



**AGENDA**  
**Committee on Ways and Means**  
**Friday, March 5, 2021 @ 3:15 p.m.**

Access the meeting via: <https://us02web.zoom.us/j/81382997422> ; ID 813 8299 7422 Dial In: 646-876-9923  
email comments prior to the meeting at [sherrie.boak@lansingmi.gov](mailto:sherrie.boak@lansingmi.gov)

All Council Members will participate virtually. They may be contacted prior at [city.council@lansingmi.gov](mailto:city.council@lansingmi.gov) or (517) 483-4177

Councilmember Wood, Chair  
Councilmember Hussain, Vice Chair  
Council Member Spadafore, Member

- 1. Call to Order**
- 2. Public Comment on Agenda Items**
- 3. Minutes**
  - February 19, 2021
- 4. Discussion/Action:**
  - A.) RESOLUTION –Grant Application; Michigan Natural Resources Trust Fund Grant
  - B.) RESOLUTION – Grant Amendment; Victims of Crime Act (VOCA)- Capital Area Response Effort (CARE) Grant
- 5. Other**
  - UPDATE – Retirees Healthcare Savings– Chief Strategy Officer
- 6. Adjourn**

To mitigate the spread of COVID-19 and to provide essential protections to vulnerable Michiganders and this State's health care system and other critical infrastructure, it is crucial that all Michiganders take steps to-limit in-person contact, particularly in the context of large groups. Therefore, the above meetings will be conducted via audio/video conference.

The meetings are being held virtually in accordance with the Open Meetings Act, as amended in an effort to protect the health and safety of the public. Members of the public wishing to participate in the meeting may do so by logging into or calling into the meetings using the website or phone number above, and meeting ID provided. To provide input or ask questions on any item that is listed on the agenda, members of the public may contact the email address listed above under the meeting link.

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.

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**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

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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 \_\_\_\_\_



## LANSING CITY COUNCIL

### GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE:

GRANT NAME: MNRTF Land Acquisition

DEPARTMENT: Parks and Recreation

CONTACT PERSON (INCLUDE EMAIL AND PHONE): [Brett.kaschinske@lansingmi.gov](mailto:Brett.kaschinske@lansingmi.gov) 517-483-4042

APPLICATION DATE 4/1/2021

AWARD DATE: Pending 2022

GRANT CYCLE: \_\_\_ FY 22 \_\_\_

Check One: \_\_\_ Annual \_\_\_x\_One-Time

FUND AMOUNT: 900,000

(Breakdown below should total this amount)

GOODS & SERVICES

PERSONNEL

CONSTRUCTION \$0.00

LAND \$675,000

OTHER (Training)

CITY MATCH (IF APPLICABLE): \$ 225,000

GRANT PAYS FOR: Acquisition of land for trail use

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

The purpose of this grant is to acquire 28+/- acres of land for trail use in the Corporate Research Park. The properties are owned by UCRP-I is the non -profit group of the MSU Foundation. The other property is owned by McLaren. Both these properties have drainage ponds/wetlands and have park value.



# 3101 Technology Blvd. Lansing MI, 48911: Parcel 33-01-01-25-301-410



**Disclaimer:** The data is provided for reference only and WITHOUT WARRANTY of any kind.



## LANSING CITY COUNCIL

### GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE: February 25, 2021

GRANT NAME: TF21-0021 Lansing School District Acquisition

DEPARTMENT: Parks and Recreation

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Brett Kaschinske, [brett.kaschinske@lansingmi.gov](mailto:brett.kaschinske@lansingmi.gov) 517-483-4042

APPLICATION DATE: 4/1/2021

AWARD DATE: 11/2021

GRANT CYCLE: TF21-0021

Check One:  Annual  One-Time

FUND AMOUNT: \$1,000,000 (Breakdown below should total this amount)

