

**REGULAR MEETING OF THE CITY COUNCIL
OF THE CITY OF LANSING, MICHIGAN**

**TONY BENAVIDES LANSING CITY COUNCIL CHAMBERS
LANSING CITY HALL, 10th FLOOR
124 W. MICHIGAN AVENUE**

AGENDA FOR JULY 24, 2023 AT 7:00 PM



TO THE HON. MAYOR AND MEMBERS OF THE CITY COUNCIL:

The following items were listed on the agenda in the City Clerk's Office in accordance with Section 3-103(2) of the City Charter and will be ready for your consideration at the regular meeting of the City Council at the Tony Benavides Lansing City Council Chambers, 10th Floor, City Hall.

Roll Call

Meditation And Pledge Of Allegiance

Approval Of Printed Council Proceedings

1. July 10, 2023

Consideration Of Late Items (Suspension of Council Rule #9 is needed to allow consideration of late items. Late items will be considered as part of the regular portion of the meeting to which they relate.)

Tabled Items

Special Ceremonies And Presentations

Comments By Council Members And City Clerk

Community Event Announcements (Time, place, purpose, or definition of event – 1 minute limit)

Speaker Registration For Public Comment On Legislative Matters

Mayor's Comments

Show Cause Hearings

Public Comment On Legislative Matters (Legislative matters consist of the following items on the agenda: public hearings, resolutions, ordinances for introduction, and ordinances for passage. The public may comment for up to three minutes. Speakers must sign up on BLUE form.)

Scheduled Public Hearings

Council Consideration Of Legislative Matters

Referral Of Public Hearings

Consent Agenda

2. Fireworks Display License; Lansing Lugnuts & Pyrotecnico Fireworks Inc. at Jackson Field on July 29 (PEND-3375)

3. Establish Red Cedar/South Frandor Social District (PEND-3374)
4. Setting a Public Hearing on Obsolete Property Rehabilitation Act (OPRA) District; Homes on Holmes, LLC for property located at 230 S. Holmes St. (PEND-3284)
5. Setting a Public Hearing on Obsolete Property Rehabilitation Act (OPRA) Certificate; Homes on Holmes, LLC for property located at 230 S. Holmes St. (PEND-3286)
6. Workers Compensation Settlement; WC 2062876-01474 (PEND-3360)

Resolutions For Action

7. Appointment; Ravynne Gilmore as an At-Large member of the Park Board for a term to expire June 30, 2027 (PEND-3292)
8. Appointment; Joshua Pugh as an Adjacent Neighborhood Resident member of the Downtown Lansing Inc. Board for a term to expire June 30, 2026 (PEND-3295)
9. Appointment; P. Shane Muchmore as the 2nd Ward member of the Planning Commission for a term to expire June 30, 2026 (PEND-3307)
10. Appointment; Jesus Jesse Flores as a Business Representative member of the Downtown Lansing, Inc. Board for a Term to Expire June 30, 2024 (PEND-3290)
11. Appointment; Morgan Butts as an At-Large Member of the Arts and Culture Commission for a term to Expire June 30, 2025 (PEND-3305)
12. Claim Appeal; Claim #1967, Rahim Alikheil for \$715 in trash fees at 1611 Lansing Ave. (PEND-3340)
13. Business License Appeal; DeAndre Thomas for a Transient Merchant License at 2215 West Holmes Rd. (PEND-3324)
14. Special Assessment; Snow and Ice Removal Winter 2022-2023 (PEND-3312)
15. Setting a Public Hearing on Noise Special Permit; Leavitt and Starck Excavating, Inc. to conduct work as part of the CSO 015 South Project (PEND-3384)
16. LS-10-2023; 2024 Ferrol Street, lot split request for 2024 Ferrol Street for construction of 2 single-family homes (PEND-3335)

Reports From Council Committees

Ordinances For Introduction And Setting Of Public Hearings

17. Amendment to Chapter 210, Section 210.01; uses of Council Chambers and Conference Room (PEND-3342)
18. Z-7-2023; 3712 S. Cedar Street, Rezoning from "MX-C" Mixed Use Center District to "S-C" Suburban Commercial District (PEND-3336)

Ordinances For Passage

19. Z-6-2023; 1326 N. Chestnut Street & vacant lot to its south from "R-6A" Urban Detached Residential to "R-MX" Residential Mix (PEND-3277)
20. Amendment to Chapter 1460; clarify the parties responsible for prohibiting the occupancy and maintaining the vacancy of placarded equipment and structures (PEND-3297)

Speaker Registration For Public Comment On City Government Related Matters Reports Of City Officers, Boards, And Commissions; Communications And Petitions; And Other City Related Matters (Motion that all items be considered as being read in full and that the proper referrals be made by the President)

Item(s) from the City Clerk re:

21. Minutes of Boards and Commissions placed on file in the Clerk's Office
22. Fireworks Display License; Lansing Lugnuts & Pyrotecnico Fireworks Inc. at Jackson Field on July 29 (PEND-3375)
23. Board of Public Service Rules of Procedure
24. Diversity Equity and Inclusion Advisory Board Rules of Procedure

Item(s) from the Mayor re:

25. Amendment to Chapter 273; clarify the role of the Human Relations and Community Services (HRCS) Advisory Board (PEND-3362)
26. Setting a Public Hearing on Amendment to Chapter 273; clarify the role of the Human Relations and Community Services (HRCS) Advisory Board (PEND-3366)
27. Amendment to Chapter 240; clarify the role of the Human Relations and Community Services (HRCS) Advisory Board (PEND-3363)
28. Setting a Public Hearing on Amendment to Chapter 240; clarify the role of the Human Relations and Community Services (HRCS) Advisory Board (PEND-3367)
29. Amendment to Chapter 273; repeal Section 273.06, "Examination of complaints; hearings and studies" to conform with the City Charter (PEND-3364)
30. Setting a Public Hearing on Amendment to Chapter 273; repeal Section 273.06, "Examination of complaints; hearings and studies" to conform with the City Charter (PEND-3368)
31. Amendment to Chapter 273; repeal Section 273.08 "Prohibited discrimination by city departments or employees" to conform with the City Charter (PEND-3365)
32. Setting a Public Hearing on Amendment to Chapter 273; repeal Section 273.08 "Prohibited discrimination by city departments or employees" to conform with the City Charter (PEND-3369)
33. Workers Compensation Settlement; WC 2062876-01143 (PEND-3377)
34. Workers Compensation Settlement; WC 2876-21-0001854 (PEND-3380)

35. Grant Acceptance; US Conference of Mayors award for the Mikey23 Foundation (PEND-3378)
36. Grant Acceptance; Financially Distressed Cities, Villages, and Townships (FDCVT) Grant for Violent Crime Initiative (PEND-3376)
37. Appointment; Sharon Civils as an At-Large member of the Board of Review for a term to expire June 30, 2026 (PEND-3379)
38. Appointment; Dale Schrader as an At-Large member of the Lansing Board of Water and Light Board of Commissioners for a term to expire June 30, 2027 (PEND-3383)
39. Amendment to the Neighborhood Enterprise Zone Ordinance (PEND-3381)
40. Setting a Public Hearing on Neighborhood Enterprise Zone Ordinance Amendment (PEND-3382)
41. Setting a Public Hearing on Noise Special Permit; Leavitt and Starck Excavating, Inc. to conduct work as part of the CSO 015 South Project (PEND-3384)
42. Accepting jurisdiction and control of a portion of the Bolter Drain (PEND-3385)
43. Sewer Easement Acceptance; 6250 S. Cedar St. and 501 E. Edgewood Blvd. (PEND-3386)
44. Sale of Property; vacant Board of Water and Light parcel in Delhi Township (PEND-3387)
45. Public Safety Project 2nd Quarterly Update

Item from the Board of Public Service

46. Board of Public Service Budget Priorities for Fiscal Year 2024-2025

Communications and Petitions

47. Claim Appeal; Claim #1941, Michael Arafat on behalf of AFT Realty LLC for \$810.20 in board up fees at 3700 S. Waverly Rd. (PEND-3372)
48. Notice from the Michigan Liquor Control Commission; DoorDash Essentials, LLC (A Delaware Limited Liability Company) request for Transfer of ownership 2023 SDD license only from R&C Cushing LLC; Transfer location from Webberville to 3315 E. Michigan Ave, Suite 8, Lansing, to be held with SDM license; Transfer governmental unit under MCL 436.1531(18) from Webberville Village to Lansing City (RID # RQ-2306-06932)
49. Communication from Christian Nwobu regarding his property taxes, rental certificates, red-tagged houses
50. Michigan Municipal League Annual Meeting Notice

Motion Of Excused Absence

Remarks By Council Members

Remarks By The Mayor Or Executive Assistant

Public Comment On City Government Related Matters (City government related matters are issues or topics relevant to the operation or governance of the city. The public may comment for up to three minutes. Speakers must sign up on YELLOW form.)

Adjournment

A handwritten signature in black ink that reads "Chris Swope". The signature is written in a cursive, flowing style.

CHRIS SWOPE, CITY CLERK

Persons with disabilities who need an accommodation to fully participate in this meeting should contact the City Clerk's Office at (517) 483-4131 (TTY 711). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation request.

LANSING CITY COUNCIL MEETING

DATE & TIME: 7/24/2023-7:00 PM

Starting Time 7:01

REGULAR MEETING: X

SPECIAL MEETING:

ATTENDANCE

COUNCIL MEMBER	PRESENT	ABSENT	ARRIVED
BROWN	☒	☐	_____
GARZA	☒	☐	_____
HUSSAIN	☒	☐	_____
JACKSON	☒	☐	_____
KOST	☒	☐	_____
SPADAFORE	☐	☒	_____
SPITZLEY	☒	☐	_____
WOOD	☒	☐	_____

MEDITATION IN MEMORY OF: _____

PLEDGE LED BY: _____

Adjournment Time 8:16

CHRIS SWOPE
LANSING CITY CLERK

S:\Clerk_Staff\City Council\Administrative\Council Attendance Sheet 2023.doc



**Official Proceedings of the City Council
City of Lansing
July 10, 2023**

Tony Benavides Lansing City Council Chambers
Lansing, Michigan

The City Council of the City of Lansing met in regular session and was called to order at 7:00 p.m. by President Wood

PRESENT: Council Members Brown, Garza, Hussain, Jackson, Kost, Spitzley, Wood

ABSENT: Council Member Spadafore

A quorum was present.

Council Member Wood asked people to remember the family of Wynter Cole Smith, who recently passed away, during the moment of Meditation. The Council observed a moment of Meditation followed by the Pledge of Allegiance led by President Wood.

Approval of Printed Council Proceedings

By Vice President Garza

To approve the printed Council Proceedings of May 22 and June 12, 2023

Motion Carried

By Council Member Hussain

To approve the printed Council Proceedings of June 26, 2023

Motion Carried

Comments by Council Members and the City Clerk

Council Member Spitzley congratulated Mark Dotson's son for being appointed to the 61st District Court, and recognized the students from the Study of US Institutes for European Leaders and the Mandela Washington Fellowship Program for being in attendance.

Council Member Brown wished his father a Happy 78th Birthday.

Council Member Hussain announced the upcoming South West Action Group meeting. He then thanked Jordan Hankwitz and Nicholas Montry from Economic Development and Planning for their support and meaningful conversation surrounding southwest Lansing. Finally he stated hope to hear updates from the Simtob Apartment Management Company settlement.

City Clerk Swope provided an update on the upcoming primary election.

Community Event Announcements

Loretta Stanaway spoke about the upcoming Friends of Lansing's Historic Cemeteries monument cleanup and the upcoming picnic in the cemetery.

Erica Lynn spoke about the upcoming backpack giveaway hosted by the Village Lansing.

Mike Lynn spoke about the upcoming Candidate Conversation with Adam Hussain on "Merica 20 to Life."

Speaker Registration for Public Comment on Legislative Matters

City Clerk Swope announced that the public comment registration form(s) for those intending to address Council on legislative matters will be collected and that only those persons who have fully completed the form(s) will be permitted to speak.

Mayor's Comments

Deputy Mayor Shelbi Frayer apologized for Mayor Andy Schor's absence, and acknowledged that there is no Simtob Apartment Management Company lawsuit settlement update prepared at the moment.

President Wood spoke about the Mayor's campaign solicitation that was sent to city employees' work email addresses.

Show Cause Hearings

Business License Appeal; DeAndre Thomas for a Transient Merchant License

Business License Appeal; Eugenio Trujillo for a Transient Merchant License

Deputy City Attorney, Lisa Hagen-Lawrence, provided an overview of the show cause hearings.

- Comment on Scheduled Show Cause Hearings:

DeAndre Thomas spoke on his Business License Appeal.

Eugenio Trujillo spoke on his Business License Appeal.

Referral of Show Cause Hearings

Business License Appeal; DeAndre Thomas for a Transient Merchant License
Referred to the Committee on City Operations

Business License Appeal; Eugenio Trujillo for a Transient Merchant License
Referred to the Committee on City Operations

Resolutions

Appointment; Ben Kohrman as an At-Large member of the Elected Officers Compensation Commission for a term to expire October 1, 2029

Resolution #2023-160

By the Committee of the Whole

Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has made the appointment of Ben Kohrman as an At-Large member of the Elected Officers Compensation Commission for a term to expire October 1, 2029; and

WHEREAS, the nominee has been vetted by the Mayor's Office and meets the qualifications as required by the City Charter; and

WHEREAS, the Committee of the Whole took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Ben Kohrman as an At-Large member of the Elected Officers Compensation Commission for a term to expire October 1, 2029.

By Vice President Garza

Motion Carried

City Clerk Swope administered the Oath of Office to Ben Kohrman as a member of the Elected Officers Compensation Commission.

Public Comment on Legislative Matters

Legislative Matters included the following public hearings:

Special Assessment; Snow and Ice Removal Winter 2022-2023

Noise Special Permit; Leavitt and Starck Excavating, Inc. to conduct work as part of the CSO 015 South Project

Amendment to Chapter 1460; clarify the parties responsible for prohibiting the occupancy and maintaining the vacancy of placarded equipment and structures

Council Member Hussain gave an overview of the public hearings.

Public Comment on Legislative Matters:

City Clerk Chris Swope acknowledged a written communication from Sylvia Beasley appealing a snow and ice assessment and communications regarding the Noise Special Permit from Heidi Frei, Kimberly Fauson, Deborah Mulcahey, and Peter Ollila against the special permit and from Tamiko Rothhorn in support of the special permit.

David Lackie spoke on the Claim Appeal for Claim #1961.

Sheila Contreras spoke against the Noise Special Permit; Leavitt and Starck Excavating, Inc.

Heidi Frei spoke about the Noise Special Permit; Leavitt and Starck Excavating, Inc.

Legislative Matters

Referral of Public Hearings

Special Assessment; Snow and Ice Removal Winter 2022-2023
Referred to the Committee on City Operations

Noise Special Permit; Leavitt and Starck Excavating, Inc. to conduct work as part of the CSO 015 South Project
Referred to the Committee on City Operations

Amendment to Chapter 1460; clarify the parties responsible for prohibiting the occupancy and maintaining the vacancy of placarded equipment and structures
Referred to the Committee on Public Safety

Consent Agenda

By Council Member Garza

To approve all items on the Consent Agenda.

Motion Carried

Resolution #2023-161

By the Committee of the Whole
Resolved by the City Council of the City of Lansing

WHEREAS, the Tri-County Aging Consortium, known as Tri-County Office on Aging, requests the approval of the Fiscal Year 2024 Annual Implementation Plan (AIP) as required by the Older Americans Act and the Older Michiganians Act; and

WHEREAS, the Committee of the Whole met and reviewed the document at its meeting on July 10, 2023; and

WHEREAS, Lansing City Council has reviewed the Tri-County Office on Aging's Fiscal Year 2024 Annual Implementation Plan (AIP).

BE IT RESOLVED, that the Lansing City Council hereby endorses said document.

Adopted as part of the Consent Agenda

Resolution #2023-162

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 HOME Investment Partnerships Program American Rescue Plan (HOME-ARP) Homelessness Prevention Program (HPP); and

WHEREAS, the City of Lansing has been awarded \$349,383 in Michigan State Housing Development Authority HOME Investment Partnerships Program American Rescue Plan (HOME-ARP) Homelessness Prevention Program (HPP) funds for Homelessness Prevention for the grant term March 1, 2023 through February 28, 2024 of which \$244,568 will provide rent and utility assistance for households who qualify per HOME-ARP eligible criteria; and

WHEREAS, rental arrears payments may be used for a one-time payment up to six (6) months of rent in arrears, including late fees or charges on those arrears, if necessary for the household to maintain their existing housing or, for those without housing, if necessary to remove a demonstrated barrier to obtaining housing; and

WHEREAS, \$69,877 is allocated to financial assistance – utilities. Utility arrears can be paid if it is necessary to remove a barrier to obtaining housing or necessary to maintain their existing housing; and

WHEREAS, administration cost constitutes ten percent (10%) or \$34,938 of the total allocation for the payment of expenses associated with fiduciary and/or subgrantee administrative costs related to the planning and execution of the Homelessness Prevention Program (HPP).

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lansing approves the acceptance of the \$349,383 HOME Investment Partnership Program American Rescue Plan (HOME ARP) funds awarded by the Michigan State Housing Development Authority for the purpose funding eligible Homelessness Prevention Program (HPP) activities.

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.

Adopted as part of the Consent Agenda

Resolution #2023-163

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 Development Authority HOME Investment Partnerships Program American Rescue Plan (HOME-ARP) Housing Navigation Program (HNP) ; and

WHEREAS, the City of Lansing has been awarded \$150,000 in Michigan State Housing Development Authority HOME Investment Partnerships Program American Rescue Plan (HOME-ARP) funds for the Housing Navigation Program (HNP) for the grant term May 1, 2023 through April 30, 2025, a two-year (2) grant; and

WHEREAS, the Housing Navigation Program (HNP) will provide staffing support for the delivery of services to households who qualify per HOME-ARP eligibility criteria; and.

WHEREAS, the funds from this program will be awarded by the Michigan State Housing Development Authority to perform services to eligible households that are linked to the Homeless Preference Housing Choice Voucher (HCV) program or other HUD CoC or Emergency Solutions Grant (ESG) housing programs; and

WHEREAS, the specific services will include but are not limited to the following:

- Robust housing search assistance
- Completion of any required eligibility paperwork to access rental assistance
- Completion of any required annual recertification paperwork to maintain eligibility and rental assistance
- Landlord mediation
- Other services identified in partnership with the household to support housing retention and stabilization

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lansing approves the acceptance of the \$150,000 HOME-ARP funds awarded by the Michigan State Housing Development Authority for the purpose funding eligible Housing Navigation Program (HNP) activities.

BE IT FINALLY RESOLVED that the Administration 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.

Adopted as part of the Consent Agenda

Resolution #2023-164

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 (MSHDA) Shelter Diversion Pilot Program through the Housing and Community Development Fund (HCDF); and

WHEREAS, MSHDA received a state budget allocation of \$50 million for the Housing and Community Development Fund (HCDF) to expand housing supports for the State of Michigan through a variety of projects and services based on needs; and

WHEREAS, through stakeholder engagement and listening sessions, the Michigan State Housing Development Authority identified shelter diversion as a priority demonstration to test, expand and implement shelter diversion practices and models in select homeless crisis response systems; and

WHEREAS, the Michigan State Housing Development Authority is investing \$3 million for a two-year Shelter Diversion Pilot through a competitive Request for Proposals (RFP) process; and

WHEREAS, Shelter diversion is a strategy that helps people experience in housing crisis to quickly identify and access safe alternatives to shelter where possible and is most effective when implemented collaboratively at the community-level, with shared knowledge and understanding of the diversion practices and goal; and

WHEREAS, MSHDA solicited proposals from eligible agencies to implement or expand effective shelter diversion models; and

WHEREAS, this pilot will demonstrate the impact of effective shelter diversion on homeless crisis response systems and more importantly, the impact on households at risk of experiencing homelessness; and

WHEREAS, through a collaborative approach by several organizations serving the homeless population, including Advent House Ministries (AHM), Child and Family Charities (CFC), the Lansing School District and strong support of the local Continuum of Care (CoC), the Capital Region Housing Collaborative (CRHC), a shelter diversion pilot proposal was submitted to the Michigan State Housing Development Authority; and

WHEREAS, the proposal included an expansion of an existing shelter diversion model that has been working in the community since 2019; and

WHEREAS, existing Shared Housing Intervention Project (SHIP) is a collaborative between Advent House Ministries in Ingham County, Child and Family Charities who serves Ingham, Eaton, and Clinton County youth and young adults, and Housing Services Mid-Michigan who serves Eaton and Clinton

Counties; and

WHEREAS, the project receives referrals from the local school's McKinney-Vento Liaisons along with each agency's Street Outreach/PATH teams and other social service providers; and

WHEREAS, the Shared Housing Intervention Project (SHIP) aims to help youth and families identify and reside in host home settings by supporting the entire host home, thus minimizing the frequent moves often experienced; and

WHEREAS, the fiduciary has been awarded \$ 500,000 for a two-year period, (\$250,000 Year 1 and \$250,000 Year 2) to manage the use of the funds for the expansion of the Shared Housing Intervention Project in this community.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Lansing approves the acceptance of the \$500,000 for the Shelter Diversion Pilot over a two-year period.

NOW, THEREFORE, BE IT RESOLVED, that the Lansing City Council approves acceptance of the Michigan State Housing Development Authority, Shelter Diversion Pilot with the goal of ending an individual or family's experience of homelessness as quickly as possible while empowering them to regain control over their situation, furthermore, securing safe, appropriated options in the community rather than an emergency shelter stay.

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.

Adopted as part of the Consent Agenda

Resolutions

Resolution #2023-165

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, David Lackie sought to eliminate a special assessment of \$1,630 for trash removal fees, associated penalties, and interest, on the property tax bill for 2033 Culver Avenue (ID #33-01-01-05-478-171); and

WHEREAS, upon filing a claim to the Committee on City Operations, the Committee met on June 26, 2022, and denied the claim in the amount of \$1,630.

THEREFORE, BE IT RESOLVED, the City Council, hereby denies the claim in the amount of \$1,630 for trash removal fees, associated penalties, and interest on the property tax bill for 2033 Culver Avenue (Tax ID #33-01-01-05-478-171).

BE IT FURTHER RESOLVED, that the City Attorney shall take the appropriate steps to process this claim.

By Council Member Hussain

Motion Carried

Resolution #2023-166

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 Priority Health and National Fitness Campaign Grant for an outdoor gym at Washington Park; and

WHEREAS, the Priority Health and National Fitness Campaign 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 June 13, 2023 and will be paid in 2023; and

WHEREAS, the Priority Health and National Fitness Campaign Grant is part of a national movement to make world class fitness free and accessible in public spaces; and

WHEREAS, Priority Health and National Fitness Campaign awarded \$40,000.00 to the City of Lansing Department of Parks and Recreation; and

WHEREAS, the award of \$40,000.00 does require a \$140,000.00 city match. Approximately \$30,000.00 would be required to create the necessary concrete foundation. The \$140,000.00 city match and \$30,000.00 material match are available through the Park Millage Account.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the Priority Health and National Fitness Campaign Grant in the total amount of \$40,000.00 for the grant 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.

By Council President Wood

Motion Carried

Speaker Registration for Public Comment on City Government Related Matters

City Clerk Swope announced that the public comment registration form(s) for those intending to address Council on City government matters will be collected and that only those persons who have fully completed the form(s) will be permitted to speak.

Reports From City Officers, Boards, and Commissions; Communications and Petitions; and Other City Related Matters

By Vice President Garza that all items be considered as being read in full and that President Wood make the appropriate referrals

Motion Carried

- Reports from City Officers, Boards and Commissions:

Letter(s) from the City Clerk re:

Minutes of Boards and Commissions placed on file in the Clerk's Office
Placed on File

Tri-County Office on Aging's Fiscal Year 2024 Annual Implementation Plan (AIP)
Placed on File

Letter(s) from the Mayor re:

Appointment; Heath Lowry as the 4th Ward member of the Board of Public Service for a term to expire June 30, 2024
Referred to the Committee on City Operations

Workers Compensation Settlement; WC 2062876-01474
Referred to the Committee on Ways and Means and to the Internal Auditor

Amendment to Chapter 273; Clarify the role of the Human Relations and Community Services (HRCS) Advisory Board
Referred to the City Attorney

Setting a Public Hearing on Amendment to Chapter 273; Clarify the role of the Human Relations and Community Services (HRCS) Advisory Board
Referred to the City Attorney

Amendment to Chapter 240; Clarify the role of the Human Relations and Community Services (HRCS) Advisory Board
Referred to the City Attorney

Setting a Public Hearing on Amendment to Chapter 240; Clarify the role of the Human Relations and Community Services (HRCS) Advisory Board
Referred to the City Attorney

Amendment to Chapter 273; repeal Section 273.06 to conform with the City Charter
Referred to the City Attorney

Setting a Public Hearing on Amendment to Chapter 273; repeal Section 273.06 to conform with the City Charter
Referred to the City Attorney

Amendment to Chapter 273; repeal Section 273.08 to conform with the City Charter
Referred to the City Attorney

Setting a Public Hearing on Amendment to Chapter 273; repeal Section 273.08 to conform with the City Charter
Referred to the City Attorney

Establish Red Cedar/South Frandor Social District
Referred to the Committee on City Operations

Letter(s) from Council President Wood re:

Communication from Kathy Krafft regarding the Cooley-Haze House
Referred to the Committee of the Whole

- Communications and Petitions, and Other City Related Matters:

Affidavit of Disclosure; Jeffrey Brown, City Council
Referred to the Board of Ethics

Claim Appeal; Claim #1963, Hameed Katawazi for \$493.40 in board up fees at 1017 West Hillsdale St.
Referred to the Committee on City Operations

Claim Appeal; Claim #1972, Rodolfo Perez for \$640 in trash fees at 810 McKinley St.
Referred to the Committee on City Operations

Claim Appeal; Claim #1941, Michael Arafat for \$810.20 in board up fees at 3700 Waverly Rd.
Referred back to the Administration

Communication from Mitch Rice regarding Council Member Brown's ethics violation
Referred to the Committee of the Whole

Motion of Excused Absence

By Council Member Garza to excuse Council Member Spadafore from tonight's proceedings.

