

# AGENDA

## Committee on Ways and Means AGENDA FOR MARCH 27, 2023 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 Wood, Vice Chairperson  
Council Member Jackson, Member

- 1. Call to Order**
- 2. Roll Call**
- 3. Minutes**
  - A. March 13, 2023
- 4. Public Comment on Agenda Items (Up to 3 Minutes)**
- 5. Presentations:**
  - B. Estimated Costs for a Charter Commission if approved in the General Election-Finance Director/City Clerk
- 6. Discussion/Action:**
  - C. RESOLUTION - Lansing-based bidders; Setting percentage difference to 10%
  - D. RESOLUTION - Introduction and Set a Public Hearing; Ordinance Amendment to Chapter 206, Section 206.16; Increase the maximum contract amount for which a Lansing-based bidder has an opportunity to match the lowest bid
  - E. RESOLUTION - Grant Acceptance; Michigan State Housing and Development Authority Emergency Solutions Match Grant (ESM), October 1, 2022 to September 30, 2023
  - F. RESOLUTION - Grant Acceptance; Michigan State Housing and Development Authority Emergency Solutions Federal Grant, October 1, 2022 to September 30, 2023
  - G. RESOLUTION - Grant Acceptance; Michigan Department of Transportation Local Transportation Alternatives Program
  - H. RESOLUTION - Grant Application; Michigan Department of Transportation Local Bridge Program
  - I. Sole Source Purchase; Office of Community Media request for Tempest Lighting Inc. as the vendor for Outdoor Projector Enclosures
- 7. Other**

## **8. 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 13, 2023 @ 4:30 p.m.**  
**City Council Conference Room**

**CALL TO ORDER**

Council Member Spadafore called the meeting was called to order at 4:30 p.m.

**PRESENT**

Council Member Peter Spadafore, Chair  
Council Member Carol Wood, Vice Chair  
Council Member Brian T. Jackson, Member

**OTHERS PRESENT**

Sherrie Boak, Council Office Manager  
Lisa Hagen-Lawrence, OCA  
Lori Welch, Public Service  
Brett Kaschinske, Parks and Recreation  
Jane DiSessa, Mayor's Office

**Minutes**

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE MINUTES FROM FEBRUARY 27, 2023, AS PRESENTED. MOTION CARRIED 3-0.

**Public Comment**

No public comment at this time.

**Discussion/Action:**

RESOLUTION – Grant Acceptance; US Conference of Mayor's

Ms. Welch informed the Committee that the City won first place for a medium sized City, and will work on a mini-grant garden program. The grant is for \$175,000 with no match and was not part of the current budget.

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION FOR THE GRANT ACCEPTANCE AND APPROPRIATIONS FOR THE US CONFERENCE OF MAYOR'S. MOTION CARRIED 3-0.

DRAFT

RESOLUTION – Grant Acceptance; Michigan Department of Environment, Great Lakes and Energy (EGLE) Recycling and Organics Infrastructure Grant

Ms. Welch explained to the Committee that this is an infrastructure grant, with a \$127,030 match. This will fund demolition of old salt barns and make way for a drop off recycling. The intention is to make a super drop off site, which allot them to change to 24/7 services and large quantity.

Council Member Spadafore asked if it was in the budget. Ms. Welch confirmed it was not but stated they have already located three accounts to take the match funding would be.

Council Member Wood asked about the hours of 24/7 and if during those there will be security. Ms. Welch admitted the 24/7 hours are their intention, and security would be at O & M. The budget calls for camera's and security, but not sure when it will occur. Council Member Wood noted since it is at the location with vehicles, it will need to be secured.

Ms. Welch said the demolition will begin once the funds are there and there are gas pumps to be removed, with the hope to be open later this year. The longest lead time is to order a vehicle, but they think there are enough vehicles currently to maintain until that time.

Council Member Jackson asked about other sites in the areas and if the assumption is people will come there and do drop offs. Ms. Welch stated there is one on State Road, Granger, and Delta Township. They looked at the East Lansing site and are attempting to model the City one after that.

Council Member Wood asked what the contamination rates at other locations are and Ms. Welch stated with speaking to East Lansing there are segmented containers which helps to keep contamination manageable. Most are serviced by Granger in the township and she will reach out.

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION FOR THE GRANT ACCEPTANCE FOR THE EGLE RECYCLING AND ORGANICS INFRASTRUTURE GRANT.  
MOTION CARRIED 3-0.

RESOLUTION – Grant Acceptance; Michigan Natural Resources Trust Fund (MNRTF)

Mr. Kaschinske stated there is a correction, it is not an "acceptance" but a DNR required approval for application. The applications are due April 1<sup>st</sup>, 2023. Mr. Kaschinske then began explaining the first project of land acquisition at Cavanagh, south of Hawk Island. There are three structures the City would like to acquire, noting this might seem familiar because they did apply last year but did not get the grant. Currently only one of the structures has tenants in. Mr. Kaschinske distributed maps.

Council Member Jackson asked what the purpose was in acquiring the properties. Mr. Kaschinske stated they wanted to address the trail changes, address the driveway, and also the structures are in the flood plain. Council Member Jackson asked why the City would acquire properties in flood plain. Mr. Kaschinske stated they have issues getting insurance for structures in the flood plain. Council Member Jackson asked if the City did get the grant and acquire the structures would the residents be evacuated. Mr. Kaschinske stated there cannot be a structure on park land, so it would be removed. Council Member Jackson asked if anyone has spoken to the owner, and Mr. Kaschinske stated they have been spoken to. With a grant proocess they have an appraiser come in, sold for appraised value of highest and best use, then the state would pay for 75%.

## DRAFT

Council Member Wood asked if the owner is required to how they notify the tenants. Mr. Kaschinske stated, from receiving the award, they have up to 2 years from date to conduct all that.