GOODS & SERVICES

PERSONNEL

CONSTRUCTION \$0.00

LAND \$0.00

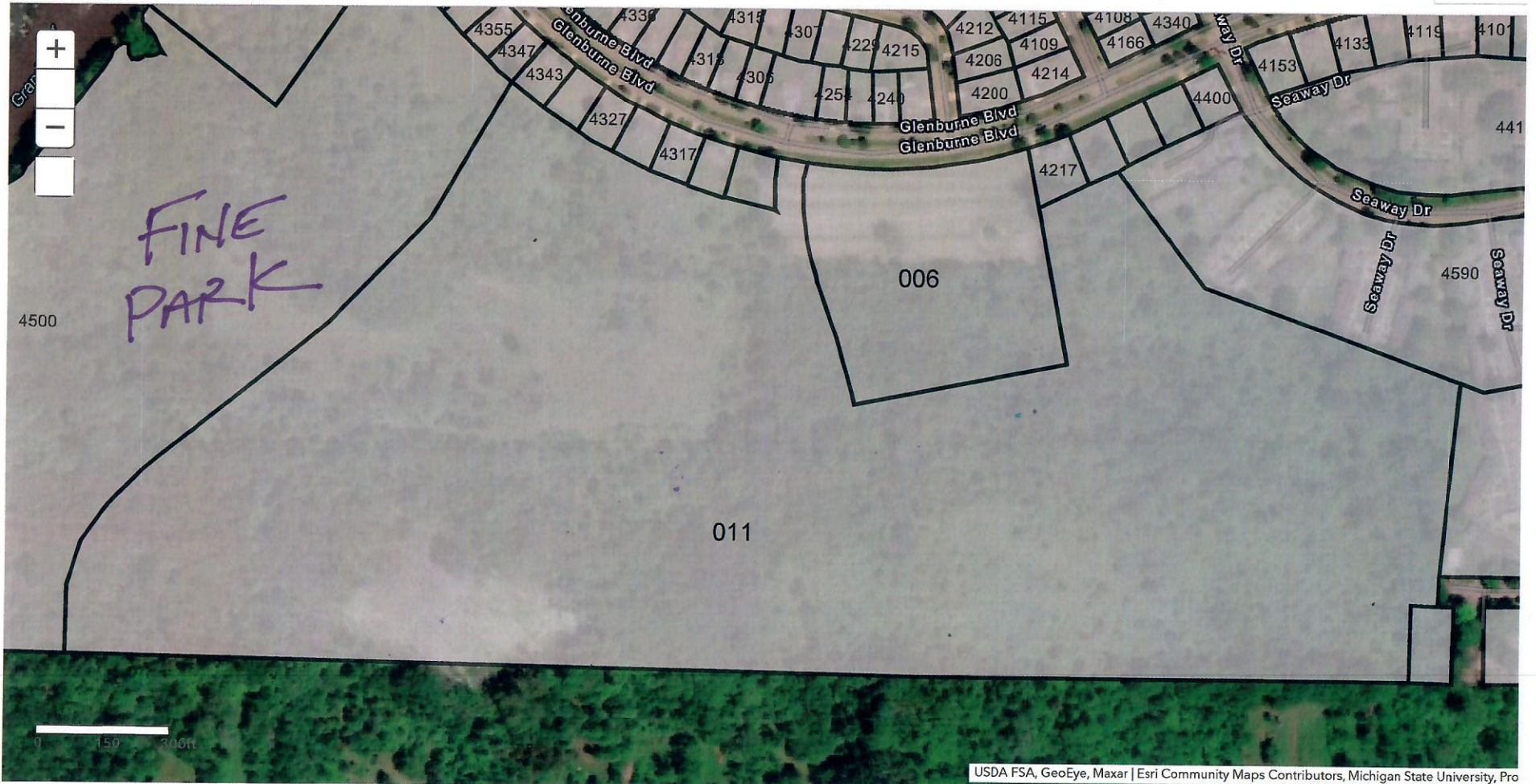
OTHER: MDNRTF Grant \$750,000

CITY MATCH (IF APPLICABLE): \$ 250,000

GRANT PAYS FOR: The acquisition of 67 acres of Lansing School District property adjacent to Fine Park.

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

The purpose of this grant is to acquire 67 acres of Lansing School District property adjacent to Fine Park. This acquisition will allow for the expansion of Fine Park along the Grand River and provide additional recreation opportunities to the Lansing region.





