

**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 22, 2019

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 on Monday, July 22, 2019 at 7:00 p.m. at the Tony Benavides Lansing City Council Chambers, 10th Floor, City Hall.

I. ROLL CALL

II. MEDITATION AND PLEDGE OF ALLEGIANCE

III. READING AND APPROVAL OF PRINTED COUNCIL PROCEEDINGS

Approval of the Printed Council Proceedings of June 24, 2019 and July 8, 2019

IV. 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.)

V. TABLED ITEMS

VI. SPECIAL CEREMONIES

1. Tribute; in recognition of the 165th Anniversary of the Ingham County Agricultural Society and Ingham County Fair (PEND-958)

VII. COMMENTS BY COUNCIL MEMBERS AND CITY CLERK

VIII. COMMUNITY EVENT ANNOUNCEMENTS (Time, place, purpose, or definition of event – 1 minute limit)

IX. SPEAKER REGISTRATION FOR PUBLIC COMMENT ON LEGISLATIVE MATTERS

X. MAYOR'S COMMENTS

XI. SHOW CAUSE HEARINGS

XII. 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.)

A. SCHEDULED PUBLIC HEARINGS

1. In consideration of permanent zoning of newly annexed properties on S. Waverly Road and Jolly Road (PEND-905)
2. In consideration of Obsolete Property Rehabilitation Act (OPRA) District; Summit Street Development, LLC. for property located at 700 May St. (PEND-940, 941)

XIII. COUNCIL CONSIDERATION OF LEGISLATIVE MATTERS

A. REFERRAL OF PUBLIC HEARINGS

B. CONSENT AGENDA

1. BY COUNCIL MEMBERS DUNBAR, GARZA, HUSSAIN, JACKSON, SPADAFOR, SPITZLEY, WASHINGTON, WOOD
 - a. Tribute; in recognition of the 165th Anniversary of the Ingham County Agricultural Society and Ingham County Fair (PEND-958)
2. BY THE COMMITTEE ON GENERAL SERVICES
 - a. Claim Disposition; Claim #1679, Faitha Clark for \$744 in trash fees at 811 N. Jenison Ave. (PEND-935)
3. BY THE COMMITTEE ON PUBLIC SAFETY
 - a. Orders to Make Safe or Demolish; 3005 Herrick Drive (PEND-880, 881)
 - b. Orders to Make Safe or Demolish; 410 S. Francis (PEND-882, 883)
 - c. Setting a Show Cause Hearing in consideration of Orders to Make Safe or Demolish; 5624 Joshua (PEND-949)
4. BY THE COMMITTEE ON PUBLIC SERVICES
 - a. Special Assessment; Snow and Ice Removal Assessment, Winter 2018-2019 (PEND-897)

C. RESOLUTIONS FOR ACTION

D. REPORTS FROM COUNCIL COMMITTEES

E. ORDINANCES FOR INTRODUCTION and Setting of Public Hearings

F. ORDINANCES FOR PASSAGE

1. BY THE COMMITTEE ON PUBLIC SAFETY

- a. Amend Chapter 664, Section 664.01; to make violation of subsection (c), which prohibits language that would tend to cause an immediate breach of the peace, a municipal civil infraction (PEND-928)
- b. Amend Chapter 658, Section 658.04; to clarify the places where crowding, obstructing or blocking of passage is prohibited; and providing for warning by a law enforcement officer to cease such behavior (PEND-930)
- c. Amend the telephone harassment ordinance in its entirety, Chapter 658, Section 658.05, by defining and regulating the conduct of telecommunications access device harassment, and to provide penalties thereof (PEND-932)

2. BY THE COMMITTEE ON PUBLIC SERVICES

- a. Amend Chapter 606, Section 606.03 to require signs or advertisements on sales and auctions to include contact information (PEND-934)

XIV. SPEAKER REGISTRATION FOR PUBLIC COMMENT ON CITY GOVERNMENT RELATED MATTERS

XV. 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)

A. REPORTS FROM CITY OFFICERS, BOARDS, AND COMMISSIONS

- 1. Letter(s) from the City Clerk re:
 - a. Minutes of Boards, Commissions, and Authorities placed on file in the Clerk's Office
 - b. Liquor License; Bar Mitena, LLC to transfer ownership of an escrowed 2018 Class C licensed business with Dance-Entertainment Permit from Tini Bikinis-Lansing, LLC; transfer location from 511 E Hazel, Lansing; cancel existing Outdoor Service and request new Sunday Sales Permit (PEND-961)
- 2. Letter(s) from the Mayor re:
 - a. Sole Source Purchase; Lansing Police Department request for Transcend Robotics Inc. as the vendor for the purchase of the Vantage F3 Robot

- b. Sole Source Purchase; Public Service Department, Engineering Division request for C2AE Engineering Services as the vendor for the purchase of Consultant for Scoping, Survey, Hydraulic Modeling and Monitoring of the Culvert and Construction Services for Culvert Replacement
 - c. Sole Source Purchase; Economic, Development and Planning – Parking Services Office request for Traffic and Safety Control Systems Inc. as the vendor for the purchase of TIBA Parking Entry and Exit Management Solutions
 - d. Grant Acceptance; 2018 Notice of Funding Availability (NOFA) Grant (PEND-952)
 - e. Grant Acceptance; Fratcher Foundation Perpetual Grant (PEND-953)
 - f. Z-5-2019; 521 W. Hillsdale Street from “DM-4” Residential District to “D-1” Professional Office District (PEND-954, 955)
 - g. Brownfield Plan #76; Farnum Building Redevelopment Project at 123 West Allegan Street (PEND-956, 957)
 - h. Ordinance to amend Chapter 1300; Medical Marihuana Establishments (PEND-962)
3. Letter(s) from the Ingham County/City of Lansing Community Corrections Advisory Board re:
- a. Application for FY 2019-2020 State of Michigan, Office of Community Corrections Funding & Plan

B. COMMUNICATIONS AND PETITIONS, AND OTHER CITY RELATED MATTERS

- 1. Communication from State of Michigan Department of Treasury regarding the Tax Management Associates’ (TMA) performance of Follow-Up Reviews of the Lansing’s 2019 assessment roll
- 2. Communication from Michigan Municipal League regarding the Michigan Municipal League Annual Convention
- 3. Claim Appeal; Claim #1673, Garrett Smith for \$1,709 in trash violation fees at 2515 Linlawn Street (PEND-950)
- 4. Claim Appeal; Claim #1713, Douglas Glockzin for \$3,875 in trash violation fees at 130 Island Avenue (PEND-959)

XVI. MOTION OF EXCUSED ABSENCE

XVII. REMARKS BY COUNCIL MEMBERS

XVIII. REMARKS BY THE MAYOR OR EXECUTIVE ASSISTANT

XIX. 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.)

XX. 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 (TDD (517) 483-4479). 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

**CITY OF LANSING
NOTICE OF PUBLIC HEARING**

**Northwest Corner, Jolly Road & S. Waverly Road
(11097 Jolly Hwy. & 4820, 4848, 4880, 4902, 5030, 5050 & 5058 S. Waverly Road)**

The Lansing City Council will hold a public hearing on Monday, July 22, 2019, at 7:00 p.m., in Council Chambers, 10th Floor, Lansing City Hall, 124 W. Michigan Avenue, Lansing, Michigan regarding the future zoning designations of the 8 parcels of land (11 acres) located at the northwest corner of Jolly Road and S. Waverly Road that were recently annexed into the City of Lansing from Delta Township.

For more information, please call 517-483-4177. If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email city.clerk@lansingmi.gov.

Chris Swope, Lansing City Clerk, MMC/CMMC

www.lansingmi.gov/Clerk

www.facebook.com/LansingClerkSwope

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 1246.02 OF THE CODE OF ORDINANCES.

The City of Lansing ordains:

Section 1. That the district maps adopted by and incorporated as Section 1246.02 of the Code of Ordinances of the City of Lansing, Michigan be amended to provide as follows:

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

Parcel Number: 23-50-40-36-400-236
Address: 11907 Jolly Highway
Legal Descriptions: Commencing 433 Feet West of the Southeast Corner of Section 36; West 147.8 Feet; North 825 Feet; East 147.8 Feet; South 825 Feet to the point of beginning, Section 36, T4N, R3W to the "A" Residential District.

Parcel Number: 23-50-40-36-400-250
Address: 4820 S. Waverly Road
Legal Descriptions: Commencing 750 Feet North of the Southeast corner of Section 36; West 211.2 Feet; North 75 Feet; East 211.2 Feet; South 75 Feet to the point of beginning, Section 36, T4N, R3W from "F" Commercial district to "E-2" Local Shopping District.

Parcel Number: 23-50-40-36-400-260
Address: 4848 S. Waverly Road
Legal Descriptions: Commencing 625 Feet North of the Southeast corner of Section 36; West 211.2 Feet; North 125 Feet; East 211.2 Feet; South 125 Feet to the point of beginning, Section 36, T4N, R3W from "F" Commercial district to "E-2" Local Shopping District.

Parcel Number: 23-50-40-36-400-270
Address: 4880 S. Waverly Road
Legal Descriptions: Commencing 475 Feet North of the Southeast corner of Section 36; North 150 Feet, West 211.2 Feet; North 200 Feet, West 221.8 Feet, South 350 Feet, East 433 Feet to the point of beginning, Section 36, T4N, R3W from "F" Commercial district to "E-2" Local Shopping District.

Parcel Number: 23-50-40-36-400-297
Address: 4902 S. Waverly Road
Legal Descriptions: Commencing 300 Feet North of the Southeast corner of Section 36; North 175 Feet, West 433 Feet; South 175 Feet, East 433 Feet to the point of beginning, Section 36, T4N, R3W from "F" Commercial district to "E-2" Local Shopping District.

Parcel Number: 23-50-40-36-400-300
Address: 5030 S. Waverly Road
Legal Descriptions: Commencing on the East Section line 241.5 Feet North of the Southeast corner of Section 36; North 58.5 Feet, West 433 Feet; South 58.5 Feet, East 433 Feet to the point of beginning, Section 36, T4N, R3W from "F" Commercial district to "E-2" Local Shopping District.

Parcel Number: 23-50-40-36-400-310
Address: 5050 S. Waverly Road
Legal Descriptions: Commencing on the East Section line 183 Feet North of the Southeast corner of Section 36; North 58.5 Feet, West 433 Feet; South 58.5 Feet, East 433 Feet to the point of beginning, Section 36, T4N, R3W from "F" Commercial district to "E-2" Local Shopping District.

Parcel Number: 23-50-40-36-400-320
Address: 5058 S. Waverly Road
Legal Descriptions: Commencing at the Southeast corner of Section 36, West 433 Feet; North 183 Feet, East 433 Feet, South 183 Feet to the point of beginning, Section 36, T4N, R3W from "F" Commercial district to "E-2" Local Shopping District.

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 _____, 2019, 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.

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



Andy Schor, Mayor

Planning and Zoning Office
316 N. Capitol Avenue, Suite D-1
Lansing, Michigan 48933
PH: 517.483.4060 – FAX: 517.483.6036
www.lansingmi.gov

May 17, 2019

The Planning Board voted unanimously to recommend “A” Residential zoning for the property at 11097 Jolly Highway and “E-2” Local Shopping District zoning for the properties at 4820, 4848, 4880, 4902, 5030, 5050 & 5058 S. Waverly Road.

Zoning of Annexed Properties

11097 Jolly Hwy. & 4820, 4848, 4880, 4902, 5030, 5050 & 5058 S. Waverly Road

Location & Use

On November 6, 2018, 8 contiguous parcels of land located at the northwest corner of S. Waverly Road & Jolly Highway were annexed into the City of Lansing from Delta Township. There is a single family residential dwelling on the property at 11907 Jolly Highway. The other 7 parcels, all of which have frontage on S. Waverly Road, are being used for various commercial purposes as follows:

4820 S. Waverly Road: Quicky convenience store
4848 S. Waverly Road: Vacant multi-tenant commercial building
4880 S. Waverly Road: Vacant commercial building
4902 S. Waverly Road: Vacant restaurant building
5030 S. Waverly Road: Savemore Meat & Dairy Market
5050 S. Waverly Road: Vacant commercial building
5058 S. Waverly Road: Family Dollar retail store

Zoning Ordinance Provisions

Section 1246.03 of the City of Lansing Zoning Ordinance describes the procedures for zoning land that has been annexed into the City:

- (a) All territory which is annexed to the City shall be given an interim zoning by the Planning Division with a district enumerated in Section 1246.01, which most closely resembles the zoning which the territory maintained prior to annexation. Such interim zoning shall only be in effect until the rezoning pursuant to subsection (b) hereof is completed.
- (b) The Planning Board shall, within 180 days after the territory is annexed, and pursuant to the procedures described in Section 1240.04, review and recommend to Council the appropriate zoning of the territory, with consideration being given to the existing land use and the land use policies of the Comprehensive Plan. This section shall not preclude a person from at any time seeking a boundary amendment pursuant to Section 1240.04.

All of the above-referenced properties were zoned commercial under the Delta Township Zoning Ordinance except for 11907 Jolly Highway which was zoned "Very Low Density Residential". Pursuant to paragraph (a) above, the interim zoning for 11907 Jolly Highway is "A" Residential. The other 7 parcels have an interim zoning classification of "F" Commercial. These are the zoning designations in the City that most closely match the zoning that the subject properties had when they were located in Delta Township.

Master Plan Designation

The City of Lansing Master Plan designates the Jolly/Waverly intersection for "Neighborhood Mixed-Use Center" land use. The Plan describes the purpose of this designation as:

"To encourage the location of convenience retail and services within walking distance of neighborhoods."

The Plan lists the following as typical uses for this designation:

"Retail, personal services, office, live-work and residential. Automobile-oriented uses not permitted."

The City's Master Plan is not parcel specific and does not cover the entire area that was annexed into the City as it was in Delta Township at the time that the Plan was written. Based on the future land use map pattern for the area, however, it appears that the intent is to designate the commercial properties at or near the Jolly/Waverly intersection for Neighborhood Mixed-Use Center land use but not to extend this designation/future land use into the adjoining residential areas.

Zoning Designations

The interim zoning designation of "A" Residential for the single family residential property at 11907 Jolly Highway is appropriate and should be made permanent. The property contains a single family residential dwelling which is a use that is permitted by right in the "A" Residential zoning district.

The interim zoning of the commercial properties is "F" Commercial as that is the zoning designation that most closely matches the zoning of the properties when they were in Delta Township. As depicted on the attached zoning map, the properties at the southeast and southwest corners of the Jolly/Waverly intersection are zoned "F"

Commercial. The property at the northeast corner of the intersection is zoned “E-2” Local Shopping district. The Zoning Ordinance describes the intent of the 2 zoning districts as follows:

“E-2” Local Shopping District: “The intent of the E-2 Local Shopping District is to provide convenience retail stores.”

“F” Commercial District: “The intent of the F and F-1 Commercial Districts is to allow general retail commercial uses.”

The “E-2” zoning district permits “convenience” retail stores which are the type of stores that draw their customer base from a relatively small geographic area surrounding the business. The “F” Commercial district, by contrast, permits uses such as vehicles sales, theaters, medical marijuana dispensaries, motels/hotels and “comparison” retail stores that draw their customer base from a much larger geographic area. A Rite Aid pharmacy, for example, is a “convenience” retail store whereas, a Target store is a comparison retail store. It is unlikely that someone would travel from north Lansing to shop at a Rite Aid pharmacy on S. Waverly Road as there would be a more convenient pharmacy located much closer to the customer’s location of origin. It is likely, however, that someone would travel from north Lansing to visit the Target store on Edgewood Blvd. as one can obtain merchandise from Target that are not necessarily available from stores closer to their location of origin. All of the existing businesses located within the annexed area would be permitted by right in the “F” Commercial district and since they are all “convenience” type uses, they would also be permitted by right in the “E-2” Local Shopping district.

Based on the following findings, the “A” Residential zoning, which is the interim zoning designation, is the most appropriate zoning for the property at 11907 Jolly Highway:

- * The “A” Residential zoning is consistent with the “very low density residential” zoning designation that the property had while it was located in Delta Township.
- * The subject property contains a single family residential dwelling which is a use that is permitted by right in the “A” Residential zoning district and therefore, the use will conform to the zoning district in which it will be located.

The two zoning designations that merit consideration by the Planning Board for the zoning of the properties at 4820, 4848, 4880, 4902, 5030, 5050 & 5058 S. Waverly Road are the “E-2” Local Shopping district and the “F” Commercial district. The following findings are offered for the Board to take under advisement in making its recommendation to the City Council on the zoning of these properties:

- * The “F” Commercial district has been assigned as the interim zoning designation of the properties as it is the zoning that most closely matches the zoning that the properties had in Delta Township prior to annexation into the City.
- * The uses currently located on the subject properties are permitted by right in both the “F” Commercial & the “E-2” Local Shopping districts and thus, no nonconformities will be created under either zoning designation.
- * The parcel of land at the northeast corner of the Jolly/Waverly intersection is zoned “E-2” Local Shopping district and the properties at the southeast and southwest corners are zoned “F” Commercial. Neither zoning designation for the subject properties will therefore, create a “spot zoning” situation which is typically considered to be an unacceptable planning and zoning practice.
- * The “E-2” Local Shopping district is the most appropriate zoning designation to facilitate the future land use pattern being advanced in the Master Plan for the Jolly/Waverly intersection which is to: “encourage the location of *convenience* retail and services within walking distance of neighborhoods.” The primary distinction between the two zoning districts being offered for consideration is that, in contrast to the “F” Commercial district, the “E-2” Local Shopping is restricted to “convenience” type uses.

RIGHT**SPECIAL CONDITIONS****S.L.U.****E-2 Local Shopping District**

⌘ 'D-1' Uses

*Office (civ, prof, relig, charity)**Office (acct, arch, art, atty, doc, dent)**Accessory structure**Insurance agency**Real estate office**Trade association**Public park**Office (non-sales)**Bank/C. U./S&L*

- Convenience store, bar, tav

⌘ Post office

⌘ Public park

⌘ Accessory structure

⌘ Motor vehicle service station

⌘ On-premises sign

⌘ Off-street parking facility

⌘ Temporary structure or use

⌘ Temporary BB or sign

⌘ Planned development

⌘ Gov library/museum

⌘ Clinic

⌘ Non-accessory, free-standing sign

⌘ Church

⌘ Private club

⌘ Gov structure

⌘ Public utility

⌘ Research and development lab

F & F-1 Commercial Districts

⌘ 'D-1' & 'E-2' Uses

*Convenience store, bar, tav**Post office**Public park**Accessory structure**Motor vehicle service station**On-premises sign**Off-street parking facility**Office (civic, etc)**Office (accountant, etc)**Insurance agency**Real estate office**Trade association**Office (non-sales)**Bank/C. U./S&L*

⌘ Comparison retail store

⌘ Private club

⌘ Restaurant, bar, tavern

⌘ Theater/hall

⌘ Hotel/motel

⌘ Temporary structure or use

⌘ Temporary BB or sign

⌘ Planned development

⌘ Gov library/museum

⌘ Clinic

⌘ Non-accessory, free-standing sign

⌘ Hospital

⌘ Animal hospital

⌘ Kennel

⌘ Sales lot (car, equipment, etc)

⌘ DM-3 residential uses

⌘ Child Care Facility (13+)

⌘ Functional family

⌘ Church

⌘ Gov structure

⌘ Public utility

⌘ Drive-in theater

⌘ Trailer camp

⌘ Research and development lab

Land Uses By District Page 6

This list is not a substitute for the Zoning Code. These uses are abbreviated for reference only. Consult the Lansing Zoning Code for the complete text, including definitions and regulations at www.cityoflansingmi.com

RIGHT

⌘ 'F' Uses
Convenience store, bar, tav
Post office
Public park
Accessory structure
Motor vehicle service station
On-premises sign
Off-street parking facility
Office (civic, etc)
Office (accountant, etc)
Insurance agency
Real estate office
Trade association
Office (non-sales)
Bank/C. U./S&L
Comparison retail store
Private club
Restaurant, bar, tavern
Theater/hall
Hotel/motel
⌘ Storage warehouse
⌘ Wholesale business
⌘ Public garage

SPECIAL CONDITIONS**G-2 Wholesale District**

⌘ Temporary structure or use
⌘ Temporary BB or sign
⌘ Planned development
⌘ Gov library/museum
⌘ Clinic
⌘ Non-accessory,
 free-standing sign
⌘ Animal hospital
⌘ Kennel
⌘ Sales lot (car, equipment,
 etc)
⌘ Motor vehicle repair shop
⌘ Educational facility
⌘ Child Care Facility (13+)

S.L.U.

⌘ Church
⌘ Gov structure
⌘ Public utility
⌘ Drive-in theater
⌘ Trailer camp

RIGHT**SPECIAL CONDITIONS****S.L.U.****H Light Industrial District**

⌘ 'G-2' Uses

*Convenience store, bar, tav**Post office**Public park**Accessory structure**Motor vehicle service station**On-premises sign**Off-street parking facility**Office (civic, etc)**Office (accountant, etc)**Insurance agency**Real estate office**Trade association**Office (non-sales)**Bank/C. U./S&L**Comparison retail store**Private club**Restaurant, bar, tavern**Theater/hall**Storage warehouse**Wholesale business**Public garage*

• Manufacturing

⌘ Railroad/truck terminal

⌘ Public utility facilities

⌘ Oil or gas drilling

⌘ Non-accessory,
free-standing sign

⌘ Outdoor storage or sales

• Contractors' storage

⌘ Temporary structure or use

⌘ Educational facility

⌘ Child Care Facility (13+)
care facility

⌘ Animal Hospital

⌘ Kennel

⌘ Sales lot (car, equipment,
etc)

⌘ Motor vehicle repair station

⌘ Heliport

⌘ Temporary BB or sign

⌘ Gov library/museum

⌘ Planned development

⌘ Clinic

• Gov structure

⌘ Drive-in theater

⌘ Storage yard

⌘ Research and development
lab

⌘ Church

⌘ DM-4 residential uses

⌘ Residential care facility

PREPARED FOR:
Craig DeVogd

DESCRIPTION DIAGRAM
A PART OF THE SOUTHEAST 1/4 OF
SECTION 36, T.4N, R.3W, DELTA
TOWNSHIP, EATON COUNTY, MICHIGAN.

NOTES

1) THIS DRAWING IS NOT A CERTIFIED SURVEY
BUT IS COMPILED FROM EXISTING FIELD SURVEY
DATA. THE DRAWING DOES NOT COMPLY WITH MCL
54.211-54.213.

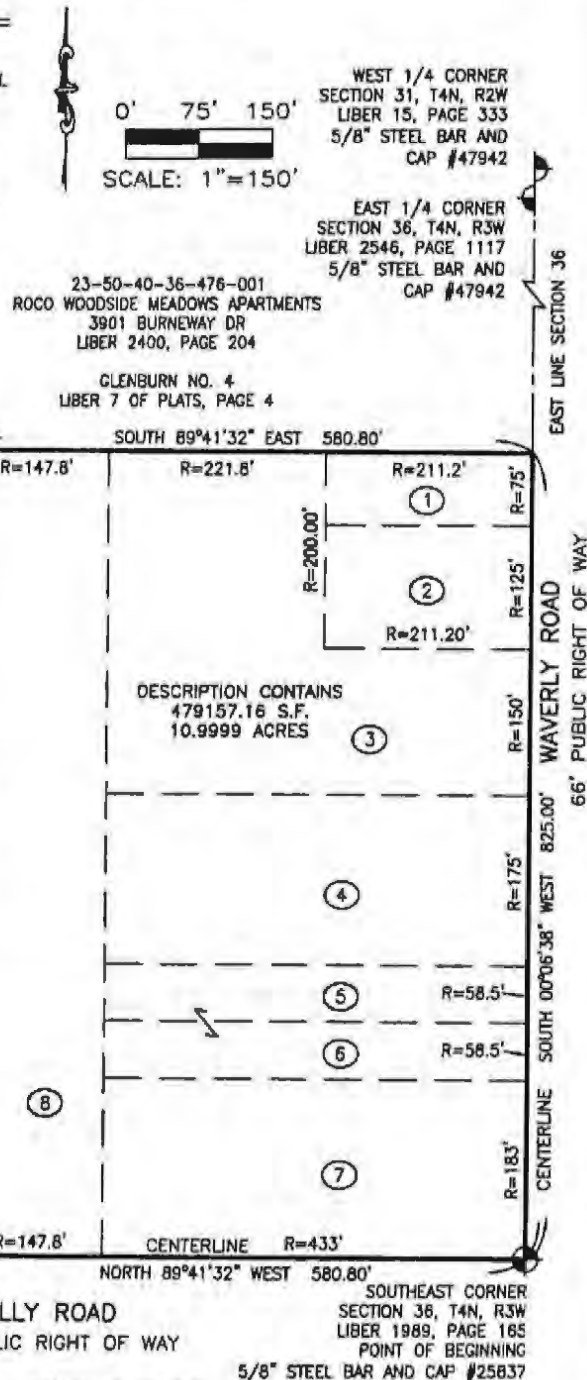
2) THE DESCRIPTION IS BASED ON RECORD
DESCRIPTIONS AND FIELD OBSERVATIONS OF THE
SECTION CORNER MONUMENTS. NO
MONUMENTATION WAS SET FOR THIS DESCRIPTION.

3) SEE SHEET 2 OF 2 FOR THE DESCRIPTION

4) NOT ALL EASEMENTS OF PUBLIC RECORD MAY
BE SHOWN.

5) NOT ALL IMPROVEMENTS MAY BE SHOWN.

6) ALL DISTANCES ARE IN FEET AND DECIMALS
THEREOF.



LEGEND:

-  = SECTION CORNER
 = DISTANCE NOT TO SCALE
R = RECORDED

BEARING BASE

BEARINGS ARE BASED ON THE SOUTH LINE
OF SECTION 36 OBSERVED AS BEARING
NORTH 89°41'32" WEST.

GEODETIC DESIGNS INCORPORATED
2300 N. GRAND RIVER AVE.
LANSING, MI 48906
PHONE: (517) 908-0008
FAX: (517) 908-0009
www.geodeticdesigns.com



REVISION DATE: JUNE 4, 2018
FIELD: - DRAWN BY: RW
DATE: APRIL 12, 2018
FILE: S043-2018
SHEET 1 OF 2

PREPARED FOR:
Craig DeVoogd

DESCRIPTION DIAGRAM
A PART OF THE SOUTHEAST 1/4 OF
SECTION 36, T.4N, R.3W, DELTA
TOWNSHIP, EATON COUNTY, MICHIGAN.

DESCRIPTION

A parcel of land situated in the State of Michigan, County of Eaton, Township of Delta (Township 4 North, Range 3 West), Section 36, residing entirely within the Southeast one-quarter of said Section 36, further described as follows:

Beginning at the Southeast corner of Section 36, said point being a steel bar and cap #25837 as recorded in liber 1989, page 165 of corners, Eaton County records;

Thence North 89°41'32" West, 580.80 feet along the south line of Section 36 (said line being a straight line between the said Southeast corner and a steel bar and cap #47942 at the South 1/4 Corner of Section 36 as recorded in liber 2546, page 1102 of corners, Eaton County records);

Thence North 00°06'38" East, 825.00 feet parallel with the east line of said Section 36 (said east line being a straight line between the said Southeast corner of Section 36 and a steel bar and cap #47942 at the East 1/4 Corner of Section 36, as recorded in liber 2546, page 1117 of corners, Eaton County records);

Thence South 89°41'32" East, 580.80 feet parallel with the said south line of Section 36, to the east line of said Section 36;

Thence South 00°06'38" West, 825.00 feet along said east line to the point of beginning.

This description contains 479157.16 square feet, 10.9999 acres, more or less.

OWNER INFORMATION

- | | |
|---|--|
| ① PID: 040-036-400-250-00
4820 S WAVERLY RD
LIBER 1985, PAGE 662
MATHION INC | ⑥ PID: 040-036-400-310-00
SURJIT LLC
5050 S WAVERLY RD
LIBER 2029, PAGE 360 |
| ② PID: 040-036-400-260-00
SINGH, NIRMAL / KAUR, GURDEEP
4848 S WAVERLY RD
LIBER 2144, PAGE 515 | ⑦ PID: 040-036-400-320-00
JOLLY ROAD INVESEMENTS LLC
5058 S WAVERLY RD
LIBER 1934, PAGE 1009 |
| ③ PID: 040-036-400-270-00
DEVOOGD, CRAIG
4880 S WAVERLY RD
LIBER 2540, PAGE 450 | ⑧ PID: 040-036-400-236-00
MURRAY, DANIEL / SARAH
11907 JOLLY HWY
LIBER 2509, PAGE 26 |
| ④ PID: 040-036-400-297-00
DISCOVER GROUP LLC
4902 S WAVERLY RD
LIBER 2384, PAGE 1183 | ⑨ PID: 040-036-400-220-00
MCCOMB, TOM & VANANTWERP, JASON
V/L W JOLLY HWY
LIBER 1909, PAGE 0459 |
| ⑤ PID: 040-036-400-300-00
SURJIT LLC
5030 S WAVERLY RD
LIBER 2461, PAGE 841 | |



Gilbert M Barish

GEODETIC DESIGNS INCORPORATED
2300 N. GRAND RIVER AVE.
LANSING, MI 48906
PHONE: (517) 908-0008
FAX: (517) 908-0009
www.geodeticdesigns.com



REVISION DATE:	JUNE 4, 2018
FIELD:	-
DRAWN BY:	RW
DATE:	APRIL 12, 2018
FILE:	S043-2018
SHEET	2 OF 2

11907 Jolly Highway



4820 S. Waverly



4848 S. Waverly



4880 S. Waverly



4902 S. Waverly



5030/5050 S. Waverly

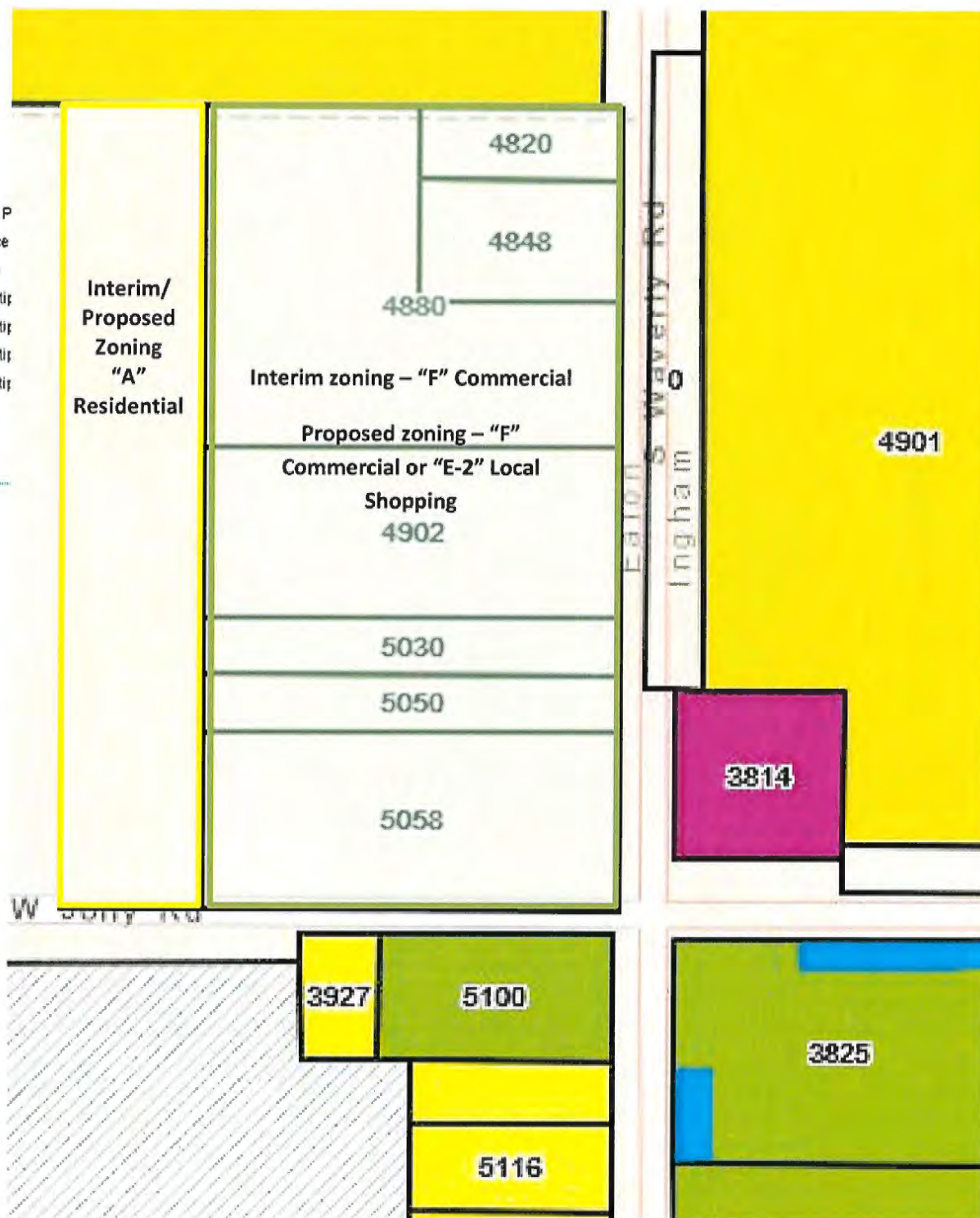


5058 S. Waverly

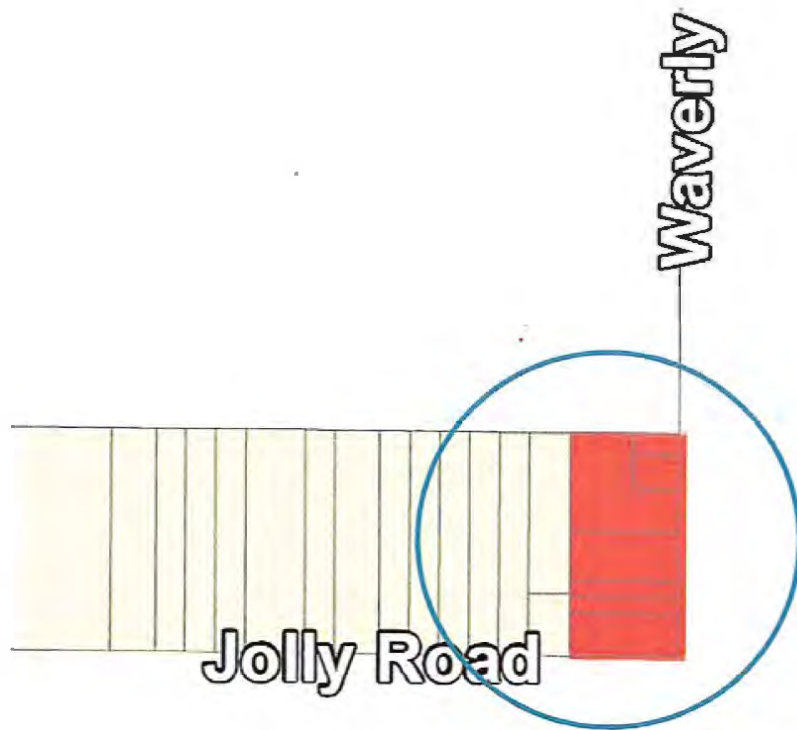


Legend

- all_roads_recov_City
- Tax Parcels
- A Residential-Single
- B Residential-Single
- C Residential-2 Unit
- NONE
- CJP Community Unit P
- D-1 Professional Office
- D-2 Residential/Office
- DM-1 Residential-Multi
- DM-2 Residential-Multi
- DM-3 Residential-Multi
- DM-4 Residential-Multi
- E-1 Apartment Shop
- E-2 Local Shopping
- F Commercial
- F-1 Commercial
- G-1 Business
- G-2 Wholesale
- H Light Industrial
- I Heavy Industrial
- J Parking
- ROW Right of Way

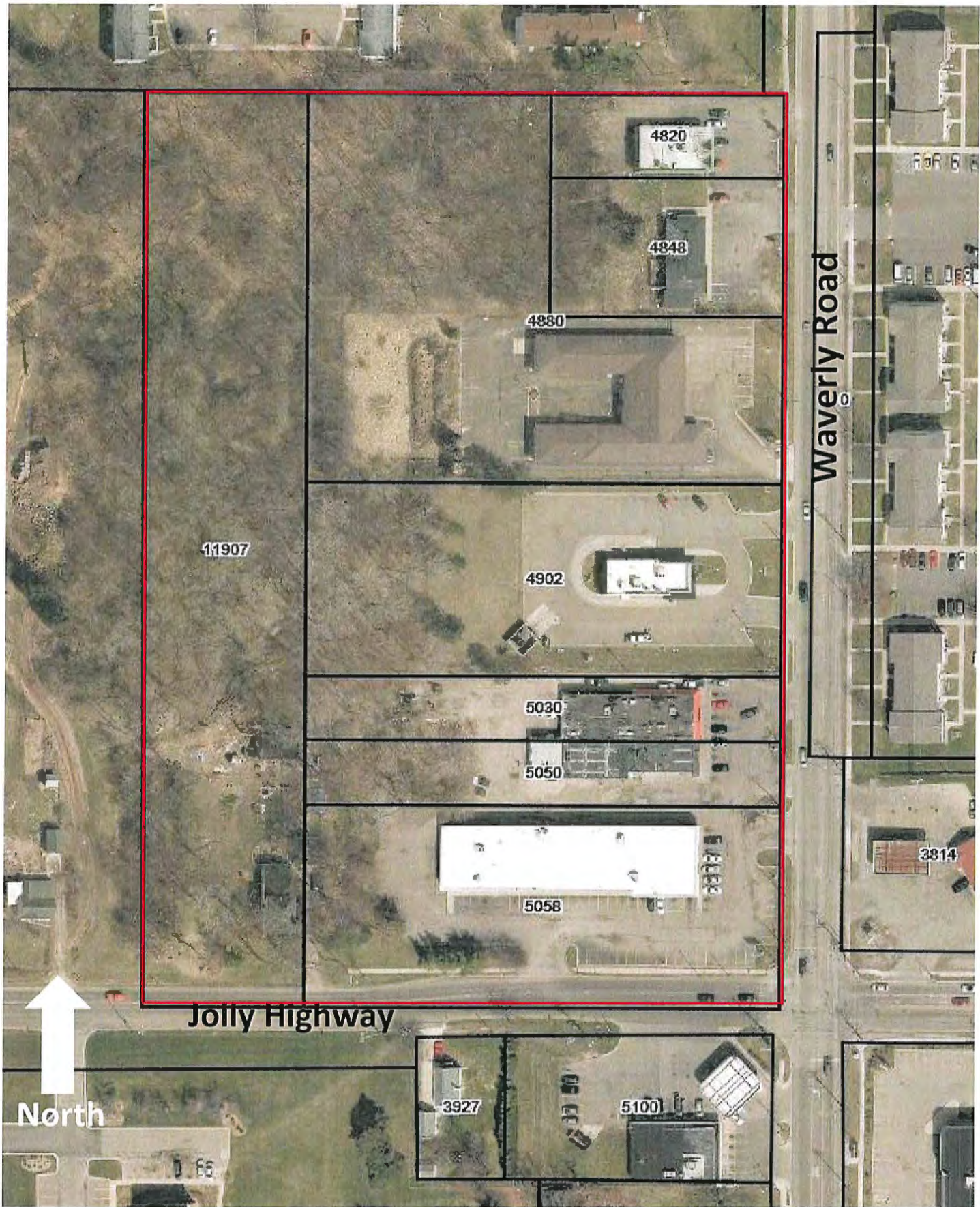


Delta Township Zoning



Zoning Districts

-  NR - Natural Resources
-  AG1 - Agricultural
-  AG2 - Agricultural / Residential
-  RA - Very Low Density Residential
-  RB - Low Density Residential
-  RC - Moderate Density Residential
-  RM - Multiple Family Residential
-  C - Commercial
-  O - Office
-  I - Industrial



Jolly Highway

Waverly Road

North

LANSING PLANNING BOARD PUBLIC HEARING

Owner : Craig DeVoogd
Property: 4880 S. Waverly Road, Lansing, Michigan 48911
Current Zoning: “F” Commercial

Background:

My property is a 2.5 acre lot and is the site of a 10,536 square foot building. The main building was constructed in 1972, and additions to the building were constructed in 1996 and 1997. The Property is currently zoned as “F” Commercial on an interim basis. I purchased the Property at auction in 2014 after the prior owner was placed into a court-ordered receivership. Before my purchase, a “Pay Day Advance” store and Pawn Shop was operated on the Property. Since purchasing the Property, I have renovated the building and unsuccessfully attempted to the lease the Property for commercial uses. The Property has been vacant since 2012. It’s current state is vacant and currently listed for sale or lease thru Remax commercial reality, (at below market rates.)

Prior to the annexation process, a potential business owner had expressed interest in the property and had discussions with the city planning dept. reference a business involved in the medical marijuana industry. Since that conversation, the “business plan” has been taken off the table. The business entity has cancelled all plans for purchasing the building and has explored other opportunities outside of the City of Lansing. Currently there is no interest whatsoever, by any entity purchasing or leasing the property.

Preliminary Statement Regarding Intensity of Uses

If a change is approved, the Property may be used for certain purposes as a matter of right, as set forth in the Zoning Ordinance. I submit that the uses permitted by right in the Wholesale District are relatively low-impact uses (such as clinic, child care facility and wholesale establishments). The city retains control over granting or denying any special land use permits for the Property.