Motion Carried

Remarks by Council Members

Council Member Spitzley acknowledged her upcoming Council meeting absence and urged council members to review the Transient Merchant License appeals.

Public Comment on City Government Related Matters

Tony Ruskus spoke about noise from Alobosa Bar.

Jody Washington spoke about various City matters.

Nicklas Zande spoke about various City matters.

Youngerson Matete spoke about access to affordable housing.

Mike Lynn spoke about various City matters.

David Ellis spoke on zoning concerns in Lansing.

Farhan Sheikh-Omar spoke about various City matters.

Erica Lynn spoke about various City matters.

Linda Appling spoke about various City matters.

Christian Nwobu spoke about property tax concerns.

City Clerk Chris Swope acknowledged a written communication from Mitch Rice about the Show Cause Hearings.

Consideration of Late Items

By Council Member Hussain

To suspend City Council Rule #9 to allow for Consideration of a Late Item

Motion Carried

The following item was added to the agenda:

Communications and Petitions, and Other City Related Matters

Communication from Erica Lynn regarding solicitation of funds from the Schor Leadership Fund
Referred to Board of Ethics and to the Committee of the Whole

Adjourned Time 8:41 P.M.



Chris Swope, City Clerk

You will not be called to speak unless all required blanks on this form are completed.



Public Comment on Legislative Matters Registration

*The City of Lansing welcomes and encourages public comment relating to City Legislative Matters. In order to facilitate public input, you **MUST** complete this card and submit it to the City Clerk or City Clerk Staff prior the close of registration as announced by the City Clerk.*

Legislative matters consist of the following items on the agenda: public hearings, resolutions, ordinances for introduction, and ordinances for passage. The public may comment for up to three minutes.*

Agenda Item Number(s) or Description(s) 17

Name (print) Erica Lynn E-Mail (optional) _____

Address (street, city, zip) _____

Company or organization represented, etc. (if applicable) _____

Signature E. Lynn

- Public speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
- Direct your comments to the Council President.
- No speaker called upon to speak shall by speech or conduct disturb, disrupt, delay, interfere with, or otherwise impede the orderly conduct of the Council meeting.
- No personal attacks or defamatory remarks towards any person will be permitted.
- Questions raised during public comment may or may not be answered by the President, another Council Member, the Mayor, or member of the City Staff during the meeting.
- Time limit to address the council on legislative matters is **3 Minutes***.
- Spokespersons for a group or shared viewpoint are encouraged; however, a speaker's time limit may not be increased through assignment of someone else's time or opportunity to speak.
- No registrations will be accepted after the deadline as announced by the City Clerk.
- If you wish to submit written materials, please provide them to the City Clerk or City Clerk staff along with this form.
- The City Council conducts its open meetings in an orderly manner in accordance with the Open Meetings Act. Council meetings will not be conducted as interactive forums or "town meetings."

Thank you for your involvement and interest in our City,
Chris Swope, Lansing City Clerk, MiPMC / MMC

* *The Presiding Officer may reduce the amount of time for each speaker if he or she determines that the number of registered speakers is so numerous that the meeting cannot be timely concluded without a reduction in the time allocated for each speaker.*

Persons with disabilities who need an accommodation to fully participate in this meeting should contact the City Clerk's Office at (517) 483-4131 (TDD (517) 483-4479). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

You will not be called to speak unless all required blanks on this form are completed.



Public Comment on Legislative Matters Registration

*The City of Lansing welcomes and encourages public comment relating to City Legislative Matters. In order to facilitate public input, you **MUST** complete this card and submit it to the City Clerk or City Clerk Staff prior the close of registration as announced by the City Clerk.*

Legislative matters consist of the following items on the agenda: public hearings, resolutions, ordinances for introduction, and ordinances for passage. The public may comment for up to three minutes.*

Agenda Item Number(s) or Description(s) 17

Name (print) Mike Lynn E-Mail (optional) _____

Address (street, city, zip) _____

Company or organization represented, etc. (if applicable) _____

Signature [Signature]

- Public speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
- Direct your comments to the Council President.
- No speaker called upon to speak shall by speech or conduct disturb, disrupt, delay, interfere with, or otherwise impede the orderly conduct of the Council meeting.
- No personal attacks or defamatory remarks towards any person will be permitted.
- Questions raised during public comment may or may not be answered by the President, another Council Member, the Mayor, or member of the City Staff during the meeting.
- Time limit to address the council on legislative matters is **3 Minutes***.
- Spokespersons for a group or shared viewpoint are encouraged; however, a speaker's time limit may not be increased through assignment of someone else's time or opportunity to speak.
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*Legislative matters consist of the following items on the agenda: **public hearings, resolutions, ordinances for introduction, and ordinances for passage.** The public may comment for up to three minutes*.*

Agenda Item Number(s) or Description(s) # 19

Name (print) SAMBA SAIDY E-Mail (optional) sambasaidy@swehomes.com

Address (street, city, zip) 6263 Skyline Dr. East, Lansing, MI 48823

Company or organization represented, etc. (if applicable) Sowe homes

Signature [Handwritten Signature]

- Public speakers will be called by the City Clerk. When the City Clerk recognizes you, please proceed to the speaker's podium and speak directly and clearly into the microphone. Do not touch the microphone.
- Direct your comments to the Council President.
- No speaker called upon to speak shall by speech or conduct disturb, disrupt, delay, interfere with, or otherwise impede the orderly conduct of the Council meeting.
- No personal attacks or defamatory remarks towards any person will be permitted.
- Questions raised during public comment may or may not be answered by the President, another Council Member, the Mayor, or member of the City Staff during the meeting.
- Time limit to address the council on legislative matters is **3 Minutes***.
- Spokespersons for a group or shared viewpoint are encouraged; however, a speaker's time limit may not be increased through assignment of someone else's time or opportunity to speak.
- No registrations will be accepted after the deadline as announced by the City Clerk.
- If you wish to submit written materials, please provide them to the City Clerk or City Clerk staff along with this form.
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Chris Swope, Lansing City Clerk, MiPMC / MMC

* *The Presiding Officer may reduce the amount of time for each speaker if he or she determines that the number of registered speakers is so numerous that the meeting cannot be timely concluded without a reduction in the time allocated for each speaker.*

Persons with disabilities who need an accommodation to fully participate in this meeting should contact the City Clerk's Office at (517) 483-4131 (TDD (517) 483-4479). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

Resolution #2023-167

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, the City Clerk has forwarded an application for City Licenses, which have been routinely processed without objection, and is ready for final action by this Council; and

WHEREAS, all required signatures have been obtained supporting the application for multiple fireworks display licenses;

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council, hereby, approves the application for City Licenses as follows:

FIREWORKS DISPLAY LICENSE:

Pyrotecnico Fireworks Inc. for public displays of fireworks in the City of Lansing at Jackson Field to be held on the following dates: July 29, 2023.

Resolution #2023-168

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, with Resolution #2021-093, the Lansing City Council established three social districts and commons areas within the City, the Downtown Social District, the REO Town Social District, and the Old Town Social District, pursuant to Section 551 1998 PA 58, as amended; and

WHEREAS, the Lansing City Council desires to establish an additional fourth social district and commons area within the City by adding the Red Cedar/South Frandor Social District; and

WHEREAS, the Red Cedar/South Frandor Social District would be created by the City and managed maintained by the City, in coordination with the Michigan Avenue Corridor Improvement Authority and the Red Cedar Master Association, a Michigan non-profit association.

THEREFORE, BE IT RESOLVED that for the purposes of Section 551 of 1998 PA 58, the Lansing City Council designates the Red Cedar/South Frandor Social District (within the limits shown on the attached Lansing Social District Package for the Red Cedar/South Frandor area) as part of the established social districts and commons areas within the City.

BE IT FURTHER RESOLVED that the new commons area will contain signage that defines and clearly marks the boundaries of the space. In addition, the commons area will be maintained in a manner that protects the health and safety of the community.

BE IT FURTHER RESOLVED the City's updated operational/management plan is included within the Lansing Social District Package for the Red Cedar/South Frandor area.

BE IT FURTHER RESOLVED the Lansing City Council finds that all qualified licensees identified in the Amended City of Lansing Social District Package for the Red Cedar/South Frandor area are recommended for approval for a commons area permit.

BE IT FURTHER RESOLVED that the Lansing City Council confirms that in the event a special event license is obtained by a licensee within a commons area of the social district, that area of the commons area contiguous to that licensee's property shall be used exclusively by the special event licensee, and the other designated space of the commons areas to be used exclusively by social district permit holders.

BE IT FURTHER RESOLVED that these social districts shall remain in effect until the designation of the social district/commons area is revoked via resolution of the Lansing City Council after a public hearing;

BE IT FINALLY RESOLVED that the attached Lansing Social District Package for the Red Cedar/South Frandor area shall be forwarded with this resolution to the MLCC for approval.

Resolution #2023-169

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

Resolution to Set a Public Hearing Regarding the Establishment of an Obsolete
Property Rehabilitation Act District at 230 S. Holmes St., Lansing, Michigan

WHEREAS, Homes on Holmes, LLC has requested, in writing to the City Clerk, that the City of Lansing establish an Obsolete Property Rehabilitation Act District (the "OPRA District") for the property commonly known as 230 S. Holmes St., Lansing, Michigan (the "Property"), pursuant to the Michigan Obsolete Property Rehabilitation Act, being Public Act 146 of 2000 (the "Act"); and

WHEREAS, the Property in question of the OPRA District located at 230 South Holmes St, Lansing, Michigan, is legally described as:

E 179.77 FT LOT 11 & W 79.77 FT OF E 179.77 FT OF S 33 FT LOT 9, ALSO COM SE COR LOT 11, TH E 8.25 FT , N 66 FT, W 8.25 FT AND S 66 FT TO POB, BLOCK 11 GREEN OAK ADD SPLIT/COMBINED ON 09/18/2017 FROM 33-01-01-15-331-121, 33-01-01-15-331-131; Parcel Number: 33-01-01-15-331-132; and

WHEREAS, the Act requires that before granting a District the Lansing City Council hold a public hearing in order to provide an opportunity for the applicant, owners of real property within the proposed OPRA District, the City Assessor, a representative of the affected taxing units, the residents, and other taxpayers of the City of Lansing general public appear and be heard regarding the approval of the OPRA District.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Lansing that a public hearing be held in the Tony Benavides Lansing City Council Chambers of the City of Lansing, 10th Floor, Lansing City Hall, Lansing, Michigan, on Monday, August 14, 2023 at 7:00 p.m. for the purpose of receiving public comment on the approval of an OPRA District under the provisions of Public Act 146 of 2000 and that the Clerk shall publish once in a publication of general circulation within the community a notice of the scheduled public hearing and that the notice appear not less than 10 or more than 30 days prior to the date of the hearing.

Resolution #2023-170

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

Resolution to Set a Public Hearing Regarding the Granting of an
Obsolete Property Rehabilitation Act Certificate
230 S. Holmes St.

WHEREAS, Homes on Holmes, LLC, owner of the property located at 230 S. Holmes St. in the City of Lansing, Michigan (the "Property") has applied to the City of Lansing for the City to approve the issuance of an Obsolete Property Rehabilitation Exemption Certificate (the "OPRA Certificate"), pursuant to the Michigan Obsolete Property Rehabilitation Act, being Public Act 146 of 2000 (the "Act"); and

WHEREAS, the Property in question of the Certificate is legally described as:

E 179.77 FT LOT 11 & W 79.77 FT OF E 179.77 FT OF S 33 FT LOT 9, ALSO COM SE COR LOT 11, TH E 8.25 FT , N 66 FT, W 8.25 FT AND S 66 FT TO POB, BLOCK 11 GREEN OAK ADD SPLIT/COMBINED ON 09/18/2017 FROM 33-01-01-15-331-121, 33-01-01-15-331-131; Parcel Number: 33-01-01-15-331-132; and

WHEREAS, the Act requires that before granting a Certificate the Lansing City Council hold a public hearing in order to provide an opportunity for the applicant, the City Assessor, a representative of the affected taxing units, the residents, and other taxpayers of the City of Lansing general public appear and be heard regarding the approval of the OPRA Certificate.

NOW THEREFORE BE IT RESOLVED that a public hearing be held in the Tony Benavides Lansing City Council Chambers of the City of Lansing, 10th Floor, Lansing City Hall, Lansing, Michigan, on Monday, August 14, 2023 at 7:00 p.m. for the purpose of receiving public comment on the approval of an OPRA Certificate under the provisions of Public Act 146 of 2000 and that the Clerk shall publish once in a publication of general circulation within the community a notice of the scheduled public hearing and that the notice appear not less than 10 or more than 30 days prior to the date of the hearing.

Resolution #2023-171

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

WHEREAS, the City of Lansing is named as defendant in a workers' compensation action, WC 2062876-01474, involving alleged work related injuries/illnesses;

WHEREAS, it is proposed that the action be resolved by virtue of entering into a settlement agreement, in which, the City of Lansing would agree to pay Plaintiff the sum of THRITY FIVE THOUSAND (\$35,000.00) in exchange for a complete redemption and release of the City from any past, present, and future liability regarding any alleged injuries/illnesses whatsoever;

WHEREAS, the proposed settlement is recommended by the Mayor, the Human Resources Department, the City of Lansing's Fund Administrator, and the City Attorney;

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council hereby approve payment of THRITY FIVE THOUSAND (\$35,000.00) pursuant to said proposed settlement agreement as a full and final settlement of said action.

BE IT FINALLY RESOLVED that the Law Department is authorized to prepare and execute the requisite documents to complete settlement of the aforementioned lawsuit.

Resolution #2023-172

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has made the appointment of Ravynne Gilmore as an At-Large member of the Lansing Parks Board for a term to expire June 30, 2027; and

WHEREAS, the nominee has been vetted by the Mayor's Office and meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on City Operations met on July 10, 2023, and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Ravynne Gilmore as an At-Large member of the Lansing Parks Board for a term to expire June 30, 2027.

Resolution #2023-173

By the Committee on Development & Planning
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has made the appointment of Joshua Pugh as a Downtown Adjacent Resident member of the Downtown Lansing, Inc. Board for a term to expire June 30, 2026; and

WHEREAS, the nominee has been vetted by the Mayor's Office and meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on Development and Planning met on July 19, 2023 and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Joshua Pugh as a Downtown Adjacent Resident member of the Downtown Lansing, Inc. Board for a term to expire June 30, 2026.

Resolution #2023-174

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has made the appointment of Patrick Shane Muchmore as the 2nd Ward member of the Planning Commission for a term to expire June 30, 2026; and

WHEREAS, the nominee has been vetted by the Mayor's Office and meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on Development and Planning met on July 19, 2023 and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Patrick Shane Muchmore as the 2nd Ward member of the Planning Commission for a term to expire June 30, 2026.

Resolution #2023-175

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has made the appointment of Jesus A Flores, Jr. as a Business Representative member of the Downtown Lansing, Inc. Board for a term to expire June 30, 2024; and

WHEREAS, the nominee has been vetted by the Mayor's Office and meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on Development and Planning met on July 19, 2023 and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Jesus A Flores, Jr. as a Business Representative member of the Downtown Lansing, Inc. Board for a term to expire June 30, 2024.

Resolution #2023-176

By the Committee on Development & Planning
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has made the appointment of Morgan Butts as an At-Large member of the Arts and Culture Commission for a term to expire June 30, 2025; and

WHEREAS, the nominee has been vetted by the Mayor's Office and meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on Development and Planning met on July 19, 2023 and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Morgan Butts as an At-Large member of the Arts and Culture Commission for a term to expire June 30, 2025.

Resolution #2023-177

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, Rahim Alikheil sought to eliminate a special assessment of \$715 for trash removal fees, associated penalties, and interest along with \$650 in materials on the property tax bill for 1611 Lansing Avenue (ID #33-01-01-08-227-101); and

WHEREAS, upon filing a claim to the Committee on City Operations, the Committee met on July 10, 2023, and denied the claim.

THEREFORE, BE IT RESOLVED, the City Council, hereby denies the claim in the amount of \$715 for trash removal fees, associated penalties, and interest along with \$650 in materials on the property tax bill for 1611 Lansing Avenue (Tax ID #33-01-01-08-227-101).

BE IT FURTHER RESOLVED, that the City Attorney shall take the appropriate steps to process this claim.

Resolution #2023-178

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, DeAndre Thomas applied to the City Clerk for a transient merchant license for a food truck (DT's Grill & Smoked Meats) to be located at 2215 West Holmes Road, Lansing, MI 48911; and

WHEREAS, the transient merchant license was denied, per the Lansing Police Department, due to findings in their background check; and

WHEREAS, DeAndre Thomas appealed that license denial to City Council, which held a public hearing on June 10, 2023, notice for which was sent to the appellant who was afforded an opportunity to be heard; and

WHEREAS, following the public hearing, the appeal of the license denial was presented to the City Council Committee on City Operations. The Committee met on July 24, 2023 and granted the appeal for a transient merchant license for a food truck (DT's Grill & Smoked Meats) to be located at 2215 West Holmes Road.

THEREFORE, BE IT RESOLVED, the City Council, hereby grants the appeal of DeAndre Thomas for a transient merchant license for a food truck (DT's Grill & Smoked Meats) to be located at 2215 West Holmes Road, Lansing, MI 48911.

BE IT FURTHER RESOLVED, that the City Clerk shall take the appropriate steps to formally grant the transient merchant license.

Resolution #2023-179

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

**CONFIRMATION OF SNOW AND ICE REMOVAL ASSESSMENT ROLL WINTER
2022-2023**

WHEREAS, pursuant to resolution 2023-143, adopted by this Council, the City Council held a public hearing on July 10, 2023, regarding Assessment Roll #SN2023, for the removal of snow and ice on public sidewalks adjacent to certain properties; and

WHEREAS, the cost incurred between December 1, 2022 and April 30, 2023, by the City totals \$6,726.00; and

WHEREAS, the Committee on City Operations met on July 24, 2023 to review the public hearing findings and removed several properties from the assessment roll; and

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council hereby directs that special assessment roll number #SN2023 as returned by the City Assessor, be ratified and confirmed.

BE IT FINALLY RESOLVED, the Lansing City Council hereby directs the City Assessor notify the owners of properties affected by this roll in accordance with City Ordinance 1020.06.

PARCEL ID	SITE ADDRESS	DATE OF SERVICE	SERVICE TIME	COST
33010134158331	708 JESSOP AVE	01/31/2023	B: 21-40 MIN	\$219.00
33010133283071	537 JESSOP AVE	01/31/2023	B: 21-40 MIN	\$219.00
33010133283011	4113 S CEDAR ST	01/31/2023	E: 81-100 MIN	\$429.00
33010134158321	712 JESSOP AVE	01/31/2023	B: 21-40 MIN	\$219.00
33010134157251	708 FENTON AVE	01/31/2023	B: 21-40 MIN	\$219.00
33010129477012	3229 S M L KING JR BLVD	02/02/2023	C: 41-60 MIN	\$289.00
33010129477082- NEW PARCEL 33010129477084	930 W HOLMES RD	02/02/2023	D: 61-80 MIN	\$359.00
33010129451032	3316 S M L KING JR BLVD	02/01/2023	B: 21-40 MIN	\$219.00
33010129451037	3218 S M L KING JR BLVD	02/01/2023	B: 21-40 MIN	\$219.00
33010129477033	900 W HOLMES RD	02/02/2023	E: 81-100 MIN	\$429.00
33010129477021	3325 S M L KING JR BLVD	02/02/2023	D: 61-80 MIN	\$359.00
33010129451062	3208 S M L KING JR BLVD	02/01/2023	C: 41-60 MIN	\$289.00
33010116361201	521 W HILLSDALE ST	02/02/2023	B: 21-40 MIN	\$219.00

33010116361011	609 S PINE ST	02/03/2023	B: 21-40 MIN	\$219.00
33010116361001	527 W HILLSDALE ST	02/03/2023	D: 61-80 MIN	\$359.00
33010116361211	W HILLSDALE ST	02/03/2023	D: 61-80 MIN	\$359.00
33010116361181	515 W HILLSDALE ST	02/02/2023	C: 41-60 MIN	\$289.00
33010114102431	2032 E SAGINAW ST	02/01/2023	C: 41-60 MIN	\$289.00
33010110328001	1220 E CESAR E. CHAVEZ AVE	02/06/2023	B: 21-40 MIN	\$219.00
33010110328261	1240 E CESAR E. CHAVEZ AVE	02/06/2023	A: 0-20 MIN	\$149.00
33010109476142	N CEDAR ST	02/06/2023	B: 21-40 MIN	\$219.00
33010103353001	2128 N EAST ST	02/01/2023	D: 61-80 MIN	\$359.00
33010132201242	3404 S M L KING JR BLVD	02/01/2023	C: 41-60 MIN	\$289.00
33010115378231	1128 HICKORY ST	02/03/2023	C: 41-60 MIN	\$289.00
Total				\$6,726.00

Resolution #2023-180

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, the City of Lansing Department of Public Service and the Lansing Board of Water & Light are partnering to construct the utility and infrastructure improvements associated with the Combined Sewer Overflow (CSO) 015South Project, a project area generally bounded by Lapeer St. on the northside, Sycamore St. on the eastside, Ottawa St. on the southside, and Verlinden St. on the westside; and

WHEREAS, this project includes a significant amount of utility work and other improvements on the local neighborhood streets within the project area and on major streets, Martin Luther King, Jr. Blvd., Shiawassee St., Ottawa St., and Jenison St.; and

WHEREAS, timely completion of this project is specifically required by Administrative Consent Order #ACO-05153, entered Dec. 19, 2019; and

WHEREAS, a public hearing was held on July 10, 2023, after which it was determined that due to a software issue with the mailing, not all residential properties that were required to be notified consistent with the ordinance were not; and

WHEREAS, a second public hearing needs to be held to accommodate all residential properties required consistent with the ordinance requirements; and

WHEREAS, for the periods July 8, 2023, through November 11, 2023, April 20, 2024, through October 26, 2024, and April 26, 2025, through October 25, 2025, the construction contractor, Leavitt and Starck Excavating, Inc., has requested a waiver of the noise ordinance on Saturdays from 8:00 AM to 4:30 PM; and

WHEREAS, the City of Lansing Public Service Department recommends that the contractor be granted the requested noise waiver in order to:

- reduce the amount of time local access for property owners is impacted;
- allow the contractor to have the ability to work some Saturdays when necessary for completion of important work activities; and
- keep the project on-schedule based on rain days.

NOW THEREFORE BE IT RESOLVED that a second public hearing be held on Monday, August 14, 2023, at 7:00 PM in the Tony Benavides Lansing City of Lansing Council Chambers, 124 W. Michigan Ave., in consideration of the request for granting a waiver of the noise ordinance to Leavitt and Starck Excavating, Inc., while the company is conducting work as part of the CSO 015South Project on Saturdays from 8:00 AM to 4:30 PM for the periods July 8, 2023, through November 11, 2023, April 20, 2024, through October 26, 2024, and April 26, 2025, through October 25, 2025.

Resolution #2023-181

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

LS-10-2023, 2024 Ferrol Street
Lot Split Application

WHEREAS Bruce Nicola, owner of 2024 Ferrol Street has filed an application to split the vacant property at 2024 Ferrol Street (Parcel No.: 33-01-01-32-101-201) into 2 separate parcels of land; and

WHEREAS the resulting parcels will be 76.95 feet wide by 258.4 feet deep which is a width to depth ratio of 1 to 3.35; and

WHEREAS Section 1236.07(d) of the Subdivision Ordinance restricts the depth of a lot to 2.5 times the width; and

WHEREAS the dimensions of the proposed lots will not result in a significant deviation from the dimensions of many other lots in the area; and

WHEREAS the lot split will permit the construction of single-family homes on each of the resulting lots; and

WHEREAS the Planning Board, at its meeting held on June 6, 2023, voted (4-0) to recommend approval of the requested lot split; and

WHEREAS the Committee on Development and Planning has reviewed the recommendation of the Planning Board and concurs therewith.

NOW THEREFORE BE IT RESOLVED that pursuant to Section 1236.11 of the Subdivision Ordinance, the Lansing City Council hereby approves a variance to the 1 to 2.5 width to depth ratio restriction to authorize LS-10-2023, a request by Bruce Nicola to divide the vacant property at 2024 Ferrol Street (Parcel No.: 33-01-01-32-101-201) into 2 separate parcels of land with width to depth ratios of 1 to 3.35, legal described as follows:

Parcel 1: The West ½ of Lot 10, Supervisors Plat of Holoway Subdivision

Parcel 2: The East ½ of Lot 10, Supervisors Plat of Holoway Subdivision

INTRODUCTION OF ORDINANCE

Council Member Wood introduced:

An ordinance of the City of Lansing, Michigan, to amend the Lansing Codified Ordinances by amending Chapter 210, Section 210.02 of the Lansing Codified Ordinances to amend the uses of the tenth floor Council Chambers and Conference Room.

The Ordinance is read a first time by its title and referred to the Committee of the Whole.

Resolution #2023-182

By the Committee of the Whole

Resolved by the City Council of the City of Lansing

Resolved by the City Council of the City of Lansing that a public hearing be set for August 14, 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 amending the Lansing Codified Ordinances Chapter 210, Section 210.02 of the Lansing Codified Ordinances to amend the uses of the tenth floor Council Chambers and Conference Room.

ORDINANCE NO.

An ordinance of the City of Lansing, Michigan, to amend Chapter 210 of the Lansing Codified Ordinances Section 210.02 to update language regarding the use of the tenth floor Council Chambers and Conference Room.

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 210 Section 210.02 of the Codified Ordinances of the City of Lansing, Michigan be and is hereby amended to read as follows:

210.02- Use of **Tony Benavides Lansing City Council Chambers** council chambers and conference room.

The following comprehensive policy on the use of the **Tony Benavides Lansing City Council Chambers** ~~Tenth Floor Council Chambers~~ and Conference Room ("**Council Facilities**") is hereby adopted:

(a) Priorities for Scheduling Use of Facilities.