Mr. Kaschinske then spoke on the 2<sup>nd</sup> project, which is the extension of the river trail. This is for wooded acreage, on the west side of Waverly, south of Jolly. The goal is to connect the river trail to the two properties north of the wooded acreage. They have been in contact with the owners of this lot along with Consumer Energy because of their easement. If acquired the intent is to keep the property wooded but connect the trails into the consumers easement and continue west along easement until reach Williams Road. The future master plan is the possibility for the City to connect to the people in Leno neighborhood, and across the river to Delta Township.

The third grant discussed was on replacing tennis courts at St. Joe Park with pickle ball courts . There is a match which will come out of CIP millage funds. This is similar to the pickle ball courts they did last year.

Council Member Jackson asked if once it is converted to a pickle ball court can it be used for anything else and Mr. Kaschinske stated a youth tennis court. This project will bring in six (6) courts.

Mr. Kaschinske confirmed that there was an error in the resolution, it should be \$150,000 not \$300,000. He then expanded on the project for the recreation passport being a fitness facility. Regarding the tennis courts at Letts Community Center, they will go from four (4) to six (6). This is being assisted by the Todd Martin youth leadership. There is a 50% match, this will be close to \$1 million everything that is there. The Todd Martin Foundation will be assisting with the match.

MOTION BY COUNCIL MEMBER JACKSON TO APPROVE THE AMENDED RESOLUTION FOR THE GRANT APPLICATION FOR MNRTF GRANT AMENDING THE RECREATION PASSPORT TO \$150,000.

Council Member Wood asked if the Parks Board made these recommendations. Mr. Kaschinske stated they meet this Wednesday, but the trail extension was discussed earlier, the Cavanagh was part of discussion last year, the other projects were part of their goals.

Council Member Wood stated that when the Park Board Vice Chairperson Council asked the Board to create a public participation plan, and asked Mr. Kaschinske if that was done for these projects. Mr. Kaschinske stated the tennis courts and St. Joe facility was part of the master plan, and regarding the others, his office has met with west side neighborhood on tennis at Letts and St. Joe.

MOTION CARRIED 3-0.

Sole Source Purchase; Office of Community Media request for Tempest Lighting Inc. as the vendor for Outdoor Projector Enclosures

Mr. Cochran was not present at this meeting and the discussion was moved to the next meeting.

## **OTHER**

No other topics at this time.

DRAFT

**ADJOURN**

Adjourned at 4:59p.m.

Submitted by,

Sherrie Boak, Recording Secretary

Lansing City Council

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



# City of Lansing

OFFICE OF THE CITY ATTORNEY

James D. Smiertka, City Attorney

TO: Carol Wood, City Council President

FROM: James D. Smiertka

DATE: March 21, 2023

SUBJECT: Q&A re: Home Rule City Act and Charter Revisions

It is the opinion of the Office of the City Attorney that the Home Rule City Act, MCL 117 et seq., controls the applicable procedure for a charter revision. The following are answers to questions you have asked.

**Question 1:** Does the resolution of whether to convene a charter revision commission go to the Governor for approval?

**Answer:** No. Only charter amendments and finalized proposed charters need to be presented to the Governor for approval. MCL 117.22

**Question 2:** What would happen if 9 individuals, as provided in the statute, fail to petition for appointment?

**Answer:** This seems very unlikely. Nonetheless, there is a strong argument that the elected commissioners would fill the needed seats. MCL 117.20 provides "The commission may fill a vacancy in its membership."

**Question 3:** Are the commissioners paid?

**Answer:** Yes. MCL 117.19 states "The legislative body of the municipality unless it is otherwise provided, shall fix in advance of the election of a charter commission the place of its meeting, the compensation of its members, the money for the expense thereof, and if need be, provide the ballots for election." MCL 117.19 also provides the compensation of members is to be

on a per diem basis, based on actual attendance, and shall not exceed 90 meetings. Please note that when the question of the Charter revision was presented in 1975, the minutes of the Council proceeding included a resolution setting the per diem pay for the commission members at \$25/day. In today's funds the pay equivalent would be around \$130 in 2023 dollars. This means it is theoretically possible that for 9 members attending 90 meetings at \$130/day/member, the total compensation would be \$105,300. Additionally, the City is responsible for the actual reasonable expenses incurred by the commission. These expenses will include the taking and producing the commission meeting minutes, supplies, a place to meet and other miscellaneous expenses.

**Question 4:** Does the EOCC establish the compensation of Charter commission members?

**Answer:** No. EOCC set compensation for elected City officials. This definition does not include Charter commission members whose positions and functions are provided for under the HRCA and not the Charter.

I trust this answers your inquiry, but I will be glad to answer any additional questions as they may come up.

A handwritten signature in black ink, appearing to read "D. J. Smith", with a stylized flourish extending from the end.

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

WHEREAS, Lansing City Ordinance 206.16(3) outlines a procedure for establishing the lowest bidder for the award of contracts; and

WHEREAS, the Ordinance further provides a procedure wherein a Lansing-based bidder within a specified percentage of the lowest bidder (if not a Lansing-based business) may have an opportunity to revise their bid to match the lowest bid for some contract awards; and

WHEREAS, the Ordinance authorizes the Lansing City Council to set via resolution that percentage difference, which may be revised from time to time as Council deems appropriate.

NOW THEREFORE BE IT RESOLVED, if any responsive bids are from Lansing-based businesses and are within 10% of the lowest bid then such Lansing-based business shall be given the opportunity to reduce its bid to match the bid of the lowest bidder.

BE IT FINALLY RESOLVED, this resolution supersedes any other resolution setting the percentage difference at an amount other than 10%.

