

AGENDA

Ad Hoc on Housing and Resident Safety AGENDA FOR SEPTEMBER 9, 2022 AT 8:30 AM



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.

Councilmember Spitzley, Chairperson
Councilmember Wood, Vice Chairperson
Councilmember Brown, Member

1. **Call to Order**
2. **Roll Call**
3. **Minutes**
 - A. August 26, 2022
4. **Public Comment on Agenda Items (Up to 3 Minutes)**
5. **Discussion/Action:**
 - B. ACTION - Committee Report on Recommendations for Policy Updates/Changes
 - C. DISCUSSION - Fiscal Year 2023/2024 Budget Priorities
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.



Minutes
Ad Hoc on Housing and Resident Safety
Friday, August 26, 2022 @ 8:30 a.m.
City Council Conference Room

CALL TO ORDER

Council Member Wood called the meeting to order at 8:30 a.m.

PRESENT

Council Member Spitzley, Chair
Council Member Wood, Vice-Chair
Council Member Brown, Member- excused

OTHERS PRESENT

Sherrie Boak, Council Office Manager
Lisa Hagen, OCA
Mary Bowen, OCA
Eric Gaines, Nation Outside
William Lawrence
Lisa Sadler

MINUTES

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE MINUTES FROM AUGUST 10, 2022, AS PRESENTED. MOTION CARRIED 2-0.

PUBLIC COMMENT

Mr. Gaines was present to speak on the draft ordinance from earlier meetings.

DISCUSSION/ACTION

DISCUSSION – Recommendations to Council

Council Member Spitzley outlined the document she had drafted for the Committee to consider for the recommendation report back to Council. Some items were broken out by policy recommendation and budget priority. Anything that has to do with operations with the City of Lansing and personnel changes is outside Council role, but Council can provide recommendations to the mayor and work with him on those. If the Committee concurred, they could pull out budget priorities, and report to Council at the first meeting in September. The Committee can approve the report on September 9, 2022, and onto Council September 12, 2022. Council Member Wood recommended the Committee speak to a narrative to outline the charge and then secondly based on testimony outline the section who has been present at the meetings and supplied comments. Lastly, based on the comments, the Committee can determine what they believe to be policy issues Council should consider passing for the Mayor to consider for policies. If there are items the Committee has that needs to be addressed until

the end of the year, Council can ask the Committee can work on those or have Council refer topics to other Committees.

The Committee reviewed the report, beginning with Economic Development, and asked Council Member Wood asked if this was a budget priority for more code enforcement officers, or a policy on how they are compiling or create a schedule. Council Member Spitzley noted that Mr. Sanford stated to the Committee that his staff was taken from the streets into court, and so this would address that. Council Member Wood requested statistical information on how many hours a week code officers are in court. Council Member Spitzley stated her intent is to make a priority to get rentals inspected, not hiring but a policy that puts a priority on identify and inspecting rentals. Council Member Wood stated they should provide information on if the fee structure meets the State and if not then the City needs to look at that. Council Member Spitzley asked for a database available for the public on the landlord registry. She then asked Ms. Hagen if there was anything legal should consider, and Ms. Hagen stated they can look at, but there is a program currently that might be tailored to address that. Council Member Spitzley noted she was looking at the "footprint" of the property. Council Member Wood noted one concern might be if the City points out particular, but have a data base that is similar to warrants page; property address, within a period of time, and anyone that had more than 3-5 or you can pick a specific number of safety violations. The renter could be encouraged to look at that database and saw repeat violations (not just red tag), they can they make the independent determination. Ms. Hagen stated she had a concern that an interpretation could be made that the City action would limit the landlord from renting the property. She asked for time to look at how the current litigation plays out. Council Member Spitzley the information is already out there and public, this would just call to a new report, so putting it in a more accessible would be and issue. Ms. Hagen on the housing they could be directed to BSA database. Council Member Wood gave examples of a property search and how the documents are not in the common portal. Ms. Hagen stated Mr. McGrain spoke at the last meeting on an expansion with BSA database on information the public can view. Council Member Wood stated they have been educated that BSA is limited to what the public portal can view. Ms. Hagen stated she would take the question back to OCA to see what they are comfortable with.