(1) Council functions, including **CityTV Channel 28**;

(2) Other City functions, including citizen boards; and

(3) All outside functions, as approved in advance by Council **leadership in conjunction with the Council Office Manager.**

Scheduling the use of the **Council Facilities** ~~Chambers and Conference Room~~ shall be done in consultation with the Council Staff and shall include time for pre-event set-up and post-event clean-up. Council Staff shall maintain a master calendar, primarily based on a first-come, first-served schedule for the **Council Facilities** ~~Chambers and Conference Room~~. However, in extraordinary circumstances, Council may need to pre-empt a scheduled use of **Council Facilities** ~~Tenth Floor facilities~~ for Council business.

(b) Conditions for Use of **Council** Facilities by Non-City Groups.

(1) Any non-City individual or group desiring use of the **Council Facilities** ~~Council Chambers or Conference Room~~ for a governmental purpose shall request permission from Council at least 30 days in advance of the event. Such request

shall be considered as soon as possible by the Committee of the Whole. ~~The Chambers and Conference Room~~ **Council Facilities** shall not be made available to non-City individuals or groups for private, nongovernmental events.

(2) Non-City individuals or groups granted permission by Council **Leadership** for use of the **Council Facilities** ~~Chambers or Conference Room~~ shall sign a statement acknowledging responsibility for the conduct of their event within the following restrictions:

A. Councilmember and Staff offices, desks, telephones and supplies shall not be used by event organizers or participants, including media representatives.

B. Refreshments shall be the responsibility of event organizers.

C. Requests for use of the Tenth Floor sound system, audio recording equipment, video equipment or other logistical arrangements shall be made **directly with CityTV** at the time permission to schedule the facility is requested.

D. The movement of tables, chairs and other equipment shall be done by event organizers under the direction of the Council Staff.

E. No event shall be allowed to interfere with regular Tenth Floor activities.

F. No event shall be allowed during times when City Hall is closed unless the organizers receive written permission from the Mayor prior to Council consideration of the request to schedule use of Tenth Floor facilities.

G. Event participants shall not congregate anywhere on the ~~Tenth Floor~~ outside the **Council Facilities** ~~Chambers or Conference Room~~ for the purpose of caucuses or continuation of event discussions.

H. Event organizers shall clean up the **Council Facilities** ~~Chambers and/or Conference Room~~ and move equipment to original locations after the event.

I. Event organizers shall be responsible for any City costs, including Staff overtime, **security and maintenance** incurred due to their event, as determined by Council.

J. Event organizers shall indemnify and hold the City harmless from all liability for any damage suffered by event participants.

K. Event organizers unable to conduct their event and control their participants within these restrictions and conditions shall be barred from future use of **Council Facilities** ~~Tenth Floor facilities.~~

Section 2. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules inconsistent with the provisions hereof are hereby repealed.

Section 3. Should any section, clause or phrase of this ordinance be declared to be invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the part so declared to be invalid.

Section 4. This ordinance shall take effect on the 30th day after enactment, unless given immediate effect by City Council, and shall expire December 31, 2032.

INTRODUCTION OF ORDINANCE

The following ordinance of the City of Lansing, Michigan, for amending the Code of Ordinances by providing for the rezoning of property located in the City of Lansing, Michigan, and for the revision of the district maps adopted by Section 1242.02 of the Zoning Ordinance for property located at:

Z-7-2023: 3712 S. Cedar Street, from "MX-C" Mixed-Use Center to "S-C"
Suburban Commercial

was introduced by the Committee on Development & Planning, read a first time by its title and referred to the Committee on Development and Planning.

Resolution #2023-183

By the Committee on Development and Planning
Resolved by the City Council of the City of Lansing

Resolved by the City Council of the City of Lansing that a public hearing be set for Monday, August 14, 2023, at 7 p.m. in the Tony Benavides Lansing City Council Chambers, 10th Floor, Lansing City Hall, 124 W. Michigan Avenue, Lansing, Michigan, for the purpose of approving and/or opposing the Ordinance for rezoning:

Z-7-2023: 3712 S. Cedar Street, from “MX-C” Mixed-Use Center to “S-C”
Suburban Commercial

ORDINANCE # _____

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, PROVIDING FOR THE REZONING OF A PARCEL OF REAL PROPERTY LOCATED IN THE CITY OF LANSING, MICHIGAN AND FOR THE REVISION OF THE DISTRICT MAPS ADOPTED BY SECTION 1242.02 OF THE CODE OF ORDINANCES.

The City of Lansing ordains:

Section 1. That the district maps adopted by and incorporated as Section 1242.02 of the Code of Ordinances of the City of Lansing, Michigan be amended to provide as follows:

To change the zoning classification of the property described as follows:

Case Number:	Z-7-2023
Parcel Number's:	33-01-01-33-252-172
Addresses:	3712 S. Cedar Street
Legal Descriptions:	Lots 8 & 9, Jessops Home Gardens Subdivision, from "MX-C" Mixed-Use Center to "S-C" Suburban Commercial

Section 2. All ordinances or parts of ordinances inconsistent with the provisions hereof are hereby repealed.

Section 3. This ordinance was duly adopted by the Lansing City Council on _____, 2023, and a copy is available in the office of the Lansing City Clerk, 9th Floor, City Hall, 124 W. Michigan Avenue, Lansing, MI 48933.

Section 4. This ordinance shall take effect on the 30th day after enactment.

PASSAGE OF ORDINANCE

An Ordinance of the City of Lansing, Michigan, providing for the Rezoning of a parcel of real property located in the City of Lansing, Michigan and for the revision of the district maps adopted by section 1242.02 of the Code of Ordinances.

Z-6-2023 1326 N. Chestnut Street & vacant lot to its south from "R-6A" Urban Detached Residential to "R-MX" Residential Mix

Is read a second time by its title. The Ordinance was reported from the Committee on Development & Planning and is on the order of immediate passage.

COUNCIL MEMBER	YEAS	NAYS
	☐	☐
BROWN	☐	☐
GARZA	☐	☐
HUSSAIN	☐	☐
Kost	☐	☐
JACKSON	☐	☐
SPADAFORE	☐	☐
SPITZLEY	☐	☐
WOOD	☐	☐
	_____	_____
☐ ADOPTED	☐ FAILED	

FAILED

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, PROVIDING FOR THE REZONING OF A PARCEL OF REAL PROPERTY LOCATED IN THE CITY OF LANSING, MICHIGAN AND FOR THE REVISION OF THE DISTRICT MAPS ADOPTED BY SECTION 1242.02 OF THE CODE OF ORDINANCES.

The City of Lansing ordains:

Section 1. That the district maps adopted by and incorporated as Section 1242.02 of the Code of Ordinances of the City of Lansing, Michigan be amended to provide as follows:

To change the zoning classification of the property described as follows:

Case Number:	Z-6-2023
Parcel Number's:	33-01-01-09-181-031 & 33-01-09-181-141
Addresses:	1326 N. Chestnut Street and the vacant parcel to its south at the northeast corner of N. Chestnut Street and Pleasant Street
Legal Descriptions:	Lots 19, 20 & 21, Assessors Plat No 15, recorded in Liber 10, Page 18, from "R-6A" Urban Detached Residential to "R-MX" Residential Mix

Section 2. All ordinances or parts of ordinances inconsistent with the provisions hereof are hereby repealed.

Section 3. This ordinance was duly adopted by the Lansing City Council on _____, 2023, and a copy is available in the office of the Lansing City Clerk, 9th Floor, City Hall, 124 W. Michigan Avenue, Lansing, MI 48933.

Section 4. This ordinance shall take effect on the 30th day after enactment.

PASSAGE OF ORDINANCE

An ordinance of the City of Lansing, Michigan, to amend the Lansing codified ordinances by amending Chapter 1460.01(m), and the International Property Maintenance Code, adopted by reference, to clarify the parties responsible for prohibiting the occupancy and maintaining the vacancy of placarded equipment and structures.

Is read a second time by its title. The Ordinance was reported from the Committee on Public Safety and is on the order of immediate passage.

COUNCIL MEMBER	YEAS	NAYS
Brown	☐	☐
Garza	☐	☐
Hussain	☐	☐
Jackson	☐	☐
Kost	☐	☐
Spadafore	☐	☐
Spitzley	☐	☐
Wood	☐	☐
	_____	_____
☐ ADOPTED	☐ FAILED	

Ordinance #1317

An ordinance of the City of Lansing, Michigan, to amend the Lansing codified ordinances by amending Chapter 1460.01(m), and the International Property Maintenance Code, adopted by reference, to clarify the parties responsible for prohibiting the occupancy and maintaining the vacancy of placarded equipment and structures.

The City of Lansing ordains:

Section 1. That Chapter 1460.01(m) of the Code of Ordinances of the City of Lansing, Michigan be and is hereby amended to read as follows:

(m) text of Section 108.5 is replaced with the following: ~~Any structure condemned and placarded by the Code Official shall be vacated.~~ **Any occupied structure condemned and placarded by the code official shall be vacated as ordered by the code official. No person shall occupy a placarded structure or operate placarded equipment. Any other person, including, but not limited to, any owner, owner's agent, or person responsible for the structure, who allows anyone to occupy a placarded structure or operate placarded equipment, shall be in violation of this section.** ~~No person shall occupy any such structure or allow any domestic animal to occupy any such structure. No person shall operate equipment condemned and placarded by the Code Official.~~ Repairs required by a correction order may be made during the hours of 8 am and 5 pm on Mondays through Fridays or at other times for which the Code Compliance Office has granted permission **in writing**. The Code Compliance Office shall grant **written** permission for repairs to be made at other reasonable times set by Department policy if the person seeking permission has obtained all permits necessary for the work to be done and provides documentation indicating that the work cannot be performed between 8 am and 5 pm on Mondays through Fridays.

Section 2. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules inconsistent with the provisions are repealed.

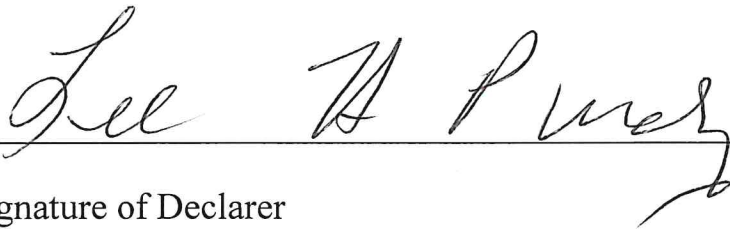
Section 3. Should any section, clause or phrase of this ordinance be declared to be invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the part so declared to be invalid.

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

AFFIDAVIT OF PUBLICATION

I, Lee Purdy, am a resident of Lansing, County of Ingham, State of Michigan, and do hereby certify, swear, or affirm, that I am competent to give the following declaration based on my personal knowledge, unless otherwise stated, and that the following facts are true and correct to the best of my knowledge: That the attached advertisement – **CP#23-183- CITY OF LANSING SUMMARY OF ADOPTED ORDINANCE # 1317** appeared Wednesday, August 2, 2023, and that City Pulse satisfies the requirements of 1963 PA 247 MCL 691.1051.b

WITNESS my signature this 2nd day of August 2023



Signature of Declarer

State of Michigan
County of Ingham

This instrument was acknowledged before me on August 2, 2023

By Lee Purdy



Berl Schwartz, Notary Public

My commission expires January 24, 2025

**CITY OF LANSING
SUMMARY OF
ADOPTED ORDINANCE # 1317**

An Ordinance of the City of Lansing, Michigan, to amend the Lansing codified ordinances by amending Chapter 1460.01(m), and the International Property Maintenance Code, adopted by reference, to clarify the parties responsible for prohibiting the occupancy and maintaining the vacancy of placarded equipment and structures.

Effective date: Upon Publication

Notice: The full text of this Ordinance is available for review at the City Clerk's Office, 9th Floor, City Hall, Lansing, Michigan. A copy of the full text of this Ordinance may be obtained from the City Clerk's Office, 9th Floor, City Hall, Lansing, Michigan at a fee determined by City Council.

Chris Swope, Lansing City Clerk, MMC/MiPMC
www.lansingmi.gov/Clerk
www.facebook.com/LansingClerkSwope

CP#23-183



Chris Swope

Lansing City Clerk

July 20, 2023

Members of the Lansing City Council
10th Floor City Hall
Lansing, MI 48933

Dear Councilmembers:

The Minutes from the Meetings of the following Boards, Commissions, and Authorities of the City of Lansing were placed on file in the City Clerk's Office and are available for review in the City Clerk's Office and at the following website: [Agendas & Minutes | Lansing, MI - Official Website \(lansingmi.gov\)](https://www.lansingmi.gov/agendas-minutes)

BOARD NAME

DATE OF MEETING

Board of Ethics	July 11, 2023
Board of Fire Commissioners	June 12, 2023
Board of Police Commissioners	June 20, 2023
Board of Public Service	June 8, 2023
Board of Water & Light Board of Commissioners	May 23, 2023
Downtown Lansing Inc. Board	June 15, 2023
Election Commission	June 9, 2023
Lansing Brownfield Redevelopment Authority	June 9, 2023
Lansing Economic Development Corp	June 9, 2023
Lansing Tax Increment Finance Authority	June 9, 2023
Lansing Gateway Corridor Improvement Authority	June 20, 2023
Michigan Avenue Corridor Improvement Authority	June 16, 2023

Lansing City Clerk's Office
Ninth Floor, City Hall, 124 W. Michigan Ave., Lansing, MI 48933-1695
517-483-4131 □ 517-377-0068 FAX
www.lansingmi.gov/clerk □ city.clerk@lansingmi.gov

Saginaw Street Corridor Improvement Authority

June 15, 2023

S. Martin Luther King Jr. Corridor Improvement Authority

June 15, 2023

June 27, 2023

June 29, 2023

If my staff or I can provide further assistance or information relative to the filing of these minutes, please contact us at 483-4131.

Sincerely,

A handwritten signature in black ink that reads "Chris Swope". The signature is written in a cursive, flowing style.

Chris Swope, MMC/MiPMC
Lansing City Clerk

Resolution #2023-###

By the Committee on City Operations
Resolved by the City Council of the City of Lansing

WHEREAS, the City Clerk has forwarded an application for City Licenses, which have been routinely processed without objection, and is ready for final action by this Council; and

WHEREAS, all required signatures have been obtained supporting the application for multiple fireworks display licenses;

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council, hereby, approves the application for City Licenses as follows:

FIREWORKS DISPLAY LICENSE:

Pyrotecnico Fireworks Inc. for public displays of fireworks in the City of Lansing at Jackson Field to be held on the following dates: July 29, 2023.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)
ANY PERSON OR LEGAL ENTITY IN WHICH YOU HAVE A WRITTEN CONTRACT, AGREEMENT, OR PERMIT WHICH REQUIRES THAT YOU NAME THE CONTRACTING PARTY AS AN ADDITIONAL INSURED. City of Lansing; Jackson National Life Stadium; The Capitol Collective DBA Lansing 5:01
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" but only to the extent caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

1. In the performance of your ongoing operations; or
2. In connection with your premises owned by or rented to you.

B. The insurance afforded to an additional insured shall only include the insurance required by the terms of the written agreement and shall not be broader than the coverage provided within the terms of the Coverage Part.

C. The Limits of Insurance afforded to an additional insured shall be the lesser of the following:

1. The Limits of Insurance required by the written agreement between the parties; or
2. The Limits of Insurance provided by this Coverage Part.

D. With respect to the insurance afforded to an additional insured, the following additional exclusion applies:

This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of any act or omission of an additional insured or any of its employees.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/28/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Acrisure, LLC dba Britton Gallagher & Associates One Cleveland Center, Floor 30 1375 East 9th Street Cleveland OH 44114	CONTACT NAME: PHONE (A/C, No, Ext): 216-658-7100 E-MAIL ADDRESS: info@brittongallagher.com FAX (A/C, No): 216-658-7101
INSURED Pyrotecnico Fireworks Inc. P.O. Box 149 299 Wilson Road New Castle PA 16103	INSURER(S) AFFORDING COVERAGE INSURER A: Everest Indemnity Insurance Co. NAIC # 10851 INSURER B: Everest Denali Insurance Company NAIC # 16044 INSURER C: Continental Indemnity Company NAIC # 28258 INSURER D: Arch Speciality Ins Co NAIC # 21199 INSURER E: INSURER F:

COVERAGES**CERTIFICATE NUMBER:** 864361636**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC	Y	Y	SI8ML00891-231	1/14/2023	10/14/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS	Y	Y	SI8CA00141-231	1/14/2023	10/14/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	UMBRELLA LIAB ☒ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$	Y	Y	UXP1035252-03	1/14/2023	10/14/2023	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	82-872096-04-32	6/7/2023	6/7/2024	☒ WC STATUTORY LIMITS ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Excess Liability #2			SI8EX01314-231	1/14/2023	10/14/2023	Each Occ/ Aggregate \$5,000,000 Total Limits \$10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Additional Insured extension of coverage is provided by above referenced General Liability policy where required by written agreement.

FIREWORKS DISPLAY DATE: July 29, 2023

LOCATION: Jackson Field, 505 E. Michigan Ave., Lansing MI

ADDITIONAL INSURED: City of Lansing; Jackson National Life Stadium; The Capitol Collective DBA Lansing 5:01

CERTIFICATE HOLDER**CANCELLATION**The Capitol Collective DBA Lansing 5:01
1820 Dennison Road
East Lansing MI 48823

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Action History (UTC-06:00) Central Time (US & Canada)

Submit

by Anonymous User 6/28/2023 4:08:07 PM (Form Submission)

Submit

by Scott, Tracy 6/29/2023 9:55:29 AM (License Desk Approval)

- The task was assigned to Scott, Tracy 6/28/2023 4:08:10 PM

Submit

by Diller, Melissa 7/6/2023 8:15:12 AM (Treasury Approval)

- An error occurred when trying to assign the task 6/29/2023 9:55:33 AM
- The task was assigned to Diller, Melissa 7/6/2023 7:56:18 AM

Submit

by Kirkland, Desiree A. 7/6/2023 8:23:49 AM (Treasurer Approval)

- The task was assigned to Kirkland, Desiree A. 7/6/2023 8:15:13 AM

Submit

by Watkeys, Andrew 7/10/2023 12:20:13 PM (Police Approval)

- The task was assigned to Watkeys, Andrew 6/29/2023 9:55:32 AM

Submit

by Burger, Mark A 7/11/2023 10:05:01 AM (Fire Marshal Approval)

■ This display is an addition to the displays already being held at the stadium for 2023. The display will have the same hot and fall out zones of the other displays and have previously been approved. A map of those zones will not be required for this permit.

- The task was assigned to Burger, Mark A 6/29/2023 9:55:32 AM

Submit

by Staples, Matthew 6/29/2023 9:59:23 AM (Attorney Approval)

- The task was assigned to Elie, Holly 6/29/2023 9:55:31 AM
- Elie, Holly reassigned the task to Staples, Matthew 6/29/2023 9:57:06 AM

Submit

by Swope, Chris 7/11/2023 11:38:13 AM (Clerk Final Approval)

- The task was assigned to Swope, Chris 7/11/2023 10:05:03 AM



Application for Fireworks Display

Instructions

General

- It is highly recommended to have all the documents ready for uploading prior to submission.
- All attachments must be in a PDF format.
- PDF files should be compressed to the smallest size possible.
- If you need more time to get additional documents together, please save your application as a draft and come back to it when you are ready.
- Applications left open for more than 24 hours will need to be started over.
- If you have submitted the wrong document prior to submission of the application, or wish to update a document after submission of the application, please notify the Clerk's Office in writing at city.clerk@lansingmi.gov.
- It is the responsibility of the submitter to ensure they receive an email confirming the receipt of their application. If they do NOT receive an email with a confirmation number within 24 hours of submitting the application, it is the submitter's responsibility to notify the Clerk's Office in writing at city.clerk@lansingmi.gov.

Payments

- Payment fee must be RECEIVED by the Clerk's Office before the application will be reviewed. Failure to remit payment in a timely manner may result in denial of your application.
- Cash, Credit Card, Debit Card, Check, Electronic Check (ACH) & Money Order are accepted.
- Electronic Checks (ACH), Credit and Debit cards are accepted through the City's Point and Pay site. There is a 3% convenience fee for credit and debit card transactions.

Application Information

Annual non-refundable License fee: \$150.00

Application for a license required by this section shall be made in writing to the City Clerk at least 30 business days before the proposed date of the use or display unless application within a shorter period of time is approved by the Fire Marshal. Fill out and submit this form. Bring the materials listed below to the City Clerk's office to complete the application process.

Materials

1. Non-Refundable License fee of \$150
2. Proof of an insurance policy naming the City as co-insured, available for the payment of any damages arising out of an act or omission of the licensee or his agents, employees, or subcontractors, covering the following: (a) At least \$500,000.00 for property damage; and (b) at least \$500,000.00 for injury to one person and \$1,000,000.00 for injury to two or more persons resulting from the same occurrence.
3. Copies of State issued identification for each person who will operate the display.
4. If the applicant is a nonresident person, written appointment of a resident agent to serve as legal representative upon whom all process in an action or proceeding against the person may be served.

(City Codified Ordinances - Chapter 1615.01-1615-06)

<http://mi-lansing.civicplus.com/171/Business-Licenses>

Applicant Information

Applicant Name * Michael Falk

Address *

Street Address
4369 E SUMMIT WOODS DR NE
Address Line 2
City
ROCKFORD
Postal / Zip Code
49341

State / Province / Region
MI
Country
United States

Phone 6164270377 **Email *** mfalk@pyrotecnico.com

Business Information

Business Name * Pyrotecnico Fireworks

Same Address as above? * ☒ Yes ☐ No

Business Owner Information

Same as Applicant? * ☐ Yes ☒ No

Business Owner Name * Stephen Vitale

Address *

Street Address
4369 E SUMMIT WOODS DR NE
Address Line 2
City
ROCKFORD
Postal / Zip Code
49341

State / Province / Region
MI
Country
United States

Phone **Email *** mfalk@pyrotecnico.com

Business Owner Date of Birth * [REDACTED] 1972

Display Information

Liability Information

Bond or Insurance (at least one required) ☐ Bond

☒ Insurance

Insured by (Documentation Attached) ☐ Acrisure

Insurance Amount

Expiration Date

Event Information

Date of Display

Start Time of Display

Exact Location of Display

Type and Quantity of Fireworks to be used in Display

Manner and location of the storage of the fireworks prior to the display

Operators

List all Persons who will Operate the Display

Name *	Age *	Description of Relevant Experience *
Blane Quilhot		30 years experience / 250+ displays
Michael Falk		33 years experience / 400+ displays

* Has the applicant, any person with an ownership interest in the applicant, or any person who will operate the display had any citation or conviction for, or guilty plea to, a violation of the laws of the United States, any State, or any local unit of government regulating the sale, use, or possession of fireworks? If yes, please include details

☐ Yes ☒ No

Electronic Signature Agreement *

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree

Signature

I certify that neither the Applicant nor any person with ownership interest is in default to the City of Lansing. By my signature, I swear or affirm that all information provided in this application is true. I understand that a false statement on this application may result in either a denial of this application or subsequent revocation if the license is granted.

Michael Falk

Date Submitted

Attachments

Attach your completed Treasury form using the **Attach** button, below. If you do not have one, you may download it [here](#).

Treasury Form*	img-230621164627.pdf	342.92KB
Certificate of Insurance*	Capitol Collective updated COI.pdf	105.19KB
Insurance Endorsement Pages*	Additional insured endorsement.pdf	50.8KB

Initials
I confirm that the City of Lansing is named as an Additional Insured Party on BOTH the Insurance Endorsement AND the Certificate of Insurance documentation.



Copy of ID*	Michael Falk Drivers License.jpg	777.65KB
	Copy of Photo ID	

Approvals

Please choose your approval decision on the appropriate line and click **Submit**. If you deny, please provide a comment as to why.

License Desk	☒ Approved	☐ Denied
Attorney	☒ Approved	☐ Denied
Police	☒ Approved	☐ Denied
Fire_Marshal	☒ Approved	☐ Denied
Treasury	☒ Approved	☐ Denied
Treasurer Approval	☒ Approved	☐ Denied
City Clerk *	☒ Approved	☐ Denied



Chris Swope

Lansing City Clerk

July 21, 2023

President Wood and Council Members
124 W. Michigan Ave., 10th Floor
Lansing, MI 48933

Dear President Wood and Council Members:

Pursuant to Article 5, Section 5-105.8 of the Lansing City Charter, the attached Rules of Procedure for the Board of Public Service have been approved as to form by the City Attorney and placed on file in my office.

The Charter stipulates that these rules will be effective at the conclusion of the Council meeting at which they are received unless the Council directs otherwise. The Charter further allows the Council to object to the rules in whole or in part and to return them to the board proposing their adoption with a statement of its objections and recommendations.

Sincerely,

Chris Swope, MMC/MiPMC
Lansing City Clerk

**CITY OF LANSING
BOARD OF PUBLIC SERVICE
RULES OF ADMINISTRATIVE PROCEDURE**

The following Rules of Administrative Procedure are adopted by the Board of Public Service (hereinafter referred to as the "Board") to facilitate the performance of its duties and the exercise of its responsibilities as set forth in Article 5, Sections 5-105 and 5-106 of the City Charter.

SECTION 1.0: OFFICERS

1.1 Organization, Election and Tenure of Officers

The Board shall organize, at its first meeting following July 1st of each year, by electing one (1) member as Chairperson and one (1) member as Vice Chairperson, and each shall hold office for one (1) year, or until a successor is elected and assumes office. In the event the Chairperson resigns or is removed by a majority vote of the Board, a new Chairperson shall be elected to serve the remainder of the unexpired term, and the same procedure shall apply for the Vice Chairperson. A Board member shall not hold the office of Chairperson or Vice Chairperson for more than two consecutive years. In the case where no other member is willing to serve as Chairperson, the rule “no more than two consecutive years” may be suspended by an affirmative vote of the majority of the members present at a meeting of the Board.