## **INTRODUCTION OF ORDINANCE**

Council Member Spadafore introduced:

An ordinance of the City of Lansing, Michigan, for the purpose of increasing the maximum contract amount for which a Lansing-based bidder has an opportunity to match the lowest bid from a non-Lansing based business.

The Ordinance is referred to the Committee on Ways and Means

### **RESOLUTION SETTING PUBLIC HEARING BY CITY COUNCIL**

Resolved by the City Council of the City of Lansing that a public hearing be set for Monday, April 10, 2023 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 increasing the maximum contract amount for which a Lansing-based bidder has an opportunity to match the lowest bid from a non-Lansing based business.

Interested Persons are invited to attend this Public Hearing

ORDINANCE NO. \_\_\_\_\_

**An ordinance of the City of Lansing, Michigan, to amend the Lansing Codified Ordinances by amending Chapter 206, Section 206.16 to increase the maximum contract amount for which a Lansing-based bidder has an opportunity to match the lowest bid from a non-Lansing based business.**

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter \_\_\_\_\_ of the Code of Ordinances of the City of Lansing, Michigan be and is hereby amended to read as follows:

**206.16. - Preference for local bidders or offerors.**

Lansing-based businesses may be awarded a contract as the lowest responsive and responsible bidder under the circumstances specified herein.

*(1) Definitions.*

(a) *City resident(s)* means an individual whose primary place of residence is within the corporate limits of the City of Lansing as evidenced by voter registration address, driver's license address or State identification address or affidavit form developed by the City Attorney.

(b) *Good faith effort* means those demonstrable activities supported by documentation and results that verify the bidders attempts to reach the established goal.

(c) *Implementing Department* means the City Department or Agency that has responsibility for oversight of a contract.

(d) *Joint venture* means a co-operation between two or more corporate bodies for a particular project in which they share the responsibilities and profits associated with the project.

1           (e) *Lansing-based business* means the physical and economic relationship to Lansing  
2     determined evidenced by a building or office physically located in the City and the payment of  
3     (1) City income taxes on the contractor's net profits, and (2) City property taxes on a plant or  
4     office and equipment such as is ordinarily required for the performance of the contract bid.  
5     Any business physically located in Lansing which operates under a City-authorized tax  
6     abatement or forgiveness program, or any other City-authorized tax credit program, is still  
7     considered a Lansing-based business for purposes of this Section.

8           (f) *Subcontractor* means a person or company that assumes, by secondary contract, some  
9     or all of the obligations of an original contractor.

10    (2) *Purchases under \$15,000.00.* Pursuant to Section 206.03, departments purchasing supplies,  
11    services procured under bid and construction items for less than \$15,000.00, which are not  
12    purchased by use of a procurement card must solicit at least one quote from a Lansing-based  
13    business unless no Lansing-based business providing the service, supply or construction item can  
14    be identified. The procuring department will document efforts to use Lansing-based businesses.

15    (3) *Preference for Lansing-based businesses on contracts over \$15,000.00 and under*  
16    ~~\$500,000.00~~ **\$1,000,000.** When sealed bids are received under Section 206.02 for purchases,  
17    supplies and construction contracts greater than \$15,000.00 and less than ~~\$500,000.00~~  
18    **\$1,000,000**, the following shall apply:

19           (a) The person or business submitting the lowest bid shall be deemed the lowest bidder.  
20    If, however, the lowest bidder is not a Lansing-based business, any Lansing-based business with  
21    a bid within a specified percentage of the lowest bid that has been deemed responsive and

1 responsible under the purchasing ordinance shall be deemed the lowest bidder if it agrees to  
2 reduce its bid to match the bid of the lowest bidder.

3 The percentage difference shall be established by Council resolution and may be revised from  
4 time to time as Council deems appropriate.

5 (b) If a Lansing-based business refuses to reduce its bid to match the lowest bid, then the  
6 next lowest responsible Lansing-based business with a bid within the established percentage of  
7 the lowest bid shall be given the opportunity to reduce its bid to match the bid of the lowest  
8 bidder. If the Lansing bidder agrees to reduce its bid to match the bid of the lowest non-Lansing  
9 bidder, it will be deemed the lowest bidder and awarded the contract.

10 (c) If no responsive and responsible Lansing-based business within the established  
11 percentage of the lowest bid agrees to reduce its bid to that of the lowest bidder, then the contract  
12 shall be awarded to the person or business with the lowest, most responsive and responsible bid.

13 (d) Except for construction contracts, no contract awarded pursuant to this Section shall  
14 be sublet in any manner that permits 50 percent or more of the dollar value of the contract to be  
15 performed by a subcontractor or subcontractors who do not meet the definition of Lansing-based.

16 (e) Any Lansing-based business awarded a contract pursuant to this Section shall agree to  
17 make available to the City all records necessary to establish its eligibility and compliance with  
18 all City, State and local laws.

19 (4) *Affirmative measures for enhancing Lansing-based businesses.*

20 (a) The City may eliminate bid, performance, and payment bonding requirements when it  
21 deems appropriate for Lansing-based businesses, except for contracts for construction, alterations  
22 or repairs exceeding \$30,000.00, subject to the requirements of MCL 129.201.

1           (b) The City may allow for joint ventures or other documented business arrangements to  
2   enable Lansing-based businesses to meet bonding requirements for contracts greater than  
3   \$15,000.00.

4           Section 2. If any portion of this Ordinance is held invalid for any reason, that holding  
5   will not affect the validity of the remaining portions of this Ordinance, which will continue in  
6   full force and effect.

7           Section 3. Any ordinances in conflict with this Ordinance are repealed, but only to the  
8   extent necessary to give this Ordinance full force and effect.

9           Section 4. This ordinance shall take effect on the 30th day after enactment, unless given  
10   immediate effect by City Council and shall expire December 31, 2031.

