



MINUTES
Committee on Ways and Means
Friday, July 2, 2021 @ 3:15 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 3:15 p.m.

Members Present via audio/video

Council Member Carol Wood, Chair, remotely from Lansing, Michigan

Council Member, Adam Hussain, Vice Chair, remotely from Lansing, Michigan

Council Member Peter Spadafore, remotely from Lansing, Michigan- excused

OTHERS PRESENT

Sherrie Boak, City Council Office Manager

Eric Brewer, Internal Auditor

Lisa Hagen, OCA

Jim Smiertka, City Attorney

Robert Widigan, Finance Director

Jake Brower, Budget Director

Desiree Kirkland, Treasurer

Brett Kaschinske, Parks Director

Minutes

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE MINUTES FROM JUNE 18, 2021. AS PRESENTED. ROLL CALL VOTE, MOTION CARRIED 2-0.

Public Comment

No public comment at this time.

Discussion/Action:

RESOLUTION - Grant Acceptance; Priority Health and National Fitness Campaign Grant; Parks and Recreation Department

Mr. Kaschinske stated there was recently installed an outdoor workout area in the area of the East side of the river, along River Front Park. This was such a success they are looking at doing another one, and have worked with Priority Health on something at Jolly and Aurelius, at Maguire Park. This area was a benefit because of the housing in the area and the access. The grant is for \$50,000 and the additional funds would be the grant match, which is in the parks millage. Mr. Kaschinske noted that if approved they will contact local businesses for sponsorship, and they will be able to advertise along the new wall along Jolly Road. Council Member Hussain asked

how the location was chosen, which was confirmed earlier. He then asked about the City work, which Mr. Kaschinske confirmed is the concrete work. Council Member Hussain asked in the future they look in area where there are disadvantaged residents to benefit from it. Council Member Wood spoke briefly on the AARP lot, which is close to senior housing. Council Member Wood asked about the advertising, and her reluctant to see medical marihuana facility advertising on the site and any sales of alcohol. Mr. Kaschinske acknowledged they have a targeted approach to specific businesses, it will not be an RFP for advertising. Council Member Wood asked how they were going to turn people away, and Mr. Kaschinske stated they let them know other areas where their resources can fit the needs. Council Member Hussain suggested Mr. Kaschinske speak to the 2nd Ward Council Member. Council Member Wood asked OCA if there was any legality on advertising. Mr. Smiertka stated they have already sat with Mr. Kaschinske on the advertising questions. Mr. Kaschinske stated there is a policy for this same situation within the community activities event he will share with OCA. Mr. Brewer stated he had no comments.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR THE GRANT ACCEPTANCE FROM PRIORITY HEALTH AND NATIONAL FITNESS CAMPAIGN. ROLL CALL VOTE, MOTION CARRIED 2-0.

Mr. Kaschinske asked if he needed to attend the Council meeting on July 12th, and Council Member Wood stated he would not need to be there.

RESOLUTION - Authorization to Utilize Electronic (ACH) Transactions

Mr. Widigan provided an overview, stating it relates to the audit findings, noted that the City had a few policies such as debt management that they did not have. This will help with that request from the auditor. The Administration worked with Manor Christensen, Treasurer and the OCA on the policy. The Committee went through the document section by section. Mr. Widigan began with the definitions in the document, and the Committee and Internal Auditor had no questions. Mr. Widigan read 2. – Authority to Enter into ACH Arrangements and Electronic Transfers of Public Funds. The Committee and Mr. Brewer had no questions or comments.

The Committee moved to 3. – Responsibility for ACH Agreements, and after Mr. Widigan reading the language, the Committee was asked for questions or comments. Mr. Brewer asked if the items were going to be in the General Ledger software program, and Mr. Widigan confirmed. The next area was 4. – Internal Accounting Controls to Monitor Use of ACH Transactions. The Committee did not have any questions. Council Member Hussain did acknowledge Mr. Widigan for proceeding with these changes as stated earlier in the year. Mr. Brewer made a statement on the policy controls. Council Member Wood asked if there was any need, based on the Charter, that the Internal Auditor has the ability to review. Mr. Widigan stated it would be a good option, but based on the Charter he did not believe so and deferred to the OCA. Council Member Wood stated a concern where the Auditor has had easier access to get materials to review, and with every Administrations interpretation of the Charter, since Council is looking at the policy, it might be better to address in this now. Mr. Widigan noted that in the Charter, 3-402 3a. – does allow for examination of Financial Transactions by the Auditor. Mr. Smiertka stated it could be added as a WHEREAS, the City Treasurer and Finance Department will cooperate with the City Internal Auditor pursuant to the Charter requirements on these funds. Ms. Kirkland and Mr. Widigan acknowledged the additional language.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR THE AUTHORIZATION OF ACH ELECTRONIC TRANSACTIONS WITH THE ADDITIONAL LANGUAGE. ROLL CALL VOTE, MOTION CARRIED 2-0.

Other

Mr. Smiertka provided an update on a litigation that was settled with multiple municipalities, with the City cost of \$200,000. The full Council will be briefed in the July closed session.

Council Member Wood asked, since there was a settlement, did the City claim responsibility.

Mr. Smiertka stated it was a settlement and stated that way in the documents in the Courts.

ADJOURN

Adjourned at 3:48 p.m.

Submitted by,

Sherrie Boak, Council Office Manager

Lansing City Council

Approved by the Committee July 16, 2021