

AGENDA

Committee on Ways and Means AGENDA FOR JULY 10, 2023 AT 4:30 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.
view on: <https://www.youtube.com/@lansingcitycouncil4446/streams>

Council Member Spadafore, Chairperson
Council Member Wood, Vice Chairperson
Council Member Jackson, Member

1. **Call to Order**
2. **Roll Call**
3. **Minutes**
 - A. June 26, 2023
4. **Public Comment on Agenda Items (Up to 3 Minutes)**
5. **Discussion/Action:**
 - B. RESOLUTION -Grant Acceptance; HOME Investment Partnership Program American Rescue Plan (HOME ARP) FOR Homelessness Prevention Program (HPP)
 - C. RESOLUTION - Grant Acceptance; HOME-ARP funds awarded by the Michigan State Housing Development Authority for Housing Navigation Program (HNP)
 - D. RESOLUTION - Grant Acceptance; Michigan State Housing Development Authority, Shelter Diversion Pilot
 - E. RESOLUTION - Grant Acceptance; Priority Health and National Fitness Campaign Grant; Parks & Recreation Department
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
Committee on Ways and Means
Monday, June 26, 2023 @ 4:30 p.m.
City Council Conference Room

CALL TO ORDER

Council Member Spadafore called the meeting was called to order at 4:30 p.m.

PRESENT

Council Member Peter Spadafore, Chair
Council Member Carol Wood, Vice Chair
Council Member Brian T. Jackson, Member

OTHERS PRESENT

Sherrie Boak, Council Office Manager
Greg Venker, OCA
Emily Linden, Internal Auditor
Harrison Lettel-Jones, EDC
Brett Kaschinske, Parks and Recreation
Ryan Watts, CCAB
Kris Klein, EDC
Nick Zande

Minutes

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE MINUTES FROM JUNE 12, 2023, AS PRESENTED. MOTION CARRIED 3-0.

Public Comment

No public comment at this time.

Discussion/Action:

RESOLUTION – Grant Application; 2023-2024 State of Michigan Office of Community Corrections Funding Application for the Ingham County/City of Lansing Community Corrections Advisory Board

Mr. Watts stated to the Committee that this is an annual application and allows continual funding for diverting those otherwise sent to prison. In reviewing the previous years metrics there is a good success rate with the program and they are making good use of the funds. This is approving the submission not receiving the funds.

Council Member Jackson acknowledged his role on the CCAB Board and briefly outlined the various programs that are all utilized. Mr. Watts stated they do hit the utilization for every program annually including youth programs, diversion, tether funding and other programs.

MOTION BY COUNCIL MEMBER JACKSON TO APPROVE THE RESOLUTION FOR THE GRANT FOR 2023-2024 STATE OF MICHIGAN OFFICE OF COMMUNITY CORRECTIONS FUNDING APPLICATION FOR THE INGHAM COUNTY/CITY OF LANSING COMMUNITY CORRECTIONS ADVISORY BOARD. MOTION CARRIED 3-0.

RESOLUTION – Local Development Finance Authority FY 2023-2024 Budget

Mr. Harrison stated the presented budget is for FY ending June 2024, and this is a joint local finance authority which supports program in Lansing and East Lansing. This supports technology business in the region.

Mr. Klein said the sources are tax increment revenues all from East Lansing with no City of Lansing capture, and no capture anticipated.

Council Member Wood asked Ms. Linden if she had any questions on this and Ms. Linden stated she did not.

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION FOR THE LOCAL DEVELOPMENT FINANCE AUTHORITY FY 2023-2024 BUDGET. MOTION CARRIED 3-0.

RESOLUTION – Grant Acceptance; MiCorps Volunteer Stream Cleanup Program (VSCP) Grant for Parks and Recreation Department

Mr. Kaschinske informed the Committee that they applied and were awarded which does include a match that will come out of the grant match line item in the parks millage. This is for volunteer work along the Red Cedar and Grand River. The partner in the program is Mike Stout with Michigan River Stewards. They are also looking into funds to take care of trash and recognize volunteers, and supplies for the cleanup. The City will be using a portion of the match a grant application to put in the Ingham County Parks and Trails millage throughout all river systems, regarding equipment such as boats, canoes, and kayaks. While this does deal with the riverbanks and river trails, this is more in the water and they will be removing from the river.

Council Member Wood noted for the record that her other job, RSVP Director, does have volunteers that work with Mr. Stout, but not part of this program.

Council Member Jackson asked what some of the large contaminates are, and Mr. Kaschinske noted tires, scooters, construction materials, bikes, and any issues where a tree falls and becomes a barrier catch all for plastics, etc.