**Department of Economic  
Development and Planning**  
Brian McGrain, Director



**Development Office**  
316 N. Capitol Avenue, Suite D-1  
Lansing, Michigan 48933  
PH: 517.483.4040 – FAX: 517.483.6036  
[www.lansingmi.gov/development](http://www.lansingmi.gov/development)

## **MEMORANDUM**

**TO:** Mayor Schor

**FROM:** Barbara Kimmel, Development Manager

**DATE:** 3.23.23

**SUBJECT:** Acceptance of FY23 Michigan State Housing Development Authority  
Emergency Solutions Match Grant (MSHDA ESM)

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Please review and forward the attached Grant Information Sheet and Resolution for the FY23 MSHDA ESM Grant.

This award provides \$249,000 of funding to pay for services for the homeless and those at risk of homelessness, to provide services to the homeless and/or those at risk of homelessness, more specifically to provide emergency shelter, homelessness prevention services, Homeless Management and Information system (HMIS) and administration.

*ED&P RECOMMENDS THAT YOU FORWARD THIS INFORMATION TO CITY COUNCIL FOR APPROVAL.*



## LANSING CITY COUNCIL

### GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE: January 30, 2023

GRANT NAME: Michigan State Housing Development Authority – Emergency Solutions Match Grant (MSHDA-ESM) FY23

DEPARTMENT: City of Lansing – Department of Economic Development and Planning

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Doris M. Witherspoon [doris.witherspoon@lansingmi.gov](mailto:doris.witherspoon@lansingmi.gov)

APPLICATION DATE: August 12, 2022 AWARD DATE: September 30, 2022

GRANT CYCLE: Check One: ☒ Annual ☐ One-Time

FUND AMOUNT: **\$249,000** (Breakdown below should total this amount)

|                  |                   |
|------------------|-------------------|
| GOODS & SERVICES | \$0               |
| PERSONNEL        | \$ 17,430         |
| CONSTRUCTION     | <u>\$0</u>        |
| LAND             | \$0               |
| OTHER (list)     | <u>\$ 231,570</u> |
|                  | \$249,000         |

CITY MATCH (IF APPLICABLE): N/A

GRANT PAYS FOR: Emergency Shelter, Homelessness Prevention, Homeless Management and Information System (HMIS), Administration

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

MSHDA-ESG-ESM funds will be used for the costs of providing essential services to homeless individuals and families in emergency Shelters (i.e., case management and operating emergency shelter.

MSHDA-ESG-ESM funds may be used to provide housing relocation and stabilization services and short and/or medium-term rental assistance necessary to prevent homelessness, prevent - an individual or family from moving into an emergency shelter or another place not suitable for human habitation.

Homeless Management Information System (HMIS) costs associated with contributing data to the HMIS or comparable database – eligible for reimbursement of up to 10% of the grant allocation

ADMINISTRATION - MSHDA-ESG- grantees and subgrantees may use up to 7.5% of the total grant allocation for the payment of administrative costs related to the planning and execution of ESG activities.

**Resolution #2023-###**

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

WHEREAS, the City of Lansing Department of Economic Development and Planning is the fiduciary of the Michigan State Housing and Development Authority Emergency Solutions Match Grant HML-2023-City of-384-ESM; and

WHEREAS, the Michigan State Housing and Development Authority Emergency Solutions Match Grant (ESM); and

WHEREAS, the City of Lansing has been awarded \$249,000 in MSHDA ESM funds for FY2023 (October 1, 2022 to September 30, 2023) to provide services to the homeless and/or those at risk of homelessness, more specifically to provide emergency shelter, homelessness prevention services, Homeless Management and Information System (HMIS) and administration; and

WHEREAS, administration and HMIS (Homeless Management and Information System) costs will be utilized not to exceed 7.5% and 10% respectively; and

WHEREAS, this MSHDA ESM grant provides 100% of the required match for the MSHDA ESF funds awarded to the Department of Economic Development and Planning will be sufficient to complete the activities proposed with no additional funds from the City.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lansing approves the acceptance of the \$249,000 Emergency Solutions grant award by MSHDA for the purpose funding eligible services.

NOW, THEREFORE, BE IT RESOLVED, that the Lansing City Council approves acceptance of the Michigan State Housing Development Authority-Emergency\_Solutions Grant for the purposes of services to homeless individuals and families and those at-risk of homelessness.

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

**Department of Economic  
Development and Planning**  
Brian McGrain, Director



**Development Office**  
316 N. Capitol Avenue, Suite D-1  
Lansing, Michigan 48933  
PH: 517.483.4040 – FAX: 517.483.6036  
[www.lansingmi.gov/development](http://www.lansingmi.gov/development)

## **MEMORANDUM**

**TO:** Mayor Schor

**FROM:** Barbara Kimmel, Development Manager

**DATE:** 3.23.23

**SUBJECT:** Acceptance of FY23 Michigan State Housing Development Authority  
Emergency Solutions Federal Grant (MSHDA ESF)

---

Please review and forward the attached Grant Information Sheet and Resolution for the FY23 MSHDA ESF Grant.

This award provides \$283,372 of funding to pay for services for the homeless and those at risk of homelessness, to provide street outreach, emergency shelter, rapid rehousing, Homeless Management and Information system (HMIS) and administration.

