial or ethnic group. A disproportionate share is defined as having at least ten percentage points higher than the jurisdiction average. For example, if American Indian households account for 1.0 percent of the total population, there would be a disproportionate share if one area saw a rate of 11.0 percent or more.

As seen in Map MA-50.2, the black population, which accounted for 7.7 percent of the Wyoming population in 2018, saw a disproportionate share of the population in one census tract in the western city "Other" race households accounted for 8.2 percent of the population in 2018. There was one area with a disproportionate share of "other" race households in 2018, at the northeastern corner of the City. This is shown in Map MA-50.3. Hispanic households are shown in Map MA-50.4. There were areas with disproportionate shares of Hispanic households (above 32.8 percent) in the northern and eastern portions of the City.

Poverty is shown in Map MA-50.5. The highest concentrations of poverty are in the eastern-most portion of the City, at rates above 27.1 percent. This is compared to the jurisdiction average of 13.5 percent.

What are the characteristics of the market in these areas/neighborhoods?

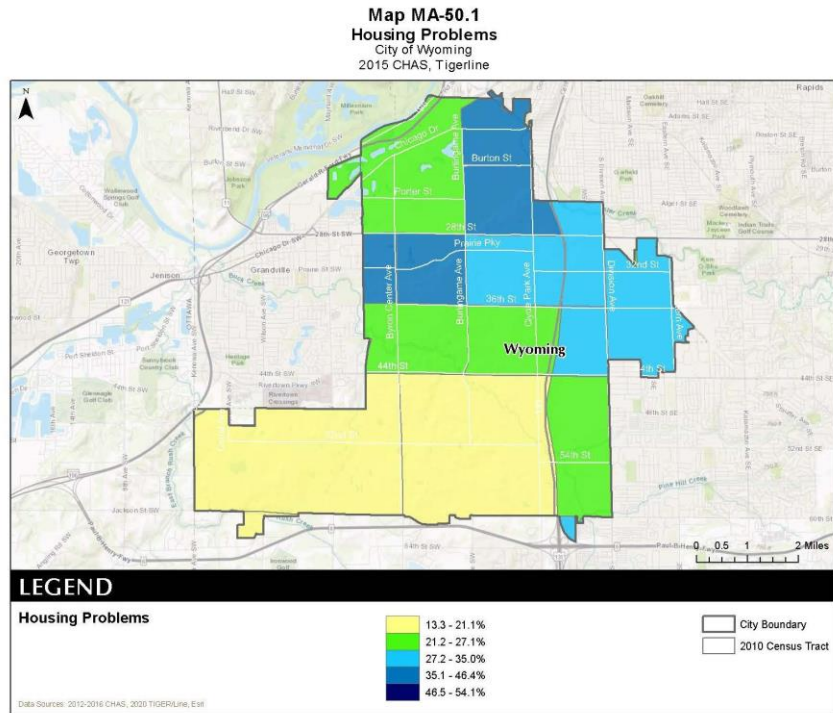
The housing markets in these areas tended to have a higher proportion of renter households. In addition, median home values and median contract rents tended to be lower in these areas than in other areas in the City.

Are there any community assets in these areas/neighborhoods?

These areas are adjacent to a variety of amenities in these areas, including access to schools and parks, as well as grocery stores, and service providers.

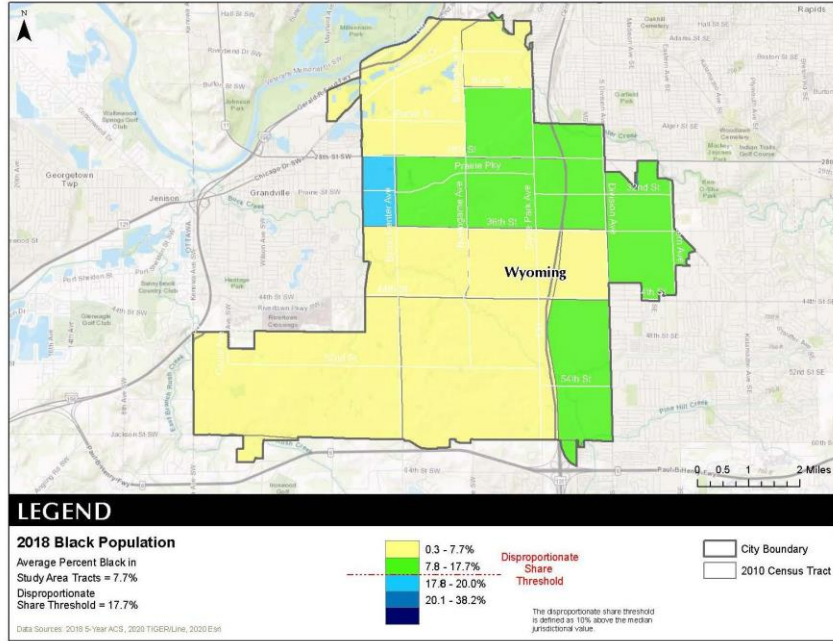
Are there other strategic opportunities in any of these areas?

Areas with high concentrations of low income and poverty level households may present an opportunity for investment through services and public facility funding.



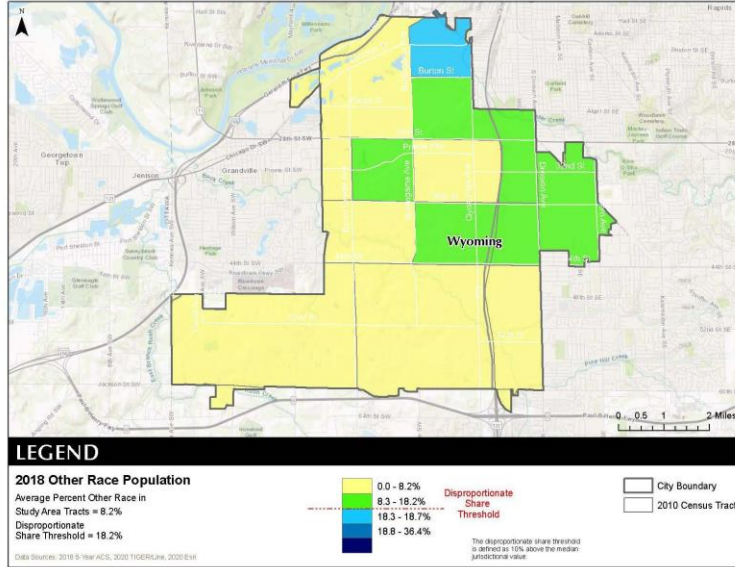
Map MA-50.1 Housing Problems

Map MA-50.2
2018 Black Population
 City of Wyoming
 2010 Census, Tigerline



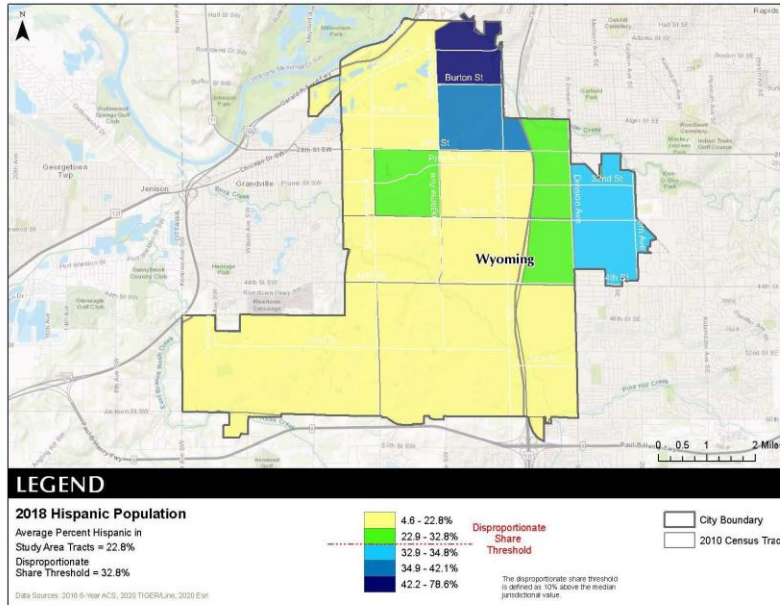
Map MA-50.2 2018 Black Population

Map MA-50.3
2018 "Other" Race Population
 City of Wyoming
 2018 ACS, Tigerline



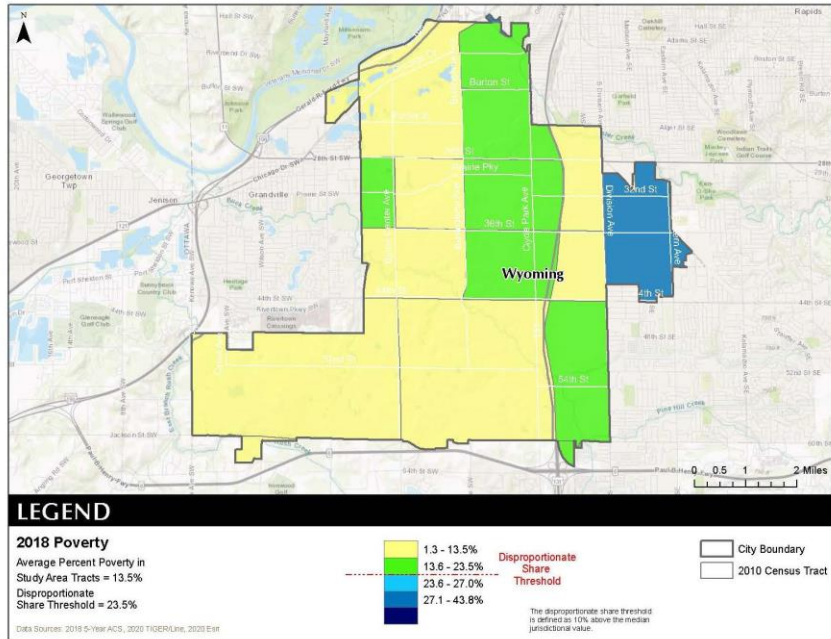
Map MA-50.3 2018 Other Race Population

Map MA-50.4
2018 Hispanic Population
 City of Wyoming
 2010 Census, Tigerline



Map MA-50.4 Hispanic Population

Map MA-50.5
2018 Poverty
 City of Wyoming
 2018 ACS, Tigerline



Map MA-50.5 2018 Poverty

MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)

Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.

The Kent County 2017 Community Technology Action Plan found that the City of Wyoming had a fiber to road ratio of 1.43, which was among the top ratios in the County, and exceeded the County average of 1.24. The report also found that households with incomes less than \$50,000 had lower rates of broadband adoption Countywide. For low-income residents without the ability to purchase a home computer (or other device), a public computer center may be their only opportunity to access the Internet. The County's Plan outlined the following goals to help serve households, particularly low income households:[1]

- This initiative provides a foundation for overcoming the barriers to broadband adoption via outreach and awareness; access to affordable broadband services and devices and digital skills training.
- Overcome the barrier to broadband adoption related to cost.
- Overcome the skills barrier to broadband adoption.
- Overcome the cost barrier to using computers to access Internet applications and other resources
- Robust online presence for libraries in the community and greater use of those resources by residents and businesses.

It is noted that the City of Wyoming maintains a public computer lab at its Wyoming Senior Center and public library.

Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.

While there are several broadband service providers in the City of Wyoming, there is a continued need for competition to promote affordability and access, as well as choice, in the community. According to the Information Technology and Innovation Foundation, competition is a crucial component of broadband policy in that it pressures providers to be efficient and innovative.

MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)

Describe the jurisdiction's increased natural hazard risks associated with climate change.

The 2017 Hazard Mitigation Plan for Kent and Ottawa Counties found that:

Scientists agree that the earth's rising temperatures are fueling longer and hotter heat waves, more frequent droughts, and heavier rainfall. Heavier, and more frequent storms have been responsible for most of the observed increase in total precipitation during the last 50 years. In many areas, heavy precipitation has increased while changes in the frequency and intensity of moderate precipitation events have been less significant. Precipitation falling during heavy, multi-day wet periods has also increased dramatically.

According to the University of Michigan's Graham Center for Sustainability's Cities Impacts & Adaptation Tool, the difference between the current 1981-2010 period and the historical 1951-1980 shows that the Grand Rapids area has experienced a 1.04 degree Fahrenheit annual temperature increase. This same tool projects that between the period of 2041-2070 and current conditions, temperatures will increase anywhere from 2.03 to 6.43 degrees. In addition to the temperature increase, an increase in extreme precipitation is one of the clearest climate changes observed in the Great Lakes region. The amount of precipitation falling in the most intense 1% of precipitation events increased by 37% in the Midwest from 1958 through 2012. From 1951-1980 to 1981-2010, the average of 224 observational stations in the Great Lakes region recorded that the heaviest 1% of daily precipitation events have become 5% more intense. Similarly, the frequency of these same heavy storms increased by 23.3% and the amount of precipitation falling in those storms increased by 24.5%.

During the Consolidated Planning process, a series of three interviews were conducted with the Kent County Emergency Manager, Mr. Matthew Groesser; the City of Wyoming's Director and Deputy of Public Safety and Chief of Police, Chief Kimberly Koster; and Deputy Director of Public Safety and Fire Chief, Chief Brian Bennet; and Fire Marshall Bill Aman. A summary from these interviews are included below.

According to Kent County Emergency Manager Response for Kent County, citing information from the weather service with the increasing water levels, not only in the surrounding Great Lakes, but also in the Grand River which runs through parts of Wyoming City should be a concern. The Grand River water levels have been recorded since the mid-1800's and in three of the last five years the levels have been in the top 5 percent of the graph. It is estimated that the 2020 levels will be the highest ever recorded.

The Fire Marshall, along with the Public Safety Director/Chief of Police and Public Safety Deputy Director/ Fire Chief of the City of Wyoming stated that the City and the County have a good emergency response plan in place and it is up to date with its responses. Additionally, they affirmed that education of the public on how to respond to an emergency and where safe locations that are available during

tornadoes is important. Finally, it was noted that the local schools have effective plans in place and all new buildings are certified before occupation.

Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.

The Plan found that underserved low-income and minority populations may be disproportionately impacted by climate change. Resiliency efforts in all aspects of community planning should recognize this.

Interviews noted that having an emergency notification system, such as CodeRED, would be of great benefit to the City to be able to pre-warn people of upcoming flooding, tornado, snowstorms and other public safety issues. In addition, storm related high water levels is a problem within the City, particularly with flooding along Buck Creek in the south and western areas of the city and Plaster Creek to the north. Additional areas located within the northern portion of the community are affected by dynamic groundwater levels and overflow flooding of the Grand River. It is noted that portions of the creeks travel through low – moderate income areas, such as west of Byron Center Avenue and north and south of 44th Street, and west of Clyde Park Avenue, between 44th and 50th streets. It is recommended that the City evaluate ways to redirect water flow, or remove structures, to reduce residential, industrial, and commercial areas impacted by flooding.

Strategic Plan

SP-05 Overview

Strategic Plan Overview

The following information compliments and affirms the 2020 Analysis to Impediments to Fair Housing Choice and Housing Needs Assessment completed by the City in December 2019. A copy of the 2020 Analysis to Impediments to Fair Housing Choice and Housing Needs Assessment may be found at:

<https://www.wyomingmi.gov/About-Wyoming/City-Departments/Planning-Community-Development/Community-Development>.

This consolidated planning process's additional needs assessment and market analysis, has been guided by the Housing and Community Development Survey and public input, identifying ten (10) priority needs. These are described below.

- **Maintain Housing Stock and Housing Rehabilitation:** Health, safety, and maintenance of owner-occupied housing, including lead hazard reduction, renovation of housing to meet the needs of persons with disabilities or elderly households.
- **Homelessness:** Homelessness is growing in the City and more households face homelessness or are at-risk of homelessness. The growing homeless population in the City, as well as County-wide, keeps this a high priority for funding during this 2021-2026 Consolidated Plan. This includes both the need for shelter and housing options, as well as services.
- **Access to Affordable Owner Housing:** Access to affordable housing options is a high priority in the City of Wyoming. The proportion of households that are unstably housed accounts for a large proportion of the population, as demonstrated by the number of households with cost burdens. Cost burdens are defined as households paying more than 30 percent of their household income on their housing. This need was also echoed in the City's outreach efforts, surveys, focus groups, and community meetings. Increased opportunities for affordable owner-occupied housing should be prioritized, including access and stability through supportive programs such as homebuyer down payment assistance, legal assistance for housing matters, financial/homeownership counseling, and other support.
- **Access to Affordable Rental Housing:** Access to affordable housing options is a high priority in the City of Wyoming as the proportion of household that are unstably housed, as demonstrated by the proportion of renter households with cost burdens. Increased opportunities for access to affordable rental housing and stability for low- and moderate-income persons, including those at risk of becoming homeless, through programs such as tenant-based rental assistance and rapid re-housing should be prioritized

- **Fair Housing and Consumer Legal Services:** Fair housing education and enforcement and housing consumer legal services continue to be a high priority within the City to help ensure all households have equitable access to housing options.

Priority Needs Continued

- **Supportive and Community Services:** The need for community services for special needs populations, as well as low to moderate income households are a high priority in the City. These include youth and senior services, childcare and transportation services, mental health services, as well as other identified in *Section NA-50 Non-Housing Community Development Needs*.
- **Clearance of Blighted Structures:** To continue to encourage suitable living environments in the community, the clearance of blighted structures, including those in flood prone areas is essential to maintain and stabilize neighborhoods and the City.
- **Community Health and Safety:** To continue to encourage suitable living environments in the community neighborhood and commercial districts priority is given in investing in Public Safety improvements.
- **Public Infrastructure and Facility Improvements:** Public input suggested the need for a variety of public facility and infrastructure improvements, including disaster mitigation, as shown in *Section NA-50 Non-Housing Community Development Needs*. This also includes the need for ADA improvements in these public facilities.
- **Economic Opportunity:** Improved access to jobs including job training, attracting business with higher paying jobs, and supporting LMI residents with microenterprise efforts is an identified priority.

These Priority Needs are addressed with the five (5) following Goals:

Increase Access to Affordable Housing Options

Rehabilitate and preserve owner- and renter-occupied housing to bring units to code standard or provide safety improvements, energy efficiency improvements, access modifications, or treatment of lead or other home hazards, as well as renovations to make homes accessible for persons with disabilities or elderly households.

Provide Suitable Living Environments

The City of Wyoming will utilize Code Enforcement and Clearance/Demolition activities to accomplish this goal. There will be improved public health and safety, reduced blighting influences, and improved property values through code enforcement and clearance of blighted structures.

Enhance Infrastructure and Public Facilities

Enhance publicly-owned facilities and infrastructure that improves the community and neighborhoods, such as parks, streets, sidewalks, streetscapes and other public infrastructure and facilities, including improving accessibility to meet American with Disabilities Act (ADA) standards.

Increase Access to Vital Public Services

Enhance access to public services by funding activities that support special needs and low-to-moderate income households in the community.

Increase opportunities for housing stability through homebuyer down payment assistance, tenant based rental assistance and other support; fair housing education and enforcement, legal assistance for housing matters, and financial/homeownership counseling.

The City will accomplish this goal through supporting agencies that provide housing and supportive services to households experiencing homelessness.

Increase Economic Opportunities

Enhance economic stability and prosperity by increasing economic opportunities for residents through job readiness and skill training, promotion of entrepreneurship (including among culturally diverse populations), façade improvements, and other strategies.

SP-30 Influence of Market Conditions – 91.215 (b)

Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	The high level of cost burden among many low-income households as well as the growing population have limited the amount of access people have to affordable units. The rising rents in Wyoming limit the number of households that could be assisted with rental assistance.
TBRA for Non-Homeless Special Needs	As with the statement above, the availability of suitable housing units is limited. For special needs populations, this can be increasingly complicated to find units that are both affordable and suitable to their needs, which may include the need for accessible units.
New Unit Production	As discussed in the MA-15 Cost of Housing Section of this plan, rising costs are increasing the need for affordable housing. The availability of suitable land, the cost of land, the cost of labor and materials are all factors that contribute to the limitation in the development of new affordable housing units in the City.
Rehabilitation	Increasing construction materials and labor costs are increasing the cost of undertaking rehabilitation. While the need for rehabilitation may be necessary to maintain the City’s current housing stock, the availability of new units to meet the City’s needs is still a high priority. The impact of materials and labor costs impact the number of units that <u>are able to</u> be rehabilitated.
Acquisition, including preservation	Higher housing costs provide a challenge for the acquisition of new units, including for the acquisition of homeowner units for rehabilitation. These challenges may limit the number and scope of acquisition in this Consolidated Planning period.

Table 49 – Influence of Market Conditions

SP-30 Influence of Market Conditions

SP-50 Public Housing Accessibility and Involvement

Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)

Not applicable.

Activities to Increase Resident Involvements

Is the public housing agency designated as troubled under 24 CFR part 902?

No

Plan to remove the ‘troubled’ designation

Not applicable.

SP-55 Barriers to affordable housing

Barriers to Affordable Housing

The 2020 Stakeholder Housing and Community Development Survey found that the most highly recognized barriers to the development of affordable housing include the Not In My Back Yard (NIMBY) mentality, the cost of land or lot, the cost of labor, and the cost of materials. This was followed by the lack of affordable housing development incentives.

The City’s 2020 Analysis of Impediments (AI) and Housing Needs Assessment (HNA) identified the following Impediments to Fair Housing.

In the context of an AI, an impediment to fair housing can be an action or a lack of action that restricts housing choice, or that has the effect of restricting housing choice. This study has identified the impediments as follows.

- The high cost of rental housing and extreme burden those costs place on tenants present a barrier to fair housing choice. While housing costs for homeowners have decreased slightly since 2014, the increase in cost burden for renters is significant and indicates a need to focus specifically on actions that can be taken to assist renter households.
- Negative perceptions toward the term “affordable housing” exist and can undermine public support of housing development and interfere with efforts to increase housing options aligned with household incomes and affordability.
- The Wyoming Housing Commission’s lack of contemporary information about local concentrations of poverty and minority residents prevents the Commission from carrying out its strategy of assisting residents in effective housing searches and may inadvertently exacerbate the growth or persistence of those housing patterns.
- Successful fair housing complaint outcomes, particularly concerning reasonable accommodations for persons with disabilities, may indicate a lack of awareness regarding fair housing issues and compliance that acts as an impediment to housing choice for those with disabilities.
- Geographic boundaries applied to fair housing services due to HUD grant-related requirements and local financial support may limit anti-discrimination enforcement options for residents and would-be residents.
- Unfavorable outcomes in loan originations and denials for loan applications from Hispanic applicants presents an impediment to homeownership for Wyoming’s largest minority population, whether residents or would-be residents.

- Homelessness affecting Wyoming residents indicates the existence of short-term or chronic impediments to housing choice, and an inability to resolve housing issues for oneself or one’s household due to limitations of capacity or circumstances.
- The lack of information regarding racial, ethnic, and geographic characteristics of Boards, Commissions and Committees charged with leadership responsibilities is a barrier to ensuring that the diversity of the Wyoming community is represented at desired levels.

SP-55 Strategy to Remove Barriers to Affordable Housing

The City’s 2020 AI contained the following recommendations:

Recommendation #1: Data

Establish Information and data protocols for the City of Wyoming, and the Wyoming Housing Commission to support fair housing goals and strategies.

Recommendation #2: Development

Work with private and community-based entities to align interests and facilitate contemporary housing and mixed-use development in those areas most appropriate for affordability.

Recommendation #3: Renter Households

Support services that focus on Wyoming’s rental population to increase access to and maintenance of safe housing as a means of promoting stability and high quality of life.

Recommendation #4: Homelessness

Develop a community-driven framework to guide local actions of City officials, agencies, law enforcement and community groups to address homelessness.

Recommendation #5: Fair Housing Complaints

Continue to work to ensure support of fair housing services to the entire Wyoming community.

Recommendation #6: Residential Lending

Analyze current individual Home Mortgage Disclosure Act (HMDA) records to inform the understanding of lending patterns and engage area lending institutions in a partnership to formulate steps to eliminate racial or national origin disparities.

SP-60 Homelessness Strategy

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

A network of City of Wyoming, Grand Rapids Metropolitan Area, and Kent County programs helps reduce homelessness within the combined Kent HOME Consortium jurisdiction.

The Kent County and the City of Wyoming Kent HOME Consortium funded Tenant Based Rental Assistance program also consistently provides housing for 150 people on monthly basis to assist the homeless and at-risk population. In addition, the City of Wyoming provides CDBG funds in support of the HUD Continuum of Care's administration. While the area's CoC program directly seeks to provide rental assistance to over 100 households that were previously in need of housing

Throughout the new program year, the City of Wyoming and Kent County will continue to partner. The City will remain an active member of the Kent County Essential Needs Task Force, the Grand Rapids Area Coalition to End Homelessness/Continuum of Care, and Housing Stability Alliance. These efforts will further advance the efficient application, distribution and implementation of resources allocated to service providers throughout the City.

Addressing the emergency and transitional housing needs of homeless persons

The City of Wyoming provides transitional housing assistance through the Kent County-Wyoming HOME Consortiums Tenant Based Rental Assistance program. The City also provides CDBG-funded rapid rehousing assistance to enable persons experiencing homelessness to gain housing.

SP-60 Emergency and Transitional Housing

Addressing the emergency and transitional housing needs of homeless persons

The City of Wyoming provides transitional housing assistance through the Kent County-Wyoming HOME Consortiums Tenant Based Rental Assistance program. The City also provides CDBG-funded rapid rehousing assistance to enable persons experiencing homelessness to gain housing.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

The area's Continuum of Care has identified high-priority sub populations such as veterans, chronically homeless individuals, families, and youth for Rapid-Rehousing. Using the HAP assessment and referral network, the time to connect homeless and at-risk people to services is streamlined. The City of Wyoming will support those efforts by maintaining relationships with area housing agencies and other

nearby jurisdictions. In FY 2020-2021 the City of Wyoming also intends to continue its CDBG funded rapid rehousing efforts to assist families experiencing homelessness.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

The City of Wyoming directly provides and has established relationships with multiple partners to connect individuals and families with services. Through the use of multiple funding sources such as DOE, LIHEAP, MEAP, CSBG, CDBG, ESG, HOME, and CSFP area communities and non-profit providers are able to provide an opportunity for the combined jurisdictions to interconnect resources in order to serve the areas homeless and at-risk population.

Through these resources, families and individuals in the City of Wyoming can receive aid such as utility assistance, meals, food distribution, foreclosure counseling, eviction assistance, and homelessness prevention. The City of Wyoming also uses CDBG, Michigan Department of Transportation, and Kent County Senior Millage funds to provide transportation services for seniors and specialized transportation for individuals with disabilities helping to connect residents with resources.

Many of the above mentioned resources are enhanced for City of Wyoming residents through supports by the Kent County Community Action is located in the same building that houses the County Health Department offices, Michigan Works, and State Department of Health and Human Services. This also provides KCCA an opportunity to maintain relationships and knowledge about other services to make referrals more efficient.

SP-10 Geographic Priorities - 91.415, 91.215(a)(1)

Geographic Area

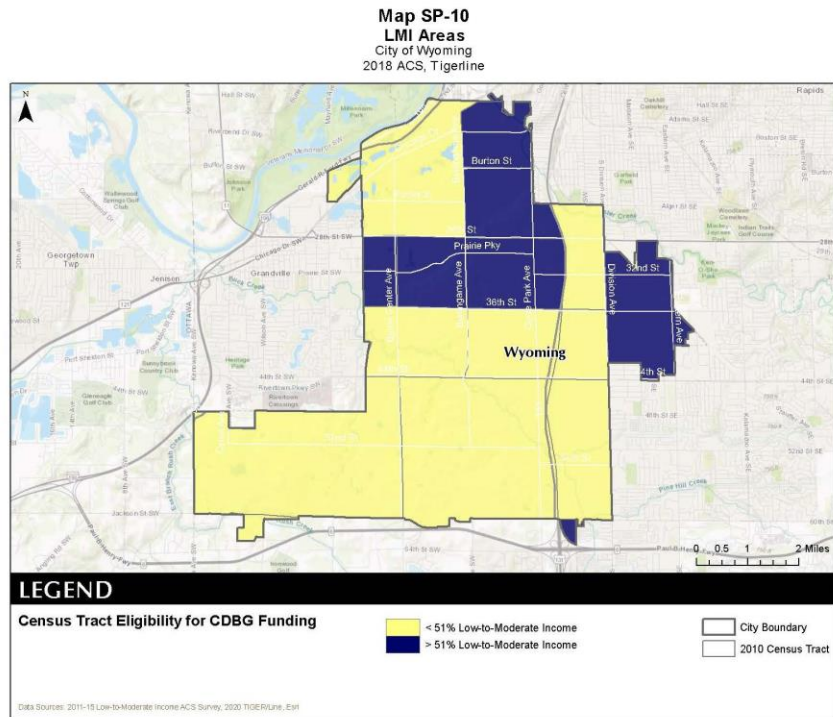
Table 12 - Geographic Priority Areas

1	Area Name:	All Low/Moderate-Income Areas
	Area Type:	Public Services-Community Liaison & Crime Prevention and Code Enforcement
	Other Target Area Description:	Public Services-Community Liaison & Crime Prevention and Code Enforcement
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	
	Other Revital Description:	
	Identify the neighborhood boundaries for this target area.	
	Include specific housing and commercial characteristics of this target area.	
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	
	Identify the needs in this target area.	
	What are the opportunities for improvement in this target area?	
	Are there barriers to improvement in this target area?	
2	Area Name:	City-Wide
	Area Type:	Planning Activities, General Admin., Fair Housing Services and HUD Continuum of Care Admin.
	Other Target Area Description:	Planning Activities, General Admin., Fair Housing Services and HUD Continuum of Care Admin.
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	

	Other Revital Description:	
	Identify the neighborhood boundaries for this target area.	
	Include specific housing and commercial characteristics of this target area.	
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	
	Identify the needs in this target area.	
	What are the opportunities for improvement in this target area?	
	Are there barriers to improvement in this target area?	
3	Area Name:	City-Wide Low/Mod Income Families
	Area Type:	Clearance/Demolition and Housing Rehabilitation
	Other Target Area Description:	Clearance/Demolition and Housing Rehabilitation
	HUD Approval Date:	
	% of Low/ Mod:	
	Revital Type:	
	Other Revital Description:	
	Identify the neighborhood boundaries for this target area.	
	Include specific housing and commercial characteristics of this target area.	
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	
	Identify the needs in this target area.	
	What are the opportunities for improvement in this target area?	
	Are there barriers to improvement in this target area?	

General Allocation Priorities

Describe the basis for allocating investments geographically within the state



Map SP-10 LMI Areas

SP-25 Priority Needs - 91.415, 91.215(a)(2)

Priority Needs

Table 13 – Priority Needs Summary

1	Priority Need Name	Maintain Housing Stock and Housing Rehabilitation
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Persons with Physical Disabilities
	Geographic Areas Affected	Clearance/Demolition and Housing Rehabilitation
	Associated Goals	Increase Access to Affordable Housing Options
	Description	Health, safety, and maintenance of owner-occupied housing, including lead hazard reduction, renovation of housing to meet the needs of persons with disabilities or elderly households.
	Basis for Relative Priority	The surveys, public input, and Market Analysis found there to be a high level of need for homeowner rehabilitation in order to maintain the current housing stock and retain the availability of older housing units for affordable options for households in the community.
2	Priority Need Name	Homelessness
	Priority Level	High
	Population	Extremely Low Low Moderate Chronic Homelessness Individuals Families with Children

	Geographic Areas Affected	Planning Activities, General Admin., Fair Housing Services and HUD Continuum of Care Admin.
	Associated Goals	Increase Access to Vital Public Services
	Description	Homelessness is growing in the City and more households face homelessness or are at-risk of homelessness. The growing homeless population in the City, as well as County-wide, keeps this a high priority for funding during this 2021-2026 Consolidated Plan. This includes both the need for shelter and housing options, as well as services.
	Basis for Relative Priority	Priority based on the Needs Assessment, Market Analysis, surveys, focus groups, and community input.
3	Priority Need Name	Access to Affordable Owner Housing
	Priority Level	High
	Population	Extremely Low Low Moderate Families with Children Elderly
	Geographic Areas Affected	Clearance/Demolition and Housing Rehabilitation
	Associated Goals	Increase Access to Affordable Housing Options
	Description	Access to affordable housing options is a high priority in the City of Wyoming as the proportion of households that are unstably housed accounts for a large proportion of the population, as demonstrated by the number of households with cost burdens. Cost burdens are defined as households paying more than 30 percent of their household income on their housing. This need was also echoed in the City's outreach efforts, surveys, focus groups, and community meetings. Increased opportunities for affordable owner-occupied housing should be prioritized, including access and stability through supportive programs such as homebuyer down payment assistance, legal assistance for housing matters, financial/homeownership counseling, and other support.

	Basis for Relative Priority	Priority based on the Needs Assessment, Market Analysis, surveys, focus groups, and community input.
4	Priority Need Name	Access to Affordable Rental Housing
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly
	Geographic Areas Affected	Clearance/Demolition and Housing Rehabilitation
	Associated Goals	Increase Access to Affordable Housing Options Increase Access to Vital Public Services
	Description	Access to affordable housing options is a high priority in the City of Wyoming as the proportion of household that are unstably housed, as demonstrated by the proportion of renter households with cost burdens. Increased opportunities for access to affordable rental housing and stability for low- and moderate-income persons, including those at risk of becoming homeless, through programs such as tenant-based rental assistance and rapid re-housing should be prioritized.
	Basis for Relative Priority	Priority based on the Needs Assessment, Market Analysis, surveys, focus groups, and community input.
5	Priority Need Name	Fair Housing and Consumer Legal Services
	Priority Level	High
	Population	Extremely Low Low Moderate
	Geographic Areas Affected	Public Services-Community Liaison & Crime Prevention and Code Enforcement Clearance/Demolition and Housing Rehabilitation
	Associated Goals	Increase Access to Vital Public Services

	Description	Fair housing education and enforcement and housing consumer legal services continue to be a high priority within the City to help ensure all households have equitable access to housing options.
	Basis for Relative Priority	Priority based on the Needs Assessment, Market Analysis, surveys, focus groups, and community input.
6	Priority Need Name	Supportive and Community Services
	Priority Level	High
	Population	Extremely Low Low Large Families Families with Children Elderly Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence
	Geographic Areas Affected	Clearance/Demolition and Housing Rehabilitation
	Associated Goals	Increase Access to Vital Public Services
	Description	The need for community services for special needs populations, as well as low to moderate income households are a high priority in the City. These include youth and senior services, childcare and transportation services, mental health services, as well as other identified in Section NA-50 Non-Housing Community Development Needs.
	Basis for Relative Priority	Priority based on the Needs Assessment, Market Analysis, surveys, focus groups, and community input.
7	Priority Need Name	Clearance of Blighted Structures
	Priority Level	High

	Population	Extremely Low Low Moderate Non-housing Community Development
	Geographic Areas Affected	Public Services-Community Liaison & Crime Prevention and Code Enforcement Clearance/Demolition and Housing Rehabilitation
	Associated Goals	Provide Suitable Living Environments
	Description	To continue to encourage suitable living environments in the community, the clearance of blighted structures, including those in flood prone areas is essential to maintain and stabilize neighborhoods and the City.
	Basis for Relative Priority	Priority based on the Needs Assessment, Market Analysis, surveys, focus groups, and community input.
8	Priority Need Name	Community Health and Safety
	Priority Level	High
	Population	Extremely Low Low Moderate Non-housing Community Development
	Geographic Areas Affected	Clearance/Demolition and Housing Rehabilitation
	Associated Goals	Provide Suitable Living Environments
	Description	To continue to encourage suitable living environments in the community neighborhood and commercial districts priority is given in investing in Public Safety improvements.
	Basis for Relative Priority	Priority based on the Needs Assessment, Market Analysis, surveys, focus groups, and community input.
9	Priority Need Name	Public Infrastructure and Facility Improvements
	Priority Level	High

	Population	Extremely Low Low Moderate Elderly Elderly Frail Elderly Persons with Physical Disabilities
	Geographic Areas Affected	Public Services-Community Liaison & Crime Prevention and Code Enforcement
	Associated Goals	Enhance Infrastructure and Public Facilities
	Description	Public input suggested the need for a variety of public facility and infrastructure improvements, including disaster mitigation, as shown in Section NA-50 Non-Housing Community Development Needs. This also includes the need for ADA improvements in these public facilities.
	Basis for Relative Priority	Priority based on the Needs Assessment, Market Analysis, surveys, focus groups, and community input.
10	Priority Need Name	Economic Opportunity
	Priority Level	Low
	Population	Extremely Low Low Moderate Non-housing Community Development
	Geographic Areas Affected	Public Services-Community Liaison & Crime Prevention and Code Enforcement Clearance/Demolition and Housing Rehabilitation
	Associated Goals	Increase Economic Opportunities
	Description	Improved access to jobs including job training, attracting business with higher paying jobs, and supporting LMI residents with microenterprise efforts is an identified priority.
	Basis for Relative Priority	Survey responders and focus group participants identified the need for increased access to job opportunities, especially those with higher rates of pay.

Narrative (Optional)

The City has identified a series of ten (10) priority needs. These needs have been identified based on the needs assessments, market analysis, public input, focus groups, and survey data. The City will address these priority needs over this Consolidated planning period with a series of goals outlined in Section SP-45.