MOTION BY COUNCIL MEMBER JACKSON TO APPROVE THE RESOLUTION FOR THE GRANT FOR THE MICORPS VOLUNTEER STREAM CLEANUP PROGRAM (VSCP) GRANT. MOTION CARRIED 3-0.

DRAFT

OTHER

No other topics at this time.

ADJOURN

Adjourned at 4:41 p.m.

Submitted by,

Sherrie Boak, Recording Secretary,

Lansing City Council

Approved by the Committee _____

**Department of Economic
Development and Planning**
Jordan Hankwitz, Director



Development Office
316 N. Capitol Avenue, Suite D-1
Lansing, Michigan 48933
PH: 517.483.4040 – FAX: 517.483.6036
www.lansingmi.gov/development

MEMORANDUM

TO: Mayor Schor

FROM: Barb Kimmel, Development Manager

DATE: June 12, 2023

SUBJECT: Resolution to accept the Michigan State Housing Development Authority's 2023 HOME Investment Partnerships Program American Rescue Plan (HOME ARP) Homeless Prevention Program (HPP) Grant as the Fiduciary.

Please find the attached Grant Acceptance for and resolution accepting MSHDA's 2023 HOME Investment Partnerships Program American Rescue Plan (HOME ARP) Homeless Prevention Program (HPP) Grant. The Development Office will act as the fiduciary for this grant.

This grant provides a total of \$349,383 to provide financial assistance to prevent homelessness including a one-time payment of up to 6 months of rental arrears and utility arrearages. A total of 10% or \$34,938 of the total grant allocation will be utilized for administration costs.

ED&P RECOMMENDS THAT YOU FORWARD THIS RESOLUTION TO THE CITY COUNCIL.



LANSING CITY COUNCIL

GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE: June 5, 2023

GRANT NAME: Michigan State Housing Development Authority – HOME American Rescue Plan (HOME-ARP)
Homelessness Prevention Program (HPP)

DEPARTMENT: City of Lansing – Department of Economic Development and Planning

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Doris M. Witherspoon doris.witherspoon@lansingmi.gov

APPLICATION DATE: February 10, 2023 AWARD DATE: April 1, 2023

GRANT CYCLE: Check One: ____ Annual X One-Time

FUND AMOUNT: **\$349,383** (Breakdown below should total this amount)

GOODS & SERVICES	\$0
PERSONNEL (Administration)	\$ 34,938.00
CONSTRUCTION	<u>\$0</u>
LAND	\$0
OTHER (list)	<u>\$ 314,445</u>
	\$349,383

CITY MATCH (IF APPLICABLE): N/A

GRANT PAYS FOR: Homelessness Prevention activities – Financial Assistance for rent arrearages and utilities

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

The MSHDA-HOME -ARP – Homelessness Prevention Program (HPP) – will provide rent and financial assistance for households who qualify per HOME-ARP eligible criteria. \$244,568 is allocated for financial assistance – rent arrearages. Rental arrears -payments may be used for a one-time payment up to six (6) months of rent in arrears, including late fees or charges on those arrears. If necessary for the household to maintain their existing housing or, for those without housing, if necessary to remove a demonstrated barrier to obtaining housing. \$69,877 is allocated to financial assistance – utilities. Utility arrears can be paid if it is necessary to remove a barrier to obtaining housing or necessary to maintain their existing housing.

ADMINISTRATION - MSHDA-HOME-ARP may use up to 10% of the total grant allocation for the payment of expenses associated with fiduciary and/or subgrantee administrative costs related to the planning and execution of HPP activities. \$34,938 is allocated for administrative costs.

The grant term is March 1, 2023 – February 28, 2024.

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

WHEREAS, the City of Lansing Department of Economic Development and Planning is the fiduciary of the Michigan State Housing and Development Authority HOME Investment Partnerships Program American Rescue Plan (HOME-ARP) Homelessness Prevention Program (HPP); and

WHEREAS, the City of Lansing has been awarded \$349,383 in Michigan State Housing Development Authority HOME Investment Partnerships Program American Rescue Plan (HOME-ARP) Homelessness Prevention Program (HPP) funds for Homelessness Prevention for the grant term March 1, 2023 through February 28, 2024 of which \$244,568 will provide rent and utility assistance for households who qualify per HOME-ARP eligible criteria; and

WHEREAS, rental arrears payments may be used for a one-time payment up to six (6) months of rent in arrears, including late fees or charges on those arrears, if necessary for the household to maintain their existing housing or, for those without housing, if necessary to remove a demonstrated barrier to obtaining housing; and

WHEREAS, \$69,877 is allocated to financial assistance – utilities. Utility arrears can be paid if it is necessary to remove a barrier to obtaining housing or necessary to maintain their existing housing; and

WHEREAS, administration cost constitutes ten percent (10%) or \$34,938 of the total allocation for the payment of expenses associated with fiduciary and/or subgrantee administrative costs related to the planning and execution of the Homelessness Prevention Program (HPP).

