

# AGENDA

## Committee on Ways and Means May 21, 2026 at 3:00 PM



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

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

---

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

- 1. Call to Order**
- 2. Roll Call**
- 3. Minutes**
  - A. May 7, 2026
- 4. Public Comment on Agenda Items (Up to 3 Minutes)**
- 5. Discussion/Action:**
  - B. RESOLUTION - Grant Acceptance; Michigan Transportation Economic Development Fund on behalf of Capital Region Airport Authority for Capital City Blvd.
  - C. RESOLUTION - Grant Acceptance; Ingham County Housing and Homeless Millage for ModPods for unhoused individuals
  - D. RESOLUTION - Grant Acceptance; Michigan Humanities Council Touring Grant
  - E. PLACE ON FILE - Sole Source Purchase; Public Service Department notification of Hamlett Environmental Technologies as the vendor for Stainless-Steel Slide Gate for Ultraviolet Disinfection Channel No. 4
  - F. ORDINANCE - Amending Chapter 218 to provide for the creation and semiannual update of a City Tax and Debt Dashboard
  - G. RESOLUTION -Setting a Public Hearing on Amending Chapter 230 by adding Section 230.02 to allocate funding for Supportive Housing Services
  - H. RESOLUTION - Set a Public Hearing; REPEAL Chapter 886; Tax Exemptions for Multifamily Dwelling Projects
  - I. RESOLUTION - Introduce and Set a Public Hearing; Add Chapter 886; Section 886.01-886.07, Service Charge of Four Percent of Annual Shelter Rents for Eligible Housing Development Projects
  - J. Purchase Price Threshold, Fiscal Year 2026-2027
- 6. Other**
- 7. Adjourn**

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

DRAFT



**MINUTES**  
**Committee on Ways and Means**  
**Thursday, May 7, 2026 @ 3:00 p.m.**  
**City Council Conference Room**

**CALL TO ORDER**

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

**PRESENT**

Council Member Tamera Carter, Chair  
Council Member Peter Spadafore, Vice Chair  
Council Member Deyanira Nevarez Martinez, Member- arrived at 3:01 p.m.

**OTHERS PRESENT**

Sherrie Boak, Council Legislative Office Manager  
Greg Venker, OCA  
Rawley Van Fossen, EDP Director  
Cathleen Edgerly, DLI Inc.  
James Lennon, Old Town Association  
Fred McLaughlin

**Minutes**

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE MINUTES OF APRIL 16, 2026 AS PRESENTED. MOTION CARRIED 2-0.

**Public Comment**

Ms. Edgerly spoke on behalf of DLI and location businesses in the PSD, and with ongoing conversations on what is being proposed for parking, in addition to what is in front of committee is consider loading zones, and additional 15 minutes.

Mr. Lennon spoke in support of the 15 free minutes of parking and loading and unloading zone.

Mr. McLaughlin spoke on financial elements of the City and introduced the Committee to information on the ACFR, bringing elements together in categories in the financial process of the City. Mr. McLaughlin ended by asking the Committee to consider “performance price” parking.

**Discussion/Action:**

ORDINANCE – Amend Chapter 404, Section 404.01 (e ) Modify metered parking hours of enforcement

Council Member Spadafore proposed an amendment.

DRAFT

MOTION BY COUNCIL MEMBER SPADAFORE TO AMEND THE ORDINANCE PRESENTED FROM 6:00 P.M. TO 5:00 P.M., IN THE AMENDMENT CHAPTER 404, SECTION 404.01 (E). MOTION CARRIED 3-0.

Council Member Carter asked about the 15 minute grace period, and asked Mr. Van Fossen about the process when they looked into this and the loading zone, and what would the time frame be to enforce those. Mr. Van Fossen stated with the 15 minute grace period, has been working with the vendors. The kiosk vendor stated they have a free 15 minute, once a day per license plate with no cost to City, with the "Green light" from the City. With the vendor of pay by app, free 15 minutes per plate, per day, and the City would have to pay the cost/fee, and cannot be offered free to the City. That estimate is being analyzed to impact budget, and could be a potential pilot program, and then report out a year later.

Council Member Spadafore spoke in support of the pilot program, and the kiosk change. After speaking with the administration, proceed with the parking pilot and after that could consider the program that benefits would also benefit the businesses. He then asked Mr. Van Fossen if it would be system wide for free 15 minutes, or specific zones. Mr. Van Fossen stated they can decide what zones, but approached the research of any where there is a meter or zone.

Council Member Nevarez Martinez spoke about door dash, etc. and one license per day, is there a way to address those types of businesses. Mr. Van Fossen stated that would have to be a vendor questions.

Mr. King stated it would be curb management, speaking to door dash vendors, by doing this by plate number, they should be able to adjust per plate so many times per day, per hour. That is curb management, so they are looking at it right now.

Council Member Spadafore spoke on residential parking permits in the past, and is there a permit that can be purchased for loading zone parking in compared to loading zones. Mr. Van Fossen stated they can look at that as an example for the door dash but will have to look into more details on the curb management.

Mr. Van Fossen noted, regarding loading zones, they are still looking at, and more loading zones offered, that is a lose on revenue, so they want to look at it in detail because parking is an enterprise fund. Probably will not have an answer by this fiscal year.

Council Member Carter asked the Administration to look at the PILOT program for the parking on 15 minute grace and curb management.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE ORDINANCE. MOTION CARRIED 3-0.

ORDINANCE – Amend Chapter 404; Section 404.03; Allow payment of reduced rate for an expired meter violation until midnight of the day of issuance

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE ORDINANCE TO AMEND CHAPTER 404 SECTION 404.03 ALLOWING REDUCED RATE FOR EXPIRED METER UNTIL MIDNIGHT.

Council Member Spadafore noted this allows a longer period of time to pay.

DRAFT

Council Member Nevarez Martinez asked administration to look at when paying fines, for a window before fine getting increased.

MOTION CARRIED 3-0.

RESOLUTION – Introduction and Set Public Hearing; Amend Chapter 218 to Provide for the creation and semi-annual update of a City Tax and Debt Dashboard

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION TO INTRODUCE AND SET PUBLIC HEARING FOR MAY 18, 2026 TO AMEND CHAPTER 218 CREATING A CITY TAX AND DEBT DASHBOARD.

Council Member Spadafore noted this is response directly to a Charter revision, and has a timeline of August 1<sup>st</sup> for implementation.

MOTION CARRIED 3-0.

Council Member Carter noted it will be set May 11<sup>th</sup>, and hearing on May 18<sup>th</sup>.

**OTHER**

No other topics.

**ADJOURN**

Adjourned at 3:26 pm

Submitted by,

Sherrie Boak, Recording Secretary,

Lansing City Council

Approved by the Committee on



LANSING CITY COUNCIL

GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE:

GRANT NAME: Capital City Boulevard TEDF Category A

DEPARTMENT: Public Service

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Andy Kilpatrick x4248

APPLICATION DATE: November 2025 AWARD DATE: April 2026

GRANT CYCLE: April 2026 through April 2027 (est) Check One:  Annual  One-Time

FUND AMOUNT: \$2,191,472 (Breakdown below should total this amount)

GOODS & SERVICES

PERSONNEL

CONSTRUCTION \$2,191,472

LAND \$0.00

OTHER (Training)

CITY MATCH (IF APPLICABLE): \$547,866 All required match to be paid for by Capital Region Airport Authority

GRANT PAYS FOR: Reconstruction of Capital City Boulevard

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

Grant is exclusively for the reconstruction of Capital City Boulevard from Grand River Avenue to the CSX RR tracks. City of Lansing is the fiduciary for the grant but will not incur costs associated with the grant.

**Resolution #2026-###**

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

**RESOLUTION ACCEPTING MICHIGAN DEPARTMENT OF TRANSPORTATION TEDF  
GRANT FUNDING**

WHEREAS, the City of Lansing, as an eligible Act 51 agency, applied to the Michigan Department of Transportation (MDOT) for a Transportation Economic Development Fund Category A Program grant; and

WHEREAS, MDOT awarded TEDF-A grant funding to the City of Lansing in the amount of \$2,191,472; and

WHEREAS, this grant will enable the reconstruction of Capital City Boulevard from Grand River Avenue to the CSX railroad tracks, which will assist Niowave with its expansion; and

WHEREAS, the required local funding share of the project is estimated at \$547,866 and will be provided by the Capital Region Airport Authority; and

WHEREAS, the Capital Region Airport Authority will be responsible for meeting all grant requirements including contractor payment, construction oversight and providing the Public Service Department with all information required to submit to MDOT for reimbursement of grant funds.

NOW THEREFORE BE IT RESOLVED, that the Lansing City Council authorizes the Public Service Department to receive and appropriate the funding necessary to administer the grant on behalf of the Capital Region Airport Authority and be designated as the authorized agent for all activities associated with the grant.



LANSING CITY COUNCIL

FY26 GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

PREFERRED REFERRAL DATE: - 3/25/2026  
GRANT NAME: - 2024 & 2025 Housing Trust Fund - ModPods  
GRANT AGENCY: - Ingham County  
ASSISTANCE LISTING (CDFR): - N/A  
DEPARTMENT: - HRCS  
CONTACT NAME: - Delvata Moses  
CONTACT PHONE: - 517-483-4482  
GRANT PERIOD START: - 7/1/2025  
GRANT PERIOD END: - 6/30/2027  
APPLICATION DATE: - September 2025  
AWARD DATE: - 12/11/2025  
TOTAL AMOUNT: - \$600,000  
ADMINISTRATIVE COST RECOVERY AMOUNT: - \$0

SUMMARY OF GRANT PURPOSE AND ALLOWABLE USES:

Funds will be used to support the acquisition and setup of the ModPod units, including expenses related to site acquisition and preparation and other activities associated with the setup of transitional housing and supportive services for unhoused individuals within the city of Lansing.



**INGHAM COUNTY**  
**HOUSING TRUST FUND**  
**GRANT AGREEMENT**

**THIS GRANT AGREEMENT** (“Agreement”) is made and entered into by and between the **COUNTY OF INGHAM**, a municipal corporation and political subdivision of the State of Michigan (“County”) and **the CITY OF LANSING**, a Michigan municipal corporation, of 124 W. Michigan Ave., Lansing, MI 48933 (“Sponsor”).

**WITNESSETH:**

**WHEREAS**, the County has a Housing and Homeless Services Millage for the purpose of expanding and improving the quality of housing available to low- and moderate-income families, to prevent and reduce homelessness, to provide services to unhoused persons in Ingham County, and funding other housing programs; and

**WHEREAS**, the Ingham County Board of Commissioners has allocated Housing Millage funds in the amount of \$1,000,000 to fund supportive services and programs for families and individuals experiencing or at risk of homelessness, by way of grants issued through the Ingham County Housing Trust Fund (HTF); and

**WHEREAS**, Resolution #25-420 authorized \$600,000 of those funds to be granted to Sponsor to be made available to vulnerable families within Ingham County facing housing instability.

