

**REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF LANSING, MICHIGAN**

**TONY BENAVIDES LANSING CITY COUNCIL CHAMBERS
LANSING CITY HALL, 10th FLOOR
124 W. MICHIGAN AVENUE**

February 24, 2025 at 7:00 PM



TO THE HON. MAYOR AND MEMBERS OF THE CITY COUNCIL:

The following items were listed on the agenda in the City Clerk's Office in accordance with Section 3-103(2) of the City Charter and will be ready for your consideration at the regular meeting of the City Council at the Tony Benavides Lansing City Council Chambers, 10th Floor, City Hall.

Roll Call

Meditation And Pledge Of Allegiance

Approval Of Printed Council Proceedings

1. February 10, 2025

Consideration Of Late Items (Suspension of Council Rule #9 is needed to allow consideration of late items. Late items will be considered as part of the regular portion of the meeting to which they relate.)

Tabled Items

Special Ceremonies And Presentations

Comments By Council Members And City Clerk

Community Event Announcements (Time, place, purpose, or definition of event – 1 minute limit)

Speaker Registration For Public Comment On Legislative Matters

2. Virtual Participation is available for Public Comment on Legislative Matters. Legislative Matters consist of the following items on the agenda: Public Hearings (other than show cause hearings), Consent Agenda Items, Resolutions, Ordinances for Introduction, and Ordinances for Passage. Sign up by 3 p.m. on Council Meeting days using the following link:
<https://events.gcc.teams.microsoft.com/event/722fc252-dea7-42e6-820c-7f615700a7ca@87509dee-095b-4ff8-ba5a-0035cdfc715d>

Mayor's Comments

Show Cause Hearings

3. Orders to Make Safe or Demolish to the owners of 204 E. Potter Ave.
(PEND-3892)
4. Orders to Make Safe or Demolish to the owners of 1232 N. Washington Ave.
(PEND-3894)

5. Orders to Make Safe or Demolish to the owners of 1616 S. Cedar St. (PEND-3898)
6. Orders to Make Safe or Demolish to the owners of 1300 W. Maple St. (PEND-3902)
7. Orders to Make Safe or Demolish to the owners of 5625 Kaynorth Rd. (PEND-3916)
8. Orders to Make Safe or Demolish to the owners of 1723 Osband Ave. (PEND-3918)
9. Orders to Make Safe or Demolish to the owners of 1023 Porter St. (PEND-3920)
10. Orders to Make Safe or Demolish to the owners of 308 E. Cesar E. Chavez Ave. (PEND-3926)
11. Orders to Make Safe or Demolish to the owners of 5141 S. Martin Luther King Jr. Blvd. (PEND-3928)

Public Comment On Legislative Matters (Legislative matters consist of the following items on the agenda: public hearings, resolutions, ordinances for introduction, and ordinances for passage. The public may comment for up to three minutes. Speakers must sign up on BLUE form.)

Scheduled Public Hearings

12. Special Assessment; Glenburne Commons, Trash & Grass Abatement (PEND-3937)

Council Consideration Of Legislative Matters

Referral Of Public Hearings

Consent Agenda

13. Setting a Show Cause Hearing on Orders to Make Safe or Demolish to the owners of 204 E. Cavanaugh Rd. (PEND-3888)
14. Setting a Show Cause Hearing on Orders to Make Safe or Demolish to the owners of 1612 Martin St. (PEND-3899)
15. Setting a Show Cause Hearing on Orders to Make Safe or Demolish to the owners of 2407 Dunlap St. (PEND-3905)
16. Setting a Show Cause Hearing on Orders to Make Safe or Demolish to the owners of 108 S. Martin Luther King Jr. Blvd. (PEND-3907)
17. Setting a Show Cause Hearing on Orders to Make Safe or Demolish to the owners of 3134 Viking Rd. (PEND-3909)
18. Setting a Show Cause Hearing on Orders to Make Safe or Demolish to the owners of 1212 Park View Ave. (PEND-3921)
19. Act-6-2024; Vacation of Horne Drain Easement, Lansing School District, 2000 Lewton Pl. (PEND-3949)
20. Act-7-2024; Permanent Utility Easement, 1801 N. Washington Ave. for Consumers Energy (PEND-3950)

21. Grant Acceptance; Help America Vote Act (HAVA) Physical Security and Election Resiliency Grant (PEND-3970)

Resolutions For Action

22. Appointment; Cheryl Bernard as the 3rd Ward member of the Diversity, Equity, and Inclusion Advisory Board for a term to expire June 30, 2027 (PEND-3912)
23. Appointment; Jon Scott as an At-Large member of the Board of Fire Commissioners for a term to expire June 30, 2028 (PEND-3940)
24. Objectiing to Transfer of Liquor License;three SDD and SDM licenses from Rite Aid of Michigan LLC to ADVANCED UZP Inc. at 4700 Pleasant Grove Rd. (RID # RQ-2410-14646), 1910 E. Michigan Ave. (RID # RQ-2410-14648), 4519 S. Martin Luther King Jr Blvd.(RID #RQ-2410-14651) (PEND-3985)
25. Noise Special Permit; Leavitt and Starck Excavating, Inc. request to allow for the Combined Sewer Overflow 015 South Project (PEND-3924)
26. Budget Amendment; Carryforwards from Fiscal Year 2023-2024 to Fiscal Year 2024-2025 (PEND-3965)
27. Deficit Elimination Plan; Fringe Benefits Plan (PEND-3966)
28. Reappointment; Emily Linden as a City of Lansing member of the Potter Park Zoo Board for a term to expire December 31, 2027 (PEND-3941)
29. Non-Profit Recognition, Everett High School Vikings Alumni Association (PEND-3957)
30. Claim Appeal; Claim #2152, Aqleema Muhammad Essa for \$2,130 in trash fees at 1807 Ray St. (PEND-3964)
31. Setting a Public Hearing on Noise Special Permit; Hoffman Bros. Inc.request to allow for the Combined Sewer Overflow 019 Project (PEND-3955)
32. Traffic Control Order No. 24-56, rescinding the parking prohibition along the north side of W. Thomas St. from Turner St. to the western dead end (PEND-3960)
33. Traffic Control Order No. 24-61; regulate parking on Eaton Rd. (PEND-3959)
34. Traffic Control Order No. 24-63; regulate parking on Wayburn Rd. (PEND-3958)

Reports From Council Committees

Ordinances For Introduction And Setting Of Public Hearings

Ordinances For Passage

Speaker Registration For Public Comment On City Government Related Matters

Reports Of City Officers, Boards, And Commissions; Communications And Petitions; And Other City Related Matters (Motion that all items be considered as being read in full and that the proper referrals be made by the President)

Item(s) from the City Clerk re:

- 35. Minutes of Boards and Commissions placed on file in the Clerk's Office
- 36. Grant Acceptance; Early Voting Grant (PEND-3972)
- 37. Boards and Commissions Term Expirations Report

Item(s) from the Mayor re:

- 38. Appointment; Tracy Tanner as an At-Large member of the Board of Public Service for a term to expire June 30, 2028 (PEND-3977)
- 39. Redevelopment Area Liquor License; La Mulata at 5334 S. Martin Luther King Jr. Blvd. (PEND-3961)
- 40. Redevelopment Area Liquor License; Sea Level at 200 S. Washington Sq. (PEND-3980)
- 41. Renaissance Zone; transfer from Ultium Cells, LLC to LG Energy Solution Michigan, Inc. at 8100 Davis Hwy.(PEND-3984)
- 42. Industrial Facilities Exemption Certificate; transfer from Ultium Cells, LLC to LG Energy Solution Michigan, Inc. at 8100 Davis Hwy. (PEND- 3983)
- 43. Setting a Hearing on Industrial Facilities Exemption Certificate; transfer from Ultium Cells, LLC to LG Energy Solution Michigan, Inc. at 8100 Davis Hwy. (PEND- 3982)
- 44. Grant Application; Michigan Department of Transportation Local Bridge Program (PEND-3971)
- 45. Grant Acceptance; Michigan Natural Resources Trust Fund (MNRTF) Grant, land acquisition of 4 parcels for Adado Riverfront Park and Burchard Park (PEND-3975)
- 46. Grant Acceptance; Michigan Natural Resources Trust Fund (MNRTF) Grant; Gier BMX Track Improvements (PEND-3979)
- 47. Grant Acceptance; Bloomberg American Sustainable Cities Grant (PEND-3981)
- 48. Donation Acceptance; Women Lawyers Association of Michigan, Mid-Michigan and individual donations to the Lansing Police Department CARE Unit (PEND-3976)
- 49. Sole Source Purchase; Lansing Police Department request for Core Technology Corp. - AXON as the vendor to customize a new records management system
- 50. Sole Source Purchase; Finance Department request for Plante Moran as the vendor for assistance in filings of Federal E Filing 1094-C and 1095-C Service
- 51. Sole Source Purchase; Public Service Department Wastewater Division request for Hamlett Environmental Technologies as the vendor for the purchase of a Stainless-Steel Slide Gate for Ultraviolet Disinfection Channel No. 3.

52. Sole Source Purchase; Public Service Department Wastewater Division request for Ironbrook as the vendor for the purchase of Ultraviolet Disinfection (UV) system lamps and replacement parts
53. Sole Source Purchase; Public Service Department Wastewater Division request for DuBois-Cooper Associates as the vendor for the purchase of Duperon bar screens and compactors

Communications and Petitions

54. Claim Appeal; Claim #2158, Haider Al-Sultan for \$585 in board up fees at 2423 Dunlap St. (PEND-3973)
55. Communication from Mitch and Candy Rice supporting the Local Bidder Ordinance and expressing concerns with the Human Resources & Community Services Department's consideration of an Alternative Shelter Project
56. Notice from the Michigan Liquor Control Commission; Pandoff-Hill Corporation, 3224 E Michigan Ave Ste G, request for New Class C license issued under MCL 436.1521(a)(1)(a), Redevelopment Area license, non-transferable; New Sunday Sales permit (AM); New Sunday Sales permit (PM) for the Class C license – Spirits and Mixed Spirit Drink; New Outdoor Service Area; New Entertainment permit (RID # RQ-2412-16369)
57. Notice from the Michigan Liquor Control Commission; M & S1 LLC, 221 S. Washington Sq., request for a new Class C license issued under MCL 436.1521(a)(1)(b), Downtown Development Authority License; New Outdoor Service Area; New Sunday Sales Permit (AM); New Sunday Sales Permit (PM) for the Class C License - spirits and mixed spirit drink; New Catering Permit; New Dance-Entertainment Permit; New Extended Hours Permit (Dance-Entertainment) (RID #RQ-2411-14959)

Motion Of Excused Absence

Remarks By Council Members

Remarks By The Mayor Or Executive Assistant

Public Comment On City Government Related Matters (City government related matters are issues or topics relevant to the operation or governance of the city. The public may comment for up to three minutes. Speakers must sign up on YELLOW form.)

Adjournment



CHRIS SWOPE, CITY CLERK

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LANSING CITY COUNCIL MEETING

DATE & TIME: 2/24/2025 7:00 PM

Starting Time 745

REGULAR MEETING: X

SPECIAL MEETING:

ATTENDANCE

COUNCIL MEMBER	PRESENT	ABSENT	ARRIVED
BROWN	☒	☐	_____
CARTER	☒	☐	_____
GARZA	☒	☐	_____
HUSSAIN	☒	☐	_____
JACKSON	☒	☐	_____
KOST	☒	☐	_____
PEHLIVANOGLU	☒	☐	_____
SPADAFORE	☒	☐	_____

MEDITATION IN MEMORY OF: Jo L. L. L.

PLEDGE LED BY: _____

Adjournment Time _____

CHRIS SWOPE
LANSING CITY CLERK

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MARKED AGENDA February 24, 2025 at 7:00 PM

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Place on file

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Ways & Means/
Internal Auditor

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City Operations

40. Redevelopment Area Liquor License; Sea Level at 200 S. Washington Sq. (PEND-3980)

Comm. of the Whole

41. Renaissance Zone; transfer from Ultium Cells, LLC to LG Energy Solution Michigan, Inc. at 8100 Davis Hwy. (PEND-3984)

Comm. of the Whole

42. Industrial Facilities Exemption Certificate; transfer from Ultium Cells, LLC to LG Energy Solution Michigan, Inc. at 8100 Davis Hwy. (PEND- 3983)

Comm. of the Whole

43. Setting a Hearing on Industrial Facilities Exemption Certificate; transfer from Ultium Cells, LLC to LG Energy Solution Michigan, Inc. at 8100 Davis Hwy. (PEND- 3982)

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Ways & Means/
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47. Grant Acceptance; Bloomberg American Sustainable Cities Grant (PEND-3981)

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Ways & Means/
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Motion Of Excused Absence

Remarks By Council Members

Remarks By The Mayor Or Executive Assistant

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Adjournment



CHRIS SWOPE, CITY CLERK

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**Official Proceedings of the City Council
City of Lansing
February 10, 2025**

Tony Benavides Lansing City Council Chambers
Lansing, Michigan

The City Council of the City of Lansing met in regular session and was called to order at 7:00 p.m. by President Kost.

PRESENT: Council Members Brown, Carter, Garza, Hussain, Jackson, Kost, Pehlivanoglu

ABSENT: Council Member Spadafore

A quorum was present.

Clerk Swope asked people to remember Gail Kleine and Linda Towsley, who recently passed away, during the moment of Meditation. The Council observed a moment of Meditation followed by the Pledge of Allegiance led by President Kost.

Approval of Printed Council Proceedings

By Vice President Carter

To approve the printed Council Proceedings of January 13 and 27, 2025

Motion Carried

Special Ceremonies

Tribute; in recognition of the Women's Center of Greater Lansing for their 20 years of service

Resolution #2025-012

By Council Members Brown, Carter, Garza, Hussain, Jackson, Kost, Pehlivanoglu, Spadafore
Resolved by the City Council of the City of Lansing

WHEREAS, the Women's Center of Greater Lansing (WCGL) was created in response to a clear need for a dedicated community space to support women in the greater Lansing area. Founded by local women leaders, the Center officially opened its doors in June 2005 after extensive renovations completed by community volunteers; and

WHEREAS, from the start, WCGL has been a place where women can access personal and career counseling, employment support, legal resources, and holistic wellness services. Housed in two adjoining buildings on Michigan Avenue, the Center's accessible location serves community members from Clinton, Eaton, and Ingham counties; and

WHEREAS, as demand for services grew, so did the Center. Over the years, WCGL expanded its programs to include trauma-informed mental health counseling, financial empowerment initiatives, and specialized workshops on domestic violence, sexual assault, and human trafficking. The Center also developed entrepreneurial support programs like the Bold Steps Business Lab to help women launch and sustain businesses; and

WHEREAS, between 2022 and 2023, the number of clients seeking services at WCGL increased by nearly 300%, which continues to rise. To meet this growing need, the Center has expanded its staff and programs, ensuring that more women have access to the comprehensive support services they need to achieve financial stability, personal growth, and overall well-being.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council congratulates and applauds the Women's Center of Greater Lansing on 20 years of service to our community and its unwavering fight to tackle the challenges the community faces.

By President Kost

Motion Carried

President Kost recognized Women's Center Director Rebecca Kasen who spoke in support of the tribute.

Comments by Council Members and the City Clerk

Council Member Hussain spoke about the 2nd and 3rd Ward Constituent meeting, the upcoming meetings of Churchill Downs Community Association, Lewton Rich Neighborhood Association, and Rejuvenating South Lansing. He spoke about the façade grant program.

Community Event Announcements

Nicklas Zande announced the Old Everett Neighborhood Association meeting.

Speaker Registration for Public Comment on Legislative Matters

City Clerk Swope announced that the public comment registration form(s) for those intending to address Council on legislative matters will be collected and that only those persons who have fully completed the form(s) will be permitted to speak.

Mayor's Comments

Mayor Schor spoke about the winter property tax deadline, the Women's Center Fundraiser, a budget discussion presentation, Mobile Food Pantry, salting neighborhood roads for ice, potential snow emergency, free feminine products in every city building, extending façade update grant application timeline, support for the ordinance change, and an appointments process update.

Public Comment on Legislative Matters

Legislative Matters included the following public hearing:

Noise Special Permit; Leavitt and Starck Excavating, Inc. request to allow for the Combined Sewer Overflow 015 South Project

Vice President Carter gave an overview of the public hearing.

Public Comment on Legislative Matters:

Deborah Mulcahey spoke against the Noise Special Permit.

Peter Ollila spoke against the Noise Special Permit.

Nicklas Zande spoke about show cause hearings.

Clerk Swope acknowledged several written communications.

Consent Agenda

By Vice President Carter

To approve items 6 through 22 on the Consent Agenda.

Motion carried

Resolution #2025-013

By Council Members Brown, Carter, Garza, Hussain, Jackson, Kost, Pehlivanoglu, Spadafore
Resolved by the City Council of the City of Lansing

WHEREAS, today more than ever, our religious leaders play a critical role in keeping the community nurtured and motivated to take on everyday challenges and to celebrate the community's triumphs; and

WHEREAS, on Saturday, February 22, 2025, The Divine Connection celebrates their Annual Event, The Pastors Salute, not only celebrating spiritual leaders but also reinforcing the bonds that hold communities together; and

WHEREAS, The Pastors Salute, a tradition deeply cherished, serves as a testament to Divine Connection's commitment to recognizing and honoring over 200 exemplary pastors in Lansing and neighboring communities; and

WHEREAS, having made a positive impact on the community, the Pastors will receive letters from their members, and a plaque to publicly observe and applaud their contributions and showcase their good works in the community; and

WHEREAS, this year in 2025, the Kattie M. Wills Trailblazer Scholarship Award will be honoring graduating seniors. Kattie M. Wills was not only the church mother at Lansing Church of God in Christ for 55 years, but also a single mother who raised 5 children that became either a Nurse, Professor, Teacher, or Educator.

NOW, THEREFORE, BE IT RESOLVED, that the Lansing City Council, hereby, wish to recognize the 2025 Pastors Salute in honoring Lansing Pastors for their dedication to the community. We celebrate their triumphs as leaders, mentors, and motivators. Congratulations Pastors, we wish you continued success in your efforts.

Adopted as part of the Consent Agenda

Resolution #2025-014

By Council Members Brown, Carter, Garza, Hussain, Jackson, Kost, Pehlivanoglu, Spadafore

Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing City Council honors Kelli Ellsworth Etchison for her lifelong dedication to serving the Greater Lansing community through her leadership and advocacy; and

WHEREAS, Kelli has dedicated nearly 40 years to LAFCU as Chief Marketing Officer and Chief Diversity Officer, significantly enhancing the organization's community impact; and

WHEREAS, her leadership with the Rotary Club of Lansing, LCC Foundation Board of Directors, Lansing Promise Board of Directors, and her historic role as the first African American female board chair of the YMCA of Metropolitan Lansing reflect her commitment to our community's advancement; and

WHEREAS, as secretary of the Dr. Martin Luther King Jr. Commission of Mid-Michigan and a commissioner on Governor Whitmer's Black Leadership Advisory Council, she has actively promoted social justice and equity; and

WHEREAS, Kelli has initiated transformative programs, including food drives and scholarships, benefiting countless Lansing residents; and

WHEREAS, her advocacy for youth education and financial literacy has empowered many young people in our community; and

WHEREAS, Kelli's remarkable achievements have been recognized through numerous awards, including the 2024 Top Chief Diversity Officer Award by COLOR Magazine, the 2024 Lansing Legend Award by Power 96.5, the 2023 Notable Leaders in Diversity, Equity and Inclusion by Crain's Detroit Business, the 2022 Salute to Diversity Award by Corp! Magazine, the Community Service Award by the Lansing Regional Chamber of Commerce, the National Sojourner Truth Meritorious Service Award by the National Association of Negro Business and Professional Women's Clubs, Inc. Greater Lansing Area Club chapter, the C. Colton Carr Exemplary Volunteer of the Year Service Award by the YMCA of Metropolitan Lansing, the Michigan Credit Union League's Credit Union Youth Advocate of the Year, the NAACP Community Service Award, the Rotary Club of Lansing's Paul Harris Fellow Award for distinguished donors, and recognition as a winner of the 2014 Dancing with the Local Stars contest benefiting Care Free Medical and Dental; and

WHEREAS, Kelli is a proud graduate of Lansing Community College and earned a bachelor's degree in business administration, along with several professional certifications; and

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council honors Kelli Ellsworth Etchison for her extraordinary service, inspiring positive change and uplifting lives throughout the Greater Lansing area.

BE IT FURTHER RESOLVED that the Lansing City Council wishes Kelli continued success in all her future endeavors to better serve the Greater Lansing community

Adopted as part of the Consent Agenda

Resolution #2025-015

By the Committee on Public Safety
Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing Office of Code Enforcement has declared a certain structure at 204 E. Potter Ave, 33-01-01-33-406-491, LOT 84 SUPERVISORS PLAT OF EVERETT-DALE NO 2 SUB, to be an unsafe and dangerous building and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, the Code Enforcement Officer red tagged the said structure on NOVEMBER 30TH, 2017 and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, on AUGUST 22ND, 2024, the Lansing Demolition Hearing Officer held a meeting to consider and make a recommendation on whether to declare the structure a dangerous building, as defined in the Housing Law of Michigan (MCLA 125.539) and the Lansing Housing and Property Maintenance Code (Ord. 1460.01, et seq.), and ordered the property owner to make safe or demolish the structure by NOVEMBER 19TH, 2024; and

WHEREAS, the Office of Code Enforcement has determined that compliance with the order of the Lansing Demolition Hearing officer has not occurred; and

WHEREAS, the Housing Law of Michigan and the Lansing Codified Ordinances require that a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe;

NOW, THEREFORE, BE IT RESOLVED that a show cause hearing for Monday, February 24, 2025 at 7:00 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan in consideration of the finding and order of the Lansing Demolition Hearing Officer regarding the structure at 204 E. POTTER AVE., as legally described above, to give the owner, or the owner's agent, the opportunity to appear and show cause why the building should not be demolished or otherwise made safe; and to approve, disapprove, or modify the order of the Hearing Officer to demolish or make safe the subject structure.

BE IT FINALLY RESOLVED that the Lansing City Council requests that the Code Enforcement Officer notify the owner(s) of said property of the opportunity to appear and present testimony at the hearing, as required by law.

Adopted as part of the Consent Agenda

Resolution #2025-016

By the Committee on Public Safety

Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing Code Enforcement Officer has declared a certain structure at 1232 N. Washington Ave, 33-01-01-09-256-001, W 5 ½ R LOT 8 BLOCK 32 ORIG PLAT, to be an unsafe and dangerous building and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, the Code Enforcement Officer red tagged the said structure on JUNE 27TH, 2011 and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, on AUGUST 22ND, 2024, the Lansing Demolition Hearing Officer held a meeting to consider and make a recommendation on whether to declare the structure a dangerous building, as defined in the Housing Law of Michigan (MCLA 125.539) and the Lansing Housing and Property Maintenance Code (Ord. 1460.01, et seq.), and ordered the property owner to make safe or demolish the structure by NOVEMBER 19TH, 2024; and

WHEREAS, the Office of Code Enforcement has determined that compliance with the order of the Lansing Demolition Hearing officer has not occurred; and

WHEREAS, the Housing Law of Michigan and the Lansing Codified Ordinances require that a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe;

NOW, THEREFORE, BE IT RESOLVED that a show cause hearing for Monday, February 24, 2025 at 7:00 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan in consideration of the finding and order of the Lansing Demolition Hearing Officer regarding the structure at 1232 N. WASHINGTON AVE, as legally described above, to give the owner, or the owner's agent, the opportunity to appear and show cause why the building should not be demolished or otherwise made safe; and to approve, disapprove, or modify the order of the Hearing Officer to demolish or make safe the subject structure.

BE IT FINALLY RESOLVED that the Lansing City Council requests that the Code Enforcement Officer notify the owner(s) of said property of the opportunity to appear and present testimony at the hearing, as required by law.

Adopted as part of the Consent Agenda

Resolution #2025-017

By the Committee on Public Safety
Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing Code Enforcement Officer has declared a certain structure at 1616 S. Cedar St, 33-01-01-21-476-085, LOT 5 & N 8 IN LOT 6 EXC LAND USED FOR ST PURPOSES BLOCK 2 AMENDED PLAT OF HALLS SOUTH SIDE ADD, to be an unsafe and dangerous building and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, the Code Enforcement Officer red tagged the said structure on MAY 10TH, 2011 and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, on AUGUST 22ND, 2024, the Lansing Demolition Hearing Officer held a meeting to consider and make a recommendation on whether to declare the structure a dangerous building, as defined in the Housing Law of Michigan (MCLA 125.539) and the Lansing Housing and Property Maintenance Code (Ord. 1460.01, et seq.), and ordered the property owner to make safe or demolish the structure by NOVEMBER 19TH, 2024; and

WHEREAS, the Office of Code Enforcement has determined that compliance with the order of the Lansing Demolition Hearing officer has not occurred; and

WHEREAS, the Housing Law of Michigan and the Lansing Codified Ordinances require that a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe;

NOW, THEREFORE, BE IT RESOLVED that a show cause hearing for Monday, February 24, 2025 at 7:00 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan in consideration of the finding and order of the Lansing Demolition Hearing Officer regarding the structure at 1616 S. CEDAR ST, as legally described above, to give the owner, or the owner's agent, the opportunity to appear and show cause why the building should not be demolished or otherwise made safe; and to approve, disapprove, or modify the order of the Hearing Officer to demolish or make safe the subject structure.

BE IT FINALLY RESOLVED that the Lansing City Council requests that the Code Enforcement Officer notify the owner(s) of said property of the opportunity to appear and present testimony at the hearing, as required by law.

Adopted as part of the Consent Agenda

Resolution #2025-018

By the Committee on Public Safety
Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing Code Enforcement Officer has declared a certain structure at 1300 W. Maple Street, 33-01-01-08-407-061, Lot 122, Charles Kudner's Subdivision, City of Lansing, Ingham County, Michigan, as recorded in Liber 2 of Plats, page 11, Ingham County Records, to be an unsafe and dangerous building and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, the Code Enforcement Officer red tagged the said structure on NOVEMBER 8th, 2005 and requested the property owner be ordered to

demolish or otherwise make safe the structure; and

WHEREAS, on AUGUST 28TH, 2024, a Lansing Demolition Hearing Officer held a meeting to consider and make a recommendation on whether to declare the structure a dangerous building, as defined in the Housing Law of Michigan (MCLA 125.539) and the Lansing Housing and Property Maintenance Code (Ord. 1460.01, et seq.), and ordered the property owner to make safe or demolish the structure by SEPTEMBER 23RD, 2024; and

WHEREAS, the Office of Code Enforcement has determined that compliance with the order of the Lansing Demolition Hearing Officer has not occurred; and

WHEREAS, the Housing Law of Michigan and the Lansing Codified Ordinances require that a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe;

NOW, THEREFORE, BE IT RESOLVED that a show cause hearing for Monday, February 24, 2025 at 7:00 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan in consideration of the finding and order of the Lansing Demolition Hearing Officer regarding the structure at 1300 W. Maple Street, as legally described above, to give the owner, or the owner's agent, the opportunity to appear and show cause why the building should not be demolished or otherwise made safe; and to approve, disapprove, or modify the order of the Hearing Officer to demolish or make safe the subject structure.

BE IT FINALLY RESOLVED that the Lansing City Council requests that the Code Enforcement Officer notify the owner(s) of said property of the opportunity to appear and present testimony at the hearing, as required by law.

Adopted as part of the Consent Agenda

Resolution #2025-019

By the Committee on Public Safety
Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing Code Enforcement Officer has declared a certain structure at 5625 Kaynorth Rd, 33-01-05-04-427-012, LOT 2, EXC E 165 FT SUPERVISORS PLAT NO 3 T3N R2W, to be an unsafe and dangerous building and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, the Code Enforcement Officer red tagged the said structure on MARCH 13TH 2009 and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, on AUGUST 22ND, 2024, a Lansing Demolition Hearing Officer held a meeting to consider and make a recommendation on whether to declare the structure a dangerous building, as defined in the Housing Law of Michigan (MCLA 125.539) and the Lansing Housing and Property Maintenance Code (Ord. 1460.01, et seq.), and ordered the property owner to make safe or demolish the structure by SEPTEMBER 23RD, 2024; and

WHEREAS, the Office of Code Enforcement has determined that compliance with the order of the Lansing Demolition Hearing Officer has not occurred; and

WHEREAS, the Housing Law of Michigan and the Lansing Codified Ordinances require that a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe;

NOW, THEREFORE, BE IT RESOLVED that a show cause hearing for Monday, February 24, 2025 at 7:00 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan in consideration of the finding and order of the Lansing Demolition Hearing Officer regarding the structure at 5625 Kaynorth Rd, as legally described above, to give the owner, or the owner's agent, the opportunity to appear and show cause why the building should not be demolished or otherwise made safe; and to approve, disapprove, or modify the order of the Hearing Officer to demolish or make safe the subject structure.

BE IT FINALLY RESOLVED that the Lansing City Council requests that the Code Enforcement Officer notify the owner(s) of said property of the opportunity to appear and present testimony at the hearing, as required by law.

Adopted as part of the Consent Agenda

Resolution #2025-020

By the Committee on Public Safety
Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing Code Enforcement Officer has declared a certain structure at 1723 Osband Ave, 33-01-01-21-357-041, N 41 FT OF S 85 FT LOTS 6 & 7 BLOCK 13 PARK PLACE, to be an unsafe and dangerous building and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, the Code Enforcement Officer red tagged the said structure on JUNE 26TH, 2015 and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, on AUGUST 22ND, 2024, the Lansing Demolition Hearing Officer held a meeting to consider and make a recommendation on whether to declare the structure a dangerous building, as defined in the Housing Law of Michigan (MCLA 125.539) and the Lansing Housing and Property Maintenance Code (Ord. 1460.01, et seq.), and ordered the property owner to make safe or demolish the structure by NOVEMBER 19TH, 2024; and

WHEREAS, the Office of Code Enforcement has determined that compliance with the order of the Lansing Demolition Hearing officer has not occurred;

and

WHEREAS, the Housing Law of Michigan and the Lansing Codified Ordinances require that a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe;

NOW, THEREFORE, BE IT RESOLVED that a show cause hearing for Monday, February 24, 2025 at 7:00 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan in consideration of the finding and order of the Lansing Demolition Hearing Officer regarding the structure at 1723 OSBAND AVE, as legally described above, to give the owner, or the owner's agent, the opportunity to appear and show cause why the building should not be demolished or otherwise made safe; and to approve, disapprove, or modify the order of the Hearing Officer to demolish or make safe the subject structure.

BE IT FINALLY RESOLVED that the Lansing City Council requests that the Code Enforcement Officer notify the owner(s) of said property of the opportunity to appear and present testimony at the hearing, as required by law.

Adopted as part of the Consent Agenda

Resolution #2025-021

By the Committee on Public Safety
Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing Code Enforcement Officer has declared a certain structure at 1023 Porter St, 33-01-01-10-326-331, LOT 24 S H PERSONS ADD, to be an unsafe and dangerous building and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, the Code Enforcement Officer red tagged the said structure on JULY 6TH, 2017 and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, on AUGUST 22ND, 2024, the Lansing Demolition Hearing Officer held a meeting to consider and make a recommendation on whether to declare the structure a dangerous building, as defined in the Housing Law of Michigan (MCLA 125.539) and the Lansing Housing and Property Maintenance Code (Ord. 1460.01, et seq.), and ordered the property owner to make safe or demolish the structure NOVEMBER 19TH, 2024; and

WHEREAS, the Office of Code Enforcement has determined that compliance with the order of the Lansing Demolition Hearing officer has not occurred; and

WHEREAS, the Housing Law of Michigan and the Lansing Codified Ordinances require that a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe;

NOW, THEREFORE, BE IT RESOLVED that a show cause hearing for Monday, February 24, 2025 at 7:00 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan in consideration of the finding and order of the Lansing Demolition Hearing Officer regarding the structure at 1023 PORTER ST, as legally described above, to give the owner, or the owner's agent, the opportunity to appear and show cause why the building should not be demolished or otherwise made safe; and to approve, disapprove, or modify the order of the Hearing Officer to demolish or make safe the subject structure.

BE IT FINALLY RESOLVED that the Lansing City Council requests that the Code Enforcement Officer notify the owner(s) of said property of the opportunity to appear and present testimony at the hearing, as required by law.

Adopted as part of the Consent Agenda

Resolution #2025-022

By the Committee on Public Safety
Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing Code Compliance Officer has declared a certain structure at 308 E. Cesar E. Chavez, 33-01-01-09-404-031, E 22 FT OF W 112 FT OF N 100 FT OF LOTS 1&2 BLOCK 13 ORIG PLAT, to be an unsafe and dangerous building and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, the Building Inspector red tagged the said structure on December 12TH, 2017 and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, on October 25th, 2024, the Lansing Demolition Board held a meeting to consider and make a recommendation on whether to declare the structure a dangerous building, as defined in the Housing Law of Michigan (MCLA 125.539) and the Lansing Housing and Property Maintenance Code (Ord. 1460.01, et seq.), and ordered the property owner to make safe or demolish the structure by November 26th, 2024; and

WHEREAS, the Code Compliance Office has determined that compliance with the order of the Lansing Demolition Hearing Board officer has not occurred; and

WHEREAS, the Housing Law of Michigan and the Lansing Codified Ordinances require that a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe;

NOW, THEREFORE, BE IT RESOLVED that a show cause hearing for Monday, February 24, 2025 at 7:00 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan in consideration of the finding and order of the Lansing Demolition Hearing Board Officer regarding the structure at 308 E. Cesar E. Chavez, as legally described above, to give the owner, or the owner's agent,

the opportunity to appear and show cause why the building should not be demolished or otherwise made safe; and to approve, disapprove, or modify the order of the hearing officer to demolish or make safe the subject structure.

BE IT FINALLY RESOLVED that the Lansing City Council requests that the Code Enforcement Officer notify the owner(s) of said property of the opportunity to appear and present testimony at the hearing, as required by law.

Adopted as part of the Consent Agenda

Resolution #2025-023

By the Committee on Public Safety
Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing Code Enforcement Officer has declared a certain structure at 5141 S. Martin Luther King Jr. Blvd, 33 01 05 05 226 090, SE'LY 50 FT LOTS 11 & 12, ALSO LOTS 13 THRU 18 EXC PARTS USED AS M-99 R/W, LOT 40 EXC E 108.6 FT, ALSO W 130FT LOTS, 41 42 AND 43, AND ALSO LOT 44 ; SUPERVISOR'S PLAT OF PROSPERITY FARMS, to be an unsafe and dangerous building and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, the Building Inspector red tagged the said structure on August 30th, 2021 and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, on October 25th, 2024, the Lansing Demolition Hearing Officer held a meeting to consider and make a recommendation on whether to declare the structure a dangerous building, as defined in the Housing Law of Michigan (MCLA 125.539) and the Lansing Housing and Property Maintenance Code (Ord. 1460.01, et seq.), and ordered the property owner to make safe or demolish the structure by December 9th, 2024; and

WHEREAS, the Office of Code Enforcement has determined that compliance with the order of the Lansing Demolition Hearing Officer has not occurred; and

WHEREAS, the Housing Law of Michigan and the Lansing Codified Ordinances require that a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe;

NOW, THEREFORE, BE IT RESOLVED that a show cause hearing for Monday, February 24, 2025 at 7:00 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan in consideration of the finding and order of the Lansing Demolition Hearing Officer regarding the structure at 5141 S. Martin Luther King Jr. Blvd., as legally described above, to give the owner, or the owner's agent, the opportunity to appear and show cause why the building should not be demolished or otherwise made safe; and to approve, disapprove, or modify the order of the hearing officer to demolish or make safe the subject structure.

BE IT FINALLY RESOLVED that the Lansing City Council requests that the Code Enforcement Officer notify the owner(s) of said property of the opportunity to appear and present testimony at the hearing, as required by law.

Adopted as part of the Consent Agenda

Resolution #2025-024

By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

Authorizing Michigan Natural Resources Trust Fund (MNRTF) Grant Funding

WHEREAS, the Parks and Recreation Department is applying for grant funding through Michigan Natural Resources Trust Fund (MNRTF); and

WHEREAS, MNRTF will be accepting grant applications for the next grant cycle no later than April 1, 2025; and

WHEREAS, MNRTF requires a resolution from the governing body of the applicant supporting the applications, acknowledging the required match and committing to the amount and source of match that are specified in the applications; and

WHEREAS, the Parks Board at its December 11, 2024, meeting voted unanimously to approve the submission of the grant; and

WHEREAS, the Parks and Recreation Director is recommending the City apply for grant funding for the following projects:

MNRTF (TF25-0001) Letts Tennis Courts Rehabilitation & Construction	\$400,000
Parks Millage Match 26%	\$141,000

NOW, THEREFORE, BE IT RESOLVED that the City Council authorizes the submission of a grant application to the Michigan Natural Resources Trust Fund for the above project; and

BE IT FINALLY RESOLVED that the City of Lansing, Michigan, does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources and that the City of Lansing Parks and Recreation Department does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide funding with a minimum \$141,000 to match the grant authorized by the MNRTF (TF25-0001).

2. To maintain satisfactory financial accounts, documents, and records to make them available to the MNRTF for auditing at reasonable times in perpetuity.
3. To comply with any and all terms of said Agreement included all terms not specifically set forth in the foregoing portions of this Resolution.

Adopted as part of the Consent Agenda

Resolution #2025-025

By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

WHEREAS, the Parks & Recreation Department of the City of Lansing applied for grant funding through the National Trust for Historic Preservation (NTHP); and

WHEREAS, NTHP supported the City of Lansing's grant request for \$5,000; and

WHEREAS, the requested funding would be used to hire a Michigan Registered Historic Architect to create a historic structure report for the Turner-Dodge House; and

WHEREAS, the NTHP supported the City of Lansing's request for \$5000 to be used for the development of a historic structure report for the Turner-Dodge House; and

WHEREAS, the total match required is \$5,000, which will be provided by The Friends of Turner-Dodge House; and

WHEREAS, the Parks and Recreation Department is requesting acceptance of the NTHP funding; and

WHEREAS, the City of Lansing recognizes the importance of the continued maintenance of the Turner-Dodge House and commit to use this report as a guide in future investments in the Turner-Dodge House; and

WHEREAS, the Administration and the City Council recognize the importance and need for unique facilities that would otherwise not be available.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council, hereby, approves acceptance of the National Trust for Historic Preservation.

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

Adopted as part of the Consent Agenda

Resolution #2025-026

By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

WHEREAS, the City of Lansing has been contracted by the State of Michigan to be the Administrative Agency for the OS Reentry program in Clinton, Eaton and Ingham counties since October 1, 2017; and

WHEREAS, the City of Lansing's Office of Financial Empowerment, which is part of the Department of Economic Development and Planning, has the opportunity to earn bonuses for performance on Key Performance Metrics; and

WHEREAS, this funding is an unrestricted bonus for performance; and

WHEREAS, the award for \$24,937.87 does not require a local match and is for the following: Long-Term Housing Placements of \$14,078.21, Path to Economic Stability Initial Placements of \$10,228.66; and Leveraged Goods and Services of \$301.00.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the Office of Financial Empowerment funding in the total amount of \$24,937.87 for the period beginning on the date of council approval for the City of Lansing and ending on June 30, 2025.

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.

Adopted as part of the Consent Agenda

Resolution #2025-027

By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing Police Department (LPD) submitted a 100% Federally-funded multi-jurisdiction grant application to the Office of Justice Programs, U.S. Bureau of Justice Assistance for a Edward Byrne Memorial Justice Assistance Grant (JAG); and

WHEREAS, the LPD JAG application was endorsed by Ingham County, and was accepted by the Bureau of Justice Assistance; and

WHEREAS, the JAG grant is a cooperative plan with Ingham County; and

WHEREAS, the Bureau of Justice Assistance will award \$133,615.00 to be split \$120,913.00 to the City of Lansing and \$12,702.00 to the County of Ingham; and

WHEREAS, the federal award of \$133,615.00 requires no local match from either of the local agencies; and

WHEREAS, the LPD Grant funds will be used for the purchase of firearm lock boxes for department firearms, continued education and training for department members and to continue a health and wellness initiative that began in 2022; and

WHEREAS, Ingham County Sheriffs' Office is committed to using their portion of the funds to purchase 24 Public Address (PA) systems for patrol vehicles with in-car conversion kits.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the multi-agency 2024 Edward Byrne Memorial Justice Assistance Grant in the total amount of \$133,615.00 (requiring no local match) for the grant period beginning October 1, 2024 and ending September 30, 2026; and

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.

Adopted as part of the Consent Agenda

Resolutions

Resolution #2025-028

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, Communities in Schools of Michigan, Inc. has requested a resolution of recognition as a Local Nonprofit Organization operating in the City of Lansing for the purpose of obtaining a charitable gaming license pursuant to MCL 432.103a; and

WHEREAS, the City Attorney has reported that, based on a review of the documentation submitted, the applicant qualifies as a Local Nonprofit Organization.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, recognizes Communities in Schools of Michigan Inc. as a Local Nonprofit Organization operating in the City of Lansing for the purpose of obtaining a charitable gaming license.

BE IT FURTHER RESOLVED the City Clerk is requested to provide a copy of this resolution to the Communities in Schools of Michigan, Inc. of 721 N. Capitol Ave., Lansing, MI 48906.

By Council Member Brown

Motion Carried

Resolution #2025-029

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, the City of Lansing has reviewed the proposed special assessment boundaries set by Resolutions 2016-202 and 2017-047; and

WHEREAS, the City of Lansing has reviewed the services provided within those boundaries and the cost incurred between March 31, 2024 and November 31, 2024, by the City totals \$23,758.00.

NOW, THEREFORE, BE IT RESOLVED, that the Glenburne Commons special assessment district is hereby confirmed by City Council to include all of the parcels within these subdivisions, excluding unoccupied units:

Glenburne Subdivision
Glenburne Subdivision No. 2
Glenburne Subdivision No. 3
Glenburne Subdivision No. 4
Glenburne Subdivision No. 5
Part of the North ½ and South East ¼ of Section 36, T4N, R3W
City of Lansing, Eaton County, Michigan

BE IT FURTHER RESOLVED, that the Glenburne Commons improvement be supported by a special assessment of improvement costs against the properties which are especially benefitted as follows: \$51.99 per occupied parcel for the 2024 maintenance costs;

BE IT FURTHER RESOLVED, that the cost and expense of plans and assessments incidental to this preparation of the assessment and the roll, and for providing notices shall be included in the expense of the assessment;

BE IT FURTHER RESOLVED, that the Glenburne Commons assessment roll No. GB-2025, compiled by the City Assessor is attached and incorporated herein, and, presented and accepted by City Council with this resolution;

BE IT FURTHER RESOLVED, that a public hearing be held Monday, February 24, 2025, at 7 p.m. in the Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, to consider the establishment of the Glenburne Commons District Special Assessment Roll GB-2025;

BE IT FINALLY RESOLVED, that notice to the affected owners of the properties in said district be given in accordance with Chapter 1026 of the Lansing Code of Ordinances

By Council Member Brown

Motion Carried

Ordinances for Passage

Passage of Ordinance

An Ordinance of the City of Lansing, Michigan, to amend Chapter 206 of the Lansing Codified Ordinances, Section 206.16, Preference for Local Bidders, to remove the upper threshold of \$1,000,000, and further clarify what bidders may have the opportunity to match the lowest qualifying bid from a non-Lansing bidder.

Was read a second time by its title and adopted by the following roll call vote:

Yeas: Council Members Brown, Carter, Garza, Hussain, Jackson, Kost, Pehlivanoglu

Nays: None

By Council Member Garza to give the Ordinance immediate effect

Motion Carried

Ordinance #1328

An Ordinance of the City of Lansing, Michigan, to amend Chapter 206 of the Lansing Codified Ordinances, Section 206.16, Preference for Local Bidders, to remove the upper threshold of \$1,000,000, and further clarify what bidders may have the opportunity to match the lowest qualifying bid from a non-Lansing bidder.

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 206, Section 206.16, of the Codified Ordinances of the City of Lansing, Michigan, be and is hereby amended to read as follows:

206.16. - Preference for local bidders or offerors.

Lansing-based businesses may be awarded a contract as the lowest responsive and responsible bidder under the circumstances specified herein.

(1) **Definitions.**

- (a) *City resident(s)* means an individual whose primary place of residence is within the corporate limits of the City of Lansing as evidenced by voter registration address, driver's license address or State identification address or affidavit form developed by the City Attorney.
- (b) *Good faith effort* means those demonstrable activities supported by documentation and results that verify the bidders attempts to reach the established goal.
- (c) *Implementing department* means the City Department or Agency that has responsibility for oversight of a contract.
- (d) *Joint venture* means a co-operation between two or more corporate bodies for a particular project in which they share the responsibilities and profits associated with the project.
- (e) *Lansing-based business* means the physical and economic relationship to Lansing determined evidenced by a building or office physically located in the City and the payment of (1) City income taxes on the contractor's net profits, and (2) City property taxes on a plant or office and equipment such as is ordinarily required for the performance of the contract bid.
Any business physically located in Lansing which operates under a City-authorized tax abatement or forgiveness program, or any other City-authorized tax credit program, is still considered a Lansing-based business for purposes of this section.
- (f) **Lansing-based subcontractor means any subcontractor, employee, or other person who otherwise comes within the definition of Lansing-based business, and is or will be a subcontractor to a bidder for a contract governed by this Chapter.**
- (g) *Subcontractor* means a person or company that assumes, by secondary contract, some or all of the obligations of an original contractor.

- (2) Purchases under \$15,000.00. Pursuant to Section 206.03, departments purchasing supplies, services procured under bid and construction items for less than \$15,000.00, which are not purchased by use of a procurement card must solicit at least one quote from a Lansing-based business unless no Lansing-based business providing the service, supply or construction item can be identified. The procuring department will document efforts to use Lansing-based businesses.
- (3) Preference for Lansing-based businesses on contracts over \$15,000.00 and under \$1,000,000.00. When sealed bids are received under Section 206.02 for purchases, supplies and construction contracts greater than \$15,000.00 and less than \$1,000,000.00, the following shall apply:
 - (a) The person or business submitting the lowest bid shall be deemed the lowest bidder. If, however, the lowest bidder is not a Lansing-based business, any Lansing-based business with a bid within a specified percentage of the lowest bid that has been deemed responsive and responsible under the purchasing ordinance shall be deemed the lowest bidder if it agrees to reduce its bid to match the bid of the lowest

bidder.

The percentage difference shall be established by Council resolution and may be revised from time to time as Council deems appropriate.

- (b) If a Lansing-based business refuses to reduce its bid to match the lowest bid, then the next lowest responsible Lansing-based business with a bid within the established percentage of the lowest bid shall be given the opportunity to reduce its bid to match the bid of the lowest bidder. If the Lansing bidder agrees to reduce its bid to match the bid of the lowest non-Lansing bidder, it will be deemed the lowest bidder and awarded the contract.
- (c) **If no Lansing-based business described in subsections (a) and (b) agrees to reduce its bid to that of the lowest bidder, then the next-lowest bidding non-Lansing-based business that has demonstrated in its bid submission that it will use any Lansing-based subcontractors shall be given the opportunity to reduce its bid to match the bid of the lowest bidder. If the non-Lansing bidder described in this subsection agrees to reduce its bid to match the bid of the original lowest non-Lansing bidder, it will be deemed the lowest bidder and awarded the contract.**
- (d) If no responsive and responsible Lansing-based business **described in subsections (a) and (b) or non-Lansing-based business described in subsection (c)** within the established percentage of the lowest bid agrees to reduce its bid to that of the lowest bidder, then the contract shall be awarded to the person or business with the lowest, most responsive and responsible bid.
- (e) Except for construction contracts, no contract awarded pursuant to this section shall be sublet in any manner that permits 50 percent or more of the dollar value of the contract to be performed by a subcontractor or subcontractors who do not meet the definition of Lansing-based.
- (f) Any Lansing-based business awarded a contract pursuant to this section shall agree to make available to the City all records necessary to establish its eligibility and compliance with all City, state and local laws.
- (4) Affirmative measures for enhancing Lansing-based businesses.
 - (a) The City may eliminate bid, performance, and payment bonding requirements when it deems appropriate for Lansing-based businesses, except for contracts for construction, alterations or repairs exceeding \$50,000.00, subject to the requirements of MCL 129.201.
 - (b) The City may allow for joint ventures or other documented business arrangements to enable Lansing-based businesses to meet bonding requirements for contracts greater than \$15,000.00.

Section 2. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules inconsistent with the provisions are repealed.

Section 3. Should any section, clause or phrase of this ordinance be declared to be invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the part so declared to be invalid.

Section 4. This ordinance shall take effect on the 30th day after enactment, unless given immediate effect by City Council, and shall expire December 31, 2033

Speaker Registration for Public Comment on City Government Related Matters

City Clerk Swope announced that the public comment registration form(s) for those intending to address Council on City government matters will be collected and that only those persons who have fully completed the form(s) will be permitted to speak.

Reports From City Officers, Boards, and Commissions; Communications and Petitions; and Other City Related Matters

By Vice President Carter that all items be considered as being read in full and that President Kost make the appropriate referrals
Motion Carried

- Reports from City Officers, Boards and Commissions:

Item(s) from the City Clerk re:

Minutes of Boards and Commissions placed on file in the Clerk's Office
Placed on File

City of Lansing 2024 Annual Report
Placed on File

General Fund Status Report: Fiscal Year 2024-2025, 2nd Quarter
Referred to the Committee of the Whole and to the Internal Auditor

Vacancy Report: Fiscal Year 2024-2025, 2nd Quarter
Referred to the Committee of the Whole and to the Internal Auditor

Human Relations and Community Services Advisory Board Rules of Procedure
Referred to the Committee of the Whole

Non-Profit Recognition, Everett High School Vikings Alumni Association
Referred to the Committee on City Operations

Grant Acceptance; Help America Vote Act (HAVA) Physical Security and Election Resiliency Grant
Referred to the Committee on Ways and Means and to the Internal Auditor

Item(s) from the Mayor re:

Reappointment; Sean Gehle as an At-Large member of the Human Relations and Community Services Advisory Board for a term to expire June 30,

2028

Referred to the Committee on City Operations

Setting a Public Hearing on Noise Special Permit; Hoffman Bros. Inc. Request to allow for the Combined Sewer Overflow 019 Project
Referred to the Committee on City Operations

Noise Special Permit; Hoffman Bros. Inc. Request to allow for the Combined Sewer Overflow 019 Project
Referred to the Committee on City Operations

Traffic Control Order No. 24-63; regulate parking on Wayburn Rd
Referred to the Committee on City Operations

Traffic Control Order No. 24-61; regulate parking on Eaton Rd.
Referred to the Committee on City Operations

Traffic Control Order No. 24-56, rescinding the parking prohibition along the north side of W. Thomas St. from Turner St. to the western dead end
Referred to the Committee on City Operations

Orders to Make Safe or Demolish to the owners of 1033 Shepard St.
Referred to the Committee on Public Safety

Setting a Show Cause Hearing on Orders to Make Safe or Demolish to the owners of 1033 Shepard St.
Referred to the Committee on Public Safety

Budget Amendment; Carryforwards from Fiscal Year 2023-2024 to Fiscal Year 2024-2025
Referred to the Committee of the Whole and to the Internal Auditor

Deficit Elimination Plan; Fringe Benefits Plan
Referred to the Committee of the Whole and to the Internal Auditor

- Communications and Petitions, and Other City Related Matters:

Claim Appeal; Claim #2152, Aqleema Muhammad Essa for \$2,130 in trash fees at 1807 Ray St.
Referred to the Committee on City Operations

Notice from the Michigan Liquor Control Commission; ADVANCED UZP Inc. request for Transfer Ownership Escrowed 2024 SDD & SDM License with Sunday Sales Permit (AM), Sunday Sales Permit (PM) for SDD License - Spirits and Sunday Sales Permit (PM) for SDM License - Mixed Spirit Drink from Rite Aid of Michigan, Inc.; Transfer Location from 1705 W. Mount Hope Ave. (RID # RQ-2410-14648)
Referred to the Committee on City Operations

Notice from the Michigan Liquor Control Commission; ADVANCED UZP Inc. Request for Transfer Ownership Escrowed 2024 SDD and SDM Licenses with Sunday Sales Permit (AM), Sunday Sales Permit (PM) for SDD License – Spirits, and Sunday Sales Permit (PM) for SDM License – Mixed Spirit Drink from Rite Aid of Michigan, Inc.; Transfer Location to 4700 Pleasant Grove Rd. (RID # RQ-2410-14646)
Referred to the Committee on City Operations

Notice from the Michigan Liquor Control Commission; ADVANCED UZP Inc. request for transfer ownership Escrowed 2024 SDD and SDM License with Sunday Sales Permit (AA), Sunday Sales Permit (PM) for SDD License – Spirits, and Sunday Sales Permit (PM) for SDM License – Mixed Spirit Drink from Rite Aid of Michigan, Inc.; Transfer Location from 2263 Cedar St, Holt to 4519 S Martin Luther King Jr Blvd, Lansing; Transfer Governmental Unit under MCL 436.1531(22) from Delhi Township to Lansing City at 4519 S Martin Luther King Jr Blvd. (RID #RQ-2410-14651)
Referred to the Committee on City Operations

Motion of Excused Absence

By Council Member Carter to excuse Council Member Spadafore from tonight's proceedings.

Motion Carried

Public Comment on City Government Related Matters

Nicklas Zande spoke about various City matters.

Adjourned Time 7:44 P.M.

Chris Swope, City Clerk



Chris Swope

Lansing City Clerk

RAHIM ALIKHEIL

3752 CHIPPENDALE CIR
OKEMOS, MI 48864-3861

TAKE NOTICE: In accordance with the provisions of City of Lansing Housing & Premises Code Section 1460.11 and MCL 125.538 et. seq., a Show Cause Hearing concerning the building and/or any accessory structure(s) located at the Subject Property listed below, is scheduled before the City Council of the City of Lansing.

Subject Property: 204 E Potter Ave, Lansing MI 48910

Hearing Date and Time: Monday, February 24, 2025 at 7:00 p.m.

Hearing Place: Tony Benavides Lansing City Council Chambers
10th Floor City Hall
124 W. Michigan Lansing, MI 48933

The Demolition Board has determined that the subject building, and/or any accessory structure, is "Dangerous" as defined in the aforesaid laws.

THE PURPOSE OF THE HEARING is to give the owner, agent, or lessee the opportunity to give testimony and SHOW CAUSE WHY THE SUBJECT BUILDING(S) SHOULD NOT BE ORDERED TO BE DEMOLISHED by the City Council.

Issuance of any building and/or trade permit(s) does not, in any way, alter the demolition schedule or give rise to a cause of action to prevent the demolition of this property. The permit applicant/owner assumes any risks and costs associated with obtaining the permit(s) for the property listed above.

Sincerely,

Chris Swope, MMC/MiPMC level 3
Lansing City Clerk

CITY OF LANSING MAKE SAFE OR DEMOLISH HEARING	ORDER TO MAKE SAFE OR DEMOLISH BUILDING OR STRUCTURE	FILE NO. D2023-016
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Matter of the building/structure at **204 E POTTER AVE.,** which is a ☒ dwelling ☐ garage ☐ other

1. Date of hearing: **AUGUST 22, 2024** Hearing Officers: **DAVE MUYLLE, JOSEPH VITALE, KIMBERLY SHIREY**
2. WALTER ALLEN, Code Enforcement MANAGER of the City of Lansing, has filed a copy of a notice that the subject building/structure is dangerous. The copy of the notice is attached.

THE HEARING OFFICER, HAVING RECEIVED TESTIMONY AND EVIDENCE, FINDS THAT:

3. Notice of this hearing was properly served on the
☐ rental registration owner(s)
☒ Owner's or party in interest on City tax assessment record
4. The building/structure ☒ is ☐ is not a dangerous building as defined in MCL 125.539 ().
5. ☐ The building/structure has been substantially destroyed by:
 - ☐ Fire
 - ☐ Wind
 - ☐ Flood
 - ☐ Deterioration
 - ☒ Neglect
 - ☐ Abandonment
 - ☐ Vandalism
 - ☐ other:

6. The state equalized value of the building/structure is **\$27,200.00**
7. The cost to repair the building or structure to make it safe is **\$36,200.00**
8. The real estate is described as follows:

Parcel Number: 33 01 01 33 406 491

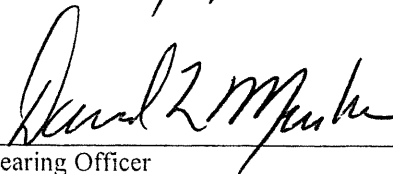
LOT 84 SUPERVISORS PLAT OF EVERETT-DALE NO 2 SUB, City of Lansing

IT IS ORDERED THAT:

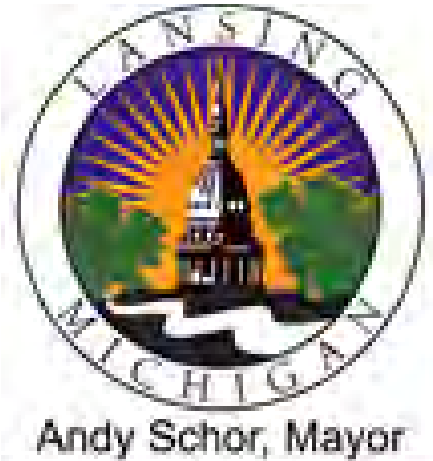
☐ The owner or party in interest has shown cause as to why the building/structure is not a dangerous building, therefore this matter is closed.

