

# AGENDA

## Committee on Ways and Means AGENDA FOR MARCH 28, 2022 AT 4:30 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.

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Council Member Spadafore, Chairperson  
Council Member Garza, Vice Chairperson  
Council Member Wood, Member

1. **Call to Order**
2. **Roll Call**
3. **Minutes**
  - A. March 14, 2022
4. **Public Comment on Agenda Items (Up to 3 Minutes)**
5. **Discussion/Action:**
  - B. RESOLUTION - Grant Acceptance; Michigan Economic Development Corporation MI Enhancement Grant, Capitol Security
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.



**MINUTES**  
**Committee on Ways and Means**  
**Monday, March 14, 2022 @ 4:00 p.m.**  
**City Council Conference Room**

**CALL TO ORDER**

Council Member Spadafore called the meeting was called to order at 4:00 p.m.

**PRESENT**

Council Member Peter Spadafore, Chair  
Council Member Jeremy Garza, Vice Chair  
Council Member Carol Wood, Member

**OTHERS PRESENT**

Sherrie Boak, Council Office Manager  
Lisa Hagen, OCA  
Jim Smiertka, OCA – arrived at 4:44 p.m.  
Joe Abood, OCA - left the meeting at 4:54 p.m.  
Dan Danke, Public Service  
Andy Kilpatrick, Public Service  
Jake Brower, Finance  
Brett Kaschinske, Parks and Recreation  
Eric Brewer, Council Internal Auditor  
Desiree Kirkland, Finance Director

**Minutes**

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE MINUTES FROM FEBRUARY 28, 2022 AS PRESENTED. MOTION CARRIED 3-0.

**Public Comment**

No public comment at this time; no public present.

**Discussion/Action:**

**RESOLUTION – Grant Application; Michigan Natural Resources Trust Fund**

Mr. Kaschinske referenced the presentation in the packet, noting that two are acquisition grants and two are development grants, and the applications are due April 1<sup>st</sup> with the written approvals of Council as part of the application. With acquisition grants, there is an appraisal, and the State pays for 75%. Mr. Kaschinske then started the presentation with the E. Cavanaugh where they will remove three structures along with the driveway approach. Council Member Wood asked if this was part of the Parks Master Plan and Mr. Kaschinske it was, as part of properties are contiguous with properties of the river trail, and the DNR Grants team approached parks on this

area as well. Therefore since they are part of, there is no need to amend the master plan. Council Member Garza asked the price, and Mr. Kaschinske stated they are applying for \$300,000 but do not think it will cost that much. They are asking for more, because if they ask for less than what it comes in at, then the City would have to cover the cost of the difference. Council Member Garza asked if there was a City match, and Mr. Kaschinske confirmed there was and the more the City matches the more points the City will get in their application process. The match funds will come from the parks millage, and Mr. Brower confirmed the funds were available. The next portion of the presentation was the Clifford Park outside courts and the install of a new pickle ball court. Council Member Wood asked for future maintenance plans of the courts, noting there needs to be money aside for improvements. Council Member Garza asked for the reasoning on pickle ball courts and if they did any outreach to the neighborhood. Mr. Kaschinske explained their reasoning on the choice. He then moved to the next project which is the Burchard Park and Brenke Fish Ladder. Council Member Wood referenced an article recently where the Army Core Engineers were discussing removing the damn as it is currently built, and asked if it would effect this proposed project. Mr. Kaschinske stated there are options for the fish ladder to remain, and if the damn is removed they will still need some type of rock wall in the area. They have been aware of the discussions on the dame, but again it if is removed he did not see that it would effect this project. The Committee spoke briefly on the proposed lighting which was confirmed as event lighting, not LED safety lighting. Council Member Garza asked if this was planned or just became a discussion because of the talks on the damn, and Mr. Kaschinske confirmed it has been in discussion before the recent talks. Council Member Spadafore asked if there were fees to use the area, and it was confirmed, along with confirming it is part of the Parks Master Plan.