SP-35 Anticipated Resources - 91.420(b), 91.215(a)(4), 91.220(c)(1,2)

Introduction

The City of Wyoming expects to have \$1,038,663.00 available for the Community Development Program during this period. This amount consists of \$588,710.00 in an estimated annual entitlement grant from HUD, \$8,903.53 in carryover funds from fiscal year 2019-20, \$276,463.00 in carryover from fiscal year 2020-2021 and \$164,586 from anticipated program income. The amount listed in Prior Year Resources is rounded up to the nearest dollar. Note that as part of the 2021-2022 annual action plan amendment process, program income was increased to better reflect actual and projected program income for this period.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	588,710	164,586	285,367	1,038,663	1,756,337	Block grant from U.S. Department of Housing and Urban Development to address housing, community development and economic development needs.

Table 14 - Anticipated Resources

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City of Wyoming has a consortium agreement with the County of Kent allowing them to receive and administer Wyoming's federal entitlement of HOME dollars as part of the Kent County-Wyoming HOME Consortium. The City of Wyoming has input on its share of the funds and its related applications from area developers. All data related to City of Wyoming HOME funds will be reported by Kent County staff and is not included in this Action Plan in order to avoid duplicate reporting of data to HUD. The County of Kent is responsible, by executed agreement, to obtain all necessary match funds for HOME. The City of Wyoming does provide documentation of match related to public infrastructure investments directly attributed to HOME projects within the City of Wyoming.

If appropriate, describe publically owned land or property located within the state that may be used to address the needs identified in the plan

Not applicable.

Discussion

Prior year award funds are still available to the City due to shortages in spending in two areas, both directly related to the COVID-19 pandemic. Rental assistance spending was impacted by the influx of federal funding for such activities due to the COVID-19 pandemic. Our non-profit partners were required to prioritize CARES Act funding (federal response to COVID-19) due to spending timeline limitations. The City's Homeowner Rehabilitation program was delayed due to the restrictions put in place by the Governor and Michigan Department of Health and Human Services preventing and restricting construction activities during COVID-19. Additional delays are also attributed to disruptions in the construction supply chain for items such as windows, toilets and roofing materials.

SP-40 Institutional Delivery Structure - 91.415, 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
City of Wyoming	Government	Economic Development Homelessness Non-homeless special needs Planning Rental neighborhood improvements public facilities public services	Jurisdiction
KENT COUNTY	Government	Ownership Planning Rental	Region

Table 15 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

The institutional strengths and gaps were identified through consultations, focus groups, resident surveys, and review of planning and needs assessment processes and documents.

Strengths and gaps of the delivery system

- While there are many services available in the community, there is a lack of knowledge about these services
- The City staff is encouraging and helpful of affordable housing development and community services whenever possible.
- The City works collaboratively with the neighboring jurisdictions and with Kent County.
- Homeless services: The Continuum of Care and the Kent County Essential Needs Task Force place a high priority on promoting communication, coordinating efforts, interagency collaboration and identifying and addressing gaps in services.
- The City makes continued efforts to increase collaboration and coordination among the agencies that help delivery services throughout the City.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X	X	X
Legal Assistance	X	X	
Mortgage Assistance	X		X
Rental Assistance	X	X	X
Utilities Assistance	X	X	X
Street Outreach Services			
Law Enforcement	X		
Mobile Clinics	X	X	
Other Street Outreach Services	X	X	
Supportive Services			
Alcohol & Drug Abuse	X	X	X
Child Care	X		
Education	X	X	
Employment and Employment Training	X		
Healthcare	X	X	X
HIV/AIDS	X	X	X
Life Skills	X		
Mental Health Counseling	X	X	X
Transportation	X		
Other			

Table 16 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

The homeless service delivery system meets the needs of homeless persons by providing emergency shelter, transitional shelter, rapid-rehousing and permanent supportive housing options to individuals and families facing homelessness. There are options for individuals, families with children, veterans and their families, and unaccompanied youth.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

The system employs a *housing first* strategy, maximized together through its 2-1-1 referral and the Coordinated Assessment system to refer clients to appropriate services. Service providers offer a wide

range of housing types for those experiencing homelessness and there are many opportunities to provide supportive services on-site. Focus groups indicated that the gaps in homeless services include, but are not limited to, emergency and outreach services for youth, supportive services such as mental health and substance abuse services available around the clock (not just during normal business hours), case management and mental health services. Focus group participants also noted that the emergency shelter system is often at its maximum capacity and that permanent supportive housing options are often full as well. This makes it difficult for people to be housed both coming off the street and when they are ready to transition from a temporary housing situation into a more permanent one.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

The City continues to work with Kent County in the development of regional plans in the HOME Consortium. These efforts are on-going.

SP-45 Goals - 91.415, 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase Access to Affordable Housing Options	2021	2026	Affordable Housing	City-Wide Low/Mod Income Families City-Wide	Maintain Housing Stock and Housing Rehabilitation Access to Affordable Owner Housing Access to Affordable Rental Housing	CDBG: \$1,570,000	Rental units constructed: 4 Household Housing Unit Homeowner Housing Rehabilitated: 346 Household Housing Unit Direct Financial Assistance to Homebuyers: 4 Households Assisted
2	Provide Suitable Living Environments	2021	2026	Affordable Housing Non-Housing Community Development	All Low/Moderate-Income Areas	Clearance of Blighted Structures Community Health and Safety	CDBG: \$450,000	Buildings Demolished: 5 Buildings Housing Code Enforcement/Foreclosed Property Care: 30000 Household Housing Unit
3	Enhance Infrastructure and Public Facilities	2021	2026	Non-Housing Community Development	All Low/Moderate-Income Areas	Public Infrastructure and Facility Improvements	CDBG: \$250,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 20000 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Increase Access to Vital Public Services	2021	2026	Non-Housing Community Development	City-Wide Low/Mod Income Families City-Wide	Homelessness Access to Affordable Rental Housing Fair Housing and Consumer Legal Services Supportive and Community Services	CDBG: \$375,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 1500 Persons Assisted Tenant-based rental assistance / Rapid Rehousing: 125 Households Assisted Homelessness Prevention: 100000 Persons Assisted
5	Increase Economic Opportunities	2021	2026	Non-Housing Community Development	All Low/Moderate-Income Areas City-Wide Low/Mod Income Families	Economic Opportunity	CDBG: \$150,000	Jobs created/retained: 25 Jobs Businesses assisted: 5 Businesses Assisted

Table 17 – Goals Summary

Goal Descriptions

1	Goal Name	Increase Access to Affordable Housing Options
	Goal Description	<p>Primary goal of the City is to rehabilitate and preserve owner- and renter-occupied housing through housing rehabilitation activities, providing safety improvements, energy efficiency improvements, access modifications, or treatment of lead or other home hazards, as well as renovations to make homes accessible for persons with disabilities or elderly households. The City estimates that it will provide 350 low to moderate income households with affordable housing through these activities, including 140 extremely low income, 133 low income, and 77 moderate income households.</p> <p>When additional funds, when coupled with requests from non-profit and community partners, are available, additional activities shall be prioritized to increase opportunities for housing stability through various programs, such as homebuyer down payment assistance, tenant based rental assistance and other support; fair housing education and enforcement, legal assistance for housing matters, and financial/homeownership counseling. Property acquisition for the purposes of creating new housing units will also be used when funds are available. Property Acquisition is a new activity to be added in the 2022-2023 Annual Action Plan.</p> <p>Matrix Code: 14A, 14F</p>
2	Goal Name	Provide Suitable Living Environments
	Goal Description	<p>The City of Wyoming will utilize Code Enforcement and Clearance/Demolition activities to accomplish this goal. There will be improved public health and safety, reduced blighting influences, and improved property values through code enforcement and clearance of blighted structures.</p> <p>Matrix Codes: 15, 04</p>

3	Goal Name	Enhance Infrastructure and Public Facilities
	Goal Description	<p>Enhance publicly-owned facilities and infrastructure that improves the community and neighborhoods, such as parks, streets, sidewalks, streetscapes and other public infrastructure and facilities, including improving accessibility to meet American with Disabilities Act (ADA) standards.</p> <p>Increase opportunities for housing stability through homebuyer down payment assistance, tenant based rental assistance and other support; fair housing education and enforcement, legal assistance for housing matters, and financial/homeownership counseling.</p> <p>The City will accomplish this goal through supporting agencies that provide housing and supportive services to households experiencing homelessness.</p> <p>Matrix Codes: 03A, 03B, 03C, 03D, 03E, 03I, 03J, 03K, 03L, 03M, 03N, 03O, 03P,03Z</p>
4	Goal Name	Increase Access to Vital Public Services
	Goal Description	<p>Enhance access to public services by funding activities that support special needs and low-to-moderate income households in the community. Of the estimated 125 households that are anticipated to be served with tenant-based rental assistance and rapid rehousing, 50 of those will be extremely-low income, 48 of those will be low-income, and 27 of those will be moderate-income households.</p> <p>Matrix Codes: 05A-I, 05K-05P, 05W, 05Z, 05S, 05T, 05Q, 21D, 03T, 05X</p>
5	Goal Name	Increase Economic Opportunities
	Goal Description	<p>Enhance economic stability and prosperity by increasing economic opportunities for residents through job readiness and skill training, promotion of entrepreneurship (including among culturally diverse populations), façade improvements, and other strategies.</p> <p>Matrix Codes: 18A, 18B, 18C</p>

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

The City estimates that it will provide 350 low to moderate income households with affordable housing through rehabilitation and accessibility projects, including 140 extremely low-income, 133 low-income, and 77 moderate-income households. The City estimates that it will assist 4 households with down payment assistance, with 2 of those households being low-income and two households being moderate income. Finally, the City anticipates providing 125 households with rental assistance, eviction prevention and rapid rehousing, including 50 extremely low-income, 48 low-income, and 27 moderate-income households.

SP-65 Lead-based Paint Hazards - 91.415, 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

In their efforts to address lead-based paint hazards, the City of Wyoming adheres to the environmental review policies established under the National Environmental Protection Act (NEPA) on all rehabilitation projects. Lead hazard evaluation and reduction activities are integrated into all CDBG housing rehabilitation programs; properties built before 1978 are required to undergo lead testing and abatement when rehabilitation thresholds are met, and testing indicates contamination.

The City of Wyoming's Building Rehabilitation Specialist is a State of Michigan licensed lead paint inspector and lead risk assessor. For each housing rehabilitation project, the Rehabilitation Specialist identifies the potential lead hazards, develops a plan for remediation and executes the plan for remediation, in compliance with federal standards. The City provides CDBG housing rehabilitation applicants with applicable information of the hazards of lead-based poisoning.

How are the actions listed above integrated into housing policies and procedures?

The City of Wyoming has incorporated policies in their federally funded housing and community development programs to properly evaluate and assess the presence of lead-based paint in any rehabilitation or other development project.

SP-70 Anti-Poverty Strategy - 91.415, 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

The City's strategy to reduce poverty relies on promoting current and future programs that 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:

- Community Development Block Grant -Loans at 3 percent annual interest are offered to households with incomes between 50 percent and 80 percent 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 percent of the area median.
- Senior Center - Free tax preparation services, free & low-cost health and wellness, recreation and leisure, and education programs, free legal consultation services and free medical and blood pressure screenings.
- 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. Wyoming averages about 50 exemptions each year.
- The City's Public Housing and rent certificates programs also provide assistance to poor families.
- Support of non-profit organizations in administering subsistence payments for short- term rental assistance for low-income persons pending eviction.

The work and programs offered by the City complement and enhance that provided by area nonprofits, school districts and the like in addressing community poverty. These include food and care pantries; education, employment skills, and job training; microenterprise development, and job placement.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan

Overall, the City's poverty reducing goals are focused on increasing access to basic services and providing opportunities to increase income and earning power. The Priority Needs identified in this plan and the Strategic Goals that will be addressed during this Consolidated Plan period align with these overall goals to improve services, provide housing, economic development opportunities and improve infrastructure and facilities in high poverty areas.

SP-80 Monitoring - 91.230

Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The Wyoming Community Development Committee, a citizen body appointed by the City of Wyoming Council, ensures that the goals and aims of the CDBG program are upheld. Monthly, the Committee reviews and evaluates prior year's projects and spending; annually, it evaluates grant requests and recommends funding awards to the City Council.

The City of Wyoming contracts with Kent County and the City of Grand Rapids to perform HUD required monitoring of its sub-recipients.

Code enforcement activities are managed by the Inspections Services Supervisor, under the director of the Director of the Community Services.

The Wyoming Rehabilitation Committee, made up of City staff members, oversees the awarding of loans through its CDBG housing rehabilitation programs. The City of Wyoming 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 Community Development Specialist, under the director of the Director of Community Services, monitors overall daily program performance and timeliness on a monthly basis.

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The City of Wyoming expects to have \$1,038,663.00 available for the Community Development Program during this period. This amount consists of \$588,710.00 in an estimated annual entitlement grant from HUD, \$8,903.53 in carryover funds from fiscal year 2019-20, \$276,463.00 in carryover from fiscal year 2020-2021 and \$164,586 from anticipated program income. The amount listed in Prior Year Resources is rounded up to the nearest dollar. Note that as part of the 2021-2022 annual action plan amendment process, program income was increased to better reflect actual and projected program income for this period.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	588,710	164,586	285,367	1,038,663	1,756,337	Block grant from U.S. Department of Housing and Urban Development to address housing, community development and economic development needs.

Table 18 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City of Wyoming has a consortium agreement with the County of Kent allowing them to receive and administer Wyoming's federal entitlement of HOME dollars as part of the Kent County-Wyoming HOME Consortium. The City of Wyoming has input on its share of the funds and its related applications from area developers. All data related to City of Wyoming HOME funds will be reported by Kent County staff and is not included in this Action Plan in order to avoid duplicate reporting of data to HUD. The County of Kent is responsible, by executed agreement, to obtain all necessary match funds for HOME. The City of Wyoming does provide documentation of match related to public infrastructure investments directly attributed to HOME projects within the City of Wyoming.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Not applicable.

Discussion

Prior year award funds are still available to the City due to shortages in spending in two areas, both directly related to the COVID-19 pandemic. Rental assistance spending was impacted by the influx of federal funding for such activities due to the COVID-19 pandemic. Our non-profit partners were required to prioritize CARES Act funding (federal response to COVID-19) due to spending timeline limitations. The City's Homeowner Rehabilitation program was delayed due to the restrictions put in place by the Governor and Michigan Department of Health and Human Services preventing and restricting construction activities during COVID-19. Additional delays are also attributed to disruptions in the construction supply chain for items such as windows, toilets and roofing materials.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase Access to Affordable Housing Options	2021	2026	Affordable Housing	All Low/Moderate-Income Areas City-Wide Low/Mod Income Families City-Wide	Homelessness Access to Affordable Owner Housing Access to Affordable Rental Housing Fair Housing and Consumer Legal Services	CDBG: \$215,225	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 12196 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 45 Households Assisted Homelessness Prevention: 75839 Persons Assisted
2	Provide Suitable Living Environments	2021	2026	Affordable Housing Non-Housing Community Development	City-Wide Low/Mod Income Families	Maintain Housing Stock and Housing Rehabilitation Supportive and Community Services Clearance of Blighted Structures Community Health and Safety	CDBG: \$492,270	Homeowner Housing Rehabilitated: 71 Household Housing Unit Buildings Demolished: 3 Buildings

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Enhance Infrastructure and Public Facilities	2021	2026	Non-Housing Community Development	All Low/Moderate-Income Areas	Community Health and Safety Public Infrastructure and Facility Improvements	CDBG: \$256,653	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 22196 Persons Assisted

Table 19 – Goals Summary

Goal Descriptions

1	Goal Name	Increase Access to Affordable Housing Options
	Goal Description	Increase opportunities for housing stability through tenant based rental and eviction diversion assistance; rapid rehousing; fair housing education and enforcement, HUD Continuum of Care activities and referrals for legal assistance for housing matters and financial/homeownership counseling. Matrix Code: 14A, 14F
2	Goal Name	Provide Suitable Living Environments
	Goal Description	The City of Wyoming will utilize Code Enforcement, Clearance/Demolition, and home rehabilitation and access modification activities to accomplish this goal. There will be improved public health and safety, reduced blighting influences, and improved property values through code enforcement and clearance of blighted structures along with home rehabilitation. Matrix Codes: 15, 04

3	Goal Name	Enhance Infrastructure and Public Facilities
	Goal Description	<p>Enhance publicly owned facilities and infrastructure that improves the community and neighborhoods, such as parks, streets, sidewalks, streetscapes and other public infrastructure and facilities, including improving accessibility to meet American with Disabilities Act (ADA) standards.</p> <p>Matrix Codes: 03A, 03B, 03C, 03D, 03E, 03I, 03J, 03K, 03L, 03M, 03N, 03O, 03P,03Z</p>

AP-35 Projects - 91.420, 91.220(d)

Introduction

The City of Wyoming plans to use CDBG funds to accomplish projects in the areas of Housing Rehabilitation, Code Enforcement, Clearance/Demolition, Capital Outlay, and Public Services. Affordable housing and homeless needs have been given high priority.

#	Project Name
1	Clearance/Demolition
2	Public Services-Family Promise Re-Housing Financial Assistance
3	Public Services-Family Promise Re-Housing Stabilization Services
4	Public Services - Rental Assistance
5	Public Services - Fair Housing
6	Capital Outlay and Public Infrastructure
7	Rehabilitation-Single Unit Residential
8	Rehabilitation-Home Repair Services
9	Rehabilitation-Administration
10	Code Enforcement
11	General Administration
12	HUD Continuum of Care - Administration
13	Public Services-ICCF Re-Housing Financial Assistance

Table 20 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Funding priorities have been outlined in the 2021-2026 City of Wyoming Consolidated Housing and Community Development Plan. All projects to be funded in this Action Plan are ranked as high priority need for the City of Wyoming in the Consolidated Plan. Staff capacity, regulatory requirements and funding limitations are the obstacles to addressing underserved needs.

AP-38 Project Summary

Project Summary Information

1	Project Name	Clearance/Demolition
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Provide Suitable Living Environments
	Needs Addressed	Clearance of Blighted Structures Community Health and Safety
	Funding	CDBG: \$16,653
	Description	3 homeowners with low/moderate-income families, would have free needed dilapidated structure demolition grants, including, but not limited to, garages, porches and fencing, for the purpose of providing a suitable living environment.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	3 homeowners with low/moderate-income families
	Location Description	Homes located in the City of Wyoming
	Planned Activities	3 homeowners, with low/moderate-income families, would have free needed dilapidated structure demolition grants, including, but not limited to, garages, porches and fencing, for the purpose of providing a suitable living environment.
2	Project Name	Public Services-Family Promise Re-Housing Financial Assistance
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Increase Access to Affordable Housing Options

	Needs Addressed	Homelessness Access to Affordable Rental Housing
	Funding	CDBG: \$30,000
	Description	19 low-income families moving out of homelessness and into stabilized housing receive the benefit of short-term rental assistance, administered by Family Promise of Grand Rapids, for the purpose of preventing homelessness and providing decent affordable housing.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	19 low-income families moving out of homelessness and into stabilized housing receive the benefit of short-term rental assistance, administered by Family Promise of Grand Rapids, for the purpose of preventing homelessness and providing decent affordable housing.
	Location Description	19 low-income families
	Planned Activities	19 low-income families moving out of homelessness and into stabilized housing receive the benefit of short-term rental assistance, administered by Family Promise of Grand Rapids, for the purpose of preventing homelessness and providing decent affordable housing.
3	Project Name	Public Services-Family Promise Re-Housing Stabilization Services
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Increase Access to Affordable Housing Options
	Needs Addressed	Homelessness
	Funding	CDBG: \$20,000
	Description	19 low-income families receive support services to help maintain permanent housing and build assets to support self-sufficiency, administered by Family Promise of Grand Rapids, for the purpose of preventing homelessness and providing decent affordable housing.
	Target Date	6/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	19 low-income families receive support services to help maintain permanent housing and build assets to support self-sufficiency, administered by Family Promise of Grand Rapids, for the purpose of preventing homelessness and providing decent affordable housing.
	Location Description	City of Wyoming
	Planned Activities	19 low-income families receive support services to help maintain permanent housing and build assets to support self-sufficiency, administered by Family Promise of Grand Rapids, for the purpose of preventing homelessness and providing decent affordable housing.
4	Project Name	Public Services - Rental Assistance
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Increase Access to Affordable Housing Options
	Needs Addressed	Homelessness Access to Affordable Rental Housing
	Funding	CDBG: \$20,000
	Description	7 low-income persons or families pending eviction have the benefit of short-term rental assistance, administered by The Salvation Army Social Services, for the purpose of preventing homelessness and providing decent affordable housing.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	7 low-income persons or families pending eviction have the benefit of short-term rental assistance, administered by The Salvation Army Social Services, for the purpose of preventing homelessness and providing decent affordable housing.
	Location Description	City of Wyoming
	Planned Activities	7 low-income persons or families pending eviction have the benefit of short-term rental assistance, administered by The Salvation Army Social Services, for the purpose of preventing homelessness and providing decent affordable housing.
5	Project Name	Public Services - Fair Housing

	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Increase Access to Affordable Housing Options
	Needs Addressed	Fair Housing and Consumer Legal Services
	Funding	CDBG: \$12,100
	Description	12,196 households, in low/moderate-income areas throughout the City, have the benefit of access to fair housing complaint investigation services and fair housing training for the purpose of providing decent affordable housing.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	12,196 households, in low/moderate-income areas throughout the City, have the benefit of access to fair housing complaint investigation services and fair housing training for the purpose of providing decent affordable housing.
	Location Description	City of Wyoming
	Planned Activities	12,196 households, in low/moderate-income areas throughout the City, have the benefit of access to fair housing complaint investigation services and fair housing training for the purpose of providing decent affordable housing.
6	Project Name	Capital Outlay and Public Infrastructure
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Enhance Infrastructure and Public Facilities
	Needs Addressed	Community Health and Safety Public Infrastructure and Facility Improvements
	Funding	CDBG: \$256,653

	Description	22,616 Wyoming residents that live within low/moderate-income areas have the benefit of enhanced sidewalk crossings and updates and renovations to City park and other public facilities, leading to increased traffic safety, public enjoyment of City parks and other City facilities. Original budget for this project was \$150,228.00 and was increased due to needed improvements in playgrounds and public facilities in LMI areas.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	22,616 Wyoming residents that live within low/moderate-income areas
	Location Description	City of Wyoming
	Planned Activities	22,616 Wyoming residents that live within low/moderate-income areas have the benefit of enhanced sidewalk crossings and updates and renovations to City park facilities, leading to increased traffic safety and public enjoyment of City parks.
7	Project Name	Rehabilitation-Single Unit Residential
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Provide Suitable Living Environments
	Needs Addressed	Maintain Housing Stock and Housing Rehabilitation
	Funding	CDBG: \$266,785
	Description	11 housing units, with low/moderate-income families, will have affordable needed housing repair loans and deferred loans for the purpose of providing decent affordable housing. The funding for this project was originally budgeted for \$364,124.06, but was reduced to make room for needed capital improvements in LMI areas.
	Target Date	6/30/2023

	Estimate the number and type of families that will benefit from the proposed activities	11 persons or families who have low/moderate-income.
	Location Description	City of Wyoming
	Planned Activities	11 housing units, with low/moderate-income families, will have affordable needed housing repair loans and deferred loans for the purpose of providing decent affordable housing
8	Project Name	Rehabilitation-Home Repair Services
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Provide Suitable Living Environments
	Needs Addressed	Maintain Housing Stock and Housing Rehabilitation
	Funding	CDBG: \$81,653
	Description	60 low/moderate-income families, have affordable services such as minor home repairs and accessibility modifications, for the purpose of providing decent affordable housing.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	60 low/moderate-income families
	Location Description	City of Wyoming
	Planned Activities	60 low/moderate-income families, have affordable services such as minor home repairs and accessibility modifications, for the purpose of providing decent affordable housing.
9	Project Name	Rehabilitation-Administration
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Provide Suitable Living Environments
	Needs Addressed	Maintain Housing Stock and Housing Rehabilitation

	Funding	CDBG: \$101,694
	Description	11 housing units, with low/moderate-income families, have affordable administration of housing rehabilitation funding for the purpose of providing decent affordable housing.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	11 low/moderate-income families
	Location Description	City of Wyoming
	Planned Activities	11 housing units, with low/moderate-income families, have affordable administration of housing rehabilitation funding for the purpose of providing decent affordable housing.
10	Project Name	Code Enforcement
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Provide Suitable Living Environments
	Needs Addressed	Clearance of Blighted Structures Community Health and Safety
	Funding	CDBG: \$100,000
	Description	12,196 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.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	12,196 low/moderate-income families
	Location Description	City of Wyoming

	Planned Activities	12,196 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.
11	Project Name	General Administration
	Target Area	City-Wide
	Goals Supported	Increase Access to Affordable Housing Options Provide Suitable Living Environments
	Needs Addressed	Maintain Housing Stock and Housing Rehabilitation Homelessness Access to Affordable Owner Housing Access to Affordable Rental Housing
	Funding	CDBG: \$118,125
	Description	All (75,839) Wyoming residents have access to affordable administration of HUD programs for the purpose of providing a suitable living environment.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	78,839 Wyoming residents
	Location Description	City of Wyoming
	Planned Activities	All (75,839) Wyoming residents have access to affordable administration of HUD programs for the purpose of providing a suitable living environment.
12	Project Name	HUD Continuum of Care - Administration
	Target Area	City-Wide
	Goals Supported	Increase Access to Affordable Housing Options

	Needs Addressed	Homelessness Supportive and Community Services
	Funding	CDBG: \$5,000
	Description	All (78,839) Wyoming residents have access to affordable administration through the Heart of West Michigan United Way to support the Coalition to End Homelessness goals for the purpose of preventing homelessness and providing decent affordable housing.
	Target Date	6/30/2022
	Estimate the number and type of families that will benefit from the proposed activities	75,839 Wyoming residents
	Location Description	City of Wyoming
	Planned Activities	All (75,839) Wyoming residents have access to affordable administration through the Heart of West Michigan United Way to support the Coalition to End Homelessness goals for the purpose of preventing homelessness and providing decent affordable housing.
13	Project Name	Public Services-ICCF Re-Housing Financial Assistance
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Increase Access to Affordable Housing Options
	Needs Addressed	Homelessness
	Funding	CDBG: \$10,000
	Description	7 low-income families moving out of homelessness and into stabilized housing receive the benefit of short-term rapid rehousing and rental assistance and case management, administered by the Inner City Christian Federation, for the purpose of preventing homelessness and providing decent affordable housing.
	Target Date	6/30/2022

	Estimate the number and type of families that will benefit from the proposed activities	7 low/moderate-income persons or families
	Location Description	City of Wyoming
	Planned Activities	7 low-income families moving out of homelessness and into stabilized housing receive the benefit of short-term rapid rehousing and rental assistance and case management, administered by the Inner City Christian Federation, for the purpose of preventing homelessness and providing decent affordable housing.

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Refer to the City of Wyoming CDBG Activities map which locates projects proposed for 2021-2022 in the AP-05 Executive Summary section. Also refer to the City's Low/Moderate Income Areas map in this same section which indicates all of the City's low/moderate-income areas. As stated in the Consolidated Plan, the City of Wyoming has a lower median income than the balance of Kent County. Nearly 65% of all Wyoming households have incomes between 0-80% AMI. Of the households that are between 0-80% AMI, 24% are extremely low-income, 26% are low-income, and 48% are moderate-income.

In reference to minority concentration, the Consolidated Plan also states that the concentration of Non-White population is in the downtown and northern areas of the city. 22.8% of Wyoming's population is Hispanic/Latino according to the 2018 Five-Year ACS data, which is a 3.4% increase over the 2000 level.

The northern and eastern areas of the city contain the oldest housing units, and housing rehabilitation does regularly occur in both areas based on need and demand.

Geographic Distribution

Target Area	Percentage of Funds
All Low/Moderate-Income Areas	7
City-Wide Low/Mod Income Families	28
City-Wide	65

Table 21 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Basis of allocating funds in geographic areas:

- Our CDBG housing activities are available only to eligible low and moderate-income households throughout the City.
- Clearance of dilapidated structures, including, but not limited to, garages, porches and fencing, are available only to eligible low/moderate income households throughout the City.
- Code Enforcement and Fair Housing activities are only eligible in low and moderate-income areas.
- Rental Assistance is available city-wide to low-income persons pending eviction.
- Rapid Re-Housing Financial Assistance and Stabilization Services are available city-wide to low-income families moving out of homelessness and into stabilized housing.

Discussion

Geographic distributions of funding are in line with the intended activities' eligibility requirements.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

See other actions and processes to be carried out in the narrative below.

Actions planned to address obstacles to meeting underserved needs

The City's strategy to reduce poverty relies on promoting current and future programs, which assist low-income families, the elderly, the disabled, and those at risk of becoming homeless.

Actions planned to foster and maintain affordable housing

The 2020 Analysis of Impediments to Fair Housing Choice and Housing Needs Assessment (AI) recommendations and outlined actions to reduce barriers to affordable housing have been described in Section AP-75.

Actions planned to reduce lead-based paint hazards

The City integrates lead hazard evaluation and reduction activities into all CDBG housing rehabilitation programs. The City's Building Rehabilitation Specialist is a State of Michigan licensed lead inspector and lead risk assessor. For each housing rehabilitation project, the Building Rehabilitation Specialist identifies the potential lead hazard, develops a plan for remediation and executes the plan for remediation, in compliance with federal standards. The City will provide CDBG housing rehabilitation applicants with applicable information on the hazards of lead-based poisoning.

Actions planned to reduce the number of poverty-level families

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:

- 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.
- Senior Center - Free tax preparation services, free low cost recreation and leisure education programs, free legal consultation services and free medical and blood pressure screenings along with other public assistance.
- 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. Wyoming averages about 50 exemptions each year.

- The City's Public Housing and rent certificates programs provide assistance to low-income families.
- Support of The Salvation Army Social Services in administering subsistence payments for short-term rental assistance for low-income persons pending eviction.
- Support of Family Promise of Grand Rapids in assisting low-income families moving out of homelessness and into stabilized housing. The families receive the benefit of short-term rental assistance and support services to help maintain permanent housing and build assets to support self-sufficiency.
- Support of the Inner City Christian Federation (ICCF) in assisting low- and moderate- income families with rapid rehousing funding and case management.

Actions planned to develop institutional structure

The City continues to work with Kent County and the City of Grand Rapids in the development of regional plans in the HOME Consortium. These efforts are on-going.

Actions planned to enhance coordination between public and private housing and social service agencies

The City has renewed its annual memorandum of understanding with the Kent County Essential Needs Task Force Governance, which is a collective effort of governmental agencies, non-profits, faith-based organizations, funders and community volunteers who seek to enhance the structure of services, and develop and support a sustainable model for the emergency response network for residents throughout Kent County.

Discussion

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

The City of Wyoming expects to have \$984,626.53 available for the Community Development Program during this period. This amount consists of \$580,160.00 in an estimated annual entitlement grant from HUD, \$8,903.53 in carryover funds from fiscal year 2019-20, \$276,463.00 in carryover from fiscal year 2020-2021 and \$119,100.00 from anticipated program income. The 2021-2022 budget plans for 100% of the funds to benefit low-and moderate-income persons.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	164,586
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	164,586

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

Appendix - Alternate/Local Data Sources

Adding in property acquisition activity.

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

The City of Wyoming, along with the City of Grand Rapids and Kent County, adopted the 2021-2026 Wyoming Regional Consolidated Plan. The City of Wyoming's 2022-2023 Second Program Year Action Plan is based upon the adopted Consolidated Plan's goals, objectives and priority needs. This Action Plan outlines the programs to be initiated in the upcoming fiscal year.

The City of Wyoming has \$1,437,012.29 available for the Community Development Program during this period, inclusive of both CDBG and CDBG-CV funds. This amount consists of \$526,082.00 in an annual CDBG entitlement grant from HUD, \$96,922.91 in CDBG-CV entitlement carryover, \$3,810.66 in carryover funds from 2018-2019, \$89,643.34 in carryover from 2019-20, \$103,905.78 in CDBG entitlement carryover from fiscal year 2020-2021, \$457,547.60 in carryover from grant year 2021-2022 and \$159,100.00 from anticipated program income.

The City is filing a substantial amendment to both the 2021-2025 Consolidated Housing and Community Development Plan and the 2022-2023 Year Two Annual Action Plan in line with its adopted Citizen Participation Plan in order to add Property Acquisition into both Plans.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The following is a list of activities to be funded for fiscal year 2022-2023:

Clearance/Demolition: 3 homeowners, with low/moderate-income, will have dilapidated structure demolition grants, including garages, porches and fencing, to provide a suitable living environment.

Public Services- Family Promise Re-Housing Financial Assistance: 19 low-income families moving out of homelessness and into housing will receive short-term rental assistance, to prevent homelessness and provide decent affordable housing.

Public Services – Family Promise Re-Housing Stabilization Services: 19 low-income families shall receive support services to maintain housing and build assets to support self-sufficiency, prevent homelessness and provide decent affordable housing.

Public Services – Salvation Army Rental Assistance: 7 low-income persons pending eviction will receive short-term rental assistance to prevent homelessness and provide decent affordable housing.

Public Services - Fair Housing: 12,196 households, in low and moderate-income areas throughout the City, will have access to fair housing complaint investigations and fair housing training to provide decent affordable housing.

Capital Outlay and Public Infrastructure: 22,616 Wyoming residents in low/moderate-income areas will benefit from enhanced sidewalk crossings and renovations to City park and other public facilities, leading to increased traffic safety, enjoyment of City parks and other City facilities.

Property Acquisition: 22,616 Wyoming residents that live within low/moderate- income areas will benefit from property acquisition activities with the intention to remove blight or allow for the possibility of the addition of new housing units. This is a new activity.

Rehabilitation - Single Unit Residential: 11 housing units, with low/moderate-income families, will have home repair loans and deferred loans to provide decent affordable housing.

Rehabilitation - Home Repair Services: 60 low/moderate-income households will have services such as minor home repairs and accessibility modifications, to provide decent affordable housing.

Rehabilitation - Administration: 11 housing units, with low/moderate-income families, will have affordable administration of housing rehabilitation funding, to provide decent affordable housing.

Code Enforcement: 12,196 households, in low- and moderate-income areas throughout the City, will have the benefit of CDBG to fund code enforcement activities to provide a suitable living environment.

General Administration: All (75,839) Wyoming residents will have affordable administration of HUD programs for the purpose of providing a suitable living environment.

HUD Continuum of Care - Administration: All (75,839) Wyoming residents will have access to affordable administration through the Heart of West Michigan United Way to support the Coalition to End Homelessness goals for the purpose of preventing homelessness and providing decent affordable housing.

Public Services - ICCF Re-Housing Financial Assistance: 7 low-income families moving out of homelessness and into housing, will receive short-term rapid rehousing, rental assistance and case management to prevent homelessness and provide decent affordable housing.

Public Services - Other Services: Catholic Charities - Domestic Violence Mental Health Services: 14 Low- and moderate- income persons in the City of Wyoming will have access to domestic violence treatment programming to reduce recidivism and decrease violent crime.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Wyoming recognizes that the evaluation of past performance plays a critical role in ensuring that effective programs are implemented that align with its long-range goals. The following includes past spending performance of activities from July 1, 2020 through June 30, 2021. A total of \$545,717.19 was spent.

Rehabilitation-Single Unit Residential: We spent a total of \$123,724.68 for the rehabilitation of 6 low/mod housing units, issuing 3 housing rehab loans and 3 deferred loans.

Public Services- Rental Assistance: We spent a total of \$16,143.85 for short-term rental assistance, administered by The Salvation Army Social Services. A total of 9 low-income persons were assisted.

Code Enforcement: We spent a total of \$59,643.00 to provide households in low/moderate-income areas throughout the City with the benefit of CDBG monies to fund code enforcement activities. There were a total of 858 housing units receiving code violations, with 858 of these corrected.

Clearance/Demolition: We spent \$15,700 to assist low/moderate income homeowners with free needed dilapidated structure demolition grants. We spent \$15,700.00 in CDBG funds on this activity.

Public Services–Family Promise Re-Housing Financial Assistance: We spent a total of \$30,000.00 to assist low-income families moving out of homelessness and into stabilized housing through the benefit of short-term rental assistance. These funds were administered by Family Promise of Grand Rapids. A total of 17 low-income families were assisted.

Public Services–Family Promise Re-Housing Stabilization Services: We spent a total of \$20,000.00 to assist low-income families to help maintain permanent housing and support self-sufficiency. These funds were administered by Family Promise of Grand Rapids. A total of 18 low-income families were assisted.

Public Services–Fair Housing: We spent a total of \$11,250.00 to assist low/moderate-income area households throughout the city to have access to fair housing complaint investigation services and fair housing training.

Rehabilitation–Administration: We spent a total of \$73,393.38 to provide 6 low/moderate-income families with affordable administration of housing rehabilitation funding, issuing 3 home rehab loans and 3 deferred loans.

Rehabilitation-Home Repair Services: We spent a total of \$79,643.00 to provide low/moderate-income households with affordable services such as minor home repairs and accessibility modifications. A total of 66 low/moderate-income households were assisted.

General Administration: We spent a total of \$111,219.28 to assist all Wyoming residents with affordable administration of HUD programs.

HUD Continuum of Care–Administration: We spent a total of \$5,000.00 to assist all Wyoming residents with access to affordable administration through the Heart of West Michigan United Way to support the Coalition to End Homelessness goals.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The citizen participation process for the 2022-2023 Year Two Annual Action Plan was completed according to the adopted City of Wyoming Citizen Participation Plan, and consisted of the following:

A public hearing notice was published in the Grand Rapids Press newspaper on January 18, 2022, announcing the upcoming meeting and public hearing of the Wyoming Community Development Committee (WCDC) on February 2, 2022.