## LANSING CITY COUNCIL

### GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE: February 25, 2021

GRANT NAME: TF21-0031 Adado Riverfront Park Improvements

DEPARTMENT: Parks and Recreation

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Brett Kaschinske, [brett.kaschinske@lansingmi.gov](mailto:brett.kaschinske@lansingmi.gov) 517-483-4042

APPLICATION DATE: 4/1/2021

AWARD DATE: 11/2021

GRANT CYCLE: TF21-0031

Check One:  Annual  One-Time

FUND AMOUNT: \$750,000

(Breakdown below should total this amount)

GOODS & SERVICES

PERSONNEL

CONSTRUCTION \$0.00

LAND \$0.00

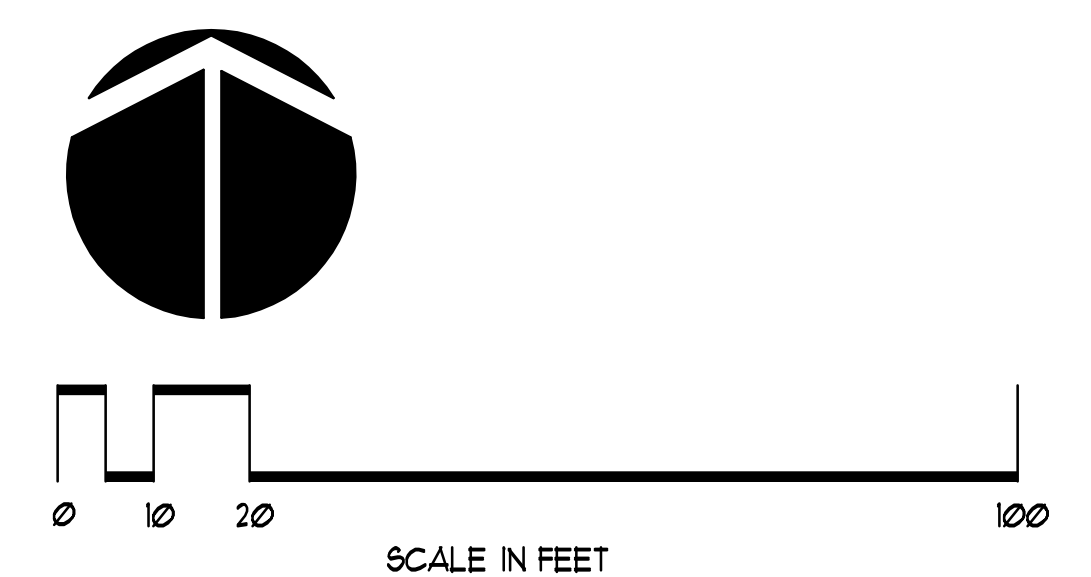
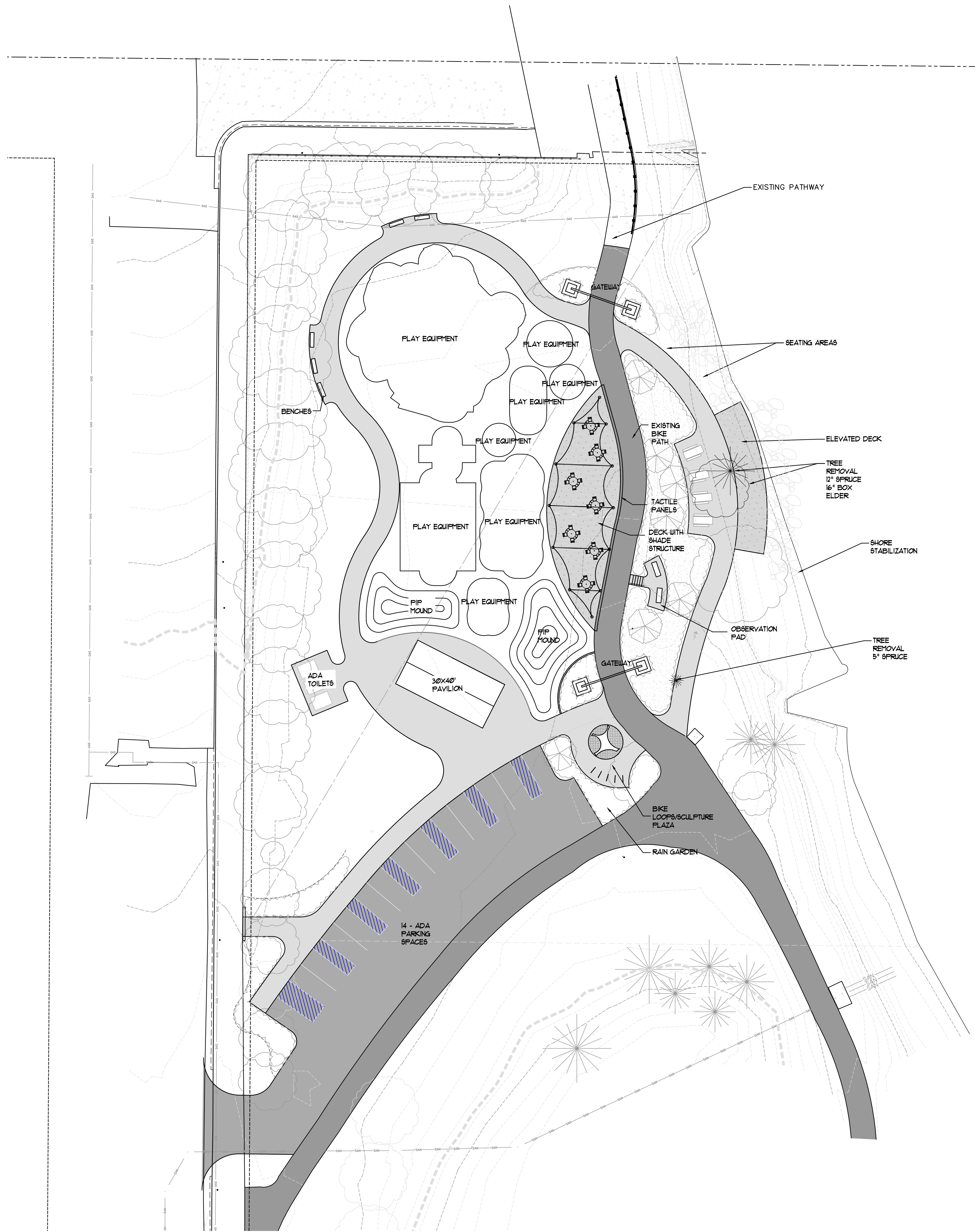
OTHER MDNRTF \$300,000