**NOW, THEREFORE**, the parties, for and in consideration of the promises and mutual obligations set forth below, agree as follows:

**SECTION 1. PROJECT**

Sponsor shall engage staffing and provide administrative services for the purchase, storage, and assembly of modular pods for transitional housing at location(s) to be determined by the Sponsor (the “Project”) according to the terms of this Agreement. The Project includes the acquisition of 50 modular pods, site acquisition, site preparation, and other activities associated with the setup of transitional housing and supportive services for unhoused individuals within the City of Lansing. All purchased pods must be installed and operational no later than June 20, 2027, and must remain operational for a period of no less than five years. Sponsor shall begin and fully complete the Project as determined herein.

**SECTION 2. SCHEDULE**

Sponsor shall commence work on the Project on July 1, 2025, and shall complete its services for the Project by June 30, 2027. Sponsor shall use its best efforts to complete the Project with the diligence required to ensure its completion by the stated deadline. The Project shall be considered complete when all the necessary reports have been provided in compliance with the obligations in this Agreement.

### **SECTION 3. GRANT AMOUNT**

Subject to the terms and conditions of this Agreement, the County shall grant to Sponsor the amount not to exceed **SIX HUNDRED THOUSAND AND NO/100 (\$600,000.00) DOLLARS** (the “Grant”) as set forth in Section 4 of this Agreement.

### **SECTION 4. DISBURSEMENT OF GRANT PROCEEDS**

Grant proceeds shall be disbursed to Sponsor in installments of a total Award amount not to exceed the Grant unless expressly modified and approved in a written amendment to this Agreement. Payments will be as follows:

- A. The first payment of the Grant shall be payable in one lump sum of Four Hundred Thousand and 00/100 Dollars (\$400,000.00) upon complete execution of this Agreement.
- B. The remaining portion of the Grant, in the amount of Two Hundred Thousand and 00/100 Dollars (\$200,000.00) shall be paid upon successful reporting and expenditure of the previous disbursement.

### **SECTION 5. GRANT REQUIREMENTS**

Sponsor shall comply with all requirements, terms and conditions of this Grant Agreement, and ensure that its HTF Grant-funded Program delivers services eligible for funding under the Ingham County Housing and Homeless Millage. All activities funded with HTF funds must meet the HTF program’s objective of providing benefit to low- and moderate-income households, i.e., households whose incomes are up to 120% of Area Median Income.

### **SECTION 6. REPORTING**

Sponsor agrees to provide the County with quarterly progress reports, due 15 days following the end of the quarter, being April 15, July 15, October 15, and January 15 of each year. Sponsor shall provide a financial narrative on all actual expenditures with accompanying documentation every quarter, using the format and due dates provided by the Ingham County Housing Trust Fund. Sponsor will provide a quarterly financial status update. Sponsor will provide a Grant/financial close out report and narrative in a final report at the conclusion of the Project. Sponsor shall provide other reports and supplemental information as may be required by the County.

### **SECTION 7. ASSIGNABILITY**

The Sponsor shall NOT assign or transfer interest in this Agreement without prior written consent of the County.

### **SECTION 8. SUCCESSORS AND ASSIGNS**

This Agreement shall be binding upon and shall inure to the benefit of Sponsor and County. When used in the Agreement, the terms “County” and “Sponsor” shall include any successors and permitted

assigns, or any permitted entity designated by either party to carry out the obligations of that party regarding the Project.

**SECTION 9. COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS**

Sponsor shall comply with all applicable federal, state and local laws, ordinances, regulations and administrative rulings.

**SECTION 10. REMEDIES**

If the Sponsor fails to fulfill in a timely and proper manner any term or condition contained in the Agreement, the County shall have the right to exercise concurrently or successively any one or more of the following rights or remedies. The County shall give the Sponsor written notice of the Sponsor's failure or violation and the Sponsor shall have thirty (30) days to remedy the failure or violation. However, if the Sponsor knows of the failure or violation, the Sponsor shall have thirty (30) days from the date the failure or violation became known to it to remedy that failure or violation and written notice by the County shall not be necessary.

The County shall have the right to exercise concurrently or successively any one or more of its legal or equitable remedies including:

- A. Wholly or partially suspend this Agreement and the rights given to Sponsor in it;
- B. Temporarily or permanently withhold or reduce funds not yet paid to the Sponsor;
- C. Disallow all or part of the cost of noncompliant activity.

If the County chooses any of the remedies outlined, that remedy is effective immediately upon notice to Sponsor of the remedy chosen by the County.

No waiver shall be valid unless reduced to writing and signed by an officer of the County empowered to execute the waiver.

Sponsor shall pay all fees, expenses and charges incurred by the County in the enforcement of this Agreement and the exercise of any of its rights or remedies, including the fees and out-of-pocket expenses of legal counsel employed by the County.

**SECTION 11. REPAYMENT OF FUNDS**

The Sponsor shall repay any Grant funds disbursed for the Project to the County if the Project is terminated before its completion for any reason.

**SECTION 12. FAILURE TO INVOKE REMEDIES IS NOT A WAIVER**

No failure of the County to enforce its rights, remedies or options shall be inferred to be a waiver of any of its rights, remedies, or options hereunder or at law and it may at any time, enforce any or all of its rights, remedies, and options.

### **SECTION 13. DISCLAIMER OF RELATIONSHIPS**

Sponsor acknowledges that nothing contained in this Agreement or any act of the County shall be deemed or construed by Sponsor to create any relationship of third-party beneficiary, or principal and agent, or limited or general partnership, or joint venture or of any association or relationship involving the County.

### **SECTION 14. NO ORAL REPRESENTATIONS**

All of the terms and conditions of the Agreement between the parties are stated in the Agreement.

### **SECTION 15. PARTIAL INVALIDITY**

A provision of this Agreement which shall prove to be invalid, void, or illegal shall in no way affect, impair, or invalidate any other provisions, and those other provisions shall remain in full force and effect.

### **SECTION 16. AMENDMENTS**

This Agreement may be amended only by written agreement of both parties hereto.

### **SECTION 17. TERMINATION AND CANCELLATION**

The Sponsor understands and agrees that the County may at a later time determine that a Sponsor is not in compliance with the terms of this Agreement. In such case, the County may terminate the Grant Award. Upon termination, the Sponsor must return all Grant Award funds previously disbursed but not utilized. If the Sponsor wishes to cancel the Project, the Sponsor may submit a written request to the County requesting that the County approve the termination of the Grant Award. If the County grants the request, the Sponsor must return all Grant Award funds previously disbursed.

- A. The County may terminate this Agreement for cause after thirty (30) days written notice. Cause can include misuse of funds, fraud, lack of compliance with applicable rules, laws and regulations, failure to perform on time, and refusal by the Sponsor to permit public access to any document, paper, letter, or other material subject to disclosure.
- B. The County may terminate this Agreement for convenience or when it determines, in its sole discretion, that continuing the Agreement would not produce beneficial results in line with the further expenditure of funds, by providing the Sponsor with thirty (30) calendar days prior written notice.
- C. The parties may agree to terminate this Agreement for their mutual convenience through a written amendment of this Agreement. The amendment will state the effective date of the termination and the procedures for proper closeout of the Agreement.

- D. In the event this Agreement is terminated, the Sponsor will not incur new obligations for the terminated portion of the Agreement after the Sponsor has received the notification of termination. The Sponsor will cancel as many outstanding obligations as possible. Costs incurred after receipt of the termination notice will be disallowed. The Sponsor shall not be relieved of liability to the County because of any breach of Agreement by the Sponsor. The County may, to the extent authorized by law, withhold payments to the Sponsor for the purpose of set-off until the exact amount of damages due the County from the Sponsor is determined.

**SECTION 18. GOVERNING LAW AND VENUE**

This Agreement shall be governed by the laws of the State of Michigan. If any provision of this Agreement is in conflict with any applicable statute or rule, or is unenforceable, then the provision shall be null and void to the extent of the conflict, and shall be severable, but shall not invalidate any other provision of this Agreement. Venue for any action will be in the state or federal courts for Ingham County, Michigan.

**SECTION 19. NONDISCRIMINATION**

The Sponsor, as required by law, shall not discriminate against a person to be served or an employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, sexual orientation, gender identity or expression, disability or genetic information that is unrelated to the individual's ability to perform the duties of a particular job or position, height, weight, marital status, or political affiliation. The Sponsor shall adhere to all applicable Federal, State and local laws, ordinances, rules, regulations and policies prohibiting discrimination, including, but not limited to, the following:

- A. The Elliott-Larsen Civil Rights Act, 1976 PA 453, as amended.
- B. The Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended.
- C. Section 504 of the Federal Rehabilitation Act of 1973, P.L. 93-112, 87 Stat 355, and regulations promulgated thereunder.
- D. The Americans with Disabilities Act of 1990, P.L. 101-336, 104 Stat 327 (42 USC §12101 *et seq.*), as amended, and regulations promulgated thereunder.

Breach of this section shall be regarded as a material breach of this Agreement. In the event the Sponsor is found not to be in compliance with this section, the County may terminate this Agreement effective as of the date of delivery of written notification to the Sponsor.

**SECTION 20. COMPLIANCE WITH STANDARDS OF CONDUCT FOR INGHAM COUNTY VENDORS**

The Sponsor shall comply with the County's policy on Standards of Conduct for Ingham County Vendors as set forth in the Ingham County Board of Commissioners' Resolution No. 25-131, a copy of

which is labeled Attachment A and attached to this Agreement. Breach of this section shall be a material breach of this Agreement.

**SECTION 21. COMPLIANCE WITH COUNTY’S PURCHASING REQUIREMENTS REGARDING LABOR, EMPLOYMENT, AND ENVIRONMENTAL LAWS AND REGULATIONS**

The Sponsor, by its entry into this Agreement, certifies that it shall comply with the County’s Purchasing Policy requirements that vendors doing business with the County comply with labor, employment, and environmental laws and regulations. A summary of said Purchasing Policy, which was adopted by the Ingham County Board of Commissioners in Resolution No. 20-186, is attached to this Agreement, labeled Attachment B. The attached Attachment B is incorporated by reference into this Agreement and is made a part hereof. Breach of the Purchasing Policy requirements set forth in Attachment B shall be a material breach of this Agreement and shall subject the Sponsor to the penalties set forth in said policies.

**SECTION 22. NOTICES**

A notice or communication under this Agreement by either party to the other shall be sufficiently given or delivered if mailed by certified U.S. Mail, FedEx, or UPS with postage prepaid, to Sponsor or the County at the addresses set forth below or to any different address which either of the parties may designate in writing:

Grantor

Diana Bartlett  
Ingham County  
Housing Trust Fund Coordinator  
341 Jefferson St.  
Mason, MI 48854  
517-676-7307  
[DBartlett@Ingham.org](mailto:DBartlett@Ingham.org)

Recipient

Finance Department  
City of Lansing  
124 W. Michigan Ave., 8<sup>th</sup> Fl.  
Lansing, MI 48933  
517-483-4500

**[Signatures on following page]**

IN WITNESS WHEREOF, the parties hereto set their hands through their duly authorized representatives, as of the day and year written below.