The WCDC met on February 2, 2022 and discussed needs, funding and possible activities. A public hearing was held, and there was no public comment. The Committee recommended approval of the 2022-2023 Annual Action Plan to the Wyoming City Council.

On February 21, 2022, the Wyoming City Council met and set the date of April 4, 2022 to hold a public hearing for the Annual Action Plan.

On February 22, 2022 the Availability for Public Review of the One Year Action Plan notice and notice of public hearing on the 2022-2023 One Year Action Plan was published in the Grand Rapids Press newspaper. This notice was also posted at the Wyoming Public Library and sent to 111 interested parties, representing public officials, media (including Spanish speaking radio and newspapers), public service agencies, school districts, subrecipients, minority organizations and other stakeholders,

requesting comment and announcing the upcoming public hearing on April 4, 2022 concerning the Annual Action Plan.

On April 4, 2022 a public hearing was held during the City Council meeting. There was no public comment. Accordingly, the City Council approved the 2022-2023 Annual Action Plan on April 4th, 2022.

A notice of intent to request release of funds and notice of finding of no significant impact regarding the 2022-2023 Environmental Reviews were published in the Grand Rapids Press newspaper on April 5, 2022, providing the public the opportunity to submit comments regarding the environmental review documentation for 15 days. A notice of the final annual action plan was also published on April 5, 2022, notifying the public that the annual action plan would be submitted no later than 60 days after allocations are released.

No further public comments were obtained.

The citizen participation process for the substantial amendment to the 2022-2023 Year Two Annual Action Plan was completed according to the adopted City of Wyoming Citizen Participation Plan, and consisted of the following:

The Wyoming Community Development Committee approved the proposed amendment at its meeting on November 16th 2022. On December 5, 2022, the Wyoming City Council set the date of January 16, 2023 as the date of the public hearing on the proposed amendment. Once the amendments are approved on January 16th, 2023, both amendments will be filed.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The citizen participation process for the Annual Action Plan and both amendments were completed according to the adopted City of Wyoming Citizen Participation Plan. A detailed explanation is found in (4) above.

6. Summary of comments or views not accepted and the reasons for not accepting them

No comments were received.

7. Summary

See Summary of public comments above.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	WYOMING	
CDBG Administrator	WYOMING	Community Development
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

Table 1 – Responsible Agencies

Narrative

The Lead Agency is the City of Wyoming. The daily CDBG activities will be handled by the Community Services Department’s - Community Development staff. 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 Five-Year Regional Consolidated Plan and approves the annual submittal of City Annual Action Plans 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.

Community Services Department:

The Director of Community Services and Community Development Specialist serve as staff to the Wyoming Community Development Committee (WCDC). The Director of Community Services directs and supervises programs and activities related to the Annual Action Plan and CDBG expenditures. The Community Development Specialist acts as Secretary to the WCDC, advises the Director of Community Services of, and implements as required, Community Development Block Grant (CDBG) regulations, recommended best practices, and other regulatory requirements to ensure program compliance with necessary local, state, and federal administrative and statutory law. The Community

Development Specialist and Building Inspector (assigned as the Building Rehabilitation Specialist) work to process cases for Housing Rehabilitation programs. A Rehabilitation Committee, made up of the Community Services Director, Building Inspections Supervisor and City Planner, approve all housing rehabilitation applications and clearance/demolition applications.

Community Development Committee:

Relative specifically to this Annual Action Plan and CDBG funding, the Wyoming Community Development Committee (WCDC), a Council-appointed group made up of Wyoming residents, serves as an advisory body to the Director of Community Services, the City Manager and the City Council. This group also recommends the approval of the Five-Year Regional Consolidated Plan and recommends the Annual Action Plan and its related annual CDBG budget to the City Council. During the budgeting process, this group interviews sub-recipient applicants and recommends priorities for funding.

Other City Groups:

There is an Interdepartmental Agreement with the City's Inspections office relative to funding Code Enforcement. Relative to other city groups potentially involved with the Annual Action Plan, the list includes the Wyoming Housing Commission, the Downtown Development Authority, the Parks and Recreation Commission, the Public Works Department and the Building Inspections and Parks and Recreation staff of the Community Services Department.

Kent County

The City will continue its consortium agreement with Kent County allowing them to receive and administer Wyoming's federal entitlement of HOME dollars.

Consolidated Plan Public Contact Information

Nicole Hofert, Director of Community and Economic Development

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

During the Consolidated Plan process, there was engagement with residents and community organizations in the identification of housing and community development needs and priorities. This process included stakeholder interviews, surveys and stakeholder focus groups. The City of Wyoming continues to reach out and consult with public and private agencies during the Annual Action Plan process. Our Subrecipients of CDBG funds are non-profit agencies, including the Fair Housing Center of West Michigan who provides fair housing testing and complaint investigative services; Home Repair Services who provides minor home repairs and accessibility modifications; The Heart of West Michigan United Way who provides affordable HUD Continuum of Care administration to support the Coalition to End Homelessness; The Salvation Army Social Services who administers subsistence payments for rental assistance to low/moderate-income persons pending eviction; Family Promise of Grand Rapids who provides re-housing financial assistance and stabilization services for low-income families moving out of homelessness; and the Inner-City Christian Federation (ICCF) who provides re-housing financial assistance for low-income families. Two new activities were added this year. The first is Domestic Violence Counseling Services provided by Catholic Charities in order to provide low/moderate income residents of Wyoming with needed support services to reduce recidivism and increase community safety. The second addition is property acquisition for the purposes of blight remediation and to allow for development of new housing units in a low/moderate income area.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The City will continue to work with other City departments, neighboring cities, Kent County and area housing non-profits, such as the Fair Housing Center of West Michigan, Home Repair Services, The Heart of West Michigan United Way, The Salvation Army Social Services, Family Promise of Grand Rapids and ICCF, and Catholic Charities West Michigan. The City also works with the Disability Advocates of Kent County. In addition, the Director of Community Services is active with the Grand Rapids Area Coalition to End Homelessness/HUD Continuum of Care to address issues of homelessness and affordable housing and the Kent County Essential Needs Task Force.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

See comments above regarding funding HUD Continuum of Care administration, The Salvation Army Social Services, Family Promise of Grand Rapids and ICCF. The City of Wyoming does not receive ESG funds.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Wyoming does not receive ESG funding.

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Fair Housing Center of West Michigan
	Agency/Group/Organization Type	Service-Fair Housing Regional organization
	What section of the Plan was addressed by Consultation?	Fair Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Fair Housing Center of West Michigan will provide fair housing complaint investigation services and fair housing training. This organization was previously consulted as part of our updated Regional Consolidated Plan. They also report to the Wyoming Community Development Committee annually and discuss goals and outcomes.
2	Agency/Group/Organization	Home Repair Services of Kent County Inc.
	Agency/Group/Organization Type	Housing Regional organization
	What section of the Plan was addressed by Consultation?	Housing Rehabilitation
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Home Repair Services provides minor home repairs and accessibility modifications. This organization was previously consulted as part of our Consolidated Housing and Community Development Plan. They also make a presentation to the Community Development Committee annually and discuss goals and outcomes.
3	Agency/Group/Organization	THE SALVATION ARMY
	Agency/Group/Organization Type	Housing Services - Housing Regional organization

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Funding will be provided to The Salvation Army Social Services who will administer subsistence payments for rental assistance to low-income persons pending eviction for the purpose of preventing homelessness. This organization reports to the Community Development Committee and discussed its goals and projected outcomes.
4	Agency/Group/Organization	UNITED WAY
	Agency/Group/Organization Type	Housing Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Heart of West Michigan United Way provides affordable HUD Continuum of Care administration to support the Coalition to End Homelessness goals. The Director of Community and Economic Development is active with the Grand Rapids Area Coalition to End Homelessness/HUD Continuum of Care. They report annually to the Community Development Committee and discuss goals and outcomes.

5	Agency/Group/Organization	Grand Rapids Area Coalition to End Homelessness
	Agency/Group/Organization Type	Housing Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Director of Community and Economic Development is active with this organization. The City of Wyoming supports the Coalition to End Homelessness goals.
6	Agency/Group/Organization	Family Promise of Grand Rapids
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Funding will be provided for low-income families moving out of homelessness and into stabilized housing.

7	Agency/Group/Organization	ICCF NONPROFIT HOUSING CORP
	Agency/Group/Organization Type	Housing Services-homeless Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Funding has been provided to ICCF in previous fiscal years as well as this one. This organization reports to the Community Development Committee and discussed its goals and projected outcomes.

Identify any Agency Types not consulted and provide rationale for not consulting

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	The Heart of West michigan United Way	Affordable HUD Continuum of Care administration to support the Coalition to End Homelessness goals.

Table 3 - Other local / regional / federal planning efforts

Narrative

Agencies seeking to become Subrecipients made presentations to the Wyoming Community Development Committee during the 2022-2023 Letter of Intent Application process. This process guided the development of the Annual Action Plan and the allocation of funds. In reviewing these applications, the Committee also reviewed the results and outcomes from prior years and the priority needs of the Consolidated Plan. With this information, the Committee and staff developed a preliminary plan and list of projects for public review. A public hearing was conducted by the Wyoming Community Development Committee who made a recommendation to the City Council, who also held a public hearing to accept the Plan and receive additional comments. The City continues to expand its public outreach opportunities to Subrecipients in order to provide greater access to available funding. The request for Letters of Intent was distributed to over 50 local organizations.

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The citizen participation process for the Annual Action Plan was completed according to the adopted City of Wyoming Citizen Participation Plan. The Citizen Participation Plan was recently amended and includes the implementation of the Assessment of Fair Housing final rule.

The citizen participation process consisted of the following:

A public hearing notice was published in the Grand Rapids Press newspaper on January 18, 2022, announcing the upcoming meeting and public hearing of the Wyoming Community Development Committee (WCDC) on February 2, 2022.

The WCDC met on February 2, 2022 and discussed needs, funding and possible activities. A public hearing was held, and there was no public comment. The Committee recommended approval of the Annual Plan to the Wyoming City Council.

On February 21, 2022, the Wyoming City Council met and set the date of April 4, 2022 to hold a public hearing for the Annual Plan.

On February 22, 2022 the Availability for Public Review of the One Year Action Plan notice was published in the Grand Rapids Press newspaper. This notice was also posted at the Wyoming Public Library and sent to over 100 interested parties, representing public officials, media (including Spanish speaking radio and newspapers), public service agencies, school districts, subrecipients, minority organizations and other stakeholders, requesting comment and announcing the upcoming public hearing on April 4, 2022 concerning the Annual Action Plan.

A public hearing notice was published in the Grand Rapids Press newspaper on February 22, 2022, which announced that the Annual Plan would be discussed by the Wyoming City Council at the public hearing on April 4, 2022.

On April 4, 2022 a public hearing was held. There was no public comment. Also, on April 4, 2022 the City Council approved the 2022-2023 Annual Action Plan.

On April 5, 2022, the Notice of Finding of No Significant Impact and Intent to Request Release of Funds was published in the Grand Rapids Press, along with instructions on how to provide comment on the Environmental Reviews for fifteen days following this date. No public comment was received.

On April 5, 2022, a notice was published in the Grand Rapids Press newspaper that announced approval of the plan by the City Council and that the plan would be submitted to HUD within 60 days after the date allocations are announced.

A notice of intent to request release of funds and notice of finding of no significant impact regarding the 2022-2023 Environmental Reviews were published in the Grand Rapids Press newspaper on April 5, 2022, providing the public the opportunity to submit comments regarding the environmental review documentation for 15 days. A notice of the final annual action plan was also published on April 5, 2022, notifying the public that the annual action plan would be submitted no later than 60 days after allocations are released.

No further public comments were obtained.

The citizen participation process for the substantial amendment to the 2022-2023 Year Two Annual Action Plan was completed according to the adopted City of Wyoming Citizen Participation Plan, and consisted of the following:

The Wyoming Community Development Committee approved the proposed amendment at its meeting on November 16th 2022. On December 5, 2022, the Wyoming City Council set the date of January 16, 2023 as the date of the public hearing on the proposed amendment. Once the amendments are approved on January 16th, 2023, both amendments will be filed.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Hearing	Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community	None	None	None	
2	Newspaper Ad	Non-targeted/broad community	None	None	None	
3	Internet Outreach	Non-targeted/broad community	None	None	None	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Letters to Interested Parties	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	None	None	None	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Public Meeting	Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	None	None	None	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The City of Wyoming expects to have \$1,340,089.38 available for the Community Development Program during the 2022-2023 fiscal year. This amount consists of \$526,082.00 in an annual entitlement grant from HUD, \$3,810.66 in carryover funds from 2018-2019, \$89,643.34 in carryover from fiscal year 2019-2020, \$103,905.78 in carryover from 2020-2021, \$457,547.60 in carryover from 2021-2022, and \$159,100.00 from anticipated program income.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	526,082	159,100	654,907	1,340,089	2,315,168	Block grant from U.S. Department of Housing and Urban Development to address housing, community development and economic development needs.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City of Wyoming has a consortium agreement with the County of Kent allowing them to receive and administer Wyoming's federal entitlement of HOME dollars as part of the Kent County-Wyoming HOME Consortium. The City of Wyoming has input on its share of the funds and its related applications from area developers. All data related to City of Wyoming HOME funds will be reported by Kent County staff and is not included in this Action Plan in order to avoid duplicate reporting of data to HUD. The County of Kent is responsible, by executed agreement, to obtain all necessary match funds for HOME. The City of Wyoming does provide documentation of match related to public infrastructure investments directly attributed to HOME projects within the City of Wyoming.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Not applicable.

Discussion

The City of Wyoming expects to have \$1,340,089.38 available for the Community Development Program during the 2022-2023 fiscal year. This amount consists of \$526,082.00 in an annual entitlement grant from HUD, \$3,810.66 in carryover funds from 2018-2019, \$89,643.34 in carryover from 2019-2020, \$103,905.78 in carryover from fiscal year 2020-2021, \$457,547.60 in carryover from 2021-2022, and \$159,100.00 from anticipated program income.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Increase Access to Affordable Housing Options
	Goal Description	<p>One of the primary goals of the City is to create, rehabilitate and preserve owner- and renter-occupied housing. This will be accomplished through tenant based rental assistance, rapid rehousing activities, fair housing enforcement, property acquisition, and homelessness prevention.</p> <p>Matrix Codes: 1, 05J, 05Q, 14A, 14F, 14H,</p>
2	Goal Name	Provide Suitable Living Environments
	Goal Description	<p>The City of Wyoming will utilize Code Enforcement, Clearance/Demolition, and home rehabilitation and access modification activities to accomplish this goal. There will be improved public health and safety, reduced blighting influences, and improved property values through code enforcement and clearance of blighted structures along with home rehabilitation.</p> <p>Matrix Codes: 15, 04</p>

3	Goal Name	Enhance Infrastructure and Public Facilities
	Goal Description	Enhance publicly owned facilities and infrastructure that improves the community and neighborhoods, such as parks, streets, sidewalks, streetscapes and other public infrastructure and facilities, including improving accessibility to meet American with Disabilities Act (ADA) standards. Matrix Codes:
4	Goal Name	Increase Access to Vital Public Services
	Goal Description	Enhance access to public services by funding activities that support special needs and low-to-moderate income households in the community.

AP-35 Projects - 91.420, 91.220(d)

Introduction

The City of Wyoming plans to use CDBG funds to accomplish projects in the areas of Housing Rehabilitation, Code Enforcement, Clearance/Demolition, Capital Outlay, and Public Services. Affordable housing and homeless needs have been given high priority.

#	Project Name
1	Clearance/Demolition
2	Public Services-Family Promise Re-Housing Financial Assistance
3	Public Services-Family Promise Re-Housing Stabilization Services
4	Public Services - Rental Assistance
5	Public Services - Fair Housing
6	Capital Outlay and Public Infrastructure
7	Rehabilitation-Single Unit Residential
8	Rehabilitation-Home Repair Services
9	Rehabilitation-Administration
10	Code Enforcement
11	General Administration
12	HUD Continuum of Care - Administration
13	Public Services-ICCF Re-Housing Financial Assistance
14	Other Services - Catholic Charities - Mental Health Services
15	2022-2023 Property Acquisition

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Funding priorities have been outlined in the 2021-2026 City of Wyoming Consolidated Housing and Community Development Plan. All projects to be funded in this Action Plan are ranked as high priority need for the City of Wyoming in the Consolidated Plan. Staff capacity, regulatory requirements and funding limitations are the obstacles to addressing underserved needs.

AP-38 Project Summary
Project Summary Information

1	Project Name	Clearance/Demolition
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Provide Suitable Living Environments
	Needs Addressed	Clearance of Blighted Structures Community Health and Safety
	Funding	CDBG: \$10,000
	Description	3 homeowners with low/moderate-income families, would have free needed dilapidated structure demolition grants, including, but not limited to, garages, porches and fencing, for the purpose of providing a suitable living environment.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	3 homeowners with low/moderate income
	Location Description	The City of Wyoming - households with low or moderate income
	Planned Activities	3 homeowners, with low/moderate-income families, would have free needed dilapidated structure demolition grants, including, but not limited to, garages, porches and fencing, for the purpose of providing a suitable living environment.
2	Project Name	Public Services-Family Promise Re-Housing Financial Assistance
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Increase Access to Affordable Housing Options
	Needs Addressed	Homelessness Access to Affordable Rental Housing
	Funding	CDBG: \$30,000
	Description	19 low-income families moving out of homelessness and into stabilized housing receive the benefit of short-term rental assistance, administered by Family Promise of Grand Rapids, for the purpose of preventing homelessness and providing decent affordable housing.
	Target Date	6/30/2023

	Estimate the number and type of families that will benefit from the proposed activities	19 families with low/moderate income
	Location Description	The City of Wyoming - households with low or moderate income.
	Planned Activities	19 low-income families moving out of homelessness and into stabilized housing receive the benefit of short-term rental assistance, administered by Family Promise of Grand Rapids, for the purpose of preventing homelessness and providing decent affordable housing.
3	Project Name	Public Services-Family Promise Re-Housing Stabilization Services
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Increase Access to Affordable Housing Options
	Needs Addressed	Homelessness Access to Affordable Rental Housing
	Funding	CDBG: \$20,000
	Description	19 low-income families receive support services to help maintain permanent housing and build assets to support self-sufficiency, administered by Family Promise of Grand Rapids, for the purpose of preventing homelessness and providing decent affordable housing.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	19 families with low/moderate income
	Location Description	City of Wyoming
	Planned Activities	19 low-income families receive support services to help maintain permanent housing and build assets to support self-sufficiency, administered by Family Promise of Grand Rapids, for the purpose of preventing homelessness and providing decent affordable housing.
4	Project Name	Public Services - Rental Assistance
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Increase Access to Affordable Housing Options
	Needs Addressed	Homelessness Access to Affordable Rental Housing

	Funding	CDBG: \$20,000
	Description	7 low-income persons or families pending eviction have the benefit of short-term rental assistance, administered by The Salvation Army Social Services, for the purpose of preventing homelessness and providing decent affordable housing.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	7 families with low/moderate income
	Location Description	City of Wyoming
	Planned Activities	7 low-income persons or families pending eviction have the benefit of short-term rental assistance, administered by The Salvation Army Social Services, for the purpose of preventing homelessness and providing decent affordable housing.
5	Project Name	Public Services - Fair Housing
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Increase Access to Affordable Housing Options
	Needs Addressed	Fair Housing and Consumer Legal Services
	Funding	CDBG: \$12,100
	Description	12,196 households, in low/moderate-income areas throughout the City, have the benefit of access to fair housing complaint investigation services and fair housing training for the purpose of providing decent affordable housing.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	12,196 households with low/moderate income
	Location Description	City of Wyoming
	Planned Activities	12,196 households, in low/moderate-income areas throughout the City, have the benefit of access to fair housing complaint investigation services and fair housing training for the purpose of providing decent affordable housing.
6	Project Name	Capital Outlay and Public Infrastructure

	Target Area	All Low/Moderate-Income Areas
	Goals Supported	Enhance Infrastructure and Public Facilities
	Needs Addressed	Community Health and Safety Public Infrastructure and Facility Improvements
	Funding	CDBG: \$152,150
	Description	22,616 Wyoming residents that live within low/moderate-income areas have the benefit of enhanced sidewalk crossings and updates and renovations to City park and other public facilities, leading to increased traffic safety, public enjoyment of City parks and other City facilities.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	22,616 families with low/moderate income
	Location Description	City of Wyoming low/moderate income areas.
	Planned Activities	22,616 Wyoming residents that live within low/moderate-income areas have the benefit of enhanced sidewalk crossings and updates and renovations to City park and other public facilities, leading to increased traffic safety, public enjoyment of City parks and other City facilities.
7	Project Name	Rehabilitation-Single Unit Residential
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Provide Suitable Living Environments
	Needs Addressed	Maintain Housing Stock and Housing Rehabilitation
	Funding	CDBG: \$467,535
	Description	11 housing units, with low/moderate-income families, will have affordable needed housing repair loans and deferred loans for the purpose of providing decent affordable housing
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	11 families with low/moderate income
	Location Description	City of Wyoming

	Planned Activities	11 housing units, with low/moderate-income families, will have affordable needed housing repair loans and deferred loans for the purpose of providing decent affordable housing.
8	Project Name	Rehabilitation-Home Repair Services
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Provide Suitable Living Environments
	Needs Addressed	Maintain Housing Stock and Housing Rehabilitation
	Funding	CDBG: \$88,732
	Description	60 low/moderate-income families, have affordable services such as minor home repairs and accessibility modifications, for the purpose of providing decent affordable housing.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	60 families with low/moderate income
	Location Description	City of Wyoming
	Planned Activities	60 low/moderate-income families, have affordable services such as minor home repairs and accessibility modifications, for the purpose of providing decent affordable housing.
9	Project Name	Rehabilitation-Administration
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Provide Suitable Living Environments
	Needs Addressed	Maintain Housing Stock and Housing Rehabilitation
	Funding	CDBG: \$93,690
	Description	11 housing units, with low/moderate-income families, have affordable administration of housing rehabilitation funding for the purpose of providing decent affordable housing.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	11 families with low/moderate income
	Location Description	City of Wyoming

	Planned Activities	11 housing units, with low/moderate-income families, have affordable administration of housing rehabilitation funding for the purpose of providing decent affordable housing.
10	Project Name	Code Enforcement
	Target Area	All Low/Moderate-Income Areas
	Goals Supported	Provide Suitable Living Environments
	Needs Addressed	Clearance of Blighted Structures Community Health and Safety
	Funding	CDBG: \$64,205
	Description	12,196 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.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	12,196 families with low/moderate income
	Location Description	City of Wyoming
	Planned Activities	12,196 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.
11	Project Name	General Administration
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Increase Access to Affordable Housing Options
	Needs Addressed	Clearance of Blighted Structures Community Health and Safety
	Funding	CDBG: \$109,437
	Description	All (75,839) Wyoming residents have access to affordable administration of HUD programs for the purpose of providing a suitable living environment.
	Target Date	6/30/2023

	Estimate the number and type of families that will benefit from the proposed activities	75,839
	Location Description	City of Wyoming
	Planned Activities	All (75,839) Wyoming residents have access to affordable administration of HUD programs for the purpose of providing a suitable living environment.
12	Project Name	HUD Continuum of Care - Administration
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Increase Access to Affordable Housing Options
	Needs Addressed	Homelessness Supportive and Community Services
	Funding	CDBG: \$5,000
	Description	All (75,839) Wyoming residents have access to affordable administration through the Heart of West Michigan United Way to support the Coalition to End Homelessness goals for the purpose of preventing homelessness and providing decent affordable housing.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	75,839
	Location Description	City of Wyoming
	Planned Activities	All (75,839) Wyoming residents have access to affordable administration through the Heart of West Michigan United Way to support the Coalition to End Homelessness goals for the purpose of preventing homelessness and providing decent affordable housing.
13	Project Name	Public Services-ICCF Re-Housing Financial Assistance
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Increase Access to Affordable Housing Options
	Needs Addressed	Access to Affordable Rental Housing
	Funding	CDBG: \$11,000

	Description	7 low-income families moving out of homelessness and into stabilized housing receive the benefit of short-term rapid rehousing and rental assistance and case management, administered by the Inner City Christian Federation, for the purpose of preventing homelessness and providing decent affordable housing.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	7 families with low/moderate income
	Location Description	City of Wyoming
	Planned Activities	7 low-income families moving out of homelessness and into stabilized housing receive the benefit of short-term rapid rehousing and rental assistance and case management, administered by the Inner City Christian Federation, for the purpose of preventing homelessness and providing decent affordable housing.
14	Project Name	Other Services - Catholic Charities - Mental Health Services
	Target Area	City-Wide Low/Mod Income Families
	Goals Supported	Increase Access to Vital Public Services
	Needs Addressed	Supportive and Community Services
	Funding	CDBG: \$7,000
	Description	7 residents with low- and moderate- income will receive the benefit of mental health services in order to reduce domestic violence recidivism and improve community safety.
	Target Date	6/30/2023
	Estimate the number and type of families that will benefit from the proposed activities	7 residents with low/moderate income
	Location Description	City of Wyoming
	Planned Activities	7 residents with low- and moderate- income will receive the benefit of mental health services in order to reduce domestic violence recidivism and improve community safety.
15	Project Name	2022-2023 Property Acquisition
	Target Area	All Low/Moderate-Income Areas

Goals Supported	Increase Access to Affordable Housing Options
Needs Addressed	Access to Affordable Owner Housing Access to Affordable Rental Housing
Funding	CDBG: \$250,000
Description	Real property in low/moderate income areas will be purchased for the purposes of allowing for the creation of additional housing units and remediate blight in the LMA.
Target Date	6/30/2023
Estimate the number and type of families that will benefit from the proposed activities	22,606
Location Description	City of Wyoming low/moderate income areas. Actual parcel addresses are not known at this time.
Planned Activities	Real property in low/moderate income areas will be purchased for the purposes of allowing for the creation of additional housing units and remediate blight in the LMA.

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Refer to the City of Wyoming CDBG Activities map which locates projects proposed for 2021-2022 in the AP-05 Executive Summary section. Also refer to the City's Low/Moderate Income Areas map in this same section which indicates all of the City's low/moderate-income areas. As stated in the Consolidated Plan, the City of Wyoming has a lower median income than the balance of Kent County. Nearly 65% of all Wyoming households have incomes between 0-80% AMI. Of the households that are between 0-80% AMI, 24% are extremely low-income, 26% are low-income, and 48% are moderate-income.

In reference to minority concentration, the Consolidated Plan also states that the concentration of Non-White population is in the downtown and northern areas of the city. 22.8% of Wyoming's population is Hispanic/Latino according to the 2018 Five-Year ACS data, which is a 3.4% increase over the 2000 level.

The northern and eastern areas of the city contain the oldest housing units, and housing rehabilitation does regularly occur in both areas based on need and demand.

Geographic Distribution

Target Area	Percentage of Funds
All Low/Moderate-Income Areas	45
City-Wide Low/Mod Income Families	55
City-Wide	

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Basis of allocating funds in geographic areas:

- Our CDBG housing activities are available only to eligible low/moderate income households throughout the City.
- Clearance of dilapidated structures, including, but not limited to, garages, porches and fencing, are available only to eligible low/moderate income households throughout the City.
- Code Enforcement and Fair Housing activities are only eligible in low/moderate income areas.
- Rental Assistance is available city-wide to low/moderate income persons pending eviction.
- Rapid Re-Housing Financial Assistance and Stabilization Services are available city-wide to low/moderate income families moving out of homelessness and into stabilized housing.
- Other Services - Domestic Violence Counseling is available city-wide to low/moderate income persons
- Property Acquisition is available only in low/moderate income areas of the City.

Discussion

Geographic distributions of funding are in line with the intended activities' eligibility requirements.

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The 2020 Stakeholder Housing and Community Development Survey found that the most highly recognized barriers to the development of affordable housing include the Not In My Back Yard (NIMBY) mentality, the cost of land or lot, the cost of labor, and the cost of materials. This was followed by the lack of affordable housing development incentives.

The City's 2020 Analysis of Impediments (AI) and Housing Needs Assessment (HNA) identified the following Impediments to Fair Housing.

In the context of an AI, an impediment to fair housing can be an action or a lack of action that restricts housing choice, or that has the effect of restricting housing choice. This study has identified the impediments as follows.

- The high cost of rental housing and extreme burden those costs place on tenants present a barrier to fair housing choice. While housing costs for homeowners have decreased slightly since 2014, the increase in cost burden for renters is significant and indicates a need to focus specifically on actions that can be taken to assist renter households.
- Negative perceptions toward the term “affordable housing” exist and can undermine public support of housing development and interfere with efforts to increase housing options aligned with household incomes and affordability.
- The Wyoming Housing Commission’s lack of contemporary information about local concentrations of poverty and minority residents prevents the Commission from carrying out its strategy of assisting residents in effective housing searches and may inadvertently exacerbate the growth or persistence of those housing patterns.
- Successful fair housing complaint outcomes, particularly concerning reasonable accommodations for persons with disabilities, may indicate a lack of awareness regarding fair housing issues and compliance that acts as an impediment to housing choice for those with disabilities.
- Geographic boundaries applied to fair housing services due to HUD grant-related requirements and local financial support may limit anti-discrimination enforcement options for residents and would-be residents.
- Unfavorable outcomes in loan originations and denials for loan applications from Hispanic applicants presents an impediment to homeownership for Wyoming’s largest minority population, whether residents or would-be residents.
- Homelessness affecting Wyoming residents indicates the existence of short-term or chronic impediments to housing choice, and an

inability to resolve housing issues for oneself or one's household due to limitations of capacity or circumstances.

- The lack of information regarding racial, ethnic, and geographic characteristics of Boards, Commissions and Committees charged with leadership responsibilities is a barrier to ensuring that the diversity of the Wyoming community is represented at desired levels.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City's 2020 AI contained the following recommendations:

Recommendation #1: Data

Establish Information and data protocols for the City of Wyoming, and the Wyoming Housing Commission to support fair housing goals and strategies.

Recommendation #2: Development

Work with private and community-based entities to align interests and facilitate contemporary housing and mixed-use development in those areas most appropriate for affordability.

Recommendation #3: Renter Households

Support services that focus on Wyoming's rental population to increase access to and maintenance of safe housing as a means of promoting stability and high quality of life.

Recommendation #4: Homelessness

Develop a community-driven framework to guide local actions of City officials, agencies, law enforcement and community groups to address homelessness.

Recommendation #5: Fair Housing Complaints

Continue to work to ensure support of fair housing services to the entire Wyoming community.

Recommendation #6: Residential Lending

Analyze current individual Home Mortgage Disclosure Act (HMDA) records to inform the understanding of lending patterns and engage area lending institutions in a partnership to formulate steps to eliminate racial or national origin disparities.

Discussion

The City will continue to communicate and collaborate with area stakeholders to establish city and county-wide approaches to developing affordable housing and addressing special needs in the community. The City has partnered with Habitat for Humanity of Kent County and Next Step of West Michigan to leverage public and private resources for neighborhood improvements and the stabilization of property values, while expanding affordable housing opportunities.

City Staff representation will continue on the West Michigan Regional Planning Commission, the Grand Valley Metro Council Technical Committee, the Interurban Transit Partnership, the Division Avenue Business Association, the Grand Rapids Home Builders Association, and the Grand Rapids Rental Property Owners Association. The Director of Community Services serves as the City's representative to the the Kent County Essential Needs Task Force and the HUD Continuum of Care/Grand Rapids Coalition to End Homelessness.

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

See other actions and processes to be carried out in the narrative below.

Actions planned to address obstacles to meeting underserved needs

The City's strategy to reduce poverty relies on promoting current and future programs, which assist low-income families, the elderly, the disabled, and those at risk of becoming homeless.

Actions planned to foster and maintain affordable housing

The 2020 Analysis of Impediments to Fair Housing Choice and Housing Needs Assessment (AI) recommendations and outlined actions to reduce barriers to affordable housing have been described in Section AP-75.

Actions planned to reduce lead-based paint hazards

The City integrates lead hazard evaluation and reduction activities into all CDBG housing rehabilitation programs. The City's Building Rehabilitation Specialist is a State of Michigan licensed lead inspector and lead risk assessor. For each housing rehabilitation project, the Building Rehabilitation Specialist identifies the potential lead hazard, develops a plan for remediation and executes the plan for remediation, in compliance with federal standards. The City will provide CDBG housing rehabilitation applicants with applicable information on the hazards of lead-based poisoning.

Actions planned to reduce the number of poverty-level families

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:

- 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.
- Senior Center - Free tax preparation services, free low cost recreation and leisure education programs, free legal consultation services and free medical and blood pressure screenings along with other public assistance.
- 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. Wyoming averages about 50 exemptions each year.

- The City’s Public Housing and rent certificates programs provide assistance to low-income families.
- Support of The Salvation Army Social Services in administering subsistence payments for short-term rental assistance for low-income persons pending eviction.
- Support of Family Promise of Grand Rapids in assisting low-income families moving out of homelessness and into stabilized housing. The families receive the benefit of short-term rental assistance and support services to help maintain permanent housing and build assets to support self-sufficiency.
- Support of the Inner City Christian Federation (ICCF) in assisting low- and moderate- income families with rapid rehousing funding and case management.

Actions planned to develop institutional structure

The City continues to work with Kent County and the City of Grand Rapids in the development of regional plans in the HOME Consortium. These efforts are on-going.

Actions planned to enhance coordination between public and private housing and social service agencies

The City has renewed its annual memorandum of understanding with the Kent County Essential Needs Task Force Governance, which is a collective effort of governmental agencies, non-profits, faith-based organizations, funders and community volunteers who seek to enhance the structure of services and develop and support a sustainable model for the emergency response network for residents throughout Kent County.

Discussion

N/A

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

The City of Wyoming expects to have \$1,014,072.00 available for the Community Development Program during the 2022-2023 fiscal year. This amount consists of \$526,082.00 in an annual entitlement grant from HUD, \$5,000.00 in carryover funds from 2021-2022, \$323,890.00 in carryover from fiscal year 2022-2023 and \$159,100.00 from anticipated program income.

The amount listed in Prior Year Resources is rounded up to the nearest dollar. The 2019-2020 CDBG-CV application for the City will be amended as well to allow for programmatic changes as a response to shifting community needs. \$147,303.73 in CDBG-CV funding will be reallocated in 2022-2023.

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	159,100
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	159,100

Other CDBG Requirements

1. The amount of urgent need activities	0
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2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.

100.00%

Discussion

Attachments

Citizen Participation Comments



Grand Rapids Press

LEGAL AFFIDAVIT

AO#: 0010217707 Total \$114.50

State of Michigan, ss
County of Kent and County of Ottawa;
Tammy Rosema being duly sworn, deposes that he/she is principal clerk of MLive Media Group; that Grand Rapids Press is a public newspaper published in the city of Grand Rapids, with general circulation in Kent and Ottawa county, and this notice is an accurate and true copy of the notice as printed in said newspaper, was printed and published in the regular edition and issue of said newspaper on the following date(s):
Grand Rapids Press 01/18/2022

Tammy Rosema
Principal Clerk of the Publisher

Sworn to and subscribed before me this 20th day of January 2022

Deasha R Payne
Notary Public

DEASHA R. PAYNE
NOTARY PUBLIC, STATE OF MI
COUNTY OF HECOSTA
COMMISSION EXP FEB 24 2026
ACTING IN COUNTY OF, Kent

PUBLIC HEARING
WYOMING COMMUNITY DEVELOPMENT COMMITTEE
MEETING WYOMING, MICHIGAN
COMMUNITY DEVELOPMENT 2022-2023 ACTION PLAN
Public comments are welcome during a meeting of the Wyoming Community Development Committee scheduled for Wednesday, February 2, 2022, at 6:30 a.m. The meeting will be held at Wyoming City Hall, 1155 28th St. SW, Wyoming, MI 49572 in the West Conference Room. Discussion will relate to a proposed Community Development 2022-2023 Action Plan. In keeping with the provisions of federal regulations, this public notice is being published on January 18, 2022.
Atenciones Especiales - Personas que desean asistir a una reunion y necesitan asistencia para participar, como servicios de interpretacion, deben comunicarse con la Oficina de Servicios Comunitarios al 616.530.7766 o CDS@ciudadwyoming.org antes del lunes 26 de enero de la reunion para hacer arreglos para el alojamiento apropiado.

COMMUNITY DEVELOPMENT COMMITTEE
MEETING NOTES OF February 2, 2022
CITY OF WYOMING, MI

MEMBERS PRESENT: Hall, McElveen, Thelenwood

MEMBERS ABSENT: McIntosh, Krenz

STAFF PRESENT: Rebecca Rynbrandt, Director of Community Services
Stephanie Brock-Knoper, Community Development Specialist

A. Call to Order

The meeting was called to order at 6:30 pm.

B. Approval of the Agenda

Hall asked if there were any changes or additions to the agenda, and there were none. The agenda was approved as read.

C. Approval of the minutes of the December 1, 2021 meeting

Hall asked if there were any changes needed to the meeting minutes from December 1, 2021, and there were none. The minutes were approved as written.

D. Public Comment on Non-Public Hearing Agenda Items

The public comment period was opened at 6:31 pm. There was no public present, and the public comment period was closed at 6:32 pm.

