

AGENDA

Committee of the Whole AGENDA FOR OCTOBER 25, 2021 AT 5:30 PM



Lansing City Hall, Tony Benavides Lansing City Council Chambers
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.

**Based on the recommendations from the Centers for Disease Control (CDC)
City Council President Spadafore is requesting members of the public, City Staff and Council Members
wear face coverings at meetings of the City Council and their Committees.**

Council Member Spadafore, Chairperson
Council Member Hussain, Vice Chairperson

- 1. Call to Order**
- 2. Roll Call**
- 3. Minutes**
 - A. October 11, 2021
- 4. Public Comment on Agenda Items (Up to 3 Minutes)**
- 5. Presentations:**
 - B. Downtown Lansing Inc. Strategic Action Plan and Recovery Programs Update
- 6. Discussion/Action:**
 - C. RESOLUTION - Appointment; Elizabeth O'Leary as Chief Labor Negotiator
 - D. RESOLUTION - City of Lansing Ward Apportionment Plan
 - E. RESOLUTION - City Council Meeting Schedule for 2022
 - F. RESOLUTION -Emergency Rental Assistance Program Grant Amendment
- 7. Other**
- 8. 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 of the Whole

Monday, October 11, 2021 @ 5:30 p.m.

Tony Benavides Lansing City Council Chambers

CALL TO ORDER

Council President Spadafore called the meeting to order at 5:30 p.m.

PRESENT- via audio/video

Councilmember Peter Spadafore
Councilmember Adam Hussain
Councilmember Carol Wood- excused
Councilmember Patricia Spitzley
Councilmember Kathie Dunbar
Councilmember Brandon Betz
Councilmember Jeremy Garza
Councilmember Brian T. Jackson

OTHERS PRESENT

Sherrie Boak, Council Staff
Jim Smiertka, City Attorney
Lisa Hagen, OCA
Matthew Horwitt
Mark Lawrence, Mayor Representative
Andrew Fedewa, Economic Development & Planning
Brian McGrain, Economic Development & Planning
Mike Marriott
Randy Dykema
Elaine Fischhoff

Minutes

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE MINUTES FROM SEPTEMBER 20, 2021 AS PRESENTED. MOTION CARRIED 7-0.

Public Comment

Ms. Fischhoff spoke in support of the appointment of Matthew Horwitt to the Lansing Board of Water and Light Board and asked for additional oversight of that Board by the Council.

Mr. Dykema spoke in support of the appointment of Matthew Horwitt to the Board of Water and Light, and the creation of the Arts and Culture Commission.

DRAFT

Discussion/Action

RESOLUTION – Appointment; Matthew Horwitt; At Large Member Board of Water and Light; Term to Expire June 30, 2023

Mr. Horwitt not present at this time, moved discussion and action to later in the meeting.

RESOLUTION – Setting a Public Hearing; Ordinance to Amend Part 12, Title 6 Form Based Zoning Code

Mr. McGrain, Mr. Fedewa and Ms. Stachowiak were present to provide a presentation on the amendments.

Mr. Fedewa outlined the amendments which were typographical and editing errors to provide corrections and clarifications and not intended to conflict with the code. Mr. Fedewa did note a few amendments specific to addressing mobile food vending or food trucks, corrections in the mapping to speak to properties that border two different zonings, and also parking revisions to condense the language and mapping errors.

Council Member Jackson asked how the new code speaks to solar projects or businesses. Mr. Fedewa noted they are allowed as an accessory use and clarifies installations.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION TO SET THE PUBLIC HEARING FOR NOVEMBER 8, 2021 ON THE AMENDED FORM BASED ZONING CODE. MOTION CARRIED 7-0.

ORDINANCE – Establish Arts and Culture Commission

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE ORDINANCE FOR THE ARTS AND CULTURE COMMISSION. MOTION CARRIED 7-0.

RESOLUTION - Procedures for Hosting Virtual Meetings in accordance with Open Meetings Act (OMA)

Council President Spadafore passed the gavel to Vice President Hussain.

Council Member Spadafore noted to the Committee that recently the Open Meetings Act (OMA) was changed over last 18 months to accommodate with provisions for the public body of any boards to allow those members to participate if there is a medical reason, military service or state of emergency. Council Member Spadafore then read from the resolution “if a member of the public body has a medical condition that precludes in person attendance, such that attending the meeting in person could either exacerbate the member’s medical condition or expose other members to a contagious medical condition, then the member may request to attend virtually. Requests for a medical condition exemption shall be made in writing by the member to the chair of board/commission and the individual preparing the meeting agenda no later than 24 hours prior to the meeting.”

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION ON PROCEDURES FOR HOSTING VIRTUAL MEETINGS IN ACCORDANCE WITH OPEN MEETINGS ACT (OMA).

Council Member Spitzley asked why a 24 hour notice, because it seemed excessive. Council Member Spadafore explained there is a 18 hour minimum notification for the meeting, and since the agenda has to be amended for the request, it allows time to meet the requirements.

MOTION CARRIED 7-0.

Council Vice President Hussain passed the gavel to Council President Spadafore.

DRAFT

Council President Spadafore paused the meeting at 5:51 p.m. The Meeting was called back to order at 5:53 p.m.