Analysis

I. Review of Factors

1. *A change is consistent with the goals, policies, and uses proposed for the subject parcel in Lansing's, "Design Lansing's" Comprehensive Plan.*
 - a. The Comprehensive Plan observes that some retail properties are in decline and are prime candidates for redevelopment. Specifically, "Priority Issues" Pg. 50, emphasizes "Transforming strip commercial corridors." The plan describes typical strip commercial development that represent a negative image to the city and to neighborhoods. This same priority applies to the area in which my property is located, as evidenced by the ongoing vacancy of the building and surrounding properties. The comprehensive plan emphasizes a transformation to a "non-retail use".
 - b. Comprehensive plan (page 53) states that strip commercial retail along corridors are experiencing "increased vacancies". The plan states that Lansing is currently "over zoned" for this type of development and recommends a move towards non retail uses.
 - c. Comprehensive plan (page 79) states an objective of , "Improving Lansing's gateway streets to enhance first impressions, expand housing options and provide sites for job-oriented uses by encouraging the restructuring of strip commercial development." The plan specifically identifies gateways north of Jolly Road to "encourage a gradual transition to non-retail development".
2. *A change towards uses other than retail is justified by a change in conditions or by an error in the original ordinance.*

- a. The area in which the Property is located no longer supports primarily commercial uses. This is evidenced by the following:
 - i. Of the seven commercial properties in this corridor, Eaton County has issued 32 certificates of foreclosure for unpaid property taxes in the last 15 years.
 - ii. Currently, the two properties to the north and the property immediately to the south face a combined \$33,000 in unpaid property taxes – meaning that all three will face tax forfeiture in the next few months.
 - iii. The current vacancy rate in this commercial corridor is 57%, with three parcels having been vacant for many years. Recent public corporate announcements indicate the 'Family Dollar' store within this corridor is in jeopardy of also closing. This would further escalate the vacancy rate to an unbelievable 71%.
 - iv. In the last 10 years, nine commercial businesses have opened and failed.
 - b. It is clear from the trend of failing commercial businesses that this corridor can no longer sustain commercial uses. A change moving the Property away from a retail emphasis is therefore necessary to allow for productive use of the Property.
3. *The Property does not possess natural features or environmental characteristics that would be significantly adversely impacted by the uses other than retail.*
- a. There are no natural features or environmental characteristics that would be significantly adversely impacted by using the Property for wholesale/warehousing purposes, for example. To the contrary, the Property is well suited for wholesale/warehousing uses both in size (2.50 acres) and terrain (relatively flat).
 - b. A proposed change to G Wholesale for example would :
 - i. promote and protect the public health, safety, and general welfare by allowing for additional uses in a suitable area of the City.
 - ii. A change would protect the character and stability of the area and promote the orderly and beneficial development of such area by allowing for a beneficial use of a building that has sat vacant for years.

- iii. The use would provide adequate light, air, privacy, and convenience of access to property.
- iv. *A change* is consistent with the intensity of uses in the area and would not impede open spaces surrounding buildings and structures that are necessary to provide adequate light and air and to protect the public health.
- v. The use would not adversely impact congestion on public highways and streets.
- vi. The use would not adversely impact the Cities ability to provide for transportation systems, sewage disposal, water, energy, recreation, and other public service and facility requirements.
- vii. A change would allow the Property to be used in accordance with its character.
- viii. A change would not result in an improper use of land.
- ix. The use would comply with the Cities building standards.
- x. The use would not be incompatible with the character of development or the uses, buildings or structures permitted within specified zoning districts.
 - 1. As discussed above, the uses permitted by right in the Wholesale District are low impact, such that they will not adversely impact neighboring properties. As also discussed above, the character of the corridor has changed in recent years, with many commercial businesses having failed and commercial properties facing long-term vacancy and tax foreclosure.
- xi. The use would not present a risk of fire, explosion, noxious fumes and odors, heat, dust, smoke, glare, noise, vibration, radioactivity, and other nuisances and hazards.
- xii. The use would not result in overcrowding of the land or undue concentration of buildings or structures.
- xiii. The use would not present any hazards to life or property.

4. *The uses allowed under the wholesale district would be equally or better suited to the area than uses allowed under the current zoning.*

a. *A wholesale district use is equally suited to the area as uses allowed under the current zoning. The economy over the last several years has not supported commercial development of the Property, as discussed above and as further evidenced by (1) the failure of the prior commercial operation, which was placed into a court-ordered receivership; and (2) the owners' diligent but unsuccessful efforts to lease the Property for commercial purposes since 2014. I believe I can successfully lease or sell the Property for wholesale uses. The impact of an wholesale use permitted by right is comparable to the impact of a commercial use and, indeed, would likely generate less traffic than a commercial use.*

5. *The City is able to provide services, infrastructure, and facilities that may be required if a change were made.*

a. *The proposed use would not require new or different services, infrastructure, or facilities from the City, and thus would have no impact on the services provided by the City.*

For these reasons, I respectfully request that a zoning change be approved, in order to permit additional uses consistent with a wholesale district. Such additional uses could include a trade or vocational school, child care facility, clinic, or wholesale businesses.

Respectfully submitted,

Craig DeVoogd

City of Lansing
Notice of Public Hearing

The Lansing City Council will hold a public hearing on Monday, July 22, 2019 at 7:00 p.m. in the City Council Chambers, 10th Floor, Lansing City Hall, Lansing, MI, for the purpose stated below:

To afford an opportunity for all residents, taxpayers of the City of Lansing, City Assessor, other interested persons and ad valorem taxing units to appear and be heard on the approval of an Obsolete Property Rehabilitation District (the "District"), pursuant to and in accordance with the provisions of the Obsolete Property Rehabilitation Act, Public Act 146 of 2000, for property located at 700 May St., Lansing, Michigan, but more particularly described as follows:

COM AT THE SW CORNER OF SECTION 10, TH N00D31'32"W 390.58 FT (RECORDED AS N00D35'41"W 392.72 FT) TO POB: TH N00D31'32"W 121.20 FT; TH N82D26'00"E 86.98 FT; NO 82D58'07"E 15.01 FT; S89D51'56"E 140.63 FT; S89D44'56"E 55.83 FT ; S00D28'26"W ALONG A BLDG WALL LINE 398.36 FT TO NORTH LINE OF MOTOR WHEEL LOFTS; TH N89D39'09"W 14.74 FT, S00D20'51"W 3.70 FT, N89D39'09"W 120.70 FT, N00D20'51"E 182.13 FT AND N89D39'09"W 50.84 FT; N00D20'51"E 84.23 FT; N89D39'09"W 108.50 FT TO POB, CONTAINING 1.83 ACRES, MORE OR LESS, SUBJECT TO ALL EASEMENTS AND RESTRICTIONS, IF ANY. SPLIT/COMBINED ON 02/01/2018 FROM 33-01-01-10-353-006 – PARCEL NUMBER: 33-01-01-10-353-008

Approval of this District will allow the owners of real property within the District to apply for an abatement of certain property taxes for the improvements to their property located within the District. Further information regarding this issue may be obtained from Karl Dorshimer, Lansing Economic Area Partnership (LEAP), 1000 S. Washington Ave., Suite 201, Lansing, MI 48910, 517-702-3387.

For more information, please call 517-483-4177. If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email city.clerk@lansingmi.gov.

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

BY THE COMMITTEE ON DEVELOPMENT AND PLANNING
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

Resolution to Establish an Obsolete Property Rehabilitation Act District at 700 May St.

WHEREAS, pursuant to PA 146 of 2000, the Obsolete Property Rehabilitation Act (the "Act"), the City of Lansing has the authority to establish "Obsolete Property Rehabilitation Districts" within the City of Lansing, and

WHEREAS, Summit Street Development, LLC, hereinafter called the "Developer" has requested in writing that the City of Lansing establish an Obsolete Property Rehabilitation District (the "District") as enabled by the Act, for the property commonly known as 700 May St. located in the City of Lansing hereinafter described, and

WHEREAS, the Developer is the legal owner of greater than fifty percent (50%) of all taxable value of the property located within the proposed District, and

WHEREAS, it is determined that the District meets the requirements set forth in section 3(1) of PA 146 of 2000, and

WHEREAS, the Act requires that before establishing the District the Lansing City Council shall give written notice by certified mail to the owners of all real property within the proposed District and shall hold a public hearing in order to provide an opportunity for owners, residents or other taxpayers of the City of Lansing to appear and be heard regarding the establishment of the District and that such notice was given and said public hearing was held on **(INSERT DATE)**;

NOW THEREFORE BE IT RESOLVED that the following property are hereby approved and established as an Obsolete Property Rehabilitation District as provided by Public Act 146 of 2000 legally described as:

COM AT THE SW CORNER OF SECTION 10, TH N00D31'32"W 390.58 FT (RECORDED AS N00D35'41"W 392.72 FT) TO POB: TH N00D31'32"W 121.20 FT; TH N82D26'00"E 86.98 FT; NO 82D58'07"E 15.01 FT; S89D51'56"E 140.63 FT; S89D44'56"E 55.83 FT ; S00D28'26"W ALONG A BLDG WALL LINE 398.36 FT TO NORTH LINE OF MOTOR WHEEL LOFTS; TH N89D39'09"W 14.74 FT, S00D20'51"W 3.70 FT, N89D39'09"W 120.70 FT, N00D20'51"E 182.13 FT AND N89D39'09"W 50.84 FT; N00D20'51"E 84.23 FT; N89D39'09"W 108.50 FT TO POB, CONTAINING 1.83 ACRES, MORE OR LESS, SUBJECT TO ALL EASEMENTS AND RESTRICTIONS, IF ANY. SPLIT/COMBINED ON 02/01/2018 FROM 33-01-01-10-353-006 – PARCEL NUMBER: 33-01-01-10-353-008, and

BE IT FINALLY RESOLVED that this resolution shall not be construed as the City Council's approval of any future application for an Obsolete Property Rehabilitation

Exemption Certificate for the Developer or any other applicant.

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BY COUNCIL MEMBERS DUNBAR, GARZA, HUSSAIN, JACKSON,
SPADAFORÉ, SPITZLEY, WASHINGTON AND WOOD
RESOLVED BY THE CITY OF LANSING CITY COUNCIL

WHEREAS, the Ingham County Agricultural Society was organized in 1854, and on July 29, 2019 they will celebrate their 165th year with the 2019 Ingham County Fair. With the first fair being held in 1855 at the Court House Square with a 10 cent admission, George Washington Peck provided the initial address to the start of the fair; and

WHEREAS, on May 13, 1856 four (4) acres of land for the first fair grounds was purchased in Vevay Township and would be used until 1871. Then in 1871 eighteen (18) acres was purchased in the Southeast corner of Vevay Township in the Corporate Limits of Mason, near Jefferson Street and Kipp Road. Prior to moving to the new location, in 1859 the estimated attendance was 8,000; and

WHEREAS, in 1875 improvements were made to the grounds adding a floral hall and fitting the half-mile track with sheds and stands. A year later in 1876 the Fair was listed to have 2,242 entries in exhibits. The exhibits have always including field crop judging, Spanish Merino and French breeds of sheep, horses, hogs, poultry, fruits and vegetables (dried, canned and fresh); and

WHEREAS, the Ingham County Agricultural Society adopted in 1868 their Constitution and later in 1870 their Articles of Association making them a legal body, and in 1934 the first Fair Board Directors was created; and

WHEREAS, the Ingham County Fair has and will continue to provide classes, exhibits, and displays and even after the property was acquired by L. C. Webb and used for the race track and barns, free street fairs were then being held in Mason beginning in 1898 into the early 1900's and during that time the Farmer's Club promoted agricultural exhibits at home due to the lack of a regular County Fair. The Farmers Club later in 1926 sponsored a Community Fair; and

WHEREAS, in 1930 the Ingham County Road Commission purchased the land on East Ash Street for the County Fair Grounds and a County Park, and in 1931 the Free Fair was held there. In 1933 entertainment such as baseball games, horse pulling contests, entertainers and Midway shows were added, and open class and 4-H exhibits were increased; and

WHEREAS, in July 2019 the Ingham County Fair will celebrate their 165th year with the annual kids day on July 30th, senior and special people day on July 31st, ladies day August 1st, Day for Those Who Serve on August 2nd and a Multicultural Day on August 3, 2019.

NOW, THEREFORE, BE IT RESOLVED, the City of Lansing City Council wishes to recognize the Ingham County Agricultural Society and Ingham County Fair on their 165th Anniversary. We thank you for your continued dedication to the

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XIII.b.2.a

BY THE COMMITTEE ON GENERAL SERVICES
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, Faitha D Clark sought to eliminate a special assessment of \$744.00 for trash removal and all associated penalties and interest, on the property tax bill for 811 N. Jenison Avenue (Tax ID #33-01-01-08-378-231); and

WHEREAS, upon filing a claim to the Committee on General Services, the Committee met on July 22, 2019 and _____ the claim in the amount of \$744.00.

THEREFORE, BE IT RESOLVED, the City Council, hereby, _____ the claim in the amount of \$744.00 for the trash removal and all associated penalties and interest on the property tax bill for 811 Jenison Avenue (Tax ID #33-01-01-08-378-231).

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

BY THE COMMITTEE ON PUBLIC SAFETY
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Code Compliance Manager has determined that the building located at 3005 HERRICK DRIVE, Lansing, MI 48911, Parcel # 33-01-01-30-454-151 legally described as: LOT 636 PLEASANT GROVE SUB NO 2 is an unsafe or dangerous building as defined in Section 108.1 of the Lansing Uniform Housing Code and the Housing Law of Michigan and was red tagged on 9/01/2017; and

WHEREAS, a hearing was held by the Hearing Officers on 2/28/2019, at which the Hearing Officers determined that said building was an unsafe and dangerous building and ordered the building demolished or made safe by 4/28/2019 ; and

WHEREAS, said Hearing Officers filed a report of their findings and order with the City Council and requested the City Council to take appropriate action under the Lansing Housing and Premises Code and the Housing Law of Michigan; and

WHEREAS, the Housing Law of Michigan and Premises Code require a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe; and

WHEREAS, the City Council held a show cause hearing on July 8, 2019, to review the findings and the order of the Hearing Officers and the owners were notified in writing of said hearing and had an opportunity to appear and show cause why said building should not be demolished or otherwise made safe; and

WHEREAS, the Code Compliance Office has determined that compliance with the order of the Lansing Demolition Hearing Board Officer has not occurred; and

NOW, THEREFORE, BE IT RESOLVED that the owner(s) of 3005 HERRICK DRIVE, Lansing, MI 48911 are hereby directed to comply with the order of the Hearing Officers to demolish or otherwise make safe the said building within 60 days from the date of this resolution, July 22, 2019.

BE IT FURTHER RESOLVED that the property owner(s) is hereby notified that this order must be appealed within twenty days pursuant to MCL 125.542 and should the owners fail to comply with the Hearing Officers' order for demolition or make safe, the Manager of Code Compliance is hereby directed to proceed with demolition of said building.

BE IT FURTHER RESOLVED whether demolition is accomplished by said property owner or the city that appropriate seeding and restoration of property take place to avoid run-off to adjacent properties.

BE IT FURTHER RESOLVED that the cost of such demolition shall be a lien against the real property and shall be reported to the City Assessor.

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BE IT FINALLY RESOLVED that the owners in whose name the property appears upon the last local tax assessment record shall be notified by the City Assessor of the amount of such cost by first class mail at the address shown on the records. Upon the owners failure to pay the same within thirty (30) days after mailing by the City Assessor of the notice of the amount thereof, the amount of said costs shall be a lien and shall be filed and recovered as provided by law and the lien shall be collected and treated in the same manner as provided for property tax liens under the general property tax act.

BY THE COMMITTEE ON PUBLIC SAFETY
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Code Compliance Manager has determined that the building located at 410 S. FRANCIS AVENUE, Lansing, MI 48912, Parcel # 33-01-01-14-376-091 legally described as: LOT 160 SNYDERS SUB is an unsafe or dangerous building as defined in Section 108.1 of the Lansing Uniform Housing Code and the Housing Law of Michigan and was red tagged on 6/02/2018; and

WHEREAS, a hearing was held by the Hearing Officers on 3/28/2019, at which the Hearing Officers determined that said building was an unsafe and dangerous building and ordered the building demolished or made safe by 4/28/2019 ; and

WHEREAS, said Hearing Officers filed a report of their findings and order with the City Council and requested the City Council to take appropriate action under the Lansing Housing and Premises Code and the Housing Law of Michigan; and

WHEREAS, the Housing Law of Michigan and Premises Code require a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe; and

WHEREAS, the City Council held a show cause hearing on July 8, 2019, to review the findings and the order of the Hearing Officers and the owners were notified in writing of said hearing and had an opportunity to appear and show cause why said building should not be demolished or otherwise made safe; and

WHEREAS, the Code Enforcement Office has determined that compliance with the order of the Lansing Demolition Hearing Board Officer has not occurred; and

NOW, THEREFORE, BE IT RESOLVED that the owner(s) of 410 S. FRANCIS AVENUE, Lansing, MI 48912, are hereby directed to comply with the order of the Hearing Officers to demolish or otherwise make safe the said building within 30 days from the date of this resolution, July 22, 2019.

BE IT FURTHER RESOLVED that the property owner(s) is hereby notified that this order must be appealed within twenty days pursuant to MCL 125.542 and should the owners fail to comply with the Hearing Officers' order for demolition or make safe, the Manager of Code Enforcement is hereby directed to proceed with demolition of said building.

BE IT FURTHER RESOLVED whether demolition is accomplished by said property owner or the city that appropriate seeding and restoration of property take place to avoid run-off to adjacent properties.

BE IT FURTHER RESOLVED that the cost of such demolition shall be a lien against the real property and shall be reported to the City Assessor.

BE IT FINALLY RESOLVED that the owners in whose name the property appears upon the last local tax assessment record shall be notified by the City Assessor of the amount of such cost by first class mail at the address shown on the records. Upon the owners failure to pay the same within thirty (30) days after mailing by the City Assessor of the notice of the amount thereof, the amount of said costs shall be a lien and shall be filed and recovered as provided by law and the

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lien shall be collected and treated in the same manner as provided for property tax liens under the general property tax act.

BY THE COMMITTEE ON PUBLIC SAFETY
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Building Inspector & Code Enforcement Officer has declared a certain structure at 5624 Joshua Street, Parcel # 33-01-05-04-427-101 and Legal Description: E 10 R LOT 2 EXC N 50 FT SUPERVISORS PLAT NO3 T3N R2W to be an unsafe and dangerous building and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, the Building Inspector red tagged the said structure on 06/25/2019 and requested the property owner be ordered to demolish or otherwise make safe the structure; and

WHEREAS, on 2/28/2019, the Lansing Demolition Board held a special meeting to consider and make a recommendation on whether to declare the structure a dangerous building, as defined in the Housing Law of Michigan (MCLA 125.539) and the Lansing Housing and Premises Code (1460.09) to order the property owner to make safe or demolish the structure; and

WHEREAS, the Code Compliance Office has determined that compliance with the order of the Lansing Demolition Hearing Board officer has not occurred; and

WHEREAS, the Housing Law of Michigan and the Housing and Premises Code require that a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe;

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council hereby schedules a show cause hearing for Monday, July 29, 2019 at 7:00 p.m. in the Lansing City Council Chambers, 10thFloor City Hall, 124 W. Michigan, Lansing, Michigan in consideration of the finding and order of the Lansing Demolition Hearing Board Officer regarding the structure at 840 MAPLEHILL AVENUE to give the owner, or the owner's agent, the opportunity to appear and show cause why the building should not be demolished or otherwise made safe; and to approve, disapprove, or modify the order of the hearing officer to demolish or make safe the subject structure.

BE IT FINALLY RESOLVED that the Lansing City Council requests that the Manager of Code Compliance notify the owner of said property of the opportunity to appear and present testimony at the hearing, as required by law.

BY THE COMMITTEE ON PUBLIC SERVICES
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

CONFIRMATION OF SNOW AND ICE REMOVAL ASSESSMENT ROLL WINTER 2018-19

WHEREAS, pursuant to resolution 2019-179, adopted by this Council, the City Council held a public hearing on July 8, 2019, regarding Assessment Roll #SN2019, for the removal of snow and ice on public sidewalks adjacent to certain properties; and

WHEREAS, the cost incurred between November 1, 2018 and April 30, 2019, by the City totals \$11,230.00; and

WHEREAS, the Committee on Public Services met on July 16, 2019 to review the public hearing findings and removed one property from the assessment roll; and

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council hereby directs that special assessment roll number #SN2019 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	COST
33010132402181	4504 S M L KING JR BLVD	\$149.00
33010129258111	1124 VICTOR AVE	\$149.00
33010129229251	911 LENORE AVE	\$149.00
33010128203261	2321 FOREST AVE	\$149.00
33010128203271	2325 FOREST AVE	\$219.00
33010128302032	2911 S WASHINGTON AVE	\$429.00
33010128304002	3001 S WASHINGTON AVE	\$359.00
33010128304012	3015 S WASHINGTON AVE	\$499.00
33010115407131	328 CLIFFORD ST	\$219.00
33010115427041	121 ALLEN ST	\$219.00
33010115427051	127 ALLEN ST	\$289.00
33010115427071	133 ALLEN ST	\$289.00
33010120477111	909 SPARROW AVE	\$149.00
33010115431121	322 ALLEN ST	\$149.00
33010115151231	802 E SHIAWASSEE ST 1	\$149.00
33010115431191	300 ALLEN ST 1	\$149.00
33010114307011	305 S CLEMENS AVE	\$149.00
33010115151201	810 E SHIAWASSEE ST	\$149.00
33010115481181	518 ALLEN ST	\$219.00
33010115427001	1600 E MICHIGAN AVE	\$219.00
33010115333111	1117 E KALAMAZOO ST	\$219.00
33010109182151	417 PLEASANT ST	\$289.00
33010109179061	418 EDMORE ST	\$149.00
33010108303311	1831 W WILLOW ST	\$149.00
33010106455001	2919 CUMBERLAND RD	\$289.00
33010108481102	716 N M L KING JR BLVD	\$219.00
33010109153031	1411 N CHESTNUT ST	\$149.00
33010108476081	824 N M L KING JR BLVD	\$289.00
33010108352141	813 DURANT ST	\$149.00
33010108255131	1200 W WILLOW ST	\$219.00
33010108428101	1016 N M L KING JR BLVD	\$289.00

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33010108402171	1215 W WILLOW ST	\$289.00
33010106452081	2918 CUMBERLAND RD	\$219.00
33010108426081	1134 N M L KING JR BLVD	\$149.00
33010108376201	807 CAWOOD ST	\$219.00
33010106104031	BARDAVILLE ST	\$219.00
33010108176211	1518 W WILLOW ST	\$219.00
33010128126221	2316 FOREST AVE	\$219.00
33010134107002	3500 S PENNSYLVANIA AVE	\$219.00
33010122252122	DAKIN ST	\$149.00
33010122252122	DAKIN ST	\$149.00
33010122255271	1200 BENSCH ST	\$219.00
33010122255002	1201 S HOLMES ST	\$219.00
33010115426321	136 ALLEN ST	\$149.00
33010122253041	1113 DAKIN ST	\$149.00
33010108256131	1307 N M L KING JR BLVD	\$289.00
33010108409292	1021 N M L KING JR BLVD	\$429.00
33010108409241	1001 N M L KING JR BLVD	\$499.00
33010115427051	127 ALLEN ST	\$219.00
33010115151231	802 E SHIAWASSEE ST 1	\$149.00
		\$11,230.00

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PASSAGE OF ORDINANCE

An Ordinance of the City Of Lansing, Michigan, to amend the Lansing Codified Ordinances by amending Chapter 664, Section 664.01 to make violation of subsection (c), which prohibits language that would tend to cause an immediate breach of the peace, a municipal civil infraction.

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

COUNCIL MEMBER	YEAS	NAYS
DUNBAR	☐	☐
GARZA	☐	☐
HUSSAIN	☐	☐
JACKSON	☐	☐
SPADAFORE	☐	☐
SPITZLEY	☐	☐
WASHINGTON	☐	☐
WOOD	☐	☐

☐ ADOPTED	☐ FAILED
----------------------------------	---------------------------------

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, TO AMEND THE LANSING CODIFIED ORDINANCES BY AMENDING CHAPTER 664, SECTION 664.01 TO MAKE VIOLATION OF SUBSECTION (C), WHICH PROHIBITS LANGUAGE THAT WOULD TEND TO CAUSE AN IMMEDIATE BREACH OF THE PEACE, A MUNICIPAL CIVIL INFRACTION.

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 664, Section 664.01, of the Codified Ordinances of the City of Lansing, Michigan, be and is hereby amended to read as follows:

664.01. DISORDERLY; fighting; loud and boisterous conduct, BREACH OF THE PEACE, ~~profanity~~.

No person shall:

- (a) Create or engage in any disturbance or fight in a public place;
- (b) Disturb the public peace and quiet by loud or boisterous conduct; or
- (c) Utter profane, obscene or offensive language directed at or in the presence of another person, which language causes or would tend to cause an immediate breach of the peace. VIOLATION OF THIS SUBSECTION (C) SHALL BE A MUNICIPAL CIVIL INFRACTION.

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

DRAFT

**DRAFT #1
JUNE 3, 2019**

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 May 21, 2029.

Approved as to form:

City Attorney

Dated: _____

PASSAGE OF ORDINANCE

An Ordinance of the City Of Lansing, Michigan, to amend the Lansing Codified Ordinances by amending Chapter 658, Section 658.04 to clarify the places where crowding, obstructing or blocking of passage is prohibited; and providing for warning by a law enforcement officer to cease such behavior.

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

COUNCIL MEMBER	YEAS	NAYS
DUNBAR	☐	☐
GARZA	☐	☐
HUSSAIN	☐	☐
JACKSON	☐	☐
SPADAFORE	☐	☐
SPITZLEY	☐	☐
WASHINGTON	☐	☐
WOOD	☐	☐

☐ ADOPTED

☐ FAILED

DRAFT

**DRAFT #1
JUNE 3, 2019**

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, TO AMEND THE LANSING CODIFIED ORDINANCES BY AMENDING CHAPTER 658, SECTION 658.04 TO CLARIFY THE PLACES WHERE CROWDING, OBSTRUCTING OR BLOCKING OF PASSAGE IS PROHIBITED; AND PROVIDING FOR WARNING BY A LAW ENFORCEMENT OFFICER TO CEASE SUCH BEHAVIOR.

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 658, Section 658.04, of the Codified Ordinances of the City of Lansing, Michigan, be and is hereby amended to read as follows:

658.04. Obstruction of public ways.

No person shall CROWD, obstruct, OR BLOCK THE free or uninterrupted passage on, OR USE OF, any street, sidewalk, ALLEY, ENTRANCE OF ANY PUBLIC OR PRIVATE BUILDING OR ENCLOSURE, OR THE USE OF, OR PASSAGE, THROUGH ANY PUBLIC BUILDING OR CONVEYANCE; AND CONTINUE OR RESUME THE CROWDING, OBSTRUCTING, OR BLOCKING AFTER BEING INSTRUCTED BY A LAW ENFORCEMENT OFFICER TO CEASE THE CROWDING, OBSTRUCTING, OR BLOCKING. ~~or public place, or any other place to which the public is admitted. However, if passage is being obstructed by an organized or group demonstration or picketing, an offense does not occur unless such obstruction continues after the person or persons creating the obstruction have been directed by an authorized law enforcement officer to cease obstructing the public street, sidewalk or place.~~



DRAFT #1
JUNE 3, 2019

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 May 21, 2029.

Approved as to form:

City Attorney

Dated: _____

PASSAGE OF ORDINANCE

An Ordinance of the City Of Lansing, Michigan, to amend the Telephone Harassment Ordinance in its entirety, Section 658.05 of the Lansing Codified Ordinances, by defining and regulating the conduct of telecommunications access device harassment, and to provide penalties thereof.

It is read a second time by its title. The Ordinance was reported from the Committee COMMITTEE ON PUBLIC SAFETY and is on the order of immediate passage.

COUNCIL MEMBER	YEAS	NAYS
DUNBAR	☐	☐
GARZA	☐	☐
HUSSAIN	☐	☐
JACKSON	☐	☐
SPADAFORE	☐	☐
SPITZLEY	☐	☐
WASHINGTON	☐	☐
WOOD	☐	☐

☐ ADOPTED	☐ FAILED	☐
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ORDINANCE NO: _____

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, TO AMEND THE
TELEPHONE HARASSMENT ORDINANCE IN ITS ENTIRETY, SECTION 658.05 OF THE
LANSING CODIFIED ORDINANCES, BY DEFINING AND REGULATING THE
CONDUCT OF TELECOMMUNICATIONS ACCESS DEVICE HARASSMENT, AND TO
PROVIDE PENALTIES THEREOF.

THE CITY OF LANSING ORDAINS:

That Section 658.05 of the Codified Ordinances of the City of Lansing, Michigan, be and
is hereby amended to read as follows:

658.05.

(A) DEFINITIONS.

(1) “TELECOMMUNICATIONS” AND “TELECOMMUNICATIONS
SERVICE” MEAN ANY SERVICE LAWFULLY PROVIDED TO FACILITATE THE
ORIGINATION, TRANSMISSION, RETRANSMISSION, EMISSION, OR RECEPTION OF
SIGNS, DATA, IMAGES, SIGNALS, WRITINGS, SOUNDS, OR OTHER INTELLIGENCE
OR EQUIVALENCE OF INTELLIGENCE OF ANY NATURE OVER ANY
TELECOMMUNICATIONS SYSTEM BY ANY METHOD, INCLUDING, BUT NOT
LIMITED TO, ELECTRONIC, ELECTROMAGNETIC, MAGNETIC, OPTICAL, PHOTO-
OPTICAL, DIGITAL, OR ANALOG TECHNOLOGIES.

(2) “TELECOMMUNICATIONS ACCESS DEVICE” MEANS ANY OF THE
FOLLOWING:

DRAFT

**DRAFT #4
June 4, 2019**

(i) ANY INSTRUMENT, DEVICE, CARD, PLATE, CODE, TELEPHONE NUMBER, ACCOUNT NUMBER, PERSONAL IDENTIFICATION NUMBER, ELECTRONIC SERIAL NUMBER, MOBILE IDENTIFICATION NUMBER, COUNTERFEIT NUMBER, OR FINANCIAL TRANSACTION DEVICE.

(ii) ANY TYPE OF INSTRUMENT, DEVICE, MACHINE, EQUIPMENT, TECHNOLOGY, OR SOFTWARE THAT FACILITATES TELECOMMUNICATIONS OR WHICH IS CAPABLE OF TRANSMITTING, ACQUIRING, INTERCEPTING, DECRYPTING, OR RECEIVING ANY TELEPHONIC, ELECTRONIC, DATA, INTERNET ACCESS, AUDIO, VIDEO, MICROWAVE, OR RADIO TRANSMISSIONS, SIGNALS, TELECOMMUNICATIONS, OR SERVICES, INCLUDING THE RECEIPT, ACQUISITION, INTERCEPTION, TRANSMISSION, RETRANSMISSION, OR DECRYPTION OF ALL TELECOMMUNICATIONS, TRANSMISSIONS, SIGNALS, OR SERVICES PROVIDED BY OR THROUGH ANY CABLE TELEVISION, FIBER OPTIC, TELEPHONE, SATELLITE, MICROWAVE, DATA TRANSMISSION, RADIO, INTERNET BASED OR WIRELESS DISTRIBUTION NETWORK, SYSTEM, OR FACILITY, OR ANY PART, ACCESSORY, OR COMPONENT, INCLUDING ANY COMPUTER CIRCUIT, SECURITY MODULE, SMART CARD, SOFTWARE, COMPUTER CHIP, PAGER, CELLULAR TELEPHONE, PERSONAL COMMUNICATIONS DEVICE, TRANSPONDER, RECEIVER, MODEM, ELECTRONIC MECHANISM OR OTHER COMPONENT, ACCESSORY, OR PART OF ANY OTHER DEVICE THAT IS CAPABLE OF FACILITATING THE INTERCEPTION, TRANSMISSION, RETRANSMISSION,

1 DECRYPTION, ACQUISITION, OR RECEPTION OF ANY TELECOMMUNICATIONS,
2 TRANSMISSIONS, SIGNALS, OR SERVICES.

3 (B) No person shall, by means or use of a ~~telephone~~, TELECOMMUNICATIONS
4 ACCESS DEVICE disturb or tend to disturb the peace, quiet or privacy of any other person or
5 family by repeated and continued ~~telephone messages~~ COMMUNICATIONS intended to harass
6 or disturb the person or family to whom the ~~call~~ COMMUNICATION is directed; or by a single
7 ~~call~~ COMMUNICATION or repeated ~~calls~~ COMMUNICATIONS, use obscene, profane, indecent
8 or offensive language, or suggest any lewd or lascivious act; or attempt to extort money or other
9 thing of value from any person or family; or threaten any physical violence or harm to any person
10 or family, or repeatedly and continuously ~~ring~~ CONTACT the ~~telephone~~
11 TELECOMMUNICATIONS ACCESS DEVICE(S) of any person or family with intent to disturb
12 or harass them. However, the use of ~~the telephone~~ TELECOMMUNICATIONS ACCESS
13 DEVICES for the purpose of requesting payment of debts or obligations in a legal manner or for
14 other legitimate business purposes shall not constitute a violation hereof.

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

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

20 Section 4. This ordinance shall take effect on the 30th day after enactment, unless given
21 immediate effect by City Council and shall expire May 21, 2029.

DRAFT

DRAFT #4
June 4, 2019
Approved as to form:

City Attorney

Dated: _____

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PASSAGE OF ORDINANCE

An Ordinance of the City Of Lansing, Michigan, to amend the Lansing Codified Ordinances by amending Chapter 606 Section 606.03 to require signs or advertisements to include on the sign, contact information of the person or organization conducting the sale.

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

COUNCIL MEMBER	YEAS	NAYS
DUNBAR	☐	☐
GARZA	☐	☐
HUSSAIN	☐	☐
JACKSON	☐	☐
SPADAFORE	☐	☐
SPITZLEY	☐	☐
WASHINGTON	☐	☐
WOOD	☐	☐

☐ ADOPTED

☐ FAILED

DRAFT

**DRAFT #1
JUNE 10, 2019**

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, TO AMEND THE LANSING CODIFIED ORDINANCES BY AMENDING CHAPTER 606 SECTION 606.03 TO REQUIRE SIGNS OR ADVERTISEMENTS TO INCLUDE ON THE SIGN, CONTACT INFORMATION OF THE PERSON OR ORGANIZATION CONDUCTING THE SALE.

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 606, Section 606.03, of the Codified Ordinances of the City of Lansing, Michigan, be and is, hereby amended to read as follows:

(a) No person shall attach, place, paint, write, stamp or paste any sign or advertisement or any other matter concerning yard sales, rummage sales, auctions or garage sales or other similar sales within any public right of way or on any public property, unless:

(1) Such sign or advertisement is placed on the public right of way or public property no sooner than two days before the date the sale or auction is to occur.

(2) The sign or advertisement is removed within one day after the conclusion of the sale or auction. Under no circumstances shall any such sign or advertisement be on a public right of way or public property for longer than four consecutive days.

(3) The sign or advertisement has the name of the person or organization sponsoring or conducting the sale, and CONTACT INFORMATION FOR THE PERSON OR ORGANIZATION SPONSORING OR CONDUCTING THE SALE OR the address of the sale printed legibly upon it.

If a violation of this section has been committed and the individual committing the violation cannot be identified, the person designated on the sign or advertisement as being the sponsor of

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**DRAFT #1
JUNE 10, 2019**

the event shall be deemed responsible for the violation. Where the name of a person is not designated or identified on the sign or advertisement but an address is designated on the sign or advertisement as being the sponsor of the event, the owner or legal occupant of the identified address shall be deemed responsible for the violation. A violation charged under this section shall be deemed a civil infraction and shall be punishable by a civil fine of not more than five hundred dollars (\$500.00).

(b) This section shall not permit the placement of signs or advertisements where otherwise prohibited by law.

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 May 21, 2029.

Approved as to form:

City Attorney

Dated: _____



Chris Swope
Lansing City Clerk

July 19, 2019

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:
<http://lansingmi.gov/AgendaCenter>

BOARD NAME

DATE OF MEETING

Brownfield Redevelopment Authority

04/12/2019

Economic Development Corporation

04/12/2019

Tax Increment Finance Authority

04/12/2019

Brownfield Redevelopment Authority

05/31/2019

Economic Development Corporation

05/31/2019

Tax Increment Finance Authority

05/31/2019

Election Commission

07/08/2019

Board of Ethics

07/09/2019

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,

Chris Swope, CMC, CMMC
Lansing City Clerk

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 □ clerk@lansingmi.gov

BY THE COMMITTEE ON GENERAL SERVICES
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Licensing and Enforcement Division of the Michigan Liquor Control Commission received a request from Bar Mitena, LLC to transfer ownership of an escrowed 2018 Class C licensed business with Dance-Entertainment Permit from Tini Bikinis-Lansing, LLC; transfer location from 511 E Hazel, Lansing; cancel existing Outdoor Service and request new Sunday Sales Permit; and

WHEREAS, the Committee on General Services met on _____ to review the request with affirmative action taken;

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council, hereby, approves the request from Bar Mitena, LLC to transfer ownership of an escrowed 2018 Class C licensed business with Dance-Entertainment Permit from Tini Bikinis-Lansing, LLC; transfer location from 511 E Hazel, Lansing; cancel existing Outdoor Service and request new Sunday Sales Permit;



City of Lansing, Michigan
On-Premises Alcohol Sales Application

Business Name: Bar Mitens, LLC dba: Bar Mitens
Business Address: 2001 E. Michigan Avenue
City: Lansing State: MI Zip: 48912
Main Contact Number: (517) 614-9750 Secondary Contact Number: (734) 330-9371
Email Address: mjluther@gmail.com
License(s) for which you are seeking Local Government Approval _____
MLCC Business ID: 223758

Provide the name, age and address of the applicant, in the case of an individual, or, in the case of a co-partnership, the names, addresses and ages of the persons entitled to share in the profits thereof, or, in the case of a corporation, the objects for which the corporation is organized, the names, addresses and ages of the officers and directors and, if a majority interest in the stock of such corporation is owned by one person or his or her nominee, the name, address and age of such person:

Name	Position	Address	Age
(applicant)			
Michael Luther	Managing Member	1221 Buckingham, Haskett	
Justin King	Member	302 High, Williamston	
Dominic Cochran	Member		
Jonathan Berlinski	Member	1123 Abbot, East Lansing	
Matthew Martyn	Member	901 Cleveland Street	

If an Individual, provide Applicant's:

Date of Birth: _____

Place of Birth: _____

What character of business do you intend to operate? Wine Bar + Restaurant

What is the length of time your business has been of that character, or in the case of a corporation, the date when its charter was issued? January 2019

When you are done with this form, please return it to:

Chris Swope, City Clerk
Lansing City Clerk's Office
Ninth Floor, City Hall, 124 W. Michigan Ave., Lansing, MI 48933-1695
Phone: 517-483-4131 Fax: 517-377-0068
City.clerk@lansingmi.gov lansingmi.gov/clerk

Have you made applications for a similar or other license on premises other than those described in this application? Yes ☐ No ☒

If yes, what is the disposition of any such earlier application? _____

Are building plans on file? Yes ☒ No ☐ If not please submit them with this application showing the entire structure and premises and, in particular, the specific areas where the license is to be utilized. Such plans shall demonstrate adequate off-street parking, lighting and refuse disposal facilities and, where appropriate, adequate plans for screening and noise control, as provided in the Zoning, Building and Housing, and Fire Prevention Codes.

☒ I (we) have never been convicted of a felony and is (are) not disqualified to receive a license by reason of any item contained in this chapter or the laws of the State.

☒ I (we) will not violate any State or Federal laws or any ordinance of the City in the conduct of this business.

☒ I (we) or my (our) agent(s) do not owe any personal property taxes.

☒ The copy of the Michigan Liquor Control Commission application submitted with this application is a true copy of what I (we) intend to submit to the Michigan Liquor Control Commission.

I hereby certify that this application is complete and accurate to the best of my knowledge, information and belief.

Signature

Date

Subscribed and sworn to before me this

21 day of June, 2019.

Signature Tracy Scott

Printed Name Tracy L. Scott

Notary Public, Ingham County, Michigan

My Commission Expires: 4-14-20

Acting in the County of Ingham

TRACY L. SCOTT
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF INGHAM
My Commission Expires April 14, 2020

When you are done with this form, please return it to:

Chris Swope, City Clerk
Lansing City Clerk's Office
Ninth Floor, City Hall, 124 W. Michigan Ave., Lansing, MI 48933-1695
Phone: 517-483-4131 Fax: 517-377-0068
City.clerk@lansingmi.gov lansingmi.gov/clerk



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Retailer License & Permit Application

For more information on retail licenses and permits, please visit the Liquor Control Commission's frequently asked questions website by [clicking this link](#).

Before you begin filling out the attached application, please review this checklist for the applicable forms and documents you will need to submit with your completed application form.

The attached LCC-100 form will automatically calculate fees when opened using Adobe Acrobat Reader. The form's functionality may not work with third-party PDF readers. You may download a free copy of Adobe Acrobat Reader on the Adobe website:

<https://get.adobe.com/reader/>

- ☒ Completed Retail License & Permit Application (Form LCC-100, attached)
- ☐ Livescan Fingerprint Form* (attached)
- ☒ Inspection, License, and Permit Fees
- ☐ Local Government Authorization (Form LCC-106) - For a new on-premises license only
- ☒ Purchase agreement - **For the transfer of ownership of a license**
- ☒ Property document (lease, deed, land contract, etc.)
- ☐ New Specially Designated Merchant license documents - **For a new Specially Designated Merchant license only** (see page 3)
- ☐ New On-Premises Resort License Questionnaire (LCC-109a) or New On-Premises Redevelopment or Development District License Questionnaire (LCC-109b) - For a new on-premises Resort, Redevelopment, or Development District license only

Are you transferring stock or membership interest? If yes, use the License Interest Transfer Application (LCC-101).

If applicant is a corporation also include (pursuant to R 436.1109):

- ☐ Report of Stockholders/Member/Partners (Form LCC-301)
- ☐ Copy of Articles of Incorporation filed with the Corporations Division of the Department of Licensing & Regulatory Affairs
- ☐ Current Certificate of Good Standing from the state where incorporated and Certificate of Authority to Do Business in Michigan, if incorporated outside of Michigan.
- ☐ Certified copy of the minutes of a meeting of its board of directors or a statement signed by an officer of the corporation naming the persons authorized by corporate resolution to sign the application and other documents required by the Commission or Part 3 of Form LCC-301.

If applicant is a limited liability company also include (pursuant to R 436.1110):

- ☒ Report of Stockholders/Member/Partners (Form LCC-301)
- ☒ Copy of Articles of Organization filed with the Corporations Division of the Department of Licensing & Regulatory Affairs
- ☒ Copy of the operating agreement or bylaws of the applicant company
- ☐ Current Certificate of Authority to Do Business in Michigan, if the LLC is a non-Michigan LLC.
- ☒ Statement signed by a manager of the limited liability company or by at least 1 member if management is reserved to the members naming the person authorized to sign the application and other documents required by the Commission or Part 3 of Form LCC-301.

If applicant is a limited partnership also include (pursuant to R 436.1111):

- ☐ Report of Stockholders/Member/Partners (Form LCC-301)
- ☐ Copy of the partnership agreement of the applicant limited partnership
- ☐ Each general partner of a partnership shall sign the application, bond, and other papers filed in connection with securing a new license or transferring an existing license. This requirement may be waived by the Commission upon showing of good cause, which must be submitted in writing.