**CITY OF LANSING**

By: \_\_\_\_\_  
Andy Schor, Mayor

STATE OF MICHIGAN)  
COUNTY OF INGHAM)

The foregoing Agreement was acknowledged before me in Ingham County, Michigan, this \_\_\_\_ day of \_\_\_\_\_, 2025, by Andy Schor, Mayor, on behalf of the City of Lansing.

\_\_\_\_\_  
Notary Public, Ingham County, MI  
My Commission Expires:  
Acting in the County of Ingham

**INGHAM COUNTY**

By: \_\_\_\_\_  
Ryan Sebolt, Chairperson  
Board of Commissioners

STATE OF MICHIGAN)  
COUNTY OF INGHAM)

The foregoing Agreement was acknowledged before me in Ingham County, Michigan, this \_\_\_\_ day of \_\_\_\_\_, 2025, by Ryan Sebolt, Chairperson of the Ingham County Board of Commissioners, on behalf of the County.

\_\_\_\_\_  
Notary Public, Ingham County, MI  
My Commission Expires:  
Acting in the County of Ingham

APPROVED AS TO LEGAL FORM  
FOR COUNTY OF INGHAM  
COHL, STOKER & TOSKEY, P.C.

By: Timothy M. Perrone 12/11/2025

N:\Client\Ingham\Controller\Agreements\Housing Trust Fund Agrs\City of Lansing\City of Lansing HTF Grant Contract 2025.docx

# **ATTACHMENT A**

Introduced by the County Services Committee of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AMEND RESOLUTION #15-459 AUTHORIZING STANDARDS OF CONDUCT  
FOR INGHAM COUNTY VENDORS**

**RESOLUTION #25 – 131**

WHEREAS, the Ingham County Board of Commissioners (“Board”) purchases goods and services from a multitude of vendors and contractors; and

WHEREAS, through the passage of Resolution #15-459 authorizing *Standards of Conduct for Ingham County Vendors*, the Board committed to ensuring impartiality, transparency, professionalism, equal treatment, and the highest standards of conduct with respect to its relationships with all current and potential County vendors; and

WHEREAS, some vendors may have internal Standards of Conduct that adequately meet the requirements contained in the County’s *Standards of Conduct for Ingham County Vendors* and may wish to utilize those standards as opposed to agreeing to the County’s; and

WHEREAS, to address this issue, the following language is proposed to be added to the *Standards of Conduct for Ingham County Vendors*:

A vendor may submit their own standards of conduct for review if they choose not to accept the County’s. The vendor’s standards of conduct shall be reviewed by the County to determine if they adequately meet the requirements contained in the County’s *Standards of Conduct for Ingham County Vendors* policy. The acceptance of the vendor’s Standards of Conduct as a substitute for the County’s Standards of Conduct shall be at the sole discretion of the County. If the vendor’s standards of conduct are accepted, the vendor shall notify the Ingham County Purchasing Department in writing of any changes to the vendor’s standards of conduct policies and provide the County’s Purchasing Department with a copy of vendor’s revised standards of conduct for review by the County and a determination as to their acceptability. Failure by the vendor to notify the County of changes in its standards of conduct policies may be a breach of any agreement the vendor may have with the County and subject to termination.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners hereby amends Resolution #15-459 to adopt the changes proposed to the attached *Standards of Conduct for Ingham County Vendors*.

BE IT FURTHER RESOLVED, that upon effective passage of this resolution, the Board directs the Purchasing Department to issue to all County departments and offices and legal counsel a copy of this resolution.

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Maiville

**Nays:** None

**Absent:** Peña, Johnson

**Approved 03/18/25**

## Standards of Conduct for Ingham County Vendors

The County of Ingham conducts business with businesses, vendors and contractors under a set of rules to ensure that all County officials and employees discharge their duties in a manner designed to promote public trust and confidence in our County. The County wants you to be aware of the rules that you and its employees are required to follow. A violation of state or federal statutes may occur if these rules are broken. It is hoped that by providing these rules for you, your experience in dealing with the County will be both rewarding and satisfactory.

### Providing Gifts or Gratuities:

Providing gifts or gratuities to employees in consideration for the performance of their duties, or as an appreciation for their performance, is strictly prohibited.

- Do not offer employees any gifts or loans.
- Employees may not receive any fee or compensation for their services from any source other than the County, so do not offer them.
- Buying meals for employees is only permissible during a working lunch or dinner where business is discussed and you are a current contractor (no alcohol). Employees may accept coffee, tea, soft drinks, snacks, etc. when attending meetings in your office.
- Letters to supervisors recognizing exceptional service by County employees are always welcome.

### Conflicts of Interest:

- Do not ask employees for any special favor or consideration that is not available to every other citizen.
- Do not ask employees to disclose any information that is not available to every other citizen through normal public information channels unless necessary for the business you are hired for.
- Do not offer to compensate employees by offering to hire, or to do business with any business entity of the employees or their immediate family members.
- Do not ask employees to represent you or your company other than as part of their official duties with the County.
- Do not ask employees to endorse the products or services of your company.
- Do not ask employees to hand out or post advertising materials.

Vendor shall report if the following occurs:

### Solicitation by County Employees:

Employees may not solicit gifts, loans, or any other items of value from people doing County business that will be used by them personally.

- If you are asked to pay a fee for services that you believe are improper or illegal, contact the County Controller/Administrator at (517) 676-7203 or the Director, Board of Commissioners Office at (517) 676-7200. Employees are prohibited from taking retaliatory action against you for failing to comply with any request unless the request is within the scope of the employee's official duties for the County.

Use of County Equipment, Facilities and Resources:

Use of County equipment, facilities and resources is authorized only for County purposes.

- Do not ask employees to use County equipment to run errands or perform tasks for your benefit.

Your Rights and Expectations:

When dealing with employees of the County you have the right to honest, fair and impartial treatment. You may expect prompt, courteous and professional service from our employees who are expected to understand and practice good customer service skills. Employees are tasked to uphold the public trust through the ethical performance of their duties. We understand that the enforcement of regulatory guidelines and codes may sometimes be a cause for concern; however, you may rest assured that we are responsible to all of the citizens of Ingham and our goal is to serve them to the best of our ability. Should you have any concerns or questions concerning this information or the conduct of any of our employees, contact the County

Controller/Administrator at (517) 676-7203 or the Director, Board of Commissioners Office at (517) 676-7200.

Exception

A vendor may submit their own standards of conduct for review if they choose not to accept the County's. The vendor's standards of conduct shall be reviewed by the County to determine if they adequately meet the requirements contained in the County's Standards of Conduct for Ingham County Vendors policy. The acceptance of the vendor's Standards of Conduct as a substitute for the County's Standards of Conduct shall be at the sole discretion of the County. If the vendor's standards of conduct are accepted, the vendor shall notify the Ingham County Purchasing Department in writing of any changes to the vendor's standards of conduct policies and provide the County's Purchasing Department with a copy of vendor's revised standards of conduct for review by the County and a determination as to their acceptability. Failure by the vendor to notify the County of changes in its standards of conduct policies may be a breach of any agreement the vendor may have with the County and subject to termination.

# **ATTACHMENT B**

## **Compliance with Ingham County Purchasing Policy**

All vendors, as a condition for registering to do business with the County, shall self-certify to the County regarding any violations of environmental, labor, and employment laws and regulations of the State of Michigan or any other regulatory agency, including, but not limited to, the following:

- The potential vendor's history of compliance with labor and employment laws and regulations, including the Workforce Opportunity Wage Act, MCL 408.411 et seq., the Fair Labor Standards Act of 1938, 29 USC 201 et seq., and the National Labor Relations Act, 29 USC 151 et seq.; and
- The potential vendor's environmental track record and sustainability practices, including the potential vendor's history of compliance with environmental laws and regulations such as the Natural Resources and Environmental Protection Act, MCL 324.101 et seq., the Clean Water Act, 33 USC 1251 et seq., and the Clean Air Act, 42 USC 7401 et seq.

All vendors shall notify the Purchasing Department of any subsequent violation of this Policy within ten (10) years after becoming a vendor; failure to do so may result in the vendor being barred from doing business with the County for a period of up to five (5) years.

A local vendor claiming the local purchasing preference in accordance with the Local Purchasing Preference Policy, may not be afforded the preference if it is verifiably proven that the local vendor is found to have violated any provisions of this amended policy.

If it is discovered that a vendor performing work under a contract with the County is in violation of this policy, that vendor shall be found to have committed a material breach of the contract and that vendor shall make restitution payment to the County in the amount of \$500 per day for every day that the violation occurred since signing the contract. Upon being notified in writing by the County of violating this policy, vendors who do not agree to make such restitution shall be barred from doing business with the County for a period of not less than ten (10) years. The vendor may appeal any such decision to the Ingham County Board of Commissioners who shall have the final say in all matters and appeals.

Introduced by the County Services and Finance Committee of the:

**INGHAM COUNTY BOARD OF COMMISSIONERS**

**RESOLUTION TO AUTHORIZE \$400,000 IN 2024 HOUSING & HOMELESS MILLAGE AND \$200,000 IN 2025 HOUSING & HOMELESS MILLAGE FUND 216 TO THE CITY OF LANSING FOR ACQUISITION, SITE PREPARATION, AND OTHER ACTIVITIES ASSOCIATED WITH THE SETUP OF 50 MODULAR PODS TO BE USED TO PROVIDE TRANSITIONAL HOUSING AND SUPPORTIVE SERVICES FOR UNHOUSED INDIVIDUALS IN THE CITY OF LANSING**

**RESOLUTION #25 – 420**

WHEREAS, the City of Lansing has approved the purchase of 50 ModPods—modular transitional housing units—to provide safe, dignified shelter and connect unhoused individuals with wraparound supportive services; and

WHEREAS, there is an urgent and ongoing need for safe housing and supportive services for individuals experiencing homelessness in our community; and

WHEREAS, the proposed project aligns with the goals and intended purpose of the Housing & Homeless Millage as approved by Ingham County voters; and

WHEREAS, the Ingham County Housing Trust Fund Committee has recommended the authorization of up to \$600,000 in Housing & Homeless Millage funds to support the acquisition and setup of the ModPod units, including expenses related to site acquisition and preparation.

THEREFORE BE IT RESOLVED, that Ingham County Board of Commissioners hereby authorize the use of \$400,000 in 2024 Housing Millage funds and \$200,000 of in 2025 Housing Millage funds (Fund 216) to enter into an agreement with the City of Lansing to aid in the acquisition of 50 Modular Pods, site acquisition, site preparation, and other activities associated with the setup of transitional housing and supportive services for unhoused individuals within the city of Lansing.