E. FY 2022-2023 Grant Making Process

Rynbrandt opened the discussion of the 2022-2023 CDBG budget building process by outlining the timeliness notice the City had just received from HUD. The City has until May 3, 2022, to spend down approximately \$200,000 in order to comply with HUD's requirement that an entity only have 1.5 times the amount of its annual entitlement grant in store to be able to be drawn down. This difficulty with spending comes from a significant increase in program income and construction delays that had occurred at the beginning of the pandemic. By federal regulation program income must be applied to expenses before drawing funds from the entitlement grant. Staff has an aggressive plan to be in compliance with the timeliness requirement including shifting of funds into code enforcement and three capital outlay projects. The City is able to move up to 25 percent of any budget item in between budget lines without going through the public notice process.

Rynbrandt stated that there are carryover funds in the current year's budget from the 2019-2020 fiscal year. Carryover funds from both the 2019-2020 and 2020-2021 fiscal years continue to be spent down in the current 2021-2022 fiscal year. Carryover funding from the 2019-2020 CDBG-CV grant also continue to be spent down in the current fiscal year. As is the norm for Home Repair Services' (HRS) contract with the City, their contract funding is split between multiple originating fiscal years in order to provide a cushion of funding if there are delays in final HUD approval of the 2022-2023 grant application. The total amount awarded to HRS for 2022-2023 will be \$80,000.

Rynbrandt stated that the City had decided to make a one-time increase in the Code Enforcement budget item to allow for further investment in the LMI areas of the City and also to assist with timeliness expenditure requirements. The planned amount for 2022-2023 for Code Enforcement is \$55,000. Thelenwood asked what kinds of activities were under the Code Enforcement umbrella and Rynbrandt described the work that the Inspections staff do to clean up code violations in LMI household properties. CDBG funds cannot be used to fund the entire Code Enforcement budget but can be used specifically in LMI areas as part of a coordinated approach. In the current year, about \$112,000 of Code Enforcement activities were eligible for CDBG funding, but only \$65,000 of it was covered using CDBG.

Thelenwood asked if the intent was to increase staff or services for Code Enforcement, and Rynbrandt replied that this is not the case. The building inspections budget does not receive any millage funding and is instead supported through construction permit charges and other fees.

Rynbrandt shared that the City was projecting to be able to spend down the 2019-2020 carryover funds by the end of the current year. CDBG-CV funds are able to be spent for up to six years, with 85% of it having to be spent within the first three years. There are some changes needed to the CDBG-CV budget as the utility assistance and rental assistance budget items are not being spent down as fast as anticipated. Staff are putting together the program materials to allow for \$70,000 to be awarded to small businesses in the form of grants.

Rynbrandt shared that there was \$191,000.00 in carryover from 2020-2021 in the 2021-2022 fiscal year's budget. Staff had allocated \$40,000 of that carryover to rehab administration, \$5,000 for demolition activities, and \$76,264 in rehab loans. An additional \$50,000 had been allocated towards Capital Outlay projects. The total for rehab loans for the year is over \$300,000.

Rynbrandt shared that for the current fiscal year, a total of \$103,000 will be spent on general administration along with \$5,000 on HUD Continuum of Care activities. The demolition activities are budgeted for \$55,000 as well. In the public services areas, all subrecipients will be anticipated to spend down their 2021-2022 contracts. This is crucial spending because of our timeliness requirements.

Rynbrandt shared that subrecipients in the current year are experiencing some difficulty in spending down their contracted amounts due to the other funding, primarily from federal COVID pandemic response allocations, available for the same activities in the area. Staff have been working to contact subrecipients and obtain invoices for services provided.

Rynbrandt shared that there will be approximately \$296,000 carried over into the 2022-2023 fiscal year. In CDBG-CV funding, \$2,500 will be spent on PPE at the Senior Center and an additional \$20,000 will be spent on small business grants. The total invested in small business grants between the two CDBG-CV fiscal years is \$90,000 before the end of the year. The application and details for the small business grants will be released at the end of the month, and businesses are able to receive up to \$10,000 for either operating expenses or capital improvements. An additional \$30,000 is budgeted for the utility relief fund. \$35,000 of CDBG-CV funds have been budgeted for rental assistance activities and this will be awarded to subrecipient nonprofit agencies.

Rynbrandt shared that for formula CDBG, anticipated spending will clear out carryover for the year. 2022-2023 formula CDBG allocation is expected to be \$588,710. If the allocation ends up being above or below that, staff recommends that this increase or decrease be equitably distributed between the non-public services activities. The net impact will be \$1,200,000 in 2022-2023. Rehab loans are budgeted for \$384,068, and we will keep some of that in reserve for the next fiscal year's budget to provide a cushion. Home Repair Services had applied for \$80,000 and will be awarded that amount. Capital outlay is budgeted for \$218,000, along with \$55,000 for Code Enforcement.

Rynbrandt asked if there were any questions from the Committee. Thelenwood asked if there is the potential for any infrastructure impacts on the budget, and Rynbrandt replied that there had only been very preliminary discussions about the City Center project and trail development project. Rynbrandt explained that she advised the City Manager about the typical amount of Capital Outlay budgeted being \$200,000, which is the anticipated amount for the trail project. Section 3 and Davis-Bacon rules will apply to this project if CDBG funding is used for it because of the amount of funding.

Brock-Knoper shared that Construction Allies in Action, who had submitted a letter of intent for 2022-2023 funding, had withdrawn their application as they were not sure their program staffing allowed for the additional HUD required documentation.

F. Public Hearing – City of Wyoming Consolidated Housing and Community Development One-Year Action Plan, July 1, 2022 – June 30, 2023

Hall opened the public hearing at 7:04 pm. There was no public present and the public hearing closed at 7:04 pm.

A motion was made by Thelenwood, seconded by McElveen, that the Community Development Committee recommended that the proposed 2022-2023 Community

Development Block Grant be forwarded to Council for approval. The motion carried unanimously.

Thelenwood made a motion, seconded by McElveen, to recommend Council's approval of the proposed 2022-2023 CDBG budget and also approve budget item increases or decreases according to changes in allocation to non-public services items. The motion passed unanimously.

G. CDBG CV-1 Funding Implementation

Brock-Knoper shared that the City had paid out \$38,565 in utility payments, \$18,855 in rental assistance, and \$26,399.76 on food pantry staff since the implementation of the grant.

Rynbrandt shared that the small business grant program was almost ready to launch. By federal regulation, the funding is targeted to businesses located in LMI areas.

H. Public Comment in General (limit to 3 minutes)

Hall opened the public comment period at 7:05 pm. There was no public present, and the public comment period was closed at 7:06 pm.

Hall asked if the eviction moratorium had been contributing to the reduction in utility assistance. Rynbrandt replied that people who rent in Wyoming are able to access CERA funding through the County, and that this funding, in many cases, is being used first. Funds are able to be laddered, meaning that one source of funding can be used after another is expended out for the same expense. The State Emergency Relief staff have been referring clients to our Treasury office for help as well.

I. Motion to Adjourn the Wyoming Community Development Committee

Thelenwood entered a motion to adjourn the meeting, seconded by McElveen. The motion passed unanimously, and the meeting was adjourned at 7:12 pm.

The next Community Development Committee meeting will be held on May 4th, 2022, at 6:30 p.m.

Stephanie Brock-Knoper
Community Development Specialist



Grand Rapids Press

LEGAL AFFIDAVIT

AD#: 0010248565 Total \$566.00

State of Michigan,) ss
County of Kent and County of Ottawa)
Dawn Suttrop being duly sworn, deposes that he/she is principal clerk of MLive Media Group; that Grand Rapids Press is a public newspaper published in the city of Grand Rapids, with general circulation in Kent and Ottawa county, and this notice is an accurate and true copy of this notice as printed in said newspaper. was printed and published in the regular edition and issue of said newspaper on the following date(s):
Grand Rapids Press 02/22/2022

Dawn Suttrop
Principal Clerk of the Publisher

Sworn to and subscribed before me this 22th day of February 2022

Teasha R Payne
Notary Public

TEASHA R. PAYNE
NOTARY PUBLIC, STATE OF MI
COUNTY OF MECOSTA
COMMISSION EXP FEB 24 2026
ACTING IN COUNTY OF Kent

AVAILABILITY FOR PUBLIC REVIEW
CITY OF WYOMING'S
CONSOLIDATED HOUSING AND COMMUNITY DEVELOPMENT
ONE-YEAR ACTION PLAN
July 1, 2022 - June 30, 2023
The City of Wyoming Community Development Committee on February 2, 2022 approved a Consolidated Housing and Community Development One-Year Action Plan. This plan comprises the second year of the adopted 2021-2026 Housing and Community Development Consolidated Plan. This plan outlines the programs to be initiated in the upcoming fiscal year. A public hearing is set for April 4, 2022, to be held at Wyoming City Hall, at 1155 28th St SW, Wyoming, WY 29309. The City of Wyoming expects to have \$1,224,003.73 available for the Community Development Program during this period, inclusive of both CDBG and CDBG-CV funds. This amount consists of \$985,710.00 in an estimated annual CDBG entitlement grant from HUD, \$5,000.00 in CDBG entitlement carryover funds from fiscal year 2019-20, \$323,690 in CDBG entitlement carryover from fiscal year 2021-2022, \$147,303.73 in carryover CDBG-CV funding and \$159,100.00 from anticipated program income. Any increase or decrease in funding to match actual allocation amounts will be equitably divided between programs, excluding Public Services and Administrative activities, and adjusted based upon HUD mandated formula caps.
Submital of the plan to HUD will be within 60 days after the date allocations are announced. The City will certify to HUD that it has developed programs to give maximum feasible priority to activities which benefit low and moderate income families or aid in the provision of shelter and light. The following is a summary of the proposed use of funds for fiscal year 2022-2023:
- Clearance/Demolition: 3 homeowners, with low/moderate income families, would have been needed dilapidated structure demolition grants, including, but not limited to, garages, porches and fencing, for the purpose of providing a suitable living environment (\$20,000.00).
- Capital Outlay (Public Infrastructure): All (73,839) Wyoming residents have the benefit of improvements to public infrastructure including but not limited to parks improvements and enhanced sidewalk crossings, for the purpose of improving community services to the public (\$218,000.00).
- Public Services - Family Promise Re-Housing Financial Assistance: 19 low-income families moving out of homelessness and into stabilized housing receive the benefit of short-term rental assistance, administered by Family Promise of Grand Rapids, for the purpose of preventing homelessness and providing decent affordable housing (\$30,000.00).
- Public Services- Family Promise Re-Housing Stabilization Services: 19 low-income families receive support services to help maintain permanent housing and build assets to support self-sufficiency, administered by Family Promise of Grand Rapids, for the purpose of preventing homelessness and providing decent affordable housing (\$20,000.00).
- Public Services- Rental Assistance: 7 low-income persons pending eviction have the benefit of short-term rental assistance, administered by The Salvation Army Social Services, for the purpose of preventing homelessness and providing decent affordable housing (\$20,000.00).

- **Public Services- Fair Housing:** 12, 96 households, in low and moderate income areas throughout the City, have the benefit of access to fair housing mandatory investigation services and fair housing training for the purpose of providing decent affordable housing (\$2,100,000)
- **Public Services - Rapid Rehousing:** 7 low and moderate income families or individuals will have the benefit of rapid rehousing assistance from the Home City Christian Federation in order to reduce the likelihood of long-term homelessness (\$1,000,000)
- **Public Services - Other Services:** 14 low and moderate income persons in the City of Wyoming will have access to needed domestic violence treatment programming to reduce the likelihood of reoffense and decrease violent crime in the City (\$7,000)
- **Rehabilitation- Single Unit Residential:** 11 housing units, with low/moderate income families, will have affordable multiple housing repair plans and oriented loans for the purpose of providing decent affordable housing (\$384,000,000)
- **Rehabilitation- Home Repair Services:** 40 low/moderate income households have affordable services such as minor home repairs and accessibility modifications, for the purpose of providing decent affordable housing (\$80,000,000)
- **Rehabilitation- Administration:** 11 housing units, with low/moderate income families, have affordable administration of housing rehabilitation funding, for the purpose of providing decent affordable housing (\$104,27,835)
- **Code Enforcement:** 19,196 households, in low and moderate income areas throughout the City, have the benefit of CDSC monitors to fund code enforcement activities for the purpose of providing a suitable living environment (\$55,000,000)
- **General Administration:** At \$75,809, Wyoming residents have affordable administration of HUD programs for the purpose of providing a suitable living environment (\$109,473,000)
- **HUD Continuum of Care- Administration:** At \$75,839, Wyoming residents have access to affordable administration through the Heart of Wyo Airline Grant. United Way to support the Continuum of Care has also set goals for the purpose of promoting homelessness and providing decent affordable housing (\$5,000,000)

In addition to the submission of the 2022-2023 Annual Action Plan, a substantial amendment will also be submitted in the formula 2021-2022 CDSC funding. The following is a summary of the proposed amendment to this budget:

Code Enforcement: 19,196 households, in low and moderate income areas throughout the City, have the benefit of CDSC monitors to fund code enforcement activities for the purpose of providing a suitable living environment (\$100,000). This is an increase to the original budgeted amount of \$53,000,000.

A substantial amendment will also be submitted to the City's Community Development Block Grant - Coronavirus (CDBG-CV) funding to respond to existing community needs resulting from the effects of the coronavirus. The following is a summary of the proposed changes to the CDBG-CV budget:

- **Other Services Economic Development:** Local small businesses will have access to grant funding to assist in addressing negative financial impacts of coronavirus, including grants to cover both operating expenses and capital investment investments (\$70,000 FY22, \$90,000 FY23). This is an increase from the \$95,000 that had been originally budgeted for this activity.
- **Public Services - Utility Relief Water/Sewers:** 900 families in the low/moderate income category who are at risk of having their utilities disconnected due to economic difficulties attributed to COVID-19 will benefit by avoiding utility disconnection due to assistance payments to the utility companies (\$25,000 FY22, \$30,000 FY 23). This is an increase from the \$150,000 that had been originally budgeted for this activity.
- **Public Services - Food Banks Revenues:** 22,616 residents in the low/moderate income category will benefit from increased access to health, wellness and special services activities due to increased funding provided to food banks in the City of Wyoming (\$35,000 FY22, \$59,783.45 FY23). This is an increase to the \$20,000 that had been originally budgeted for this activity.
- **Public Services - Substance Payments Rental Assistance:** 10 families who have low/moderate income who are expanding home-essence attributed to economic difficulties from COVID-19 will have the benefit of rapid rehousing financial assistance in order to obtain permanent housing (\$30,000). This is a decrease from the \$70,000 that had been originally budgeted for this activity.

Print copies of this proposed plan are now available for public review and comment. Copies of the plan may be viewed during normal business hours at the Community Development Department of Wyoming City Office, 1155 28th St SW, Wyoming MI 49509, (616) 530-7266; or the Wyoming Public Library located at 3350 Michael SW, Wyoming MI 49509, (616) 530-3181 or viewed on the City's website, in keeping with the provisions of federal regulations, public notice of this availability of Wyoming's "One Year Action Plan 2022-2023" will be published on February 22, 2022. Public comments may now be made a HUD study using the following email address: CDC_COVID-19@EEDF@wyo.gov

Kell A. Vandenberg, Wyoming City Clerk

12-18-21

RESOLUTION NO. 27313

A RESOLUTION TO ADOPT
THE WYOMING CONSOLIDATED HOUSING AND COMMUNITY DEVELOPMENT
2022/2023 ONE-YEAR ACTION PLAN

WHEREAS:

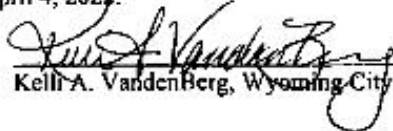
1. The City of Wyoming has applied for, and obtained, 46 years of Community Development Block Grant (CDBG) funds from the Department of Housing and Urban Development (HUD).
2. It is necessary to submit a One Year Action Plan application for the 47th year program covering the period of July 1, 2022, through June 30, 2023 to be eligible to obtain our HUD entitlement.
3. The Wyoming Community Development Committee has recommended a proposed 2022/2023 One-Year Action Plan.
4. The Wyoming Community Development Committee has also recommended that any increase or decrease in funding to match actual allocation amounts will be equitably divided between programs, excluding Public Services and Administrative activities, and adjusted based upon HUD mandated formula caps.
5. Two public hearings were held on February 2, 2022 by the Wyoming Community Development Committee and on April 4, 2022 by the Wyoming City Council on this matter.

NOW, THEREFORE, BE IT RESOLVED:

1. The Wyoming City Council does hereby adopt the 2022-2023 Wyoming Consolidated Housing and Community Development One-Year Action Plan.
2. The Wyoming City Council does hereby affirm that any increase or decrease in funding to match actual allocation amounts will be equitably divided between programs, excluding Public Services and Administrative activities, and adjusted based upon HUD mandated formula caps.

Moved by Councilmember:	Vanderwood
Seconded by Councilmember:	Bolt
Motion Carried	Yes 5
	No 0

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 April 4, 2022.


Kelli A. Vandenberg, Wyoming City Clerk

ATTACHMENTS:
Staff Report
Action Plan

Resolution No. 27313



Grand Rapids Press

LEGAL AFFIDAVIT

AD#: CD103D4805 Total \$585.00

State of Michigan, ss
County of Kent and County of Ottawa
Nancy Block being duly sworn, deposes that she is principal clerk of M Live Media Group; that Grand Rapids Press is a public newspaper published in the city of Grand Rapids with general circulation in Kent and Ottawa County, and this notice is an accurate and true copy of this notice as printed in said newspaper, was printed and published in the regular edition and issue of said newspaper on the following date(s):
Grand Rapids Press 04/19/2022

Nancy Block
Principal Clerk of the Publisher

Sworn to and subscribed before me this 20th day of April 2022

Teasha R Payne
Notary Public

TEASHA R. PAYNE
NOTARY PUBLIC, STATE OF MI
COUNTY OF MLCOSTA
COMMISSION EXP. FEB 24, 2026
ACTING IN COUNTY OF Kent

AVAILABILITY FOR PUBLIC REVIEW
CITY OF WYOMING'S
FINAL CONSOLIDATED HOUSING AND COMMUNITY DEVELOPMENT
ONE-YEAR ACTION PLAN
July 1, 2022 - June 30, 2023
On April 4, 2022, Wyoming's City Council approved a Consolidated Housing and Community Development One-Year Action Plan. This plan outlines the programs to be initiated in the upcoming fiscal year. The City of Wyoming expects to have \$1,224,000.73 available for the Community Development Program during this period, inclusive of both CDHG and CDBG CY funds. This amount consists of \$580,700.00 in an estimated annual CDBG allotment grant from HUD, \$5,000.00 in CDHG entitlement carryover funds from fiscal year 2020-21, \$820,890.00 in CDHG entitlement carryover from fiscal year 2021-2022, \$147,300.73 in carryover CDBG-CV funding and \$159,100.00 in available state program income. Any increase or decrease in funding to individual programs will be equitably divided between programs, including Public Services and Administrative activities, and reported based upon HUD mandated forms as applicable.
The City will certify to HUD that it has developed programs to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the production of affordable shelter. The following is a summary of the use of funds for fiscal year 2022-2023:
-Clearance/Demolition: 3 homeowners, with low/moderate-income families, would have the needed disapproved structure demolition grants, including, but not limited to, garages, porches, and fencing, for the purpose of providing a suitable living environment (\$20,000.00)
-Capital Outlay (Parks, Crosswalks, etc.) (75,039) Wyoming residents have the benefit of improvements to City parks and enhanced sidewalk crossings and road sidewalks adjacent to several of the busiest street intersections in the city, for the purpose of improving community services to the public (\$718,931.19)
-Public Services- Family Promise Re-Housing Financial Assistance: 19 low-income families moving out of homelessness and into stable and lasting housing receive the benefit of financial assistance, administered by Family Promise of Grand Rapids, for the purpose of preventing homelessness and providing decent affordable housing (\$50,000.00)
-Public Services- Family Promise Re-Housing Stabilization Services: 19 low-income families receive support services to help maintain secure housing and build assets to support financial stability, administered by Family Promise of Grand Rapids, for the purpose of preventing homelessness and providing decent affordable housing (\$20,000.00)
-Public Services- Inner City Christian Federation (ICCF) Rapid Rehousing: 7 low and moderate income families moving out of homelessness are into stabilized housing receive the benefit of short-term rental assistance and case management, administered by ICCF for the purpose of preventing homelessness and providing decent affordable housing (\$11,000.00)
-Public Services- Rental Assistance: 7 low-income persons pending eviction have the benefit of short-term rental assistance, administered by The Salvation Army Service Centers, for the purpose of preventing homelessness and providing decent affordable housing (\$20,000.00)
-Public Services- Fair Housing: 19,176 households, in low and moderate-income areas throughout the City, have the benefit of access to fair housing complaint investigation services and fair housing training for the purpose of ensuring decent affordable housing (\$ 2,100,000)
-Rehabilitation- Single Unit Residential: 11 housing units, with low/moderate-income families, will have affordable needed for their repair, based on the definition of these families

code amount, the state will receive funding for the purpose of providing decent affordable housing (\$364,025.00).

-Rehabilitation- Home Repair Services: 50 low/moderate-income households have affordable services such as minor home repairs and accessibility modifications, for the purpose of providing decent affordable housing (\$80,000.00).

-Rehabilitation- Administrations: 17 housing units, with low/moderate income families, have affordable administration of housing stabilization funding, for the purpose of providing decent affordable housing (\$104,177.85).

-Code Enforcements: 12,196 households, in low and moderate income areas throughout the City, have the benefit of Code Enforcement activities for the purpose of providing a suitable living environment (\$55,062.00).

-General Administrations: All (73,539) Wyoming residents have affordable administration of HUD programs for the purpose of providing a suitable living environment (\$109,473.00).

-HUD Continuum of Care- Administrations: All (75,839) Wyoming residents have access to affordable administration through the Heart of West Michigan United Way to support the Coalition to End Homelessness goals for the purpose of preventing homelessness and providing decent affordable housing (\$5,000.00).

-Other Services- Catholic Charities Mental Health Services: 7 residents with low and moderate income will receive the benefit of mental health and domestic violence services in order to reduce domestic violence incidents and improve community safety (\$7,000.00).

In addition to the submission of the 2022-2023 Annual Action Plan, an amendment will also be submitted for the 2021-2022 CDSC budget. The following is a summary of the amendment to the budget:

-Code Enforcement: 12,196 households, in low and moderate income areas throughout the City, have the benefit of Code Enforcement activities for the purpose of providing a suitable living environment (\$100,000). This is an increase to the original budgeted amount of \$35,000.00.

-Rehabilitation - Single Unit Residential: 17 housing units, with low/moderate income families, will have affordable needed housing repairs/repairs and related items for the purpose of providing decent affordable housing (\$285,785.14). This is an increase to the original budgeted amount of \$204,124.00.

-Capital Outlay (Parks, Crosswalks): All (73,539) Wyoming residents have the benefit of improvements to City parks and enhanced sidewalks/crossings/enhanced sidewalk crossings throughout the residential intersections in the city, for the purpose of improving community services to the public (\$736,653.00). This is an increase over the original budgeted amount of \$150,220.00.

A substantial amendment will also be included for the City's Community Development Block Grant - Concrete (CDSC CV, 20192020) funding to respond to growing community needs resulting from the effects of the coronavirus. The following is a summary of the changes to the CDSC CV budget:

-Other Services Economic Development: Local small businesses will have access to grant funding to assist in addressing negative financial impacts of coronavirus, including grants to cover both operating expenses and capital investment/reimbursements (\$77,484). This is an increase from the \$25,000 that had been originally budgeted for this activity.

-Public Services - Utility Relief Water/Sewer: 900 families in the low/moderate income category who are at risk of having their utilities disconnected due to economic difficulties attributed to COVID-19 will benefit by receiving utility disconnections due to subscription payments to the utility companies (\$75,000). This is a decrease from the \$150,484 that had been originally budgeted for this activity.

-Public Services - Food Banks Reimburse: 27,616 residents in the low/moderate income category will benefit from increased access to health, wellness and social services activities due to increased funding provided to food banks in the City of Wyoming (\$105,000). This is an increase to the \$20,000 that had been originally budgeted for this activity.

-Public Services - Subsidized Payments Rental Assurances: 10 families who have low/moderate income with one dependent family member affected by economic difficulties from COVID-19 will have the benefit of topic-renting financial assistance in order to obtain permanent housing (\$3,000). This is a decrease from the \$40,000 that had been originally budgeted for this activity.

-Public Facilities and Improvements - PPE: All residents will have access to personal protective equipment (PPE) in order to reduce the spread of and resident exposure to COVID-19 (\$5,000). This is a reduction to the original budgeted amount of \$10,000.00.

Copies of this plan are available for public review and comment. Copies of the plan may be viewed during normal business hours at the Community Development Department or Wyoming City offices, 135 28th St SW, Wyoming, WY 49509, (516) 261-7133, or the Wyoming Public Library located at 3359 Michael St, Wyoming, WY 49509, (516) 530-9181 or viewed on the City's website. In keeping with the provisions of public regulations, public notice of the availability of Wyoming's "One Year Action Plan 2022-2023" will be published on April 15, 2022.

Kelli A. Vandenberg, Wyoming City Clerk

EXHIBIT 1

(\$20,000.00). No change.

-Public Services- Fair Housing: 12,196 households, in low and moderate-income areas throughout the City, have the benefit of access to fair housing complaint investigation services and fair housing training for the purpose of providing decent affordable housing (\$12,100.00). No change.

-Public Services - Rapid Rehousing: 7 low and moderate-income families or individuals will have the benefit of rapid rehousing assistance from the Inner-City Christian Federation in order to reduce the likelihood of long-term homelessness (\$11,000.00). No change.

-Public Services - Other Services: 14 low and moderate-income persons in the City of Wyoming will have access to needed domestic violence treatment programming to reduce the likelihood of recidivism and decrease violent crime in the City (\$7,000). No change.

-Rehabilitation- Single Unit Residential: 11 housing units, with low/moderate-income families, will have affordable needed housing repair loans and deferred loans for the purpose of providing decent affordable housing (\$467,535.79). This is an increase from the originally-planned \$384,068.00.

-Rehabilitation- Home Repair Services: 60 low/moderate-income households have affordable services such as minor home repairs and accessibility modifications, for the purpose of providing decent affordable housing (\$88,732.64). This is an increase from the originally-planned \$80,000.00.

-Rehabilitation- Administrations: 11 housing units, with low/moderate-income families, have affordable administration of housing rehabilitation funding, for the purpose of providing decent affordable housing (\$93,689.83). No change.

-Code Enforcement: 12,196 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. (\$64,205.34). This is an increase from the originally-planned \$55,000.00.

-General Administration: All (75,839) Wyoming residents have affordable administration of HUD programs for the purpose of providing a suitable living environment. (\$109,473.00). No change.

-HUD Continuum of Care- Administration: All (75,839) Wyoming residents have access to affordable administration through the Heart of West Michigan United Way to support the Coalition to End Homelessness goals for the purpose of preventing homelessness and providing decent affordable housing (\$35,000.00). No change.

Draft copies of this proposed plan amendment are now available for public review and comment. Copies of the plan may be viewed during normal business hours at the Community and Economic Development Department at Wyoming City Offices, 1135 28th St SW, Wyoming MI 49509, (616) 330-7266; or the Wyoming Public Library located at 3350 Michael SW, Wyoming MI 49509, (616) 530-3161 or viewed on the City's website, in keeping with the provisions of federal regulations, public notice of the availability of Wyoming's "One Year Action Plan 2022-2023" will be published on December 6, 2022. Public comment may also be made to HUD directly using the following email address: CPO@COEDET@judges

Kelli A. VanderBerg, Wyoming City Clerk

12/5/2021

Application for Federal Assistance SF-424		
* 9. Type of Applicant 1: Select Applicant Type:		
<input type="text" value="City or Township Government"/>		
Type of Applicant 2: Select Applicant Type:		
<input type="text"/>		
Type of Applicant 3: Select Applicant Type:		
<input type="text"/>		
* Other (specify):		
<input type="text"/>		
* 10. Name of Federal Agency:		
<input type="text" value="U.S. Department of Housing and Urban Development"/>		
11. Catalog of Federal Domestic Assistance Number:		
<input type="text" value="14.210"/>		
CFDA Title		
<input type="text" value="Community Development Block Grants/Entitlement Grants"/>		
* 12. Funding Opportunity Number:		
<input type="text" value="N/A"/>		
* Title:		
<input type="text" value="N/A"/>		
13. Competition Identification Number:		
<input type="text"/>		
Title:		
<input type="text"/>		
14. Areas Affected by Project (Cities, Counties, States, etc.):		
<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Print Attachment"/>
<input type="button" value="View Attachments"/>		
* 15. Descriptive Title of Applicant's Project:		
<input type="text" value="Violence/Domestic Terrorism, Residential Rehab, Rehab Admin, Code Enforcement, Capital, Curley, General Admin, Fair Housing Services, Mental Health, Substance Payments and HUD Continuum of Care Admin."/>		
Attach supporting documents as specified in agency instructions		
<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachments"/>

Application for Federal Assistance SF-424

16. Congressional Districts Of:
 * a. Applicant: * b. Program/Project:

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:
 * a. Start Date: * b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="526,082.00"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value=""/>
* d. Local	<input type="text" value=""/>
* e. Other	<input type="text" value="328,890.00"/>
* f. Program Income	<input type="text" value="159,100.00"/>
* g. TOTAL	<input type="text" value="1,014,072.00"/>

* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?
 a. This application was made available to the State under the Executive Order 12372 Process for review on
 b. Program is subject to E.O. 12372 but has not been selected by the State for review.
 c. Program is not covered by E.O. 12372.

* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)
 Yes No
 If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1001)
 ** I AGREE
 ** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:
 Middle Name:
 * Last Name:
 Suffix:
 * Title:
 * Telephone Number: Fax Number:
 * Email:
 * Signature of Authorized Representative: * Date Signed:

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

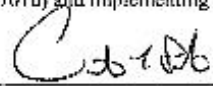
Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

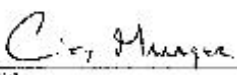
Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.



Signature of Authorized Official

5-12-22

Date



Title

OPTIONAL Community Development Block Grant Certification

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(e):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

C. J. P. B.
Signature of Authorized Official

5.12.22
Date

City Manager
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Specific Community Development Block Grant Certifications

The Intitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 9) and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 100% [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

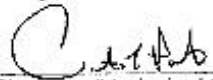
Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

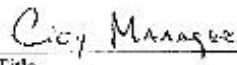
Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

Compliance with Laws -- It will comply with applicable laws.



Signature of Authorized Official

5.12.22
Date



Title

ASSURANCES - CONSTRUCTION PROGRAMS

OMB Number: 4040-0009
 Expiration Date: 02/28/2022

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0042), Washington, DC 20503

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:


1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progressive reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards of merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4601 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681, 1683, and 1686-1688), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

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Standard Form 4240 (Rev. 7-87)
 Prescribed by OMB Circular A-102

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1986, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§489a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
20. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
	City Manager
APPLICANT ORGANIZATION	DATE SUBMITTED
City of Wyoming	5-12-22

SF-424D (Rev. 7-97) Back

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE
AN AMENDED CONTRACT FOR SPECIFIC HOME REPAIR SERVICES

WHEREAS:

1. The City has identified as a high priority in its 2021-2026 City of Wyoming Consolidated Housing and Community Development Plan the need to maintain housing stock through homeowner rehabilitation programs.
2. The 2022-2023 Wyoming Community Development Block Grant Program budget includes an activity to provide specific home repair services to assist low to moderate income Wyoming residents.
3. The City desires to invest \$88,372.66 in support of two programs administered by Home Repair Services of Kent County, namely a Minor Home Repair Program and an Access Modification Program for persons with disabilities, in its efforts to maintain community housing stock. This is an increase in the amount of \$18,810.66 over the previously-budgeted \$69,562.00.
4. In the 2022-2023 budget, funds are available for the activity in accounts 256-400-69219-956.085 (\$3,810.66), 256-400-69220-956.085 (\$5,000), 256-400-69221-956.085 (\$15,000), 256-400-69222-956.085 (\$60,000), and 256-400-69223-956.085 (\$4,562).

NOW, THEREFORE, BE IT RESOLVED:

1. The Wyoming City Council does hereby authorize the Mayor and City Clerk to enter into the attached amended contract with Home Repair Services of Kent County for an amount not to exceed \$88,372.66.
2. The Wyoming City Council authorizes the Mayor and/or City Manager to sign the contract and all necessary legal documents as may be required.

Moved by Councilmember:

Seconded by Councilmember:

Motion carried Yes
 No

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 January 16, 2023.

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENTS:

Staff Report
Agreement

Resolution No. _____

STAFF REPORT

Date: January 9, 2023

Subject: Home Repair Services 2022-2022 Contract Amendment

From: Nicole Hofert, Director of Community and Economic Development

Meeting Date: January 16, 2023

RECOMMENDATION:

It is recommended the City Council enter into the attached amended contract for a value of \$88,372.66 with Home Repair Services of Kent County to provide for an increased amount of minor home repair and accessibility modification programs. This is an increase from the originally budgeted amount of \$69,652.00.

The increase is consistent with the City Council authorized Budget Amendment to increase the funding for Home Repair Services. It is recommended the City Council now therefore enter into the attached amended agreement with Home Repair Services.

COMMUNITY, SAFETY, STEWARDSHIP:

Funding shall address blight and public welfare through improved housing. Funding shall impact disenfranchised low-moderate income homeowners.

Through the improvement of housing stock within the City of Wyoming, property values shall be maintained or improved, not only at the specific location but also throughout the immediate neighborhood through the proximity effect.

Low-moderate income homeowners shall be able to redirect limited resources to other needs such as food, clothing, shelter, etc. as a result of subsidized home repairs.

DISCUSSION:

The 2022-2023 Wyoming Community Development Block Grant Program approved budget includes an activity to provide specific home repair services to assist low to moderate income Wyoming residents. On July 1, 2022, the City of Wyoming entered into an agreement with Home Repair Services of Kent County, namely a Minor Home Repair Program and an Access Modification Program for low/moderate income persons and persons with disabilities. Due to an increase in projected available 2022-2023 CDBG grant funding, the City Council, through the year-end budget re-appropriations process, authorized a budget amendment to increase the funding for Home Repair Services from \$69,652.00 to \$88,372.66.

BUDGET IMPACT:

The contract is in the amount (not to exceed) of \$88,372.66. In the 2022-2023 budget, funds are available for the activity in accounts 256-400-69219-956.085 (\$3,810.66), 256-400-69220-956.085 (\$5,000), 256-400-69221-956.085 (\$15,000), 256-400-69222-956.085 (\$60,000), and 256-400-69223-956.085 (\$4,562).

AMENDED SUBRECIPIENT CONTRACT
(HOME REPAIR SERVICES OF KENT COUNTY, INC.)

This amended Subrecipient Contract is made as of July 1, 2022, to be effective through May 31, 2023, between the City of Wyoming, a Michigan municipal corporation of 1155 28th St SW, Wyoming, MI 49509 (**City**), and Home Repair Services of Kent County, Inc., a Michigan non-profit corporation of 1100 Division Ave S, Grand Rapids, MI 49507 (**Subrecipient**).

RECITALS

A. City is a recipient of Community Development Block Grant (**CDBG**) funds (**CDBG Funds**) from the United States Department of Housing and Urban Development (**HUD**) and wishes to engage Subrecipient to perform certain services and activities for City residents using a portion of its CDBG Funds.

B. Subrecipient's mission includes providing various housing services to low-income persons and Subrecipient has worked with City and others to provide such services using CDBG funds.

TERMS AND CONDITIONS

In exchange for the consideration in and referred to by this Contract, the parties agree:

1. Program Objectives. The program objectives of this Contract (**Program Objectives**) are (i) for the Minor Home Repair Program - to provide small home repairs to single-family owner-occupied households for low/moderate income homeowners, and (ii) for the Access Modification Program - to modify the homes of eligible persons with significant mobility impairment(s) to improve accessibility and usability of those houses for participants who may be homeowners or renters. City will use the Program Objectives to determine the impact and effectiveness of Subrecipient's services and activities under this Contract.

2. Subrecipient's Services.

A. Subrecipient services for both the Minor Home Repair and Access Modification Programs will include:

1. Subrecipient will accept all requests from eligible persons desiring home repair assistance. Subrecipient will investigate the nature of the assistance desired and needed and take an application for that assistance or place the request on a waiting list. When demands for Minor Home Repair and Access Modification Program exceed Subrecipient's ability to supply the services, Subrecipient will maintain a waiting list for services. When the annual maximum has been reached for a location, the client's name may be placed on a waiting list for the next contract year.

2. Priority for the provision of Subrecipient's services will be given to especially vulnerable applicants and especially serious health or safety repairs so that the worst situations and/or cases are served first.

3. Subrecipient will continue its client co-payment policy ensuring a fee is charged to clients for both Minor Home Repair and Access Modification Programs. Subrecipient's board of directors may amend its co-payment policy after written approval from the City's Director of Community Services. When Michigan Department of Health and Human Services (**MDHHS**) State Emergency Relief (**SER**) funds are combined with CDBG funds, SER funds are not considered program income.