1.2 Duties of the Chairperson and Vice Chairperson

It shall be the Chairperson's duty (or in the Chairperson's absence, the Vice Chairperson's) to preside at all meetings of the Board; to see that all orders and regulations are executed and complied with; and to perform such other duties as may be lawfully required by the Board or which the City Council may by ordinance or resolution prescribe as provided for by the City Charter. The Chairperson may appoint standing and special committees as necessary to make an effective administrative and progressive body of this Board and to expedite certain functions of the Board. The Chairperson shall be an ex-officio member of all committees. The Transportation Engineer shall be ex-officio member of all traffic Committees. The Vice Chairperson shall enforce the three (3) minute rule for public comment at the Board meetings, per Section 2.5.

1.3 Election and Duties of Secretary

- A. The Board shall, at its first meeting following July 1st of each year, select a Secretary who shall hold office for one (1) year, or until a successor is selected, unless the Secretary either resigns or is removed by a majority vote of the Board. If the Secretary of the Board is not a member of the Board, then the Secretary must be an employee of the Public Service Department and may accrue compensatory time in lieu of overtime for services rendered.

- B. The Secretary shall be responsible for preparing and maintaining the minutes of the Board Meetings. Copies of the proposed minutes shall be distributed to all Board members prior to the meeting at which they will be considered for approval. The minutes of the Board meeting shall be filed in the office of the City Clerk and shall become effective the date of filing.
- C. The Secretary shall be responsible for keeping record of all the Board's transactions. All communications, petitions and reports shall be addressed to the Board and delivered to the Secretary by mail or in person.

SECTION 2.0: MEETINGS

2.1 Regular and Special Meetings

The Board shall hold one (1) regular meeting each month to be held on the second Thursday of each month at 11:30 a.m., unless otherwise scheduled by action of the Board, and such other meetings as it deems necessary to carry on efficient and effective policies of the good of the Public Service Department, unless modified in advance by the Board. The Chairperson may reschedule regular meetings as necessary to assure a quorum or to avoid conflict with other meetings. Members must be physically present to be considered in attendance.

2.2 Special Meetings

Special meetings may be called at the written request of the Chairperson or the majority of seated members of the Board. At least eighteen (18) hours before the meeting, the Secretary shall give public notice of the meeting and shall cause each Board member to be served personally with a notice of the meeting or shall cause the notice to be left at the usual place of residence of the Board member. No business shall be transacted at any special meeting except that stated in the notice of the meeting. Notwithstanding the foregoing requirements for the calling of special meetings, any special meeting of the Board shall be a legal special meeting if all members are present or in the event that any member or members be absent, if all absent members have in writing, waived the requirements that notice be given, provided that a quorum is present.

2.3 Public Meetings

All meetings and hearings of the Board; its records, resolutions, transactions, findings and determinations, shall be open to the public, except as otherwise provided by law. The public shall have a reasonable opportunity to be heard or make public comment at all Board meetings open to the public. The name and address of each person addressing the Board will be recorded. All meetings of the Board shall be in accordance with the Open Meetings Act of 1976, P.A. 267 ("Act"), as amended and in effect at the time of such meeting. Public notice of meetings shall be given in accordance with this Act.

2.4 Quorum, Motions and Voting

- A. A majority of the voting members seated on the Board of Public Service shall constitute a quorum for conducting business at the meeting of the board. Electronic presence or voting is not permitted. In the absence of a quorum, those present may adjourn the meeting to another day or may meet as a Committee of the Whole for the purpose of considering such matters as are on the agenda. No action taken at such a meeting shall be final or official. A majority affirmative vote of members present at any meeting, a quorum being present, is necessary for any action to be effective.
- B. A consent agenda may be presented by the Chairperson prior to or at the beginning of a meeting. Items may be removed from the consent agenda on the request of any one member. Items not removed may be adopted by general consent without debate. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the Chairperson.
- C. The names of the persons making each motion and its second shall be recorded. Any amendment to a motion is by majority vote of the members present. Motions may, and upon request of a member shall, be restated by the Chairperson before a vote is taken. Voting shall be recorded by verbal yeas and nays, unless otherwise ordered by the Chairperson. Every member present shall vote unless disqualified due to a conflict of interest and excused by a majority of members vote.

2.5 Attendance of Meetings

- A. Board members shall not absent themselves from regular meetings without having notified the Chairperson or the designated representative. After Roll Call the Chairperson shall ask if there are any excused absences. All Board members shall attend no less than 75% of the meetings nor miss more than three (3) consecutive meetings in a calendar year unless excused.
- B. After an explanation of excessive absenteeism, any Board member may move to excuse, warn, or recommend replacement of a Board member. After a majority affirmative vote of Board members present at a meeting of the Board, a quorum being present, a recommendation may be made to the Mayor to remove a Board member.
- C. Such requirements and procedures shall not prohibit a member voluntarily resigning from the Board.

2.6 Meeting Agenda and Order of Business

The Chairperson and/or Director of Public Service shall be responsible for preparing an agenda of business along with appropriate visual aid or applicable description of each specific item to be considered at that meeting

and delivering same to each member at least five (5) days before each regular meeting. Unless otherwise approved, the Order of Business shall be:

1. Call to Order
 - a. Roll Call
 - b. Excused Absences
2. Adjustments/Approvals of the Agenda
3. Approval of Minutes of Previous Meeting
4. Citizen Comments on Agenda Items (Chairperson may limit comments to Agenda Items provided that opportunity to comment on non-agenda items is provided as set forth at #12 below. Time Limit = three (3) minutes per speaker.
5. Action Items
 - a. Consent Agenda
 - b. Other items
6. Reports from Officers
7. Report from the Director of Public Service
8. Unfinished Business
 - a. Old Business
 - b. Tabled Business
9. New Business
10. Communications and Information Items
11. Items for the Suspension of the Rules
12. Public Comment on Non-Agenda Items Time Limit = three (3) minutes per speaker
13. Adjournment

The order of business may be changed by motion and a majority vote of Board members present at any given meeting.

2.7 Other Procedures and Rules Suspension

In all matters of procedure not covered by these rules or by the provisions of the City Charter, the provisions of "Robert's Rules of Order, Revised" shall control, with the exception that the Chairperson shall have a vote. It shall require a vote of the majority of members present of the Board to suspend the Rules of Administrative Procedure.

SECTION 3.0 AMENDMENT OF RULES

Amendments to the Rules of Administrative Procedure may be initiated by any member of the Board at any regular meeting and voted upon at the next regular meeting. All Board members must be notified of such amendments at least five (5) days before the amendment is to be voted upon. The affirmative vote of the majority of members seated on the Board shall be required to amend these Rules of Administrative Procedure.



Chris Swope

Lansing City Clerk

July 21, 2023

President Wood and Council Members
124 W. Michigan Ave., 10th Floor
Lansing, MI 48933

Dear President Wood and Council Members:

Pursuant to Article 5, Section 5-105.8 of the Lansing City Charter, the attached Rules of Procedure for the Diversity Equity and Inclusion Advisory Board have been approved as to form by the City Attorney and placed on file in my office.

The Charter stipulates that these rules will be effective at the conclusion of the Council meeting at which they are received unless the Council directs otherwise. The Charter further allows the Council to object to the rules in whole or in part and to return them to the board proposing their adoption with a statement of its objections and recommendations.

Sincerely,

Chris Swope, MMC/MiPMC
Lansing City Clerk

Diversity, Equity and Inclusion Advisory Board

Rules of Procedure



Andy Schor, Mayor

Kimberly A. Coleman
HRCS Department Director

Andrea Collier, *Interim*
Diversity, Equity, and Inclusion
Coordinator

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DIVERSITY, EQUITY AND INCLUSION ADVISORY BOARD

RULES OF PROCEDURE

I. MISSION STATEMENT

The City of Lansing's Diversity, Equity and Inclusion (DEI) Advisory Board will help to carry out DEI efforts under the Administrative guidance of the Diversity, Equity, and Inclusion (DEI) Officer. The mission of the Diversity, Equity, and Inclusion Advisory Board drives policies and practices in the Lansing Community that eradicate racism and create an inclusive, fair and equitable environment where all people have access to economic opportunities, education, housing, and social resources.

II. PURPOSE

The purpose of the Diversity, Equity, & Inclusion (DEI) Advisory Board, as recommended by the Mayor's Racial Justice and Equity Alliance (MRJEA), is to assist the City of Lansing in becoming a more equitable and inclusive municipality. The ordinance establishing this Advisory Board was officially passed by the City Council on April 25, 2022, to help advise City leaders on key policy decisions that impact the quality of life in the community. The Advisory Board, appointed by the Mayor, is comprised of a diverse group of members from within the community who have a passion for diversity, equity, and inclusion-related issues and an interest in strengthening the work of the City as it relates to racial justice and equity. Members bring a variety of backgrounds and experiences that are representative of the demographics of Lansing. Further, the Board shall perform advisory functions as established by ordinance #1300 of the City of Lansing, Michigan. The Lansing Codified Ordinances were amended by adding Chapter 256, Sections 256.01 – 256.03 to create the Diversity, Equity, and Inclusion (DEI) Advisory Board.

III. NAME AND PLACE OF BUSINESS

The name of the Board is the **DIVERSITY, EQUITY, AND INCLUSION ADVISORY BOARD** and the principal office is located at **124 W. MICHIGAN AVENUE, 4th FLOOR CITY HALL, LANSING, MICHIGAN 48933.**

IV. AFFILIATED DEPARTMENT

The Human Relations and Community Services (HRCS) Department is responsible for administration of nine City program/service areas: Equal Employment Opportunity Compliance; Non-Discrimination in City Services Enforcement; Labor Standards Compliance; Human Services Funding; Direct Citizen Assistance; Grant Development; Leadership in Addressing Key Social Concerns; and Liaison to City Boards and Committees, which address community concerns related to equity. These responsibilities may be broadly conceptualized as two functional components, which historically, have been designated as Human Relations and Community Services.

V. ADVISORY BOARD RESPONSIBILITIES

- Advise on issues of diversity, equity, and inclusion within the community with the overarching goal of ensuring Lansing is a welcoming and inclusive community to all.
- Advise and encourage initiatives and activities to learn, listen, and lead the community component of the Racial Justice and Equity Plan and promote an inclusive community that reflects the rich and diverse experiences and cultures in the City.
- Develop ongoing community related diversity and inclusion plans, performance measures, and best practices.
- Gather and review community data on relevant diversity topics and recommend ongoing Racial Justice and Equity Plan performance measures and best practices; support the facilitation of community listening and informational sessions.
- Review newly introduced City ordinances and amendments, through an equity lens, prior to consideration for passage; Assess and provide feedback for potential negative effects that may disproportionately impact citizens and the larger community.
- Advise City of Lansing DEI/HRCS Staff and designated partners to advance community-wide goals of creating a community that celebrates diversity, upholds equity and fosters inclusion.
- Build relationships among members and leaders of the Lansing community, schools, organizations, businesses, and faith-based community to support the vision, mission, and goals of the Racial Justice and Equity Plan.
- Serve as a direct liaison between the community and City Hall, amplify the voices of and address the needs of people traditionally underrepresented or excluded in government.
- Help shape and promote educational/cultural lectures, events, and activities for the community; Recommend and assists in organizing events to celebrate diversity and inclusion.
- Provide recommendations or feedback on employee DEI training and education.

VI. BY-LAWS

Section 1: Composition of the Board: The Diversity, Equity and Inclusion Advisory Board shall consist of eight (8) members who are appointed by the Mayor of Lansing and confirmed by the City Council. Four (4) members shall be from the City-at-large and one (1) member shall be appointed from each of the four (4) wards. Eligibility shall be in accordance with those qualifications required by the City Charter for holding office (Article 5, Chapter 1, Section 5-103). Board members' term of office will be for a period of four (4) years commencing July

1. All Board members must reside within the legal boundaries of the City of Lansing.

Section 2 The Diversity, Equity and Inclusion Advisory Board and such officers and agents shall advise, review, and assess issues and topics of DEI within the community serving as a liaison between the community and City Hall. The Board is organized under the guidance of the HRCS Department.

Section 3: Term of office for elected officials: The term for elected officers of the Advisory Board shall be one (1) year beginning at the date of election. Elected Board members may succeed themselves at the discretion of the Board.

Section 4: Removal from Office: Any member who does not maintain residency within the City of Lansing shall be removed from membership on the Board. Any member appointed as a ward representative who does not maintain residency within the ward for which they are appointed shall be removed from membership of the Board. Any member having missed three (3) unexcused absences from regular meetings during the calendar year can be removed from the Board. Upon the third unexcused absence for the calendar year of a member, the Chairperson of the Board shall notify the member of their removal. Board members may also be removed for unethical or disorderly behavior. The Chairperson shall notify the Mayor's Office of any vacancy with a request to fill the vacancy.

Section 5: Vacancies: Appointments to fill vacancies shall be made upon the occurrence of the vacancy and each person so appointed by the Mayor shall take office immediately upon the confirmation of the City Council to serve for the remainder of the unexpired term. Vacancies must be filled within sixty (60) days of the occurrence of the vacancy.

Section 6: Compensation: No member of the Board shall receive compensation from the City of Lansing.

Section 7: Ethics and Conflict of Interest: No DEI Board member who exercises any function or responsibility with the Board shall have any interest, direct or indirect, in any matter that materially benefits a Board member or directly affects persons employed by the City of Lansing who are related to the Board member by consanguinity or marriage.

Conflict of interest is defined as: DEI Board member using the position on the Board for a purpose that is, or gives the appearance of being, motivated by a desire for private gain for themselves or others.

If a Conflict of Interest exists, the affected DEI member must recuse themselves from the matter where the conflict exists. Disclosure for conflicts of interest shall be made on (form name), which contains a sworn statement of financial interest as well as the affidavit of disclosure. The form shall be reviewed by the HRCS Department for approval. If the department determines that a conflict of interest exists, the form shall be sent to the City Clerk, who will then send it to the Board of Ethics for review. After a review is conducted by the Board of Ethics, the form will go back to the Clerk for filing.

Board Members shall also be subject to the City of Lansing Ethics Ordinance (Chapter 290).

VII. BOARD MEETINGS

Section 1: Frequency: There shall be monthly meetings of the DEI Advisory Board and such additional meetings as the Board, at its discretion, may wish to hold. Meeting location and cadence (day and time) will be determined by members. Special meetings may be determined by the chair, and notification will be made by DEI/HRCS Staff by mail, e-mail or telephone to Board members in advance of such meetings, informing members of the purpose of the meeting. An annual schedule of meetings shall be filed with the City Clerk's Office, the City Council Office and shall be posted on the City website, in the City Hall Lobby, and in the Human Relations and Community Services Department.

Section 2: Schedule: Prior to January 1 of each year, the Board shall adopt a schedule of meetings for the upcoming year. At least one regular meeting shall be scheduled each month. Regularly scheduled meetings shall be held on the First Tuesday of each month for one hour at Foster Community Center, Room 213, and/or other sites in the community as determined by a vote of the Board.

Section 3: Change of Schedule: The Board may change the regular meeting schedule by a vote of its members. Any change in the schedule of meetings shall be posted within three (3) days after the change is made in accordance with the Open Meetings Act.

Section 4: Open Meetings: All meetings of the Board shall be open to the public in accordance with law. The Board may hold closed meetings to discuss matters that are exempt from open meetings in accordance with state and/or federal law.

Section 5: Public Comment: The order of business (agenda) shall allow the public the opportunity to give reasonable comment related to the responsibilities of the Board. Public comment will be limited to 2 minutes per person at a public meeting.

Section 6: Accessible Location: All meetings of the Board shall be held in an accessible location. It shall be the duty of the Secretary to ensure accessible meeting sites are used.

Section 7: Order of Business: The agenda for regular meetings of the Board shall include, but not be limited to the following:

1. Call to Order
2. Attendance
3. Approval of Minutes
4. Public Comment

5. Chairperson's Report
6. DEI Officer's Report
7. Committee Reports
8. Old Business
9. New Business
10. Adjournment

- Section 8: Quorum:** A majority of the serving members of the Board shall constitute a quorum of the Board. A quorum shall be required to conduct business including, but not limited to the approval of minutes, action on motions and approval of reports.
- Section 9: Rules:** The latest edition of Robert's Rules of Order shall guide the Board in the conduct of business, but the rules may be suspended by majority consent of the members present.
- Section 10: Voting:** Each of the Advisory Board members shall be entitled to one (1) vote on each matter submitted for a vote of the members. It shall take a majority of those members present to approve any action by the Board.
- Section 11: Special Meetings:** The Chairperson may call a special meeting. Public notice of a special meeting of the Board shall be posted stating the purpose, date, time, and place of the meeting. Such notice shall be posted on the City of Lansing website, City Hall Lobby, the City Clerk's Office, and the Human Relations and Community Services Department bulletin board at least 24 hours prior to the meeting.

VIII. AMENDMENTS

These rules of procedure (By-Laws) may be amended by 2/3 vote of the Diversity, Equity, and Inclusion Advisory Board at a regularly scheduled meeting provided that a motion for amendment had been presented at the previous regular meeting. Any amendment shall be reviewed by the Human Relations and Community Services Director and submitted to the City Attorney for review and, if acceptable, forwarded to the City Clerk's Office.

X. OFFICERS

- Section 1:** The elected officers follow: Chairperson, Vice Chairperson, and Secretary. For the Inaugural Board, Officers' roles shall be clarified at its first meeting and nominations by Board members and the election shall be held at the second board meeting. Subsequently, nominations will occur at the first meeting after July 1 of each year. The Board shall elect officers from amongst its members.
- Section 2: Chairperson:** The chairperson shall preside at all official meetings, public hearings and/or meetings of the Board, and shall appoint members to serve on the standing committees of the Board and other committees as necessary. Any reports generated and approved by the Board shall be signed by the Chairperson.
- Section 3: Vice Chairperson:** The Vice Chairperson shall assume the duties of the Chairperson and the Secretary in the event that either is not present or unable to perform their duties.
- Section 4: Secretary:** The Secretary shall maintain the records of the Board. These records will consist of minutes, attendance, and any reports generated by the Board. Assistance in maintaining these records may be provided by the staff of the Human Relations and Community Services Department. It will be the responsibility of the Secretary

to ensure that all documents required to be filed with the City Clerk are so filed. The Secretary shall be responsible for posting notice of meetings.

Section 5: No officer shall serve in the same office for more than three (3) consecutive years.

XI. COMMITTEES

Committees shall be established by the Board. Each committee shall include at least two (2) members appointed by the Chairperson. Subcommittees may be established as needed.

XII. STAFF

The DEI Officer is the staff liaison between the department and the Board. The Board does not have any responsibility related to the staffing of the Department unless the Department Director solicits their involvement.

XIII. ANNUAL REPORT

The Board shall publish an annual report in November of each year that discusses its activities, findings, recommendations, and accomplishments. The annual report may take any form the Board so chooses. A copy of the annual report shall be delivered to the DEI Officer and the Director of the HRCS Department, and shall be available for public consumption.

PASSAGE OF ORDINANCE

An Ordinance of the City of Lansing, Michigan, to to amend Chapter 273 of the Lansing Codified Ordinances, Section 273.01 and Section 273.04 in order to clarify the role of the HRCS Advisory Board to make it consistent with the City of Lansing Charter, including 5-106.

Is read a second time by its title. The Ordinance was reported from the Committee _____ and is on the order of immediate passage.

COUNCIL MEMBER	YEAS	NAYS
Brown	☐	☐
Garza	☐	☐
Hussain	☐	☐
Jackson	☐	☐
Kost	☐	☐
Spadafore	☐	☐
Spitzley	☐	☐
Wood	☐	☐
	_____	_____
☐ ADOPTED	☐ FAILED	

ORDINANCE NO. _____

An Ordinance of the City of Lansing, Michigan, to amend Chapter 273 of the Lansing Codified Ordinances, Section 273.01 and Section 273.04 in order to clarify the role of the HRCS Advisory Board to make it consistent with the City of Lansing Charter, including 5-106.

The City of Lansing Ordains:

Section 1. That Chapter 273, Sections 273.01 and 273.04 of the Codified Ordinances of the City of Lansing, Michigan, be and is hereby amended to read as follows:

Chapter 273.- Human Relations and Community Services Advisory Board

273.01. Statement of Purpose.

To provide a citizen board called the Human Relations and Community Services Advisory Board to foster mutual understand and respect among all groups in the city and promote essential human services to meet citizens' needs within the community; advise and recommend methods for furnishing equal services to all residents of the City; study and examine problems arising between groups in the City; ~~formulate and carry out~~ **evaluate and recommend** programs of community education and information; ~~examine reports of discrimination or prejudice~~; cooperate with other public governmental or private agencies in ~~developing~~ **evaluating and recommending** instructions for private and public schools showing the value of diversity; cooperate with federal, state and City agencies and departments which request advice in carrying out projects within their respective authorities; ~~conciliate alleged discriminatory practices relating to City Government~~; monitor contracting agencies doing business with the City to assure adherence to applicable laws; serve in an advisory capacity to the Mayor and City Council on

issues relating to community services, human relations and budget recommendations, and
prepare and submit reports to the Mayor and City Council of its activities.

273.04. Powers and general duties.

The Board shall:

(a) Foster mutual understanding and respect among all groups in the City and promote essential human services to meet citizens' needs within the community. It shall discourage discriminatory practices among any such groups or any members thereof. It shall cooperate with City, state and federal agencies, as well as with nongovernmental organizations. It shall examine and make such studies in any field of human relations as will, in the judgment of the board, aid in effectuating its general purpose;

(b) Advise the Mayor and City Council of human service needs within the community that impact the quality of life in Lansing;

(c) Advise the Mayor and City Council on the effectiveness of programs funded to provide human services within the community;

(d) Serve as a resource to assist in collaborative efforts between the human services field and other key sectors in the community;

(e) Advise and recommend methods for furnishing equal service to all residents of the City. It shall advise on the enforcement of Article I, Chapter 3, Section 1-302 of the City Charter. It shall ~~develop~~ **review and evaluate** pamphlets ~~for to be provided to~~ City employees ~~to study~~, which pamphlets shall prescribe methods of dealing with intergroup relations which develop respect for equal rights and which result in equal treatment under law to all residents. It shall ~~give counsel~~

~~and~~ advise on how to protect the rights of all persons to enjoy public accommodations and facilities, and to receive equal treatment from all holders of contracts or privileges from the City, and advise on the best method of maintaining equality of opportunity for employment and advancement in the City Government;

(f) Study and examine problems arising between groups in the City, which problems may result in tensions, discrimination or prejudices;

~~(g) Formulate and carry out~~ **Evaluate and recommend** programs of community education and information, with the object of discouraging and eliminating any such tensions, prejudice or discrimination;

~~(h) Examine and, if it deems it advisable, make public, reports on any complaints of discrimination, tensions or prejudice filed with or referred to it;~~

~~(hi) Further issue such~~ **evaluate and recommend** publications and reports of examinations and research as will, in its judgment, tend to minimize or eliminate prejudice, intolerance, race or neighborhood tensions and discrimination, and which will promote or tend to promote good will;

~~(ij) Secure~~ **Evaluate and recommend** the cooperation of various racial, religious, nationality and ethnic groups, formal or informal groupings in the community, veterans' organizations, and fraternal, benevolent and service groups, in educational campaigns devoted to the need for eliminating group prejudice, racial or neighborhood tensions, intolerance and discrimination;

~~(jk) Cooperate with other public governmental or private agencies in developing~~ **evaluating and recommending** courses of instruction for presentation in public and/or private schools, in public libraries or any other suitable place, showing and illustrating the contributions of various religions, nationalities, ethnic and other groups to the culture, tradition and progress of the City,

1 state and nation, and further showing the deplorable effects and menace of prejudice, intolerance,
2 discrimination and racial and neighborhood tensions;

3 ~~(kl)~~ Cooperate with federal, state and City agencies and departments which request advice in
4 carrying out projects within their respective authorities to eliminate intergroup tensions and to
5 promote intergroup harmony. It shall recommend to the Mayor and to City Council measures,
6 including legislation, aimed at improving the ability of the various City departments and
7 agencies to ensure protection of all persons and groups from discrimination. It shall **provide**
8 **recommendations on** ~~advise any official or competent authority on~~ matters involving civil rights
9 or the violation thereof, or the occurrence of tensions, prejudice, or discrimination that may come
10 to its attention; and

11 ~~(lm)~~ Prepare and submit reports to the Mayor and City Council of its **activities** ~~activeness~~. At
12 least one report shall be made annually.

13 Section 2. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules
14 inconsistent with the provisions hereof are hereby repealed.

15 Section 3. Should any section, clause or phrase of this ordinance be declared to be
16 invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof
17 other than the part so declared to be invalid.

18 Section 4. This ordinance shall take effect on the 30th day after enactment, unless given
19 immediate effect by City Council and shall expire December 31, 2032.

INTRODUCTION OF ORDINANCE

Council Member _____ introduced:

An ordinance of the City of Lansing, Michigan, to amend Chapter 273 of the Lansing Codified Ordinances, Section 273.01 and Section 273.04 in order to clarify the role of the HRCS Advisory Board to make it consistent with the City of Lansing Charter, including 5-106.

The Ordinance is referred to the Committee on _____

RESOLUTION SETTING PUBLIC HEARING BY CITY COUNCIL

Resolved by the City Council of the City of Lansing that a public hearing be set for _____ at 7 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, to amend Chapter 273 of the Lansing Codified Ordinances, Section 273.01 and Section 273.04 in order to clarify the role of the HRCS Advisory Board to make it consistent with the City of Lansing Charter, including 5-106.

Interested Persons are invited to attend this Public Hearing

PASSAGE OF ORDINANCE

An Ordinance of the City of Lansing, Michigan, to amend Chapter 240 of the Lansing Codified Ordinances, Section 240.02, Section 240.03, and Section 240.04 in order to clarify the role of the HRCS Advisory Board to make it consistent with the City of Lansing Charter, including 5-106.