BE IT FURTHER RESOLVED, that the Controller/Administrator will ensure that the use of funds is eligible for Ingham County Housing & Homeless millage funds

BE IT FURTHER RESOLVED, that the Controller/Administrator is authorized to make the necessary budget transfers and changes to the administrative costs as authorized by this resolution.

BE IT FURTHER RESOLVED, that the Chairperson of the Board of Commissioners is hereby authorized to sign any necessary contract documents on behalf of the County after approval as to form by the County Attorney.

**COUNTY SERVICES: Yeas:** Lawrence, Pratt, Grebner, Sebolt, Peña, Maiville  
**Nays:** None      **Absent:** Johnson      **Approved 09/16/25**

**FINANCE: Yeas:** Morgan, Grebner, Sebolt, Polsdofer, Cahill, Maiville, Ruest  
**Nays:** None                    **Absent:** Tennis                    **Approved 09/17/25**

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

WHEREAS, the Ingham County Board of Commissioners allocated \$400,000 in 2024 Housing and Homeless Millage and \$200,000 in 2025 Housing and Homeless Millage funds on September 23, 2025 to the City of Lansing for the acquisition, site preparation, and other activities associated with the setup of 50 Modular Pods to be used for unhoused individuals in the City of Lansing; and

WHEREAS, Ingham County prepared a grant agreement and proposed it to the City of Lansing on December 11, 2025 for a total award amount of \$600,000.

NOW, THEREFORE, BE IT RESOLVED, that the Lansing City Council approves the acceptance of the Ingham County funds in the amount of \$600,000.

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



**LANSING CITY COUNCIL  
GRANT INFORMATION FORM**  
(Required for all grant applications and acceptances)

REFERRAL DATE: 5/11/26

GRANT NAME: Michigan Humanities Council Touring Grant

GRANT AGENCY: Michigan Humanities Council

ASSISTANCE LISTING NO. (formally known as CDFA):

DEPARTMENT: Parks

CONTACT PERSON (INCLUDE EMAIL AND PHONE):

APPLICATION DATE: 3/16/26

AWARD DATE: 3/30/26

GRANT CYCLE START DATE: Jan 2026

GRANT CYCLE ENDING DATE: July 2026

Check One:  Annual  One-Time

FUND AMOUNT: \$ 300 (Breakdown below should total this amount)

GOODS & SERVICES	\$ <u>300</u>
PERSONNEL	\$ _____
CONSTRUCTION	\$ _____
LAND	\$ _____
OTHER (Training)	\$ _____

**GRANT PAYS FOR: FUND ALLOCATIONS (Please describe the purpose of the grant and allowable uses):**

Offset costs of performance on Captiol Steps on the 4<sup>th</sup> of July following the parade

**PROJECTED OBJECT CODE DETAIL:**

Account	Description	Amount
101.783833.956000	Performer Fee	\$300

**CITY MATCH (IF APPLICABLE):**

Account	Description	Amount
101.783833.956000	Performer Fee	\$300

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

WHEREAS, the Michigan Humanities Council has available funding for supporting touring arts and humanities professionals; and

WHEREAS, the grant will be used to provide payment to Guy Sferlazza to perform on the Capitol steps on the 4<sup>th</sup> of July; and

WHEREAS, the grant will be carried through by Lansing Parks and Recreation; and

WHEREAS, the grant provides \$300 to offset a total payment of \$600; and

WHEREAS, the performance will be in conjunction with the Lansing Parks and Recreation 4<sup>th</sup> of July Parade on July 4, 2026.

NOW, THEREFORE BE IT RESOLVED that the City Council approves the acceptance of the Grant from the Michigan Humanities Council for \$300 for July 4, 2026.

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

CITY OF LANSING, MICHIGAN

**ORDINANCE NO. 1218**

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN TO AMEND SECTION 206.05 OF THE CITY OF LANSING CODIFIED ORDINANCES TO PROVIDE FOR SOLE SOURCE PROCUREMENT OF SUPPLIES, SERVICES, OR CONSTRUCTION ITEMS AND SETTING THE CRITERIA FOR SUCH PROCUREMENT

THE CITY OF LANSING ORDAINS:

SECTION ONE: Section 206.05 of Part 2, Title 2, Chapter 206 of the City of Lansing Codified Ordinances is amended to read as follows:

206.05. - Sole source procurement.

- (A) A contract for supplies, services or construction items may be awarded by the Mayor or Director, whoever is applicable, without competitive sealed bids when the Director, HAVING PERFORMED A WRITTEN ANALYSIS WITH FINDINGS PURSUANT TO THIS SECTION, determines, after conducting a good faith review of available sources AND APPLYING THE CRITERIA SET FORTH IN Section 206.05 (C), that there is only one source for supplying the requested supply, service or construction item AND NO OTHER REASONABLE ALTERNATIVE SOURCE EXISTS. The Director, along with a representative from the requesting using agency, shall conduct negotiations as appropriate. The written documentation shall be available for public inspection in the Finance Department.
- (B) The sole source procurement shall be made at the lowest obtainable price and the Mayor OR DIRECTOR shall submit a WRITTEN report, INCLUDING THE ANALYSIS AND FINDINGS REQUIRED IN SECTION 206.05, WITHIN THIRTY DAYS FROM THE DATE the transaction is CONSUMMATED, to the City Clerk and CITY Council identifying sole source procurement contracts equal to or in excess of \$15,000.00 awarded by the City, the name of the firm(S) involved, and the prices the contracts were awarded for.
- (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:
  - (1) SPECIAL FEATURES ARE REQUIRED; OR
  - (2) SPECIAL MARKET CONDITIONS EXIST; OR
  - (3) SPECIAL SERVICES OR FACILITIES ARE REQUIRED; OR
  - (4) THE SOURCE IS UNIQUE OR SPECIAL IN NATURE; OR
  - (5) THE SOURCE IS LIMITED OR PROPRIETARY; OR

- (6) SALES TERRITORIES OR PRODUCT AVAILABILITY WITHIN LIMITED GEOGRAPHICAL BOUNDARIES REQUIRE SOLE SOURCE PROCUREMENT; OR
  - (7) 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
  - (8) WHERE A PRODUCT OR SERVICE IS SPECIFICALLY IDENTIFIED AS PART OF A GRANT AWARD.
- (D) THIS SECTION IS SUBJECT TO SECTION 206.17., UNAUTHORIZED PURCHASES.

SECTION 2. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules, inconsistent with the provisions hereof are hereby repealed in their entirety and shall be void and of no effect.

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 declared to be invalid.

SECTION 4. This Ordinance shall take effect on the 30<sup>th</sup> day after enactment unless given immediate effect by the City Council.



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.

**CITY of LANSING**  
INTEROFFICE COMMUNICATION

**TO:** Andy Schor, Mayor  
**FROM:** Stephanie Robinson, Senior Buyer  
**DATE:** **March 25, 2026**  
**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. 4.

Please see the attached letter from William Brunner, Eric Thelen 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 \$ 33,175.00 on account number 590-933610-972000-52107 per the request of the Public Service Department WWTP.

Attachment

Date: \_\_\_\_\_

Approved \_\_\_\_\_ Denied \_\_\_\_\_

\_\_\_\_\_  
Andy Schor, Mayor



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: March 20, 2026**  
**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. 4 from Hamlett Environmental Technologies (Hamlett) for \$33,175.00. 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.

The current coated-steel butterfly gate in Channel No. 4 is beyond its useful life and needs to be replaced.

There are 4 gates on each of 4 channels that allow water to enter the UV disinfection building. When the butterfly gates for Channels 1, 2 and 3 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.

Orbinox is a premium stainless steel slide gate. It is constructed for corrosion resistance, durability, and long seal life. Its thermoplastic slides and synthetic rubber seals reduce friction when raising and lowering the gate, increasing the life of the gate, the seals, and the gate actuator. Orbinox is also competitively priced. Orbinox was the low bid when we obtained a new stainless steel gate for the Westside Interceptor Bypass Chamber in June of 2023.

Obtaining an Orbinox brand gate will standardize this gate for the UV Building, making 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:

\$33,175.00      590-933610-972000-52107      WW – Process Improvements

Please contact me at -4018 if you have any questions regarding this procurement request.

Approved: *Eric Thelen* *3/23/26*  
Eric Thelen, Wastewater Superintendent

Approved: *Andrew Kilpatrick* *3/24/2026*  
Andrew Kilpatrick, P.E., Director of Public Service

**CITY of LANSING**  
INTEROFFICE COMMUNICATION

**TO:** Andy Schor, Mayor  
**FROM:** Stephanie Robinson, Senior Buyer  
**DATE:** May 6, 2026  
**SUBJECT:** Sole Source Purchase – Hamlett Engineering – Hesco

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: Hamlett Engineering – Hesco

Item Purchased : Stainless Steel Slide Gate for Ultraviolet Disinfection Channel #4

Dollar Amount: \$ 33,175.00 from Account: 590-933610-972000-52107

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



# Hamlett Environmental Technologies

Project:	<b>Lansing WWTP Butterfly Gate Replacement</b>	Quote #:	<b>31226JW</b>
		Date:	<b>3/12/2026</b>
		Terms:	<b>Net 30 days</b>
		Pricing:	<b>Valid 30 days</b>
Contact:	<b>Bill Brunner</b>	Freight:	<b>FOB Factory</b>

Page 1 of 1

### *Proposal*

<i>Item #</i>	<i>Part Number and Description</i>	<i>QTY</i>	<i>Unit Price</i>	<i>Ext Price</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" <b>*ELECTRIC MOTOR, MOUNTING, TESTING &amp; START            UP BY OTHERS*</b> <b>*DRIVE NUT TO BE SHIPPED TO ORBINOX</b> <b>*ORBINOX WILL MACHINE DRIVE NUT</b>	1	\$33,175.00	\$33,175.00
			<b>TOTAL</b>	<b>\$33,175.00</b>

- 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**



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](mailto: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

Sole Source Cover Sheet

Project: Slide Gate for Ultraviolet Disinfection Channel No. 4

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**

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, 2 and 3 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.

Orbinox is a premium slide gate. It is constructed for corrosion resistance, durability, and long seal life. Its thermoplastic slides and synthetic rubber seals reduce friction when raising and lowering the gate, increasing the life of the gate, the seals, and the gate actuator. Orbinox is also competitively priced. Orbinox was the low bid when we obtained a new stainless steel gate for the Westside Interceptor Bypass Chamber in June of 2023.

Also, obtaining an Orbinox brand gate will standardize this gate for the UV Building, making 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.