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lansing approves the acceptance of the \$349,383 HOME Investment Partnership Program American Rescue Plan (HOME ARP) funds awarded by the Michigan State Housing Development Authority for the purpose funding eligible Homelessness Prevention Program (HPP) activities.

BE IT FINALLY RESOLVED that Andy Schor of the City of Lansing is authorized to receive the funds, create the necessary accounts, and make necessary transfers for administration in accordance with the requirements of the grantor.

**Department of Economic
Development and Planning**
Jordan Hankwitz, Director



Development Office
316 N. Capitol Avenue, Suite D-1
Lansing, Michigan 48933
PH: 517.483.4040 – FAX: 517.483.6036
www.lansingmi.gov/development

MEMORANDUM

TO: Mayor Schor

FROM: Barb Kimmel

DATE: June 21, 2023

SUBJECT: Resolution to accept the Michigan State Housing Development Authority's 2023 HOME Investment Partnerships Program American Rescue Plan (HOME ARP) Housing Navigation Program (HNP) Grant as the Fiduciary.

Please find the attached Grant Acceptance For and Resolution accepting MSHDA's 2023 HOME Investment Partnerships Program American Rescue Plan (HOME ARP) Housing Navigation Program (HNP) Grant. The Development Office will act as the fiduciary for this grant.

This grant provides a total of \$150,000 to provide Case Management to support the delivery of services to households who qualify. Services may include robust housing search assistance, completion of any required eligibility paperwork to access rental assistance, completion of any required annual recertification paperwork to maintain eligibility and rental assistance, landlord mediation, other services to support housing retention and stabilization.

A total of 10% or \$15,000 of the total grant allocation will be utilized for administration costs.

ED&P RECOMMENDS THAT YOU FORWARD THIS RESOLUTION TO CITY COUNCIL.



LANSING CITY COUNCIL GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE: June 5, 2023

GRANT NAME: Michigan State Housing Development Authority – HOME American Rescue Plan (HOME-ARP) Housing Navigation Program (HNP)

DEPARTMENT: City of Lansing – Department of Economic Development and Planning

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Doris M. Witherspoon doris.witherspoon@lansingmi.gov

APPLICATION DATE: April 7, 2023

AWARD DATE: May 16, 2023

GRANT CYCLE: Check One: ___ Annual X One-Time

FUND AMOUNT: **\$150,000** (Breakdown below should total this amount)

GOODS & SERVICES	\$0
PERSONNEL	\$ 150,000
CONSTRUCTION	<u>\$0</u>
LAND	\$0
OTHER (list)	<u>\$ 0</u>
	\$150,000

CITY MATCH (IF APPLICABLE): N/A

GRANT PAYS FOR: Housing Navigation activities – Case Management

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

The MSHDA-HOME -ARP – Housing Navigation Program (HNP) is a two-year (2) grant that will provide staffing support for the delivery of services to households who qualify per HOME-ARP eligibility criteria. The funds from this program will be awarded by MSHDA to perform services to eligible households that are linked to the Homeless Preference Housing Choice Voucher (HCV) program or other HUD CoC or Emergency Solutions Grant (ESG) housing programs. Services will include but are not limited to the following:

- Robust housing search assistance
- Completion of any required eligibility paperwork to access rental assistance
- Completion of any required annual recertification paperwork to maintain eligibility and rental assistance
- Landlord mediation
- Other services identified in partnership with the household to support housing retention and stabilization

The total grant amount for case management is \$150,000.

The grant term is May 1, 2023 – April 30, 2025. Housing Navigation is a two-year (2) grant.

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

WHEREAS, the City of Lansing Department of Economic Development and Planning is the fiduciary of the Michigan State Housing Development Authority HOME Investment Partnerships Program American Rescue Plan (HOME-ARP) Housing Navigation Program (HNP); and

WHEREAS, the City of Lansing has been awarded \$150,000 in Michigan State Housing Development Authority HOME Investment Partnerships Program American Rescue Plan (HOME-ARP) funds for the Housing Navigation Program (HNP) for the grant term May 1, 2023 through April 30, 2025, a two-year (2) grant; and

WHEREAS, the Housing Navigation Program (HNP) will provide staffing support for the delivery of services to households who qualify per HOME-ARP eligibility criteria; and