RESOLUTION – Appointment; Matthew Horwitt; At Large Member Board of Water and Light; Term to Expire June 30, 2023

Mr. Horwitt acknowledged the opportunity to speak to the Committee and spoke on his interest on serving on the board. Mr. Horwitt then provided brief details on his experience, certifications and degrees in energy services.

Council Member Jackson acknowledge his training, education and experience for this Board then asked about his support for the international panel of reductions by certain years and how did he would categorize natural gas. Mr. Horwitt acknowledged the need to move away from natural gas to meet the goals, and it does emit 50% less than when burning coal, but if you add in unburned methane that acts as a powerful greenhouse gas, so natural gas is not much better than coal. Mr. Horwitt did respect the BWL decision on the new natural gas plant, but noted he was hopeful BWL will move away from natural gas before the expected life span of the new plant.

Council Member Betz asked for his perspective of trash burning and how he would suggest moving away from that. Mr. Horwitt admitted the BWL is burning gas captured from trash, and that would be methane, but if they do not burn then it is in the air as incombustible and could be worse. Mr. Horwitt admitted that he had no clear answer but would look at if there is a better alternative. Council Member Betz then asked what his perspective is on keeping utilities affordable. Mr. Horwitt acknowledged affordable utilizes are important, and the stats of the cost of wind and solar have come down and credited with fossil fuels. There is work to be done on reducing energy consumption, and informing people to assist and making people aware of reducing energy in their homes. Council Member Betz asked his position on the sale of BWL to a private entity, and Mr. Horwitt stated he opposed it.

Council Member Garza asked if information he had was on a single cycle power plant or a two cycle, because BWL is a combined plant. Mr. Horwitt stated he had statistics from the 2018 Journal of Science article and have seen statistics on the single cycle. Council Member Garza asked him to provide details on this question to him after the meeting when he is able to obtain the information.

Council Member Garza asked Mr. Horwitt if he believed that renewables such as wind and solar would be enough for the projected future of electric charging stations. Mr. Horwitt admitted he could not speak to it he would have to look at the data, but did look at the BWL integrated plan, and projected a range for electric vehicles. Mr. Horwitt added that there is an issue the Board will have to address in years ahead for how to meet the demand.

Ward

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION ON THE APPOINTMENT OF MATTHEW HORWITT TO THE LANSING BOARD OF WATER AND LIGHT BOARD OF COMMISSIONERS. MOTION CARRIED 7-0.

Adjourn

The meeting adjourned at 6:12 pm

Respectfully Submitted by,

Sherrie Boak, Recording Secretary,
Lansing City Council

Approved by the Committee



STRATEGIC PLAN

Draft: October 8, 2021

INTRODUCTION

Downtown Lansing Inc. (DLI) is a lot of things. It is a Master Level Michigan Main Street community. It is the PSD, responsible for nurturing the health and well-being of Michigan's capital city. It is a community builder, a grassroots organizer, and a cheerleader. It is a sometimes-scapegoat, a sometimes-innovator, a sometimes-crisis-avert.

And, as of 2021, it is the organization who is, per bylaws and city ordinance, the responsible party for bringing our Downtown back from the brink of a global pandemic that has simultaneously devastated cultures and communities and opened a Pandora's jar of "what-if."

What if things never go back to normal?

What if we could do anything we wanted?

What if our community and culture need something different from us?

What if we don't succeed?

OUR ASSESSMENT

DLI does quite a few things incredibly well. If one were to focus on our dedication to the National Main Street Four-Point Approach™ by all accounts, DLI is a leader. Well formed committees of grassroots volunteers, enthusiastic leaders and innovators who are each holding up a critical part of the overarching mission, and strong leadership and systems. These elements are, undisputedly, highly functioning and in little need of strategic re-thinking or heavy management. In short, the organization should keep doing what it is doing.

Yet in a post-pandemic crisis, it is clear that this organization needs to focus on **Main Street Plus** — moving beyond the traditional Main Street roles to ensure the sustainability and viability of our district, our businesses, and our city as a whole.

This means DLI, with the support of its partners and stakeholders, must focus strategic planning on a deep involvement in, and leadership of, development efforts and policy changes that will allow Downtown to not only rebound from the recent pandemic, but leapfrog beyond our previous position.

TO, THROUGH, AND THERE

The trifecta of healthy placemaking: attracting those who come "to" a place as a destination; those who pass "through" it on their way to something else; and those who live "there."

STRATEGIC PLAN

Draft: October 8, 2021

In a reality where the district's major employer has reduced its footprint dramatically, our only viable option is diversification. That means innovative solutions for filling vacancies, finding new space for residential living, and pulling the bandaid off delicate issues such as parking.

We firmly believe the “there” market is critical. Higher residential saturation (those who live “there”) demands more human amenities. We need a lot of “theres” there in order to build and sustain these amenities — which also happen to include the vibrant cultural aspects that snag the “tos” and the “throughs.”

In short, we need to build for residents. It's the only way to ensure downtown is literally “alive after five.” And to do so means we must make bold moves. We must step beyond our Main Street efforts, and we must do the data- and policy-driven work that will ensure not only viability, but success.

GATHERING A TEAM

We should not do this alone. DLI should enlist partners who bring great expertise and resources to the table. We understand that many parties have a vested interest in Downtown's success. DLI must identify the appropriate parties to facilitate and support our efforts. We must ensure that outside efforts align with one another, work successfully in tandem, and respect the needs of those who make their livelihoods and homes within our borders.