*Fingerprints are required for applicants that are not currently licensed by the MLCC and will hold 10% or more interest in a license or applicant entity.



Retailer License & Permit Application

For information on retail licenses and permits, including a checklist of required documents for a completed application, please visit the Liquor Control Commission's frequently asked questions website [by clicking this link](#).

Part 1 - Applicant Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant name(s): Bar Mitena, LLC	
Address to be licensed: 2001 E. Michigan Avenue	
City: Lansing	Zip Code: 48912
City/township/village where license will be issued: Lansing	County: Ingham
Federal Employer Identification Number (FEIN): 83-237076	

- | | |
|--|---|
| 1. Are you requesting a new license? | ☐ Yes ☒ No |
| 2. Are you applying ONLY for a new permit or permission? | ☐ Yes ☒ No |
| 3. Are you buying an existing license? | ☒ Yes ☐ No |
| 4. Are you transferring the classification of an existing on premises license? | ☐ Yes ☒ No |
| 5. Are you modifying the size of the licensed premises? | ☐ Yes ☒ No |
| If Yes, specify: ☐ Adding Space ☐ Dropping Space ☐ Redefining Licensed Premises | |
| 6. Are you transferring the location of an existing license? | ☒ Yes ☐ No |
| 7. Is this license being transferred as the result of a default or court action? | ☐ Yes ☒ No |
| 8. Do you intend to use this license actively? | ☒ Yes ☐ No |

Leave Blank - MLCC Use Only

Part 2 - License Transfer Information (If Applicable)

If transferring ownership of a license ONLY and not transferring the location of a license, fill out only the name of the current licensee(s)

Current licensee(s): Tini Bikinis - Lansing	
Current licensed address: 511 E Hazel St	
City: Lansing	Zip Code: 48912
City/township/village where license is issued: Lansing	County: Ingham

Part 3 - Licenses, Permits, and Permissions

Off Premises Licenses - Applicants for off premises licenses, permits, and permissions (e.g. convenience, grocery, specialty food stores, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

On Premises Licenses - Applicants for on premises licenses, permits, and permissions (e.g. restaurants, hotels, bars, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

Part 4 - Inspection, License, and Permit Fees - Make checks payable to State of Michigan

Inspection Fees - Pursuant to MCL 436.1529(4) a nonrefundable inspection fee of \$70.00 shall be paid to the Commission by an applicant or licensee at the time of filing of a request for a new license or permit, a request to transfer ownership or location of a license, a request to increase or decrease the size of the licensed premises, or a request to add a bar. Requests for a new permit in conjunction with a request for a new license or transfer of an existing license do not require an additional inspection fee.

License and Permit Fees - Pursuant to MCL 436.1525(1), license and permit fees shall be paid to the Commission for a request for a new license or permit or to transfer ownership or location of an existing license.

Inspection Fees:	License & Permit Fees:	TOTAL FEES:
------------------	------------------------	--------------------

Schedule A - Licenses, Permits, & Permissions

Applicant name: _____

Off Premises License Type:

New Transfer

- ☐ ☒ SDM License \$100.00
- ☐ ☐ SDD License \$150.00
- ☐ ☐ Resort SDD License Upon Licensure/\$150.00

Resort SDD Licenses may only be issued in governmental units having a population of 50,000 or less

Off Premises Permits:

Base Fee:

- ☐ Sunday Sales Permit (AM)* \$160.00
- ☐ Sunday Sales Permit (PM)** \$22.50
(Held with SDD License)
- ☐ Catering Permit \$100.00
- ☐ Secondary Location Permit - Complete Form LCC-201
- ☐ Beer and Wine Tasting Permit No charge
- ☐ Living Quarters Permit No charge

On/Off Premises Permission Type:

Base Fee:

- ☐ Off-Premises Storage No charge
- ☐ Direct Connection(s) No charge
- ☐ Motor Vehicle Fuel Pumps No charge

*Sunday Sales Permit (AM) allows the sale of liquor, beer, and wine on Sunday mornings between 7:00am and 12:00 noon, if allowed by the local unit of government.

**Sunday Sales Permit (PM) allows the sale of liquor on Sunday afternoons and evenings between 12:00 noon and 2:00am (Monday morning), if allowed by the local unit of government. No Sunday Sales Permit (PM) is required for the sale of beer and wine on Sunday after 12:00 noon. The Sunday Sales Permit (PM) fee is 15% of the fee for the license that allows the sale of liquor. Additional bar fees and B-Hotel room fees are also calculated as part of the permit fee.

Licenses, permits, and permissions selected on this form will be investigated as part of your request. Please verify your information prior to submitting your application, as some licenses, permits, or permissions cannot be added to your request once the application has been sent out for investigation by the Enforcement Division.

Inspection, License, Permit, & Permission Fee Calculation

Number of Licenses: _____ x \$70.00 Inspection Fee

Total Inspection Fee(s): _____

Total License Fee(s): _____

Total Permit Fee(s): _____

TOTAL FEES DUE:

Please note that requests to transfer SDD licenses will require the payment of additional fees based on the seller's previous calendar year's sales. These fees will be determined prior to issuance of the license to the applicant.

Make checks payable to **State of Michigan**

On Premises License Type:

New Transfer

- ☐ ☐ B-Hotel License \$600.00

Number of guest rooms: _____

- ☐ ☐ A-Hotel License \$250.00

Number of guest rooms: _____

- ☐ ☒ Class C License \$600.00

- ☐ ☐ Tavern License \$250.00

- ☐ ☐ Resort License Upon Licensure

- ☐ ☐ DDA/Redevelopment License Upon Licensure

- ☐ ☐ Brewpub License \$100.00

- ☐ ☐ G-1 License \$1,000.00

- ☐ ☐ G-2 License \$500.00

- ☐ ☐ Aircraft License \$600.00

- ☐ ☐ Watercraft License \$100.00

- ☐ ☐ Train License \$100.00

- ☐ ☐ Continuing Care Retirement Center License \$600.00

☐ MCL 436.1545(1)(b)(i) ☐ MCL 436.1545(1)(b)(ii)

B-Hotel or Class C Licenses Only:

- ☐ ☐ Additional Bar(s)

Number of Additional Bars: _____

B-Hotel or Class C licenses allow licensees to have one (1) bar within the licensed premises. A \$350.00 licensing fee is required for each additional bar over the one (1) bar initially issued with the license.

On Premises Permits:

Base Fee:

- ☐ Sunday Sales Permit (AM)* \$160.00

- ☐ Sunday Sales Permit (PM)**

- ☐ Catering Permit \$100.00

- ☐ Banquet Facility Permit - Complete Form LCC-200

A Banquet Facility Permit is an extension of the license at a different location. It may have its own permits and permissions. It is not a banquet room on the licensed premises.

- ☒ Outdoor Service No charge

- ☐ Dance Permit No charge

- ☐ Entertainment Permit No charge

- ☐ Extended Hours Permit: No charge

- ☐ Dance ☐ Entertainment Days/Hours: _____

- ☐ Specific Purpose Permit: No charge

Activity requested: _____

Days/Hours requested: _____

- ☐ Living Quarters Permit No charge

- ☐ Topless Activity Permit No charge

Part 5a - Information on Individual Applicant, Stockholder, Member, or Limited Partner

Each individual, stockholder, member, or partner must complete Part 5a, 5b, and 5c. If a stockholder or member of an applicant company is a corporation or limited liability company, complete Part 5a and 5c and submit a completed Form LCC-301.

For applications with multiple individuals, stockholders, members, or partners - each person or entity must complete a separate copy of this page.

Name: Bottleneck Hospitality, LLC			
Home address: 150 E. Grand River Avenue			
City: Williamston		State: MI	Zip Code: 48895
Business Phone: 517-655-3766	Cell Phone: 517-614-9750	Email: mjluther@gmail.com	
Have you ever been licensed by the Michigan Liquor Control Commission (MLCC) or do you currently hold an interest in any other licenses issued by the MLCC? If Yes, please list business ID numbers below. If you hold interest in 2 or more locations under the same name, please also write "chain" below. Pursuant to MCL 436.1603, a retailer licensee <u>may not</u> hold interest in a manufacturer or wholesaler licensee. ☐ Yes ☒ No			
Do you hold 10% or more interest in the applicant entity? ☒ Yes ☐ No			
If you answered "no" to the first question and "yes" to the second question, you must submit fingerprints and undergo an investigation by the MLCC. Please see the attached instructions for submitting fingerprints to the MLCC. You must submit a copy of the completed and endorsed " <u>Livescan Fingerprint Background Request</u> " with your application.			

Part 5b - Personal Information (Individuals) - Must be at least 21 years of age, pursuant to administrative rule R 436.1105(1)(a).

Date of Birth:	Social Security Number:	Driver's License Number:	
Are you a citizen of the United States of America? ☐ Yes ☐ No			
Have you ever legally changed your name? ☐ Yes ☐ No			
If you answered "yes", please list your prior name(s) (including maiden):			
Spouse's full name (if currently married):			
Spouse's date of birth:	Is your spouse a citizen of the United States of America? ☐ Yes ☐ No		
Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan? ☐ Yes ☐ No			
Does your spouse hold a retail, manufacturer, or wholesaler license issued by the MLCC? ☐ Yes ☐ No			
Have you ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary): ☐ Yes ☐ No			
Date	City/State	Charge	Disposition
Has your spouse ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary): ☐ Yes ☐ No			
Date	City/State	Charge	Disposition

Part 5c - Signature

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003. (This form must be signed by the person whose information it contains).

Print Name

Signature

Date

Part 6 - Contact Information

Provide information on the contact person for this application. Please note that corporations and limited liability companies must provide documentation (e.g. meeting minutes, corporate resolution) authorizing anyone other than the applicant or an attorney of record to be the contact person. If an authorization is not provided, your contact person will not be acknowledged if they are anyone other than the applicant or attorney.

What is your preferred method of contact?		☐ Phone	☐ Mail	☒ Email	☐ Fax
What is your preferred method for receiving a Commission Order?		☐ Mail	☒ Email	☐ Fax	
Contact name: Michael Luther	Relationship: Managing Member				
Mailing address: 150 E. Grand River Avenue, Williamston, MI 48895					
Phone: 517-614-9750	Fax number:	Email: mjluther@gmail.com			

Part 7 - Attorney Information (If You Have An Attorney Representing You For This Application)

Attorney name:		Member Number: P-	
Attorney address:			
Phone:	Fax number:	Email:	
Would you prefer that we contact your attorney for all licensing matters related to this application?		☐ Yes ☐ No	
Would you prefer any notices or closing packages be sent directly to your attorney?		☐ Yes ☐ No	

Part 8 - Signature of Applicant

Be advised that the information contained in this application will only be used for this request. This section will need to be completed for each subsequent request you make with this office.

Notice: When purchasing a license, a buyer can be held liable for tax debts incurred by the previous owner. Prior to committing to the purchase of any license or establishment, the buyer should request a tax clearance certificate from the seller that indicates that all taxes have been paid up to the date of issuance. Obtaining sound professional assistance from an attorney or accountant can be helpful to identify and avoid any pitfalls and hidden liabilities when buying even a portion of a business. Sellers can make a request for the tax clearance certificate through the Michigan Department of Treasury.

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. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Print Name of Applicant & Title

Signature of Applicant

Date

Please return this completed form along with corresponding documents and fees to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Fax to: 517-284-8557



Chris Swope
Lansing City Clerk

REPORT ON APPLICATION FOR:

<u>ACTION</u>	<u>TYPE OF LICENSE</u>
☐ Transfer Ownership	☒ Class C
☐ Transfer Location	☐ SDD
☐ Add Partner	☒ SDM
☐ Drop Partner	☐ Tavern
☐ Other:	☒ Other: Outdoor Service

NAME:

Bar Mitena LLC
2001 East Michigan Avenue
Lansing MI 48912

THAT THE REQUEST: Transfer Ownership of an escrowed 2018 Class C licensed business with Dance-Entertainment Permit to Bar Mitena, LLC, 2001 East Michigan Ave, Lansing, Ingham County

<u>Location Approval</u>	<u>Building Approval</u>
Signature & Date	Signature & Date
Chief of Police <u>OFF MONIKA FORD #007 6/27/19</u>	<u>OFF MFOZL #007 6/27/19</u>
Fire Marshal _____	_____
Planning/Zoning _____	_____
Building Comm. _____	_____
City Treasurer _____	_____
Date to City Council _____	

PLEASE RETURN THIS FORM TO: Brian Jackson at brian.jackson@lansingmi.gov
or FAX 517-377-0068



Chris Swope
Lansing City Clerk

REPORT ON APPLICATION FOR:

<u>ACTION</u>	<u>TYPE OF LICENSE</u>
☐ Transfer Ownership	☒ Class C
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Location Approval

Building Approval

Signature & Date

Signature & Date

Chief of Police _____

Fire Marshal _____

Planning/Zoning _____

Building Comm. _____

City Treasurer _____

Date to City Council _____

**PLEASE RETURN THIS FORM TO: Brian Jackson at brian.jackson@lansingmi.gov
or FAX 517-377-0068**



Chris Swope
Lansing City Clerk

REPORT ON APPLICATION FOR:

<u>ACTION</u>	<u>TYPE OF LICENSE</u>
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Location Approval

Signature & Date

Chief of Police _____

Fire Marshal _____

Planning/Zoning [Signature] 8/27/19

Building Comm. _____

City Treasurer _____

Date to City Council _____

Building Approval

Signature & Date

[Signature] 8/27/19

PLEASE RETURN THIS FORM TO: Brian Jackson at brian.jackson@lansingmi.gov
or FAX 517-377-0068



Chris Swope
Lansing City Clerk

REPORT ON APPLICATION FOR:

<u>ACTION</u>	<u>TYPE OF LICENSE</u>
☐ Transfer Ownership	☒ Class C
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Location Approval

Building Approval

Signature & Date

Signature & Date

Chief of Police _____

Fire Marshal _____

Planning/Zoning _____

Building Comm. _____ *7-1-19*

City Treasurer _____

_____ *7-1-19*

*SENT TO BUREAU
PERMIT APPROVALS.*

Date to City Council _____

**PLEASE RETURN THIS FORM TO: Brian Jackson at brian.jackson@lansingmi.gov
or FAX 517-377-0068**



Chris Swope
Lansing City Clerk

REPORT ON APPLICATION FOR:

ACTION

- ☐ Transfer Ownership
- ☐ Transfer Location
- ☐ Add Partner
- ☐ Drop Partner
- ☐ Other:

TYPE OF LICENSE

- ☒ Class C
- ☐ SDD
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Bar Mitena LLC
2001 East Michigan Avenue
Lansing MI 48912

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Location Approval

Signature & Date

Chief of Police _____

Fire Marshal _____

Planning/Zoning _____

Building Comm. _____

Building Approval

Signature & Date

City Treasurer Judith Kehler 6/28/19

Judith Kehler 6/28/19

Date to City Council _____

**PLEASE RETURN THIS FORM TO: Brian Jackson at brian.jackson@lansingmi.gov
or FAX 517-377-0068**

CITY of LANSING

INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor
FROM: Stephanie Robinson CPPB, Senior Buyer
DATE: July 18, 2019
SUBJECT: Sole Source Purchase – Transcend Robotics Inc.

Please include this Sole Source packet of information in your transmittal to Council as required by the Purchasing Ordinance Section 206.05.

In summary, the Purchasing Office processed the following Sole Source transaction:

Department: Lansing Police Department
Vendor: Transcend Robotics Inc.
Item Purchased: Vantage F3 Robot
Dollar Amount: \$19,250.00

Additional information pertaining to this purchase is attached for your information.

This letter is filed in accordance with the Purchasing Ordinance Section 206.05 (a) and (b).

slr

CITY of LANSING
INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor
Samantha Harkins, Chief of Staff

FROM: Stephanie Robinson, CPPB, Senior Buyer

DATE: July 9, 2019

SUBJECT: Sole Source – Transcend Tactical - Vantage F3 Robot

The Lansing Police Department START Division requests that Transcend Tactical be designated as a Sole Source vendor for the purchase of the Transcend Vantage F3 Robot.

Please see the attached letter from Sgt. Kevin Schlagel and Chief Mike Yankowski regarding the request.

Based on the attached letter we recommend issuing a sole source purchase order to Transcend Tactical, in the amount of \$ 19,250.00 per the request of the Police Department START Division.

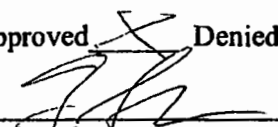
Attachment

Date:

7-9-19

Approved

☒ Denied



Andy Schor, Mayor

CITY of LANSING

INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor
Samantha Harkins, Chief of Staff

FROM: Stephanie Robinson, CPPB, Senior Buyer

DATE: July 9, 2019

SUBJECT: Sole Source – Transcend Tactical - Vantage F3 Robot

The Lansing Police Department START Division requests that Transcend Tactical be designated as a Sole Source vendor for the purchase of the Transcend Vantage F3 Robot.

Please see the attached letter from Sgt. Kevin Schlagel and Chief Mike Yankowski regarding the request.

Based on the attached letter we recommend issuing a sole source purchase order to Transcend Tactical, in the amount of \$ 19,250.00 per the request of the Police Department START Division.

Attachment

Date: _____

Approved _____ Denied _____

Andy Schor, Mayor



Andy Schor, Mayor

Lansing Police Department

120 West Michigan Avenue
Lansing, MI 48933
Phone: (517) 483-4838
Fax: (517) 483-6039



Mike Yankowski, Chief

To: Stephanie Robinson, Purchasing Department, Senior Buyer
From: Mike Yankowski, Chief of Police
Subject: Sole Source Request START Robot
Date: July 2nd 2019

Over the past several years S.T.A.R.T has been trying to find a new robot. Numerous vendors were reached out too, but we were only able to find one robot that meet all our needs and that is Transcend Robotics. The robot is a Transcend Vantage F3

The robot selected needs to climb stairs, have thermal and IR remote camera capabilities, be able to deliver flameless OC/CS gas and have a signal booster to increase the deployment range of the unit.

The Transcend Robot unique features include:

ARTI Technology which requires automatic stair climbing capabilities.

This technology eliminates human error while negotiating stairs.

All other robots uses manual stair climbing technology.

I am requesting a sole source purchase request for \$19,250.00 for the above listed equipment. The account number that the purchase will come from is 1013240.97700.

Thank you for your assistance with this matter.

Mike Yankowski, Chief of Police.

**CITY OF LANSING**

124 W. Michigan Ave
Lansing, MI 48933
(517) 483-4128

TO: **TRANSCEND ROBOTICS INC**
114 SOUTH BUCKEYE ST
KOKOMO, IN 46901

PURCHASE ORDER

P.O. NUMBER	P086081
DATE	07/10/19
VENDOR I.D.	V037751
DELIVERY DATE	
FOB	
REQUISITION NO	PR014535
OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKING LIST AND CORRESPONDENCE.	

PHONE#

FAX#

Page 1 of 1

DELIVER ITEMS TO:

LANSING POLICE - FIREARMS RANGE
16001 AIRPORT RD
LANSING, MI 48906

SEND INVOICE TO:

LANSING POLICE - FIREARMS RANGE
120 W MICHIGAN AVE 4TH FL
LANSING, MI 48933

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	EXTENSION
001	VANTAGE F3 ROBOT x 1, CONTROLLER UNIT x 1, CONTROLLER & TRANSPORT CASEx1 ROBOT BATTERY x 3 SMALL BATTERY x 4 CHARGERS x 3 BACKPACK x 1 BOOSTER & HI GAIN ANTENNA x 1	1	EA	19,000.00	19,000.00
002	SHIPPING COST	1	EA	250.00	250.00
				TAX	0.00
				TOTAL	19,250.00

THE ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:

1. Goods other than those specified on this order must not be substituted or prices changed without authorization.
2. If the quantity shipped is short of the purchase order quantity, specify on the packing slip if that quantity is on back order or cancelled.



TRANSCEND
TACTICAL

765 480 1619
info@trans-tactical.com

To the Whom It May Concern,

This letter is to confirm that the ARTI VANTAGE is a patented/sole source product from Transcend Robotics, Inc.

This product is based on Transcend's mobile technology by the name of "Mobile reconnaissance apparatus with articulating traction control" as described in Transcend's U.S. patents numbered US8434576 and US8893832 (the "ARTI Technology").

No other entities sell the ARTI VANTAGE.

Sincerely,

Phillip Walker
February 5, 2019





TRANSCEND TACTICAL

Invoice Number 1974
PO Number PO-86081
Invoice Date Jul 11, 2019
Due Date Jul 25, 2019
Balance Due \$9,625.00

Bill To:

Lansing PD MI
120 W E Michigan Ave
Lansing, MI

Ship To:

Same as billing

TRANSCEND TACTICAL

DUNS NO. 079986561

FEIN: 47-2138026

Payable To: Transcend Robotics Inc.

50% DUE BEFORE SHIPMENT. 50% DUE
NET-30 DAYS FROM DELIVERY.

Send Physical Check To:

Transcend Robotics Inc.

Attn: Transcend Robotics Accounts
Receivables

510 17TH STREET

Huntington, CA 92648

Wiring Information:

Routing #

Account #

Bank:

Item	Description	Unit Cost	Quantity	Line Total
50% Payment	P.O. #: PO-86081	\$9,625.00	1	\$9,625.00

THIS INVOICE IS FOR 50% OF PO# PO-86081. IT IS DUE NO
LATER THAN 5 PM EST ON 07/25/2019. Thank you.

Subtotal \$9,625.00

Balance Due \$9,625.00

Transcend Tactical 114 S. Buckeye Street
transcendtactical.com Kokomo, Indiana 46901
sales@transcendtactical.com United States
765-480-1619



TRANSCEND
TACTICAL

Invoice Number 1974
PO Number PO-86081
Invoice Date Jul 11, 2019
Due Date Jul 25, 2019
Balance Due \$9,625.00

Returns & Warranty

- Transcend Robotics, Inc. will accept returns of items purchased with an approved Return Merchandize Authorization within 14 days from the date of receipt of the robot, provided the item is returned in the same condition it was received. A full refund will be credited to the customer. The customer is responsible for all shipping charges to return products and will ensure the shipment is fully insured in case of damage during shipment. All remaining payments are due net 30 days from date of delivery. All custom orders are final and will not be subject to this return policy. There's a 2% of total invoice value fee for invoices that are late. An additional 1% fee of the total invoice value will be added for each 30-days the payment is late.
- All sales are final on custom orders and inventory liquidations.
- Please reference Transcend's Warranty and Customer Agreement for a detailed description of Transcend's Warranty.
- No license is required to purchase, however an amateur radio license is required to operate.
- Most orders ship net 60 days from purchase unless expedited for a fee.
- Warranties and repairs are coordinated by Transcend and owned/serviced by AndyMark, Inc.
- Disclaimer: Please reference Transcend's Warranty and Customer Agreement for a description of Transcend's limitations of liabilities.

Transcend Tactical 114 S. Buckeye Street
transcendtactical.com Kokomo, Indiana 46901
sales@transcendtactical.com United States
765-480-1619



TRANSCEND TACTICAL

Quote Number 1917
Quote Date Jun 13, 2019
Valid Until Jul 31, 2019
Total \$19,250.00

Bill To:

Lansing PD MI
120 W E Michigan Ave
Lansing, MI

Ship To:

Same as billing

TRANSCEND TACTICAL

DUNS NO. 079986561

FEIN: 47-2138026

Payable To: Transcend Robotics Inc.

FULL PAYMENT DUE NET 2-DAYS FROM
RECEIPT OF INVOICE.

Wiring Information:

Routing #

Account #

Bank:

Send Physical Check To:

Transcend Robotics Inc.

Attn: Transcend Robotics Accounts
Receivables

510 17TH STREET

Huntington, CA 92648

Item	Description	Unit Cost	Quantity	Line Total
VANTAGE Fully Loaded	- VANTAGE F3 Robot x 1 - Controller Unit x 1 - Controller & Accessory Transport Case x 1 - Robot Battery x 3 - Small Battery x 4 - Chargers x 3 - Backpack x 1 - Booster & High Gain Antenna x 1	\$19,000.00	1	\$19,000.00
Shipping		\$250.00	1	\$250.00
Subtotal				\$19,250.00
Balance Due				\$19,250.00

Transcend Tactical
transcendtactical.com
sales@transcendtactical.com
765-480-1619

114 S. Buckeye Street
Kokomo, Indiana 46901
United States



TRANSCEND
TACTICAL

Quote Number 1917
Quote Date Jun 13, 2019
Valid Until Jul 31, 2019
Total \$19,250.00

Returns & Warranty

- Transcend Robotics, Inc. will accept returns of items purchased with an approved Return Merchandize Authorization within 14 days from the date of receipt of the robot, provided the item is returned in the same condition it was received. A full refund will be credited to the customer. The customer is responsible for all shipping charges to return products and will ensure the shipment is fully insured in case of damage during shipment. All remaining payments are due net 30 days from date of delivery. All custom orders are final and will not be subject to this return policy. There's a 2% of total invoice value fee for invoices that are late. An additional 1% fee of the total invoice value will be added for each 30-days the payment is late.
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Transcend Tactical
transcendtactical.com
sales@transcendtactical.com
765-480-1619

114 S. Buckeye Street
Kokomo, Indiana 46901
United States



Transcend Tactical Vantage™

Terms, Conditions and Warranty Information

Limited Warranty

In exchange for monies tendered and upon the execution of this Agreement by Customer, Transcend Robotics, Inc., DBA Transcend Tactical, ("Transcend") warrants its Vantage™ robot and related accessories (Products) to be free of defects in material and workmanship for one year from the date of delivery to Customer. Customer must report any claimed defect by phone at 510.338.3027, or by email at support@transcendtactical.com. Transcend, in consultation with AndyMark, Inc. (the manufacturing partner) will determine whether such repairs can be performed by parts supplied by manufacturer at no cost to the Customer or whether the Vantage robot will need to be returned to the manufacturer for repair or replacement at manufacturer's sole discretion. Replacement may be made with a robot in a similar or better state of use. If a return for repair is determined necessary, the customer will be responsible for shipping costs to the manufacturer and manufacturer will be responsible for return shipping costs. Each party will ensure that the shipment is fully insured in case of damage during shipment.

Warrant Exclusions/Limitations

Transcend is not liable under the warranty set forth above to the extent a defect or failure is caused by: (i) repair, alteration or modification of the Products by persons other than Transcend or its designee without Transcend's prior approval, (ii) use beyond the intended design or normal operating hours, or damage or defects caused by negligence, accident, abuse, misuse, improper or other abnormal usage, (iii) normal wear and tear; or (iv) Customer's failure to properly store, install, operate or maintain the Products in accordance with good industry practices or the recommendations or instructions of Transcend.

TRANSCEND MAKES NO OTHER WARRANTY OF ANY KIND WITH RESPECT TO THE PRODUCTS. ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO, ANY WARRANTY AGAINST INFRINGEMENT AND THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ARE HEREBY DISCLAIMED.

Limitation of Liability

Transcend shall in no event be liable for any consequential, incidental, indirect, special or punitive damages arising out of this Agreement, or out of any breach of its obligations hereunder, or out of any defect in, or failure of, or malfunction of the Products, including but not limited to, claims based upon personal injury or death, loss of use, lost profits or revenue, interest, lost goodwill, work stoppage, impairment of other equipment, environmental damage, loss by reasons of shutdown or non-operation, increased expenses of operations, cost of purchase of replacement equipment or claims of Customer or any other party for service interruption whether or not such loss or damage is based on contract, tort (including negligence and strict liability) or otherwise.



Further, except with respect to the limited warranty provided herein, Customer agrees Transcend will not be liable to Customer, its affiliates, employees, investors, partners, officers, directors and agents ("Customer Entities") or any third party under this Agreement for any liability, loss, damage, expense, or cost ("Loss") resulting from or arising out of personal injury or death of any person as a result of any Customer Entity's or third party's use of the VANTAGE ROBOT or accessories; provided, however, the foregoing shall not apply in the event any such Loss was a direct result of Transcend's gross negligence or willful misconduct.

In no event will Customer's cumulative, aggregate liability to the Customer Entities under this Agreement exceed the total amount paid by Customer to Transcend for the Products purchased hereunder.

Returns

Transcend Robotics, Inc. will accept returns of items purchased with an approved Return Merchandise Authorization within 14 days from the date of receipt of the robot, provided the item is returned in the same condition it was received. A refund will be credited to the customer. The customer is responsible for all shipping charges to return products and will ensure the shipment is fully insured in case of damage during shipment. All remaining payments are due net 30 days from date of delivery.

Radio License Requirement

No radio license is required to purchase the Vantage robot, however, a radio license is required to operate the VANTAGE robot per FCC guidelines. It is the customer's responsibility to comply with FCC requirements.

Agreed and Accepted

Transcend Tactical

Customer

Phillip Walker _____
Printed Name_____
Organization NameCEO _____
Title_____
Printed Name_____
Title

Authorized Signature_____
Authorized Signature

07/27/2018 _____





TRANSCEND
TACTICAL

510-338-3027
sales@transcendrobotics.com

Date

Date





TRANSCEND
TACTICAL

Quote Number	1917
Quote Date	Jun 13, 2019
Valid Until	Jul 31, 2019
Total	\$19,250.00

Returns & Warranty

- Transcend Robotics, Inc. will accept returns of items purchased with an approved Return Merchandize Authorization within 14 days from the date of receipt of the robot, provided the item is returned in the same condition it was received. A full refund will be credited to the customer. The customer is responsible for all shipping charges to return products and will ensure the shipment is fully insured in case of damage during shipment. All remaining payments are due net 30 days from date of delivery. All custom orders are final and will not be subject to this return policy. There's a 2% of total invoice value fee for invoices that are late. An additional 1% fee of the total invoice value will be added for each 30-days the payment is late.
- All sales are final on custom orders and inventory liquidations.
- Please reference Transcend's Warranty and Customer Agreement for a detailed description of Transcend's Warranty.
- No license is required to purchase, however an amateur radio license is required to operate.
- Most orders ship net 60 days from purchase unless expedited for a fee.
- Warranties and repairs are coordinated by Transcend and owned/serviced by AndyMark, Inc.
- Disclaimer: Please reference Transcend's Warranty and Customer Agreement for a description of Transcend's limitations of liabilities.

Transcend Tactical	114 S. Buckeye Street
transcendtactical.com	Kokomo, Indiana 46901
sales@transcendtactical.com	United States
765-480-1619	

CITY of LANSING

INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor

FROM: Stephanie Robinson CPPB, Senior Buyer

DATE: July 18, 2019

SUBJECT: Sole Source Purchase – C2AE Engineering Services

Please include this Sole Source packet of information in your transmittal to Council as required by the Purchasing Ordinance Section 206.05.

In summary, the Purchasing Office processed the following Sole Source transaction:

Department: Public Service Department, Engineering Division

Vendor: C2AE

Item Purchased: Consultant for Scoping, Survey, Hydraulic Modeling and Monitoring of the Culvert and Construction Services for Culvert Replacement

Dollar Amount: \$ 69,878.64 from Storm Sewer Repair & Maintenance account 101.453615.746000.0

Additional information pertaining to this purchase is attached for your information.

This letter is filed in accordance with the Purchasing Ordinance Section 206.05 (a) and (b).

slr

CITY of LANSING
INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor
Samantha Harkins, Deputy Mayor

FROM: Stephanie Robinson, CPPB Buyer

DATE: July 17, 2019

SUBJECT: Sole Source Purchase – C2AE Engineering Services

The Public Service Department Engineering requests that C2AE be designated as a sole source consultant for scoping, survey, hydraulic modeling and monitoring of the culvert and follow up engineering for construction services for the Miller Rd Culvert Replacement.

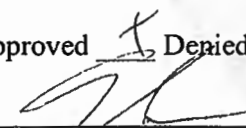
Please see the attached letter and approval from Ann Parry and Andrew Kilpatrick.

Based on the attached letter we recommend issuing a sole source purchase order to C2AE in the amount of \$ 69,878.64 from the Storm Sewer Repair & Maintenance account 101.453615.746000.0.

Attachment

Date 7-17-19

Approved X Denied



Andy Schor, Mayor



Andy Schor, Mayor

PUBLIC SERVICE DEPARTMENT

7th Floor City Hall
124 West Michigan Avenue
Lansing, Michigan 48933
(517) 483-4455
FAX: (517) 483-6082
www.lansingmi.gov/pubserv



To: Stephanie Robinson, Purchasing

From: Ann Parry, Project Engineer *Ann M. Parry*

Date: July 8, 2019

Subject: Professional Sole Source Approval

The Public Service Department discovered in April of 2019 that the existing 107" X 171" Pipe Arch culvert for the Pawlowski Drain located on Miller Road just east of Executive Drive is failing. The failure was discovered when it presented itself as a sink hole in the pavement on Miller Road. The City has a road project in this location currently under construction, and hired C2AE, the firm working on the project, to scope the failure to determine whether to fix or replace the culvert. C2AE recommended that the culvert be replaced.

The City requested and received (attached) a proposal from C2AE for scoping the culvert replacement and providing base maps and hydraulic modeling needed to obtain a permit from the State (ELGE) for the culvert replacement. Monitoring the existing culvert condition on a regular basis is also included, to determine if the condition worsens and presents imminent danger. Design and Construction services will be added later once replacement is specified and schedule is determined.

We request approval to hire C2AE, on a sole source basis, to perform scoping, survey, hydraulic modeling and monitoring of the condition of the culvert and later engineering services for the construction phase.

The not-to-exceed cost of the proposed work is \$69,878.64. We have reviewed the cost and find it to be reasonable for this type of work. Funds are available in account # 101.453615.746000.00000 Storm Sewer Repair & Maintenance.

Approved *Dean Johnson* 7/10/19
Dean Johnson, City Engineer Date

Approved *Andy Kilpatrick* 7/10/19
Andy Kilpatrick, Public Service Director Date

**CITY OF LANSING**

124 W. Michigan Ave
Lansing, MI 48933
(517) 483-4128

TO: C2AE INC
106 W ALLEGAN STE 500
LANSING, MI 48933

PURCHASE ORDER	
P.O. NUMBER	P086098
DATE	07/18/19
VENDOR I.D.	V005254
DELIVERY DATE	
FOB	
REQUISITION NO	PR014553
OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKING LIST AND CORRESPONDENCE.	

PHONE# (517) 371-2013 FAX# (517) 371-2013

Page 1 of 1

DELIVER ITEMS TO:

PUBLIC SERVICE DEPARTMENT ENGINEERING
124 W MICHIGAN AVENUE 7TH FL
LANSING, MI 48933

SEND INVOICE TO:

PUBLIC SERVICE DEPARTMENT ENGINEERING
124 W MICHIGAN AVENUE 7TH FL
LANSING, MI 48933

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	EXTENSION
001	TASK 1-SCOPING	28,680.	LS	1.00	28,680.63
002	TASK II - TOPO	13,758.	LS	1.00	13,758.42
003	TASK III-HYD MODEL/EGLE COORD	22,845.	LS	1.00	22,845.21
004	TASK IV-STRUCTURE MONITORING	4,594.3	LS	1.00	4,594.38
				TAX	0.00
THE ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:				TOTAL	69,878.64

1. Goods other than those specified on this order must not be substituted or prices changed without authorization.
2. If the quantity shipped is short of the purchase order quantity, specify on the packing slip if that quantity is on back order or cancelled.

June 26, 2019



Mr. Dean Johnson, PE
City Engineer
City of Lansing
124 West Michigan Avenue
Lansing, MI 48933

Re: Proposal for Engineering Services for Miller Road Culvert Replacement

Dear Mr. Johnson,

C2AE is grateful for the opportunity to provide our Team's proposal for your consideration the Miller Road Culvert Replacement Project. We will utilize our past experience from our initial investigations to complete the scoping work. We realize this project is time-sensitive and that it must be coordinated with the Miller Road paving project that we are leading construction services on this summer.

Al Kaltenthaler, PE, SE will be the Project Manager/primary contact and will bring value to the project with his years of experience in structural design, bridge, and stream crossings. As the scoping progresses, we will keep you and Ann Parry involved to gain your valuable input into the final product. Our proposal includes an Understanding of the Problem, Method of Approach, Work Plan and corresponding hours/fees.

Please do not hesitate to contact us should you have any questions or concerns regarding our submittal, or if you need additional information.

Sincerely,

C2AE


William J. Kimble, PE
President, Government Leader


Al Kaltenthaler, PE, SE
Project Manager

UNDERSTANDING OF THE PROBLEM

The City of Lansing seeks to hire a qualified professional engineering team to provide scoping/conceptual level design, updated costs based on conceptual level design, design survey, geotechnical investigation, hydraulic modeling and analysis, develop base plans, and assist with EGLE permitting, for replacement of the Miller Road over Pawlowski Creek (Mud Lake Drain and Alton Drain are also names for this stream) Culvert in South Lansing. In addition, the firm will provide weekly measurements of the existing structure at both ends and at the weakened area to monitor any movement.

Background

The existing pipe arch culvert was constructed in 1971 and is constructed of corrugated metal pipe. Dimensions of the culvert are 107" tall and 171" wide with a length of 110'.

The culvert has deteriorated and failed in one area. Failure includes upward heaving in the floor of the culvert and a caved in area in the top of the culvert (see arrow in photo at right). The amount of deterioration varies from completely through one 10' long area to no noticeable corrosion. Approximately 73% of the length of the culvert has corrosion holes in the bottom.

A sinkhole was observed in early May and the City then asked us to investigate further.



C2AE was called to perform field investigation for this and has been out to the site three times in May of 2019 to observe, measure, and report back to Lansing.

Field measurements for the last few weeks indicates that there has been no change to the measurements for the culvert indicating that there is no additional movement or deflection at this time.

The existing culvert has a sanitary sewer running beneath it and two LBWL water main pipes running through it a few feet from the top of the culvert. Discussion with the City and LBWL indicates that the two water main pipes will be removed and placed beneath the new culvert or structure, which is anticipated to occur with this project.

Communication with LBWL indicates that they desire C2AE to redesign the new water mains to go below the new culvert.

The project will be designed in accordance with the current American Association of State Highway and Transportation Officials (AASHTO) Bridge Design Specifications, A Policy on Geometric Design of Highways and Streets (Green Book), Roadside Design Guide, MDOT Bridge Design Manual and Bridge Design Guides, MDOT Road Design Guide, MDOT Local Agency Program (LAP) Guidelines and City of Lansing design requirements.

We anticipate the following steps for successful completion of the project:

- Report on range of culvert alternatives and consider bridge alternative and provide recommendation. This was done in a document sent to the City on May 23, 2019.
- Develop clear scope of work for replacement culvert.
- Provide constructability assessment within available schedule considering environmental constraints.
- Obtain flows for the stream and perform hydraulic analysis for existing and proposed conditions.
- EGLE coordination for hydraulic analysis.
- Assist City of Lansing to secure all required permits.
- Evaluate and design scour countermeasures for new structure.
- Coordinate with City of Lansing, LBWL, and other utilities and stakeholders.
- Evaluate feasibility for relocating outlet for Boulter Drain.

UNDERSTANDING OF **THE PROBLEM**

- Evaluate impacts of lowering LBWL water mains beneath culvert and articulate limits of work to minimize repaving on Miller Road.
- Evaluate feasibility of part-width construction on Miller Road, if possible.
- Address bypass pumping needs.
- Obtain Topographic Survey including select parcels for right of way, if necessary.
- Obtain Geotechnical information and provide foundation recommendations for proposed structure.
- Address and mitigate potential environmental issues including noise ordinances, Pawlowski Creek floodplain, Indiana Bat, Long eared bat habitat, Rattlesnake—follow NEPA guidelines.
- Develop constructability issues/risks and mitigate during development of plans and specifications.
- Ensure new structure is designed for design live and dead loads considering shallow cover.
- Develop and submit updated concept report including work items with structure recommendation and program level cost.

METHOD OF APPROACH

Kickoff Meeting

C2AE starts every project with a design team Kickoff Meeting, where the Project Manager leads the team to review the client's goals and objectives, the scope of work, schedule and milestones, budget, project stakeholders, team organization/resources/responsibilities, project file structure, the QA/QC Plan and schedule, the communication plan, and the potential risk plan. This meeting brings each team member to common understanding at the very beginning of the project, minimizing rework and going backwards. It is our desire to have a combined Kickoff Meeting for this project with the City of Lansing design staff and C2AE design staff.

WORK PLAN

Our detailed approach to key design elements is outlined below.

Task 1 - Scoping (Miller Road Culvert Replacement)

This task is to document the requirements for the replacement structure type, relocations of two existing water mains, assess ROW impacts, assess existing retaining walls, NEPA evaluation, pavement design, constructability, and access considerations. The Boulter Drain outlet will not be included with this project as discussed with the City on June 19, 2019.

C2AE has evaluated multiple alternatives for the culvert replacement: structural lining of the existing culvert, concrete and steel replacement alternates, and single span bridge. This assessment will include environmental considerations. The results of the analysis will be a somewhat more detailed and expanded version of the memo we sent to the City on 5/23/19.

From our recent meeting with the City, we will also ensure that the proposed layout of the new structure allows for placement of sidewalk on the north side of Miller Road.

Structure Considerations

The existing culvert has failed and the hydraulic opening has been compromised. It is unlikely that a structural lining option will be considered very seriously as we expect to need to provide at least as much hydraulic opening as was originally provided if not more depending on actual flows for the new culvert.

Steel, aluminum and concrete culvert options have been investigated and will be elaborated on as part of this scoping effort.

A single span bridge has been considered, but piles are likely required due to the flashy nature of the flows and scour potential which will drive up the cost. Potential superstructure types are Press-brake-formed- steel tub girders (PBFSTG) and spread box beams.



Speed of fabrication and ease of installation will be considered as well as relative cost.

Maintaining Traffic

We will look at maintaining traffic options for vehicles and pedestrians, but expect full road closure to be the most suitable for a quick and safe project. With the stream flow mitigated by bypass pumping pipes being above grade, it is expected that part-width will not be advisable.

We will develop CPM schedules for design and construction for the recommended concept.

Utilities

Existing utilities along Miller Road in this area include: sanitary sewer beneath the culvert, one 24" diameter water main that penetrates the culvert, one 16" diameter water main that penetrates the culvert, gas line on the south side of the street, storm sewers on both sides of the street, Boulter Drain outlet, numerous overhead lines on the north side of the street, and street lighting.

From field investigation we see indications of buried telephone and fiber optic lines also.

C2AE will identify any potential utility conflicts and coordinate relocations with the City and utility companies as needed.

