



MINUTES
Committee on Ways and Means
Friday, February 19, 2021 @ 2:00 p.m.

<https://us02web.zoom.us/j/81382997422>; ID 813 8299 7422 Dial In: (646) 876 9923

Held virtually in an effort to protect the health and safety of the public & to mitigate the spread of COVID 19

CALL TO ORDER

The meeting was called to order at 2:00 p.m.

Members Present via audio/video

Council Member Carol Wood, Chair remotely from Lansing, Michigan

Council Member , Vice Chairperson (vacant)

Council Member Peter Spadafore, remotely from Lansing, Michigan

OTHERS PRESENT

Sherrie Boak, City Council Office Manager

Mary Bowen, OCA

Lisa Hagen, OCA

Eric Brewer, Council Internal Auditor

Joe McClure, LPD

Elizabeth O'Leary, HR

Kim Coleman, HRCS

Linda Sanchez- Gazelle, HR

Jake Brower, Budget

Chief Green, LPD

Captain Backus, LPD

Katrina Urista, HRCS

Toni Young, HRCS

Brian Leflar, Baird

Jarrold Smith

Robert Widigan, Finance Director

Public Comment

No Public Comment at this time.

Minutes

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE MINUTES FROM FEBRUARY 5, 2021. AS PRESENTED. ROLL CALL VOTE, MOTION CARRIED 2-0.

Discussion/Action:

RESOLUTION – DONATION ACCEPTANCE; FRANCINE DYE LIVING TRUST

Mr. McClure outlined the estate trust that was designed by Ms. Dye for the LPD canine unit and when she passed away she left \$9675.79. The canine unit has identified the items in the resolution to use the funds for once approved. Those included agility items, materials to build a scent wall, professional grooming basin for the canines, and scent wall accessories. Council Member Wood asked Chief Green if he knew why LPD was listed, and Chief Green confirmed Ms. Dye was a strong supporter of the LPD canine during her lifetime. Council Member Wood asked if accepting the grant, gives them the authority for the administration transfer, if it is a 5 vote. Mr. Abood confirmed it is a 5 votes. Council Member Wood asked Mr. Abood to confirm what the vote count is for the acceptance and authorization by Monday night at Council.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION FOR THE DONATION ACCEPTANCE FROM THE FRANCINE DYE LIVING TRUST.

Chief Green stated the LPD could contact the family for more information and Mr. McClure stated he could provide the letter from the trust advisors to the Council.

ROLL CALL VOTE, MOTION CARRIED 2-0.

RESOLUTION – 2020 JUSTICE ASSISTANCE GRANT

Captain Backus explained that this is a formula grant, allocated annually. The funds, in total \$106,246 will go through Ingham County, and the City will roughly get \$95,000. Those funds will be used to continue current efforts to place link networks throughout the City for the camera systems. The radio link network is supported by the IT department, because it supports other links in the City for what they are doing. This would allow for one platform with camera feeds used by officers and investigators. Council Member Wood asked why Council was getting it after it was awarded 10/9/2020. Captain Backus said funds are allocated to the City and then the City then has to state how they will use, however they will not be accepted until it is approved by Council. Council Member Spadafore explained that there is a formula, the City was awarded the funds, so they applied but have not agreed to accept them yet. Council Member Wood noted they applied 11/2020, and with all controversy it the City and LPD, why did they choose to spend the funds on this project instead of putting the funds into the communities. Captain Backus stated the funds were going to the technology that all City departments can utilize. Council Member Spadafore asked if the old network is cellular, and Captain confirmed fiber and cellular, which costs roughly \$500 per month per camera. With this radio link it has upfront costs but no monthly cost, with radio links you can add components and also add public WIFI, and other departments can utilize without any other costs.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION FOR THE 2020 JUSTICE ASSISTANCE GRANT.

Mr. Brewer had no comments.

Council Member Wood asked why the dates are 10/1/2019 to 9/30/2021 and Captain Backus confirmed that is how jag funds are awarded.

ROLL CALL VOTE, MOTION CARRIED 2-0.

RESOLUTION – GRANT ACCEPTANCE: MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY (MSHDA) EMERGENCY RENTAL ASSISTANCE FOR THE DEPARTMENT OF HUMAN RELATIONS AND COMMUNITY SERVICES