MODEL

CC

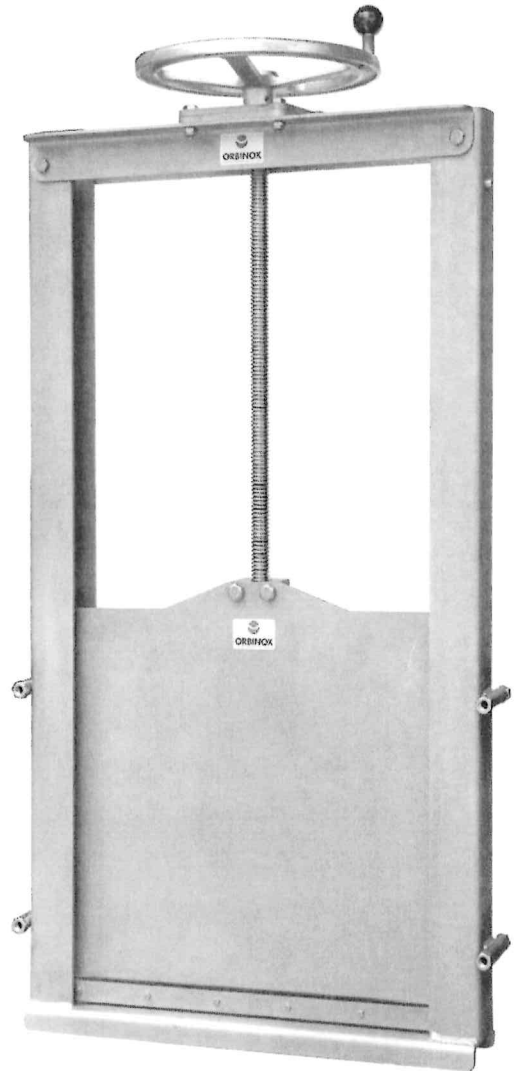


## GENERAL DESCRIPTION

The ORBINOX model CC Channel Gate is designed for open channel installation with a highly versatile flow control in waste water treatment plants, irrigation, hydraulic works and hydro-electric power plants. The sealing system is incorporated on both laterals and bottom area of the slide, resulting in a perfect seal without the need of wedges on the gate. From sizes 150 mm x 150 mm to 4500 mm x 4500 mm, the CC model has a self-adjusting seal design for applications requiring accurate flow regulation and optimum performance. The maximum leakage rate is lower than the maximum allowable recommended by DIN 19569-4 (class 5) and AWWA C561 under normal conditions.

The frame of the CC model is typically embedded in a concrete channel for both uni-directional or bi-directional sealing. ORBINOX can also offer different mounting options such as wall mount and existing channel mount where required. Our engineering team can also design and manufacture the CC model channel gate in larger dimensions and for higher service conditions.

For more information, please contact an ORBINOX representative.



## CONSTRUCTION DESIGN

The CC Channel Gate is designed in general accordance to DIN 19569-4. It can be also be designed in general accordance to other standards, such as AWWA C-561 and BS 7775.

The standard CC model is manufactured in stainless steel which has a higher corrosion and erosion resistance in many applications which results into in a longer life cycle with little or no maintenance. Other materials of construction are available upon request, such as AISI 904L, Duplex stainless, etc.

*@mtg*



Reserves the right to change specifications without notice  
ORBINOX S.A. Pol. Ind. s/n-20270 ANOETA (Spain) Tel.: +34 943 698030 - Fax: +34 943 653066 e-mail:orbinox@orbinox.com  
CANADA, USA, BRAZIL, CHILE, PERU, SPAIN, UK, FRANCE, GERMANY, INDIA, CHINA  
[www.orbinox.com](http://www.orbinox.com)

OBX 06/24  
Rev.8  
CC\_1

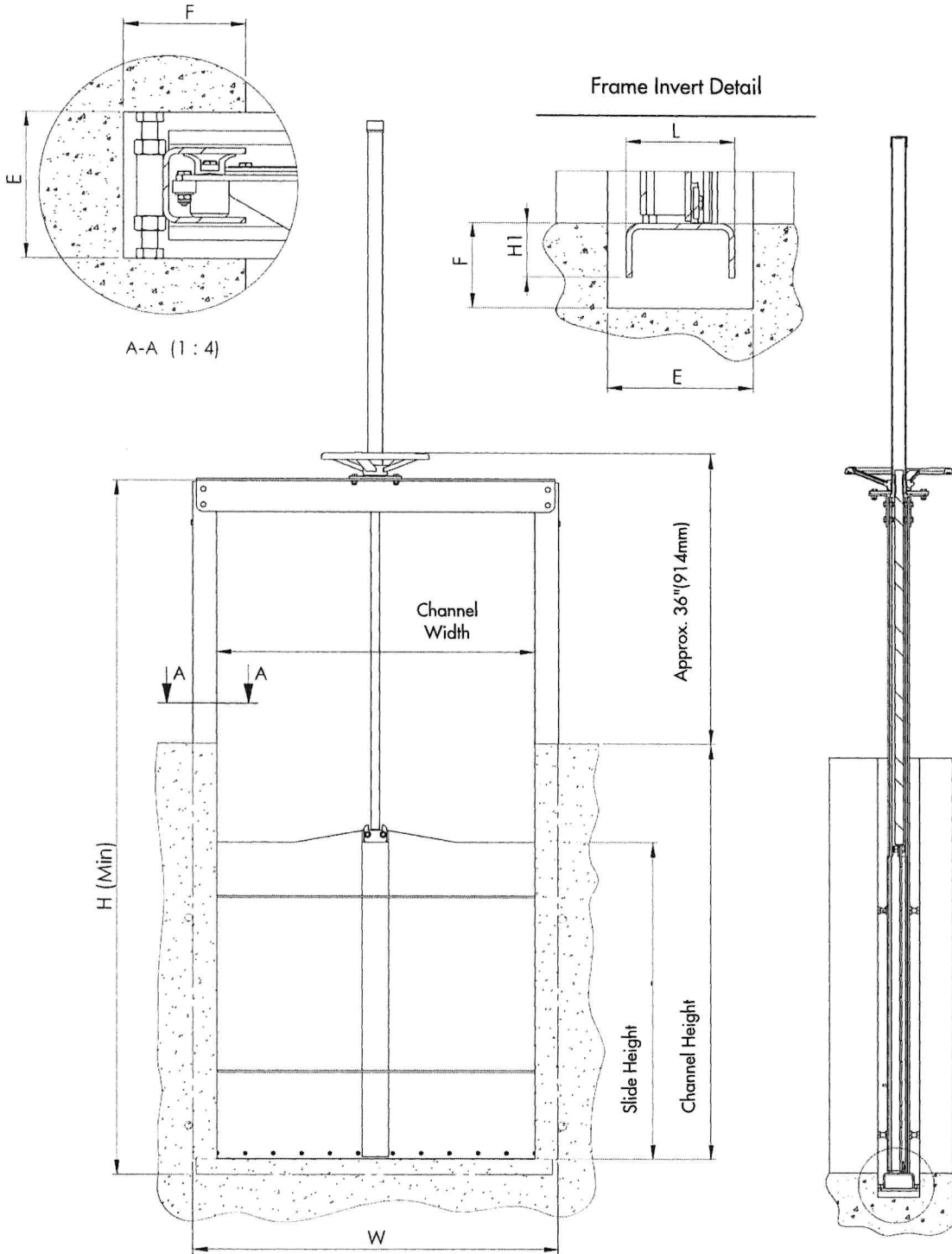
MODEL

CC



CC-EC · BI-DIRECTIONAL · RISING STEM · DIMENSION

SIZES: 150 mm x 150 mm to 4500 mm x 4500 mm



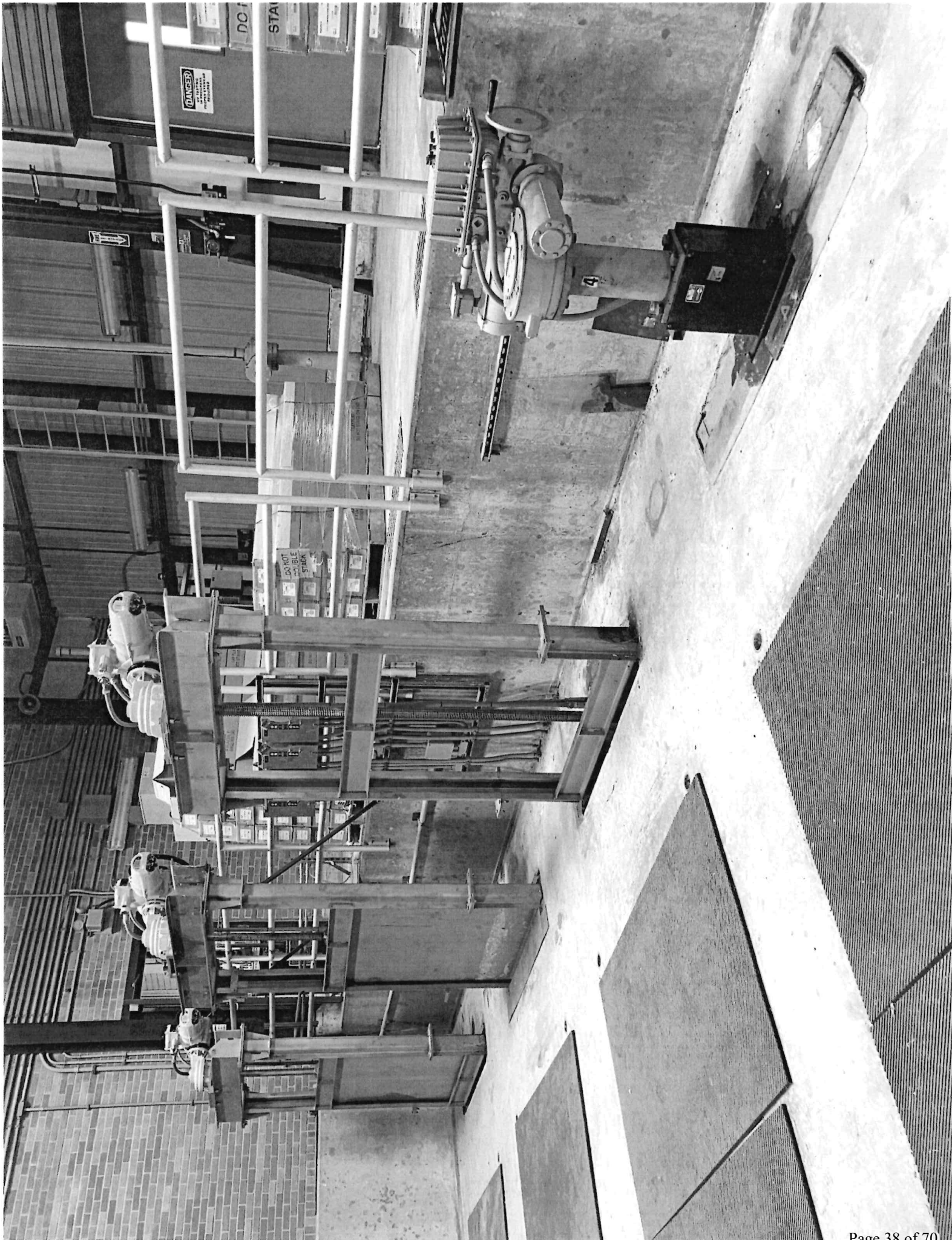
Reserves the right to change specifications without notice

