

AGENDA

Committee on Ways and Means AGENDA FOR JUNE 26, 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 or (517) 483-4177 prior to the meeting.
view on: <https://www.youtube.com/@lansingcitycouncil4446/streams>

Council Member Spadafore, Chairperson
Council Member Wood, Vice Chairperson
Council Member Jackson, Member

1. **Call to Order**
2. **Roll Call**
3. **Minutes**
 - A. June 12, 2023
4. **Public Comment on Agenda Items (Up to 3 Minutes)**
5. **Discussion/Action:**
 - B. RESOLUTION - Grant Application; 2023-2024 State of Michigan Office of Community Corrections Funding Application for the Ingham County/City of Lansing Community Corrections Advisory Board
 - C. RESOLUTION - Grant Acceptance; MiCorps Volunteer Stream Cleanup Program (VSCP) Grant for the Parks and Recreation Department
 - D. RESOLUTION - Local Development Finance Authority FY 2023-2024 Budget
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, June 12, 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- arrived at 4:33 p.m.

OTHERS PRESENT

Sherrie Boak, Council Office Manager
Lisa Hagen-Lawrence, OCA
Greg Venker, OCA
Emily Linden, Internal Auditor
Emily Stevens, Parks and Recreation
Michael Lynn
Desiree Kirkland, Finance
Jackson Mills, Finance
Cynthia Gill, Finance

Minutes

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE MINUTES FROM MAY 22, 2023, AS PRESENTED. MOTION CARRIED 2-0.

Public Comment

Mr. Lynn stated on his interest on the long term budget outlook, and also what Ms. Frayer goal in the City is moving forward to look into the budget.

Discussion/Action:

RESOLUTION – Grant Application; AARP Community Challenge Flagship Grant for Parks and Recreation Department

Ms. Stevens outlined the application for \$21,000 and the most of the funds will go towards the instructors for consistent classes. The seniors can pick and choose what fit in their schedules, and currently preparing a survey to find out what classes the seniors are interested.

Council Member Spadafore asked if these are current or new, and Ms. Stevens confirmed it is for current but also surveying for other topics.

Council Member Wood asked if it was awarded in May and if that goes May to May, and Ms. Stevens said it would be awarded in June for this year. Council Member Wood asked if there is a City match and Ms. Stevens stated there is no match.

Council Members spoke briefly on other fitness areas at parks in the City.

MOTION BY COUNCIL MEMBER JACKSON TO APPROVE THE RESOLUTION FOR THE GRANT FOR THE AARP COMMUNITY CHALLENGE FLAGSHIP GRANT FOR PARKS AND RECREATION. MOTION CARRIED 3-0.

DISCUSSION- Internal Auditor – Long Term Budget Outlook

Council Member Spadafore noted that Council leadership has asked the Committee to look at long term, and Ms. Linden was asked to start on the project.

Ms. Linden spoke briefly on an overview of the current budget process, that being the FY 24 amendment will be acted on tonight to pass the \$1.8 million to those departments that took large cuts. When this passes it will allow departments to continue their work during the first 2 quarters. Currently Ms. Linden is working with Finance on numbers for this fiscal year and next year. City Council is working with the Administration on carry forward requests from this Fiscal Year, which could be in the first quarter, and City Council is looking at carry forward \$50,000 in their budget.

Council Member Wood stated Ms. Linden is also looking at long term debt reporting, and the public safety building the constituents voted on.

Council Member Jackson asked if the Committee should invite someone from the Financial Health Team for an update, and their last recommendation was to hire the Chief Strategy Officer. Council Member Wood stated she did not think they meet currently, but they do have their old recommendations that the Committee can look at. Council Member Jackson noted, the CSO has so many different roles, if the position needs to be re-evaluated. Council Member Wood noted that the position was taken from the budget discussion then. There was discussion on a top-down from the department on redundancies on duplications, unfortunately when the ordinance was adopted it was not laid out in the ordinance. Council might want to consider looking at the ordinance for listing what that role should be. Council Member Spadafore stated this Committee should have budget priorities reflected in the budget for long term outlook. Council Member Wood stated there might be discussion at Committee of the Whole with Ms. Frayer tonight to be pushed back to this Committee.