☒ The building/structure shall be made safe or demolished on or before 11/19/24.

8/22/24
Date


Hearing Officer

City of Lansing Make Safe or Demolish Hearing



City of Lansing Prepared Testimony
Code Enforcement – Department of Economic Development and Planning
316 N. Capitol Ave. Lansing, MI 48933
Thursday, 8/22/2024 @ 6:00 PM



Andy Schor, Mayor

204 E. Potter Ave. Lansing, MI

- **Title Information:**

- Rahim Alikheil

- **Original Red Tag Date:**

- 11/30/2017
- Infestation of rodents, uncleanliness and decay of surfaces within the dwelling, plaster/gypsum board at ceilings and walls damaged, exposed wiring, lack of operations smoke detectors outside sleeping areas.

- **NEAT Team Enforcement Start:**

- 5/07/2019

- **Property Activity:**

- Building permit issued 3/15/2024 frame disapproved 4/01/2024, progress disapproved 5/20/2024.
- Electrical Permit issued 3/15/2024 currently suspended for a fee. Rough and service approved 8/08/2024.
- Mechanical issued 3/27/2024. Final disapproved 7/18/2024 final rescheduled for 9/06/2024.
- Plumbing permit issued 7/18/2024, currently suspended for a fee. Rough inspection approved on 7/24/2024.

- **SEV & Cost of Repairs:**

- \$27,200.00 (SEV)
- \$36,200.00 (cost of repairs)

- **City Recommendation:** 90 – Days to make safe or demolish

NEAT TEAM INSPECTION 11/29/2017 & 3/29/2018





Recent Photos





Chris Swope

Lansing City Clerk

CLARENCE HOOKER

1566 PONTCHARTRAIN DR
OKEMOS, MI 48864

TAKE NOTICE: In accordance with the provisions of City of Lansing Housing & Premises Code Section 1460.11 and MCL 125.538 et. seq., a Show Cause Hearing concerning the building and/or any accessory structure(s) located at the Subject Property listed below, is scheduled before the City Council of the City of Lansing.

Subject Property: 1232 N Washington Ave, Lansing MI 48906

Hearing Date and Time: Monday, February 24, 2025 at 7:00 p.m.

Hearing Place: Tony Benavides Lansing City Council Chambers
10th Floor City Hall
124 W. Michigan Lansing, MI 48933

The Demolition Board has determined that the subject building, and/or any accessory structure, is "Dangerous" as defined in the aforesaid laws.

THE PURPOSE OF THE HEARING is to give the owner, agent, or lessee the opportunity to give testimony and SHOW CAUSE WHY THE SUBJECT BUILDING(S) SHOULD NOT BE ORDERED TO BE DEMOLISHED by the City Council.

Issuance of any building and/or trade permit(s) does not, in any way, alter the demolition schedule or give rise to a cause of action to prevent the demolition of this property. The permit applicant/owner assumes any risks and costs associated with obtaining the permit(s) for the property listed above.

Sincerely,

Chris Swope, MMC/MiPMC level 3
Lansing City Clerk

**CITY OF LANSING - DEMOLITION BOARD
CASE OVERVIEW SHEET**

ADDRESS:	1232 N. WASHINGTON AVE
PARCEL NUMBER:	33 01 01 09 256 001

HEARING DATE:	8/22/2024
DEMOLITION CASE FILE #:	D2023-021

LISTED TAXPAYER:	HOOKER CLARENCE
INTERESTED PARTIES:	HOOKER CLARENCE
SEV INFORMATION:	\$49,100.00
LAND VALUE:	\$4,900.00
BUILDING VALUE:	\$44,200.00
LOT SIZE:	66 x 90.75

HOUSING CODE VIOLATION LTR:	6/27/2011, & 5/22/2023
ORIGINAL RED TAG DATE:	6/27/2011
ZONING:	R-6B SINGLE FAMILY RESIDENTIAL
ESTIMATE OF REPAIRS:	\$124,512.00
PICTURES:	YES
OTHER:	

LEGAL DESCRIPTION:	W 5 1/2 R LOT 8 BLOCK 32 ORIG PLAT
---------------------------	---------------------------------------

CURRENT PERMIT ACTIVITY

BUILDING:	N/A
ELECTRICAL:	N/A
MECHANICAL:	N/A
PLUMBING:	N/A
DEMOLITION:	na

CITY OF LANSING MAKE SAFE OR DEMOLISH HEARING	ORDER TO MAKE SAFE OR DEMOLISH BUILDING OR STRUCTURE	FILE NO. D2023-021
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Matter of the building/structure at 1232 N. Washington Ave. which is a ☒ dwelling ☐ garage ☐ other

1. Date of hearing: AUGUST 22, 2024 Hearing Officers: DAVE MUYLLE, JOSEPH VITALE, KIMBERLY SHIREY
2. WALTER ALLEN, Code Enforcement MANAGER of the City of Lansing, has filed a copy of a notice that the subject building/structure is dangerous. The copy of the notice is attached.

THE HEARING OFFICER, HAVING RECEIVED TESTIMONY AND EVIDENCE, FINDS THAT:

3. Notice of this hearing was properly served on the
☐ rental registration owner(s)
☒ Owner's or party in interest on City tax assessment record
4. The building/structure ☒ is ☐ is not a dangerous building as defined in MCL 125.539 ().
5. ☐ The building/structure has been substantially destroyed by:
- ☐ Fire
 - ☐ Wind
 - ☐ Flood
 - ☒ Deterioration
 - ☒ Neglect
 - ☐ Abandonment
 - ☐ Vandalism
 - ☐ other:

6. The state equalized value of the building/structure is \$49,100.00
7. The cost to repair the building or structure to make it safe is \$124,512.00
8. The real estate is described as follows:

Parcel Number: 33 01 01 09 256 001

W 5 ½ R LOT 8 BLOCK 32 ORIG PLAT, City of Lansing

IT IS ORDERED THAT:

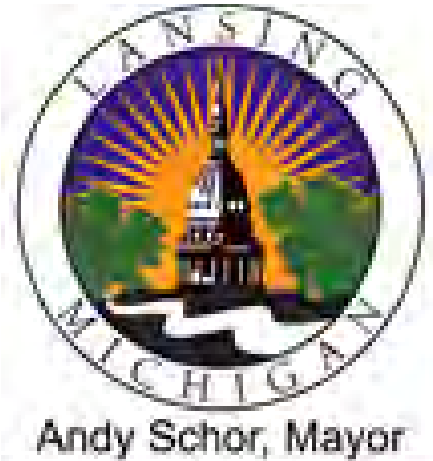
☐ The owner or party in interest has shown cause as to why the building/structure is not a dangerous building, therefore this matter is closed.

☒ The building/structure shall be made safe or demolished on or before 11/19/24.

8/22/24
Date

David L Muelle
Hearing Officer

City of Lansing Make Safe or Demolish Hearing



City of Lansing Prepared Testimony

Code Enforcement – Department of Economic Development and Planning

316 N. Capitol Ave. Lansing, MI 48933

Thursday, 8/22/2024 @ 6:00 PM



Andy Schor, Mayor

1232 N. Washington Ave. Lansing, MI

- **Title Information:**

- Clarence Hooker

- **Original Red Tag Date:**

- 06/27/2011
- Deteriorated roof shingles
- Lack of utilities
- Missing chimney bricks
- Open Ceiling in kitchen
- Damaged walls throughout

- **NEAT Team Enforcement Start:**

- 12/08/2011

- **Property Activity:**

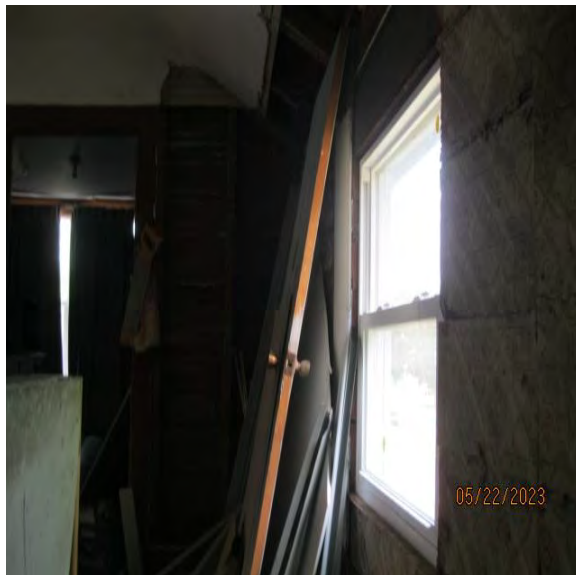
- Building permit issued 12/22/2023 no inspections to date.
- Electrical permit issued 3/18/2024 rough approved 3/18/2024
- Plumbing permit issued 6/18/2024 rough/underground approved 7/31/2024

- **SEV & Cost of Repairs:**

- \$49,100.00 (SEV)
- \$124,512.00 (cost of repairs)

- **City Recommendation:** 90 – Days to make safe or demolish

NEAT TEAM INSPECTION 5/22/2023



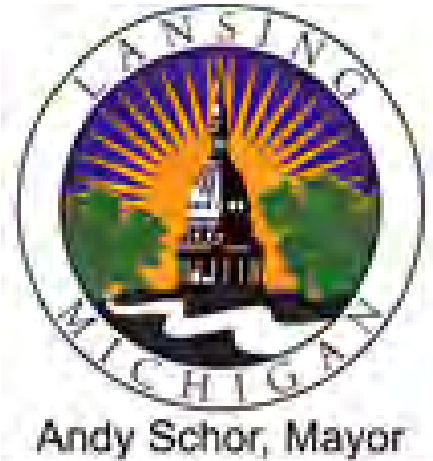


Andy Schor, Mayor

Recent Photos



City of Lansing Make Safe or Demolish Hearing



City of Lansing Prepared Testimony
Code Enforcement – Department of Economic Development and Planning
316 N. Capitol Ave. Lansing, MI 48933
Thursday, 8/22/2024 @ 6:00 PM



Andy Schor, Mayor

1616 S Cedar St. Lansing, MI

- **Title Information:**

- Brian T. McNamara

- **Original Red Tag Date:**

- 5/10/2011
 - Deteriorated roof on the house, ceiling covering is missing/deteriorated in the 2nd-floor bedroom, safety check on the furnace, inoperable or missing smoke detectors.
 - 2022 interior inspection found owner has been conducting interior remodel without benefit of permit.
 - **NEAT Team Enforcement Start:**
- 9/01/2021 until present.

- **Property Activity:**

- Monthly monitoring
- Trash removal 2024
- 1 board up
- 1 front yard parking
- 1 open Remodel Permit 4/27/2023 no inspections

SEV & Cost of Repairs:

\$23,800.00 SEV cost of repairs \$70,338.85

- **City Recommendation:** 60 – Days to make safe or demolish

NEAT TEAM INSPECTION 11/22/2022





Recent Inspection Photos



CITY OF LANSING MAKE SAFE OR DEMOLISH HEARING	ORDER TO MAKE SAFE OR DEMOLISH BUILDING OR STRUCTURE	FILE NO. D2024-006
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Matter of the building/structure at **1616 S CEDAR ST.** which is a ☒ dwelling ☐ garage ☐ other

1. Date of hearing: **AUGUST 22, 2024** Hearing Officers: **DAVE MUYLLE, JOSEPH VITALE, KIMBERLY SHIREY**
2. WALTER ALLEN, Code Enforcement MANAGER of the City of Lansing, has filed a copy of a notice that the subject building/structure is dangerous. The copy of the notice is attached.

THE HEARING OFFICER, HAVING RECEIVED TESTIMONY AND EVIDENCE, FINDS THAT:

3. Notice of this hearing was properly served on the
☐ rental registration owner(s)
☒ Owner's or party in interest on City tax assessment record
4. The building/structure ☒ is ☐ is not a dangerous building as defined in MCL 125.539 ().
5. ☐ The building/structure has been substantially destroyed by:
 - ☐ Fire
 - ☐ Wind
 - ☐ Flood
 - ☒ Deterioration
 - ☒ Neglect
 - ☐ Abandonment
 - ☐ Vandalism
 - ☐ other:

6. The state equalized value of the building/structure is **\$23,800.00**
7. The cost to repair the building or structure to make it safe is **\$70,338.85**
8. The real estate is described as follows:

Parcel Number: 33 01 01 21 476 085

**LOT 5 & N 8 IN LOT 6 EXC LAND USED FOR ST PURPOSES BLOCK 2 AMENDED PLAT OF HALLS SOUTH SIDE
ADD, City of Lansing**

IT IS ORDERED THAT:

☐ The owner or party in interest has shown cause as to why the building/structure is not a dangerous building, therefore this matter is closed.

☒ The building/structure shall be made safe or demolished on or before 11/19/24.

8/22/24
Date

[Signature]
Hearing Officer



Chris Swope

Lansing City Clerk

BRIAN T MCNAMARA

1534 S PENNSYLVANIA AVE
LANSING, MI 48910-1863

TAKE NOTICE: In accordance with the provisions of City of Lansing Housing & Premises Code Section 1460.11 and MCL 125.538 et. seq., a Show Cause Hearing concerning the building and/or any accessory structure(s) located at the Subject Property listed below, is scheduled before the City Council of the City of Lansing.

Subject Property: 1616 S Cedar St, Lansing MI 48910

Hearing Date and Time: Monday, February 24, 2025 at 7:00 p.m.

Hearing Place: Tony Benavides Lansing City Council Chambers
10th Floor City Hall
124 W. Michigan Lansing, MI 48933

The Demolition Board has determined that the subject building, and/or any accessory structure, is "Dangerous" as defined in the aforesaid laws.

THE PURPOSE OF THE HEARING is to give the owner, agent, or lessee the opportunity to give testimony and SHOW CAUSE WHY THE SUBJECT BUILDING(S) SHOULD NOT BE ORDERED TO BE DEMOLISHED by the City Council.

Issuance of any building and/or trade permit(s) does not, in any way, alter the demolition schedule or give rise to a cause of action to prevent the demolition of this property. The permit applicant/owner assumes any risks and costs associated with obtaining the permit(s) for the property listed above.

Sincerely,

Chris Swope, MMC/MiPMC level 3
Lansing City Clerk

**CITY OF LANSING - DEMOLITION BOARD
CASE OVERVIEW SHEET**

ADDRESS:	1616 S. CEDAR ST
PARCEL NUMBER:	33 01 01 21 476 085

HEARING DATE:	8/22/2024
DEMOLITION CASE FILE #:	D2024-006

LISTED TAXPAYER:	MCNAMARA BRIAN T
INTERESTED PARTIES:	MCNAMARA BRIAN T
SEV INFORMATION:	\$23,800.00
LAND VALUE:	\$2,500.00
BUILDING VALUE:	\$21,300.00
LOT SIZE:	33.80 X 111.07

HOUSING CODE VIOLATION LTR:	10/25/2022
ORIGINAL RED TAG DATE:	5/10/2011
ZONING:	R-6B SINGLE FAMILY RESIDENTIAL
ESTIMATE OF REPAIRS:	\$70,338.85
PICTURES:	YES
OTHER:	

LEGAL DESCRIPTION:	USED FOR ST PURPOSES BLOCK 2 AMENDED PLAT OF HALLS SOUTH
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CURRENT PERMIT ACTIVITY

BUILDING:	N/A
ELECTRICAL:	N/A
MECHANICAL:	N/A
PLUMBING:	N/A
DEMOLITION:	na



Chris Swope

Lansing City Clerk

1300 MAPLE ST LLC
ALESIA FLOWER
4690 AMBER LANE
DIMONDALE, MI 48821

TAKE NOTICE: In accordance with the provisions of City of Lansing Housing & Premises Code Section 1460.11 and MCL 125.538 et. seq., a Show Cause Hearing concerning the building and/or any accessory structure(s) located at the Subject Property listed below, is scheduled before the City Council of the City of Lansing.

Subject Property: 1300 W Maple St, Lansing MI 48915

Hearing Date and Time: Monday, February 24, 2025 at 7:00 p.m.

Hearing Place: Tony Benavides Lansing City Council Chambers
10th Floor City Hall
124 W. Michigan Lansing, MI 48933

The Demolition Board has determined that the subject building, and/or any accessory structure, is "Dangerous" as defined in the aforesaid laws.

THE PURPOSE OF THE HEARING is to give the owner, agent, or lessee the opportunity to give testimony and SHOW CAUSE WHY THE SUBJECT BUILDING(S) SHOULD NOT BE ORDERED TO BE DEMOLISHED by the City Council.

Issuance of any building and/or trade permit(s) does not, in any way, alter the demolition schedule or give rise to a cause of action to prevent the demolition of this property. The permit applicant/owner assumes any risks and costs associated with obtaining the permit(s) for the property listed above.

Sincerely,

Chris Swope, MMC/MiPMC level 3
Lansing City Clerk

CITY OF LANSING MAKE SAFE OR DEMOLISH HEARING	ORDER TO MAKE SAFE OR DEMOLISH BUILDING OR STRUCTURE	FILE NO. D2024-003
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Matter of the building/structure at 1300 W MAPLE ST. which is a ☒ dwelling ☐ garage ☐ other

1. Date of hearing: AUGUST 22, 2024 Hearing Officers: DAVE MUYLLE, JOSEPH VITALE, KIMBERLY SHIREY
2. WALTER ALLEN, Code Enforcement MANAGER of the City of Lansing, has filed a copy of a notice that the subject building/structure is dangerous. The copy of the notice is attached.

THE HEARING OFFICER, HAVING RECEIVED TESTIMONY AND EVIDENCE, FINDS THAT:

3. Notice of this hearing was properly served on the
☐ rental registration owner(s)
☒ Owner's or party in interest on City tax assessment record
4. The building/structure ☒ is ☐ is not a dangerous building as defined in MCL 125.539 ().
5. ☒ The building/structure has been substantially destroyed by:
☐ Fire
☐ Wind
☐ Flood
☐ Deterioration
☒ Neglect
☐ Abandonment
☐ Vandalism
☐ other:

6. The state equalized value of the building/structure is \$24,600.00
7. The cost to repair the building or structure to make it safe is \$47,313.00
8. The real estate is described as follows:

Parcel Number: 33 01 01 08 407 061

LOT 122 CHARLES KUDNERS SUB, City of Lansing

IT IS ORDERED THAT:

☐ The owner or party in interest has shown cause as to why the building/structure is not a dangerous building, therefore this matter is closed.

☒ The building/structure shall be made safe or demolished on or before 9/23/24

8/22/24
Date

[Signature]
Hearing Officer

**CITY OF LANSING - DEMOLITION BOARD
CASE OVERVIEW SHEET**

ADDRESS:	1300 W. Maple Street
PARCEL NUMBER:	33-01-01-08-407-061

HEARING DATE:	8/2/2024
DEMOLITION CASE FILE #:	D2024-003

LISTED TAXPAYER:	SUMMIT ASSOCIATES II LLC
INTERESTED PARTIES:	SUMMIT ASSOCIATES II LLC
SEV INFORMATION:	\$22,700.00
LAND VALUE:	\$5,100.00
BUILDING VALUE:	\$17,600.00
LOT SIZE:	30x135.84

HOUSING CODE VIOLATION LTR:	7/13/2022, 11/08/2005
ORIGINAL RED TAG DATE:	11/8/2005
ZONING:	R-6A Urban Detached Residential
ESTIMATE OF REPAIRS:	\$47,313.00
PICTURES:	YES
OTHER:	

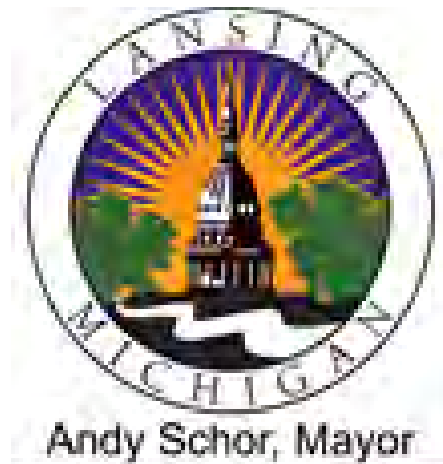
LEGAL DESCRIPTION:	LOT 122 CHARLES KUDNERS SUB
---------------------------	-----------------------------

CURRENT PERMIT ACTIVITY

BUILDING:	N/A
ELECTRICAL:	N/A
MECHANICAL:	N/A
PLUMBING:	N/A
DEMOLITION:	na

CURRENT PERMIT ACTIVITY

City of Lansing Make Safe or Demolish Hearing



City of Lansing Prepared Testimony
Code Enforcement – Department of Economic Development and Planning
316 N. Capitol Ave. Lansing, MI 48933
Thursday, 8/22/2024 @ 6:00 PM



Andy Schor, Mayor

1300 W. Maple St. Lansing, MI

- **Title Information:**

- Gloria Hall

- **Original Red Tag Date:**

- 11/08/2005
- Reason(s) for red tag:
 - Deteriorated soffit and fascia, exposed wiring, missing handrail front porch.
 - 7/13/2022 inspection- Electrical wiring/panel installed without a permit. Bring the electrical to code, light fixtures missing, plumbing permit required for new water heater, supply piping, and waste piping, lack of hardwired smoke detector with battery back up, dwelling is being remodeled needs permits, most wall coverings have been removed exposing electrical, mechanical and plumbing.

- **NEAT Team Enforcement Start:**

- 11/03/2011

- **Property Activity:**

- 14 enforcements for trash and grass.
- Electrical permit from 2015 closed.
- Plumbing permit from 2012 closed.
- Building Permit issued 7/09/2024 no inspections

- **SEV & Cost of Repairs:**

- \$24,600 (SEV)
- \$47,313.00 (estimated cost of repairs)

- **City Recommendation:** 30 – Days to make safe or demolish

NEAT TEAM INSPECTION 7/13/2022





Recent Inspection Photos





Chris Swope

Lansing City Clerk

JOSEPH W FAWAZ

5625 KAYNORTH RD
LANSING, MI 48911

TAKE NOTICE: In accordance with the provisions of City of Lansing Housing & Premises Code Section 1460.11 and MCL 125.538 et. seq., a Show Cause Hearing concerning the building and/or any accessory structure(s) located at the Subject Property listed below, is scheduled before the City Council of the City of Lansing.

Subject Property: 5625 Kaynorth Rd, Lansing MI 48911

Hearing Date and Time: Monday, February 24, 2025 at 7:00 p.m.

Hearing Place: Tony Benavides Lansing City Council Chambers
10th Floor City Hall
124 W. Michigan Lansing, MI 48933

The Demolition Board has determined that the subject building, and/or any accessory structure, is "Dangerous" as defined in the aforesaid laws.

THE PURPOSE OF THE HEARING is to give the owner, agent, or lessee the opportunity to give testimony and SHOW CAUSE WHY THE SUBJECT BUILDING(S) SHOULD NOT BE ORDERED TO BE DEMOLISHED by the City Council.

Issuance of any building and/or trade permit(s) does not, in any way, alter the demolition schedule or give rise to a cause of action to prevent the demolition of this property. The permit applicant/owner assumes any risks and costs associated with obtaining the permit(s) for the property listed above.

Sincerely,

Chris Swope, MMC/MiPMC level 3
Lansing City Clerk

**CITY OF LANSING - DEMOLITION BOARD
CASE OVERVIEW SHEET**

ADDRESS:	5625 KAYNORTH RD.
PARCEL NUMBER:	33 01 05 04 427 012

HEARING DATE:	8/22/2024
DEMOLITION CASE FILE #:	D2024-002

LISTED TAXPAYER:	JOSEPH FAWAZ
INTERESTED PARTIES:	JOSEPH FAWAZ
SEV INFORMATION:	\$72,900.00
LAND VALUE:	\$19,500.00
BUILDING VALUE:	\$53,400.00
LOT SIZE:	132 x 473.5

HOUSING CODE VIOLATION LTR:	3/13/2009
ORIGINAL RED TAG DATE:	3/13/2009
ZONING:	R-3 SINGLE FAMILY RESIDENTIAL
ESTIMATE OF REPAIRS:	\$130,583.00
PICTURES:	YES
OTHER:	

LEGAL DESCRIPTION:	LOT 2 EXC E 165 FT SUPERVISORS PLAT NO 3 T3N R2W
---------------------------	--

CURRENT PERMIT ACTIVITY

BUILDING:	N/A
ELECTRICAL:	N/A
MECHANICAL:	N/A
PLUMBING:	N/A
DEMOLITION:	na

CITY OF LANSING MAKE SAFE OR DEMOLISH HEARING	ORDER TO MAKE SAFE OR DEMOLISH BUILDING OR STRUCTURE	FILE NO. D2024-002
---	---	------------------------------

Matter of the building/structure at **5625 KAYNORTH RD.**, which is a ☒ dwelling ☐ garage ☐ other

1. Date of hearing: **AUGUST 22, 2024** Hearing Officers: DAVE MUYLLE, JOSEPH VITALE, KIMBERLY SHIREY
2. WALTER ALLEN, Code Enforcement MANAGER of the City of Lansing, has filed a copy of a notice that the subject building/structure is dangerous. The copy of the notice is attached.

THE HEARING OFFICER, HAVING RECEIVED TESTIMONY AND EVIDENCE, FINDS THAT:

3. Notice of this hearing was properly served on the
☐ rental registration owner(s)
☒ Owner's or party in interest on City tax assessment record
4. The building/structure ☒ is ☐ is not a dangerous building as defined in MCL 125.539 ().
5. ☐ The building/structure has been substantially destroyed by:
 - ☐ Fire
 - ☐ Wind
 - ☐ Flood
 - ☐ Deterioration
 - ☒ Neglect
 - ☐ Abandonment
 - ☐ Vandalism
 - ☐ other:

6. The state equalized value of the building/structure is **\$72,900.00**
7. The cost to repair the building or structure to make it safe is **\$130,583.00**
8. The real estate is described as follows:

Parcel Number: 33 01 05 04 427 012
LOT 2 EXC E 165 FT SUPERVISORS PLAT NO 3 T3N R2W

IT IS ORDERED THAT:

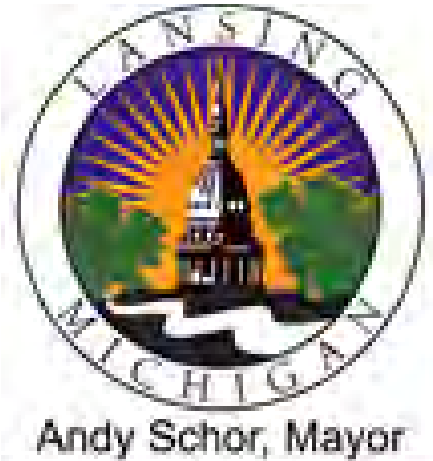
☐ The owner or party in interest has shown cause as to why the building/structure is not a dangerous building, therefore this matter is closed.

☒ The building/structure shall be made safe or demolished on or before 9/23/24.

8/22/24
Date

David M. Mylle
Hearing Officer

City of Lansing Make Safe or Demolish Hearing



City of Lansing Prepared Testimony

Code Enforcement – Department of Economic Development and Planning

316 N. Capitol Ave. Lansing, MI 48933

Thursday, 8/22/2024 @ 6:00 PM



Andy Schor, Mayor

5625 Kaynorth Rd. Lansing, MI

- **Title Information:**

- Joseph W. Fawaz

- **Original Red Tag Date:**

- 3/13/2009
- Reason(s) for red tag:
 - Lack of required utilities, uncleanliness, accumulation of debris, peeling/chipping paint, damaged walls, soiled floor coverings, and more.

- **NEAT Team Enforcement Start:**

- 10/07/2011

- **Property Activity:**

- 9 permits applied for since red tagged
- 8/9 were canceled or closed due to inactivity
- 29 Enforcement actions have been placed on the property since being tagged.
- 8 Board-ups ordered – 11 grass/weed – 9 Trash

- **SEV & Cost of Repairs:**

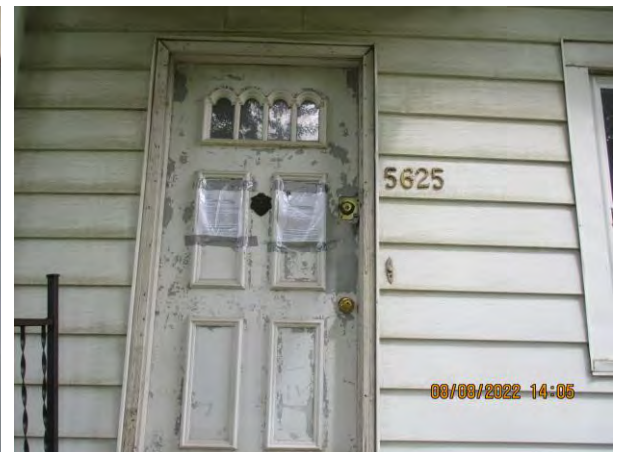
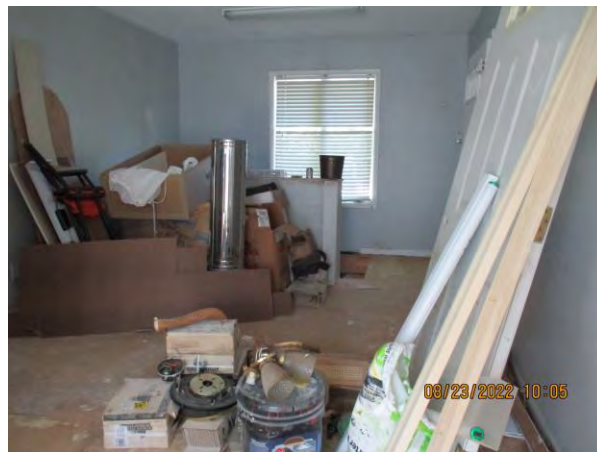
- **City Recommendation:** 30 – Days to make safe or demolish

NEAT TEAM INSPECTION 8/12/24





Past Inspection Photos



REPEAT!

- Use the first two slides for every property on the agenda.



Andy Schor, Mayor

5625 Kaynorth Rd. Lansing, MI

- Use this slide to show photo evidence from original Red Tag date, interior inspections (if completed) and most recent NEAT team inspection. 2 – 4 photos per property at minimum should be used on this slide.
- If necessary, add a third slide with more photos.
- Explain what we are looking at while reviewing photos and how these support the City's recommendation.

Attached
Show
CAUSE

HOMEOWNER'S AFFIDAVIT

Homeowner's privileges shall extend to single family residences only and shall not apply to any residence or structure from which a monetary gain is being received or is intended to be received or which is being used for commercial purposes.

Type of Permit Application: Building Permit

Installation Address: 5625 Kagnorth Lansing MI 48911

The undersigned hereby certifies that he/she is, or will be within 30 days, the legal owner and occupant of the single family residence at the above address. The undersigned further certifies that all work under this permit shall be done by his/her spouse or by a person licensed for this work in accordance with all applicable City of Lansing ordinances.

Signed: [Signature]

Printed Name: JOSEPH W. Fawaz

Date: 2/24/25

Subscribed and sworn before me this 24th day of February, 20025, a Notary Public in and for Clinton County, Michigan.

NOTARY PUBLIC Wendy Sue Pittman

My commission expires 11-13-2028, 200

WENDY SUE PITTMAN
NOTARY PUBLIC, STATE OF MI
COUNTY OF CLINTON
MY COMMISSION EXPIRES Nov 13, 2028
ACTING IN COUNTY OF Ingham

Electrical Permit # PE 25-0007



5625 Kaynorth

1. I'm working with MSU Federal Credit Union and Rocket Mortgage about getting a \$50,000 1st mortgage or a home equity line of credit. So I can pay to finish the house.
2. I've contracted with an Electrician to finish all the electrical work, they have applied for the permits with the city.
3. I'll be living in the house. I have changed my permanent address to 5625 Kaynorth and submitted the Home owners Affidavit.
4. I will be paying for the contractors permit.
5. I'll see what other permits need to be pulled and work on all, which has to be done.
6. I will be installing 2 sets of steps on the back of the house for exits to the double glass doors.

The Electrical is the first to be finished. The steps and contractors permits done by March 30, 2025.

When the contractors permit has been approved and the city code inspection is accomplished, I will start on each of the issues in succession.

In the spring, I plan on installing a 40 foot by 15 foot deck on the back of the house and using the same steps which will be installed on the back double doors as steps again.

There is a metal roof on the house. Which needs finishing touches on the sides.

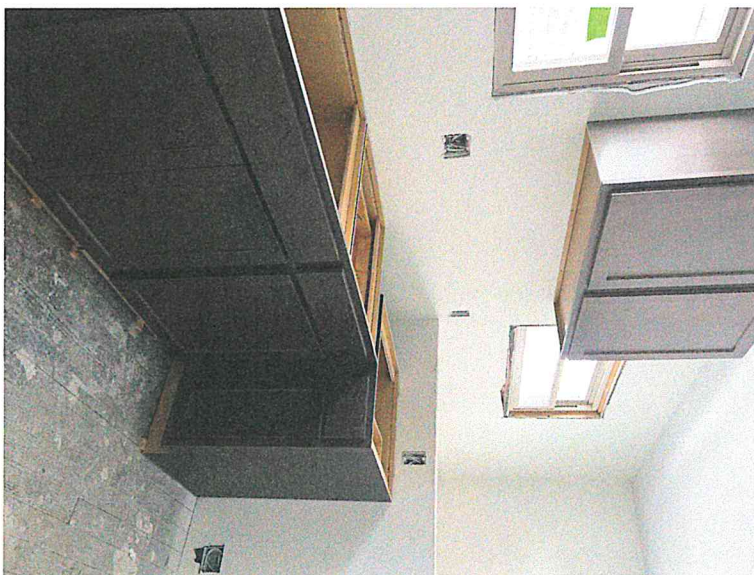
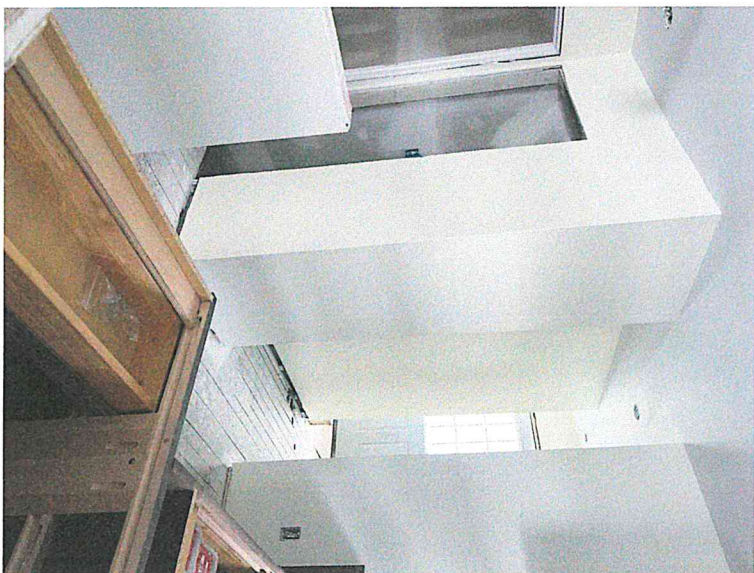
I plan on installing carpet throughout the house.

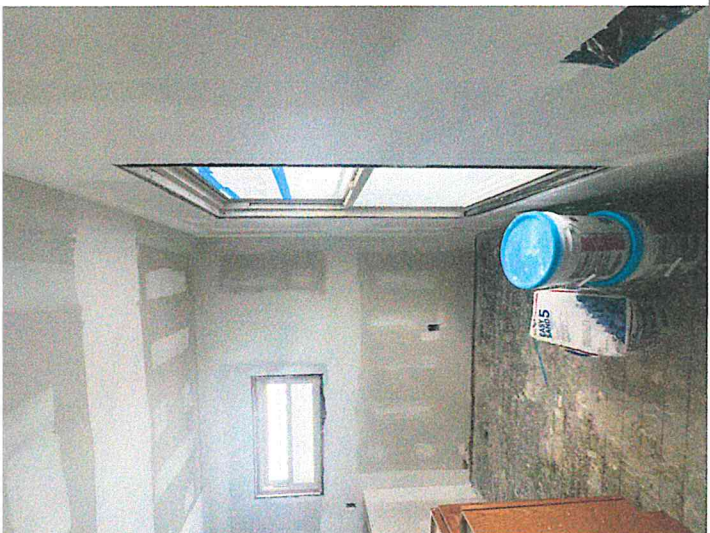
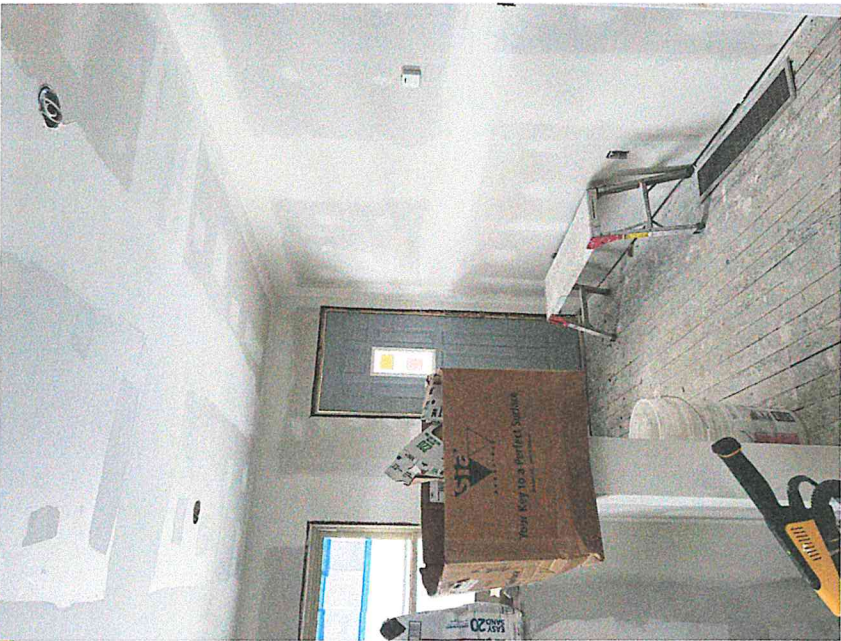
Hopefully all the permits and approvals will be finished by June 1, 2025. So, I can move in. I have to be out of my current house by July 30, 2025.

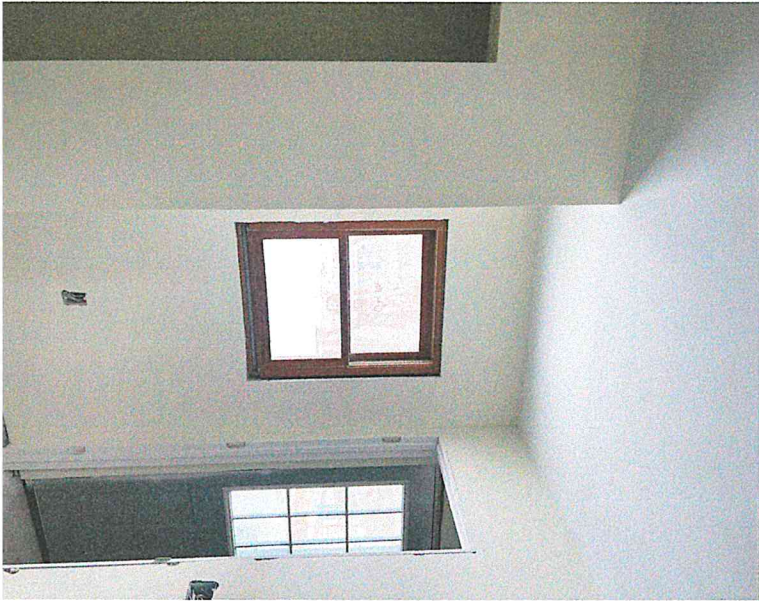
If I can get the red tags removed an approval for occupancy sooner, I will move into the house as fast as I am allowed.

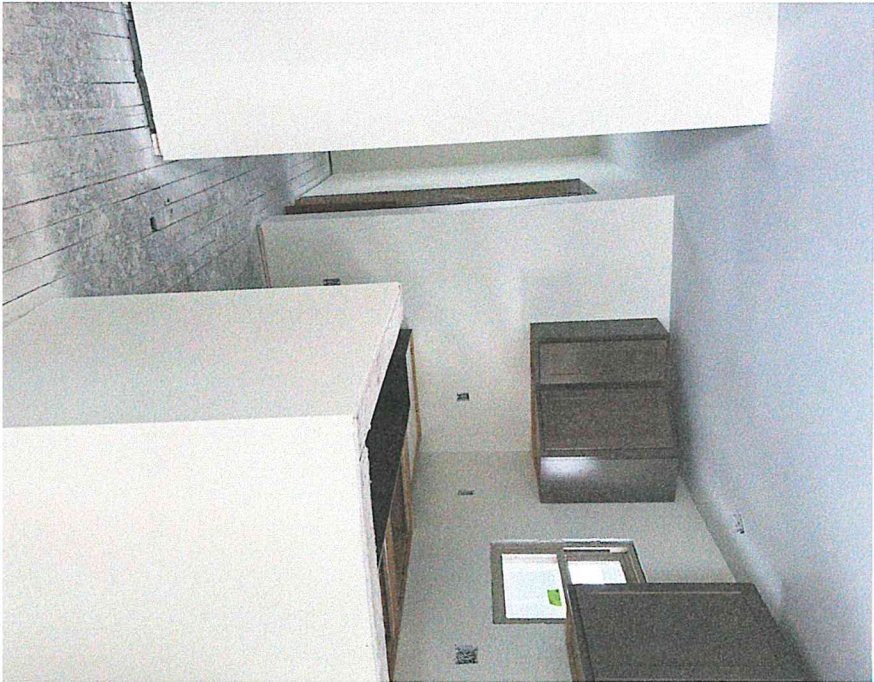






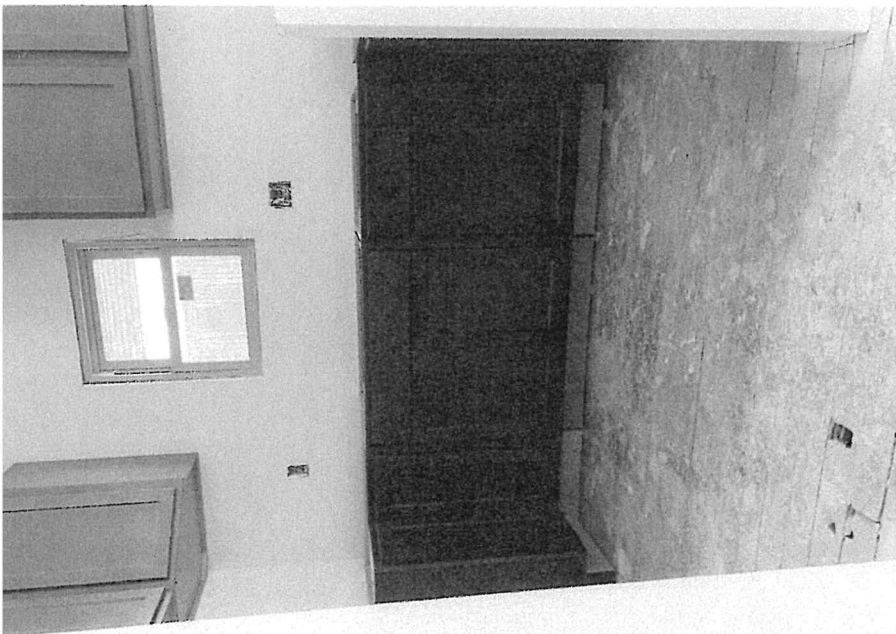
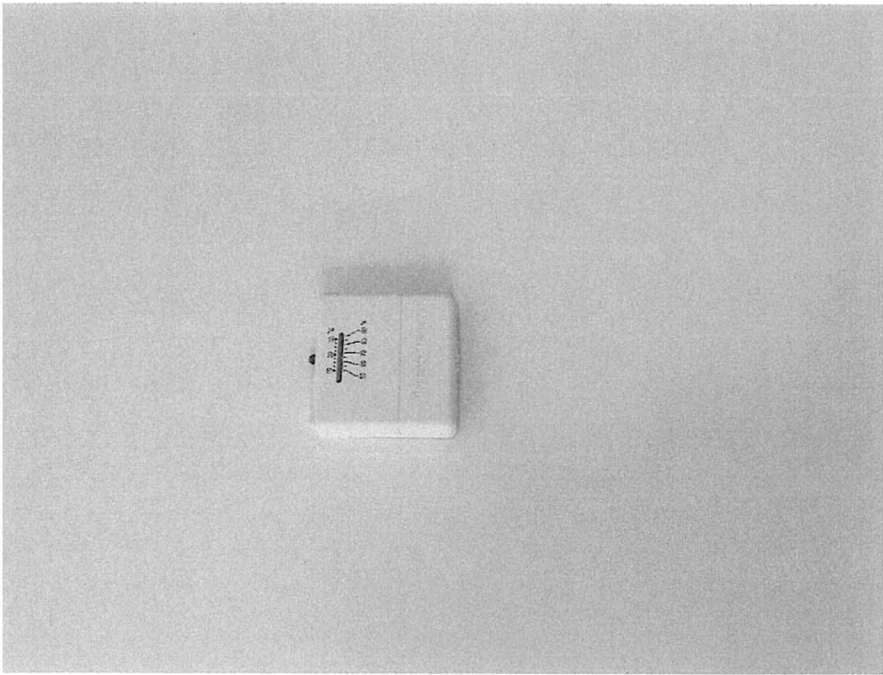




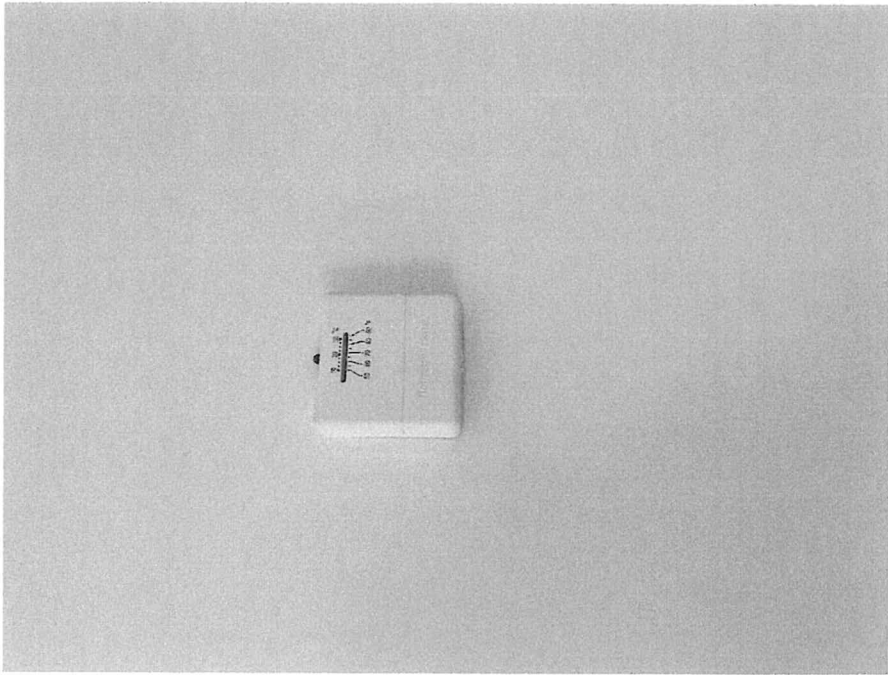
















CITY OF LANSING MAKE SAFE OR DEMOLISH HEARING	ORDER TO MAKE SAFE OR DEMOLISH BUILDING OR STRUCTURE	FILE NO. D2023-026
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Matter of the building/structure at 1723 OSBAND AVE. which is a ☒ dwelling ☐ garage ☐ other

1. Date of hearing: AUGUST 22, 2024 Hearing Officers: DAVE MUYLLE, JOSEPH VITALE, KIMBERLY SHIREY
2. WALTER ALLEN, Code Enforcement MANAGER of the City of Lansing, has filed a copy of a notice that the subject building/structure is dangerous. The copy of the notice is attached.

THE HEARING OFFICER, HAVING RECEIVED TESTIMONY AND EVIDENCE, FINDS THAT:

3. Notice of this hearing was properly served on the
☐ rental registration owner(s)
☒ Owner's or party in interest on City tax assessment record
4. The building/structure ☒ is ☐ is not a dangerous building as defined in MCL 125.539 ().
5. ☐ The building/structure has been substantially destroyed by:
 - ☐ Fire
 - ☐ Wind
 - ☐ Flood
 - ☐ Deterioration
 - ☒ Neglect
 - ☐ Abandonment
 - ☐ Vandalism
 - ☐ other:

6. The state equalized value of the building/structure is \$34,125.00
7. The cost to repair the building or structure to make it safe is \$69,550.11
8. The real estate is described as follows:

Parcel Number: 33 01 01 21 357 041

N 41 FT OF S 85 FT LOTS 6 & 7 BLOCK 13 PARK PLACE, City of Lansing

IT IS ORDERED THAT:

☐ The owner or party in interest has shown cause as to why the building/structure is not a dangerous building, therefore this matter is closed.

☒ The building/structure shall be made safe or demolished on or before 11/9/24.

8/22/24
Date

David L. Muelle
Hearing Officer

**CITY OF LANSING - DEMOLITION BOARD
CASE OVERVIEW SHEET**

ADDRESS:	1723 OSBAND AVE
PARCEL NUMBER:	33 01 01 21 357 041

HEARING DATE:	8/22/2024
DEMOLITION CASE FILE #:	D2023-026

LISTED TAXPAYER:	917 CHITTOCK STREET LLC
INTERESTED PARTIES:	917 CHITTOCK STREET LLC
SEV INFORMATION:	\$36,200.00
LAND VALUE:	\$4,600.00
BUILDING VALUE:	\$31,600.00
LOT SIZE:	41 x 132

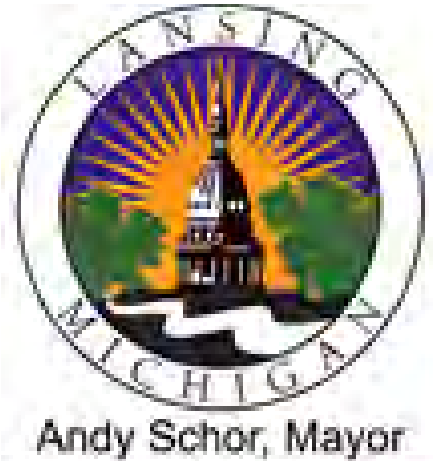
HOUSING CODE VIOLATION LTR:	6/26/2015, & 12/17/2019, & 2/8/2023
ORIGINAL RED TAG DATE:	6/26/2015
ZONING:	R-6B SINGLE FAMILY RESIDENTIAL
ESTIMATE OF REPAIRS:	\$69,550.11
PICTURES:	YES
OTHER:	

LEGAL DESCRIPTION:	N 41 FT OF S 85 FT LOTS 6 & 7 BLOCK 13 PARK PLACE
---------------------------	---

CURRENT PERMIT ACTIVITY

BUILDING:	N/A
ELECTRICAL:	N/A
MECHANICAL:	N/A
PLUMBING:	N/A
DEMOLITION:	na

City of Lansing Make Safe or Demolish Hearing



City of Lansing Prepared Testimony

Code Enforcement – Department of Economic Development and Planning

316 N. Capitol Ave. Lansing, MI 48933

Thursday, 8/22/2024 @ 6:00 PM



Andy Schor, Mayor

1723 OSBAND AVE. Lansing, MI

- **Title Information:**

- 917 Chittock Street LLC

- **Original Red Tag Date:**

- 6/26/2015, 12/17/2019, 2/08/2023
- Reason(s) for red tag:
 - Lack of required utilities, deteriorated roof, missing damaged drywall throughout the dwelling, missing plumbing pipes and fixtures throughout the dwelling, missing furnace and water heater, missing wiring, switches and outlets throughout the dwelling, unsafe electrical wiring at garage, house has been stripped down to the studs, canceled-expired permits.

- **NEAT Team Enforcement Start:**

- 10/05/2015

- **Property Activity:**

- Open Building Permit issued 2/06/2024 no inspections.
- Open Electrical Permit service partially approved 3/04/2024.
- Open Plumbing Permit issued 2/11/2024 no inspections.
- Open Roofing Siding open roof approved 2/21/2024
- 4 Board ups, 1 grass violation, 6 trash violations resulting in 4 trash removals.

- **SEV & Cost of Repairs:**

- \$36,200 (SEV)
- \$69,550.11 (cost of repairs)

- **City Recommendation:** 90 – Days to make safe or demolish

NEAT TEAM INSPECTION 2/09/2023





Recent Inspection Photos





Chris Swope

Lansing City Clerk

917 CHITTOCK STREET LLC
NEIL D WRIGHT
114 BANK
LANSING, MI 48910

TAKE NOTICE: In accordance with the provisions of City of Lansing Housing & Premises Code Section 1460.11 and MCL 125.538 et. seq., a Show Cause Hearing concerning the building and/or any accessory structure(s) located at the Subject Property listed below, is scheduled before the City Council of the City of Lansing.

Subject Property: 1723 Osband Ave, Lansing MI 48910

Hearing Date and Time: Monday, February 24, 2025 at 7:00 p.m.

Hearing Place: Tony Benavides Lansing City Council Chambers
10th Floor City Hall
124 W. Michigan Lansing, MI 48933

The Demolition Board has determined that the subject building, and/or any accessory structure, is "Dangerous" as defined in the aforesaid laws.

THE PURPOSE OF THE HEARING is to give the owner, agent, or lessee the opportunity to give testimony and SHOW CAUSE WHY THE SUBJECT BUILDING(S) SHOULD NOT BE ORDERED TO BE DEMOLISHED by the City Council.

Issuance of any building and/or trade permit(s) does not, in any way, alter the demolition schedule or give rise to a cause of action to prevent the demolition of this property. The permit applicant/owner assumes any risks and costs associated with obtaining the permit(s) for the property listed above.

Sincerely,

Chris Swope, MMC/MiPMC level 3
Lansing City Clerk



Chris Swope

Lansing City Clerk

TAWNY CERNY

315 W CESAR E CHAVEZ AVE
LANSING, MI 48906

TAKE NOTICE: In accordance with the provisions of City of Lansing Housing & Premises Code Section 1460.11 and MCL 125.538 et. seq., a Show Cause Hearing concerning the building and/or any accessory structure(s) located at the Subject Property listed below, is scheduled before the City Council of the City of Lansing.

Subject Property: 1023 Porter Rd, Lansing MI 48906

Hearing Date and Time: Monday, February 24, 2025 at 7:00 p.m.

Hearing Place: Tony Benavides Lansing City Council Chambers
10th Floor City Hall
124 W. Michigan Lansing, MI 48933

The Demolition Board has determined that the subject building, and/or any accessory structure, is "Dangerous" as defined in the aforesaid laws.

THE PURPOSE OF THE HEARING is to give the owner, agent, or lessee the opportunity to give testimony and SHOW CAUSE WHY THE SUBJECT BUILDING(S) SHOULD NOT BE ORDERED TO BE DEMOLISHED by the City Council.

Issuance of any building and/or trade permit(s) does not, in any way, alter the demolition schedule or give rise to a cause of action to prevent the demolition of this property. The permit applicant/owner assumes any risks and costs associated with obtaining the permit(s) for the property listed above.