*ED&P RECOMMENDS THAT YOU FORWARD THIS INFORMATION TO CITY COUNCIL  
FOR APPROVAL.*



## LANSING CITY COUNCIL

### GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE: January 30, 2023

GRANT NAME: Michigan State Housing Development Authority – Emergency Solutions Federal Grant (MSHDA-ESF)  
FY 23

DEPARTMENT: City of Lansing – Department of Economic Development and Planning

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Doris M. Witherspoon [doris.witherspoon@lansingmi.gov](mailto:doris.witherspoon@lansingmi.gov)

APPLICATION DATE: August 12, 2022 AWARD DATE: September 30, 2022

GRANT CYCLE: Check One: ☒ Annual ☐ One-Time

FUND AMOUNT: **\$283,372** (Breakdown below should total this amount)

|                  |                   |
|------------------|-------------------|
| GOODS & SERVICES | \$0               |
| PERSONNEL        | \$ 19,836         |
| CONSTRUCTION     | <u>\$0</u>        |
| LAND             | \$0               |
| OTHER (list)     | <u>\$ 263,536</u> |
|                  | \$283,372         |

CITY MATCH (IF APPLICABLE): N/A

GRANT PAYS FOR: Street Outreach, Emergency Shelter, Rapid Re-Housing, Homeless Management Information System (HMIS), Administration

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

MSHDA-ESG-ESF funds may be used for costs of providing essential services necessary to reach out to unsheltered homeless people, connect them with emergency shelter, housing, or critical services, and provide non-facility-based care.

MSHDA-ESG-ESF funds will be used for the costs of providing essential services to homeless individuals and families in emergency Shelters (i.e., case management and operating emergency shelter.

MSHDA-ESG-ESF funds may be used to provide housing relocation and stabilization services and short and/or medium-term rental assistance necessary to help a homeless individual or family move as quickly as possible into permanent housing and achieve stability in that housing.

HMIS costs associated with contributing data to the HMIS or comparable database – eligible for reimbursement of up to 10% of the grant allocation.

ADMINISTRATION - MSHDA-ESG- grantees and subgrantees may use up to 7.5% of the total grant allocation for the payment of administrative costs related to the planning and execution of ESG activities.

**Resolution #2023-###**

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

WHEREAS, the City of Lansing Department of Economic Development and Planning is the fiduciary of the Michigan State Housing and Development Authority Emergency Solutions Federal Grant HML-2023-City of-384-ESF; and

WHEREAS, the Michigan State Housing and Development Authority Emergency Solutions Federal Grant (ESF); and

WHEREAS, the City of Lansing has been awarded \$283,372 in MSHDA ESF funds for FY2023 (October 1, 2022 to September 30, 2023) to provide services to the homeless and/or those at risk of homelessness, more specifically to provide street outreach, emergency shelter, rapid re-housing, Homeless Management and Information System (HMIS) and administration; and

WHEREAS, administration and HMIS (Homeless Management and Information System) costs will be utilized not to exceed 7.5% and 10% respectively; and

WHEREAS, the MSHDA ESF funds in combination with the MSHDA ESM funds awarded to the Department of Economic Development and Planning will be sufficient to complete the activities proposed with no additional funds from the City; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lansing approves the acceptance of the \$283,372 Emergency Solutions grant award by MSHDA for the purpose funding eligible services.

NOW, THEREFORE, BE IT RESOLVED, that the Lansing City Council approves acceptance of the Michigan State Housing Development Authority-Emergency\_Solutions Grant for the purposes of services to homeless individuals and families and those at-risk of homelessness.

BE IT FINALLY RESOLVED that Andy Schor of the City of Lansing 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:

GRANT NAME: Ranney Park Pathway/Coolidge Road/Grand River Ave

DEPARTMENT: Public Service

CONTACT PERSON (INCLUDE EMAIL AND PHONE):

APPLICATION DATE Jan 2019 AWARD DATE: Pending Acceptance Resolution

GRANT CYCLE: \_\_\_\_\_ Check One: \_\_\_\_ Annual ☒ One-Time

FUND AMOUNT: \$302,500 (Breakdown below should total this amount)

GOODS & SERVICES

PERSONNEL

CONSTRUCTION \$302,500

LAND \$0.00

OTHER (Training)

CITY MATCH (IF APPLICABLE): \$60,500

GRANT PAYS FOR: Construction

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

Construction of non-motorized facilities within Ranney Park and along Coolidge Road and Grand River Avenue to connect to the River Trail. Project would use federal (80%) and local matching (20%) funds



## LANSING CITY COUNCIL

### GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE:

GRANT NAME: East Street Pathway

DEPARTMENT: Public Service

CONTACT PERSON (INCLUDE EMAIL AND PHONE):

APPLICATION DATE: East St March 2021

AWARD DATE: Pending Acceptance Resolution

GRANT CYCLE: \_\_\_\_\_

Check One: \_\_\_\_ Annual ☒ One-Time

FUND AMOUNT: \$240,670 (Breakdown below should total this amount)

GOODS & SERVICES

PERSONNEL

CONSTRUCTION \$240,670

LAND \$0.00

OTHER (Training)

CITY MATCH (IF APPLICABLE): \$48,134

GRANT PAYS FOR: Construction

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

Construction of East Street Right of Way from Shiawassee to May Street with a connection to the bike lane on Saginaw, which currently ends at Center Street. Project would use federal (80%) and local matching (20%) funds

**Resolution #2023-###**

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

WHEREAS, the Public Service Department received approval for 2023 Federal Transportation Alternatives Program funding through the Tri-County Regional Planning Commission subject to completion of a grant application process with the Michigan Department of Transportation; and

WHEREAS; the Ranney Park Pathway/Coolidge Road/Grand River Avenue project would construct new sidewalk and replace existing substandard driveway approaches and sidewalk to connect portions of the city north of Saginaw Street to the Ranney Park Pathway and River Trail; and

WHEREAS; the East Street Pathway project would construct a pathway within the East Street public right of way adjacent the CSX railway between May Street and Shiawassee Street and a connection to the Saginaw Street bike lanes at the intersection of Saginaw Street and Center Street; and

WHEREAS the City requested \$242,000 in federal funding with a required local match of \$60,500 for a total estimated project cost of \$302,500 to construct the Ranney Park Pathway/Coolidge Road/Grand River Avenue project; and