Council Member Spadafore told Ms. Kirkland, Mr. Mills and Ms. Gill they could be called to a future Committee meeting for discussions.

OTHER

No other topics at this time.

ADJOURN

Adjourned at 4:46 p.m.

Submitted by,

Sherrie Boak, Recording Secretary, Lansing City Council

Approved by the Committee _____



INGHAM COUNTY/CITY OF LANSING COMMUNITY CORRECTIONS ADVISORY BOARD

Ryan Watts
CCAB Manager

ALEXIS HAGERTY
CCAB Executive Assistant

HON. LISA MCCORMICK
30TH Circuit Court Family Div.
CHAIRPERSON

CAPT. ROBERT EARLE
VICE CHAIRPERSON
Ingham County Sheriff's Office

IRENE CAHILL
Ingham County
Board of Commissioners
FINANCIAL OFFICER

JACQUELINE GALLANT
Adult Probation Supervisor
SECRETARY

HON. JAMES JAMO
30th Judicial Circuit
Criminal Division

HON. STACIA BUCHANAN
54-A District Court

NICOLE MATUSKO
Ingham County
Prosecutor's Office

BRIAN JACKSON
Lansing City Council

AYANNA NEAL
Criminal Defense Attorney

LT. NATHAN OSBORN
Lansing Police Department

VACANT
Business Community

VACANT
Communications
Media

MONICA JAHNER
Community Alternative Program

DANIELLE GRUBAUGH
Workforce Development

May 24th, 2023

Chris Swope
City Clerk
9th Floor
124 W. Michigan Ave.
Lansing, MI 48933

Dear Mr. Swope,

On behalf of the Ingham County/City of Lansing Community Corrections Advisory Board (CCAB), I respectfully request that the Lansing City Council consider and approve the 2023-2024 State of Michigan - Office of Community Corrections Funding Application. This application provides State funding for administration, community treatment and services programming for local Circuit Court probationers.

The Application was approved by the Ingham County Board of Commissioners on May 23, 2023. I have included Resolution #23-244 for your reference.

Thank you.

Ryan Watts,
CCAB Manager

Hocking, Grace

From: Swope, Chris
Sent: Wednesday, May 24, 2023 2:12 PM
To: Jackson, Brian; Hocking, Grace
Subject: FW: Passed Resolution for the submission of annual Grant Application and to contract with the MDOC for the Office of Community Corrections
Attachments: 23-244.pdf; 23.24 Lansing City Council Letter.docx

Sincerely,

Chris Swope, MMC/MiPMC | pronouns: He/Him
Lansing City Clerk

Michigan Association of Municipal Clerks (MAMC), Past President

Lansing City Clerk's Office

City Hall/Main Office | 124 W. Michigan Ave. | 9th Floor | Lansing MI 48933
Elections Unit/Marijuana Licensing | 2500 S. Washington Ave. | Rear Entrance | Lansing MI 48910
Main: (517) 483-4131 | Fax: (517) 377-0068
Direct: (517) 483-4130 | Mobile: (517) 230-1566
chris.swope@lansingmi.gov
[Website](#) | [Facebook](#) | [Twitter](#)



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From: Ryan Watts <RWatts@ingham.org>
Sent: Wednesday, May 24, 2023 2:09 PM
To: Swope, Chris <Chris.Swope@lansingmi.gov>
Cc: Jared Cypher <JCypher@ingham.org>
Subject: [EXTERNAL] Passed Resolution for the submission of annual Grant Application and to contract with the MDOC for the Office of Community Corrections

Good Afternoon Mr. Swope.