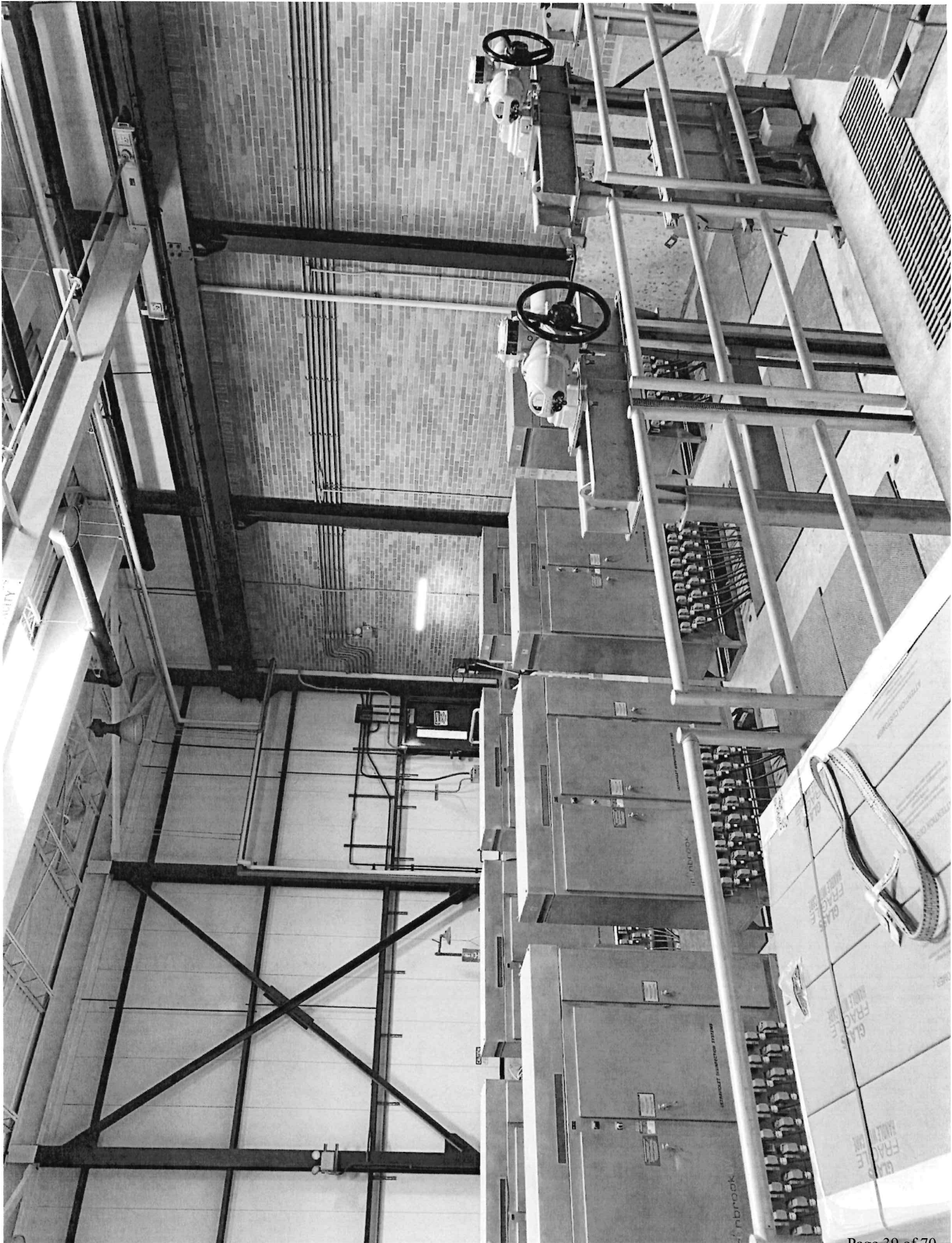
ORBINOX S.A. Pol. Ind. s/n-20270 ANOETA (Spain) Tel.: +34 943 698030 - Fax: +34 943 653066 e-mail:orbinox@orbinox.com [www.orbinox.com](http://www.orbinox.com)  
CANADA, USA, BRAZIL, CHILE, PERU, SPAIN, UK, FRANCE, GERMANY, INDIA, CHINA

OBX 06/24

Rev.8

CC\_7







1 interest rate, debt service payment amount, and current debt payment  
2 schedule.

3 (2) The Tax and Debt Dashboard shall be updated with the most current version of  
4 the information required in 218.06(1) semiannually, on or before August 1 and February 1  
5 of each year, to be first published on August 1, 2026. Should either August 1 or February 1  
6 fall on a weekend or holiday, the Tax and Debt Dashboard shall be updated on the next  
7 regular business day thereafter.

8 (3) The Tax and Debt Dashboard is for informational purposes only. Nothing  
9 contained on the webpage shall alter, amend, refute, or otherwise change or modify any  
10 legal obligation of the City, its debtors, or its creditors. Nothing in this Section, nor any  
11 information published pursuant to this Section, shall be construed to create any affirmative  
12 obligation or cause of action, apart from the requirement of publishing a public webpage as  
13 described in this Section. Failure to publish the updated Tax and Debt Dashboard on the  
14 dates established in 218.06(2) does not modify, excuse, or change any legal obligation of the  
15 City, its debtors, or its creditors.

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

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

21 Section 4. This ordinance shall take effect on the 14th day after enactment, unless given  
22 immediate effect by City Council.

## INTRODUCTION OF ORDINANCE

Council Member Carter introduced:

An ordinance of the City of Lansing, Michigan, to amend Chapter 230 of the Lansing Codified Ordinances by adding Chapter 230, Section 230.02 to allocate a portion of those funds from the City of Lansing General Fund Budget dedicated to Basic Human Services to provide for Supportive Housing Services.

The Ordinance is read a first time by its title and referred to the Committee

---

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

Resolved by the City Council of the City of Lansing that a public hearing be set for \_\_\_\_\_, 2026 at 7 p.m. in the Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, for the purpose of amending Chapter 230 of the Lansing Codified Ordinances by adding Chapter 230, Section 230.02 to allocate a portion of those funds from the City of Lansing General Fund Budget dedicated to Basic Human Services to provide for Supportive Housing Services.

**CITY OF LANSING  
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a Public Hearing will be held on Monday, \_\_\_\_\_, 2026 at 7:00 p.m. in the Tony Benavides Lansing City Council Chambers, 10th Floor Lansing City Hall, 124 W. Michigan Ave., Lansing, MI for the purpose of considering:

An ordinance of the City of Lansing, Michigan, to amend Chapter 230 of the Lansing Codified Ordinances by adding Chapter 230, Section 230.02 to allocate a portion of those funds from the City of Lansing General Fund Budget dedicated to Basic Human Services to provide for Supportive Housing Services.

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Council Office at 517-483-4177 (TDD (517) 483-4479) 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

For more information, please call 517-483-4177. If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email [city.clerk@lansingmi.gov](mailto:city.clerk@lansingmi.gov).

**Chris Swope, Lansing City Clerk, MMC/MiPMC**  
**[www.lansingmi.gov/Clerk](http://www.lansingmi.gov/Clerk)**  
**[www.facebook.com/LansingClerkSwope](https://www.facebook.com/LansingClerkSwope)**



1           **(4) Developing, expanding, or coordinating housing, transitional housing, or**  
2           **rapid rehousing programs;**

3           **(5) Assisting homeowners in correcting property maintenance code violations**  
4           **at owner-occupied homes to ensure that structures are safe, sanitary, and fit for**  
5           **occupation and use; and**

6           **(6) Advancing other housing-related initiatives consistent with City goals and**  
7           **community needs.**

8           **(b) Administration. The spending of any funding allocated pursuant to this Section**  
9           **shall comply with all existing Lansing Ordinances related to purchasing. These funds may**  
10           **be used for the direct provision of housing stability and housing assistance by City**  
11           **departments or by local community-based, non-profit, charitable organizations.**

12           **Additionally, these funds may be used as match or leverage funds by City departments or**  
13           **community-based agencies to secure additional funds from federal, state, or private sources**  
14           **to support housing stability and housing assistance initiatives.**

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

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

20           Section 4. This ordinance shall take effect on the 14th day after enactment, unless given  
21           immediate effect by City Council.

## **INTRODUCTION OF ORDINANCE**

An Ordinance of the City of Lansing, Michigan, to repeal Chapter 886 of the Lansing Codified Ordinances, Tax Exemptions for Multifamily Dwelling Projects, as the incentive and project described therein has expired and the Chapter is no longer needed.

The Ordinance is read a first time by its title and referred to the Committee on Ways and Means

**CITY OF LANSING  
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a public hearing will be held on Monday, \_\_\_\_\_, 2026, at 7:00 p.m. in the Tony Benavides Lansing City Council Chambers, 10th Floor, Lansing City Hall, 124 W. Michigan Avenue, Lansing, Michigan for the purpose of considering:

An Ordinance of the City of Lansing, Michigan, to repeal Chapter 886 of the Lansing Codified Ordinances, Tax Exemptions for Multifamily Dwelling Projects, as the incentive and project described therein has expired and the Chapter is no longer needed.

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Council Office at 517-483-4177 (TDD (517) 483-4479) 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

For more information, please call Lansing City Council at 517-483-4177. If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email [city.clerk@lansingmi.gov](mailto:city.clerk@lansingmi.gov).

**Chris Swope, Lansing City Clerk, MMC/MiPMC**  
**[www.lansingmi.gov/Clerk](http://www.lansingmi.gov/Clerk)**  
**[www.facebook.com/LansingClerkSwope](https://www.facebook.com/LansingClerkSwope)**



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

Resolved by the City Council of the City of Lansing that a public hearing be set for Monday, \_\_\_\_\_, 2026, at 7 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, to repeal Chapter 886 of the Lansing Codified Ordinances, Tax Exemptions for Multifamily Dwelling Projects, as the incentive and project described therein has expired and the Chapter is no longer needed.

## **INTRODUCTION OF ORDINANCE**

An Ordinance of the City of Lansing, Michigan, to amend Chapter 886 of the Lansing Codified Ordinances, Sections 886.01-886.07, to authorize a property tax exemption for certain eligible properties in exchange for a service charge in lieu of taxes rate of four percent of annual shelter rents for up to 18 years, in conformity with the State of Michigan property tax exemption alternative, authorized under 1966 PA 346, as amended; specifically MCL 125.1415a, which permits a city to authorize by ordinance a rate below 10 percent of annual shelter rents.

The Ordinance is read a first time by its title and referred to the Committee on Ways and Means.

**CITY OF LANSING  
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a public hearing will be held on Monday, \_\_\_\_\_, 2026, at 7:00 p.m. in the Tony Benavides Lansing City Council Chambers, 10th Floor, Lansing City Hall, 124 W. Michigan Avenue, Lansing, Michigan for the purpose of considering:

An ordinance of the City of Lansing, Michigan, to amend Chapter 886 of the Lansing Codified Ordinances, Sections 886.01-886.07, to authorize a property tax exemption for certain eligible properties in exchange for a service charge in lieu of taxes rate of four percent of annual shelter rents for up to 18 years, in conformity with the State of Michigan property tax exemption alternative, authorized under 1966 PA 346, as amended; specifically MCL 125.1415a, which permits a city to authorize by ordinance a rate below 10 percent of annual shelter rents.