Sincerely,

Chris Swope, MMC/MiPMC level 3
Lansing City Clerk

**CITY OF LANSING - DEMOLITION BOARD
CASE OVERVIEW SHEET**

ADDRESS:	1023 PORTER ST
PARCEL NUMBER:	33 01 01 10 326 331

HEARING DATE:	8/22/2024
DEMOLITION CASE FILE #:	D2023-006

LISTED TAXPAYER:	CERNY TAWNY
INTERESTED PARTIES:	CERNY TAWNY
SEV INFORMATION:	\$36,700.00
LAND VALUE:	\$3,900.00
BUILDING VALUE:	\$32,800.00
LOT SIZE:	39 x 132

HOUSING CODE VIOLATION LTR:	7/6/2017
ORIGINAL RED TAG DATE:	7/6/2017
ZONING:	R-5 SINGLE FAMILY RESIDENTIAL
ESTIMATE OF REPAIRS:	\$102,196.08
PICTURES:	YES
OTHER:	

LEGAL DESCRIPTION:	LOT 24 S H PERSONS ADD
---------------------------	--

CURRENT PERMIT ACTIVITY

BUILDING:	N/A
ELECTRICAL:	N/A
MECHANICAL:	N/A
PLUMBING:	N/A
DEMOLITION:	na

CITY OF LANSING MAKE SAFE OR DEMOLISH HEARING	ORDER TO MAKE SAFE OR DEMOLISH BUILDING OR STRUCTURE	FILE NO. D2022-011
---	---	------------------------------

Matter of the building/structure at 1023 PORTER ST. which is a ☒ dwelling ☐ garage ☐ other

1. Date of hearing: AUGUST 22, 2024 Hearing Officers: DAVE MUYLLE, JOSEPH VITALE, KIMBERLY SHIREY
2. WALTER ALLEN, Code Enforcement MANAGER of the City of Lansing, has filed a copy of a notice that the subject building/structure is dangerous. The copy of the notice is attached.

THE HEARING OFFICER, HAVING RECEIVED TESTIMONY AND EVIDENCE, FINDS THAT:

3. Notice of this hearing was properly served on the
☐ rental registration owner(s)
☒ Owner's or party in interest on City tax assessment record
4. The building/structure ☒ is ☐ is not a dangerous building as defined in MCL 125.539 ().
5. ☐ The building/structure has been substantially destroyed by:
 - ☒ Fire
 - ☐ Wind
 - ☐ Flood
 - ☐ Deterioration
 - ☐ Neglect
 - ☐ Abandonment
 - ☐ Vandalism
 - ☐ other:

6. The state equalized value of the building/structure is \$26,593.00
7. The cost to repair the building or structure to make it safe is \$32,200.00
8. The real estate is described as follows:

Parcel Number: 33 01 01 10 326 331

LOT 24 S H PERSONS ADD, City of Lansing

IT IS ORDERED THAT:

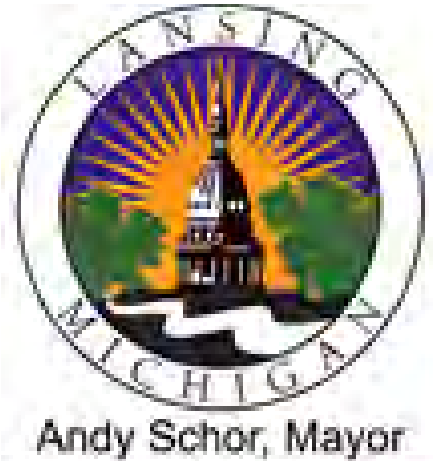
☐ The owner or party in interest has shown cause as to why the building/structure is not a dangerous building, therefore this matter is closed.

☒ The building/structure shall be made safe or demolished on or before 11/19/24.

8/22/24
Date

David L Muylle
Hearing Officer

City of Lansing Make Safe or Demolish Hearing



City of Lansing Prepared Testimony

Code Enforcement – Department of Economic Development and Planning

316 N. Capitol Ave. Lansing, MI 48933

Thursday, 8/22/2024 @ 6:00 PM



Andy Schor, Mayor

1023 PORTER ST. Lansing, MI

- **Title Information:**

- Tawny Cerny

- **Original Red Tag Date:**

- 7/06/2017
- Fire damaged structure
- Water damaged walls & ceilings.
- Lack of smoke detectors
- Lack of utilities

- **NEAT Team Enforcement Start:**

- 5/01/2018

- **Property Activity:**

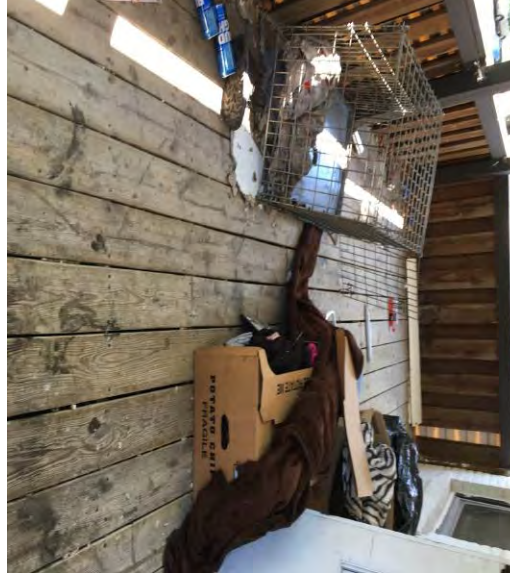
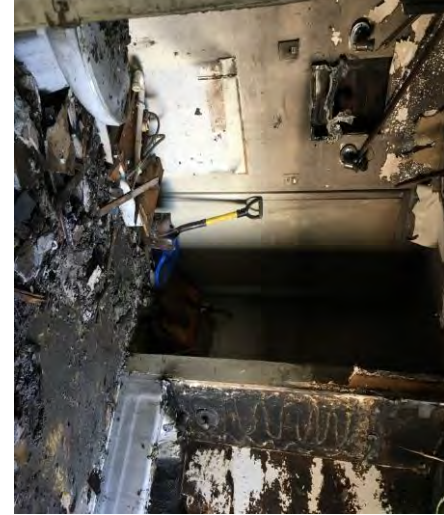
- 9 premise violations since the property was tagged. 1 grass mowing in 2024 1 grass mowing in 2023, 1 trash removal in 2024.
- Building permit issued 6/16/2023. Frame partially approved 2/23/2024
- Electrical permit issued 4/22/2024 no inspections to date.

- **SEV & Cost of Repairs:**

- \$26,593.00 (SEV)
- \$32,200.00 (cost of repairs)

- **City Recommendation:** 60 – Days to make safe or demolish

NEAT TEAM INSPECTION 7/10/2017





Andy Schor, Mayor

Recent Photos





Chris Swope

Lansing City Clerk

CESAR PLACE LLC
ADAM BREWER
2547 W MAIN ST
LANSING, MI 48917

TAKE NOTICE: In accordance with the provisions of City of Lansing Housing & Premises Code Section 1460.11 and MCL 125.538 et. seq., a Show Cause Hearing concerning the building and/or any accessory structure(s) located at the Subject Property listed below, is scheduled before the City Council of the City of Lansing.

Subject Property: 308 E Cesar E Chavez Ave, Lansing MI 48906

Hearing Date and Time: Monday, February 24, 2025 at 7:00 p.m.

Hearing Place: Tony Benavides Lansing City Council Chambers
10th Floor City Hall
124 W. Michigan Lansing, MI 48933

The Demolition Board has determined that the subject building, and/or any accessory structure, is "Dangerous" as defined in the aforesaid laws.

THE PURPOSE OF THE HEARING is to give the owner, agent, or lessee the opportunity to give testimony and SHOW CAUSE WHY THE SUBJECT BUILDING(S) SHOULD NOT BE ORDERED TO BE DEMOLISHED by the City Council.

Issuance of any building and/or trade permit(s) does not, in any way, alter the demolition schedule or give rise to a cause of action to prevent the demolition of this property. The permit applicant/owner assumes any risks and costs associated with obtaining the permit(s) for the property listed above.

Sincerely,

Chris Swope, MMC/MiPMC level 3
Lansing City Clerk

CITY OF LANSING MAKE SAFE OR DEMOLISH HEARING	ORDER TO MAINTAIN VACANT BUILDING OR STRUCTURE	FILE NO. D2024-013
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Matter of the building/structure at 308 E. Cesar E. Chavez which is a ☒ dwelling ☐ garage ☐ other

1. Date of hearing: October 25, 2024 Hearing Officers: DAVE MUYLLE, JOSEPH VITALE, KIMBERLY SHIREY
2. WALTER ALLEN, Code Enforcement MANAGER of the City of Lansing, has filed a copy of a notice that the subject building/structure is dangerous. The copy of the notice is attached.

THE HEARING OFFICER FINDS THAT:

3. Notice of this hearing was properly served on the
☐ rental registration owner(s)
☒ Owner's or party in interest on City tax assessment record
4. The building/structure ☒ is ☐ is not a dangerous building as defined in MCL 125.539, specifically MCL 15.539(j)
5. ☒ The building/structure has remained unoccupied for 180 consecutive days or more and is not listed for sale, lease or rent with a licensed real estate broker.
6. The building/structure is a ☒ commercial building/structure ☐ residential building/structure ☐ other.
7. The owner ☐ has ☐ has not informed the local law enforcement agency that the building will be unoccupied.
8. The owner ☐ has ☒ has not maintained the exterior of the building or structure and adjoining grounds in accordance with the Housing Law of Michigan or the Building Code of the City of Lansing.
9. The building/structure ☐ is ☒ is not a secondary dwelling as defined by MCL 125.539(j)(ii).
10. The state equalized value of the building/structure is \$74,700
11. The cost to repair the building or structure to make it safe is \$412,033.00
12. The real estate is described as follows:

Parcel Number: 33 01 01 09 404 031

The East 22 feet of the West 112 feet of the North 100 feet of Lots 1 and 2, Block 13, Original Plat of the City of Lansing, Ingham County, Michigan.

IT IS ORDERED THAT:

☐ The owner or party in interest has shown cause as to why the building/structure is not a dangerous building pursuant to MCL 15.539(j), therefore this matter is closed.

☐ The exterior of the building shall be maintained, including:

☐ lawns, trees and shrubs ☐ paint on structure ☐ other _____ on or before _____.

☐ The building/structure shall be made safe or demolished on or before Nov. 25 2024.

10/25/2024
Date

David L. Mylles
Hearing Officer

**CITY OF LANSING - DEMOLITION BOARD
CASE OVERVIEW SHEET**

ADDRESS:	308 E. Cesar E. Chavez
PARCEL NUMBER:	33 01 01 090 404 031

HEARING DATE:	10/25/2024
DEMOLITION CASE FILE #:	D2024-013

LISTED TAXPAYER:	Cesar Place LLC
INTERESTED PARTIES:	Cesar Place LLC
SEV INFORMATION:	\$74,700.00
LAND VALUE:	\$6,600.00
BUILDING VALUE:	\$68,100.00
LOT SIZE:	.05 Acres

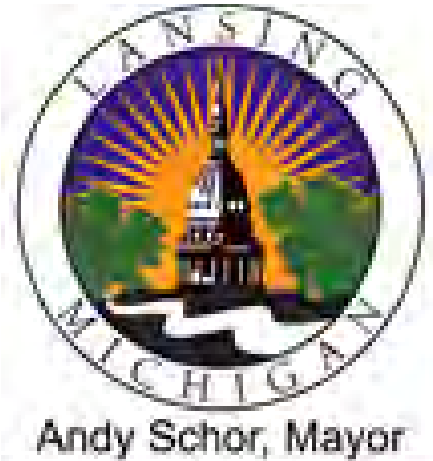
HOUSING CODE VIOLATION LTR:	11/02/2023,
ORIGINAL RED TAG DATE:	December 12th, 2017
ZONING:	MX-3 Mixed Use Center
ESTIMATE OF REPAIRS:	\$412,033.00
PICTURES:	YES
OTHER:	

LEGAL DESCRIPTION:	E 22 FT OF W 112 FT OF N 100 FT OF LOTS 1&2 BLOCK 13 ORIG PLAT
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CURRENT PERMIT ACTIVITY

BUILDING:	N/A
ELECTRICAL:	N/A
MECHANICAL:	N/A
PLUMBING:	N/A
DEMOLITION:	na

City of Lansing Make Safe or Demolish Hearing



The City of Lansing Prepared Testimony

Code Enforcement – Department of Economic Development and Planning

316 N. Capitol Ave. Lansing, MI 48933

Friday, 10/25/2024 @ 5:00 PM



Andy Schor, Mayor

308 E. Cesar E. Chavez

Title Information:

- Cesar Place LLC

Original Red Tag Date:

- 12/12/2017

Reasons for Red Tag

- The structure constitutes threats to life, health, and or safety of persons near or visiting the structure.

Property Activity:

- Commercial plan review submitted on 5/01/2023. No open permits, no permits pending.

SEV & Cost of Repairs:

- SEV is \$74,000.00
- Cost of repairs is \$412,033.00

City Recommendation:

- 30 days to make safe or demolish.



Inspection Photos





Inspection Photos



Inspection Photos





Chris Swope

Lansing City Clerk

PROPERTY VENTURES OF MICHIGAN L L C
ANDY MARKOVIC
1335 LAKE LANSING
LANSING, MI 48912-3737

TAKE NOTICE: In accordance with the provisions of City of Lansing Housing & Premises Code Section 1460.11 and MCL 125.538 et. seq., a Show Cause Hearing concerning the building and/or any accessory structure(s) located at the Subject Property listed below, is scheduled before the City Council of the City of Lansing.

Subject Property: 5141 S Martin Luther King Jr Blvd, Lansing MI 48911

Hearing Date and Time: Monday, February 24, 2025 at 7:00 p.m.

Hearing Place: Tony Benavides Lansing City Council Chambers
10th Floor City Hall
124 W. Michigan Lansing, MI 48933

The Demolition Board has determined that the subject building, and/or any accessory structure, is "Dangerous" as defined in the aforesaid laws.

THE PURPOSE OF THE HEARING is to give the owner, agent, or lessee the opportunity to give testimony and SHOW CAUSE WHY THE SUBJECT BUILDING(S) SHOULD NOT BE ORDERED TO BE DEMOLISHED by the City Council.

Issuance of any building and/or trade permit(s) does not, in any way, alter the demolition schedule or give rise to a cause of action to prevent the demolition of this property. The permit applicant/owner assumes any risks and costs associated with obtaining the permit(s) for the property listed above.

Sincerely,

Chris Swope, MMC/MiPMC level 3
Lansing City Clerk

**CITY OF LANSING - DEMOLITION BOARD
CASE OVERVIEW SHEET**

ADDRESS:	5141 S. MLK Jr. Blvd
PARCEL NUMBER:	33 01 01 05 05 226 090

HEARING DATE:	10/25/2024
DEMOLITION CASE FILE #:	D2024-012

LISTED TAXPAYER:	Property Ventures of Michigan LLC
INTERESTED PARTIES:	Property Ventures of Michigan LLC
SEV INFORMATION:	\$430,400.00
LAND VALUE:	\$324,000.00
BUILDING VALUE:	\$106,400.00
LOT SIZE:	5.43 ACRES

HOUSING CODE VIOLATION LTR:	7/23/2021
ORIGINAL RED TAG DATE:	8/30/2021
ZONING:	MX-3 MIXED USE URBAN CORRIDOR
ESTIMATE OF REPAIRS:	\$5,993,505.00
PICTURES:	YES
OTHER:	

LEGAL DESCRIPTION:	SELY 50 FT LOTS 11 & 12, ALSO LOTS 13 THRU 18 EXC PARTS USED AS M-99 R/W, LOT 40 EXC E 108.6 FT, ALSO W 130FT LOTS, 41 42 AND 43, AND ALSO LOT 44 ; SUPERVISOR'S PLAT OF PROSPERITY FARMS
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CURRENT PERMIT ACTIVITY

BUILDING:	Expired PB22-0816
ELECTRICAL:	N/A
MECHANICAL:	N/A
PLUMBING:	N/A
DEMOLITION:	na

CITY OF LANSING MAKE SAFE OR DEMOLISH HEARING	ORDER TO MAINTAIN VACANT BUILDING OR STRUCTURE	FILE NO. D2024-012
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Matter of the building/structure at 5141 S. Martin Luther King Jr. Blvd which is a ☒ dwelling ☐ garage ☐ other

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2. WALTER ALLEN, Code Enforcement MANAGER of the City of Lansing, has filed a copy of a notice that the subject building/structure is dangerous. The copy of the notice is attached.

THE HEARING OFFICER FINDS THAT:

3. Notice of this hearing was properly served on the
☐ rental registration owner(s)
☒ Owner's or party in interest on City tax assessment record
4. The building/structure ☒ is ☐ is not a dangerous building as defined in MCL 125.539, specifically MCL 15.539(j)
5. ☒ The building/structure has remained unoccupied for 180 consecutive days or more and is not listed for sale, lease or rent with a licensed real estate broker.
6. The building/structure is a ☒ commercial building/structure ☐ residential building/structure ☐ other.
7. The owner ☐ has ☒ has not informed the local law enforcement agency that the building will be unoccupied.
8. The owner ☐ has ☒ has not maintained the exterior of the building or structure and adjoining grounds in accordance with the Housing Law of Michigan or the Building Code of the City of Lansing.
9. The building/structure ☐ is ☒ is not a secondary dwelling as defined by MCL 125.539(j)(ii).
10. The state equalized value of the building/structure is \$430,400.00
11. The cost to repair the building or structure to make it safe is \$5,993,505.00
12. The real estate is described as follows:

Parcel Number: 33 01 05 05 226 090

The Southeasterly 50 feet of Lots 11 and 12, also Lots 13 through 18, inclusive, except parts used as M-99 right of way, also Lot 40, except East 108.60 feet, also West 130 feet of Lots 41, 42 and 43, and also Lot 44, Supervisor's Plat of Prosperity Farms, City of Lansing, Ingham County, Michigan, as recorded in Liber 12 of Plats, Page 28.

IT IS ORDERED THAT:

☐ The owner or party in interest has shown cause as to why the building/structure is not a dangerous building pursuant to MCL 15.539(j), therefore this matter is closed.

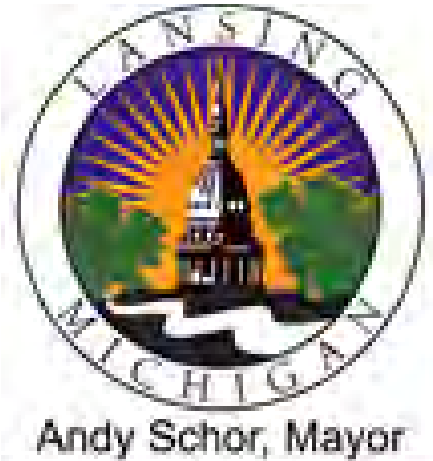
☐ The exterior of the building shall be maintained, including:
☐ lawns, trees and shrubs ☐ paint on structure ☐ other _____ on or before _____.

☒ The building/structure shall be made safe or demolished on or before Dec. 9, 2024.

10/25/2024
Date

David M. Mylle
Hearing Officer

City of Lansing Make Safe or Demolish Hearing



Andy Schor, Mayor

The City of Lansing Prepared Testimony
Code Enforcement – Department of Economic Development and Planning
316 N. Capitol Ave. Lansing, MI 48933
Friday, 10/25/2024 @ 5:00 PM



Andy Schor, Mayor

5141 S. Martin Luther King Jr. Blvd.

Title Information:

- Property Ventures Of Michigan LLC

Original Red Tag Date:

- 08/30/2021

Reasons for Red Tag

- The structure constitutes threats to life, health, and or safety of persons near or visiting the structure.

Property Activity:

- 65 total enforcement violations since 2012. Trash, grass, board-ups, disabled motor vehicles, working without permits, and zoning violations.

SEV & Cost of Repairs:

- SEV is \$430,000.00
- Cost of repairs is \$5,993,505.00

City Recommendation:

- 30 days to make safe or demolish.

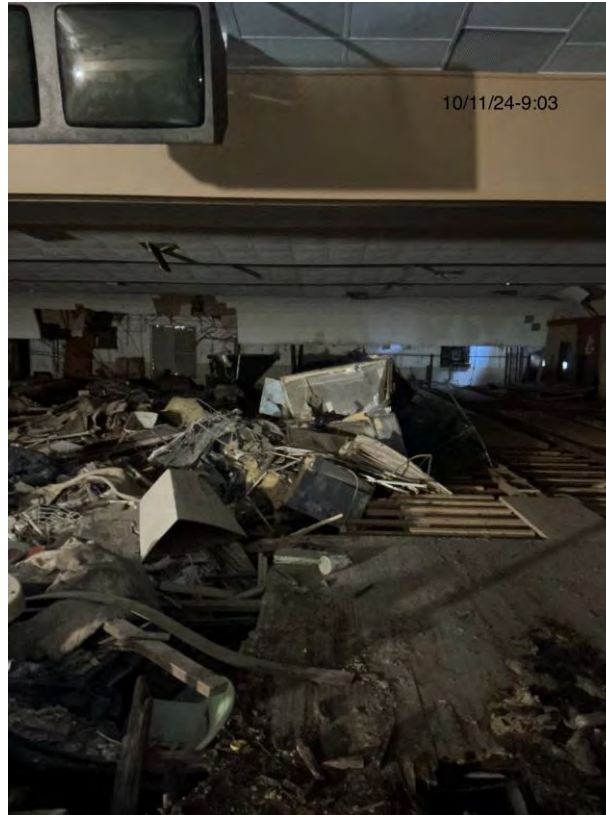


Property Photos

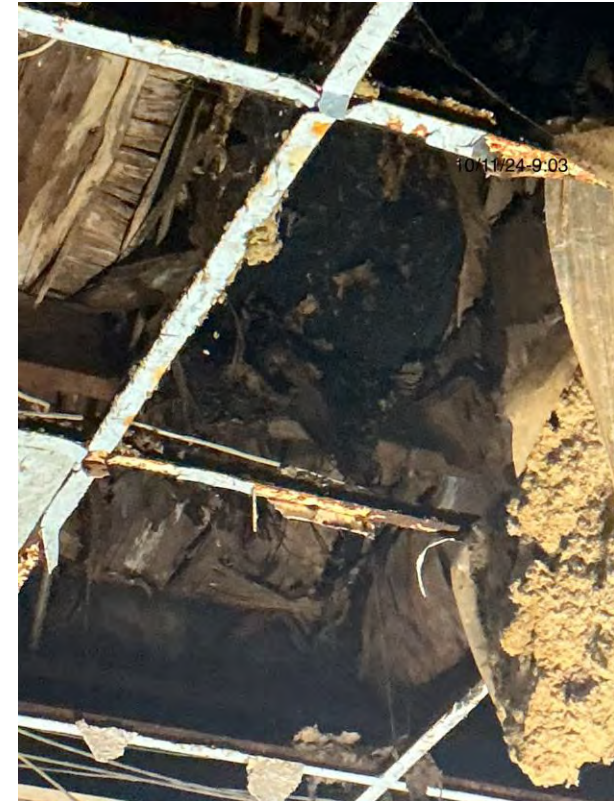




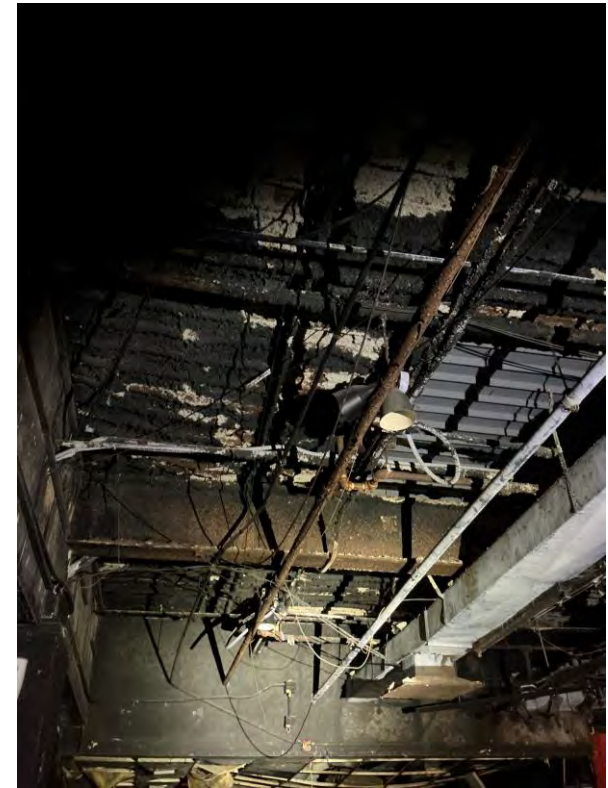
Search Warrant Inspection Photos



Search Warrant Inspection Photos



Search Warrant Inspection Photos



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Public Comment on Legislative Matters Registration

*The City of Lansing welcomes and encourages public comment relating to City Legislative Matters. In order to facilitate public input, you **MUST** complete this card and submit it to the City Clerk or City Clerk Staff prior the close of registration as announced by the City Clerk.*

*Legislative matters consist of the following items on the agenda: **public hearings, resolutions, ordinances for introduction, and ordinances for passage.** The public may comment for up to three minutes*.*

Agenda Item Number(s) or Description(s) Resolution

Name (print) Jody W. Ashford E-Mail (optional) _____

Address (street, city, zip) 521 Danvers

Company or organization represented, etc. (if applicable) _____

Signature J. Ashford Pronouns _____

- Public speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
- Direct your comments to the Council President.
- No speaker called upon to speak shall by speech or conduct disturb, disrupt, delay, interfere with, or otherwise impede the orderly conduct of the Council meeting.
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- Time limit to address the council on legislative matters is **3 Minutes***.
- Spokespersons for a group or shared viewpoint are encouraged; however, a speaker's time limit may not be increased through assignment of someone else's time or opportunity to speak.
- No registrations will be accepted after the deadline as announced by the City Clerk.
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Thank you for your involvement and interest in our City,
Chris Swope, Lansing City Clerk, MiPMC / MMC

* *The Presiding Officer may reduce the amount of time for each speaker if he or she determines that the number of registered speakers is so numerous that the meeting cannot be timely concluded without a reduction in the time allocated for each speaker.*

Persons with disabilities who need an accommodation to fully participate in this meeting should contact the City Clerk's Office at (517) 483-4131 (TDD (517) 483-4479). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

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Agenda Item Number(s) or Description(s) # 11, 24, 26

Name (print) Mich Rice E-Mail (optional) rice1957@gmail.com

Address (street, city, zip) 509 E. Edgewood Blvd # 214 Lansing

Company or organization represented, etc. (if applicable) _____

Signature Mich Rice Pronouns _____

- Public speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
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Agenda Item Number(s) or Description(s) 13-21

Name (print) Nicklas Zande

E-Mail (optional) nwzande@gmail.com

Address (street, city, zip) 411 W Willard Ave Lansing MI 48906

Company or organization represented, etc. (if applicable) OENA

Signature Nicklas Zande

Pronouns he/him

- Public speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
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Interested Party Comment on Show Cause Hearing Registration

Only persons who have received notice from the City as an interested party, or the interested party's agent with written permission, may speak on the agenda item which is the subject of a show cause hearing, for up to a total of three minutes.*

*You **MUST** complete this card and submit it to the City Clerk or City Clerk Staff **prior** the close of registration as announced by the City Clerk. Each person who has registered to speak will have up to a total of three minutes* to address Council on the Show Cause Hearing.*

Show Cause Agenda Item Number 11 Property Address 5141 S. MLK

Name (print) Joe Bertram E-Mail (optional) _____

Address (street, city, zip) 1106 Leslie

Company or organization represented, etc. (if applicable) AGAPE Building & Restoration

Signature Joe Bertram Pronouns _____

- Speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
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Show Cause Agenda Item Number 9 Property Address 1023 Porter Street

Name (print) Tawny Cerny E-Mail (optional) TawnyCerny3@aol.com

Address (street, city, zip) 1023 Porter Street, Lansing 48906

Company or organization represented, etc. (if applicable) _____

Signature Tawny Cerny Pronouns _____

- Speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
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Interested Party Comment on Show Cause Hearing Registration

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Show Cause Agenda Item Number 7 Property Address 5605 Keynarth

Name (print) Joseph Fawaz E-Mail (optional) Fawaz.Joseph@gmail

Address (street, city, zip) 5605 Keynarth

Company or organization represented, etc. (if applicable) _____

Signature [Signature] Pronouns Mr.

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Show Cause Agenda Item Number 6 Property Address 1300 W Maple St

Name (print) Gloria Hall E-Mail (optional) _____

Address (street, city, zip) 1314 Maryland Ave

Company or organization represented, etc. (if applicable) _____

Signature Gloria Hall Pronouns _____

- Speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
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Show Cause Agenda Item Number 3 Property Address 204 E Potter ave
Name (print) Rahim Aikhail E-Mail (optional) rahim77a@yahoo.com
Address (street, city, zip) 204 E Potter ave Lansing
Company or organization represented, etc. (if applicable) _____
Signature [Signature] Pronouns 517 281-6047

- Speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
- Direct your comments to the Council President.
- No speaker called upon to speak shall by speech or conduct disturb, disrupt, delay, interfere with, or otherwise impede the orderly conduct of the Council meeting.
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- Questions raised during comment may or may not be answered by the President, another Council Member, the Mayor, or member of the City Staff during the meeting.
- Time limit to address the council on legislative matters is **3 Minutes***.
- Spokespersons for a group or shared viewpoint are encouraged; however, a speaker's time limit may not be increased through assignment of someone else's time or opportunity to speak.
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- If you wish to submit written materials, please provide them to the City Clerk or City Clerk staff along with this form.
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Thank you for your involvement and interest in our City,
Chris Swope, Lansing City Clerk, MiPMC / MMC

* The Presiding Officer may reduce the amount of time for each speaker if he or she determines that the number of registered speakers is so numerous that the meeting cannot be timely concluded without a reduction in the time allocated for each speaker.

Persons with disabilities who need an accommodation to fully participate in this meeting should contact the City Clerk's Office at (517) 483-4131 (TDD (517) 483-4479). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

You will not be called to speak unless all required blanks on this form are completed.



Interested Party Comment on Show Cause Hearing Registration

Only persons who have received notice from the City as an interested party, or the interested party's agent with written permission, may speak on the agenda item which is the subject of a show cause hearing, for up to a total of three minutes.*

*You **MUST** complete this card and submit it to the City Clerk or City Clerk Staff prior the close of registration as announced by the City Clerk. Each person who has registered to speak will have up to a total of three minutes* to address Council on the Show Cause Hearing.*

Show Cause Agenda Item Number _____ Property Address #4

Name (print) Clarence Hooker E-Mail (optional) _____

Address (street, city, zip) 1232 N. Washington

Company or organization represented, etc. (if applicable) _____

Signature Clarence Hooker Pronouns _____

- Speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
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Show Cause Agenda Item Number 5 Property Address 16165 CEDAR ST

Name (print) BRIAN McNAMARA E-Mail (optional) _____

Address (street, city, zip) 916 MOTOR AVE

Company or organization represented, etc. (if applicable) _____

Signature Brian McNamara Pronouns _____

- Speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
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Show Cause Agenda Item Number 10 Property Address 308 E Cesar E Chever

Name (print) Richard Preuss E-Mail (optional) richardkirby123@gmail.com

Address (street, city, zip) 1127 N. Cedar St. LANSING MI

Company or organization represented, etc. (if applicable) _____

Signature _____ Pronouns _____

- Speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
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Show Cause Agenda Item Number 8 Property Address 1723 Osband Ave

Name (print) Wiel Wright E-Mail (optional) Wrightgreen

Address (street, city, zip) Lansing MI

Company or organization represented, etc. (if applicable) Wiel Wright & Wiel Green

Signature Wiel Green Pronouns _____

- Speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
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Show Cause Agenda Item Number 11 Property Address 5141 S. MLK

Name (print) Andy Markoos E-Mail (optional) _____

Address (street, city, zip) 4601 Sidney

Company or organization represented, etc. (if applicable) Property Ventures of MI

Signature _____ Pronouns _____

- Speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
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Show Cause Agenda Item Number 6 Property Address 1350 Maple St

Name (print) Alesia Flowers E-Mail (optional) alesiaflowers1@gmail

Address (street, city, zip) 1690 Amber Lane

Company or organization represented, etc. (if applicable) _____

Signature [Handwritten Signature] Pronouns _____

- Speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
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Outlook

Glen

[EXTERNAL] Assessment

From Kathie Tucker <kathiet55@gmail.com>

Date Mon 2/17/2025 7:44 PM

To Clerk, City <City.Clerk@lansingmi.gov>

To whom it may concern. I wish to appeal the assessment imposed for the Glenburne subdivision assessment roll #GB 2025. Thank you.

@



[EXTERNAL] Special Assessment Roll #GB-2025 inquiry

From Bobby Tadgerson <bobby.tadgerson@gmail.com>

Date Sun 2/16/2025 10:51 AM

To Clerk, City <City.Clerk@lansingmi.gov>



Good morning,

My partner and I live at 4101 Heathgate Dr. Lansing Mi, 48911 and have received a letter from your office with the title listed above indicating we have received services for living in this part of our neighborhood. Said letter is stating we are subject to a \$51.99 fee for "Glenburne Commons Grass Cutting and Trash Clean-Up" between the dates of March 31, 2024 and November 31, 2024 to which I was curious about the areas being cleaned up? I would like this documented not as an appeal but an inquiry. It is indifferent to me when and if I pay this bill as I do see a good amount of trash and lack of landscaping on our direct street as well as numerous pot holes that have caused bodily harm to myself and damage to vehicles as well. If we are to pay a bill for services rendered, I would like to know when and where the services were rendered that I have taken a part in please.

Thank you,

Raymond TADGERSON (spelled my name incorrectly on the letter as well)

END

Jackson, Brian

From: Boak, Sherrie
Sent: Monday, February 24, 2025 8:20 AM
To: Clerk, City
Subject: For Hearing tonight - FW: [EXTERNAL] Metro Bowl

*Sherrie Boak
City of Lansing
City Council Legislative Office Manager
124 W Michigan Avenue, 10th Floor
517-483-7683
www.lansingmi.gov*

From: ktobe07@gmail.com <ktobe07@gmail.com>
Sent: Sunday, February 23, 2025 7:45 PM
To: City Council <City.Council@lansingmi.gov>
Subject: [EXTERNAL] Metro Bowl

I am in favor of the demolition of the Metro Bowl property. It has been an eye sore for years and there are no interested buyers for the building.

Kathy Tobe

Resolution #2025-032
By the Committee on Public Safety
Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing Code Enforcement Officer has declared a certain structure at 204 E. Cavanaugh Rd, 33-01-01-33-401-171, LOT 2 & E 10 FT LOT 1 SUPERVISORS PLAT NO 2 LANSING TOWNSHIP, to be an unsafe and dangerous building and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, the Code Enforcement Officer red tagged the said structure on JUNE 27TH, 2022 and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, on AUGUST 22ND, 2024, the Lansing Demolition Hearing Officer held a meeting to consider and make a recommendation on whether to declare the structure a dangerous building, as defined in the Housing Law of Michigan (MCLA 125.539) and the Lansing Housing and Property Maintenance Code (Ord. 1460.01, et seq.), and ordered the property owner to make safe or demolish the structure by OCTOBER 21ST, 2024; and

WHEREAS, the Code Enforcement Officer has determined that compliance with the order of the Lansing Demolition Hearing officer has not occurred; and

WHEREAS, the Housing Law of Michigan and the Lansing Codified Ordinances require that a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe;

NOW, THEREFORE, BE IT RESOLVED that a show cause hearing for Monday, March 10, 2025 at 7:00 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan in consideration of the finding and order of the Lansing Demolition Hearing Officer regarding the structure at 204 E. CAVANAUGH RD, as legally described above, to give the owner, or the owner's agent, the opportunity to appear and show cause why the building should not be demolished or otherwise made safe; and to approve, disapprove, or modify the order of the hearing officer to demolish or make safe the subject structure.

BE IT FINALLY RESOLVED that the Lansing City Council requests that the Code Enforcement Officer with assistance from the City Clerk, notify the owner(s) of said property of the opportunity to appear and present testimony at the hearing, as required by law.



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 #2025-033
By the Committee on Public Safety
Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing Code Enforcement Officer has declared a certain structure at 1612 Martin St, 33-01-01-21-451-023, N 34.5 FT LOT 21 & E 17 FT OF N 34.5 FT LOT 22 ORCHARD HOME ADD, to be an unsafe and dangerous building and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, the Code Enforcement Officer red tagged the said structure on AUGUST 25TH, 2023 and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, on AUGUST 22ND, 2024, the Lansing Demolition Hearing Officer held a meeting to consider and make a recommendation on whether to declare the structure a dangerous building, as defined in the Housing Law of Michigan (MCLA 125.539) and the Lansing Housing and Property Maintenance Code (Ord. 1460.01, et seq.), and ordered the property owner to make safe or demolish the structure by NOVEMBER 19TH, 2024; and

WHEREAS, the Office of Code Enforcement has determined that compliance with the order of the Lansing Demolition Hearing officer has not occurred; and

WHEREAS, the Housing Law of Michigan and the Lansing Codified Ordinances require that a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe;

NOW, THEREFORE, BE IT RESOLVED that a show cause hearing for Monday, March 10, 2025 at 7:00 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan in consideration of the finding and order of the Lansing Demolition Hearing Officer regarding the structure at 1612 MARTIN ST, as legally described above, to give the owner, or the owner's agent, the opportunity to appear and show cause why the building should not be demolished or otherwise made safe; and to approve, disapprove, or modify the order of the Hearing Officer to demolish or make safe the subject structure.

BE IT FINALLY RESOLVED that the Lansing City Council requests that the Code Enforcement Officer with assistance from the City Clerk, notify the owner(s) of said property of the opportunity to appear and present testimony at the hearing, as required by law.


Chris Swope, CMMC/MMC
Lansing City Clerk

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Resolution #2025-034

By the Committee on Public Safety
Resolved by the City Council of the City of Lansing

WHEREAS, the Code Enforcement Officer has declared a certain structure at 2407 Dunlap St, 33-01-01-30-476-491, PROPERTY EXEMPT FROM AD VALOREM TAXES AND ASSESSED ON THE SPECIAL ACT ROLL PURSUANT TO PA 261 OF 2003 EXPIRING 08/25/2008. LOT 3 BLOCK 3 DEWITTS SUB, to be an unsafe and dangerous building and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, the Code Enforcement Officer red tagged the said structure on SEPTEMBER 8TH, 2021 and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, on AUGUST 22ND, 2024, the Lansing Demolition Hearing Officer held a meeting to consider and make a recommendation on whether to declare the structure a dangerous building, as defined in the Housing Law of Michigan (MCLA 125.539) and the Lansing Housing and Property Maintenance Code (Ord. 1460.01, et seq.), and ordered the property owner to make safe or demolish the structure by NOVEMBER 19TH, 2024; and

WHEREAS, the Office of Code Enforcement has determined that compliance with the order of the Lansing Demolition Hearing Officer has not occurred; and

WHEREAS, the Housing Law of Michigan and the Lansing Codified Ordinances require that a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe;

NOW, THEREFORE, BE IT RESOLVED that a show cause hearing for Monday, Mach 10, 2025 at 7:00 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan in consideration of the finding and order of the Lansing Demolition Hearing Officer regarding the structure at 2407 DUNLAP ST, as legally described above, to give the owner, or the owner's agent, the opportunity to appear and show cause why the building should not be demolished or otherwise made safe; and to approve, disapprove, or modify the order of the Hearing Officer to demolish or make safe the subject structure.

BE IT FINALLY RESOLVED that the Lansing City Council requests that the Code Enforcement Officer with assistance from the City Clerk, notify the owner(s) of said property of the opportunity to appear and present testimony at the hearing, as required by law.



Chris Swope, CMMC/MMC
Lansing City Clerk

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adopted by the Lansing City Council.

Resolution #2025-035
By the Committee on Public Safety
Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing Code Enforcement Officer has declared a certain structure at 108 S. Martin Luther King Jr. Blvd, 33-01-01-17-401-320, Lot 46 Assessors Plat NO. 8., to be an unsafe and dangerous building and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, the Code Enforcement Officer red tagged the said structure on June 5th, 2017 and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, on August 22nd, 2024, the Lansing Demolition Hearing Officer held a meeting to consider and make a recommendation on whether to declare the structure a dangerous building, as defined in the Housing Law of Michigan (MCLA 125.539) and the Lansing Housing and Property Maintenance Code (Ord. 1460.01, et seq.), and ordered the property owner to make safe or demolish the structure by September 23rd, 2024; and

WHEREAS, the Office of Code Enforcement has determined that compliance with the order of the Lansing Demolition Hearing Officer has not occurred; and

WHEREAS, the Housing Law of Michigan and the Lansing Codified Ordinances require that a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe.

NOW, THEREFORE, BE IT RESOLVED that a show cause hearing for Monday, March 10, 2025 at 7:00 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan in consideration of the finding and order of the Lansing Demolition Hearing Officer regarding the structure at 108 S. Martin Luther King Jr. Blvd, as legally described above, to give the owner, or the owner's agent, the opportunity to appear and show cause why the building should not be demolished or otherwise made safe; and to approve, disapprove, or modify the order of the Hearing Officer to demolish or make safe the subject structure.

BE IT FINALLY RESOLVED that the Lansing City Council requests that the Code Enforcement Officer with assistance from the City Clerk, notify the owner(s) of said property of the opportunity to appear and present testimony at the hearing, as required by law.



Chris Swape, CMMC/MMC
Lansing City Clerk

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Resolution #2024-036
By the Committee on Public Safety
Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing Code Enforcement Officer has declared a certain structure at 3134 Viking Rd, 33-01-01-30-453-161, LOT 467 PLEASANT GROVE SUB NO 1, to be an unsafe and dangerous building and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, the Code Enforcement Officer red tagged the said structure on MAY 4th, 2021, and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, on AUGUST 22ND, 2024, the Lansing Demolition Hearing Officer held a meeting to consider and make a recommendation on whether to declare the structure a dangerous building, as defined in the Housing Law of Michigan (MCLA 125.539) and the Lansing Housing and Property Maintenance Code (Ord. 1460.01, et seq.), and ordered the property owner to make safe or demolish the structure by NOVEMBER 19TH, 2024; and

WHEREAS, the Office of Code Enforcement has determined that compliance with the order of the Lansing Demolition Hearing officer has not occurred; and

WHEREAS, the Housing Law of Michigan and the Lansing Codified Ordinances require that a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe;

NOW, THEREFORE, BE IT RESOLVED that a show cause hearing for Monday, March 10, 2025 at 7:00 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan in consideration of the finding and order of the Lansing Demolition Hearing Officer regarding the structure at 3134 VIKING RD, as legally described above, to give the owner, or the owner's agent, the opportunity to appear and show cause why the building should not be demolished or otherwise made safe; and to approve, disapprove, or modify the order of the Hearing Officer to demolish or make safe the subject structure.

BE IT FINALLY RESOLVED that the Lansing City Council requests that the Code Enforcement Officer with assistance from the City Clerk, notify the owner(s) of said property of the opportunity to appear and present testimony at the hearing, as required by law.



Chris Swope, CMMC/MMC
Lansing City Clerk

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Resolution #2025-037
By the Committee on Public Safety
Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing Code Enforcement Officer has declared a certain structure at 1212 Park View Ave, 33-01-01-22-176-411, LOT 77 HUNTINGTON HEIGHTS SUB, to be an unsafe and dangerous building and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, the Code Enforcement Officer red tagged the said structure on JUNE 28TH, 2020 and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, on AUGUST 22ND, 2024, the Lansing Demolition Hearing Officer held a meeting to consider and make a recommendation on whether to declare the structure a dangerous building, as defined in the Housing Law of Michigan (MCLA 125.539) and the Lansing Housing and Property Maintenance Code (Ord. 1460.01, et seq.), and ordered the property owner to make safe or demolish the structure by NOVEMBER 19TH, 2024; and

WHEREAS, the Office of Code Enforcement has determined that compliance with the order of the Lansing Demolition Hearing officer has not occurred; and

WHEREAS, the Housing Law of Michigan and the Lansing Codified Ordinances require that a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe;

NOW, THEREFORE, BE IT RESOLVED that a show cause hearing for Monday, March 10, 2025 at 7:00 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan in consideration of the finding and order of the Lansing Demolition Hearing Officer regarding the structure at 1212 PARK VIEW AVE, as legally described above, to give the owner, or the owner's agent, the opportunity to appear and show cause why the building should not be demolished or otherwise made safe; and to approve, disapprove, or modify the order of the Hearing Officer to demolish or make safe the subject structure.

BE IT FINALLY RESOLVED that the Lansing City Council requests that the Code Enforcement Officer with assistance from the City Clerk, notify the owner(s) of said property of the opportunity to appear and present testimony at the hearing, as required by law.



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.

Extending twenty-five (25) feet on each side of the centerline thereof, being described as follows

COMMENCING AT STATION 20 + 08 IN THE WEST LINE OF SAID LANDS AT A POINT 303 FEET SOUTH OF THE NW CORNER THEREOF, THENCE N 28° 12' E 328 FEET TO STATION 23 + 36, THE UPPER TERMINUS OF SAID DRAIN AT A POINT 155 FEET EAST AND 14 FEET SOUTH OF N ¼ POST OF SAID SECTION 30, TOWN AND RANGE AFORESAID. TOTAL LENGTH OF SAID DRAIN ON SAID LANDS IS 328 FEET.

With the following conditions:

- If the terminal manhole near the west property line still exists, Lansing School District will grant an easement for the City of Lansing to access the terminal manhole;
- There is abandonment (flowable fill) of the drains between the manhole and Mt Hope Avenue; and
- The Lansing School District acknowledges and accepts the groundwater conditions after the abandonment of the drains

BE IT FINALLY RESOLVED, that upon the conditions above being met, and evidence of the same being presented to the City Clerk, the City Clerk shall forward certified copies of the resolution to the Ingham County Register of Deeds for recording and upon return, transmit a copy of the recorded resolution to the Michigan Department of Licensing and Regulatory Affairs, Office of Land Survey and Remonumentation (OLSR), the Planning and Assessor's Offices, the Department of Public Service, and the applicant. The vacation shall be effective upon the date of recording of the resolution with the Ingham County Register of Deeds.


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 #2025-039

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

Act-7-2024, 1801 North Washington Avenue, Utility Easement

WHEREAS, Consumers Energy has requested a twelve (12) feet-wide utility easement along the southwest, west, and north property lines of 1801 North Washington Avenue, Parcel Identification Number 33-01-01-09-127-002, for the installment of natural gas distribution lines; and

WHEREAS, a utility easement currently exists where North Capitol Avenue between Russell Street and Reasoner Street was vacated in 1966 and that land was subsequently combined with Reasoner Park; and

WHEREAS, a metes and bounds legal description of the location shall be provided for the easement agreement; and

WHEREAS, the City of Lansing shall not plant any trees or install any improvements within the easement area; and

WHEREAS, Consumers Energy shall restore any area of the easement damaged during their original installation, maintenance, repair, replacement, or removal of Consumers' facilities, to its previous condition as reasonably practical; and

WHEREAS, the agreed upon fee of the easement is One Dollar (\$1.00) paid to the City of Lansing; and

WHEREAS, on January 7, 2025, the Planning Commission reviewed the location, character, and extent of the proposal for the subject easement in accordance with its Act 33 review procedures and voted unanimously (7-0) to recommend approval of Act-7-2024, 1801 North Washington Avenue, Utility Easement, as proposed; and

WHEREAS, the Committee on Development and Planning has reviewed the report and recommendation of the Planning Commission and concurs therewith;

NOW THEREFORE BE IT RESOLVED, the Lansing City Council hereby approves the request to create a utility easement extending twelve (12) feet-wide along the southwest, west, and north property lines of 1801 North Washington Avenue, legally described as:

Lots 5, 6, 7 & N 33 ft Lot 4 Turner & Smiths Sub of Lot 6 of Townsends Sub, also Lot 17, 31 thru 48 & 65 thru 73, Outlot A & part of Vac Capitol Ave from Reasoner St N to Russell St Maple Park Add

BE IT FINALLY RESOLVED, that the Mayor, on behalf of the City, is hereby authorized to sign and execute all documents to complete this transaction, subject to prior approval as to content and form by the City Attorney.


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 #2025-040
By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

WHEREAS, the City of Lansing has been awarded a Federal Election Security Grant under the Help America Vote Act to support physical security and election resiliency funding in the amount of \$32,000; and

WHEREAS, the grant is to support the administration of elections activities including, but not limited to absent voter ballot drop boxes, absent voter ballot processing locations, early voting locations, polling places, receiving board locations, storage facilities, and additional voting equipment.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council hereby authorizes the administration to accept the proposed grant, subject to the terms of the grant agreement.

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, and to execute any necessary agreements upon approval as to form by the City Attorney.


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 #2025-030

By the Committee on Equity Diversity and Inclusion
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has made the recommendation for appointment of Cheryl Bernard as the 3rd Ward member of the Diversity, Equity, and Inclusion Advisory Board for a term to expire June 30, 2027; and

WHEREAS, the Mayor's office has confirmed with this resolution, that they have vetted the applicant based on the original application and believes that the applicant meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on Equity Diversity and Inclusion met on February 12, 2025 and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment Cheryl Bernard as the 3rd Ward member of the Diversity, Equity, and Inclusion Advisory Board for a term to expire June 30, 2027.



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 #2025-031
By the Committee on Public Safety
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has made a recommendation for the appointment of Jon Scott as an At-Large member of the Board of Fire Commissioners for a term to expire June 30, 2028; and

WHEREAS, the Mayor's office has confirmed with this resolution that they have vetted the applicant based on the original application and believes that the applicant meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on Public Safety met on January 28, 2025 and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Jon Scott as an At-Large member of the Board of Fire Commissioners for a term to expire June 30, 2028.



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.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby adopts the same substantial concerns described above, opposes, and objects to the transfer requests in RID 14646, RID 14648, and RID 14651;

BE IT FURTHER RESOLVED that the Liquor Control Commission is encouraged to deny the requested transfers in RID 14646, RID 14648, and RID 14651;

BE IT FURTHER RESOLVED that the Liquor Control Commission is encouraged to inquire of the City of Lansing, through its Administration, of any additional details regarding the City's protest and objections;

BE IT FINALLY RESOLVED that the Lansing City Clerk is requested to send a certified copy of this resolution to the Michigan Liquor Control Commission.



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.

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

WHEREAS, a public hearing was held on Monday, February 10, 2025, in consideration of the request by Leavitt and Starck Excavating, Inc., the construction contractor for the Combined Sewer Overflow (CSO) 015South Project, for issuance of a waiver of the noise ordinance on Saturdays from 8:00 AM to 4:30 PM for the periods March 1, 2025, through December 13, 2025; and

WHEREAS, timely completion of this project is specifically required by Administrative Consent Order #ACO-05153, entered Dec. 19, 2019; and

WHEREAS, the large amount of construction required for the remainder of this project will encompass all of the 2025 construction season and all of the 2026 construction season; and

WHEREAS, the remainder of this project area is generally bounded by W Saginaw St. on the northside, N Martin Luther King Jr. Blvd. on the eastside, Ottawa St. on the southside, and Verlinden St. on the westside, and the project includes a significant amount of utility work and other improvements on the local neighborhood streets within the project area and on major streets, Shiawassee St., Ottawa St., and Jenison St.; and

WHEREAS, for the periods March 1, 2025, through December 13, 2025, the construction contractor, Leavitt and Starck Excavating, Inc., has requested a waiver of the noise ordinance on Saturdays from 8:00 AM to 4:30 PM; and

WHEREAS, the City of Lansing Public Service Department recommends that the contractor be granted the requested noise waiver in order to:

- reduce the amount of time local access for property owners is impacted;
- allow the contractor to have the ability to work some Saturdays when necessary for completion of important work activities; and
- keep the project on-schedule based on rain days.

NOW THEREFORE BE IT RESOLVED that the City Council grant a waiver of the noise ordinance to Leavitt and Starck Excavating, Inc., while the company is conducting work as part of the CSO 015 South Project on Saturdays from 8:00 AM to 4:30 PM for the period March 1, 2025, through December 13, 2025.

	Community Needs Assessment	\$80,000
	Emergency Hoteling	\$200,400
	Racial Equity Grant	\$366,346
General Fund	<u>Community Supported Agencies</u>	
	Racial Justice & Equity Alliance	\$175,127
	General Fund Expenditures	\$1,768,000
Public Safety Revenue Sharing Fund	State Grants	(\$3,500,000)
	Public Safety Fund Revenues	(\$3,500,000)
Public Safety Revenue Sharing Fund	Police - Personnel	(\$2,430,000)
Public Safety Revenue Sharing Fund	Police - Operating	(\$895,000)
Public Safety Revenue Sharing Fund	Office of Gun Violence	
	Prevention – Personnel	(\$175,000)
	Public Safety Fund Expenditures	(\$3,500,000)

BE IT FURTHER RESOLVED, the Administration is authorized to create appropriation accounts and to make the necessary operating transfers for the expenditure and control of the appropriations:



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.

Sewage Disposal System Fund

Personnel (DEP)

\$75,000

BE IT FURTHER RESOLVED, the Administration is authorized to create appropriation accounts and to make the necessary operating transfers for the expenditure and control of the appropriations;

BE IT FINALLY RESOLVED that the attached schedules are adopted as the City's Fringe Benefit Fund deficit elimination plan:

FRINGE BENEFITS FUND	FY2025	FY2026
Charges for Services - General	82,016,650	85,790,000
Charges for Services - DEP	7,460,000	-
Total Revenues	89,476,650	85,790,000
Healthcare	37,862,552	40,890,000
Retirement	35,067,506	36,120,000
FICA	3,317,437	3,420,000
Dental	1,859,155	1,900,000
Workers Comp	1,450,000	1,480,000
Other	1,920,000	1,980,000
Total Expenditures	81,476,650	85,790,000
Beginning Fund Balance	(4,967,309)	3,032,691
Change	8,000,000	-
Ending Fund Balance	3,032,691	3,032,691

Chris Swope

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 #2025-044

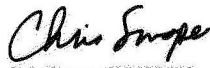
By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has recommended the reappointment of Emily Linden as a City of Lansing member of the Potter Park Zoo Board for a term to expire December 31, 2027; and

WHEREAS, the Mayor's office has confirmed with this resolution, that they have vetted the applicant based on the original application and believes that the applicant meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on City Operations met on February 6, 2025, and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the reappointment of Emily Linden as a City of Lansing member of the Potter Park Zoo Board for a term to expire December 31, 2027.



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 #2025-###

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, Everett High School Vikings Alumni Association Inc. has requested a resolution of recognition as a Local Nonprofit Organization operating in the City of Lansing for the purpose of obtaining a charitable gaming license pursuant to MCL 432.103a; and

WHEREAS, the City Attorney has reported that, based on a review of the documentation submitted, the applicant qualifies as a Local Nonprofit Organization;

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, recognizes Everett High School Vikings Alumni Association Inc. as a Local Nonprofit Organization operating in the City of Lansing for the purpose of obtaining a charitable gaming license.

BE IT FURTHER RESOLVED the City Clerk is requested to provide a copy of this resolution to the Everett High School Vikings Alumni Association Inc. of 3900 Stabler St. Lansing MI 48910.

Resolution #2025-046

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, Aqleema Muhammad Essa sought to eliminate a special assessment of \$2,130 for trash fees, on the property tax bill for 1807 Ray Street, (Tax ID #33-01-01-21-483-010); and

WHEREAS, upon filing a claim to the Committee on City Operations, the Committee met on February 20, 2025, and denied the claim in the amount of \$2,130.

THEREFORE, BE IT RESOLVED, the City Council, hereby denied the claim in the amount of \$2,130 for trash fees on the property tax bill for 1807 Ray Street (Tax ID #33-01-01-21-483-010).

BE IT FURTHER RESOLVED, that the City Attorney shall take the appropriate steps to process this claim.



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 #2025-047

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, the City of Lansing Department of Public Service and the Lansing Board of Water & Light are partnering to construct the utility and infrastructure improvements associated with the Combined Sewer Overflow (CSO) 019 Project, a project area generally bounded by W. Cesar E. Chavez Avenue on the northside, N Chestnut Street on the westside, W Lapeer Street on the southside, and N Grand Avenue on the eastside; and

WHEREAS, the large amount of construction required for this project will encompass all of the 2025 construction season and all of the 2026 construction season; and

WHEREAS, this project includes a significant amount of utility work and other improvements on the local neighborhood streets within the project area and on major streets, W. Oakland Avenue, W Saginaw Street, N Walnut Street, N Seymour Avenue, N Capitol Avenue, N Washington Street and N Grand Avenue; and

WHEREAS, for the periods April 19, 2025, through November 22, 2025, and March 14, 2026, through November 21, 2026 the construction contractor, Hoffman Bros. Inc., has requested a waiver of the noise ordinance on Saturdays from 8:00 AM to 4:30 PM; and

WHEREAS, the City of Lansing Public Service Department recommends that the contractor be granted the requested noise waiver in order to:

- reduce the amount of time local access for property owners is impacted;
- allow the contractor to have the ability to work some Saturdays when necessary for completion of important work activities; and
- keep the project on-schedule based on rain days.

NOW THEREFORE BE IT RESOLVED that a public hearing be held on Monday, March 10, 2025, at 7:00 PM in the City of Lansing Council Chambers, 124 W. Michigan Ave., in consideration of the request for granting a waiver of the noise ordinance to Hoffman Bros. Inc., while the company is conducting work as part of the CSO 019 Project on Saturdays from 8:00 AM to 4:30 PM for the periods April 19, 2025, through November 22, 2025, and March 14, 2026, through November 21, 2026.