Is read a second time by its title. The Ordinance was reported from the Committee _____ and is on the order of immediate passage

COUNCIL MEMBER	YEAS	NAYS
Brown	☐	☐
Garza	☐	☐
Hussain	☐	☐
Jackson	☐	☐
Kost	☐	☐
Spadafore	☐	☐
Spitzley	☐	☐
Wood	☐	☐
	_____	_____
☐ ADOPTED	☐ FAILED	

ORDINANCE NO. _____

An Ordinance of the City of Lansing, Michigan, to amend Chapter 240 of the Lansing Codified Ordinances, Section 240.02, Section 240.03, and Section 240.04 in order to clarify the role of the HRCS Advisory Board to make it consistent with the City of Lansing Charter, including 5-106.

The City of Lansing Ordains:

Section 1. That Chapter 240, Sections 240.02, 240.03, and 240.04 of the Codified Ordinances of the City of Lansing, Michigan, be and is hereby amended to read as follows:

Chapter 240.- Department of Human Relations and Community Services

240.02. – Definitions

As used in this chapter:

"Basic Human Services," means programs by the City or agencies that serve City of Lansing residents; meet basic human needs of residents in the City; address housing and tenant services; address the root causes of racism in Lansing and/or promote racial equity; provide life skills development, employability, development, physical health, or mental health services for City of Lansing residents.

"City-Supported Agencies," means organizations that receive separate City Council funding; such funding may be allocated by the City Appropriations Ordinance.

"Cultural Arts Programs," means organizations that facilitate community access to theater, music, museum, art and related activities.

"HRCS," means the Department of Human Relations and Community Services.

"HRCS Director," means the Director of the Department of Human Relations and Community Services or the Director's designated staff personnel.

"HRCS Advisory Board," means the Human Relations and Community Services Advisory Board.

240.03. - Funding.

(a) The City of Lansing General Fund Budget shall include, at a minimum for each fiscal year period, an appropriation equal to 1.35 percent of general fund revenue as adopted in the annual budget for the purpose of funding Basic Human Services.

(b) The evaluation and examination of the elements of Basic Human Services is reserved to HRCS. The HRCS Advisory Board may make recommendations in connection with the evaluation and awarding of grants.

~~(b)~~ (c) At least one-tenth of the general fund dollars 1.35 percent, the difference in funds allocated at 1.25 percent of general fund dollars and funds allocated at 1.35 percent of general fund dollars described in Section 240.03(a), shall be reserved for local agencies or activities that address the root causes of racism and/or promote racial equity.

~~(e)~~ (d) Funds described in Section 240.03(a) shall be appropriated as part of the annual budget process. The Mayor, as part of the budget recommendation, may designate the HRCS Director to allocate dollars to other City departments for Basic Human Services as approved by Council.

~~(d)~~ (e) All funding provided to the HRCS Department for grants shall utilize an open application process in accordance with the Lansing Code of Ordinances for purchasing and competitive bid process (Chapter 206), including the sole source requirements, and other relevant Lansing ordinances.

Funding shall also satisfy the following requirements:

(1) Be awarded on a competitive basis to sustainable and viable agencies through grant contracts with the City. Should the City be mandated or elect to account for revenue which is

1 credited to the general fund in a separate enterprise or special revenue fund, the amount of
2 revenue transferred to such fund from the general fund shall continue to be included in the base
3 utilized for calculation of the 1.35 percent to be appropriated for the funding of Basic Human
4 Services.

5 (2) The application for a grant shall include at a minimum the amount of funds requested,
6 the history of grants to the applicant, the metrics of previous awards, including successes and
7 failures of contractual objectives, a statement of compliance with federal, state, and local
8 regulations, laws, and ordinances, specifically attesting that the applicant is familiar with, and
9 will abide by, the Lansing Human Rights Ordinance pursuant to Chapter 297, and the filing of a
10 verification of non-conflict of interest form pursuant to Chapter 240.04(a)(7).

11 (3) All applications shall be evaluated and ranked by the HRCS Advisory Board with a
12 minimum acceptable level first being established. The City's internal auditor shall participate as
13 an advisor during the evaluation and ranking process. All individuals participating in the
14 evaluation and ranking process including HRCS board members and the internal auditor shall
15 file the City of Lansing statement of financial interest and personal interest with the City Clerk
16 prior to consideration, ranking, and evaluation of applications.

17 (4) HRCS Advisory Board ranking recommendations and supplemental staff evaluations
18 and recommendations shall be provided to the Mayor for review. The Mayor will make final
19 recommendations to City Council for approval.

20 (5) Only after compliance with the procedure contained in Section 240.04, the HRCS
21 Department shall enter into contractual agreements with community-based, non-profit, charitable
22 organizations or other City departments that provide Basic Human Services.

(6) These funds will be used to provide a locally funded revenue base that supports Basic Human Services. These funds may be used for the direct provision of Basic Human Services by local community-based, non-profit, charitable organizations or City departments and/or they may be used as match or leverage by these agencies to secure additional funds from federal, state and/or private sources to support human service delivery initiatives. All of the foregoing shall be accomplished through a competitive bid process pursuant to the Lansing Code of Ordinances.

~~(e)~~ (f) The 1.35 percent of the general fund revenue appropriated for Basic Human Services shall be exclusive of any direct funding of community supported agencies by City Council through a competitive bid process pursuant to the Lansing Code of Ordinances. The 1.35 percent of the general fund revenue appropriated for Basic Human Services shall also be exclusive of any funding appropriated for the purpose of supporting Cultural Arts Programs.

240.04. - Administration. Funding through ~~the HRCS Department~~, pursuant to Section 240.03~~(e)~~ (d), shall be issued to agencies after contracts are created and approved to address Basic Human Services needs as identified by ~~the HRCS Advisory Board and Department~~, and after review and approval of the grant contract by the Mayor, the Finance Director, and the City Attorney, and after a verification of non-conflict of interest form required by this chapter and attestation by the agency that its members are familiar with the Lansing Human Rights Ordinance (Chapter 297) and expressly agree to comply with its provisions have been filed with ~~the HRCS Department~~.

The evaluation and examination of the elements of Basic Human Services is reserved to HRCS. The HRCS Advisory Board may make recommendations in connection with the evaluation and awarding of grants.

The following process shall be followed in awarding grants under this chapter:

(1) The availability of applications and grants shall be listed on the City of Lansing website and in other printed material available to the general public.

(2) A public informational meeting for interested grant applicants and the general public shall be held before the deadline for applications for grants.

(3) After the application deadline has passed, all applications for grants and applicant success metrics shall be provided to the HRCS Advisory Board members together with the verification of non-conflict of interest form required by Section 240.04(7) and an attestation of familiarity and compliance with Lansing's Human Rights Ordinance Chapter 297 prior to a meeting of the Board to discuss and score applications.

(4) The HRCS Director shall provide a recommendation to the Mayor regarding the distribution of funding based upon HRCS Advisory Board scoring **recommendations**, applicant metrics, history, and the ability of the applicant to provide services that meet the goals of the City.

(5) The Mayor will include final recommendations in the budget presented to City Council.

(6) The HRCS Director shall provide approval letters to successful agency applicants after the City budget is approved by City Council.

(7) Prior to funding each agency, its principal officers and directors, if any, shall file a verification of non-conflict of interest form prepared by the City Attorney **provided to them by HRCS**, regarding any actual or potential conflict of interest pertaining to the subject funding

1 approval and any ensuing contract and affirm agency familiarity and compliance with the
2 Lansing Human Rights Ordinance pursuant to Chapter 297.

3 Section 2. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules
4 inconsistent with the provisions hereof are hereby repealed.

5 Section 3. Should any section, clause or phrase of this ordinance be declared to be
6 invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof
7 other than the part so declared to be invalid.

8 Section 4. This ordinance shall take effect on the 30th day after enactment, unless given
9 immediate effect by City Council and shall expire December 31, 2032.

10

11

INTRODUCTION OF ORDINANCE

Council Member _____ introduced:

An ordinance of the City of Lansing, Michigan, to amend Chapter 240 of the Lansing Codified Ordinances, Section 240.02, Section 240.03, and Section 240.04 in order to clarify the role of the HRCS Advisory Board to make it consistent with the City of Lansing Charter, including 5-106.

The Ordinance is referred to the Committee on _____

RESOLUTION SETTING PUBLIC HEARING BY CITY COUNCIL

Resolved by the City Council of the City of Lansing that a public hearing be set for _____ at 7 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, to amend Chapter 240 of the Lansing Codified Ordinances, Section 240.02, Section 240.03, and Section 240.04 in order to clarify the role of the HRCS Advisory Board to make it consistent with the City of Lansing Charter, including 5-106.

Interested Persons are invited to attend this Public Hearing

PASSAGE OF ORDINANCE

An Ordinance of the City of Lansing, Michigan, to repeal Chapter 273, Section 273.06 of the Lansing Codified Ordinances in order to clarify the role of the HRCS Advisory Board to make it consistent with the City of Lansing Charter, including 5-106

Is read a second time by its title. The Ordinance was reported from the Committee _____ and is on the order of immediate passage.

COUNCIL MEMBER	YEAS	NAYS
Brown	☐	☐
Garza	☐	☐
Hussain	☐	☐
Jackson	☐	☐
Kost	☐	☐
Spadafore	☐	☐
Spitzley	☐	☐
Wood	☐	☐
	_____	_____
☐ ADOPTED	☐ FAILED	

ORDINANCE NO. _____

An Ordinance of the City of Lansing, Michigan, to repeal Chapter 273, Section 273.06 of the Lansing Codified Ordinances in order to clarify the role of the HRCS Advisory Board to make it consistent with the City of Lansing Charter, including 5-106.

The City of Lansing Ordains:

Section 1. That Chapter 273, Section 273.06 of the Codified Ordinances of the City of Lansing, Michigan, be and is hereby repealed in its entirety and shall be null and void and of no effect.

Section 2. All ordinances, parts of ordinances, resolutions or rules inconsistent with the provisions hereof are hereby repealed.

Section 3. Should any section, clause or phrase of this ordinance be declared to be invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the part so declared to be invalid.

Section 4. This ordinance repeal shall take effect on the 30th day after enactment, unless given immediate effect by City Council.

INTRODUCTION OF ORDINANCE

Council Member _____ introduced:

An ordinance of the City of Lansing, Michigan to repeal Chapter 273, Section 273.06 of the Lansing Codified Ordinances in order to clarify the role of the HRCS Advisory Board to make it consistent with the City of Lansing Charter, including 5-106.

The Ordinance is referred to the Committee on _____

RESOLUTION SETTING PUBLIC HEARING BY CITY COUNCIL

Resolved by the City Council of the City of Lansing that a public hearing be set for _____ at 7 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, to repeal Chapter 273, Section 273.06 of the Lansing Codified Ordinances in order to clarify the role of the HRCS Advisory Board to make it consistent with the City of Lansing Charter, including 5-106.

Interested Persons are invited to attend this Public Hearing

PASSAGE OF ORDINANCE

An Ordinance of the City of Lansing, Michigan, to repeal Chapter 273, Section 273.08 of the Lansing Codified Ordinances in order to clarify the role of the HRCS Advisory Board to make it consistent with the City of Lansing Charter, including 5-106.

Is read a second time by its title. The Ordinance was reported from the Committee _____ and is on the order of immediate passage.

COUNCIL MEMBER	YEAS	NAYS
Brown	☐	☐
Garza	☐	☐
Hussain	☐	☐
Jackson	☐	☐
Kost	☐	☐
Spadafore	☐	☐
Spitzley	☐	☐
Wood	☐	☐
	_____	_____
☐ ADOPTED	☐ FAILED	

ORDINANCE NO. _____

An Ordinance of the City of Lansing, Michigan, to repeal Chapter 273, Section 273.08 of the Lansing Codified Ordinances in order to clarify the role of the HRCS Advisory Board to make it consistent with the City of Lansing Charter, including 5-106.

The City of Lansing Ordains:

Section 1. That Chapter 273, Section 273.08 of the Codified Ordinances of the City of Lansing, Michigan, be and is hereby repealed in its entirety and shall be null and void and of no effect.

Section 2. All ordinances, parts of ordinances, resolutions or rules inconsistent with the provisions hereof are hereby repealed.

Section 3. Should any section, clause or phrase of this ordinance be declared to be invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the part so declared to be invalid.

Section 4. This ordinance repeal shall take effect on the 30th day after enactment, unless given immediate effect by City Council.

INTRODUCTION OF ORDINANCE

Council Member _____ introduced:

An ordinance of the City of Lansing, Michigan, to repeal Chapter 273, Section 273.08 of the Lansing Codified Ordinances in order to clarify the role of the HRCS Advisory Board to make it consistent with the City of Lansing Charter, including 5-106.

The Ordinance is referred to the Committee on _____

RESOLUTION SETTING PUBLIC HEARING BY CITY COUNCIL

Resolved by the City Council of the City of Lansing that a public hearing be set for _____ at 7 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, to repeal Chapter 273, Section 273.08 of the Lansing Codified Ordinances in order to clarify the role of the HRCS Advisory Board to make it consistent with the City of Lansing Charter, including 5-106.

Interested Persons are invited to attend this Public Hearing

Resolution #2023-###

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

WHEREAS, the City of Lansing is named as defendant in a workers' compensation action, WC 2062876-01143, involving alleged work related injuries/illnesses;

WHEREAS, it is proposed that the action be resolved by virtue of entering into a settlement agreement, in which, the City of Lansing would agree to pay Plaintiff the sum of SEVENTY FIVE THOUSAND NINETY THREE HUNDRED (\$75,093.00) in exchange for a complete redemption and release of the City from any past, present, and future liability regarding any alleged injuries/illnesses whatsoever;

WHEREAS, the proposed settlement is recommended by the Mayor, the Human Resources Department, the City of Lansing's Fund Administrator, and the City Attorney;

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council hereby approve payment of SEVENTY FIVE THOUSAND NINETY THREE HUNDRED (\$75,093.00) pursuant to said proposed settlement agreement as a full and final settlement of said action.

BE IT FINALLY RESOLVED that the Law Department is authorized to prepare and execute the requisite documents to complete settlement of the aforementioned lawsuit.



City of Lansing

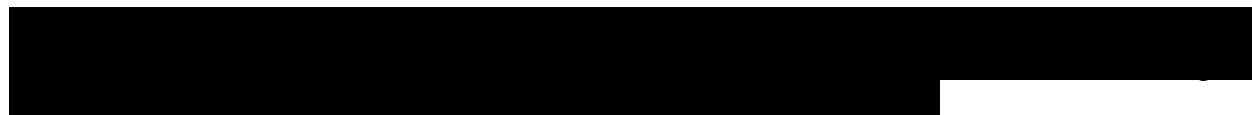
OFFICE OF THE CITY ATTORNEY

TO: Ways and Means Committee

FROM: F. Joseph Abood, Chief Deputy City Attorney

DATE: July 13, 2023

RE: WC Settlement 2062876-01143, Privileged and Confidential



CompOne Administrators, Inc. has evaluated this claim for settlement. We have negotiated a settlement of \$75,093.00 to release all past, present, and future claims against the City of Lansing.

The Mayor, the Law Department and the Department of Human Resources support the recommendation for settlement and the Department of Human Resources advises that funds are available in the Workers Compensation Claims account. We are requesting your approval of the redemption of this case.

Please contact this office as soon as possible with any concerns you may have regarding the redemption of this claim.

cc: Elizabeth O'Leary, Human Resources Director
Kathy Woodman, Health & Wellness Administrator

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

WHEREAS, the City of Lansing is named as defendant in a workers' compensation action, WC 2876-21-0001854, involving alleged work-related injuries/illnesses;

WHEREAS, it is proposed that the action be resolved by virtue of entering into a settlement agreement, in which, the City of Lansing would agree to pay Plaintiff the sum of TWENTY-EIGHT THOUSAND ONE HUNDRED (\$28,100.00) in exchange for a complete redemption and release of the City from any past, present, and future liability regarding any alleged injuries/illnesses whatsoever;

WHEREAS, the proposed settlement is recommended by the Mayor, the Human Resources Department, the City of Lansing's Fund Administrator, and the City Attorney.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council hereby approve payment of TWENTY-EIGHT THOUSAND ONE HUNDRED (\$28,100.00) pursuant to said proposed settlement agreement as a full and final settlement of said action.

BE IT FINALLY RESOLVED that the Law Department is authorized to prepare and execute the requisite documents to complete settlement of the aforementioned lawsuit.



City of Lansing

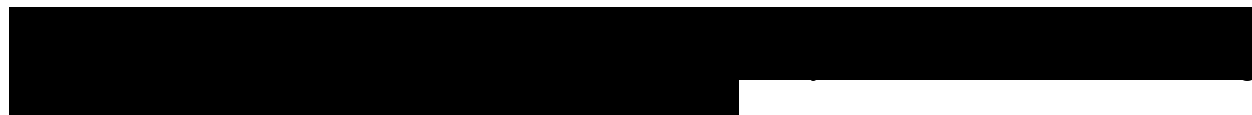
OFFICE OF THE CITY ATTORNEY

TO: Ways and Means Committee

FROM: F. Joseph Abood, Chief Deputy City Attorney

DATE: July 18, 2023

RE: WC Settlement 2876-21-0001854, Privileged and Confidential



CompOne Administrators, Inc. has evaluated this claim for settlement. We have negotiated a settlement of \$28,100.00 to release all past, present, and future claims against the City of Lansing.

The Mayor, the Law Department and the Department of Human Resources support the recommendation for settlement and the Department of Human Resources advises that funds are available in the Workers Compensation Claims account. We are requesting your approval of the redemption of this case.

Please contact this office as soon as possible with any concerns you may have regarding the redemption of this claim.

cc: Elizabeth O'Leary, Human Resources Director
Kathy Woodman, Health & Wellness Administrator

Resolution #2023-###

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

WHEREAS, In July 2023, through the FY 24 Target Foundation Grant Program, the US Conference of Mayors awarded the Lansing Police Department funding for the continuation of their efforts to educate and mentor young men and women through their knowledge and experience in construction trades in coordination with the Mikey23 Foundation; and

WHEREAS, the total grant amount is \$100,000, and the funds will be distributed to the Mickey23 Foundation via a grant agreement between the City of Lansing and the Mikey23 Foundation; and

WHEREAS, the grant does not require a local match; and

WHEREAS, the grant recipients shall provide a final report of the use of the grant funds within 12 months after disbursement.

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council approves acceptance of the FY 2024 Target grant funds received from The United States Conference of Mayors for immediate use upon approval of the Lansing City Council.

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

BE IT FINALLY RESOLVED that the Administration is authorized to enter into any grant agreements with the Mikey23 Foundation that may be required to administer the grant funding, subject to approval as to form by the City Attorney.



LANSING CITY COUNCIL

GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE:

GRANT NAME: FY24 MIKEY23 TARGET FOUNDATION GRANT

DEPARTMENT: Police

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Cheryl Rupprecht (Cheryl.Rupprecht@lansingmi.gov 483-4808)

APPLICATION DATE:

AWARD DATE: July 2023

GRANT CYCLE: _____

Check One: ____Annual ✓One-Time

FUND AMOUNT: \$100,000

(Breakdown below should total this amount)

GOODS & SERVICES

PERSONNEL

CONSTRUCTION \$0.00

LAND \$0.00

OTHER (Training)

CITY MATCH (IF APPLICABLE): \$ 0.00

GRANT PAYS FOR:

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

Funding for the continuation of MIKEY23 efforts to educate and mentor young men and women through their knowledge and experience in construction trades

Resolution #2023-xxx

By the Committee of the Whole
Resolved by the City Council of the City of Lansing

WHEREAS, the State of Michigan Department of Treasury has given preliminary notice of its intent to award a Financially Distressed Cities, Villages, and Townships (FDCVT) grant in the amount up to \$30,000 toward reimbursement of expenditures required to implement the Violent Crime Initiative Funding; and

WHEREAS, the FDCVT grant requires no local match; and

WHEREAS, the State of Michigan requires each municipality's government body to adopt a resolution authorizing participation in the proposed project prior to finalizing the award of grants from the State of Michigan's FDCVT grant program; and

WHEREAS, the City of Lansing acknowledges that it:

- 1.) Has filed its annual financial report (F65) or audit per the Uniform Budgeting and Accounting Act or the Uniform System of Accounting Act,
- 2.) Has filed its financial plan (deficit elimination plan) per the Glenn Steil State Revenue Sharing Act, as applicable,
- 3.) Is not delinquent in making payments that are due on loans issued pursuant to the Emergency Municipal Loan Act, and
- 4.) Does not have a payment due and owing to the state.

And thus, is eligible to participate in a FDCVT grant funded projects;

NOW, THEREFORE, BE IT RESOLVED THAT the City Council hereby authorizes participation in the Violent Crime Initiative Funding and on behalf of the City of Lansing authorizes the Mayor or their designee to provide this resolution indicating its approval to the State of Michigan, and to submit and execute documents requested by the State of Michigan relating to the FDCVT requirements.

BE IT FINALLY RESOLVED THAT upon final award of the FDCVT grant, City Council approves acceptance of the grant funds and the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the balance of the awarded funds.



LANSING CITY COUNCIL

GRANT INFORMATION FORM

(Required for all grant applications and acceptances)

REFERRAL DATE:

GRANT NAME: STATE OF MICHIGAN VCIF 210131-23

DEPARTMENT: Police

CONTACT PERSON (INCLUDE EMAIL AND PHONE): Cheryl Rupprecht (Cheryl.Rupprecht@lansingmi.gov 483-4808)

APPLICATION DATE: AWARD DATE: 10/01/2022

GRANT CYCLE: _____ Check One: ____Annual ☒ One-Time

FUND AMOUNT: \$30,000.00 (Breakdown below should total this amount)

GOODS & SERVICES

PERSONNEL

CONSTRUCTION \$0.00

VEHICLE \$30,000.00

OTHER (Training)

CITY MATCH (IF APPLICABLE): \$

GRANT PAYS FOR: Equipment Replacement-Unmarked Vehicle

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

The police vehicle(s) to be grant funded must be used for undercover operations



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RACHAEL EUBANKS
STATE TREASURER

June 23, 2023

Andy Schor
Mayor
City of Lansing
124 W Michigan Ave, 8th Floor
Lansing, MI 48933

Dear Mr. Schor:

Re: **Grant No. 210131-23**
Notification of Intent to Award – FDCVT Grant FY 2023

The Michigan Department of Treasury (Treasury) – Revenue Sharing and Grants Division received your grant application for the Financially Distressed Cities, Villages, and Townships (FDCVT) grant program. We are pleased to inform you that the proposal your governmental unit submitted entitled ***Violent Crime Initiative Funding*** has been selected for a grant award in the maximum amount of **\$30,000.00**.

Enclosed are two original copies of the Financially Distressed Cities, Villages, and Townships Grant Agreement and a sample Board Resolution.

An electronic fillable version of the sample Board Resolution is located on Treasury's website:
http://www.michigan.gov/treasury/0,4679,7-121-1751_2197_58826_69378---,00.html

Next Step

To receive the Final Award, Treasury must receive two original signed copies of the Grant Agreement and a Board Resolution (as indicated in the Conditions of the grant application packet) by Tuesday, August 22, 2023. **Please note there is a new requirement to initial and date Appendix A of the Grant Agreement.**

Submission of the signed Grant Agreement, with initials on Appendix A, and a Board Resolution will signify acceptance of the grant award and will be considered agreement to all provisions specified in the grant application packet, the Notification of Intent to Award letter, and the Grant Agreement.

Please send the required documents by mail to:

Michigan Department of Treasury
Revenue Sharing and Grants Division
PO Box 30722
Lansing, MI 48909

Lansing City
June 23, 2023
Page 2

Upon Treasury's review and acceptance/approval of the signed Grant Agreement and Board Resolution, Treasury will sign the Grant Agreement. Treasury will return one executed copy of the Grant Agreement along with the Final Award letter, after which time the grantee will be responsible for the submission of grant compliance reporting and reimbursement requests.

Awarded funds will not be released until a completed grant agreement has been finalized. Reminder, grant funds are distributed on a reimbursement basis.

Congratulations on the grant award. We appreciate your interest in the FDCVT grant program and look forward to working with you on this project. If you have any questions, please let us know. We can be reached at (517) 335-7484.

Sincerely,



Evah Cole, Division Administrator
Revenue Sharing and Grants Division

Enclosures

c: Desiree A. Kirkland, CFO

**FINANCIALLY DISTRESSED CITIES, VILLAGES, AND TOWNSHIPS
GRANT AGREEMENT
BETWEEN THE
MICHIGAN DEPARTMENT OF TREASURY
AND LANSING CITY**

This Grant Agreement ("Agreement") is made between the Michigan Department of Treasury, Revenue Sharing and Grants Division ("Treasury") and Lansing City ("Grantee").

The purpose of this Agreement is to provide funding to a financially distressed municipality with conditions that indicate probable financial distress. Legislative appropriation of funds for grant assistance is set forth in 2022 Public Act 166. This Agreement is subject to the terms and conditions specified herein.

Grant #: 210131-23
Project Name: Violent Crime Initiative Funding
Amount of grant: \$30,000.00
Start Date: October 1, 2022
End Date: September 30, 2027

GRANTEE CONTACT:

Desiree A. Kirkland, CFO

Name/Title

Lansing City

Municipality Name

124 W Michigan Ave, 8th Floor

Address

Lansing, MI 48933

City, State, Zip Code

(517) 483-4594

Telephone Number

Fax Number

desiree.kirkland@lansingmi.gov

E-mail Address

CV0047783

Vendor/Customer Number

TREASURY CONTACT:

Evah Cole, Division Administrator

Name/Title

Revenue Sharing and Grants Division

Division

P.O. Box 30722

Address

Lansing, MI 48909

City, State, Zip Code

(517) 335-7484

Telephone Number

(517) 335-3298

Fax Number

TreasRevenueSharing@michigan.gov

E-mail Address

I. AGREEMENT SCOPE

This Agreement and its appendices constitute the entire Agreement between Treasury and the Grantee and may be modified only by written agreement between Treasury and the Grantee.