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE GRANT APPLICATION FOR THE MICHIGAN NATURAL RESOUCES TRUST FUND PROJECTS. MOTION CARRIED 3-0.

RESOLUTION – Grant Application; Michigan Department of Transportation Local Bridge Program  
Mr. Danke explained that in this application the City shares 25% of the costs and the rest is picked up by MDOT, therefore the resolution speaks to design and engineering. This year they were allowed 4 applications from 5 in previous years, and because of preventative projects they are allowed to bundle projects together, which is why Kalamazoo and Beech are under the same project. He concluded by noting this is application for the 2025 year.

It was noted that the resolution had changed since referral, and the Committee had the new resolution in front of them. The changes were new figures for E Elm St over Red Cedar River to: Estimated Construction Cost - \$4,246,000; Match \$212,300; Engineering \$1,061,500 and the total of \$1,273,800.

Council Member Garza asked if there was funding for storm water, and Mr. Kilpatrick acknowledged there is and they are always watching for those opportunities. Council Member Spadafore asked if they can use ARPA funds and Mr. Brower stated those are for necessary expenses/services.

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION FOR THE GRANT APPLICATION FOR THE MICHIGAN DEPARTMENT OF TRANSPOTATION LOCAL BRIDGE PROGRAM AS PRESENTED TODAY. MOTION CARRIED 3-0.

PLACE ON FILE – Sole Source; Public Service Department for Detroit Pump and Mfg. Co as vendor for the purchase of parts and freight to Rebuild Worthington South Return Pump #23  
Mr. Kilpatrick acknowledged that there are a number of sole source vendors doing work because they specialize in the equipment that is needed. Council Member Wood asked who the contractor

was on this project and Mr. Kilpatrick stated that they buy the parts and City staff does the work, but if there is electrical work they hire H & R Electric because of the scale of the project and they specialize in the big motors and high voltage. Council Member Garza asked when the McPhee Electric contract was up, and Mr. Kilpatrick stated he would check. Council Member Wood then asked the practice to monitor that the people working on the job are licensed. Mr. Kilpatrick confirmed the contract does specify if specific licenses are required and at that time the licenses are verified. Sometimes they do have journeyman on site, but he would confirm verification is done annually.

MOTION BY COUNCIL MEMBER WOOD TO PLACE ON FILE. MOTION CARRIED 3-0.

Council Member Wood asked them to come back with information on their policy on licensing verification. Ms. Boak was asked to follow up.

#### DISCUSSION – Capital Improvement Projects (CIP) Overview

Council Member Spadafore explained to the Committee he requested this as an informational update since there appears to be a lot of funds recently or in the future coming in from the State. Mr. Brower noted for the Committee that the overall amount in the FY2022 budget was \$23.7 million for capital projects across the City out of the \$230,000,000 city wide budget. Some items are a constant rate; sidewalks, road millage, millage for cemeteries, golf courses, parks, and the dedicated for \$300,000 for City wide maintenance, which gets carried forward if there is a balance. In the GF itself there is \$175,000 for scheduled maintenance and 650,000 for unscheduled maintenance. Council Member Spadafore admitted the initial interest was for a discussion on the fleet, but after reviewing the last 2 budget CIP there are other areas to address, and asked if there are other ways to ensure there are funds, because it appears the City in the past the City puts money where the problems are, instead of funds in a cycle. Council Member Wood stated with her experience on Council, there was supposed to be funds set aside to purchase vehicles as needed, but they are always trying to catch up instead of progressing moving forward. Council Member Spadafore suggested have the Chief Strategy Officer speak to the Committee on a strategy and what other communities are doing. Council Member Wood referred to the City of Grand Rapids where they have a “due on sale” inspection on sidewalks that involve the buyer and seller of the property that could be an option to look at.

Mr. Brower confirmed his office has had discussions with Public Service, and in the upcoming budget Council will see the allocation of fleet going up, not just annual cost of car, but expected accident rate and life cycle. In addition they are looking at IT on computer replacement. Council Member Spadafore asked for further research on ARPA dollars used for the GF funds. He concluded the discussion by stating he would speak to the Internal Auditor on the current Grand Rapids ordinance.