My name is Ryan Watts and I have replaced Nick Hefty as the Community Corrections Manager for the Ingham County/City of Lansing Community Corrections Advisory Board (CCAB).

On behalf of the Ingham County/City of Lansing CCAB, I respectfully request that the Lansing City Council consider and approve the 2023-2024 State of Michigan - Office of Community Corrections Funding Application. This application provides State funding for administration, community treatment and programming for local Circuit Court probationers.

The Application was approved by the Ingham County Board of Commissioners on May 23, 2023. I have included Resolution #23-244 for your reference, as well as a formal letter requesting the approval of said funding application.

Please let me know if you have any questions or concerns.

Thank you.

Ryan Watts

CCAB Manager, Ingham County
121 E. Maple St. Mason, MI 48854

RWatts@Ingham.org

Office: 517-676-7232

Cell: 517-525-5987

Introduced by the Law & Courts and Finance Committees of the:

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE THE SUBMISSION OF A GRANT APPLICATION AND TO
CONTRACT WITH THE MICHIGAN DEPARTMENT OF CORRECTIONS FOR
INGHAM COUNTY/CITY OF LANSING COMMUNITY CORRECTIONS AND
PROGRAM SUBCONTRACTS FOR FY 2023-2024**

RESOLUTION #23 – 244

WHEREAS, the State Community Corrections Advisory Board, the Ingham County Board of Commissioners, and the City of Lansing approved the original Ingham County/City of Lansing Community Corrections Comprehensive Plan in 1991; and

WHEREAS, the Community Corrections Advisory Board (CCAB) approved the Funding Application and Plan for FY 2023-2024; and

WHEREAS, the FY 2023-2024 Application provides for the following CCAB Plans and Service programming: Relapse Prevention and Recovery (\$71,918) to be provided by Clinton, Eaton, Ingham Community Mental Health Authority (CEI-CMH); Moral Reconciliation Therapy (MRT) Cognitive Change Groups (\$27,250) to be provided by Prevention and Training Services; Domestic Violence Intervention Groups (\$40,000) to be provided by Prevention and Training Services; Opioid Specific Program services (\$30,000) to be provided by Tri-County Community Adjudication Program (TRI-CAP); CHOICES programming (\$40,000) to be provided by Northwest Initiative — Advocacy Resources Re-entry Outreach (ARRO); and, Electronic Monitoring Services for Pretrial defendants (\$9,317) to be provided by Judicial Services Group, Ltd., for a subcontracted program total of \$218,485 for the time period of October 1, 2023 through September 30, 2024; and

WHEREAS, the FY 2023-2024 Application also provides funding for a special part-time Pretrial Services Investigator (\$26,197) to enhance the community supervision capacity of 30th Circuit Court Pretrial Services and for CCAB Administration in the amount of \$104,000 for a Plans and Services total of \$348,682 for the time period of October 1, 2023 through September 30, 2024; and

WHEREAS, pursuant to the FY 2023-2024 Application, the County may enter into subcontracts for the purpose of implementing Plans and Services programs and services identified in the Community Corrections Plan and Application; and

WHEREAS, the Subcontractors for Plans and Services programming are willing and able to provide the services that the County requires.

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes submission of the Grant Application and, upon State approval, entering into an Agreement with the Michigan Department of Corrections for Ingham County/City of Lansing Community Corrections for FY 2023-2024 in the amount of \$348,682 in CCAB Plans and Services and Administration funds for the time period of October 1, 2023 through September 30, 2024.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into subcontracts for CCAB Plans and Services programming from October 1, 2023 through September 30, 2024 with Prevention and Training Services for the cost of MRT Change Groups for a cost not to exceed \$27,250; with Prevention and Training Services for the cost of Domestic Violence Intervention Groups for a cost not to exceed \$40,000; with TRI-CAP for the cost of Opioid Specific Program services not to exceed \$30,000; with CEI-CMH for the cost of Relapse Prevention and Recovery services not to exceed \$71,918; with Northwest Initiative - ARRO for the cost of CHOICES program services not to exceed \$40,000; and with Judicial Services Group. Ltd. for the cost of electronic monitoring services for Pretrial defendants not to exceed \$9,317.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the continued funding of a special part-time (19 hours per week) Pretrial Services Investigator position at the ICEA Pro 06 salary grade not to exceed \$26,197.