WHEREAS; the City requested \$192,536 in federal funding with a required local match \$48,134 for a total estimated project cost of \$240,670 to construct the East Street Pathway project; and

WHEREAS; the required local match will come from the City's Act 51 funds and the City will be responsible for all engineering, permit, administration and other costs not covered by the grant funds; and

WHEREAS, the Administration and the City Council recognize the importance and need for safe, alternate modes of transportation for all users and the proposed enhancements are within the scope of the City's Complete Streets ordinance; and

WHEREAS, the City of Lansing recognizes the importance of the continued maintenance of these and other enhancements and commits to owning the constructed facilities and implementing a maintenance plan/program over the design life of the facilities constructed with this grant funding and has budgeted specific monies to ensure the continued maintenance of the enhancements; and

NOW, THEREFORE, BE IT RESOLVED, if the City of Lansing is awarded Michigan Department of Transportation Local Transportation Alternatives Program grant funding for these projects, the Lansing City Council, hereby, approves acceptance of this funding and the use of the City's Act 51 funding for the required match;

BE IT FURTHER RESOLVED that Mitch Whisler is authorized to act as the City's representative during project development and Mayor Schor will sign the project agreements upon receipt of grant funding awards;

BE IT FINALLY RESOLVED, the Administration is authorized to receive the grant 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:

GRANT NAME: Michigan Local Bridge Program for FY 2026

DEPARTMENT: Public Service

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Andy Kilpatrick, [Andrew.Kilpatrick@lansingmi.gov](mailto:Andrew.Kilpatrick@lansingmi.gov), 517-483-4248

APPLICATION DATE April 3, 2021

AWARD DATE: October 2023

GRANT CYCLE: \_\_\_\_\_

Check One: ☒ Annual

☐ One-Time

FUND AMOUNT: \_\_\_\_\_

(Breakdown below should total this amount)

GOODS & SERVICES

PERSONNEL

CONSTRUCTION \$6,393,000

LAND \$0.00

OTHER (Training)

CITY MATCH (IF APPLICABLE): \$319,650 (5% of the total cost of the bridge projects)

Please note that the \$6,393,000 is the amount if all three bridge projects are selected. Typically, the City gets selected for 0 to 2 bridges each cycle. The City match for E Elm Bridge is \$252,300. This is the City's #1 priority. Since some of the work for the E Elm Bridge involves Rivertrail improvements, additional funding from Park grants is being sought. The additional Park grants will be in addition to the City's 5% funding

GRANT PAYS FOR: 95% of bridge construction, if the bridge project is selected for funding.

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

The Michigan Local Bridge Program provides funding bridge replacement, rehabilitation and preventative maintenance in the ACT 51 road system. The State of Michigan provides up to 95% of the funding of the project, with the City's share 5%. A road agency, for funding cycle FY2026 only, may apply for all bridge projects (note – preventative maintenance projects may have multiple bridges as part of the project). The funding is to be used for the construction of the bridge project, the associated approach work, and traffic control. Engineering costs (design and construction) are not allowed, with the City responsible for the engineering costs.

BY THE COMMITTEE ON WAYS AND MEANS  
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING  
RESOLUTION APPROVING APPLICATION TO MICHIGAN DEPARTMENT OF  
TRANSPORTATION FOR LOCAL BRIDGE PROGRAM FUNDING

WHEREAS the Michigan Department of Transportation (MDOT) is currently soliciting applications for candidate projects for the Local Bridge Program to be funded in the 2026 fiscal year; and

WHEREAS April 3, 2023 is the deadline for submitting the applications; and

WHEREAS up to four funding applications per agency for bridge projects can be submitted in accordance with the MDOT Call for Projects; and

WHEREAS multiple preventative maintenance projects can be bundle together as one application; and

WHEREAS the City of Lansing, Public Service Department, intends to submit Local Bridge Program funding applications to MDOT for the following three projects listed in the order of priority and funding category:

| <u>Priority</u> | <u>Project</u>                                    | <u>Funding Category</u>  |
|-----------------|---------------------------------------------------|--------------------------|
| 1.              | E Elm Street over Red Cedar River                 | Replacement              |
| 2.              | Mt Hope Avenue over Sycamore Creek (bundle)       | Preventative Maintenance |
|                 | Pennsylvania Avenue over Red Cedar River (bundle) | Preventative Maintenance |
| 3.              | Kalamazoo Street over the Grand River (bundle)    | Preventative Maintenance |
|                 | Beech Street over Red Cedar River (bundle)        | Preventative Maintenance |

WHEREAS, if successful, the City would receive state or federal funding to finance 95% of construction cost, and the City would fund 5% of the construction and 100% of the engineering costs for any bridge project selected; and

WHEREAS the estimated construction cost of the above listed projects and City's share of construction and engineering costs are tabulated below; and

| # | Project                               | Estimated Construction Cost | City's Share |                 |             |
|---|---------------------------------------|-----------------------------|--------------|-----------------|-------------|
|   |                                       |                             | Match 5%     | Engineering 25% | TOTAL       |
| 1 | E Elm St over Red Cedar River         | \$5,046,000                 | \$253,3000   | \$1,261,500     | \$1,513,800 |
| 2 | Mt Hope Avenue over Sycamore Creek    | \$205,000                   | \$10,250     | \$51,250        | \$293,700   |
|   | Pennsylvania Ave over Red Cedar River | \$774,000                   | \$38,700     | \$193,500       |             |

|   |                                   |           |          |          |           |
|---|-----------------------------------|-----------|----------|----------|-----------|
| 3 | Kalamazoo St over the Grand River | \$258,000 | \$12,900 | \$77,400 |           |
|   | Beech Street over Red Cedar River | \$110,000 | \$5,500  | \$27,500 | \$110,400 |

WHEREAS, any one or any combination of the above four projects could be approved for 2026 funding: and

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council approves the submittal of the FY 2026 funding applications for the MDOT's Local Bridge Program as listed in the priority above.