A SENSE OF URGENCY

The following is a set of four high-level strategies, with their immediate actionable items articulated. Work must start at once — there is no time to waste in our current recovery environment.

These strategies should be reviewed for progress monthly, becoming a prominent focus for Board activity and discussion.

Success—a reinvented Downtown Lansing — will take innovative thinking and doing, a sense of utter urgency, and meticulous, relentless follow-through. It will take the most creative “what-if” thinking we have to give, and it will take consistent progress toward one overarching goal — making Michigan's Downtown the best it can possibly be.

STRATEGIC PLAN

Draft: October 8, 2021

ABOUT THIS PLAN

This is a living, working document. Following the Strategic Doing model, it will be updated regularly to reflect and accommodate the ever-changing environment in Downtown Lansing.

2021 Strategies

Strategy	Actionable First Step	Budget	Key Stakeholders	Timeline/Updates
Establish 2,000 new residential units ("rooftops") within DLI's borders.	Complete a Residential Target Market Analysis	\$30,000	Cathleen, Strategic Planning Committee, MEDC	Funding secured through MEDC. Analysis outline in progress.
Reduce commercial vacancy rates from approx 30% to 10% or less.	Proactively targeting property owners and business owners 1:1 to discuss opportunities for effective development or redevelopment.	time, human resources	Julie, Jen, Christine/EV Committee	Ongoing, with measurable quarterly progress and success achieved by 2025.
Front fill and upfill parking lots.	Identify public and private lots for reinvention; begin outreach, develop a steering committee.	time, human resources	Cathleen, JT, Brian McGrain	Immediately begin planning; outreach to property owners to begin third quarter 2022.
Pursue necessary policy changes at all levels of government, allowing us to achieve these results efficiently and effectively.	Enact policy school for Board members, ensuring each member is fully versed in the laws, policies, and ordinances that shape our district.	time, human resources	DLI Executive Board, Cathleen	Ongoing, with monthly policy topics addressed at each board meeting.

STRATEGIC PLAN

Draft: October 8, 2021

Increase organizational capacity.	Increase staffing to a goal of five full-time members, with the first position focused on marketing.	\$50,000 / year / position	DLI Board, Cathleen	Marketing position approved by board and candidate secured.
Develop and implement a Diversity, Equity and Inclusion plan.	Complete a DEI self-assessment to ascertain existing position.	time, human resources	Strategic Planning Committee	Complete self-assessment by December 2021
Fund critical programs to address vacancies and provide small business support: Middle Village Retail Innovation Center (MVRIC) Small Business Support Fund (SBSF) Interior Rehab Revolving Loan Fund (IRLF) Rent/Mortgage Support Fund (RMLF) Downtown Revitalization & Development Fund (DRDC)	Secure 5 years of funding for each targeted program.	\$300,000 annually MVRIC = \$50k SBSF = \$80k IRLF = \$80k RMSF = \$40k DRDC = \$50k	Cathleen, executive committee	Ongoing #FromTheGround Up sponsor development

FROM THE GROUND UP

DOWNTOWN LANSING RECOVERY PROJECT



#FROMTHEGROUNDUP



DOWNTOWN LANSING, INC.

WWW.DOWNTOWNLANSING.ORG

“

Everyone has the right to live in a great place. More importantly, everyone has the right to contribute to making the place where they already live great.”

FRED KENT

”

ABOUT THE PROBLEM

In Downtown Lansing we are not looking to get back to normal. Let's face it – normal was too many vacancies, misused spaces, and a population that hit the road at 5:00 p.m.

We're looking to wipe the slate clean and start over. To reimagine and rebuild
FROM THE GROUND UP

ABOUT THE SOLUTION

We can control the fate of our downtown!

Let's collaboratively work towards rebuilding a downtown known for its culture, opportunities, and activity at all hours of the day and night – **a downtown where we are proud of the opportunities and accessibility that it offers to all who call our city home.**

It's not going to be easy. It's not going to be fast. But with everybody working together **it is going to happen!**



“

The best way to predict
future is to design it.

BUCKMINSTER FULLER

”



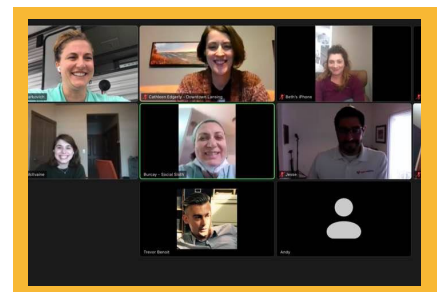
Middle Village Retail Innovation Center (\$50,000 per year)

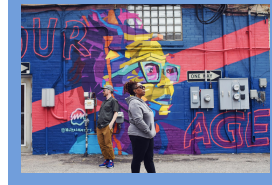
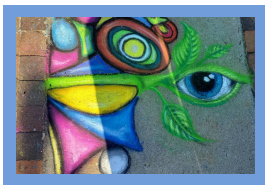
- Creation of soft launching facility for start-up businesses
- Facilitate an educational feeder that will provide viable businesses to fill downtown vacancies
- Capitalize on talent from Lansing Built to Last, Afterglow Block Market, Lansing Community College students and other start-ups by providing a soft landing and soft launching point



Capacity Builder Investor \$50,000 annually (3 year commitment)

- Staff positions at Downtown Lansing, Inc. that will build programming, facilitate connections, and guide businesses through the Middle Village Retail Innovation Center as well as act as liaison to the City regarding beautification and infrastructure of Downtown Lansing. These positions provide a proactive approach to building talent, cultivating culture and filling vacancies downtown.