The Committee moved onto the topic of HRCS in the draft report. Housing Ombudsman needs to create an educational material to tell renters what a red tag and pink tag means. There needs to be better coordination with Housing Ombudsman and Code Compliance, so this would be a policy recommendation. There should be a policy of a packet of information that can be hung on the door so Code Compliance can hang materials on the doors if they red tag or pink tag a property. Council Member Spitzley asked for the ordinance on the creation of the housing ombudsman, and Council Member Wood stated it was done in a budget presentation which was a job description that was laid out to Council. Regarding education materials, if there cannot be a website, there could be something on the Housing Ombudsman page. Council Member Wood noted there is a concern because rental certificates are not being posted on the property where it should be. Council Member Spitzley noted that the list should be created as a budget priority and include on the website. Regarding vouchers, Council Member Spitzley encouraged a program to incentivize, and if the City cannot do it, but is there something Economic Development Planning can use their funds to incentivize landlords. Council Member Wood stated it would be hard with HUD dollars and not part of the current five-year plan. MSHDA will be at Committee of the Whole on September 12, 2022 to Committee of the Whole and at that time Council could ask if they have funds to help with this. Council Member Spitzley referred to the City program where City employees can apply for and receive funds to live in the City. Council Member Wood noted it is a 3 year plan where if they do not live in it for that period, it has to be paid back. Council Member Spitzley recommended the Housing Ombudsman look into that program.

The Committee spoke on the Human Rights Ordinance currently and what Council can do. The Committee can look at it, but it will not be done by budget priority deadline. Council Member Wood stated that OCA did not believe Fair Chance could not be out in the Human Rights Ordinance. Ms. Hagen stated they concurred it cannot and that is why they draft a Fair Chance ordinance. The Committee determined they will continue discussion to address concerns. Regarding small homes and the Form Based Code and Ms. Hagen stated Ms. Stachowiak addressed that. Item be under City Council was removed.

Council Member Spitzley stated she wanted to continue the discussion on ordinances from other communities on landlord and tenants payments for housing evictions when building concern. Council Member Wood encouraged the Committee ask OCA to work with Rep. Anthony team on what should be changed in the State law to address the OCA interpretation. Ms. Hagen the State does offer emergency relocation for some situations, limited where people are escaping domestic violence, final notice from a public agency. Council Member Wood the question should be asked is how does the City utilize and get people to those funds Ms. Hagen noted. That could be added to the list under HRCS.

Under Law/Court, the Committee spoke on incorporating the Community Court, look at penalties, and Council Member Spitzley noted she is still interested in before the pink tag, but with the notices to approach the landlord to work with them on a step by step with the Court for compliance. If they miss one of the milestones, then something can happen. There should be a way to get on the road for compliance to Community Court, before it gets to a situation. Ms. Hagen stated at some degree it is happening now, where Code writes a ticket, and then when in Court OCA asks them to sign a stipulation order, and if they do not then it runs before the judge and what a court order would say. Not all starts with a pink tag, most code compliance orders in district court start with a ticket. Ms. Hagen continued that in a budget priorities on ticketing in code compliance be more on building safety and living, and reprioritize the violations they are looking for. Council Member Wood noted there are premise officers and code officers, and premise officers are seeing some and to get into a property you need a notice. It has been indicated they are looking at changes come policies, and sometimes accept a letter from the landlord issues were taken care of. If Code can go back out to see the property and the list of items and they then can determine if they are seeing a pattern. Council Member Spitzley questioned if there are multiple letters, how to focus on repeat offenders. Council Member Wood noted there should be a metric set up. Council Member Spitzley noted to Ms. Hagen she would work with OCA on putting together on the report so it can be enforceable and stand up to legal challenges. Council Member Wood under single family rentals, if no code violation you go every 3 years for inspections, but if code violations it is 2 years. This practice was determined to be legal, so that should be considered when looking at ideas to incorporate.

Council Member Wood then asked for research into rentals, because now there are properties that have to be rented before it has to be registered. Once that is determined a letter is sent to the landlord, then they send funds in for the inspection, but that could take some time. Her suggestion is once it is advertised as a rental property, they have to apply then, not once people move it and they find out it does not meet the standards and people are living there. Council Member Spitzley concurred and encouraged an inspection before people move in. Council Member Spitzley recapped a situation where a home was rental, vacant and then sold and the new owner does not register and lets someone move it. There is a step missed, the homes should be inspected first. Council Member Wood pointed out that BSA shows which properties are homestead and which not, so letters should be sent out to all non-homestead stating something that until the City is notified otherwise it will be considered a rental and should be registered. The question for budget priorities or policy, and if there are funds needed to generate those letters. The question could be asked to Assessing for the letters and Code for follow up. Council Member Spitzley referenced the last meeting minutes where Mr. McGrain noted there were 500 letters per year on the rentals they find, and so there is a letter already out there. When a house sells, they have to file homestead form with Assessor. The question the

Committee considered was if a budget priority is needed to have a dedicated staff to find rentals, update data base, generating letters. Council Member Wood recommended adding in funds be dedicated for this role in the budget priority.

Council Member Spitzley stated she would work on a final report including the budget priorities and when presenting it finalize the items. She stated she would reach out to OCA to work on the questions on legal.