4. If Subrecipient encounters critically needed repairs that would exceed the annual limits of the Minor Home Repair and Access Modification Programs, Subrecipient will refer those situations to other repair/rehab programs including, but not limited to, other Subrecipient and/or City programs and the inspection reports and cost analysis information developed by the Minor Home Repair and Access Modification Programs will be provided to those programs. When Subrecipient encounters conditions which are beyond its capacity to correct, but which fall within the dollar limit for repairs, Subrecipient may engage a licensed subcontractor to provide the small home repair, provided total costs do not exceed the annual maximum per location established in this Contract.

5. Subrecipient or its designee will verify applicant eligibility using the criteria in this Contract. Income guidelines for Minor Repair and Access Modification programs shall be 50% of applicable HUD area median income (**AMI**) or, upon discretion of the Subrecipient's Executive Director, up to 80% AMI.

6. Subrecipient and any of its officers, employees, volunteers, contractors, or other agents (**Subrecipient's personnel**) providing services under this contract will be properly licensed to provide those services in Michigan. If any of those services require any permits, Subrecipient or its agents will obtain them. Permit fees are eligible repair costs.

7. Subrecipient will coordinate its activities with existing CDBG-funded organizations providing services within Subrecipient's area of Contract activities.

8. Subrecipient will maintain insurance on the property and any materials inventory, sufficient to reimburse for losses due to fire, theft, and other perils.

9. Subrecipient may provide up to 22 hours of on-the-job training in these Minor Home Repair and Access Modification Programs for its employees and those hours will not be charged against a homeowner's annual maximum.

B. In addition to what is provided in subsection A, Subrecipient services for the Minor Home Repair will include:

1. Subrecipient will provide minor repair services, including labor and materials of subcontracted repairs, to homes of low/moderate income homeowners. **Minor home repairs** are defined as tasks promoting the health, safety and economical utility consumption and protection of property including appurtenant structures of the residents of homes that are otherwise habitable. Subrecipient will make the minimal necessary repair(s) to correct the problem. Home improvement is not included within minor home repairs and decoration is not permitted. Attention should be paid, however, to aesthetic acceptability of the finished repair. Options regarding cost and appearance should be reviewed with the client to assure client satisfaction. Subrecipient's repairs will not necessarily bring the condition of a dwelling up to applicable building or housing code standards.

2. Subrecipient will provide services in homes of eligible owner-occupants up to a maximum of \$6,000.00 per location throughout this Contract year. This limit may be exceeded with prior approval of Subrecipient's Executive Director, if funds are available.

3. Labor costs applied toward the dollar limit per location will include only time at the work site, required worker breaks, traveling

to and from the job site, working in the shop, buying materials and completing appropriate paperwork. The unit of service for this Contract will be a "service hour" which is defined as all the above plus site inspections and on-the-job training.

4. Before beginning work in any home, Subrecipient will (i) review with each client receiving service which minor home repairs are most desirable for their home and (ii) confirm the client's choice of services prior to beginning the repair work. Subrecipient will also make a reasonable effort to secure the client's signature on the service agreement upon satisfactory completion of the work.

5. Co-payments made under this Contract will be program income. Program income shall be returned to the City each month.

6. Subrecipient will not provide services to a mobile home unless it is permanently affixed to property owned by the occupant.

C. In addition to what is provided in subsection A, Subrecipient services for the Access Modification Program will include:

1. The Access Modification Program will improve the accessibility of homes of persons with significant mobility impairments and may include but not be restricted to constructing and/or installing a ramp, doorway widening, handrails, bathroom grab bars, etc. Recipients must have received an Access Modification Survey conducted by a City-approved, qualified organization and only improvements listed on that survey shall be provided. Access modifications are limited to \$6,000.00 per location. This service is not to be provided to the same address more than once in the lifetime of the structure, unless authorized by Subrecipient's Executive Director in accordance with Subrecipient's rules governing such situations.

2. Before beginning work in any home, Subrecipient will (i) review with each participant receiving service which modifications are to be performed and (ii) confirm the participant's choice to proceed with the program prior to beginning the modifications. Subrecipient will also make a reasonable effort to secure the client's signature on the service agreement upon satisfactory completion of the work.

3. The Subrecipient will provide labor and subcontracted work for access modifications to be spread among low/moderate income households.

4. This program will be available both to rental units as well as owner occupied units. For rental units, the landlord must give permission in writing to make the modifications and agree not to remove them if the disabled tenant moves out.

5. Only those access modifications that are physically attached to the structure will be provided by this program.

6. Wheelchair ramps or other exterior modifications may be provided anywhere in the City but shall not be constructed on a home 50 or more years old without approval of the Michigan State Historic Preservation Office.

7. This service will not be available to housing units required to be accessible or adaptable under the Fair Housing Act.

8. Co-payments made under this Contract will be program income. Program income will be returned to City each month.

3. Repair Records and Warranties.

A. Under both programs, Subrecipient's files will include invoices and payments made with a work list of tasks, materials and costs for the hours and the number of person-hours involved for each location. Any homeowner desiring a detailed report of labor and/or materials for a particular job shall be provided with this itemization upon request. Each case record shall show the homeowner's approval by the homeowner with a dated signature showing receipt of work completed without waiving Subrecipient liability. Further requirements may be introduced to facilitate quality control site visits.

B. Subrecipient will provide in writing to each recipient of services under this Contract a statement which constitutes a 12-month warranty to repair, without charge to the client, defective materials or workmanship. Opening of plugged drains, roof repairs, and patching concrete steps are excluded from this warranty. Subrecipient will maintain these records for e years.

4. Loss of Client Eligibility.

A. Subrecipient may withhold services for 1-year and demand full restitution from any client who has defrauded the program. Subrecipient will provide City a detailed written description of each such case.

B. Subrecipient may deny all services to a client who has been physically or verbally threatening to Subrecipient's personnel. Subrecipient will provide City a detailed written description of each such case.

C. A client who refuses to sign a service agreement indicating satisfactory completion of work because of a conflict involving quality of work or warranty will be directed to Subrecipient's complaint policy.

D. Subrecipient may, after City's review and approval, either double the normal co-payment or refuse to perform services at locations showing serious neglect or intentional damage or abuse of a home.

5. Houses for Sale/Rental Units.

A. The Subrecipient will not provide services to homes listed for sale.

B. Only 1-4-unit residential dwellings are eligible. In a dwelling with more than one unit, one of the units must be occupied by the participant.

C. Minor Home Repair will not be provided to the rental portions of owner-occupied multi-family houses unless:

1. The rental unit is occupied by a relative within and up to the second degree of consanguinity.

2. Household income of the rental unit combined with the owner's household income falls within the income guidelines.

D. Access Modifications shall be available to both homeowners and renters who meet the income guidelines.

6. Cost Overruns. Subrecipient has a limited ability to pay unanticipated costs. The dollar limit per location for repairs is established to help Subrecipient and the homeowner avoid extensive work which could reduce the total number of households to be assisted. Subrecipient will annually submit to City an annual report detailing the overruns of both programs.

7. Respect and Nondiscrimination. City is committed to equity, fairness, impartiality, courtesy, respect, and nondiscrimination in all its programs, benefits, and actions, including in its contracts and in any activities that contractors, subcontractors, or consultants engage in for or on behalf of City. Accordingly:

A. Subrecipient and Subrecipient's personnel in (i) employment actions, (ii) solicitation, bidding or contracts with subcontractors or consultants, or (iii) solicitation, bidding or contracts for materials will not discriminate based on race, color, religion, national origin, age, sex, height, weight, marital status, familial status, mental or physical disability, genetic information, or any other reason prohibited by law that is unrelated to the employee's or applicant's ability to perform the duties of a job or position. "Sex" means, for purposes of this provision, both sex and gender, sex or gender stereotypes, sexual orientation, gender identity (including transgender status) or expression, and pregnancy, childbirth or a condition related to pregnancy or childbirth. Subrecipient and Subrecipient's personnel will comply with applicable state and federal laws, rules, regulations, orders, and other requirements regarding discrimination and inclusion, including, without limitation, Title VI of the federal Civil Rights Act of 1964, Michigan's Elliott-Larsen Civil Rights Act, Michigan's Persons with Disabilities Civil Rights Act, the federal Age Discrimination Act of 1975, and §504 of the federal Rehabilitation Act of 1973, together with all rules, regulations, orders, directives and guidance issued pursuant to those statutes.

B. If Subrecipient or Subrecipient's personnel will, as part of work on this Contract, engage with others for or on behalf of City, Subrecipient must ensure that engagement (i) treats all individuals with fairness, equity, impartiality, courtesy and respect, and in a manner that does not discriminate based on race, color, religion, national origin, age, sex, height, weight, marital status, familial status, mental or physical disability, genetic information, or any other reason prohibited by law, and (ii) if that engagement includes communications with individuals with limited English proficiency (*i.e.*, those who speak English less than very well), the engagement will use language assistance services for oral and written communications. Language assistance services in accordance with City's Limited English Proficiency (LEP) Plan (a portion of City's nondiscrimination policy accessible at <https://www.wyomingmi.gov>) will comply with the language assistance requirement.

C. Noncompliance with this provision is a material breach of this Contract that can result in withholding payments to Subrecipient under this Contract until Subrecipient complies. It can also result in cancellation, termination, or suspension of this Contract, in whole or in part. Noncompliance can also result in Subrecipient's ineligibility to bid on or enter future City contracts.

D. Subrecipient must retain and, upon City's request, provide access to and copies of all information and reports required by all the laws, rules, regulations, orders, directives and guidance referred to in this provision as may be determined by City or by any state or federal agency to be pertinent to ascertain compliance with them. If any information required of Subrecipient is in the exclusive possession of another who fails or refuses to furnish it, Subrecipient must so certify to City's purchasing director.

E. Subrecipient must include provisions of subsections A through D in every subcontract, consultant contract, and documentation for material procurement and equipment leasing relating to this Contract. Subrecipient must take such action with respect to any subcontractor, consultant, material supplier, or equipment lessor as City deems reasonably necessary to enforce compliance with these provisions including sanctions for noncompliance.

8. Records, Reports, and Information.

A. In addition to other records required by this Contract, Subrecipient will create and maintain the following records:

1. Job cost reports that include a telephone (or cell) number and other identification of the homeowner and the number, and cost of units of labor and total cost of materials, labor, and subcontractors. Subrecipient shall identify all job cost report forms to assist in sample inspections. A reasonable effort must be made to obtain the homeowner's signed approval that "the work appears" satisfactory after completion of the work. A description of the work shall be kept in the client's file.
2. Subrecipient must maintain inventory and financial records sufficient to document all inventory dispositions and financial transactions in compliance with CDBG regulations.
3. Unless City otherwise approves in writing, Subrecipient will maintain all records related to this Contract, including financial records and accounts, for not less than 3 years after receipt of final payment under this Contract. If any litigation, claim, or audit is started before the expiration of the 3-year period, Subrecipient will retain the records until all litigation, claims or audit findings involving the records have been resolved.

B. Subrecipient will prepare and maintain adequate financial records in a form satisfactory to City that reflect all costs and expenses incurred in performing this Contract and records of the use of all consideration received pursuant to this Contract. Subrecipient's financial records and reports will conform to the regulations found at 2 CFR Part 200 entitled "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Final Guidance."

C. Within 60 days of the signing of this Contract, Subrecipient will submit to City's Community Services Director for City's review Subrecipient's "administrative practices and policies." The administrative practices and policies will include, but not be limited to, a statement concerning employment, salary, wage rates, working hours, holidays, fringe benefits (health, hospitalization, retirement, etc.), and an accompanying annual resolution of the Subrecipient's board of directors adopting and/or readopting the original and/or revised administrative practices and policies.

D. Subrecipient will maintain case files on each household served which include name, address, income eligibility, size of household, sex, race, handicap status, and age of head of household. By June 25, 2023, Subrecipient will submit the following reports in formats approved by City and will submit special reports when requested.

1. An annual performance report, detailing levels of service given by each program. This must include a full description of each activity to be assisted (or being assisted) with City CDBG funds, including its location (if the activity has a geographical locus), and the amount of CDBG funds budgeted for the activity. At the conclusion of the contract period, a report will be required affirming how the funds were obligated and expended in comparison to budget and projected geographical impact.
2. An annual and unduplicated demographic report containing data on the extent to which each racial and ethnic group and single headed households (by gender and household head) have applied for, participated in, or benefitted from, any program or activity funded in whole or in part with CDBG funds.

E. City, as a pass-through entity for Federal awards, is providing the following CFDA information to Subrecipient to be used for their single audit and any reporting to the federal government required by a non-profit organization:

Subrecipient Name – Home Repair Services of Kent County, Inc.

Subrecipient must comply with 24 CFR Part 24. Therefore, HUD funds may not be used to directly or indirectly employ, award contracts to, or otherwise engage the services of any contractor or subrecipient during any period of debarment, suspension, or placement or ineligibility status. Subrecipient must check all contractors, subcontractors, and vendors against the federal publication that lists debarred and ineligible contractors. The Excluded Parties List of debarred contractors can be found at <https://www.sam.gov>. Subrecipient's Unique Entity Identifier – JF47NCJZB771

City Federal Award Identification Number – B22MC260020

City Federal Award Date – July 1, 2022

Subaward Period of Performance Start & End Date – July 1, 2022-May 31, 2023

Amount of Federal Funds Obligated by this Action by the Pass-Through Entity to the Subrecipient **\$88,372.66** (original contract amount \$69,562.00)

Total Amount of Federal Funds Obligated to the Subrecipient by the Pass-Through Entity Including the Current Obligation - **\$88,372.66**

Total Amount of Federal Award Committed to the Subrecipient by the Pass-Through Entity – **\$88,372.66**

Federal Award Project Description – Rehabilitation-Home Repair Services: Low/moderate-income households have affordable services such as minor home repairs and accessibility modifications, for the purpose of providing decent affordable housing.

Name of Federal Awarding Agency – Department of Housing & Urban

Development/Office of Community Planning & Development

Pass-Through Entity & Contact Information for Awarding Official - City of Wyoming/Community Development Department; Unique Entity Identifier QHVEK7M73QS4; Director of Community & Economic Development Nicole Hofert, 616.530.3170.

CFDA Number and Name – 14.218; Community Development Block

Grants/Entitlement Grants; A-Formula Grants

Identification of whether the award is R & D (Research & Development) – No

Indirect Cost Rate for the Federal Award – Not to exceed 10% of the Subrecipient's MTDC (Modified Total Direct Costs), unless the Subrecipient supplies to the City confirmation of an approved federally negotiated indirect cost rate, to be attached to this agreement.

F. Only \$65,000 of the \$88,372.66 is available beginning July 1, 2022. The remaining amount will not be available until City obtains federal "environmental clearance" for use of those funds as provided in this Contract.

G. Subrecipient will make an appropriate effort to acknowledge City as a provider of funding in the Subrecipient's promotional and educational materials.

9. Certifications. Subrecipient must comply with the requirements and standards in 2 CFR 200.415 addressing certifications required to be included as a part of and submitted with all annual and final fiscal reports and vouchers for payment. The following is the specific certification language to be used:

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. "I am aware that any false, fictitious or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise (U.S Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

10. HUD §3 Training and Employment of Low- and Very-Low-Income Persons.

A. Section 3 of the Housing and Urban Development Act of 1968, 12 USC 1701u and 24 CFR 135 by which HUD implements that statutory provision (collectively, **HUD §3**), requires that employment and training opportunities generated by HUD-funded housing rehabilitation, housing construction, or public construction projects, to the greatest extent feasible, be given to low income persons (those whose household income is at or below 80% of AMI) and are located in the metropolitan area and to businesses that are owned by HUD §3 residents (51% or more) or that employ HUD §3 residents (at least 30% of their work force) or that subcontract work with HUD §3 businesses (25% or more of their subcontracts).

B. The work to be performed under this contract is subject to the requirements of HUD §3. The purpose of HUD §3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by HUD §3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.

C. The parties will comply with HUD §3. As evidenced by this Contract, the parties certify that they are under no contractual or other impediment that would prevent them from complying with HUD §3.

D. Subrecipient will notify in writing each labor organization or representative of workers with which Subrecipient has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of Subrecipient's commitments under this section and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice must describe the HUD §3 preference, and set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

E. Subrecipient will include the requirements of this section in every subcontract subject to compliance with HUD §3, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section, upon a finding that the subcontractor is in violation of HUD §3. The Subrecipient will not subcontract with any subcontractor where the Subrecipient has notice or knowledge that the subcontractor has been found in violation of HUD §3.

F. Subrecipient will certify that any vacant employment positions, including training positions, that are filled (i) after the Subrecipient is selected but before the contract is executed, and (ii) with persons other than those to whom HUD §3 requires employment opportunities to be directed, were not filled to circumvent the Subrecipient's obligations under HUD §3.

G. Noncompliance with HUD §3 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

11. Time of Performance. On July 1, 2022, Subrecipient will commence performance of the services and activities required under this Contract. Subrecipient will continue to perform such services and activities until the expiration of this Contract on May 31, 2023, unless otherwise terminated pursuant to the terms of this Contract.

12. Compensation and Payment.

A. As full compensation for Subrecipient's satisfactory performance under and completion of this Contract, City will pay Subrecipient up to **\$88,372.66** from City's CDBG funds for the two programs.

B. In no event will the total compensation and reimbursement, if any, to be paid to or on behalf of Subrecipient pursuant to this Contract, exceed the maximum sum of **\$88,372.66** from City's CDBG funds.

C. Subrecipient agrees to provide any additional money, services and/or physical resources which may be required to complete its performance under this Contract.

D. Subrecipient agrees to expend the funds on a monthly reimbursable basis, with the final monthly invoice due by June 25, 2023.

E. Subrecipient must maintain an active current registry in the System for Award Management (SAMs) in order to receive federal funding generally, and reimbursement for CDBG activities from City specifically. SAM registry is required prior to commencing any activities under this Contract.

F. Subrecipient must comply with 24 CFR Part 24. Therefore, HUD funds may not be used to directly or indirectly employ, award contracts to, or otherwise engage the services of any contractor or subrecipient during any period of debarment, suspension, or placement or ineligibility status. Subrecipient must check all contractors, subcontractors, and vendors against the federal publication that lists debarred and ineligible contractors found at <https://www.sam.gov>.

13. Continued Funding. City makes no implied or explicit guarantee, offer, or representation of future City funding beyond termination of this Contract. City further makes no implied or expressed guarantee that it will not terminate this Contract and the funding under this Contract pursuant to the terms and conditions of Section 31.

14. Financial Transparency. Transparency and full disclosure relating to the sources and uses of public funds are important objectives to be accomplished by this Contract. Subrecipient will disclose it has received funding by the City CDBG Funds in support of its Home Repair and Access Modification programs. That disclosure will be posted on Subrecipient's website during the term of this Contract. Subrecipient will maintain an operational internet website accessible to the general public.

15. Finance Procedures.

A. Regardless of any other provision of this Contract, upon notice to Subrecipient, City, in its sole discretion, has authority to suspend, reduce, or disallow any payment(s) of funds to Subrecipient when Subrecipient's internal fiscal controls and records are changed without City's written approval, or when, in City's opinion, there is a reasonable likelihood that funds may be misused, misappropriated or spent for an ineligible purpose as defined within this Contract.

B. Unearned payments under this Contract may be suspended by City upon Subrecipient's refusal to accept and comply with any additional conditions or requirements of City.

C. Unearned payments under this Contract may be suspended or reduced if the funding sources for this Contract are reduced or suspended or terminated for any reason.

16. Donations and Fees. Donations and fees received by Subrecipient in connection with provision of services with this Contract shall be included in Subrecipient's monthly financial reports in a balance sheet and operating statement presentation showing disposition of such donations and fees.

17. Contract Modifications. From time to time, City may expand, diminish, or otherwise modify the project objectives, scope of services, or any other contract provision related thereto, which Subrecipient is required to perform pursuant to this Contract if those modifications are mutually agreed upon by City and Subrecipient, and incorporated in signed, written amendments to this Contract after City's approval.

18. Subrecipient's Failure to Perform. Subrecipient's failure to provide any work or services required by this Contract in a satisfactory and timely manner is a material breach of this Contract.

A. City, in its sole discretion, will determine whether the work is satisfactorily completed.

B. If City determines the work or services provided under this Contract has not been performed in a timely or satisfactory manner, City shall notify Subrecipient and allow Subrecipient 10 days to cure that failure to perform.

C. If Subrecipient fails to cure as provided in subsection B, City may take any other action permitted by law or this Contract, including but not limited to termination or reduction in payments to Subrecipient.

D. If Subrecipient fails to perform, in a timely and proper manner, any of the services or activities required under this Contract, City may, in its sole discretion, reduce or modify the compensation payable to Subrecipient in a manner which appropriately reflects such reduction or diminution of services or activities.

E. If Subrecipient fails to fulfill in a timely and proper manner, any of the terms, conditions, or obligations of this Contract, or if Subrecipient violates any of the covenants, agreements, or stipulations of this Contract, City, in its sole discretion and without notice, may terminate this Contract with no further liability to Subrecipient beyond that expressly provided by this Contract.

F. If this Contract is terminated:

1. All data, documents, drawings, maps, models, photographs, reports, studies, and surveys which have been or were prepared

by the Subrecipient with City funds pursuant to this Contract, will be City's property.

2. Subrecipient will receive just and equitable compensation for any work Subrecipient satisfactorily completed pursuant to this Contract, subject to subsection 18.F.3.b below.
3. Nothing in this Contract shall:
 - a. Deprive City of any additional rights or remedies, either at law or equity or under the terms, conditions, obligations, covenants, agreements, and stipulations of this Contract, which City may respectively assert against Subrecipient upon failure to fulfill any of the terms, conditions, obligations, covenants, agreements, or stipulations of this Contract; or
 - b. Relieve Subrecipient of any liability to City for damages City sustains as a result of Subrecipient's breach of this Contract, and, if it sustains such damages, City may withhold as a set off any payments due Subrecipient until an exact amount of damages City sustained is properly and legally determined unless otherwise terminated pursuant to the terms of this Contract.

19. Audits and Inspections.

A. At any time during normal business hours, and as often as the City may deem necessary to ensure proper accounting for all project funds, Subrecipient shall:

1. Make available to City's designated representatives all checks, payrolls, time records, invoices, contracts, vouchers, orders and other data, information, and material concerning any matter covered by this Contract; and
2. Permit City's designated representatives to audit, examine, excerpt, or transcribe all checks, payrolls, time records, invoices, contracts, vouchers, orders or other data, information and material concerning any matter covered by this Contract; and
3. Allow City's designated representatives to review such documents that are considered as backup to the operation of Subrecipient, regardless of funding source.

B. Within 180 days after the end of its fiscal year, Subrecipient will provide City an audit meeting the requirements of 2 CFR Part 200 entitled, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Final Guidance."

C. A Single Audit must be conducted if Subrecipient as a non-federal entity expends \$750,000 or more in total federal awards in a year in accordance with OMB 2 CFR 200. The Single Audit must be provided to City within 180 days after the end of its fiscal year. If a Single Audit is not required, Subrecipient must submit to City a letter of confirmation attesting to this effect within 180 days after the end of Subrecipient's fiscal year.

E. Subrecipient must furnish the amounts reported on Subrecipient's Schedule of Expenditures of Federal Awards (**SEFA**) to City or its designated representatives to ensure accuracy in reporting the correct amounts of expended federal awards within 180 days after the end of Subrecipient's fiscal year.

20. Conflict of Interest. Subrecipient represents and promises that it has conflict of interest and no person having any conflicting interest in this Contract shall be employed for the purpose of performing the services and activities required of Subrecipient under this Contract or fulfilling the terms, conditions, obligations, covenants, agreements, or stipulations of this Contract. Subrecipient shall establish safeguards to prohibit Subrecipient's personnel from using positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business or other ties.

21. Assignment, Transfer of Interest, Subcontracting. Subrecipient must not assign or transfer, whether by assignment or notation, any interest in this Contract, or subcontract any performance or obligation under this Contract without City's prior written consent. However, claims for money due or to become due to Subrecipient from City pursuant to this Contract may be assigned or transferred to a bank, trust company, or other financial institution without such consent if Subrecipient promptly notifies City of any such assignment or transfer.

22. Lobbying and Political Activities. None of the money, compensation, reimbursement, funds, property or services provided, directly or indirectly, under, by or pursuant to this Contract shall be used for any partisan political activity or to further the election or defeat of any candidate for any public office, or for propaganda designed to support or defeat any legislation pending before the United States Congress, Michigan Legislature, or City Council.

23. Indemnification and Insurance.

A. Subrecipient will hold City (defined for purposes of this section of include City's officers, employees, and other agents) from, indemnify City for, and defend City against all claims, demands, judgments, awards, lawsuits, arbitration or mediations, payments, liability or other amounts City is required or alleged to be obligated to pay due to any actions of Subrecipient or Subrecipient's personnel under or related to this Contract or due to any failure of Subrecipient to comply with any provision of this Contract. Insurance coverage specified in this Contract constitutes the minimum requirements and compliance with the insurance requirements will in no way lessen or limit Subrecipients obligations or liability under this provision or other parts of this Contract. Subrecipient shall procure and maintain, at its own cost and expense, any additional kinds and amounts of insurance that, in its own judgement, may be necessary for its proper protection in performing its obligations under this Contract. Subrecipient's obligations under this provision will continue even after expiration or termination of this Contract.

B. Subrecipient must, for the term of this Contract, carry the following insurance and before beginning any work, provide to the City proof of said insurance:

1. Commercial General Liability coverage for premises/operations, products/completed operations, independent contractors, personal injury and contractual liability. Coverage provided shall be primary and non-contributory to any coverage City may have in place. Minimum Limits:

Bodily Injury - \$1,000,000 per person/\$1,000,000 per occurrence
Property Damage - \$1,000,000 per occurrence
General Aggregate - \$2,000,000 per occurrence
Products/Completed Operations - \$2,000,000 per occurrence

2. Automobile liability coverage for owned/leased vehicles, non-owned vehicles, and hired vehicles. Coverage provided shall be primary and non-contributory to any coverage the City may have in place. Minimum Limits:

Bodily Injury - \$1,000,000 per person/\$1,000,000 per occurrence
Property Damage - \$1,000,000 per occurrence

3. Workers' Compensation and Employer's Liability with statutory limits - \$500,000 per occurrence.

4. The following language must be included on the Certificate of Liability Insurance and endorsements must be provided for the additional insured policy compliance: "The following shall be Additional Insured's on all insurance policies, with the exception of worker's compensation: City of Wyoming including all elected and appointed officers, employees, volunteers, boards, commissions, and/or authorities and their board members, employees, as their interests may appear."

5. All insurance providers shall be "A" rated by the A.M. Best Company (www.ambest.com).

24. Legal Compliance. In performing the services and activities under this Contract and fulfilling terms, conditions, obligations, covenants, agreements and stipulations of this Contract, Subrecipient shall comply with all applicable federal, state and local laws, rules, regulations, orders, permit and license requirements, and enforceable guidelines. This also includes complying with applicable requirements, limitations, and precautions to reduce transmission of infectious diseases.

25. Severability. If any clauses, sections, provisions or parts of this Contract are held invalid, the remainder of this Contract shall not be affected.

26. Notices. Unless otherwise specified in this Contract, all notices required under this Contract must be in writing and addressed to the parties at the addresses first written about. Notice will be made when received so the parties should hand deliver, deliver by a courier such as FedEx or UPS, or get an acknowledged receipt by USPS certified mail. Notice by e-mail, the receipt of which is confirmed by the recipient shall also meet the notice requirement.

27. Waiver. The failure of the City to demand compliance with any term of this Contract or to take action when this Contract is breached will not be a waiver of that provision nor any other provision of this Contract.

28. Confidentiality. All reports, data, information, forecasts, records, and other information assembled, constructed, or prepared pursuant to or as a consequence of this Contract are subject to federal and state requirements governing their disclosure or confidentiality and the parties shall each comply with those requirements.

29. City Offices and Officers. When this contract refers to a city office or officer, it includes the designees and superiors of that office or officers. City designates its Community & Economic Development Department and that department's director as the office and officer with authority and responsibility for administering this Contract.

30. Federal Administrative Requirements. This section lists certain administrative under the CDBG program Subrecipient will comply with the requirements and standards specified in the following federal regulations:

2 CFR Part 200 entitled, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Final Guidance."

Subpart K of 24 CFR570, "Other Program Requirements", except that Subrecipient does not assume the City's environmental responsibilities or the responsibility for initiating the environmental review process.

Subpart J of 24 CFR570.504, "Program Income."

Subpart J of 24 CFR 570.502, "Applicability of Uniform Administrative Requirements."

31. Contract Termination at City's Discretion. Upon 30-days' written notice to Subrecipient, City may terminate this Contract and all of the City's obligations under this Contract, including any obligations to provide financial assistance. City may exercise its rights under this provision regardless of whether Subrecipient is in breach of provision of this Contract. After City provides written notice to Subrecipient, City will not be obligated to supply financial assistance in an amount greater than the average monthly payment to Subrecipient over the proceeding months of this Contract. **Average monthly payment**, for the purpose of this section, shall be determined by totaling City's contribution from the inception of the Contract until the time notice is provided and divide the number of funded months (or any fraction thereof) by the amounts expended over such period. City shall also compensate Subrecipient for any required expenses in excess of the average monthly payment in the amount not to exceed the total amount of this Contract.

32. Assets Reversion. When this Contract ends, Subrecipient must transfer to City any CDBG funds on hand and accounts receivable attributable to the use of CDBG monies. Since no CDBG funds will be used for the acquisition or improvement of real property, disposition requirements are not necessary.

The parties have signed this Contract as of the date first written above.

Acknowledged by:

Nicole Hofert, Director, Community & Economic Dev.

Date signed: January __, 2023

Curtis L. Holt, City Manager

Date signed: January __, 2023

Approved as to form:

Jodi Yenchar, Finance Director

Date signed: January __, 2023

Scott G. Smith, City Attorney

Lew Manley, Building Inspections Supervisor

Date signed: January __, 2023

Approved by City Council on January 16, 2023

RESOLUTION NO. _____

RESOLUTION TO DEDICATE BURLINGAME AVE SW RIGHT-OF-WAY

WHEREAS:

1. The City of Wyoming wishes to clarify that the following described property ("Described Property") is part of the Burlingame Ave SW right-of-way.

In the City of Wyoming, Kent County, Michigan:

That part of the Southwest 1/4 of Section 11, Town 6 North, Range 12 West, described as: The West 40 feet of the North 203 feet of the West 5 acres of the south 1/2 of the North 20 acres thereof.

Note: The above-described land is intended to describe any lands retained by the City of Wyoming not conveyed by the deed recorded at Liber 2700, Page 268 of the Kent County Records which may lie Westerly of the East line of the above-described parcel and the Easterly right-of-way line of Burlingame Ave SW.

2. Dedicating the Described Property as Burlingame Ave SW right-of-way ensures its continued use for that purpose and continued access over the Described Property to adjacent parcels in accordance with applicable law.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Described Property is dedicated as part of the Burlingame Ave SW right-of-way for public use in accordance with applicable laws, rules, regulations, and ordinances.

2. All resolutions and parts of resolutions are, to the extent of conflict with this resolution, rescinded.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
No

CERTIFICATION

I certify that this resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular meeting held on January 16, 2023.

CITY OF WYOMING

STATE OF MICHIGAN
COUNTY OF KENT

By: _____
Kelli A. Vandenberg, City Clerk

On _____, 2023, Kelli A. Vandenberg, known to me as the City Clerk of the City of Wyoming, acknowledged her signature before me.

Approved as to form:
[Signature]
Scott G. Smith, City Attorney

_____*
Notary public, Kent County, MI
Acting in Kent County, MI
My commission expires: _____

State and county transfer tax exempt under MCL 207.526(h)(i) & MCL 207.505(h)(i).

Drafted by:
Scott G. Smith, Wyoming City Attorney
2650 DeHoop Ave SW, B Suite
Wyoming, MI 49509

When recorded, return to:
Kelli A. Vandenberg, Wyoming City Clerk
1155 28th Street SW
Wyoming, MI 49509

STAFF REPORT

Date: January 10, 2023
Subject: Burlingame Ave Right-of-Way Dedication
From: Scott Smith, City Attorney
Meeting Date: January 16, 2023

RECOMMENDATIONS:

Adopt Resolution Dedicating Burlingame Ave SW Right-of-Way.

COMMUNITY, SAFETY, STEWARDSHIP:

Community – Clarifying the uses of the strip of property along Burlingame Ave SW as dedicated right-of-way ensures its continued use for that purpose and access over it to adjacent properties.

Safety – It also ensures public rights over the sidewalk lying within that strip of property.

Stewardship – Such clarification allows the sale and continued use of the property adjacent to that strip.

BUDGET IMPACT:

The proposed amendment will not impact the budget.

DISCUSSION:

In 1989, the city conveyed the parcel at 2640 Burlingame Ave SW to Paul Land that was then used as the World Mission store. That property has now been sold to another party. When the buyer went to close on the sale, it was learned that the city retained ownership to a strip of property along its frontage.



The title insurance company and buyer's attorney have questioned whether the city's ownership of that strip could prevent the buyer from using the existing curb-cut.

It appears this strip was retained to ensure the sidewalk would remain publicly owned. This seems especially likely because searches of title records failed to find any formal dedication or other documents pertaining to the Burlingame Ave SW right-of-way. This may be because the right-of-way originated as a section-line road, highway by user, or some other means for which there was no deed, easement, plat, or other formal record created. (This is a fairly common occurrence.)

This can be corrected by dedicating this strip as part of the Burlingame Ave SW right-of-way. This provides for its continued public use as sidewalk.

RESOLUTION NO. _____

RESOLUTION TO ACCEPT THE BULLETPROOF VEST PARTNERSHIP (BVP) GRANT

WHEREAS:

1. The City of Wyoming Department of Public Safety applies annually for the federal Office of Justice Programs Bulletproof Vest Partnership (BVP) Grant to reduce the expense related to police body armor.
2. The Department was awarded \$11,220 through the BVP Grant for the federal fiscal year of 2022.
3. It is recommended the City Council accept \$11,220 in grant funds and apply those dollars toward the cost of personal body armor purchased in the next 12 to 24 months.

NOW, THEREFORE, BE IT RESOLVED:

1. That the City of Wyoming accepts the fiscal year 2022 Bulletproof Vest Partnership Grant in the amount of \$11,220.
2. That the Police Administrative Captain or his designee serve as the Grant Administrator responsible for the programmatic grant reporting requirements.
3. That Finance Director or her designee serve as the Financial Manager responsible for financial reporting.
4. That the attached budget amendment is approved.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

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 January 16, 2023.

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENT:
Budget Amendment

Resolution No. _____

RESOLUTION NO. _____

RESOLUTION FOR THE PURCHASE OF ONE ELECTRIC LIFT AND TO
AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE THE CONTRACT

WHEREAS:

1. As detailed in the attached staff report, it is recommended City Council accept a quote from Elite Field Service LLC for the purchase of one electric lift using Sourcewell contract pricing in the total estimated amount of \$14,698.51.
2. Funds are available in account numbers 101-267-26700-975.000, 401-267-26700-975.000, and 800-000-57300-975.000.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby authorize the purchase of one electric lift from Elite Field Service LLC in the total estimated amount of \$14,698.51.
2. The City Council does hereby authorize the Mayor and City Clerk to execute the contract.
3. The City Council does hereby waive the provisions of 2-252, 2-253, 2-254 and 2-256 of the City Code regarding publication and posting of bid notices, notification of bidders and the bid opening procedure.

Moved by Councilmember:
Seconded by Councilmember:
Motion Carried Yes
 No

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 January 16, 2023.

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENTS:
Staff Report
Contract

STAFF REPORT

Date: December 21, 2022
Subject: Electric Lift Purchase for Facilities
From: Troy Rinks, Facilities Maintenance Foreman
Meeting Date: January 16, 2023

RECOMMENDATION:

It is recommended that the City Council utilize Sourcewell Contract #041719-TER for the purchase of a new 20' electric lift from Elite Field Service, LLC in the amount of \$14,698.51.

COMMUNITY, SAFETY, STEWARDSHIP:

Lighting fixtures, ceiling tiles, HVAC actuators, and fire alarm sensors in City facilities need periodic repair/replacement. Using a lift is more efficient, safer, and provides more capabilities to work over existing furniture/shelving compared to using the traditional ladder set up. The previous electric lift is 20 plus years old, failed a recent inspection, and is costing more for repeated repairs.

DISCUSSION:

Facilities staff worked with Fleet Services staff on unit model specifications, departmental needs, and the functions of a new electric lift. A model recommendation and quotation were obtained from Elite Field Service, LLC, a retailer located in west Michigan. The M.S.R.P. on this unit model is listed at \$22,732.00. However, using the Sourcewell Contract #041719-TER, there is a built-in discount of 35.34001%, which brings the price to \$14,698.51. Facilities inquired with the Regional Sales Manager for Terex and confirmed that all Genie dealers and distributors (including Elite Field Service, LLC) are authorized to sell under the Sourcewell Contract structure. This model is new, in stock, and will be utilized at City Hall, 62A District Court, Wyoming Public Library, Public Works, and the Police Department.

BUDGET IMPACT:

Sufficient funds have been budgeted in the General Fund Facilities Capital Outlay Account #101-267-26700-975.000, Library Fund Maintenance and Capital Outlay Account #401-267-26700-975.000 and Capital Projects Revolving Fund Capital Outlay Account #800-000-57300-975.000.

ATTACHMENTS:

Elite Field Service, LLC Contract
Sourcewell TEREX Contract

CITY OF
Wyoming
MICHIGAN

CITY PURCHASING CONTRACT
CITY OF WYOMING, MICHIGAN
(MORE THAN \$7,500)

This Contract is made as of the Effective Date between the City and the Supplier.

