

AGENDA

Committee on Ways and Means September 3, 2026 at 3:00 PM



Lansing City Hall, City Council Conference Room
124 W. Michigan Avenue, 10th Floor

To provide input or ask questions on any item that is listed on the agenda,
members of the public may contact the City Council at city.council@lansingmi.gov or (517) 483-4177 prior to the meeting.
To view the meeting live and participate in virtual public comment: <https://www.lansingmi.gov/1212/Council-Committee-Meetings>

Council Member Carter, Chairperson
Council Member Spadafore, Vice Chairperson
Council Member Nevarez Martinez, Member

1. **Call to Order**
2. **Roll Call**
3. **Minutes**
 - A. August 20, 2026
4. **Public Comment on Agenda Items (Up to 3 Minutes)**
5. **Discussion/Action:**
 - B. RESOLUTION - Grant Acceptance; Community Economic Development Association of Michigan (CEDAM), Michigan CSA Program Innovation and Sustainability Initiative
 - C. RESOLUTION - Grant Acceptance and Authorization; Michigan State Historic Preservation Office Certified Local Government Grant, Old Town Commercial Association
 - D. DISCUSSION - Budget Priorities for Fiscal Year 2027/2028
6. **Other**
7. **Adjourn**

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Council Office at 517-483-4177 (TTY 711) 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

DRAFT



MINUTES
Committee on Ways and Means
Thursday, August 20, 2026 @ 3:00 p.m.
City Council Conference Room

CALL TO ORDER

Council Member Spadafore called the meeting to order at 3:00 pm

PRESENT

Council Member Tamera Carter, Chair
Council Member Peter Spadafore, Vice Chair
Council Member Deyanira Nevarez Martinez, Member

OTHERS PRESENT

Sherrie Boak, Council Legislative Office Manager
Andrew Fedewa, EDP
Brett Kaschinske, Parks Director
Delvata Moses, HRCS
Dan Duchane, OCA
Joe McDonald, HRCS
Rawley Van Fossen, EDP
Amy Crank, HRCS

Minutes

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE MINUTES OF JULY 16, 2026, AS PRESENTED. MOTION CARRIED 3-0.

Public Comment

No public comment at this time.

Discussion/Action:

RESOLUTION – Grant Acceptance; Certified Local Government Grant Program, Westside Neighborhood, Espinore Plat survey

Mr. Fedewa stated he became to Council earlier in the year, part of a program from 1997, with a yearly grant program. The city has not been awarded this since 2007, but this was granted for a survey for the Westside Neighborhood and the Old Town Design guidelines, which will come to council in the next cycle. The contract will be signed after Council approval, and the plan is to start the process this fall.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION FOR THE GRANT ACCEPTANCE FROM CERTIFIED LOCAL GOVERNMENT GRANT PROGRAM FOR THE WESTSIDE NEIGHBORHOOD PLAT SURVEY. MOTION CARRIED 3-0.

DRAFT

RESOLUTION – Grant Acceptance; Michigan Strategic Fund, Revitalization and Placemaking Program “RAP 2.0” grant for the Reutter Park Fountain

Mr. Kaschinske stated they have been working in the CIP budget for Parks to stock funds over the years, and now have this grant opportunity. The reporting in the packet is a recent report, and they hope to fund with the MEDC and grant match in the Parks budget in the CIP budget. The goal is to have complete in summer 2027. The grant is \$1.5 million, not to exceed.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION FOR THE GRANT ACCEPTANCE FROM MICHIGAN STRATEGIC FUND, REVITALIZATION AND PLACEMAKING PROGRAM RAP 2.0. FOR THE REUTTER PARK FOUNTAIN. MOTION CARRIED 3-0.

RESOLUTION – Introduction and Set Public Hearing; Add Chapter 245; Office of the Independent Internal Auditor

Mr. Duchane stated that with recent amendments to City Charter, is addition of subsection 7 which established Internal Auditor. This ordinance is being proposed to full the obligation of the Charter.

Council Member Carter asked about Chapter 245, since currently it is City Market. Mr. Duchane stated they have drafted a repeal of the code, but not sure where is that. Council Member Spadafore asked if it should come first, and it was confirmed.