Council Member Wood noted that the Council Committee on Public Safety has been looking into the Lansing Housing Commission, and because of the number of units they have, without having any control over those, that the City is making sure the Lansing Housing Commission is held to the same standards. A report was done a few years ago presented to Committee on Public Safety and in the most recent meeting Mr. McGrain noted that their concerns now are with the Lansing Housing Commission single family. Council Member Spitzley was invited to the next Committee on Public Safety on September 1, 2022.

Council Member Spitzley asked about if there is a system set up for inspecting the large complexes. Council Member Wood noted it is done differently each time.

The Committee will focus on the report at the September 9, 2022 meeting.

DISCUSSION – Fiscal Year 2023/2024 Budget Priorities

These items will be addressed in the report above and a further discussion will be held on September 23, 2022.

Adjourn

Adjourned at 9:28 a.m.

Submitted by,

Sherrie Boak, Recording Secretary

Lansing City Council

Approved by the Committee

Agenda Item 5. B.

Pending Report
Continue to watch the website for any updates



Resolution #2022-010

By Council Member Hussain
Resolved by the City Council of the City of Lansing

WHEREAS, the City Council has a duty to represent the citizens of Lansing and ensuring a safe and healthy community; and

WHEREAS, an Ad Hoc Committee on Housing and Resident Safety will be established to review current ordinances and policies, to meet with stakeholders, community members and city staff, and to address and assist residents in housing safety and tenant issues.

NOW BE IT RESOLVED, Lansing City Council President Hussain appoints Council Member Spitzley as Chair of the Ad Hoc Committee on Housing and Resident Safety, Council Member Wood as Vice Chair, and Council Member Brown as Member.

BE IT FURTHER RESOLVED, the Ad Hoc Committee on Housing and Resident Safety will report their findings and recommendations to the Committee of the Whole no later than September 1, 2022.

BE IT FINALLY RESOLVED, the Ad Hoc Committee on Housing and Resident Safety will meet on the days and times set by the Chair and will be dissolved by December 31, 2022.

RESOLUTION #

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

WHEREAS, the Charter of the City of Lansing requires the Council to adopt an annual statement of Budget Policies and Priorities serving to guide the Administration in developing and presenting the Fiscal Year 2023/2024 Budget; and

WHEREAS, the City Council established the following Mission;

The City of Lansing's mission is to ensure quality of life by:

- I. Promoting a vibrant, safe, healthy and inclusive community that provides opportunity for personal and economic growth for residents, businesses and visitors,
- II. Securing short- and long-term financial stability through prudent management of city resources,
- III. Providing reliable, efficient and quality services that are responsive to the needs of residents and businesses,
- IV. Adopting sustainable practices that protect and enhance our cultural, natural and historical resources,
- V. Facilitating regional collaboration and connecting communities; and

WHEREAS, the standing committees of the City Council have met to evaluate the budget and recommend an annual statement of budget policies and priorities to guide the Administration in developing and presenting the Fiscal Year 2023/2024 budget.

NOW, THEREFORE BE IT RESOLVED, that the Lansing City Council has established the following as its Fiscal Year 2023/2024 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 2023.

BE IT FURTHER RESOLVED, the Committee of the Whole has established the following priorities:

1. \$100,000: (1) FTE focus specifically on housing legal assistance for tenants and homeowners in the City.
2. Fund sidewalk repair by \$200,000 for a total of \$500,000, with a priority placed on underserved areas.
3. Fund local street repair funding by \$1.7 million for a total of \$5 million, with a priority placed on underserved areas.
4. Funding for GED prep and passage program.
5. Funding to disseminate information on how to file a Complaint against the police.
 - a. Printing costs to add text to reverse side of of LDP business cards.

HIGHLIGHTED SECTIONS REPRESENT WHAT WAS PRESENTED TO THE ADMINISTRATION FROM THE COMMITTEES IN 10/1/2021 FOR THE CURRENT FY 2022-2023 BUDGET

6. \$250,000 for the creation of a cold case unit in the Lansing Police Department. This unit would consist of 2 detectives, 1 administrative assistant, 1 data technician, 1 investigator, and 1 attorney.
7. The creation of a Business Analyst position in the Office of Financial Empowerment to assist small business in the City of Lansing.

BE IT FURTHER RESOLVED, the **Committee on Development and Planning** has established the following priorities:

1. \$80,000: (1) FTE Financial Empowerment Employee; RE: Focus on Small Business, Minority Businesses; Female Owned Businesses
2. \$215,000: Reactivation of the Façade Improvement Grant Program
3. \$50,000: Analysis of Facade Improvement Grant Program to include Return on Equity Report on Previous Façade Grants provided to small businesses
4. \$40,000: Initiate an RFP for Engagement of Stakeholders and Completion of Community Facilities Plan, including school and county buildings, complete with inventory of assets and goals/objectives for facilities, that will serve as the basis for community facility decisions into the future.