"City" means the City of Wyoming, a Michigan municipal corporation of 1155 28th St SW, Wyoming, MI 49509.

"Effective Date" means: January 4, 2022.³

"Items" means the parts, equipment, or other items the City is purchasing from the Supplier as itemized in the Proposal.

"Proposal" means the Supplier's proposal attached as Exhibit B and includes any City-issued plans and specifications on which the supplier's proposal is based.

"Standard Terms and Conditions" means the attached single page Exhibit A entitled "City Purchasing Standard Terms and Conditions."

"Supplier" means:

Elite Field Service LLC
[Name of supplying entity]
A Michigan limited liability company
[State and type of entity, e.g., corporation, limited liability company, etc.]
11620 16 Mile Rd
[Supplier's street address]
Cedar Springs, MI 49319
[Supplier's city, state & zip]

TERMS AND CONDITIONS

In exchange for the consideration in and referred by this Contract, the parties agree:

1. Supplier will supply the Items as detailed in the Proposal.
2. City will pay the Supplier in accordance with the Proposal.
3. Supplier represents and warrants, except for those specifically waived or modified in this paragraph Supplier is complying with and will comply with the Standard Terms and Conditions. Waived or modified conditions are as follows:

None.

[Identify those the City Attorney has agreed may be waived or the City attorney approved modifications or write "None."]

4. This is the only agreement between the parties regarding the Purchase that is the subject of the Proposal and there are no other agreements, representations or warranties except as are stated in the Proposal. This contract can be amended only in writing signed by both City and Supplier.

City and Supplier have signed this Contract as of the Effective Date.

City of Wyoming

Elite Field Service LLC

By: _____
Kent Vanderwood, Mayor

By: Joshua D Elyea
[Signature officer, director or principal of Supplier]
Josh Elyea, President
[Typed/Printed Name & Title of Person Signing for Supplier]

By: _____
Kelli A. Vandenberg, City Clerk

Date signed: December 22, 2022

Date signed: _____ 20__

Approved as to form: [Signature]

Scott G. Smith, City Attorney

CITY PURCHASING STANDARD TERMS AND CONDITIONS

1. **Applicability.** Except as modified in writing signed by either the Mayor and City Clerk or the City Manager, these Standard Terms and Conditions (**these Terms**) apply to City of Wyoming (**City**) purchases of parts, equipment or other goods that do not involve any services from the supplier identified on the face of the contract (**Supplier**). By signing the contract Supplier attests it complies and will comply with these Terms.

2. **Legal Compliance.** Supplier will comply with all applicable (i) laws, rules, regulations, codes, and ordinances, (ii) license and permit requirements, and (iii) orders of any governmental agency, official or court of competent jurisdiction.

3. **Qualifications.** Supplier represents and promises that:

A. Neither Supplier nor Supplier's principals, owners, officers, shareholders, key employees, directors, members or partners (i) is debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency; (ii) has within 3-years preceding this contract been convicted of or had a judgment against it/him/her for fraud or a criminal offense connected with obtaining or attempting to obtain a public contract, for violating antitrust statutes, or for embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; (iii) is presently charged with any of the preceding offenses; or (iv) has within 3-years preceding this contract had a public transaction terminated for cause or default.

B. Unless otherwise approved by the City Purchasing Director or City Attorney, Supplier and its subcontractors must register on the federal System for Award Management (**SAM**) list and be in good standing.

C. Neither Supplier nor Supplier's personnel is an "Iran linked business" under Michigan's Iran Economic Sanctions Act.

4. **Nondiscrimination and Respect.** City is committed to equity, fairness, impartiality, courtesy, respect, and nondiscrimination in all City programs, benefits, and actions, including City contracts and activities that suppliers or others engage in for or on behalf of City. Accordingly:

A. Supplier in (i) employment actions, (ii) soliciting, bidding or contracting with subcontractors, or (iii) soliciting, bidding or contracting for materials will not discriminate based on race, color, religion, national origin, age, sex, height, weight, marital status, familial status, mental or physical disability, genetic information, or other reason prohibited by law that is unrelated to the ability to perform the duties of a job or position. "Sex" means sex and gender, sex or gender stereotypes, sexual orientation, gender identity (including transgender status) or expression, and pregnancy, childbirth, or a condition related to pregnancy or childbirth.

B. Supplier will comply with applicable state and federal laws, rules, regulations, and other requirements regarding discrimination and inclusion, including, without limitation, Title VI of the federal Civil Rights Act of 1964, Michigan's Elliott-Larsen civil rights act, Michigan's persons with disabilities civil rights act, the federal Age Discrimination Act of 1975, and §504 of the federal Rehabilitation Act of 1973, together with all rules, regulations, orders, and guidance issued pursuant to those statutes.

C. If Supplier will engage with others on City's behalf, Supplier must (i) ensure all persons are treated with fairness, equity,

impartiality, courtesy and respect, and in a manner that does not discriminate based on race, color, religion, national origin, age, sex, height, weight, marital status, familial status, mental or physical disability, genetic information, or any other reason prohibited by law, and (ii) if any engaged individuals have limited English proficiency (*i.e.*, they speak English less than very well), Supplier must use language assistance services in communications. Language assistance services complying with City's Limited English Proficiency (LEP) Plan comply with this requirement.

D. Supplier must include these requirements in subcontracts and supply contracts and reasonably enforce compliance with them.

E. Noncompliance with this provision is a material breach of this Contract that can result in (i) withholding payments to Supplier, (ii) Contract cancellation, termination, or suspension, in whole or in part, and (iii) Supplier's ineligibility for future City contracts.

F. Supplier must retain and, upon request, provide City access to and copies of all information and reports required by the requirements referred to in this provision that City or a state or federal agency determine are pertinent to ascertain compliance. If information required of Supplier is in the sole possession of another who fails or refuses to furnish it, Supplier must so certify to City.

5. **Ethical Standards.** Supplier and its directors, members, partners, officers and employees, and any Supplier parent, affiliate, or subsidiary has not engaged in and will not: (i) engage in an act creating an appearance of impropriety with respect to this contract; (ii) attempt or appear to influence an elected or appointed City officer or employee by a direct or indirect offer of anything of value; or (iii) pay or agree to pay any person, other than its employees and consultants, any consideration contingent upon the award of this contract. No owner, director, officer, member, partner or key employee of Supplier of any Supplier parent, affiliate, or subsidiary is a spouse, parent, child, grandchild, or sibling of the mayor, city council member, or another City officer or board/commission member except as already disclosed in writing to City. Supplier will immediately notify City of any change in this statement.

6. **Intellectual Property.** Supplier guarantees the sale and City use of articles, software, copies, records or other intellectual property provided by the Purchase will not infringe any copyright, patent, trademark or other intellectual property rights. Supplier will, without expense to City, defend all actions against City or City's officers or employees for alleged infringement of intellectual property rights because of their sale or use and will pay all amounts recoverable in any such action.

7. **Quality.** Unless otherwise stated in the Supplier's proposal, all materials and items supplied will be new, the best of their respective kind, and free from defects.

8. **Taxes.** City is generally exempt from federal and state taxes. A copy of its tax certificate of exemption can be requested by contacting the City Finance Department.

9. **Manufacturer Information/Warranties.** Supplier will provide City all manufacturer parts lists, assembly or maintenance information, and other documents provided by the manufacturer

for all items provided under the Purchase and shall ensure any warranties for such items are held by City.

10. Records. City is a public entity receiving funds from other governmental agencies, and must retain, be able to obtain, and/or audit records related to City purchases. Supplier will retain all records related to this contract for at least 6 years and will, upon City's request, provide copies of and allow City to audit all retained records.

11. Assignment/Beneficiaries. Unless otherwise provided in writing, (i) no right or duty of Supplier under the Purchase may be assigned or delegated without City's prior written consent and (ii) no other individuals or entities are intended to be beneficiaries of this contract.

12. Independence. Supplier is independent of City and none of Supplier's personnel shall be or be represented to be City officers or employees. Supplier is solely responsible for the acts, omissions and statements of Supplier's personnel.

Exhibit B
Proposal



Elite Field Service LLC
 11620 16 Mile Rd
 Cedar Springs, MI 49319 US
 Josh@elitefieldservice.com
 www.elitefieldservice.com

Estimate 1050

ADDRESS	SHIP TO
Don Roest	Don Roest
City of Wyoming	City of Wyoming
2660 Burlingame Ave SW	2660 Burlingame Ave SW
Wyoming, MI 49509	

DATE 12/14/2022	TOTAL \$14,698.51
---------------------------	-----------------------------

	QTY	RATE	AMOUNT
New Equipment Sale			
Sale of new E-drive Genie 1932	1	22,217.00	22,217.00
Option			
E-drive	1	515.00	515.00
GS-1932, ANSI/CSA, E-drive, Folding rails, Half-height swing gate.			
		SUBTOTAL	22,732.00
		DISCOUNT 35.34001%	-8,033.49
		TAX	0.00

Includes freight and delivery.

Does not include applicable taxes.

This estimate is priced according to Sourcewell pricing agreement. Sourcewell contract number 041719-TER.

TOTAL \$14,698.51

THANK YOU.

Accepted By

Accepted Date

RESOLUTION NO. _____

RESOLUTION TO ACCEPT A QUOTE FOR ODOR CONTROL MEDIA AND TO
AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE THE CONTRACT

WHEREAS:

1. As detailed in the attached staff report, it is recommended City Council accept a quote from Raschig USA for the purchase of replacement odor control media in the total estimated amount of \$15,660.00.
2. Funds for the purchase are available in account number 590-590-54800-775.000.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby authorize the purchase of odor control media from Raschig USA in the total estimated amount of \$15,660.00.
2. The City Council does hereby authorize the Mayor and City Clerk to execute the contract.
3. The Wyoming City Council does hereby waive the provisions of Sections 2-252, 2-253, 2-254 and 2-256 of the City Code regarding publication and posting of bid notices, notification of bidders and the bid opening procedure.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

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 January 16, 2023.

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENTS:

Staff Report
Contract/Quote

STAFF REPORT

Date: January 5, 2023
Subject: Odor Control Study
From: Dan Kleinheksel, Utility Maintenance Manager
Date of Meeting: January 16, 2023

RECOMMENDATION:

It is recommended the City Council accept the quote from Raschig USA for replacement odor control media in the amount of \$15,660.00.

COMMUNITY, SAFETY, STEWARDSHIP:

Regular and proper upkeep of city equipment contributes to the efficiency of the equipment and to the prevention of untimely and costly repairs or replacement that could potentially interrupt the day-to-day operations of the Clean Water Plant.

DISCUSSION:

The Clean Water Plant has four odor control scrubbers used to remove foul-air contributors such as hydrogen sulfide gas from wastewater treatment systems and biosolids storage tanks. Three such scrubbers contain media that has reached the end of its useful life and requires replacement. After purchasing the media, plant staff will remove the old media and install the new media. Performing this work will improve efficiency and keep operating costs low while maintaining suitable air quality at the Clean Water Plant and for the surrounding community.



Therefore, Raschig USA, the manufacturer of the media for the three scrubbers was contacted to quote replacement media. Raschig USA returned with a quote of \$18.00 per cubic foot and a total cost of \$15,660.00. Considering the same media was purchased for \$17.25 per cubic foot in 2015 and Raschig USA is the media manufacturer, it is recommended the City Council accept the quote from Raschig USA for replacement odor control media in the total amount of \$15,660.00.

BUDGET IMPACT:

Adequate funds are available in the GVRBA Account #590-590-54800-775.000.

CITY OF
Wyoming
MICHIGAN

CITY PURCHASING CONTRACT
CITY OF WYOMING, MICHIGAN
(MORE THAN \$7,500)

This Contract is made as of the Effective Date between the City and the Supplier.

"City" means the City of Wyoming, a Michigan municipal corporation of 1155 28th St SW, Wyoming, MI 49509.

"Effective Date" means: January 17, 2023.

"Items" means the parts, equipment, or other Items the City is purchasing from the Supplier as Itemized in the Proposal.

"Proposal" means the Supplier's proposal attached as Exhibit B and includes any City-issued plans and specifications on which the supplier's proposal is based.

"Standard Terms and Conditions" means the attached single page Exhibit A entitled "City Purchasing Standard Terms and Conditions."

"Supplier" means:

Raschig USA, Inc.
(Name of supplying entity)
A Delaware corporation
(State and type of entity, e.g., corporation, limited liability company, etc.)
1701 E. Lamar Blvd, Suite 180
(Supplier's street address)
Arlington, TX 78006
(Supplier's city, state & zip)

TERMS AND CONDITIONS

In exchange for the consideration in and referred by this Contract, the parties agree:

1. Supplier will supply the Items as detailed in the Proposal.
2. City will pay the Supplier in accordance with the Proposal.
3. Supplier represents and warrants, except for those specifically waived or modified in this paragraph Supplier is complying with and will comply with the Standard Terms and Conditions. Waived or modified conditions are as follows:

Section #3 B is removed from this contract.

(Identify those the City Attorney has agreed may be waived or the City attorney approved modifications or write "None")

4. This is the only agreement between the parties regarding the Purchase that is the subject of the Proposal and there are no other agreements, representations or warranties except as are stated in the Proposal. This contract can be amended only in writing signed by both City and Supplier.

City and Supplier have signed this Contract as of the Effective Date.

City of Wyoming

By: _____
Kent Vanderwood, Mayor

By: _____
Kelli A. Vandenberg, City Clerk

Date signed: _____

Approved as to form: _____

Scott G. Smith, City Attorney

Raschig USA, Inc.

By: [Signature]
(Signature of controller or principal of Supplier)
Laura Havel
(Typed/Printed Name & Title of Person Signing for Supplier)
Controller

Date signed: 119 2023

Wyoming

CITY PURCHASING STANDARD TERMS AND CONDITIONS

1. Applicability. Except as modified in writing signed by either the Mayor and City Clerk or the City Manager, these Standard Terms and Conditions (these Terms) apply to City of Wyoming (City) purchases of parts, equipment or other goods that do not involve any services from the supplier identified on the face of the contract (Supplier). By signing the contract Supplier attests it complies and will comply with these Terms.
2. Legal Compliance. Supplier will comply with all applicable (i) laws, rules, regulations, codes, and ordinances, (ii) license and permit requirements, and (iii) orders of any governmental agency, official or court of competent jurisdiction.
3. Qualifications. Supplier represents and promises that:
 - A. Neither Supplier nor Supplier's principals, owners, officers, shareholders, key employees, directors, members or partners (i) is debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency; (ii) has within 3-years preceding this contract been convicted of or had a judgment against him/her for fraud or a criminal offense connected with obtaining or attempting to obtain a public contract, for violating antitrust statutes, or for embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; (iii) is presently charged with any of the preceding offenses; or (iv) has within 3-years preceding this contract had a public transaction terminated for cause or default.
 - B. Unless otherwise approved by the City Purchasing Director or City Attorney, Supplier and its subcontractors must register on the federal System for Award Management (SAM) list and be in good standing.
 - C. Neither Supplier nor Supplier's personnel is an "Iran linked business" under Michigan's Iran Economic Sanctions Act.
4. Nondiscrimination and Respect. City is committed to equity, fairness, impartiality, courtesy, respect, and nondiscrimination in all City programs, benefits, and actions, including City contracts and activities that suppliers or others engage in for or on behalf of City. Accordingly:
 - A. Supplier in (i) employment actions, (ii) soliciting, bidding or contracting with subcontractors, or (iii) soliciting, bidding or contracting for materials will not discriminate based on race, color, religion, national origin, age, sex, height, weight, marital status, familial status, mental or physical disability, genetic information, or other reason prohibited by law that is unrelated to the ability to perform the duties of a job or position. "Sex" means sex and gender, sex or gender stereotypes, sexual orientation, gender identity (including transgender status) or expression, and pregnancy, childbirth, or a condition related to pregnancy or childbirth.
 - B. Supplier will comply with applicable state and federal laws, rules, regulations, and other requirements regarding discrimination and inclusion, including, without limitation, Title VI of the federal Civil Rights Act of 1964, Michigan's Elliott-Larsen civil rights act, Michigan's persons with disabilities civil rights act, the federal Age Discrimination Act of 1975, and §504 of the federal Rehabilitation Act of 1973, together with all rules, regulations, orders, and guidance issued pursuant to those statutes.
 - C. If Supplier will engage with others on City's behalf, Supplier must (i) ensure all persons are treated with fairness, equity, impartiality, courtesy and respect, and in a manner that does not discriminate based on race, color, religion, national origin, age, sex, height, weight, marital status, familial status, mental or physical disability, genetic information, or any other reason prohibited by law, and (ii) if any engaged individuals have limited English proficiency (i.e., they speak English less than very well), Supplier must use language assistance services in communications. Language assistance services complying with City's Limited English Proficiency (LEP) Plan comply with this requirement.
5. Ethical Standards. Supplier and its directors, members, partners, officers and employees, and any Supplier parent, affiliate, or subsidiary has not engaged in and will not: (i) engage in an act creating an appearance of impropriety with respect to this contract; (ii) attempt or appear to influence an elected or appointed City officer or employee by a direct or indirect offer of anything of value; or (iii) pay or agree to pay any person, other than its employees and consultants, any consideration contingent upon the award of this contract. No owner, director, officer, member, partner or key employee of Supplier or any Supplier parent, affiliate, or subsidiary is a spouse, parent, child, grandchild, or sibling of the mayor, city council member, or another City officer or board/commission member except as already disclosed in writing to City. Supplier will immediately notify City of any change in this statement.
6. Intellectual Property. Supplier guarantees the sale and City use of articles, software, copies, records or other intellectual property provided by the Purchase will not infringe any copyright, patent, trademark or other intellectual property rights. Supplier will, without expense to City, defend all actions against City or City's officers or employees for alleged infringement of intellectual property rights because of their sale or use and will pay all amounts recoverable in any such action.
7. Quality. Unless otherwise stated in the Supplier's proposal, all materials and items supplied will be new, the best of their respective kind, and free from defects.
8. Taxes. City is generally exempt from federal and state taxes. A copy of its tax certificate of exemption can be requested by contacting the City Finance Department.
9. Manufacturer Information/Warranties. Supplier will provide City all manufacturer parts lists, assembly or maintenance information, and other documents provided by the manufacturer

for all items provided under the Purchase and shall ensure any warranties for such items are held by City

10. Records City is a public entity receiving funds from other governmental agencies, and must retain, be able to obtain, and/or audit records related to City purchases. Supplier will retain all records related to this contract for at least 6 years and will, upon City's request, provide copies of and allow City to audit all retained records.

11. Assignment/Beneficiaries. Unless otherwise provided in writing, (i) no right or duty of Supplier under the Purchase may be assigned or delegated without City's prior written consent and (ii) no other individuals or entities are intended to be beneficiaries of this contract.

12. Independence. Supplier is independent of City and none of Supplier's personnel shall be or be represented to be City officers or employees. Supplier is solely responsible for the acts, omissions and statements of Supplier's personnel.

Exhibit B
Proposal



Raschig USA Inc.®

RASCHIG USA, INC
HIGH PERFORMANCE TOWER
PACKINGS, TRAYS AND COLUMN
INTERNALS, AND WASTEWATER
SYSTEMS.

1701 E Lamar Blvd, Suite 180
Arlington, TX 76006

(817) 695-5680
(817) 524-9637
Fax (817) 695-5697

Account Name	City of Wyoming	Created Date	1/5/2023
Address	Wyoming, MI	Validity	30 Days
Phone	(616) 738-4957		
E-mail	Dan.Kleinheksel@wyomingmi.gov		

Dear City of Wyoming,

Thank you for your inquiry. In response to your request, we are pleased to offer our proposal:

Size	Product	Material	Volume Unit	Volume	Unit Price	Total Price
2"	Jaeger Tri-Packs®	Polypropylene-General Purpose (PP)	ft3	870	\$18.00	\$ 15,660.00
Subtotal (USD):						\$ 15,660.00

Delivery & Freight Terms

Transport:	EXW
Shipping From:	Carlisle, OH
Lead Time:	8 Weeks, ARO

Payment Terms: Net 30 days, subject to credit approval. Wire transfers also accepted.

Please Note: Any change in quantities may affect price and/or freight rates. Also, please note that freight rates are subject to change on a daily basis; these are estimated charges that vary over time.

We appreciate your interest in our products and services. Should you have any questions on any of the above, please do not hesitate to contact me.

Sincerely,

Guillermo Tamez
Technical Sales Engineer
gtamez@raschig-usa.com
(817) 524-9637

RESOLUTION NO. _____

RESOLUTION TO ACCEPT A PROPOSAL FROM MEEKHOF ELECTRIC INC.
TO UPGRADE EXTERIOR AND INTERIOR LIGHTING WITH LED FIXTURES
AT THE CLEAN WATER PLANT, AUTHORIZE THE MAYOR AND CITY CLERK TO
EXECUTE THE CONTRACT, AND APPROVE THE ATTACHED BUDGET AMENDMENT

WHEREAS:

1. As detailed in the attached staff report, it is recommended City Council accept a proposal from Meekhof Electric to replace eligible exterior and interior lighting at the Clean Water Plant with new LED fixtures in the total amount of \$13,558.85.
2. The City will receive a total of \$13,558.85 towards the cost of the LED fixtures from the Consumers Energy Large Business Project Rebate.
3. A budget amendment is required for this project.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby concur with upgrading exterior and interior lighting with LED fixtures at the Clean Water Plant in the total amount of \$13,558.85.
2. The City Council does hereby approve the attached budget amendment.

Moved by Councilmember:
Seconded by Councilmember:
Motion Carried Yes
 No

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 January 16, 2023.

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENTS:
Budget Amendment
Staff Report
Contract

Resolution No. _____

CITY OF WYOMING BUDGET AMENDMENT

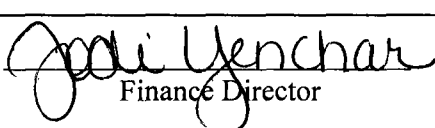
Date: January 16, 2023

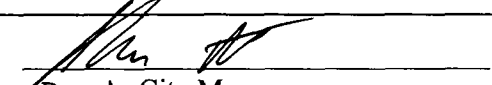
Budget Amendment No. 058

To the Wyoming City Council:

A budget amendment is requested to appropriate an additional \$13,559.00 of budgetary authority to provide the necessary funds to upgrade eligible lighting to LED fixtures at the Clean Water Plant and recognize the associated rebate revenue from Consumers Energy.

<u>Description/Account Code</u>	<u>Current</u>	<u>Increase</u>	<u>Decrease</u>	<u>Amended</u>
<u>Sewer Fund</u>				
Wastewater Utility - Treatment - Professional Services				
590-590-54300-801.000	\$ 17,354.00	\$ 13,559.00		\$ 30,913.00
Miscellaneous Income				
590-688.000	\$ 27,200.00	\$ 13,559.00		\$ 40,759.00
<hr/>				
Fund Balance/Working Capital (Fund 590)	\$	-	\$	-
<hr/>				

Recommended: 
 Finance Director


 Deputy City Manager

Motion by Councilmember _____, seconded by Councilmember _____ that the General Appropriations Act for Fiscal Year 2022-2023 be amended by adoption of the foregoing budget amendment.

Motion carried: Yes _____, No _____

I hereby certify that at a _____ meeting of the Wyoming City Council duly held on _____ the foregoing budget amendment was approved.

 City Clerk

STAFF REPORT

Date: January 5, 2023
Subject: LED Upgrade Project
From: Dan Kleinheksel, Utility Maintenance Manager
Meeting Date: January 16, 2023

RECOMMENDATION:

It is recommended the City Council accept the Clean Water Plant LED upgrade proposal from Meekhof Electric and approve a budget amendment upon deposit of the Consumers Energy rebate in the total amount of \$13,558.85.

COMMUNITY, SAFETY, STEWARDSHIP:

Utilizing Consumers Energy rebates to update utility plant lighting to energy-efficient LED fixtures for no cost to the City contributes to a more sustainable and environmentally safe future. It is anticipated upgrading to LED fixtures will reduce energy consumption by up to 75%.

DISCUSSION:

The Clean Water Plant received a proposal from Meekhof Electric to replace eligible exterior and interior lighting with new LED fixtures for zero cost due to the Consumers Energy Rebate Program. Meekhof Electric will perform the work for the Consumers Energy Rebate of \$13,558.85. Following the replacement of 67 fixtures, the City will receive a rebate from Consumers Energy in the amount of \$13,558.85. The funds will be deposited in revenue account 590-688.000 Miscellaneous Income and require transfer to Sewer Fund Account 590-590-54300-801 for payment to Meekhof Electric.

BUDGET IMPACT:

There is no budget impact.

CITY OF
Wyoming
MICHIGAN

CITY STANDARD CONTRACT
CITY OF WYOMING, MICHIGAN
(MORE THAN \$8,500)

This Contract is made as of the Effective Date between City and Contractor.

City means the City of Wyoming, a Michigan municipal corporation, of 1155 28th St SW, Wyoming, MI 49509

Contractor means: Meekhof Electric, Inc.
(Name of contracting entity)
A Michigan corporation
(State and type of entity, e.g., corporation, limited liability company, etc.)
5194 37th Ave, Suite C
(Contractor's street address)
Hudsonville, MI 49426
(Contractor's city, state & zip)

Contractor's personnel means Contractor's directors, members, partners, officers, employees, subcontractors, agents and representatives and any other individuals or entities Contractor engages to provide services under the Contract.

Effective Date means December 6, 2022

Goods means any parts, equipment, supplies, materials, or other items or services the City is acquiring from Contractor as itemized or stated in the Proposal.

Proposal means Contractor's proposal attached as Exhibit B

Services means the services described and specified in the Proposal.

Standard Terms means the attached 2-page Exhibit A entitled "City Contract Standard Terms and Conditions."

TERMS AND CONDITIONS

in exchange for the consideration in and referred by this Contract, the parties agree:

1. Contractor will supply the Goods and Services and items as detailed in the Proposal.
2. City will pay the Contractor in accordance with the Proposal.
3. Contractor represents and warrants, except for those specifically waived or modified in this paragraph, Contractor is complying with and will comply with the Standard Terms. Waived or modified conditions are as follows:

None.

(Identify those the City Attorney has agreed may be waived or the City attorney approved modifications or write "None.")

4. If this Contract is for a public improvement project costing \$50,000 or more, performance and payment bonds in an amount equal to the Contract amount are required and must be provide before starting any of the Services.

5. This is the only agreement between the parties regarding City's acquisition of the Goods from Contractor and/or engagement of Contractor to perform the Services. There are no other agreements, representations, or warranties except as stated in the Proposal. This contract can be amended only in writing signed by both City and Contractor

City and Contractor have signed this Contract as of the Effective Date

City of Wyoming

Meekhof Electric, Inc.

By: _____
Kent Vanderwood, Mayor

By: Bryan Meekhof
(Signature of officer, director or principal of Contractor)
Bryan Meekhof - owner
(Typed Printed Name & Title of Person Signing for Contractor)

By: _____
Kelli A. Vandenberg, City Clerk

Date signed: 1/5, 2023

Date signed: _____, 20__

Approved as to form: Scott G. Smith
Scott G. Smith, City Attorney

EXHIBIT A

CITY CONTRACT STANDARD TERMS AND CONDITIONS

1. **Applicability.** These Standard Terms and Conditions apply to the Contract unless expressly modified in writing signed by the Mayor and City Clerk or the City Manager.
2. **Legal Compliance.** Contractor will comply with applicable (i) laws, rules, regulations, codes, and ordinances, (ii) license and permit requirements, and (iii) orders of governmental agencies, officials, or courts including, for example, OSHA and MIOSHA rules and regulations.
3. **Permits and Inspections.** Unless the Contract or Proposal states otherwise, Contractor will, without expense to City, (i) obtain all licenses and permits required to lawfully perform Services under the Contract, (ii) upon City request, furnish City copies of those licenses and permits, and (iii) ensure all inspections required by local, state, and federal agencies and codes are performed.
4. **Grant Compliance.** Contractor represents and promises that, if state or federal grant funds are identified a source of payment for any part of the project, Contractor has reviewed and will comply with all applicable grant agreement terms and conditions.
5. **Qualifications.** Contractor represents and promises that:
 - A. Contractor has and will maintain, and Contractor's personnel have and will maintain, any needed licenses, registrations, certifications, memberships, or other approvals needed to perform the Services in Michigan.
 - B. Neither Contractor nor any of Contractor's personnel: (i) are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency; (ii) have within 3-years preceding this Contract been convicted of or have a judgment against them for fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction or contract with a government agency; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; (iii) are presently criminally charged with committing any of the offenses enumerated in this certification; and (iv) have within 3-years preceding this Contract had one or more public transactions terminated for cause or default..
 - C. If the Contract is for a community development block grant, U.S. Department of Housing and Urban Development (**HUD**), federal and/or state funded project, Contractor and Contractor's personnel are not listed on HUD's list of debarred and suspended participants.
 - D. Unless otherwise approved by the City Purchasing Director or City Attorney, Contractor and its subcontractors must register on the federal System for Award Management (**SAM**) list and be in good standing.
 - E. Neither Contractor nor Contractor's personnel is an "Iran linked business" under Michigan's Iran Economic Sanctions Act.
6. **Nondiscrimination and Respect.** City is committed to equity, fairness, impartiality, courtesy, respect, and nondiscrimination in all City programs, benefits, and actions, including City contracts and activities that contractors or others engage in for or on behalf of City. Accordingly:
 - A. Contractor in (i) employment actions, (ii) soliciting, bidding or contracting with subcontractors, or (iii) soliciting, bidding or contracting for materials will not discriminate based on race, color, religion, national origin, age, sex, height, weight, marital status, familial status, mental or physical disability, genetic information, or other reason prohibited by law that is unrelated to the ability to perform the duties of a job or position. "Sex" means sex and gender, sex or gender stereotypes, sexual orientation, gender identity (including transgender status) or expression, and pregnancy, childbirth, or a condition related to pregnancy or childbirth.
 - B. Contractor will comply with applicable state and federal laws, rules, regulations, and other requirements regarding discrimination and inclusion, including, without limitation, Title VI of the federal Civil Rights Act of 1964, Michigan's Elliott-Larsen civil rights act, Michigan's persons with disabilities civil rights act, the federal Age Discrimination Act of 1975 ,and §504 of the federal Rehabilitation Act of 1973, together with all rules, regulations, orders, and guidance issued pursuant to those statutes.
 - C. If Contractor will engage with others on City's behalf, Contractor must (i) ensure all persons are treated with fairness, equity, impartiality, courtesy and respect, and in a manner that does not discriminate based on race, color, religion, national origin, age, sex, height, weight, marital status, familial status, mental or physical disability, genetic information, or any other reason prohibited by law, and (ii) if any engaged individuals have limited English proficiency (*i.e.*, they speak English less than very well), Contractor must use language assistance services in communications. Language assistance services complying with City's Limited English Proficiency (LEP) Plan comply with this requirement.
 - D. Contractor must include these requirements in subcontracts and supply contracts and reasonably enforce compliance with them.
 - E. Noncompliance with this provision is a material breach of this Contract that can result in (i) withholding payments to Contractor, (ii) Contract cancellation, termination, or suspension, in whole or in part, and (iii) Contractor's ineligibility for future City contracts.
 - F. Contractor must retain and, upon request, provide City access to and copies of all information and reports required by the requirements referred to in this provision that City or a state or federal agency determine are pertinent to ascertain compliance. If information required of Contractor is in the sole possession of another who fails or refuses to furnish it, Contractor must so certify to City.
7. **Ethical Standards.** Contractor and Contractor's personnel have not engaged in and will refrain from: (i) holding or acquiring an interest conflicting with this Contract; (ii) engaging in any act creating an appearance of impropriety with respect to the award or performance of this Contract; (iii) attempting or appearing to influence a City elected or appointed officer or employee by a direct or indirect offer of anything of value; or (iv) paying or agreeing to pay any person, other than Contractor's personnel, any consideration contingent upon the award of this Contract. None of Contractor's personnel is a spouse, parent, child, grandchild, or sibling of the mayor, city council member, or other City officer or City board/commission member of the City except as already disclosed in writing to City. Contractor will promptly inform City of any change in this circumstance.

8. Media Releases. Media releases (including promotional literature and commercial ads) pertaining to this Contract or the project to which it relates must not be made without the City Manager's prior written approval and only in accordance with the written terms provided in that approval.

9. W-9. Before beginning work, Contractor and subcontractors will e-mail to accountspayable@wyomingmi.gov a completed an IRS W-9 form.

10. Intellectual Property. Contractor guarantees the sale or use of the Goods or the articles, software, copies, records, or other intellectual property provided or used to perform the Services will not infringe any copyright, patent, trademark or other intellectual property rights. Contractor will, without expense to City, defend all actions against City or City's officers or employees for any alleged infringement of any intellectual property rights by reason of their sale or use as in conjunction with this Contract and will pay all costs, damages, and profits recoverable in any such action.

11. Quality. Unless otherwise stated in the Proposal, all Goods supplied under this Contract will be new, the best of their respective kind, and free from defects.

12. Taxes. City is generally exempt from federal and state taxes and a copy of supporting documents can be requested by contacting City's Finance Department.

13. Disposal. Unless this Contract or Proposal states otherwise, Contractor will remove and dispose of materials, equipment and other items demolished, removed or replaced during as part of the Services and cleanup and remove of all debris resulting from the Services in a manner complying with applicable law. Contractor must retain and, upon request, provide City copies of any required manifest and other disposal documentation.

14. Restoration. Without expense to City, Contractor will restore, property damaged while providing the Services to a condition equal to that existing before that damage. If Contractor fails to make such repairs or restoration, City may, after 48-hours' notice to Contractor, make such repairs or restoration, and deduct costs incurred from amounts due Contractor.

15. Manufacturer Information and Warranties. Contractor will provide City all manufacturer parts lists, assembly and maintenance information, and other documents provided by manufacturers of the Goods and ensure warranties for them are held by or assigned to City.

16. Risk Allocation. Contractor is solely responsible for (i) means and methods of the Services, (ii) the conduct of Contractor's personnel, and (iii) injuries or property damage occurring as a result of the Services. Contractor will hold City and City's officers and employees harmless from, indemnify them for, and defend them (with legal counsel reasonably acceptable to City) against all claims made by persons other than City as a result of the Services. Contractor will reimburse City for or pay in City's stead costs City may incur as a result of claims, demands, judgments, administrative actions, or any order to pay any amounts made or entered against City or City's officers or employees as a result of the Services.

17. Insurance. Contractor must obtain and maintain the following insurance:

COMMERCIAL GENERAL LIABILITY
Minimal Limits: \$2,000,000 Each Occurrence, \$2,000,000 Personal & Advertising Injury, \$2,000,000 General Aggregate, and \$2,000,000 Products/Completed Operations Coverage must include the following: (A) Contractual Liability; (B) Products and Completed Operations; (C) Independent Contractors; (D) Broad Form General Liability Extensions or equivalent, if not already included; (E) Deletion of all Explosion, Collapse, and Underground (EXU) Exclusions, if applicable.

AUTOMOBILE LIABILITY INSURANCE
Minimal Limits (hired and non-owned automobile coverage): \$2,000,000 per person \$2,000,000 per occurrence
WORKERS' DISABILITY COMPENSATION
Minimal Limits: \$500,000 per occurrence Coverage shall be in accordance with Michigan statutes. Waiver of subrogation, except where waiver is prohibited by law.
EXCESS/UMBRELLA INSURANCE
Required liability limits may be obtained using an Excess-Umbrella Liability policy in addition to primary liability policy(ies). If Excess and/or Umbrella policy to satisfy coverage limits, coverage must follow the form of the primary liability policy(ies).
ADDITIONAL INSURED
If this Contract is for more than \$5,000, General Commercial Liability, Automobile Liability and Excess/Umbrella Liability insurance shall include an endorsement stating the following are Additional Insureds: City and City's officers, employees, volunteers, agents, boards, and commissions. Coverage is to be primary and any City insurance will be secondary and/or excess.

Upon City request, Contractor will provide to City's Purchasing Department copies of certificates of insurance, policies and endorsements.

18. Records. City must retain, be able to obtain, and/or audit records related to City contracts. Contractor will retain copies of all records related to this Contract and the Services for at least 7 years after completion of this Contract. Contractor will, upon City's request, allow inspection, auditing, and copying of all retained records.

19. Assignment/Beneficiaries. Unless this Contract states otherwise, (i) none of Contractor's rights or duties may be assigned or delegated without City's prior written consent and (ii) no other individuals or entities are intended to be beneficiaries of this Contract.

20. Independent Contractor. Contractor is wholly independent of City. None of Contractor's personnel shall be or be represented to be City officers or employees. Contractor is solely responsible for acts, omissions, and statements of Contractor's personnel. Contractor is solely responsible for any compensation and benefits to be provided Contractor's personnel for the Services. City has no responsibility to supervise, compensate or insure Contractor or Contractor's personnel.