WHEREAS, the funds from this program will be awarded by the Michigan State Housing Development Authority to perform services to eligible households that are linked to the Homeless Preference Housing Choice Voucher (HCV) program or other HUD CoC or Emergency Solutions Grant (ESG) housing programs; and

WHEREAS, the specific services will include but are not limited to the following:

- Robust housing search assistance
- Completion of any required eligibility paperwork to access rental assistance
- Completion of any required annual recertification paperwork to maintain eligibility and rental assistance
- Landlord mediation
- Other services identified in partnership with the household to support housing retention and stabilization

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lansing approves the acceptance of the \$150,000 HOME-ARP funds awarded by the Michigan State Housing Development Authority for the purpose funding eligible Housing Navigation Program (HNP) activities.

BE IT FINALLY RESOLVED that the Administration of the City of Lansing is authorized to receive the funds, create the necessary accounts, and make necessary transfers for administration in accordance with the requirements of the grantor.

**Department of Economic
Development and Planning**
Jordan Hankwitz, Director



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MEMORANDUM

TO: Mayor Schor

FROM: Barb Kimmel, Development Manager

DATE: June 12, 2023

SUBJECT: Resolution to accept the Michigan State Housing Development Authority's 2023 Shelter Diversion Pilot Program Grant as the Fiduciary.

Please find the attached Grant Acceptance for and resolution accepting MSHDA's 2023 Shelter Diversion Pilot Program grant. The Development Office will act as the fiduciary for this grant.

This grant provides a total of \$500,000 to divert homeless youth, young adults and families with school-aged children and individuals with a disabling condition, and unaccompanied youth who are able to identify options for doubling-up in housing where they can reside temporarily while receiving case management, access to basic needs and short-term financial assistance while working to achieve financial stability needed to move toward permanent housing options.

A total of \$50,000 of the total grant allocation will be utilized for administration costs.

ED&P RECOMMENDS THAT YOU FORWARD THIS RESOLUTION TO THE CITY COUNCIL.



LANSING CITY COUNCIL

GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE: June 5, 2023

GRANT NAME: Michigan State Housing Development Authority –Shelter Diversion Pilot

DEPARTMENT: City of Lansing – Department of Economic Development and Planning

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Doris M. Witherspoon doris.witherspoon@lansingmi.gov

APPLIICATION DATE: April 21, 2023 AWARD DATE: May 19, 2023

GRANT CYCLE: Check One: ___ Annual X One-Time (Two-year Shelter Diversion Pilot)

FUND AMOUNT: **\$500,00** (Breakdown below should total this amount)

GOODS & SERVICES	\$0
PERSONNEL (inc \$50K Administration)	\$350,000
CONSTRUCTION	<u>\$0</u>
LAND	\$0
OTHER (list)	<u>\$150,000</u>
	\$500,000

CITY MATCH (IF APPLICABLE): N/A

GRANT PAYS FOR: Staffing, Flexible Financial Assistance, Rental Assistance and Administration

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

The Advent House Ministries and Child and Family Charities, along with the Capital Region Housing Collaborative, as the local Continuum of Care, (CoC) is expanding their existing shelter diversion model of care, Shared Housing Intervention Project (SHIP), under this MSHDA Shelter Diversion Pilot. Advent House Ministries, Child and Family Charities, and the Lansing School district have been working together since 2019 to address homeless families with school-aged children and unaccompanied youth who are able to identify options for doubling-up in housing where they can reside temporarily in these host homes while they receive case management, access to basic needs, and short-term financial assistance while working to achieve the financial stability needed to move toward permanent housing options. This approach diverts these youth and families from entering already overburdened emergency shelters unnecessarily in order to receive the services they need to achieve housing stability. The proposed expansion of the SHIP Program under this Shelter Diversion Pilot will target homeless youth and young adults, families, and individuals with disabling conditions. An additional 300 households are proposed to be served.

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

WHEREAS, the City of Lansing Department of Economic Development and Planning is the fiduciary of the Michigan State Housing and Development Authority (MSHDA) Shelter Diversion Pilot Program through the Housing and Community Development Fund (HCDF); and

WHEREAS, MSHDA received a state budget allocation of \$50 million for the Housing and Community Development Fund (HCDF) to expand housing supports for the State of Michigan through a variety of projects and services based on needs; and

WHEREAS, through stakeholder engagement and listening sessions, the Michigan State Housing Development Authority identified shelter diversion as a priority demonstration to test, expand and implement shelter diversion practices and models in select homeless crisis response systems; and

WHEREAS, the Michigan State Housing Development Authority is investing \$3 million for a two-year Shelter Diversion Pilot through a competitive Request for Proposals (RFP) process; and