Council Member Carter asked about languages different then Charter. Mr. Duchane stated the word “agency” in Charter and code. The other difference that exists in the ordinance, it would limit that the internal auditor would not have the authority over the Ingham County Courts. They are separate, but the City is the funding unit. This is clear for future readers, so it was spelled out.

Council Member Carter referred to page 19 of the ordinance, “recommendation” but charter says “mutually appointed”. Mr. Duchane says this is codifying the way it would work.

Council Member Carter asked about line 19-21; which is confusing what charter states. Mr. Duchane clarified that the only way, in order to make a plan for audits, it would have to be done by August 1st or February 1st, for audits coming up in the future. The way it was intended was to have the plan for what was coming up in the future.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION TO SET THE PUBLIC HEARING FOR SEPTEMBER 14, 2026 TO ADD CHAPTER 245. MOTION CARRIED 3-0.

RESOLUTION – Introduction and Set Public Hearing; Amend Chapter 230, Add Section 230.02 to allocate funding for Supportive Housing Services

MOTION BY COUNCIL MEMBER SPADAFORE TO REMOVE FROM THE TABLE FOR FURTHER DISCUSSION. MOTION CARRIED 3-0.

Council Member Spadafore outlined his proposed ordinance for supportive housing, being Draft #5, dated 8/12/2026. He acknowledged the HRCS office and the Mayor’s office to address concerns on building this was out. The name has changed from original Supportive Housing Services to Safe and Secure Housing. Instead of one allocation, but phasing in over 4 fiscal year, percentage is growing. This would run under EDP; safety and code compliance, habitability remediation, eviction prevention, staffing and case management and other housing stability.

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Council Member Carter noted overlap of eviction services, and how can those be separated. Council Member Spadafore noted that EDP, BWL and HRCS all do the work, and this leaves broad authority, and can be used but does not have to be used for it.

Council Member Carter asked what staffing would look like under EDP. Council Member Spadafore stated if there is a home repair program, and that would be a case that would need to be managed, and each program would need staff time. Council Member Carter asked what other housing initiatives would be. Council Member Spadafore stated it was a catch all, to fit the purpose. Council Member Nevarez Martinez appreciated that broad section because as this gets rolled out they can see what the needs are.

Council Member Carter asked if things shift, will percentages change. Council Member Spadafore stated it will grow over 4 years, to 2.5%. If revenue decreases, % stays the same, if there is a downturn, it would be felt the same.

Council Member Carter asked for comments from both departments, because in May they all wanted to be on the same page to make sure the housing initiative was strong. Mr. Van Fossen stated that when Council Member Spadafore approached the administration, and these efforts are already being done by both, there is not a lot of funds to go around. With this percentage range there will be funds growing. He can see the funds going to housing repairs, and they will pair with CDBG, and HUD. If this receive they will not use for staff because CDBG covers funds for staff. Council Member Carter asked if this is for rental and owner occupied, and Mr. Van Fossen stated at this point they are targeting home occupied. Council Member Spadafore stated it was drafted for owner and rentals. Long term is to create a service or program, if unsafe, City makes the repairs then charge back on the taxes.

Ms. Moses noted it will be a change for HRCS with the funding and will collaborate with EDP. HRCS does do eviction prevention, and look at this like red tag prevention. There is a contract management team, that distributes funds. Council Member Spadafore noted he sees this as supplemental.

Council Member Carter noted it does not list County as an entity, line 10, and it was confirmed by consensus of the Committee it should be added.

Ms. Crank asked about changing an ordinance to address the charge for the HRCS Advisory Board per this new ordinance. Council Member Spadafore stated he would have to work with OCA on a new other ordinance to make that change. Mr. Duchane stated he would talk to Mr. Venker. Council Member Spadafore stated he can make that amendment but it can be a separate ordinance.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION TO INTRODUCE AND SET THE PUBLIC HEARING TO AMEND CHAPTER 230 BY ADDING 230.02, WITH THE AMENDMENT TO ADD "COUNTY" TO LINE 10 OF PAGE 2, FOR SEPTEMBER 14, 2026. MOTION CARRIED 3-0.