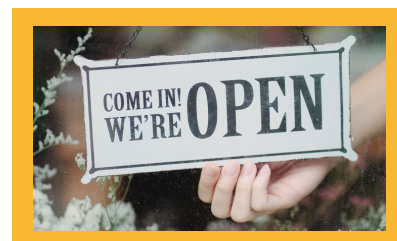


Start-Up Funds for Businesses and Artists Revolving Loan Fund \$80,000 annually

- Let's cut Downtown's vacancy rates in half by dedicating up to \$60,000 per year, over the next 3 years, to help bridge the gap between small business looking to open storefronts and paying the market rental rates. Together let's remove some of the barriers to entry and empower and support startups who want to call Lansing their home by promoting community, culture and vibrancy to the Downtown District.

Reimagined Interiors \$80,000 annually

- Funds will be used as grants to award to smaller-scale commercial property owners to whitebox or rehab the interior of their buildings in an effort to make their space "move-in" ready for flexible uses.
- Funds will incentivise both potential business and commercial property owners to invest in Downtown Lansing's recovery

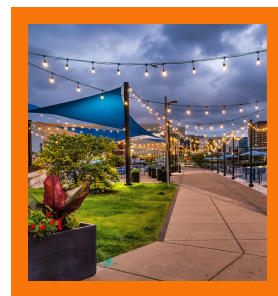
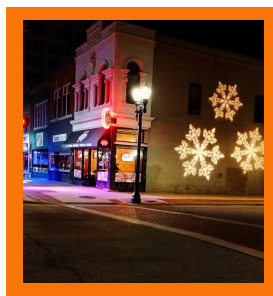


Rent & Mortgage Support \$40,000 annually

- Funds will be used to help new businesses transition into Downtown vacant spaces
- Funds will incentivise new businesses to call Downtown Lansing home

Downtown Revitalization Fund \$50,000 annually (3 year commitment)

- Funding dedicated to reimagining downtown in a post-pandemic climate with a focus on revitalizing the Capitol City! Improve lighting, infrastructure and marketing efforts to bring the residential community back to downtown, attract businesses, support properties and continue investment in outdoor features that will encourage community to linger downtown



INVESTOR INFORMATION

Please return form via email to: Cathleen@DowntownLansing.org

Sponsor Name:

Organization:

Address:

Contact E-mail address:

Telephone:

Please indicate how you would like to be listed on print material:

YES, I WOULD LIKE TO INVEST IN THE FOLLOWING PROGRAM:

- ☐ **Middle Village Retail Innovation Center**
(\$50,000 per year for 4 years)
- ☐ **Capacity Builder Investor**
\$50,000 annually (3 year commitment)
- ☐ **Rent & Mortgage Support Fund**
\$40,000 annually
- ☐ **Start-Up Funds for Businesses and Artists**
\$80,000 annually
- ☐ **Reimagined Interiors RLF**
\$80,000 annually
- ☐ **Downtown Community Development**
\$50,000 annually (3 year commitment)

I WILL MAKE A PAYMENT BY:

- ☐ **Enclosed is a check**
- ☐ **Email me an Invoice**

Please make checks payable to: Downtown Lansing, Inc.

Mail checks to: Downtown Lansing, Inc.

112 S. Washington Square

Lansing, MI 48933

#FromTheGroundUp

Thank you for your tax deductible donation. DLI's Tax I.D. #38-6004628

Andy Schor
Mayor



City Hall - 9th Floor
124 W. Michigan Avenue
Lansing, MI 48933-1694
PH: 517.483.4141 – FAX: 517.483.6066
Lansing.Mayor@lansingmi.gov

Andy Schor, Mayor

OFFICE OF THE MAYOR
CITY OF LANSING, MICHIGAN

October 4, 2021

Lansing City Council President Peter Spadafore
Lansing City Council Vice President Adam Hussain
Members of Lansing City Council

Re: Destination of Chief Labor Negotiator for the City of Lansing

Dear President Spadafore, Vice President Hussain, and Council Members

Pursuant to the authority granted to the Mayor in the Lansing City Charter at Section 6-201.2, I have designated Elizabeth O'Leary as Chief Labor Negotiator for the City. Nicholas Tate will continue in his role as Deputy Mayor. I am now asking for the City Council to provide its consent to the designation.

A proposed resolution accompanies this letter and I request that this designation be referred to the Committee of the Whole.

Sincerely,

A handwritten signature in blue ink, appearing to be "AS", is written over the word "Sincerely,".

Andy Schor

Mayor

BY COMMITTEE OF THE WHOLE
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, Section 6-201.1 of the Lansing City Charter provides that “the Mayor shall have the overall responsibility for all the labor relations of the City”; and

WHEREAS, pursuant to this responsibility and the authority granted to the Mayor in Section 6-201.2 of the Charter to designate a chief labor negotiator, the Mayor has designated Elizabeth O’Leary as Chief Labor Negotiator for the City, subject to the advice and consent of City Council.