BE IT FURTHER RESOLVED that upon grant award, the Mayor is authorized through the Public Service Director to administratively appropriate the necessary accounts for City costs associated with any bridge project selected, which will be budgeted with Act 51 funds.

# CITY of LANSING

## INTEROFFICE COMMUNICATION

**TO:** Andy Schor, Mayor

**FROM:** Stephanie Robinson, Senior Buyer

**DATE:** February 9, 2023

**SUBJECT:** Sole Source – Tempest Lighting Inc

The Office of Community Media requests that Tempest Lighting be designated as a Sole Source vendor for four all-weather outdoor projector enclosures, for the Downtown Lansing Projection Mapping Project.

Please see the attached letter from T. Dominic Cochran regarding the request.

Based on the attached letter we recommend issuing a sole source purchase order to Tempest Lighting the amount of \$ 89,293.05 from account 1019012109-970000.

Attachment

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

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

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



Andy Schor, Mayor

# Memo

**To:** Stephanie Robinson, Senior Buyer

**From:** T. Dominic Cochran, Director, Mayor's Office of Community Media

**cc:**

**Date:** 2/8/2023

**Re:** Recommendation of Sole-Source Supplier, All-weather outdoor projector enclosures

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I recommend Tempest Lighting, Inc, as a sole-source supplier, to provide four all-weather outdoor projector enclosures for the Downtown Lansing projection mapping project. Per Ordinance 206.05(c), this situation meets multiple criteria including special features, special market conditions, and special facilities. Tempest is the only company in the US that manufactures enclosures that are appropriate for Michigan's climate. The only other company that produces a similar product offers *either* a heated option *or* a cooled option. Additionally, to explore all procurement options, we put this project out for bid in February of 2020 and received no responses from any other suppliers or dealers. The total project cost is \$89,293.05 and funding to be debited from PEG Account #1019012109-970000

If you have any questions regarding this recommendation, please contact me at your earliest convenience.

Approved: Thomas D Cochran



## Tempest Lighting, inc.

11845 Wicks Street  
Sun Valley, CA 91352  
USA  
info@tempest.biz  
tel: (818) 787-8984  
fax: (818) 252-7101

No. 2415

Date (mm/dd/yy) 2/3/2023

Incoterms EXW

Created By Felipe Hermosillo

## BILL TO

City of Lansing  
City of Lansing, MI

## SHIP TO

## CONTACT

Dominic Cochran  
Dominic Cochran  
dominic.cochran@lansingmi.gov  
(517) 862-6159

Currency

Terms

Lead Time (Weeks)

Customer Job

50/50 upon shipment

8

Terra Forms Projection Mapping

| LINE NO. | ITEM       | DESCRIPTION                                                                          | QUANTITY | PRICE       | EXT.        | UOM |
|----------|------------|--------------------------------------------------------------------------------------|----------|-------------|-------------|-----|
| 1        | 55.240.L   | Cyclone 240 Landscape, 200-250V                                                      | 4.00     | \$14,944.48 | \$59,777.92 | EA  |
| 2        | 55.TI.240L | Thermal Insulation, Cyclone 55.240 Landscape                                         | 4.00     | \$965.00    | \$3,860.00  | EA  |
| 3        | 51.IC.15   | Tempest Inlet Cowl 15in                                                              | 4.00     | \$263.03    | \$1,052.12  | EA  |
| 4        | 55.PP      | Positive Pressure Option for Cyclone                                                 | 4.00     | \$470.38    | \$1,881.52  | EA  |
| 5        | 55.C2      | Cyclovator 2 , G4 Enclosures                                                         | 2.00     | \$7,516.33  | \$15,032.66 | EA  |
| 6        | 55.AM2     | Angle Mount Kit, Cyclone 210-305                                                     | 1.00     | \$2,998.99  | \$2,998.99  | EA  |
| 7        | 55.UR.240  | Cyclone G4 2400 Pair of Unistrut Rail Kit                                            | 2.00     | \$528.56    | \$1,057.12  | EA  |
| 8        | 51.D4.15   | DEC4 Ethernet Board                                                                  | 4.00     | \$449.15    | \$1,796.60  | EA  |
| 9        | 55.SH.240L | Cyclone Sun Shade Kit, Cyclone 55.240 Landscape                                      | 2.00     | \$918.06    | \$1,836.12  | EA  |
| 10       | EXW        | Incoterms: EXW Sun Valley, California (buyer is responsible for all freight charges) | 1.00     | \$0.00      | \$0.00      | EA  |

Memo :

Subtotal

\$89,293.05

Taxes

\$0.00

Total Amount

\$89,293.05

All sales are subject to Tempest Lighting, Inc. Standard Terms and Conditions, available for download at [www.tempest.biz](http://www.tempest.biz)



## TECHNICAL BULLETIN

### IP and NEMA Enclosure Ratings Explained

Tempest Enclosures have historically been rated using the US NEMA (National Electrical Manufacturers Association) standards, with a rating of NEMA 3R, and tested under UL50, section 30. This has caused understandable confusion internationally, since the NEMA standards are not used outside the United States.



This article should help explain the differences and similarities between the two systems – which unfortunately have no direct means of correlation, since their testing requirements differ quite markedly.

#### Definition: NEMA3R

**Type 3R:** Enclosures constructed for either indoor or outdoor use to provide a degree of protection to personnel against access to hazardous parts; to provide a degree of protection of the equipment inside the enclosure against ingress of solid foreign objects (falling dirt); to provide a degree of protection with respect to harmful effects on the equipment due to the ingress of water (rain, sleet, snow); and that will be undamaged by the external formation of ice on the enclosure.