METHOD OF **APPROACH**

Task II - Topographic Survey, Base Maps , and Concept Design

C2AE will develop Base Maps in AutoCAD format from the survey, field investigations, existing plans, utility and topographic information. These will be developed in compliance with City of Lansing Standards.

Topographic Survey

Gilbert M. Barish, P.S., CFedS of Geodetic Designs Inc. will assume the responsible charge for the surveying task for this project. The surveying procedures and methodology will comply with Michigan laws relative to land surveying. The most current Standards of Practice for MDOT Design Surveys, the published City of Lansing survey standards, and the project parameters identified in the provided request for proposal shall serve as the guidelines for the procedures used to conduct all work on this project.

Survey and control exists for this project that was used by the City. We anticipate additional pickup survey for this project to locate headwalls and retaining walls.

Geotechnical Engineering

SME will perform two soil borings for this project. We plan for two deep borings for the bridge option as the worst case, but will drill only for the culvert if that becomes the recommended option.

We have included as an add on the cost for a non-destructive probe at two locations from Miller Road to the top of the existing culvert to assess the actual depth of fill that exists beneath the roadway.

SME will obtain two grain size samples to determine D50 of the soils in the stream.

Concept design and layout of the culvert and wingwalls/headwalls and riprap is included.

Task III – Hydraulic Modeling and EGLE Coordination

Current flows from EGLE will be obtained for Boulter Drain and Pawlowski Creek. We have obtained the FIRM map for Pawlowski Creek.

Existing and proposed conditions for the crossing will be modeled utilizing HEC RAS or other suitable software.

The proposed condition will be for the recommended alternate after cleared with the City.

We plan to do preliminary scour countermeasure design for the purpose of obtaining suitable project costs.

Results will be compiled into a simplified Hydraulic Report for the project.

We will coordinate with EGLE for obtaining the permit for both the hydraulics of the new structure. We have assumed two meetings with EGLE for this task.

Task IV - Existing Structure Monitoring

C2AE has been out to the project site to measure the sag in the culvert.

For future weekly readings (assume 10 readings), we will measure the height and width at both ends of the culvert and at the sagged area. These measurements will be recorded in a spreadsheet and can be provided to the City on a weekly basis if desired.

If there is noticeable change in the measurements in any of these locations, the City will be notified immediately.

As discussed on multiple occasions, the existing traffic control to keep traffic off of the area where the culvert has heaved/caved is very important to protect the culvert from future deformation.

Assumptions

Costs and approach are based on the RFP received 5/28/19 and meeting with the City on 6/19/19.

The City will provide CAD files for their Miller Road resurfacing project.

The City will provide proposed sidewalk width and setback for future sidewalk on the north side of Miller Road.

Budget is based on Field review meeting with EGLE and two follow up meetings with EGLE.

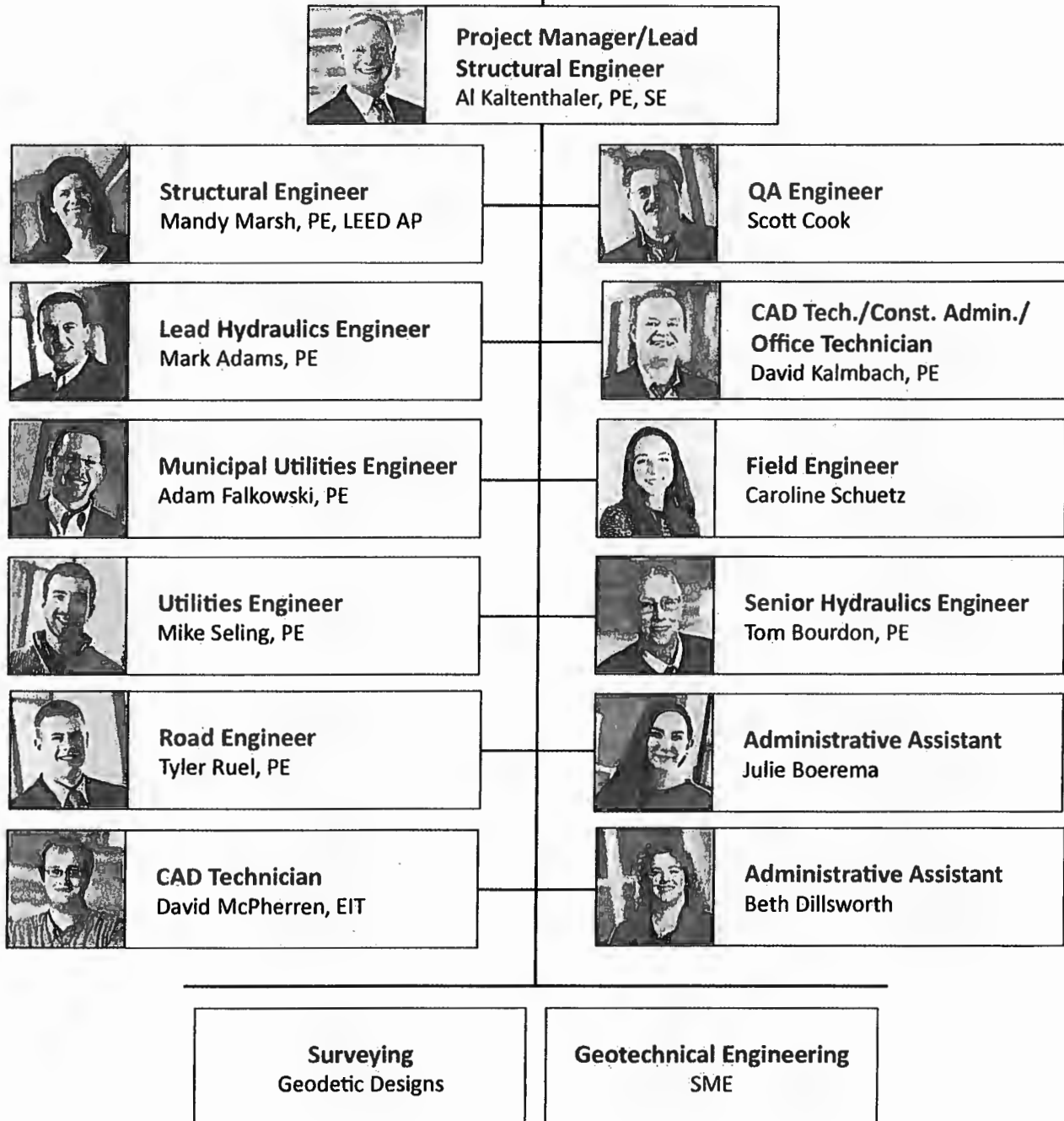
Existing water mains will be removed and replaced beneath future structure.

If non-destructive probes are desired to the top of the existing culvert to determine depth of fill, they will be an additional \$250 each.

TEAM ORGANIZATION CHART



Andy Schor, Mayor



CITY OF HOLLAND, MICHIGAN

LINCOLN AVENUE RECONSTRUCTION



Location Holland, Michigan

Scope Reconstruction, Drain Enclosure

Cost \$2.5M (Construction)

Contact Brian White, PE
Civil Engineering Supervisor
616.928.2448

Services Civil Engineering, Construction
Administration

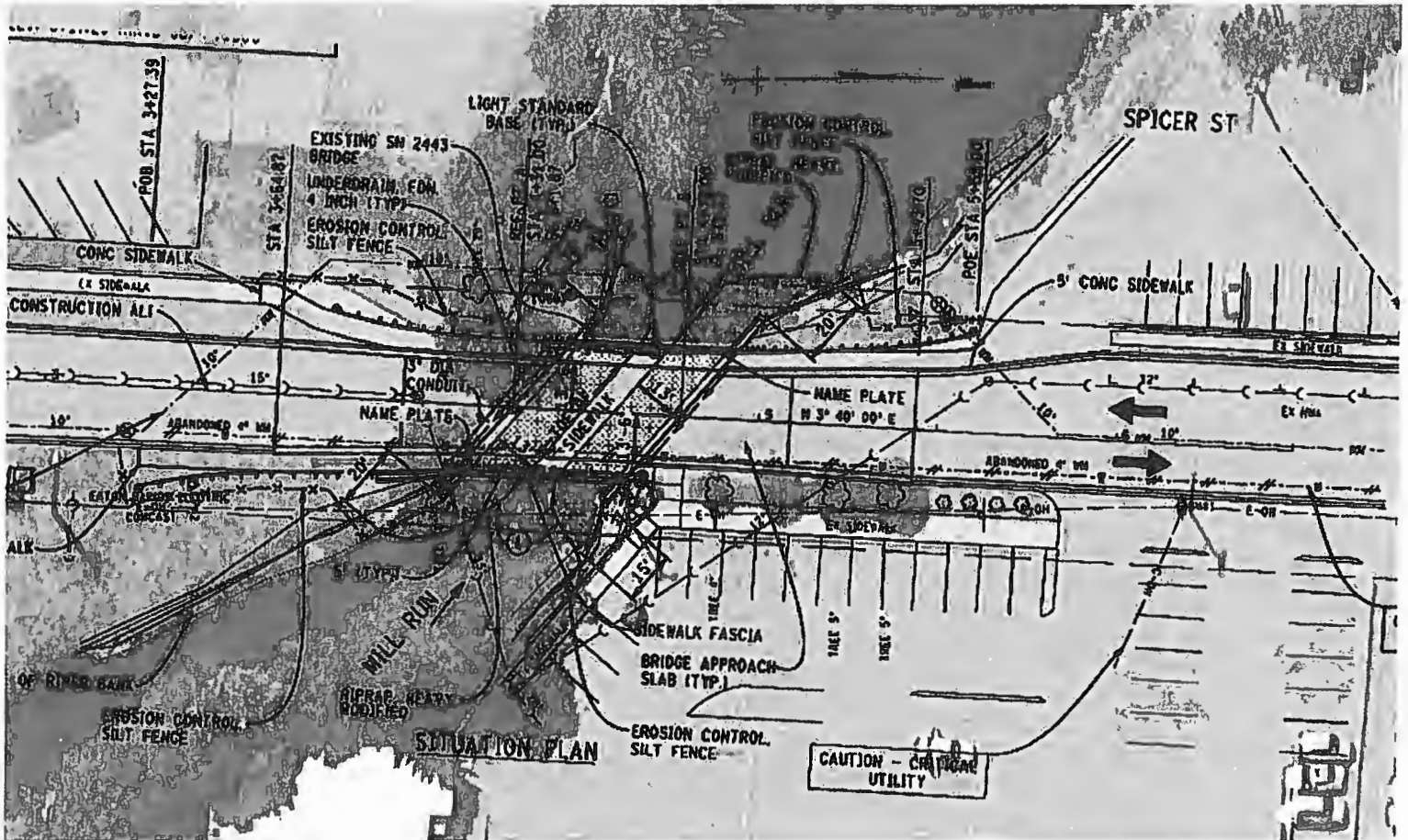
The City of Holland Transportation Services Department in cooperation with the Holland Board of Public Works required assistance for design, construction engineering and contract administration services for the reconstruction of Lincoln Avenue, from 24th Street to 16th Street.

The project included funding from several different State funding and City departments totaling \$2.5 million. The project was completed in accordance with the Local Agency Programs (LAP) and AASHTO guidelines.

C2AE was able to provide the plans, specifications, and estimate, including environmental permits from the Environmental Protection Agency through the state's Department of Environmental Quality, and secure acquisition of additional right-of-way from multiple private and commercial property owners with a similar time frame requested by Elkhart County Highway Department, and with no design related change orders during construction.

CITY OF EATON RAPIDS, MICHIGAN

HALL STREET BRIDGE



Location Eaton Rapids, Michigan

Scope Bridge Reconstruction

Funding MDOT Local Bridge

Completed 2019 (Expected)

Cost \$401,000 (Estimated Construction)

Contact Aaron Desentz
City Manager
517.663.8118

Services Civil Engineering, Construction Admin.

The City of Eaton Rapids selected C2AE for the design, bidding, and construction of improvements on the Hall Street bridge over Mill Run.

The existing structure is a 17" x 36" prestressed box beam bridge with a single span of 47 feet. Among the planned improvements are the replacement of aged railing and the removal and replacement of pavement, waterproofing membrane, and guardrail. Approach roadway will be improved and the addition of sidewalk along the east side of the bridge will connect a nearby park to a parking lot.

C2AE has submitted an MDOT Local Bridge Funding application to finance 95% of the construction costs, leaving the remaining 5% to the City of Eaton Rapids. The firm also submitted for funds to add the sidewalk and replace the out-of-date guardrail.

This project is the last of a series of four bridge preventative maintenance projects in Eaton Rapids completed by C2AE. Construction is set for spring of 2019.

CITY OF LANSING, MICHIGAN

MAJOR STREETS 2015



Location Lansing, Michigan

Scope Rehabilitation

Funding MDOT Urban STP

Cost \$1.9 M

Completed 2017

Contact Ann Parry, PE
Project Engineer
517.483.4454

Services Civil Engineering, Construction Admin.,
Landscape Architecture

C2AE worked with the city of Lansing on the rehabilitation of several major streets; updates included cold milling and resurfacing, ADA-compliant upgrades to the sidewalk ramps, review of sewer videotaping for repairs, and coordination with the Lansing Board of Water and Light for the replacement of water services.

Rehabilitated streets for this project were:

- Martin Luther King Jr. Blvd., Ottawa Street to Saginaw Street
- Martin Luther King Jr. Blvd., Oakland Avenue to the Grand River, pictured above (6,855 feet)
- Mt. Hope Avenue, MLK to Pattengill Avenue (1,224 feet)
- Cedar Street, I-96 BL to Edgewood Blvd. (713 feet)
- Willow Street, West City Limit to Linwood Street, pictured left (3,759 feet)



"C2AE performed particularly well on our FY 15 Major Street Rehabilitation project. MDOT asked for a final submittal early in order to obligate funding and C2AE was able to submit the final package 17 days before the "normal" MDOT deadline for the July bid opening. Construction administration and inspection for this project has been handled very well by C2AE, keeping the construction of the project running smoothly."

-Ann M. Parry, PE, Project Engineer for the City of Lansing

CITY OF WILLIAMSTON, MICHIGAN

PUTNAM STREET BRIDGE



Location Williamston, Michigan

Scope New Construction

Cost \$1.6 M (Construction)

Completed 2006

Funding MDOT Critical Bridge Program

Contact Scott De Vries, PE
City Engineer
517.655.2221

Services Structural Engineering, Civil
Engineering, Construction
Administration

The City of Williamston hired C2AE to design and oversee construction the replacement of this two-span bridge with a single-span box beam structure.

On the edge of McCormick Park, the Putnam Street Bridge serves as the Williamston's sole river crossing between the downtown business district and the residences and schools to the north. As a major link for the city, traffic maintenance on a minimum of one lane was required throughout construction. The team drafted a temporary traffic signal control design as part of the MDOT permitting process. Accommodating traffic access on West Riverside Street was critical, as the intersection with Putnam Street lies within the controlled zone typically restricted by MDOT during construction.

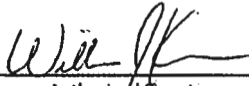
The design incorporated provisions for a bicycle/ pedestrian pathway beneath the bridge as well as water main upgrades. Decorative railing complement the light poles along the road and into the park. The red brick appears as a continuation of the Wall of Honor, a nearby memorial to fallen veterans.



SUMMARY OF STAFF-HOUR DISTRIBUTION
FIGURE 1

Engineering Services for Miller Road Culvert Replacement Project

FIRM: C2AE


Authorized Signature Date: June 26, 2019

Name of Principal Staff Members	Role in Project	Task I	Task II	Task III	Task IV	TOTAL
Services by C2AE						
Al Kaltenthaler, PE, SE	Project Manager/Lead Structural Eng	32	6	13	4	55
Mandy Marsh, PE, LEED AP	Structural Engineer	10	12	0	0	22
Mark Adams, PE	Lead Hydraulics Engineer	3	0	92	0	95
Adam Falkowski, PE	Municipal Utilities Engineer	4	0	0	0	4
Mike Seling, PE	Utilities Engineer	19	30	0	0	49
Tyler Ruel, PE	Road Engineer	0	0	0	0	0
Scott Cook	QA Engineer	14	2	4	0	20
David McPherrren, EIT	CAD Technician	10	18	3	0	31
David Kalmbach, PE	CAD Tech/Const Admin/Office Tech	0	0	0	27	27
Caroline Schuetz	Field Engineer	0	0	0	12	12
Tom Bourdon, PE	Senior Hydraulics Engineer	0	0	38	0	38
Julie Boerma	Administrative Assistant	2	0	0	0	2
Beth Dillsworth	Administrative Assistant	8	0	6	0	14
TOTAL		102	98	156	43	399

SUMMARY OF COSTS - COST BREAKDOWN
FIGURE 2

Engineering Services for Miller Road Culvert Replacement Project

FIRM: C2AE

Date: June 26, 2019

Task I: Scoping

NAME OF PRINCIPAL STAFF MEMBERS	ROLE IN PROJECT	TOTAL HOURS	RATE	DIRECT LABOR	OVERHEAD	TOTAL
Al Kaltenthaler, PE, SE	Project Manager/Lead Structural Eng	32	\$63.76	\$2,040.32	\$3,958.22	\$5,998.54
Mandy Marsh, PE, LEED AP	Structural Engineer	10	\$40.24	\$402.40	\$780.66	\$1,183.06
Mark Adams, PE	Lead Hydraulics Engineer	3	\$40.97	\$122.91	\$238.45	\$361.36
Adam Falkowski, PE	Municipal Utilities Engineer	4	\$46.85	\$187.40	\$363.56	\$550.96
Mike Seling, PE	Utilities Engineer	19	\$30.90	\$587.10	\$1,138.97	\$1,726.07
Tyler Ruel, PE	Road Engineer	0	\$33.07	\$0.00	\$0.00	\$0.00
Scott Cook	QA Engineer	14	\$51.89	\$726.46	\$1,409.33	\$2,135.79
David McPherrren, EIT	CAD Technician	10	\$26.06	\$260.60	\$505.56	\$766.16
David Kalmbach, PE	CAD Tech/Const Admin/Office Tech	0	\$33.87	\$0.00	\$0.00	\$0.00
Caroline Schuetz	Field Engineer	0	\$17.00	\$0.00	\$0.00	\$0.00
Tom Bourdon, PE	Senior Hydraulics Engineer	0	\$50.13	\$0.00	\$0.00	\$0.00
Julie Boerma	Administrative Assistant	2	\$25.84	\$51.68	\$100.26	\$151.94
Beth Dillsworth	Administrative Assistant	8	\$21.11	\$168.88	\$327.63	\$496.51
SUB-TOTAL		102				\$13,370.39
SUPPLIES & MATERIALS						
Reproduction -50 @ \$0.50/each			0.5			\$25.00
TRANSPORTATION						
Mileage -25 @ \$0.58/mile			0.58			\$14.50
OTHER DIRECT COSTS:						
Subconsultant - SME						\$13,800.00
PROFIT						\$1,470.74
TOTAL						\$28,680.63

SUMMARY OF COSTS - COST BREAKDOWN
FIGURE 3

Engineering Services for Miller Road Culvert Replacement Project

FIRM: C2AE

Date: June 26, 2019

Task II: Topographic Surveys and Base Map

NAME OF PRINCIPAL STAFF MEMBERS	ROLE IN PROJECT	TOTAL HOURS	RATE	DIRECT LABOR	OVERHEAD	TOTAL
Al Kaltenthaler, PE, SE	Project Manager/Lead Structural Eng	6	\$63.76	\$382.56	\$742.17	\$1,124.73
Mandy Marsh, PE, LEED AP	Structural Engineer	12	\$40.24	\$482.88	\$936.79	\$1,419.67
Mark Adams, PE	Lead Hydraulics Engineer	0	\$40.97	\$0.00	\$0.00	\$0.00
Adam Falkowski, PE	Municipal Utilities Engineer	0	\$46.85	\$0.00	\$0.00	\$0.00
Mike Seling, PE	Utilities Engineer	30	\$30.90	\$927.00	\$1,798.38	\$2,725.38
Tyler Ruel, PE	Road Engineer	0	\$33.07	\$0.00	\$0.00	\$0.00
Scott Cook	QA Engineer	2	\$51.89	\$103.78	\$201.33	\$305.11
David McPherrren, EIT	CAD Technician	18	\$26.06	\$469.08	\$910.02	\$1,379.10
David Kalmbach, PE	CAD Tech/Const Admin/Office Tech	0	\$33.87	\$0.00	\$0.00	\$0.00
Caroline Schuetz	Field Engineer	0	\$17.00	\$0.00	\$0.00	\$0.00
Tom Bourdon, PE	Senior Hydraulics Engineer	0	\$50.13	\$0.00	\$0.00	\$0.00
Julie Boerma	Administrative Assistant	0	\$25.84	\$0.00	\$0.00	\$0.00
Beth Dillsworth	Administrative Assistant	0	\$21.11	\$0.00	\$0.00	\$0.00
SUB-TOTAL		68				\$6,953.98
SUPPLIES & MATERIALS						
Reproduction -50 @ \$0.50/each			0.5			\$25.00
TRANSPORTATION						
Mileage -25 @ \$0.58/mile			0.58			\$14.50
OTHER DIRECT COSTS:						
Subconsultant - Geodetic						\$6,000.00
PROFIT						\$764.94
TOTAL						\$13,758.42

SUMMARY OF COSTS - COST BREAKDOWN
FIGURE 4

Engineering Services for Miller Road Culvert Replacement Project

FIRM: C2AE

Date: June 26, 2019

Task III: Hydraulic Modeling/EGLE Coordination

NAME OF PRINCIPAL STAFF MEMBERS	ROLE IN PROJECT	TOTAL HOURS	RATE	DIRECT LABOR	OVERHEAD	TOTAL
Al Kaltenthaler, PE, SE	Project Manager/Lead Structural Eng	13	\$63.76	\$828.88	\$1,608.03	\$2,436.91
Mandy Marsh, PE, LEED AP	Structural Engineer	0	\$40.24	\$0.00	\$0.00	\$0.00
Mark Adams, PE	Lead Hydraulics Engineer	92	\$40.97	\$3,769.24	\$7,312.33	\$11,081.57
Adam Falkowski, PE	Municipal Utilities Engineer	0	\$46.85	\$0.00	\$0.00	\$0.00
Mike Selling, PE	Utilities Engineer	0	\$30.90	\$0.00	\$0.00	\$0.00
Tyler Ruel, PE	Road Engineer	0	\$33.07	\$0.00	\$0.00	\$0.00
Scott Cook	QA Engineer	4	\$51.89	\$207.56	\$402.67	\$610.23
David McPherran, EIT	CAD Technician	3	\$26.06	\$78.18	\$151.67	\$229.85
David Kalmbach, PE	CAD Tech/Const Admin/Office Tech	0	\$33.87	\$0.00	\$0.00	\$0.00
Caroline Schuetz	Field Engineer	0	\$17.00	\$0.00	\$0.00	\$0.00
Tom Bourdon, PE	Senior Hydraulics Engineer	38	\$50.13	\$1,904.94	\$3,695.58	\$5,600.52
Julie Boerma	Administrative Assistant	0	\$25.84	\$0.00	\$0.00	\$0.00
Beth Dillsworth	Administrative Assistant	6	\$21.11	\$126.66	\$245.72	\$372.38
SUB-TOTAL		156				\$20,331.45
SUPPLIES & MATERIALS						
Reproduction - 50 @ \$0.50/each			0.5			\$25.00
TRANSPORTATION						
Mileage - 295 @ \$0.58/mile			0.58			\$252.30
OTHER DIRECT COSTS:						
PROFIT						\$2,236.46
TOTAL						\$22,845.21

SUMMARY OF COSTS - COST BREAKDOWN
FIGURE 5

Engineering Services for Miller Road Culvert Replacement Project

FIRM: C2AE

Date: June 26, 2019

Task IV: Existing Structure Monitoring

NAME OF PRINCIPAL STAFF MEMBERS	ROLE IN PROJECT	TOTAL HOURS	RATE	DIRECT LABOR	OVERHEAD	TOTAL
Al Kaltenthaler, PE, SE	Project Manager/Lead Structural Eng	4	\$63.76	\$255.04	\$494.78	\$749.82
Mandy Marsh, PE, LEED AP	Structural Engineer	0	\$40.24	\$0.00	\$0.00	\$0.00
Mark Adams, PE	Lead Hydraulics Engineer	0	\$40.97	\$0.00	\$0.00	\$0.00
Adam Falkowski, PE	Municipal Utilities Engineer	0	\$46.85	\$0.00	\$0.00	\$0.00
Mike Seling, PE	Utilities Engineer	0	\$30.90	\$0.00	\$0.00	\$0.00
Tyler Ruel, PE	Road Engineer	0	\$33.07	\$0.00	\$0.00	\$0.00
Scott Cook	QA Engineer	0	\$51.89	\$0.00	\$0.00	\$0.00
David McPherrren, EIT	CAD Technician	0	\$26.06	\$0.00	\$0.00	\$0.00
David Kalmbach, PE	CAD Tech/Const Admin/Office Tech	27	\$33.87	\$914.49	\$1,774.11	\$2,688.60
Caroline Schuetz	Field Engineer	12	\$17.00	\$204.00	\$395.76	\$599.76
Tom Bourdon, PE	Senior Hydraulics Engineer	0	\$50.13	\$0.00	\$0.00	\$0.00
Julie Boerma	Administrative Assistant	0	\$25.84	\$0.00	\$0.00	\$0.00
Beth Dillsworth	Administrative Assistant	0	\$21.11	\$0.00	\$0.00	\$0.00
SUB-TOTAL		43				\$4,038.18
SUPPLIES & MATERIALS						
Reproduction - 50 @ \$0.50/each			0.5			\$25.00
TRANSPORTATION						
Mileage - 150 @ \$0.58/mile			0.58			\$87.00
OTHER DIRECT COSTS:						
PROFIT						\$444.20
TOTAL						\$4,594.38

SUMMARY OF COSTS

Engineering Services for Miller Road Culvert Replacement Project

FIRM: C2AE

Authorized Signature

Date: June 26, 2019

Task No.	Task Description	Labor & Overhead	Supplies & Materials	Transportation	Other Direct Costs	Profit	Total
I	Scoping	\$13,370.39	\$25.00	\$14.50	\$13,800.00	\$1,470.74	\$28,680.63
II	Topographic Surveys & Base Maps	\$6,953.98	\$25.00	\$14.50	\$6,000.00	\$764.94	\$13,758.42
III	Hydraulic Modeling / EGGLE Coordination	\$20,331.45	\$25.00	\$252.30	\$0.00	\$2,236.46	\$22,845.21
IV	Existing Structure Monitoring	\$4,038.18	\$25.00	\$87.00	\$0.00	\$444.20	\$4,594.38
TOTAL NOT-TO-EXCEED COST		\$44,694.00	\$100.00	\$368.30	\$19,800.00	\$4,916.34	\$69,878.64

CITY of LANSING

INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor
FROM: Stephanie Robinson CPPB, Senior Buyer
DATE: July 18, 2019
SUBJECT: Sole Source Purchase – TIBA, Traffic and Safety

Please include this Sole Source packet of information in your transmittal to Council as required by the Purchasing Ordinance Section 206.05.

In summary, the Purchasing Office processed the following Sole Source transaction:

Department: Economic, Development and Planning - Parking Services Office
Vendor: Traffic and Safety Control Systems Inc.
Item Purchased: TIBA Parking Entry and Exit Management Solutions
Dollar Amount: \$1,282,923.00

Additional information pertaining to this purchase is attached for your information.

This letter is filed in accordance with the Purchasing Ordinance Section 206.05 (a) and (b).

slr

CITY of LANSING
INTEROFFICE COMMUNICATION

TO: Andy Schor, Mayor
Samantha Harkins, Chief of Staff

FROM: Stephanie Robinson, CPPB, Senior Buyer

DATE: July 9, 2019

SUBJECT: Sole Source – TIBA, Traffic and Safety

The Parking Services Office requests that Traffic and Safety be designated as a Sole Source vendor for TIBA Parking Entry and Exit Management Solution.

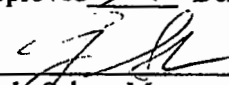
Please see the attached letter from Chad Gamble and Brian McGrain, Department of Economic Development and Planning Director regarding the request from last September. This purchase order will be the balance of the work to be done in FY20 noted in the memo.

Based on the attached letter we recommend issuing a sole source purchase orders to Traffic and Safety Control Systems, Inc. in the amount of \$1,052,618 and \$230,305 from account numbers 585.453641.977000, 585.453645.977000, 585.453646.977000, 585.453648.977000 and 585.453647.977000 per the request of the Department of Economic Development and Planning Department.

Attachment

Date: 7-9-19

Approved X Denied _____



Andy Schor, Mayor

**CITY OF LANSING**

124 W. Michigan Ave
Lansing, MI 48933
(517) 483-4128

TO: **TRAFFIC & SAFETY CONTROL SYSTEMS INC**
48584 DOWNING
WIXOM, MI 48393-3501

PURCHASE ORDER	
P.O. NUMBER	P086073
DATE	07/08/19
VENDOR I.D.	V051120
DELIVERY DATE	
FOB	
REQUISITION NO	PR014521
OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKING LIST AND CORRESPONDENCE.	

Page 1 of 1

PHONE# (248) 348-6505 FAX# (248) 348-6505

DELIVER ITEMS TO:

PLANNING NEIGHBORHOOD DEV PARKING OFFICE
219 N GRAND AVE
LANSING, MI 48933

SEND INVOICE TO:

PLANNING NEIGHBORHOOD DEV PARKING O
219 N GRAND AVE
LANSING, MI 48933

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	EXTENSION
001	NORTH GRAND RAMP TIBA PARCS EQUIPMENT AS PER 7/2/19 PROPOSAL	460,212	LS	1.00	460,212.00
002	NORTH CAPITOL RAMP TIBA PARCS EQUIPMENT AS PER 7/2/19 PROPOSAL	252,141	LS	1.00	252,141.00
003	SOUTH CAPITOL RAMP TIBA PARCS EQUIPMENT AS PER 7/2/19 PROPOSAL	340,265	LS	1.00	340,265.00
				TAX	0.00
				TOTAL	1,052,618.00

THE ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:

1. Goods other than those specified on this order must not be substituted or prices changed without authorization.
2. If the quantity shipped is short of the purchase order quantity, specify on the packing slip if that quantity is on back order or cancelled.

City of Lansing
PURCHASE ORDER STATUS INQUIRY
PURCHASE ORDER INFORMATION

Report Date: 06/15/2019

PO Number: **P086073** Vendor: **V051120** TRAFFIC & SAFETY CONTROL
PR Number: **PR014521** Addr Cd: **PR** 48584 DOWNING
WIXOM, MI 48393-3501

Open Order

Confirm:	Requested by: 11107	Req. Dt: 07/03/2019	Blanket Number:										
Account:	Approved Status: APRV	Apr Dt: 07/08/2019	Blanket Amount: 0.00										
Bid:	Printed by: SROBINSO	Print Dt: 07/08/2019	Blanket Remaining: 0.00										
Contract:			Buyer: B003										
Ship To: S10600	End Use: CHAD GAMBLE		Req. Codes: <table border="1"><tr><td></td><td></td><td>SS</td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td></tr></table>			SS							
		SS											
Bill To: S10600	Terms: NET 30												

ITEMS

Item	Qty Ordered	Qty Received	UN	Unit Price	Key	Object	Tax1 Tax2	Discount Charges	Extended	Catalog Ship To	F/A Whse	Print Chg
0001	460,212	0	LS	1.00	5853646	977000	0.00		460,212.00		N	Y
NORTH GRAND RAMP TIBA PARCS EQUIPMENT AS PER 7/2/19 PROPOSAL												
0002	252,141	0	LS	1.00			0.00		252,141.00		N	
Split: 5853647 977000 225,000.00 %: 0.00 Amt: 225,000.00 Split: 5853641 977000 27,141.00 %: 0.00 Amt: 27,141.00 NORTH CAPITOL RAMP TIBA PARCS EQUIPMENT AS PER 7/2/19 PROPOSAL												
0003	340,265	0	LS	1.00	5853645	977000	0.00		340,265.00		N	
SOUTH CAPITOL RAMP TIBA PARCS EQUIPMENT AS PER 7/2/19 PROPOSAL												

APPROVAL STATUS

This Requisition has been approved

Status	Approver	Received In	Processed Out
Accepted	WYATT, SUSAN	2019/07/03 15:17:06	2019/07/03 15:12:09
Accepted	Chad Gamble	2019/07/03 15:19:38	2019/07/03 15:17:08
Accepted	WYATT, SUSAN	2019/07/08 7:44:48	2019/07/08 7:40:10
Accepted	Stephanie Robinson	2019/07/08 7:45:21	2019/07/08 7:44:52
Accepted	SHELL, TRACI L	2019/07/08 7:45:23	2019/07/08 7:45:23

ENCUMBRANCES

Item #	Key	Object	Reference #	Post Date	EN Amount	PD Amount	T	Pay
0001	5853646	977000	P086073	07/08/2019	460,212.00		EN	
0002	5853641	977000	P086073	07/08/2019	27,141.00		EN	
0002	5853647	977000	P086073	07/08/2019	225,000.00		EN	
0003	5853645	977000	P086073	07/08/2019	340,265.00		EN	
Balance:					1,052,618.00			

**CITY OF LANSING**

124 W. Michigan Ave
Lansing, MI 48933
(517) 483-4128

TO: TRAFFIC & SAFETY CONTROL SYSTEMS INC
48584 DOWNING
WIXOM, MI 48393-3501

PURCHASE ORDER	
P.O. NUMBER	P085993
DATE	07/05/19
VENDOR I.D.	V051120
DELIVERY DATE	
FOB	
REQUISITION NO	PR014415
OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKING LIST AND CORRESPONDENCE.	

PHONE# (248) 348-6505 FAX# (248) 348-6505

Page 1 of 2

DELIVER ITEMS TO:

PLANNING NEIGHBORHOOD DEV PARKING OFFICE
219 N GRAND AVE
LANSING, MI 48933

SEND INVOICE TO:

PLANNING NEIGHBORHOOD DEV PARKING O
219 N GRAND AVE
LANSING, MI 48933

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	EXTENSION
001	PRO M T BARRIER GATES	7	EA	3,553.00	24,871.00
002	MP 30 TICKET DISPENSER W/PAY ON ENTRY OPTION	4	EA	9,855.00	39,420.00
003	PROX READERS	2	EA	389.00	778.00
004	PROX CARDS	100	EA	5.00	500.00
005	SW 30 EXIT VERIFIER W/P2PE CC	3	EA	11,678.00	35,034.00
006	APS 30 PAY ON FOOT, CASH, COIN AND P2PE CC	1	EA	36,712.00	36,712.00
007	CT20 CONTROLLER	2	EA	3,108.00	6,216.00
008	TMS SMART PARK SOFTWARE FACILITY PARKING MANAGEMENT: COUNT, ACCESS, REVENUE, CREDIT CARD 5 WEB CLIENT SEATS VALIDATION STICKER SYSTEM	1	EA	11,207.00	11,207.00
009	VPN LICENSING 3 YEAR SERVICE	1	EA	3,000.00	3,000.00
010	BOOTH REMOVAL	1	EA	1,750.00	1,750.00
011	INSTALLATION	1	EA	41,200.00	41,200.00
CONTINUED ON NEXT PAGE					
				TOTAL	

THE ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:

1. Goods other than those specified on this order must not be substituted or prices changed without authorization.
2. If the quantity shipped is short of the purchase order quantity, specify on the packing slip if that quantity is on back order or cancelled.

**CITY OF LANSING**

124 W. Michigan Ave
Lansing, MI 48933
(517) 483-4128

TO: **TRAFFIC & SAFETY CONTROL SYSTEMS INC**
48584 DOWNING
WIXOM, MI 48393-3501

PURCHASE ORDER	
P.O. NUMBER	P085993
DATE	07/05/19
VENDOR I.D.	V051120
DELIVERY DATE	
FOB	
REQUISITION NO	PR014438
OUR PURCHASE ORDER NUMBER MUST APPEAR ON ALL INVOICES, PACKING LIST AND CORRESPONDENCE.	

Page 2 of 2

PHONE# (248) 348-6505 FAX# (248) 348-6505

DELIVER ITEMS TO:

PLANNING NEIGHBORHOOD DEV PARKING OFFICE
219 N GRAND AVE
LANSING, MI 48933

SEND INVOICE TO:

PLANNING NEIGHBORHOOD DEV PARKING O
219 N GRAND AVE
LANSING, MI 48933

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	EXTENSION
012	AMEND 1: 8 QR BAR CODE SCANNERS.	10,640	LS	1.00	10,640.00
013	AMEND 1: 1 COUPON VALIDATION SYSTEM.	1,500	LS	1.00	1,500.00
014	AMEND 1: 4 PARKER VIDEO INTERCOMS.	10,988	LS	1.00	10,988.00
015	AMEND 1: 4 PARKER AUDIO INTERCOMS.	3,939	LS	1.00	3,939.00
016	AMEND 2: (3) LED "FULL" SIGNS WITH STANDS.	2,550	LS	1.00	2,550.00
				TAX	0.00
				TOTAL	230,305.00

THE ARTICLES SPECIFIED ARE SUBJECT TO THE FOLLOWING CONDITIONS:

1. Goods other than those specified on this order must not be substituted or prices changed without authorization.
2. If the quantity shipped is short of the purchase order quantity, specify on the packing slip if that quantity is on back order or cancelled.



Traffic & Safety Control Systems, Inc.

July 2, 2019

City of Lansing Parking Services
219 N. Grand Avenue
Lansing, MI 48933
Mr. Chad Gamble, Parking Manager

Subject: PARCS EQUIPMENT PROPOSAL - TIBA BAR CODE SYSTEM WITH LOCAL IT SERVERS

CONVENTION CENTER	Unit Cost	Extended Cost
(7) PRO M T Barrier gates	\$ 3,553.00	\$ 24,871.00
(4) MP 30 Ticket Dispenser w/Pay on Entry Option	9,855.00	39,420.00
(2) Prox readers	389.00	778.00
(100) Prox cards	5.00	500.00
(3) SW 30 Exit Verifier w/ P2PE CC	11,678.00	35,034.00
(1) APS 30 Pay on Foot, Cash, Coin and P2PE CC	36,712.00	36,712.00
(2) CT20 Controller	3,108.00	6,216.00
(1) TMS Smart Park Software Facility Parking Management	11,207.00	11,207.00
• Count , Access , Revenue, Credit Card		
• 5 Web Client seats		
• Validation Sticker system		
(1) VPN Licensing 3 Year Service		3,000.00
(8) QR Bar code scanners		10,640.00
(1) Coupon Validation System		1,500.00
(4) Parker Video Intercoms		10,983.00
(4) Parker audio Intercoms		3,939.00
(1) Installation		41,200.00
Added: (3) LED " FULL" signs with stands		<u>2,550.00</u>

Amend 1

Amend 2

Sub Total **P085993** \$ 228,552.00

NORTH GRAND RAMP	Unit Cost	Extended Cost
(3) PRO M T Barrier gates LED articulating 10 ft arms	\$ 4,758.00	\$ 14,274.00
(7) PRO M T Barrier gates LED 10 ft arms	4,120.00	28,840.00
(3) MP 30 Ticket Dispenser w/ QR scanner	9,885.00	29,655.00
(9) Transcore AVI Reader	3,800.00	34,200.00
(4) Transcore AVI Reader Card Only/Nested	6,372.00	25,488.00
(6) SW 30 Exit Verifier w/ P2PE CC/ QR scanner	13,008.00	78,048.00
(4) APS 30 Pay on Foot, Cash, Coin and P2PE CC	36,712.00	146,848.00
(1) TMS Smart Park Software Facility Parking Management	11,207.00	11,207.00
• Count , Access , Revenue, Credit Card		
• 5 Web Client seats		
• Validation Sticker system		
(1) VPN Licensing 3 Year Service		3,000.00
(10) Parker Video Intercoms		27,470.00
(3) Parker audio Intercoms		2,952.00
(1) Installation		<u>58,230.00</u>
Sub Total		\$ 460,212.00



Traffic & Safety Control Systems, Inc.

NORTH CAPITOL RAMP	Unit Cost	Extended Cost
(4) PRO M T Barrier gates LED 10 ft arms	\$ 4,120.00	\$ 16,480.00
(2) MP 30 Ticket Dispenser	8,555.00	17,110.00
(4) Transcore AVI Reader	3,800.00	15,200.00
(2500) Hang Tags	19.50	48,750.00
(2) SW 30 Exit Verifier w/ P2PE CC	11,678.00	23,356.00
(2) APS 30 Pay on Foot, Cash, Coin and P2PE CC	36,712.00	73,424.00
(1) CT20 Controller	3,108.00	3,108.00
(1) TMS Smart Park Software Facility Parking Management	11,207.00	11,207.00
• Count , Access , Revenue, Credit Card5		
• Web Client seats		
• Validation Sticker system		
(1) VPN Licensing 3 Year Service		3,000.00
(4) Parker Video Intercoms		10,988.00
(2) Parker audio Intercoms		1,968.00
(1) Installation		<u>27,550.00</u>
Sub Total		\$ 252,141.00

SOUTH CAPITOL RAMP	Unit Cost	Extended Cost
(5) PRO M T Barrier gates LED w/articulating 10ft	\$ 4,758.00	\$ 23,790.00
(2) PRO M T Barrier gates LED 10 ft arm	4,120.00	8,240.00
(3) MP 30 Ticket Dispenser	8,555.00	25,665.00
(6) Transcore AVI Reader	3,800.00	22,800.00
(9) Transcore AVI Reader Card Only/Nested	6,372.00	57,348.00
(3) SW 30 Exit Verifier w/ P2PE CC	11,678.00	35,034.00
(2) APS 30 Pay on Foot, Cash, Coin and P2PE CC	36,712.00	73,424.00
(1) POF Shelter	7,812.00	7,812.00
(1) CT20 Controller	3,108.00	3,108.00
(1) TMS Smart Park Software Facility Parking Management	11,207.00	11,207.00
• Count , Access , Revenue, Credit Card		
• 5 Web Client seats		
• Validation Sticker system		
(1) VPN Licensing 3 Year Service		3,000.00
(5) Parker Video Intercoms		13,735.00
(3) Parker audio Intercoms		2,952.00
(1) Installation		<u>52,150.00</u>
Sub Total		\$ 340,265.00

Total Project Cost **\$ 1,281,170.00**

Options to be reviewed:

- QR Bar code scanners \$ 1,330.00 each lane
- Event prepaid CC w/free out \$ 1,300.00 each lane
- Chaser coupon Validation System \$ 1,500.00



Traffic & Safety Control Systems, Inc.