BE IT FURTHER RESOLVED, that entering into the subcontracts and maintaining the Pretrial Services Investigator position are contingent upon entering into the Agreement with the State.

BE IT FURTHER RESOLVED, that the subcontracts and Pretrial Services Investigator position are contingent throughout the subcontract period on the availability of grant funds from the State of Michigan for these purposes.

BE IT FURTHER RESOLVED, that the Board Chairperson is authorized to sign any necessary contracts\subcontracts consistent with this resolution subject to approval as to form by the County Attorney.

LAW & COURTS: Yeas: Polsdofer, Lawrence, Celentino, Trubac, Cahill, Johnson, Pawar, Schafer
Nays: None **Absent:** None **Approved 05/11/2023**

FINANCE: Yeas: Morgan, Grebner, Tennis, Sebolt, Peña, Johnson, Maiville
Nays: None **Absent:** Polsdofer **Approved 05/17/2023**

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

WHEREAS, the State Community Corrections Advisory Board, the Ingham County Board of Commissioners, and the City of Lansing approved the original Ingham County/City of Lansing Community Corrections Comprehensive Plan in 1991; and

WHEREAS, the Community Corrections Advisory Board approved the Funding Application and Plan for FY 2023-2024; and

WHEREAS, the FY 2023-2024 Application provides for the following CCAB Plans and Service programming: Relapse Prevention and Recovery (\$71,918) to be provided by C-E-I CMH; MRT Cognitive Change Groups (\$27,250) to be provided by Prevention and Training Services; Domestic Violence Intervention Groups (\$40,000) to be provided by Prevention and Training Services; Opioid Specific Program services (\$30,000) to be provided by Tri County Community Adjudication Program (TRI-CAP); CHOICES programming (\$40,000) to be provided by Northwest Initiative — ARRO; and, Electronic Monitoring Services for Pretrial defendants (\$9,317) to be provided by Judicial Services Group, Ltd., for a subcontracted program total of \$218,485 for the time period of October 1, 2023 through September 30, 2024; and

WHEREAS, the FY 2023-2024 Application also provides funding for a special part-time Pretrial Services Investigator (\$26,197) to enhance the community supervision capacity of 30th Circuit Court Pretrial Services and for CCAB Administration in the amount of \$104,000, for a Plans and Services total of \$348,682 for the time period of October 1, 2023 through September 30, 2024; and

WHEREAS, pursuant to the FY 2023-2024 Application, the County may enter into subcontracts for the purpose of implementing Plans and Services programs and services identified in the Community Corrections Plan and Application; and

WHEREAS, the Subcontractors for Plans and Services programming are willing and able to provide the services that the County requires.

THEREFORE BE IT RESOLVED, that the Lansing City Council authorizes submission of the Grant Application and, upon State approval, entering into an Agreement with the Michigan Department of Corrections for Ingham County/City of Lansing Community Corrections for FY 2023-2024 in the amount of \$348,682 in CCAB Plans and Services and Administration funds for the time period of October 1, 2023 through September 30, 2024.

BE IT FURTHER RESOLVED, that the Lansing City Council authorizes entering into subcontracts for CCAB Plans and Services programming from October 1, 2023 through September 30, 2024 with Prevention and Training Services for the cost of MRT Change Groups for a cost not to exceed \$27,250; with Prevention and Training Services for the cost of Domestic Violence Intervention Groups for a cost not to exceed

\$40,000; with Tri County Community Adjudication Program (TRI-CAP) for the cost of Opioid Specific Program services not to exceed \$30,000; with CEI Community Mental Health for the cost of Relapse Prevention and Recovery services not to exceed \$71,918; with Northwest Initiative - ARRO for the cost of CHOICES program services not to exceed \$40,000; and with Judicial Services Group. Ltd. for the cost of electronic monitoring services for Pretrial defendants not to exceed \$9,317.