CITY MATCH (IF APPLICABLE): \$ 450,000

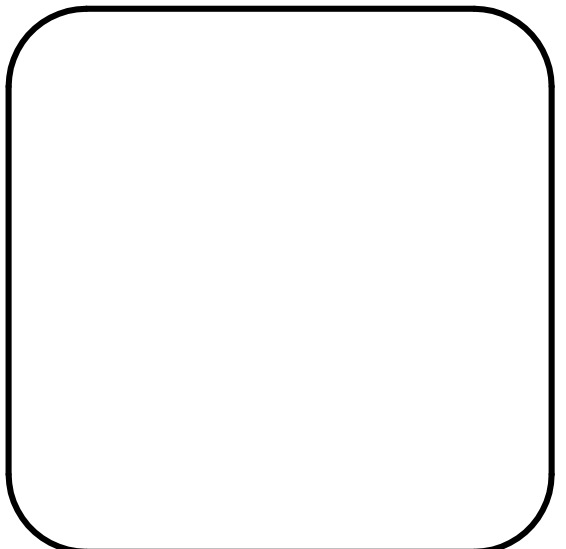
GRANT PAYS FOR: The design, purchase and construction of new playground equipment at Adado Riverfront Park.

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

The purpose of this grant is to provide the design services, purchase and installation of playground equipment, benches, tables, and other amenities at Adado Riverfront Park. The downtown area is in need of more playgrounds and play environments using inclusive playground equipment that welcome kids and families from all over the Lansing Region.



PRELIMINARY SITE PLAN 01.08.21



**VIRIDIS**  
 Design Group  
 333 North Burdick Street, Kalamazoo, Michigan 49007  
 (269) 978-5443 (voice) - (866) 683-5060 (fax)  
 viridis@viridg.com

CAPITAL REGION COMMUNITY FOUNDATION  
 LANSING PLAYGROUND  
 LANSING, MICHIGAN

Revisions


Sheet



## LANSING CITY COUNCIL

### GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE:

GRANT NAME: MNRTF

DEPARTMENT: Parks and Recreation

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Mitch Whisler [mitch.whisler@lansingmi.gov](mailto:mitch.whisler@lansingmi.gov) (517) 230-1569

APPLICATION DATE: April 1, 2021

AWARD DATE: Pending

GRANT CYCLE: FY '21

Check One:  Annual  One-Time

FUND AMOUNT: \$300,000

(Breakdown below should total this amount)

GOODS & SERVICES

PERSONNEL

CONSTRUCTION \$300,000.00

LAND \$0.00

OTHER (Training)

CITY MATCH (IF APPLICABLE): \$100,000

GRANT PAYS FOR: Construction of shared use pathway along Forest Road from US-127 to Aurelius Road and Mount Hope intersection.