BE IT FURTHER RESOLVED, the **Committee on Equity, Diversity, and Inclusion** has established the following priorities:

1. \$500,000: (4) FTE Social Workers-(1) FTE Administrative Assistant (LFD)
2. \$125,000: (1) FTE Grant Writer (Neighborhood Citizen Engagement OR HRCS); RE: Assist Local Groups and organizations in grant research, grant writing and monitoring.
3. The City of Lansing will include in their FY2022/2023 Budget public safety planning, a commitment, support and a partnership with Advance Peace which will help lives and reduce the life altering trauma experienced by people living in the impacted communities and by the service providers who support them, including law enforcement. Council asks the Administration to focus the budget allocations to fully fund the City portion for FY2022/2023.
4. **Need Based Vouchers for Quality Child Care**
The Administration should include money in its budget to offset the high, prohibitive costs of quality childcare, including before and after care. Studies are clear that the benefits of quality childcare include better brain development, school readiness and is a determining factor of future success. The pandemic has strained many families' abilities to work and provide quality care for their children. These challenges are exacerbated especially in low income and single parent households. The Administration should use partnerships and/or Federal stimulus money to achieve this priority. "Childcare" is explicitly mentioned as a permissible use under the Act (see question/answer 2.16 of official U.S. Treasury Q&A). The Administration should establish a needs based voucher program that will allow parents to use the voucher at a childcare provider of their choice.

HIGHLIGHTED SECTIONS REPRESENT WHAT WAS PRESENTED TO THE ADMINISTRATION FROM THE COMMITTEES IN 10/1/2021 FOR THE CURRENT FY 2022-2023 BUDGET

5. \$125,000 – MRJEA – Acquire an outside auditor to evaluate the metrics of the MRJEA Program and performance measures on the policies.

BE IT FURTHER RESOLVED, the **Committee on City Operations** has established the following priorities:

1. \$5,000: Training Modules on Ethics Ordinance and Related Policies, Conflicts of Interest Policies, and the Open Meetings Act, among others, for Boards and Commissions (Dept. OCA)
2. \$10,000: Printing Costs to Provide Written Materials to Residents who do not have access to computers, internet or cell phones with document capability

BE IT FURTHER RESOLVED, the **Committee on Public Safety** has established the following priorities:

1. Traffic Speed Wagons (Public Service Department)
2. Portable Speed Bumps (Public Service Department)
3. Reinstate the LFD apprenticeship/intern program (Lansing Fire Department)

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

1. Encourage the Administration to focus in on budget allocations and centralize the fees and costs associated with items such as Information Technology, utilities, etc.
2. Encourage the Chief Strategy Officer to perform an audit report on short and long term resolutions for the current forecast of the City's revenues and expenditures within all departments.

BE IT FURTHER RESOLVED, the City Council would like to continue its commitment, if funding is available, to:

- Maintain and improve the City's infrastructure;
- Preserve and ensure clean, safe, well-maintained housing and neighborhoods;
- Provide comprehensive and affordable recreational programs and youth and family services;
- Explore alternatives for improved efficiency in service and delivery.

BE IT FURTHER RESOLVED, the City Council has accepted the following recommendations from the Board of Public Service:

1. Increase general fund support for implementation of the City's Street System Asset Management Plan, with a priority placed on reconstructing and preserving neighborhood streets, especially in those areas of the city which have been historically underserved. We encourage the Department to continue utilizing new and innovative ways to extend the life of our existing streets;

**HIGHLIGHTED SECTIONS REPRESENT WHAT WAS PRESENTED TO THE ADMINISTRATION FROM
THE COMMITTEES IN 10/1/2021 FOR THE CURRENT FY 2022-2023 BUDGET**

2. Maintain and expand funding for sidewalk repairs and right-of-way maintenance and improvement, with a priority placed on underserved areas; this should all be done while keeping safety a priority for Lansing residents and visitors, and meeting or exceeding the compliance with the Americans with Disabilities Act;
3. Maintain and expand funding to update and improve the fleet of city vehicles, with specific priority for the Department;
4. Establish Lansing as a leader in PFAS regulation, testing, monitoring and enforcement through maintaining and increasing funding for educational and training purposes, and working with relevant federal, state, county and local governments, and non government organizations;
5. Expand opportunities for multi-family residential and business recycling;
6. Follow recommendations (to the greatest extent feasible) of the energy audit of all facilities and properties to save on energy and cut costs by replacing wasteful devices with ones that are energy efficient and reduce the carbon footprint of the City of Lansing.