Council Member Carter asked department representatives to attend the public hearing. She also asked Mr. Duchane to speak to Mr. Venker on adding details on the charge of the HRCS Advisory Board.

Mr. McDonald spoke on the housing funding from Ingham County, and their significant commitment to this issue.

DRAFT

Mr. Duchane and Council Member Spadafore referred to 240.03 – Funding:

(c) Funds described in Section 240.03 (a) shall be appropriated as part of the annual budget process. The Mayor, as part of the budget recommendation, may designate the HRCS Director to allocate dollars to other City departments for Basic Human Services as approved by Council.

DISCUSSION – Budget Priorities for FY 2027/2028

Council Member Carter bring forward on September 3, with line items, definition and dollar amounts.

OTHER

No other discussion.

ADJOURN

Adjourned at 3:31 pm

Submitted by,

Sherrie Boak, Recording Secretary,

Lansing City Council

Approved by the Committee on



LANSING CITY COUNCIL

GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE:

GRANT NAME: Michigan CSA Program Innovation and Sustainability Initiative

DEPARTMENT: Economic Development & Planning – Office of Financial Empowerment Division

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Tiffany Lemieux-McKissic

tiffany.mckissic@lansingmi.gov 517-282-7725

APPLICATION DATE: 6/15/2026

AWARD DATE: 7/20/2026

GRANT CYCLE: 9/1/2026 – 6/30/2027

Check One: ☐ Annual ☒ One-Time

FUND AMOUNT: \$75,000 (Breakdown below should total this amount)

GOODS & SERVICES	\$40,000.00
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PERSONNEL	\$29,160.00 (high school interns at 4 high schools)
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CONSTRUCTION	\$0.00
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LAND	\$0.00
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OTHER (Admin)	<u>\$5,840.00</u>
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\$75,000.00

CITY MATCH (IF APPLICABLE): \$ 30,940.00 of which \$15,000.00 is from unrestricted grants / donations

GRANT PAYS FOR: \$20,000 direct incentive deposits into SAVE accounts; \$10,000 outreach & promotion; \$10k materials & supplies; interns at 4 high schools; and administrative costs.

FUND ALLOCATIONS (Please describe the purpose of the grant and allowable uses):

Lansing SAVE will have its first graduating class in 2027, and this funding sustains and expands the Lansing SAVE/BOLD Lansing Youth Initiative, established by grants from National League of Cities in 2024 and sustained by a prior CEDAM grant in 2025. The dollars will be spent paying interns at Everett, Eastern, Sexton, and Lansing Technical High Schools. These interns will host events, raise awareness, and ensure that class of 2027 has peer support to help them access their Lansing SAVE funds. They are given dollars for materials and supplies, and outreach and promotion, to ensure their success. The grant also pays for incentives (such as for attending events) which are deposited directly into the student accounts.

BY THE COMMITTEE ON WAYS AND MEANS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the City of Lansing's Office of Financial Empowerment (OFE) Division of the Department of Economic Development and Planning was selected to receive a \$75,000 *Michigan CSA Program Innovation and Sustainability Initiative* grant from the Community Economic Development Association of Michigan (CEDAM); and

WHEREAS, OFE's request for this funding is to benefit the Lansing SAVE program, to provide student incentives, to sustain and expand the Youth Initiative which places Lansing SAVE / BOLD Lansing interns at area Lansing School District high schools; and to contribute to marketing, outreach, materials, & supplies for the program;

WHEREAS, the award for the \$75,000 was the result of does not require a local match but does encourage it; and OFE has identified \$30,940 for local match, of which \$15,940 is EDP funds allocated to an intern, and the remaining \$15,000 will be pulled from unrestricted grants and donations to OFE;

WHEREAS, OFE applied for this grant on June 15, 2026, and was awarded it on July 20, 2026 for the grant period beginning September 1, 2026 and ending June 30, 2027.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the *Michigan CSA Program Innovation and Sustainability Initiative* funding in the total amount of \$75,000.

BE IT FINALLY RESOLVED, the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the grant funds.