• Online Validation System (5 user)	\$ 3,150.00
• TMS- CVPS Valet interface	\$ 10,750.00
• Third Party Reservation Systems	TBD
• Red X Green Arrow Signs	\$ 800.00

Installation to include the following:

- Remove existing equipment.
- Saw cut and install vehicle detection loops, if necessary.
- Mount all control equipment.
- Pull necessary control wires and terminate all wires.
- Final tune-in and checkout of control system.
- Two-year warranty covering all parts and labor warranty to repair or replace defective parts due to normal wear and tear. Acts of God, vandalism, or misuse is not covered.
- Unlimited training on site

Notes:

- All power shall be brought to the gate location by others. It shall be a system that meets NEC standards.
- All signing for traffic control shall be provided and installed by others.
- All conduits for power and control wiring shall be provided and installed by others.
- All concrete islands and/or mounting pads shall be provided and installed by others. This includes concrete filled protective barrier posts.
- Site preparation shall be done by others according to layout drawings supplied by Traffic & Safety if applicable.
- This quote is valid for 90 days.
- Terms are 50% deposit with order; second payment 25% upon delivery of equipment, Balance is net 30 days after installation. A 1-1/4% per month finance charge will be added to all invoices older than 30 days.
- CAUTION: This equipment is for automobiles only. Clearly marked alternate paths must be provided for motorcycles, bicycles, and pedestrians.

Thank you for the opportunity to quote.

Jeffrey E. Timar
Traffic and Safety



Traffic & Safety Control Systems, Inc.

May 21, 2019

City of Lansing Parking Services
219 N. Grand Avenue
Lansing, MI 48933
Mr. Chad Gamble, Parking Manager

Subject: PARCS EQUIPMENT PROPOSAL - TIBA BAR CODE SYSTEM WITH LOCAL IT SERVERS

CONVENTION CENTER	Unit Cost	Extended Cost
(7) PRO M T Barrier gates	\$ 3,553.00	\$ 24,871.00
(4) MP 30 Ticket Dispenser w/Pay on Entry Option	9,855.00	39,420.00
(2) Prox readers	389.00	778.00
(100) Prox cards	5.00	500.00
(3) SW 30 Exit Verifier w/ P2PE CC	11,678.00	35,034.00
(1) APS 30 Pay on Foot, Cash, Coin and P2PE CC	36,712.00	36,712.00
(2) CT20 Controller	3,108.00	6,216.00
(1) TMS Smart Park Software Facility Parking Management	11,207.00	11,207.00
• Count , Access , Revenue, Credit Card		
• 5 Web Client seats		
• Validation Sticker system		
(1) VPN Licensing 3 Year Service		3,000.00
(1) Booth Removal		1,750.00
(8) QR Bar code scanners		10,640.00
(1) Coupon Validation System		1,500.00
(4) Parker Video Intercoms		10,988.00
(4) Parker audio Intercoms		3,939.00
(1) Installation		<u>41,200.00</u>
Total		\$ 227,752.00

NORTH GRAND RAMP	Unit Cost	Extended Cost
(10) PRO M T Barrier gates	\$ 3,553.00	\$ 35,530.00
(3) MP 30 Ticket Dispenser w/ QR scanner	9,885.00	29,655.00
(9) Transcore AVI Reader	3,800.00	34,200.00
(4) Transcore AVI Reader Card Only/Nested	6,372.00	25,488.00
(6) SW 30 Exit Verifier w/ P2PE CC/ QR scanner	13,008.00	78,048.00
(4) APS 30 Pay on Foot, Cash, Coin and P2PE CC	36,712.00	146,848.00
(1) CT20 Controller	3,108.00	3,108.00
(1) TMS Smart Park Software Facility Parking Management	11,207.00	11,207.00
• Count , Access , Revenue, Credit Card		
• 5 Web Client seats		
• Validation Sticker system		
(1) VPN Licensing 3 Year Service		3,000.00
(10) Parker Video Intercoms		27,470.00
(3) Parker audio Intercoms		2,952.00
(1) Installation		<u>58,230.00</u>



Traffic & Safety Control Systems, Inc.

Total **\$ 455,736.00**

NORTH CAPITOL RAMP	Unit Cost	Extended Cost
(4) PRO M T Barrier gates	\$ 3,553.00	\$ 14,520.00
(2) MP 30 Ticket Dispenser	8,555.00	17,110.00
(4) Transcore AVI Reader	3,800.00	15,200.00
(2500) Hang Tags	19.50	48,750.00
(2) SW 30 Exit Verifier w/ P2PE CC	11,678.00	23,356.00
(2) APS 30 Pay on Foot, Cash, Coin and P2PE CC	36,712.00	73,424.00
(1) CT20 Controller	3,108.00	3,108.00
(1) TMS Smart Park Software Facility Parking Management	11,207.00	11,207.00
• Count , Access , Revenue, Credit Card5		
• Web Client seats		
• Validation Sticker system		
(1) VPN Licensing 3 Year Service		3,000.00
(4) Parker Video Intercoms		10,988.00
(2) Parker audio Intercoms		1,968.00
(1) Installation		<u>27,550.00</u>
Total		\$ 250,681.00

SOUTH CAPITOL RAMP	Unit Cost	Extended Cost
(7) PRO M T Barrier gates	\$ 3,553.00	\$ 24,871.00
(3) MP 30 Ticket Dispenser	8,555.00	25,665.00
(6) Transcore AVI Reader	3,800.00	22,800.00
(9) Transcore AVI Reader Card Only/Nested	6,372.00	57,348.00
(3) SW 30 Exit Verifier w/ P2PE CC	11,678.00	35,034.00
(2) APS 30 Pay on Foot, Cash, Coin and P2PE CC	36,712.00	73,424.00
(1) POF Shelter	7,812.00	7,812.00
(1) CT20 Controller	3,108.00	3,108.00
(1) TMS Smart Park Software Facility Parking Management	11,207.00	11,207.00
• Count , Access , Revenue, Credit Card		
• 5 Web Client seats		
• Validation Sticker system		
(1) VPN Licensing 3 Year Service		3,000.00
(5) Parker Video Intercoms		13,735.00
(3) Parker audio Intercoms		2,952.00
(1) Installation		<u>52,150.00</u>
Total		\$ 333,106.00

Total Project Cost **\$ 1,267,275.00**

Options to be reviewed:

- 3rd party API's TBD
- QR Bar code scanners \$ 1,330.00 each lane
- Event prepay CC w/free out \$ 1 300.00 each lane



Traffic & Safety Control Systems, Inc.

• Chaser coupon Validation System	\$ 1,500.00
• Online Validation System (5 user)	\$ 3,150.00
• Commend Intercom System	37,043.00 (Based on 22 terminals)
• PARKER Video Intercom System	\$ 68,934.00 (Based on 22 terminals)
• Recycling cash in Pay-on-Foot	\$ 7,860.00 each unit
• TMS- CVPS Valet interface	\$ 10,750.00
• Third Party Reservation Systems	TBD
• Level Count and Signs	TBD

Installation to include the following:

- Remove existing equipment.
- Saw cut and install vehicle detection loops, if necessary.
- Mount all control equipment.
- Pull necessary control wires and terminate all wires.
- Final tune-in and checkout of control system.
- Two-year warranty covering all parts and labor warranty to repair or replace defective parts due to normal wear and tear. Acts of God, vandalism, or misuse is not covered.
- Unlimited training on site

Notes:

- All power shall be brought to the gate location by others. It shall be a system that meets NEC standards.
- All signing for traffic control shall be provided and installed by others.
- All conduits for power and control wiring shall be provided and installed by others.
- All concrete islands and/or mounting pads shall be provided and installed by others. This includes concrete filled protective barrier posts.
- Site preparation shall be done by others according to layout drawings supplied by Traffic & Safety if applicable.
- This quote is valid for 90 days.
- Terms are 50% deposit with order; second payment 25% upon delivery of equipment, Balance is net 30 days after installation. A 1-½% per month finance charge will be added to all invoices older than 30 days.
- CAUTION: This equipment is for automobiles only. Clearly marked alternate paths must be provided for motorcycles, bicycles, and pedestrians.

Thank you for the opportunity to quote.

Jeffrey E. Timar
Traffic and Safety

Chad Gamble, Parking Manager
Department of Economic
Development and Planning



Parking Services Office
219 N. Grand Avenue
Lansing, Michigan 48933-1317
PH: 517.483.4240 – FAX: 517.483.4395
www.lansingmi.gov

MEMORANDUM

To: Stephanie Robinson, Senior Buyer

From: Chad A. Gamble, P.E., Parking Manager

Subject: Request for Sole source Procurement for Parking Entry and Exit Management Solution

Date: September 17, 2018

Please let this memo serve as a request for the issuance of a sole source purchase order for procurement for the Parking Services Office (PSO) for all parking and revenue control systems and related appurtenances (collectively referred to as PARCS equipment) for all of the PSO PARCS related assets.

As has been previously presented, our current PARCS equipment is an average of 9 years old. The average life expectancy of this equipment is 7 years. This equipment is the source for many delays and backups and customer frustrations in our facilities due to its age and hardware/software failures. In addition, huge advancements have been made in the capability to increase the customer service experience of the PARCS equipment by remote controlling the machines, troubleshooting from a web application via a smart phone, and overall systemic improvements via software design and utilization comporting with operational demands and preferences

It is for this reason that an investigation and purchase of PARCS equipment was necessary, anticipated and budgeted for FY 18, FY 19 and FY 20. This equipment is one of the major improvements that will be made as part of our 5 year extreme makeover of our facilities.

Over the past seven months the PSO has completed an exhaustive investigation and analysis of the varying types of solutions that are on the market that would supply PARCS equipment. We assembled a team of City Employees that represent all users and stakeholders of what will be the new PARCS hardware and software. The individuals that were involved in the analysis were:

Chad Gamble, Parking Manager
Traci Shell, Interim Assistant Parking Coordinator
Susan Wyatt, Interim Parking Operations Supervisor
Ann Garza, Interim Permit Coordinator
San Quon, GIS Administrator
Alan McCarrick, IT Help Desk Manager
Jamie Trieweler, IT Project Manager
Anthony Smith, Parking Technician
Ted Minix, Parking Technician

The following activities, site visits and reviews were performed as part of our investigation and review efforts. The last names of City team members who were part of the activity are indicated at the beginning of each line.

1. Gamble, Shell and Minix attended Parking Infrastructure Expo in Chicago to perform hands on test on multiple PARCS vendor equipment lines. This included discussions with company programmers and operational experts.
2. McCarrick, Gamble, Shell, Smith and Quon visit with Ann Arbor DDA staff. This visit included interviews with their IT team members, operational and management staff on their use of TIBA and Amano McGann equipment.
3. Garza, Smith and Wyatt tour of Wixom TIBA testing lab with hands on opportunities with all types of PARCS equipment and opportunities to ask and receive answers to financial and operational questions.
4. Gamble, Wyatt, Shell, Garza and Minix were attendees of presentation of DeSigna in office detailing functionality and programming of their back end software management systems.
5. Gamble tour of Sparrow Hospital and interview with their Parking Manager and on site Management Company on their investigation, purchase and experience of PARCS equipment highlighting the functionality of Amano McGann and TIBA equipment. They indicated difficulties with the deployment of their Amano McGann - Opus equipment.
6. Interviews of Gerald R. Ford International Airport staff after recent purchase of new DeSigna equipment.
7. Interviews of City of Grand Rapids parking management staff regarding their recent pilot PARCS equipment installation project.
8. Interview of City Kalamazoo on their recent purchase of equipment.

The purchase of PARCS equipment is a very complex and multi-faceted process. One must ensure variables like software integrations, user friendliness, ease of operations, break/fix simplicity, flexibility with other users (i.e. hotels, conference centers and other 3rd party vendors), expandability and upgradability into new systems (i.e. license plate recognition capabilities), aesthetics, general support, and service response service level indicators all fit into the goals and objectives of all users and operators of the system.

The selection process, understanding all of the above categories and more, was broken down into three general categories. They are listed below with a general write-up of findings and their recommendation on the selection of PARCS equipment.

Operations/Technicians (By: Ted Minix & Anthony Smith)

The maintenance staff of the PSO supports TIBA as the choice for Lansing's parking PARCS contract. After comparing TIBA with other companies we believe TIBA offers the best combination of customer convenience with simplicity of maintenance and repair by the PSO Maintenance Technicians. Having a bar code based functionality allows an almost fail proof ability to read customers time tickets and less chance of an error due to mag strip malfunction. In addition, TIBA offers climate and temperature controlled machine enclosures and pay on foot options.

TIBA's maintenance staff are based locally in Michigan whereas the other companies are out of state and or have few technicians that could respond. Therefore, it is our opinion that the TIBA system is the best choice to accommodate both the customer and tech support for the PSO office.

Parking Administration

The PARCS product lines that impressed us the most during our study were DeSigna and TIBA. The overall machine designs are very similar and internal equipment layout and functionality is comparable. Both machine lines are much simpler builds than our current Amano McGann (AM) equipment, and even the modernized AM equipment. Both DeSigna and TIBA can use bar code technology. DeSigna prefers the multi-side mag stripe technology.

The software that is used by both companies has the capability of remote controlling all machines and issuing corrective charges in real time from any smart phone, tablet or laptop. However, the software and IT side of TIBA is more open and user friendly. This open architecture makes it more apt to modify and integrate with other 3rd party vendors. After interviewing several different users of DeSigna equipment, all expressed challenges with software integration and interfacing issues.

DeSigna has an overall, more pleasing aesthetic design of their cabinets than TIBA. However, both machines had very good *reviews* on its reliability and ability to withstand northern climates. DeSigna has had very few machines deployed in Michigan and does not have any deployed for more than 2 years. Both machines have internal climate control systems that work to keep the climate in the machine within a narrow operating parameter and thus preserve and protect the equipment. However, the TIBA climate controls were automatic and the DeSigna controls had to be manually changed each day.

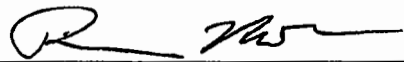
DeSigna machines are serviced by Light and Bruening (LB). DeSigna via LB is just getting a foothold in the State of Michigan and are just beginning to deploy machines in the State. However, Light and Bruening has been servicing and repairing parking equipment for decades. During our investigation and interviews related to the servicing of this equipment, we understand that this company has had several challenges with their overall service to other municipalities.

In addition to the technical and operational investigation we also requested quotes for the projected new equipment we will install in the North Grand Ramp from both vendors. The request for quotes is attached along with the responses from each company. In the analysis of the submissions, the overall costs yielded TIBA less expensive than DeSigna.

Therefore, based on the comprehensive and exhaustive research, the results of the quotes, and the fact that Traffic and Safety is the sole source vendor responsible for all sales of TIBA equipment in the state of Michigan, on behalf of the Review Team's unanimous assessment, I recommend that a sole source contract be issued to Traffic and Safety for the purposes of purchasing necessary PARCS equipment and software to support the TIBA platform.

The respective multi-year costs will be paid from multiple fiscal years out of the following accounts:

Maintenance - Equipment:	585.453643.977000.0
South Capitol Parking Ramp – Equipment	585.453645.977000.0
North Grand Parking Ramp – Equipment	585.453646.977000.0
North Capitol Capitol Parking Ramp – Equipment	585.453647.977000.0
Townsend Ramp – Equipment	585.453648.977000.0

Approved:  Date: 9/18/18
Brian McGrain, Director
Department of Economic Development and Planning

Chad Gamble, Parking Manager
Department of Economic
Development and Planning



Parking Services Office
219 N. Grand Avenue
Lansing, Michigan 48933-1317
PH: 517.483.4240 – FAX: 517.483.4395
www.lansingmi.gov

MEMORANDUM

To: Jeff Timer, Traffic & Safety
From: Chad Gamble, Parking Manager 
Subject: Request for Quotes for PARCS equipment
Date: August 27, 2018

The City of Lansing Parking Services Office will be purchasing new PARCS equipment in the next few months. We are requesting a quote for the following equipment listed below. The system that will be purchased will be hosted by the vendor. Please include installation costs, set-up and anything that necessary to include to make PARCS equipment functional. Please send the quote back via e-mail Chad.Gamble@lansingmi.gov and Traci.Shell@lansingmi.gov

North Grand Parking Ramp PARCS Equipment

Spitter ticket machines with bar coding	2
RFID Readers	11
Pay-on-Foot machines	5
Credit Card & Bar Code exit machines	5
Count System	1

Thank you.

Chad Gamble, Parking Manager



Traffic & Safety Control Systems, Inc.

September 6, 2018

City of Lansing
Transportation Office
219 North Grand Avenue
Lansing, MI 48933
Mr. Chad Gamble
Ms. Traci Shell

Subject: TIBA Barcode Equipment for North Grand Ramp

Pursuant to your request for pricing on specific products and services, Traffic and Safety Control Systems, Inc., is pleased to provide the following breakdown for a TIBA parking access and revenue control system (PARCS) solution replacing the outdated magnetic stripe technology equipment.

This proposal provides the City of Lansing with a PARCS solution for North Grand Ramp complete with hardware, Traffic and Safety hosted software and server in the cloud, installation labor, training and a 2-year parts and labor warranty.

The system is fully PCI-DSS compliant and the credit card processing is using Point to Point Encryption (P2PE).

Traffic and Safety Control Systems, Inc. is pleased to present cloud hosting solutions model as an alternative to the traditional client server model found across much of the parking industry today.

We believe that the City of Lansing would benefit from hosting your PARCS solution in the Amazon Web Services cloud. AWS provides: greater security, redundancy, high availability and instant scalability which a client server based model cannot offer.

Snapshot of what TSCSI is proposing:

- Create and provide a standalone cloud managed network for the North Grand Parking Ramp.
- Provide Secure, Cloud Hosted Instances of all required Virtual Machines for the PARCS for a 3 year Term.
- Maintain Security and Network Integrity on behalf of The City of Lansing, providing secure access to management consoles via DMZ and encrypted channels. Provide extensive intrusion detection and prevention technology, content filtration and advanced logging technologies.

Our most recent project is for the State of Michigan's Department of Technology Management and Budget which is currently hosted by Traffic and Safety Control Systems Inc in the AWS Cloud. This project was designed for the Cloud from the beginning.

Notes:

- Owner shall provide an internet connection which shall include a publicly routable IPv4 internet address. This connection shall not be filtered, both in-bound and outbound traffic. (TSCSI is providing a firewall)
- It is assumed that the facility has adequate electrical capacity to support the proposed equipment.



Traffic & Safety Control Systems, Inc.

TIBA BAR CODE SYSTEM

NORTH GRAND RAMP	Unit Cost	Extended Cost
(2) MP 30 Ticket Dispenser	\$ 8,555.00	\$ 17,110.00
(7) Transcore AVI Reader	3,800.00	26,600.00
(4) Transcore AVI Reader Card Only/Nested	6,372.00	25,488.00
(5) SW 30 Exit Verifier w/ P2PE CC	11,678.00	58,390.00
(5) APS 30 Pay on Foot, Cash, Coin and P2PE CC	35,712.00	178,560.00
(1) CT20 Controller	3,108.00	3,108.00
(1) TMS Smart Park Software Facility Parking Management	11,207.00	11,207.00
• Count , Access , Revenue, Credit Card		
• Validation Sticker system		

Equipment, Hosting and Licensing:

- AWS Cloud Hosting Solution for all PARCS Virtual Machines, 3 Year Term
- Cisco Meraki Advanced Security License 3-Year Term
Cisco Meraki vMX Appliance (AWS) 3-Year Term
- Cisco Meraki Security Appliance
- 16 Port Managed, PoE Gigabit Ethernet Switch

Total Equipment	\$ 320,463.00
3 Year Hosting Service	27,000.00
Installation	35,800.00

Options to be reviewed:

• Work Stations Licenses	\$ 1,670.00 each
• Hang Tags	\$ 19.30 each
• 3rd party API's	TBD
• Chaser coupon Validation System	\$ 1,500.00
• Online Validation System (5 user)	\$ 3,150.00
• Intercom System	TBD
• Recycling cash in Pay-on-Foot	\$ 7,860.00
• Spare Vaults and Cassettes	TBD
• TIBA Safe Store and Forward CC	\$ 3,575.00
• Hotel Systems/Valet	TBD
• Third Party Reservation Systems	TBD

Installation to include the following:

- Remove existing equipment.
- Saw cut and install vehicle detection loops, if necessary.
- Mount all control equipment.
- Pull necessary control wires and terminate all wires.
- Final tune-in and checkout of control system.



Traffic & Safety Control Systems, Inc.

- Two-year warranty covering all parts and labor warranty to repair or replace defective parts due to normal wear and tear. Acts of God, vandalism, or misuse is not covered.
- Unlimited training on site

Notes:

- All power shall be brought to the gate location by others. It shall be a system that meets NEC standards.
- All signing for traffic control shall be provided and installed by others.
- All conduits for power and control wiring shall be provided and installed by others.
- All concrete islands and/or mounting pads shall be provided and installed by others. This includes concrete filled protective barrier posts.
- Site preparation shall be done by others according to layout drawings supplied by Traffic & Safety if applicable.
- This quote is valid for 90 days.
- Terms are 50% deposit with order; Balance is net 30 days after installation. A 1-¼% per month finance charge will be added to all invoices older than 30 days.
- CAUTION: This equipment is for automobiles only. Clearly marked alternate paths must be provided for motorcycles, bicycles, and pedestrians.

Thank you for the opportunity to quote.

Jeffrey E. Timar
Traffic and Safety

Chad Gamble, Parking Manager
Department of Economic
Development and Planning



Andy Schor, Mayor

Parking Services Office
219 N. Grand Avenue
Lansing, Michigan 48933-1317
PH: 517.483.4240 – FAX: 517.483.4395
www.lansingmi.gov

MEMORANDUM

To: Tom Bradfish, Light & Breuning
From: Chad Gamble, Parking Manager 
Subject: Request for Quotes for PARCS equipment
Date: August 27, 2018

The City of Lansing Parking Services Office will be purchasing new PARCS equipment in the next few months. We are requesting a quote for the following equipment listed below. The system that will be purchased will be hosted by the vendor. Please include installation costs, set-up and anything that necessary to include to make PARCS equipment functional. Please send the quote back via e-mail Chad.Gamble@lansingmi.gov and Traci.Shell@lansingmi.gov

North Grand Parking Ramp PARCS Equipment

Spitter ticket machines with bar coding	2
RFID Readers	11
Pay-on-Foot machines	5
Credit Card & Bar Code exit machines	5
Count System	1

Thank you.

Chad Gamble, Parking Manager



City of Lansing, MI

**Parking Access Revenue Control
Quotation**

September 11, 2018

Light & Breuning, Inc.
PARKING SYSTEMS

912 Lawrence Drive Fort Wayne, IN 46804 (260) 422-6456 Fax (260) 422-6457 www.lbpark.com
(800) 947-4064 Indianapolis (317) 824-9519 Lansing (517) 203-4706 Grand Rapids (616) 233-0785



Letter of Transmittal

September 11, 2018

Mr. Chad Gamble
City of Lansing Economic Development and Planning
Parking Services Office
219 N. Grand Avenue
Lansing, MI 48933-1317

RE: RFQ Parking Access Control Solution

Chad:

Thank you for the opportunity to submit our proposal to furnish, install and support an advanced automated parking access and control system for the City of Lansing, MI. Our proposal has been thoughtfully engineered to efficiently and creatively apply the newest technologies for the benefit of all stakeholders who use the City of Lansing parking facilities. Through this proposal, we will demonstrate our passion to deliver best practice solutions. Should you have any questions please do not hesitate to contact me at 800-947-4064.

Light & Breuning, Inc.

Tim W. Breuning, President

Encl.



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1. Company Overview and Executive Summary

Business Organization

Light & Breuning, Inc. is a closely held company established as a sole proprietorship in 1953, incorporated in Indiana in 1984, and registered with and authorized to do business in the state of Michigan since 1995.

Tim Breuning, President
Light & Breuning, Inc.
912 Lawrence Drive
Fort Wayne, IN 46802

(800) 947-4064 Office
(260) 422-6457 Fax
Tbreuning@lbpark.com
Website: lbpark.com

Light & Breuning, Inc. has been in business since 1953 and has an excellent credit rating.

Light & Breuning, Inc. specializes in the design, integration, installation and service support of automated parking, access and revenue control systems of parking facilities throughout Indiana and Michigan. The company has accumulated an impressive customer list of over six hundred completed installations for a diverse clientele. Our customers, end users and general contractors will verify that Light & Breuning, Inc. has completed every project it has started meeting or exceeding the specifications and service requirements.



Skill sets within the team include; project management, system engineering, system integration, site layout, wireless communications, revenue control systems, access control systems, barrier gate systems, VoIP systems, vehicle detection, vehicle counting and dynamic sign systems. The company provides project management, field installation, training, and system support with direct employees. To provide the best support to our customers, Light & Breuning, Inc. offices, repair center and parts depot are centrally located in Fort Wayne, Indiana.

Selected list of PARCS system manufacturers listed below.





1. Company Overview and Executive Summary - Continued

Diversity and Inclusion Policy:

Equal Employment Opportunity

It is the Company's policy that equal employment opportunities be available to all without regard to race, sex, age (within statutory limits), color, religion, national origin, citizenship status or disability. This policy applies to all employees and applicants for employment and in all phases of employment including hiring, placement, promotion, demotion, transfer, recruiting, advertising, and treatment during employment, rates of pay or other forms of compensation, selections for training and termination of employment.

The Company will take appropriate steps to provide reasonable accommodations upon request to qualified individuals with disabilities so long as doing so does not cause an undue hardship. Violations of the Company's Equal Employment Opportunity Policy will not be tolerated and will result in appropriate discipline, up to and including discharge. If you believe this policy has been or is being violated, you must report the violation immediately to the President or any other representative of management

Anti-Harassment Policy

Included in our commitment to provide a work place free of job-related discrimination is a prohibition against on-the-job harassment of any employee because of the employee's race, sex, religion, age, national origin, citizenship status or disability. Employees have a right to work in an environment free of harassment.

Harassing conduct may include, among other things, (1) epithets, slurs, stereotyping or threatening, intimidating or hostile acts that relate to race, sex, age, religion, national origin or disability; and (2) written or graphic material that denigrates or shows hostility or aversion toward an individual or group because of race, sex, age, religion, national origin or disability. The Company is committed to protecting employees from such harassment whether from other employees or non-employees.

Included in the Company's commitment to provide a work place free of job-related discrimination is a prohibition against sexual harassment. Sexual harassment includes but is not limited to:

- Unsolicited and unwelcome verbal comments or jokes and physical gestures or actions of a sexual nature toward another employee (for example, touching, patting, pinching, indecent exposure or profane jokes);
- Unsolicited and unwelcome demands or requests for sexual favors or social or sexual encounters;



1. Company Overview and Executive Summary - Continued

Diversity and Inclusion Policy (Continued)

- The explicit or implicit promises of preferential treatment with regard to an individual's employment in exchange for sexual favors or sexual activity; or
- The use of an employee's or applicant's submission to or rejection of such conduct as the basis of an employment decision (e.g. hiring, firing, promotion, demotion, compensation, benefits or working condition).

The Company will hold all levels of supervision responsible for monitoring and complying with Company practices and procedures for the handling of employee complaints about harassment and other discrimination. Employees who believe they are victims of harassment or other discriminatory conduct are encouraged and have a responsibility to seek help. Sexual harassment and other discriminatory conduct should be reported immediately to the President or any other representative of management. Such reports will be treated in a confidential way as is appropriate, and no adverse action will be taken against any employee because he or she reports discrimination or harassment. All employees are assured that quick action will be taken to resolve complaints and that the Company is firm in its commitment to eliminate such conduct from the work place.

The Company will not tolerate discriminatory conduct. Such conduct may result in disciplinary action up to and including discharge. Help us create a work environment free from discrimination of any sort



1. Company Overview and Executive Summary - Continued

- **Executive Summary**

Our total solution, will deliver a system which will meet the parking requirements of the City of Lansing for many years to come and will equip them with the flexibility to accommodate future expansions and functionalities. This proposal will demonstrate the unique and significant VALUE that is created by the team of Light & Breuning, Inc. and DESIGNA for the benefit of all stakeholders. Designa has successfully completed installations for over 6,000 global sites.

FUTURE PROOF – The ABACUS system features industry standard architecture with a single control server for all system operations. This single server operation provides for ease of back up and upgrade in all situations. No area computers or intermediary computers are required to control the system. The ABACUS system solution uses native TCP/IP communication between all devices and world standard architecture from Microsoft to deliver a true best practice solution.

EASE OF INTEGRATION – The ABACUS system is “future proof” by virtue of its Web Services module that is the application program interface (“API”) for unlimited third party integrations that can enhance the “customer experience” i.e. reservations, frequent parker programs, space availability via the WEB and mobile apps, mobile payments, and many more.

FLEXIBILITY - We have proposed a core system based on central stripe magnetic stripe technology, known as ABACUS from DESIGNA of Germany www.designa.com. We recommend the use of magnetic stripe technology for multi-user applications where wide ranging functionality is required for security, multi-level discounting, and the ability to rewrite multiple times. A barcode system can be installed if preferred, however, this is not recommended by us for a busy parking environment.

TRANSITION – The Light & Breuning, Inc. team understands the site requirements, conduit layouts, electrical panels, and most importantly the requirement for extraordinary care of the parking patron. Our team will hit the ground running and meet the milestones for each phase without delay, loss of parking revenue, or inconvenience to parking patrons.



2. Professional Qualifications

Light & Breuning, Inc., key personnel supporting the City of Lansing will include:

- **Tim Breuning, Sales Relationship Manager**
25 years' experience
Tim will be responsible for customer communication, project meetings, documentation, and general support of the project.
Phone: (616-233-0785)
Email: tbreuning@lbpark.com
- **John Potter, Project Engineer Indiana Based**
21 years' experience
Level 3 Designa certified
John will be responsible for engineering the product application and overseeing the installation.
Phone: (616-233-0785)
Email: japotter@lbpark.com
- **Steve Bell, Project Engineer Michigan Based**
31 years' experience
Steve will be the on-site project manager coordinating installation forces, handling weekly project meetings and manufacturer liaison.
Phone: (616-233-0785)
Email: sbell@lbpark.com
- **Jonathan Porter, Project Engineer Indiana Based**
5 years' experience
Level 3 Designa certified
John will be responsible for engineering the product application and overseeing the installation.
Phone: (616-233-0785)
Email: jporter@lbpark.com
- **Gerry Saam, Product Support Indiana Based**
1 years' experience
Level 1 Designa certified
Gerry will be responsible for product support
Phone: (616-233-0785)
Email: gsaam@lbpark.com



2. Professional Qualifications - Continued

- **Aaron Fare, Product Support Michigan Based**
1 years' experience
Level 2 Designa certified
Aaron will be responsible product support.
Phone: (616-233-0785)
Email: afare@lbpark.com
- **Matt Storer, Product Support Michigan Based**
1 years' experience
Level 1 Designa certified
Matt will be responsible for product support
Phone: (616-233-0785)
Email: mstorer@lbpark.com
- **Audrey Marks, Service Coordinator**
5 years' experience
Audrey will be responsible for service requests
Phone: (800)947-4064
Email: amarks@lbpark.com
- **Lisa Shoup, Materials/Contract Manager**
16 years' experience
Lisa will be responsible for contract administration and purchasing/inventory of all system components.
Phone: (616) 233-0785
Email: lsoup@lbpark.com
- **Brian Sorg, IT Engineer**
18 years' IT experience
Brian will be responsible for network communications and network security.
Phone: (616-233-0785)
Email: bsorg@lbpark.com



2. Professional Qualifications - Continued

- **Safety Plan**

Light & Breuning, Inc. will provide a safe work crew and observe the following:

- All on-site employees will be OSHA 10 certified and their supervisor will be OSHA 30 certified.
- All on-site employees will be identified with uniform shirts and/or jackets with company name displayed.
- All on-site employees will wear high visibility vests when working.
- All on-site employees will observe lock out \ tag out procedures.
- Each work area will be demarcated with traffic cones and barricades during actual field work.
- All vehicles will be identified with company logos.



3. References and Experience

- **Fort Wayne International Airport** (22 lanes)
Located at: 3801 W. Ferguson Road, Fort Wayne, Indiana
Contact reference: Stan Klepper, Chief, Public Safety Dept. (260)747-4146
e-mail Klepper@fwairport.com
Project completed: December 2016
- **Purdue University** (2 garages)

Grant Street Garage (6 lanes, 1,320 spaces),
Located at: 120 N. Grant St., West Lafayette, IN 47907
Contact reference: Holly Buskirk, (765)494-9493
e-mail haalexander@purdue.edu
Project completed: January 2017

Harrison Street Garage (6 lanes, 862 spaces)
Located at: 433 Harrison St., West Lafayette, IN 47907
Contact reference: Holly Buskirk, (765)494-9493
e-mail haalexander@purdue.edu
Project completed: July 2017
- **Battle Creek, MI** (2 garages)

Hamblin Ave. Garage (6 lanes, 162 spaces)
Located at: 40 West Hamblin Ave. Battle Creek, MI 49017
Contact reference: Tim Warren, Systems Manager, (269)966-3605
e-mail twarren@abm.com
Project completed: April 2016

Michigan Ave. Garage (6 lanes, 700 spaces)
Located at: 80 West Michigan Ave, Battle Creek, MI 49017
Contact reference: Tim Warren, Systems Manager, (269)966-3605
e-mail twarren@abm.com
Project completed: July 2017
- **Plaza Towers, Grand Rapids, MI**
201 West Fulton Street, Grand Rapids, MI 49503
Contact reference: Brent Parmeter, (616)-242-6602, bparmeter@eenhoorn.com
Designa Blue Edition - magstripe
Completed: 2/2018
- **Gerald R. Ford Airport, Grand Rapids, MI**
5500 44th Street SE, Grand Rapids, MI
Contact reference: Dan Villalobos, (616)-233-6073, dvillalobos@grr.org
Designa Blue Edition – Magstripe
Projected Completion: 11/2018

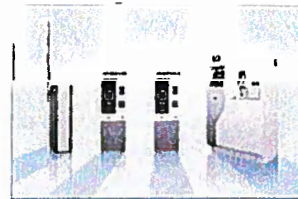


4. Product Solutions Proposed / Meeting of Technical Specifications/ Timeline

Light & Breuning, Inc. is the authorized distributor for Designa Access Corporation for Indiana, Michigan and Ohio and proudly presents their solution for the City of Lansing. We recommend the following equipment and features:

- **Blue Edition Plus Entry – Exit Terminal Standard features:**

- Barcode or magnetic stripe
- PCI/PA – DSS/EMV ready reader
- 2D QR reader for pre-booking-mobile pay
- Internal HID proximity reader
- VoIP intercom
- Linux device code
- Energy saving mode
- Lost ticket button
- Receipt button



- **Abacus Automatic Pay Stations**

Barrier-free automatic Pay Station for all car park payment process - various options enable adaption to all customer requirements

- Wheelchair accessible controls
- Processing tickets and cards with magnetic strips or barcodes
- Payment of short term parker tickets incl. discount processing
- Renewal and additional payment of season parker cards
- Charging and additional payment of debit cards
- Coin processing, country and client-specific
- Banknote processing (optional), country and client-specific
- Banknote return (optional)
- Bill recycler
- Lost ticket button
- Receipt printer for issuing receipts using thermal printing technology
- TFT color display (15") available
- VoIP Intercom device
- Ethernet connection



4. Product Solutions Proposed / Meeting of Technical Specifications/ Timeline - Continued

- **Abacus Pay-In-Lane**

Processing tickets and cards with magnetic strips or barcodes

- Payment of short term parker tickets incl. discount processing
- Renewal and additional payment of season parker cards
- Charging and additional payment of debit cards
- Coin processing, country and client-specific
- Banknote processing (optional), country and client-specific
- Receipt printer for issuing receipts using thermal printing technology
- TFT color display (10.4") available
- VoIP Intercom device
- Ethernet connection

- **Abacus Parking Management Software Standard features:**

- Uses MS-SQL database
- PA-DSS compliant
- Alerts via texting and Email are sent when facility is full, broken equipment or ticket jams and outages
- Web-based reports accessible from internet with proper credentials
- User friendly graphical user interface
- Fully editable security features
- Real time reporting

- **Reliability**

- The DESIGNA solution derives its reliability from the basis of design. Significant design features and competitive advantages are evident including:
 - The Designa software features a WEB services interface that allows for easy integration of third party solutions such as credential updates, general ledger interfaces, mobile payment platforms and many others.
 - The Designa software is scalable to meet the unique needs of each customer. Applications are available for a single site server, a central server via a VPN or the ASP Private Cloud Solution.
 - The Designa solution communicates with the server using TC/PIP Ethernet based communication. IT professionals recognize this standard as the most reliable communication protocol.



4. Product Solutions Proposed / Meeting of Technical Specifications/ Timeline - Continued

- **Reliability - Continued**

- The Designa solution is available in magnetic stripe, barcode, RFID, or mobile formats. The broad spectrum of Designa solutions challenges the one size fits all philosophy of less qualified solutions.
- The heart of each revenue device is the Multicon. This key component is standard to all entry and exit terminals as well as all fee computers and automated pay stations. This common platform enables simple and economical parts servicing. The Multicon is designed with self-diagnostics to assist with servicing. The Multicon includes a self-sharpening blade to cut each ticket.
- The magnetic stripe feature is the most flexible and reliable format. Designa encodes the magnetic stripe ticket using an algorithm that ensures a readable ticket even if portions or the encoding have been damaged by moisture or patron abuse. The magnetic stripe feature allows for four ways read capability regardless of how the ticket is presented in the exit terminal or automated pay station.
- The Designa Blue Edition Plus terminal faceplate has been designed to integrate standard features including VoIP intercom, HID proximity access card reader, 2D QR barcode reader and EMV reader. All of these functionalities are presented in one clean faceplate. Nothing hangs on the side as an add-on box.
- The Designa barrier gate operator is a direct-drive unit with a DC motor. The direct-drive design eliminates the gear box, belts and limit switches of older designs ensuring a very reliable and smooth running gate operator.
- Credit cards are processed by EMV readers certified to provide end-to-end encryption ensuring compliance with rigorous PCI standards.



- **Project Timeline**

Light & Breuning, Inc. recognizes that customer service, public safety, may require changes in the proposed sequence. The presentation of the sequence below is merely to represent that we have given thought to the best approach; however, we are mindful of the need to adjust to customer and location priorities as necessary. Project duration is 11 weeks after receipt of order.



**4. Product Solutions Proposed / Meeting of Technical Specifications/
Timeline – Continued**

- **Award Contract/Kickoff Meeting**
One week
- **Submittals**
One week
- **Order and Receive Equipment**
Four weeks
- **Configuration & testing**
Two weeks
- **Mobilization, bolt down equipment**
Two Weeks
- **Test & Acceptance**
One Week



4. Product Solutions Proposed / Meeting of Technical Specifications/

- **Work by others**

- Level concrete curb for mounting of equipment at each lane and/or POF location.
- Conduit and electrical service at 20 AMPS, 110 VAC per lane
- Bollards to protect PARCS equipment.
- Informational or directional signage.
- Network connections from FMS server to each lane and APS location.
- Firewalls and High speed Internet connection to FMS server.
- Data backup for server.
- Information to program parking rates, validation accounts, etc.
- Remote access is required for software support.
- Operational supplies including parking tickets, cards, and signage.
- Key system operator to assume responsibility for system knowledge.
- CCTV to monitor activity in and around the traffic lanes.

- **Progress Meetings**

Light & Breuning, Inc. will meet weekly with the customer representative from award and during actual field installation.

- **Job Site Clean Up**

Light & Breuning, Inc. will maintain a clean job site at all times and observe the following:

- All cartons and installation generated trash will be disposed of off-site.
- All existing equipment that is removed will be disposed of offsite.
- Each work area will be swept and inspected before reopening for vehicle traffic.



4. Product Solutions Proposed / Meeting of Technical Specifications/ Timeline – Continued

- **Deliverables**

Within 1 day of notice of award, Light & Breuning, Inc. will provide the following deliverables;

- Certificate of Insurance
- Product specifications
- System Schematic drawings
- Equipment layout drawings
- Training syllabus
- Operational test plan
- Custom graphics mock up
- Customer artwork for ticket printing
- Product manuals (5) product manuals

Within 5 days of notice of award customer site information is requested to program the system and prepare for staging and commissioning.

- **Commissioning Plan**

- The purpose of commissioning is to assemble, program, and test all components (ticket dispensers, automated pay stations, fee computers, card readers, server and various integrated accessories) as a unified system prior to field installation. The result is a system that is more stable and speeds up the field installation process.
- Step one is to program the DBS server with the customer and site specific information including credit card processing.
- Step two is to receive the equipment on-site for uncrating and inspection to verify quantities, inspect for damage, and confirm firmware versions.
- Step three is to connect each device to the network and test as a system.
- Step four is to demonstrate the system to the customer.
- Step five is to use the assembled system to deliver the first module of training.
- Upon completion of the commissioning process, each device is labeled, disconnected, and returned to the factory shipping carton for the short transport to its intended location.



- **Training**

Light & Breuning, Inc. will coordinate and deliver 40 hours of training, ten (10) hours before installation begins, twenty (20) hours of GO LIVE training, and ten (10) hours refresher training within thirty (30) days after acceptance with the City of Lansing.



5. Warranty

- **Service and Support**

- Light & Breuning, Inc. will provide pro-active service support for the City of Lansing.
- Standard service hours are Monday – Friday 7:00 AM to 7:00 PM.
- Emergency after hours support is available 24/7 at prevailing rates.
- Preventative maintenance will be performed once each quarter on every device to ensure maximum performance. Before each preventative maintenance inspection, our Designa certified technicians will consult with the local manager to identify areas of concern or reported issues. The preventative maintenance inspection will address all reported issues as well as inspection of each device, cleaning of ticket paths, adjustments, and calibration of safety devices. Additional training will be offered during each preventative maintenance visit.
- Most customer requests are for software support. The most expeditious delivery method for software support is via remote access. Our technicians are equipped with Tablets with wireless communication to remote into authorized sites and provide immediate mobile support.
- Our technicians will provide two hour on-site hardware support. Each service vehicle is stocked with specialized diagnostic tools and spare parts.
- Our service team is backed up by six Designa factory service engineers providing remote software support and on-site support from their Oak Brook Illinois service center.
- Light & Breuning, Inc. is a member of the PARC Group that shares technical support resources and over 32 Designa certified technicians.