#### OTHER

No other discussion.

#### ADJOURN

Adjourned at 4:53 p.m.

Submitted by,

Sherrie Boak, Council Office Manager

Lansing City Council

Approved by the Committee \_\_\_\_\_



## LANSING CITY COUNCIL

### GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE: March 28, 2022

GRANT NAME: MEDC – MI Enhancement Capitol Security Grant

DEPARTMENT: Michigan Economic Development Corporation

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Joe McClure ([Joe.McClure@Lansingmi.gov](mailto:Joe.McClure@Lansingmi.gov) 483-4808)

APPLICATION DATE 01/11/2022 AWARD DATE 11/08/2021

GRANT CYCLE: 10/01/2021 - 12/31/2022 Check One: ☐ Annual ☒ One-Time

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

|                                         |           |
|-----------------------------------------|-----------|
| GOODS & SERVICES                        | \$550,000 |
| PERSONNEL                               | \$300,000 |
| CONSTRUCTION                            | \$0.00    |
| LAND                                    | \$0.00    |
| OTHER – Consultants/outside contractors | \$150,000 |

CITY MATCH (IF APPLICABLE): \$0.00

GRANT PAYS FOR: Grant pays for 1) Security and event staffing - \$300,000, 2) Target hardening \$100,000, 3) Surveillance camera network - \$450,000, and 4) Consultants/Outside contractors - \$150,000. The consultant will assist City IT staff with the implementation of the Camera Surveillance system.

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

The purpose of this grant is to provide funding to the Lansing Police Department for security and event staffing, target hardening, and a surveillance camera network to improve public safety and other security around the Michigan Capitol Building.

# Michigan Enhancement Grant Application Form

Official Grantee:

Grantee Address:

Grantee Primary Contact:

Grantee Tax ID #:

Phone:

Email:

**Instructions: This form and the proposed budget are due to MEDC by December 3, 2021. If a response is not received as required additional approval from State Budget Office may be required.**

1. Please describe the public purpose of the project, demonstrating it is consistent with PA 87 of 2021, Section 1096.
2. Fill out the anticipated dollar amount for each respective category of the budget, using the excel budget form provided. Please note the general administrative expense cannot exceed 10% of the grant amount.
3. Anticipated timeframe for each cost identified in the budget.

4. I acknowledge that I will be required to submit quarterly progress reports and a final report including:
  - i. A summary of the Grant Activities performed over the immediately prior calendar quarter;
  - ii. An accounting of Grantee's actual expenditure of all funds on the Project over the immediately prior quarter, including the breakdown of Grantee's actual use of Grant funds on the Project within each applicable category of the Budget, and corresponding copies of supporting documentation of such expenditures, such as receipts, general ledgers, or other evidence of expenditure activity statements;
  - iii. the Grantee's estimated percentage of completion of the Project; and
  - iv. Any other information deemed relevant by Grantee to support the Grant Activities actually performed.
5. If the Grantee is also a recipient of grant funds under one or more of a prior grant agreement authorized by any of PA 268 of 2016, PA 107 of 2017, PA 207 of 2018, PA 154 of 2019, and/or PA 166 of 2020, Grantee must first certify in writing to the Grant Administrator that all such grant funds disbursed thereunder have been expended as required under the applicable prior grant agreement, before any Grant funds from PA 87 of 2021 may be disbursed to Grantee.
6. Identify authorized signer(s).

**NOTICE:** Please be advised any portion of the grant funds paid to grantee and not spent or not spent in accordance with the grant agreement must be returned to the MEDC.

This Grant Application Form is not a legally binding agreement and should not be viewed as such. Moreover, the Grant Application Form does not embody all of the terms and conditions of the grant agreement and neither the MEDC nor the grantee will be bound until there is an executed grant agreement that sets forth all the terms and conditions.