Ms. Coleman did introductions. Mr. Widigan noted it is \$27 million for rental assistance, is administered through MSDHA then to the City, beginning now until September, 2021. This would be roughly \$3 million per month. MSHDA is doing something similar for community mental health and there is an upfront percentage of 15%. Ms. Urista then added to the details that the City can draw down in advance of 15%, and the City will use the homeless agencies to manage and qualify people to be a part of the program. The program is open to Ingham County and the City is fiduciary, with all the City expenses to finance the grant, covered under the administrative budget line item. To manage it, there will be contracts with every agency. Ms. Coleman stated that only 65% of this can be expended by the end of September, however, per Ms. Urista, if they City spends 65% they will be given 3 more months to spend. The Committee was then told that currently this grant is held up in Michigan legislature on passage, and going through State Treasury. Council Member Spadafore asked if they were asking Council to approve the grant without the House Bill being passed. Mr. Brower stated that once it approved a the State there will be a short time frame, so they are asking Council to accept funds in advance in anticipation of accepting. Council Member Spadafore noted to the staff that he did not want a line of credit with the hopes the House Bill passes. He then asked about appropriation to utilities since the Bill allows for that but the resolution in front of the Committee is only for housing. Ms. Urista acknowledged the question and assured them that HRCS has other funds in limited amounts for utility assistance. Council Member Wood asked what percentage is for the administration, and was told they are allowing 10% of the grant and that will cover City expenses, including cost of the loans, interest and origination of the loan. Council Member Wood asked if this project will require new staffing, and Ms. Coleman confirmed it will be a 20 hour/week part time contracted staff. When the funds are gone, the contract will end. Council Member Wood asked if anyone has met with BWL to determine how these funds might help with the utilities. Ms. Urista confirmed they have met with BWL and Holy Cross Services to make sure people are not left without utilities. Council Member Wood asked what the percentage of the \$27 million would be for Lansing, in relation to the others in the County. Ms. Urista noted in comparison to other grants where the City was fiduciary, the City gauges 70%. Council Member Wood asked if they have spoken to the courts on their list of eviction notes and offered this for assistance. Ms. Urista informed the Committee she has been working with legal services on advising and intervention. At this time they are not getting assistance from the Courts, but getting information. Council Member Wood then asked if they are working with the landlords so they housing is up to code before they are provided funds. Ms. Urista admitted that they confirm they meet minimum standard of housing quality by MSHDA's definition, admitting with COVID there are barriers on actually entering the units. Council Member Wood asked them to work with code and building to make sure the rental licenses are current and meet the criteria. Ms. Urista answered that there is a stipulation on every household that is all is paid with this funding, but she was not aware if the taxes are part of that requirement.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE GRANT ACCEPTANCE, MSHDA.

Mr. Brewer noted that if they expect 383 people per month through the process, it would take only a few months to spend the \$27 million, and with the short term borrowing, he asked if it is was realistic to get that many people to sign up. The second question he asked was if the 10% admin cost and interest is charged to the City and the amount charged to City. Mr. Leflar informed the Committee that the maximum amount borrowed is \$13.5 million, the gauge is

going to be different between advice by MSHDA and how quickly they will reimburse. What they have set up is a model with \$7 million. Ms. Urista added that it will be a tall order to have 383 people per month, but they are confident HRCS will do the best they can, noting that the 10% is not just for the City but all other agencies.

ROLL CALL VOTE, MOTION CARRIED 2-0.

SOLE SOURCE- HUMAN RESOURCES; SEGAL WATERS CONSULTING; VENDOR FOR CLASSIFICATION SERVICES

Ms. Sanchez-Gazelle noted Segal Waters Consulting began with the City in 2017 when they were asked to review of job classifications on all jobs and wages. Ms. O'Leary added that it was actually a study to review all job descriptions for the CBA's and classification reviews. Ms. Sanchez-Gazelle continued by stating that from that time they moved with Segal Waters on a sole source for the Unions. In 2019 the City did a RFP, and Segal Waters was the only response. Currently Ms. O'Leary has been working with them on all request for reclassifications. Council Member Wood asked how long HR intended to use Segal Waters, and Ms. O'Leary confirmed there was no timeline. Mr. Brewer had not comments.

MOTION BY COUNCIL MEMBER SPADAFORE TO PLACE ON FILE. ROLL CALL VOTE, MOTION CARRIED 2-0.

OTHER

Council Member Spadafore shared his screen, showing the public and the Committee the proposed budget that was created based on a meeting with the Vice President, Finance Director and Budget Director. This was finalized with Mr. Brewer. Council Member Spadafore then highlighted the changes which included restoring funding to the Cesar Chavez event, and the MLK event, along with temporary help in the Internal Auditor budget. The Committee discussed the changes, and determined to propose reducing the miscellaneous budget to \$20,000. Mr. Brewer proposed lowering the telephone line item to \$8,000. The Committee concurred to reduce the telephone line item and also eliminate the proposed \$2,000 in the Internal Auditor temporary help line item. Council Member Wood asked about the IT formula that was discussed at the last budget season. Council Member Spadafore confirmed the Council line item was lowered from \$83,000 to \$71,000 which did adjust person and computer account.

Council Member Wood asked OCA again what the number of votes are need for the appropriation of the grants, and Mr. Abood stated he was confident that the appropriation and the acceptance are both five (5).

UPDATE – RETIREES HEALTHCARE SERVICES – CHIEF STRATEGY OFFICER

Council Member Wood informed the public that Ms. Kehler, Chief Strategy Officer, was not able to attend this meeting and will be on the next agenda.

Council Member Spadafore asked for the Chief Strategy Officer to speak on her what her long term strategies for future in the budget process would be, also at the future meeting.

ADJOURN

Adjourned at 3:08 p.m.

Submitted by,

Sherrie Boak, Council Office Manager

Lansing City Council

Approved by the Committee on March 5, 2021