- **Emergency Service**

- After hours, on weekends or holidays preferred method to request emergency service is through our website: www.lbpark.com or via telephone, and follow voice mail instructions to leave an emergency request and a technician will return your call.

- **Limited Labor Warranty Exclusions**

Light & Breuning, Inc., warrants that it will provide field labor at the customer site during normal business hours Monday through Friday excluding holidays to service the factory warranty described above for a period of ONE YEAR from the date of substantial completion and system start up.

- Quarterly preventative maintenance is included during the warranty. The preventative maintenance scope of work includes labor and perishable supplies to clean, adjust, and calibrate all systems and sub-systems for peak performance.



5. Warranty – Continued

- **Limited Manufacturer Warranty**

- Designa warrants that its products will be free from any defects in material and workmanship under normal use and service, wear and tear excepted, for a period of TWO YEARS from the date of shipment. This warranty shall not apply to products which have not been properly maintained or have been subject to misuse, neglect, accident or damage, or which have been modified, changed or reworked in any way. There are no other warranties, expressed or implied, including but not limited to any implied warranties of merchantability or fitness for a particular purpose. In no event shall we be liable for any loss of profits or any indirect or consequential damages arising out of breach of this warranty or any other term or condition.

- **Extended Service Agreement**

- Standard service hours are Monday – Friday 7:00 AM to 7:00 PM. Emergency after hours support is available 24/7 at standard rates with no penalty.
- Preventative maintenance will be performed once each quarter on every device to ensure maximum performance. The preventative maintenance inspection will be performed by Designa certified technicians and will address all reported issues and inspection of each device, cleaning of ticket paths, adjustments, and calibration of safety devices. Additional training will be offered during each preventative maintenance visit as needed.
- Remote software support. Our technicians are equipped with Tablets with communication to remote into authorized sites and provide immediate mobile support.
- Our local based technicians provide same day on-site hardware support. Each service vehicle is stocked with specialized diagnostic tools and spare parts.
- Spare parts and perishable supplies are stocked locally.



6. Cost Proposal

Part #	Description	Quantity	Unit Price	Extension
	HARDWARE REQUIRED FOR NETWORK HOSTING:	1.0		
	Network Hosting Hardware	1.0	5,379.00	5,379.00
		1.0		
	PLEASE SEE NOTE AT THE BOTTOM OF PROPOSAL REGARDING NETWORK HOSTING FEES	1.0		
		1.0		
	WORKSTATION & MONITOR:	1.0		
77-0018	WS120 Remote Workstation	1.0	1,195.00	1,195.00
77-0105	21.5" LED Monitor	1.0	210.00	210.00
	BARRIER GATES:	1.0		
77-0196	BlueEdition Barrier Gate	12.0	2,178.75	26,145.00
77-0049	10' Folding Arm, ADA	1.0	315.00	315.00
	TICKET DISPENSERS:	1.0		
77-0029	Entrance Control Terminal IN+ Barcode.	2.0	8,819.00	17,638.00
	CREDIT CARD & BARCODE EXIT MACHINES:	1.0		
77-0030	Exit Control Terminal OUT+ Barcode	5.0	9,233.80	46,169.00
77-00135	PX Credit Card Reader	5.0	1,556.20	7,781.00
77-0178	PX Ethernet Module LAN300	5.0	311.20	1,556.00
	RFID READERS:	1.0		
77-0110	CR 120 Plus Card Reader with Pedestal	5.0	2,593.80	12,969.00
TRES-900.2	TRES900 Passive RF Reader	11.0	1,500.00	16,500.00
99-5563	AVI Bracket	11.0	82.00	902.00
99-5564	AVI Pedestal, 94"	11.0	390.00	4,290.00
99-0201	Tres900 Hangtag, blank,	500.0	8.00	4,000.00
	PAY ON FOOT MACHINES:	1.0		
77-0211	Automatic POF Pay Coinless Barcode	5.0	27,493.80	137,469.00
77-00135	PX Credit Card Reader	5.0	1,556.20	7,781.00
77-0178	PX Ethernet Module LAN300	5.0	311.20	1,556.00
	COUNT SYSTEM:	1.0		
77-0113	License VMS Occupancy Display	1.0	675.00	675.00
77-0134	Serial to Ethernet Converter for SignalTech VMS	1.0	260.00	260.00
99-2321B	Loop Wire	1,080.0	0.20	216.00
99-2321W	Loop Wire	1,080.0	0.20	216.00
99-1411	Loop Sealant	48.0	23.00	1,104.00
11	Labor to install twenty-four (24) saw cut vehicle detector loops	1.0	6,864.00	6,864.00
	Installation Materials	1.0	2,100.00	2,100.00
11	Bolt down, terminate and test equipment	1.0	12,000.00	12,000.00
11	System commissioning, testing of credit card	1.0	5,000.00	5,000.00
16	One-Year On Site Service Warranty	1.0	9,000.00	9,000.00
17	Customer Training	1.0	2,000.00	2,000.00
	Freight	1.0	2,500.00	2,500.00

Subtotal	\$	333,790.00
Sales Tax		
Total this quote	\$	333,790.00



6. Cost Proposal - Continued

HOSTING SERVICE FEES:

Separate hosting agreement between HOST and customer is required.
Hosting fees will be \$75 per TCC per Month = \$1,275 per month.

OPTIONAL ITEMS:

1. Designa VoIP Central Server and one (1) Main Phone Point ...ADD:
\$1,919
2. WEB-VAL Online Validation Application...ADD: \$3,631
3. Barcode Scanner for Chaser Ticket Creation...ADD: \$6,406
4. QR Validation Email/Printing...ADD: \$3,113
5. Table Top Barcode Validator...ADD: \$1,401

SEE NOTES SECTION OF PROPOSAL FOR ADDITIONAL ITEMS

This Quotation expires on December 11, 2018.



6. Notes

Our proposal includes the following notes.

- Concrete, conduit, A/C power, high speed Ethernet connection to each device, secure rack mount location for router, firewalls, by owner. Owner to provide adequate power and cooling for the room where the PARCS server rack is to be located.
- Existing proximity card readers and credentials will be integrated into the new system.
- EMV ready credit card readers furnished with each revenue device. Credit card processing by Payment Express. Fees and contract apply.
- Tickets, receipt paper and other perishables included for demo only.
- Price on base proposal and options good until December 11, 2018.



Value Engineering Recommendations

Light & Breuning, Inc. is pleased to provide a menu of value engineering recommendations that will provide opportunities to save money and add features. Pricing for each item is displayed on the cost sheet.

- **WEB validation**
Web application for allocating validations to ABACUS short term parker tickets with magnetic strip or barcode technology. Allocated validations are saved in the System server. During the payment process at the manual or automatic pay station or directly at the exit, the saved validations are retrieved from the System server and deducted from the incurred parking fee.
- **Desktop validators**
Compact offline discount unit for coding magnetic validations.
- **Voice Annunciation**
Customized voice message at entry and exit.
- **Walk up Automatic Pay Station with recycler and coin handling**
Barrier-free automatic Pay Station for all car park payment processes.
- **Pay in Lane with recycler and no coin handling**
Automatic Pay Station in compact design for all car park payment processes.
- **Chaser Ticket**
Designa offers the ability to grant validations using a chaser ticket.
- **Driver Camera**
A camera can be installed at the entry and exit terminals to ensure network-based video surveillance.
- **Mobile Payment Options**
Designa offers a web services interface for many mobile payment options and is willing to develop as necessary.
- **Graphics On Customer Facing Terminals**
This option provides custom graphics on the face each self-service entry or exit terminal to provide patrons with information and guidance.
- **Surface Mount Bollards**
Some equipment islands have been observed to be missing bollards to protect the equipment.



8. Value Engineering Recommendations – Continued

- **Spare Parts**
Stock parts for on-site swap.
- **UPS**
Uninterruptible Power Supplies, critical entry and exit lanes can be assured of operation in the event of a power failure by installing a UPS unit. Duration depends on cold weather conditions but can be expected to range from (4) to (12) hours per lane.
- **Handheld Event System**
I-Phone based system accepts credit cards and prints a receipt
- **WEB Services**
Designa offers the WEB services option allowing integration of data to other software platforms at the API level.

RESOLUTION # _____
BY THE COMMITTEE OF THE WHOLE
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Department of Human Relations and Community Services (HRCS) as the Collaborative Applicant for the Continuum of Care for the Lansing, East Lansing, Ingham County area, will be receiving renewal grants from the Department of Housing and Urban Development (HUD) under the 2018 Continuum of Care Homeless Assistance Programs Notice of Funding Availability (NOFA) application; and

WHEREAS, these renewal grants will help fund programs for at least the following agencies: Advent House Ministries, Child and Family Charities - Gateway Division, Mid-Michigan Recovery Services, Lansing Housing Commission, Holy Cross Services, One Church One Family, and the HRCSD (HMIS and Planning funds), for a one-year period to support existing Continuum of Care initiatives; and

WHEREAS, the HRCS Department is to receive from HUD an amount up to **\$2,551,336**; and

WHEREAS, each agency shall be responsible for securing the required cash or in-kind match requirements stipulated by HUD in receiving said grants, while HRCS will continue to be responsible for securing a 25% cash and/or in-kind match for the HMIS and Planning grants;

NOW, THEREFORE, BE IT RESOLVED the City of Lansing, Michigan, accepts the terms of the grant application as stipulated by HUD and the City of Lansing does hereby specifically agree, but not by way of limitation, as follows:

1. That the administration is authorized to create appropriate accounts and transfer necessary funds to administer and monitor the grants and to appropriate such additional funds as shall be necessary to complete the project subject to the City Council transfer policies.
2. To maintain satisfactory financial accounts, documents, and records to make them available to HUD for auditing at reasonable times.
3. To implement the project and provide such funds, services, and materials as may be necessary to satisfy the terms of said Agreements.
4. To authorize the Mayor of the City of Lansing to be the local authorized representative to sign documents in behalf of the City of Lansing.
5. To comply with any and all terms of said HUD agreements, including all terms not specifically set forth in the foregoing portion of this resolution.

BY THE COMMITTEE ON
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING
RESOLUTION #

WHEREAS, on September 15, 2004 National City Bank of the Midwest (formerly First of America Bank – Central) was appointed Trustee of the Charles W. Fratcher Irrevocable Trust (The Trust); and

| WHEREAS, PNC Bank is the successor to, National City Bank of the Midwest and is now the Trustee; and

WHEREAS, the Trust property is known as Fratcher Foundation; and

WHEREAS, the City of Lansing is a beneficiary of the Fratcher Foundation under the following Trust provisions “Care of Mount Hope Cemetery. Foundation, in Trustee’s discretion may use Trust income to fulfill Foundation’s primary charitable purpose to plant flowers and otherwise beautify Mount Hope Cemetery, Lansing, Michigan, in memory of Charles L. Fratcher, Dot Lora Fratcher Rena M.B. Wilson. Foundation income shall not be used for general maintenance of Mount Hope Cemetery, as the City of Lansing, or its appropriate board, maintains other cemeteries under its control. Foundation income shall be used to enhance the beauty and utility of Mount Hope Cemetery in ways which will not or cannot be done by the City of Lansing. Trustee shall use accumulated income as the first funds expended in the subsequent year or years”; and

WHEREAS, to receive distribution from the Trust, the Trustee has requested that the City of Lansing submit a grant request and letter of proposal that includes an outline of the specific amount requested and how the funds will be utilized; and

WHEREAS, upon receipt of Fratcher Foundations funds, the City intends to place the distribution received in a grant revenue account and appropriate the funds to an expense account; and

| NOW, THEREFORE, BE IT RESOLVED that the City Council approves the acceptance of the Fratcher Foundation donations and authorizes the Parks and Recreation Department to provide the Trustee with an appropriate grant request and letter of proposal each year; and

| BE IT FINALLY RESOLVED, that, upon receipt of a Fratcher Foundation donation, the Finance Department is authorized to create appropriate accounts and to make the necessary appropriations and transfers for the expenditure and control of the funds.

Approved for Placement on
City Council Agenda:

City Attorney
Date:

INTRODUCTION OF ORDINANCES

The following ordinance of the City of Lansing, Michigan, providing that the Code of Ordinances be amended 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 1246.02 of the Code for property located at:

Z-5-2019: 521 W. Hillsdale Street from “DM-4” Residential District to “D-1”
Professional Office District

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

BY THE COMMITTEE ON DEVELOPMENT & 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, _____, 2019, at 7 p.m. in City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, for the purpose of approving and/or opposing the Ordinance for rezoning:

Z-5-2019: 521 W. Hillsdale Street from “DM-4” Residential District to “D-1”
Professional Office District

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 1246.02 OF THE CODE OF ORDINANCES.

The City of Lansing ordains:

Section 1. That the district maps adopted by and incorporated as Section 1246.02 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-5-2019

Parcel Number's: 33-01-01-16-361-201

Address: 521 W. Hillsdale Street

Legal Descriptions: East 3 Rods of the West 7 Rods of Lot 8, Block 162, Original Plat from "DM-4" Residential District to "D-1" Professional Office District.

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 _____, 2019, 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.

CITY OF LANSING
NOTICE OF PUBLIC HEARING

Z-5-2019, 521 W. Hillsdale Street

Rezoning from “DM-4” Residential District to “D-1” Professional Office District

The Lansing City Council will hold a public hearing on Monday, , 2019 at 7:00 p.m. in Council Chambers, 10th Floor, Lansing City Hall, 124 W. Michigan Avenue, Lansing, Michigan to consider Z-5-2019. This is a request by Shawn Watson to rezone the property at 521 W. Hillsdale Street from “DM-4” Residential District to “D-1” Professional Office District. The purpose of the rezoning is to permit the building at this location to be used for professional offices.

For more information, please call Lansing City Council at 517-483-4177. If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., Monday, 2019 at the City Clerk’s Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email city.clerk@lansingmi.gov.

Chris Swope, City Clerk

GENERAL INFORMATION

APPLICANT/OWNER: Shawn Watson
521 W. Hillsdale Street
Lansing, MI 48933

REQUESTED ACTION: Rezone 521 W. Hillsdale Street from "DM-4"
Residential to "D-1" Professional Office

EXISTING LAND USE: Single Family Dwelling

EXISTING ZONING: "DM-4" Residential District

PROPOSED ZONING: "D-1" Professional Office District

PROPERTY SIZE & SHAPE: 49.5' x 66' = 3,267 square feet

SURROUNDING LAND USE: N: Single & 2-Family Residential
S: 2-Family Residential
E: Vacant
W: Vacant

SURROUNDING ZONING: N: "DM-4" Residential District
S: "DM-4" Residential District
E: "D-1" Professional Office District
W: "D-1" Professional Office District

MASTER PLAN DESIGNATION: The Design Lansing Comprehensive Plan
designates the subject property as "Downtown
Mixed Use Center: Edge". W. Hillsdale Street is
designated as a local road.

SPECIFIC INFORMATION

This is a request by Shawn Watson to rezone the property at 521 W. Hillsdale Street, legally described as:

"East 3 rods of the West 7 rods of Lot 8, Block 162, Original Plat"

from "DM-4" Residential District to "D-1" Professional Office District. The purpose of the rezoning is to permit the building at this location to be used for professional offices.

AGENCY RESPONSES:

Assessor: No comments.

BWL:

Building Safety: The Building Safety Office has no objections to the rezoning. This project is subject to building plan review.

Fire Marshal:

Parks & Rec.: No comments.

Public Service: No comments.

Transportation:

ANALYSIS**COMPATIBILITY WITH SURROUNDING LAND USE**

The rezoning will allow for a zoning and land use pattern that is compatible with the area in which it is located. The surrounding area is characterized by a mix of office and varying density residential uses. The two properties to the east and the two properties to the west of the subject property are already zoned "D-1" Professional Office. As evidenced by the attached zoning map, the proposed rezoning will eliminate an inconsistent zoning pattern in the block in which it is located. Consistent zoning patterns create consistent land use patterns which is a primary goal of the Comprehensive Plan and of proper planning and zoning principles in general. Since the subject property is located between properties that are zoned "D-1" Professional Office, denying this request for "D-1" zoning would deprive the applicant of the same land use rights that are already afforded to the adjoining property owners.

The property at 527 W. Hillsdale was rezoned in 2008 from "DM-4" Residential to "D-1" Professional Office. The parcels that directly adjoin the subject property to the east and west are currently vacant, one or both of which could be combined with an adjoining parcel to create additional parking if necessary to support the proposed use(s) of the building and not overuse the on-street parking in the area. Furthermore, the "character" or appearance of the building will continue to be residential in nature and the activity generated will be minimal and not disruptive to the surrounding residential uses.

COMPLIANCE WITH MASTER PLAN

The Design Lansing Comprehensive Plan designates the subject property as "Downtown Mixed Use Center: Edge". The purpose of this designation is:

"To support the downtown area by allowing a mix of uses and to enhance the quality of the pedestrian environment; maintain the presence of older, often historic buildings; and provide for a transition in building height and use intensity to near-downtown neighborhoods".

The Plan list the following as "typical uses" for the Downtown Mixed Use Center: Edge":

"Office, institutions, entertainment, live-work and residential. Retail and personal services as an accessory use should be located in the same building as a primary use. Automobile-oriented uses and light industrial are permitted with special approval. High rise office and residential towers with large surface parking lots and limited street frontage should not be permitted."

The applicant's proposal is to renovate the existing building at 521 W. Hillsdale for use as a law office. The "D-1" Professional Office district allows for office use, low-density multiple family residential use or a combination of both office and residential uses. These uses are consistent with the intent and purpose of the "Downtown Mixed Use Center: Edge" as described above and are among the "typical uses" listed in the Plan for this district.

IMPACT ON VEHICULAR AND PEDESTRIAN TRAFFIC

No adverse impacts on vehicular or pedestrian traffic are anticipated to result from the proposed rezoning. The traffic generated by converting the residential building at 521 W. Hillsdale Street into a law office is anticipated to be very low and likely even less than the volume of traffic that would be generated by multi-family residential use as permitted under the current zoning designation. There is already a strong mix of residential and non-residential traffic in the neighborhood. In addition, the subject property is located a mere 85+/- feet from Pine Street which is a collector road that is designed to carry a fairly high volume of traffic.

ENVIRONMENTAL IMPACT

There are no physical changes proposed for the site at this time and therefore, the rezoning will have no impact on the natural environment. Employees and visitors to the site will utilize the existing, paved driveway on the west side of the building which can accommodate 3-4 vehicles in tandem. It is unclear as to whether the driveway on the east side of the building is located on the subject property or the vacant lot. Law offices typically generate a very low volume of traffic and thus, the available parking should be adequate to support the demand. While parking in tandem for non-residential uses does not comply with the requirements of the Zoning Ordinance, the alternative is for the applicant to purchase one of the adjoining vacant lots, combine it with the subject property and develop it into a paved parking lot. Parking lots are not aesthetically or environmentally desirable in predominantly residential neighborhoods, particularly when they are not necessary from a practical standpoint and are only being constructed to fulfill a code requirement. Administrative site plan review and approval is required prior to construction of additional parking on the site or on one of the adjacent properties.

IMPACT ON FUTURE PATTERNS OF DEVELOPMENT

The request to rezone the subject property to "D-1" Professional Office will not adversely impact land use patterns in the area. There is already a very strong presence of office zoning and land uses in the vicinity of the subject property. Offices are low impact uses that do not generate much traffic and do not create noise or other nuisances, thus making them compatible with adjoining or nearby residential uses.

Approval of the requested rezoning will not set a negative precedent for future requests to rezone property in the area. The "D-1" Professional Office zoning pattern has already been established and this request merely fills in a gap in the zoning along in the 500 block on the south side of W. Hillsdale Street.

SUMMARY

This is a request by Shawn Watson to rezone the property at 521 W. Hillsdale Street, legally described as:

"East 3 rods of the West 7 rods of Lot 8, Block 162, Original Plat"

from "DM-4" Residential District to "D-1" Professional Office District. The purpose of the rezoning is to permit the building at this location to be used for professional offices.

The proposed rezoning is consistent with the land use pattern being advanced in the master plan and with the zoning and land use patterns already established in the area. In addition, no adverse impacts on vehicular and pedestrian traffic, the environment or future patterns of development are anticipated to result from approval of this rezoning.

RECOMMENDATION

Pursuant to the findings described above, the following recommendation is offered for the Planning Board's consideration:

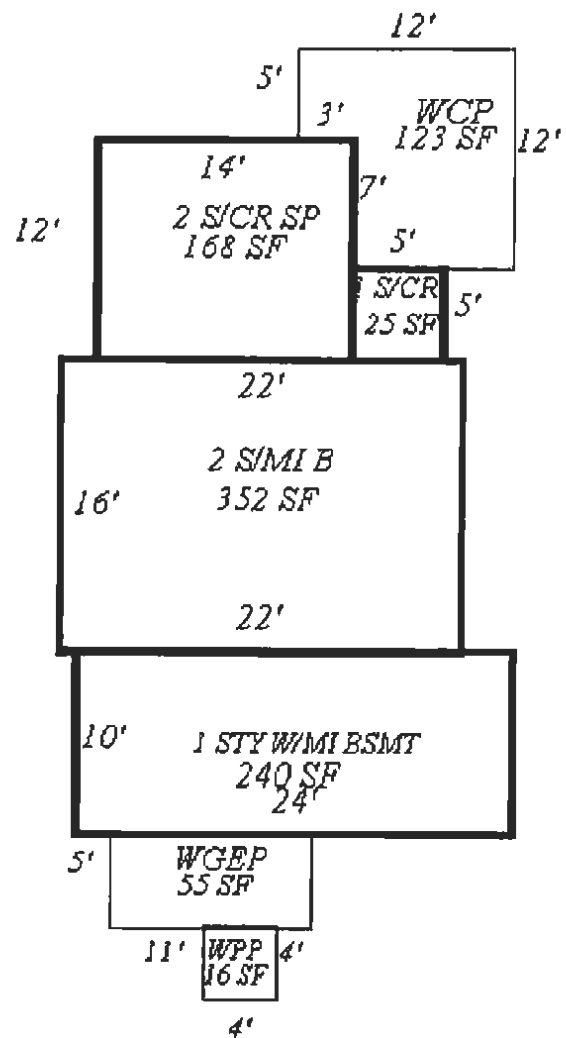
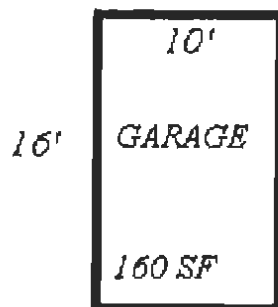
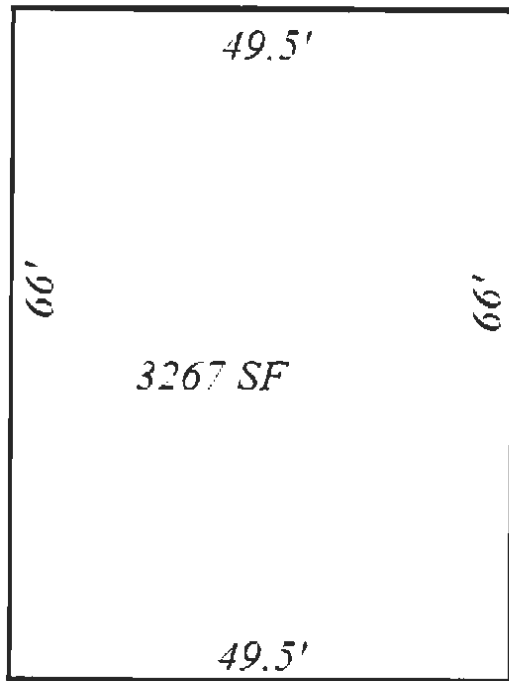
Recommend that Z-5-2019 be approved to rezone the property at 521 W. Hillsdale Street from "DM-4" Residential District to "D-1" Professional Office District, based on the findings of fact as outlined in this staff report.

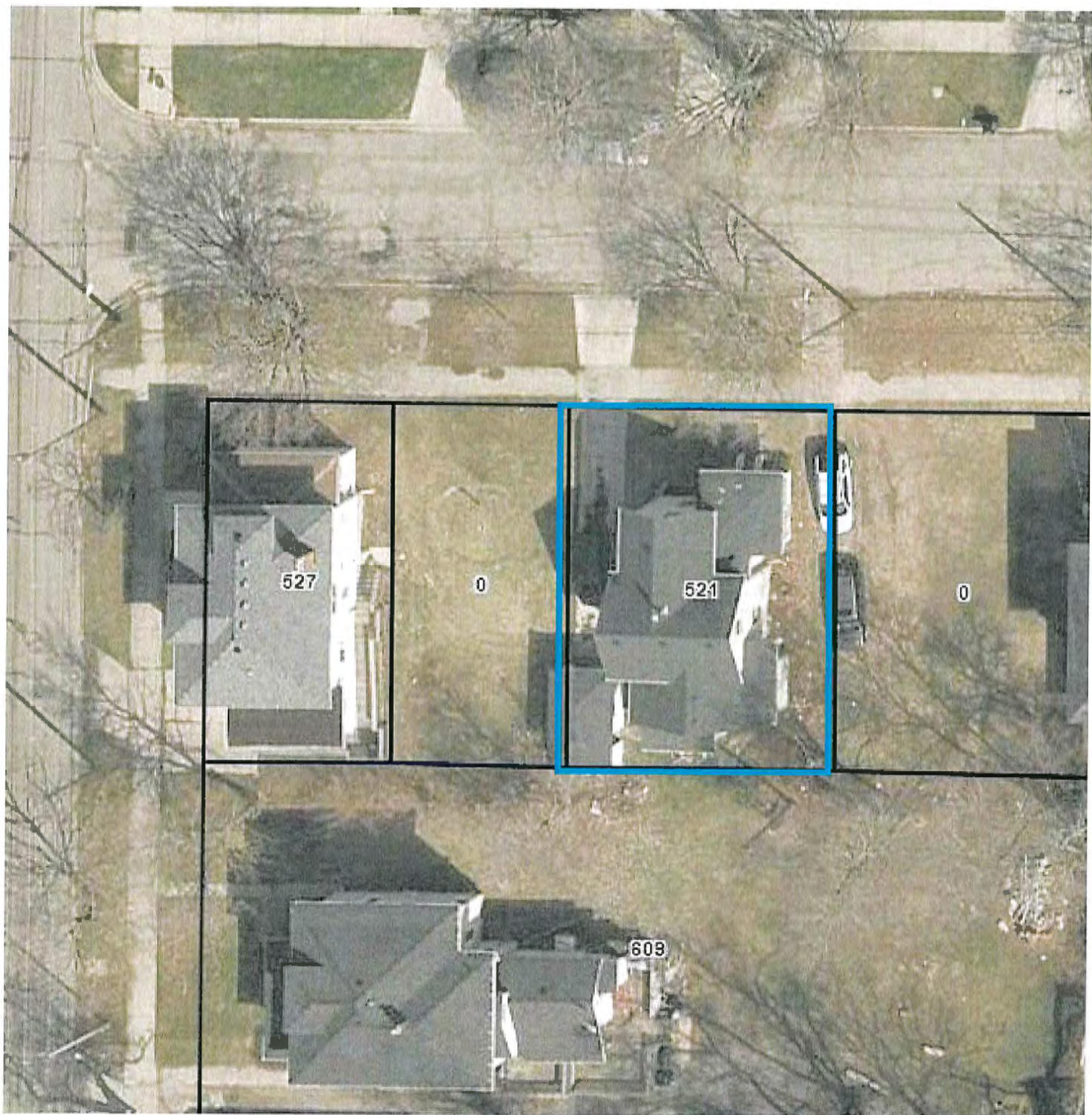
Respectfully Submitted,

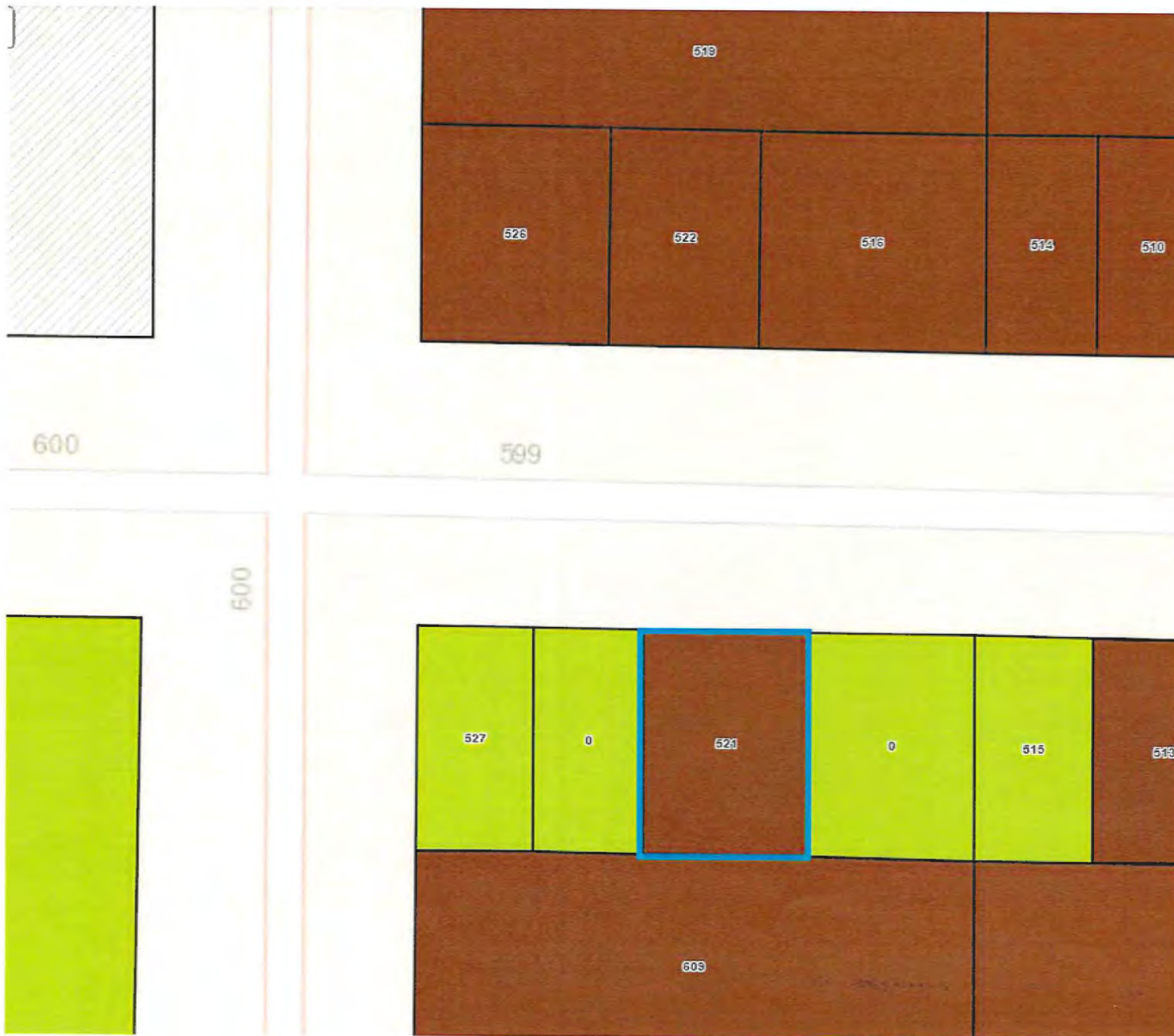
**Susan Stachowiak
Zoning Administrator**



W HILLSDALE ST







Zoning District	
	A Residential-Single
	B Residential-Single
	C Residential-2 Unit
	NONE
	CUP Community Unit Plan
	D-1 Professional Office
	D-2 Residential/Office
	DM-1 Residential-Multiple
	DM-2 Residential-Multiple
	DM-3 Residential-Multiple
	DM-4 Residential-Multiple
	E-1 Apartment Shop
	E-2 Local Shopping
	F Commercial
	F-1 Commercial
	G-1 Business
	G-2 Wholesale
	H Light Industrial
	I Heavy Industrial
	J Parking
	ROW Right of Way



BY THE COMMITTEE ON DEVELOPMENT AND PLANNING
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING
RESOLUTION TO SET A PUBLIC HEARING FOR
BROWNFIELD PLAN #76
FARNUM BUILDING REDEVELOPMENT PROJECT

WHEREAS, the Lansing Brownfield Redevelopment Authority has prepared and forwarded an approved Brownfield Plan pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, Public Act 381 of 1996, as amended, for property commonly referred to as 123 West Allegan Street located in the City of Lansing; and

WHEREAS, prior to Council's action on this request, it is necessary to hold a public hearing on the Plan, to allow for any resident, taxpayer or ad valorem taxing unit the right to appear and be heard;

WHEREAS, the Brownfield Plan is available for public inspection at the Lansing Economic Area Partnership, 1000 South Washington, Suite 201, Lansing, MI 48912, and that all aspects of the Brownfield Plan are open for discussion at the public hearing.

NOW, THEREFORE, BE IT RESOLVED that a public hearing be held in the City Council Chambers of the City of Lansing, 10th Floor, Lansing City Hall, Lansing, Michigan, on August 26, 2019 at 7:00 p.m. on Brownfield Plan #76 – Farnum Building Redevelopment Project under the Brownfield Redevelopment Financing Act, for property more particularly described as:

W 78 FT OF N 34 FT LOT 11 & W 78 FT LOT 12 BLOCK 115 ORIG PLAT,

and that the City Clerk cause notice of such hearing to be published twice in a publication of general circulation, no less than 10 days or more than 40 days prior to the date of the public hearing, and that the City Clerk also cause the legislative body of each taxing unit levying ad valorem taxes on this property, to be notified of Brownfield Plan #76 – Farnum Building Redevelopment Project and the scheduled public hearing.

City of Lansing
Notice of Public Hearing

The Lansing City Council will hold a public hearing on August 26, 2019, 2019 at 7:00 p.m. in the City Council Chambers, 10th Floor, Lansing City Hall, Lansing, MI, for the purpose stated below:

To afford an opportunity for all residents, taxpayers of the City of Lansing, other interested persons and ad valorem taxing units to appear and be heard on the approval of Brownfield Plan #76 – Farnum Building Redevelopment Project pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, Public Act 381 of 1996, as amended, for property commonly referred to as 123 West Allegan Street located in the City of Lansing, but more particularly described as:

W 78 FT OF N 34 FT LOT 11 & W 78 FT LOT 12 BLOCK 115 ORIG PLAT.

Approval of this Brownfield Plan will enable the Lansing Brownfield Redevelopment Authority to capture incremental tax increases which result from the redevelopment of the property to pay for costs associated therewith. Further information regarding this issue, including maps, plats, and a description of the brownfield plan will be available for public inspection and may be obtained from Karl Dorshimer – Vice President of Economic Development, Lansing Economic Area Partnership, 1000 South Washington, Suite 201, Lansing, MI 48912, (517) 702-3387.

If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email city.clerk@lansingmi.gov.

Chris Swope, Lansing City Clerk, MMC/CMMC
Chris Swope
City Clerk

**CITY OF LANSING BROWNFIELD PLAN #76, Farnum Redevelopment Project
PROPOSED BROWNFIELD PLAN APPROVAL PROCESS SCHEDULE**

DATE	BOARD/ COMMITTEE	ACTION	ATTENDANCE BY APPLICANT
By May 31, 2019	LEAP/LEDC	Brownfield Plan and Agreement is submitted to LEAP/LEDC for Review.	
July 12, 2019 8:30AM	Lansing Brownfield Redevelopment Authority	LBRA Considers Resolution Approving Brownfield Plan #76.	YES
July 22, 2019 7:00PM	Lansing City Council	Receives Brownfield Plan and refers it to the Committee on Development and Planning.	
August 12, 2019 4:00PM	Committee on Development and Planning	Applicant Presents Project to the D&P Committee to review and Approve Resolution to set Public Hearing.	YES
August 12, 2019 7:00PM	Lansing City Council	Council passes resolution setting the Public Hearing for 7:00PM on August 26, 2019. <i>Public Hearing Notice-10 Days (Mail/Paper)</i>	
August 26, 2019 7:00PM	Lansing City Council	Public hearing held at Council for Brownfield Plan. Referred back to the D&P Committee for approval.	YES
September 9, 2019 4:00PM	Committee on Development and Planning	D&P Committee passes resolution to approve the Brownfield Plan.	(if necessary)
September 9, 2019 7:00PM	City Council Meeting	City Council Approves Brownfield Plan	YES

**CITY OF LANSING
BROWNFIELD REDEVELOPMENT AUTHORITY**

BROWNFIELD PLAN #76

**FARNUM BUILDING REDEVELOPMENT
LOCATED AT 123 WEST ALLEGAN STREET
LANSING, MICHIGAN**

June 20, 2019

Approved by BRA: July 12, 2019
Approved by City Council:

Prepared on Behalf of:

Boji Group
124 West Allegan Street
Suite 2100
Lansing, MI 48933
Contact Person: Terri Fitzpatrick
Telephone: (517) 377-3000

Prepared By:

PM Environmental, Inc.
3340 Ranger Road
Lansing, Michigan 48906
Contact Person: Jessica DeBone
Telephone: (616) 328-5297



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APPENDICIES

Appendix A	Legal Description
Appendix B	Property Location Boundary
Appendix C	Preliminary Site Plans and Renderings
Appendix D	Documentation of Eligibility

TABLES

Table 1: Estimated Costs of Eligible Activities
Table 2: Tax Increment Revenue Capture Estimates
Table 3: Tax Increment Reimbursement Estimates

PROJECT SUMMARY

Project Name:	Farnum Building Redevelopment
Project Location:	The property is located at 123 West Allegan Street in Township four north (T.4N), Range two west (R.2W), Section 16, Lansing, Ingham County Michigan 48933 (the "Property").
Type of Eligible Property:	The property is determined to be "Functionally Obsolete"
Eligible Activities:	Pre-Approved Activities, Asbestos and Lead Activities, Demolition, Infrastructure Improvements and Preparation and Implementation of a Brownfield Plan and Act 381 Work Plan
Developer Reimbursable Costs:	\$2,855,750 (includes eligible activities and a 15% contingency)
Years to Complete Reimbursement to Developer:	21 Years from project completion
Estimated Capital Investment:	Approximately \$20 million (including Acquisition, Hard and Soft Costs)
Project Overview:	This project entails an overhaul of the current building conditions to revive the building into Class A office space in the heart of downtown next to the Capitol Building. The rehabilitation includes interior demolition, asbestos abatement, and infrastructure improvements of the existing office building. In addition to the redeveloped office space, the project is anticipated to create approximately 50 construction jobs. Upon completion it is anticipated the building will attract and retain tenants to the City employing an estimated 200 people. Of the 200 jobs, it is anticipated that approximately 30% (60 jobs) would be retained in the City. The newly created 140 tenant jobs could result in a significant increase to the City tax income revenue, estimated at approximately \$78,750 on an annual basis totaling \$1,653,750 if 50% of the employees reside in the City of Lansing.

I. INTRODUCTION AND PURPOSE

In order to promote the revitalization of environmentally distressed, historic, functionally obsolete and blighted areas within the boundaries of Lansing (“the City”), the City has established the Lansing Brownfield Redevelopment Authority (LBRA) the “Authority” pursuant to the Brownfield Redevelopment Financing Act, Michigan Public Act 381 of 1996, as amended (“Act 381”).

The purpose of this Brownfield Plan (the “Plan”) is to promote the redevelopment of and investment in the eligible “Brownfield” Property within the City and to facilitate financing of eligible activities at the Brownfield Property. Inclusion of Brownfield Property within any Plan in the City will facilitate financing of eligible activities at eligible properties and will provide tax incentives to eligible taxpayers willing to invest in revitalization of eligible sites, commonly referred to as “Brownfields.” By facilitating redevelopment of the Brownfield Property, this Plan is intended to promote economic growth for the benefit of the residents of the City and all taxing units located within and benefited by the Authority.

The identification or designation of a developer or proposed use for the Brownfield Property that is subject to this Plan is integral to the effectiveness or validity of this Plan. This Plan is intended to apply to the eligible property identified in this Plan and, to identify and authorize the eligible activities to be funded. Any change in the proposed developer or proposed use of the eligible property shall necessitate approval by the Authority under this Plan.

This Plan is intended to be a living document, which may be amended with approval of the Authority and the City in accordance with and as necessary to achieve the purposes of Act 381. The applicable sections of Act 381 are noted throughout the Plan for reference purposes.

This Brownfield Plan contains information required by Section 13(1) of Act 381, as amended.

II. GENERAL PROVISIONS

A. Description of the Eligible Property (Section 13 (2)(h)) and Project

The Eligible Property consists of one (1) legal parcel totaling approximately 0.179 acres with a street address of 123 West Allegan Street, Lansing, Ingham County, Michigan. The parcels and all tangible personal property located thereon will comprise the eligible property and is referred to herein as the “Property.”

The Property is located on the West Allegan Street and South Capital Avenue corridors, bounded by West Allegan Street to the north, the property line to the east, a parking lot to the south, and South Capital Avenue to the west.

Allegan Property, LLC has the same majority partners as Boji Group, LLC, the project developer. These entities or any affiliate, or such other developer as approved by the Authority, are collectively the project developer (“Developer”).

Boji Group, LLC (Boji) is a Lansing headquartered real estate development, property management, and construction management firm. With more than 25 years of real estate experience, Boji aims to bring innovative solutions to challenging development opportunities. Providing services for more than 2 million square feet of state-of-the-art commercial space, Boji has a proven track record of successful redevelopment and the delivery of quality service. Boji intends to bring the Farnum Building, which has fallen into disrepair and is functionally obsolete,

into reuse. Boji Group is rooted in the communities of the Lansing area, and are a committed partner to the City in bringing this vision to fruition.

The parcel is currently zoned G-1: Business District, the Property is commercially developed with a 90,000 square foot vacant office building in an area characterized by commercial and office uses. The property zoning will remain the same and permits the proposed future use.

Standard and other historical sources were able to document a residential dwelling was present in the western portion of the property in at least 1885. An office addition was constructed to the eastern portion of the dwelling between 1898 and 1906. The dwelling was demolished between 1913 and 1929. A commercial building containing four storefront tenants' spaces was constructed on the western portion of the property in 1929 and was demolished between 1955 and 1959. This former building was occupied by various professional office tenants, banks, and/or salons.

The current building was constructed in 1959 and was occupied by various banks and professional office tenants from construction until December 2016 and has been vacant of occupants since that time.

The Property's legal description is included in Appendix A. Property location maps are included in Appendix B.