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 #2025-048

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, The City of Lansing Public Service Department received a request from a resident of West Thomas Street to remove the existing parking prohibition along the north side of West Thomas Street from Turner Street to the western dead end and allow unrestricted parking; and

WHEREAS, City of Lansing Public Service Department standards and procedures require a majority of residents (greater than 50%) along the section of street in question to be in favor of changing existing parking regulations; and

WHEREAS, a petition was circulated by the resident and signed by residents of 16 out of 20 properties listed (80%); and

WHEREAS, West Thomas Street from Turner Street to the western dead end is two blocks long and 26 feet wide with curb and gutter. Parking is currently unrestricted along the north side of the street; and

WHEREAS, The City of Lansing Public Service Department recommends that the existing parking prohibition along the north side of Thomas Street from Turner Street to the western dead end be removed / rescinded to better meet the needs of residents / property owners; and

WHEREAS, the minutes containing the Public Service Board's recommendation on this matter are on file with the City Clerk's office; and

WHEREAS, the Mayor concurs with the recommendation of the Public Service Board; and

WHEREAS, the Committee on City Operations met on February 20, 2025, and reviewed the report and concurs with the recommendation of the Public Service Board.

NOW, THEREFORE, BE IT RESOLVED, that the Lansing City Council approves Traffic Control Order No. 24-56, thereby authorizing the Assistant City Engineer to rescind the parking prohibition along the north side of Thomas Street from Turner Street to the western dead end;

BE IT FINALLY RESOLVED that Traffic Control Order No. 24-56 shall become effective when signed by the Assistant City Engineer and filed with the City Clerk and the appropriate signs are removed.



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 #2025-049

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, the residential streets east of Washington Avenue and north of Greenlawn Avenue were reconstructed during the recent Combined Sewer Overflow (CSO) construction project. During the street construction some traffic signs were removed; and

WHEREAS, as part of post construction traffic sign review the Transportation and Non-Motorized Section of the Public Service Department sent a parking survey to area residents to determine if the existing parking restrictions are still needed; and

WHEREAS, the parking survey was sent to 11 properties along Eaton Road. The Public Service Department received 5 responses. Of these responses, 0 (0%) were in favor of Option 1 – No Change, and 5 (100%) were in favor of Option 2 – Change; and

WHEREAS, based on the survey results and the street width the Public Service Department recommends that the existing one hour parking restriction be removed along the east side of Eaton Road to better meet the needs of residents / property owners; and

WHEREAS, the minutes containing the Public Service Board's recommendation on this matter are on file with the City Clerk's office; and

WHEREAS, the Mayor concurs with the recommendation of the Public Service Board; and

WHEREAS, the Committee on City Operations met on February 20, 2025, and reviewed the report and concurs with the recommendation of the Public Service Board.

NOW, THEREFORE, BE IT RESOLVED, that the Lansing City Council approves Traffic Control Order No. 24-61, thereby authorizing the Assistant City Engineer to regulate parking along Eaton Road;

BE IT FINALLY RESOLVED that Traffic Control Order No. 24-61 shall become effective when signed by the Assistant City Engineer and filed with the City Clerk and the appropriate signs are removed.



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 #2025-###

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, the residential streets east of Washington Avenue and north of Greenlawn Avenue were reconstructed during the recent Combined Sewer Overflow (CSO) construction project. During the street construction some traffic signs were removed; and

WHEREAS, as part of post construction traffic sign review the Transportation and Non-Motorized Section of the Public Service Department sent a parking survey to area residents to determine if the existing parking restrictions are still needed; and

WHEREAS, the parking survey was sent to 17 properties along Wayburn Road. The Public Service Department received 6 responses. Of these responses, 2 (33%) were in favor of Option 1 – No Change, and 4 (67%) were in favor of Option 2 – Change; and

WHEREAS, based on the survey results and the street width the Public Service Department recommends that the existing parking restrictions along the south / west side of the street be removed. Parking will be prohibited along the north / east side of the street and allow unrestricted parking along the south / west side of the street to better meet the needs of residents / property owners; and

WHEREAS, the minutes containing the Public Service Board's recommendation on this matter are on file with the City Clerk's office; and

WHEREAS, the Mayor concurs with the recommendation of the Public Service Board; and

WHEREAS, the Committee on City Operations met on February 20, 2025, and reviewed the report and concurs with the recommendation of the Public Service Board.

NOW, THEREFORE, BE IT RESOLVED, that the Lansing City Council approves Traffic Control Order No. 24-63, thereby authorizing the Assistant City Engineer to regulate parking along Wayburn Road;

BE IT FINALLY RESOLVED that Traffic Control Order No. 24-63 shall become effective when signed by the Assistant City Engineer and filed with the City Clerk and the appropriate signs are removed.

Resolution #2025-050

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, the residential streets east of Washington Avenue and north of Greenlawn Avenue were reconstructed during the recent Combined Sewer Overflow (CSO) construction project. During the street construction some traffic signs were removed; and

WHEREAS, as part of post construction traffic sign review the Transportation and Non-Motorized Section of the Public Service Department sent a parking survey to area residents to determine if the existing parking restrictions are still needed; and

WHEREAS, the parking survey was sent to 17 properties along Wayburn Road. The Public Service Department received 6 responses. Of these responses, 2 (33%) were in favor of Option 1 – No Change, and 4 (67%) were in favor of Option 2 – Change; and

WHEREAS, based on the survey results and the street width the Public Service Department recommends that the existing parking restrictions along the south / west side of the street be removed. Parking will be prohibited along the north / east side of the street and allow unrestricted parking along the south / west side of the street to better meet the needs of residents / property owners; and

WHEREAS, the minutes containing the Public Service Board's recommendation on this matter are on file with the City Clerk's office; and

WHEREAS, the Mayor concurs with the recommendation of the Public Service Board; and

WHEREAS, the Committee on City Operations met on February 20, 2025, and reviewed the report and concurs with the recommendation of the Public Service Board.

NOW, THEREFORE, BE IT RESOLVED, that the Lansing City Council approves Traffic Control Order No. 24-63, thereby authorizing the Assistant City Engineer to regulate parking along Wayburn Road;

BE IT FINALLY RESOLVED that Traffic Control Order No. 24-63 shall become effective when signed by the Assistant City Engineer and filed with the City Clerk and the appropriate signs are removed.



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.



Chris Swope

Lansing City Clerk

February 21, 2025

Members of the Lansing City Council
10th Floor City Hall
Lansing, MI 48933

Dear Councilmembers:

The Minutes from the Meetings of the following Boards, Commissions, and Authorities of the City of Lansing were placed on file in the City Clerk's Office and are available for review in the City Clerk's Office and at the following website: [Agendas & Minutes | Lansing, MI - Official Website \(lansingmi.gov\)](https://www.lansingmi.gov/agendas-minutes)

BOARD NAME

DATE OF MEETING

Human Relations & Community Services Board	September 24, 2024
Board of Water & Light Board of Commissioners	November 19, 2024
Tax Increment Finance Authority	January 10, 2025
Board of Ethics	January 14, 2025
Board of Fire Commissioners	January 8, 2025
Park Board	January 8, 2025
Board of Police Commissioners	November 19, 2024 December 17, 2024
Downtown Lansing Inc. Board	January 9, 2025
Lansing Economic Development Corp. Board	January 10, 2025
Lansing Brownfield Redevelopment Authority	January 10, 2025

Lansing City Clerk's Office

Ninth Floor, City Hall, 124 W. Michigan Ave., Lansing, MI 48933-1695

517-483-4131 ☐ 517-377-0068 FAX

www.lansingmi.gov/clerk ☐ city.clerk@lansingmi.gov

Board of Zoning Appeals

January 9, 2025

Lansing Entertainment and Public Facilities Authority

November 19, 2024
December 10, 2024

Arts and Culture Commission

December 2024
January 2025

If my staff or I can provide further assistance or information relative to the filing of these minutes, please contact us at 483-4131.

Sincerely,



Chris Swope, MMC/MiPMC
Lansing City Clerk

Lansing City Clerk's Office

Ninth Floor, City Hall, 124 W. Michigan Ave., Lansing, MI 48933-1695

517-483-4131 ☐ 517-377-0068 FAX

www.lansingmi.gov/clerk ☐ city.clerk@lansingmi.gov

2024 Plan

36 Precincts

27 Locations

4 (or 2) EV Sites

	Current Inventory	Election Day	EV site #1	EV site #2	EV site #3	EV site #4
Tabulators	49	36	4	4	4	4
ICXs	35	27	1	1	1	1
Ballot on-demand (ICX Prime/Printer)	0	0	3	3	3	3

NEED:	Cost	#of Units	Total Cost
12 ICX Prime*	5212.5	12	\$ 62,550.00
12 Tabulators**	6496.2	12	\$ 77,954.40
			\$ 140,504.40

*Cost to updrage current ICX is \$815.00

**9 extras but not all ICPs at EV sites if we operate 4 sites with 4 tabulators each

Total Ask \$ 334,956.68

Election

Unit	City Hall	Total
0	0	-3
1	1	2
0	0	-12

4 (or 2) Sites
12 check-in stations

24 EV E-pollbook Inspectors
8 Tab Inspectors
4 Application Inspectors
4 Chairs
4 Supervisors

44 workers \$ 59,400.00 per election
9 days
10 hours
\$15/hr
\$52,650 per election

\$ **118,800.00** August & November 2024

Item	Price
Computers	\$ 16,188.00
Bar Code Scanners & stand	\$ 756.00
Internet Connectivity	\$ 4,860.32
Printers	\$ 999.96
Secrecy Sleeves with pocket	
Vendor Support	\$ 50,400.00
Mobile Workstations	
Daily ballot bags for storage inside large ballot bags	\$ 2,448.00
	\$ 75,652.28

Product

Dell Latitude 5540 15.6" Laptop with number keypad = \$1,349.00 from Dell
Dell Inspiron 15 Laptop 3520 – 15.6" with number keypad = \$809.99 from Dell
E-Pollbook Barcode Scanner Reader - Election Source \$63
WLR8950 Barcode Scanner USB \$99
Hands Free stand for WLR8950 \$49
\$1215.08/access point
Brother MFC-L2710DW Wireless Laser All-In-One Monochrome Printer - \$249.99
Waiting on Quote from Foresight
Pockets – \$50 for box of 100
\$1400/precinct/year
This one might work from Office Depot \$135.99 Regular price
https://www.officedepot.com/a/products/3579840/Mount-It-MI-7970-Height-Adjus
Election Source Test Bag BA-18 - \$17.00

Notes

Slated to purchase 15 this fiscal year; How many do we want to put in the grant? 12 - one for each station?

1/checkin station = 12

4 sites = 4 access points

1 printer for each site with 4 sites = 4

200 sleeves-

How many would we want?

[table/](#)

9 bags per tabulator/ballot bag = 144 bags

Resolution #2025-###

By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

WHEREAS, the City of Lansing has been awarded a State of Michigan Early Voting Grant to support early voting operations in the City of Lansing in the amount of \$195,000; and

WHEREAS, the grant is to support the administration of elections activities including, but not limited to election inspectors' wages and additional voting equipment.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council hereby authorizes the administration to accept the proposed grant, subject to the terms of the grant agreement.

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, and to execute any necessary agreements upon approval as to form by the City Attorney.



LANSING CITY COUNCIL

GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE: 2/24/25

GRANT NAME: Early Voting Grant I

DEPARTMENT: City Clerk

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Chris Swope 517-483-4130

APPLICATION DATE 09/2023 AWARD DATE (S): REIMBURSEMENTS

GRANT CYCLE: None Check One: Annual ☒ One-Time

FUND AMOUNT: \$195,000 (Breakdown below should total this amount)

GOODS & SERVICES	\$160,000
PERSONNEL	\$35,000
CONSTRUCTION	\$0
LAND	\$0
OTHER (Training)	

CITY MATCH (IF APPLICABLE): \$0

GRANT PAYS FOR:

Reimburse the City of Lansing for approved early voting election expenses from November 2023 to the present. It was recently discovered that this is considered by Lansing Finance Department as a grant and follow a grant process rather than to received reimbursements payments like the Clerk's Office does for a school or county millage election.

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

The grant will reimburse the City Clerk's Office for Early Voting Election Inspector wages paid by the City and value of the equipment purchased by the State of Michigan which was delivered in January 2024.



Chris Swope

Lansing City Clerk

Members of the Lansing City Council
10th Floor City Hall
Lansing, MI 48933

Dear Councilmembers:

Pursuant to Article 5, Chapter 1, Section 5-103.4 of the Lansing City Charter, the City Clerk shall report to the Mayor and Council, prior to the first Council meeting in March, a list of positions on City Boards which terms shall end on June 30, 2025.

Please find attached the report.

To review the list of appointments and pending appointments of all Boards, Commissions and Authorities, the report is available online at <https://mi-lansing3.civicplus.pro/152/Boards-Commissions>

Sincerely,

Chris Swope, MMC/MiPMC
Lansing City Clerk

Board and Commission Terms to Expire June 30

Arts and Culture Commission

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	Alice Brinkman	4th Ward
6/30/2025	Morgan Butts	At-Large
6/30/2025	Stephanie Palagyi	At-Large

Board of Ethics

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	R Cole Bouck	Mayoral - At-Large
6/30/2025	Rev. John Folkers	Council - 1st Ward

Board of Fire Commissioners

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	Barbara Lawrence	1st Ward
6/30/2025	Stephen Purchase	At-Large

Board of Police Commissioners

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	Farhan Sheikh-Omar	1st Ward
6/30/2025	Iris Cotton	At-Large

Board of Public Service

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	Nancy Mahlow	1st Ward
6/30/2025	Ronald Wilson	At-Large

Board of Review

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	Eric Schertzing	At-Large

Board of Water and Light

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	Anthony Mullen	At-Large
6/30/2025	Semone James	1st Ward
6/30/2025	Stuart Goodrich	Meridian-Delhi-DeWitt-Lansing Townships

Board and Commission Terms to Expire June 30

Board of Zoning Appeals

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	Christopher Iaannuzzi	At-Large
6/30/2025	Marcie Alling	At-Large
6/30/2025	Mitch Rice	At-Large

Building Board of Appeals

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	vacant	

Diversity, Equity, and Inclusion Advisory Board

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	Florensio Hernandez	At-Large
6/30/2025	Terrence L. Frazier	1st Ward

Downtown Lansing, Inc. Board

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	Jennifer Estill	Business Representative
6/30/2025	Jennifer Hinze	Business Representative

Electrical Board

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	Daniel Barclay	Electrical Contractor

Employees' Retirement System Board of Trustees

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	Amy Kraus	Citizen Retiree
6/30/2025	Dennis Parker	Elected

Historic District Commission

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	Carol Skillings	At-Large
6/30/2025	Cassandra Nelson	At-Large
6/30/2025	vacant	At-Large

Board and Commission Terms to Expire June 30

Human Relations and Community Services Advisory Board

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	Dr. Thomas Woods	At-Large
6/30/2025	Glenn Lopez	1st Ward

Lansing Entertainment and Public Facilities Authority Board of

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	Kenrick Hall	CVB designee
6/30/2025	vacant (Eric Sudol)	At-Large
6/30/2025	vacant (James Stajos)	At-Large

Lansing Gateway Corridor Improvement Authority Board of Dire

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	Mary Alicia Gonzales	ownership or business interest

Lansing Housing Commission

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	Loria Ann Hall	At-Large

Lansing Public Media Authority Board of Commissioners

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	vacant	Member

Local Development Finance Authority Board

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	David Washburn	City of Lansing MSU Foundation representative

Michigan Avenue Corridor Improvement Authority Board of Direc

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	Scott Gillespie	ownership or business interest
6/30/2025	Yvette Collins	resident within 1/2 mile

Board and Commission Terms to Expire June 30

Park Board

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	Mike Dombrowski	1st Ward
6/30/2025	Nate Scramlin	At-Large

Planning Commission

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	John P. Ruge	1st Ward
6/30/2025	Ted O'Dell	At-Large

Police and Fire Retirement System Board of Trustees

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	Terri Taylor	Citizen

Saginaw Street Corridor Improvement Authority Board of Direct

TERM EXPIRATION	LAST NAME/FIRST NAME	POSITION
6/30/2025	James A. Houthoofd, Jr.	inactive
6/30/2025	Laura Stoken	ownership or business interest

Application for Appointment to Board or Commission

Thank you for your interest in serving on a Lansing Board, Commission, or Committee.

Certain boards, commissions, or committees require appointees to be a registered elector in the City of Lansing (Charter Section 2-102) and be a resident of Lansing for one year prior to taking office (Charter Section 2-102).

Appointees to every board, commission, or committee must not be in default to the City at the time of taking office (Charter Section 2-103.2).

Lansing City Charter, Section 5-104, Ineligibility For Boards, restricts certain City employee activities on some boards: "No person holding another City office or activity employed by the City shall be eligible to be a voting member on any board."

Date	02/05/2025
First Name	Tracy
Middle	Dan
Last Name	Tanner
Other name(s) by which you have been known, including maiden names	Albrecht, Barnum
Date of Birth	08/23/1982
Home Address	5315 Glenwood Ave
City	Lansing, MI
State	MI
Zip Code	48911
Email	barnumtracy@yahoo.com
Gender	Female
If you don't know which ward you live in, visit the Lansing Neighborhoods Ward Map and type in your address to find out!	
Ward	Ward 2
Best Phone Number to Contact You	6164467365
In what year did you move to Lansing?	I was born in Lansing in 1982 at St Lawrence, I grew up in South Lansing North Elementary, Gardner, and Everett High School. The only time I was away was my attendance at Ferris State University.

Additional Information Regarding Experience and Credentials	I have in the past sat on the Board of the National Alliance of Mental Illness as the Correspondance Secretary. I am also a national trainer for the National Alliance of Mental Illness. I am currently the Community Support Chair for Everett High School Alumni Association. I have a Bachelor's Degree in Science with the Concentration in Law Enforcement from Ferris State University.
Occupational Background	I am the Program Manager for the WIOA Youth Program at Peckham which is a grant run through Capital Area Michigan Works. Prior I was the Coordinator for the Footprints Residential Treatment Facility,a juvenile home for girls in the Ingham County Court System. I have been at Peckham for 10 years in January.
Educational Background	Bachelor's Degree in Science, with a concentration on Law Enforcement. Former Lansing Police Department Explorer.
Are you a current City of Lansing or Lansing Board of Water and Light employee?	No
Previous Appointments	National Alliance of Mental Illness Board
Current Appointments	Everett High School Almuni Board
First Choice for Board to Serve on	Public Service
Please comment briefly on why you wish to serve on a particular board or commission. Please be specific as to your goals and ideas about how you wish to contribute to the work of the board or commission.	I believe I can bring a lot to the table based on my upbringing in Lansing and being part of the National Alliance of Mental Illness, working at Peckham for 10 years.
Qualifications and Eligibility – At this time, if you do not meet one or more of the qualifications or eligibility requirements listed at the top, please state here the requirement to be met and explain how you will be qualified or eligible before you would be sworn in to an appointed office.	N/A
This certification is not required but may impact potential consideration of the appointment being sought. I authorize the use of the information provided above to conduct a background search, including but not limited to criminal history, residency, and indebtedness to the City of Lansing. If selected to serve, I further authorize additional background checks during the term of my service to ensure the required criteria continue to be met. I also acknowledge that I have the affirmative duty to inform the City if I become aware of any change or condition in my status that fails to meet the required criteria.	
Agreement to Background Check Authorization	I agree
Please type your name in this box to signify that you can serve on a board or commission and the information in this application is accurate to the best of your knowledge.	Tracy Danielle Tanner

Date & Time	02/05/2025 12:00 PM (EST)
-------------	---------------------------

Receive an email copy of this form.	Yes
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Resolution #2025-###

By the Committee _____
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has made the appointment of Tracy Tanner as an At-Large member of the Board of Public Service for a term to expire June 30, 2028; and

WHEREAS, the nominee has been vetted by the Mayor's Office and meets the qualifications as required by the City Charter; and

WHEREAS, the Committee _____ took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Tracy Tanner as an At-Large member of the Board of Public Service for a term to expire June 30, 2028.

Resolution #2025-###

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, in 2006 in an effort to promote economic development in qualifying communities, the Michigan Legislature passed Act 501 of the Public Acts of 2006, being Section 521a of the Michigan Liquor Control Code of 1998, being MCL 436.1521a, which established the criteria for Development District or Area Liquor Licenses; and

WHEREAS, through the provisions of Public Act 501 of 2006, as amended ("Act") the Michigan Liquor Control Commission (LCC) may issue new public on-premises liquor licenses in order to allow cities to enhance the quality of life for their residents and visitors to their communities; and

WHEREAS, the issuance of a Development District Liquor License under Section 521a(1)(b) of the Act requires a proposed licensed premises to be located in one of the development districts or areas listed in MCL 436.1521a(1)(b); and

WHEREAS, pursuant to Public Act 57 of 2018, Part 6 of the Recodified Tax Increment Financing Act for Corridor Improvement Authorities, the Lansing City Council established the South Martin Luther King Jr. Boulevard Corridor Improvement Authority and designated its development area by Resolution in 2019, which is listed as a qualifying development district or area under MCL 436.1521a(1)(b); and

WHEREAS, the City of Lansing received a request from LA MULATA PRIVATE EVENTS ("Applicant") regarding its intention to apply to the Michigan Liquor Control Commission for a new Class C Development District or Area Liquor License for its business located at 5334 S. Martin Luther King Jr. Blvd. Lansing, MI 48910 ("Proposed Licensed Premises") which is located within the South Martin Luther King Jr. Boulevard Corridor Improvement Authority development area; and

WHEREAS, the Applicant has affirmed that the Proposed Licensed Premises meets the statutory requirements for a Development District or Area Liquor License under the Act including 1) that its business must be engaged in activities of dining, entertainment, or recreation, and 2) the licensed business must be open to the general public and have a seating capacity of not less than 25 persons; and

WHEREAS, the Applicant will provide evidence with its application that it can document the expenditure to the Michigan Liquor Control Commission, of not less than \$75,000.00 in the rehabilitation or restoration of the building that will house the licensed premises over a period of the preceding five (5) years or a commitment for a capital investment of at least that amount in the building that houses the licensed premises, which must be expended before the issuance of the license, as required by the Act; and

WHEREAS, the Committee on City Operations met on [Insert Date], to review the request with affirmative action taken;

WHEREAS, the Applicant has been informed that licensure of the Proposed Licensed Premises will be subject to approval by the Michigan Liquor Control Commission.

NOW, THEREFORE, BE IT RESOLVED, that City Council recommend for the reasons stated above that the Michigan Liquor Control Commission consider the request from LA MULATA PRIVATE EVENTS, for a new Class C License issued under the provisions of MCL 436.1521a(1)(b) for its business located at 5334 S. South Martin Luther King Jr. Blvd. Lansing, MI 48910

BE IT FURTHER RESOLVED, the City Council affirms that the Proposed Licensed Premises, 5334 S. S. Martin Luther King Jr. Blvd. Lansing, MI 48910 is within the established boundaries of the South Martin Luther King Jr. Boulevard. Corridor Improvement Authority development area; and

BE IT FURTHER RESOLVED, the City Council directs the City Assessor to verify via an Affidavit the total amount of public and private investment in real and personal property within the south Lansing Martin Luther King Jr. Blvd. Corridor Improvement Authority District amounts to \$200,000.00 or more over the preceding 5 years.

BE IT FURTHER RESOLVED, the Applicant meets the qualifications of Lansing's City Liquor Ordinances, and those required under MCL 436.1521a(1)(b) and that the license is approved "Above all others."

BE IT FINNALLY RESOLVED, the City Council directs the City Clerk to complete the Local Governmental Unit Approval Form (LCC-106) for the specific license approval of a New Class C license issued under MCL 436.1521a(1)(b) and to forward a copy of the certified form and this resolution to LA MULATA PRIVATE EVENTS, and the Michigan Liquor Control Commission.



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Retailer License & Permit Application

Before you begin filling out the attached application, please review this checklist for the applicable forms and documents you will need to submit with your completed application form.

The attached LCC-100 form will automatically calculate fees when opened using Adobe Acrobat Reader. The form's functionality may not work with third-party PDF readers. You may download a free copy of Adobe Acrobat Reader on the Adobe website: <https://get.adobe.com/reader/>

Are you transferring stock or membership interest? If yes, use the License Interest Transfer Application (LCC-101).

☒ Completed Retail License & Permit Application (Form LCC-100, attached)

☒ Livescan Fingerprint Form* (attached)

☒ Inspection, License, and Permit Fees

Corporate Documents (see list below) - Submit for the applicant company, and if the applicant company has multiple levels of ownership structure in which stockholders or members are also companies, submit the applicable documents listed below for any stockholder or member companies to the third level of ownership - for example: applicant company > stockholder/member (level 1) > stockholder/member (level 2) > stockholder/member (level 3).

☒ Multi-Tier Organizational Chart - If the applicant company has more than three levels of ownership structure please provide an organizational chart that shows all the levels of ownership to individual people, including trusts.

☒ Local Government Authorization (Form LCC-106) - **For a new on-premises license only**

☒ Purchase agreement - **For the transfer of ownership of a license**

☒ Property document (lease, deed, land contract, etc.)

☒ New Specially Designated Merchant license documents - **For a new Specially Designated Merchant license only** (see page 3)

☒ New On-Premises Resort License Questionnaire (LCC-109a) or New On-Premises Redevelopment or Development District License Questionnaire (LCC-109b) - **For a new on-premises Resort, Redevelopment, or Development District license only**

If applicant is a corporation also include (pursuant to R 436.1109):

If any of the stockholders of the applicant are corporations or limited liability companies, also submit a copy of the documents listed below for those companies (except for the Certificate of Authority to Do Business in Michigan, which is required for the applicant only).

☒ Report of Stockholders/Member/Partners (Form LCC-301)

☒ Copy of Articles of Incorporation filed with the Corporations Division of the Department of Licensing & Regulatory Affairs

☒ Current Certificate of Good Standing from the state where incorporated and Certificate of Authority to Do Business in Michigan, if incorporated outside of Michigan.

Certified copy of the minutes of a meeting of its board of directors or a statement signed by an officer of the corporation
☒ naming the persons authorized by corporate resolution to sign the application and other documents required by the Commission or Part 3 of Form LCC-301.

If applicant is a limited liability company also include (pursuant to R 436.1110):

If any of the members of the applicant are corporations or limited liability companies, also submit a copy of the documents listed below for those companies (except for the Certificate of Authority to Do Business in Michigan, which is required for the applicant only).

☒ Report of Stockholders/Member/Partners (Form LCC-301)

☒ Copy of Articles of Organization filed with the Corporations Division of the Department of Licensing & Regulatory Affairs

☒ Copy of the operating agreement or bylaws of the applicant company

☒ Current Certificate of Authority to Do Business in Michigan, if the LLC is a non-Michigan LLC.

Statement signed by a manager of the limited liability company or by at least 1 member if management is reserved to
☒ the members naming the person authorized to sign the application and other documents required by the Commission or Part 3 of Form LCC-301.

*Fingerprints are required for applicants that are not currently licensed by the MLCC and will hold 10% or more interest in a license or applicant entity.



Retailer License & Permit Application

For information on retail licenses and permits, including a checklist of required documents for a completed application, please visit the Liquor Control Commission's frequently asked questions website [by clicking this link](#).

Part 1 - Applicant Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant name(s): La Mulata Private Events	
Address to be licensed: 5334 S Martin Luther King Jr Blvd.	
City: Lansing	Zip Code: 48911
City/township/village where license will be issued: Lansing	County: Ingham
Federal Employer Identification Number (FEIN): [REDACTED]	

1. Are you requesting a new license? ☒ Yes ☐ No
2. Are you applying ONLY for a new permit or permission? ☐ Yes ☒ No
3. Are you buying an existing license? ☐ Yes ☒ No
4. Are you transferring the classification of an existing on premises license? ☐ Yes ☒ No
5. Are you modifying the size of the licensed premises? ☐ Yes ☒ No
If Yes, specify: ☐ Adding Space ☐ Dropping Space ☐ Redefining Licensed Premises
6. Are you transferring the location of an existing license? ☐ Yes ☒ No
7. Is this license being transferred as the result of a default or court action? ☐ Yes ☒ No
8. Do you intend to use this license actively? ☒ Yes ☐ No

Leave Blank - MLCC Use Only

Part 2 - License Transfer Information (If Applicable)

If transferring ownership of a license ONLY and not transferring the location of a license, fill out only the name of the current licensee(s)

Current licensee(s):	
Current licensed address:	
City:	Zip Code:
City/township/village where license is issued:	County:

Part 3 - Licenses, Permits, and Permissions

Off Premises Licenses - Applicants for off premises licenses, permits, and permissions (e.g. convenience, grocery, specialty food stores, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

On Premises Licenses - Applicants for on premises licenses, permits, and permissions (e.g. restaurants, hotels, bars, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

Part 4 - Inspection, License, and Permit Fees - Make checks payable to State of Michigan

Inspection Fees - Pursuant to MCL 436.1529(4) a nonrefundable inspection fee of \$70.00 shall be paid to the Commission by an applicant or licensee at the time of filing of a request for a new license or permit, a request to transfer ownership or location of a license, a request to increase or decrease the size of the licensed premises, or a request to add a bar. Requests for a new permit in conjunction with a request for a new license or transfer of an existing license do not require an additional inspection fee.

License and Permit Fees - Pursuant to MCL 436.1525(1), license and permit fees shall be paid to the Commission for a request for a new license or permit or to transfer ownership or location of an existing license.

Inspection Fees: \$70.00	License & Permit Fees:	TOTAL FEES: \$70.00
--------------------------	------------------------	----------------------------

Schedule A - Licenses, Permits, & Permissions

Applicant name: La Mulata Private Events

Off Premises License Type:

New Transfer

Base Fee:

Fee Code
MLCC Use
Only

- ☐ ☐ SDM License \$100.00
- ☐ ☐ SDD License \$150.00
- ☐ ☐ Resort SDD License Upon Licensure/\$150.00

Resort SDD Licenses may only be issued in governmental units having a population of 50,000 or less

Off Premises Permits:

Base Fee:

- ☐ Sunday Sales Permit (AM)* \$160.00
- ☐ Sunday Sales Permit (PM)** \$22.50
(Held with SDD License)
- ☐ Catering Permit \$100.00
- ☐ Secondary Location Permit - Complete Form LCC-201
- ☐ Beer and Wine Tasting Permit No charge
- ☐ Living Quarters Permit No charge

On/Off Premises Permission Type:

Base Fee:

- ☐ Off-Premises Storage No charge
- ☐ Direct Connection(s) No charge
- ☐ Motor Vehicle Fuel Pumps No charge

*Sunday Sales Permit (AM) allows the sale of liquor, beer, and wine on Sunday mornings between 7:00am and 12:00 noon, if allowed by the local unit of government.

**Sunday Sales Permit (PM) allows the sale of liquor on Sunday afternoons and evenings between 12:00 noon and 2:00am (Monday morning), if allowed by the local unit of government. No Sunday Sales Permit (PM) is required for the sale of beer and wine on Sunday after 12:00 noon. The Sunday Sales Permit (PM) fee is 15% of the fee for the license that allows the sale of liquor. Additional bar fees and B-Hotel room fees are also calculated as part of the permit fee.

Licenses, permits, and permissions selected on this form will be investigated as part of your request. Please verify your information prior to submitting your application, as some licenses, permits, or permissions cannot be added to your request once the application has been sent out for investigation by the Enforcement Division.

Inspection, License, Permit, & Permission Fee Calculation

Number of Licenses: 1 x \$70.00 Inspection Fee

Total Inspection Fee(s): Fee Code: 4036 \$70.00

Total License Fee(s): _____

Total Permit Fee(s): _____

TOTAL FEES DUE: \$70.00

Please note that requests to transfer SDD licenses will require the payment of additional fees based on the seller's previous calendar year's sales. These fees will be determined prior to issuance of the license to the applicant.

Make checks payable to **State of Michigan**

On Premises License Type:

New Transfer

Base Fee:

Fee Code
MLCC Use
Only

- ☐ ☐ B-Hotel License \$600.00

Number of guest rooms: _____

- ☐ ☐ A-Hotel License \$250.00

Number of guest rooms: _____

- ☒ ☐ Class C License \$600.00 4012

- ☐ ☐ Tavern License \$250.00

- ☐ ☐ Resort License Upon Licensure

- ☒ ☐ DDA/Redevelopment License Upon Licensure

- ☐ ☐ Brewpub License \$100.00

- ☐ ☐ G-1 License \$1,000.00

- ☐ ☐ G-2 License \$500.00

- ☐ ☐ Aircraft License \$600.00

- ☐ ☐ Watercraft License \$100.00

- ☐ ☐ Train License \$100.00

- ☐ ☐ Continuing Care Retirement Center License \$600.00

☐ MCL 436.1545(1)(b)(i) ☐ MCL 436.1545(1)(b)(ii)

B-Hotel or Class C Licenses Only:

- ☐ ☐ Additional Bar(s)

Number of Additional Bars: _____

B-Hotel or Class C licenses allow licensees to have one (1) bar within the licensed premises. A \$350.00 licensing fee is required for each additional bar over the one (1) bar initially issued with the license.

On Premises Permits:

Base Fee:

- ☒ Sunday Sales Permit (AM)* \$160.00 4033

- ☒ Sunday Sales Permit (PM)** \$90.00 4032

- ☐ Catering Permit \$100.00

- ☐ Banquet Facility Permit - Complete Form LCC-200

A Banquet Facility Permit is an extension of the license at a different location. It may have its own permits and permissions. It is not a banquet room on the licensed premises.

- ☐ Outdoor Service No charge

- ☒ Dance Permit No charge

- ☒ Entertainment Permit No charge

- ☒ Extended Hours Permit: No charge

☐ Dance ☐ Entertainment Days/Hours: Sat. & Sun 2 AM

- ☐ Specific Purpose Permit: No charge

Activity requested: _____

Days/Hours requested: _____

- ☐ Living Quarters Permit No charge

- ☐ Topless Activity Permit No charge

Schedule B - New Specially Designated Merchant (SDM) License Supplemental Application - New SDM License Applications ONLY

Applicant name: La Mulata Private Events

Effective January 4, 2017 pursuant to MCL 436.1533(5), Specially Designated Merchant (SDM) licenses are quota licenses based on one (1) SDM license for every 1,000 of population in a local governmental unit. MCL 436.1533 provides for several exemptions from the quota for qualified applicants. Please carefully read the requirements in the boxes below, selecting the applicable approved type of business option(s) from Section 1 and an applicable new SDM license quota option from Section 2.

Section 1 - Requirements to Qualify as Approved Type of Business for New SDM License Applicants

Applicant must meet one (1) or more of the following conditions (check those that apply to your business):

- ☒ a. Applicant holds and maintains retail food establishment license or extended retail food establishment license under the Food Law of 2000, MCL 289.1101 to MCL 289.8111.
- ☐ b. Applicant holds or has been approved for Specially Designated Distributor (SDD) license.
- ☐ c. Applicant holds or has been approved for an on-premises license, such as a Class C, A-Hotel, B-Hotel, Tavern, Club, G-1, or G-2 license.

Section 2 - Quota Requirements for New SDM License Applicants

Applicant must qualify under one of the following sections of the Liquor Control Code regarding the SDM quota:

- ☐ a. Applicant is an applicant for or holds a Class C, A-Hotel, B-Hotel, Tavern, Club, G-1, or G-2 license.
MCL 436.1533(5)(a) - SDM license is exempt from SDM quota and license cannot be transferred to another location.
- ☐ b. Applicant's establishment is at least 20,000 square feet and at least 20% of gross receipts are derived from the sale of food.
MCL 436.1533(5)(b)(i) - SDM license is exempt from SDM quota and license cannot be transferred to another location.
- ☐ c. Applicant's establishment is a pharmacy as defined in the Public Health Code, MCL 333.17707.
MCL 436.1533(5)(b)(ii) - SDM license is exempt from SDM quota and license cannot be transferred to another location.
- ☐ d. Applicant's establishment qualifies as a marina under MCL 436.1539.
MCL 436.1533(5)(e) - SDM license is exempt from SDM quota and license may be transferred to another location if the applicant complies with MCL 436.1539 at the new location.
- ☐ e. Applicant does not qualify under any of the quota exemptions or waiver listed above.
MCL 436.1533(5) - Commission shall issue one (1) SDM for every 1,000 population in a local governmental unit and an unissued SDM must be available in the local governmental unit for the applicant to qualify. SDM license may be transferred to another location.

Documents Required To Be Submitted with New SDM License Application

In addition to the documents listed on the application checklist, the new SDM license applicant must submit the documents listed below, as applicable, with its application to comply with the requirements described above. Select one or more of the following:

- ☐ Copy of retail food establishment license or extended retail food establishment license for a SDM license. The name on the food establishment license must match the applicant name in Part 1 of this application form. *A food establishment license is not required for a SDM license to be issued in conjunction with a SDD license or an on-premises license.*
- ☐ If applying under Section 2b above, documentary proof that applicant's establishment is at least 20,000 square feet and at least 20% of gross receipts are derived from the sale of food.
- ☐ If applying under Section 2c above, a copy of the pharmacy license issued under the Public Health Code.

Part 5a - Information on Individual Applicant, Stockholder, Member, or Limited Partner

Each individual, stockholder, member, or partner must complete Part 5a, 5b, and 5c. If a stockholder or member of an applicant company is a corporation or limited liability company, complete Part 5a and 5c and submit a completed

For applications with multiple individuals, stockholders, members, or partners - each person or entity must complete a separate copy of this page.

Name: Yanelis Lopez		
Home address: 2614 S. Deerfield Ave.		
City: Lansing	State: MI	Zip Code: 48911
Business Phone: 517-755-0798	Cell Phone:	Email: yanelisrey24@yahoo.com
Have you ever been licensed by the Michigan Liquor Control Commission (MLCC) or do you currently hold an interest in any other licenses issued by the MLCC? If Yes, please list business ID numbers below. If you hold interest in 2 or more locations under the same name, please also write "chain" below. Pursuant to MCL 436.1603, a retailer licensee <u>may not</u> hold interest in a manufacturer or wholesaler licensee. ☐ Yes ☒ No		
Do you hold 10% or more interest in the applicant entity? ☒ Yes ☐ No		
If you answered "no" to the first question and "yes" to the second question, you must submit fingerprints and undergo an investigation by the MLCC. Please see the attached instructions for submitting fingerprints to the MLCC. You must submit a copy of the completed and endorsed "with your application."		

Part 5b - Personal Information (Individuals) - Must be at least 21 years of age, pursuant to administrative rule R 436.1105(1)(a).

Date of Birth:	Social Security Number:	Driver's License Number:	
Are you a citizen of the United States of America? ☒ Yes ☐ No			
Have you ever legally changed your name? ☐ Yes ☒ No			
If you answered "yes", please list your prior name(s) (including maiden):			
Spouse's full name (if currently married): Juan Alejandro-Arias			
Spouse's date of birth:	Is your spouse a citizen of the United States of America? ☒ Yes ☐ No		
Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan? ☐ Yes ☒ No			
Does your spouse hold a retail, manufacturer, or wholesaler license issued by the MLCC? ☐ Yes ☒ No			
Have you ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary): ☐ Yes ☒ No			
Date	City/State	Charge	Disposition
Has your spouse ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary): ☐ Yes ☒ No			
Date	City/State	Charge	Disposition

Part 5c - Signature

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003. (This form must be signed by the person whose information it contains).

Yanelis Lopez

Print Name

Signature

Date

Part 6 - Contact Information

Provide information on the contact person for this application. Please note that corporations and limited liability companies must provide documentation (e.g. meeting minutes, corporate resolution) authorizing anyone other than the applicant or an attorney of record to be the contact person. If an authorization is not provided, your contact person will not be acknowledged if they are anyone other than the applicant or attorney.

What is your preferred method of contact?		☒ Phone	☐ Mail	☐ Email	☐ Fax
What is your preferred method for receiving a Commission Order?		☐ Mail	☒ Email	☐ Fax	
Contact name: Yanelis Lopez	Relationship: Owner				
Mailing address: 5334 S Martin Luther King Jr Blvd					
City: Lansing		State: MI		Zip Code: 48911	
Phone: 517-755-0798	Fax number:	Email: yanelisrey24@yahoo.com			

Part 7 - Attorney Information (If You Have An Attorney Representing You For This Application)

Attorney name:		Member Number: P-	
Attorney address:			
Phone:	Fax number:	Email:	
Would you prefer that we contact your attorney for all licensing matters related to this application?		☐ Yes ☐ No	
Would you prefer any notices or closing packages be sent directly to your attorney?		☐ Yes ☐ No	

Part 8 - Signature of Applicant

Be advised that the information contained in this application will only be used for this request. This section will need to be completed for each subsequent request you make with this office.

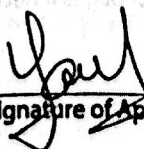
Notice: When purchasing a license, a buyer can be held liable for tax debts incurred by the previous owner. Prior to committing to the purchase of any license or establishment, the buyer should request a tax clearance certificate from the seller that indicates that all taxes have been paid up to the date of issuance. Obtaining sound professional assistance from an attorney or accountant can be helpful to identify and avoid any pitfalls and hidden liabilities when buying even a portion of a business. Sellers can make a request for the tax clearance certificate through the Michigan Department of Treasury.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Yanelis Lopez


Signature of Applicant

01/24/2025

Date

Print Name of Applicant & Title

Please return this completed form along with corresponding documents and fees to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries: Constitution Hall - 525 W. Allegan Street, Lansing, MI 48933

Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906

Fax to: 517-284-8557



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Retailer License & Permit Application

Before you begin filling out the attached application, please review this checklist for the applicable forms and documents you will need to submit with your completed application form.

The attached LCC-100 form will automatically calculate fees when opened using Adobe Acrobat Reader. The form's functionality may not work with third-party PDF readers. You may download a free copy of Adobe Acrobat Reader on the Adobe website: <https://get.adobe.com/reader/>

Are you transferring stock or membership interest? If yes, use the License Interest Transfer Application (LCC-101).

☒ Completed Retail License & Permit Application (Form LCC-100, attached)

☒ Livescan Fingerprint Form* (attached)

☒ Inspection, License, and Permit Fees

Corporate Documents (see list below) - Submit for the applicant company, and if the applicant company has multiple levels of ownership structure in which stockholders or members are also companies, submit the applicable documents listed below for any stockholder or member companies to the third level of ownership - for example: applicant company > stockholder/member (level 1) > stockholder/member (level 2) > stockholder/member (level 3).

☒ Multi-Tier Organizational Chart - If the applicant company has more than three levels of ownership structure please provide an organizational chart that shows all the levels of ownership to individual people, including trusts.

☒ Local Government Authorization (Form LCC-106) - **For a new on-premises license only**

☒ Purchase agreement - **For the transfer of ownership of a license**

☒ Property document (lease, deed, land contract, etc.)

☒ New Specially Designated Merchant license documents - **For a new Specially Designated Merchant license only** (see page 3)

☒ New On-Premises Resort License Questionnaire (LCC-109a) or New On-Premises Redevelopment or Development District License Questionnaire (LCC-109b) - **For a new on-premises Resort, Redevelopment, or Development District license only**

If applicant is a corporation also include (pursuant to R 436.1109):

If any of the stockholders of the applicant are corporations or limited liability companies, also submit a copy of the documents listed below for those companies (except for the Certificate of Authority to Do Business in Michigan, which is required for the applicant only).

☒ Report of Stockholders/Member/Partners (Form LCC-301)

☒ Copy of Articles of Incorporation filed with the Corporations Division of the Department of Licensing & Regulatory Affairs

☒ Current Certificate of Good Standing from the state where incorporated and Certificate of Authority to Do Business in Michigan, if incorporated outside of Michigan.

Certified copy of the minutes of a meeting of its board of directors or a statement signed by an officer of the corporation
☒ naming the persons authorized by corporate resolution to sign the application and other documents required by the Commission or Part 3 of Form LCC-301.

If applicant is a limited liability company also include (pursuant to R 436.1110):

If any of the members of the applicant are corporations or limited liability companies, also submit a copy of the documents listed below for those companies (except for the Certificate of Authority to Do Business in Michigan, which is required for the applicant only).

☒ Report of Stockholders/Member/Partners (Form LCC-301)

☒ Copy of Articles of Organization filed with the Corporations Division of the Department of Licensing & Regulatory Affairs

☒ Copy of the operating agreement or bylaws of the applicant company

☒ Current Certificate of Authority to Do Business in Michigan, if the LLC is a non-Michigan LLC.

Statement signed by a manager of the limited liability company or by at least 1 member if management is reserved to
☒ the members naming the person authorized to sign the application and other documents required by the Commission or Part 3 of Form LCC-301.

*Fingerprints are required for applicants that are not currently licensed by the MLCC and will hold 10% or more interest in a license or applicant entity.



Retailer License & Permit Application

For information on retail licenses and permits, including a checklist of required documents for a completed application, please visit the Liquor Control Commission's frequently asked questions website [by clicking this link](#).

Part 1 - Applicant Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant name(s): La Mulata Private Events		
Address to be licensed: 5334 S Martin Luther King Jr Blvd.		
City: Lansing	Zip Code: 48911	
City/township/village where license will be issued: Lansing		County: Ingham
Federal Employer Identification Number (FEIN): [REDACTED]		

1. Are you requesting a new license? ☒ Yes ☐ No
2. Are you applying ONLY for a new permit or permission? ☐ Yes ☒ No
3. Are you buying an existing license? ☐ Yes ☒ No
4. Are you transferring the classification of an existing on premises license? ☐ Yes ☒ No
5. Are you modifying the size of the licensed premises? ☐ Yes ☒ No
If Yes, specify: ☐ Adding Space ☐ Dropping Space ☐ Redefining Licensed Premises
6. Are you transferring the location of an existing license? ☐ Yes ☒ No
7. Is this license being transferred as the result of a default or court action? ☐ Yes ☒ No
8. Do you intend to use this license actively? ☒ Yes ☐ No

Leave Blank - MLCC Use Only

Part 2 - License Transfer Information (If Applicable)

If transferring ownership of a license ONLY and not transferring the location of a license, fill out only the name of the current licensee(s)

Current licensee(s):		
Current licensed address:		
City:	Zip Code:	
City/township/village where license is issued:		County:

Part 3 - Licenses, Permits, and Permissions

Off Premises Licenses - Applicants for off premises licenses, permits, and permissions (e.g. convenience, grocery, specialty food stores, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

On Premises Licenses - Applicants for on premises licenses, permits, and permissions (e.g. restaurants, hotels, bars, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

Part 4 - Inspection, License, and Permit Fees - Make checks payable to State of Michigan

Inspection Fees - Pursuant to MCL 436.1529(4) a nonrefundable inspection fee of \$70.00 shall be paid to the Commission by an applicant or licensee at the time of filing of a request for a new license or permit, a request to transfer ownership or location of a license, a request to increase or decrease the size of the licensed premises, or a request to add a bar. Requests for a new permit in conjunction with a request for a new license or transfer of an existing license do not require an additional inspection fee.

License and Permit Fees - Pursuant to MCL 436.1525(1), license and permit fees shall be paid to the Commission for a request for a new license or permit or to transfer ownership or location of an existing license.

Inspection Fees: \$70.00	License & Permit Fees:	TOTAL FEES: \$70.00
--------------------------	------------------------	----------------------------

Schedule A - Licenses, Permits, & Permissions

Applicant name: La Mulata Private Events

Off Premises License Type:

New Transfer

Base Fee:

Fee Code
MLCC Use
Only

- ☐ ☐ SDM License \$100.00
- ☐ ☐ SDD License \$150.00
- ☐ ☐ Resort SDD License Upon Licensure/\$150.00

Resort SDD Licenses may only be issued in governmental units having a population of 50,000 or less

Off Premises Permits:

Base Fee:

- ☐ Sunday Sales Permit (AM)* \$160.00
- ☐ Sunday Sales Permit (PM)** \$22.50
(Held with SDD License)
- ☐ Catering Permit \$100.00
- ☐ Secondary Location Permit - Complete Form LCC-201
- ☐ Beer and Wine Tasting Permit No charge
- ☐ Living Quarters Permit No charge

On/Off Premises Permission Type:

Base Fee:

- ☐ Off-Premises Storage No charge
- ☐ Direct Connection(s) No charge
- ☐ Motor Vehicle Fuel Pumps No charge

*Sunday Sales Permit (AM) allows the sale of liquor, beer, and wine on Sunday mornings between 7:00am and 12:00 noon, if allowed by the local unit of government.

**Sunday Sales Permit (PM) allows the sale of liquor on Sunday afternoons and evenings between 12:00 noon and 2:00am (Monday morning), if allowed by the local unit of government. No Sunday Sales Permit (PM) is required for the sale of beer and wine on Sunday after 12:00 noon. The Sunday Sales Permit (PM) fee is 15% of the fee for the license that allows the sale of liquor. Additional bar fees and B-Hotel room fees are also calculated as part of the permit fee.

Licenses, permits, and permissions selected on this form will be investigated as part of your request. Please verify your information prior to submitting your application, as some licenses, permits, or permissions cannot be added to your request once the application has been sent out for investigation by the Enforcement Division.

Inspection, License, Permit, & Permission Fee Calculation

Number of Licenses: 1 x \$70.00 Inspection Fee

Total Inspection Fee(s): Fee Code: 4036 \$70.00

Total License Fee(s):

Total Permit Fee(s):

TOTAL FEES DUE: \$70.00

Please note that requests to transfer SDD licenses will require the payment of additional fees based on the seller's previous calendar year's sales. These fees will be determined prior to issuance of the license to the applicant.

Make checks payable to **State of Michigan**

On Premises License Type:

New Transfer

Base Fee:

Fee Code
MLCC Use
Only

- ☐ ☐ B-Hotel License \$600.00

Number of guest rooms: _____

- ☐ ☐ A-Hotel License \$250.00

Number of guest rooms: _____

- ☒ ☐ Class C License \$600.00 4012

- ☐ ☐ Tavern License \$250.00

- ☐ ☐ Resort License Upon Licensure

- ☒ ☐ DDA/Redevelopment License Upon Licensure

- ☐ ☐ Brewpub License \$100.00

- ☐ ☐ G-1 License \$1,000.00

- ☐ ☐ G-2 License \$500.00

- ☐ ☐ Aircraft License \$600.00

- ☐ ☐ Watercraft License \$100.00

- ☐ ☐ Train License \$100.00

- ☐ ☐ Continuing Care Retirement Center License \$600.00

☐ MCL 436.1545(1)(b)(i) ☐ MCL 436.1545(1)(b)(ii)

B-Hotel or Class C Licenses Only:

- ☐ ☐ Additional Bar(s)

Number of Additional Bars: _____

B-Hotel or Class C licenses allow licensees to have one (1) bar within the licensed premises. A \$350.00 licensing fee is required for each additional bar over the one (1) bar initially issued with the license.

On Premises Permits:

Base Fee:

- ☒ Sunday Sales Permit (AM)* \$160.00 4033

- ☒ Sunday Sales Permit (PM)** \$90.00 4032

- ☐ Catering Permit \$100.00

- ☐ Banquet Facility Permit - Complete Form LCC-200

A Banquet Facility Permit is an extension of the license at a different location. It may have its own permits and permissions. It is not a banquet room on the licensed premises.

- ☐ Outdoor Service No charge

- ☒ Dance Permit No charge

- ☒ Entertainment Permit No charge

- ☒ Extended Hours Permit: No charge

☐ Dance ☐ Entertainment Days/Hours: Sat. & Sun 2 AM

- ☐ Specific Purpose Permit: No charge

Activity requested: _____

Days/Hours requested: _____

- ☐ Living Quarters Permit No charge

- ☐ Topless Activity Permit No charge

Schedule B - New Specially Designated Merchant (SDM) License Supplemental Application - New SDM License Applications ONLY

Applicant name: La Mulata Private Events

Effective January 4, 2017 pursuant to MCL 436.1533(5), Specially Designated Merchant (SDM) licenses are quota licenses based on one (1) SDM license for every 1,000 of population in a local governmental unit. MCL 436.1533 provides for several exemptions from the quota for qualified applicants. Please carefully read the requirements in the boxes below, selecting the applicable approved type of business option(s) from Section 1 and an applicable new SDM license quota option from Section 2.

Section 1 - Requirements to Qualify as Approved Type of Business for New SDM License Applicants

Applicant must meet one (1) or more of the following conditions (check those that apply to your business):

☒ a. Applicant holds and maintains retail food establishment license or extended retail food establishment license under the Food Law of 2000, MCL 289.1101 to MCL 289.8111.

☐ b. Applicant holds or has been approved for Specially Designated Distributor (SDD) license.

☐ c. Applicant holds or has been approved for an on-premises license, such as a Class C, A-Hotel, B-Hotel, Tavern, Club, G-1, or G-2 license.

Section 2 - Quota Requirements for New SDM License Applicants

Applicant must qualify under one of the following sections of the Liquor Control Code regarding the SDM quota:

☐ a. Applicant is an applicant for or holds a Class C, A-Hotel, B-Hotel, Tavern, Club, G-1, or G-2 license.
MCL 436.1533(5)(a) - SDM license is exempt from SDM quota and license cannot be transferred to another location.

☐ b. Applicant's establishment is at least 20,000 square feet and at least 20% of gross receipts are derived from the sale of food.
MCL 436.1533(5)(b)(i) - SDM license is exempt from SDM quota and license cannot be transferred to another location.

☐ c. Applicant's establishment is a pharmacy as defined in the Public Health Code, MCL 333.17707.
MCL 436.1533(5)(b)(ii) - SDM license is exempt from SDM quota and license cannot be transferred to another location.

☐ d. Applicant's establishment qualifies as a marina under MCL 436.1539.
MCL 436.1533(5)(e) - SDM license is exempt from SDM quota and license may be transferred to another location if the applicant complies with MCL 436.1539 at the new location.

☐ e. Applicant does not qualify under any of the quota exemptions or waiver listed above.
MCL 436.1533(5) - Commission shall issue one (1) SDM for every 1,000 population in a local governmental unit and an unissued SDM must be available in the local governmental unit for the applicant to qualify. SDM license may be transferred to another location.

Documents Required To Be Submitted with New SDM License Application

In addition to the documents listed on the application checklist, the new SDM license applicant must submit the documents listed below, as applicable, with its application to comply with the requirements described above. Select one or more of the following:

☐ Copy of retail food establishment license or extended retail food establishment license for a SDM license. The name on the food establishment license must match the applicant name in Part 1 of this application form. *A food establishment license is not required for a SDM license to be issued in conjunction with a SDD license or an on-premises license.*

☐ If applying under Section 2b above, documentary proof that applicant's establishment is at least 20,000 square feet and at least 20% of gross receipts are derived from the sale of food.

☐ If applying under Section 2c above, a copy of the pharmacy license issued under the Public Health Code.

Part 5a - Information on Individual Applicant, Stockholder, Member, or Limited Partner

Each individual, stockholder, member, or partner must complete Part 5a, 5b, and 5c. If a stockholder or member of an applicant company is a corporation or limited liability company, complete Part 5a and 5c and submit a completed

For applications with multiple individuals, stockholders, members, or partners - each person or entity must complete a separate copy of this page.

Name: Yanelis Lopez		
Home address: 2614 S. Deerfield Ave.		
City: Lansing	State: MI	Zip Code: 48911
Business Phone: 517-755-0798	Cell Phone:	Email: yanelisrey24@yahoo.com
Have you ever been licensed by the Michigan Liquor Control Commission (MLCC) or do you currently hold an interest in any other licenses issued by the MLCC? If Yes, please list business ID numbers below. If you hold interest in 2 or more locations under the same name, please also write "chain" below. Pursuant to MCL 436.1603, a retailer licensee <u>may not</u> hold interest in a manufacturer or wholesaler licensee. ☐ Yes ☒ No		
Do you hold 10% or more interest in the applicant entity? ☒ Yes ☐ No		
If you answered "no" to the first question and "yes" to the second question, you must submit fingerprints and undergo an investigation by the MLCC. Please see the attached instructions for submitting fingerprints to the MLCC. You must submit a copy of the completed and endorsed "with your application."		

Part 5b - Personal Information (Individuals) - Must be at least 21 years of age, pursuant to administrative rule R 436.1105(1)(a).