MEMORANDUM

TO: City of Lansing City Council

FROM: Rawley Van Fossen, Director of the Department of Development and Planning

DATE: August 17, 2026

SUBJECT: For the Acceptance of Certified Local Government Grant Applications

The State Historic Preservation Office's Certified Local Government Program (CLG) offers an annual grant which can be used for a variety of local preservation planning, documentation, education, and development projects. Lansing has been a CLG member in good standing since 1997 and was last awarded a grant in 2007 to survey and nominate the Downtown core to the National Register of Historic Places.

The City was approached by the Old Town Commercial Association (OTCA) to apply for the grant to create contemporary design guidelines that will detail best practices for the architectural preservation of buildings to maintain the historic integrity of Old Town.

The City is allowed to apply for more than one grant project in a cycle. These grants do not require a local match and are reimbursement-based following the completion of the projects, allowing the City to complete these projects that are important to our community, without expending general funds. There is no local match for this grant. All grant funds will be used to contract with a qualified consultant to complete the design guidelines report.

The City was awarded a CLG grant for this project. Staff has requested that the OTCA administer the grant as the most straight-forward path to completion. The City's involvement and duties will be outlined in a memorandum of understanding, including but not limited to assisting in choosing the consultant, reviewing and approving all report drafts, and attending community meetings.

The Michigan State Historic Preservation Office has requested the City Council approve a resolution explicitly authorizing OTCA to serve as third-party administer for the grant to satisfy their program requirements.

I respectfully request that the City Council approve the resolution to authorize third-party administration by the Old Town Commercial Association for our grant project. Thank you.

Rawley Van Fossen
Director, Economic Development and Planning Department



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
MICHIGAN STRATEGIC FUND
STATE HISTORIC PRESERVATION OFFICE

QUENTIN L. MESSER, JR.
PRESIDENT

June 17, 2026

EMAILED ONLY

James Lenon
Old Town Commercial Association
1232 Turner Street
Lansing, MI 48906

RE: FY26 Certified Local Government Grant Applications

I am pleased to announce that the Michigan State Historic Preservation Office (SHPO) has selected your 2026 Certified Local Government (CLG) grant application for funding. Congratulations!

Please review the below information, which details the amount of grant funding being offered for your project and the general conditions applicable to this letter and pending award.

Subgrantee: Old Town Commercial Association (3rd Party Administrator)
Project Number: CG26-477
Project Name: Old Town Design Guidelines
Project Description: The Old Town Commercial Association (OTCA) will hire a qualified contractor to establish clear, updated design guidelines that can be used to support development activities and façade grant programs in the North Lansing Historic Commercial District

Project Funding:	Grant	Match	Total
	\$10,000.00	\$00.00	\$10,000.00

CFDA # 15.904

General Conditions:

1. This letter is not a grant award. Funds for this grant are only formally awarded following approval from the National Park Service (NPS) and execution of a grant agreement. ***Federal or matching share expenditures made prior to the execution of a grant agreement are not eligible project costs and will not be reimbursed or counted toward any match.***



300 NORTH WASHINGTON SQUARE • LANSING, MICHIGAN 48913
michigan.gov/shpo • (517) 335-9840

Alan Higgins, SHPO Grants Manager/Budget Specialist, will be working with you to prepare the grant agreement. The agreement will be executed following the release of the Historic Preservation Fund (HPF) funds to the SHPO. Grant agreements are anticipated in July-August; however, the transfer of funds is dependent on the distribution of HPF funding from the NPS, which may delay the execution of the grant agreement. Note that all grant agreements must be executed no later than September 4, 2026.

2. Issuance of a grant agreement is contingent on a formal letter from the City of Lansing appointing the OTCA as third-party administrator for the grant, a resolution from OTCA meeting program standards, and a Memorandum of Understanding (MOU) between the City of Lansing and OTCA outlining responsibilities for the term of the grant award. Please see the templates in the grant manual. These additional materials are requested no later than July 3, 2026, to confirm completeness and facilitate preparation of the grant agreement.
3. If no in-kind time is being utilized as part of matching share expenditures, you may begin the process of developing any required procurement documentation for SHPO review and approval. Procurement standards are identified in the grant manual available here: <https://www.mplace.org/historic-preservation/programs-and-services/certified-local-government-program/clg-grants/>. However, requests for bid **cannot** be formally released and contractors cannot be selected until after the grant agreement with the SHPO is formally executed and all bid documents have been approved by SHPO.
4. The SHPO will later issue a press release announcing the awarding of this fiscal year's CLG grant funds in the near term. We will inform you of its release. Please refrain from issuing any form of public announcement until after the SHPO has issued its program-wide announcement and given approval for you to proceed with a local announcement.