The proposed redevelopment includes interior demolition of the current office building, including extensive asbestos abatement activities and renovation to restore this building into functioning Class A office space in the heart of Michigan's capital, where office space is greatly needed.

Asbestos abatement activities and demolition are expected to begin in Summer 2019. Project completion is anticipated for 2020. Allegan Property, LLC anticipates a total invest of approximately \$20 million (\$12 million hard cost) and the creation of approximately 50 construction jobs. Upon completion it is anticipated the building will create office space that will generate approximately 140 new tenant created jobs. It is anticipated that approximately 60 tenant jobs would be retained within the City of Lansing. The Developer is rehabilitating the building for future tenants that will result in tenant generated job creation.

Preliminary site plans and renderings are included in Appendix C.

B. Basis of Eligibility (Section 13 (2)(h) and Section 2(o))

The Property is considered "Eligible Property" as defined by Act 381, Section 2 because: (a) it was previously utilized for a commercial purpose; and, (b) the parcel comprising the Property has been determined to be a "functionally obsolete" by a Michigan Master Assessing Officer (MMAO) (formerly Level IV) as described below.

The Property was determined to be obsolete due to the following conditions:

- Age and previous occupation of the building
- The currently ineffective steam heat system
- The presence of asbestos

The functional obsolescence determination is provided in Appendix D.

C. Summary of Eligible Activities and Description of Costs (Sec. 13 (2)(a-b))

Tax Increment Financing revenues will be used to reimburse the costs of “eligible activities” (as defined by Section 2 of Act 381) as permitted under the Brownfield Redevelopment Financing Act that include: Pre-Approved Activities, Asbestos Activities, Demolition, Infrastructure Improvements and preparation and implementation of a Brownfield Plan and Act 381 Work Plan. A complete itemization of these activities and associated expenses is included in Table 1.

The following eligible activities and budgeted costs are intended as part of the development of the property and are to be financed solely by the developer. All activities are intended to be “Eligible Activities” under the Brownfield Redevelopment Financing Act. The Authority is not responsible for any cost of eligible activities and will incur no debt. The Authority is not obligated to reimburse any eligible activities conducted after May 1, 2022.

Eligible Activities	Total Estimated Costs	MSF Act 381 Eligible Activities	EGLE Act 381 Eligible Activities
Developer Activities			
Pre-Approved Activities	\$32,300		\$32,300
Demolition Activities	\$100,000	\$100,000	
Asbestos Activities	\$2,263,000	\$2,263,000	
Infrastructure Improvements	\$40,000	\$40,000	
Brownfield/Work Plan Preparation and Implementation	\$60,000	\$60,000	
Subtotal to Developer	\$2,495,300	\$2,463,000	\$32,300
15% Contingency*	\$360,450	\$360,450	\$0
Subtotal to Developer	\$2,855,750	\$2,823,450	\$32,300
Administrative Activities			
LBRA Admin Fee (5% Annually)	\$124,940		
LBRF (5% Annually)	\$124,940		
State Brownfield Fund	\$171,505		
Subtotal	\$421,385		
Total Eligible and Administrative Activities	\$3,277,135		

D. Estimate of Captured Taxable Value and Tax Increment Revenues (Sec. 13 (2)(c))

Incremental taxes on real property included in the redevelopment project will be captured under this Plan to reimburse eligible activity expenses. The base taxable value of the Property shall be determined by the use of the 2018 tax year tax values, which is currently listed by the City Assessor as \$0. Tax increment revenue capture will begin when tax increment is generated by redevelopment of the Property, which is expected to begin in 2021 or when full redevelopment is completed whichever occurs first. The estimated taxable value of the completed development is \$2,460,000. An annual increase in taxable value of 1% has been used for calculation of future tax increments in this Plan. Tables 2 details the estimate of captured tax increment revenues for each year of the Plan from the eligible property.

The LBRA has established a Local Brownfield Revolving Fund (LBRF). Capture for the LBRF is included at 5% of annual local capture during the duration of the Plan, currently estimated at \$124,940. The funds deposited into the LBRF as part of this Plan will be used in accordance with

the requirements of Act 381, as amended. LBRF capture will occur during the duration of the Plan as shown in Table 2. The allocation of these funds will take place twice yearly and prior to local tax capture distributed toward Developer reimbursement.

Also prior to reimbursement of tax increment revenue to the Developer, payment of Brownfield Redevelopment Authority Administrative fees will occur first. The allocation of these funds will take place twice yearly and prior to local tax capture distributed toward Developer reimbursement.

E. Method of Brownfield Plan Financing and Description of Advances by the Municipality (Sec. 13 (2)(d))

Eligible activities will be financed by Allegan Property, LLC. The Developer will be reimbursed for eligible costs as described in Section C and outlined in Table 1. Costs for Eligible Activities funded by Allegan Property, LLC will be repaid under the Michigan Brownfield Redevelopment Financing Program (Michigan Public Act 381, as amended) with incremental taxes generated by future development of the property. The maximum amount of tax increment revenue capture that will be used to reimburse the Developer is \$2,855,750 of which no more than \$1,843,512 shall be from captured local taxes (64.55%). This includes Brownfield Plan preparation, Brownfield Redevelopment Authority Administrative fees and LBRF deposits.

No advances will be made by the LBRA for this project. All reimbursements authorized under this Plan shall be governed by the Reimbursement Agreement.

F. Maximum Amount of Note or Bonded Indebtedness (Sec. 13 (2)(e))

No note or bonded indebtedness will be incurred by any local unit of government for this project.

G. Duration of Brownfield Plan (Sec. 13 (1)(f))

The duration of the Brownfield Plan shall not exceed more than 21 years after the project completion date as set forth in the Development Agreement, unless amended by the Lansing City Council.

Further, in no event shall the beginning date of the capture of tax increment revenues be later than five years after the date of the resolution approving the Plan. The Property will become part of this Plan on the date this Plan is approved by the City of Lansing City Council.

H. Estimated Impact of Tax Increment Financing on Revenues of Taxing Jurisdictions (Sec. 13 (2)(g))

Tables 2 and 3 attached to this Plan provide the estimated TIR to be generated and captured under this Plan, for an estimated period of 21 years.

The total estimated cost of the eligible actives, contingency, interest, administrative fees, LBRF and State Brownfield Fund to be reimbursed or captured through use of Tax Increment Revenue (TIR) is projected to be up to \$3,277,135.

Non-capturable millages, will see an immediate increase in new taxes generated following redevelopment and will provide new tax revenue of approximately \$277,839 throughout the duration of this Plan.

**Brownfield Plan for the Proposed Farnum Building Redevelopment
Located at 123 West Allegan Street, Lansing, Michigan
PM Project No. 01-10120-0-0005; June 20, 2019**

Ten percent of newly generated taxes will be captured for the TIFA and taxing jurisdictions on local and state school captured millages throughout the duration of this Plan totaling approximately \$393,030.

The local tax capture shall be applied annually in the following order of priority: 1. Payment of LBRA Administrative Fee, 2. Payment of deposit into LBRA LBRF, 3. Repayment of LBRA LBRF funds used or loaned to the project, 4. Reimbursement of LBRA approved Developer Eligible Activity costs.

The table below outlines the new tax revenue that is estimated under this Plan over a 21-year period.

Millage	Rate	New Taxes From Project	Capture by Plan (90%) (Eligible Activities, LBRA LBRF, LBRA Admin. Fee, State BF Fund)	Pass through to TIFA (10%)	Remaining Capture for Local Tax Units
Lansing Oper	19.4400	\$1,111,354	\$1,000,219	\$111,135	\$0
Lans Com College	3.8072	\$217,652	\$195,886	\$21,765	\$0
Ingham Intermed	4.7062	\$269,046	\$242,141	\$26,905	\$0
Ingham Cnty Sum	6.8000	\$388,745	\$349,871	\$38,875	\$0
Ingham County	3.2800	\$187,512	\$168,761	\$18,751	\$0
Airport Auth	0.6990	\$39,961	\$35,965	\$3,996	\$0
CATA	3.0070	\$171,905	\$154,715	\$17,191	\$0
CADL-Library	1.5600	\$89,183	\$80,264	\$0	\$8,918
Zoo Millage	0.4100	\$23,439	\$21,095	\$2,344	\$0
Subtotal	43.7094	\$2,498,797	\$2,248,917	\$240,961	\$8,918
State Education Tax (SET)	6.0000	\$343,011	\$308,710	\$34,301	\$0
School Operating Tax	18.0000	\$1,029,032	\$926,129	\$102,903	\$0
Subtotal	24.0000	\$1,372,043	\$1,234,839	\$137,204	\$0
Lansing Debt	0.2600	\$14,864	\$0	\$14,864*	\$0
Lansing School Debt	4.6000	\$262,975	\$0	\$0	\$262,975
Subtotal	4.8600	\$277,839	\$0	\$14,864	\$262,975
Total	72.5694	\$4,148,679	\$3,483,756	\$393,030	\$271,893

*non-capturable millage, therefore tax revenues are new taxes generated for the TIFA

Total Activities Reimbursed by TIF	Estimated Capture
Developer Reimbursement (including a 15% contingency)	\$ 2,855,750
LBRA Local Brownfield Revolving Fund Reimbursement	\$ 124,940
LBRA Administrative Fees (5% of tax increment revenue)	\$ 124,940
3 Mills to State Brownfield Fund	\$ 171,505
Total	\$3,277,135

TIFA Pass-Through	Taxes Captured
10% Passed-Through and New Taxes for TIFA	\$393,030
Tax Increment for Local Tax Units Breakout	Taxes Captured
Remaining Capture for Local Units	\$271,893
Remaining Tax Increment Estimated in Year 20 and 21	\$206,620
Total	\$871,543

For a complete breakdown of the captured millages and developer reimbursement please see Table 2 and Table 3 in Appendix F.

I. Legal Description, Property Map, Statement of Qualifying Characteristics and Personal Property (Sec. 13 (1)(h))

The legal description of the Property included in this Plan is attached in Appendix A.

A property location map is included in Appendix B.

Documentation of characteristics that qualify the property as eligible property is provided in Appendix D.

Personal property is not included in this plan.

J. Displacement/Relocation of Individuals on Eligible Property (Sec. 13 (1)(i-l))

No displacement of residents or families is expected as part of this project.

K. Other Material that the Authority or Governing Body Considers Pertinent (Sec. 13 (1)(n))

The Brownfield Redevelopment Authority and the City Council as the Governing Body, in accordance with the Act, may amend this Plan in order to fund additional eligible activities associated with the Project described herein.

Appendix A

Legal Description:

W 78 FT OF N 34 FT LOT 11 & W 78 FT LOT 12 BLOCK 115 ORIG PLAT

123 W ALLEGAN ST LANSING, MI 48933 (Property Address)

Parcel Number: 33-01-01-16-328-001



Item 1 of 4

[2 Images / 2 Sketches](#)**Property Owner: STATE OF MICHIGAN****Summary Information**

- > Commercial/Industrial Building Summary
 - Yr Built: 1959
 - # of Buildings: 1
 - Total Sq.Ft.: 78,000
- > Property Tax information found
- > Assessed Value: \$0 | Taxable Value: \$0
- > Building Department information found

Owner and Taxpayer Information

Owner	STATE OF MICHIGAN REAL ESTATE MANAGEMENT ROOM 120 MASON BLDG LANSING, MI 48913-0001	Taxpayer	SEE OWNER INFORMATION
--------------	--	-----------------	-----------------------

General Information for Tax Year 2018

Property Class	EXEMPT - REAL	Unit	33 CITY OF LANSING - INGHAM
School District	LANSING	Assessed Value	\$0
MAP #	B -0115 -0012	Taxable Value	\$0
TOP TEN	Not Available	State Equalized Value	\$0
NEW PERMITS	Not Available	Date of Last Name Change	05/20/2010
USER ALPHA 3	Not Available	Notes	Not Available
Historical District	Not Available	Census Block Group	Not Available
TYPE CODE	Not Available	Exemption	No Data to Display

Principal Residence Exemption Information**Homestead Date** 12/30/1997

Principal Residence Exemption	June 1st	Final
2018	0.0000 %	0.0000 %

Previous Year Information

Year	MBOR Assessed	Final SEV	Final Taxable
2017	\$0	\$0	\$0
2016	\$0	\$0	\$0
2015	\$0	\$0	\$0

Land Information

Zoning Code	Not Available	Total Acres	0.179
Land Value	\$0	Land Improvements	\$0
Renaissance Zone	No	Renaissance Zone Expiration Date	No Data to Display
ECF Neighborhood	O225-DOWNTOWN-OFFICES	Mortgage Code	No Data to Display
Lot Dimensions/Comments	78 X 100 @ 13.05	Neighborhood Enterprise Zone	No

Lot(s)	Frontage	Depth
No lots found.		
Total Frontage: 0.00 ft		Average Depth: 0.00 ft

Legal Description

W 78 FT OF N 34 FT LOT 11 & W 78 FT LOT 12 BLOCK 115 ORIG PLAT

Sale History

Sale Date	Sale Price	Instrument	Grantor	Grantee	Terms of Sale	Liber/Page
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No sales history found.

Building Information - 78000.00 sq ft Office Buildings (Commercial)

Floor Area	78,000 sq ft	Estimated TCV	<i>Not Available</i>
Occupancy	Office Buildings	Class	A
Stories Above Ground	10	Average Story Height	11 ft
Basement Wall Height	<i>Not Available</i>	Identical Units	<i>Not Available</i>
Year Built	1959	Year Remodeled	<i>Not Available</i>
Percent Complete	0%	Heat	Zoned A.C. Hot & Chilled Water
Physical Percent Good	45%	Functional Percent Good	100%
Economic Percent Good	100%	Effective Age	53 yrs

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Appendix B



123 West Allegan Street
(functionally obsolete)

Boji Tower

W Allegan St

W Allegan St

S Capitol Ave

W Allegan St

S Capitol Ave

Washington Sq S

Washington Sq S

Washington Sq S

Townsend St

Appendix C







Appendix D



Andy Schor, Mayor

CITY ASSESSORS OFFICE

**Sharon Frischman, MMAO
City Assessor**

3rd Floor City Hall
124 West Michigan Avenue
Lansing, Michigan 48933
(517) 483-7624

FAX: (517) 483-4101
www.lansingmi.gov/City-Assessor

April 16, 2019

Functional Obsolescence Determination

123 W Allegan
33-01-01-16-328-001

This property was inspected on March 29, 2019. This is a 10 story single tenant office building with a mechanical mezzanine. The office building is served by a bank of elevators.

The building was previously occupied by the State of Michigan and served as office space with small hearing rooms. The hearing rooms have a special purpose and would be considered to lend to some obsolescence suffered by the building.

The steam heat system serves the entire building, there is not a practical way of separating the heating system. Although the building could be leased on a gross rent basis, it was designed for a single tenant.

The building has obsolete construction materials present in the form of asbestos.

In conclusion, the building is determined to suffer from functional obsolescence.

Sharon Frischman, MMAO
City of Lansing Assessor

Tables

Table 1: Eligible Activities Cost Estimates

Item/Activity	Total Request	MSF Act 381 Eligible Activities	MDEQ Act 381 Eligible Activities
Pre-Approved Activities			
Phase I ESA	\$ 2,800		\$ 2,800
Hazardous Materials Survey	\$ 29,500		\$ 29,500
Pre-Approved Activities Sub-Total	\$ 32,300		\$ 32,300
Interior Demolition	\$ 100,000	\$ 100,000	
Demolition Sub-Total	\$ 100,000	\$ 100,000	
Asbestos and Lead Activities			
Asbestos Abatement, Oversight, Air Monitoring and Reporting	\$ 100,000	\$ 100,000	
Asbestos Abatement	\$ 2,163,000	\$ 2,163,000	
Asbestos and Lead Activities Sub-Total	\$ 2,263,000	\$ 2,263,000	
Infrastructure Improvements			
Side Walk Improvements	\$ 10,000	\$ 10,000	
Public Lighting	\$ 30,000	\$ 30,000	
Infrastructure Improvements Sub-Total	\$ 40,000	\$ 40,000	
Brownfield Plan and Act 381 Workplan			
Brownfield Plan and Act 381 Work Plan Preparation	\$ 30,000	\$ 30,000	
Brownfield Plan and Act 381 Work Plan Implementation	\$ 30,000	\$ 30,000	
Brownfield Plan and Act 381 Workplan Sub-Total	\$ 60,000	\$ 60,000	
Eligible Activities Sub-Total	\$ 2,495,300	\$ 2,463,000	\$ 32,300
15% Contingency*	\$ 360,450	\$ 360,450	
Developer Eligible Reimbursement Sub-Total	\$ 2,855,750	\$ 2,823,450	\$ 32,300
Developer Eligible Reimbursement Total	\$ 2,855,750	\$ 2,823,450	\$ 32,300
TIF Capture for Local Brownfield Revolving Fund	\$ 124,940		
LBRA Administrative Fee	\$ 124,940		
State Brownfield Fund	\$ 171,505		
Total	\$ 3,277,135	\$ 2,823,450	\$ 32,300

*15% Contingency excludes preparation of Brownfield Plan/381 Work Plan and Pre-Approved Activities

Tax Increment Revenue Capture Estimates - Table 2
123 W Allegan St, Lansing
Ingham County
April 17, 2019

Estimated Taxable Value (TV) Increase Rate: 1% per year

Plan Year	0	1	2	3	4	5	6	7	8	9
Calendar Year	2018	2021	2022	2023	2024	2025	2026	2027	2028	2029
Base Taxable Value	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Estimated New TV	\$	2,460,000	\$ 2,484,600	\$ 2,509,446	\$ 2,534,540	\$ 2,559,886	\$ 2,585,485	\$ 2,611,340	\$ 2,637,453	\$ 2,663,827
Incremental Difference (New TV - Base TV)	\$	2,460,000	\$ 2,484,600	\$ 2,509,446	\$ 2,534,540	\$ 2,559,886	\$ 2,585,485	\$ 2,611,340	\$ 2,637,453	\$ 2,663,827

School Capture		Millage Rate																			
State Education Tax (SET)	6.0000	\$	-	\$	14,760	\$	14,908	\$	15,057	\$	15,207	\$	15,359	\$	15,513	\$	15,668	\$	15,825	\$	15,983
School Operating Tax	18.0000	\$	-	\$	44,280	\$	44,723	\$	45,170	\$	45,622	\$	46,078	\$	46,539	\$	47,004	\$	47,474	\$	47,949
School Total	24.0000	\$	-	\$	59,040	\$	59,630	\$	60,227	\$	60,829	\$	61,437	\$	62,052	\$	62,672	\$	63,299	\$	63,932

Local Capture	Millage Rate																				
Lansing Oper	19.4400	\$	-	\$	47,822	\$	48,301	\$	48,784	\$	49,271	\$	49,764	\$	50,262	\$	50,764	\$	51,272	\$	51,785
Lans Com College	3.8072	\$	-	\$	9,366	\$	9,459	\$	9,554	\$	9,650	\$	9,746	\$	9,843	\$	9,942	\$	10,041	\$	10,142
Ingham Intermed	4.7062	\$	-	\$	11,577	\$	11,693	\$	11,810	\$	11,928	\$	12,047	\$	12,168	\$	12,289	\$	12,412	\$	12,537
Ingham Cnty Sum	6.8000	\$	-	\$	16,728	\$	16,895	\$	17,064	\$	17,235	\$	17,407	\$	17,581	\$	17,757	\$	17,935	\$	18,114
Ingham County	3.2800	\$	-	\$	8,069	\$	8,149	\$	8,231	\$	8,313	\$	8,396	\$	8,480	\$	8,565	\$	8,651	\$	8,737
Airport Auth	0.6990	\$	-	\$	1,720	\$	1,737	\$	1,754	\$	1,772	\$	1,789	\$	1,807	\$	1,825	\$	1,844	\$	1,862
CATA	3.0070	\$	-	\$	7,397	\$	7,471	\$	7,546	\$	7,621	\$	7,698	\$	7,775	\$	7,852	\$	7,931	\$	8,010
CADL-Library	1.5600	\$	-	\$	3,838	\$	3,876	\$	3,915	\$	3,954	\$	3,993	\$	4,033	\$	4,074	\$	4,114	\$	4,156
Zoo Millage	0.4100	\$	-	\$	1,009	\$	1,019	\$	1,029	\$	1,039	\$	1,050	\$	1,060	\$	1,071	\$	1,081	\$	1,092
Local Total	43.7094	\$	-	\$	107,525	\$	108,600	\$	109,686	\$	110,783	\$	111,891	\$	113,010	\$	114,140	\$	115,281	\$	116,434

Non-Capturable Millages	Millage Rate																				
Lansing Debt	0.2600	\$	-	\$	640	\$	646	\$	652	\$	659	\$	666	\$	672	\$	679	\$	686	\$	693
Lansing Sch Debt	4.6000	\$	-	\$	11,316	\$	11,429	\$	11,543	\$	11,659	\$	11,775	\$	11,893	\$	12,012	\$	12,132	\$	12,254
Total Non-Capturable Taxes	4.8600	\$	-	\$	11,956	\$	12,075	\$	12,196	\$	12,318	\$	12,441	\$	12,565	\$	12,691	\$	12,818	\$	12,946

Total Capturable Millages	67.7094																				
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Total Tax Increment Revenue (TIR) Available for Capture		\$	166,565	\$	168,231	\$	169,913	\$	171,612	\$	173,328	\$	175,062	\$	176,812	\$	178,580	\$	180,366		
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Tax Increment Revenue Capture Estimates - Table 2
123 W Allegan St, Lansing
Ingham County
April 17, 2019

Estimated Taxable Value (TV) Increase Rate:

Plan Year	10	11	12	13	14	15	16	17	18
Calendar Year	2030	2031	2032	2033	2034	2035	2036	2037	2038
Base Taxable Value	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Estimated New TV	\$ 2,690,466	\$ 2,717,370	\$ 2,744,544	\$ 2,771,990	\$ 2,799,709	\$ 2,827,707	\$ 2,855,984	\$ 2,884,543	\$ 2,913,389
Incremental Difference (New TV - Base TV)	\$ 2,690,466	\$ 2,717,370	\$ 2,744,544	\$ 2,771,990	\$ 2,799,709	\$ 2,827,707	\$ 2,855,984	\$ 2,884,543	\$ 2,913,389

School Capture		Millage Rate																	
State Education Tax (SET)	6.0000	\$	16,143	\$	16,304	\$	16,467	\$	16,632	\$	16,798	\$	16,966	\$	17,136	\$	17,307	\$	17,480
School Operating Tax	18.0000	\$	48,428	\$	48,913	\$	49,402	\$	49,896	\$	50,395	\$	50,899	\$	51,408	\$	51,922	\$	52,441
School Total	24.0000	\$	64,571	\$	65,217	\$	65,869	\$	66,528	\$	67,193	\$	67,865	\$	68,544	\$	69,229	\$	69,921

Local Capture	Millage Rate																			
Lansing Oper	19.4400	\$	52,303	\$	52,826	\$	53,354	\$	53,887	\$	54,426	\$	54,971	\$	55,520	\$	56,076	\$	56,636	
Lans Com College	3.8072	\$	10,243	\$	10,346	\$	10,449	\$	10,554	\$	10,659	\$	10,766	\$	10,873	\$	10,982	\$	11,092	
Ingham Intermed	4.7062	\$	12,662	\$	12,788	\$	12,916	\$	13,046	\$	13,176	\$	13,308	\$	13,441	\$	13,575	\$	13,711	
Ingham Cnty Sum	6.8000	\$	18,295	\$	18,478	\$	18,663	\$	18,850	\$	19,038	\$	19,228	\$	19,421	\$	19,615	\$	19,811	
Ingham County	3.2800	\$	8,825	\$	8,913	\$	9,002	\$	9,092	\$	9,183	\$	9,275	\$	9,368	\$	9,461	\$	9,556	
Airport Auth	0.6990	\$	1,881	\$	1,899	\$	1,918	\$	1,938	\$	1,957	\$	1,977	\$	1,996	\$	2,016	\$	2,036	
CATA	3.0070	\$	8,090	\$	8,171	\$	8,253	\$	8,335	\$	8,419	\$	8,503	\$	8,588	\$	8,674	\$	8,761	
CADL-Library	1.5600	\$	4,197	\$	4,239	\$	4,281	\$	4,324	\$	4,368	\$	4,411	\$	4,455	\$	4,500	\$	4,545	
Zoo Millage	0.4100	\$	1,103	\$	1,114	\$	1,125	\$	1,137	\$	1,148	\$	1,159	\$	1,171	\$	1,183	\$	1,194	
Local Total	43.7094	\$	117,599	\$	118,775	\$	119,962	\$	121,162	\$	122,374	\$	123,597	\$	124,833	\$	126,082	\$	127,342	

<u>Non-Capturable Millages</u>																			
	Millage Rate																		
Lansing Debt	0.2600	\$	700	\$	707	\$	714	\$	721	\$	728	\$	735	\$	743	\$	750	\$	757
Lansing Sch Debt	4.6000	\$	12,376	\$	12,500	\$	12,625	\$	12,751	\$	12,879	\$	13,007	\$	13,138	\$	13,269	\$	13,402
Total Non-Capturable Taxes	4.8600	\$	13,076	\$	13,206	\$	13,338	\$	13,472	\$	13,607	\$	13,743	\$	13,880	\$	14,019	\$	14,159

Total Capturable Millages	67.7094																			
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Total Tax Increment Revenue (TIR) Available for Capture	\$	182,170	\$	183,992	\$	185,831	\$	187,690	\$	189,567	\$	191,462	\$	193,377	\$	195,311	\$	197,264
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April 17, 2019

Plan Year	19	20	21	TOTAL
Calendar Year	2039	2040	2041	
Base Taxable Value	\$ -	\$ -	\$ -	\$ -
Estimated New TV	\$ 2,942,523	\$ 2,971,948	\$ 3,001,667	\$ -
Incremental Difference (New TV - Base TV)	\$ 2,942,523	\$ 2,971,948	\$ 3,001,667	\$ -

Page 3 of 3

Table 3 Tax Increment Revenue Reimbursement Estimates
123 W Allegan St, Lansing
Ingham County
April 17, 2019

Developer Maximum Reimbursement	Total Proportionality	School & Local Taxes	Local-Only Taxes	Total
State	35.45%	\$ 1,012,238	\$ -	\$ 1,012,238
Local	64.55%	\$ 1,843,512		\$ 1,843,512
TOTAL	100.00%	\$ 2,855,750	\$ -	\$ 2,855,750
MDEQ	1.13%	\$ 32,300	\$ -	\$ 32,300
MSF	98.87%	\$ 2,823,450	\$ -	\$ 2,823,450
TOTAL	100.00%	\$ 2,855,750		\$ 2,855,750

Estimated Total
Years of Plan: 21

Estimated Capture	
Administrative Fees	\$ 124,940
State Revolving Fund	\$ 171,505
LBRF	\$ 124,940

	1	2	3	4	5	6	7	8	9	10	11	12	13	14
	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Total State Incremental Revenue	\$ 59,040	\$ 59,630	\$ 60,227	\$ 60,829	\$ 61,437	\$ 62,052	\$ 62,672	\$ 63,299	\$ 63,932	\$ 64,571	\$ 65,217	\$ 65,869	\$ 66,528	\$ 67,193
State Brownfield Revolving Fund (3 mills of SET)	\$ 7,380	\$ 7,454	\$ 7,528	\$ 7,604	\$ 7,680	\$ 7,756	\$ 7,834	\$ 7,912	\$ 7,991	\$ 8,071	\$ 8,152	\$ 8,234	\$ 8,316	\$ 8,399
State Tax Increment to Taxing Unit (10%) ("Pass-Through")	\$ 5,904	\$ 5,963	\$ 6,023	\$ 6,083	\$ 6,144	\$ 6,205	\$ 6,267	\$ 6,330	\$ 6,393	\$ 6,457	\$ 6,522	\$ 6,587	\$ 6,653	\$ 6,719
State TIR Available for Reimbursement	\$ 45,756	\$ 46,214	\$ 46,676	\$ 47,142	\$ 47,614	\$ 48,090	\$ 48,571	\$ 49,057	\$ 49,547	\$ 50,043	\$ 50,543	\$ 51,049	\$ 51,559	\$ 52,075
Total Local Incremental Revenue	\$ 107,525	\$ 108,600	\$ 109,686	\$ 110,783	\$ 111,891	\$ 113,010	\$ 114,140	\$ 115,281	\$ 116,434	\$ 117,599	\$ 118,775	\$ 119,962	\$ 121,162	\$ 122,374
BRA Administrative Fee (5% of available Local TIR)	\$ 5,376	\$ 5,430	\$ 5,484	\$ 5,539	\$ 5,595	\$ 5,650	\$ 5,707	\$ 5,764	\$ 5,822	\$ 5,880	\$ 5,939	\$ 5,998	\$ 6,058	\$ 6,119
Local Brownfield Revolving Fund (LBRF) (5% of available Local TIR)	\$ 5,376	\$ 5,430	\$ 5,484	\$ 5,539	\$ 5,595	\$ 5,650	\$ 5,707	\$ 5,764	\$ 5,822	\$ 5,880	\$ 5,939	\$ 5,998	\$ 6,058	\$ 6,119
Local Tax Increment to Taxing Unit (10%) ("Pass Through")	\$ 10,753	\$ 10,860	\$ 10,969	\$ 11,078	\$ 11,189	\$ 11,301	\$ 11,414	\$ 11,528	\$ 11,643	\$ 11,760	\$ 11,877	\$ 11,996	\$ 12,116	\$ 12,237
Local TIR Available for Reimbursement	\$ 86,020	\$ 86,880	\$ 87,749	\$ 88,627	\$ 89,513	\$ 90,408	\$ 91,312	\$ 92,225	\$ 93,147	\$ 94,079	\$ 95,020	\$ 95,970	\$ 96,930	\$ 97,899
Total State & Local TIR Available	\$ 131,776	\$ 133,094	\$ 134,425	\$ 135,769	\$ 137,127	\$ 138,498	\$ 139,883	\$ 141,282	\$ 142,695	\$ 144,122	\$ 145,563	\$ 147,018	\$ 148,489	\$ 149,973

DEVELOPER	Beginning Balance															
DEVELOPER Reimbursement Balance	\$ 2,855,750	\$ 2,723,974	\$ 2,590,880	\$ 2,456,455	\$ 2,320,686	\$ 2,183,559	\$ 2,045,061	\$ 1,905,178	\$ 1,763,897	\$ 1,621,202	\$ 1,477,080	\$ 1,331,518	\$ 1,184,499	\$ 1,036,011	\$ 886,037	

MSF Non-Environmental Costs	\$	2,823,450																										
Eligible Activities Reimbursement	\$	2,823,450																										
State Tax Reimbursement	\$	45,238	\$	45,691	\$	46,148	\$	46,609	\$	47,075	\$	47,546	\$	48,022	\$	48,502	\$	48,987	\$	49,477	\$	49,971	\$	50,471	\$	50,976	\$	51,486
Local Tax Reimbursement	\$	85,047	\$	85,898	\$	86,757	\$	87,624	\$	88,500	\$	89,385	\$	90,279	\$	91,182	\$	92,094	\$	93,015	\$	93,945	\$	94,884	\$	95,833	\$	96,792
Eligible Activities Reimbursement Balance	\$	2,693,164	\$	2,561,576	\$	2,428,671	\$	2,294,438	\$	2,158,862	\$	2,021,931	\$	1,883,630	\$	1,743,946	\$	1,602,865	\$	1,460,374	\$	1,316,457	\$	1,171,102	\$	1,024,293	\$	876,016
Interest Reimbursement	\$	-																										

MDEQ Environmental Costs	\$	32,300																										
Eligible Activities Reimbursement	\$	32,300																										
State Tax Reimbursement	\$	518	\$	523	\$	528	\$	533	\$	539	\$	544	\$	549	\$	555	\$	560	\$	566	\$	572	\$	577	\$	583	\$	589
Local Tax Reimbursement	\$	973	\$	983	\$	992	\$	1,002	\$	1,012	\$	1,023	\$	1,033	\$	1,043	\$	1,054	\$	1,064	\$	1,075	\$	1,085	\$	1,096	\$	1,107
Eligible Activities Reimbursement Balance	\$	30,810	\$	29,304	\$	27,784	\$	26,248	\$	24,697	\$	23,131	\$	21,549	\$	19,951	\$	18,337	\$	16,707	\$	15,060	\$	13,397	\$	11,718	\$	10,022

Local Only Costs	\$ -													
Local Tax Reimbursement		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Local Only Reimbursement Balance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Total Annual Developer Reimbursement		\$ 131,776	\$ 133,094	\$ 134,425	\$ 135,769	\$ 137,127	\$ 138,498	\$ 139,883	\$ 141,282	\$ 142,695	\$ 144,122	\$ 145,563	\$ 147,018	\$ 148,489	\$ 149,973
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April 17, 2019

DEVELOPER														
DEVELOPER Reimbursement Balance	\$	734,564	\$	581,576	\$	427,058	\$	270,995	\$	113,371	\$	4,736	\$	(0)

DEVELOPER Reimbursement Balance	\$ 734,564	\$ 581,576	\$ 427,058	\$ 270,995	\$ 113,371	\$ 4,736	\$ (0)	
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MDEQ Environmental Costs									
Eligible Activities Reimbursement									
State Tax Reimbursement	\$ 595	\$ 601	\$ 607	\$ 613	\$ 619	\$ 625	\$ 54	\$	11,449
Local Tax Reimbursement	\$ 1,118	\$ 1,130	\$ 1,141	\$ 1,152	\$ 1,164	\$ 604		\$	20,851
Eligible Activities Reimbursement Balance	\$ 8,308	\$ 6,578	\$ 4,830	\$ 3,065	\$ 1,282	\$ 54	\$ (0)		

Total Annual Developer Reimbursement	\$ 151,473	\$ 152,988	\$ 154,518	\$ 156,063	\$ 157,624	\$ 108,635	\$ 4,736	\$ 2,855,750
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Total Annual Developer Reimbursement	\$ 151,473	\$ 152,988	\$ 154,518	\$ 156,063	\$ 157,624	\$ 108,635	\$ 4,736	\$ 2,855,750
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Boji Group

Farnum Building Renovation
Brownfield Plan Presentation
July 2019



Boji Group

Real Estate Developers
Property Managers
Construction Managers

*Specializing in
Private-Public
Partnerships*

Boji Tower
124 W. Allegan St., Ste. 2100
Lansing, Michigan 48203
www.bojigroup.com



Farnum Building
123 W Allegan Street
Lansing, Michigan



- 10-story, 90,000 sf office building located at the SEC of Capital Avenue and Allegan
- Constructed in 1959 for Michigan National Bank and named for its founder, Howard Stoddard (aka "Stoddard Building")
- Purchased by the Michigan Senate in 1978 and renamed the Billie S-Farnum Building to honor the Secretary of the Senate who had recently passed
- Vacated by the Senate in December 2016
- Sold by the State of Michigan through competitive bid in 2018
- Listed for lease with Adair Commercial 2019



Boji Group

Real Estate Developers
Property Managers
Construction Managers

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Partnerships*

Boji Tower
124 W. Allegan St., Ste. 2100
Lansing, Michigan 48203
www.bojigroup.com

About Boji Group

- Boji Group is a progressive real estate development, property management and construction management firm, providing services for more than 2 million square feet of diverse use space, headquartered in Lansing, Michigan.
- Specializing in private-public partnerships (P3's), Boji Group also has several hotels and high rise, multi-tenant office; retail and warehouse spaces, and is currently working on projects that add multi-family to the mix.
- The P3's include the State of Michigan, local municipalities and higher education. Boji Group recently completed a P3 with the City of Royal Oak including a 140,000 spec office building, to be 100% occupied by Henry Ford Health System, along with several public components including a new city hall, police station and public plaza.
- Boji Group is represented by a seasoned, high caliber leadership team with more than 30 years of real estate experience. The company has grown from 5 to 30 employees over the last five years.
- In 2018, Boji Group celebrated its 20th anniversary by hosting a tenant and employee celebration and giving back to the communities it serves.



Real Estate Developers
Property Managers
Construction Managers

Specializing in
Private-Public
Partnerships

Boji Tower
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Recent Projects



SpringHill Suites, East Lansing

Howbridge Crossings

P3- City of Royal Oak | Municipal Facilities and Private Office Building - HFHS





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Recent Projects



State of Michigan, DTMB (former LAFCU building, Delta Township)

P3- City of Birmingham | Municipal Facilities and Private MixedUse – Restoration Hardware





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Relationship to State and City Offices



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Partnerships

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Project Summary

- Interior demolition of the current office building
- Includes extensive asbestos abatement activities
- New utilities including electrical and plumbing
- New HVAC and fire protection systems
- Roof replacement, fireproofing, elevator repairs, and bathroom renovations for ADA compliance
- Sidewalks will be improved
- Public Lighting will be added
- Historic Preservation
- Estimated \$20 Million total investment (including acquisition, and hard and soft costs)



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Project Schedule
Core & Shell | Tenant 1-Floors 9 (partial) and 10

Task Name	Target Completion
Property Acquired	4/16/19
Brownfield Approvals	9/30/19
Abatement/Demolition	4/01/20
Substantial Completion for Tenant Floor 9 (partial) and 10	8/10/20
Punchlist (9 and 10)	9/01/20
Project Complete	1/15/21

Brownfield Summary

- Property determined to be "Functionally Obsolete"
 - Age and previous occupation of the building
 - The currently ineffective steam heat system
 - The presence of asbestos
- Developer Reimbursement: \$2,855,750
- LBRF Capture: \$124,940
- Years to Complete Reimbursement: 21 Years



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Brownfield Eligible Activities

- MDEQ Act 381 Eligible Activities: Total of \$32,300
 - Pre-Approved Activities: \$32,300
- MSF Act 381 Eligible Activities: Total of \$2,463,000
 - Demolition: \$100,000
 - Asbestos and Lead Activities: \$2,263,000
 - Infrastructure Improvements: \$40,000
- Preparation of a Brownfield Plan and Act 381 Work Plan: \$30,000
- Implementation of a Brownfield Plan and Act 381 Work Plan: \$30,000
- 15% Contingency of \$360,450
- Local Brownfield Revolving Fund Capture: \$124,940
- LBRA Administrative Fee Capture: \$124,940
- State Brownfield Fund Capture: \$171,505



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Project Benefits

- An estimated \$20 Million investment
- Rehab of a vacant, functionally obsolete building into Class A office space located on a premiere corner in downtown Lansing
- Additional office space in Michigan's Capitol, where it is needed
- Will create long-term jobs
- Estimated 200 permanent office jobs
- Increase in City property tax revenue as property was previously exempt
 - Estimated at \$78,750 annually; \$1,653,750 throughout plan
- Estimated 10% Pass through for TIFA - \$393,030
- Estimated Local unit Capture - \$271,893



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Thank You

BY THE COMMITTEE ON DEVELOPMENT AND PLANNING
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING
RESOLUTION APPROVING BROWNFIELD PLAN #76
FARNUM BUILDING REDEVELOPMENT PROJECT

WHEREAS, the Brownfield Redevelopment Authority (the 'Authority') of the City of Lansing, pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, Public Act, Public Act 381 of 1996, as amended, (the 'Act') has prepared a Brownfield Plan, submitted to Council and placed on file in the office of City Clerk, LBRA Brownfield Plan #76 – Farnum Building Redevelopment Project (the 'Plan'); and

WHEREAS, a public hearing was held by the Lansing City Council on August 26, 2019 and at least 10 days before the public hearing the taxing jurisdictions were provided notice to be fully informed about the fiscal and economic implications of the proposed Plan and given a reasonable opportunity to express their views and recommendations regarding the Plan in accordance with Section 13 (10) and 14(1) of the Act; and

WHEREAS, the Lansing City Council, before and during its public hearing on August 26, 2019 reviewed testimony and evidence regarding the Plan, and found that:

1. the Plan provides for the reimbursement of costs attributable to eligible activities to the developer and the Authority,
2. the Project includes, in addition to the eligible activities identified in the Plan, the redevelopment of the property,
3. the Project may result in new private investment of approximately \$20 million.
4. the Plan provides for the capture of property tax increment revenues due to the private investment on the site, and devotes them to repaying the Authority for its costs associated with eligible activities it performs, and to repaying the developer for their costs associated with eligible activities they perform, in accordance with the Plan,

WHEREAS, the Authority Board of Directors, at its meeting on July 12, 2019, unanimously recommended approval of the Plan, for this Project; and

WHEREAS, the City of Lansing Department of Economic Development and Planning has determined the proposed Project is consistent with local development and redevelopment plans and zoning ordinances, and

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, after having duly

considered the Plan, finds it is in compliance with the provisions of the Act and further finds:

- The Plan constitutes a public purpose under the Act;
- The Plan meets all of the requirements for a Brownfield Plan set forth in Section 13 of the Act;
- The proposed method of financing the costs of the eligible activities, as described in the Plan, is feasible and the Authority has the ability to arrange the financing;
- The costs of the eligible activities proposed in the Plan are reasonable and necessary to carry out the purposes of the Act; and
- The amount of the captured taxable value estimated to result from the adoption of the Plan is reasonable; and
- The proposed project is consistent with local development and redevelopment plans and zoning ordinances as has also been determined by the City of Lansing Department of Economic Development and Planning.

BE IT FURTHER RESOLVED that the Lansing City Council hereby approves the LBRA 'Brownfield Plan #76 – Farnum Building Redevelopment Project'.

CHAPTER 1300. - ~~MEDICAL MARIHUANA ESTABLISHMENTS~~ MARIHUANA OPERATIONS

Footnotes:

--- (42) ---

Editor's note— Ord. No. 1217, § 1, adopted Sept. 7, 2017, repealed the former Ch. 1300, §§ 1300.01—1300.07, and enacted a new Ch. 1300 as set out herein. The former Ch. 1300 pertained to similar subject matter and derived from Ord. No. 1168, § 1, adopted June 27, 2011.

1300.01. - Legislative intent.

The purpose of this eChapter is to exercise the police, regulatory, and land use powers of the City by licensing and regulating MARIHUANA OPERATIONS ~~medical marihuana provisioning centers, medical marihuana grower facilities, medical marihuana safety compliance facilities, medical marihuana secure transporters, and medical marihuana processor facilities~~ to the extent permissible under State and Federal laws and regulations and to protect the public health, safety, and welfare of the residents of the City; and as such this eChapter constitutes a public purpose.

The City finds that the activities described in this eChapter are significantly connected to the public health, safety, security, and welfare of its citizens and it is therefore necessary to regulate and enforce safety, security, fire, police, health and sanitation practices related to such activities and also to provide a method to defray administrative costs incurred by such regulation and enforcement.