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Council Office at 517-483-4177 (TDD (517) 483-4479) 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

For more information, please call Lansing City Council at 517-483-4177. If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email [city.clerk@lansingmi.gov](mailto:city.clerk@lansingmi.gov).

**Chris Swope, Lansing City Clerk, MMC/MiPMC**  
**[www.lansingmi.gov/Clerk](http://www.lansingmi.gov/Clerk)**  
**[www.facebook.com/LansingClerkSwope](https://www.facebook.com/LansingClerkSwope)**



1 be benefited and improved by such housing, the encouragement of the same by providing  
2 certain real estate tax exemption for such housing is a valid public purpose.

3 **886.02 Definitions.**

4 (a) Act means the State Housing Development Authority Act, being Public Act 346  
5 of 1966, as amended.

6 (b) Agreement means the “Payment in Lieu of Taxes Agreement” entered into  
7 voluntarily between the City of Lansing administration and the Sponsor, identifying at  
8 least: the legal identity of the Sponsor; the legal and qualitative description of the Housing  
9 Development; the number of units in the Housing Development, and the anticipated years  
10 of commencement and conclusion of the period of tax exemption.

11 (b) Annual Shelter Rents means the total collections during an agreed annual period  
12 from all persons of low or moderate income, occupying the Housing Development  
13 representing rents for occupancy, which rental amounts shall be exclusive of charges for  
14 gas, electricity, heat or other utilities furnished to the occupants.

15 (c) Authority means the Michigan State Housing Development Authority.

16 (d) Housing Development or Development means a development which contains a  
17 significant element of housing for persons of Low or Moderate Income and such elements  
18 of other housing, commercial, recreational, industrial, communal and educational facilities  
19 as the Authority may determine will improve the quality of the development as it relates to  
20 housing for persons of low and moderate income; for purposes of any Development  
21 utilizing the tax exemption provided by this Chapter, the Development shall be identified  
22 and described in the Agreement; for purposes of this Chapter a Development:

1           **1. Must contain a minimum of \_\_\_ housing units for persons of Low or**  
2           **Moderate Income, which units shall also represent no less than \_\_\_% of the total**  
3           **housing units in the Development;**

4           **2. May not be located on property currently or previously receiving a tax**  
5           **exemption under the Act.**

6           **(e) HUD means the Department of Housing and Urban Development of the United**  
7           **States Government.**

8           **(f) Low Income Housing Tax Credit Program means the program established by**  
9           **Section 42 of the United States Internal Revenue Code.**

10           **(g) Low or Moderate Income means low- or moderate-income eligibility under the**  
11           **Authority Act or rules.**

12           **(h) Mortgage Loan means a loan that is Federally-aided (as defined in Section 11 of**  
13           **the Act) or a loan or grant made or to be made by the Authority to the Sponsor for the**  
14           **construction, rehabilitation, acquisition and/or permanent financing of a housing project**  
15           **and secured by a mortgage on the housing project.**

16           **(i) Sponsor means a person or other entity with a Housing Development which is**  
17           **financed or assisted pursuant to the Act. For purposes of any Development utilizing the tax**  
18           **exemption provided by this Chapter, the Sponsor shall be identified and described in the**  
19           **Agreement.**

20           **(j) Utilities means fuel, water, sanitary sewer and/or electrical service, which is paid**  
21           **for by the Housing Development.**

22           **886.03 Establishment of annual service charge.**

1           **(a) The City acknowledges that for Developments utilizing the tax exemption**  
2 **provided by this Chapter, and subject to the Authority’s review and approval of an**  
3 **Agreement, Sponsor and the Authority will have established the economic feasibility of the**  
4 **Housing Development in reliance upon the enactment and continuing effect of this section**  
5 **and upon the qualification of the units of housing in the Housing Development for**  
6 **exemption from all property taxes as established in this section.**

7           **(b) Subject to the conditions and requirements of this section and the Act, the units**  
8 **in the Housing Development for persons of Low or Moderate Income identified in the**  
9 **Agreement and the property on which they are constructed shall be exempt from all**  
10 **property taxes for not more than 18 years, commencing on January 1 of the year**  
11 **immediately following the first year that the Development has all necessary approvals and**  
12 **is legally occupiable.**

13           **(c) In lieu of all said property taxes on the units in the Housing Development, the**  
14 **Sponsor shall pay, and the City will accept, an annual service charge for public services in**  
15 **the sum equal to four percent of the Annual Shelter Rents.**

16           **(d) The exemption provided under this section shall commence when the Sponsor**  
17 **complies with Section 15a(2) of 1966 PA 346, as amended, codified as MCL 125.1415a(2),**  
18 **which provides: the owner of a housing project eligible for the exemption shall file with the**  
19 **local assessing officer (the City Assessor) a notification of the exemption, which shall be in**  
20 **an affidavit form as provided by the Authority. The completed affidavit form first shall be**  
21 **submitted to the Authority for certification by the Authority that the project is eligible for**  
22 **the exemption. The owner then shall file or cause to be filed the certified notification of the**

1 **exemption with the local assessing officer before November 1 of the year preceding the tax**  
2 **year in which the exemption is to begin.**

3 **(e) In addition to the certification required pursuant to Subsection 886.03(d), the**  
4 **Sponsor shall provide the following documents and information, annually, in writing to the**  
5 **City Assessor, relating to the Housing Development for the preceding year in which the**  
6 **property tax exemption was in effect:**

7 **1. The annual audited accounting report for the payment in lieu of taxes; and**

8 **2. A certified statement identifying all the units rented to persons of Low or**  
9 **Moderate Income; and**

10 **3. If requested by the City, proof that the Housing Development units have**  
11 **not increased, decreased, or been altered in any form.**

12 **886.04 Limitation on the payment of the annual service charge.**

13 **Notwithstanding subsection 886.03, the service charge to be paid each year in lieu of**  
14 **taxes for the part of the Housing Development project that is tax exempt and occupied by**  
15 **other than Low or Moderate Income persons shall be equal to the full amount of the taxes**  
16 **that would otherwise be due and payable on that portion of the Housing Development**  
17 **project if the project were not tax exempt.**

18 **886.05 Payment of annual service charge.**

19 **The service charge in lieu of taxes, as established under this section, shall be payable**  
20 **in the same manner as general property taxes are payable to the City, except that the**  
21 **annual payment shall be made on or before July 1 of the year following the year upon**

1 **which such charge is calculated. Collection procedures shall be in accordance with the**  
2 **provisions of the General Property Tax Act (1893 PA 206 as amended; MCL 211.1 et seq.)**  
3 **886.06 Contractual effect.**

4 **Notwithstanding the provisions of Section 15(a)(5) of the Act to the contrary, a**  
5 **contract between the City and the Sponsor with the Authority as third-party beneficiary**  
6 **under the contract, to provide tax exemption and accept payment in lieu of taxes as**  
7 **previously described, is effectuated by an Agreement for any Development utilizing the tax**  
8 **exemption provided by this Chapter.**

9 **886.07 Duration.**

10 **Any such Agreement entered into under this Chapter shall remain in effect and**  
11 **shall not terminate for 18 years, commencing with and including the first eligible tax year**  
12 **as described in Subsection 886.03, provided that the Sponsor complies with the**  
13 **requirements of the Act and this Chapter, and further provided that the Housing**  
14 **Development continues to be rented to Low or Moderate Income persons at rents**  
15 **determined under the low-income housing tax credit program, as the same maybe further**  
16 **amended or superseded, or there is an Authority-aided or Federally-aided mortgage on the**  
17 **Housing Development as provided in the Act, or the Authority or HUD has an interest in**  
18 **the property; but in no event beyond December 31 of the 18<sup>th</sup> consecutive year, once**  
19 **commenced. If: (a) the construction of the Housing Development project does not**  
20 **commence or the Sponsor fails to obtain a Mortgage Loan within two years from the date**  
21 **an Agreement is entered; or (b) transfer of title is not effectuated to Sponsor within two**  
22 **years from the date an Agreement is entered; or (c) if the Sponsor changes the scope or**

1 **purpose of the number of units of housing within the Housing Development, identified in a**  
2 **specific Agreement, without the consent of the City, by and through its representatives, and**  
3 **in accordance with the requirements of the Lansing City Charter, and the Sponsor or other**  
4 **responsible party does not cure the violation within 90 days after written notice is given to**  
5 **the Sponsor, then that specific Agreement shall automatically expire, terminate and be of**  
6 **no further effect.**

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

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

12 Section 4. This ordinance shall take effect on the 14th day after enactment, unless given  
13 immediate effect by City Council.

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 that a public hearing be set for Monday, \_\_\_\_\_, 2026, at 7 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, to amend Chapter 886 of the Lansing Codified Ordinances, Sections 886.01-886.07, to authorize a property tax exemption for certain eligible properties in exchange for a service charge in lieu of taxes rate of four percent of annual shelter rents for up to 18 years, in conformity with the State of Michigan property tax exemption alternative, authorized under 1966 PA 346, as amended; specifically MCL 125.1415a, which permits a city to authorize by ordinance a rate below 10 percent of annual shelter rents.



1 be benefited and improved by such housing, the encouragement of the same by providing  
2 certain real estate tax exemption for such housing is a valid public purpose.

3 **886.02 Definitions.**

4 (a) Act means the State Housing Development Authority Act, being Public Act 346  
5 of 1966, as amended.

6 (b) Agreement means the “Payment in Lieu of Taxes Agreement” entered into  
7 voluntarily between the City of Lansing administration and the Sponsor, identifying at  
8 least: the legal identity of the Sponsor; the legal and qualitative description of the Housing  
9 Development; the number of units in the Housing Development, and the anticipated years  
10 of commencement and conclusion of the period of tax exemption.

11 (b) Annual Shelter Rents means the total collections during an agreed annual period  
12 from all persons of low or moderate income, occupying the Housing Development  
13 representing rents for occupancy, which rental amounts shall be exclusive of charges for  
14 gas, electricity, heat or other utilities furnished to the occupants.

15 (c) Authority means the Michigan State Housing Development Authority.