BE IT FURTHER RESOLVED, that the Lansing City Council authorizes the continued funding of a special part-time (19 hours per week) Pretrial Services Investigator position at the ICEA PR006 salary grade not to exceed \$26,197.

BE IT FURTHER RESOLVED, that entering into the subcontracts and maintaining the Pretrial Services Investigator position are contingent upon entering into the Agreement with the State.

BE IT FURTHER RESOLVED, that the subcontracts and Pretrial Services Investigator position are contingent throughout the subcontract period on the availability of grant funds from the State of Michigan for these purposes.



LANSING CITY COUNCIL

GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE:

GRANT NAME: MiCorps Volunteer Stream Cleanup Program (VSCP) Grant

DEPARTMENT: Parks and Recreation

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Emily Stevens, 483-6074, Emily.stevens@lansingmi.gov

APPLICATION DATE 3/7/2023

AWARD DATE: 4/27/23

GRANT CYCLE: Check One: ____Annual ☒ One-Time

FUND AMOUNT: \$6,250.00 (Breakdown below should total this amount)

GOODS & SERVICES	\$5,000.00 (grant)
PERSONNEL	\$0.00
CONSTRUCTION	\$0.00
LAND	\$0.00
OTHER (Sponsorship)	\$0.00

CITY MATCH (IF APPLICABLE): \$1,250.00

GRANT PAYS FOR: Trash cleanup of rivers, streams, and creeks

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

Funds will be utilized to provide materials to volunteers for two Grand and Red Cedar River cleanups this year.

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

WHEREAS, the City of Lansing Parks and Recreation Department will receive a MiCorps Volunteer Stream Cleanup Program (VSCP) Grant to implement trash cleanup of rivers, streams, and creeks; and

WHEREAS, MiCorps Volunteer Stream Cleanup Program (VSCP) Grant was the result of a competitive proposal process, and a proposal was submitted by the Department of Parks and Recreation with approval notification received on April 27, 2023 and will be paid in 2023; and

WHEREAS, MiCorps Volunteer Stream Cleanup Program (VSCP) Grant is part of a the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to provide grants to local units of government to partner with volunteers for cleanups; and

WHEREAS, the MiCorps Volunteer Stream Cleanup Program (VSCP) Grant awarded \$5,000.00 to the City of Lansing Department of Parks and Recreation; and

WHEREAS, the award of \$5,000.00 does require a 25% match (\$1,250,00) from the city; and

WHEREAS, the City of Lansing will work Michigan Waterways Stewards and volunteers to organize cleanup events for the Grand and Red Cedar Rivers; and

NOW, THEREFORE, BE IT RESOLVED, The Lansing City Council approves acceptance of the MiCorps Volunteer Stream Cleanup Program (VSCP) Grant in the total amount of \$5,000.00 for the grant and 25% matching funds for the City of Lansing Parks and Recreation Department.

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.