National Electrical Manufacturers Association  
1300 N. 17th Street, Suite 1752  
Rosslyn, VA 22209

This standard has proved to be very satisfactory from the point of view of Tempest's mission – to protect and assure longest possible life of lighting and projection equipment in an outdoor

environment. With thousands of enclosures in all parts of the world, in all climate types and even at sea, Tempest enclosures have proven themselves time and time again.

### So, why not IP65?

This is probably the question we hear most often – and it deserves an answer!

First, let's review the IES International Protection (often referred to as Ingress Protection) ratings system. Each rated product is tested to the appropriate standards to assure protection at two levels – the ingress of physical objects such as fingers or dust (first digit), and the ingress of water (second digit). The standard also provides for an optional third letter in certain circumstances, but we need not concern ourselves with that here.

#### First digit:

The first digit indicates the level of protection that the enclosure provides against access to hazardous parts (e.g., electrical conductors, moving parts) and the ingress of solid foreign objects.

| Level | Protected against (object size) | Effective against                                                                                                                                                                          |
|-------|---------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 0     | —                               | No protection against contact and ingress of objects                                                                                                                                       |
| 1     | >50 mm                          | Any large surface of the body, such as the back of a hand, but no protection against deliberate contact with a body part                                                                   |
| 2     | >12.5 mm                        | Fingers or similar objects                                                                                                                                                                 |
| 3     | >2.5 mm                         | Tools, thick wires, etc.                                                                                                                                                                   |
| 4     | >1 mm                           | Most wires, screws, etc.                                                                                                                                                                   |
| 5     | dust protected                  | Ingress of dust is not entirely prevented, but it must not enter in sufficient quantity to interfere with the satisfactory operation of the equipment; complete protection against contact |
| 6     | dust tight                      | No ingress of dust; complete protection against contact                                                                                                                                    |

## Second digit:

Protection of the equipment inside the enclosure against harmful ingress of water.

| Level | Protected against:                   | Details                                                                                                                                                                                                                                                                                                                                        |
|-------|--------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 0     | not protected                        | —                                                                                                                                                                                                                                                                                                                                              |
| 1     | dripping water                       | Dripping water (vertically falling drops) shall have no harmful effect.                                                                                                                                                                                                                                                                        |
| 2     | dripping water when tilted up to 15° | Vertically dripping water shall have no harmful effect when the enclosure is tilted at an angle up to 15° from its normal position.                                                                                                                                                                                                            |
| 3     | spraying water                       | Water falling as a spray at any angle up to 60° from the vertical shall have no harmful effect.                                                                                                                                                                                                                                                |
| 4     | splashing water                      | Water splashing against the enclosure from any direction shall have no harmful effect.                                                                                                                                                                                                                                                         |
| 5     | water jets                           | Water projected by a nozzle against enclosure from any direction shall have no harmful effects.                                                                                                                                                                                                                                                |
| 6     | powerful water jets                  | Water projected in powerful jets against the enclosure from any direction shall have no harmful effects.                                                                                                                                                                                                                                       |
| 7     | immersion up to 1m                   | Ingress of water in harmful quantity shall not be possible when the enclosure is immersed in water under defined conditions of pressure and time (up to 1 m of submersion).                                                                                                                                                                    |
| 8     | immersion beyond 1m                  | The equipment is suitable for continuous immersion in water under conditions which shall be specified by the manufacturer.<br>NOTE: Normally, this will mean that the equipment is hermetically sealed. However, with certain types of equipment, it can mean that water can enter but only in such a manner that produces no harmful effects. |

Based on this, Tempest enclosures would carry an IP rating of 54 – Some protection against dust ingress, and good protection against water spray and splashing. Keep in mind the NEMA3R rating also specifically tests for snow and sleet, which are not covered by the IP system. NEMA also carries a corrosion-resistance requirement, which is also not in the IP standard. So you can start to see that the two standards are inherently quite different, and comparisons between them tend to be erratic.

In the case of IP65, we would have a problem with the no ingress of dust requirement (that would get us to the 6). It is critically important to remember that in order to protect the equipment inside the enclosure, we change the air approximately every 2 seconds when the lamp is on. That's a lot of air, traveling at high velocity, and it's very effective! But, it inevitably means that we need to provide large, filtered air inlet vents, and equivalent exhaust vents, for the air to pass through. The inlet vents are invariably filtered to prevent passage of dust particles larger than 5 microns and in most cases to block the moisture that carries contaminants such as salt or chlorine – so 6 is not an option – by definition, we have to allow some level of dust ingress along with the air, or we'd have no ventilation. So the best first digit possible in these circumstances is a 5 - *Ingress of dust is not entirely prevented, but it must not enter in sufficient quantity to interfere with the satisfactory operation of the equipment; complete protection against contact*. For all practical purposes, this is perfectly satisfactory.

For the second digit, we are happy with a 4 – splashing water will have no deleterious effect on a Tempest Enclosure. Of course, you could spray most of the enclosure with a fire hose (that would get us a 5), BUT, a fire hose directed into an air vent with the lamp on and the fan(s) running would cause water to be sucked into the enclosure, with potentially damaging consequences. Depending on the enclosure type, it is possible in certain circumstances that some splashing or spraying water might seep through the filters into the enclosure. For that reason, all Tempest enclosures are provided with weep holes or plugs that are specifically designed to allow any such small amounts of water to drain harmlessly away. And because Tempest enclosures are built from inherently corrosion-resistant materials, such minor water ingress will not cause internal damage. Note that the NEMA3R standard specifically requires that such drainage should never expose live electrical parts to the passage of draining water.

Tempest Enclosures have the overwhelming bottom-line advantage that they WORK, effectively protecting delicate, expensive equipment in the most challenging environments. If we maintain realistic expectations of the levels of ingress protection required to achieve this objective, then users may be assured of long and trouble-free operation of the enclosure and the equipment it is there to protect.