Date of Birth: [REDACTED]	Social Security Number: [REDACTED]	Driver's License Number: [REDACTED]
Are you a citizen of the United States of America? ☒ Yes ☐ No		
Have you ever legally changed your name? ☐ Yes ☒ No		
If you answered "yes", please list your prior name(s) (including maiden):		
Spouse's full name (if currently married): Juan Alejandro-Arias		
Spouse's date of birth: [REDACTED]	Is your spouse a citizen of the United States of America? ☒ Yes ☐ No	
Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan? ☐ Yes ☒ No		
Does your spouse hold a retail, manufacturer, or wholesaler license issued by the MLCC? ☐ Yes ☒ No		
Have you ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary): ☐ Yes ☒ No		
Date	City/State	Charge
Disposition		
Has your spouse ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary): ☐ Yes ☒ No		
Date	City/State	Charge
Disposition		

Part 5c - Signature

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003. (This form must be signed by the person whose information it contains).

Yanelis Lopez

Print Name

Signature

Date

Part 6 - Contact Information

Provide information on the contact person for this application. Please note that corporations and limited liability companies must provide documentation (e.g. meeting minutes, corporate resolution) authorizing anyone other than the applicant or an attorney of record to be the contact person. If an authorization is not provided, your contact person will not be acknowledged if they are anyone other than the applicant or attorney.

What is your preferred method of contact?		☒ Phone	☐ Mail	☐ Email	☐ Fax
What is your preferred method for receiving a Commission Order?		☐ Mail	☒ Email	☐ Fax	
Contact name: Yanelis Lopez	Relationship: Owner				
Mailing address: 5334 S Martin Luther King Jr Blvd					
City: Lansing		State: MI		Zip Code: 48911	
Phone: 517-755-0798	Fax number:	Email: yanelisrey24@yahoo.com			

Part 7 - Attorney Information (If You Have An Attorney Representing You For This Application)

Attorney name:		Member Number: P-	
Attorney address:			
Phone:	Fax number:	Email:	
Would you prefer that we contact your attorney for all licensing matters related to this application?		☐ Yes ☒ No	
Would you prefer any notices or closing packages be sent directly to your attorney?		☐ Yes ☒ No	

Part 8 - Signature of Applicant

Be advised that the information contained in this application will only be used for this request. This section will need to be completed for each subsequent request you make with this office.

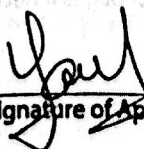
Notice: When purchasing a license, a buyer can be held liable for tax debts incurred by the previous owner. Prior to committing to the purchase of any license or establishment, the buyer should request a tax clearance certificate from the seller that indicates that all taxes have been paid up to the date of issuance. Obtaining sound professional assistance from an attorney or accountant can be helpful to identify and avoid any pitfalls and hidden liabilities when buying even a portion of a business. Sellers can make a request for the tax clearance certificate through the Michigan Department of Treasury.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Yanelis Lopez


Signature of Applicant

01/24/2025

Date

Print Name of Applicant & Title

Please return this completed form along with corresponding documents and fees to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries: Constitution Hall - 525 W. Allegan Street, Lansing, MI 48933

Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906

Fax to: 517-284-8557

Resolution #2025-###

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, in 2006 in an effort to promote economic development in qualifying communities, the Michigan Legislature passed Act 501 of the Public Acts of 2006, being Section 521a of the Michigan Liquor Control Code of 1998, being MCL 436.1521a, which established the criteria for Development District or Area Liquor Licenses; and

WHEREAS, through the provisions of Public Act 501 of 2006, as amended (“Act”) the Michigan Liquor Control Commission (LCC) may issue new public on-premises liquor licenses in order to allow cities to enhance the quality of life for their residents and visitors to their communities; and

WHEREAS, the issuance of a Development District Liquor License under Section 521a(1)(b) of the Act requires a proposed licensed premises to be located in one of the development districts or areas listed in MCL 436.1521a(1)(b); and

WHEREAS, pursuant to Public Act 120 of 1961 for Principal Shopping Districts, the Lansing City Council created the Lansing Principal Shopping District by Resolution in 1996 which is listed as a qualifying development district or area under MCL 436.1521a(1)(b); and

WHEREAS, the City of Lansing received a request from Sea Level (“Applicant”) regarding its intention to apply to the Michigan Liquor Control Commission for a new Class C Development District or Area Liquor License for its business located at 200 S. Washington Square, Lansing, MI 48933 (“Proposed Licensed Premises”) which is located within the Lansing Principal Shopping District; and

WHEREAS, the Applicant has affirmed that the Proposed Licensed Premises meets the statutory requirements for a Development District or Area Liquor License under the Act including 1) that its business must be engaged in activities of dining, entertainment, or recreation, and 2) the licensed business must be open to the general public and have a seating capacity of not less than 25 persons; and

WHEREAS, the Applicant will provide evidence with its application that it can document the expenditure to the Michigan Liquor Control Commission, of not less than \$75,000.00 in the rehabilitation or restoration of the building that will house the licensed premises over a period of the preceding five (5) years or a commitment for a capital investment of at least that amount in the building that houses the licensed premises, which must be expended before the issuance of the license, as required by the Act; and

WHEREAS, the Committee on City Operations met on **[INSERT DATE]**, to review the request with affirmative action taken;

WHEREAS, the Applicant has been informed that licensure of the Proposed Licensed Premises will be subject to approval by the Michigan Liquor Control Commission.

NOW, THEREFORE, BE IT RESOLVED, that City Council recommend for the reasons stated above that the Michigan Liquor Control Commission consider the request from Sea Level, for a new Class C License issued under the provisions of MCL 436.1521a(1)(b) for its business located at 200 S. Washington Square, Lansing, MI 48933.

BE IT FURTHER RESOLVED, the City Council affirms that the Proposed Licensed Premises, 200 S. Washington Square, Lansing, MI 48933 is within the established boundaries of the Lansing Principal Shopping District; and

BE IT FURTHER RESOLVED, the City Council directs the City Assessor to verify via an Affidavit the total amount of public and private investment in real and personal property within the Lansing Principal Shopping District amounts to \$200,000.00 or more over the preceding 5 years.

BE IT FURTHER RESOLVED, the Applicant meets the qualifications of Lansing's City Liquor Ordinances, and those required under MCL 436.1521a(1)(b) and that the license is approved "Above all others."

BE IT FINNALLY RESOLVED, the City Council directs the City Clerk to complete the Local Governmental Unit Approval Form (LCC-106) for the specific license approval of a New Class C license issued under MCL 436.1521a(1)(b) and to forward a copy of the certified form and this resolution to Sea Level, and the Michigan Liquor Control Commission.



Retailer License & Permit Application

Before you begin filling out the attached application, please review this checklist for the applicable forms and documents you will need to submit with your completed application form.

The attached LCC-100 form will automatically calculate fees when opened using Adobe Acrobat Reader. The form's functionality may not work with third-party PDF readers. You may download a free copy of Adobe Acrobat Reader on the Adobe website:

<https://get.adobe.com/reader/>

☒ Completed Retail License & Permit Application (Form LCC-100, attached)

☒ [Livescan Fingerprint Form*](#) (attached)

☒ Inspection, License, and Permit Fees

Are you transferring stock or membership interest? If yes, use the [License Interest Transfer Application \(LCC-101\)](#).

☒ Corporate Documents (see list below) - Submit for the applicant company, and if the applicant company has multiple levels of ownership structure in which stockholders or members are also companies, submit the applicable documents listed below for any stockholder or member companies to the third level of ownership - for example: applicant company > stockholder/member (level 1) > stockholder/member (level 2) > stockholder/member (level 3).

☐ Multi-Tier Organizational Chart - If the applicant company has more than three levels of ownership structure please provide an organizational chart that shows all the levels of ownership to individual people, including trusts.

☒ [Local Government Authorization \(Form LCC-106\)](#) - **For a new on-premises license only**

☐ Purchase agreement - **For the transfer of ownership of a license**

☒ Property document (lease, deed, land contract, etc.)

☐ New Specially Designated Merchant license documents - **For a new Specially Designated Merchant license only** (see page 3)

☒ [New On-Premises Resort License Questionnaire \(LCC-109a\)](#) or [New On-Premises Redevelopment or Development District License Questionnaire \(LCC-109b\)](#) - **For a new on-premises Resort, Redevelopment, or Development District license only**

If applicant is a corporation also include (pursuant to R 436.1109):

If any of the stockholders of the applicant are corporations or limited liability companies, also submit a copy of the documents listed below for those companies (except for the Certificate of Authority to Do Business in Michigan, which is required for the applicant only).

☐ [Report of Stockholders/Member/Partners \(Form LCC-301\)](#)

☐ Copy of Articles of Incorporation filed with the Corporations Division of the Department of Licensing & Regulatory Affairs

☐ Current Certificate of Good Standing from the state where incorporated and Certificate of Authority to Do Business in Michigan, if incorporated outside of Michigan.

☐ Certified copy of the minutes of a meeting of its board of directors or a statement signed by an officer of the corporation naming the persons authorized by corporate resolution to sign the application and other documents required by the Commission or [Part 3 of Form LCC-301](#).

If applicant is a limited liability company also include (pursuant to R 436.1110):

If any of the members of the applicant are corporations or limited liability companies, also submit a copy of the documents listed below for those companies (except for the Certificate of Authority to Do Business in Michigan, which is required for the applicant only).

☐ [Report of Stockholders/Member/Partners \(Form LCC-301\)](#)

☒ Copy of Articles of Organization filed with the Corporations Division of the Department of Licensing & Regulatory Affairs

☒ Copy of the operating agreement or bylaws of the applicant company

☐ Current Certificate of Authority to Do Business in Michigan, if the LLC is a non-Michigan LLC.

☐ Statement signed by a manager of the limited liability company or by at least 1 member if management is reserved to the members naming the person authorized to sign the application and other documents required by the Commission or [Part 3 of Form LCC-301](#).

*Fingerprints are required for applicants that are not currently licensed by the MLCC and will hold 10% or more interest in a license or applicant entity.



Retail License & Permit Application

For information on retail licenses and permits, including a checklist of required documents for a completed application, please visit the Liquor Control Commission's frequently asked questions website [by clicking this link](#).

Part 1 - Applicant Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant name(s): SEA LEVEL	
Address to be licensed: 200 S Washington Square	
City: Lansing	Zip Code: 48933
City/township/village where license will be issued: Lansing	County: Ingham
Federal Employer Identification Number (FEIN): [REDACTED]	

1. Are you requesting a new license? ☒ Yes ☐ No
2. Are you applying ONLY for a new permit or permission? ☐ Yes ☒ No
3. Are you buying an existing license? ☐ Yes ☒ No
4. Are you transferring the classification of an existing on premises license? ☐ Yes ☒ No
5. Are you modifying the size of the licensed premises?
If Yes, specify: ☐ Adding Space ☐ Dropping Space ☐ Redefining Licensed Premises
6. Are you transferring the location of an existing license? ☐ Yes ☒ No
7. Is this license being transferred as the result of a default or court action? ☐ Yes ☒ No
8. Do you intend to use this license actively? ☒ Yes ☐ No

Leave Blank - MLCC Use Only

Part 2 - License Transfer Information (If Applicable)

If transferring ownership of a license ONLY and not transferring the location of a license, fill out only the name of the current licensee(s)

Current licensee(s):	
Current licensed address:	
City:	Zip Code:
City/township/village where license is issued:	County:

Part 3 - Licenses, Permits, and Permissions

Off Premises Licenses - Applicants for off premises licenses, permits, and permissions (e.g. convenience, grocery, specialty food stores, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

On Premises Licenses - Applicants for on premises licenses, permits, and permissions (e.g. restaurants, hotels, bars, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

Part 4 - Inspection, License, and Permit Fees - Make checks payable to State of Michigan

Inspection Fees - Pursuant to MCL 436.1529(4) a nonrefundable inspection fee of \$70.00 shall be paid to the Commission by an applicant or licensee at the time of filing of a request for a new license or permit, a request to transfer ownership or location of a license, a request to increase or decrease the size of the licensed premises, or a request to add a bar. Requests for a new permit in conjunction with a request for a new license or transfer of an existing license do not require an additional inspection fee.

License and Permit Fees - Pursuant to MCL 436.1525(1), license and permit fees shall be paid to the Commission for a request for a new license or permit or to transfer ownership or location of an existing license.

Inspection Fees:	License & Permit Fees:	TOTAL FEES:
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Schedule A - Licenses, Permits, & Permissions

Applicant name: _____

Off Premises License Type:

New Transfer

Base Fee:

Fee Code
MLCC Use
Only

- ☐ ☐ SDM License \$100.00
- ☐ ☐ SDD License \$150.00
- ☐ ☐ Resort SDD License Upon Licensure/\$150.00

Resort SDD Licenses may only be issued in governmental units having a population of 50,000 or less

Off Premises Permits:

Base Fee:

- ☐ Sunday Sales Permit (AM)* \$160.00
- ☐ Sunday Sales Permit (PM)** \$22.50
(Held with SDD License)
- ☐ Catering Permit \$100.00
- ☐ Secondary Location Permit - Complete [Form LCC-201](#)
- ☐ Beer and Wine Tasting Permit No charge
- ☐ Living Quarters Permit No charge

On/Off Premises Permission Type:

Base Fee:

- ☐ Off-Premises Storage No charge
- ☐ Direct Connection(s) No charge
- ☐ Motor Vehicle Fuel Pumps No charge

*Sunday Sales Permit (AM) allows the sale of liquor, beer, and wine on Sunday mornings between 7:00am and 12:00 noon, if allowed by the local unit of government.

**Sunday Sales Permit (PM) allows the sale of liquor on Sunday afternoons and evenings between 12:00 noon and 2:00am (Monday morning), if allowed by the local unit of government. No Sunday Sales Permit (PM) is required for the sale of beer and wine on Sunday after 12:00 noon. The Sunday Sales Permit (PM) fee is 15% of the fee for the license that allows the sale of liquor. Additional bar fees and B-Hotel room fees are also calculated as part of the permit fee.

Licenses, permits, and permissions selected on this form will be investigated as part of your request. Please verify your information prior to submitting your application, as some licenses, permits, or permissions cannot be added to your request once the application has been sent out for investigation by the Enforcement Division.

Inspection, License, Permit, & Permission Fee Calculation

Number of Licenses: _____ x \$70.00 Inspection Fee

Total Inspection Fee(s): _____

Total License Fee(s): _____

Total Permit Fee(s): _____

TOTAL FEES DUE:

Please note that requests to transfer SDD licenses will require the payment of additional fees based on the seller's previous calendar year's sales. These fees will be determined prior to issuance of the license to the applicant.

Make checks payable to **State of Michigan**

On Premises License Type:

New Transfer

Base Fee:

Fee Code
MLCC Use
Only

- ☐ ☐ B-Hotel License \$600.00
- Number of guest rooms: _____
- ☐ ☐ A-Hotel License \$250.00

Number of guest rooms: _____

- ☒ ☐ Class C License \$600.00
- ☐ ☐ Tavern License \$250.00
- ☐ ☐ Resort License Upon Licensure
- ☐ ☐ DDA/Redevelopment License Upon Licensure
- ☐ ☐ Brewpub License \$100.00
- ☐ ☐ G-1 License \$1,000.00
- ☐ ☐ G-2 License \$500.00
- ☐ ☐ Aircraft License \$600.00
- ☐ ☐ Watercraft License \$100.00
- ☐ ☐ Train License \$100.00
- ☐ ☐ Continuing Care Retirement Center License \$600.00
- ☐ MCL 436.1545(1)(b)(i) ☐ MCL 436.1545(1)(b)(ii)

B-Hotel or Class C Licenses Only:

- ☐ ☐ Additional Bar(s)

Number of Additional Bars: _____

B-Hotel or Class C licenses allow licensees to have one (1) bar within the licensed premises. A \$350.00 licensing fee is required for each additional bar over the one (1) bar initially issued with the license.

On Premises Permits:

Base Fee:

- ☐ Sunday Sales Permit (AM)* \$160.00
- ☒ Sunday Sales Permit (PM)** 15%**
- ☐ Catering Permit \$100.00
- ☐ Banquet Facility Permit - Complete [Form LCC-200](#)

A Banquet Facility Permit is an extension of the license at a different location. It may have its own permits and permissions. It is not a banquet room on the licensed premises.

- ☐ Outdoor Service No charge
- ☐ Dance Permit No charge
- ☐ Entertainment Permit No charge
- ☐ Extended Hours Permit: No charge

☐ Dance ☐ Entertainment Days/Hours: _____

- ☐ Specific Purpose Permit: No charge

Activity requested: _____

Days/Hours requested: _____

- ☐ Living Quarters Permit No charge
- ☐ Topless Activity Permit No charge

Schedule B - New Specially Designated Merchant (SDM) License Supplemental Application - New SDM License Applications ONLY

Applicant name:

Effective January 4, 2017 pursuant to MCL 436.1533(5), Specially Designated Merchant (SDM) licenses are quota licenses based on one (1) SDM license for every 1,000 of population in a local governmental unit. MCL 436.1533 provides for several exemptions from the quota for qualified applicants. Please carefully read the requirements in the boxes below, selecting the applicable approved type of business option(s) from Section 1 and an applicable new SDM license quota option from Section 2.

Section 1 - Requirements to Qualify as Approved Type of Business for New SDM License Applicants

Applicant must meet one (1) or more of the following conditions (check those that apply to your business):

- ☐ a. Applicant holds and maintains retail food establishment license or extended retail food establishment license under the [Food Law of 2000, MCL 289.1101 to MCL 289.8111](#).
- ☐ b. Applicant holds or has been approved for Specially Designated Distributor (SDD) license.
- ☐ c. Applicant holds or has been approved for an on-premises license, such as a Class C, A-Hotel, B-Hotel, Tavern, Club, G-1, or G-2 license.

Section 2 - Quota Requirements for New SDM License Applicants

Applicant must qualify under one of the following sections of the Liquor Control Code regarding the SDM quota:

- ☐ a. Applicant is an applicant for or holds a Class C, A-Hotel, B-Hotel, Tavern, Club, G-1, or G-2 license.
MCL 436.1533(5)(a) - SDM license is exempt from SDM quota and license cannot be transferred to another location.
- ☐ b. Applicant's establishment is at least 20,000 square feet and at least 20% of gross receipts are derived from the sale of food.
MCL 436.1533(5)(b)(i) - SDM license is exempt from SDM quota and license cannot be transferred to another location.
- ☐ c. Applicant's establishment is a pharmacy as defined in the [Public Health Code, MCL 333.17707](#).
MCL 436.1533(5)(b)(ii) - SDM license is exempt from SDM quota and license cannot be transferred to another location.
- ☐ d. Applicant's establishment qualifies as a marina under [MCL 436.1539](#).
MCL 436.1533(5)(e) - SDM license is exempt from SDM quota and license may be transferred to another location if the applicant complies with MCL 436.1539 at the new location.
- ☐ e. Applicant does not qualify under any of the quota exemptions or waiver listed above.
MCL 436.1533(5) - Commission shall issue one (1) SDM for every 1,000 population in a local governmental unit and an unissued SDM must be available in the local governmental unit for the applicant to qualify. SDM license may be transferred to another location.

Documents Required To Be Submitted with New SDM License Application

In addition to the documents listed on the application checklist, the new SDM license applicant must submit the documents listed below, as applicable, with its application to comply with the requirements described above. Select one or more of the following:

- ☐ Copy of retail food establishment license or extended retail food establishment license for a SDM license. The name on the food establishment license must match the applicant name in Part 1 of this application form. *A food establishment license is not required for a SDM license to be issued in conjunction with a SDD license or an on-premises license.*
- ☐ If applying under Section 2b above, documentary proof that applicant's establishment is at least 20,000 square feet and at least 20% of gross receipts are derived from the sale of food.
- ☐ If applying under Section 2c above, a copy of the pharmacy license issued under the Public Health Code.

Part 5a - Information on Individual Applicant, Stockholder, Member, or Limited Partner

Each individual, stockholder, member, or partner must complete Part 5a, 5b, and 5c. If a stockholder or member of an applicant company is a corporation or limited liability company, complete Part 5a and 5c and submit a completed [Form LCC-301](#).

For applications with multiple individuals, stockholders, members, or partners - each person or entity must complete a separate copy of this page.

Name: Antwan J Johnson		
Home address: 11998 Juniper Way		
City: Grand Blanc	State: MI	Zip Code: 48439
Business Phone: 810.221.4292	Cell Phone: 810.221.4292	Email: antwan.john@gmail.com
Have you ever been licensed by the Michigan Liquor Control Commission (MLCC) or do you currently hold an interest in any other licenses issued by the MLCC? If Yes , please list business ID numbers below. If you hold interest in 2 or more locations under the same name, please also write "chain" below. Pursuant to MCL 436.1603, a retailer licensee <u>may not</u> hold interest in a manufacturer or wholesaler licensee. ☐ Yes ☒ No		
Do you hold 10% or more interest in the applicant entity? ☒ Yes ☐ No		
If you answered "no" to the first question and "yes" to the second question, you must submit fingerprints and undergo an investigation by the MLCC. Please see the attached instructions for submitting fingerprints to the MLCC. You must submit a copy of the completed and endorsed " Livescan Fingerprint Background Request " with your application.		

Part 5b - Personal Information (Individuals) - Must be at least 21 years of age, pursuant to administrative rule R 436.1105(1)(a).

Date of Birth: [REDACTED]	Social Security Number: [REDACTED]	Driver's License Number: [REDACTED]
Are you a citizen of the United States of America? ☒ Yes ☐ No		
Have you ever legally changed your name? ☐ Yes ☒ No		
If you answered "yes", please list your prior name(s) (including maiden):		
Spouse's full name (if currently married):		
Spouse's date of birth:	Is your spouse a citizen of the United States of America? ☐ Yes ☐ No	
Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan? ☐ Yes ☒ No		
Does your spouse hold a retail, manufacturer, or wholesaler license issued by the MLCC? ☐ Yes ☒ No		
Have you ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes , list below (attach additional pages if necessary):		
Date	City/State	Charge
		Disposition
Has your spouse ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes , list below (attach additional pages if necessary):		
Date	City/State	Charge
		Disposition

Part 5c - Signature

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003. (This form must be signed by the person whose information it contains).

Antwan J Johnson



1/6/2025

Print Name

Signature

Date

Part 6 - Contact Information

Provide information on the contact person for this application. Please note that corporations and limited liability companies must provide documentation (e.g. meeting minutes, corporate resolution) authorizing anyone other than the applicant or an attorney of record to be the contact person. If an authorization is not provided, your contact person will not be acknowledged if they are anyone other than the applicant or attorney.

What is your preferred method of contact?				☐ Phone	☐ Mail	☒ Email	☐ Fax
What is your preferred method for receiving a Commission Order?				☐ Mail	☒ Email	☐ Fax	
Contact name: Antwan Johnson				Relationship: Self			
Mailing address: 11998 Juniper Way							
City: Grand Blanc			State: MI		Zip Code: 48439		
Phone: 810.221..4292		Fax number:			Email: antwan.john@gmail.com		

Part 7 - Attorney Information (If You Have An Attorney Representing You For This Application)

Attorney name:		Member Number: P-	
Attorney address:			
Phone:	Fax number:		Email:
Would you prefer that we contact your attorney for all licensing matters related to this application?			☐ Yes ☐ No
Would you prefer any notices or closing packages be sent directly to your attorney?			☐ Yes ☐ No

Part 8 - Signature of Applicant

Be advised that the information contained in this application will only be used for this request. This section will need to be completed for each subsequent request you make with this office.

Notice: When purchasing a license, a buyer can be held liable for tax debts incurred by the previous owner. Prior to committing to the purchase of any license or establishment, the buyer should request a tax clearance certificate from the seller that indicates that all taxes have been paid up to the date of issuance. Obtaining sound professional assistance from an attorney or accountant can be helpful to identify and avoid any pitfalls and hidden liabilities when buying even a portion of a business. Sellers can make a request for the tax clearance certificate through the Michigan Department of Treasury.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Antwan J Johnson, Owner



1/6/2025

Print Name of Applicant & Title

Signature of Applicant

Date

Please return this completed form along with corresponding documents and fees to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries: Constitution Hall - 525 W. Allegan Street, Lansing, MI 48933

Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906

Fax to: 517-284-8557



Livescan Fingerprint Background Request Instructions for Michigan & Out-of-State Applicants

APPLICANTS THAT LIVE IN MICHIGAN

Applicants for a Michigan liquor license must have their fingerprints a law enforcement agency in Michigan that offers digital fingerprinting or a private Livescan vendor approved by the Michigan State Police. You may access a list of approved vendors on the Michigan State Police website (contains vendors' websites and contact information):

http://www.michigan.gov/msp/0,4643,7-123-1878_8311-237662--,00.html.

On the attached Livescan Fingerprint Background Request form, you must use the correct Code (LL), Agency ID Number (1479J), and Agency Name (MI DEPT OF LICENSING AND REGULATORY AFFAIRS - LIQUOR CONTROL) in order for the fingerprint report to be sent to the Michigan Liquor Control Commission. Payment receipts **should not** be mailed to the office, but kept for your own records.

You must bring the Livescan Fingerprint Background Request form with a driver's license or other state or federal-issued picture identification to your fingerprint appointment. You will also be required to pay a separate fee to the fingerprint agency when registering and/or scheduling your appointment. A copy of the Livescan Fingerprint Background Request form, which is signed by the Livescan Operator and returned to you, must be submitted with your application in order for your request to be investigated.

When your fingerprints are taken, a technician will perform a scan of your fingerprints and submit the data electronically to the Michigan State Police.

APPLICANTS THAT LIVE OUTSIDE OF MICHIGAN

Applicants for a Michigan liquor license that live outside of Michigan must submit fingerprints through one of the private Livescan vendors approved by Michigan State Police that offer fingerprinting for residents that live outside of Michigan. You may access a list of approved vendors that process finger print cards for non-Michigan residents on the Michigan State Police website (contains vendors' websites and contact information): http://www.michigan.gov/msp/0,4643,7-123-1878_8311-237662--,00.html.

The applicant must contact a local law enforcement agency, governmental agency, or private fingerprint agency to perform ink fingerprinting on a FBI fingerprint card (FD-258) or fingerprint cards from any other state or local agency (fingerprint cards must be on card stock). These fingerprint cards must be submitted for processing to one of vendors on the Michigan State Police's list of approved vendors. Contact the vendor directly regarding its process and the fee for submitting the fingerprint cards for processing.

Make a copy of the completed and signed Livescan Fingerprint Background Request form and submit that copy with the license application.

WHAT HAPPENS AFTER FINGERPRINTS ARE SUBMITTED

The law enforcement agency or private vendor will submit your fingerprints to the Michigan State Police for analysis.

If no criminal history is found, the Michigan Liquor Control Commission will be notified.

If criminal history is found, the Michigan State Police will send the record directly to the Michigan Liquor Control Commission for review.

QUESTIONS AND ADDITIONAL INFORMATION

For questions about the Livescan fingerprinting process, call the Michigan State Police at 517-241-0606.

An applicant may request a copy of his or her Criminal History Record Information (CHRI) response and may challenge the accuracy or completeness of any entry on the CHRI. The [CHRI Appeal Information & Request Form \(LCC-105a\)](#) contains information on how to request a copy of a CHRI and for the appeal process for challenging or correcting a CHRI response entry.

Please note: Fingerprints taken for any other agency will not fulfill fingerprint requirements for a liquor license in Michigan.

LIVE SCAN FINGERPRINT BACKGROUND CHECK REQUEST

Purpose: To conduct a civil fingerprint-based background check for employment, to volunteer, or for licensing purposes as authorized by law.

Instructions: See page two.

I. Authorizing Information							
1. Fingerprint Reason Code LL	2. Requestor/Agency ID [REDACTED]	3. Agency Name MI Dept of Licensing & Regulatory Affairs - Liquor Control			4. Individual ID (MNU-OA)		
II. Applicant Information: Type or clearly print answers in all fields before going to be fingerprinted.							
1a. Last Name Johnson		1b. First Name Antwan		1c. Middle Initial J	1d. Suffix		
2. Any Alternative Names, Last Names, or Aliases				3. Social Security Number (Optional) [REDACTED]			
4. Place of Birth (State or Country) MI	5. Date of Birth [REDACTED]	6. Phone Number [REDACTED]	7. Driver's License / State ID Number [REDACTED]		8. Issuing State MI		
9. Home Address 11998 Juniper Way		10. City Grand Blanc			11. State MI	12. ZIP Code 48439	
13. Sex M	14. Race Black	15. Height 6'0"	16. Weight 190	17. Eye Color Brown	18. Hair Color Black		
III. Live Scan Information							
1. Date Printed	2. Picture ID Type Presented		3. Transaction Control Number (TCN)		4. Live Scan Operator*		
* When an individual ID is provided, please enter the ID into the Miscellaneous Number (MNU) field on the Live Scan device. Select OA - Originating Agency Identifier and then enter the unique identifier in the Identification Code field.							
IV. Privacy Act Statement							
Authority: Acquisition, preservation, and exchange of fingerprints and associated information by the Federal Bureau of Investigation (FBI) is generally authorized under 28 U.S.C. 534. Depending on the nature of your application, supplemental authorities include Federal statutes, State statutes pursuant to Pub. L. 92-544, Presidential Executive Orders, and federal regulations. Providing your fingerprints and associated information is voluntary; however, failure to do so may affect completion or approval of your application. Principal Purpose: Certain determinations, such as employment, licensing, and security clearances, may be predicated on fingerprint-based background checks. Your fingerprints and associated information/biometrics may be provided to the employing, investigating, or otherwise responsible agency, and/or the FBI for the purpose of comparing your fingerprints to other fingerprints in the FBI's Next Generation Identification (NGI) system or its successor systems (including civil, criminal, and latent fingerprint repositories) or other available records of the employing, investigating, or otherwise responsible agency. The FBI may retain your fingerprints and associated information/biometrics in NGI after the completion of this application and, while retained, your fingerprints may continue to be compared against other fingerprints submitted to or retained by NGI. Routine Uses: During the processing of this application and for as long thereafter as your fingerprints and associated information/biometrics are retained in NGI, your information may be disclosed pursuant to your consent, and may be disclosed without your consent as permitted by the Privacy Act of 1974 and all applicable Routine Uses as may be published at any time in the Federal Register, including the Routine Uses for the NGI system and the FBI's Blanket Routine Uses. Routine Uses include, but are not limited to, disclosures to: employing, governmental or authorized non-governmental agencies responsible for employment, contracting, licensing, security clearances, and other suitability determinations; local, state, tribal, or federal law enforcement agencies; criminal justice agencies; and agencies responsible for national security or public safety.							
V. Procedure to Obtain a Change, Correction, or Update of Identification Records							
If, after reviewing his/her identification record, the subject thereof believes that it is incorrect or incomplete in any respect and wishes changes, corrections, or updating of the alleged deficiency; he/she should make application directly to the agency which contributed the questioned information. The subject of a record may also direct his/her challenge as to the accuracy or completeness of any entry on his/her record to the FBI, Criminal Justice Information Services (CJIS) Division, ATTN: SCU, Mod. D2, 1000 Custer Hollow Road, Clarksburg, WV 26306. The FBI will then forward the challenge to the agency which submitted the data requesting that agency to verify or correct the challenged entry. Upon the receipt of an official communication directly from the agency which contributed the original information, the FBI CJIS Division will make any changes necessary in accordance with the information supplied by that agency. (28 CFR § 16.34)							
VI. Consent							
I understand that my personal information and biometric data being submitted by Live Scan, will be used to search against identification records from both the Michigan State Police (MSP) and the FBI for the purpose listed above. I hereby authorize the release of my personal information for such purposes and release of any records found to the authorized requesting agency listed above.							
Signature: 				Date: 1/6/2025			



Michigan Department of Licensing and Regulatory Affairs
Finance and Administrative Services
Revenue Services

LARA Revenue Services **is not** a part of
the Michigan Liquor Control
Commission (see note below).

Credit Card Authorization Form

**** FAX COMPLETED FORM TO SECURE FAX LINE: 517-284-8557 ****

**** DO NOT EMAIL OR MAIL THIS FORM ****

Requests with credit card payments that are not faxed to the above secure fax line will be destroyed along with the credit card authorization in order to ensure the security of applicants' personal credit card numbers.

****IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED****

Name on Card: _____

Payment Amount: _____

Billing Address: _____

Card Number: _____

City: _____ State: _____ Zip Code: _____

Check One:

Phone: _____

☐ MasterCard

☐ Visa

☐ Discover

Email: _____

Security Code/CVV Code: _____

Applicant/Licensee Name: _____ Request or Business ID #: _____

Expiration Date: _____

Payment is for: _____

Signature _____

IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED.

Credit Card Payment Itemization:

Fee Type	Fee Amount	MLCC Fee Code
☐ Inspection Fee(s):	_____	4036
☐ Special License Fee(s):	_____	4008
☐ Temporary Authorization Fee:	_____	4037
☐ License Renewal Fee(s):	_____	4004
☐ Manufacturer License(s):	_____	4038
☐ Wholesaler License(s):	_____	4085
☐ New Retailer License(s):	_____	4012
☐ Transfer Retailer License(s):	_____	4034
☐ Conditional License	_____	4012
☐ New Add Bar ☐ Transfer Add Bar:	_____	4012/4034
☐ Sunday Sales Permit (AM):	_____	4033
☐ Sunday Sales Permit (PM):	_____	4032
☐ Catering Permit:	_____	4031

LARA Revenue Services **is not** a part of the Michigan Liquor Control Commission (MLCC). Receipt of payment and application forms by LARA Revenue Services does not constitute receipt of an application by the MLCC. **Applications submitted through LARA Revenue Services may take up to two (2) additional business days to be received by the MLCC after receipt by LARA Revenue Services.**

For requests that require a timely receipt of an application by the MLCC to be processed, such as Special Licenses and temporary requests, please ensure that your application will be received in adequate time to be processed by the MLCC after the payment is received and processed by LARA Revenue Services.

Application for Development District Liquor License – City of Lansing

To apply for a Development District Liquor license, a business must be located in either a Business District listed below or in a City Redevelopment Area, as defined in Sec. 521a (2)(c)

- Tax Increment Finance Authority (TIFA) PA 450 of 1980
- Corridor Improvement Authority (CIA) PA 280 of 2006
- Downtown Development Authority (DDA) PA 197 of 1975
- Principal Shopping District (PSD) PA 120 of 1961

Per State Law, Development District Liquor Licenses require the following:

1. The amount expended for the rehabilitation or restoration of the building that houses the licensed premises shall be not less than \$75,000 over a period of the preceding 5 years, or a commitment for a capital investment of at least that amount in the building that houses the licensed premises, which must be expended before the issuance of the license.
2. That the licensed business is engaged in dining, entertainment, or recreation, that is open to the general public, with a seating capacity of not less than 25 persons.

You should also be aware of the following:

- The initial enhanced license fee for licenses issued is \$20,000.
- The licenses issued under the Development District Liquor License criteria may **not be** transferred to another location.
- If the licensee goes out of business, the licensee shall surrender the license to the Commission. The governing body of the local governmental unit may approve another applicant within the redevelopment project area or development district area to replace a licensee who has surrendered the license to the Commission.
- Do not invest any money in improvements or bind yourself in any agreements until you have been officially notified by the Michigan Liquor Control Commission that your request has been approved.
- The individual signing the application shall state and demonstrate that they attempted to secure an appropriate on-premises escrowed license first or quota license which may be available within the local unit of government in which the applicant proposes to operate.

The Lansing Economic Development Corporation (LEDC) will receive, process, and represent an application for a development liquor license for the initial approval through City Council. Once City Council has approved the application it is the applicant's responsibility to carry out the remaining application process with the State Liquor Control Commission.

There is a local fee of \$1,500 per application, due to LEDC at the time of application.

Please return the completed and signed application form along with corresponding documents to:

Lansing Economic Development Corporation (LEDC)
401 S. Washington Sq. Ste 101
Lansing, MI 48933

Applicant and Property Information

Address to be licensed: 200 S Washington Square
Lansing, MI 48933

Applicant's Legal Entity Name: SEA LEVEL

FEIN #: _____

Doing business as: _____
(if applicable)

Contact Name: Antwan Johnson

Phone #: 810.221.4292

Email Address: antwan.john@gmail.com

Seating Capacity: 65

Usage: Dining | Entertainment | Recreation
(circle all that apply)

Please write a brief description of your business below and why you would like to apply for a development liquor license:

SEA LEVEL is a seafood-themed eatery, where the essence of coastal dining meets fast-casual convenience. Complementing the culinary offerings is a full-service bar, featuring craft cocktails and a selection of frozen daquiris inspired by tropical flavors. Diners can enjoy their meals with a refreshing drink while soaking in the lively atmosphere, making it a perfect spot for casual lunches, dinner dates, or fun gatherings with friends and co-workers.

Please fill out the following:

Estimated Private Investment: 75,000

Estimated Jobs Created: 14

Estimated Jobs Retained: 0

Additional Applicant Information*:

- ☒ Completed New On-Premises Development District License Questionnaire (LCC-109b)
- ☒ Completed Retailer License & Permit Application (LCC-100)
- ☒ Completed City of Lansing Treasury Information Request Form
- ☒ Completed City of Lansing Litigation Affidavit
- ☒ \$1,500 Application Fee: Lansing Economic Development Corporation (LEDC)
- ☒ Completed IRS Form W-9 for Applicant Entity
- ☐ Proof of ownership of the property where Development Liquor License is requested (a copy of the deed).
 - ☒ If not the owner of subject address, please provide a valid copy of the signed and executed lease.
- ☒ Proof that at least \$75,000 worth of personal and or real property improvements to the subject address has been made within the previous five (5) years.
 - *If \$75,000 has not been expended on the subject address please sign statement below that you agree to make such expenditures prior to any issuance of a Development Liquor License.

**Additional information may be required of the applicant to process the request.*

(Signature page follows.)

I, the undersigned, state that, to the best of my knowledge, am current on all City of Lansing and State of Michigan taxes, personal and real, as they pertain to the property and entity located at the address indicated above, and that, failure to remain current on all taxes, personal and real, may result in the denial of application, or revocation of any issued Development Liquor License.

Signature Antwan Johnson Date 1/6/2025

Print Name Antwan J Johnson

***I, the undersigned, commit to making expenditures equal to or in excess of \$75,000 relating to real and personal property at the address indicated above, having not done so in any of the previous five years, prior to the issuance of any Development Liquor License.**

Signature Antwan Johnson Date _____

Print Name Antwan Johnson

By signing below, the undersigned represents and warrants their authority to submit this Development District Liquor License Application on behalf of the Applicant and certifies all information provided by Application is true and correct to the best of their knowledge.

Signature Antwan Johnson Date _____

Print Name Antwan Johnson

Resolution #2025-###

By the Committee of the Whole
Resolved by the City Council of the City of Lansing

WHEREAS, pursuant to the Renaissance Zone Act, being Public Act 376 of 1996 (PA 375 of 1996), LG Energy Solution Michigan, Inc. (the “New Developer”), has filed an application (the “Application”) to the Michigan Strategic Fund (MSF) to transfer the benefits and obligations of an existing Designated Renaissance Zone from Ultium Cells, LLC (the “Current Developer”), involving a partially completed redevelopment project in Lansing with an estimated cost of two billion five hundred million dollars (\$2,500,000,000) (the “Project”), being constructed on the property more commonly known as 8100 Davis Hwy., Lansing, MI. 48917, (the “Property”); and

WHEREAS, the MSF has requested the Lansing City Council, as the governing body of the local governmental unit, to provide its support of the application to transfer the Designated Renaissance Zone;

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council hereby states its support for the application and transfer of benefits and obligations of the existing Designated Renaissance Zone and recommends the MSF approve the transfer for the property more commonly known as 8100 Davis Hwy., Lansing, MI. 48917, legally described as:

ENTIRE SEC 32, EXC E 350 FT OF SEC 32, ALSO EXC COM 405 FT W OF SE COR SEC 32, TH N 665.5 FT, W 2236.43 FT TO W LINE OF SE 1/4 SAID SEC, S 676.5 FT TO S LINE SAID SEC, E 2236.75 FT TO BEG, AND ALSO EXC LANDS USED FOR GUINEA AND NIXON RDS & MILLETT& DAVIS HWYS; 548 ACRES +/- ; SEC 32 T4N R3W, 23-50-40-32-250-001,

for the remaining period of eighteen (18) consecutive years that began on December 31, 2022, or such other start date as was set by the Michigan Strategic Fund.

BE IT FURTHER RESOLVED that the Lansing City Council, in supporting the New Developer’s application by this resolution, finds and determines all of the following:

1. The applicant is not delinquent in any taxes related to the properties.
2. All of the items described in the Application for Michigan Strategic Fund Designated Renaissance Zone have been provided to the City of Lansing by the applicant.
3. The commencement of rehabilitation activities of the facility did not occur prior to the establishment of the Renaissance Zone, but rehabilitation activities have commenced and continued since establishment of the Renaissance Zone.
4. The application relates to the Renaissance Zone property more commonly known as 8100 Davis Hwy., Lansing, MI. 48917 for a proposed

redevelopment project in Lansing with an estimated cost of two billion five hundred million dollars (\$2,500,000,000).

5. The completion of the Project is calculated to and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, and revitalize an urban area.
6. If the renaissance zone transfer is granted, persons and property within the renaissance zone are exempt from taxes levied by the city, as provided in the Renaissance Zone Act.

BE IT FINALLY RESOLVED that the City Clerk shall cause a certified copy of resolution to be transmitted to the Michigan Strategic Fund.

Resolution #2025-###

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

WHEREAS, the Lansing City Council has previously established an Industrial Development District (IDD) on May 8, 2000, that included the property commonly known as 8100 Davis Hwy., Lansing, MI. 48917; and

WHEREAS, the City of Lansing received and filed an application from LG Energy Solution Michigan, Inc. requesting transfer of an existing Industrial Facilities Exemption Certificate (2022-006) from Ultium Cells, LLC, for real property investments pursuant to Public Act 198 of 1974, as amended; and

WHEREAS, a hearing was held March 24, 2025 at 7:00pm on the Industrial Facilities Exemption Certificate (2022-006) transfer request filed by LG Energy Solution Michigan, Inc., at which the applicant, the assessor, and the representatives of the legislative body of each taxing unit that levies ad valorem taxes for the IDD had the opportunity to appear and be heard; and

WHEREAS, the current Certificate holder, Ultium Cells, LLC, executed a written Industrial Facilities Exemption Certificate Agreement with the City of Lansing, and LG Energy Solution Michigan, Inc. has agreed to assume and assign all duties and obligations under the Agreement from Ultium Cells, LLC; and

WHEREAS, LG Energy Solution Michigan, Inc. has substantially met all of the requirements for the amendment of the Exemption Certificate as required by Public Act 198 and by the policies of this Council; and

WHEREAS, the application for transfer also contains an amendment to increase the total project costs related to real and personal property to reflect the improvements made by the current certificate holder; and

WHEREAS, the aggregate SEV of real and personal property exempt from ad valorem taxes within the City of Lansing, after granting this certificate, will continue to not exceed 5% of an amount equal to the sum of the SEV of the unit, plus the SEV of real property thus exempted, and

WHEREAS, the Industrial Facilities Exemption Certificate, when transferred, shall continue to be and remain in force for a period of twelve (12) years after completion of the facility.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council finds and determines that the granting of this Industrial Facilities Exemption Certificate considered together with the aggregate amount of certificates previously granted and currently in force under Act No. 198 of the Public Acts of 1974, shall not have the effect of substantially impeding the operation of the City of Lansing, nor impairing the financial

soundness of any taxing unit which levies ad valorem taxes in the City of Lansing.

BE IT FURTHER RESOLVED that the Lansing City Council hereby approves the application of LG Energy Solution Michigan, Inc. for transfer of an Industrial Facilities Exemption Certificate (2022-006), for real and personal property investments in the areas of the IDD legally described as:

ENTIRE SEC 32, EXC E 350 FT OF SEC 32, ALSO EXC COM 405 FT W OF SE COR SEC 32, TH N 665.5 FT, W 2236.43 FT TO W LINE OF SE 1/4 SAID SEC, S 676.5 FT TO S LINE SAID SEC, E 2236.75 FT TO BEG, AND ALSO EXC LANDS USED FOR GUINEA AND NIXON RDS & MILLETT& DAVIS HWYS; 548 ACRES +/- ; SEC 32 T4N R3W, 23-50-40-32-250-001,

for a period of 12 years, after project completion, provided that this resolution shall be effective upon the execution of an amendment to the written Industrial Facilities Exemption Certificate Agreement between Ultium Cells, LLC and the City of Michigan, transferring all duties and obligations to LG Energy Solution Michigan, Inc., subject to the City Attorney's prior approval as to form and correction of minor technical revisions, if any.

BE IT FURTHER RESOLVED that the Lansing City Council approves the amendment to increase in total project costs contained in the application of LG Energy Solution Michigan, Inc.

BE IT FINALLY RESOLVED that the Mayor, on behalf of the City, is authorized to execute the afore stated amendment to the agreement, or a new agreement with LG Energy Solution Michigan, Inc. containing the exact same terms as the original, subject to prior approval thereof as to form by the City Attorney.

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the completed application and the required attachments with the clerk of the local government unit. If you have any questions regarding the completion of this form, call 517-335-7491.

To be completed by Clerk of Local Government Unit	
Signature of Clerk	Date Received by Local Unit
STC Use Only	
Date Received by STC	Application Number

APPLICANT INFORMATION

All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) LG Energy Solution Michigan, Inc.		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 3691													
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 8100 Davis Hwy, Lansing, MI 48917		1d. City/Township/Village (indicate which) City of Lansing	1e. County Eaton												
2. Type of Approval Requested ☐ New (Sec. 2(5)) ☐ Speculative Building (Sec. 3(8)) ☐ Research and Development (Sec. 2(10)) ☒ Transfer ☐ Rehabilitation (Sec. 3(6)) ☒ Increase/Amendment		3a. School District where facility is located Grand Ledge 3b. School Code 23060													
4. Amount of years requested for exemption (1-12 Years) 12 years after completion															
5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed. The proposed investment is for the construction of a battery cell production facility and related structures and site improvements necessary to support the project. LG Energy Solution Michigan, Inc. requests a transfer of the certificate upon completion of planned acquisition of the facility, currently owned by Ultium Cells LLC. LG Energy Solution Michigan, Inc. intends to comply with all existing incentive terms and conditions.															
6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.		1,160,000,000 Real Property Costs													
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total		Personal Property Costs													
6c. Total Project Costs * Round Costs to Nearest Dollar		1,160,000,000 Total of Real & Personal Costs													
7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC. <table border="0"><thead><tr><th></th><th>Begin Date (M/D/Y)</th><th>End Date (M/D/Y)</th><th></th></tr></thead><tbody><tr><td>Real Property Improvements</td><td>05/01/2022</td><td>12/31/2025</td><td>☒ Owned ☐ Leased</td></tr><tr><td>Personal Property Improvements</td><td></td><td></td><td>☐ Owned ☐ Leased</td></tr></tbody></table>					Begin Date (M/D/Y)	End Date (M/D/Y)		Real Property Improvements	05/01/2022	12/31/2025	☒ Owned ☐ Leased	Personal Property Improvements			☐ Owned ☐ Leased
	Begin Date (M/D/Y)	End Date (M/D/Y)													
Real Property Improvements	05/01/2022	12/31/2025	☒ Owned ☐ Leased												
Personal Property Improvements			☐ Owned ☐ Leased												
8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. ☐ Yes ☒ No															
9. No. of existing jobs at this facility that will be retained as a result of this project. 102		10. No. of new jobs at this facility expected to create within 2 years of completion. up to 1,700 jobs													
11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation. a. TV of Real Property (excluding land) b. TV of Personal Property (excluding inventory) c. Total TV															
12a. Check the type of District the facility is located in: ☒ Industrial Development District ☐ Plant Rehabilitation District															
12b. Date district was established by local government unit (contact local unit) 05/08/2000		12c. Is this application for a speculative building (Sec. 3(8))? ☐ Yes ☒ No													

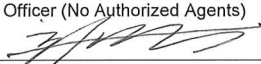
Confidential



APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Wooyoung Jung	13b. Telephone Number (616) 820-9751	13c. Fax Number	13d. E-mail Address wooyoungjung@lgensol.c
14a. Name of Contact Person Wooyoung Jung	14b. Telephone Number (616) 820-9751	14c. Fax Number	14d. E-mail Address wooyoungjung@lgensol.c
▶ 15a. Name of Company Officer (No Authorized Agents) Dae Sik Choi, President			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number	15d. Date 2/18/2025
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 1 LG Way, Holland, MI 49423		15f. Telephone Number (616) 494-7100	15g. E-mail Address kwonjih@lgensol.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit ☐ Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion ☐ Yes ☐ No ☐ Denied (Include Resolution Denying)		16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable ☐ 1. Original Application plus attachments, and one complete copy ☐ 2. Resolution establishing district ☐ 3. Resolution approving/denying application. ☐ 4. Letter of Agreement (Signed by local unit and applicant) ☐ 5. Affidavit of Fees (Signed by local unit and applicant) ☐ 6. Building Permit for real improvements if project has already begun ☐ 7. Equipment List with dates of beginning of installation ☐ 8. Form 3222 (if applicable) ☐ 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable ☐ 1. Notice to the public prior to hearing establishing a district. ☐ 2. Notice to taxing authorities of opportunity for a hearing. ☐ 3. List of taxing authorities notified for district and application action. ☐ 4. Lease Agreement showing applicants tax liability.		
16c. School Code		
17. Name of Local Government Body		▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

For faster service, email the completed application and additional required documentation to PTE@michigan.gov.

An additional submission option is to mail the completed application and required documents to:

Michigan Department of Treasury
State Tax Commission
PO Box 30471
Lansing, MI 48909

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

Confidential



Resolution #2025-###

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

WHEREAS, the City of Lansing received and filed an application from LG Energy Solution Michigan, Inc. requesting transfer of an existing Industrial Facilities Exemption Certificate (2022-006) from Ultium Cells, LLC pursuant to Public Act 198 of 1974, as amended; and

WHEREAS, prior to acting upon this request, it is necessary to afford the applicant, the assessor, and a representative of the affected taxing units an opportunity for a hearing on the LG Energy Solution Michigan, Inc. application for transfer of existing Industrial Facilities Exemption Certificate (2022-006);

NOW, THEREFORE, BE IT RESOLVED that a hearing be held in the City Council Chambers of the City of Lansing, 10th Floor, Lansing City Hall, Lansing, Michigan, on Monday, March 24, 2025 at 7:00p.m., on the LG Energy Solution Michigan, Inc. application for transfer of Industrial Facilities Exemption Certificate (2022-006) located at 8100 Davis Hwy., Lansing, MI. 48917 within the boundary more particularly described as:

ENTIRE SEC 32, EXC E 350 FT OF SEC 32, ALSO EXC COM 405 FT W OF SE COR SEC 32, TH N 665.5 FT, W 2236.43 FT TO W LINE OF SE 1/4 SAID SEC, S 676.5 FT TO S LINE SAID SEC, E 2236.75 FT TO BEG, AND ALSO EXC LANDS USED FOR GUINEA AND NIXON RDS & MILLETT & DAVIS HWYS; 548 ACRES +/- ; SEC 32 T4N R3W, 23-50-40-32-250-001;

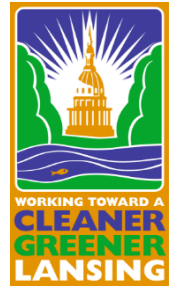
and that the City Clerk cause the applicant, City Assessor, and legislative body of each taxing unit levying ad valorem taxes on this property, be notified of this application and the scheduled public hearing.



Andy Schor, Mayor

PUBLIC SERVICE DEPARTMENT

7th Floor City Hall
124 West Michigan Avenue
Lansing, Michigan 48933
(517) 483-4455
www.lansingmi.gov/pubserv



To: Andy Schor, Mayor

From: Daniel E. Danke, PE, Project Engineer **DED**

Date: February 5, 2025

Subject: FY 2028 Local Bridge Funding Applications - Resolution

Attached is the resolution for the City of Lansing's bridge funding application to be placed on the City Council agenda. A resolution from the legislative body supporting the project is required with each application. Bridge funding applications are to be submitted by April 1, 2025.

For FY 2028, the City of Lansing is submitting two projects.

Priority 1 – Preventive Maintenance on Pennsylvania Avenue over the Red Cedar River. The Pennsylvania Avenue/Red Cedar work involves bridge railing replacement, expansion joint replacement, substructure patching, crack sealing, sidewalk widening, riprap, and approach work. The estimated construction cost of the project is \$1,192,000. If approved, the City would be responsible for 5% of the construction costs (\$59,600) and for the engineering costs (estimated at \$298,000).

Priority 2 – Preventative Maintenance on Mt Hope Avenue over Sycamore Creek. The Mt Hope/Sycamore Creek work involves repair of slope protection, placement of riprap, and removal of debris from the river. The estimated construction cost of the project is \$330,000. If approved, the City would be responsible for 5% of the construction costs (\$16,500) and for the engineering costs (estimated at \$82,500).

Typically, the City of Lansing gets up to two projects funded each year. If a project is selected, the City share come from Act 51 funds. If you have any questions, please let me know.

Approved Nicole McPherson Date: 2-05-2025
Nicole McPherson, PE, City Engineer

Approved Andy Kilpatrick Date: 2-05-2025
Andy Kilpatrick, PE, Director of Public Service

Resolution #2025-###

By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

**RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING
RESOLUTION APPROVING APPLICATION TO MICHIGAN DEPARTMENT OF
TRANSPORTATION FOR LOCAL BRIDGE PROGRAM FUNDING**

WHEREAS the Michigan Department of Transportation (MDOT) is currently soliciting applications for candidate projects for the Local Bridge Program to be funded in the 2028 fiscal year; and

WHEREAS April 1, 2025 is the deadline for submitting the applications; and

WHEREAS up to three funding applications per agency for bridge projects can be submitted in accordance with the MDOT Call for Projects; and

WHEREAS multiple preventative maintenance projects can be bundled together as one application; and

WHEREAS the City of Lansing, Public Service Department, intends to submit Local Bridge Program funding applications to MDOT for the following two projects listed in the order of priority and funding category:

<u>Priority</u>	<u>Project</u>	<u>Funding Category</u>
1.	Pennsylvania Avenue over Red Cedar River	Preventative Maintenance
2.	Mt Hope Avenue over Sycamore Creek	Preventative Maintenance

WHEREAS, if successful, the City would receive state or federal funding to finance 95% of construction cost, and the City would fund 5% of the construction and 100% of the engineering costs for any bridge project selected; and

WHEREAS the estimated construction cost of the above listed projects and City's share of construction and engineering costs are tabulated below; and

#	Project	Estimated Construction Cost	City's Share		
			Match 5%	Engineering 25%	TOTAL
1	Pennsylvania Ave over Red Cedar River	\$1,192,000	\$59,600	\$298,000	\$357,600
2	Mt Hope Avenue over Sycamore Creek	\$330,000	\$16,500	\$82,500	\$99,000

WHEREAS, any one or any combination of the above two projects could be approved for 2028 funding: and

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council approves the submittal of the FY 2028 funding applications for the MDOT's Local Bridge Program as listed in the priority above.

BE IT FURTHER RESOLVED that upon grant award, the Mayor is authorized through the Public Service Director to administratively appropriate the necessary accounts for City costs associated with any bridge project selected, which will be budgeted with Act 51 funds.

Resolution #2025-###

By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

Authorizing Michigan Natural Resources Trust Fund (MNRTF) Grant Funding

WHEREAS, the Parks and Recreation Department is applying for grant funding through Michigan Natural Resources Trust Fund (MNRTF); and

WHEREAS, MNRTF will be accepting grant applications for the next grant cycle no later than April 1, 2025; and

WHEREAS, MNRTF requires a resolution from the governing body of the applicant supporting the applications, acknowledging the required match and committing to the amount and source of match that are specified in the applications; and

WHEREAS, the Parks and Recreation Director is recommending the City apply for grant funding for the following projects:

TF25-0025 Acquisition of parcels #33-01-01-09-407-062, #33-01-01-09-452-022, #33-01-01-16-203-092, and #33-01-01-16-202-082	\$400,000
---	-----------

NOW, THEREFORE, BE IT RESOLVED that the City Council authorizes the submission of grant applications to the Michigan Natural Resources Trust Fund for the above acquisitions; and

BE IT FINALLY RESOLVED that the City of Lansing, Michigan, does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources and that the City of Lansing Parks and Recreation Department does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide funding with a maximum 26% or \$141,000 match the grant authorized by the department.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the department for auditing at reasonable times in perpetuity.
3. To regulate the use of the property acquired and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
4. To comply with all terms of said Agreement included all terms not specifically set forth in the foregoing portions of this Resolution.