NOW THEREFORE BE IT RESOLVED, the City Council, having reviewed and considered the designation of Elizabeth O’Leary as Chief Labor Negotiator of the City of Lansing, hereby consents to such designation.



For Immediate Release

October 4, 2021

Media Contacts:

Chris Swope: (517) 230-1566 cell

**Lansing City Election Commission to review
Clerk Swope's proposed Ward Reapportionment Map for City**

Lansing – Lansing City Clerk Chris Swope has submitted a reapportionment plan to the Election Commission that will move three neighborhoods to a different ward in order to put voters closer to a bigger polling place and to reduce the difference in the number of voters between the four wards of the City.

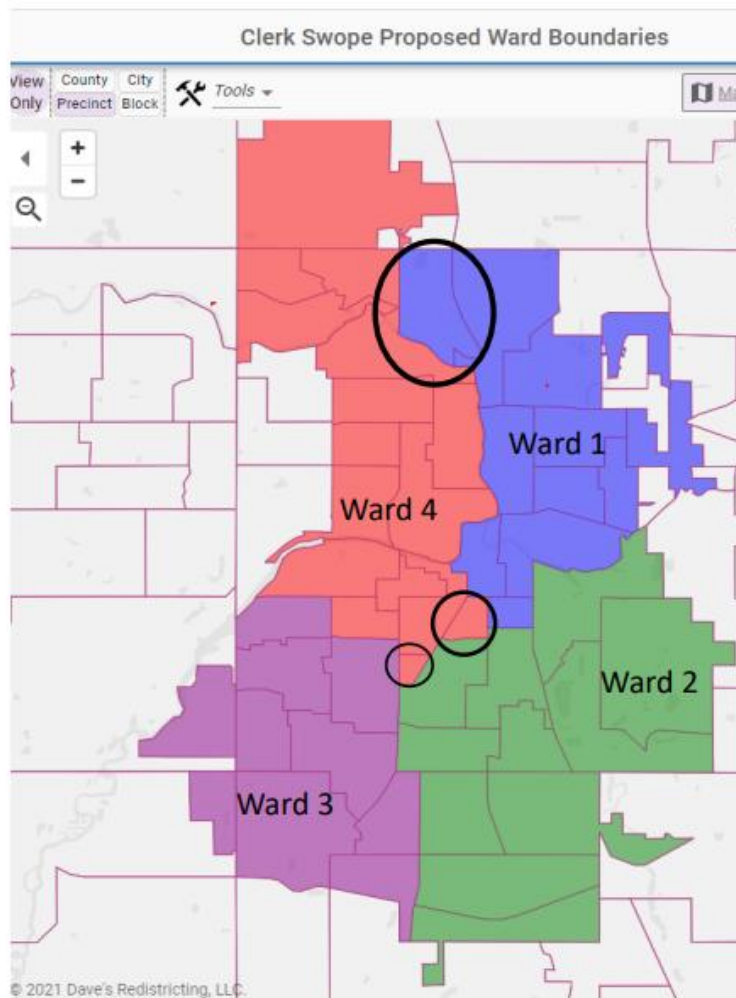
The public is welcome to come to the Election Commission Meeting on Tuesday at 10 a.m. at the Clerk's Election Unit, located at 2500 South Washington, to provide their input on the proposed map, which is available as part of the Election Commission packet online at <https://mi-lansing3.civicplus.pro/651/Election-Commission>.

Out of almost 119,000 residents in the City, less than 3000 would be impacted by these proposed changes, which also must be approved by City Council and would not go into effect until 2022.

"Due to the expanding population of voters in the Second Ward, I am glad that I am able to accommodate the request of the neighborhoods across the street and south of the South Washington Election Unit to utilize the precinct closest to them", said Chris Swope. "On the north side, voters who live in the neighborhood off Turner Street will be going to Gier Community Center, which has a gym that can accommodate more voters. I welcome public input on this map as it moves through the legislative process."

###

Note: Proposed Map is on the next page and online at <https://davesredistricting.org/join/af521761-680a-4804-af00-3cd26c1e9891>



Lansing City Ward Reapportionment Proposal

	Current for Nov. 2, 2021	Proposed for 2022	Adjustment if Approved
Ward 1 NE	26,491	26,918	427
Ward 2 SE	29,725	29,725	0
Ward 3 SW	28,514	28,110	-404
Ward 4 NW	27,900	27,877	-23
Total # of Voters	112,630		
Average # of Voters Per Ward	28,158		

Note: the Proposed Map would reduce the difference in # of voters between the Biggest Ward and Smallest Ward in proposed map by over 400 voters

Proposed Map is available at
<https://davesredistricting.org/join/af521761-680a-4804-af00-3cd26c1e9891>

RESOLUTION # _____

**BY THE COMMITTEE OF THE WHOLE
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING**

WHEREAS, the Home Rule City Act requires the City Council to apportion the wards following the official release of the decennial census results; and

WHEREAS, pursuant to the Home Rule City Act, the changes in ward boundaries by law will not take effect for any election occurring within four months of the official release of the census figures of each United States decennial census and therefore will not be in effect for the 2021 City Election; and

WHEREAS, Lansing City Clerk Chris Swope has submitted an apportionment plan for the City of Lansing that was approved by the Election Commission on October 5, 2021 pursuant to the City Charter; and