- (A) The scope of this agreement is limited to activities specified in Appendix A, and such activities as are authorized by Treasury under this Agreement. Any change in agreement scope requires written approval in accordance with Section III (Amendments) of this Agreement.
- (B) By entering into this Agreement, the Grantee commits to complete the project identified in Appendix A within the time period allowed for in this Agreement and in accordance with the terms and conditions of this Agreement.

II. CONTRACT PERIOD

The Agreement shall be effective from the Start Date until the End Date specified on page 1. Treasury shall have no responsibility to provide funding to the Grantee for project work performed except between the Start Date and the End Date specified on page 1. Expenditures incurred or paid by the Grantee prior to the Start Date or after the End Date of this Agreement will not be reimbursed under the Agreement.

III. AMENDMENTS

Any desired amendments to this Agreement shall be requested by the Grantee in writing and shall not be effective unless approved in writing by Treasury. Treasury reserves the right to deny requests for amendments to the Agreement or to the appendices. No amendments can be implemented without written approval by Treasury.

IV. GRANTEE DELIVERABLES AND REPORTING REQUIREMENTS

The Grantee shall submit deliverables and follow reporting requirements specified below and in Appendix A of this Agreement, if applicable.

- (A) The Grantee must complete and submit semiannually the *Financially Distressed Cities, Villages, and Townships Narrative Report* (Form 5196) and the *Financially Distressed Cities, Villages, and Townships Financial Status Report* (Form 5198). These forms shall be due according to the following schedule:

Reporting Period	Due Date
October 1 – March 31	April 30
April 1 – September 30	October 30

The forms shall be submitted to Treasury's contact at the e-mail address on page 1.

- (B) For a payment reimbursement, the Grantee must complete and submit a *Financially Distressed Cities, Villages, and Townships Reimbursement Request* (Form 5199). The reimbursement request

must include supporting documentation (copies of original invoices, cancelled checks, and any other report that would support the request) of eligible project expenditures.

The form shall be submitted to Treasury's contact at the address on page 1.

Treasury shall make reimbursements upon receipt of a reimbursement request form, not more than once a month, provided that the Grantee is in compliance with all terms and conditions of this Agreement, and dependent upon state appropriations.

Funds may not be released to the Grantee, if the Grantee:

1. Has not filed its annual financial report (F65) or audit per the Uniform Budgeting and Accounting Act, 1968 Public Act 2, as amended (MCL 141.421 to 141.440a) or the Uniform System of Accounting Act, 1919 Public Act 71, as amended (MCL 21.41 to 21.55), or
2. Has not filed its financial plan (deficit elimination plan) per the Glenn Steil State Revenue Sharing Act, 1971 Public Act 140, as amended (MCL 141.921), or
3. Is delinquent in making payments that are due on loans issued pursuant to the Emergency Municipal Loan Act, 1980 Public Act 243, as amended (MCL 141.931 to 141.942), or
4. Has a payment due and owing to the state.

(C) The Grantee must complete and submit a final *Financially Distressed Cities, Villages, and Townships Narrative Report* (Form 5196) and *Financially Distressed Cities, Villages, and Townships Financial Status Report* (Form 5198). The Grantee shall submit the final reports, including any outstanding deliverables, within 30 days from the End Date of the Grant, specified on page 1.

The forms shall be submitted to Treasury's contact at the e-mail address on page 1.

(D) One year after the date of the Final Closeout letter from Treasury, the Grantee must complete and submit a *Financially Distressed Cities, Villages, and Townships Final Follow-up Report* (Form 5197).

The form shall be submitted to Treasury's contact at the e-mail address on page 1.

V. GRANTEE RESPONSIBILITIES

- (A) The Grantee agrees to abide by all local, state, and federal laws, rules, ordinances, and regulations in the performance of the activities funded by this grant.
- (B) All local, state, and federal permits, if required, are the responsibility of the Grantee. Award of this grant is not a guarantee of permit approval by the State of Michigan or any other entity.
- (C) The Grantee shall be solely responsible to pay all taxes, if any, that arise from the Grantee's receipt of this grant or from any expenditure of grant funds.

- (D) The Grantee is responsible for the professional quality, technical accuracy, timely completion, and coordination of all designs, drawings, specifications, reports, and other services furnished by the Grantee or its contractor(s) under this Agreement. The Grantee or its contractor(s) shall, without additional compensation, correct or revise any errors, omissions, or other deficiencies in designs, drawings, specifications, reports, or other services.
- (E) Treasury's approval of drawings, designs, specifications, reports, and incidental work or materials furnished hereunder shall not in any way relieve the Grantee of responsibility for the technical adequacy of the work. Treasury's review, approval, acceptance, or payment for any of the services shall not be construed as a waiver of any rights under this Agreement or of any cause of action arising out of the performance (or failure of performance) of this Agreement.
- (F) The Grantee acknowledges that it is a crime to knowingly and willingly file false information with Treasury for the purpose of obtaining this Agreement or any payment under the Agreement, and that any such filing may subject the Grantee, its agents, and/or employees to criminal prosecution, civil suit, and/or termination of the grant.
- (G) The Grantee must comply with all Conditions contained in its application for the grant, a copy of which is attached as Appendix B.

VI. USE OF MATERIAL

Unless otherwise specified in this Agreement, the Grantee may release information or material developed under this Agreement, provided it is acknowledged that Treasury funded all or a portion of its development.

Treasury retains an irrevocable license to reproduce, publish and use in whole or in part, and authorize others to do so, any copyrightable material submitted under this grant whether or not the material is copyrighted by the Grantee or another person. The Grantee will only submit materials that Treasury can use in accordance with this paragraph.

Unless otherwise specified in this Agreement, the Grantee may not patent products or processes developed under this Agreement.

VII. ASSIGNABILITY

The Grantee shall not assign this Agreement or assign or delegate any of its duties or obligations under this Agreement to any other party without the prior written consent of Treasury. Treasury does not assume responsibility regarding the contractual relationships between the Grantee and any contractor.

VIII. CONTRACTS

Treasury reserves the right to deny the use of any consultant, contractor, associate, or other personnel to perform any portion of the project. The Grantee is solely responsible for all contractual activities performed under this Agreement. Further, Treasury will consider the Grantee to be the sole point of contact regarding contractual matters, including payment of any and all charges resulting from the anticipated Grant. All contractors used by the Grantee in completing the project shall be subject to the provisions of this Agreement and shall be qualified to perform the duties required.

IX. NON-DISCRIMINATION

The Grantee shall comply with the Elliott-Larsen Civil Rights Act, 1976 Public Act 453, as amended (MCL 37.2101 et seq), the Persons with Disabilities Civil Rights Act, 1976 Public Act 220, as amended (MCL 37.1101 et seq), and all other federal, state, and local fair employment practices and equal opportunity laws. The Grantee agrees to include in every contract entered into for the performance of this Agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of this Agreement.

X. LIABILITY

- (A) The Grantee, not Treasury, is responsible for all liabilities as a result of claims, judgments, or costs arising out of activities carried out or to be carried out by the Grantee under this Agreement, if the liability is caused by the Grantee, any contractor, or anyone employed by the Grantee.
- (B) All liability as a result of claims, demands, costs, or judgments arising out of activities carried out or to be carried out by Treasury in the performance of this Agreement is the responsibility of Treasury and not the responsibility of the Grantee, if the liability is caused by any Treasury employee or agent.
- (C) In the event that liability arises as a result of activities conducted jointly by the Grantee and Treasury in fulfillment of their responsibilities under this Agreement, such liability is held by the Grantee and Treasury in relation to each party's responsibilities under these joint activities.
- (D) Nothing in this Agreement may be construed as a waiver of any governmental immunity by the Grantee, Treasury, their agents, or their employees as provided by statute or court decisions.

XI. ANTI-LOBBYING

The Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute (MCL 4.415(2)). "Lobbying" means communicating directly with an official of the executive branch of state government or an official in the legislative branch of state government for the purpose of influencing legislative or administrative action. The Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of litigation against the State of Michigan.

XII. DEBARMENT AND SUSPENSION

By signing this Agreement, the Grantee certifies to the best of its knowledge and belief that it, its agents, and its contractors:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from transactions by any federal department or the state.
- (2) Have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or agreement under a public transaction; violation of federal or state

antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

- (3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).
- (4) Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.
- (5) Will comply with all applicable requirements of all other state or federal laws, executive orders, regulations, and policies governing this program.

XIII. AUDIT AND ACCESS TO RECORDS

Treasury reserves the right to conduct a programmatic and financial audit of the project, and Treasury may withhold payment until the audit is satisfactorily completed. The Grantee is required to maintain all pertinent records and evidence pertaining to the Grant Agreement, including grant funds, in accordance with generally accepted accounting principles and other procedures specified by Treasury. Treasury or any of its duly authorized representatives must have access, upon reasonable notice, to such books, records, documents, and other evidence for the purpose of inspection, audit, and copying. The Grantee will provide proper facilities for such access and inspection. All records must be maintained for a minimum of seven years after the Final Closeout letter has been issued to the Grantee by Treasury.

XIV. INSURANCE

- (A) The Grantee must maintain insurance or self-insurance, satisfactory to Treasury, that will protect Treasury from claims that may arise from the Grantee's actions under this Agreement or from the actions of others for whom the Grantee may be held liable.
- (B) The Grantee must comply with applicable workers' compensation laws while engaging in activities authorized under this Agreement.

XV. OTHER SOURCES OF FUNDING

The Grantee guarantees that any payments for which claims for reimbursement are made to Treasury under this Agreement will not be financed by any source other than Treasury under the terms of this Agreement. If funding is received through any other source, the Grantee agrees to delete from the Grantee's reimbursement request(s), or to immediately refund to Treasury, the total amount representing such duplication of funding.

XVI. COMPENSATION

- (A) A breakdown of costs allowed under this Agreement is identified in Appendix A. Treasury will reimburse the Grantee a total amount not to exceed the amount on page 1 of this Agreement, in accordance with Appendix A, and only for expenditures incurred and paid. All other costs necessary to complete the project are the sole responsibility of the Grantee.

- (B) Expenditures incurred or paid by the Grantee prior to the Start Date or after the End Date of this Agreement will not be reimbursed under the Agreement.
- (C) Treasury will approve reimbursement requests after approval of reports and related documentation as required under this Agreement.
- (D) Treasury reserves the right to request additional information necessary to substantiate reimbursement requests.
- (E) Reimbursements under this Agreement may be processed by Electronic Funds Transfer (EFT) at Treasury's discretion. In order to be eligible to receive reimbursements by EFT, the Grantee must register at the SIGMA Vendor Self Service website (www.michigan.gov/SigmaVSS).

XVII. CLOSEOUT

- (A) A determination of project completion, which may include a site inspection and an audit, shall be made by Treasury after the Grantee has satisfactorily completed the activities, and provided products and deliverables described in Appendix A.
- (B) Upon issuance of the Final Closeout letter from Treasury, the Grantee releases Treasury from all claims against Treasury arising under this Agreement. Unless otherwise provided in this Agreement or by State law, the Final Closeout letter shall not constitute a waiver of Treasury's claims against the Grantee.
- (C) The Grantee shall immediately refund to Treasury any reimbursements in excess of the costs allowed by this Agreement.

XVIII. CANCELLATION

This Agreement may be cancelled by Treasury, upon thirty (30) days written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the Grantee, or upon mutual agreement by Treasury and the Grantee.

XIX. TERMINATION

- (A) This Agreement may be terminated by Treasury as follows.
 - (1) Upon thirty (30) days written notice to the Grantee:
 - a. If the Grantee fails to comply with the terms and conditions of the Agreement, or with the requirements of the authorizing legislation cited on page 1, or other applicable laws or rules.
 - b. If the Grantee knowingly and willingly presents false information to Treasury for the purpose of obtaining this Agreement or any reimbursement under this Agreement.
 - c. If Treasury finds that the Grantee, or any of the Grantee's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of Treasury in an attempt to secure a contract or favorable treatment in awarding, amending, or making any determinations related to the performance of this Agreement.

- d. During the thirty (30) day written notice period, Treasury will withhold reimbursement for any terminations under subparagraphs a through c, above.
 - e. If the Grantee or any contractor of the Grantee appears in the register of persons engaging in unfair labor practices that is compiled by the Department of Licensing and Regulatory Affairs or its successor.
- (2) Immediately, upon written notice, and without further liability to Treasury, if the Grantee, or any agent of the Grantee, or any agent of any contractor is:
- a. Convicted of a criminal offense incident to the application for or performance of a State, public, or private contract or subcontract;
 - b. Convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees;
 - c. Convicted under State or federal antitrust statutes;
 - d. Convicted of any other criminal offense which, in the sole discretion of Treasury, reflects on the Grantee's business integrity; or
 - e. Added to the federal or state Suspension and Debarment list.
- (B) If a grant is terminated, Treasury reserves the right to require the Grantee to repay all or a portion of funds received under this Agreement.

XX. DISCLOSURE OF INFORMATION

All reports or other printed or electronic material are public information under the Freedom of Information Act, 1976 Public Act 442, as amended (MCL 15.231 to 15.246).

XXI. CERTIFICATION

The individuals signing below certify by their signatures that they are authorized to sign this Grant Agreement on behalf of their agencies, that the parties will fulfill the terms of this Agreement, including the attached appendices, as set forth herein, and that no part of the agreement has been altered or changed.

FOR THE GRANTEE:

Signature

Date

Name/Title

FOR TREASURY:

Signature

Date

Name/Title

**APPENDIX A –
APPROVED BUDGET AMOUNTS**

Violent Crime Initiative Funding

Below is the approved budget for your grant project. Please note, we have assigned budget categories to each of your original budget line items. Use these categories when submitting your reimbursement requests* and when completing your Financial Status Reports.

Budget Category	Budget Description	Application Budget Amount	Award Budget Amount	Comments
	Equipment	\$30,000.00	\$.00	Denied
Equipment - Replacement	Unmarked Vehicle	\$90,000.00	\$30,000.00	Purchase of one vehicle
	Budget Total	\$120,000.00	\$30,000.00	

*Reimbursement requests must include copies of invoices and cancelled checks (or equivalent) supporting the costs.

Grant Administration Fees: Grant administration fees are not reimbursable expenses.

Work Plan/Timeline: Prior to the release of funds, the grantee will provide to Treasury an updated work plan/timeline, related to the line items for which grant funding was received. The work plan/timeline should include estimated completion dates and a description of the deliverable for each step.

Police Vehicles: The police vehicle(s) to be grant funded must be used for undercover operations.

Initials: _____ Date: _____

Financially Distressed Cities, Villages, and Townships Application (FY 2023)

Issued under authority of 2022 Public Act 166

CONDITIONS

Implementation of Proposal:

Within sixty (60) days following the Michigan Department of Treasury's Notification of Intent to Award letter, the grantee agrees to submit the signed Grant Agreement and Board Resolution, indicating approval of the proposal and Financially Distressed Cities, Villages, and Townships grant funding, or be subject to automatic cancellation of the grant. No grant funding will be released until the required signed Grant Agreement, Board Resolution, and a final work plan pertaining to the funds awarded have been received by Treasury.

Proposal Clarification:

The Michigan Department of Treasury reserves the right to award funds for an amount other than requested and/or request changes to, or clarification of, any and all applications received.

Prior to executing any changes to the scope of the proposal, the selected grantee must inform (in writing) the Michigan Department of Treasury of the proposed changes. The department will notify the grantee within thirty (30) days whether the proposed changes fall under the original grant award.

Eligible Expenditures:

Grant award funds must be used to make payments to reduce unfunded accrued liability; to repair or replace critical infrastructure and equipment owned or maintained by the city, village, or township; to reduce debt obligations; for costs associated with a transition to shared services with another jurisdiction; or to administer other projects that move the city, village, or township toward financial stability. The focus will be on the repair or replacement of obsolete critical infrastructure or equipment, and service consolidation(s).

Expenditures:

1. The grantee understands and agrees that all expenditures from the grant will:
 - Be used to ensure efficient administration of the proposal.
 - Be permissible under state and federal law and consistent with statewide policies, regulations, and practices.
 - Be adequately supported by source documentation, including invoices, cancelled checks and electronic payment confirmations.
 - Only be for items approved in the Grant Agreement.
2. The grantee agrees to use the approved purchasing practices and bid procedures required by the "Grantee" for expenditures involving proposal activity.
3. The grantee agrees to maintain accounting records following generally accepted accounting principles for the expenditure of grant funds. The grantee agrees to record all revenues and expenditures in a fund or account separate from the grantee's other funds or accounts.
4. The grantee agrees to maintain all documentation for costs incurred for a seven-year period following the Michigan Department of Treasury Final Closeout letter.

Release of Funds:

Payments to the "Grantee" may be made on a monthly reimbursement basis, providing the grantee is in compliance with all terms and conditions of the grant, and dependent upon state appropriations.

For a payment reimbursement, a completed *Financially Distressed Cities, Villages, and Townships Reimbursement Request* (Form 5199) must be submitted to the Michigan Department of Treasury. Source documentation supporting the requested reimbursement amount must be attached to the reimbursement request form. At a minimum, the source documentation should include copies of the original invoices, cancelled checks, and any other report that would support the request.

Financially Distressed Cities, Villages, and Townships Application (FY 2023)

Issued under authority of 2022 Public Act 166

CONDITIONS CONTINUED

The "Grantee's" Chief Financial Officer or Chief Administrative Officer must sign and date the *Financially Distressed Cities, Villages, and Townships Reimbursement Request* (Form 5199).

Funds may not be released to the "Grantee" if the grantee:

1. Has not filed their annual financial report (F65) or audit per the Uniform Budgeting and Accounting Act, 1968 Public Act 2, as amended (MCL 141.421 to 141.440a) or the Uniform System of Accounting Act, 1919 Public Act 71, as amended (MCL 21.41 to 21.55), or
2. Has not filed their financial plan (deficit elimination plan) per the Glenn Steil State Revenue Sharing Act, 1971 Public Act 140, as amended (MCL 141.921), or
3. Are delinquent in making payments that are due on loans issued pursuant to the Emergency Municipal Loan Act, 1980 Public Act 243, as amended (MCL 141.931 to 141.942), or
4. Has a payment due and owing to the state.

Forfeiture and Repayment of Grant Funds:

If any conditions and provisions in the Grant Agreement are not met by the grantee, the grantee agrees to forfeit any future grant funds for this proposal and agrees that any grant funds previously reimbursed to the grantee may be required to be repaid to the State. At the discretion of the State Treasurer, repayments may be fulfilled by the Michigan Department of Treasury through the diversion of revenue sharing payments issued to the grantee under the Glenn Steil State Revenue Sharing Act of 1971 (1971 PA 140) or the Michigan Department of Treasury's FY 2023 appropriation act (2022 PA 166), until all grant funds previously reimbursed for this project have been repaid to the State.

Reporting Requirements:

1. *Semiannual Narrative and Financial Status Reports* – The awarded grantee shall submit to the Michigan Department of Treasury semiannually, signed and dated, narrative and financial status reports. The reports are due April 30 and October 30.
 - a. *Narrative Report (NR)* (Form 5196) – should present the following information:
 - i. Name of Grantee and Grant Number
 - ii. Reporting Period (i.e. October 1, 2022-March 31, 2023, April 1, 2023-September 1, 2023, etc. ...). The initial filing will be due on October 30, 2023, and cover the period of October 1, 2022, to September 30, 2023.
 - iii. The percentage (%) completed of the proposal's work plan
 - iv. The estimated proposal completion date. For the final report, indicate the actual proposal completion date
 - v. A brief outline of the work accomplished during the reporting period (or grant period, if this is the final report) relative to the proposal's work plan and timeline
 - vi. A brief outline of the work to be completed during the subsequent reporting period
 - vii. A brief description of any problems or delays, real or anticipated, experienced
 - b. *Financial Status Report (FSR)* (Form 5198) – should present the following information:
 - i. Name of Grantee and Grant Number
 - ii. Reporting Period (i.e. October 1, 2022-March 31, 2023, April 1, 2023-September 1, 2023, etc. ...). The initial filing will be due on October 30, 2023, and cover the period of October 1, 2022, to September 30, 2023.
 - iii. The percentage (%) completed of the proposal's work plan
 - iv. The estimated proposal completion date. For the final report, indicate the actual proposal completion date
 - v. The amount of funds expended through the reporting period (i.e. from the beginning of the grant proposal to the end of the reporting period)
 - vi. The projected future expenditures for the proposal
 - vii. Total projected expenditures for the proposal
 - viii. Original or amended (per grant award) budget per Appendix A of the Grant Agreement
 - ix. The difference between current projected proposal expenditures and original or amended budget

Financially Distressed Cities, Villages, and Townships Application (FY 2023)

Issued under authority of 2022 Public Act 166

CONDITIONS CONTINUED

2. *Final Narrative Report* (Form 5196) and *Final Financial Status Report* (Form 5198) – The awarded grantee shall submit to the Michigan Department of Treasury final, signed and dated, narrative and financial status reports. The reports are due within thirty (30) days after the completion of the proposal.
 - a. The reports shall include the information as indicated under *Semiannual Narrative and Financial Status Reports* (above).
 - b. Indicate "Final Report" on the top of the Final Narrative and Financial Status Reports.
 - c. In addition to the items listed above, the final narrative report must include a description of the proposal's accomplishments and any unanticipated benefits/difficulties experienced while completing the proposal. Additionally, attach a copy of the proposal deliverables, if applicable (i.e. pictures of completed construction or equipment, etc. ...).
3. *Final Follow-up Report* (Form 5197) – One year after the date of the Final Closeout Letter from the Michigan Department of Treasury, the grantee agrees to provide a Final Follow-up Report to the Michigan Department of Treasury on the status of the proposal. The report will include:
 - a. A detailed description of service changes and improvements.
 - b. A detailed status update on the goals and measures used to determine the success of the proposal and outcomes presented in the application (i.e. have they been met, what has changed, etc. ...).
 - c. A detailed description of set-backs or difficulties experienced in implementing the proposal.
 - d. An analysis of cost savings realized related to the implementation of the proposal.
 - e. A detailed description of how the funding was utilized and assisted the grantee toward financial stability.

Audit and Review:

The grantee agrees to allow the Michigan Department of Treasury and the State Auditor General's Office (and/or any of their duly authorized representatives) access, for the purposes of inspection, audit, and examination, to any books, documents, papers, and records of the grantee which are related to this proposal.

The Michigan Department of Treasury may conduct periodic program reviews of the proposal. The purpose of these reviews will be to determine adherence to stated proposal goals and to review progress of the proposal in meeting its objectives.

The grantee agrees to submit semiannual and final progress reports, along with a final follow-up report to the Michigan Department of Treasury. The grantee understands that failure to submit any required reports may result in the termination of the grant.

Grant Termination:

The grantee understands that this grant may be terminated if the Michigan Department of Treasury concludes that the grantee is not in compliance with the conditions and provisions of this grant, or has falsified any information. The Michigan Department of Treasury will extend an opportunity for the grantee to demonstrate compliance. Notification of termination will be in writing.

The grantee acknowledges that continuation of this grant is subject to appropriation or availability of funds for this grant. If appropriations to enable the Michigan Department of Treasury to effect continued payment under this grant are reduced, the Michigan Department of Treasury shall have the right to terminate this grant. The Michigan Department of Treasury shall give the grantee at least thirty (30) days advance written notice of termination for non-appropriation.

of

County of

RESOLUTION ACCEPTING THE FDCVT GRANT

Minutes of the regular meeting of the _____ of the _____ of _____ County of _____, State of Michigan, (the "Municipality") held on _____.

PRESENT: Members:

ABSENT: Members:

Member _____ offered and moved the adoption of the following resolution, seconded by Member _____.

WHEREAS, the State of Michigan Department of Treasury has given preliminary notice of its intent to award a Financially Distressed Cities, Villages, and Townships (FDCVT) grant in the amount of up to _____ toward reimbursement of expenditures required to implement the _____ (project title), and

WHEREAS, the State of Michigan requires each municipality's governing body to adopt a resolution authorizing participation in the proposed project prior to finalizing the award of grants from the State of Michigan's FDCVT grant program, and

WHEREAS, _____ (local unit name) acknowledges that it:

1. Has filed its annual financial report (F65) or audit per the Uniform Budgeting and Accounting Act or the Uniform System of Accounting Act,
2. Has filed its financial plan (deficit elimination plan) per the Glenn Steil State Revenue Sharing Act, as applicable,
3. Is not delinquent in making payments that are due on loans issued pursuant to the Emergency Municipal Loan Act, and
4. Does not have a payment due and owing to the state

And thus is eligible to participate in a FDCVT grant funded project;

NOW, THEREFORE, BE IT RESOLVED THAT the _____ (governing body) hereby authorize participation in the _____ (project title) and on behalf of the _____ (local unit name) authorizes _____ (designee) to provide this resolution indicating its approval to the State of Michigan, and to submit and execute documents requested by the State of Michigan relating to the FDCVT requirements.

YEAS: Members:

NAYS: Members:

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing is a true and complete copy of the resolution adopted by the _____ of the _____ of _____, County of _____, said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being 1976 Public Act 267, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

(name)

of _____, Clerk

of _____ County of _____

BY THE COMMITTEE _____
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Mayor has made the appointment of Sharon D. Civils as an At-Large member of the Property Tax Board of Review for a term to expire June 30, 2026; and

WHEREAS, the nominee has been vetted by the Mayor's Office and meets the qualifications as required by the City Charter; and

WHEREAS, the Committee _____ took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Sharon D. Civils as an At-Large member of the Property Tax Board of Review for a term to expire June 30, 2026.

Professional Summary

I have a passion to learn and grow and achieve new skills to help my community. Naturally having great verbal and written communication skills are essential to convey over your point of views on critical matters. I possess this ability and how to adapt to new environments. I feel technical mastery is at the core of each new endeavor and resolving critical issues these are key traits I possess. Finally, the ability to hit the ground running these are traits and talents that I possess.

Skills

- Analytical and problem-solving skills.
The ability to work well under pressure.
Pay attention to detail.
- , Teamworking skills.
- . Organization and time management skills.
- . Interpersonal and communication skills.
- . Management and leadership skills.