LANSING CITY COUNCIL
GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE: February 11, 2025

GRANT NAME: Norfolk Southern Acquisitions

DEPARTMENT: Parks and Recreation

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Brett Kaschinske, 483-4042, brett.kaschinske@lansingmi.gov

APPLICATION DATE 4/01/2025 AWARD DATE: 12/08/2025

GRANT CYCLE: Check One: ____Annual ☒ One-Time

FUND AMOUNT: \$541,000.00 (Breakdown below should total this amount)

GOODS & SERVICES	\$
PERSONNEL	\$
CONSTRUCTION	\$
LAND	\$400,000 (grant)
OTHER (Sponsorship)	\$

CITY MATCH (IF APPLICABLE): \$141,000.00

GRANT PAYS FOR: The acquisition of 4 Norfolk Southern properties downtown along the River Front

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

Funds will be utilized to acquire 4 Norfolk Southern properties downtown along the River Front in Adado Riverfront and Burchard.



LANSING CITY COUNCIL
GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE: January 17, 2025

GRANT NAME: Gier BMX Track Improvements

DEPARTMENT: Parks and Recreation

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Brett Kaschinske, 483-4042, brett.kaschinske@lansingmi.gov

APPLICATION DATE 4/01/2025 AWARD DATE: 12/08/2025

GRANT CYCLE: Check One: ____Annual X One-Time

FUND AMOUNT: \$203,000.00 (Breakdown below should total this amount)

GOODS & SERVICES	\$150,000.00 (grant)
PERSONNEL	\$
CONSTRUCTION	\$
LAND	\$
OTHER (Sponsorship)	\$

CITY MATCH (IF APPLICABLE): \$53,000.00

GRANT PAYS FOR: Improvements to the BMX track including a new starter gate.

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

Funds will be utilized to install a new starting gate and track improvements.

Resolution #2025-###

By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

Authorizing Michigan Natural Resources Trust Fund (MNRTF) Grant Funding

WHEREAS, the Parks and Recreation Department is applying for grant funding through Michigan Recreation Passport Grant (MRPG); and

WHEREAS, MRPG will be accepting grant applications for the next grant cycle no later than April 1, 2025; and

WHEREAS, MRPG requires a resolution from the governing body of the applicant supporting the applications, acknowledging the required match and committing to the amount and source of match that are specified in the applications; and

WHEREAS, the Parks Board at its February 12, 2025 meeting voted unanimously to approve the submission of the grant; and

WHEREAS, the Parks and Recreation Director is recommending the City apply for grant funding for the following projects:

RP25-003 Gier BMX Improvements	\$150,000
Parks Millage Match 26%	\$53,000

NOW, THEREFORE, BE IT RESOLVED that the City Council authorizes the submission of a grant application to the Michigan Recreation Passport Grant for the above project; and

BE IT FINALLY RESOLVED that the City of Lansing, Michigan, does hereby accept the terms of the Agreement as received from the Michigan Department of Natural Resources and that the City of Lansing Parks and Recreation Department does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide funding with a minimum \$53,000 to match the grant authorized by the MRPG.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the MRPG for auditing at reasonable times in perpetuity.
3. To comply with any and all terms of said Agreement included all terms not specifically set forth in the foregoing portions of this Resolution.

Resolution #2025-###

By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

WHEREAS, the City of Lansing is a recipient of the Bloomberg American Sustainable Cities grant, which will embed three innovation-team members as city staff to help deliver a project aimed at reducing energy burden in disadvantaged neighborhoods by promoting tree canopy growth and use of solar; and

WHEREAS, as part of the grant award, Bloomberg Philanthropies is supporting the city and i-team members by covering the cost of non-personnel related expenses such as technology needs, training, transportation and others; and

WHEREAS, Bloomberg Philanthropies is awarding Lansing \$120,000 to cover non-personnel related expenses over the term of the grant, and requires no local match;

NOW, THEREFORE, BE IT RESOLVED, that the Lansing City Council approves acceptance of the Bloomberg American Sustainable Cities grant in the amount of \$120,000 for the purposes of covering the cost of non-personnel related expenses.

BE IT FINALLY RESOLVED, the Administration is authorized to receive the funds, create the necessary accounts, make necessary transfers for administration in accordance with the requirements of the grantor, and execute any necessary documents or agreements subject to approval as to form by the City Attorney.



LANSING CITY COUNCIL

FY25 GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

PREFERRED REFERRAL DATE: - 2/24/2025

GRANT NAME: - Bloomberg American Sustainable Cities Other Than Personnel Services Grant

GRANT AGENCY: - John Hopkins University/Bloomberg Philanthropies

ASSISTANCE LISTING (CDFA): - N/A

DEPARTMENT: - Mayor's Office

CONTACT NAME: - Jake Brower

CONTACT PHONE: - 517-483-4576

GRANT PERIOD START: - 3/1/2024

GRANT PERIOD END: - 2/28/2027

APPLICATION DATE: - 08/2023

AWARD DATE: - 01/2024

TOTAL AMOUNT: - \$120,000

ADMINISTRATIVE COST RECOVERY AMOUNT: -

SUMMARY OF GRANT PURPOSE AND ALLOWABLE USES:

BASC Cities are expected to use funds in accordance with the intentions of the Program and must be used for other than personnel services (OTPS) expenses directly related to support the i-team's work during the Program. Allowable uses include equipment, supplies, travel, and training.

PROJECTED ACCOUNT CODE DETAIL (OBJECT MINIMUM):

Account	Description	Amount
273-172300-956000-XXXXX	Miscellaneous Operating	\$120,000

MATCHING FUNDS ACCOUNT CODE DETAIL (IF APPLICABLE):

Account	Description	Amount

Resolution #2025-###

By the Committee on Ways and Means
Resolved by the City Council of the City of Lansing

WHEREAS, Wednesday October 23rd, 2024 MID MI WLAM (Women Lawyers Association of Michigan) held a fundraising event “Happy Hour for Hope” in support of the C.A.R.E. unit for Domestic Violence Awareness Month and;

WHEREAS, WLAM donated \$2,731.96 to the LPD CARE Unit; and Carol A. Siemon donated \$25; and Logan P. Byrne donated \$25; and Adam & Jacquelyn Dupler donated \$500.00; and Foster Swift Foster Swift Collins & Smith PC Attorneys donated \$550 and;

WHEREAS, the combined donations are not specifically designated for use and will therefore be used for CARE Unit operations; and

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the donations to the LPD CARE Unit, a division of Patrol totaling \$3,831.96; and

BE IT FINALLY RESOLVED, that 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 received donation funds.

ZEN

PAY to the ORDER of Lansing CARE Program Five Hundred Dollars and 00/100 \$ 500.00

ADAM & JACQUELYN DUPLER
11685 PRESTLE CT.
DEWITT, MI 48820

date 10.23.2024

MICHIGAN STATE UNIVERSITY
FEDERAL CREDIT UNION
(800) 678-4968
WWW.MSUFU.ORG

for Fundraiser for the mid-Michigan
Frederick Dupler

MP

⑆272479663⑆ 59829584⑆ 0559

⑆272479663⑆ 59829584⑆ 0559

74-7966/2724

559

ALUMNI CHAPEL

MID MI WLAM
120 N WASHINGTON SQ STE 110A
LANSING, MI 48933-1609

11/12/24 Date

1040 74-7966/2724

CHECK ARMOR
FRAUD PROTECTION

PAY TO THE ORDER OF Capitol Area Response Effort \$ 2,731.96
Two Thousand Seven Hundred Thirty one 96/100 DOLLARS

MICHIGAN STATE UNIVERSITY
FEDERAL CREDIT UNION
3777 WEST ROAD, EAST LANSING, MI 48823

FOR DONATION Melanie Byrde MP

⑆272479663⑆ 091999180⑆ 01040

Harland Clarke

Carol A. Siemon
1704 Wood Street
Lansing, MI 48912

6197 9-7826/2720

Oct 24, 2024 Date

Pay to the Order of CARE \$ 25.00
twenty-five and 00/100 Dollars

Lake Trust Credit Union

For Carol A Siemon MP

⑆272078268⑆ 356625404⑆ 6197

BYRNE LAW PLLC
LOGAN P BYRNE
PO BOX 323
DEWITT, MI 48820

10/23/24 Date

176 74-7966/2724

CHECK ARMOR
FRAUD PROTECTION

Pay to the Order of CARE Program \$ 25.00
Twenty Five Dollars and Zero Cents Dollars

msufcu

For Donation Logan P Byrne MP

⑆272479663⑆ 116417483⑆ 00176

THIS CHECK HAS VARIOUS SECURITY FEATURES INCLUDING BLUE BACKGROUND & WATERMARK

FOSTER SWIFT
FOSTER SWIFT COLLINS & SMITH P.C. ATTORNEYS
313 S. Washington Square • Lansing, MI 48933

GENERAL ACCOUNT

COMMERCIAL BANK
ITHACA, MICHIGAN
74-355 / 724

487422

487422

Date: 10/23/24

Pay: Five hundred fifty and 00/100 ***** \$ ***550.00***

PAY TO THE
ORDER OF

CAPITAL AREA RESPONSE EFFORT (CARE)

[Signature]

⑆ 487422 ⑆ ⑆ 072403554⑆ 0250035276⑆

**Join Women Lawyers Association of
Michigan (WLAM), Mid-Michigan in
partnership with and to support
Capital Area Response Effort (C.A.R.E.)**

**Wednesday,
October 23rd | 5:30 PM
MORIARTY'S**
(802 E. Michigan Ave. Lansing, MI)

Happy Hour for Hope

**Support C.A.R.E. in October for
Domestic Violence Awareness Month**

**Tickets: \$20 advance of event
or \$25 at the door**

**Live Music, Light Appetizers
All Proceeds to Benefit C.A.R.E.**

CITY of LANSING

INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor

FROM: Stephanie Robinson, Senior Buyer

DATE: September 24, 2024

SUBJECT: Sole Source – Core Technology

The Lansing Police Department requests that Core Technology be designated as a Sole Source vendor for the LEIN access for the new records management system from Axon.

Please see the attached letter from Chief Robert Backus regarding the request.

Based on the attached letter we recommend issuing a sole source purchase order to Core Technology the amount of \$ 34,740.00 from account 7320112200 ARP Funding per the request of the Lansing Police Department.

Attachment

Date: _____

Approved _____ Denied _____

Andy Schor, Mayor



Robert Backus, Chief

LANSING POLICE DEPARTMENT

120 W. MICHIGAN AVENUE, LANSING MI 48933

ROBERT BACKUS, CHIEF

517.483.4600 | lansingpolice.com



Andy Schor, Mayor

To: Purchasing Department
Subject: Sole Source Request – Lansing Police Department
Date: September 16, 2024

The Lansing Police Department has contracted with AXON to customize a new Records Management System for department use. This contract was signed by Mayor Schor on September 29, 2022.

Within the Scope of Work for this signed contract, AXON has committed to the following items:

1. Building an interface with LEIN (Law Enforcement Information Network) that will import Warrant/PPO/Bond Condition Violation information to the Master Name Index of person entries.
2. Axon will import legacy data (including cases and attachments) from Premiere One (SRMS).

For building the interface with LEIN, AXON must work with CORE Technology as this is the only Vendor in the state of Michigan that provides LEIN access for agencies ensuring CJIS compliance.

For importing legacy data, CORE Technology is the only vendor the Lansing Police Department has identified has having prior experience cleaning data from Premiere One (SRMS).

Both of the above identified features are required for the AXON RMS to function properly for Lansing Police Department needs in managing records. I am requesting a sole source purchase of the following:

1. \$6,950.00 for the interface with LEIN through CORE Technology; and
2. \$27,790.00 for the cleaning of Premiere One (SRMS) data for conversion into AXON RMS.

The total sole source request from CORE Technology amounts to \$34,740.00. Money to pay for these services will come from ARP Funding for AXON Records Management System, Account # 7320112200. As part of this project, allocated ARP Funding for the AXON Records Management System was reserved to pay for the required integrations needed to make the AXON RMS project successful.

Respectfully,

Robert Backus, Chief of Police

"CAPITAL CITY'S FINEST"

Excellence - Character - Teamwork - Respect - Courage



Quotation/Order Form

Quote #: 20240624-112721224

Quote Date: June 24, 2024

Expiration Date: October 31, 2024

Quote For:

Lieutenant of Staff Services, Michelle Spoelma
michelle.spoelma@lansingmi.gov
517-483-6840

Lansing Police Department
124 West Michigan Avenue
Lansing, MI 48933
United States

Prepared By:

Sarah Lee

Phone:

+15172566995

Email:

slee@coretechcorp.com

License - One time Fee

PRODUCT NAME	DESCRIPTION	QTY	PRICE	LINE TOTAL
Talon React API	Talon React Application Program Interface	1	\$1,600.00	\$1,600.00
SUBTOTAL				\$1,600.00

Services - One time fee

PRODUCT NAME	DESCRIPTION	QTY	PRICE	LINE TOTAL
Core - Programmer Services	Developer will provide services for this project.	8	\$300.00	\$2,400.00
Core - Project Management Services	Project Manager will provide services to coordinate efforts to successfully implement the solution.	1	\$250.00	\$250.00
Core - Installation and Configuration Services	Experienced Technician will install and configure the solution.	8	\$250.00	\$2,000.00
Core - Training Services	Solutions Trainer will provide education on products and features of the solutions.	1	\$250.00	\$250.00
SUBTOTAL				\$4,900.00

Maintenance

PRODUCT NAME	DESCRIPTION	QTY	PRICE	LINE TOTAL
Talon React API Support	Talon React API Support	1	\$450.00	\$450.00
SUBTOTAL				\$450.00

TOTAL

\$6,950.00

Comments

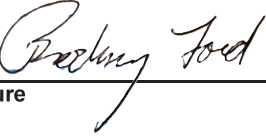
API for Axon to use to access LEIN and data sharing data

Terms & Conditions:

This is a price quote for the product and/or services names above, it is valid through the expiration date. Core Technology Corporation reserves the right to withdraw this price quote if it is not accepted by the expiration date.

1. This Order Authorization form incorporates by reference the following document(s) between Core and Customer: o Software License Agreement; and (if applicable) o Core Service Bureau terms and conditions; and (if applicable) o Statement of Work.
2. Any purchase order provided by Customer is valid only for purposes of identifying the "bill to" and "ship to" addresses. No additional terms contained within the purchase order shall be binding on Core Technology Corporation.
3. Applicable taxes, shipping and handling are not included unless specifically stated and will be added to the invoice at the time of issuance.
4. Each party executing this Order Authorization acknowledge and warrant that [he][she] is duly authorized by Core and/or the Customer to execute this Order Authorization on Core's and/or the Customer's behalf.
5. Unless otherwise marked on the actual invoice, payment terms are net-30 days from the date of invoice.
6. Transmission of images of signed Order Authorization forms by facsimile, e-mail or other electronic means shall have the same effect as the delivery in person of manually signed document Transmission of images of signed Quotation by facsimile, e-mail or other electronic means shall have the same effect as the delivery in person of manually signed documents.

Signature



Signature

9/11/2024

Date

Rodney Ford

Printed name

Countersignature

Countersignature

Date

Printed name

Please sign and return.



FINANCE DEPARTMENT
124 W Michigan Ave., 8th Floor
Lansing, Michigan 48933
517.483.4500

To: Andy Schor, Mayor

From: Desiree A. Kirkland, Finance Director

Date: January 06, 2025

Subject: Sole Source Procurement 206.05(c)(3): Special Services Or Facilities Are Required–Plante Moran

Please let this memo serve as justification for obtaining a sole source contract with Plante Moran for the period beginning on the “Contract Effective Date” of January 1, 2025, and ending on April 31, 2025. The cost of this agreement is \$18,100

It’s that time of the year again when the City is required to furnish and file Forms 1094-C and 1095-C to remain in compliance with the Affordable Care Act (ACA) reporting requirements as defined by IRS §6055 and §6056. This year’s reporting requires Applicable Large Employers (ALEs) to furnish forms 1094-C and 1095-C by March 1, 2024. We need to begin preparations now so that we can ensure compliance by the March 2024 filing date.

Plante Moran has specialized knowledge and expertise regarding the City’s payroll and finance system, based on their history in assisting the City with filing prior years Forms 1094-C and the 1095-C.

I respectfully request that you grant approval for this sole source contract. Please contact me if you have any questions.

CITY of LANSING

INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor

FROM: Stephanie Robinson, Senior Buyer

DATE: **January 08, 2025**

SUBJECT: Sole Source – Plante Moran

The Finance Department requests that Plante Moran be designated as a Sole Source consultant for Assistance in Filings of Federal E Filing - 1094-C and 1095-C Service.

Please see the attached letter from Desiree Kirkland regarding the request.

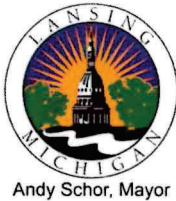
Based on the attached letter we recommend issuing a sole source purchase order to Plante Moran, in the amount of \$ 18,100.00 per the request of the Finance Department.

Attachment

Date: _____

Approved _____ Denied _____

Andy Schor, Mayor



FINANCE DEPARTMENT
124 W Michigan Ave., 8th Floor
Lansing, Michigan 48933
517.483.4500

To: Andy Schor, Mayor

From: Desiree A. Kirkland, Finance Director

Date: January 10, 2024

Subject: Sole Source Procurement 206.05(c)(3): Special Services Or Facilities Are Required—Plante Moran

Please let this memo serve as justification for obtaining a sole source contract with Plante Moran for the period beginning on the “Contract Effective Date” of December 1, 2023, and ending on April 31, 2024. The cost of this agreement is \$17,300.00.

It’s that time of the year again when the City is required to furnish and file Forms 1094-C and 1095-C to remain in compliance with the Affordable Care Act (ACA) reporting requirements as defined by IRS §6055 and §6056. This year’s reporting requires Applicable Large Employers (ALEs) to furnish forms 1094-C and 1095-C by March 1, 2024. We need to begin preparations now so that we can ensure compliance by the March 2021 filing date.

Plante Moran has specialized knowledge and expertise regarding the City’s payroll and finance system, based on their history in assisting the City with filing prior years Forms 1094-C and the 1095-C.

I respectfully request that you grant approval for this sole source contract. Please contact me if you have any questions.

October 17, 2023

Desiree Kirkland
Chief Financial Officer/Treasurer
City of Lansing
124 West Michigan Ave.
Lansing, MI 48933

RE: HCM File Quote – 6055/6056 Reporting Assistance

Dear Ms. Kirkland:

It's that time of the year again when employers are required to furnish and file Forms 1094-C and 1095-C to remain in compliance with the Affordable Care Act (ACA) reporting requirements as defined by IRS §6055 and §6056.

This year's reporting requires Applicable Large Employers (ALEs) to furnish forms 1094-C and 1095-C by March 1, 2024. We need to begin preparations now so that we can help the City of Lansing comply by the March 1, 2024 (or March 31st if filing electronically) filing date.

Plante Moran Group Benefit Advisors II, LLC (PMGBA) has entered into an End User Licensing Agreement with HCM File to provide the software solution to successfully complete the 1094/1095 filings. The following describes the software solution, HCM File, and the services PMGBA will make available to the City of Lansing for the purpose of satisfying the ALE reporting requirement.

HCM File Process Overview

HCM File is a web and Excel based reporting solution that can be used to aggregate data from various sources (payroll, medical carrier/administrator, benefits administration software, etc.). This data is then used to properly code the forms 1094-C and 1095-C applicable to your organization. The process can be broken down into the following steps:

1. Create a list of full-time employees, retirees, and/or COBRA participants that must furnish a form 1095-C
2. Enter employer information in the HCM File web application
3. Define employee, retiree, and/or COBRA classes in the HCM File web application
4. Collect demographic information for employees, retirees, and/or COBRA participants

5. Collect medical plan coverage data for employees, retirees, and/or COBRA participants (including spouses/dependents for self-insured plans)
6. Populate data into the HCM File Excel spreadsheet
7. Upload HCM File Excel spreadsheet into HCM File web application to produce reporting outputs
8. File and furnish forms 1094-C and 1095-C

HCM File will also provide federal E-Filing as a standard service without additional charges or fees. This includes the processing of all corrections that may be needed. Print/mail fulfillment is included.

Services Provided by PMGBA

We anticipate that the City of Lansing will utilize the HCM File software solution, and PMGBA consultants will provide technical guidance and support with the technology throughout the filing process. Specifically, PMGBA will assist in the following ways:

1. Defining the employee, retiree, and/or COBRA classes needed for the HCM File web application
2. Identifying all data sources necessary to populate HCM File Excel spreadsheet
3. Populating the HCM File Excel spreadsheet
4. Identifying and selecting all applicable safe harbor codes
5. Provide ad hoc compliance research and guidance
6. Provide ad hoc assistance with using both the HCM File web application and HCM File Excel spreadsheet
7. Assist you in completing the filing

Professional Services Fees

As noted in the section above describing the HCM File Overview, this year's fees include federal E-Filing as a standard service inclusive of all corrections. PMGBA's services include both the end user licensing agreement for the HCM File software application and the support services identified above. The initial term of the agreement is twelve (12) months with the expectation that most, if not all, activity will occur from December 2023 – February 2024.

The annual fees for the services described, including print/mail service, are **\$17,300**.

HCM FILE - END USER LICENSING AGREEMENT:

CUSTOMER INFORMATION

Contact Name: Desiree Kirkland
Chief Financial Officer/Treasurer
Company: City of Lansing
Address: 124 West Michigan Ave.
City/State/Zip: Lansing, MI 48933

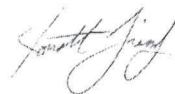
Contract Effective Date: **12/1/2023**

SERVICE PURCHASED	DESCRIPTION AND FEE STRUCTURE	ANNUAL TOTAL *
Full Service with federal E-Filing and print/mail service – TAX YEAR 2022	See HCM File proposal attached.	\$17,300.00

Payment terms and conditions apply to all fees and services rendered.

Customer Agreement and the Subscription Services Terms and Conditions attached constitute the entire agreement between the parties with respect to this order and supersedes all prior communications oral or written. The individual who has signed below has the authority to place this order on behalf of the company identified above and to commit the company to payment of the associated charges.

Plante Moran Group Benefit Advisors II, LLC



BY:

Jonathon Trionfi
Co-President

By: _____
Authorized Customer Signature

Name (printed)

Title



HEALTH COST MANAGER SUBSCRIPTION SERVICES TERMS AND CONDITIONS

These Subscription Services Terms and Conditions and each Customer Agreement submitted by You (the company identified as the "Customer" on the Customer Agreement) and accepted by Plante Moran Group Benefit Advisors II, LLC ("Us" or "We") constitute the "Agreement" for Your access to the subscription services described on the Customer Agreement(s) ("Subscription Services").

1. Services.

You subscribe to the Subscription Services and We grant to You a non-exclusive, non-transferable, non-assignable license to access and use the Subscription Services solely for Your internal use by Your Users to manage and communicate Your information with Your employees. You are only authorized to access and use the Subscription Services identified on a fully executed Customer Agreement during the Term identified. We may update, enhance, or modify the Subscription Services from time to time to include new features, improve functionality, and address customer feedback without notice. You shall maintain a copy of all computer software applications required to access the Subscription Services on computers owned or operated by You. You will not be entitled to receive a copy of the software used to provide the Subscription Services. We may make available end-user instructions for use and operation of the Subscription Services ("Documentation") electronically or otherwise, and You and the individuals you authorize to access the Subscription Services ("Users") may use the Documentation only in connection with use of the Subscription Services.

2. Reservation of Rights.

All rights granted in this Agreement are a license, not a sale. We reserve all rights not expressly granted in this Agreement. You may not, and will not permit any third party to, copy, modify, adapt, or create derivative works of the Subscription Services or Documentation, remove any copyright or other proprietary rights notices, or disassemble, decompile, decrypt, or reverse engineer, or otherwise attempt to discover or replicate source code for the Subscription Services.

3. Services.

We will make available certain consulting and professional services to You as mutually agreed upon in writing from time to time. We will provide such services pursuant to Our then current rates unless otherwise mutually agreed upon in writing.

4. Login Information.

Each of Your Users will be required to provide password and login identification ("Login Information") in order to access the Subscription Services. You are fully responsible for all uses of the Login Information attributable to You and Your Users. You will (i) protect the confidentiality of all Login Information, (ii) require Login Information for each User; (iii) notify Us of any breach of the confidentiality of any Login Information, and (iv) update and maintain current the Login Information in a manner to notify Us if any individual is no longer authorized to use the Login Information or misuses the Login Information. You will not provide Login Information to any person that is not Your User, employee or contractor. Without liability or limiting any other remedies available to Us, We reserve the right to suspend or terminate access by any User accessing the Subscription Services under user/login rights granted to You if such use represents a breach of the terms and conditions of this Agreement or security risk to Our systems.

5. Your Data.

In order to utilize the Subscription Services as intended, You are responsible to provide information and data for inclusion in the Subscription Services ("Your Data") and as otherwise described in this Agreement. You grant Us the right to copy, transmit and use Your Data in connection with providing the Subscription Services or other services You order. We acknowledge that Your Data constitutes Your Proprietary Information. You grant Us a limited license to access, copy, display, reproduce, and transmit Your Data solely for the purpose of providing the Subscription Services and performing Our obligations under this Agreement, and You represent and warrant that You are authorized to provide Your Data to Us for these purposes. Additionally, We may use the Your Data in an aggregated manner without identifying You or Your employees for purposes of optimizing

the Subscription Services or providing information to Our prospective customers, investors or advisors.

6. Your Obligations.

You represent and warrant that (a) You will provide all information reasonably necessary for Our provision of the Subscription Services and to allow You and Your Users to use the Subscription Services as intended; (b) You and Your Users are authorized to provide all data and information submitted to the Subscription Services and other of Your Data that may be relevant to Us; (c) You shall fully comply, and be and remain in compliance, with all applicable laws, rules and regulations; (d) You and each of Your Users shall be responsible for providing Your own Internet access (including all equipment, software and services required to obtain and maintain such access); and (e) the use of Your Data by Us as contemplated in this Agreement will not infringe the copyrights, patents, trademarks, service marks, trade secrets, confidential information or privacy right of any third party or constitute a defamation, invasion of privacy, or violation of any right of publicity or other third party right. You will use commercially reasonable efforts to implement reasonable physical, technical and administrative safeguards for Your information technology systems as required by law, including without limitation preventing any virus, Trojan horse, worm or other disabling code from being transmitted to or introduced into the Our systems.

7. Fees and Payment.

You will pay Us the fees for the Subscription Services and any other related services as specified on any Customer Agreement that You submit and We accept ("Subscription Fees"). Any services for which the fees are not set forth on a Customer Agreement shall be paid for at Our then-current time and materials rates unless otherwise agreed in writing by the parties. Except as otherwise set forth in a Customer Agreement, all amounts are due 10 days after invoice date and if not paid within thirty days of the invoice date will incur interest at 1.5% per month or the maximum rate under applicable law, if less. You will reimburse Us for out-of-pocket expenses reasonably incurred in rendering any services ordered hereunder, including without limitation, reasonable travel and transportation expenses, lodging, and meals. All amounts are exclusive of all sales, use, withholding, excise, value added, ad valorem or other similar taxes incurred or owed in connection with this Agreement and You shall pay any and all such taxes. You will not be responsible to pay for any taxes based solely on Our income.

8. Warranty; Disclaimer of Warranties.

We warrant to You that the Subscription Services shall materially comply with any specifications or Documentation We provide to You so long as the Subscription Services are used in accordance with the Documentation. We will repair or provide a workaround for any Subscription Services if We receive a written notice from You within the Warranty Period describing the warranty breach. The "Warranty Period" will be through April 1st following the date the applicable Subscription Service is first made available for Your use for production purposes, which We may also describe as the "Go-Live Date". This is Your exclusive remedy and Our sole and complete obligation with respect to the warranty for the Subscription Services. EXCEPT AS DESCRIBED IN THIS AGREEMENT, WE DISCLAIM ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY THAT THE SUBSCRIPTION SERVICES ARE FIT FOR A PARTICULAR PURPOSE, TITLE, MERCHANTABILITY, DATA LOSS, NON-INTERFERENCE WITH OR NON-INFRINGEMENT OF ANY INTELLECTUAL PROPERTY RIGHTS, OR THE ACCURACY, RELIABILITY, QUALITY OR CONTENT IN OR LINKED TO THE SUBSCRIPTION SERVICES. WE DO NOT WARRANT THAT THE SUBSCRIPTION SERVICES ARE SECURE, FREE FROM BUGS, VIRUSES, INTERRUPTION, ERRORS, THEFT OR DESTRUCTION. WE DISCLAIM ANY REPRESENTATIONS OR WARRANTIES THAT YOUR USE OF THE SOFTWARE WILL SATISFY OR ENSURE COMPLIANCE WITH ANY LEGAL OBLIGATIONS OR LAWS OR REGULATIONS. You acknowledge that transmission of information via the Internet is not secure, and third parties out of Our control provide access to and maintain Internet connectivity for You to access and use the Subscription Services. We are not responsible for any interception or corruption of information or data during any transmission over the Internet or any related telecommunications network or at Your network access point. We expressly disclaim any and all liability related to Your use of such telecommunications services and related networks, including without limitation any erroneous transmissions, corruption or loss of data, or inability to access the Subscription Services as a result of telecommunications or Your equipment failure. No information contained in any of the Subscription Services or any process related

thereto constitutes legal or tax advice. You should obtain legal advice to ensure its compliance with laws applicable to its business.

9. Term.

The initial term of this agreement shall be for the period beginning on the "Contract Effective Date" and ending on the following April 31st.

10. Termination.

Either of us may terminate this Agreement (i) if the other commits a material breach of this Agreement that remains uncured thirty (30) days after written notice of such breach is delivered to the other, or (ii) immediately if the other assigns any of its assets to its creditors, or voluntarily or involuntarily petitions for the protection of bankruptcy court. Rights of termination are in addition to any other remedies available to the parties, at law or in equity. Upon any termination or expiration of this Agreement (i) All license rights shall immediately terminate and You and Your Users shall immediately cease use of the Subscription Services and We may immediately terminate You and Your Users access to the Subscription Services; and (ii) Amounts owed shall be immediately due and payable. (iii) Refunded amounts shall be determined on a case-by-case basis. The sections of this Agreement intended to survive shall continue past any termination of this Agreement. Upon Your failure to pay any amounts owed under this Agreement when due or material breach of this Agreement, You agree that, in addition to any other remedies available at law or equity, We may prevent You and Your Users' access to the Subscription Services. We will give You at least fifteen (15) days written notice prior to such suspension or termination. You acknowledge and agree that We will have no liability for any loss of access to the Subscription Services. We may exercise the rights prior to expiration of the thirty (30) day cure period set forth above. Any suspension or termination of access to the Subscription Services will accelerate any minimum amounts owed or fees due under this Agreement.

11. Confidentiality.

Each of us shall protect the non-public proprietary information and trade secrets of the other ("Proprietary Information") with the same standard of protection and care that it uses for its own Proprietary Information, but in no event less than reasonable care and diligence. Except as authorized in this Agreement or otherwise in writing by the disclosing party, neither of us shall disclose, publish, transmit or make available all or any part of such Proprietary Information except in confidence or a need-to-know basis to our own employees and third party contractors who have undertaken a written obligation of protection and confidentiality at least as protective as stated above, and shall not duplicate, transform or reproduce such Proprietary Information except as expressly permitted hereunder. Information will not be considered Proprietary Information to the extent that such information: (a) is already known to the receiving party free of any confidentiality obligation at the time it was obtained; (b) is or becomes publicly known through no wrongful act of the receiving party; (c) is rightfully received from a third party without restriction and without breach of this Agreement; or (d) is required to be disclosed by law or court order. In the event that either party is required by law or court order or regulatory authority to disclose any Proprietary Information, such disclosure may be made only after the other party has been notified and has had a reasonable opportunity to seek a court order or appropriate agreement protecting disclosure of such Proprietary Information. With regard to Trade Secrets, the obligations in this Section shall continue for so long as such information continues to be a Trade Secret. With regard to Confidential Information, the obligations in this Section shall continue for the term of this Agreement and for three (3) years thereafter.

12. Our Indemnity Obligations.

We agree to defend You and pay any and all amounts payable under any final judgment or verdict, or agreed to in a written settlement executed by such, resulting from any third party allegation against You that the Subscription Services directly infringe such third party's U.S. patent, U.S. copyright or U.S. trademark or misappropriate such third party's trade secret. Should Your use of the Subscription Services be determined to have infringed, or if, in Our judgment, such use is likely to be infringing, We may, at Our sole option and discretion: (i) procure for You the right to continue using the Subscription Services, or (ii) replace or modify them to make their use non-infringing while achieving substantially similar results. If neither of the above options is or would be available on a basis that We find commercially reasonable, We may terminate Your

license to the Subscription Services, You will cease using the Subscription Services and We will refund to the You any pre-paid and unused fees paid for such infringing Subscription Services. Our obligations under this section will be subject to Your providing prompt written notice of the claim; giving Us sole control of the defense and settlement of the claim (including selection of counsel); providing information reasonably available and assistance reasonably necessary to facilitate the settlement or defense of such claim and, to the extent permitted by law, making any of Your defenses available to Us. THIS SECTION 12 SETS FORTH YOUR EXCLUSIVE REMEDY AND OUR SOLE AND COMPLETE LIABILITY WITH RESPECT TO ANY CLAIMS OF INFRINGEMENT OR MISAPPROPRIATION.

13. Your Indemnity Obligations.

In addition to any other obligations of indemnity provided in this Agreement, to the extent allowable by law You agree to indemnify, defend and hold harmless Us, Our affiliates, and Our respective directors, officers, shareholders, employees and agents from and against any claims, actual and direct liabilities or damages, causes of action or injuries, together with costs and expenses, including reasonable attorneys' fees, arising out of or resulting from (a) any breach of this Agreement or any violation of law by You or Your representatives, or (b) any third party claim related to or that arises in connection with Your use the Subscription Services, except to the extent any such claim is subject to Section 12 or Our development efforts based upon Your Data or direction. Your indemnification obligation, if any is allowable by law, is subject to the following expressed limitations: it does not extend beyond the limitation placed on a municipality to indemnify another pursuant to law; it shall not abrogate nor diminish Your defense of governmental or sovereign immunity against any party, including Us, for claims unrelated to the possession or operation of the Subscription Services; it shall not entitle another party, including Us, to any claim to which the other party would not otherwise be entitled; and it shall not include Our sole negligence.

14. Limitations of Liability.

WE WILL NOT BE LIABLE FOR ANY INCIDENTAL, INDIRECT, SPECIAL, EXEMPLARY OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO LOST PROFITS, TIME, SAVINGS, DATA, OR GOODWILL, DAMAGES ARISING FROM USE OF OR INABILITY TO USE THE SUBSCRIPTION SERVICES OR OTHER PRODUCTS OR SERVICES, OR COST OF REPLACEMENT GOODS OR SERVICES, WHETHER FORESEEABLE OR UNFORESEEABLE, THAT MAY ARISE OUT OF OR IN CONNECTION WITH THE SUBSCRIPTION SERVICES, PRODUCTS, SERVICES OR OTHERWISE RELATING TO THE SUBJECT MATTER OF THIS AGREEMENT, REGARDLESS OF THEORY OF LIABILITY, EVEN IF SUCH DAMAGES WERE FORESEEABLE. EXCEPT FOR ANY DIRECT DAMAGES FOR BODILY INJURIES OR TANGIBLE PROPERTY DAMAGE PROXIMATELY CAUSED BY US, THE MAXIMUM AGGREGATE LIABILITY OF US IN ALL EVENTS SHALL BE LIMITED TO THE AMOUNT OF FEES YOU PAID TO US UNDER THIS AGREEMENT DURING THE TWELVE (12) MONTHS PRECEDING THE FIRST CLAIM.

15. Governing Law; Venue.

You acknowledge and agree that all actions or proceedings arising directly or indirectly, in connection with, out of, related to or from this Agreement shall be litigated, in courts having situs within the United States, state of Michigan, county of Ingham. You consent and submit to the jurisdiction of any such local, state or federal court located within such county.

16. Publicity.

You grant Us a royalty-free, limited, nontransferable (except in connection with an assignment of this Agreement), nonexclusive license during the term of this Agreement to use and display Your logos and trademarks in advertising materials, trade show materials and other literature; provided that We agree to comply with Your written guidelines delivered to Us from time to time. Either You or We may issue an initial press release announcing this relationship within ninety (90) days of execution of the Agreement. The party writing the press release will provide the other with a proposed copy of the press release at least ten (10) days prior to release for review. If the submitting party does not receive written comments within ten (10) days, the press release will be deemed approved. After such initial press release, neither of us will make any public statements or issue any press releases relating to this Agreement without the prior approval of the other.

17. General.

Our relationship with You is as an independent contractor, and this Agreement shall not be construed to create any employment relationship, partnership, joint venture, or agency relationship or to authorize either of our companies to enter into any commitment or agreement binding on the other. This Agreement shall be governed by and construed in accordance with the laws of the state of Illinois, without regard to its rules regarding conflict of laws. This Agreement and all rights and obligations may not in any event be assigned in whole or in part by either party without the prior written consent of the other, except our rights and obligations may be assigned without consent to another entity in connection with a reorganization, merger, consolidation, acquisition, or other restructuring involving all or substantially all of our voting securities and/or assets. Any attempted assignment in contravention hereof shall be void and of no effect. This Agreement shall be binding upon, and inure to the benefit of the parties, their legal representatives, successors, and assigns as permitted by this Agreement. Except for any payment obligations hereunder, neither party shall be liable for failure to perform any of its respective obligations hereunder if such failure is caused by an event outside its reasonable control, including but not limited to, an act of God, war, natural disaster, utility or telecommunications failure, or changes in governmental regulations. No delay or failure in exercising any right hereunder and no partial or single exercise thereof shall be deemed to constitute a waiver of such right or any other rights hereunder. No consent to a breach of any express or implied term of this Agreement shall constitute a consent to any prior or subsequent breach. No modifications, waivers, additions, or amendments to this Agreement shall be effective unless made in writing expressly references this Agreement and is signed by handwritten signature by duly authorized representatives of the parties. If any provision hereof is declared invalid by a court of competent jurisdiction, such provision shall be ineffective only to the extent of such invalidity, so that the remainder of that provision and all remaining provisions of this Agreement shall be valid and enforceable to the fullest extent permitted by applicable law. All notices required to be given hereunder shall be given in writing and shall be delivered either by hand, by certified mail with proper postage affixed thereto, or by overnight courier addressed to the signatory at the address set forth on the Customer Agreement, or such other person and address as may be designated from time to time in writing. All such communications shall be deemed received by the other party upon the earlier of actual receipt or actual delivery.

Jake Brower, Finance Director
City of Lansing

October 13, 2023

Please return the signed engagement letter prior to November 30, 2023, so that we can ensure completion of all work on a timely basis. Upon receipt we will issue an invoice for the services elected below.

Summary

We are complimented by your continued selection to once again partner with PMGBA for assistance with your reporting requirements under IRS §6055 and §6056. We ask that you please sign both original copies of this letter as well as the end user licensing agreement and return one copy to me, keeping the other for your records. Please feel free to contact me if you have any questions regarding this quote, the HCM File software solution, or the reporting requirements under §6055 and §6056.

Sincerely,



Jonathon Trionfi
PM Group Benefit Advisors II, LLC

Proposal Acceptance

Full Service with federal E-Filing and print/mail service: **\$17,300**

Authorizing Officer

Printed name and title

October 25, 2024

Desiree Kirkland
Chief Financial Officer/Treasurer
City of Lansing
124 West Michigan Ave.
Lansing, MI 48933

RE: HCM File Quote – 6055/6056 Reporting Assistance

Dear Ms. Kirkland:

It's that time of the year again when employers are required to furnish and file Forms 1094-C and 1095-C to remain in compliance with the Affordable Care Act (ACA) reporting requirements as defined by IRS §6055 and §6056.

This year's reporting requires Applicable Large Employers (ALEs) to furnish forms 1094-C and 1095-C by February 28th, 2025. We need to begin preparations now so that we can help the City of Lansing comply by the March 1, 2025 (or March 31st if filing electronically) filing date.

Plante Moran Group Benefit Advisors II, LLC (PMGBA) has entered into an End User Licensing Agreement with HCM File to provide the software solution to successfully complete the 1094/1095 filings. The following describes the software solution, HCM File, and the services PMGBA will make available to the City of Lansing for the purpose of satisfying the ALE reporting requirement.

HCM File Process Overview

HCM File is a web and Excel based reporting solution that can be used to aggregate data from various sources (payroll, medical carrier/administrator, benefits administration software, etc.). This data is then used to properly code the forms 1094-C and 1095-C applicable to your organization. The process can be broken down into the following steps:

1. Create a list of full-time employees, retirees, and/or COBRA participants that must furnish a form 1095-C
2. Enter employer information in the HCM File web application
3. Define employee, retiree, and/or COBRA classes in the HCM File web application
4. Collect demographic information for employees, retirees, and/or COBRA participants

Desiree Kirkland, CFO/Treasurer
City of Lansing

October 25, 2024

5. Collect medical plan coverage data for employees, retirees, and/or COBRA participants (including spouses/dependents for self-insured plans)
6. Populate data into the HCM File Excel spreadsheet
7. Upload HCM File Excel spreadsheet into HCM File web application to produce reporting outputs
8. File and furnish forms 1094-C and 1095-C

HCM File will also provide federal E-Filing as a standard service without additional charges or fees. This includes the processing of all corrections that may be needed. Print/mail fulfillment is included.

Services Provided by PMGBA

We anticipate that the City of Lansing will utilize the HCM File software solution, and PMGBA consultants will provide technical guidance and support with the technology throughout the filing process. Specifically, PMGBA will assist in the following ways:

1. Defining the employee, retiree, and/or COBRA classes needed for the HCM File web application
2. Identifying all data sources necessary to populate HCM File Excel spreadsheet
3. Populating the HCM File Excel spreadsheet
4. Identifying and selecting all applicable safe harbor codes
5. Provide ad hoc compliance research and guidance
6. Provide ad hoc assistance with using both the HCM File web application and HCM File Excel spreadsheet
7. Assist you in completing the filing

Professional Services Fees

As noted in the section above describing the HCM File Overview, this year's fees include federal E-Filing as a standard service inclusive of all corrections. PMGBA's services include both the end user licensing agreement for the HCM File software application and the support services identified above. The initial term of the agreement is twelve (12) months with the expectation that most, if not all, activity will occur from December 2024 – February 2025.

The annual fees for the services described, including print/mail service, are **\$18,100**.

Desiree Kirkland, CFO/Treasurer
City of Lansing

October 25, 2024

Please return the signed engagement letter prior to November 30, 2024, so that we can ensure completion of all work on a timely basis. Upon receipt we will issue an invoice for the services elected below.

Summary

We are complimented by your continued selection to once again partner with PMGBA for assistance with your reporting requirements under IRS §6055 and §6056. We ask that you please sign both original copies of this letter as well as the end user licensing agreement and return one copy to me, keeping the other for your records. Please feel free to contact me if you have any questions regarding this quote, the HCM File software solution, or the reporting requirements under §6055 and §6056.

Sincerely,



Jonathon Trionfi
PM Group Benefit Advisors II, LLC

Proposal Acceptance

Full Service with federal E-Filing and print/mail service: **\$18,100**

Authorizing Officer

Printed name and title

HCM FILE – END USER LICENSING AGREEMENT:

CUSTOMER INFORMATION
Contact Name: Desiree Kirkland
Chief Financial Officer/Treasurer
Company: City of Lansing
Address: 124 West Michigan Ave.
City/State/Zip: Lansing, MI 48933

Contract Effective Date: 12/1/2024

SERVICE PURCHASED	DESCRIPTION AND FEE STRUCTURE	ANNUAL TOTAL *
Full Service with federal E-Filing and print/mail service – TAX YEAR 2023	See HCM File proposal attached.	\$18,100.00

Payment terms and conditions apply to all fees and services rendered.

Customer Agreement and the Subscription Services Terms and Conditions attached constitute the entire agreement between the parties with respect to this order and supersedes all prior communications oral or written. The individual who has signed below has the authority to place this order on behalf of the company identified above and to commit the company to payment of the associated charges.

Plante Moran Group Benefit Advisors II, LLC



BY:

Jonathon Trionfi
Co-President

By: _____
Authorized Customer Signature

Name (printed)

Title



HEALTH COST MANAGER SUBSCRIPTION SERVICES TERMS AND CONDITIONS

These Subscription Services Terms and Conditions and each Customer Agreement submitted by You (the company identified as the "Customer" on the Customer Agreement) and accepted by Plante Moran Group Benefit Advisors II, LLC ("Us" or "We") constitute the "Agreement" for Your access to the subscription services described on the Customer Agreement(s) ("Subscription Services").

1. Services.

You subscribe to the Subscription Services and We grant to You a non-exclusive, non-transferable, non-assignable license to access and use the Subscription Services solely for Your internal use by Your Users to manage and communicate Your information with Your employees. You are only authorized to access and use the Subscription Services identified on a fully executed Customer Agreement during the Term identified. We may update, enhance, or modify the Subscription Services from time to time to include new features, improve functionality, and address customer feedback without notice. You shall maintain a copy of all computer software applications required to access the Subscription Services on computers owned or operated by You. You will not be entitled to receive a copy of the software used to provide the Subscription Services. We may make available end-user instructions for use and operation of the Subscription Services ("Documentation") electronically or otherwise, and You and the individuals you authorize to access the Subscription Services ("Users") may use the Documentation only in connection with use of the Subscription Services.

2. Reservation of Rights.

All rights granted in this Agreement are a license, not a sale. We reserve all rights not expressly granted in this Agreement. You may not, and will not permit any third party to, copy, modify, adapt, or create derivative works of the Subscription Services or Documentation, remove any copyright or other proprietary rights notices, or disassemble, decompile, decrypt, or reverse engineer, or otherwise attempt to discover or replicate source code for the Subscription Services.

3. Services.

We will make available certain consulting and professional services to You as mutually agreed upon in writing from time to time. We will provide such services pursuant to Our then current rates unless otherwise mutually agreed upon in writing.

4. Login Information.

Each of Your Users will be required to provide password and login identification ("Login Information") in order to access the Subscription Services. You are fully responsible for all uses of the Login Information attributable to You and Your Users. You will (i) protect the confidentiality of all Login Information, (ii) require Login Information for each User; (iii) notify Us of any breach of the confidentiality of any Login Information, and (iv) update and maintain current the Login Information in a manner to notify Us if any individual is no longer authorized to use the Login Information or misuses the Login Information. You will not provide Login Information to any person that is not Your User, employee or contractor. Without liability or limiting any other remedies available to Us, We reserve the right to suspend or terminate access by any User accessing the Subscription Services under user/login rights granted to You if such use represents a breach of the terms and conditions of this Agreement or security risk to Our systems.

5. Your Data.

In order to utilize the Subscription Services as intended, You are responsible to provide information and data for inclusion in the Subscription Services ("Your Data") and as otherwise described in this Agreement. You grant Us the right to copy, transmit and use Your Data in connection with providing the Subscription Services or other services You order. We acknowledge that Your Data constitutes Your Proprietary Information. You grant Us a limited license to access, copy, display, reproduce, and transmit Your Data solely for the purpose of providing the Subscription Services and performing Our obligations under this Agreement, and You represent and warrant that You are authorized to provide Your Data to Us for these purposes. Additionally, We may use the Your Data in an aggregated manner without identifying You or Your employees for purposes of optimizing

the Subscription Services or providing information to Our prospective customers, investors or advisors.

6. Your Obligations.

You represent and warrant that (a) You will provide all information reasonably necessary for Our provision of the Subscription Services and to allow You and Your Users to use the Subscription Services as intended; (b) You and Your Users are authorized to provide all data and information submitted to the Subscription Services and other of Your Data that may be relevant to Us; (c) You shall fully comply, and be and remain in compliance, with all applicable laws, rules and regulations; (d) You and each of Your Users shall be responsible for providing Your own Internet access (including all equipment, software and services required to obtain and maintain such access); and (e) the use of Your Data by Us as contemplated in this Agreement will not infringe the copyrights, patents, trademarks, service marks, trade secrets, confidential information or privacy right of any third party or constitute a defamation, invasion of privacy, or violation of any right of publicity or other third party right. You will use commercially reasonable efforts to implement reasonable physical, technical and administrative safeguards for Your information technology systems as required by law, including without limitation preventing any virus, Trojan horse, worm or other disabling code from being transmitted to or introduced into the Our systems.

7. Fees and Payment.

You will pay Us the fees for the Subscription Services and any other related services as specified on any Customer Agreement that You submit and We accept ("Subscription Fees"). Any services for which the fees are not set forth on a Customer Agreement shall be paid for at Our then-current time and materials rates unless otherwise agreed in writing by the parties. Except as otherwise set forth in a Customer Agreement, all amounts are due 10 days after invoice date and if not paid within thirty days of the invoice date will incur interest at 1.5% per month or the maximum rate under applicable law, if less. You will reimburse Us for out-of-pocket expenses reasonably incurred in rendering any services ordered hereunder, including without limitation, reasonable travel and transportation expenses, lodging, and meals. All amounts are exclusive of all sales, use, withholding, excise, value added, ad valorem or other similar taxes incurred or owed in connection with this Agreement and You shall pay any and all such taxes. You will not be responsible to pay for any taxes based solely on Our income.

8. Warranty; Disclaimer of Warranties.

We warrant to You that the Subscription Services shall materially comply with any specifications or Documentation We provide to You so long as the Subscription Services are used in accordance with the Documentation. We will repair or provide a workaround for any Subscription Services if We receive a written notice from You within the Warranty Period describing the warranty breach. The "Warranty Period" will be through April 1st following the date the applicable Subscription Service is first made available for Your use for production purposes, which We may also describe as the "Go-Live Date". This is Your exclusive remedy and Our sole and complete obligation with respect to the warranty for the Subscription Services. EXCEPT AS DESCRIBED IN THIS AGREEMENT, WE DISCLAIM ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY THAT THE SUBSCRIPTION SERVICES ARE FIT FOR A PARTICULAR PURPOSE, TITLE, MERCHANTABILITY, DATA LOSS, NON-INTERFERENCE WITH OR NON-INFRINGEMENT OF ANY INTELLECTUAL PROPERTY RIGHTS, OR THE ACCURACY, RELIABILITY, QUALITY OR CONTENT IN OR LINKED TO THE SUBSCRIPTION SERVICES. WE DO NOT WARRANT THAT THE SUBSCRIPTION SERVICES ARE SECURE, FREE FROM BUGS, VIRUSES, INTERRUPTION, ERRORS, THEFT OR DESTRUCTION. WE DISCLAIM ANY REPRESENTATIONS OR WARRANTIES THAT YOUR USE OF THE SOFTWARE WILL SATISFY OR ENSURE COMPLIANCE WITH ANY LEGAL OBLIGATIONS OR LAWS OR REGULATIONS. You acknowledge that transmission of information via the Internet is not secure, and third parties out of Our control provide access to and maintain Internet connectivity for You to access and use the Subscription Services. We are not responsible for any interception or corruption of information or data during any transmission over the Internet or any related telecommunications network or at Your network access point. We expressly disclaim any and all liability related to Your use of such telecommunications services and related networks, including without limitation any erroneous transmissions, corruption or loss of data, or inability to access the Subscription Services as a result of telecommunications or Your equipment failure. No information contained in any of the Subscription Services or any process related

thereto constitutes legal or tax advice. You should obtain legal advice to ensure its compliance with laws applicable to its business.

9. Term.

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Each of us shall protect the non-public proprietary information and trade secrets of the other ("Proprietary Information") with the same standard of protection and care that it uses for its own Proprietary Information, but in no event less than reasonable care and diligence. Except as authorized in this Agreement or otherwise in writing by the disclosing party, neither of us shall disclose, publish, transmit or make available all or any part of such Proprietary Information except in confidence or a need-to-know basis to our own employees and third party contractors who have undertaken a written obligation of protection and confidentiality at least as protective as stated above, and shall not duplicate, transform or reproduce such Proprietary Information except as expressly permitted hereunder. Information will not be considered Proprietary Information to the extent that such information: (a) is already known to the receiving party free of any confidentiality obligation at the time it was obtained; (b) is or becomes publicly known through no wrongful act of the receiving party; (c) is rightfully received from a third party without restriction and without breach of this Agreement; or (d) is required to be disclosed by law or court order. In the event that either party is required by law or court order or regulatory authority to disclose any Proprietary Information, such disclosure may be made only after the other party has been notified and has had a reasonable opportunity to seek a court order or appropriate agreement protecting disclosure of such Proprietary Information. With regard to Trade Secrets, the obligations in this Section shall continue for so long as such information continues to be a Trade Secret. With regard to Confidential Information, the obligations in this Section shall continue for the term of this Agreement and for three (3) years thereafter.

12. Our Indemnity Obligations.

We agree to defend You and pay any and all amounts payable under any final judgment or verdict, or agreed to in a written settlement executed by such, resulting from any third party allegation against You that the Subscription Services directly infringe such third party's U.S. patent, U.S. copyright or U.S. trademark or misappropriate such third party's trade secret. Should Your use of the Subscription Services be determined to have infringed, or if, in Our judgment, such use is likely to be infringing, We may, at Our sole option and discretion: (i) procure for You the right to continue using the Subscription Services, or (ii) replace or modify them to make their use non-infringing while achieving substantially similar results. If neither of the above options is or would be available on a basis that We find commercially reasonable, We may terminate Your

license to the Subscription Services, You will cease using the Subscription Services and We will refund to the You any pre-paid and unused fees paid for such infringing Subscription Services. Our obligations under this section will be subject to Your providing prompt written notice of the claim; giving Us sole control of the defense and settlement of the claim (including selection of counsel); providing information reasonably available and assistance reasonably necessary to facilitate the settlement or defense of such claim and, to the extent permitted by law, making any of Your defenses available to Us. THIS SECTION 12 SETS FORTH YOUR EXCLUSIVE REMEDY AND OUR SOLE AND COMPLETE LIABILITY WITH RESPECT TO ANY CLAIMS OF INFRINGEMENT OR MISAPPROPRIATION.

13. Your Indemnity Obligations.

In addition to any other obligations of indemnity provided in this Agreement, to the extent allowable by law You agree to indemnify, defend and hold harmless Us, Our affiliates, and Our respective directors, officers, shareholders, employees and agents from and against any claims, actual and direct liabilities or damages, causes of action or injuries, together with costs and expenses, including reasonable attorneys' fees, arising out of or resulting from (a) any breach of this Agreement or any violation of law by You or Your representatives, or (b) any third party claim related to or that arises in connection with Your use the Subscription Services, except to the extent any such claim is subject to Section 12 or Our development efforts based upon Your Data or direction. Your indemnification obligation, if any is allowable by law, is subject to the following expressed limitations: it does not extend beyond the limitation placed on a municipality to indemnify another pursuant to law; it shall not abrogate nor diminish Your defense of governmental or sovereign immunity against any party, including Us, for claims unrelated to the possession or operation of the Subscription Services; it shall not entitle another party, including Us, to any claim to which the other party would not otherwise be entitled; and it shall not include Our sole negligence.

14. Limitations of Liability.

WE WILL NOT BE LIABLE FOR ANY INCIDENTAL, INDIRECT, SPECIAL, EXEMPLARY OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO LOST PROFITS, TIME, SAVINGS, DATA, OR GOODWILL, DAMAGES ARISING FROM USE OF OR INABILITY TO USE THE SUBSCRIPTION SERVICES OR OTHER PRODUCTS OR SERVICES, OR COST OF REPLACEMENT GOODS OR SERVICES, WHETHER FORESEEABLE OR UNFORESEEABLE, THAT MAY ARISE OUT OF OR IN CONNECTION WITH THE SUBSCRIPTION SERVICES, PRODUCTS, SERVICES OR OTHERWISE RELATING TO THE SUBJECT MATTER OF THIS AGREEMENT, REGARDLESS OF THEORY OF LIABILITY, EVEN IF SUCH DAMAGES WERE FORESEEABLE. EXCEPT FOR ANY DIRECT DAMAGES FOR BODILY INJURIES OR TANGIBLE PROPERTY DAMAGE PROXIMATELY CAUSED BY US, THE MAXIMUM AGGREGATE LIABILITY OF US IN ALL EVENTS SHALL BE LIMITED TO THE AMOUNT OF FEES YOU PAID TO US UNDER THIS AGREEMENT DURING THE TWELVE (12) MONTHS PRECEDING THE FIRST CLAIM.

15. Governing Law; Venue.

You acknowledge and agree that all actions or proceedings arising directly or indirectly, in connection with, out of, related to or from this Agreement shall be litigated, in courts having situs within the United States, state of Michigan, county of Ingham. You consent and submit to the jurisdiction of any such local, state or federal court located within such county.

16. Publicity.

You grant Us a royalty-free, limited, nontransferable (except in connection with an assignment of this Agreement), nonexclusive license during the term of this Agreement to use and display Your logos and trademarks in advertising materials, trade show materials and other literature; provided that We agree to comply with Your written guidelines delivered to Us from time to time. Either You or We may issue an initial press release announcing this relationship within ninety (90) days of execution of the Agreement. The party writing the press release will provide the other with a proposed copy of the press release at least ten (10) days prior to release for review. If the submitting party does not receive written comments within ten (10) days, the press release will be deemed approved. After such initial press release, neither of us will make any public statements or issue any press releases relating to this Agreement without the prior approval of the other.