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

Purpose of the grant is to create a pathway link between the Forest Road, Bear Lake and Rivertrail pathways. The grant will pay for construction of shared use pathway along Forest Road from west of I-496/US-127 at Staten Road heading west along forest road primarily on the north side and north of the tree line within Evergreen Cemetery, then north The cemetery maintenance shed, then west through Fenner Nature center to the Mount Hope/Aurelius Road intersection to connect to the River Trail. As MNRTF is a competitive grant, funding may be approved but not obligated by the state the same year. Construction is anticipated in 2022 or 2023. Total cost for the project is estimated at \$1,050,000 in 2023 dollars. The city has secured \$455,250 in additional funding through the Ingham County Parks and Trails millage.



# Corporate Research Park Path



**Disclaimer:** The data is provided for reference only and WITHOUT WARRANTY of any kind.



## LANSING CITY COUNCIL

### GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE:

GRANT NAME: MNRTF

DEPARTMENT: Parks and Recreation

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Mitch Whisler [mitch.whisler@lansingmi.gov](mailto:mitch.whisler@lansingmi.gov) (517) 230-1569

APPLICATION DATE: April 1, 2021

AWARD DATE: Pending

GRANT CYCLE: FY '21

Check One:  Annual  One-Time

FUND AMOUNT: \$300,000

(Breakdown below should total this amount)

GOODS & SERVICES

PERSONNEL

CONSTRUCTION \$300,000.00

LAND \$0.00

OTHER (Training)

CITY MATCH (IF APPLICABLE): \$100,000

GRANT PAYS FOR: Construction of shared use pathway along US 127 from Forest Road to Technology Boulevard

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

Purpose of the grant is to create a pathway link between the Forest Road and Bear Lake pathways, which will be completed in 2021, to the Development at Dunckel Road and Collins Road. The grant will pay for construction of shared use pathway along Forest Rod from east of I-496/US-127 to Harrison. As MNRTF is a competitive grant, funding may be approved but not obligated by the state the same year. Construction is anticipated in 2022 or 2023. Total cost for the project is estimated at \$1,055,000 in 2023 dollars.





## LANSING CITY COUNCIL

### GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE: 3/1/21

GRANT NAME: Department of Natural Resources Passport Grant

DEPARTMENT: Parks

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Brett Kaschinske

APPLICATION DATE April 1<sup>st</sup> AWARD DATE: Spring 2022

GRANT CYCLE: \_\_\_\_\_ Check One: \_\_\_Annual  One-Time

FUND AMOUNT: 200,000 (Breakdown below should total this amount)

GOODS & SERVICES 200,000

PERSONNEL

CONSTRUCTION \$0.00

LAND \$0.00

OTHER (Training)

CITY MATCH (IF APPLICABLE): \$50,000

GRANT PAYS FOR: Better access to the Rose Garden

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

Match will be with the money from June Knostman



# Frances Rose Garden

Lansing, MI 48911

## Grant Application Cost

March 1, 2021

*Opinion of Probable Cost:*

Prepared By: Landscape Architects & Planners, Inc.

### Grant Application

Item of Work	Qty	Unit	Unit Price	Amount
<i>Demolition</i>				
Existing Concrete	245	SF	\$ 6.00	\$ 1,470.00
Existing Paved Circle	150	SF	\$ 2.00	\$ 300.00
				<b>\$ 1,770.00</b>
<i>Site Preparation</i>				
SESC Measures	1	LSUM	\$ 1,000.00	\$ 1,000.00
Topsoil Stripping and Stockpile	50	CY	\$ 10.00	\$ 500.00
Grading	1	LSUM	\$ 13,560.00	\$ 13,560.00
Staking and Layout	1	LSUM	\$ 1,500.00	\$ 1,500.00
				<b>\$ 16,560.00</b>
<i>Site Work</i>				
Base Material 21AA 6"	50	CY	\$ 35.00	\$ 1,750.00
4" Concrete Walk	2,617	SF	\$ 11.00	\$ 28,787.00
Gretchen 6' Bench	3	EA	\$ 4,800.00	\$ 14,400.00
				<b>\$ 44,937.00</b>
<i>Landscaping and restoration</i>				
Seeding	3550	SF	\$ 0.60	\$ 2,130.00
				<b>\$ 2,130.00</b>
<i>Restoration</i>				
Pergola	1	LSUM		\$ 82,750.00
				<b>\$ 82,750.00</b>
			Subtotal	\$ 148,147.00
Mobilization 10%			10%	\$ 14,814.70
Contingency 10%			10%	\$ 14,814.70
Engineering 15%			15%	\$ 22,222.05
			<b>TOTAL</b>	<b>\$ 199,998.45</b>