16 (d) Housing Development or Development means a development that reserves at  
17 least 30% of the total housing units for persons of Low or Moderate Income and such  
18 elements of other housing, commercial, recreational, industrial, communal and educational  
19 facilities as the Authority may determine will improve the quality of the development as it  
20 relates to housing for persons of low and moderate income; for purposes of this Chapter,  
21 the Development may not be located on property currently or previously receiving a tax  
22 exemption under the Act; for purposes of any Development utilizing the tax exemption

1 **provided by this Chapter, the Development shall be identified and described in the**  
2 **Agreement.**

3 **(e) HUD means the Department of Housing and Urban Development of the United**  
4 **States Government.**

5 **(f) Low Income Housing Tax Credit Program means the program established by**  
6 **Section 42 of the United States Internal Revenue Code.**

7 **(g) Low or Moderate Income means low- or moderate-income eligibility under the**  
8 **Authority Act or rules.**

9 **(h) Mortgage Loan means a loan that is Federally-aided (as defined in Section 11 of**  
10 **the Act) or a loan or grant made or to be made by the Authority to the Sponsor for the**  
11 **construction, rehabilitation, acquisition and/or permanent financing of a housing project**  
12 **and secured by a mortgage on the housing project.**

13 **(i) Sponsor means a person or other entity with a Housing Development which is**  
14 **financed or assisted pursuant to the Act. For purposes of any Development utilizing the tax**  
15 **exemption provided by this Chapter, the Sponsor shall be identified and described in the**  
16 **Agreement.**

17 **(j) Utilities means fuel, water, sanitary sewer and/or electrical service, which is paid**  
18 **for by the Housing Development.**

19 **886.03 Establishment of annual service charge.**

20 **(a)The City acknowledges that for Developments utilizing the tax exemption**  
21 **provided by this Chapter, and subject to the Authority’s review and approval of an**  
22 **Agreement, Sponsor and the Authority will have established the economic feasibility of the**

1 **Housing Development in reliance upon the enactment and continuing effect of this section**  
2 **and upon the qualification of the units of housing in the Housing Development for**  
3 **exemption from all property taxes as established in this section.**

4 **(b) Subject to the conditions and requirements of this section and the Act, the units**  
5 **in the Housing Development for persons of Low or Moderate Income identified in the**  
6 **Agreement and the property on which they are constructed shall be exempt from all**  
7 **property taxes for not more than 18 years, commencing on January 1 of the year**  
8 **immediately following the first year that the Development has all necessary approvals and**  
9 **is legally occupiable.**

10 **(c) In lieu of all said property taxes on the units in the Housing Development, the**  
11 **Sponsor shall pay, and the City will accept, an annual service charge for public services in**  
12 **the sum equal to four percent of the Annual Shelter Rents.**

13 **(d) The exemption provided under this section shall commence when the Sponsor**  
14 **complies with Section 15a(2) of 1966 PA 346, as amended, codified as MCL 125.1415a(2),**  
15 **which provides: the owner of a housing project eligible for the exemption shall file with the**  
16 **local assessing officer (the City Assessor) a notification of the exemption, which shall be in**  
17 **an affidavit form as provided by the Authority. The completed affidavit form first shall be**  
18 **submitted to the Authority for certification by the Authority that the project is eligible for**  
19 **the exemption. The owner then shall file or cause to be filed the certified notification of the**  
20 **exemption with the local assessing officer before November 1 of the year preceding the tax**  
21 **year in which the exemption is to begin.**

1           **(e) In addition to the certification required pursuant to Subsection 886.03(d), the**  
2 **Sponsor shall provide the following documents and information, annually, in writing to the**  
3 **City Assessor, relating to the Housing Development for the preceding year in which the**  
4 **property tax exemption was in effect:**

- 5                   **1. The annual audited accounting report for the payment in lieu of taxes; and**
- 6                   **2. A certified statement identifying all the units rented to persons of Low or**  
7 **Moderate Income; and**
- 8                   **3. If requested by the City, proof that the Housing Development units have**  
9 **not increased, decreased, or been altered in any form.**

10 **886.04 Limitation on the payment of the annual service charge.**

11           **Notwithstanding subsection 886.03, the service charge to be paid each year in lieu of**  
12 **taxes for the part of the Housing Development project that is tax exempt and occupied by**  
13 **other than Low or Moderate Income persons shall be equal to the full amount of the taxes**  
14 **that would otherwise be due and payable on that portion of the Housing Development**  
15 **project if the project were not tax exempt.**

16 **886.05 Payment of annual service charge.**

17           **The service charge in lieu of taxes, as established under this section, shall be payable**  
18 **in the same manner as general property taxes are payable to the City, except that the**  
19 **annual payment shall be made on or before July 1 of the year following the year upon**  
20 **which such charge is calculated. Collection procedures shall be in accordance with the**  
21 **provisions of the General Property Tax Act (1893 PA 206 as amended; MCL 211.1 et seq.)**

22 **886.06 Contractual effect.**

1           Notwithstanding the provisions of Section 15(a)(5) of the Act to the contrary, a  
2           contract between the City and the Sponsor with the Authority as third-party beneficiary  
3           under the contract, to provide tax exemption and accept payment in lieu of taxes as  
4           previously described, is effectuated by an Agreement for any Development utilizing the tax  
5           exemption provided by this Chapter.

6           **886.07 Duration.**

7           Any such Agreement entered into under this Chapter shall remain in effect and  
8           shall not terminate for 18 years, commencing with and including the first eligible tax year  
9           as described in Subsection 886.03, provided that the Sponsor complies with the  
10          requirements of the Act and this Chapter, and further provided that the Housing  
11          Development continues to be rented to Low or Moderate Income persons at rents  
12          determined under the low-income housing tax credit program, as the same maybe further  
13          amended or superseded, or there is an Authority-aided or Federally-aided mortgage on the  
14          Housing Development as provided in the Act, or the Authority or HUD has an interest in  
15          the property; but in no event beyond December 31 of the 18<sup>th</sup> consecutive year, once  
16          commenced. If: (a) the construction of the Housing Development project does not  
17          commence or the Sponsor fails to obtain a Mortgage Loan within two years from the date  
18          an Agreement is entered; or (b) transfer of title is not effectuated to Sponsor within two  
19          years from the date an Agreement is entered; or (c) if the Sponsor changes the scope or  
20          purpose of the number of units of housing within the Housing Development, identified in a  
21          specific Agreement, without the consent of the City, by and through its representatives, and  
22          in accordance with the requirements of the Lansing City Charter, and the Sponsor or other

1 **responsible party does not cure the violation within 90 days after written notice is given to**  
2 **the Sponsor, then that specific Agreement shall automatically expire, terminate and be of**  
3 **no further effect.**

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

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

9       Section 4. This ordinance shall take effect on the 30th day after enactment, unless given  
10 immediate effect by City Council.



**FINANCE DEPARTMENT**  
124 W Michigan Ave., 8<sup>th</sup> Floor  
Lansing, Michigan 48933  
517.483.4500

**TO:** City Council President & Finance Department

**FROM:** City Controller

**DATE:** April 28, 2026

**SUBJECT:** Purchase Price Threshold - FY 2027

IAW Codified Ordinance of Lansing, MI Chapter 206 Purchasing, Contracts and Sales, Section .01 Definitions, the purchasing price threshold to take effect on July 1, 2026 is \$32,000.

Please apply this threshold to applicable Codified Ordinances available here:  
[https://library.municode.com/mi/lansing/codes/code\\_of\\_ordinances](https://library.municode.com/mi/lansing/codes/code_of_ordinances)

If you have any questions, please feel free to contact me at 517-483-4515.

Charles H. Randall, CPA, CISA

Cc: Stephanie Robinson & Marilyn Chick, Purchasing

- **CHAPTER 206. - PURCHASING, CONTRACTS AND SALES<sup>[4]</sup>**
- **206.01. - Definitions.**

As used in this chapter:

*Construction* means the process of building, altering, repairing, improving or demolishing any City structure or building, or other City improvements of any kind to any City real property.

*Contract* means all types of City agreements, regardless of what they might be called, for the procurement of supplies, services or construction.

*Contractor* means any person having a contract with the City.

*Director* means the City Controller.

*Invitation for bids* means the complete assembly of related documents, whether attached or incorporated by reference, furnished prospective bidders for the purpose of soliciting sealed bids.

*Local bidder* means a bidder whose business is located within the City.

*Procurement* means purchasing, renting, leasing or otherwise acquiring for monetary consideration any supplies, services or construction items for the City.

*Purchase price threshold* means the purchase amount, equal to or exceeding, at which competitive sealed bids will be required. This amount shall automatically be adjusted each fiscal year after the effective date of the ordinance from which this section is derived by the Bureau of Labor Statistics Indicator, Consumer Price Index U.S. City Average (CPI-W U.S. City Average) for the prior calendar year. The City Controller will report the changes in the CPI-W U.S. City Average, based on most recently reported data, to City Council and the Department each year on May 1, to take effect on July 1 of that year. The purchase price threshold for City Fiscal Year Ending June 30, 2025, is \$31,000.00. Adjustments thereafter will be to the nearest \$1,000.00.



**MINUTES**  
**Committee on Ways and Means**  
**Wednesday, September 3, 2025 @ 3:30 p.m.**  
**City Council Conference Room**

**CALL TO ORDER**

Council Member Hussain called the meeting to order at 3:30pm

**PRESENT**

Council Member Adam Hussain, Chair  
Council Member Jeremy Garza, Vice Chair  
Council Member Peter Spadafore, Member

**OTHERS PRESENT**

Renee Richmond, Council Administrative Assistant  
Lisa Hagen-Lawrence, OCA  
Crystal Thomas, Chief Financial Officer  
Stephanie Robinson, Purchasing  
Charles H. Randall, Controller

**Minutes**

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE MINUTES OF JUNE 17, 2025 AS WRITTEN. MOTION CARRIED 3-0.

**Public Comment**

**Discussion/Action:**

**RESOLUTION – Setting a Public Hearing on Amending Chapter 206 to Adjust Threshold for Bidding**

Ms. Thomas noted they were requested to attend the meeting and provide attendees. Ms. Hagen-Lawrence explained this came from the Administration and worked with Law. Councilmember Hussain mentioned they are setting a hearing and the threshold that calls to be automatically adjusted, and the city controller reports the change to Council by May 1<sup>st</sup>, with an effective date of July 1<sup>st</sup> and for 2025 it was \$31,000. Councilmember Spadafore asked where the \$31,000 came from and Councilmember Hussain noted it is on line 17 of the Ordinance. Councilmember Garza stated for transparency when it goes to Council they will know what the CPI (Consumer Price Index) is and is it 12 years, Ms. Robinson confirmed it expires in so many years. Councilmember Spadafore noted 10 years. Councilmember Hussain explained for anyone online that CPI is a measure of inflation of average increase of goods like groceries, and gas. Mr. Randall noted it is done by the federal government. Ms. Robinson added they were told Mayor Schor, Brett Kaschinske, and Jason Hogan.

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE RESOLUTION FOR SETTING A PUBLIC HEARING ON AMENDING CHAPTER 206 TO ADJUST THRESHOLD FOR BIDDING WITH THE AMENDMENT ON LINE 12 ADDING THE WORD 'YEAR' AFTER FISCAL. MOTION CARRIED 3-0.

**OTHER**

**ADJOURN**

Adjourned at 4:09pm

Submitted by, Renee Richmond, Recording Secretary, Lansing City Council

Approved by the Committee on September 22, 2025