WHEREAS, this plan will move three geographic areas to a different ward in order to achieve a more equal population balance between the four wards; and

WHEREAS, less than 3000 City residents would be impacted by these changes, and

WHEREAS; the boundary changes would allow for most of the impacted voters to have a polling place closer to their homes; and

NOW, THEREFORE, BE IT RESOLVED the Lansing City Council hereby approves the following Ward boundary changes:

- The area beginning at the intersection of W. Sheridan Rd and Turner St., thence west to N. Martin Luther King Jr. Blvd., thence south to Grand River waterway, thence southeast to N. Grand River Ave., thence north W. North St., thence southeast to East North St., thence east to Turner Rd., thence north and northwest along Turner Rd. to the point of beginning shall be moved from Ward 4 to Ward 1.
- The area beginning at the intersection of E Mount Hope Ave. and S. Cedar St., thence west to S. Washington Ave., thence southwest to W. Greenlawn Ave. thence east continuing onto E. Greenlawn Ave to S. Cedar St, thence north to the point of beginning shall be moved from Ward 1 to Ward 4.
- The area beginning at the intersection of S. Washington Ave. and Dunlap St., thence west to S. Martin Luther King Jr. Blvd, thence south to W. Holmes Rd., thence east to S. Washington Ave, thence northeast to the point of beginning shall be moved from Ward 3 to Ward 4.

Substitute

BY THE COMMITTEE OF THE WHOLE RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, City Clerk Chris Swope submitted a recommended list of dates for the Lansing City Council meetings for 2022 to the Lansing City Council; and

WHEREAS, the Committee of the Whole will meet at 5:30 p.m. or at another time or date as determined by the Council President, before all Monday Council meetings listed below; and

WHEREAS, the Committee of the Whole will meet at 5:30 p.m. on Monday, January 3, 2022; and

WHEREAS, the Lansing City Charter requires the City Council to meet at least 26 times each year; and

WHEREAS, the Committee of the Whole reviewed the City Clerk's recommendations for the meeting dates for 2022.

NOW, THEREFORE, BE IT RESOLVED the Lansing City Council hereby approves the Lansing City Council meeting dates for 2022 as follows:

Monday, January 3, 2022; Annual Organizational - 1st meeting of year
Monday, January 10, 2022
Monday, January 24, 2022
Monday, February 14, 2022
Monday, February 28, 2022; Board List - prior to first meeting in March
Monday, March 14, 2022
Monday, March 28, 2022; Mayor's Budget - on or before 4th Monday in March
Monday, April 11, 2022
Monday, April 25, 2022; Mayor's Board Appointments - prior to first meeting in May
Monday, May 9, 2022
Monday, May 16, 2022 Adopt Budget - not later than 3rd Monday in May
Monday, May 23, 2022;
Monday, June 13, 2022; Council Act on Appointments - at or before 1st meeting in June
Monday, June 27, 2022
Monday, July 11, 2022
Monday, July 25, 2022
Monday, August 8, 2022
Monday, August 22, 2022
Monday, September 12, 2022
Monday, September 26, 2022; Budget Priorities - no later than October 1
Monday, October 10, 2022
Monday, October 24, 2022
Monday, November 14, 2022
Monday, November 28, 2022

Monday, December 5, 2022
Monday, December 12, 2022

All meetings will be on Monday at 7:00 p.m. in one of the following meeting locations, the Tony Benavides Lansing City Council Chambers, 10th Floor City Hall, South Washington Office Complex, 2500 S. Washington, Lansing MI 48910 or virtual webinar. The meeting location (or, if virtual, the meeting ID and instructions for access) will be posted on the notice of the public meeting in accordance with state statute.

LANSING CITY COUNCIL

GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE: 10/25/2021

GRANT NAME: Michigan State Housing Development Authority (MSHDA) Emergency Rental Assistance Grant

DEPARTMENT: HRCS

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Director, Kimberly A. Coleman 483-4482

APPLICATION DATE: Grant Amendment AWARD DATE: 10/19/2021

FUND AMOUNT: Approximately \$46,039,243, subject to Michigan legislative appropriation and final MSHDA determination.

CITY MATCH (IF APPLICABLE): \$0

GRANT CYCLE: Ending September 30, 2022 (see attached) Check One: Annual



One-Time



GRANT PAYS FOR: The City of Lansing is the designated collaborative applicant and fiduciary for Lansing, East Lansing, Ingham County CoC for emergency rental assistance for qualified residents adversely affected by the coronavirus pandemic. No application process required for the City of Lansing.

GOODS & SERVICES see above

PERSONNEL N/A

CONSTRUCTION N/A

LAND N/A

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

City HRCS and participating agencies, for the benefit of Ingham County, Michigan.



STATE OF MICHIGAN
MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

10/19/2021

Andy Schor, Mayor
City of Lansing

HRCS 124 W. Michigan Avenue 4th Floor
Lansing, MI 48933-1234

RE: Amendment to Grant #: HML-2021-City of -384-CERA

Dear Andy Schor:

This letter is to advise you that the Michigan State Housing Development Authority (MSHDA) has authorized an amendment to the above-referenced grant. The grant agreement has been amended in accordance with the attached form.