17. General.

Our relationship with You is as an independent contractor, and this Agreement shall not be construed to create any employment relationship, partnership, joint venture, or agency relationship or to authorize either of our companies to enter into any commitment or agreement binding on the other. This Agreement shall be governed by and construed in accordance with the laws of the state of Illinois, without regard to its rules regarding conflict of laws. This Agreement and all rights and obligations may not in any event be assigned in whole or in part by either party without the prior written consent of the other, except our rights and obligations may be assigned without consent to another entity in connection with a reorganization, merger, consolidation, acquisition, or other restructuring involving all or substantially all of our voting securities and/or assets. Any attempted assignment in contravention hereof shall be void and of no effect. This Agreement shall be binding upon, and inure to the benefit of the parties, their legal representatives, successors, and assigns as permitted by this Agreement. Except for any payment obligations hereunder, neither party shall be liable for failure to perform any of its respective obligations hereunder if such failure is caused by an event outside its reasonable control, including but not limited to, an act of God, war, natural disaster, utility or telecommunications failure, or changes in governmental regulations. No delay or failure in exercising any right hereunder and no partial or single exercise thereof shall be deemed to constitute a waiver of such right or any other rights hereunder. No consent to a breach of any express or implied term of this Agreement shall constitute a consent to any prior or subsequent breach. No modifications, waivers, additions, or amendments to this Agreement shall be effective unless made in writing expressly references this Agreement and is signed by handwritten signature by duly authorized representatives of the parties. If any provision hereof is declared invalid by a court of competent jurisdiction, such provision shall be ineffective only to the extent of such invalidity, so that the remainder of that provision and all remaining provisions of this Agreement shall be valid and enforceable to the fullest extent permitted by applicable law. All notices required to be given hereunder shall be given in writing and shall be delivered either by hand, by certified mail with proper postage affixed thereto, or by overnight courier addressed to the signatory at the address set forth on the Customer Agreement, or such other person and address as may be designated from time to time in writing. All such communications shall be deemed received by the other party upon the earlier of actual receipt or actual delivery.

CITY of LANSING

INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor

FROM: Stephanie Robinson, Senior Buyer

DATE: **October 1, 2024**

SUBJECT: Sole Source – Hamlett Environmental Technologies

The Public Service Department Wastewater Division requests that Hamlett Environmental Technologies be designated as a Sole Source vendor for the purchase of a Stainless-Steel Slide Gate for Ultraviolet Disinfection Channel No. 3.

Please see the attached letter from William Brunner, Rory Moss and Andy Kilpatrick regarding the request.

Based on the attached letter we recommend issuing a sole source purchase order to Hamlett Environmental Technologies in the amount of \$ 31,375.00 on account number 590-933610-972000-52107 per the request of the Public Service Department WWTP.

Attachment

Date: _____

Approved _____ Denied _____

Andy Schor, Mayor

Sole Source Cover Sheet

Project: Slide Gate for Ultraviolet Disinfection Channel

206.05. - Sole source procurement. **This request adheres to the portions of the ordinance checked below.**

- (c) The criteria to be followed by the Director in determining that there is only one source for supplying the requested supply, service, or construction item are:

_____ Special features are required; or

_____ Special market conditions exist; or

_____ Special services or facilities are required; or

_____ The source is unique or special in nature; or

_____ The source is limited or proprietary; or

☒ Sales territories or product availability within limited geographical boundaries require sole source procurement; or

☒ Where standardization or compatibility is the overriding consideration and such compatibility or standardization can only be achieved through the purchase or use of a unique product; or

_____ Where a product or service is specifically identified as part of a grant award.

Discussion/Notes:

Sole Source Manufacturer – Orbinox Stainless-Steel Slide Gate

This slide gate will replace a butterfly gate in the Ultraviolet Disinfection Building. This gate allows us to put a disinfection channel in service, and out-of-service for maintenance.

The current coated-steel butterfly gate in Channel No. 3 is beyond its useful life and needs to be replaced.

When the butterfly gates for Channels 1 and 2 failed, we installed Orbinox stainless-steel slide gates. These gates are more corrosion resistant, perform better, and should last longer than the original butterfly gates did. Also, obtaining an Orbinox brand gate will make maintenance easier. We will be able to stock just one brand of replacement parts, and be able to rely on one distributor and one manufacturer for service.

Sole Source Agent/Distributor – Hamlet Environmental Technologies Co.

The distributor, Hamlet Environmental Technologies Co., is the sole municipal representative of Orbinox in the State of Michigan.



Andy Schor, Mayor

**PUBLIC SERVICE
DEPARTMENT**

Wastewater Division
1625 Sunset Avenue
Lansing, Michigan 48917
(517) 483-4404
FAX: (517) 483-4536

<http://publicservice.cityoflansingmi.com/pubwater/>



TO: Stephanie Robinson, Senior Buyer

FROM: William H. Brunner, P.E., Plant Engineer *WJB*

DATE: September 25, 2024

**SUBJECT: Request for Sole Source Equipment:
Slide Gate for Ultraviolet Disinfection Channel**

This request is to procure a stainless-steel slide gate for ultraviolet disinfection (UV) Channel No. 3 from Hamlett Environmental Technologies (Hamlett) for \$31,375.00. A quote from Hamlett and a letter from the gate manufacturer, Orbinox, stating that Hamlett is its sole municipal representative in the State of Michigan are attached.

This valve controls water flow to one of four disinfection channels, allowing that channel to be put in, or out of service. Disinfection is the last step in the wastewater treatment process before the treated water is discharged to the Grand River. It is necessary to meet our state discharge limits. Disinfection kills bacteria that could harm fish, wildlife, and humans upon contact.

The current coated-steel butterfly gate in Channel No. 3 is beyond its useful life and needs to be replaced.

When the butterfly gates for Channels 1 and 2 failed, we installed Orbinox stainless-steel slide gates. These gates are more corrosion resistant, perform better, and should last longer than the original butterfly gates did. Also, obtaining an Orbinox brand gate will make maintenance easier. We will be able to stock just one brand of replacement parts, and be able to rely on one distributor and one manufacturer for service.

Funding for this request will be drawn from the following account:

\$31,375.00 590-933610-972000-52107 WW – Process Improvements

Please contact me at -4018 if you have any questions regarding this procurement request.

Approved: *Roy K. Moss*
R. Keith Moss, Wastewater Superintendent

Approved: *Andrew Kilpatrick*
Andrew Kilpatrick, P.E., Director of Public Service



Laval, Qc, Canada
January 20, 2022

To the attention of:

Jennifer Wagner
Hamlett Environmental Tech. Co.
714 E. Grand River Ave
Suite 1
Howell, MI
48843
USA
jenw@hamlettenvironmental.com

Subject: Michigan Municipal Representative

Dear Jennifer,

Please accept this letter as confirmation that Hamlett Engineering is the sole Municipal Representative of Orbinox in the state of Michigan, USA. Feel free to provide this letter to any client you have been requested for confirmation of our Representation agreement. In addition, your clients can reach me directly at n.ryan@orbinox.com to confirm.

Please do not hesitate to contact should you have any questions.

Best regards,

Neil Ryan
Regional Sales Manager
Cell: 519-496-4901



Andy Schor, Mayor

**PUBLIC SERVICE
DEPARTMENT**

Wastewater Division
1625 Sunset Avenue
Lansing, Michigan 48917
(517) 483-4404
FAX: (517) 483-4536

<http://publicservice.cityoflansingmi.com/pubwater/>



TO: Stephanie Robinson, Senior Buyer

FROM: William H. Brunner, P.E., Plant Engineer *WJB*

DATE: September 25, 2024

**SUBJECT: Request for Sole Source Equipment:
Slide Gate for Ultraviolet Disinfection Channel**

This request is to procure a stainless-steel slide gate for ultraviolet disinfection (UV) Channel No. 3 from Hamlett Environmental Technologies (Hamlett) for \$31,375.00. A quote from Hamlett and a letter from the gate manufacturer, Orbinox, stating that Hamlett is its sole municipal representative in the State of Michigan are attached.

This valve controls water flow to one of four disinfection channels, allowing that channel to be put in, or out of service. Disinfection is the last step in the wastewater treatment process before the treated water is discharged to the Grand River. It is necessary to meet our state discharge limits. Disinfection kills bacteria that could harm fish, wildlife, and humans upon contact.

The current coated-steel butterfly gate in Channel No. 3 is beyond its useful life and needs to be replaced.

When the butterfly gates for Channels 1 and 2 failed, we installed Orbinox stainless-steel slide gates. These gates are more corrosion resistant, perform better, and should last longer than the original butterfly gates did. Also, obtaining an Orbinox brand gate will make maintenance easier. We will be able to stock just one brand of replacement parts, and be able to rely on one distributor and one manufacturer for service.

Funding for this request will be drawn from the following account:

\$31,375.00 590-933610-972000-52107 WW – Process Improvements

Please contact me at -4018 if you have any questions regarding this procurement request.

Approved: *R. Keith Moss*
R. Keith Moss, Wastewater Superintendent

Approved: *Andrew Kilpatrick*
Andrew Kilpatrick, P.E., Director of Public Service



Hamlett Environmental Technologies

Project: **Lansing WWTP
Butterfly Gate Replacement**

Quote #: **92424JW**
Date: **9/24/2024**
Terms: **Net 30 days**
Pricing: **Valid 30 days**
Freight: **FOB Factory**

Contact: **Bill Brunner**

Page 1 of 1

Proposal

<i><u>Item #</u></i>	<i><u>Part Number and Description</u></i>	<i><u>QTY</u></i>	<i><u>Unit Price</u></i>	<i><u>Ext Price</u></i>
1	58X90" Orbinox CC PENSTOCK / SLUICE GATE SPECIAL Model: CC - CHANNEL PENSTOCK Actuator: BARE SHAFT Non rising Stem, Electric actuator by others Body: AISI 316L Gate: AISI 316L Seat: EPDM Width (INCH): 58 Height (INCH): 90 Extension: NO : Notes: OPERATOR: YOKE MOUNTED ELECTRIC ACTUATOR (BY OTHERS, BUSHING TO BE MACHINED BY ORBINOX) MOUNTING: EMBEDDED INTO EXISTING METAL C- CHANNELS, 3 1/4" X 11" INVERT TO OPERATING FLOOR ELEVATION: 90" *ELECTRIC MOTOR & START UP BY OTHERS* *ELECTRIC MOTOR TO BE SHIPPED TO ORBINOX *ORBINOX WILL MOUNT & TEST ACTUATOR/GATE ASSEMBLY PRIOR TO SHIPMENT	1	\$31,375.00	\$31,375.00
			TOTAL	\$31,375.00

Notes:

1. This price does not any applicable tax or any installation service.
2. Freight is included to the jobsite.
3. Wiring, piping, grout, hardware or anything not specifically indicated above is not included.
4. Lead time is estimated at 16-18 weeks ARO. 2-3 weeks for approval drawings.

Signed: **Jennifer L Wagner**
Hamlett Environmental Tech. Co.
Ph #517-545-2500

CITY of LANSING

INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor
FROM: Stephanie Robinson, Senior Buyer
DATE: February 12, 2025
SUBJECT: Sole Source Purchase – Collcorp Inc. - Ironbrook – UV Disinfection System

Please include this Sole Source packet of information in your transmittal to Council as required by the Purchasing Ordinance Section 206.05.

In summary, the Purchasing Office processed the following Sole Source transaction:

Department: Public Service Department, Wastewater Division
Vendor: Collcorp Inc. - Ironbrook UV Corp
Item Purchased: UV Disinfection System Lamps, Parts and Installation of 2 Bank Lamps
Dollar Amount: Not to exceed \$39,000 (FY25 account 590-453670-930200)

Additional information pertaining to this purchase is attached for your information.

This letter is filed in accordance with the Purchasing Ordinance Section 206.05 (a) and (b).

slr



Andy Schor, Mayor

**PUBLIC SERVICE
DEPARTMENT**

Wastewater Division
1625 Sunset Avenue
Lansing, Michigan 48917
(517) 483-4404
FAX: (517) 483-4536

<http://publicservice.cityoflansingmi.com/pubwater/>



TO: Stephanie Robinson, Senior Buyer

FROM: William H. Brunner, P.E., Plant Engineer *WB*

DATE: November 14, 2024

SUBJECT: Request for Sole-Source Purchase: Ultraviolet Disinfection Bulbs, Quartz Sleeves and Installation

This request is to procure bulbs, quartz sleeves and installation services for maintenance of the plant's Fischer & Porter Ultraviolet (UV) Disinfection System from sole-source supplier Ironbrook UV (Ironbrook) for \$38,648. Attached to this document are Ironbrook's quotation, and letters stating that ABB owns the Fischer & Porter design, and that Ironbrook is the exclusive distributor.

The Fischer & Porter UV system disinfects the treated water before it is released to the Grand River. The City's National Pollutant Discharge Eliminations System Permit requires that effluent from the wastewater plant be disinfected before discharging it into the river.

We need to periodically replace bulbs and sleeves as they wear out to ensure that we maintain the UV light intensity that provides the disinfection. This quote includes enough bulbs and sleeves to refit 1 of the 4 flow channels. It also includes \$3,800 for installation.

Funds will be drawn from the following account:

\$38,648 590-453670-930200-0 Equipment Repair and Maintenance

Please contact me at -4018 if you have any questions regarding this procurement request.

Approved: *R. Keith Moss*
R. Keith Moss, Wastewater Superintendent

Approved: _____
Andrew Kilpatrick, P.E., Director of Public Service

Sole Source Cover Sheet

Project: UV Bulbs, Quartz Sleeves and Installation

206.05. - Sole source procurement. **This request adheres to the portions of the ordinance checked below.**

- (c) The criteria to be followed by the Director in determining that there is only one source for supplying the requested supply, service, or construction item are:

_____ Special features are required; or

_____ Special market conditions exist; or

_____ Special services or facilities are required; or

_____ The source is unique or special in nature; or

X _____ The source is limited or proprietary; or

_____ Sales territories or product availability within limited geographical boundaries require sole source procurement; or

_____ Where standardization or compatibility is the overriding consideration and such compatibility or standardization can only be achieved through the purchase or use of a unique product; or

_____ Where a product or service is specifically identified as part of a grant award.

Discussion/Notes:

Sole Source Manufacturer – ABB Inc.

ABB is the sole source manufacturer of products for the Fischer & Porter Ultraviolet Disinfection Systems.

Sole Source Agent/Distributor – Ironbrook UV

The distributor, Ironbrook UV, is the sole source distributor for ABB of products for the Fischer Porter Ultraviolet Disinfection Systems.



ironbrookUV

F&P ULTRAVIOLET SPECIALISTS

September 27, 2024

Rick,

Please refer to following for pricing on parts for the Lansing UV system;

Type 214 Quartz Sleeves	Qty 288	\$32.00ea.	\$9216.00
	Qty 576	\$27.00ea.	\$15 552.00
Lamps G64T5L (includes install)	Qty 288	\$39.00ea.	\$11 232.00
	Qty 576	\$33.50ea.	\$19 296.00
Installation of lamps already on site (2 Banks)	Qty 1	\$3800.00	\$3800.00

US Funds

Net 30

Delivery approx. 4 weeks after receipt of PO.

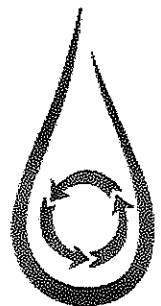
→ \$38,648

If you have any questions please do not hesitate to call or email

Regards,

Jamie Collins
Ironbrook UV (Division of Collcorp, Inc)
1055 Country Rd 6 North
Tiny, Ontario L9M 0R4
Tele: 705 533 1853
Fax: 705 533 3786
GST: 824428635
jammerc@rogers.com
ironbrookuvcorp@rogers.com

Ironbrook UV a division of Collcorp Inc
1055 County Rd 6N, Tiny ON, Canada L9M0R4 * 705-533-1853 * Toll Free 866-682-4442
Fax 705-533-3786 * ironbrookuvcorp@rogers.com * www.ironbrook.com





CITY OF LANSING
124 W. Michigan Ave
Lansing, MI 48933
(517) 483-4128

TO: COLLCORP INC
IRONBROOK UV CORP
1055 COUNTY ROAD 6N
TINY, ON 904
NORASMAIL@ROGERS.COM
(705) 533-1853

PURCHASE ORDER

P.O. NUMBER	P091704
DATE	01/21/2025
VENDOR I.D.	V010733
FOB	None
REQUISITION NO	PR021187

OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKING LIST AND CORRESPONDENCE

DELIVER ITEMS TO:

PUBLIC SERVICE WASTEWATER TREATMENT
1625 SUNSET ST
LANSING, MI 48917
ATTN JANETTE TATE

SEND INVOICE TO:

PUBLIC SERVICE WASTEWATER TREATMENT
1625 SUNSET ST

LANSING 48917

Item No.	QTY	Description	Unit Price	Extended Price
1	576.00	TYPE 214 QUARTZ SLEEVES <i>590-453670-930200 \$15,552.00</i>	\$27.00	\$15,552.00
2	576.00	LAMPS G64T5L (INCLUDES INSTALL) <i>590-453670-930200 \$19,296.00</i>	\$33.50	\$19,296.00
3	1.00	INSTALL 2 BANKS LAMPS ON SITE <i>590-453670-930200 \$3,800.00</i>	\$3,800.00	\$3,800.00
Total:				\$38,648.00

THE ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:

1. Goods other than those specified on this order must not be substituted or prices changed without authorization.
2. If the quantity shipped is short of the purchase order quantity, specify on the packing slip if that quantity is on back order or cancelled.

Federal Tax ID: 38-6004628

AUTHORIZED SIGNATURE

Desiree A. Kelleher

Date

Printed: 02/12/2025

CITY of LANSING

INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor

FROM: Stephanie Robinson, Senior Buyer

DATE: **January 10, 2025**

SUBJECT: Sole Source – Ironbrook - UV Disinfection System

The Public Service Department Wastewater Division requests that Ironbrook be designated as a Sole Source vendor for the purchase of Ultraviolet Disinfection (UV) system lamps and replacement parts.

Please see the attached letter from Bill Brunner and Andrew Kilpatrick regarding the request.

Based on the attached letter we recommend issuing a sole source purchase order to Ironbrook, in the amount of \$ 38,648.00 per the request of the Public Service Department Wastewater Division account # 590.453670.930200.0

Attachment

Date: _____

Approved _____ Denied _____

Andy Schor, Mayor

CITY of LANSING

INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor
FROM: Stephanie Robinson, Senior Buyer
DATE: February 12, 2025
SUBJECT: Sole Source Purchase – Collcorp Inc. - Ironbrook – UV Disinfection System

Please include this Sole Source packet of information in your transmittal to Council as required by the Purchasing Ordinance Section 206.05.

In summary, the Purchasing Office processed the following Sole Source transaction:

Department: Public Service Department, Wastewater Division
Vendor: Collcorp Inc. - Ironbrook UV Corp
Item Purchased: UV Disinfection System Lamps, Parts and Installation of 2 Bank Lamps
Dollar Amount: Not to exceed \$39,000 (FY25 account 590-453670-930200)

Additional information pertaining to this purchase is attached for your information.

This letter is filed in accordance with the Purchasing Ordinance Section 206.05 (a) and (b).

slr



Sole Source Memo Letter

Information Page

Creator

Stephanie Robinson

Contact Person *

Stephanie Robinson

Department

Finance

**Contact Person
Phone**

5174834128

Contact Person Email

stephanie.robinson@lansingmi.gov

Goods or Service? *

☒ Goods

☐ Services

Vendor Name *

Dubois Cooper

Vendor Number

v018366

Approval Deadline

2/21/2025

Proposed Start Date

2/21/2025

Proposed End Date

2/13/2026

Account Number**Purchase Order
Number****Deadline Info****Justification**

PURCHASE OF 2 DUPERON BAR SCREENS AND A COMPACTOR FOR WWTP LANSING ARE PUMP STATION EQUALIZATION BASIN PROJECT

Routing

Mayor's Office: Click Forward Packet, then submit to complete task.

Mayor Approval

☒ Approved ☐ Denied

Mayor Signature
(Approval)



Support Documents

SOLE SOURCE DUBOIS COOPER WWTP SERVICES LETTER TO MAYOR FROM PURCHASING.pdf	92.79KB
5005-27-LAPS Equipment Sole Source Justification Memorandum- approved.pdf	193.19KB
Duperon Sole Source Letter.pdf	153.63KB
P12328 R4 Lansing Ave PS MI Firm Scope_pricing.pdf	621.09KB
Screen and Compactor Purchase Recommendation Memo - LAPS EQ Basin Project - Signed.pdf	95.59KB
Sole Source Cover Sheet - LAPS Screen and Compactor.docx	16.44KB

Purchasing PO

P091854 DUPERON CORPORATION WWTP.pdf	128.38KB
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Cover Letter

SOLE SOURCE DUBOIS-COOPER DUPERON COUNCIL COVER NOTICE 2025.pdf	88.59KB
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Forward Packet*

☒ Done

CITY of LANSING

INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor

FROM: Stephanie Robinson, Senior Buyer

DATE: February 10, 2025

SUBJECT: Sole Source – Dubois-Cooper

The City of Lansing WWTP Department requests that Dubois Cooper be designated as a Sole Source vendor for the WWTP for City of Lansing.

Please see the attached letter from William Brunner regarding the request. Dubois-Cooper is only authorized representative in Michigan for Duperon bar screens and compactors. We currently have Duperon bar screens and need to have replacements. Duperon is located in Saginaw, close enough for quick delivery for spare parts and short waits for service technicians. We wish to purchase two Duperon bar screens and a compactor.

Based on the attached letter from William Brunner, Rory Moss and Andrew Kilpatrick we recommend issuing a sole source purchase order to Dubois Cooper in the amount of \$ 803,000.00 for FY24. Funds will be obtained from SRF loan for the CSO 019 and Lansing Ave Pump Station Equalization Basin Project (WWT-24-1, SRF NO. 5005-27)

Attachment

Date: _____

Approved _____ Denied _____

Andy Schor, Mayor

CITY of LANSING

INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor
FROM: Stephanie Robinson, Senior Buyer
DATE: February 17, 2025
SUBJECT: Sole Source Purchase – Duperon – Dubois-Cooper

Please include this Sole Source packet of information in your transmittal to Council as required by the Purchasing Ordinance Section 206.05.

In summary, the Purchasing Office processed the following Sole Source transaction:

Department: Public Service Department WWTP
Vendor: Duperon – Dubois Cooper
Item Purchased: Bar Screens and Compactor

Dollar Amount: \$ 803,000.00

Additional information pertaining to this purchase is attached for your information.

This letter is filed in accordance with the Purchasing Ordinance Section 206.05 (a) and (b).

sr

Sole Source Cover Sheet

Project: Bar Screen and Compactor for Lansing Avenue Pump Station Equalization Basin Project

206.05. - Sole source procurement. This request adheres to the portions of the ordinance checked below.

- (c) The criteria to be followed by the Director in determining that there is only one source for supplying the requested supply, service, or construction item are:

☒ Special features are required; or

☐ Special market conditions exist; or

☐ Special services or facilities are required; or

☐ The source is unique or special in nature; or

☒ The source is limited or proprietary; or

☐ Sales territories or product availability within limited geographical boundaries require sole source procurement; or

☒ Where standardization or compatibility is the overriding consideration and such compatibility or standardization can only be achieved through the purchase or use of a unique product; or

☐ Where a product or service is specifically identified as part of a grant award.

Discussion/Notes:

Sole Source Manufacturer – Duperon

Duperon is the sole source manufacturer of Duperon bar screen and compactors.

Sole Source Agent/Distributor – Dubois-Cooper

The distributor, Dubois-Cooper, is the sole source distributor for Duperon products in the Michigan territory.

MEMO

To: Nicole McPherson, PE, City of Lansing City Engineer

Cc: Bill Brunner, PE, Project Engineer, City of Lansing

From: Marc Teitsma, Tetra Tech
John Barber, Tetra Tech

Date: November 18, 2024

Subject: City of Lansing
Lansing Avenue Pump Station Equalization Basin
Bar Screen and Compactor Evaluation

1.0 SUMMARY

The Lansing Avenue Pump Station (LAPS) Equalization Project consists of the construction of a 5 million gallon concrete basin and associated piping, odor control, electrical and instrumentation. Included in the project is the replacement of the bar screens in the existing pump station.

The bar screen equipment in the existing pump station is failing and is in urgent need of replacement. Instead of waiting for the project to be bid through the SRF process, the City of Lansing would like to prepurchase two new bar screens and a screenings compactor using the SRF Design Guidance sole source procurement.

2.0 BAR SCREEN EVALUATION

The pump station facility currently receives raw wastewater from the 66" interceptor sewer. The influent structure splits the flow into two, 48-inch-wide channels at the north end of the pump station. The channels are currently screened by non-mechanical bar screens mounted in each channel and cleaned by an overhead gripper assembly. Each bar screen has a 2-inch clear opening. The gripper lowers from the top level to the bottom of the channels and removes debris from either bar screen, hoists the debris to top level, and releases it into a dumpster.

The two existing bar screens and gripper assembly will be replaced with mechanically cleaned bar screens. Duperon mechanically cleaned bar screens are proposed for screen replacement and they are the preferred manufacturer of the WWTP staff. The bar screens will extend from the channel up to the main floor of the building and will discharge to a washer compactor unit to the existing dumpster. Duperon is proposing FlexRake FR IQ® bar screens with 1.5-inch clear bar spacing and VFDs. The 1.5-inch clear bar spacing was determined to be the preferred spacing possible to produce allowable slot velocities while only one channel and screen is in operation. This calculation is based on a 60 MGD peak flow through a single channel. The clear bar spacing has been reviewed with the WWTP staff to remove the quantity of debris the WWTP staff would expect during normal and high flow operations. The Duperon Screens will convey the screened material to the upper level based on elapsed time, channel differential elevation upstream and downstream of the screens, operator input, or other means. The screens will have VFDs to control the speed of the screens.

A washer compactor unit will be provided to reduce the weight and volume of the screenings material being disposed from the two bar screens. The compactor unit will discharge to the existing dumpster. One Duperon washer compactor is proposed for handling of the screens discharged from the two bar screens and is the preferred manufacturer of the WWTP staff. The washer compactor utilizes counter-rotating augers which simultaneously compact and positively displace the screenings. The screenings will be conveyed from the washer compactor using the Duperon Discharge Extension Option (DEO), directing the solid waste to the existing dumpster and returning organics back to the channel through flood washing drain ports.

Reasons for sole source procurement of the bar screens and screening compactor are as follows:

1. The LAPS is the largest pump station in the City of Lansing sanitary sewer system. Nearly 60% of the sanitary flow from the City goes through the station. Therefore, operation of the station without interruption is critical.
2. The existing bar screen mechanism is failing and emergency repairs are needed to keep it in operation. Complete failure of the existing equipment would lead to disruption of the operation of the pump station.
3. Sole source procurement of the bar screen and compactor will save approximately 5 months of time versus bidding the equipment through the SRF bidding process. **It is the City's plan to prepurchase the equipment so that as soon as the contract for the project has been awarded, the contractor can begin immediate replacement of the existing equipment.** The delivery of the bar screens through sole source procurement would be in approximately June 2025 whereas delivery via the SRF bidding process would be in approximately November 2025.
4. Duperon is the only manufacturer that can meet the proposed project specifications.
5. The City has bar screens from Duperon at their WWTP and pump stations. They are familiar with the operation and maintenance and repairs of the screens. The City desires to keep the same manufacturer due to the high quality, excellent performance, and to allow for ease of maintenance.
6. Spare parts for the new bar screen would be the same as in the other City facilities making for ease of repair.
7. Duperon is located in Saginaw, Michigan providing quick delivery of spare parts and short waits for service technicians.
8. The equipment meets the US EPA BABA requirements.
9. The installation of the bar screens and compactor will be through a competitive bid process. The project documents will call for the contractor to install the "Owner Procured" equipment and the other improvements involved with the project.

3.0 CONCLUSION

Based on the evaluation described above, the City has determined the Duperon bar screen and screenings compactor are more suitable for their installation. .

Therefore, the City has selected to sole source and design around the Duperon bar screen system for this project.

Content reviewed and approved for
CWSRF by David J. Worthington, EGLE- 12/3/24

David J. Worthington

TETRA TECH



January 27, 2025

Tetra Tech, Inc.
3497 Coolidge Road
East Lansing, MI 48823

Thank you for considering Duperon for the Lansing Ave Pump Station EQ Basin Project.

Please accept this letter as confirmation; Duperon Corporation is the sole sourced manufacturer for the FlexRake®, FR IQ and Dual Auger Washer Compactor System. This system is manufactured by Duperon Corporation and is not made under license or any other arrangement. Additionally, DuBois-Cooper Associates is our only authorized representative for the Michigan Territory.

- 1) Maintenance is 100% accomplished from the operating deck level eliminating the need for confined space entry.
- 2) Powerful drive lifts up to 1,000 lbs. The Duperon® use of premium efficiency Sumitomo Cyclo gear motors eliminates abrasive sliding contact. Unique rolling contact, low operating speeds and the non-lubricated bearing allow for five-year maintenance schedules on the gearbox.
- 3) FlexRake®, FR IQ link system is a patented technology that allows for scraper entry to the screen field at the lowest possible level to maximize stone and gravel collection from the bottom of the channel. Also, the link is engineered to double peak speeds during events, capable of cleaning the full screen every 7 seconds.
- 4) Duperon Washer Compactors are Patented Technology and are the only Dual Auger Positive Displacement Washer Compactors in the Industry.
- 5) Dual Auger Washer Compactor features positive displacement augers to eliminate debris wrapping and maintenance associated with other technologies. This is coupled to an active compaction zone to ensure all debris are processed, washed and consistently dewatered before being discharged into the debris bin.

As outlined in the Lansing Ave Pump Station EQ Basin Request for Proposal specification, as of January 27th, 2025, in our best faith estimate we currently comply with the Build America, Buy America Act requirements.

We look forward to fulfilling your treatment needs for this project. If you have any questions or need further information, please don't hesitate to contact Duperon.

Thank you,

Tammy Bernier
Chief Executive Officer
Duperon Corporation



Date: January 27, 2025

Proposal #P12328 R4

Project: Lansing Ave Pump Station EQ Basin Project
City of Lansing, Michigan

Engineer: Tetra Tech, Inc.
3497 Coolidge Road
East Lansing, MI 48823

Owner: City of Lansing
124 Michigan Avenue, Suite 8
Lansing, MI 48933

Addendum: Addendums 1-6 received & acknowledged

Duperon Contact:

Jeremy Martuch – Sales Project Manager
jmartuch@duperon.com

Steve Aiken - Regional Sales Manager
saiken@duperon.com
(989) 401-7110

Local Representation:

Jason Frederick
DuBois-Cooper Associates
(734) 455-6700
jfrederick@duboiscooper.com

To: City of Lansing

Duperon is pleased to offer the following scope of supply for the screening requirements at the Lansing Ave Pump Station EQ Basin project. We look forward to the opportunity to work with you and thank you for your consideration.

Note: Duperon equipment is the basis of design for the mechanical bar screen and washer compactor for this project.

Scope of Supply:

Specification Sections: Section 11330 – Screening Equipment

Section 14551 – Screenings Washer-Compactor Conveyors

Drawings: D-201, D-202, D-306

(2) Mechanical Bar Screen - Stainless Steel Link Driven, Front Cleaning, Front Return

- **Model FlexRake®**
 - **FR IQ – Modular Construction - Indoor Installation**
- Continuous Cleaning without an operator
- Head Sprocket Only Design – no critical components under water
- Continuous Cleaning, top to bottom, the entire width of scraper
- Scrapers of UV Stabilized, self-lubricating, long-wearing UHMW-PE
- SSSL304 Side fabrications, dead plate and cross members
- SSSL304 Full enclosure covering from deck to discharge
- SSSL304 Enclosure access panels
- Name Plate(s)
- Three modular sections per screen
- SSSL304 Fasteners
- SSSL304 Side Shields
- 1 HP motor
- SSSL316 FlexLinks
- SSSL304 Drive Head:
 - Drive Sprockets and components SSSL304
 - Drive Shaft SSSL304

Dimensions and design criteria

- 4.00 ft channel width
- 7.29 ft channel height
- 23.20 ft channel invert to top of operating deck
- 4.5 ft discharge clearance into washer compactor
- 32 ft nominal length of FlexLink and scraper system
- 9 ft screen field length
- 1.50 inch clear opening
- 0.25 inch x 1.00 inch SSSL304SSSL rectangular-shaped bar screen
- 10 degree from vertical
- 1.00 ft head differential
- 7,000 lbs. estimated weight

Hydraulic Profile

- See attached models for hydraulic performance information.
- 60 MGD Peak Flow with minimum 5.25 ft downstream water level @ 25% blinding factor
- 5.60 MGD Average Flow with minimum 1.00 ft downstream water level @ 25% blinding factor

Estimated Anchors Needed Mechanical Bar Screen:

Estimated Anchors Needed for FlexRake (by Duperon):

- 304 SSSL Anchors
 - Anchors for toes and plates
 - 12 mm (1/2 inch) diameter x 115 mm (4-1/2 inch) long Embed HILTI KWIK bolt TZ
 - Minimum concrete depth of 6-3/4 inches
 - Anchors for Return Guide / Closeout, per screen
 - 9.5 mm (3/8 inch) diameter x 85 mm (3-3/8) inch long Embed HILTI KWIK bolt TZ
 - Minimum concrete depth of 5-1/16 inches
- Some minor field welding will be required at the top of the channel support bar and at the operating deck anchor points

(1) Duperon® Washer Compactor - Dual Auger Unit

- **Model WC3.B3.5.0.11**
 - 3HP Motor and gearbox
 - 7.62 ft unit length
 - 1.29 ft unit width
 - Custom receiving hopper to accept debris from (2) screens
 - (1) Hopper spray bar
 - SSTL304
- **Reduced Maintenance**
 - Accepts variable debris up to four inches, including rocks, clothing, concrete, metal, grease and septage – eliminating jams and equipment shutdown
 - Positive displacement technology assures that all debris which enters the hopper is washed, compacted, and discharged for disposal
 - Durable dual auger design eliminates debris wrapping
 - Non-clogging flood wash port located prior to compaction housing – ideal for non-potable water
- **Reduced Odor**
 - Up to 60% dry solids and up to 60% mass/weight reduction – significantly reducing fecal content and odor
- **Reduced Landfill Costs**
 - Up to 84% volume reduction
 - Self-Regulating Compaction Housing – allows for consistent dry solids output regardless of fluctuations in debris volume
- **Reduced Power Consumption**
 - 1 HP inverter duty motor consumes just 746 watts
 - Requires .75 KWH

Discharge chute design

- 10.00 ft long discharge chute with required bends and supports
 - (2) Chute supports
 - Lifting eyes on each chute section

Water supply and drain criteria

- Non-Clog Flood Washing
- Utilizes filtered effluent or municipal water
- Consumes 3 to 10 gallons per minute at 40 to 60 PSI
- 6.00 inch NPT male drain connection
- 0.50 inch NPT water supply connection
- Ball valves and WYE strainer to be provided by others
- Solenoid valve supplied by Duperon (shipped loose)

Washer Compactor Caster Frame System

- SSTL304 Frame Structure
- 4 high durable casters
- Locking pin quick disconnect anchor system
 - *NOTE: All conduit, hardware, quick disconnects and field wiring between equipment shall be provided by others.

Estimated Anchors Needed for Washer Compactor:

Estimated Anchors Needed (by Duperon):

- 304 SSTL Anchors
 - Anchors for toes and plates
 - 12 mm (1/2 inch) diameter x 115 mm (4-1/2 inch) long Embed HAS Rods w/ Hilti RE-500-V3 Adhesive System
 - Minimum concrete depth of 6-3/4 inches

(Qty 2) Controls Package, Bar Screen VFD Panel

- **NOTE: Per NFPA 820, the main control panel shall not be in an NFPA-classified area.**
- Main circuit breaker disconnect for incoming power 480V/60Hz/3Ph
- Wall mount NEMA 4 enclosure
- Enclosure to be:
 - Located indoors in an unclassified area
- Each enclosure to provide control for the following equipment
 - (1) FlexRake with 1.0 HP motor driven by AB PowerFlex 753 VFD with panel mounted keypad, line reactor, and load reactor
- Relay Based control, to include
 - Pilot lights, push buttons and selector switches on front door
 - Terminal blocks, ETM's, breakers, and relays where required
 - Hand-Off-Auto selector switch uses PB station in Hand mode
 - Hard contact SCADA Interlock(s) Run, No Fault, Auto, Remote start
 - Adjustable on/off cycle timers
 - Controlled by SCADA in auto mode
- Enclosure environmental controls and accessories
 - Heater, fan, and thermostat
 - Print pockets
- Instrumentation
 - None, others to supply
- Local to equipment mounted devices
 - (1 per FlexRake, 2 total) Four hole NEMA 4X/7/9 enclosure with E-Stop maintained contact pushbutton, Jog-Reverse pushbutton, Forward pushbutton, and Speed Control potentiometer
 - (1 per FlexRake, 2 total) Emergency Stop pull cord with NEMA 7 switch
 - (1 per FlexRake, 2 total) NEMA 7 rated disconnect switch

(Qty 1) Controls Package, Washer Compactor Control Panel

- **NOTE: Per NFPA 820, the main control panel shall not be in an NFPA-classified area.**
- Main circuit breaker disconnect for incoming power 480V/60Hz/3Ph
- Wall mount NEMA 4X 316 stainless steel enclosure
- Enclosure to be:
 - Located in an unclassified area
- Enclosure to provide control for the following equipment
 - (1) Washer Compactor with 1.0 HP motor driven by AB PowerFlex 753 VFD with panel mounted keypad, line reactor, and load reactor
- PLC Based control, to include
 - AB CompactLogix PLC system with L330ER processor, 24VDC I/O, and all power supplies, I/O etc. for a complete system
 - 15" AB PanelView Plus 7 HMI
 - AB Stratix 5800 managed ethernet switch with multimode fiber gigabit SFP, ethernet and fiber optic patch cables, and 12 port fiber optic patch panel
 - UPS with monitored bypass contactor
 - Pilot lights, push buttons and selector switches on front door
 - Terminal blocks, ETM's, breakers, and relays where required
 - Hard contact and Ethernet interlocks to SCADA
- Enclosure environmental controls and accessories
 - Heater, fan, and thermostat
 - Print pockets
 - Externally mounted control transformer
- Instrumentation
 - None needed
- Local to equipment mounted devices
 - (1) Four hole NEMA 4X/7/9 enclosure with E-Stop maintained contact pushbutton, Jog-Reverse pushbutton, Forward pushbutton, and Local-Off-Remote selector switch
 - (1 per FlexRake, 2 total) Emergency Stop pull cord with NEMA 7 switch
 - (1 per FlexRake, 2 total) NEMA 7 rated disconnect switch

Bar Screen Spare Parts (per screen)

- (10) Snap Rings
- (4) Link Clevis Pins
- (4) Button Head Cap Screw
- (4) 3/8"-16 Nylock Nut
- (1) Snap Ring Tool
- (12) 1 oz. Anti-Seize Lubricant
- (4) 316SSTL FlexLinks
- (4) UHMW Scrapers

Washer Compactor Spare Parts

- (2) Upper/Lower Support: Auger
- (2) Side Support: Auger
- (24) FHCS: 0.25-20x1
- (24) 0.25 Flat Washer SAE
- (24) 0.25 Nylock Nut
- (1) 1 oz. Anti-Seize Lubricant
- (1) 14 oz grease tube
- (1) Solenoid Valve

On Site Technical Assistance for Installation Certification, Start-Up, and Training

- (1) Trip(s)
- (1) Technician
- (2) 8 hour man-day(s) total onsite
- *If additional Technical Service days are required, please add per the rates included in the Clarifications section of this scope of supply.*

Operation and Maintenance Manuals

- 6 Hard Copies

Warranty

- One Year Standard material and workmanship for Washer Compactor
- Three Year Standard material and workmanship for Screens
- Five year warranty on all rotating parts (**FlexRake only**)

Freight to Jobsite

Price: \$803,000.00

Price is valid for 90 days from bid date.

Delivery:

- Submittals: 6-8 weeks after approved purchase order, based on workload
- Equipment Ship: 18-26 weeks after approval to release manufacturing, based on workload
- FOB Jobsite, Freight Paid

Modular Construction Notes:

- The bar screen will be shipped from the factory fully assembled with the exception of the operating deck enclosure(s) and intermediate deck side shields, if there are any specified.
- If this installation requires modular construction, please be guided by the following:
- The installation contractor will need to disassemble the bar screen at the site and in locations directed by Duperon and approved for during the submittal process. The contractor will then reassemble the bar screen in the facility. The contractor is required to provide all material, equipment and labor for this process.

- The overall bar screen unit will be fabricated so that it can be split into disassembled segments at the project site. Precise segments depend on site constraints and bar screen dimensions. Each segment will have the exploded sidefab detail as illustrated in our installation guide. The weights of the sections will be proportioned from the overall weight listed in the proposal.
- The drive head assembly may need to be removed if site constraints, for example navigating around a corner, require it.
- The FlexLink and scraper system will need to be removed in segments of approximately six links, or about 6 ft each. The FlexLinks have a snap ring holding the FlexLink pin. These FlexLinks will need to be marked so that the contractor knows what FlexLink connects to what FlexLink during the reassembly process.
- The enclosures and or side shields for the operating deck and intermediated deck, if required will be shipped unassembled. These will comprise anywhere from 10 to 20 pieces per bar screen. These pieces of SSTL sheet metal will need to be bolted together once the bar screen is installed.
- Duperon contact: If any have further questions on our modular construction process, please contact our application engineer at 800.383.8479.
- Disclaimer: Duperon cautions the contractor, whom we assume is familiar with bar screens that an allowance for the disassembly should be accounted for in their bid. Without knowing the skill set, rigging provisions, and manpower the selected contractor will apply, it is difficult for us to provide specific details on this subject. The above language is only made as an approximation and is not guaranteed.

Exceptions:

- As noted

Clarifications:

General Clarifications

- Prices are valid for 90 days unless stated otherwise in the proposal
- See Duperon Contractor Installation Guides for guidance in estimating these costs.
- Duperon requires 3 week's advanced notice in writing to schedule field service technician on site.
- Field Services will be provided as outlined in this proposal. Duperon field service rate is \$1200 per day plus travel and per diem expenses. If field service personnel arrive on site as scheduled and the project is not ready for intended services to be performed, Duperon will invoice for additional days, if required. If the time required is greater than the time listed in this proposal, Duperon will invoice at the above rates.
- The specifications listed are the only specifications which shall apply to this proposal either directly or by reference. Any additional specifications, with equipment or requirements specified therein, that are not specifically included as part of this offer are excluded from this proposal.
- All anchor bolts require a minimum concrete depth of 1.5 times the embedment

Bar Screen Clarifications

- The bar screen will be shipped fully assembled, if modular construction is needed because of site constraints, please see our Modular Construction notes above
- It is recommended on sites with solid plate/grating across channels; that channel ventilation connection points occur upstream of mechanical screening equipment as necessary to relieve the channel fumes from exhausting only through the equipment enclosure
- Freeze protection not included
- Field assembly of SSTL screen enclosure and debris shields required.
- Some minor field welding will be required at the top of the channel support bar and at the operating deck anchor points.
- Crane may be required for unloading.
- Spreader bar may be required for unloading

- Scope of supply and pricing above does not include additional structure for seismic, additional head differential or wind conditions.

Washer Compactor Clarifications

- Some minor field assembly required
- Water supply and discharge piping by others
- Mounting hardware by others
- Ball valves and WYE strainer to be provided by others

Controls Clarifications

- All conduit and field wiring between the equipment by others
- Mounting hardware by others

Not Included:

- Anything not specifically stated in this Proposal.
- Bonding, tariffs, permits, taxes, liquidated damages.
- Construction and /or installation work of any kind at the jobsite.
- On-site conditions affecting the work described or which affects the installation.
- Conduit, stands, control mounting wiring, junction boxes, or other accessories.
- Any site work or installation tasks (i.e., unloading, placement, dewatering, diving, clearing the forebay, wiring, provision of concrete structure, etc.), equipment (such as cranes, hammer drills, etc.), or anchors.
- Pre-installation tasks such as touch-up painting, checking bolts for tightness, removal of shipping containment devices, etc.
- Engineering: Does not include drawings other than those for the FlexRake.
- Additional structure for seismic or wind conditions.
- Offloading or handling of delivered equipment.
- Union labor for all field support services.
- Controls not specifically listed above.
- Videotaping of the training sessions
- Release of proprietary information.
- Insulation or weather proofing.
- Site/field painting or touch up.
- Vibration and noise testing.
- Discharge system.
- Stilling wells.

Payment Terms:

- 5% Due with placement of order
- 20% Invoiced upon submittal of engineering drawings
- 70% Invoiced at time of shipment
- 5% Invoiced upon successful start up or 60 days after shipment, whichever is less.
- All payments are due Net 30 days
- Based upon review and approval by Duperon credit department.
- No retentions allowed.

Proposal Terms:

- This offer is subject to the enclosed Duperon Corporation Terms and Conditions page unless alternate terms and conditions are specifically negotiated in writing and are signed/accepted by Duperon Corporation at the time of purchase.
- May be subject to material price escalation.
- This proposal is based upon the information available at this time and may be impacted by future specifications, scope, and other requirements.
- Duperon Corporation retains the right to revise, withdraw, or negotiate this offer at any time prior to signing a material contract.

Order Processing:

To facilitate timely order processing and submittals, refer to this proposal number and please list purchaser contact, telephone, fax, and email with your purchase order. Please provide with your order a copy of trade references and, if tax exempt, please provide a resale or tax exemption certificate. Purchase Order should be sent to and payment remitted to:

Duperon Corporation
1200 Leon Scott Court
Saginaw, MI 48601
Ph. 800-383-8479
Fax 989-754-2175

Approved for Purchase by:

Signature

Date

Printed Name

Phone Number

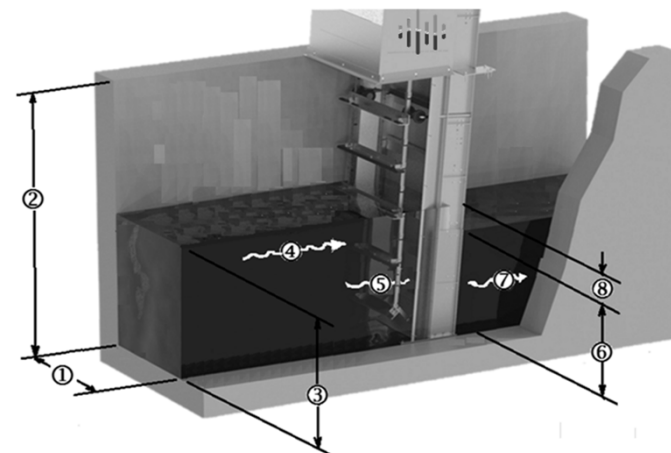
Title

Company Name & Address

Purchase Total



The minimum downstream water levels noted below are selected to minimize settling and promote best capture. Confirmation that these water levels can be maintained is required.



Duperon requires a minimum of 1.00 ft water depth when the unit is in operation to keep the SSTL FlexLinks lubricated and ensure an optimal amount of screening area. This does not apply to LowFlow, FR IQ, and GTS units. Head loss is calculated using Bernoulli equation: $HL = (1/C^2) \cdot (V^2 \cdot v^2) / (2g)$. Flow coefficient $(1/C^2) = 1.43$ should be used for general applications (FP, HD, SCT, FRIQ ≥ 62). $(1/C^2) = .99$ is used for teardrop bars (LF, PFPS, PFPS-M, FRIQ ≤ 5 , GTS). # At design average flow conditions, approach velocities should be no less than 1.25 fps, to prevent settling. ## Satisfactory designs have provided for velocities of 2 to 4 fps through the openings of mechanically cleaned screens. ### References: #Hydraulic Similarity of Headloss Predictions (WEF abstract) 2010, L.Botero, M.Woodley. ##Recommended Standards for Wastewater Facilities (10 States), 61.122 (2014). ###WEF MOP 8 5th ed. 2010.

Duperon Corporation Terms and Conditions

The Terms and Conditions ("Terms") contained herein shall apply to any and all Equipment sales by Duperon Corporation, Inc ("Duperon Corporation") to Purchasers ("Purchasers"). These Terms apply in lieu of any course of dealing between the parties or usage of trade in the industry. Any changes in the Terms contained herein must specifically be agreed to in writing and signed by Duperon Corporation before becoming binding on either party. The sale and purchase of Equipment described herein shall be governed exclusively by the foregoing and the following Terms:

1. **ACCEPTANCE:** Any prior Duperon Corporation price quotation or pricing letter is for Purchaser's information only. Duperon Corporation shall only be bound by written confirmation of acceptance of the proposal. All Purchaser orders and agreements are expressly conditioned upon assent to these terms and conditions. Terms additional to or different from those in these terms and conditions are rejected. Duperon Corporation and Purchaser agree that these terms and conditions are accepted in good faith by both parties as the controlling terms and conditions notwithstanding Section 2-207 of the Uniform Commercial Code, as enacted. Duperon Corporation's commencement of performance is not to be construed as acceptance of any of Purchaser's terms or conditions. Duperon Corporation may commence performance in reliance on Purchaser's acceptance of these terms and conditions.
2. **SPECIFICATIONS:** The proposal or Equipment may not be in strict compliance with the Engineer's/Owner's plans, specifications, or addenda as there may be deviations. The Equipment will meet the mechanical specifications as described by Duperon Corporation.
3. **ITEMS INCLUDED:** Duperon Corporation's offer includes only the listed Equipment and does not include erection, installation, accessories or associated materials such as controls, piping, etc.
4. **PARTIES TO CONTRACT:** Duperon Corporation is not a party to or bound by the terms of any other Purchaser contract, agreement, or understanding with third-parties and Duperon Corporation's duties are limited to this proposal with Purchaser to which there are no intended third-party beneficiaries.
5. **PRICE AND DELIVERY:** All selling prices quoted are subject to change without notice after 30 days from the date of a proposal unless specified otherwise. Unless otherwise stated, all prices are F.O.B. Duperon Corporation or its supplier's shipping points with freight allowed. All claims for damage, delay or shortage shall be made by Purchaser directly against the carrier. When shipments are quoted F.O.B. job site or other designation, Purchaser shall inspect the Equipment shipped, notifying Duperon Corporation of any damage or shortage within forty-eight hours of receipt. Failure to so notify Duperon Corporation shall constitute acceptance by Purchaser, relieving Duperon Corporation of any liability for shipping damages or shortages.
6. **PAYMENTS:** All invoices are net 30 days. Delinquencies and failure to pay after demand by Duperon Corporation are subject to a 1.5% service charge per month or the maximum permitted by law, whichever is less, on all past due accounts. Pro rata payments are due as shipments are made. If shipments are delayed by the Purchaser, invoices shall be sent on the date when Duperon Corporation is prepared to make shipment and payment shall become due under standard invoicing terms. If the work to be performed hereunder is delayed by the Purchaser, payments shall be based on percentage of completion. Unless specifically stated otherwise, prices quoted are for Equipment only. If at any time the financial condition of the Purchaser gives Duperon Corporation, in its judgment, doubt concerning the Purchaser's ability to pay, Duperon Corporation may require full or partial payment in advance or may suspend any further deliveries or continuance of the work to be performed by Duperon Corporation until such payment has been received or terminate its contract.
7. **CREDIT APPLICATION:** Purchaser must complete a credit application if it wishes credit terms. The provision of credit is subject to acceptance by Duperon Corporation's Credit Department and its requirements.
8. **RETENTIONS:** Retentions are not included, unless specifically noted. Purchaser agrees not retain payment or any part of a payment. Failure to make payment in accordance with the agreed upon terms will result in a 1.5% per month service charge.
9. **ESCALATION:** If shipment is, for any reason, deferred by the Purchaser beyond the contractually agreed upon normal shipment date, or if material price increases (or decreases) are greater than 5% from proposal date to material procurement date, stated prices set forth herein are subject to a shared risk escalation adjustment. Any escalation less than plus or minus 5% shall be absorbed by Duperon Corporation. All escalation (increase or credit) that exceeds 5% shall be passed onto the Purchaser at cost and shall be based upon increases (or decreases) in material costs to Duperon Corporation that occur in the time period between quotation and material procurement by Duperon Corporation. Purchaser agrees to this potential escalation (or credit) regardless of contradicting terms in the contract, except when an agreed upon escalation adder is included in the price.
 - (a) The total quoted revised price is based upon changes in the indices as published by third party sources, such as, the United States Department of Labor, Bureau of Labor Statistics. Labor will be related to the Average Hourly Earnings indices found in the Employment and Earnings publication. Material will be related to the Metal and Metal Products Indices published in Wholesale Prices and Price Indices.
 - (b) Price revision for items furnished to, and not manufactured by Duperon Corporation, which exceed the above escalation calculation, will be passed along by Duperon Corporation to Purchaser based upon the actual increase in price to Duperon Corporation for the period from the date of quotation to the date of material procurement. Any item that is so revised will be excluded from the index escalation calculations set forth in subparagraph (a) above.
10. **BACKCHARGES:** Duperon Corporation will not approve or accept back charges for labor, materials, or other costs incurred by Purchaser or others in modification, adjustment, service, or repair of Duperon Corporation furnished materials unless such back charge has been authorized in advance in writing by a Duperon Corporation employee, by a Duperon Corporation purchase order, or work requisition signed by Duperon Corporation.
11. **APPROVAL:** If approval of Equipment submittals by Purchaser or others is required, a condition precedent to Duperon Corporation supplying any Equipment shall be such complete approval.