Experience

Lansing Branch NAACP – Executive Branch Secretary (Silver Life Member) 01/2018 – 12/2022

Perform secretarial duties: i.e. Schedule meetings, type up memos, take dictation

Type up minutes, prepare and schedule interviews, freedom dinners and rallies.

Elected as Executive Member at Large

January 5, 2023 -Present

Non-Profit Lansing NAACP,

04/2009-01/2018

Lansing Branch NAACP, {Dunning Office}530 Pine St, Lansing 48933

Served on Youth and College division

Chairperson of WIN

GLAC NANBPWC, Inc Member

01/2018 – Present

Greater Lansing Area Club, Lansing, Michigan

Serve as Chairperson of Founders Day Committee

Served on Women, s History Board

Serve on Membership Board

Zeta Phi Beta, Inc., Theta Rho Zeta Lansing, Michigan Chapter

Social Action Chairperson

12/2019 – Present

Information Technology Supervisor

01/1991 to 03/2008

State of Michigan Operations Center (incl. DTMB) – Windsor charter Township, MI Produced ad hoc

- Report and documentation for senior team staff.
- Performed initial client assessment and analysis to begin research process.
- Support chief management with daily operational functions.
- Verified data integrity and accuracy.
- Evaluated and resolved staffing problems in an efficient manner to minimize downtime.
- Participated on Human Resources hiring board to review qualifications of potential candidates.

Information Technology Specialist

03/1981 to 01/1991

State of Michigan Operations Center (incl. DTMB) – Windsor charter Township, MI

- Programming mainframes
- Data coding Secretary of state registrations
- Data coding vehicles, watercraft, and snowmobiles titles

Education

MBA: Technology Management

Apr 2003

University of Phoenix - Phoenix, AZ

Technology management is a set of management disciplines that allows organizations to manage their technological fundamentals to create competitive advantage. Typical concepts used in technology management are technological roadmaps for businesses to use for marketing purposes.

It is critical to an organization survival to manage its technology strategically. Because when it is not managed, it might result into a big loss for the organization. Managing technology involves planning, designing, optimizing, operation and being in control of technological products.

BBA Bachelor of Business Administration

Davenport University

Jan 1991

BBA degree offer the opportunity to be a confident **account manager, budget or management analyst, procurement officer, financial analyst, HR manager, marketing manager**. This BBA degree is a gateway to many leadership roles.

Resolution #2023-###

By the Committee _____
Resolved by the City Council of the City of Lansing

WHEREAS, the Mayor has made the appointment of Dale Schrader as an At-Large member of the Lansing Board of Water and Light Board of Commissioners for a term to expire June 30, 2027; and

WHEREAS, the nominee has been vetted by the Mayor's Office and meets the qualifications as required by the City Charter; and

WHEREAS, the Committee _____ took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Dale Schrader as an At-Large member of the Lansing Board of Water and Light Board of Commissioners for a term to expire June 30, 2027.

DALE SCHRADER

Owner/Property Manager

Schrader Properties, Inc. 1997-Present

Residential Builder. Renovated dozens of Lansing properties. Currently act as property manager for those owned properties.

<https://www.facebook.com/Schrader-Properties-104841009949575/>

President/Owner

Schrader Environmental Systems, Inc. 1990-2014 (24 years)

I was founder of this company, which provided new and used environmental remediation equipment. Equipment was for groundwater and soil remediation sites worldwide. Bought, refurbished, sold, and installed environmental remediation systems. At the peak in 2013, we had 18 employees and \$5-million in annual sales. Schrader Environmental was sold to Clean Harbors Environmental in 2014.

Website: www.RemediationEquipment.com

Organizations

Preservation Lansing - President 2016-Present

This organization advocates for the protection of the architectural heritage of Lansing, Michigan.

Walnut Neighborhood Organization - President 2017-Present

The purpose of Walnut Neighborhood Organization is to enhance, promote and contribute to the community by supporting and initiating activities beneficial to Walnut Neighborhood, the City of Lansing, and society in general.

Education

MBA International Business -Thunderbird School of Global Management

BS Business Administration/Economics -Central Michigan University

Military Service

US Navy 1973-1977

LinkedIn

<https://www.linkedin.com/in/dale-schrader-ab71b71a/>

ORDINANCE NO.

An ordinance of the City of Lansing, Michigan, to amend Chapter 1462 of the Lansing Codified Ordinances, Section 1462.03, to bring the acreage limitation for total Neighborhood Enterprise Zones in the City into conformity with State law.

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 1462, Section 1462.03 of the Codified Ordinances of the City of Lansing, Michigan be and is hereby amended to read as follows:

1462.03 – Designation of zones.

The City, by Council resolution, may, upon City initiative or on petition of any person:

- (a) Designate one or more neighborhood enterprise zones within a local governmental unit. A neighborhood enterprise zone, other than a neighborhood enterprise zone designated pursuant to subsection (b) hereof, shall contain not less than ten platted parcels of land. All the land within a neighborhood enterprise zone shall also be compact and contiguous.
- (b) Designate one or more neighborhood enterprise zones limited to new facilities if each new facility in the zone is part of a development of ten or more units.

The total acreage of the neighborhood enterprise zones designated under this section shall not exceed ~~one~~**fifteen** percent (**15%**) of the total acreage contained within the boundaries of the local governmental unit.

Section 2. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules inconsistent with the provisions hereof are hereby repealed.

Section 3. Should any section, clause or phrase of this ordinance be declared to be invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the part so declared to be invalid.

Section 4. This ordinance shall take effect on the 30th day after enactment, unless given immediate effect by City Council, and shall expire December 31, 2032.

INTRODUCTION OF ORDINANCE

Council Member _____ introduced:

An ordinance of the City of Lansing, Michigan, to amend Chapter 1462 of the Lansing Codified Ordinances, Section 1462.03, to bring the acreage limitation for total Neighborhood Enterprise Zones in the City into conformity with State law.

The Ordinance is referred to the Committee on _____

Resolution #2023-###

By the Committee _____

Resolved by the City Council of the City of Lansing

Resolved by the City Council of the City of Lansing that a public hearing be set for _____ at 7 p.m. in Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, to amend Chapter 1462 of the Lansing Codified Ordinances, Section 1462.03, to bring the acreage limitation for total Neighborhood Enterprise Zones in the City into conformity with State law.

BY THE COMMITTEE ON CITY OPERATIONS
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the City of Lansing Department of Public Service and the Lansing Board of Water & Light are partnering to construct the utility and infrastructure improvements associated with the Combined Sewer Overflow (CSO) 015South Project, a project area generally bounded by Lapeer St. on the northside, Sycamore St. on the eastside, Ottawa St. on the southside, and Verlinden St. on the westside; and

WHEREAS, this project includes a significant amount of utility work and other improvements on the local neighborhood streets within the project area and on major streets, Martin Luther King, Jr. Blvd., Shiawassee St., Ottawa St., and Jenison St.; and

WHEREAS, timely completion of this project is specifically required by Administrative Consent Order #ACO-05153, entered Dec. 19, 2019; and

WHEREAS, a public hearing was held on July 10, 2023, after which it was determined that due to a software issue with the mailing, not all residential properties that were required to be notified consistent with the ordinance were not; and

WHEREAS, a second public hearing needs to be held to accommodate all residential properties required consistent with the ordinance requirements; and

WHEREAS, for the periods July 8, 2023, through November 11, 2023, April 20, 2024, through October 26, 2024, and April 26, 2025, through October 25, 2025, the construction contractor, Leavitt and Starck Excavating, Inc., has requested a waiver of the noise ordinance on Saturdays from 8:00 AM to 4:30 PM; and

WHEREAS, the City of Lansing Public Service Department recommends that the contractor be granted the requested noise waiver in order to:

- reduce the amount of time local access for property owners is impacted;
- allow the contractor to have the ability to work some Saturdays when necessary for completion of important work activities; and
- keep the project on-schedule based on rain days.

NOW THEREFORE BE IT RESOLVED that a second public hearing be held on Monday, August 14, 2023, at 7:00 PM in the Tony Benavides Lansing City of Lansing Council Chambers, 124 W. Michigan Ave., in consideration of the request for granting a waiver of the noise ordinance to Leavitt and Starck Excavating, Inc., while the company is conducting work as part of the CSO 015South Project on Saturdays from 8:00 AM to 4:30 PM for the periods July 8, 2023, through November 11, 2023, April 20, 2024, through October 26, 2024, and April 26, 2025, through October 25, 2025.

Resolution #2023-###

By the Committee _____
Resolved by the City Council of the City of Lansing

RESOLUTION APPROVING THE INGHAM COUNTY DRAIN COMMISSIONER'S RELINQUISHMENT OF A PORTION OF THE BOLTER DRAIN AND ACCEPTING JURISDICTION AND CONTROL

WHEREAS, the Bolter Drain (the "Drain") is a county drain originally established on or about November 26, 1907, in accordance with the provisions of Chapter 4 of the Michigan Drain Code of 1956, 1956 P.A. 40, as amended, MCL 280.71 *et seq.*, (the "Drain Code") and is under the jurisdiction of the Ingham County Drain Commissioner ("Drain Commissioner"); and

WHEREAS, the Drain is located in the City of Lansing and the Charter Township of ^Delhi, as further described by the route and course description set forth in Exhibit A to this Resolution; and

WHEREAS, pursuant to Section 395 of the Drain Code, MCL 280.395, the Drain Commissioner may relinquish jurisdiction and control over all or any portion of a drain at any time when there is no outstanding indebtedness or contract liability of its drainage district, to the city in which all or a portion of the drain is wholly located if the city approves the relinquishment and accepts jurisdiction and control of all or any portion of the drain by a duly adopted resolution by its governing body; and

WHEREAS, on _____, __, 2023, the Drain Commissioner issued an Order stating the intent of the Drain Commissioner to relinquish the portion of the Drain described and depicted in Exhibit B and to transfer jurisdiction and control to the City of Lansing; and

WHEREAS, in so doing will better serve public and private interests, including continued and proper operation, efficiency of administration, cost savings, and maintenance of the Drain, to provide storm water services for future development, health, convenience, welfare, and effective management of stormwater within the watershed, and other practical considerations.

NOW, THEREFORE, BE IT RESOLVED that, pursuant to Section 395 of the Drain Code, MCL 280.395, the City of Lansing hereby approves the relinquishment of the portion of the Bolter Drain and accepts jurisdiction and control from the Drain Commissioner to the City of Lansing of that portion of the Bolter Drain described and depicted in Exhibit B.

BE IT FURTHER RESOLVED that the City of Lansing will accept for assignment from the Drain Commissioner to the City of Lansing all drain easements and/or rights-of-way, including drainage structures and related appurtenances.

BE IT FINALLY RESOLVED that the Mayor is authorized to execute all necessary contracts and documents to effectuate the transfer of jurisdiction and control of the portion

of the Bolter Drain and acceptance for assignment from the Drain Commissioner to the City of Lansing all drain easements and/or rights-of-way, including drainage structures and related appurtenances, subject to prior approval as to content and form by the City Attorney.

EXHIBIT A



PATRICK E. LINDEMANN INGHAM COUNTY DRAIN COMMISSIONER BOLTER DRAIN PART OF SECTIONS 9 & 10, T3N, R2W, CITY OF LANSING, INGHAM COUNTY, MICHIGAN PART OF SECTIONS 15 & 16, T3N, R2W, DELHI TOWNSHIP, INGHAM COUNTY, MICHIGAN

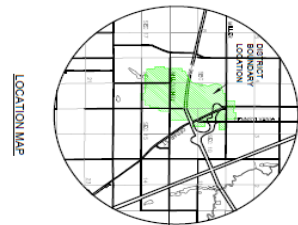
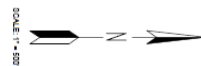
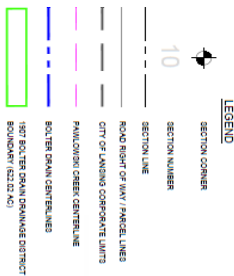
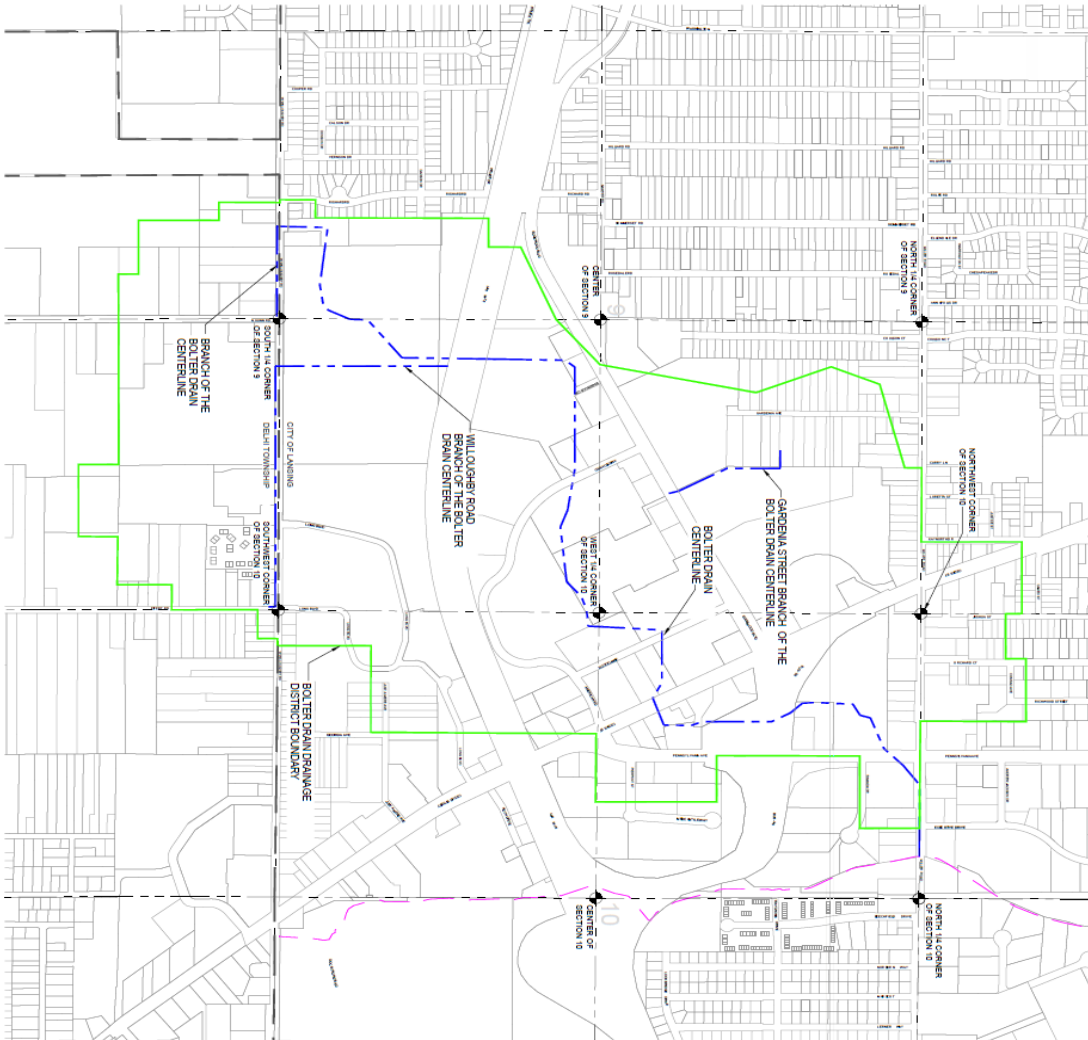


EXHIBIT A

1 OF 1

SHEET NO.
PROJECT NO.
22009

PATRICK E. LINDEMANN
INGHAM COUNTY DRAIN COMMISSIONER
BOLTER DRAIN ROUTE & COURSE
PART OF SECTIONS 9 & 10, T3N, R2W, CITY OF LANSING, INGHAM COUNTY, MICHIGAN
PART OF SECTIONS 15 & 16, T3N, R2W, DELHI TOWNSHIP, INGHAM COUNTY, MICHIGAN

Eng
Engineering & Surveying
www.engdot.com

4063 Grand Oak Drive Suite A109
Lansing, MI 48911
517.282.1100
18930 Robbins Road Suite 105
Grand Haven, MI 49417
616.743.7070
2311 East Beltline Avenue, Suite 201
Grand Rapids, MI 49506
616.743.3020

NO	REVISIONS	BY	DATE	Drawn By	Checked By
1		CAH	01/18/22		
2					
3					
4					

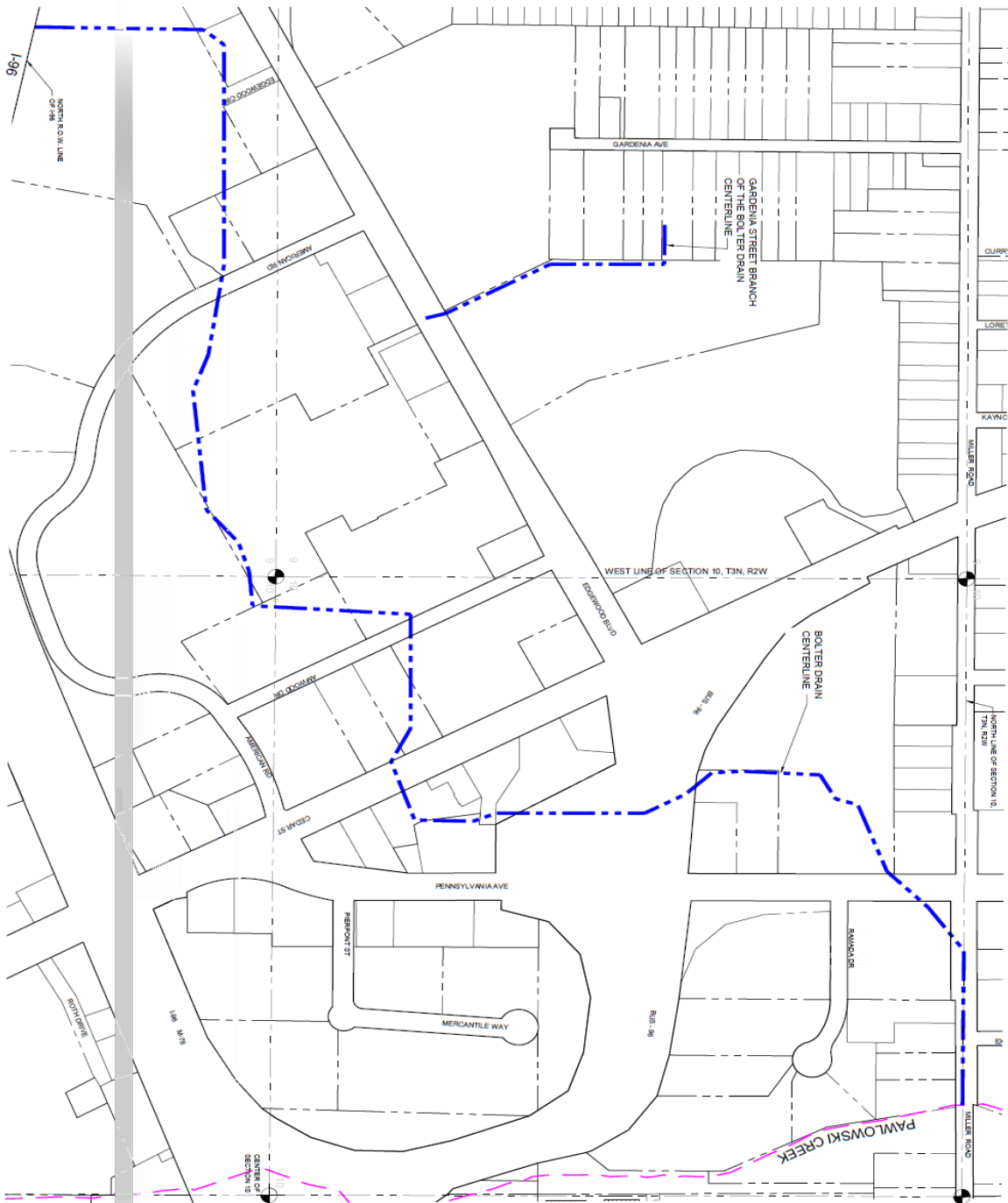
EXHIBIT B



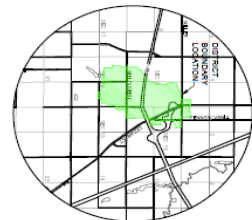
PATRICK E. LINDEMANN INGHAM COUNTY DRAIN COMMISSIONER

BOLTER DRAIN

PART OF SECTIONS 9 & 10, T3N, R2W, CITY OF LANSING, INGHAM COUNTY, MICHIGAN
PART OF SECTIONS 15 & 16, T3N, R2W, DELHI TOWNSHIP, INGHAM COUNTY, MICHIGAN



SCALE 1" = 200'



LOCATION MAP

LEGEND

- SECTION CORNER
- PAWLOWSKI CREEK CENTERLINE
- BOLTER DRAIN CENTERLINE
- TO BE RECONSTRUCTED
- ROAD RIGHT OF WAY
- PAWLOWSKI CREEK CENTERLINE
- BOLTER DRAIN CENTERLINE
- TO BE RECONSTRUCTED

EXHIBIT B

PATRICK E. LINDEMANN INGHAM COUNTY DRAIN COMMISSIONER

BOLTER DRAIN ROUTE & COURSE

PART OF SECTIONS 3, 4, 9 & 10, T3N, R2W, CITY OF LANSING, INGHAM COUNTY, MICHIGAN
PART OF SECTIONS 15 & 16, T3N, R2W, DELHI TOWNSHIP, INGHAM COUNTY, MICHIGAN

Eng
Engineering & Surveying
www.engdot.com

4063 Grand Oak Drive Suite A109
Lansing, MI 48211
517.486.7100
18900 Robbins Road Suite 105
Grand Haven, MI 49437
616.743.7070
2311 East Belknap Avenue, Suite 201
Grand Rapids, MI 49506
616.743.3020

NO	REVISIONS	BY	DATE
1	XX		11/2/18
2			
3			
4			
5			

1 of 1

SHEET NO.

22009

Resolution #2023-###

By the Committee _____
Resolved by the City Council of the City of Lansing

**RESOLUTION TO ACCEPT EASEMENTS FOR TRANSITION OF A PRIVATE
SANITARY SEWER TO A PUBLIC SANITARY SEWER TO COMPLY WITH MICHIGAN
PLUMBING CODE**

WHEREAS, the Public Service Department proposes to acquire easements through 6250 South Cedar Street and 501 East Edgewood Boulevard for the purpose of making public an existing private sanitary sewer, in compliance with Michigan Plumbing Code; and

WHEREAS, in 1985 the existing private sanitary sewer was constructed to City of Lansing standards and inspected by the City of Lansing (the "Sewer"), but remained a private sewer at that time because it served only one parcel; and

WHEREAS, the owners desire the Sewer to serve more than one parcel, which Michigan Plumbing Code requires that the Sewer be public; and

WHEREAS the properties are owned by Nikarach, LLC, A&C Investments of Central Michigan, LLC, Philip A Langlois, LLC, and Douglas Hoard, (collectively "Owners"); and

WHEREAS, the Owners intend to grant to the City easements for construction, use, operation, and maintenance of the Sewer; and

WHEREAS, the legal description of the easement through 6250 South Cedar Street is attached as Exhibit A; and

WHEREAS, the legal description of the easement through 501 East Edgewood Boulevard is attached as Exhibit B.

NOW THEREFORE BE IT RESOLVED, the Lansing City Council hereby approves the acceptance of easements for public sanitary sewer as legally described in Exhibits A and B from Owners, for the sum of \$1.00 (One and No/100 Dollars).

BE IT FINALLY RESOLVED, that the Mayor, on behalf of the City, is hereby authorized to sign and execute all documents to complete this acceptance, subject to prior approval as to content and form by the City Attorney.

Exhibit A

Sanitary sewer easement description for 6250 S. Cedar Street:

Land in the Northeast one-quarter of Section 09, Town 03 North, Range 02 West, City of Lansing, Ingham County, Michigan, described as Commencing at the East one-quarter corner of Section 09; thence North 00 degrees 25 minutes 30 seconds West 1251.49 feet along the East line of said Section 09, to a point on the North right of way line of Edgewood Boulevard; thence North 62 degrees 01 minutes 58 seconds East 317.22 feet along said North right of way line to a point on the Southwesterly right of way line of Cedar Street, said point also being the most Easterly corner of Lot 8, Kahres Farm Subdivision; thence North 85 degrees 19 minutes 11 seconds West 293.27 feet along the Easterly line of said Lot 8 to the Place of Beginning of this 30 foot wide easement; thence continuing North 85 degrees 19 minutes 09 seconds West 141.86 feet along the Easterly line of said Lot 8; thence North 00 degrees 02 minutes 17 seconds East 2.50 feet; thence North 86 degrees 31 minutes 08 seconds East 96.72 feet; thence North 28 degrees 20 minutes 32 seconds West 93.31 feet; thence North 08 degrees 52 minutes 24 seconds East 14.40 feet; thence North 81 degrees 07 minutes 32 seconds West 10.94 feet; thence North 28 degrees 20 minutes 32 seconds West 477.79 feet; thence North 61 degrees 39 minutes 28 seconds East 30.00 feet; thence South 28 degrees 20 minutes 32 seconds East 462.91 feet; thence South 81 degrees 07 minutes 32 seconds East 26.05 feet; thence South 08 degrees 52 minutes 24 seconds West 34.30 feet; thence South 28 degrees 20 minutes 32 seconds East 122.06 feet to the place of beginning of this easement.