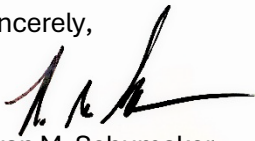
Please acknowledge receipt of this letter and intent to accept award via email to Alan Higgins, Grants Manager/Budget Specialist, at HigginsS3@michigan.gov. We are requesting confirmation of intent to accept the award no later than **June 30, 2026**.

Please also see the accompanying documents, which outline important information and next steps as we move toward executing the grant agreement for this project.

It is our hope that this CLG grant will contribute to the long-term success of your project. Congratulations on being among our CLG grant recipients!

If you require any further information, please email Alan directly.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Schumaker', with a stylized flourish at the end.

Ryan M. Schumaker

State Historic Preservation Officer

cc: Alan Higgins, Grants Manager/Budget Specialist, Michigan SHPO

Haley Schriber, CLG + Community Preservation Coordinator, Michigan SHPO

Andrew Fedewa, Principal Planner City of Lansing

BY THE COMMITTEE ON WAYS AND MEANS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

Authorization for third party administration of the 2026 Michigan State Historic Preservation Office Certified Local Government Grant

WHEREAS, the City of Lansing, in partnership with the Old Town Commercial Association, applied for the fiscal year 2026 Certified Local Government Grant Program (CLG Grant) administered by the Michigan State Historic Preservation Office (SHPO) to produce design guidelines that will provide clear, consistent, and functional architectural best practices to maintain the historical integrity of buildings in Old Town and provide guidance for compatible designs of any future buildings within Old Town; and

WHEREAS, the City of Lansing has been awarded a CLG Grant for this purpose under the 2026 fiscal year program, running from September 1, 2026 to August 31, 2028; and

WHEREAS, the provisions of the CLG program allow governmental agencies to assign third-party administration of awarded grants to other entities; and

WHEREAS, the City of Lansing has requested third-party administration of the grant by the Old Town Commercial Association; and

WHEREAS, duties and responsibilities of the City of Lansing and the Old Town Commercial Association under the CLG Grant project shall be detailed in a memorandum of understanding allowing the Old Town Commercial Association to act as third party administrator and manage execution of the grant agreement and associated scope of work; and

WHEREAS, the City of Lansing understands that the grant agreement for the project will be issued to the Old Town Commercial Association as the third-party administrator; and

WHEREAS, the grant program is expense reimbursement based and the Old Town Commercial Association will use their funds for the upfront costs until reimbursement upon completion of the project; and

WHEREAS, the CLG Program does not require a local match from the City and the local match is 0%.

NOW THEREFORE BE IT RESOLVED, that the Lansing City Council approves acceptance of the FY 2026 Certified Local Government Grant Program award.

BE IT FURTHER RESOLVED, the Lansing City Council hereby authorizes the Old Town Commercial Association to serve as third-party administrator for the 2026 Michigan State Historic Preservation Office Certified Local Government Grant.

BE IT FINALLY RESOLVED, that the Mayor is authorized to enter into a memorandum of understanding with the Old Town Commercial Association and to complete any

necessary documentation or duties, subject to review and approval as to form by the City Attorney, to facilitate the completion of this grant.

Ways and Means: Reviews all proposed modifications to the City's annual Budget and program audits prepared by the Internal Auditor, the City's short-range and long-range financial condition, workforce needs for City operations and financial impact statements developed on proposed actions; and reviews and develops policy recommendations on City financial and budget matters.

NOW, THEREFORE BE IT RESOLVED, that the Lansing City Council has established the following as its Fiscal Year 2027/2028 Budget Policies and Priorities and requests that the Administration review them and encourages that they, to the extent practical, be included in the Administration's budget presented due to the City Council by the fourth Monday in March 2027.

BE IT FURTHER RESOLVED, the Committee on Ways and Means has established the following priorities:

No Committee Budget Priorities for the current FY 2026/2027