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

Authorizing Michigan Natural Resources Trust Fund (MNRTF) Grant Funding

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

WHEREAS, MNRTF will be accepting grant applications for the next grant cycle no later than April 1, 2021; and

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

WHEREAS, the Parks Board at its February 10, 2021 unanimously approved the submission of the grants; and

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

Land acquisition of 67 acres from Lansing School District	\$1,000,000
Land acquisition of two parcels 20.15 acres and 7.91 acres for Corporate Research Park (McClaren)	\$900,000
Development Grant for ADA Playground Phase II at Riverfront Park (boardwalk, river access, parking lot and other amenities)	\$300,000
Development Grant for Fenner Nature Center Walking Path	\$300,000
Development Grant for Corporate Research Park (McClaren)	\$300,000
Recreation Passport Grant for the Frances Park Rose Garden	\$200,000

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

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

1. To appropriate all funds necessary to complete the project during the project period and to provide funding with a minimum twenty-five percent (25%) to match the grant authorized by the DEPARTMENT.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the DEPARTMENT for auditing at reasonable times in perpetuity.
3. To regulate the use of the property acquired and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
4. To comply with any and all terms of said Agreement included all terms not specifically set forth in the foregoing portions of this Resolution.



## LANSING CITY COUNCIL

### GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE: March 5, 2021

GRANT NAME: Victims Of Crime Act (VOCA) Victim Assistance Grant Amendment

DEPARTMENT: Police

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Joe McClure ([Joe.Mcclure@LansingMI.Gov](mailto:Joe.Mcclure@LansingMI.Gov)) (483-4808)

APPLICATION DATE: August 2020

AWARD DATE: 9/21/2021

GRANT CYCLE: 10/1/2020 – 9/30/2021 Check One: \_\_\_ Annual  One-Time

FUND AMOUNT: \$73,625 (Breakdown below should total this amount)

GOODS & SERVICES	\$58,900
PERSONNEL	\$
CONSTRUCTION	<u>\$0.00</u>
LAND	\$0.00
OTHER (Match)	<u>\$14,725</u>

CITY MATCH (IF APPLICABLE): \$14,725 (20% of grant amendment amount) The source of the match is in-kind volunteers

GRANT PAYS FOR: A vehicle, relocation assistance, equipment and supplies

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

The purpose of the Victims of Crime Act (VOCA) grant is to expand and enhance local services available to victims of intimate partner violence. Allowable uses include salaries, wages, fringes, supplies, equipment, contractual, and other expenses. LPD's Capital Area Response Effort (CARE) program plans to utilize a portion of these grant funds to purchase a vehicle in order for staff to transport domestic violence victims to the CARE office, to shelter, and to appointments at community partner agencies such as food banks and the MDHHS. Currently, staff are using their own vehicles and being reimbursed for mileage. A portion of the grant funds will also be used to assist victims of domestic violence in their efforts to relocate to safe housing by providing the cost of security deposit and/or first month's rent.

**BUDGET SUMMARY:**

Category	Orig. Budget	New Request	New Budget
<b>Grant Sub-Total:</b>			
Salary & Wages	141,502		141,502
Fringes Benefits	11,321		11,321
Travel	5,679		5,679
Supplies & Material	1,925	3,200	5,125
Contractual	0		0
Equipment	0	40,700	40,700
Other Expense	4,470	15,000	19,470
<b>Total Sub-Total</b>	<b>164,897</b>	<b>58,900</b>	<b>223,797</b>
<b>Match:</b>			
Volunteers	38,294	13,679	53,019
Volunteer Fringe Benefits	2,930	1,046	2,930
<b>Total Match</b>	<b>41,224</b>	<b>14,725</b>	<b>55,949</b>
<b>GRAND TOTAL</b>	<b>206,121</b>	<b>73,625</b>	<b>279,746</b>