EXHIBIT B

**MEEKHOF ELECTRIC INC.**5194 37th Avenue Suite C
Hudsonville, MI 49426

Estimate

Date	Estimate #
11/16/2022	10431

Name / Address
City of Wyoming Water Plant 2350 Ivanrest Grandville MI 49418

Jobsite Address
BM/KG

Customer Phone	Customer Alt. Phone	Estimated By:	Terms	Rep	Lift Type
616-738-4957				BCM	

Item	Description	Qty	Rate	Install Notes	Total
Sylvania 50W ...	Large wallpacks Existing _11_400 Watt MH Wallpacks replaced with _11_50 Watt LE wallpacks Part # WALPAKN4B/050UNV850 Product ID: PLKRJJ4SP9FG **incentive covers cost	11	263.236		2,895.60
Sylvania 50W ...	Medieum wallpacks Existing _17_250 Watt MH Wallpacks replaced with _17_50 Watt LE wallpacks Part # WALPAKN4B/050UNV850 Product ID: PLKRJJ4SP9FG *incentive covers cost	17	156.01		2,652.17
Note WSD LED Can...	Note: Existing _86_2-4' T8 HP default wattage 74W replaced with _2_ WSD LED Canopy Fixture 70watt 5000K Part# WSD-UPGC07W27-50K-D Product IDPUK3LE7B *Removing (84) and installing (2) Hallway Tunnel *24/7	86	33.78		2,905.08
WSD LED Can...	Existing _37_175W MH replaced with _37_ WSD LED Canopy Fixture 70watt 5000K Part# WSD-UPGC07W27-50K-D Product IDPUK3LE7B *1/2 Ridgid Vapor tight Hallway Tunnel Rebate is 56	37	138.00		5,106.00

				Total
--	--	--	--	--------------

<input type="checkbox"/> Copy of Utility Bill <input type="checkbox"/> Tax ID # _____ Include checked items w signed estimate to start work!
--

Phone #	Fax #	E-mail	Web Site
616 669-1876	616 669-4126	office@meekhofelectric.com	www.meekhofelectric.com

**MEEKHOF ELECTRIC INC.**5194 37th Avenue Suite C
Hudsonville, MI 49426

Estimate

Date	Estimate #
11/16/2022	10431

Name / Address
City of Wyoming Water Plant 2350 Ivanrest Grandville MI 49418

Jobsite Address
BM/KG

Customer Phone	Customer Alt. Phone	Estimated By:	Terms	Rep	Lift Type
616-738-4957				BCM	

Item	Description	Qty	Rate	Install Notes	Total
Incentive Big B...	<p>Consumers Energy large Business Project # CE- Estimated Rebate paid to the CUSTOMER: \$13558.85</p> <p>The Rebate is paid to the CUSTOMER via check from Consumers Energy at the completion of the project. At the Completion of the project, Meekhof Electric Inc will send an invoice. The invoice is due within 30 days of Consumers Energy issuing the rebate to the CUSTOMER.</p> <p>The total project cost after the rebate is expected to be: \$0</p> <p>Customer Contact: Dan Kleinheksel 616-738-4957,734-487-9400 kleinhekseld@wyomingmi.gov</p> <p>Consumers Energy Account #: or a copy of the Electric Bill</p> <p>Tax ID # or W9 required by CE to receive incentive:</p> <p>**This estimate only includes the scope of work listed above.</p>	1	-13,558.85		-13,558.85

				Total	\$0.00
--	--	--	--	--------------	--------

<input type="checkbox"/> Copy of Utility Bill <input type="checkbox"/> Tax ID # _____ Include checked items w signed estimate to start work!
--

Phone #	Fax #	E-mail	Web Site
616 669-1876	616 669-4126	office@meekhofelectric.com	www.meekhofelectric.com

RESOLUTION NO. _____

RESOLUTION TO ACCEPT A PROPOSAL FROM AUTOMATIC DOOR SERVICE
FOR THE INSTALLATION OF AUTOMATIC DOOR OPENERS AND TO
AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE THE CONTRACT

WHEREAS:

1. As detailed in the attached staff report, it is recommended City Council accept a proposal from Automatic Door Service for the installation of automatic door openers at the Clean Water Plant and Water Treatment Plant in the total estimated amount of \$9,578.00.
2. Funds for the for the project are available in account numbers 590-590-54300-930.000 and 591-591-55300-930.000.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby accept a quote for the installation of automatic door openers from Automatic Door Service in the total estimated amount of \$9,578.00.
2. The City Council does hereby authorize the Mayor and City Clerk to execute the contract.

Moved by Councilmember:
Seconded by Councilmember:
Motion Carried Yes
 No

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 January 16, 2023.

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENTS:
Staff Report
Contract/Proposal

STAFF REPORT

Date: January 4, 2023
Subject: Automatic Door Openers
From: Dan Kleinheksel, Utility Maintenance Manager
Date of Meeting: January 16, 2023

RECOMMENDATION:

It is recommended the City Council accept the quote from Automatic Door Service for the installation of automatic door openers at the Clean Water Plant and Water Treatment Plant in the amount of \$9,578.00.

COMMUNITY, SAFETY, STEWARDSHIP:

Installing automatic door openers at the utility plants brings the facilities into compliance with ADA requirements for accessibility.

DISCUSSION:

Three companies that install automatic door openers were contacted to provide a proposal to bring the utility plants into accessibility compliance by installing automatic door openers. Site visits were made to review the scope of work which includes installing two automatic door openers and push plates for entry and exit of the main lobby at each plant. Automatic Door Service and S.A Morman returned with a proposal. Fisher Door did not submit a proposal as they contract with Automatic Door Service for this type of work.

Automatic Door Service	\$9,578.00
S.A. Morman	\$21,570.00

After reviewing the proposals, Automatic Door Service was a considerably lower cost, yet still met the requirements and offers a high-quality installation. Therefore, it is recommended the City Council accept the quote from Automatic Door Service for the installation of automatic door openers at the Clean Water Plant and Water Treatment Plant in the amount of \$9,578.00.

BUDGET IMPACT:

Adequate funds are available in the Sewer Fund Account #590-590-54300-930.000 and Water Fund Account #591-591-55300-930.000.

Wyoming

MICHIGAN

CITY STANDARD CONTRACT CITY OF WYOMING, MICHIGAN (MORE THAN \$8,500)

This Contract is made as of the Effective Date between City and Contractor.

City means the City of Wyoming, a Michigan municipal corporation, of 1155 28th St SW, Wyoming, MI 49509.

Contractor means: Automatic Door Service, Inc.
[Name of contracting entity]
A Michigan corporation
[State and type of entity, e.g., corporation, limited liability company, etc.]
4549 40 Street SE
[Contractor's street address]
Grand Rapids, MI 49512
[Contractor's city, state & zip]

Contractor's personnel means Contractor's directors, members, partners, officers, employees, subcontractors, agents and representatives and any other individuals or entities Contractor engages to provide services under the Contract.

Effective Date means: January 17, 2023.

Goods means any parts, equipment, supplies, materials, or other items or services the City is acquiring from Contractor as itemized or stated in the Proposal.

Proposal means Contractor's proposal attached as Exhibit B.

Services means the services described and specified in the Proposal.

Standard Terms means the attached 2-page Exhibit A entitled "City Contract Standard Terms and Conditions."

TERMS AND CONDITIONS

In exchange for the consideration in and referred by this Contract, the parties agree:

- Contractor will supply the Goods and Services and items as detailed in the Proposal.
- City will pay the Contractor in accordance with the Proposal.
- Contractor represents and warrants, except for those specifically waived or modified in this paragraph, Contractor is complying with and will comply with the Standard Terms. Waived or modified conditions are as follows

None.

(Identify those the City Attorney has agreed may be waived or the City attorney approved modifications or write "None.")

4. If this Contract is for a public improvement project costing \$50,000 or more, performance and payment bonds in an amount equal to the Contract amount are required and must be provide before starting any of the Services.

5. This is the only agreement between the parties regarding City's acquisition of the Goods from Contractor and/or engagement of Contractor to perform the Services. There are no other agreements, representations, or warranties except as stated in the Proposal. This contract can be amended only in writing signed by both City and Contractor.

City and Contractor have signed this Contract as of the Effective Date

City of Wyoming

By: _____
Kent Vanderwood, Mayor

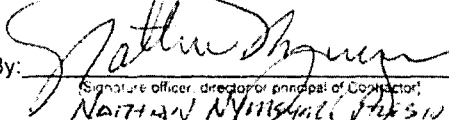
By: _____
Kelli A. VandenBerg, City Clerk

Date signed _____, 20__

Approved as to form: 

Scott G. Smith, City Attorney

Automatic Door Service, Inc.

By: 

(Signature officer, director or principal of Contractor)
NATHAN NYQUIST, PRESIDENT
(Typed Printed Name & Title of Person Signing for Contractor)

Date signed: 1-5, 2023



CITY CONTRACT STANDARD TERMS AND CONDITIONS

1. Applicability These Standard Terms and Conditions apply to the Contract unless expressly modified in writing signed by the Mayor and City Clerk or the City Manager

2. Legal Compliance Contractor will comply with applicable (i) laws, rules, regulations, codes, and ordinances, (ii) license and permit requirements, and (iii) orders of governmental agencies, officials, or courts including, for example, OSHA and MIOSHA rules and regulations

3. Permits and Inspections Unless the Contract or Proposal states otherwise, Contractor will, without expense to City, (i) obtain all licenses and permits required to lawfully perform Services under the Contract (ii) upon City request, furnish City copies of those licenses and permits, and (iii) ensure all inspections required by local, state, and federal agencies and codes are performed

4. Grant Compliance Contractor represents and promises that, if state or federal grant funds are identified a source of payment for any part of the project, Contractor has reviewed and will comply with all applicable grant agreement terms and conditions.

5. Qualifications Contractor represents and promises that.

A Contractor has and will maintain, and Contractor's personnel have and will maintain, any needed licenses, registrations, certifications, memberships, or other approvals needed to perform the Services in Michigan

B Neither Contractor nor any of Contractor's personnel (i) are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency, (ii) have within 3-years preceding this Contract been convicted of or have a judgment against them for fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction or contract with a government agency, violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property, (iii) are presently criminally charged with committing any of the offenses enumerated in this certification, and (iv) have within 3-years preceding this Contract had one or more public transactions terminated for cause or default.

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<p>COMMERCIAL GENERAL LIABILITY</p> <p>Minimal Limits: \$2,000,000 Each Occurrence, \$2,000,000 Personal & Advertising Injury, \$2,000,000 General Aggregate and \$2,000,000 Products/Completed Operations</p> <p>Coverage must include the following: (A) Contractual Liability (B) Products and Completed Operations (C) Independent Contractor (D) Broad Form General Liability Extensions or equivalent, if not already included; (E) Deletion of all Explosion, Collapse, and Underground (EXU) Exclusions, if applicable.</p> <p>AUTOMOBILE LIABILITY INSURANCE</p>

<p>Minimal Limits (hired and non-owned automobile coverage) \$1,000,000 per person \$1,000,000 per occurrence</p> <p>WORKERS' DISABILITY COMPENSATION</p> <p>Minimal Limits: \$500,000 per occurrence Coverage shall be in accordance with Michigan statutes. Waiver of subrogation, except where waiver is prohibited by law.</p> <p>EXCESS/UMBRELLA INSURANCE</p> <p>Required liability limits may be obtained using an Excess-Umbrella Liability policy in addition to primary liability policy(ies). If Excess and/or Umbrella policy to satisfy coverage limits, coverage must follow the form of the primary liability policy(ies).</p> <p>ADDITIONAL INSURED</p> <p>If this Contract is for more than \$5,000, General Commercial Liability, Automobile Liability and Excess/Umbrella Liability insurance shall include an endorsement stating the following are Additional Insureds: City and City's officers, employees, volunteer agents, boards, and commissions. Coverage is to be primary and any City insurance will be secondary and/or excess.</p>

Upon City request, Contractor will provide to City's Purchasing Department copies of certificates of insurance, policies and endorsements.

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Contractor Name
 [Print name of Contractor]
 A Michigan
 [State and type of entity, e.g., corporation, limited liability company, etc.]
12345 Main Street, SE
 [Contractor's street address]
[Signature]
 [Print name of signer]
[Signature]
 [Signature]
 [Date] 12/22/2022

We will provide our
 [Handwritten notes]



www.automaticdoorservice.com

Grand Rapids
4549 40th Street SE
Grand Rapids, MI 49512
P 616.363.6554
T 800.253.4531
F 616.363.6776

South Bend
19948 State Line Rd
South Bend, IN 46637
P 269.684.3511
T 800.253.4531
F 616.363.6776

ESTIMATE

Date: 10/18/2022

To: Water Treatment Plant
167000 New Holland St
Holland, Mi 49424
DanKLeinheksel O 616-738-4957 C 616-377-8969
dan.kleinheksel@wyomingmi.gov

For: Water Treatment Plant
167000 New Holland St
Holland, Mi 49424
DanKLeinheksel O 616-738-4957 C 616-377-8969
dan.kleinheksel@wyomingmi.gov

Job: Water Treatment Plant Holland Both Doors

Proposal #: SS10/18/2022

We propose to supply and install:

Terms: Net 10 Days

We propose to supply and install Two (2) automatic door operators for the existing main entrance doors. Price includes wireless actuators and Dark Bronze Bollard for the exterior entrance

Materials:

- 1 #HA-4/6/7/8 Automatic operator for handicapped access for single door
Surface mounted above the door
Low energy slow speed automatic operation
Standard clear or dark bronze aluminum finish cover assembly
4 #PBS451 Press wall switch - for automatic activation of operator
Wireless battery powered as necessary
1 #PB608 Dark Bronze Switch mounting Post

Notes:

- 1 Work NOT included in the quoted price:
a. Others to provide 120 VAC electrical power to operator area.
b. Others to provide "rough in" for wall switches - boxes and wiring to operator areas as necessary.
b. Others to provide necessary connections to security system - "request to exit" / card reader etc.
c. Others to provide any necessary touch up patching or painting necessary.
2 Existing doors, frames and all other hardware are utilized as is.
3 Sales tax is included in quoted price. If the city is tax exempt please reduce quote by \$202.00
4 One (1) year warranty for materials supplied and installed.

Materials, Tax & Installation Labor: \$4,769.00

Contractor's Guarantee

We guarantee all material used in this contract to be as specified above and the entire job to be done in a neat, workmanlike manner. Any variations from plan or alterations requiring extra labor or material will be performed only upon written order and billed in addition to the sum covered by this contract. Agreements made with our workmen are not recognized

Signed: Scott Stephens

Date: 10/18/2022

Acceptance of Bid

The above specifications, terms and contract are satisfactory, and (I) (we) hereby authorize the performance of this work

Signed:

Date:



www.automaticdoorservice.com

Grand Rapids
4549 40th Street SE
Grand Rapids, MI 49512
P 616.363.6554
T 800.253.4531
F 616.363.6776

South Bend
19948 State Line Rd
South Bend, IN 46637
P 269.684.3511
T 800.253.4531
F 616.363.6776

ESTIMATE

Date: 10/18/2022

To: Clean Water Plant
2350 Ivanrest Ave
Wyoming, MI 49418
DanKLeinheksel O 616-738-4957 C 616-377-8969
dan.kleinheksel@wyomingmi.gov

For: Clean Water Plant
2350 Ivanrest Ave
Wyoming, MI 49418
DanKLeinheksel O 616-738-4957 C 616-377-8969
dan.kleinheksel@wyomingmi.gov

Job: Clean Water Plant

Proposal #: SS10/18/2022

We propose to supply and install:

Terms: Net 10 Days

We propose to supply and install Two (2) automatic door operators for the existing main entrance doors. Price includes wireless actuators and Dark Bronze Bollard for the exterior entrance

Materials:

- 2 #HA-4/6/7/8 Automatic operator for handicapped access for single door
Surface mounted above the door
Low energy slow speed automatic operation
Standard clear or dark bronze aluminum finish cover assembly
4 #PBS451 Press wall switch - for automatic activation of operator
Wireless battery powered as necessary
1 #PB608 Dark Bronze Switch mounting Post
1 #PB99 Single channel Reception Remote

Notes:

- 1 Work NOT included in the quoted price:
a. Others to provide 120 VAC electrical power to operator area.
b. Others to provide "rough in" for wall switches - boxes and wiring to operator areas as necessary.
b. Others to provide necessary connections to security system - "request to exit" / card reader etc.
c. Others to provide any necessary touch up patching or painting necessary.
2 Existing doors, frames and all other hardware are utilized as is.
3 Sales tax is included in quoted price. If the city is tax exempt please reduce quote by \$204.00
4 One (1) year warranty for materials supplied and installed.

Materials, Tax & Installation Labor: \$4,809.00

Contractor's Guarantee
We guarantee all material used in this contract to be as specified above and the entire job to be done in a neat, workmanlike manner. Any variations from plan or alterations requiring extra labor or material will be performed only upon written order and billed in addition to the sum covered by this contract. Agreements made with our workmen are not recognized.
Signed: Scott Stephens Date: 10/18/2022
Acceptance of Bid
The above specifications, terms and contract are satisfactory, and (I) (we) hereby authorize the performance of this work.
Signed: Date:

RESOLUTION NO. _____

RESOLUTION TO ACCEPT AMENDMENT NUMBER 3 FROM
BLACK AND VEATCH LTD OF MICHIGAN
TO AMEND THE SCOPE OF SERVICES
FOR THE ULTRAVIOLET DISINFECTION PROJECT

WHEREAS:

1. As detailed in the attached Staff Report, it is recommended City Council accept amendment number 3 from Black and Veatch Ltd of Michigan to amend the scope of services for the ultraviolet disinfection project at the Clean Water Plant in the total estimated cost of \$38,339.00.
2. Funds for the project are available in the Sewer Fund Capital Outlay account number 590-590-54400-986.444.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby accept amendment number 3 from Black and Veatch Ltd of Michigan to amend the scope of services for the ultraviolet disinfection project.

Moved by Councilmember:
Seconded by Councilmember:
Motion Carried Yes
 No

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 January 16, 2023.

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENTS:
Staff Report
Amendment No. 3

STAFF REPORT

Date: December 19, 2022

Subject: Ultraviolet Light Disinfection Project Amendment No. 3

From: Jon Burke, Clean Water Plant Superintendent

Meeting Date: January 16, 2023

RECOMMENDATION:

It is recommended that the City Council accept the proposal from Black & Veatch Ltd of Michigan to amend the scope of services outlined in the original design, bid, and construction contract for the ultraviolet (UV) disinfection project at the Clean Water Plant. We are recommending acceptance of Amendment 3, at a cost not to exceed \$38,339.00.

COMMUNITY, SAFETY, STEWARDSHIP:

The Clean Water Plant is actively engaged in the protection of Michigan's natural water environment and the public health of Wyoming's citizens. Using ultraviolet disinfection instead of a chemical chlorine/sulfur dioxide method offers significant safety advantages for plant staff and the surrounding community.

DISCUSSION:

On November 18th, 2019, with Resolution No. 26548, the City Council entered into an agreement with Black & Veatch to complete the design, bid, and construction phase of the UV disinfection project. The construction phase of this project started shortly into the 2020 calendar year and although the weather cooperated, the project saw its share of construction delays due to pandemic-related disruptions. However, Wyoming staff was able to monitor the vast majority of the construction phase of the project, saving significant inspections cost.

The new equipment has now been in service since September 1st and the project is nearing "substantial completion." However, since the project timeline went much longer than was originally expected, our engineering consultant incurred additional cost as they saw the project through to the end. Additional meetings, review of materials, equipment submittals, and equipment start up and performance testing all contributed to the additional work. The details and the anticipated cost are outlined in the attached Amendment 3. This will add an additional \$38,339 to the cost of their services, bringing the total cost for the design, bid, and construction contract with Black & Veatch to \$1,149,207.

BUDGET IMPACT:

The cost to perform this additional work is \$38,339.00. Sufficient funds exist in the Sewer Fund Capital Outlay Account #590.590.54400.986.444.

**SCOPE OF SERVICES FOR
AMENDMENT NO. 3 TO
AGREEMENT FOR PROFESSIONAL SERVICES
CWP UV DISINFECTION DESIGN, BID AND CONSTRUCTION PHASE SERVICES**

This Amendment 3 is made between the City of Wyoming (City) and Black & Veatch Ltd of Michigan (Engineer). This Amendment 3 incorporates the Scope of Services for additional services described herein.

SCOPE OF SERVICES

Task 303 – Construction Progress Meetings

Engineering Manager attended up to 30 additional progress meetings, 2 hours each with the Contractor and City at the site or via teleconference. This was broken down by 6 monthly meetings (January thru June 2022) and 25 weekly meetings (July 10 thru January 9, 2023). Many items discussed at the progress meetings also required continued coordination and discussions which included correspondence with the UV system supplier, the Construction Contractor, and miscellaneous other vendors.

Task 304 – Shop Drawing and Submittal Review

Engineer reviewed additional shop drawings and other data submitted by the Contractor. The Engineer's review was for general conformity to the Construction Contract Documents for the project and does not relieve the Contractor of any of his/her contractual responsibilities. Such reviews did not extend to means, methods, techniques, sequences, or procedures of construction or to safety precautions and programs incident thereto. The original Scope of Services included review of 75 submittals/re-submittals. Based on the submittal log and the Contractor's project submittal list, a total of 135 have been submitted and reviewed to-date and an additional 10 submittals are anticipated for project closeout submittals including outstanding O&Ms, record drawings, etc. This resulted in an additional 70 submittals/resubmittals for the project.

Task 308 – Startup and Commissioning

Engineer assisted with two additional days of observing the UV system supplier conducting power draw testing in coordination with the UV system performance testing requirements. During the initial performance testing and second testing attempt, the UV system supplier claimed to have issues with their equipment and were not able to obtain or provide the power consumption data.

Task 309 – Final Inspection

Upon Construction Contractor's initial request for substantial completion, an inspection of the project site was completed to begin preparing a punchlist of items for completion or correction by the Contractor before final completion of the project. However, outstanding items were found to be extensive enough in which to reject the Construction Contractor's request for substantial completion. In addition, and upon request by the City, a comprehensive list of items required for substantial completion was developed and provided to the City and the Construction Contractor. Engineer submitted results of the initial inspection as well as the items still required to meet substantial completion to the City and Contractor. These items were identified as uncompleted work to meet substantial completion. Upon completion or correction of the items on the uncompleted work list and resubmittal of the request for substantial completion, Engineer will conduct an additional inspection to create a final punchlist for delivery to the Construction Contractor alongside the acceptance of their substantial completion. As originally scoped, Engineer will conduct one final inspection to determine if the punchlist work is completed and will provide written recommendations to the City concerning final payment including a list of items, if any, to be completed prior to the making of such payment. This delay will result in one additional inspection to grant the Construction Contractor's request for substantial completion. The inspection will be conducted by the engineering manager.

Task 311 – Project Management and Administration – Construction Phase

Provided project supervision, direction, and coordination with the City's management and staff for an additional 12 months of construction. Project administration and management also includes budget and schedule control, document control, coordination of activities, monthly invoicing and project close-out. Engineer will maintain a change register of any scope changes affecting the project budget or schedule and review it with the City on a monthly basis. Engineer shall discuss and receive written approval for any scope changes from the City prior to proceeding.

Attachment A, hereto attached, summarizes the amended Contract Price.

ATTACHMENT A

SUMMARY OF AMENDED CONTRACT PRICE

Original Agreement	\$942,422.00
Amendment No. 1	\$127,381.00
Amendment No. 2	\$41,065
Amendment No. 3	\$38,339
Total – Not to Exceed	<u>\$1,149,207.00</u>

City of Wyoming
Clean Water Plant Ultraviolet Disinfection Design, Bid and Construction Phase Services - Amendment 3
Level of Effort
December 15, 2022



Description	Project Manager	Engineering Manager	WW Process	Civil / Mechanical / Process	Structural	Finance & Administrative	Hours	Labor	Subconsultants and Expenses	Total Fee
Task 303 - Construction Progress Meetings		62					62	\$ 11,036	\$ 150	\$ 11,186
Task 304 - Shop Drawing and Submittal Review		35	2	72	4		113	\$ 16,140	\$ -	\$ 16,140
Task 308 – Startup and Commissioning		10	2				12	\$ 2,290	\$ 50	\$ 2,340
Task 309 – Final Inspection		8					8	\$ 1,424	\$ 25	\$ 1,449
Task 311 – Project Management and Administration – Construction Phase	24					24	48	\$ 7,224	\$ -	\$ 7,224
										\$ -
Total - Amendment 2	24	115	4	72	4	24	243	\$ 38,114	\$ 225	\$ 38,339

RESOLUTION NO. _____

RESOLUTION FOR AWARD OF BIDS,
APPROVE THE ATTACHED BUDGET AMENDMENT, AND TO
AUTHORIZE THE MAYOR AND CITY CLERK TO SIGN THE CONTRACTS

WHEREAS:

1. Formal bids have been obtained on the below listed items.
2. The bids received have been reviewed and evaluated as per the attached staff reports.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council awards the bids for the listed items as recommended in the attached staff reports and summarized below.
2. Funds for the unmanned aerial system will require approval of the attached budget amendment.

Items	Recommended Bidder	Cost
Pinery Park Lodge Floor Replacement	Vander Kodde Construction Company	\$16,230.00
Pinery Park Lodge Air Conditioning Installation	Peerbolt's Inc.	\$17,720.00
Public Safety Uniforms	Nye Uniform Company	Bid prices as shown on the attached tabulation sheet.
Unmanned Aerial System	Unmanned Vehicle Technologies, LLC	\$12,596.00

3. The City Council authorizes the Mayor and City Clerk to sign the contracts.
4. The City Council approves the attached budget amendment required for the purchase of the unmanned aerial system.

Moved by Councilmember:
 Seconded by Councilmember:
 Motion Carried Yes
 No

I certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on January 16, 2023.

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENTS:
 Budget Amendment
 Staff Reports
 Contracts

Resolution No. _____

CITY OF WYOMING BUDGET AMENDMENT

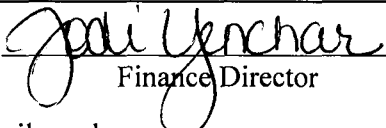
Date: January 16, 2023


Budget Amendment No. 057

To the Wyoming City Council:

A budget amendment is requested to appropriate an additional \$14,000 of budgetary authority to provide the necessary funds to purchase Unmanned Aerial Systems and recognize the related donation revenue.

<u>Description/Account Code</u>	<u>Current</u>	<u>Increase</u>	<u>Decrease</u>	<u>Amended</u>
<u>General Fund</u>				
Private Contributions				
101-674.000	\$ 4,450.00	\$ 14,000.00		\$ 18,450.00
Police - Patrol - Capital Outlay Misc.				
101-305-31500-973.153	\$ 38,000.00	\$ 14,000.00		\$ 52,000.00
<hr/>				
Fund Balance/Working Capital (Fund 101)	\$	-	\$	-
<hr/>				

Recommended: 
 Finance Director


 Deputy City Manager

Motion by Councilmember _____, seconded by Councilmember _____ that the General Appropriations Act for Fiscal Year 2022-2023 be amended by adoption of the foregoing budget amendment.

Motion carried: Yes _____, No _____

I hereby certify that at a _____ meeting of the Wyoming City Council duly held on _____ the foregoing budget amendment was approved.

 City Clerk

STAFF REPORT

Date: January 10, 2023

Subject: Pinery Park Lodge Flooring Replacement

From: Stephanie Brock-Knoper, Community Development Specialist

CC: Nicole Hofert, Director of Community and Economic Development
Krashawn Martin, Director of Parks and Recreation

Meeting Date: January 16, 2023

RECOMMENDATION:

It is recommended that the City Council authorize the purchase and installation of new VCT flooring at the Pinery Park Lodge in the amount of \$16,230.00 per the lowest bid by Vander Kodde Construction. It is recommended that this authorization only be executed pending the successful registration of Vander Kodde Construction within the System for Award Management website.

COMMUNITY, SAFETY, STEWARDSHIP:

Quality parks and recreation facilities directly impact property values, community aesthetics and the economic vitality of the city. The city is committed to providing leisure and recreation opportunities by improving public facilities within City parks, such as the Pinery Park Lodge building, to enrich the quality of life for residents.

DISCUSSION:

Twenty-two invitations to bid were sent to prospective bidders with fifteen bidders downloading the specifications. Two bids were received, one from Vander Kodde Construction for \$16,230.00, and one from River City Flooring for \$17,798.00. It is recommended that the bid be conditionally awarded to the lowest bidder, Vander Kodde Construction. No purchase orders, contracts or other agreements will be executed prior to the successful registration of Vander Kodde Construction within the System for Award Management website per federal regulations.

This project is subject to federal funding, prevailing wage, and labor requirements.

BUDGET IMPACT:

Funds for this project were budgeted for and approved through the Community Development Block Grant program fund, in the capital account number 256-400-69220-975.000

City of **Wyoming** Michigan

Tabulation of Bids
2088 - Pinery Park Lodge Flooring Replacement
Opened by the City Clerk on January 10, 2023 at 11:00 AM O'Clock

Bidder Name	Total Bid Price	Notes
Vander Kodde Construction	\$16,230.00	No System for Award Management registry
River City Flooring	\$17,798.00	Expired System for Award Management registry

PINERY PARK LODGE FLOORING REPLACEMENT CONTRACT

This Contract is made as of the Effective Date between the City of Wyoming, a Michigan municipal corporation, of 1155 28th Street SW, PO Box 905, Wyoming, MI 49509-0905 ("City") and the Contractor identified below.

Recitals

City requested bids/proposals for the PINERY PARK LODGE FLOORING REPLACEMENT contract (the "Request for Bids/Proposals" that included the bid/proposal requirements, city contract standard terms and conditions, risk allocation and insurance provisions, bonds and lien provisions, specific requirements, bid/proposal form, plans, and project or technical bid specifications) and Contractor submitted the bid/proposal by the required date of January 10th, 2023 and related required materials (the "Bid") that was selected by City

"Contract Documents" means this contract, the Bid, the Request for Bids/Proposals including all materials that are part of it, the approving City Council resolution, insurance information meeting contract requirements (including any requested policies, endorsements and certificates), and any required bonds.

"Contractor" means: Vander Kodde Construction Company
LEGAL NAME OF COMPANY

Corporation
BUSINESS NAME / D.B.A., IF DIFFERENT FROM ABOVE

441 44th St SW
FORM OF BUSINESS and STATE IN WHICH FORMED - e.g. partnership, corporation, limited liability company, or professional corporation and the state in which it was formed

Grand Rapids MI 49547
STREET ADDRESS CITY STATE ZIP CODE

"Effective Date" means the day after the date that (i) the Contract is approved by the City Council and (ii) the City receives all bonds, insurance documents, and other documents required from Contractor.

Terms and Conditions

In exchange for the consideration in and referred by this Contract, the parties agree:

1. Contractor will provide the materials and services in accordance with the Contract Documents.
2. City will pay the Contractor in accordance with the Contract Documents.
3. This is the only agreement between the parties regarding its subject matter. There are no other agreements, representations or warranties. **No terms and conditions apply other than those expressly and fully stated in the Contract Documents.** This contract can be amended only in writing signed by both City and Contractor.

City and Contractor have signed this Contract as of the Effective Date.

City of Wyoming

By: _____
Kent VanderWood, Mayor

By: _____
Kelli A. VandenBerg, City Clerk

Date signed: _____

Approved as to form: [Signature]
Scott G. Smith, City Attorney

Contractor

By: [Signature]
Signature for Contractor

Kyle VanderKodde - President
Printed Name & Title of Person Signing

Date signed: 1/10/23

STAFF REPORT

Date: January 10, 2023

Subject: Pinery Park Lodge Air Conditioning Installation

From: Stephanie Brock-Knoper, Community Development Specialist

CC: Nicole Hofert, Director of Community and Economic Development
Krashawn Martin, Director of Parks and Recreation

Meeting Date: January 16, 2023

RECOMMENDATION:

It is recommended City Council authorize the purchase and installation of an HVAC system at Pinery Park Lodge in the amount of \$17,720.00 per the lowest bid by Peerbolt's Inc.

COMMUNITY, SAFETY, STEWARDSHIP:

Quality parks and recreation facilities directly impact property values, community aesthetics and the economic vitality of the city. The city is committed to providing leisure and recreation opportunities by improving public facilities within City parks, such as the Pinery Park Lodge building, to enrich the quality of life for residents.

DISCUSSION:

139 invitations to bid were sent to prospective bidders with fifteen bidders downloading the specification. Three bids were received, one from Peerbolt's Inc. for \$17,720.00, one from Hurst Mechanical for \$18,537.00, and one from Franklin Holwerda Companies for \$20,500.00.

It is recommended the bid be awarded to the lowest bidder, Peerbolt's, Inc. in the amount of \$17,720.00. Peerbolt's, Inc. has previously performed acceptable HVAC replacement and repair work at the Wyoming Senior Center using Community Development Block Grant funding.

This project is subject to federal funding, prevailing wage, and labor requirements.

BUDGET IMPACT:

Funds for this project were budgeted for and approved through the Community Development Block Grant program fund, in the capital account number 256-400-69220-975.000.

City of **Wyoming** Michigan

Tabulation of Bids
2089 - Pinery Park Lodge Air Conditioning Installation
Opened by the City Clerk on January 10, 2023 at 11:00 AM O'Clock

Bidder Name	Total Bid Price	Notes
Peerbolt's, Inc.	\$17,720.00	Active System for Award Management Registration
Hurst Mechanical	\$18,537.00	Active System for Award Management Registration
Franklin Holwerda Company	\$20,500.00	No System for Award Management Registration

PINERY PARK LODGE AIR CONDITIONING INSTALLATION CONTRACT

This Contract is made as of the Effective Date between the City of Wyoming, a Michigan municipal corporation, of 1155 28th Street SW, PO Box 905, Wyoming, MI 49509-0905 ("City") and the Contractor identified below.

Recitals

City requested bids/proposals for the PINERY PARK LODGE AIR CONDITIONING INSTALLATION contract (the "Request for Bids/Proposals" that included the bid/proposal requirements, city contract standard terms and conditions, risk allocation and insurance provisions, bonds and lien provisions, specific requirements, bid/proposal form, plans, and project or technical bid specifications) and Contractor submitted the bid/proposal by the required date of January 10th, 2023 and related required materials (the "Bid") that was selected by City.

"Contract Documents" means this contract, the Bid, the Request for Bids/Proposals including all materials that are part of it, the approving City Council resolution, insurance information meeting contract requirements (including any requested policies, endorsements and certificates), and any required bonds.

"Contractor" means: Peerbolt's Inc
LEGAL NAME OF COMPANY

S- Corporation
BUSINESS NAME / D.B.A., IF DIFFERENT FROM ABOVE

400 E Washington Ave
FORM OF BUSINESS and STATE IN WHICH FORMED - e.g. partnership, corporation, limited liability partnership, or professional corporation and the state in which it was formed

Zeeland MI 49464
CITY STATE ZIP CODE

"Effective Date" means the day after the date that (i) the Contract is approved by the City Council and (ii) the City receives all bonds, insurance documents, and other documents required from Contractor.

Terms and Conditions

In exchange for the consideration in and referred by this Contract, the parties agree:

1. Contractor will provide the materials and services in accordance with the Contract Documents.
2. City will pay the Contractor in accordance with the Contract Documents.
3. This is the only agreement between the parties regarding its subject matter. There are no other agreements, representations or warranties. No terms and conditions apply other than those expressly and fully stated in the Contract Documents. This contract can be amended only in writing signed by both City and Contractor.

City and Contractor have signed this Contract as of the Effective Date.

City of Wyoming

Contractor

By: _____
Kent VanderWood, Mayor

By: T. Baillargeon
Signature for Contractor

By: _____
Kelli A. VandenBerg, City Clerk

Tom Baillargeon / Sales & Business Dev.
Printed Name & Title of Person Signing

Date signed: _____

Date signed: 1/11/23

Approved as to form: _____
Scott G. Smith, City Attorney

STAFF REPORT

Date: January 10, 2023
Subject: Public Safety Uniforms
From: Kip C Snyder – Deputy Public Safety Chief
Meeting Date: January 16, 2023

RECOMMENDATION:

It is recommended City Council accept a bid proposal from Nye Uniform Company for Department Public Safety uniforms for a 3-year term.

COMMUNITY, SAFETY, STEWARDSHIP:

Public safety uniforms are a regular and significant expense for the Department of Public Safety. On January 3, 2023, subsequent to an open bid process, three companies submitted bids including Nye Uniform Company. Nye Uniform Company submitted a bid that met our specific uniform requirements for Police and Fire with competitive pricing and service.

DISCUSSION:

Thirty one invitations to bid were sent to prospective bidders with fifteen bidders downloading the specifications. The bids received are shown on the attached tabulation sheet. After reviewing all bids received, Nye Uniform has provided the lowest bid price for the majority of the bid items. Nye Uniform's pricing remains firm for the full three year period. Additionally, Nye Uniform offers the option of having a representative who is willing to travel to our DPS facilities to accommodate any uniform needs and allows the convenience of having personnel drop into their store during business hours for service.

A professional uniform presentation by our public safety personnel is a symbol of our core values of Honor, Duty, Courage, & Trust. It is a statement to the public that we are approachable and ready to serve them.