Please print two copies of the Budget and Purpose pages, sign both purchase pages and return both copies to Jennifer Ferguson at the address shown below. The Director of Rental Assistance and Homeless Solutions will sign, and one copy will be returned to you to be filed with your grant.

Mail To: Jennifer Ferguson
Michigan State Housing Development Authority
Rental Assistance and Homeless Solutions Division
735 E Michigan Ave
Lansing, MI 48912

If you have any questions, please contact Jennifer Ferguson, MSHDA ESG Homeless Assistance Specialist at (517) 241-2272 or fergusonj1@michigan.gov.

Sincerely,

Kelly Rose, Chief Housing Solutions Officer
Rental Assistance and Homeless Solutions Division

Enclosures

735 EAST MICHIGAN AVENUE • P.O. BOX 30044 • LANSING, MICHIGAN 48909
michigan.gov/mshda • 517-373-8370 • FAX 517-335-4797 • TOLL-FREE 855-MI-MSHDA (855-646-7432)



**MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
RENTAL ASSISTANCE AND HOMELESS SOLUTIONS
Funding Award Amendment**

Grantee: City of Lansing

Amendment #: 2

Grant #: HML-2021-City of -384-CERA

Effective Date: 10/19/2021

Purpose of Amendment:

- ☐ Change Grant Term
- ☐ Change Program Description (See attached revision.)
- ☒ Change Budget (See attached revision.)
- ☐ Change Special Conditions (See attached revision.)
- ☐ Change Grant Number/Funding Source Year

APPROVED BY:

Homeless Assistance Specialist

Rental Assistance and Homeless Solutions

 10/19/21

Authorized Signatory for Grantee

Homeless Assistance Manager

Rental Assistance and Homeless Solutions

Director

Rental Assistance and Homeless Solutions

Grantee: City of Lansing

Amendment #: 2

Grant #: HML-2021-City of -384-CERA

Effective Date: 10/19/2021

Previous Budget

Component-Activity	Approved Funds
Special Grant Funds	
Financial Assistance	\$25,891,960.00
Case Management	\$1,817,007.00
Operating Costs	\$0.00
HMIS	\$0.00
Administrative Costs	\$2,330,276.00
GRAND TOTAL	\$30,039,243.00

New Budget

Component-Activity	Approved Funds
Special Grant Funds	
Financial Assistance	\$41,891,960.00
Case Management	\$1,817,007.00
Operating Costs	\$0.00
HMIS	\$0.00
Administrative Costs	\$2,330,276.00
GRAND TOTAL	\$46,039,243.00

RESOLUTION #2021-047
BY THE COMMITTEE ON WAYS AND MEANS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the City of Lansing, Michigan's (City's) Department of Human Relations and Community Services (HRCS) as the Collaborative Applicant and fiduciary for the Continuum of Care for the Lansing, East Lansing and Ingham County area, will be receiving a grant of funds from the Michigan State Housing Development Authority (MSHDA) under the U.S. Treasury Department Consolidated Appropriations Act of 2021 (Act) for the Emergency Rental Assistance Program; and

WHEREAS, the awarded funds will help provide Emergency Rental Assistance payments for qualified participants adversely affected by the coronavirus pandemic with the cooperative participation of at least the following agencies: Advent House Ministries, Holy Cross Services, Capital Area Housing Partners and HRCS, for a period ending September 30, 2021 with the possibility of a qualifying three month extension; and

WHEREAS, HRCS is to receive from MSHDA in the aggregate a grant amount of up to \$27,278,000; and

WHEREAS, each participating agency in addition to and including HRCS shall be responsible for compliance according to the established guidelines and documentation requirements as established by the Act and MSHDA; and

WHEREAS, because awarded funds will be disbursed by MSHDA in part in arrears on a reimbursement basis and in part on a proportionate advance basis, MSHDA has recommended that the City provide for financing for rental assistance payments and other Emergency Rental Assistance Program related expenses; and

WHEREAS, Section 415 of the Revised Municipal Finance Act, Public Act 34 of 2001 (Act 34), states that a municipality may by resolution of its governing body, and without a vote of its electors, issue a short-term municipal security in anticipation of the receipt of grants from the United States, . . . or any agency or instrumentality of the United States . . . and may pledge for the payment of the principal, interest, and redemption premiums, if any, on that municipal security other funds held for payment of the municipal security and the proceeds of federal grants; and

WHEREAS, the provisions of the Emergency Rental Assistance Program provide that a portion of the proceeds of the grant may be used to pay administrative costs to fund and operate the program.

NOW, THEREFORE, BE IT RESOLVED the City accepts the terms of the grant as stipulated by MSHDA, and the City, on behalf of itself and HRCS, does hereby specifically agree, but not by way of limitation, and resolves, as follows:

1. That the City and HRCS, acting on behalf of the Ingham County Continuum of Care, accepts the grant and appropriates such funds as shall be necessary to operate the Emergency Rental Assistance Program, subject to the City of Lansing City Council transfer policies.
2. That the Mayor of the City and the Finance Director or their designees are authorized to create or cause to be created appropriate accounts and to authorize the transfer of necessary funds to administer and monitor the grants.
3. That the City and HRCS will maintain satisfactory financial accounts, documents, and records and make them available to MSHDA for auditing at reasonable times.
4. That HRCS will implement the Emergency Rental Assistance Program on behalf of the City, for the benefit of residents in the Ingham County geographical area, file the necessary applications and enter into any necessary agreements with or as required by the U.S. Department of Treasury, MSHDA and with any participating municipal agencies, and provide such funds, services, and materials as may be necessary to satisfy the terms of said agreements, including to request reimbursement of Emergency Rental Assistance payments.
5. That the Mayor of the City and the Finance Director or their designees are authorized representatives to sign documents on behalf of the City and HRCS relating to the Emergency Rental Assistance Program.
6. That the City and HRCS will comply and cause compliance with any and all terms of said agreements, including reporting requirements, and including all terms not specifically set forth in the foregoing portion of this resolution.
7. That the City is authorized to issue a grant anticipation note or notes pursuant to Act 34 (Notes), to finance Emergency Rental Assistance payments to eligible recipients, secured by the receipt of Emergency Rental Program grant proceeds and, if necessary in order to secure the financing, the limited tax full faith and credit pledge of the City.
8. That the Notes shall be issued pursuant to the requirements of Act 34 as a negotiated sale, and may be issued on either a taxable or tax-exempt basis, with such redemption or payment provisions as determined by the Finance Director in consultation with the City's Municipal Advisor, Robert W. Baird & Co. Incorporated, Lansing, Michigan.
9. The Mayor and the Finance Director or their designees are authorized to take any actions necessary for the issuance of the Notes, including filing an application with the Michigan Department of Treasury and negotiating the terms of the Notes with a lender.


Chris Swope, CMMC/MMC
Lansing City Clerk

I hereby certify that the foregoing is true
and is a complete copy of the action
adopted by the Lansing City Council.

RESOLUTION # _____
BY THE COMMITTEE OF THE WHOLE
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the City of Lansing, Michigan ("**City**") authorized its Resolution #2021-047 (the "**GAN Resolution**") in anticipation of City's Department of Human Relations and Community Services ("**HRCS**") acting as the Collaborative Applicant and fiduciary for the Continuum of Care for the Lansing, East Lansing and Ingham County area to receive a grant of funds from the Michigan State Housing Development Authority ("**MSHDA**") under the U.S. Treasury Department Consolidated Appropriations Act of 2021 ("**Act**") for the Emergency Rental Assistance Program (the "**Grant**"); and

WHEREAS, the awarded Grant funds have helped to provide Emergency Rental Assistance payments for qualified participants adversely affected by the coronavirus pandemic with the cooperative participation of at least the following agencies: Advent House Ministries, Holy Cross Services, Capital Area Hosing Partners and HRCS, originally for a period ending September 30, 2021 with the possibility of a qualifying three month extension; and

WHEREAS, at the time the GAN Resolution was passed, HRCS was expected to receive from MSHDA, Grant funds in an aggregate amount of up to \$27,278,000; and

WHEREAS, the GAN Resolution authorized the City to issue a grant anticipation note or notes ("**GAN**") pursuant to Public Act 34 of 2001 ("**Act 34**"), the proceeds of which were used (i) to finance Emergency Rental Assistance payments to eligible recipients and (ii) to reimburse the City for such payments the City advanced to eligible recipients; and

WHEREAS, the GAN Resolution authorized the Mayor and the Finance Director or their designees to take any actions necessary for the issuance of the GAN; and

WHEREAS, on April 1, 2021, the City issued a GAN with a principal amount not to exceed \$13,600,000; and

WHEREAS, on July 14, 2021, MSHDA notified the City that its Grant fund had been increased to \$30,039,243 ("**Amendment #1**") ; and

WHEREAS, HRCS is now anticipating another amendment increasing the Grant fund by approximately \$16,000,000 to an aggregate amount of \$46,039,243 ("**Amendment #2**") ; and

WHEREAS, HRCS anticipates receiving additional increases to the Grant ("**Future Amendments**," and collectively with Amendment #1 and Amendment #2, "**Grant Amendments**") ; and

WHEREAS, Section 415(3) of Act 34 states that the principal amount of a municipal security issued under this section shall not exceed 50% of the amount remaining to be received by the municipality that is not still subject to an appropriation from the granting agency under a written contract from that granting agency that has been accepted by resolution by the municipality; and

WHEREAS, in order for the City to continue to provide for financing for rental assistance payments and other Emergency Rental Assistance Program related expenses it is necessary to increase the stated amount of the GAN within the parameters imposed by Act 34, to be an amount not to exceed 50% of the Grant fund as amended by the Grant Amendments; and

NOW, THEREFORE, BE IT RESOLVED the City acknowledges that the terms of the Grant have been changed and may again change, including by increasing the Grant funds to be disbursed to HRCS as stipulated by MSHDA, and the City, on behalf of itself and HRCS, does hereby specifically agree, but not by way of limitation, and resolves, as follows:

1. That the City's Grant Anticipation Note dated April 1, 2021 may be amended as necessary to reflect a not-to-exceed amount of 50% of total Grant funds as appropriated by MSHDA including through any Grant Amendments.
2. That the City's Grant Anticipation Note dated April 1, 2021 may be further amended to reflect additional changes to the program implemented by the State of Michigan, MSHDA, or pursuant to the Act and the City Mayor is authorized to accept current and future Grant Amendments on behalf of the City.
3. That the Sections 1-9 of the City Resolution #2021-047 shall otherwise remain in full effect.

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