Authorized Signature:

Date:

## McClure, Joe

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**From:** Kristyn Blackmer (MEDC) <blackmerk1@michigan.org>  
**Sent:** Monday, November 8, 2021 12:54 PM  
**To:** McClure, Joe  
**Subject:** [EXTERNAL] Michigan Enhancement Grant  
**Attachments:** Mi Enhancement Grant Application Form FY22.pdf; Mi Enhancement Grant Project Budget.xlsx

**Importance:** High

Dear Grantee:

This email is to inform you that your organization has received a Michigan Enhancement Grant, of \$1,000,000 as described in PA 87 of 2021, section 1096.

Please provide the following forms and information to the MEDC **no later than December 3, 2021**. This information will be incorporated into your grant agreement, so please fill out each section completely.

1. Michigan Enhancement Grant Application Form
2. Michigan Enhancement Grant Project Budget (Excel)

In addition, **your organization must be registered in the State of Michigan SIGMA Vendor Self-Service (VSS) System**. If you are already registered in SIGMA to receive electronic funds transfers (EFT) payments, please let us know in your response transmittal. If you are not yet registered, you may reference the attached SIMGA VSS Registration Instructions or follow this [VSS Registration Link](#) to sign up.

If you have any questions or concerns, please let me know.

Thank you,

Kristyn Blackmer  
Budget and Grant Specialist  
**Michigan Economic Development Corporation**  
300 N. Washington Square | Lansing, MI 48913  
**NEW** Cell: 517.899.8341 | Fax: 517.241.5640  
[blackmerk1@michigan.org](mailto:blackmerk1@michigan.org)

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## Michigan Enhancement Grant Project Budget

Please enter the major cost elements of the project, selecting from the drop down list options. If you select an activity with a "...", please add a few additional words of description in the "Other/Additional Notes" column. You will be asked to report based on these budget categories. It is recommended that the budget have between 2-5 line items. Keeping the budget at a fairly high-level minimizes the need to amend the budget if the project costs deviate slightly from the plan. The "Local" and "Other" columns are optional. **Six line items is the maximum allowed.**

| 1. Grantee: City of Lansing           |                             | 2. Project Title: Capitol Security    |               |               |                 |
|---------------------------------------|-----------------------------|---------------------------------------|---------------|---------------|-----------------|
| 3. Project Cost Elements: \$1,000,000 |                             | 4. Funding Sources: State of Michigan |               |               |                 |
| Activities                            | Other/Additional Notes      | Michigan Enhancement Grant            | Local Funding | Other Funding | Total           |
| Other:                                |                             | \$300,000                             | \$ -          | \$ -          | \$ 300,000.00   |
| Engineering                           | Security and Event Staffing | \$ 100,000.00                         | \$ -          | \$ -          | \$ 100,000.00   |
| Equipment:                            | Target Hardening            | \$ 600,000.00                         | \$ -          | \$ -          | \$ 600,000.00   |
|                                       | Surveillance Camera Network |                                       |               |               |                 |
| Total                                 |                             | \$ 1,000,000.00                       | \$ -          | \$ -          | \$ 1,000,000.00 |

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

MEDC Mi Enhancement Grant – Capitol Security

WHEREAS, on November 8, 2021, the Michigan Economic Development Corporation (MEDC) informed the Lansing Police Department (LPD) that the LPD had received a Michigan Enhancement Grant in the amount of \$1,000,000; and

WHEREAS, the State of Michigan grant award of \$1,000,000 requires no local match; and

WHEREAS, on January 11, 2022, the LPD submitted a Michigan Enhancement grant application to the Michigan Economic Development Corporation in order to claim the grant award amount; and

WHEREAS, the grant period is October 1, 2021, through December 31, 2023; and

WHEREAS, the purpose of the grant is to provide funding for increasing the capabilities of the Lansing Police Department to staff, monitor and respond to public safety needs at and around the State Capitol; and

WHEREAS, the LPD plans to use the funds for 1) security and event staffing (\$300,00), 2) target hardening (\$100,000), and 3) surveillance camera network (\$600,000).

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the MEDC Michigan Enhancement grant in the total amount of \$1,000,000, (having no local match), for the grant period beginning October 1, 2021, and ending December 31, 2023; and

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