Exhibit B

Sanitary sewer easement description for 501 E. Edgewood Blvd.:

Land in the Northeast one-quarter of Section 09, Town 03 North, Range 02 West, City of Lansing, Ingham County, Michigan, described as Commencing at the East one-quarter corner of Section 09; thence North 00 degrees 25 minutes 30 seconds West 1251.49 feet along the East line of said Section 09, to a point on the North right of way line of Edgewood Boulevard; thence North 62 degrees 01 minutes 58 seconds East 317.22 feet along said North right of way line to a point on the Southwesterly right of way line of Cedar Street, said point also being the most Easterly corner of Lot 8, Kahres Farm Subdivision; thence North 85 degrees 19 minutes 11 seconds West 293.27 feet along the Easterly line of said Lot 8 to the Place of Beginning of this 30 foot wide easement; thence South 28 degrees 20 minutes 32 seconds East 8.12 feet; thence South 86 degrees 31 minutes 08 seconds West 115.47 feet; thence South 00 degrees 02 minutes 17 seconds West 157.68 feet; thence South 08 degrees 29 minutes 52 seconds East 61.83 feet to said North line of Edgewood Boulevard; thence South 62 degrees 05 minutes 23 seconds West 31.81 feet along said North right of way line; thence North 08 degrees 29 minutes 52 seconds West 74.64 feet; thence North 00 degrees 02 minutes 17 seconds East 185.63 feet; thence South 85 degrees 19 minutes 09 seconds East 141.86 feet along the Easterly line of said Lot 8, to the place of beginning of this easement.

Resolution #2023-

By the Committee on _____
Resolved by the City Council of the City of Lansing

Sale of Vacant LBWL Property in Delhi Township

WHEREAS, Gregory and Mary Douglass ("Purchasers") requested to purchase a parcel of vacant land owned by Lansing Board of Water and Light ("LBWL") located in Delhi Township (the "Property"), adjacent to land presently owned by Purchasers; and

WHEREAS, the Property would be non-exclusive, would not impair any LBWL operations on the properties where the easement would be granted, and the properties are not needed to continue the operation of LBWL; and

WHEREAS, the Property was purchased with LBWL rate-payer funds in 1980, but is currently vacant, located in a flood zone, and not needed to continue the operation of the Board of Water and Light; and

WHEREAS, the LBWL Board of Commissioners, by Resolution 2023-05-03, voted to recommend that the Lansing City Council grant conveyance of the Property to Purchasers for \$5,000.00.

NOW, THEREFORE BE IT RESOLVED, that the Lansing City Council hereby approves sale of the Property, legally described as:

Lot 11 of Pine-Dell, a Subdivision on the NE ¼ of Section 11, T3N, R2W, Delhi Township, Ingham County, Michigan, said Plat recorded in Liber 25, on Pages 10 & 11 of Ingham County Plats.

To Gregory and Mary Douglass, for the sum of Five Thousand Dollars (\$5,000.00).

BE IT FURTHER RESOLVED, that upon closing of the sale, all the net proceeds from the transaction may be retained by LBWL for its operation.

BE IT FINALLY RESOLVED, that the Mayor, on behalf of the City, is hereby authorized to sign and execute all documents necessary to effectuate the aforementioned transaction(s), subject to their prior approval as to content and form by the City Attorney.

RESOLUTION 2023-05-03
Disposition of Real Property

RESOLVED, that the Board of Commissioners hereby recommends that Lansing City Council grant the conveyance of certain real property titled to and occupied and maintained by the Board of Water and Light ("BWL"), specifically described on Exhibit A ("Property"); and

FURTHER RESOLVED, the General Manager of the Board of Water and Light is authorized to execute all documents to effectuate this disposition of the Property grant once approved by the Lansing City Council.

Motion by Commissioner Semone James, **Seconded** by Commissioner Sandra Zerkle to approve the Resolution for the Disposition by Sale of Real Property at a Board meeting held on May 23, 2023.

Action: Motion Carried

Staff Comments: Greg and Mary Douglass own the parcel adjacent to the Property and have a license agreement with the BWL for an encroaching driveway and shed and they asked to purchase the Property. The Property is only .8 acres and is located in a flood zone, making it undesirable for develop. BWL has neither used nor does it intend to use the Property. An appraisal was obtained to assist in establishing the purchase price (\$5,000.00) and BWL has confirmed that neither the City of Lansing nor the Lansing School District has any need for the Property.

EXHIBIT A

LOT 11 OF PINE-DELL, A SUBDIVISION ON THE NE ¼ OF SECTION 11, T3N, R2W, DELHI TOWNSHIP, INGHAM COUNTY, MICHIGAN, SAID PLAT RECORDED IN L. 25 ON PAGES 10 & 11 OF INGHAM COUNTY PLATS.

Commonly known as v/l Pine Dell Drive, Lansing, Delhi Charter Township, Michigan

LANSING PUBLIC SAFETY PROJECT

MEMO TITLE:	Public Safety Project 2nd Quarterly Update
TO:	The City of Lansing
PRESENTED BY:	John McGraw - River Caddis Development
DATE:	June 19, 2023

PROJECT TEAM

Owner Representative: River Caddis Development

Construction Manager: Christman Company

Design Team: Hobbs and Black Architects | BKV Group

Dear Members of the Lansing City Council,

I hope this letter finds you well. As the representative of River Caddis Development for the City of Lansing's Public Safety Project, I am pleased to provide an update on the progress we have made over the second quarter of 2023. We are proud to report that the project remains within budget, and we have obtained sign-off from all departments for the project's program.

The second quarter was a busy one for the team with various activities and accomplishments. Our efforts focused on:

- Completion of contract negotiations.
- Conducting Courts facility tours on June 20, 2023.
- Initiating the kick-off meeting with the Lansing Board of Water and Light (LBWL) on June 14, 2023.
- Commencing Schematic Design efforts across all projects.
- Updating the Master Schedule in line with the start of Schematic Design.
- Fast-tracking the development of the LPD/LFD Storage Building bidding documents for the South Washington site.
- Finalizing the Commissioning RFP.
- Completing the site and environmental survey work for the South Washington site.
- Developing bid packages for hazardous materials removal and building demolition at the South Washington site.



LANSING PUBLIC SAFETY PROJECT

- Maintaining coordination efforts with LBWL and other utility providers.
- Awarding Geo-technical and Construction Testing work.
- Conducting geo-technical work at the South Washington site, Fire Station #2, and Fire Station #8 sites.
- Continuing planning meetings with the City IT department.
- Starting activities to vacate the SWOC buildings and site by the City.

Looking ahead to the 3rd quarter, our team will concentrate on the following:

- Completion of Schematic Design efforts.
- Issuing and Awarding the Commissioning RFP.
- Initiating Design Development efforts.
- Starting early bid package development for the CPSB (mass grading/utilities/foundations).
- Updating the Cost Model and the Master Schedule upon completion of Schematic Design.
- Issuing the LPD/LFD Storage Building at the South Washington site for contractor bidding.
- Awarding the bid packages for hazardous materials removal and building demolition at the South Washington site.
- Continuing planning meetings with LBWL, other utility providers, and the city IT department.
- Actively vacating the SWOC building and site by the city, except for the City Clerk's operations.

In conclusion, we continue to stand guided by our mission to enhance public safety through our development projects, all while honoring our commitment to fiscal responsibility and strategic efficiency. Our team is grateful for the unyielding support of the Lansing City Council, and we eagerly look forward to the progress we will make together in the coming quarter.

Thank you for your time, your trust, and your ongoing commitment to making Lansing a safer, more vibrant city for all. Please feel free to contact me with any questions or concerns you may have.





Andy Schor, Mayor

PUBLIC SERVICE DEPARTMENT

Wastewater Division

1625 Sunset Avenue

Lansing, Michigan 48917

(517) 483-4404

FAX: (517) 483-4536

<http://publicservice.cityoflansingmi.com/pubwater/>

July 14, 2023

Mr. Chris Swope
City Clerk
City Hall
Lansing, Michigan

RE: Board of Public Service: Budget Priorities Resolution for FY 2024/25

Dear Mr. Swope:

The attached resolution was adopted at the Board of Public Service meeting held July 13, 2023.

Please place on the Council Agenda.

Please let me know if you have any questions.

Respectfully submitted,

Janette Tate
Recording Secretary

Attachment

LANSING BOARD OF PUBLIC SERVICE BUDGET PRIORITIES RESOLUTION

JULY 13, 2023

RESOLVED, recognizing the financial challenges facing the City of Lansing (“City”) and its Public Service Department (“Department”), including the Department’s obligations to comply with numerous mandates (including unfunded mandates) the Lansing Board of Public Service supports the efforts of the Department.

RESOLVED, the Board of Public Service supports and recommends the following budget priorities to the Lansing City Council for consideration with Council's Budget Policies and Priorities for the Fiscal Year July 1, 2024–June 30, 2025:

1. Increase general fund support for implementation of the City's Street System Asset Management Plan, with a priority placed on reconstructing and preserving neighborhood streets, especially in those areas of the city which have been historically underserved. We encourage the Department to continue utilizing new and innovative ways to extend the life of our existing streets;
2. Maintain and expand funding for sidewalk repairs and right-of-way maintenance and improvement, with a priority placed on underserved areas; this should all be done while keeping safety a priority for Lansing residents and visitors, and meeting or exceeding the compliance with the Americans with Disabilities Act;
3. Maintain and expand funding to update and improve the fleet of city vehicles, with specific priority for the Department;
4. Establish Lansing as a leader in water quality, including PFAS regulation, testing, monitoring enforcement and reducing other forms of water pollution in the city, through maintaining and increasing funding for educational and training purposes, and working with relevant federal, state, county and local governments, and non-government organizations;
5. Expand opportunities for multi-family residential and business recycling;
6. Follow recommendations (to the greatest extent feasible) of the energy audit of all facilities and properties to save on energy and cut costs by replacing wasteful devices with ones that are energy efficient and reduce the carbon footprint of the City of Lansing.

RESOLVED, as the Department generates savings through improved efficiencies in service delivery and other areas, these savings should be maintained within the Department.

To: City of Lansing

JUN26'23 1PMCLERK

My Name Michael ARAFAT
From AFT Realty I Need To
appeal ~~THIS~~ Claim 3700 Waverly RD
claim 19-11

Michael. ARAFAT 6.26.2023
248-736-8900



City of Lansing

OFFICE OF THE CITY ATTORNEY

James D. Smiertka, City Attorney

May 26, 2023

AFT Realty LLC
4480 Cranbrook Trail
Orchard Lake, MI 48323

Re: Claim – 3700 Waverly Rd.

Dear AFT Realty LLC:

Please be advised that the Claims Review Committee reviewed the claim you submitted in the amount of \$810.20 for a board up violation for property located at 3700 Waverly Rd., Lansing, Michigan, and denied the claims you filed with the City of Lansing.

You do have the right to appeal the decision of the Claims Review Committee to the Lansing City Council. If you desire to do so, please submit your appeal in writing, within thirty (30) days of the date of this letter, to the Lansing City Clerk, 9th Floor, City Hall, Lansing, MI 48933, for placement on the Council's agenda.

If you have any questions concerning this matter, please contact this office.

Sincerely,

Venus Kumar

Venus Kumar
Paralegal

Claim: 1941



City of Lansing

OFFICE OF THE CITY ATTORNEY

James D. Smiertka, City Attorney

May 26, 2023

AFT Realty LLC
4480 Cranbrook Trail
Orchard Lake, MI 48323

Re: Claim – 3700 Waverly Rd.

Dear AFT Realty LLC:

Please be advised that the Claims Review Committee reviewed the claim you submitted in the amount of \$810.20 for a board up violation for property located at 3700 Waverly Rd., Lansing, Michigan, and denied the claims you filed with the City of Lansing.

You do have the right to appeal the decision of the Claims Review Committee to the Lansing City Council. If you desire to do so, please submit your appeal in writing, within thirty (30) days of the date of this letter, to the Lansing City Clerk, 9th Floor, City Hall, Lansing, MI 48933, for placement on the Council's agenda.

If you have any questions concerning this matter, please contact this office.

Sincerely,

Venus Kumar

Venus Kumar
Paralegal

Claim: 1941



City of Lansing

OFFICE OF THE CITY ATTORNEY

James D. Smiertka, City Attorney

May 5, 2023

AFT Realty LLC
4480 Cranbrook Trail
Orchard Lake, MI 48323-1500

Re: Claims Review Committee
Claim for: 3700 S. Waverly Road

Dear AFT Realty LLC:

Please be advised that your claim is scheduled to be heard by the Claims Review Committee. The Committee is scheduled to hear your claim at **9:15 a.m. on May 25, 2023 via ZOOM audio/video call.**

Please be sure that you are either the registered Owner or the registered Taxpayer of the property. Land Contract owners **must** present a copy of the land contract that has been recorded with the register of deeds, to this office **prior** to the hearing. If the property is owned by an LLC or other business entity, you **must** provide documentation demonstrating such or the Claims Review Committee will not be able to hear your claim. You may also appoint an attorney to appear on your behalf. **If you are not the registered Owner or registered Taxpayer of the property, please make arrangements for that person to attend this meeting with you otherwise your claim will not be heard.**

If you are not able to attend on your scheduled day and time, please contact the Office of the City Attorney to reschedule. If you do not attend this meeting and you do not call prior to the meeting to reschedule, your claim will be heard and a determination will be made based on the information in this packet.

As mentioned, the committee will meet via **ZOOM audio/video call** and can be accessed electronically using the Zoom meeting website. Please log onto zoom.us and click on **Join a Meeting**, enter the **Meeting ID: 837 1074 3914 and Passcode: 933207** or dial in by calling **1-646-558-8656** using the same Meeting ID and Passcode. If you have technical difficulties, please contact 517-483-4320.

Sincerely,

Venus Kumar

Venus Kumar
Paralegal

Claim No: **1941**



STATE OF MICHIGAN

GRETCHEN WHITMER
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

Thursday, July 20, 2023

Mark J. Burzych, Attorney
C/O DoorDash Essentials, LLC (A Delaware Limited Liability Company)
mburzych@fsbriaw.com

RID # RQ-2306-06932 **Reference/Transaction:** Transfer ownership 2023 SDD license only from R&C Cushing LLC; Transfer location from 103 E. Grand River Rd, Webberville to 3315 E. Michigan Ave, Suite 8, Lansing, to be held with SDM license; Transfer governmental unit under MCL 436.1531(18) from Webberville Village to Lansing City

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: DoorDash Essentials, LLC (A Delaware Limited Liability Company)

Business address and phone number: 3315 E Michigan Ave Ste 8, Lansing, MI 48912

Home address and phone number of partner(s)/subordinates:

DoorDash Essentials HoldCo, Inc., 303 2nd St, South Tower, Suite 800, San Francisco, CA, 94107, P: 732-439-0242

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Lansing District Office (517) 284-6330

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. **Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.**

Since this request is a transfer under MCL 436.1529(1), approval of the local unit of government is not required. However, a copy of this notice is also being provided to **Local Governmental Unit** should they wish to submit an opinion on the application or advise of any local non-compliance issues.

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

SR

cc: DoorDash Essentials, LLC (A Delaware Limited Liability Company): dashmart-alcohol@doordash.com
R&C Cushing LLC: robertcushing20@comcast.net
Lansing City: city.clerk@lansingmi.gov

MICHIGAN LIQUOR CONTROL COMMISSION
KRISTIN BELTZER, CHAIR
525 W. Allegan St. • P.O. BOX 30005 • LANSING, MICHIGAN 48909
www.michigan.gov/lcc • 866-813-0011

Dear President Carol Wood,

JUL 7'23 2PMCLERK

Good afternoon. *I am writing regarding the properties at 940 Maryland and 100 West Hodge. Between February and May 2023, over \$12,000.00 has been paid towards taxes for 100 West Hodge. Initially, when approximately \$6,000.00 was paid, we were asked to pay an additional \$5,598.93 for the certificate to be issued.* However, after the payment was made, we were informed that the certificate would not be issued until all taxes are fully paid. *For 940 Maryland, \$5,300.00 was paid in March 2023.*

We want to clarify that we are not intentionally avoiding tax payments. *This year, between January and March 2023, we have already paid a minimum of \$90,000.00 towards property taxes, in addition to over \$40,000.00 spent on bringing houses up to code and addressing correction notices and red-tagged properties.* The impact of the pandemic has affected everyone, and the rental income is insufficient to cover these tax payments. We are also spending a minimum of \$6,000.00 per week on utilities and repair costs for many vacant properties. We are in need of assistance, as many tenants have left, some owing more than \$10,000.00. Due to the backlog of civil cases in court, it takes several months to evict tenants, and some tenants are taking advantage of this situation.

We are committed to making a minimum monthly payment of \$2,500.00 towards these properties to avoid red-tagging and the displacement of tenants. If granted, we anticipate catching up on the taxes within the next 14 months.

If this request is approved, our goal is to bring all tax payments up to date within the next 13 months. This will enable us to promptly address red-tagged properties, contributing to the reduction of homelessness in our city. We will be happy to provide monthly receipts of payment towards property taxes as updates.

We kindly request that you consider our request. The sudden impact of the pandemic has affected small businesses, and if measures such as the suspension of certificate issuance are implemented, landlords should be notified in advance, allowing them to prepare themselves and their tenants. If the requirement to issue certificates is maintained, a one-year certificate or a payment plan could be considered. If a property meets all code requirements and the landlord is making regular payments, it would be beneficial to the city and the community. Red-tagging properties due to back taxes results in tenant homelessness or overcrowding with other families, which creates additional burdens for the city.

In my opinion, if the law must still be upheld, consideration should be given to those making efforts. For instance, a payment of over \$110,000.00 within four months demonstrates an effort that should be encouraged, and more payments are on the way.

My specific request is as follows:

- 100 W Hodge: 4 months for payment arrangement
- 940 Maryland: 5 months for payment arrangement
- 1146 Farrand Street: 5 months for payment arrangement
- 316 Isbell Street: 2 months for payment arrangement

Payments will be made monthly until the property taxes are fully paid off.

Thank you for your attention to this matter.

Sincerely,
Christian Nwobu

July 10, 2023

Michigan Municipal League Annual Meeting Notice

(Please present at the next Council, Commission or Board Meeting)

Dear Official:

The Michigan Municipal League Annual Convention will be held in Traverse City, October 18-20, 2023. The League's "**Annual Meeting**" is scheduled for 4:30 pm on Wednesday, October 18 in Governors' Hall A at the Grand Traverse Resort & Spa. The meeting will be held for the following purposes:

1. Election of Trustees. To elect five members of the Board of Trustees for terms of four years each (see #1 on page 2).
2. Policy. A) **To vote on the Core Legislative Principles document.**

In regard to the proposed League Core Legislative Principles, the document is available on the League website at <https://mml.org/resources-research/delegate/>. If you would like to receive a copy of the proposed principles by fax, please call Monica Druks at the League at 800-653-2483.

B) If the League Board of Trustees has presented any resolutions to the membership, they also will be voted on. (See #2 on page 2.)

In regard to resolutions, member municipalities planning on submitting resolutions for consideration by the League Trustees are reminded that under the Bylaws, they must be submitted to the Trustees for their review by **September 18, 2023.**

3. Other Business. To transact such other business as may properly come before the meeting.

Designation of Voting Delegates

Pursuant to the provisions of the League Bylaws, you are requested to designate by action of your governing body one of your officials who will be in attendance at the Convention as your official representative to cast the vote of the municipality at the Annual Meeting, and, if possible, to designate one other official to serve as alternate. Please submit this information through the League website by visiting <https://mml.org/resources-research/delegate/> **no later than September 18, 2023.**

We love where you live.



Regarding the designation of an official representative of the member to the annual meeting, please note the following section of the League Bylaws:

"Section 4.4 - Votes of Members. Each member shall be equally privileged with all other members in its voice and vote in the election of officers and upon any proposition presented for discussion or decision at any meeting of the members. Honorary Members shall be entitled to participate in the discussion of any question, but such members shall not be entitled to vote. The vote of each member shall be cast by its official representative attending the meeting at which an election of officers or a decision on any proposition shall take place. Each member shall, by action of its governing body prior to the annual meeting or any special meeting, appoint one official of such member as its principal official representative to cast the vote of the member at such meeting, and may appoint one official as its alternate official representative to serve in the absence or inability to act of the principal representative."

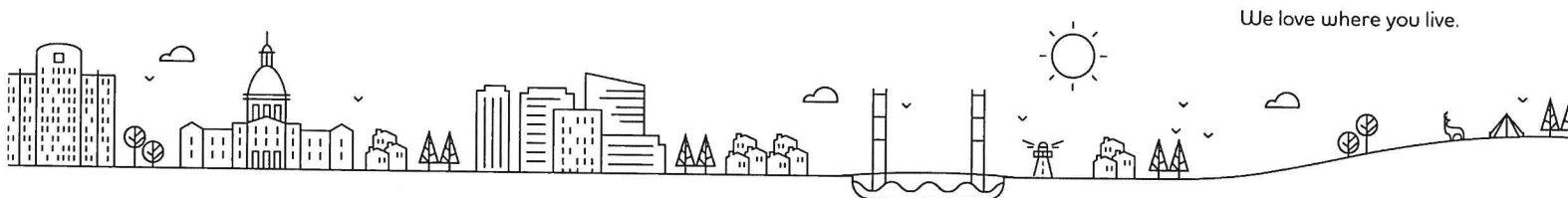
1. Election of Trustees

Regarding election of Trustees, under Section 5.3 of the League Bylaws, five members of the Board of Trustees will be elected at the annual meeting for a term of four years. The regulations of the Board of Trustees require the Nominations Committee to complete its recommendations and post the names of the nominees for the Board of Trustees on a board at the registration desk at least four hours before the hour of the business meeting.

2. Statements of Policy and Resolutions

Regarding consideration of resolutions and statements of policy, under Section 4.5 of the League Bylaws, the Board of Trustees acts as the Resolutions Committee, and "no resolution or motion, except procedural and incidental matters having to do with business properly before the annual meeting or pertaining to the conduct of the meeting, shall be considered at the annual meeting unless it is either (1) submitted to the meeting by the Board of Trustees, or (2) submitted in writing to the Board of Trustees by resolution of the governing body of a member at least thirty (30) days preceding the date of the annual meeting." Thus, the deadline this year for the League to receive resolutions is **September 18, 2023**. Please submit resolutions to the attention of Daniel P. Gilmartin, Executive Director/CEO at 1675 Green Rd., Ann Arbor, MI 48105. **Any resolution submitted by a member municipality will go to the League Board of Trustees, serving as the resolutions committee under the Bylaws, which may present it to the membership at the Annual Meeting or refer it to the appropriate policy committee for additional action.**

Further, "Every proposed resolution submitted to the Board of Trustees by a member shall be stated in clear and concise language and shall be accompanied by a statement setting forth the reasons for recommending the proposed resolution. The Board shall consider the proposal at a Board meeting prior to the next annual meeting and, after consideration, shall make a recommendation as to the advisability of adopting each such resolution or a modification thereof.



3. Posting of Proposed Resolutions and Core Legislative Principles

The proposed Michigan Municipal League Core Legislative Principles and any new proposed Resolutions recommended by the Board of Trustees for adoption by the membership will be available on the League website, or at the League registration desk to permit governing bodies of member communities to have an opportunity to review such proposals and delegate to their voting representative the responsibility for expressing the official point of view of the member at the Annual Meeting.

The Board of Trustees will meet on Tuesday, October 17, 2023 at the Grand Traverse Resort & Spa for the purpose of considering such other matters as may be requested by the membership, in addition to other agenda items.

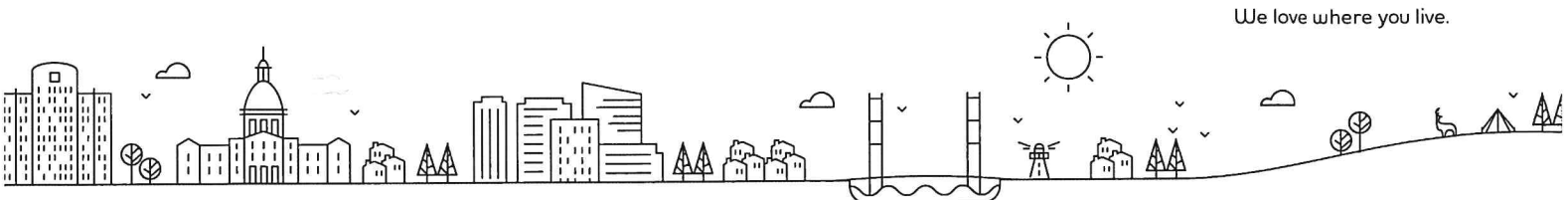
Sincerely,



Barbara Ziarko
President
Councilmember, City of Sterling Heights



Daniel P. Gilmartin
Executive Director & CEO



We love where you live.

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Public Comment on City Government Matters Registration

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Topic(s) to be addressed misc

Name (print) Loretta Stanaway E-Mail (optional) soswape@aol.com

Address (street, city, zip) 546 Armstrong Rd

Company or organization represented, etc. (if applicable) _____

Signature L Stanaway

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Thank you for your involvement and interest in our City,
Chris Swope, Lansing City Clerk, MiPMC / MMC

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Topic(s) to be addressed

Name (print)

E-Mail (optional)

Address (street, city, zip)

Company or organization represented, etc. (if applicable)

Signature

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Topic(s) to be addressed City Matters

Name (print) Sten Shuck E-Mail (optional) _____

Address (street, city, zip) 818 Cooper ave

Company or organization represented, etc. (if applicable) _____

Signature [Handwritten Signature]

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Topic(s) to be addressed Fair Chance Housing
Name (print) Candy Rice E-Mail (optional) ricemcpl@live.com
Address (street, city, zip) 509 E. Edgewood #214, Lansing 48911
Company or organization represented, etc. (if applicable) myself
Signature Candy Rice

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Topic(s) to be addressed Ethics

Name (print) Erica Lynn E-Mail (optional) _____

Address (street, city, zip) _____

Company or organization represented, etc. (if applicable) _____

Signature E. Lynn

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Topic(s) to be addressed _____

Name (print) Mike Lynn E-Mail (optional) _____

Address (street, city, zip) _____

Company or organization represented, etc. (if applicable) _____

Signature [Signature]

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Topic(s) to be addressed CITY MATTERS

Name (print) Jody Washington E-Mail (optional) _____

Address (street, city, zip) Lansing

Company or organization represented, etc. (if applicable) _____

Signature _____

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Topic(s) to be addressed Pledge of Allegiance

Name (print) William E-Mail (optional) _____

Address (street, city, zip) 744 N MLK

Company or organization represented, etc. (if applicable) _____

Signature [Signature]

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