WHEREAS, Shelter diversion is a strategy that helps people experience in housing crisis to quickly identify and access safe alternatives to shelter where possible and is most effective when implemented collaboratively at the community-level, with shared knowledge and understanding of the diversion practices and goal; and

WHEREAS, MSHDA solicited proposals from eligible agencies to implement or expand effective shelter diversion models; and

WHEREAS, this pilot will demonstrate the impact of effective shelter diversion on homeless crisis response systems and more importantly, the impact on households at risk of experiencing homelessness; and

WHEREAS, through a collaborative approach by several organizations serving the homeless population, including Advent House Ministries (AHM), Child and Family Charities (CFC), the Lansing School District and strong support of the local Continuum of Care (CoC), the Capital Region Housing Collaborative (CRHC), a shelter diversion pilot proposal was submitted to the Michigan State Housing Development Authority; and

WHEREAS, the proposal included an expansion of an existing shelter diversion model that has been working in the community since 2019; and

WHEREAS, existing Shared Housing Intervention Project (SHIP) is a collaborative between Advent House Ministries in Ingham County, Child and Family Charities who serves Ingham, Eaton, and Clinton County youth and young adults, and Housing Services Mid-Michigan who serves Eaton and Clinton Counties; and

WHEREAS, the project receives referrals from the local school's McKinney-Vento Liaisons along with each agency's Street Outreach/PATH teams and other social service providers; and

WHEREAS, the Shared Housing Intervention Project (SHIP) aims to help youth and families identify and reside in host home settings by supporting the entire host home, thus minimizing the frequent moves often experienced; and

WHEREAS, the fiduciary has been awarded \$ 500,000 for a two-year period, (\$250,000 Year 1 and \$250,000 Year 2) to manage the use of the funds for the expansion of the Shared Housing Intervention Project in this community.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lansing approves the acceptance of the \$500,000 for the Shelter Diversion Pilot over a two-year period.

NOW, THEREFORE, BE IT RESOLVED, that the Lansing City Council approves acceptance of the Michigan State Housing Development Authority, Shelter Diversion Pilot with the goal of ending an individual or family's experience of homelessness as quickly as possible while empowering them to regain control over their situation, furthermore, securing safe, appropriated options in the community rather than an emergency shelter stay.

BE IT FINALLY RESOLVED that Andy Schor of the City of Lansing is authorized to receive the funds, create the necessary accounts, and make necessary transfers for administration in accordance with the requirements of the grantor.



LANSING CITY COUNCIL

GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE:

GRANT NAME: Priority Health and National Fitness Campaign

DEPARTMENT: Parks and Recreation

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Brett Kaschinske, 517.483.4307, brett.kaschinske@lansingmi.gov

APPLICATION DATE 2023

AWARD DATE: 6/13/23

GRANT CYCLE: Check One: ____Annual ☒ One-Time

FUND AMOUNT: \$210,000.00 (Breakdown below should total this amount)

GOODS & SERVICES	\$40,000.00 (grant)
PERSONNEL	\$0.00
CONSTRUCTION	\$30,000.00 (concrete pad – City)
LAND	\$0.00
OTHER (Sponsorship)	\$0.00

CITY MATCH (IF APPLICABLE): \$140,000.00

GRANT PAYS FOR: Outdoor Fitness Equipment to be installed at Washington Park

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

Funds will be utilized to pour a concrete pad and provide an outdoor fitness area with equipment for citizens to use at their leisure

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

WHEREAS, The City of Lansing Parks and Recreation Department will receive a Priority Health and National Fitness Campaign Grant for an outdoor gym at Washington Park; and

WHEREAS, the Priority Health and National Fitness Campaign Grant was the result of a competitive proposal process, and a proposal was submitted by the Department of Parks and Recreation with approval notification received on June 13, 2023 and will be paid in 2023; and

WHEREAS, the Priority Health and National Fitness Campaign Grant is part of a national movement to make world class fitness free and accessible in public spaces; and

WHEREAS, Priority Health and National Fitness Campaign awarded \$40,000.00 to the City of Lansing Department of Parks and Recreation; and

WHEREAS, the award of \$40,000.00 does require a \$140,000.00 city match. Approximately \$30,000.00 would be required to create the necessary concrete foundation. The \$140,000.00 city match and \$30,000.00 material match are available through the Park Millage Account.

NOW, THEREFORE, BE IT RESOLVED, The Lansing City Council approves acceptance of the Priority Health and National Fitness Campaign Grant in the total amount of \$40,000.00 for the grant for the City of Lansing Parks and Recreation Department.

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.