**DETAILS OF NEW REQUEST (excluding match):**

Item	Description and Purpose	Budget
Vehicle	For transportation to court, shelter, CARE office, DHS, Food banks, etc	37,000
Relocation Assistance	Removing financial barrier for clients to relocate to a safe location	10,000
Translation of Agency Materials	Plain language materials, translation of program forms into other languages	5,000
Brochures	Printing of program materials with services available	2,000
1 Desktop computer	For client use to attend court via Zoom	1,200
Shelving	Additional Storage for client resources	1,000
Books and Toys	For client lobby	1,000
5 webcams	For virtual meetings with clients	600
1 Desk	For new desktop computer for client use	500
TV	For direct services waiting in CARE lobby	400
Agency Zoom Subscription	For virtual meetings with clients	200
<b>TOTAL</b>		<b>58,900</b>

**RESOLUTION #2020-214**

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

WHEREAS, for the past twenty-four years, the Capital Area Response Effort (CARE) Programs has served the City of Lansing in ending intimate partner violence in Ingham County; and

WHEREAS, the CARE Program provides empathic listening to the victims; assesses a victim's risk of further injury or homicide; provides education on power and control dynamics; assists with personal safety planning; helps to arrange safe shelter; provides advocacy with legal and civil court proceedings; assists with Victims' Rights Compensation medical forms; provide free 911 phones; provides transportation to local community agencies; accesses other community resources available to victims; dispenses emergency personal need items; and

WHEREAS, drawing as necessary on community referrals, the CARE program acts as a post-arrest response team responding to victims of intimate partner violence in Lansing, East Lansing, Lansing and Meridian Townships and Michigan State University; and

WHEREAS, the CARE Program utilizes 3 full-time staff and approximately 30 volunteers (on-call 7-days a week from 0800 – 0100 hours) via Tri-county dispatch center; and

WHEREAS, the CARE Program also responds to victims of non-arrest intimate partner violence via phone contracts and/or of dispatched by local hospitals; and

WHEREAS, in partnership with Ending Violent Encounters (EVE, Inc.) and MSU Safe Place shelters, the CARE Program provides twenty hours volunteer training sessions, three times a year and 60 days probation period for CARE volunteers. Volunteer training is geared specifically to domestic violence laws, victim's rights, community resources, empathic listening, crisis intervention and safety planning; and

WHEREAS, via numerous agencies and organizations, the CARE Program also promotes better community awareness of intimate partner violence by providing community education and training; and

WHEREAS, the CARE Program is funded for 10/01/2020 – 09/30/2021 by a renewable direct federal Victims of Crime Act (VOCA) Grant of \$206,121, not to exceed \$164,897 (using in-kind 20% local match of \$41,224).

NOW, THEREFORE, BE IT RESOLVED, the Lansing City council approves acceptance of the VOCA-CARE grant from the Michigan Crime Victims Service Commission in the amount of \$206,121 total compensation, for the fiscal period beginning October 1, 2020 and ending September 30, 2021.

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

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

WHEREAS, the Lansing City Council approved Resolution #2020-214 which allowed the Capital Area Response Effort (CARE) program to accept a Victims of Crime Act (VOCA) grant from the Michigan Department of Health and Human Services (MDHHS) in the amount of \$206,121 total compensation, for the fiscal period beginning October 1, 2020 and ending September 30, 2021; and

WHEREAS, the CARE program subsequently applied for and was awarded an increase of \$58,900 plus 20% local match for a total increase of \$73,625; and

WHEREAS, The 20% local match, a non-cash match, will be satisfied by in-kind volunteers; and

WHEREAS, the CARE program plans to utilize a portion of the additional funds to purchase a vehicle in order for staff to transport victims to the CARE office, to shelter, and to appointments at community partner agencies such as food banks and the MDHHS; and

WHEREAS, the CARE program also plans to utilize part of the additional funds to assist victims of domestic violence in their efforts to relocate to safe housing by providing the cost of security deposit and/or first month's rent.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the VOCA-CARE additional \$58,900 grant award amount, \$73,625 total compensation, from the MDHHS for the fiscal period beginning October 1, 2020 and ending September 30, 2021.

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

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