		Approved Budget FYE 2022		Actuals FYE 2022	Approved Budget FYE 2023		Projected Actuals FYE 2023	Proposed FYE 2024 Budget			
General Operating Income											
42000	Property Tax Capture	\$	428,400.00	\$	431,025.63	\$	453,600.00	\$	436,477.47	\$	478,110.00
	- City of East Lansing capture	\$	428,400.00	\$	431,025.63	\$	453,600.00	\$	436,477.47	\$	478,110.00
	- City of Lansing capture	\$	-	\$	-	\$	-	\$	-	\$	-
	- TIF Capture Adjustment (Adjustment factor)	\$	(21,420.00)	\$	-	\$	(22,680.00)	\$	-	\$	(47,811.00)
Total General Operating Income		\$	406,980.00	\$	431,025.63	\$	430,920.00	\$	436,477.47	\$	430,299.00
General Operating Expenditures											
60290	Business Registration Fees	\$	50.00	\$	20.00	\$	50.00	\$	50.00	\$	50.00
62110	Accounting Fees	\$	10,000.00	\$	9,418.52	\$	10,000.00	\$	9,390.00	\$	15,000.00
62140	Legal Fees	\$	1,000.00	\$	382.50	\$	1,000.00	\$	2,453.00	\$	10,000.00
63200	LEAP Contracts (Services and Staff)	\$	35,000.00	\$	35,000.00	\$	35,000.00	\$	35,000.00	\$	145,000.00
63400	LDFA TIC Sponsorship (Base)	\$	10,000.00	\$	10,000.00	\$	10,000.00	\$	10,000.00	\$	10,000.00
63500	LDFA TIC Additional Sponsorship	\$	10,000.00	\$	-	\$	10,000.00	\$	-	\$	10,000.00
63600	TIC development support	\$	-	\$	-	\$	9,000.00	\$	20,520.00	\$	10,000.00
65020	Postage, Mailing Service	\$	50.00	\$	-	\$	50.00	\$	-	\$	50.00
65040	Supplies	\$	500.00	\$	-	\$	500.00	\$	200.00	\$	500.00
65070	Bank Fees	\$	100.00	\$	-	\$	100.00	\$	100.00	\$	100.00
65120	Insurance - Liability, D&O	\$	3,200.00	\$	2,458.00	\$	3,200.00	\$	800.00	\$	3,200.00
65130	Programs and services (including unrestricted net spendd	\$	-	\$	-	\$	350,000.00	\$	194,400.00	\$	325,000.00
65140	Discretionary Payment	\$	-	\$	-	\$	-	\$	-	\$	5,000.00
65145	Unrestricted net position spend down	\$	-	\$	-	\$	100,000.00	\$	80,000.00	\$	-
65155	SmartZone development fund (including marketing, event	\$	-	\$	-	\$	-	\$	-	\$	50,000.00
65160	2021 TIF Plan	\$	15,000.00	\$	14,998.00	\$	15,000.00	\$	6,869.00	\$	-
65165	Staff Support	\$	60,000.00	\$	8,333.33	\$	100,000.00	\$	100,000.00	\$	-
65170	Rising Tide fund	\$	-	\$	-	\$	-	\$	26,300.00	\$	47,811.00
Total Year Spending		\$	144,900.00	\$	80,610.35	\$	643,900.00	\$	486,082.00	\$	631,711.00
Net Income		\$	262,080.00	\$	350,415.28	\$	(212,980.00)	\$	(49,604.53)	\$	(201,412.00)

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

WHEREAS, the City of Lansing (the “City”) and the City of East Lansing (“East Lansing”) established a Local Development and Finance Authority (the “LDFA”) in 2005, and renewed the same in 2022 pursuant to Act 57 of 2018 (the “Act”); and

WHEREAS the City and East Lansing entered into an Amendment and Restated Agreement Regarding the Operation of the Local Development Finance Authority of the Cities of Lansing and East Lansing (the “Agreement”) in 2022; and

WHEREAS, the Agreement, consistent with the Act, requires that the City and East Lansing both approve the annual budget of the LDFA adopts the same; and

WHEREAS, the LDFA has preliminarily approved its budget for Fiscal Year Ending 2024 (the “Budget”) and submitted it to the City for approval, attached hereto; and

WHEREAS, upon review the Lansing Economic Development Corporation finds that the Budget reflects no capture of City taxes or use of City funds.

NOW, THEREFORE BE IT RESOLVED, that the Lansing City Council hereby approves the adoption of the Budget by the LDFA.