Duperon Corporation Terms and Conditions

12. **INSTALLATION SUPERVISION:** Unless specified, prices quoted for Equipment do not include installation supervision or on-site technical advice. Duperon Corporation recommends and will, upon request, make available, at Duperon Corporation's then current rate, an experienced installation supervisor to act as the Purchaser's agent to supervise installation of the Equipment. Purchaser shall at its sole expense furnish all necessary labor, Equipment, and materials needed for installation. Responsibility for proper operation of Equipment, if not installed by Duperon Corporation or installed in accordance with Duperon Corporation's instructions and inspected and accepted in writing by Duperon Corporation, rests entirely with Purchaser; and any work performed by Duperon Corporation personnel in making adjustment or changes must be paid by Purchaser at Duperon Corporation's then current per diem rates plus living and traveling expenses. Duperon Corporation shall not be responsible for results in connection with the installation of the Equipment or technical advice not provided or furnished by Duperon Corporation.
13. **ACCEPTANCE OF PRODUCTS:** Products will be deemed accepted without any claim by Purchaser unless written notice of nonacceptance is received by Duperon Corporation within 30 days of delivery if shipped F.O.B. point of shipment, or 48 hours of delivery if shipped F.O.B. point of destination. Such written notice shall not be considered received by Duperon Corporation unless it is accompanied by all freight bills for said shipment, with Purchaser's notations as to damages, shortages and conditions of Equipment, containers, and seals. Non-accepted products are subject to the return policy stated below.
14. **TAXES:** Any federal, state, or local sales, use or other taxes applicable to this transaction, unless specifically included in the price, shall be the responsibility of Purchaser.
15. **TITLE:** The Equipment shall, regardless of the manner in which affixed to or used in connection with realty, remain the sole and personal property of Duperon Corporation until the full purchase price has been paid. Purchaser agrees to do all things necessary to protect and maintain Duperon Corporation's title and interest in and to such Equipment; and upon Purchaser's default, at Duperon Corporation's option, Duperon Corporation may retain as liquidated damages any and all partial payments made and shall be free to enter the premises where such Equipment is located and remove the same as its property without prejudice to any further claims on account of damages or loss which Duperon Corporation may suffer from any cause.
16. **INSURANCE:** From date of shipment until the invoice is paid in full, Purchaser agrees to provide and maintain at its expense, but for Duperon Corporation's benefit, adequate insurance including, but not limited to, builders risk insurance on the Equipment against any loss of any nature whatsoever. Purchaser shall provide proof of said coverage prior to shipment.
17. **SHIPMENTS:** Any estimated delivery dates represent Duperon Corporation's best estimate. No liability, direct or indirect, is assumed by Duperon Corporation for failure to ship or deliver on such dates. Duperon Corporation shall have the right to make partial shipments; and invoices covering the same shall be due and payable by Purchaser in accordance with the payment terms thereof. If Purchaser defaults in any payment when due hereunder, Duperon Corporation may, without incurring any liability therefore to Purchaser or Purchaser's customers, declare all payments immediately due and payable with maximum legal interest thereon from due date of said payment, and at its option, stop all further work and shipments until all past due payments have been made, and/or require that any further deliveries be paid for prior to shipment. If Purchaser requests postponements of shipments, the purchase price shall be due and payable upon notice from Duperon Corporation that the Equipment is ready for shipment; and thereafter any storage or other charge Duperon Corporation incurs on account of the Equipment shall be added to Purchaser's account. If delivery is specified at a point other than Duperon Corporation or its supplier's shipping points, and delivery is postponed or prevented by strike, accident, embargo, or other cause beyond Duperon Corporation's reasonable control and occurring at a location other than Duperon Corporation or its supplier's shipping points, Duperon Corporation assumes no liability for delivery delay. If Purchaser refuses such delivery, Duperon Corporation may store the Equipment at Purchaser's expense. For all purposes of this agreement such tender of delivery or storage shall constitute delivery.
18. **WARRANTY:** DUPERON CORPORATION WARRANTS EQUIPMENT IT SUPPLIES ONLY IN ACCORDANCE WITH THE WARRANTY EXPRESSED IN THE ATTACHED COPY OF "DUPERON WARRANTY" AGAINST DEFECTS IN WORKMANSHIP AND MATERIALS WHICH IS MADE A PART HEREOF. SUCH WARRANTY IN LIEU OF ALL OTHER WARRANTIES, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSE, WHETHER WRITTEN, ORAL, EXPRESSED, IMPLIED OR STATUTORY, DUPERON CORPORATION SHALL NOT BE LIABLE ANY CONTINGENT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES FOR ANY REASON WHATSOEVER. THE PARTIES AGREE AND STIPULATE THAT AN EXPRESS WARRANTY PROVIDED TO PURCHASER IN WRITING IS THE SOLE WARRANTY REGARDING THE PRODUCT AND ANY SERVICE PROVIDED BY DUPERON CORPORATION. THE PARTIES SPECIFICALLY AGREE AND STIPULATE THAT THERE IS NO OTHER WARRANTY OF ANY TYPE WHATSOEVER, INCLUDING BUT NOT LIMITED TO CONSUMER WARRANTIES, WARRANTY OF FITNESS FOR PARTICULAR PURPOSE, WARRANTY OF MERCHANTABILITY, AND DUPERON CORPORATION IS NOT LIABLE FOR ANY SPECIAL, CONSEQUENTIAL, OR ANY OTHER DAMAGES, EXCEPT AS SET FORTH IN THESE TERMS AND THE EXPRESS WARRANTY. THERE ARE NO WARRANTIES WHICH EXTEND BEYOND THE FACE OF THE EXPRESS WARRANTY.
19. **PATENTS:** Duperon Corporation agrees that it will, at its own expense, defend all suits or proceedings instituted against Purchaser and pay any award of damages assessed against it in such suits or proceedings, so far as the same are based on any claim that the said Equipment or any part thereof constitutes an infringement of any apparatus patent of the United States issued at the date of this Agreement provided Duperon Corporation is given prompt notice in writing of the institution or threatened institution of any suit or proceeding and is given full control of the defense, settlement, or compromise of any such action; and Purchaser agrees to give Duperon Corporation needed information, assistance, and authority to enable Duperon Corporation so to do. In the event said Equipment is held or conceded to infringe such a patent, Duperon Corporation shall have the right at its sole option and expense to a) modify the Equipment to be non-infringing, b) obtain for Purchaser the license to continue using said Equipment, or c) accept return of the Equipment and refund to the Purchaser the purchase price thereof less a reasonable charge for the use thereof. Duperon Corporation will reimburse Purchaser for actual out-of-pocket expenses, exclusive of legal fees, incurred in preparing such information and rendering such assistance at Duperon Corporation's request. The foregoing states the entire liability of Duperon Corporation, with respect to patent infringement; and except as otherwise agreed to in writing, Duperon Corporation assumes no responsibility for process patent infringement.

Duperon Corporation Terms and Conditions

20. **CANCELLATION, SUSPENSION, OR DELAY:** After acceptance by Duperon Corporation, the proposal, or Purchaser's order based on the proposal, shall be a firm agreement and is not subject to cancellation, suspension, or delay except upon payment by Purchaser of appropriate charges which shall include all costs incurred by Duperon Corporation to date of cancellation, suspension, or delay plus a reasonable profit. Additionally, all charges related to storage and/or resumption of work, at Duperon Corporation's plant or elsewhere, shall be added to Purchaser's sole account. If Duperon Corporation stores Purchaser's product upon request, Purchaser agrees to be invoiced, and pay, as if the product shipped according to schedule and all risks incidental to storage shall be assumed by Purchaser. Duperon Corporation shall have the right to cancel any order or proposal without notice to Purchaser in the event that Purchaser becomes insolvent, adjudicated bankrupt, petitions for or consents to any relief under any bankruptcy reorganization statute, or becomes unable to meet its financial obligations in the normal course of business.
21. **RETURN OF PRODUCTS:** No products may be returned to Duperon Corporation without Duperon Corporation's prior written permission. Said permission may be withheld by Duperon Corporation at its sole discretion.
22. **EXTENDED STORAGE:** Extended storage instructions will be part of the information provided at shipment. If Equipment installation and start-up is delayed more than 30 days, the storage instructions must be followed to keep WARRANTY in force.
23. **INDEMNIFICATION AND HOLD HARMLESS:** Duperon Corporation and Purchaser agree to hold harmless the other party from any and all liabilities, damages, losses, claims, demands, payments, actions, fees, or judgments arising out of or resulting from injury to or death of any and all persons or from damage to or loss of property (or loss of use thereof) arising out of the sale, use, maintenance, and/or delivery of Equipment provided such liabilities, damages, losses, claims, demands, payments, actions, fees, or judgments are caused by actual, or claimed, negligence or breach of warranty and do not arise from any warranty not approved or from any sales for a purpose not authorized, nor liabilities, damages, losses, claims, demands, payments, actions, fees, or judgments caused in part by Purchaser's negligence or willful misconduct. Purchaser agrees to indemnify Duperon Corporation from all costs incurred, including but not limited to court costs and reasonable attorney fees, from enforcing any provisions of this contract, including but not limited to breach of contract or costs incurred in collecting monies owed on this contract.
24. **LIMITATION OF REMEDIES:** Duperon Corporation's liability shall be limited to the obligation to repair or replace only those portions or parts of Equipment proven to have failed to meet in material respect the mechanical specifications as described by Duperon Corporation or for defects in workmanship or materials as described in the Duperon Corporation Warranty in Section 18. Duperon Corporation's cumulative liability in any way arising from or pertaining to any Equipment sold to Purchaser shall not in any case exceed the purchase price paid by Purchaser for said Equipment. IN NO EVENT SHALL PURCHASER HAVE ANY LIABILITY FOR COMMERCIAL LOSS, CLAIMS FOR LABOR, CLAIMS BASED ON DELAY, OR ANY CONTINGENT, CONSEQUENTIAL, OR INCIDENTAL DAMAGES OF ANY TYPE, WHETHER PURCHASERS' CLAIM BE BASED IN CONTRACT, TORT, WARRANTY, EQUITY, STRICT LIABILITY, OR OTHERWISE. IT IS EXPRESSLY AGREED THAT PURCHASER'S REMEDIES EXPRESSED IN THIS PARAGRAPH ARE PURCHASER'S SOLE AND EXCLUSIVE REMEDIES AT LAW OR IN EQUITY.
25. **FORCE MAJEURE:** Neither party shall be considered in default hereunder or be liable for any failure to perform or delay in performing any provisions of this Agreement in the customary manner to the extent that such failure or delay shall be caused by any reason beyond its control, including an act of God; fire, explosions, hostilities or war (declared or undeclared, striking or work stoppage involving either party's employees or governmental restrictions, provided that the party declaring force majeure shall give notice to the other party promptly and in writing of the commencement of the condition, the nature, and the termination of the force majeure condition. The party whose performance has been interrupted by such circumstances shall use every reasonable means to resume full performance of these Terms as promptly as possible.
26. **ENTIRE AGREEMENT:** This proposal expresses the entire agreement between the parties hereto superseding any prior understandings, either written or oral, and is not subject to modification except by a writing signed by an authorized officer of each party. Any terms and conditions of any purchase order or other offer issued by Purchaser in connection with the subject matter of Duperon Corporation's proposal, which are in addition to or inconsistent with these terms and conditions, will not be binding on Duperon Corporation in any manner whatsoever unless accepted by Duperon Corporation in writing.
27. **APPLICABLE LAW AND ARBITRATION:** This contract shall be governed by, and construed and enforced in accordance with, the laws of the State of Michigan. Any controversy or claim arising out of or relating to the performance of any contract resulting from the Equipment, the proposal, or the breach thereof, shall be settled by binding arbitration filed in Saginaw County, Michigan, in accordance with the Arbitration Rules of the American Arbitration Association and the parties agree to irrevocable personal jurisdiction in Michigan. Judgment upon the award rendered by the arbitrator(s) may be entered to any court having jurisdiction.
28. **NOTICES:** Unless otherwise stated, Purchaser shall deliver notices in writing via certified mail or reputable overnight courier (postage prepaid) to: Duperon Corporation, 1200 Leon Scott Court, Saginaw, MI 48601. Notices delivered in this manner become effective upon Duperon Corporation's actual receipt. Duperon Corporation's notices to Purchaser may be delivered via email, facsimile, ordinary or certified mail, reputable overnight courier, or invoice and are effective when sent.
29. **MISCELLANEOUS:** Titles and/or headings in these Terms are inserted for convenience only and are not intended to affect the interpretation or construction of the Terms. Whenever possible, each provision of this Contract shall be interpreted in such a way as to be effective and valid under applicable law. If any provision is prohibited by or invalid under applicable law, it will be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of such provision or the remaining provisions of the Terms. The parties agree that time is of the essence. No assignment of any right or obligation under this Contract shall be made by either party without the prior consent of both parties and all others are void. Failure or inability of either party to enforce any right hereunder shall not waive any right in respect to any other or future rights or occurrences. The parties deem that this Agreement was executed and to be fully performed in Saginaw, Michigan.



Andy Schor, Mayor

**PUBLIC SERVICE
DEPARTMENT**

Wastewater Division
1625 Sunset Avenue
Lansing, Michigan 48917
(517) 483-4404
FAX: (517) 483-4536

<http://publicservice.cityoflansingmi.com/pubwater/>



TO: Stephanie Robinson, Senior Buyer

FROM: William H. Brunner, P.E., Plant Engineer

DATE: February 5, 2025

**SUBJECT: Request for Sole-Source Purchase: Bar Screens and Compactor
Lansing Avenue Pump Station Equalization Basin Project
WWT-24-1; SRF #5005-27**

This request is to procure two Duperon bar screens and a compactor for the Lansing Avenue Pump Station from Dubois-Cooper for \$803,000.00. Attached to this document: Sole Source Cover Sheet; the quote from Duperon;; a sole source memo from Duperon stating that it is the manufacturer of the Duperon bar screens, and that Dubois-Cooper is its only authorized representative for the Michigan territory; and a sole source memo from Tetra Tech to the City of Lansing, approved by Michigan Department of Environment, Great Lakes, and Environment (EGLE) representative David Worthington.

We currently have 4 Duperon bar screens installed in the Screen Building at the Lansing Wastewater Treatment Plant. They replaced bar screens that failed on day one of their operation—letting materials pass through and bypass the screens, especially rags, that clogged pumps and tangled around equipment, causing huge maintenance headaches. We judge the Duperon screens to be the best available for our needs. We like them for their high quality, excellent performance, and ease of maintenance. Spare parts and maintenance will be the same for the new and existing screens, making for ease of repair. Also, Duperon is located in Saginaw, Michigan, close enough to provide quick delivery of spare parts and short waits for service technicians. In addition, the attached memorandum from Tetra Tech to the City of Lansing states that Duperon is the only manufacturer that can meet the project specifications. EGLE also approved the sole source purchase as eligible for our State Revolving Fund (SRF) loan.

Funds for this purchase will be obtained from the SRF loan for the CSO 019 and Lansing Avenue Pump Station Equalization Basin Project (WWT-24-1, SRF No. 5005-27).

Please contact me at -4018 if you have any questions regarding this purchase recommendation.

Approved: _____

R. Keith Moss
R. Keith Moss, Wastewater Superintendent

Approved: _____

Andrew Kilpatrick
Andrew Kilpatrick, P.E., Director of Public Service



City of Lansing

OFFICE OF THE CITY ATTORNEY

Claim #2158

Claims Review Committee Form

(Commonly including: Grass, Trash, Weeds and Board-Up Violations)

FEB13'25 10AMCLERK

NAME: Haider Al-Sultan DATE: 2/9/25

MAILING ADDRESS: 2454 Red Road EMAIL: haiderjob@yahoo.com

CITY: Lansing STATE: MI ZIP CODE: 48911

TELEPHONE: Home () 5175057681 Work () _____

Please provide the following information on the incident(s) for which you are filing a claim. WE MAY NOT BE ABLE TO PROCESS YOUR CLAIM IF YOU DO NOT PROVIDE ALL OF THE INFORMATION BELOW.

ADDRESS: 2423 Dunlap St PARCEL NO. 33-01-01-30-476-511

DATE OF INCIDENT: 11/4/24 AMOUNT YOU WERE BILLED: \$585

TOTAL AMOUNT YOU ARE CONTESTING: \$585

TYPE OF ASSESMENT: Board up

Please give a detailed description of the circumstances surrounding the incident, including why you feel the City should not have charged you this fee. You may attach additional pages or documentation to this form as needed.

I am appealing the denial from my last hearing. I am not sure why because code enforcement told me, my property was not red tagged at the original purchase. Once I received the ticket and went back to them, they told me it was a filing error and they forgot to contact me and send me a notice stating it was tagged. Since then my code enforcement officer, inspected the house and said it was up to code, and he removed the red tag. 😊

A description of the claims review process is available on our website at: <https://www.lansingmi.gov/349/Claims-Review-Process>

To download the claim form: <https://www.lansingmi.gov/DocumentCenter/View/4639/Claims-Review-Committee-Form?bidId=>



City of Lansing

OFFICE OF THE CITY ATTORNEY

Gregory S. Venker, City Attorney

January 14, 2025

Haider Al-Sultan
2454 Reo Road
Lansing, MI 48911

Re: Claim – 2423 Dunlap St.

Dear Mr. Al-Sultan:

Please be advised that the Claims Review Committee reviewed the claim you submitted in the amount of \$585.00 for a board up violation for property located at 2423 Dunlap St., Lansing, Michigan, and denied the claims you filed with the City of Lansing.

You do have the right to appeal the decision of the Claims Review Committee to the Lansing City Council. If you desire to do so, please submit your appeal in writing, within thirty (30) days of the date of this letter, to the Lansing City Clerk, 9th Floor, City Hall, Lansing, MI 48933, for placement on the Council's agenda.

If you have any questions concerning this matter, please contact this office.

Sincerely,

Venus Kumar

Venus Kumar
Paralegal

Claim: 2158

DATE: 12/03/2024

PPN: 33-01-01-30-476-511
DATE SUBMITTED: 12/02/2024
ADDRESS OF VIOLATION: 2423 DUNLAP ST
LISTED TAXPAYER OF RECORD: AL-SULTAN HAIDER
OTHER TAXPAYER OF RECORD:
CLAIMANT: AL-SULTAN HAIDER
CLAIMANT'S ADDRESS: 2454 REO RD
LANSING MI 48911

TYPE OF ACTIONS CONTESTED: BOARD UP
VIOLATION DATE: 11/04/2024
NOTIFICATION DATE: 11/04/2024
2ND NOTICE ASSESSMENT DATE:
AMOUNT OF ASSESSMENT: \$585.00
CONTRACTOR NAME - INVOICE NO. - DATE: PRO SOIL -
INVOICE#00267872
11/12/2024
AMOUNT OF CLAIM: \$585.00
MEMO DATE - INVOICE NO.:

ADDITIONAL ACTIONS CONTESTED:
VIOLATION DATE:
NOTIFICATION DATE:
2ND NOTICE ASSESSMENT DATE:
AMOUNT OF ASSESSMENT:
CONTRACTOR NAME - INVOICE NO. - DATE:
AMOUNT OF CLAIM:
MEMO DATE - INVOICE NO.:

HISTORY: BOARD UP
02/09/2024

CITATIONS IN PREVIOUS YEAR: TRASH
VIOLATION
04/04/2024,
& 11/05/2024

CLAIMANT'S CIRCUMSTANCES: See Attached



RECEIVED DEC 02 2024

City of Lansing

OFFICE OF THE CITY ATTORNEY

2158

Claims Review Committee Form

(Commonly including: Grass, Trash, Weeds and Board-Up Violations)

NAME: Haider Al-Sultan DATE: 11/28/2024
MAILING ADDRESS: 2454 Reed EMAIL: haider.al-sultan@yahoo.com
CITY: Lansing STATE: MI ZIP CODE: 48911
TELEPHONE: Home () 517-505-7481 Work ()

Please provide the following information on the incident(s) for which you are filing a claim. WE MAY NOT BE ABLE TO PROCESS YOUR CLAIM IF YOU DO NOT PROVIDE ALL OF THE INFORMATION BELOW.

ADDRESS: 2423 Durlap Street PARCEL NO. 33-01-01-30-474-511
DATE OF INCIDENT: 11/01/2024 AMOUNT YOU WERE BILLED: \$585.00
TOTAL AMOUNT YOU ARE CONTESTING: \$585.00
TYPE OF ASSESMENT: Board up

Please give a detailed description of the circumstances surrounding the incident, including why you feel the City should not have charged you this fee. You may attach additional pages or documentation to this form as needed.

I purchased ^{this} property in August from the county ~~original~~ auction. I spoke with code compliance at the auction and they informed me this property wasn't red tagged. I also never got a monthly red tag monitoring fee for August, September, October or November. Which led me to believe that the property wasn't red tagged. Until I got the board up fee on 11/5/2024 when I called code compliance they informed me that the auction didn't put the correct address. That's why I wasn't getting the red tagged monitoring fees.

A description of the claims review process is available on our website at: <https://www.lansingmi.gov/349/Claims-Review-Process>

To download the claim form: <https://www.lansingmi.gov/DocumentCenter/View/4639/Claims-Review-Committee-Form?bidId=>
Therefore, it's unjust to ticket me \$585 because the county auction dropped the ball and didn't put the correct address.

Fifth Floor, City Hall • Lansing, Michigan 48933 • (517) 483-4320 • Fax (517) 483-4081 • cityatty@lansingmi.gov



Economic Development & Planning Code Enforcement Office

316 N. Capitol Ave Lansing, MI 48933-1238
(517) 483-4361

Notice Printed: 11/4/2024

Emergency Board-Up Notice

AL-SULTAN HAIDER
2454 REO RD
LANSING, MI 48911

Inspection Type: Safety
Inspection Date: 11/4/2024
Compliance Due Date: 11/4/2024

Warning: *Failure to comply with the requirements of this notice may result in the issuance of a Municipal Civil Infraction Violation Ticket. (Fines: \$500 per day for each violation)*

Violation Location: 2423 DUNLAP ST
Parcel No: 33-01-01-30-476-511

The above referenced address was found to have certain violations of the Lansing Housing and Premises Code, Chapter 108. The following is a list of openings that were not able to be secured at time of inspection. All openings found at time of board up by the contractors were secured.

Due to the condition of the structure this dwelling has been declared an **UNSAFE STRUCTURE**, and was boarded under section 108.1.5 (7) 109.2 of the Lansing Housing and Premises Code, Section 108 & 109 Emergency Measures.

Pursuant to Section 107.2 of the IPMC, you have the right to appeal this notice of violation. In accordance with Section 106.3 any action taken by the City on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

This dwelling has been declared, **UNSAFE AND DANGEROUS** as defined in section 108 of the Lansing Housing and Premises Code. Signs have been posted at each entrance that read - **DO NOT ENTER, UNSAFE TO OCCUPY**. It is a misdemeanor to occupy this building, or to remove or deface this notice. Said dwelling shall remain vacant until this office has conducted a complete inspection and approved all corrections.

If you have any questions or concerns about complying within the time indicated, you may contact at (517) 483 4639 Monday through Friday between the hours of 8-9 - AM or 12-1 - PM.

Officer: Bryce Dawsey Bryce.Dawsey@lansingmi.gov

This does not guarantee discovery or reporting of all code violations or property defects, manifest or latent, which exist at the property inspected. The City of Lansing, its officers and employees, shall not be liable for any injury or damage, including incidental or consequential damages, claimed to be a result of any failure to discover or report code violations or property defects.

As specified by section 107 - Notices and Orders - a copy of this violation was sent to: **Owner of Record:**
AL-SULTAN HAIDER , 2454 REO RD , LANSING, MI 48911



Economic Development & Planning Code Enforcement Office

316 N. Capitol Ave Lansing, MI 48933-1238
(517) 483-4361

Notice Printed: 11/4/2024

Emergency Board-Up Notice

Occupant
2423 DUNLAP ST
LANSING, MI 48911

Inspection Type: Safety
Inspection Date: 11/4/2024
Compliance Due Date: 11/4/2024

Warning: *Failure to comply with the requirements of this notice may result in the issuance of a Municipal Civil Infraction Violation Ticket. (Fines: \$500 per day for each violation)*

Violation Location:	2423 DUNLAP ST
Parcel No:	33-01-01-30-476-511

The above referenced address was found to have certain violations of the Lansing Housing and Premises Code, Chapter 108. The following is a list of openings that were not able to be secured at time of inspection. All openings found at time of board up by the contractors were secured.

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As specified by section 107 - Notices and Orders - a copy of this violation was sent to: **Owner of Record:**
AL-SULTAN HAIDER , 2454 REO RD , LANSING, MI 48911

CITY OF LANSING

316 N CAPITOL SUITE C2
LANSING, MI 48933-2500

Print Date: 12/03/2024

Enforcement Number: E24-10756

Enforcement Category: BOARD UP

Location: 2423 DUNLAP ST

Pay by Account in Full



Total Balance Due: \$585.00

AL-SULTAN HAIDER
2454 REO RD
LANSING, MI 48911

Invoice	Number	Date	Due	Adjustments	Payments	Balance
	00267872	11/12/2024 1	12/12/2024 1	\$0.00	\$0.00	<u>\$585.00</u>
Quantity	Category	Description	Billed			
1.00	Code Compliance	Title Search/Board-Up (Res) Admin Fee	\$375.00			
210.00	Code Compliance	Title Search/Board-Up (Res) Cont Charge	\$210.00			
			Total Balance Due:	\$585.00		

Payment Information:

- Pay online at: www.pay.lansingmi.gov
- Make checks payable to: City of Lansing
- Mail payments or pay in person at:
City of Lansing Treasurers Office
316 N Capitol Suite C1
Lansing MI 48933
- In order to assure proper credit, please send the top portion of this bill along with your payment
- Payment in full is due within 30 days from the billing date.
- Any unpaid balance remains as a lien against this property and will be added to the next property tax bill

Appeals Process:

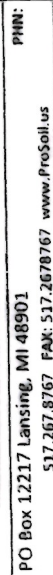
If you intend to appeal this nuisance fee, you or your agent must file a written protest with the Claims Review Committee within 30 days after the nuisance fee is placed on the July or December Tax Roll. Claim forms are available in the City Attorney's Office and the City of Lansing's web address: www.lansingmi.gov. Return completed claim to: Lansing City Attorney's Office, 124 West Michigan Ave 5th Fl, Lansing MI 48933

Other Information:

- July property taxes are due and payable on or before August 31st. December property taxes are due and payable on or before February 14th.
- For Red Tag Monitoring Fees Only: Invoices not paid within 30 days are subject to a 5% penalty which will be applied on the 31st day.

By Authority of the Lansing City Council - Ordinance Numbers 655, 676, 1060.08 and 1460.04

Payments may be made Monday thru Friday 8:00 a.m. - 4:30 p.m., at the above address or by mail



VENDOR ID V009180

SITE SERVICES, INC.		INVOICE		DATE		TOTAL	
SERVICE DATE		SERVICE LOCATION		HOURS		FLAT FEE	
11/4/2024	[REDACTED]	\$	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
11/4/2024	1- 4x8 1/2 inch Plywood painted boards w/screws	\$	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
11/4/2024	1- 4x8 1/2 inch Plywood painted boards w/screws	\$	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
11/4/2024	1- 4x8 1/2 inch Plywood painted boards w/screws	\$	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
11/4/2024	2- 4x8 1/2 inch Plywood painted boards w/screws	\$	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
11/5/2024	1- 4x8 1/2 inch Plywood painted boards w/screws	\$	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
11/5/2024	2- 4x8 1/2 inch Plywood painted boards w/screws	\$	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
11/6/2024	1- 4x8 1/2 inch Plywood painted boards w/screws	\$	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
11/6/2024	3- 4x8 1/2 inch Plywood painted boards w/screws	\$	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
11/10/2024	3- 4x8 1/2 inch Plywood painted boards w/screws	\$	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

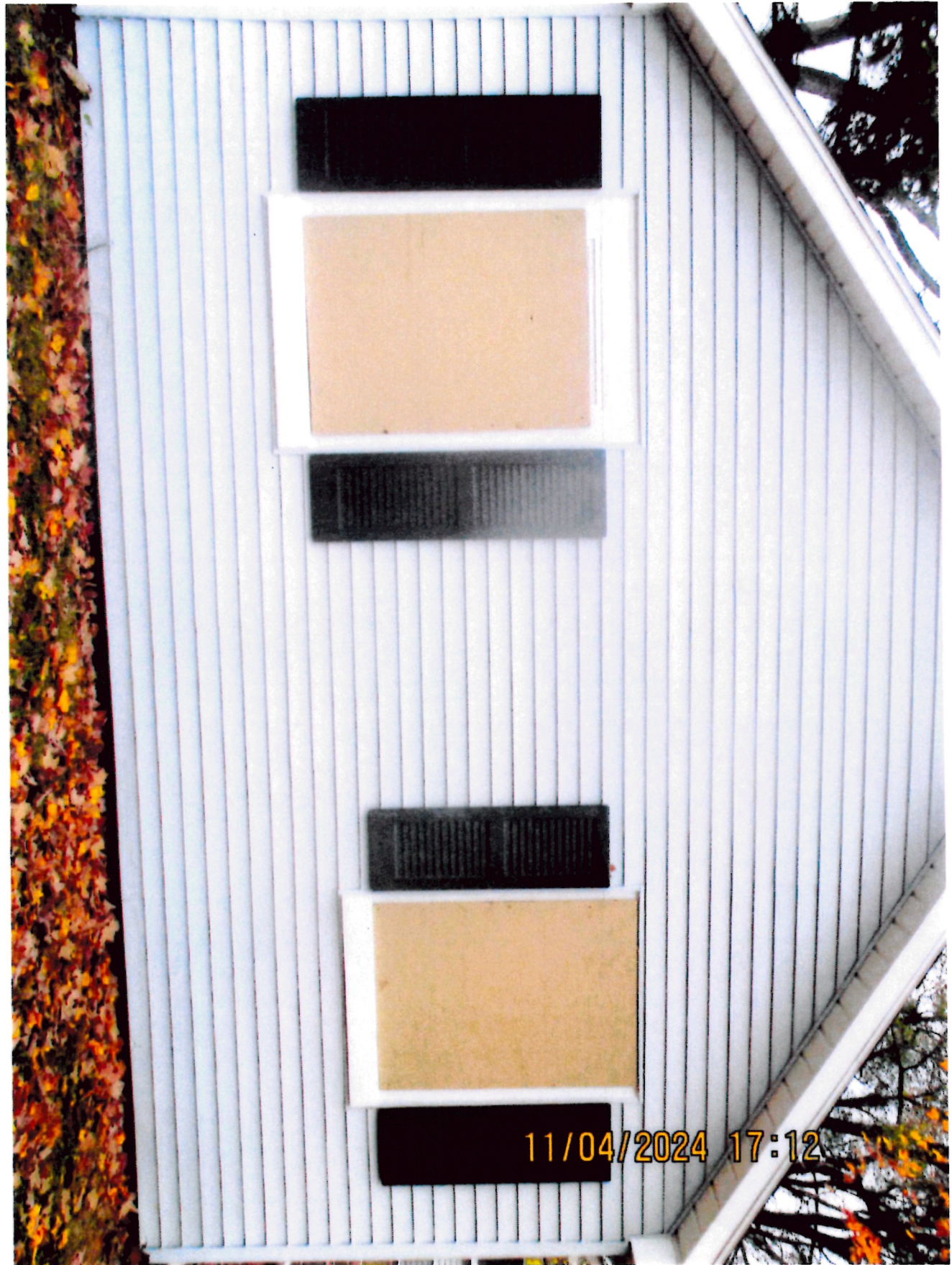
















City of Lansing

OFFICE OF THE CITY ATTORNEY

Gregory S. Venker, City Attorney

January 14, 2025

Haider Al-Sultan
2454 Reo Road
Lansing, MI 48911

Re: Claim – 2423 Dunlap St.

Dear Mr. Al-Sultan:

Please be advised that the Claims Review Committee reviewed the claim you submitted in the amount of \$585.00 for a board up violation for property located at 2423 Dunlap St., Lansing, Michigan, and denied the claims you filed with the City of Lansing.

You do have the right to appeal the decision of the Claims Review Committee to the Lansing City Council. If you desire to do so, please submit your appeal in writing, within thirty (30) days of the date of this letter, to the Lansing City Clerk, 9th Floor, City Hall, Lansing, MI 48933, for placement on the Council's agenda.

If you have any questions concerning this matter, please contact this office.

Sincerely,

Venus Kumar

Venus Kumar
Paralegal

Claim: 2158

Jackson, Brian

From: Mitch Rice <ricem1957@gmail.com>
Sent: Monday, February 10, 2025 2:58 PM
To: Clerk, City; City Council
Subject: [EXTERNAL] public comment on agenda items
Attachments: Low-Barrier Shelter_ Policies into Practice.pdf

Dear City Council:

We are in favor of the wording and passage of the proposed ordinance agenda item 23. We need to do our best to promote Lansing and using our Lansing residents and businesses for city construction projects.

Item 39, the Human Resources & Community Services department is considering: an Alternative Shelter Project. (\$1,080,726.71 total project amount for FY25) HRCS aims to create a low-barrier outdoor shelter.

We are concerned this could be a "city managed outdoor encampment" which would lead to health and citizen management problems. We would oppose an outdoor shelter in our city.

We have attached a federal reference document you may find helpful.

Mitch & Candy Rice

Low-Barrier Shelter: Policies into Practice

MARCH 2024

INTRODUCTION: Low-barrier shelters aim to provide shelter to individuals experiencing homelessness by using a harm reduction approach and removing or diminishing barriers to entry and continued residency. The model is particularly important for people who use drugs because they are often not served by traditional shelter models.

What Is a Low-Barrier Shelter?

- ✓ Low-barrier shelters focus on meeting people where they are and providing support around their identified goals;
- ✓ work to remove or diminish historical barriers to shelter entry, such as sobriety or identification requirements, strict curfews, and complex referral or intake processes; and
- ✓ aim to make remaining in the shelter easier by informing guests of the policies and requirements around safety and the process of addressing issues, should they arise, with the goal of discharge from the shelter used only as a last resort.

Low-barrier shelter models vary widely, but all work to respond to their community's unique needs and engage in ongoing program assessment to identify areas for improvement.

Components of a Low-Barrier Program: Policies and Procedures

The following policies and procedures are frequently identified as opportunities to decrease barriers to entering and remaining in a shelter. While policies provide overarching guidance for how a low-barrier shelter is run, it is within a shelter's day-to-day procedures that these policies are operationalized.

- **Intake:**

- Policy Goal: The intake process is as simple as possible.
- Procedure Examples
 - Entry to the shelter does not require identification, background checks, a lengthy application, or sobriety. People can present to the shelter at any time for shelter intake, provided beds are available.
 - Referrals are either not required or are provided through a process that facilitates quick shelter entry and addresses barriers such as transportation to the shelter.

- **Curfews and Bed Retention:**

- Policy Goal: Eliminate strict and early curfews and policies that result in losing a bed or shelter residency after missing one night, which works to reduce barriers experienced in traditional shelter settings.
- Procedure Examples
 - Low-barrier shelters use later or more flexible curfew policies (i.e., policies determining when a resident needs to be inside the shelter). They may even remain open 24 hours a day, allowing people to sustain employment and relationships and engage in other activities that are important to them. Most importantly, flexible curfews respect people's unique circumstances and autonomy.
 - Low-barrier models often also allow 3–5 missed days before discharging a person. This increases the likelihood of continued residency and provides continuity while balancing the need to make bed space available to others in need.

- **Safety:**

- Policy Goal: The safety of all residents and staff remains paramount in low-barrier shelter settings. Shelter policies ensure that residents are informed of safety policies at admission and that this information is reinforced as needed. Low-barrier shelters work to decrease intrusive searches of belongings while maintaining safety standards.
- Procedure Examples
 - Although weapons are not allowed on shelter premises, it is recognized that people experiencing homelessness have concerns about safety outside of the shelter and may carry weapons for self-defense.
 - Instead of searching a person's belongings, shelters may use amnesty boxes, conduct spot checks of the sleeping areas, and use metal detectors to ensure that weapons and other prohibited items are not present.
 - Amnesty boxes or lockers are typically located at the entrance to the shelter and allow guests to securely store items that are not allowed in the shelter, such as weapons or drug-use supplies.

- Verbal and physical altercations can also impact the physical safety of residents and staff. Low-barrier shelter staff are trained in de-escalation and when to intervene verbally versus calling law enforcement for support.
- Some shelters may employ security staff, provided they receive the same training as all shelter staff, including trauma-informed care, and be familiar with the shelter's low-barrier and harm-reduction philosophy.

- **Substance Use and Overdose Prevention and Response:**

- Policy Goal: Shelters need to have plans in place and adequate staff training to prevent and respond to an overdose and to manage behavioral and behavioral health concerns related to substance use.
- Procedure Examples
 - Access to low-barrier shelter is not contingent upon abstinence from substance use. Although there are currently no shelters in the United States that allow substance use on site, low-barrier shelters do allow entry to individuals who are under the influence of substances.
 - Overdose prevention supplies, most importantly [naloxone](#), should be located throughout the building in clearly marked and easily accessible locations to all individuals, not only staff.
 - Overdose response training is provided to all staff and offered to shelter residents.
 - Sharps containers are located throughout the building. Although policies prohibit substance use within the shelter, if people use syringes for other medications, having sharps containers ensures safe disposal and prevents potential sharps injuries.
 - Safety checks and monitoring are implemented as standard practice for all residents with the aim of preventing overdoses and achieving safety; they are not designed to result in disciplinary action. Safety checks might include the following:
 - 15-minute bed checks, especially when facilities have non-congregate sleeping arrangements
 - 5-minute check-ins for the bathroom or shower
 - Reverse motion detectors that go off when doors are locked but motion is not detected for 3–5 minutes
 - Monitoring who is in or out of the building at any given time (this is especially important in settings that are open 24 hours)

- **Referrals and Other Supports:**

- Policy Goal: Low-barrier shelters do not require that residents engage in treatment or other shelter activities, but a range of supports is provided. This includes referrals or direct provision of medical care, behavioral health care, substance use treatment, housing support, and other needed services.
- Procedure Examples
 - Onsite supports and resources are designed to make a person's stay in a shelter rare and brief. These should include the following:



- Obtaining identification documents
 - Legal assistance
 - Job training and employment support
 - Housing support and navigation
 - Transportation support
 - Access to mainstream benefits (e.g., SSI/SSDI, VA benefits, TANF, SNAP)
- Integrated health care helps address immediate health concerns, furthers the goals of reducing harms related to substance use, and creates opportunities to build relationships and establish regular health care. Ideally, services are provided onsite by an outreach or street medicine team or embedded clinics within the shelter. If these resources are unavailable, referrals can connect individuals with health care.
- Behavioral health services should include access to medications for opioid use disorder and mental health treatment that may also include medication.

Logistics and Space

Low-barrier shelters should also consider policies and procedures around logistics and space to ensure that they create a welcoming and inclusive environment and reduce barriers to entry.

- **Guests of Shelter Residents:** Monitoring the presence of guests is important for the safety of staff and shelter residents. Programs differ on guest policies; having and communicating specific policies is imperative. Some programs do not allow any resident guests, whereas others may have an approved guest list and policies related to visiting times.
- **Couples:** Many people do not use a shelter because they want to stay with a partner and cannot do so in gender-segregated shelter settings. Challenges around stigma and traditional shelter policies excluding couples can also affect same-sex and gender-non-conforming couples. Some low-barrier shelters have couples' accommodations to address this need; an example is [Progress Haven](#) in Philadelphia, Pennsylvania.
- **Pets:** Pets are another reason that people do not access a shelter. Some low-barrier shelters have kennel space to accommodate pets, allowing their owners to stay in the shelter and know their pet is safe nearby; an example is [Camillus House](#) in Miami, Florida.

Common Challenges

Challenges are inevitable in any service delivery model. Policies and procedures for addressing these challenges in low-barrier shelters are designed to promote autonomy, safety, and continued access to services. What follow are potential challenges and approaches to address them:

Behavior

Common Behavioral Challenges:	More Serious Behavioral Challenges:
• Smoking cigarettes inside or in non-designated areas • Verbal conflicts with other residents • Verbal conflicts with staff • Challenging behaviors related to substance use, such as distress, anxiety, and agitation while under the influence • Not using the shelter for multiple days in a row • Accidental overdose • Mishandling of sharps (syringes) on site (e.g., not using sharps containers)	• Violent behavior with staff or other residents • Serious threats made to staff or other residents • Using substances on site • Selling or buying illegal substances on site

SUBSTANCE USE BEHAVIORS

- **Use of substances on site:** Although low-barrier shelters acknowledge that people may be under the influence of substances on the premises, the use of substances onsite is not permitted and needs to be addressed to prevent future occurrences. It is best to respond from a harm-reduction approach and explore why the use occurred and what may be a workable solution to prevent future incidents. In low-barrier models, a person is not asked to leave the shelter after one occurrence of onsite use, although disciplinary action can include discharge as a last resort for repeated occurrences.
- **Selling illegal substances on site:** The sale of illegal substances on site is not permitted in low-barrier shelter models. Some programs follow a one-strike policy if drugs are sold onsite, whereas others address initial occurrences through collaborative planning with the resident to prevent recurrence. Discharge is used as a last resort if this behavior continues.
- **Intoxication:** When someone is under the influence of any substance, safety must be prioritized for the person who is intoxicated as well as the staff and other residents. A person may also have behavioral health needs during and after their period of intoxication that staff should be trained to address. Staff should be trained to identify overdoses and respond accordingly; they should also be able to support de-escalation and call in medical or behavioral health support when needed.

Learn more about supporting people with substance use disorders:

[Supporting People Who Use Methamphetamine Online Course](#) | HHRC [HTML]

[Whole-Person Care for Opioid Use Disorder Online Course](#) | HHRC [HTML]

STRATEGIES TO SUPPORT BEHAVIORAL MODIFICATION IN LOW-BARRIER SHELTER SETTINGS

Shelter residents who have difficulty following shelter policies may be offered support through interdisciplinary teams on site; program discharge should be used as a last resort. Behavior modification plans are developed collaboratively with the resident to support the goal of remaining in the shelter. Staff work together with residents to identify why the behavior occurred, when applicable, and employ strategies to avoid repeat occurrences.

- Review the shelter rules and discuss with the resident why the behavior is an issue.
- Plan for alternative means of conflict resolution or support. For example, identify activities the resident can do when frustrated, make a safer substance use plan, and identify a safety plan or support network to call in times of distress.
- Provide referrals to behavioral health support.
- Ensure staff is aware of the resident's triggers or precursors to behavior before the escalation. Plan with staff to identify and name a resident's triggers or precursors to behaviors before they escalate.

Program Discharge: Some shelters use breaks out of the shelter, ranging from 1 hour to several days, as an alternative to discharge, with a path for the person to return based on behavior changes. When safety concerns or other serious issues make discharge necessary, referrals to alternative shelter options are provided whenever possible. Short-term bans from the program should be avoided as much as possible, and lifetime bans should be a last resort.

[Trauma-informed approaches](#) and policies support people who are actively using drugs to stay in shelters. Related behavioral issues are addressed collaboratively with the shelter resident rather than resulting in a punitive response or immediate discharge.

Community Concerns

Community members or businesses sometimes express concerns about harm-reduction or low-barrier models. Low-barrier shelter staff and residents have a role in educating the community about the necessity of shelter for all people and the value and success of harm reduction. Communities will benefit from understanding the purpose of low-barrier, harm-reduction-based shelter models and the positive impact they can have on the community.

DISCUSSING THE BENEFITS OF LOW-BARRIER SHELTERS

The following may help address community concerns:

- Low-barrier shelter options provide a safe place for a person to stay while experiencing homelessness. These models help people get off the street, a choice many could not make if no low-barrier options were available. Once the basic need for shelter is met, the resident can work to address their other needs, including permanent housing, health care, employment, and substance use treatment.
- Offering a variety of shelter types increases the likelihood that more people will come inside, which helps decrease unsheltered homelessness. Different types of programs are needed because everyone's needs are different.
- Substance use is a chronic health condition. Withholding services or shelter due to a medical condition will not make that condition go away; rather, it is likely to worsen. Low-barrier shelters give people the opportunity to address their substance use and other health needs in an open and supportive setting.

Supporting Staff

Working in a low-barrier setting can be challenging. Ongoing training and support around harm-reduction practices, self-care, overdose response, and de-escalation techniques are essential to offering successful services and ensuring that staff are supported. Supervision, case conferences, and staff-only spaces to discuss challenges are important. Staff should also be empowered to use their paid time off for self-care and recovery; this will require adequate staff coverage to ensure that all shelter services can continue functioning.

Learn more about staff support and supervision:

[Building Resiliency: A Guide for Supervisors of Housing and Health Professionals](#) | HHRC [HTML]

[Promoting Self-Care and Resilience Among Supervisees: Infographic](#) | HHRC [HTML]

[Self-Care Assessment Tool](#) | HHRC [HTML]

How to Start a Low-Barrier Program

Starting a low-barrier shelter program can feel daunting. Those who have done this work encourage others to start small with changes to existing processes (e.g., changing intake requirements or curfew). It may also be helpful to speak with shelter residents or those currently choosing not to enter a shelter, find out what they perceive as the barriers, and start there.

Resources

Webinars

[Low Barrier Shelter Models for People Who Use Drugs](#) | HHRC [HTML]

[Webinar Series on Low-Barrier Shelters](#) | National Alliance to End Homelessness [HTML]



Policies and Procedures

[Guidelines for Operating Low-Barrier Overnight Shelters](#) | City of Boston [PDF]

[Sample Low-Barrier Shelter Policies and Procedures](#) | National Alliance to End Homelessness [PDF]

[Grant and Per-Diem/Low-Demand Program Model FAQs](#) | U.S. Department of Veterans Affairs [PDF]

[Managing Contraband and Use of Amnesty Boxes in Low-Demand Programs](#) | U.S. Department of Veterans Affairs [Word]

[Harm Reduction](#) | National Health Care for the Homeless Council [PDF]

Program Examples

Prevention Point Philadelphia's [Beacon House](#), Philadelphia, Pennsylvania

[Camillus House](#), Miami, Florida

[Boston Health Care for the Homeless Program](#), Boston, Massachusetts

[Navigation Center](#), San Francisco, California

[Springs Rescue Mission](#), Colorado Springs, Colorado

[RISE Housing and Support Services](#), Saratoga Springs, New York



Learn More about the Homeless and Housing Resource Center

Providing high-quality, no-cost training for health and housing professionals in evidence-based practices that contributes to housing stability, recovery, and an end to homelessness.

Contact Us:

- hhrctraining.org
- info@hhrctraining.org

Disclaimer and Acknowledgments: This resource was supported by the Substance Abuse and Mental Health Services Administration (SAMHSA) of the U.S. Department of Health and Human Services (HHS) under grant 1H79SM083003-01. The contents are those of the authors and do not necessarily represent the official views of, nor an endorsement by SAMHSA/HHS or the U.S. Government. The Homeless and Housing Resource Center (HHRC) would like to thank The National Health Care for the Homeless Council for contributing their expertise to this resource.

Recommended Citation: Homeless and Housing Resource Center, *Low-Barrier Shelter: Policies into Practice*, 2024, <https://hhrctraining.org/knowledge-resources>





GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
DIRECTOR

Thursday, February 06, 2025

Steven Grobbel, Attorney
C/O Pandoff-Hill Corporation
sgrobbel@cebhlaw.com

RID # RQ-2412-16369 **Reference/Transaction:** New Class C license issued under MCL 436.1521(a)(1)(a), Redevelopment Area license, non-transferable; New Sunday Sales permit (AM); New Sunday Sales permit (PM) for the Class C license – Spirits and Mixed Spirit Drink; New Outdoor Service Area; New Entertainment permit

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: Pandoff-Hill Corporation

Business address and phone number: 3224 E Michigan Ave Ste G, Lansing, MI 48912

Home address and phone number of partner(s)/subordinates:

Robert C. Hill, 4114 Presidents Way, Dewitt, MI 48820, C: 269-303-6593

Wesley A. Pandoff, 14314 Wacousta Rd, Grand Ledge, MI 48837, C: 614-674-2713

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Lansing District Office (517) 284-6330

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. **Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.**

A copy of this notice is also being provided to **Local Governmental Unit** should they wish to submit an opinion on the application or advise of any local non-compliance issues.

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

SR

cc: Lansing City: city.clerk@lansingmi.gov



STATE OF MICHIGAN

GRETCHEN WHITMER
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
DIRECTOR

Tuesday, February 18, 2025

Oluwaseun Sipeolu
C/O M & S1 LLC
mbalansing@gmail.com

RID # RQ-2411-14959 **Reference/Transaction:** New Class C License issued under MCL 436.1521(a)(1)(b), Downtown Development Authority License; New Outdoor Service Area; New Sunday Sales Permit (AM); New Sunday Sales Permit (PM) for the Class C License - spirits and mixed spirit drink; New Catering Permit; New Dance-Entertainment Permit; New Extended Hours Permit (Dance-Entertainment)

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: M & S1 LLC

Business address and phone number: 221 S. Washington Sq., Lansing, MI 48933

Home address and phone number of partner(s)/subordinates:
Matilda Sipeolu 106 Falls Ct., Lansing, MI 48917 cell: (989) 909-7070

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Lansing District Office (517) 284-6330

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. **Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.**

A copy of this notice is also being provided to **Local Governmental Unit** should they wish to submit an opinion on the application or advise of any local non-compliance issues.

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

AS

cc: Lansing City (city.clerk@lansingmi.gov)

February 24, 2025

Lansing City Council
City of Lansing
124 W Michigan Avenue
Lansing, Michigan 48933

Re: Advanced UZP, Inc
Convenience Store Operations

Dear Lansing City Council:

I am writing you to clarify some misinformation Council has received relating to the transfer of licenses within the City of Lansing which are intended to be used in convenience store operations. I emphasize that the operations at 4700 Pleasant Grove and 1910 E Michigan Avenue will serve as convenience store operations, not "liquor stores". This distinction is extremely important to the brand which Advanced UZP, Inc seeks to create in the small business sector in the City of Lansing.

This will be a minority owned business that supports inclusivity, diversity and equity policies.

Inventory:

This new business will provide a service to accommodate a need. The need is not centered around spirits, beer, and wine, but rather emphasizing the need for convenient access to healthy food, including milk, eggs, cheese, fresh fruits/vegetables and consortium of easily accessible food products. Access and convenience will surely help the underserved communities in which the Council is dedicated.

The spirit inventory **will be limited**. In fact, our initial inventory for spirits will be around only \$5,000.00. The majority of the inventory will be centered around the enumerated items above.

Infrastructure improvements:

There is no question the properties have remained underdeveloped for a substantial period. I recognize and appreciate the concern for "another liquor store" but confidently make the assurance that this is not that. You will not see a large sign that plasters "LIQUOR" across the face of these operations. You will not see the same old building remaining vacant with unrealistic expectations of attracting an unattractable tenant.

With these transfers, there is a dedicated budget to infrastructure improvements built in with these projects. Improvements to façade, lighting, and interior remodels are designed to create an open, bright, and welcoming environment.

A licensed contractor has been engaged to work directly with the City Building office to execute these plans.



Windows will be installed. Windows will remain clear of signage for a clear line of sight.

Updates to the lighting schematic will be made. The lighting updates will be consistent with Michigan Code, and will be formatted to ensure clear, visible, access to parking areas, exterior approaches, and interior areas. It is well documented in literature that appropriate lighting updates will improve the safety of the public, as well as offer deterrents to those considering engaging in criminal activity. Most importantly, appropriate lighting will offer signs of rejuvenation in a corridor that needs it.

Modern cameras will be installed for the proactive protection of the community and the business. In accordance with MLCC requirements, these businesses will cooperate fully with Law Enforcement. Prior to opening any business I personally contact the local community police officer to engage in personal and direct communication to provide a community involvement approach to safety and cleanliness.

Open floor plan with modern equipment will be installed to provide economical overhead. These direct investments in the properties and businesses are reflected in cost efficient saving to the individuals who will access these businesses on a regular basis.

Ultimately these properties will transform into a well-rounded, prideful aesthetic in which the City of Lansing can be proud of.

Hours of Operation:

These locations will have limited hours of operations that do not go into late night early morning scenarios. The anticipated store operations hours will be until 10 p.m. Advanced UZP, Inc., will work directly with the neighbors and community to make sure the hours of operation are consistent with the needs and concerns of others.

Zoning and Building Department:

I have attached letters from the City of Lansing indicated that neither 4700 Pleasant Grove nor 1910 E Michigan Avenue have any open or unresolved ordinance/code violations associated with the property. *See attached.*

4519 S MLK:

This application is being withdrawn from MLCC consideration.

Administrative Oversight:

Any licensed business is obligated to conform the requirements of MLCC, State of Michigan and the City of Lansing. Advanced UZP, Inc accepts this obligation and intends to exceed this obligation. The oversight remains with the licensed entity and does not dissipate with time.

Commitment to the City:

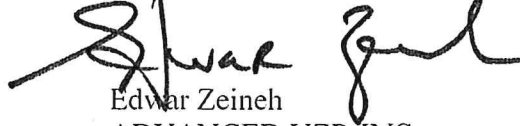
I am a product of the City of Lansing attending Lansing Public Schools, Michigan State University and Cooley Law School. I care about this community. I as the owner of Advanced UZP,



Inc, make a personal commitment to this Council and the community that these projects will stand out as positive small business investment, consistent with the needs, desires, and respect necessary to be a productive member of the business community. I offer, as I always have, personal access to address concerns proactively, and to share with them the pride of a realized successful small business campaign that supports its partners in the City of Lansing.

I intend to speak at public comment but wanted to directly engage each person on Council to offer a free line of communication. Please feel free to reach out to discuss anything further.

Respectfully submitted,


Edward Zeineh
ADVANCED UZP, INC



Department of Economic
Development and Planning
Rawley Van Fossen, Director



Andy Schor, Mayor

Planning and Zoning Office
316 N. Capitol Avenue, Suite D-1
Lansing, Michigan 48933
PH: 517.483.4066
www.lansingmi.gov

February 24, 2025

1910 E. Michigan Avenue, Lansing, MI 48912

With regard to the above-referenced property, please be advised as follows:

- * There are no open or unresolved ordinance/code violations associated with the property.
- * The property is zoned MX-3, District Mixed-Use Center. The current uses of the property for offices and retail sales are permitted by right in the MX-3 zoning district.

If you have any questions, please do not hesitate to contact me at 517-483-4085 or by email at susan.stachowiak@lansingmi.gov

Sincerely,

A handwritten signature in cursive script, appearing to read "SS", is written over a horizontal line.

Susan Stachowiak
Zoning Administrator

Department of Economic
Development and Planning
Rawley Van Fossen, Director



Planning and Zoning Office
316 N. Capitol Avenue, Suite D-1
Lansing, Michigan 48933
PH: 517.483.4066
www.lansingmi.gov

February 24, 2025

4700 Pleasant Grove Road, Lansing, MI 48910

With regard to the above-referenced property, please be advised as follows:

- * There are no open or unresolved ordinance/code violations associated with the property.
- * The property is zoned MX-1, Neighborhood Mixed-Use Center. The current use of the property for an automobile repair service station legally conforms to the zoning district in which it is located. Retail sales are also a permitted use in the MX-1 district.

If you have any questions, please do not hesitate to contact me at 517-483-4085 or by email at susan.stachowiak@lansingmi.gov

Sincerely,

Susan Stachowiak
Zoning Administrator

You will not be called to speak unless all required blanks on this form are completed.



Public Comment on City Government Matters Registration

*The City of Lansing welcomes and encourages public comment relating to City Government Related Matters. In order to facilitate public input, you **MUST** complete this card and submit it to the City Clerk or City Clerk Staff prior the close of registration as announced by the City Clerk.*

Each member of the public who has registered to speak will have up to a total of three minutes to address Council on City Government Related Matters that concern them. A **City Government Related Matter** is an issue or topic relevant to the operation or governance of the City.*

Topic(s) to be addressed liquor license

Name (print) Loretta Stanaway E-Mail (optional) _____

Address (street, city, zip) 546 Armstrong

Company or organization represented, etc. (if applicable) _____

Signature L Stanaway Pronouns _____

- Public speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
- Direct your comments to the Council President.
- No speaker called upon to speak shall by speech or conduct disturb, disrupt, delay, interfere with, or otherwise impede the orderly conduct of the Council meeting.
- No personal attacks or defamatory remarks towards any person will be permitted.
- Questions raised during public comment may or may not be answered by the President, another Council Member, the Mayor, or member of the City Staff during the meeting.
- Time limit to address the council on legislative matters is **3 Minutes***.
- Spokespersons for a group or shared viewpoint are encouraged; however, a speaker's time limit may not be increased through assignment of someone else's time or opportunity to speak.
- No registrations will be accepted after the deadline as announced by the City Clerk.
- If you wish to submit written materials, please provide them to the City Clerk or City Clerk staff along with this form.
- The City Council conducts its open meetings in an orderly manner in accordance with the Open Meetings Act. Council meetings will not be conducted as interactive forums or "town meetings."

Thank you for your involvement and interest in our City,
Chris Swope, Lansing City Clerk, MiPMC / MMC

* *The Presiding Officer may reduce the amount of time for each speaker if he or she determines that the number of registered speakers is so numerous that the meeting cannot be timely concluded without a reduction in the time allocated for each speaker.*

Persons with disabilities who need an accommodation to fully participate in this meeting should contact the City Clerk's Office at (517) 483-4131 (TDD (517) 483-4479). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

You will not be called to speak unless all required blanks on this form are completed.



Public Comment on City Government Matters Registration

*The City of Lansing welcomes and encourages public comment relating to City Government Related Matters. In order to facilitate public input, you **MUST** complete this card and submit it to the City Clerk or City Clerk Staff prior the close of registration as announced by the City Clerk.*

Each member of the public who has registered to speak will have up to a total of three minutes to address Council on City Government Related Matters that concern them. A **City Government Related Matter** is an issue or topic relevant to the operation or governance of the City.*

Topic(s) to be addressed Zoning, Taxes

Name (print) David Ellis E-Mail (optional) _____

Address (street, city, zip) 323 N Walnut St Lansing 48933

Company or organization represented, etc. (if applicable) _____

Signature David Ellis Pronouns _____

- Public speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
- Direct your comments to the Council President.
- No speaker called upon to speak shall by speech or conduct disturb, disrupt, delay, interfere with, or otherwise impede the orderly conduct of the Council meeting.
- No personal attacks or defamatory remarks towards any person will be permitted.
- Questions raised during public comment may or may not be answered by the President, another Council Member, the Mayor, or member of the City Staff during the meeting.
- Time limit to address the council on legislative matters is **3 Minutes***.
- Spokespersons for a group or shared viewpoint are encouraged; however, a speaker's time limit may not be increased through assignment of someone else's time or opportunity to speak.
- No registrations will be accepted after the deadline as announced by the City Clerk.
- If you wish to submit written materials, please provide them to the City Clerk or City Clerk staff along with this form.
- The City Council conducts its open meetings in an orderly manner in accordance with the Open Meetings Act. Council meetings will not be conducted as interactive forums or "town meetings."

Thank you for your involvement and interest in our City,
Chris Swope, Lansing City Clerk, MiPMC / MMC

* *The Presiding Officer may reduce the amount of time for each speaker if he or she determines that the number of registered speakers is so numerous that the meeting cannot be timely concluded without a reduction in the time allocated for each speaker.*

Persons with disabilities who need an accommodation to fully participate in this meeting should contact the City Clerk's Office at (517) 483-4131 (TDD (517) 483-4479). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.