BUDGET:

It is estimated the city will spend \$149,350 for the purchase of public safety uniforms. This includes an estimated \$86,600 for Public Safety-Police and \$62,750 for Public Safety-Fire. Funding for uniforms is established in recurring budget lines in the Police & Fire budgets. The estimated annual uniform costs and the account that these purchases will be made from are as follows:

Police

Admin: 101-305-30500-744.000	\$5,700
Detectives: 101-305-31000-744.000	\$11,710
FSU: 101-305-31200-744.000	\$1,970
Patrol: 101-305-31500-744.000	\$67,220
Total	\$86,600

Fire

Admin: 101-337-33700-744.000	\$3,000
Fire Fighting: 101-337-33900-744.000/744.001	\$40,500
Prevention: 101-337-33900-744.000	\$750
Dual Trained: 101-305-33901-744.000/744.001	\$9,000
Paid on Call: 101-337-33902-744.000/744.001	\$9,500
Total	\$62,750

Attachments:
 Tabulation Sheet
 Contract

Item Description	Phoenix Outfitters					NYE Uniform*					Jonah's Enterprises Inc				
	CATALOG NUMBER REQUIRED (if bidding a "or equal")	SIZES*	JAN. 1, 2023 – DEC. 31, 2023	JAN. 1, 2024 – DEC. 31, 2024	JAN. 1, 2025 – DEC. 31, 2025	CATALOG NUMBER REQUIRED (if bidding a "or equal")	SIZES*	JAN. 1, 2023 – DEC. 31, 2023	JAN. 1, 2024 – DEC. 31, 2024	JAN. 1, 2025 – DEC. 31, 2025	CATALOG NUMBER REQUIRED (if bidding a "or equal")	SIZES*	JAN. 1, 2023 – DEC. 31, 2023	JAN. 1, 2024 – DEC. 31, 2024	JAN. 1, 2025 – DEC. 31, 2025
Men's Long Sleeve Shirt – Elbeco #Z314N		ALL	\$55.21 until 5/31/23 \$56.93 6/1 - 12/31	\$61.48	\$66.40		Standard	\$64.99	\$64.99	\$64.99	SAME	14-24	\$77.09	\$84.79	\$93.27
Men's Short Sleeve Shirt - Elbeco #Z3314N		ALL	\$50.04 until 5/31/23 \$52.24 6/1 - 12/31	\$56.42	\$60.93		Standard	\$61.99	\$61.99	\$61.99	SAME	14-25	\$70.55	\$77.60	\$85.36
Men's Long Sleeve Shirt, Blauer Armor Skin Base, BLA8371 04		ALL	\$59.62	\$63.20	\$66.99		Standard	\$51.99	\$51.99	\$51.99	SAME	XS-4XL	\$91.89	\$101.08	\$111.19
Men's Short Sleeve Shirt, Blauer Armor Skin Base, BLA8372 04		ALL	\$53.85	\$57.08	\$60.50		Standard	\$46.99	\$46.99	\$46.99	SAME	XS-4XL	\$74.34	\$81.78	\$89.95
Women's Long Sleeve Shirt – Elbeco #9314LCN (add zipper to		ALL	\$55.21 until 5/31/23 \$61.60 6/1 - 12/31	\$66.52	\$71.84		Standard	\$64.99	\$64.99	\$64.99	SAME	28-54	\$72.81	\$80.09	\$88.09
Women's Short Sleeve Shirt - Elbeco #Z9814LCN		ALL	\$50.04 until 5/31/23 \$52.24 6/1 - 12/31	\$56.42	\$60.93		Standard	\$61.99	\$61.99	\$61.99	SAME	28-54	\$78.18	\$85.99	\$94.59
Women's Long Sleeve Shirt, Blauer Armor Skin Base, BLA8371W 04		ALL	\$59.62	\$63.20	\$66.99		Standard	\$51.99	\$51.99	\$51.99	SAME	S-3XL	\$80.19	\$88.21	\$97.03
Women's Short Sleeve Shirt, Blauer Armor Skin Base, BLA8372W 04		ALL	\$53.85	\$57.08	\$60.50		Standard	\$46.99	\$46.99	\$46.99	SAME	S-3XL	\$69.39	\$76.33	\$83.96
Men's Poly/Wool Pant – Horace Small #HS2119		ALL	\$92.05 until 5/31/23 \$103.20 6/1 - 12/31 \$99.07 until 5/31/23 \$113.93 6/1 - 12/31	\$111.46 (4 pocket) \$123.04 (Hidden Cargo)	\$120.38 (4 pocket) \$132.88 (Hidden Cargo)		Standard	\$119.99	\$119.99	\$119.99	SAME	28-54	\$149.82	\$164.80	\$181.28
Men's Polyester – Flying Cross #32230-86		ALL	\$70.15	\$75.76	\$81.82		Standard	\$74.99	\$74.99	\$74.99	SAME	28-55	\$95.75	\$105.32	\$115.85
Women's Poly/Wool Pant – Horace Small #HS2211		ALL	\$92.05 until 5/31/23 \$103.20 6/1 - 12/31 \$99.07 until 5/31/23 \$113.93 6/1 - 12/31	\$111.46 (4 pocket) \$123.04 (Hidden Cargo)	\$120.38 (4 Pocket) \$132.88 (Hidden Cargo)		Standard	\$119.99	\$119.99	\$119.99	SAME	2 - 24	\$147.02	\$161.72	\$177.89
Women's Polyester – Flying Cross #32230W-86		ALL	\$70.15	\$75.76	\$81.82		Standard	\$74.99	\$74.99	\$74.99	SAME	4 - 24	\$81.99	\$90.19	\$99.21
Men's Long Sleeve Shirt – Blauer #8703		ALL	\$67.14	\$71.16	\$75.43	Blauer #8705	Standard	\$69.99	\$69.99	\$69.99	SAME	S-4XL	\$103.59	\$113.95	\$125.35
Men's Short Sleeve Shirt - Blauer# 8713		ALL	\$56.07	\$59.43	\$63.01	Blauer #8715	Standard	\$64.99	\$64.99	\$64.99	SAME	S-4XL	\$91.89	\$101.08	\$111.19
Women's Long Sleeve Shirt – Blauer #8703W		ALL	\$67.14	\$71.16	\$75.43	Blauer #8705W	Standard	\$69.99	\$69.99	\$69.99	SAME	30-52	\$68.49	\$75.34	\$82.87
Women's Short Sleeve – Blauer #8713W		ALL	\$56.07	\$59.43	\$63.01	Blauer #8715W	Standard	\$64.99	\$64.99	\$64.99	SAME	S-4XL	\$91.89	\$101.08	\$111.19
Men's Pant – Blauer #8810		ALL	\$79.33	\$84.09	\$89.14	Blauer #8810T	Standard	\$84.99	\$84.99	\$84.99	SAME	26-54	\$117.99	\$129.79	\$142.77
Women's Pant – Blauer #8810W		ALL	\$79.33	\$84.09	\$89.14	Blauer #8810WT	Standard	\$84.99	\$84.99	\$84.99	SAME	02-24	\$108.99	\$119.89	\$131.88
Winter Coat Combination - Shield Duty Jacket by Elbeco, SH 3204, Navy with Performance Soft Shell by Elbeco, SH 3504, Navy		ALL	\$178.07 until 5/31/23 \$217.84 6/1 - 12/31 \$107.84 until 5/31/23 \$129.70 6/1 - 12/31	\$235.26 (SH3204) \$140.08 (SH3504)	\$254.81 (SH3204) \$151.29 (SH3504)	SH3204 SH3504	Standard	\$199.99 \$119.99	\$199.99 \$119.99	\$199.99 \$119.99	SAME	S-4XL	\$314.80	\$346.28	\$380.91
Sweater – Blauer #210		ALL	\$128.57	\$136.28	\$144.46		Standard	\$89.99	\$89.99	\$89.99	SAME	S-4XL	\$117.99	\$129.79	\$142.77
Honor Guard Coat – Flying Cross #Custom		ALL	\$574.20 (01) \$620.60 (02)	\$620.14 (01) \$670.25 (02)	\$669.75 (01) \$723.87 (02)		Standard	\$599.99	\$599.99	\$599.99	SAME	36-52	\$908.19	\$999.01	\$1,098.91
Shirt - Blauer #8133		ALL	\$72.86	\$77.23	\$81.86		Standard	\$94.99	\$94.99	\$94.99	SAME	S-4XL	\$124.44	\$136.89	\$150.57
Coat - Blauer# 4670		ALL	\$157.50	\$166.95	\$176.97		Standard	\$169.99	\$169.99	\$169.99	SAME	S-4XL	\$220.59	\$242.65	\$266.92
Pants - Blauer #8822Z		ALL	\$110.00	\$116.60	\$123.60		Standard	\$105.99	\$105.99	\$105.99	SAME	28-52	\$144.99	\$159.49	\$175.44
Short - Blauer #8842		ALL	\$84.64	\$89.72	\$95.10		Standard	\$84.99	\$84.99	\$84.99	SAME	28-53	\$129.99	\$142.99	\$157.29
Dress Cap – Hankin #MSP		ALL	\$147.83	\$159.66	\$172.43		N/A	\$139.99	\$139.99	\$139.99	ROTCHO #5661	6 7/8-7 3/4	\$34.98	\$38.47	\$42.32
Necktie – Samuel Broome #450		ALL	\$12.00	\$13.20	\$14.52		All Lengths	\$5.99	\$5.99	\$5.99	ROTCHO #30180	18'-22'	\$15.27	\$16.79	\$18.47
Pair Cloth Sergeant Stripes – Heros Pride# 5422S		ALL	\$4.63	\$4.86	\$5.10		N/A	\$2.99	\$2.99	\$2.99	SAME		\$13.49	\$14.84	\$16.32

Item Description	Phoenix Outfitters					NYE Uniform*					Jonah's Enterprises Inc				
	CATALOG NUMBER REQUIRED (if bidding a "or equal")	SIZES*	JAN. 1, 2023 – DEC. 31, 2023	JAN. 1, 2024 – DEC. 31, 2024	JAN. 1, 2025 – DEC. 31, 2025	CATALOG NUMBER REQUIRED (if bidding a "or equal")	SIZES*	JAN. 1, 2023 – DEC. 31, 2023	JAN. 1, 2024 – DEC. 31, 2024	JAN. 1, 2025 – DEC. 31, 2025	CATALOG NUMBER REQUIRED (if bidding a "or equal")	SIZES*	JAN. 1, 2023 – DEC. 31, 2023	JAN. 1, 2024 – DEC. 31, 2024	JAN. 1, 2025 – DEC. 31, 2025
Men's Long Sleeve Shirt – Horace Small #HS1113	Elbeco Paragon Plus LS Poplin Shirt (P824) (Substitute for Elbeco Paragon Plus SS Poplin Shirt (P834))	ALL	\$40.29 until 5/31/23 \$46.33 6/1 - 12/31	\$50.04	\$54.04		Standard	\$44.99	\$44.99	\$44.99	SAME	S-2XL	\$77.48	\$85.22	\$93.74
Men's Short Sleeve Shirt - Horace Small #HS1209	Elbeco Paragon Plus SS Poplin Shirt (P834)	ALL	\$35.57 until 5/31/23 \$40.90 6/1 - 12/31	\$44.17	\$47.70		Standard	\$39.99	\$39.99	\$39.99	SAME	14-20.5'	\$63.24	\$69.56	\$76.52
Women's Long Sleeve Shirt – Horace Small #HS1166	Elbeco Paragon Plus LS (Womens) Poplin Shirt (P844LC)	ALL	\$40.29 until 5/31/23 \$46.33 6/1 - 12/31	\$50.04	\$54.04		Standard	\$44.99	\$44.99	\$44.99	SAME	S-2XL	\$82.97	\$91.27	\$100.39
Women's Short Sleeve Shirt – Horace Small #HS1267	Elbeco Paragon Plus SS	ALL	\$35.57 until 5/31/23 \$40.90 6/1 - 12/31	\$44.17	\$47.70		Standard	\$39.99	\$39.99	\$39.99	SAME	S-2XL	\$74.72	\$82.19	\$90.41
Men's Pants – Horace Small #HS2333	Elbeco Tek3 Pant (E2804R) (Substitute for Elbeco Tek3 (Womens) Pant (E2814LCD))	ALL	\$44.36 until 5/31/23 \$51.01 6/1 - 12/31	\$55.10	\$59.51		Standard	\$39.99	\$39.99	\$39.99	SAME	24-54	\$67.99	\$74.79	\$82.27
Women's Pants – Horace Small #HS2434	Elbeco Tek3 (Womens) Pant (E2814LCD)	ALL	\$44.36 until 5/31/23 \$51.01 6/1 - 12/31	\$55.10	\$59.51		Standard	\$39.99	\$39.99	\$39.99	SAME	24-54	\$67.99	\$74.79	\$82.27
Coat - Horace Small #HS3350	Performance Softshell (E28504)	ALL	\$107.84 until 5/31/23 \$129.70 6/1 - 12/31	\$140.08	\$151.29		Standard	\$139.99	\$139.99	\$139.99	SAME	S-2XL	\$212.49	\$233.74	\$257.11
Cap – New Era #NE200		ALL	\$12.83	\$14.11	\$15.52		N/A	\$10.99	\$10.99	\$10.99	SAME	ONE SIZE	\$23.98	\$26.38	\$29.02
Belt - Boston Leather #6505-1		ALL	\$26.39	\$27.97	\$29.65		N/A	\$27.99	\$27.99	\$27.99	SAME	28-54	\$49.09	\$53.99	\$59.39
FIRE UNIFORMS															
Trousers – Option 1		ALL	\$70.33	\$75.96	\$82.04		Standard	\$59.99	\$59.99	\$59.99	ROTCHO #3751	30-48	\$43.68	\$48.05	\$52.86
Trousers – Option 2		ALL	\$79.20	\$85.54	\$92.38		Standard	\$69.99	\$69.99	\$69.99	SAME	28-48	\$43.50	\$47.85	\$52.64
Shirt – Short Sleeve Option 1	See option 2 below	N/A	N/A	N/A	N/A		Standard	\$39.99	\$39.99	\$39.99	ROTCHO #30045	S-3XL	\$33.63	\$36.99	\$40.69
Shirt – Short Sleeve Option 2		ALL	\$39.67	\$42.84	\$46.27		Standard	\$40.99	\$40.99	\$40.99	SAME	S-2XL	\$40.00	\$44.00	\$48.40
Shirt – Long Sleeve Option 1		ALL	\$45.49	\$49.13	\$53.06		Standard	\$45.99	\$45.99	\$45.99	ROTCHO #10725	S-3XL	\$36.87	\$40.55	\$44.61
Shirt – Long Sleeve Option 2	See option 1 above	N/A	N/A	N/A	N/A		Standard	\$42.99	\$42.99	\$42.99	SAME	S-2XL	\$42.50	\$46.75	\$51.43
Shirt – Job Shirt Option 1		ALL	\$82.50	\$89.10	\$96.23	5.11 #72535	Standard	\$64.99	\$64.99	\$64.99	ROTCHO #7650	S-3XL	\$40.38	\$44.41	\$48.85
Shirt – Job Shirt Option 2		ALL	\$64.56	\$69.72	\$75.30	Elbeco #3774	Standard	\$64.99	\$64.99	\$64.99	SAME	S-3XL	\$50.50	\$55.55	\$61.11
Duty Belt		ALL	\$40.86	\$44.13	\$47.66		N/A	\$39.99	\$39.99	\$39.99	ROTCHO #10570	S-4XL	\$21.96	\$24.16	\$26.57
Neck-Tie		ALL	\$10.25	\$11.00	\$12.50		N/A	\$5.99	\$5.99	\$5.99	ROTCHO #30083	18'-22'	\$17.09	\$18.80	\$20.68
Badges		BOTH	\$100.19 (Gld coat) \$68.24 (Sil coat) \$65.27 (Sil shirt) \$86.16 (Gld Shirt)	\$110.21 (Gld coat) \$75.06 (Sil coat) \$71.80 (Sil shirt) \$94.78 (Gld Shirt)	\$121.23 (Gld coat) \$82.57 (Sil coat) \$78.98 (Sil shirt) \$104.26 (Gld Shirt)		N/A	\$79.99	\$79.99	\$79.99	SAME	-	\$89.75	\$98.73	\$108.60
Class A Hat Option 1		ALL	\$130.33	\$140.76	\$152.02			\$124.99	\$124.99	\$124.99	SAME	6 3/4-7 7/8	\$80.19	\$88.21	\$97.03
Class A Hat Option 2		ALL	\$142.67	\$154.08	\$166.41			\$129.99	\$129.99	\$129.99	KEYSTONE RR-149-700-SFD	6 3/4-7 7/8	\$55.00	\$60.50	\$66.55
Class A Jacket		ALL	\$170.44	\$184.08	\$198.81			\$149.99	\$149.99	\$149.99	SAME	32-56	\$225.50	\$248.04	\$272.85
Class A Shoes		ALL	\$73.60	\$79.49	\$85.85			\$74.99	\$74.99	\$74.99	SAME	8-15	\$150.00	\$165.00	\$181.50
Class A Belt		ALL	\$26.39	\$27.97	\$29.65			\$29.99	\$29.99	\$29.99	ROTHCO 4262	1 1/4-1 3/4	\$21.31	\$23.44	\$25.79
Winter Work Jacket		ALL	\$129.70	\$140.08	\$151.29		\$0.00	\$0.00	\$0.00	\$0.00	SAME	S-3XL	\$165.25	\$181.78	\$199.95
EMS Jacket		ALL	\$245.11 (SH3404) \$163.61 (SH3708HV)	\$264.72 (SH3404) \$176.70 (SH3708HV)	\$285.90 (SH3404) \$190.84 (SH3708HV)	SH 3404 SH3708 HV	Standard	\$244.99 \$164.99	\$244.99 \$164.99	\$244.99 \$164.99	SAME	S-4XL	\$363.05	\$399.36	\$439.29

Item Description	Phoenix Outfitters					NYE Uniform*					Jonah's Enterprises Inc				
	CATALOG NUMBER REQUIRED (if bidding a "or equal")	SIZES*	JAN. 1, 2023 – DEC. 31, 2023	JAN. 1, 2024 – DEC. 31, 2024	JAN. 1, 2025 – DEC. 31, 2025	CATALOG NUMBER REQUIRED (if bidding a "or equal")	SIZES*	JAN. 1, 2023 – DEC. 31, 2023	JAN. 1, 2024 – DEC. 31, 2024	JAN. 1, 2025 – DEC. 31, 2025	CATALOG NUMBER REQUIRED (if bidding a "or equal")	SIZES*	JAN. 1, 2023 – DEC. 31, 2023	JAN. 1, 2024 – DEC. 31, 2024	JAN. 1, 2025 – DEC. 31, 2025
	*State below the percentage discount from the manufacturer's list price for other public safety clothing items which you will offer the City.					*State below the percentage discount from the manufacturer's list price for other public safety clothing items which you will offer the City.					*State below the percentage discount from the manufacturer's list price for other public safety clothing items which you will offer the City.				
	MANUFACTURER		DISCOUNT			MANUFACTURER		DISCOUNT			MANUFACTURER		DISCOUNT		
	N/A					N/A							YEAR ONE 1/1/23 TO 12/31/23	YEAR TWO 1/1/24 TO 12/31/24	YEAR THREE 1/1/25 TO 12/31/25
						BLAUER	N/A	N/A	N/A		ROTCHO		26%	26%	26%
						FLYING CROSS	N/A	N/A	N/A		Carhartt		18%	18%	18%
						ELBECO	N/A	N/A	N/A		FLYING CROSS FLYING CROSS BLAUER		10%	10%	10%

* Nye Uniform - Addendum To Bid: Extended Size Pricing - All clothing subject to 10% oversize charge on bid prices listed for the following sizes: Mens's 2XL & 3XL Shirts and Pants, Womens Shirts Size 44 & 46, Womens Pants Size 20 to 24 Waist, Jackets/Raincoats/Sweaters Size 2XL & 3XL.

PUBLIC SAFETY UNIFORM CLOTHING CONTRACT

This Contract is made as of the Effective Date between the City of Wyoming, a Michigan municipal corporation, of 1155 28th Street SW, PO Box 905, Wyoming, MI 49509-0905 ("City") and the Contractor identified below.

Recitals

City requested bids/proposals for the PUBLIC SAFETY UNIFORM CLOTHING contract (the "Request for Bids/Proposals" that included the bid/proposal requirements, city contract standard terms and conditions, risk allocation and insurance provisions, bonds and lien provisions, specific requirements, bid/proposal form, plans, and project or technical bid specifications) and Contractor submitted the bid/proposal by the required date of January 3, 2022 and related required materials (the "Bid") that was selected by City

"Contract Documents" means this contract, the Bid, the Request for Bids/Proposals including all materials that are part of it, the approving City Council resolution, insurance information meeting contract requirements (including any requested policies, endorsements and certificates), and any required bonds.

"Contractor" means:

LEGAL NAME OF COMPANY: Nyc Uniform Company

BUSINESS NAME / D.B.A. IF DIFFERENT FROM ABOVE: N/A

FORM OF BUSINESS and STATE IN WHICH FORMED: Corporation - Michigan 4835

STREET ADDRESS: 1030 Scriber Ave NW

CITY: Grand Rapids STATE: MI ZIP CODE: 49504

"Effective Date" means the day after the date that (i) the Contract is approved by the City Council and (ii) the City receives all bonds, insurance documents, and other documents required from Contractor.

Terms and Conditions

In exchange for the consideration in and referred by this Contract, the parties agree:

1. Contractor will provide the materials and services in accordance with the Contract Documents.
2. City will pay the Contractor in accordance with the Contract Documents.
3. This is the only agreement between the parties regarding its subject matter. There are no other agreements, representations or warranties. **No terms and conditions apply other than those expressly and fully stated in the Contract Documents.** This contract can be amended only in writing signed by both City and Contractor.

City and Contractor have signed this Contract as of the Effective Date.

City of Wyoming

By: _____
Kent W. VanderWood, Mayor

By: _____
Kelli A. VandenBerg, City Clerk

Date signed: _____

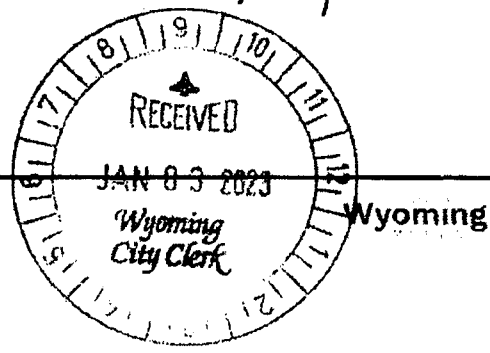
Approved as to form: [Signature]
Scott G. Smith, City Attorney

Contractor

By: [Signature]
Signature for Contractor

Lisa M Dumez CDD
Printed Name & Title of Person Signing

Date signed: 1/10/23



STAFF REPORT

Date: January 4, 2023
Subject: Purchase of an Unmanned Aerial System
From: Captain Timothy Pols
Meeting Date: January 16, 2023

RECOMMENDATION:

It is recommended City Council authorize the Department of Public Safety—Police to purchase an Unmanned Aerial System (UAS), commonly referred to as a drone. The specific product being recommended is the Autel EVO II Enterprise 640T V3 UAS Bundle to be purchased from Unmanned Vehicle Technologies, LLC. This was the lone bid for this type of drone.

COMMUNITY, SAFETY, STEWARDSHIP:

Over the last few years, Unmanned Aerial Systems (UAS) have become a useful tool for helping law enforcement agencies carry out their mission. If approved, the Department of Public Safety—Police would be able to utilize the UAS to assist in the investigation and documentation of crime scenes, crash scenes, and other incidents with public safety implications. UAS's also will have an effect on employee safety as they allow information to be collected without potentially putting an officer in harm's way. Other agencies who have deployed UAS's have done so without negative community impact, and UAS's can also enhance the Department's transparency and accountability as the police are better able to document scenes and potentially reduce the need for use of force in certain situations. Stewardship is demonstrated as this purchase would be funded through a donation.

DISCUSSION:

Subsequent to an open bidding process which was opened by the City Clerk on November 22, 2022, the City received one bid for the Autel VVO II Enterprise 640T V3 UAS bundle (or equal) from Unmanned Vehicle Technologies, LLC. Thirty eight invitations to bid were sent to prospective bidders with twenty-one bidders downloading the specifications. A bid was also requested for a LOKI MK2 UAS (or equal), a different type of drone that is smaller.

Police Staff researched which UAS to recommend for purchase and identified the Autel EVO II Enterprise 640T V3 UAS Bundle as a the ideal large UAS to be used exclusively for flying out of doors. This UAS would be used for observing and filming exterior locations.

This UAS would enhance the Public Safety Department's capabilities in documenting scenes and crashes, locating fugitives or missing persons, monitoring unlawfully gathered crowds, and assisting with other public safety applications.

Company	Autel EVO II Enterprise 640T V3 UAS Bundle (or equal)	LOKI MK2 UAS (or equal)
Unmanned Vehicle Technologies, LLC	\$12,596.00	No Bid
Aardvark	No Bid	\$12,555.00 (for two)

At this time, the Department of Public Safety is recommending award of only one of the types of drones and Police staff are currently researching an additional, smaller UAS which can be flown inside buildings. This would be useful technology for clearing structures where potentially dangerous people could be hiding and would increase the safety of officers. An additional staff report will be submitted if and when we have a recommendation for Council.

The City Attorney's Office has reviewed and approved the contract associated with the bid. The Department of Public Safety—Police is in the process of implementing a policy related to deploying UAS's. This will be finalized before they are deployed in the field.

BUDGET IMPACT:

A donation was received from the Weller Family Foundation and the donor requested that this money be used for the purchase of a UAS. This will cover the purchase of the Autel EVO II Enterprise 640T V3 UAS Bundle from Unmanned Vehicle Technologies, LLC at a price of \$12,596.00. This money is available in the Capital Outlay Miscellaneous Account # 101-305-31500-973.153 if the accompanying budget amendment is approved.

Thank you for your consideration.

Enclosure:
Budget Amendment

TABULATION OF BIDS

TWO UNMANNED AERIAL SYSTEMS (UAS)

OPENED BY THE CITY CLERK ON NOVEMBER 15, 2022 AT 11:00 A.M. O'CLOCK

Company	LOKI MK2 UAS	Autel EVO II Enterprise 640T V3 UAS Bundle
Unmanned Vehicle Technologies, LLC	N/A	\$ 12,596.00
AARDVARK	For Two \$ 12,555.00	N/A

TWO UNMANNED AERIAL SYSTEMS (UAS) CONTRACT

This Contract is made as of the Effective Date between the City of Wyoming, a Michigan municipal corporation, of 1155 28th Street SW, PO Box 905, Wyoming, MI 49509-0905 ("City") and the Contractor identified below.

Recitals

City requested bids/proposals for the **Two Unmanned Aerial Systems (UAS)** contract (the "Request for Bids/Proposals" that included the bid/proposal requirements, city contract standard terms and conditions, risk allocation and insurance provisions, bonds and lien provisions, specific requirements, bid/proposal form, plans, and project or technical bid specifications) and Contractor submitted the bid/proposal by the required date of November 22, 2022 and related required materials (the "Bid") that was selected by City

"Contract Documents" means this contract, the Bid, the Request for Bids/Proposals including all materials that are part of it, the approving City Council resolution, insurance information meeting contract requirements (including any requested policies, endorsements and certificates), and any required bonds.

"Contractor" means: Unmanned Vehicle Technologies, LLC
LEGAL NAME OF COMPANY

LLC-S-Corp, Florida
BUSINESS NAME / D.B.A., IF DIFFERENT FROM ABOVE

1722 N College Avenue, Suite D
FORM OF BUSINESS and STATE IN WHICH FORMED - e.g. partnership, corporation, limited liability company, or professional corporation and the state in which it was formed

1722 N College Avenue, Suite D
STREET ADDRESS

<u>Fayetteville</u>	<u>Arkansas</u>	<u>72703</u>
<small>CITY</small>	<small>STATE</small>	<small>ZIP CODE</small>

"Effective Date" means the day after the date that (i) the Contract is approved by the City Council and (ii) the City receives all bonds, insurance documents, and other documents required from Contractor.

Terms and Conditions

In exchange for the consideration in and referred by this Contract, the parties agree:

1. Contractor will provide the materials and services in accordance with the Contract Documents.
2. City will pay the Contractor in accordance with the Contract Documents.
3. This is the only agreement between the parties regarding its subject matter. There are no other agreements, representations or warranties. **No terms and conditions apply other than those expressly and fully stated in the Contract Documents.** This contract can be amended only in writing signed by both City and Contractor.

City and Contractor have signed this Contract as of the Effective Date.

City of Wyoming

Contractor

By: _____
Kent Vanderwood, Mayor

By: Chris Fink
Signature for Contractor

By: _____
Kelli A. VandenBerg, City Clerk

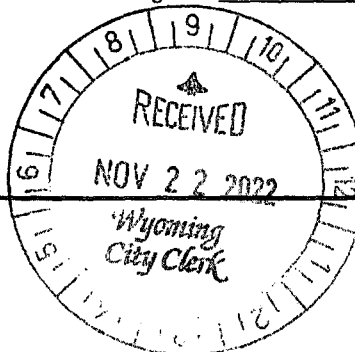
Chris Fink, CEO
Printed Name & Title of Person Signing

Date signed: _____

Date signed: 11/17/2022

Approved as to form: [Signature]

Scott G. Smith, City Attorney



ORDINANCE NO. 3-23

ORDINANCE TO AMEND SECTION 70-77 OF THE CODE OF ORDINANCES TO
CLARIFY ODD-EVEN PARKING ON STREETS WITH NO PARKING SIGNS

THE CITY OF WYOMING ORDAINS:

Section 1. That section 70-77 of the Code of Ordinances, City of Wyoming, Michigan, is amended to read as follows:

Sec. 70-77. Odd and even parking for winter and snow emergencies.

- (a) During the months of December, January, February, March and, at other times during any declared snow emergency:
 - (1) A motor vehicle or a licensed trailer or equipment shall be parked only on that side of the street having even-numbered street addresses on even-numbered calendar days and on that side of the road having odd-numbered street addresses on odd-numbered calendar days between the hours of 12:00 midnight and 7:00 p.m. of the same day.
 - (2) On cul-de-sacs on-street parking of a motor vehicle or a licensed trailer or equipment is permitted between the hours of 12:00 midnight and 7:00 p.m. of the same day only on even-numbered calendar days.
- (b) The city manager may declare a snow emergency when the city manager determines that because of current or anticipated winter weather conditions it is prudent to declare such an emergency in order to clear and maintain the streets of the city so as to allow normal and safe vehicular traffic, parking and access, or to open catch basins to improve street drainage.
 - (1) A declared snow emergency shall continue in effect until such time that the city manager declares the emergency to be ended.
 - (2) The city manager shall use reasonable means commensurate with the time and the weather conditions to notify the citizens by website, by publication, by media releases, or by other means a snow emergency declaration.
- (c) This section does not allow on-street parking on any street or part of a street on which "no parking" signs are posted. "No parking signs" are always in effect. For example, if the even-numbered side of Street A is posted with "no parking" signs, no one may park on the even side of Street A. During the enforcement of odd-even parking under this section, no parking is allowed on either side of Street A on odd-numbered days.

Section 2. This ordinance shall take immediate effect, having been declared by a 2/3 vote of the City Council to be an emergency in order to ensure the clearing of snow from public streets to provide for the safe travel over and other uses of them.

I certify that this ordinance was adopted by the City of Wyoming at a regular session of the City Council held on _____, 2023.

Kelli A. Vandenberg
Wyoming City Clerk

Ordinance No. 3-23

Introduced and Adopted: January 16, 2023

STAFF REPORT

Date: January 10, 2023
Subject: Section 70-77 Odd and Even Parking for Winter and Snow Emergencies
From: Heather Chapman, Assistant City Attorney
Scott Smith, City Attorney
Meeting Date: January 16, 2023

RECOMMENDATIONS:

Adopt Ordinance to Amend City Code Section 70-77 to Clarify Odd-Even Parking on Streets with No Parking Signs.

COMMUNITY, SAFETY, STEWARDSHIP:

Community – Enhancing ordinance clarity enhances community understanding.

Safety – Safety is advanced by ensuring streets can be cleared of snow.

Stewardship – Ensuring roadway snow removal is unhindered by parked vehicles reduces numbers of snowplowing runs and provides for improved snow clearance thereby reducing accidents and property damage.

BUDGET IMPACT:

The proposed amendment will not impact the budget.

DISCUSSION:

There are various interpretations and applications of the current language in City Code subsection 70-77(c). This has resulted in confusion among city hall, police, public works, other city staff, and the general public. An amendment is proposed to clarify the provision by including an example:

This section does not allow on-street parking on any street or part of a street on which "no parking" signs are posted. "No parking signs" are always in effect. For example, if the even-numbered side of Street A is posted with "no parking" signs, no one may park on the even side of Street A. During the enforcement of odd-even parking under this section, no parking is allowed on either side of Street A on odd-numbered days.

While some streets are posted with "no parking" signs on one side of the street because they may be too narrow to provide safe vehicle use with parking on both sides that is not the only reasons there may be no parking zones on only one side of the street. Often one-side of the street is posted to prohibit parking to (i) ensure access to schools, churches, businesses, etc., (ii) to accommodate deceleration or acceleration lanes, (iii) to provide for clear vision, (iv) to accommodate turning radii, or (v) for other reasons. Those reasons don't change just because snow has fallen.

While this may be inconvenient for some property occupants, it is important to safely and efficiently clear snow before its continued accumulation narrows or other increases hazards of traveling on roadways. Many communities (Grandville, for example) prohibit all overnight street parking during winter months.

The City Manager's office will be coordinating a public awareness effort to ensure affected persons are aware of the policy. As with all city ordinances discretion will be used in enforcement of the odd-even parking limits.

ORDINANCE NO. 4-23

**ORDINANCE TO AMEND SECTION 38 OF THE CODE OF ORDINANCES TO ADDRESS
FLOODPLAIN REQUIREMENTS FOR MANUFACTURED HOMES**

THE CITY OF WYOMING ORDAINS:

Section 1. That Section 38-11 of the Code of Ordinances, City of Wyoming, Michigan, is amended to read as follows:

Sec. 38-11. Special conditions in a floodway fringe area.

The following special conditions shall apply to the floodway fringe areas provided all necessary development permits shall have been issued by appropriate local, state and federal authorities. Where a development permit cannot be issued prior to a building permit, a letter from the issuing agency indicating intent to issue contingent only upon a building permit shall be acceptable.

(1) All new construction, additions, and substantial improvements of residential buildings having the lowest floor, including the basement, elevated to one foot above the regulatory flood level.

(2) All new construction and substantial improvements of nonresidential buildings having either:

(a) The lowest floor, including the basement, elevated to one foot above the regulatory flood level; or

(b) Fully enclosed areas below the lowest floor that are usable solely for parking of vehicles, building access or storage in an area other than a basement and which are subject to flooding shall be designed to automatically equalize flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or must meet or exceed the following minimum criteria: A minimum of two openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding which shall be no higher than 1-foot above grade. Openings may be equipped with screens, louvers, or other coverings or devices provided that they permit the automatic entry and exit of floodwaters.

(3) All new manufactured homes, additions to a manufactured home, or manufactured homes undergoing substantial improvements must be elevated so the lowest floor is at least one foot above the 100-year floodplain elevation.

(4) Manufactured homes, and any additions thereto, shall be anchored to resist flotation, collapse or lateral movement by providing over-the-top and frame ties in accord with the following specifications:

(a) Over-the-top ties shall be provided at each of the four corners of the manufactured home, with two additional ties at intermediate locations, except that on manufactured homes less than 50 feet in length, one tie per side shall be required.

(b) Frame ties shall be provided at each corner with five additional ties per side at intermediate locations; except that on manufactured homes less than 50 feet in length, four ties per side shall be required.

(5) Recreational vehicles placed on sites within the 100-year floodplain must at least one of the following:

(a) Be on the site for fewer than 180 consecutive days;

(b) Be fully licensed and ready for highway use; or

(c) Meet the permit requirements of subsection (1) of this section and the elevation and anchoring requirements for "manufactured homes" in subsection (3) of this section.

A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick-disconnect-type utilities and security devices, and has no permanently attached additions.

Section 2. This ordinance shall take immediate effect, having been declared by a 2/3 vote of the City Council to be an emergency in order to meet state deadlines for its submission.

Section 3. That in codifying this ordinance, MuniCode shall keep the subsections and other nomenclature in the forms provided without editing.

I certify that this ordinance was adopted by the City of Wyoming at a regular session of the City Council held on _____, 2023.

Kelli A. Vandenberg
Wyoming City Clerk

STAFF REPORT

Date: January 11, 2023
Subject: Updated Flood Regulations
From: Scott Smith, City Attorney
Jeff Oonk, City Engineer's Office
Meeting Date: January 16, 2023

RECOMMENDATION:

Adopt the Ordinance to Amend Section 38-11 of the City Code to Address Floodplain Requirements for Manufactured Homes.

COMMUNITY, SAFETY, STEWARDSHIP:

Community – Community is supported when development is undertaken to minimize damage during flood events.

Safety – Avoiding flood damage to buildings protects the public for adverse health and safety consequences of flooding.

Stewardship – Preventing flood damage avoids costs that arise from flooding.

BUDGET IMPACT:

The proposed amendments will not impact the budget.

DISCUSSION:

FEMA updated its flood maps. EGLE suggested other changes to the ordinance so it would comply with EGLE's requirements related to flood regulations. Ordinance No. 21-22 adopted November 2022 did so.

After its adoption, EGLE wanted a change to subsection 38-11.

Current version:

(3) All manufactured homes, to be placed, added on to, or substantially improved within the 100-year floodplain.

As amended:

(3) All new manufactured homes, additions to a manufactured home, or manufactured homes undergoing substantial improvements must be elevated so the lowest floor is at least one foot above the 100-year floodplain elevation.

Because there is a February 2023 deadline for submitting the amended ordinance, we are seeking its adoption as an emergency ordinance to have only one reading and immediate effect. Because this is a technical change to ensure all manufactured homes and improvements to them are 1-foot above the 100-year floodplain, it is unlikely to affect any current projects.