The City further finds and declares that economic development, including job creation and training, and the protection of the public health, safety, and welfare of City neighborhoods and residents are public purposes.

Except as may be required or permitted by law or regulation, it is not the intent of this eChapter to diminish, abrogate, or restrict the protections for medical use of marihuana found in the Michigan Medical Marihuana Act, the Medical Marihuana Facilities Licensing Act or Section 8-501 of the City Charter, OR, RESTRICT THE PROTECTIONS OF MARIHUANA USE UNDER THE MICHIGAN TAXATION AND REGULATION OF MARIHUANA ACT.

(Ord. No. 1217, § 1, 9-7-17)

1300.02. - Definitions, interpretation and conflicts.

For the purposes of this chapter:

- (a) Any term defined by the Michigan Medical Marihuana Act, MCL 333.26421 et seq., as amended ("MMMA"), the Medical Marihuana Facilities Licensing Act, MCL 333.2701, et seq. (MMFLA), AS AMENDED, THE MARIHUANA TRACKING ACT ("MTA"), MCL 333.27901, ET. SEQ., THE MICHIGAN REGULATION AND TAXATION OF MARIHUANA ACT (MRTMA), MCL 333.27951, ET. SEQ., shall have the definition given in those acts; ~~as amended, and the Marihuana Tracking Act ("MTA"), MCL 333.27901, et seq.~~ if the definition of a word or phrase set forth in this eChapter conflicts with the definition in the MMMA, MMFLA or MTA, or if a term is not defined but is defined in the MMMA, MMFLA or MTA, OR MRTMA then the definition in the MMMA, MMFLA, or MTA, OR MRTMA shall apply.
- (b) Any term defined by 21 USC 860(e) referenced in this eChapter shall have the definition given by 21 USC 860(e).

- (c) This Chapter shall not limit an individual or entity's rights under the MMMA, MMFLA or MTA, OR MRTMA and these acts supersede this Chapter where there is a conflict between them and the immunities and protections established in the MMMA AND MRTMA unless superseded or preempted by the MMFLA AND/OR MRTMA.
- (d) All activities related to medical marihuana, including those related to a ~~Medical Marihuana~~ Provisioning Center, a ~~Medical Marihuana~~ Grower Facility, a ~~Medical Marihuana~~ Secure Transporter, a ~~Medical Marihuana~~ Processor or a ~~Medical Marihuana~~ Safety Compliance Facility shall be in compliance with the rules of the MARIJUANA REGULATORY AGENCY ~~Medical Marihuana Licensing Board~~, the rules of the Michigan Department of Licensing and Regulatory Affairs, or any successor agency, the rules and regulations of the City, the MMMA, MMFLA and the MTA.
- (e) ALL ACTIVITIES RELATED TO NON-MEDICAL MARIHUANA SHALL BE IN COMPLIANCE WITH THE RULES OF THE MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS, OR ANY SUCCESSOR AGENCY, THE RULES AND REGULATIONS OF THE CITY AND MRTMA.
- (f) Any use which purports to have engaged in the cultivation or processing of ~~medical~~ marihuana into a usable form, or the distribution of ~~medical~~ marihuana, or the testing of ~~medical~~ marihuana either prior to or after enactment of this Chapter without obtaining the required licensing set forth in this Chapter shall be deemed to be an illegally established use and therefore not entitled to legal nonconforming status under the provisions of this Chapter, and/or State law. ~~The City finds and determines that it has not heretofore authorized or licensed the existence of any medical marihuana establishment, as defined herein, in the City in and under any form whatsoever. Any license granted pursuant to this Chapter shall be exclusive to the licensee, AND is a revocable privilege, and is not intended to, nor shall it, create a property right. Granting a license does not create or vest any right, title, franchise, or other property right.~~
- (g) The following terms shall have the definitions given:

Application means an application for a license pursuant to the terms and conditions set forth in Sections 1300.054 and 1300.065.

Application for a License Renewal means an application for a license renewal pursuant to the terms and conditions of Section 1300.076.

Buffered Use means a use subject to the buffering and dispersion requirements of Sections 1300.43(a)10 and 1300.43(d)11.

Building means an independent, enclosed structure having a roof supported by columns or walls, intended and/or used for shelter or enclosure of persons or chattels. When any portion of a structure is completely separated from every other part by dividing walls from the ground up, and without openings, each portion of such structure shall be deemed a separate structure, regardless of whether the portions of such structure share common pipes, ducts, boilers, tanks, furnaces, or other such systems. This definition refers only to permanent structures, and does not include tents, sheds, greenhouses and private garages on residential property, stables, or other accessory structures not in compliance with MMMA OR MRTMA. A building does not include such structures with interior areas not normally accessible for human use, such as gas holders, tanks, smoke stacks, grain elevators, coal bunkers, oil cracking towers or similar structures.

Chapter means this Chapter 1300.

Church means an entire building set apart primarily for purposes of public worship, and which is tax exempt under the laws of this state, and in which religious services are held, and the entire building structure of which is kept for that use and not put to any other use inconsistent with that use.

City means the City of Lansing, Michigan.

Council or *City Council*, means the City Council of Lansing, Michigan.

Clerk shall mean the City Clerk of Lansing, Michigan.

~~*Cultivation or cultivate* as used in this chapter means: (1) all phases of growth of marihuana from seed to harvest, and drying, trimming, and curing; (2) preparing, packaging or repackaging, labeling, or relabeling of any form of marihuana.~~

~~*Disqualifying felony* means a felony that makes an individual ineligible to serve as a registered primary caregiver under the MMMA, MMFLA or MTA.~~

Employee means any individual who is employed by an employer in return for the payment of direct or indirect monetary wages or profit, under contract, and any individual who volunteers his or her services to an employer for no monetary compensation, or any individual who performs work or renders services, for any period of time, at the direction of an owner, lessee, of other person in charge of a place.

~~*License or medical marihuana business license*~~ means a license issued for the operation of a medical marihuana FACILITY OR MARIHUANA establishment pursuant to the terms and conditions of this eChapter and includes a license which has been renewed pursuant to Section 1300.076.

~~*License a*~~*Application* means an application submitted for a license pursuant to the requirements and procedures set forth in Sections 1300.054 and 1300.065.

Licensee means a person OR ENTITY issued a license for A MEDICAL MARIHUANA FACILITY OR MARIHUANA ESTABLISHMENT ~~an establishment~~ pursuant to this eChapter.

~~*Marihuana* means all parts of the plant Cannabis Sativa L., growing or not; the seeds of the plant; the resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparations of the plant or its seeds or resin.~~

Marihuana does not include:

- ~~(1) The mature stalks of the plant;~~
- ~~(2) Fiber produced from the stalks, oil or cake made from the seeds of the plant;~~
- ~~(3) Any other compound, manufacture, salt, derivative, mixture, or preparation of the mature stalks, (except the resin extracted from those stalks, fiber, oil or cake); or~~
- ~~(4) Any sterilized seed of the plant that is incapable of germination; or~~
- ~~(5) Industrial hemp grown or cultivated or both for research, purposes under the Industrial Hemp Research Act.~~

MARIHUANA ESTABLISHMENT MEANS ANY MARIHUANA OPERATION THAT IS REQUIRED TO BE LICENSED UNDER THIS CHAPTER AND POSSESSES A LICENSE OR APPROVAL TO OPERATE UNDER THE MRTMA, INCLUDING A MARIHUANA MICROBUSINESS, A MARIHUANA RELATILER, A MARIHUANA GROWER, A MARIHUANA PROCESSOR, A MARIHUANA SECURE TRANSPORTER, A MARIHUANA SAFETY COMPLIANCE FACILITY, AND A DESIGNATED CONSUMPTION ESTABLISHMENT.

~~*Marihuana-infused product* means a topical formulation, tincture, beverage, edible substance, or similar product containing any usable marihuana that is intended for human consumption in a manner other than smoke inhalation. Marihuana infused product shall not be considered a food for purpose of the Food Law, 2000 PA 92, MCL 289.1101—289.8111.~~

~~Marihuana Tracking Act or "MTA" means Public Act 282 of 2016 MCL 333.27901, et seq.~~

~~Medical marihuana means any marihuana intended for medical use that meets all descriptions and requirements for medical marihuana contained in the MMMA, MMFLA and the MTA and any other applicable law.~~

~~Medical Marihuana Commission or Commission means the Medical Marihuana Commission established under Section 1300.03 of this chapter.~~

~~Medical Marihuana Facilities Licensing Act or MMFLA means Public Act 281 of 2016, MCL 333.27101, et seq.~~

~~Medical marihuana establishment(s), or establishment, means any facility, establishment and/or center that is required to be licensed under this chapter and possesses a license or approval to operate under the MMFLA, including: a medical marihuana provisioning center, a medical marihuana grower facility; a medical marihuana processor facility; a medical marihuana secure transporter; and a medical marihuana safety compliance facility.~~

~~Medical mMarihuana gGrower facility, means a LICENSEE THAT IS A commercial or business entity located in the City that is licensed or approved to operate by the State pursuant to the MMFLA OR MRTMA and is licensed by the City pursuant to terms and conditions of this eChapter that cultivates, dries, trims or cures and packages marihuana in accordance with State law.~~

~~Medical Marihuana Licensing Board means the State board established pursuant to the MMFLA.~~

MARIHUANA MICROBUSINESS MEANS A PERSON OR ENTITY LICENSED TO CULTIVATE NOT MORE THAN 150 MARIHUANA PLANTS; PROCESS AND PACKAGE MARIHUANA; AND SELL OR OTHERWISE TRANSFER MARIHUANA TO INDIVIDUALS WHO ARE 21 YEARS OF AGE OR OLDER OR TO A MARIHUANA SAFETY COMPLIANCE FACILITY, BUT NOT TO OTHER MARIHUANA ESTABLISHMENTS, LOCATED IN THE CITY THAT IS LICENSED OR APPROVED TO OPERATE BY THE STATE PURSUANT TO THE MRTMA AND IS LICENSED BY THE CITY PURSUANT TO THE TERMS AND CONDITIONS OF THIS CHAPTER.

MARIHUANA OPERATION/OPERATOR MEANS ALL TYPES OF MEDICAL AND NON-MEDICAL MARIHUANA ESTABLISHMENTS AND FACILITIES OPERATING IN THE CITY OF LANSING THAT ARE REQUIRED TO BE LICENSED UNDER THIS CHAPTER AND POSSESS A LICENSE OR APPROVAL TO OPERATE UNDER STATE LAW.

MARIHUANA PROCESSOR OR MEDICAL MARIHUANA PROCESSOR FACILITY MEANS A COMMERCIAL ENTITY LOCATED IN THE CITY THAT IS LICENSED OR APPROVED TO OPERATE BY THE STATE PURSUANT TO THE MMFLA OR MRTMA AND IS LICENSED BY THE CITY PURSUANT TO THE TERMS AND CONDITIONS OR THIS CHAPTER, THAT EXTRACTS RESIN FROM THE MARIHUANA OR CREATES A MARIHUANA-INFUSED PRODUCT, PROCESSES AND PACKAGES MARIHUANA, AND SELLS OR OTHERWISE TRANSFERS MARIHUANA TO MARIHUANA OPERATIONS, TO THE EXTENT PERMITTED BY STATE LAW AND RULES.

MARIHUANA RETAILER MEANS A LICENSEE LOCATED IN THE CITY THAT IS LICENSED OR APPROVED TO OPERATE BY THE STATE PURSUANT TO THE MRTMA AND IS LICENSED BY THE CITY PURSUANT TO THE TERMS AND CONDITIONS OF THIS CHAPTER TO OBTAIN MARIHUANA FROM MARIHUANA ESTABLISHMENTS AND TO SELL

OR OTHERWISE TRANSFER MARIHUANA TO A MARIHUANA ESTABLISHMENT AND TO INDIVIDUALS WHO ARE 21 YEARS OF AGE OR OLDER.

MARIHUANA SAFETY COMPLIANCE FACILITY OR MEDICAL MARIHUANA SAFETY COMPLIANCE FACILITY MEANS A COMMERCIAL OR BUSINESS ENTITY LOCATED IN THE CITY THAT IS LICENSED OR APPROVED TO OPERATE BY THE STATE PURSUANT TO THE MMFLA OR MRTMA AND IS LICENSED BY THE CITY PURSUANT TO THE TERMS AND CONDITIONS OF THIS CHAPTER, THAT TESTS MARIHUANA, INCLUDING CERTIFICATION FOR POTENCY, THE PRESENCE OF CONTAMINANTS, AND TETRAHYDROCANNABINOL AND OTHER CANNABINOIDS.

MARIJUANA REGULATORY AGENCY OR MRA MEANS THE AGENCY WITHIN THE STATE OF MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS CREATED PURSUANT TO EXECUTIVE ORDER 2019-07 TO REGULATE MEDICAL AND RECREATIONAL MARIHUANA.

MEDICAL MARIHUANA FACILITY MEANS ANY FACILITY OR CENTER THAT IS REQUIRED TO BE LINCISED UNDER THIS CHAPTER AND POSSESSES A LICENSE OR APPROVAL TO OPERATE FROM THE STATE UNDER THE MMFLA, INCLUDING: A MEDICAL MARIHUANA PROVISIONING CENTER, A MEDICAL MARIHUANA PROCESSOR, A MEDICAL MARIHUANA GROWER FACILITY, A MARIHUANA SECURE TRANSPORTER, AND A MEDICAL MARIHUANA SAFETY COMPLIANCE FACILITY.

Medical ~~m~~Marihuana ~~p~~Provisioning ~~e~~Center, means a commercial or business entity located in the City that is licensed or approved to operate by the State pursuant to the MMFLA and is licensed by the City pursuant to the terms and conditions of this ~~e~~Chapter, that sells, supplies, or provides marihuana to registered qualifying patients only as permitted by State law. Medical ~~m~~Marihuana ~~p~~Provisioning ~~e~~Center, as defined in the MMMA, MMFLA and MTA, includes any commercial property or business where marihuana is sold in conformance with State law and regulation. A noncommercial or nonbusiness location used by a primary caregiver to assist a qualifying patient, as defined in the MMMA, MMFLA or MTA connected to the caregiver through the State's marihuana registration process in accordance with the MMMA, MMFLA or MTA is not a ~~m~~Medical ~~m~~Marihuana ~~p~~Provisioning ~~e~~Center for purposes of this ~~e~~Chapter.

MMFLA means the Medical Marihuana Facilities Licensing Act, MCL 333.2701, et seq. as amended from time to time.

MMMA means the Michigan Medical Marihuana Act, MCL 333.26421 et seq. as amended from time to time.

MRTMA MEANS THE MICHIGAN REGULATION AND TAXATION OF MARIHUANA ACT, MCL 333.27951, ET. SEQ. AS AMENDED FROM TIME TO TIME.

MTA means the Marihuana Tracking Act, MCL 333.27901, et seq. as amended from time to time.

Ordinance means the ordinance adopting this Chapter 1300.

Park means an area of land designated by the City as a park on its master plan or on a Council-approved list of City parks.

Person means an individual, partnership, firm, company, corporation, association, sole proprietorship, limited liability company, joint venture, estate, trust, or other legal entity.

~~Processor or medical marihuana processor facility means a commercial entity located in this City that is licensed or approved to operate by the State pursuant to the MMFLA and is licensed by the City pursuant to the terms and conditions of this chapter, that extracts resin from the marihuana or creates a marihuana-infused product, to the extent permitted by State law.~~

~~Public pPlayground eEquipment means an outdoor facility, grouping, or concentration open to the public and on public property and containing three or more apparatus, including, but not limited to, slides, climbers, seesaws, and swings, designed for the recreational use of children and owned and operated by a local unit of government, school district, or other unit or agency of government.~~

~~Restricted/limited access area means a building, room or other area under the control of the licensee with access governed by the MMMA, the MMFLA, the MTA or other applicable State law.~~

~~Safety compliance facility or medical marihuana safety compliance facility means a commercial or business entity located in the City that is licensed or approved to operate by the State pursuant to the MMFLA and is licensed by the City pursuant to the terms and conditions of this chapter, that receives marihuana from a medical marihuana establishment or a registered qualifying patient or a registered primary caregiver, tests it for contaminants and for Tetrahydrocannabinol and other cannabinoids in accordance with State law.~~

~~School means and includes buildings used for school purposes to provide instruction to children and youth in grades pre-kindergarten through 12, and headstart when that instruction is provided by a public, private, denominational, or parochial school.~~

~~Secure tTransporter or #Medical #Marihuana sSecure tTransporter means a commercial or business entity that is licensed or approved to operate by the State pursuant to the MMFLA and is licensed to operate by the City pursuant to the terms and conditions of this eChapter, that stores marihuana and transports marihuana between medical marihuana facilities OR MARIHUANA ESTABLISHMENTS for a fee and in accordance with State law.~~

~~Stakeholder means, with respect to a trust, the trustee and beneficiaries; with respect to a limited liability company, the managers and members; with respect to a corporation, whether profit or non-profit, the officers, directors, or shareholders; and with respect to a partnership or limited liability partnership, the partners, both general and limited.~~

~~State means the State of Michigan.~~

- (gh) Any term defined by the MMMA, the MMFLA, ~~or the MTA~~, OR MRTMA and not defined in this chapter shall have the definition given in the MMMA, MMFLA, ~~or MTA~~, OR MRTMA as applicable.

(Ord. No. 1217, § 1, 9-7-17)

~~1300.03. Establishment of the Medical Marihuana Commission; membership; chairperson; meetings.~~

- (a) ~~The Medical Marihuana Commission is hereby established. The Commission shall consist of five members, who shall be appointed by the Mayor with the consent of City Council. Members shall serve for terms of office of three years. For the initial appointments to the Commission, one member shall serve for a term of one year, two members shall serve for a term of two years, and two members shall serve for a term of three years.~~

- (b) ~~The members of the Commission shall include the following:~~

- (1) ~~Four members, one from each ward of the City; member recommendations may be made to the Mayor by the Council person in each ward.~~

- ~~(2) One at large member who is a resident of the City. Member recommendations may be made to the Mayor by the at-large Council persons.~~
- ~~(3) Each member shall be a resident of the City.~~
- ~~(c) The chairperson of the Commission shall be elected annually by a majority vote of the members of the Commission. The Commission may meet at such times as the Commission may determine or as otherwise required in this chapter. The Commission shall adopt and file its own rules of procedure in accordance with the procedures set forth in Section 5-105 of the City Charter. The Commission shall maintain a written record of its proceedings and actions which shall be available for public inspection, showing the action of the Commission and the vote of each member upon each question considered. All meetings of the Commission shall be held in conformance with the Michigan Open Meetings Act, 1976 PA 267, MCL 15.261 et seq. The physical presence of three members shall constitute a quorum for Commission meetings. A majority vote of members physically present at a duly convened meeting of the Commission, a quorum being present, shall be necessary for any action. Electronic or telephonic presence shall not constitute physical presence; nor shall any such means be utilized for voting or decision making purposes.~~
- ~~(d) No voting member of the Commission shall hold any other public office or public employment in any local unit of government supported by City property taxes in whole or in part. No member of the Commission shall have any direct financial interest in a medical marihuana establishment.~~
- ~~(e) The Commission shall review and decide all appeals that are forwarded to it by the City Clerk under this chapter. The Commission's review of an appeal shall not be de novo. The Commission shall only overturn, or modify, a decision or finding of the Clerk if it finds such decision or finding to be arbitrary or capricious and not supported by material, substantial, and competent facts on the whole record considered by the Clerk in arriving at such decision or finding.~~
- ~~(f) The Commission may propose changes to this chapter to the City Council and may recommend rules and regulations related to this chapter for Council approval.~~
- ~~(g) The Chief of Police (or a designee), the Chief of the Fire Department (or a designee) and the Director of Planning and Neighborhood Development (or a designee) shall serve and advise the Commission in an ex officio non-voting capacity.~~

(Ord. No. 1217, § 1, 9-7-17)

1300.043. - Operation without license prohibited.

- (a) Every MARIHUANA OPERATION ~~medical marihuana establishment~~ in the City shall be licensed pursuant to the terms and provisions set forth in this eChapter. No person shall operate a MARIHUANA OPERATION ~~medical marihuana establishment~~ in the City without first obtaining a license ~~for the medical marihuana establishment~~ from the City Clerk. A MARIHUANA OPERATION ~~medical marihuana establishment~~ operating without a license under the provisions of this eChapter or without a State license or approval pursuant to the MMFLA OR MRTMA, as amended from time to time, is hereby declared to be a public nuisance.
- (b) The term of each license for a proposed location shall be one year. A license issued under this eChapter for a proposed location may be conditioned on the approval of the operator by the State pursuant to the MMFLA AND/OR MRTMA at the location licensed under this eChapter.

(Ord. No. 1217, § 1, 9-7-17)

1300.054. - License application submission.

- (a) Each MARIHUANA OPERATION ~~medical marihuana establishment~~ must be licensed by the City. Applications for a license shall be made in writing to the City Clerk. All applications submitted to the City Clerk in accordance with the provisions of this eChapter shall be considered for the issuance of

a license. An applicant may apply for multiple ~~medical marijuana establishment~~ licenses under this chapter of the same or different natures simultaneously, AS PERMITTED BY LAW.

- (b) A complete application for a license or licenses required by this Chapter shall be made under oath on forms provided by the City Clerk, and shall contain all of the following:
- (1) If the applicant is an individual, the applicant's name, date of birth, physical address, email address, one or more phone numbers, including emergency contact information, and a copy of a government-issued photo identification card of the applicant.
 - (2) If the applicant is not an individual, the names, dates of birth, physical addresses, email addresses, and one or more phone numbers of each stakeholder of the applicant, including designation of a stakeholder as an emergency contact person and contact information for the emergency contact person, articles of incorporation or organization, internal revenue service SS-4 EIN confirmation letter, and the operating agreement or bylaws of the applicant, if a limited liability company.
 - (3) THE NAME, DATE OF BIRTH, PHYSICAL ADDRESS, COPY OF PHOTO IDENTIFICATION, AND EMAIL ADDRESS FOR ANY OPERATOR OR EMPLOYEE IF OTHER THAN THE APPLICANT.
 - (4) The name and address of the proposed MARIHUANA OPERATION ~~medical marijuana establishment~~ and any additional contact information deemed necessary by the City Clerk.
 - (5) APPLICANT OR LICENSEE SHALL KEEP RECORDS OF THE RESULTS OF THE CRIMINAL HISTORY BACKGROUND CHECKS PERFORMED PURSUANT TO MMFLA AND/OR MRTMA REQUIREMENTS AND SHALL PROVIDE COPIES OF FOR EVERY APPLICANT, LICENSEE, STAKEHOLDER, AND EMPLOYEE TO THE CITY CLERK WITHIN 5 BUSINESS DAYS OF RECEIPT.
 - ~~(4) With respect to medical marijuana provisioning centers, for the applicant and for each stakeholder and employee of the applicant, affirmation that each is at least 18 years of age and has not been convicted of or pled guilty or no contest to a disqualifying felony. With respect to all other medical marijuana establishments, for the applicant and for each stakeholder and employee of the applicant, an affirmation that each and every person is at least 18 years of age and has not been convicted of or pled guilty or no contest to a disqualifying felony.~~
 - ~~(5) A signed release authorizing the Police Department to perform a criminal background check to ascertain whether the applicant, each stakeholder of the applicant, each operator and employee of the applicant meet the criteria set forth in this chapter.~~
 - ~~(6) With respect to medical marijuana provisioning centers, the name, date of birth, physical address, copy of photo identification, and email address for any operator or employee if other than the applicant.~~
 - (6) An affirmation under oath as to whether the applicant or operator has had a business license revoked or suspended, and if revoked or suspended, then the reason for such revocation or suspension.
 - ~~(8) For the applicant or for each stakeholder of the applicant, a resume that includes whether the individual has any relevant experience with medical marijuana or a related industry.~~
 - ~~(9) A patient education plan to detail to patients the benefits or drawbacks of certain marijuana strains or products in connection with the debilitating medical conditions set forth in the Michigan Medical Marijuana Act.~~
 - ~~(10) With respect to medical marijuana provisioning centers, a description of drug and alcohol awareness programs that shall be provided or arranged for by the applicant and made available for the public.~~
 - ~~(11) A written description of the training and education that the applicant will provide to all employees.~~

- (742) A copy of the proposed business plan for the MARIHUANA OPERATION establishment, including, but not limited to, the following:
- i. The proposed ownership structure of the MARIHUANA OPERATION establishment, including percentage ownership of each person or entity; and
 - ii. A current organization chart that includes position descriptions and the names of each person holding each position; and
 - iii. ~~A proposed marketing, advertising, and business promotion plan, including plans to minimize the exposure of marketing or promoting marihuana products to minors; and~~
 - iv. ~~Planned tangible capital investment in the City, including detail related to the number and nature of applicant's proposed medical marihuana establishments in the City and whether the locations of such establishments will be owned or leased; further, if multiple licenses are proposed, an explanation of the economic benefits to the City and job creation, if any, to be achieved through the award of such multiple licenses. Supporting factual data shall be included with the response to this subsection; and~~
 - v. ~~Expected job creation from the proposed medical marihuana establishment(s); and~~
 - vi. ~~Planned worker training programs; and~~
 - vii. ~~Financial structure and financing of the proposed medical marihuana establishment(s); and~~
 - viii. ~~Short term and long term goals and objectives consistent with this chapter; and~~
 - ix. ~~If a medical marihuana grower facility(ies) are proposed, plans to integrate such facility(ies) with other proposed medical marihuana establishments and a statement whether the medical marihuana grower facility will grow 1,000 plants or more and the square footage of the building(s) housing such grower facility, and if so, will the facility contain more than 10,000 square feet of space;~~
 - x. ~~Community outreach/education plans and strategies;~~
 - xi. ~~Charitable plans and strategies, whether fiscally or through volunteer work.~~
- (843) One of the following: (a) proof of ownership of the entire premises wherein the MARIHUANA OPERATION medical marihuana establishment is to be operated; or (b) written consent from the property owner for use of the premises in a manner requiring licensure under this eChapter along with a copy of any lease for the premises.
- (14) ~~A description of the security plan for the medical marihuana establishment, including, but not limited to, any lighting, alarms, barriers, recording/monitoring devices, and/or security guard arrangements proposed for the establishment and premises. The security plan must contain the specification details of each piece of security equipment. Each medical marihuana establishment must have a security guard present during business hours or alternative security procedures shall be proposed in the business plan.~~
- (945) A floor plan of the MARIHUANA OPERATION medical marihuana establishment, as well as a scale diagram illustrating the property upon which the medical marihuana establishment is to be operated, including all available parking spaces, and specifying which parking spaces, if any, are handicapped-accessible all available handi-capped accessible parking, and noting storage spaces for any flammable or combustible substances.
- (16) ~~Any proposed text or graphical materials to be shown on the exterior of the proposed medical marihuana establishment.~~
- (1047) A location area map, as measured pursuant to Section 1300.43(d)10 of the MARIHUANA OPERATION medical marihuana establishment and surrounding area that identifies the relative locations and the distances, as measured pursuant to Section 1300.4310(d), to the buffered uses set forth in Section 1300.4310(a), AND NOTING ANY RESIDENTIALLY-ZONED PROPERTY WITHIN ¼ MILE OF THE MARIHUANA OPERATION.

- ~~(18) A facility sanitation plan to protect against any marihuana being ingested by any person or animal, indicating how the waste will be stored and disposed of, and how any marihuana will be rendered unusable upon disposal. Disposal by on-site burning or introduction in the sewerage system is prohibited.~~
- ~~(19) A proposed patient recordkeeping plan that will track quantities sold to individual patients and caregivers, and will monitor inventory.~~
- ~~(20) A description of procedures for testing of contaminants, including mold and pesticides.~~
- (1124) An affidavit that neither the applicant nor any stakeholder of the applicant is in default to the City. Specifically, that the applicant or stakeholder of the applicant has not failed to pay any property taxes, special assessments, fines, fee or other financial obligation to the City.
- ~~(22) Verification, including copies of actual bank statements, showing that the applicant has minimum net worth of \$100,000.00 in the applicant's name.~~
- ~~(23) An estimate of the number and type of jobs that the medical marihuana establishment is expected to create, the amount and type of compensation expected to be paid for such jobs, and the projected annual budget and revenue of the medical marihuana establishment.~~
- (1224) A signed acknowledgment that the applicant is aware and understands that all matters related to marihuana, growing, cultivation, possession, dispensing, testing, safety compliance, transporting, distribution, and use are currently subject to State and Federal laws, rules, and regulations, and that the approval or granting of a license hereunder does not exonerate or exculpate the applicant from abiding by the provisions and requirements and penalties associated with those laws, rules and regulations or exposure to any penalties associated therewith; and further the applicant waives and forever releases any claim, demand, action, legal redress, or recourse against the City, its elected and appointed officials and its employees and agents for any claims, damages, liabilities, causes of action, damages, and attorney fees the applicant may occur as a result of the violation by applicant, its officials, members, partners, shareholders, employees and agent of those laws, rules, and regulations and hereby waives, and assumes the risk of, any such claims and damages, and lack of recourse against the City, its elected and appointed officials, employees, attorneys, and agents.
- ~~(25) As it relates to a medical marihuana grower facility, the following additional items shall be required:~~
 - ~~i. A cultivation plan that includes, at a minimum, a description of the cultivation methods to be used, including plans for the growing mediums, treatments, and/or additives;~~
 - ~~ii. A production testing plan that includes, at a minimum, a description of how and when samples for laboratory testing by an international organization for standardization accredited testing facility will be selected, what type of testing will be requested, and how the test results will be used;~~
 - ~~iii. An affidavit that all operations will be conducted in conformance with the MMMA, the MMFLA, MTA and other applicable State law;~~
 - ~~iv. A chemical and pesticide storage plan that states the names of the pesticides to be used in cultivation and where and how pesticides and chemicals will be stored in the establishment, along with a plan for the disposal of unused pesticides;~~
 - ~~v. All cultivation must be performed in a building. The applicant shall specifically acknowledge this provision.~~
- (1326) Proof of an insurance policy covering EACH LICENSE the establishment and naming the City, its elected and appointed officials, employees, and agents, as additional insured parties, available for the payment of any damages arising out of an act or omission of the applicant or its stakeholders, agents, employees, or subcontractors, in the amount of (a) at least \$1,000,000.00 for property damage; (b) at least \$1,000,000.00 for injury to one person; and (c) at least \$2,000,000.00 for injury to two or more persons resulting from the same occurrence. The

insurance policy underwriter must have a minimum A.M. Best Company insurance ranking of B+, consistent with State law. The policy shall provide that the City shall be notified by the insurance carrier 30 days in advance of any cancellation. THE INSURER MUST BE LICENSED IN THE STATE OF MICHIGAN.

- (1427) a.i. Proof of a surety bond in the amount of \$50,000 with the City listed as the obligee to guarantee performance by applicant of the terms, conditions and obligations of this Chapter in a manner and surety approved by the City Attorney; or, in the alternative,
 - b.ii. Creation of an escrow account as follows:
 - i.a. The account must be provided by a State or federally regulated financial institution or other financial institution ~~approved by the City Attorney based upon an objective assessment of the institution's financial stability~~; and
 - ii.b. The account must be for the benefit of the City to guarantee performance by licensee in compliance with this chapter and applicable law; and
 - iii.c. The account must be in the amount of \$20,000.00 and in a form prescribed by the City Attorney.
- (15) PROJECTED OR ACTUAL ANNUAL BUDGET AND REVENUE BASED UPON GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP STANDARDS) DEMONSTRATING SUFFICIENT FINANCIAL RESOURCES TO FUND AND EXECUTE THE SUBMITTED BUSINESS PLANS OR BUILDING PLANS.
- (16) AN ESTIMATE OF THE NUMBER AND TYPE OF FULL-TIME EQUIVALENT JOBS THAT THE MARIHUANA ESTABLISHMENT EXPECTS TO CREATE AND THE AMOUNT AND TYPE OF COMPENSATION FOR EACH POSITION, INCLUDING BUT NOT LIMITED TO HEALTHCARE, RETIREMENT, AND PAID TIME OFF.
- (17) SUBMISSION OF AN ODOR PLAN TO ADDRESS ANY POTENTIAL ODORS STEMMING FROM THE USE, STORAGE, GROWING, OR PROCESSING OF MARIHUANA.
- (18) EXECUTION OF THE FINANCIAL RESOURCES LITIGATION HISTORY FORM MADE AVAILABLE BY THE CITY CLERK.
- (19) EXECUTION OF THE MORALS, GOOD ORDER AND GENERAL WELFARE LITIGATION HISTORY FORM MADE AVAILABLE BY THE CITY CLERK.
- (2028) Any other information REQUESTED BY THE CITY CLERK TO ASSIST IN THE REVIEW OF THE APPLICATION. ~~which may be required by Commission rule or City Council ordinance from time to time.~~ FAILURE TO PROVIDE REQUIRED OR REQUESTED INFORMATION MAY RESULT IN A INCOMPLETE APPLICATION DETERMINATION AND MAY RESULT IN DENIAL OR REVOCATION OF LICENSURE.
- (21) THERE IS AN ONGOING OBLIGATION TO PROVIDE UPDATED INFORMATION TO THE CITY CLERK. SHOULD THERE BE A CHANGE TO ANY PORTION OF AN APPLICATION, THE APPLICATION MUST ADVISE THE CITY CLERK WITHIN 7 DAYS AND PROVIDE ANY DOCUMENTATION TO SUPPORT THE CHANGE IN APPLICATION. FAILURE TO PROVIDE DOCUMENTATION SHALL RESULT IN AN INCOMPLETE APPLICATION DETERMINATION AND IS SUBJECT TO DENIAL OF LICENSURE.
- (c) EACH ~~All~~ applications shall be accompanied by a license application fee in an amount of \$5,000.00. ~~Should the applicant not receive a license, one half of the application fee shall be returned.~~

- (d) Upon receipt of a completed application meeting the requirements of this section and the appropriate license application fee, the City Clerk shall refer a copy of the application to each of the following for their approval: the CITY ATTORNEY ~~Fire Department~~, the Building Safety Office, the Police Department, the Zoning Administrator, and the City Treasurer.
- (e) ~~Except as provided in Section 1300.18, no~~ application shall be approved unless:
- (1) ~~The Fire Department and the Building Safety Office have~~ inspected the proposed location OR APPROVED PROPOSED SITE PLANS for compliance with all laws for which they are charged with enforcement and for compliance with the requirements of this eChapter.
 - (2) The Zoning Administrator has confirmed that the proposed location complies with the Zoning Code and this eChapter, ~~including any variances granted under Section 1300.18.~~
 - (3) The City Treasurer has confirmed that the applicant and each stakeholder of the applicant ~~and the proposed location of the establishment~~ are not in default to the City.
 - (4) The Police Department has REVIEWED THE CRIMINAL HISTORY BACKGROUND CHECKS FOR EACH APPLICANT, STAKEHOLDER, AND EMPLOYEES PROVIDED BY THE APPLICANT. ~~determined that the applicant has met the requirements of this chapter with respect to the background check and security plan.~~
 - (5) THE CITY ATTORNEY'S OFFICE HAS REVIEWED AND APPROVED AS TO FORM THE INSURANCE AND EITHER THE SURETY BOND OR ESCROW ACCOUNT DOCUMENTATION FOR COMPLIANCE WITH STATE AND LOCAL LAWS.

(Ord. No. 1217, § 1, 9-7-17)

1300.056. - License application evaluation.

- (a) THE CLERK MAY OPEN A 30 DAY ENROLLMENT PERIOD AT HIS DISCRETION.
- (b) The City Clerk shall assess, evaluate, score and rank all COMPLETE MEDICAL MARIHUANA PROVISIONING CENTER AND MARIHUANA RETAILER applications submitted according to the provisions of this eChapter. No application WILL BE EVALUATED, SCORED, OR RANKED ~~shall be accepted for assessment, evaluation, scoring, and ranking~~ unless such application contains the approvals required by Section 1300.04(e)5 AND THE APPLICATION CONTAINS ALL REQUIRED INFORMATION OUTLINED IN 1300.04. ALL OTHER TYPES OF MARIHUANA OPERATION LICENSES SHALL BE ASSESSED FOR COMPLETENESS AND COMPLIANCE WITH THE TERMS OF THIS CHAPTER.
- (bc) THE CITY CLERK'S ASSESSMENT, EVALUATION, SCORE, AND RANK OF EACH MEDICAL MARIHUANA PROVISIONING CENTER AND MARIHUANA RETAILER APPLICATION SHALL BE BASED UPON A SCORING CRITERIA CREATED BY THE CITY CLERK CONSISTENT WITH THE REQUIREMENTS AND CONDITIONS OF THIS CHAPTER. SCORING SHALL FALL UNDER THE FOLLOWING GENERAL CATEGORIES: CONTENT AND SUFFICIENCY, CONSISTENCY WITH SURROUNDING LAND USE AND RESIDENT SAFETY, DEMONSTRATION OF SUFFICIENT FINANCIAL RESOURCES, AND PROMOTION OF LOCAL BUSINESS. THE CITY CLERK SHALL AWARD CONDITIONAL APPROVAL OR LICENSES TO THE TOP SCORING COMPLETE APPLICATIONS FOR THE NUMBER OF LICENSES AVAILABLE DURING EACH ENROLLMENT PERIOD. SCORING AND RANKING RENEWS WITH EACH ENROLLMENT PERIOD. ~~In its application assessment, evaluation, scoring, and ranking, deliberations, the Clerk shall assess, evaluate, score, and rank each application based upon a scoring and ranking procedure developed by the Clerk consistent with the requirements, conditions, and provisions of this chapter in each of the categories set forth below in this subsection.~~ Overall scoring and ranking shall be conducted and applied by the Clerk on the basis of assigned points from zero points to 100 points with the lowest overall total score as zero points and the highest possible total score being 100 points. THE CLERK

RETAINS THE RIGHT TO AWARD FEWER LICENSES THAN THE NUMBER OF AVAILABLE LICENSES IF THE SCORES FALL BELOW 75/100.

- (d) IN THE ASSESSMENT, EVALUATION, SCORE, AND RANKING OF MEDICAL MARIHUANA PROVISIONING CENTERS AND MARIHUANA RETAILERS THE CITY CLERK MAY GIVE PREFERENCE TO LOCATIONS THAT IMPROVE ACCESS TO MEDICAL MARIHUANA PATIENTS, ARE CONSISTENT WITH SURROUNDING AND NEARBY LAND USE, AND LIMIT POTENTIAL EXPOSURE OR DISTURBANCE OF NEIGHBORHOODS.
- ~~(1) The content and sufficiency of the information contained in 1300.05(b)(12) and (23); the maximum number of scoring points in this category shall be 50 points.~~
 - ~~(2) Whether the proposed establishment will be consistent with land use for the surrounding neighborhood and not have a detrimental effect on traffic patterns and resident safety. The maximum number of scoring points in this category shall be 20 points.~~
 - ~~(3) Planned outreach on behalf of the proposed establishment, and whether the applicant or its stakeholders have made, or plan to make, significant physical improvements to the building housing the medical marijuana establishment, including plans to eliminate or minimize traffic, noise, and odor effects on the surrounding neighborhood. The maximum number of scoring points in this category shall be ten points.~~
 - ~~(4) Whether the applicant or any of its stakeholders have a record of acts detrimental to the public health, security, safety, morals, good order, or general welfare prior to the date of the application; whether the applicant or any of its stakeholders have previously operated an illegal business of any kind, including any violation of City medical marijuana moratoriums. The maximum number of scoring points in this category shall be ten points.~~
 - ~~(5) Whether the applicant has reasonably and tangibly demonstrated it possesses sufficient financial resources to fund, and the requisite business experience to execute, the submitted business plan and other plans required by Section 1300.05. The maximum number of scoring points in this category shall be ten points.~~
- (ee) Based upon testimony, written and oral comments from the public feedback, RECOMMENDATIONS FROM RELEVANT BOARDS AND COMMISSIONS, Planning Board review, maps, historical data, Council committee deliberations, and public hearings, the City Council finds and determines that it is in the public interest and serves a public purpose that the maximum number of LOCATIONS FOR BOTH MEDICAL MARIHUANA PROVISIONING CENTERS AND MARIHUANA RETAILERS licenses issued for medical marijuana provisioning centers shall be capped at 2825. and implemented in a two-phase process in order to balance serving patients' needs and spreading economic development. A SINGLE LOCATION MAY SERVE AS BOTH A MEDICAL MARIHUANA PROVISIONING CENTER AND MARIHUANA RETAILER.
- ~~(1) Phase one: At the conclusion of a 30-day enrollment period set by the City Clerk, the City Clerk shall begin processing of applications for authorization of a maximum of 20 provisioning center licenses to allow for an efficient and manageable administrative review. The City Clerk may adjust distribution of phase two licenses to meet patients' needs.~~
 - ~~(2) Phase two: At the conclusion of a second 30-day enrollment period set by the Clerk, which is open to new applications and amended applications, the Clerk may authorize a maximum of five additional provisioning center licenses during the two-phase process. An application submitted during phase one to the Clerk, but not selected for approval during phase one, may be considered for approval during phase two. The Clerk will initiate phase two within one year of the start of phase one.~~
- (f) In the event that there are more applicants for provisioning center licenses who meet the minimum requirements set forth in Section 1300.06(b) than there are licenses available in either phase one or two, the top scoring 20 applicants in phase one and top scoring five applicants in phase two, shall be eligible to receive provisioning center licenses in accordance with the assessment, evaluation,

~~scoring, and ranking procedures established in this chapter.~~ In the event of an evaluation scoring tie during AN ENROLLMENT PERIOD ~~either phase one or phase two,~~ which causes there to be more APPLICANTS THAN LICENSES OR LOCATIONS AVAILABLE ~~than 20 and five highest scoring applicants respectively,~~ the scoring-tied applicants will be entered into a random draw using procedures set by the City Clerk ~~consistent with subsections 1300.06(c) and (d).~~ Those applications randomly selected shall be eligible to receive THE LICENSE APPLIED FOR CONSISTENT WITH THIS CHAPTER. ~~a provisioning center license; however, in no event shall the maximum number of provisioning center licenses ever exceed 25.~~ All license applications must be submitted during the open enrollment periods set by the Clerk.

- (eg) Nothing in this section is intended to confer a property or other right, duty, privilege or interest in a license of any kind or nature whatsoever including, but not limited to, any claim of entitlement.
- (fh) The Clerk may engage professional expert assistance in performing the Clerk's duties and responsibilities under the eChapter.
- (i) IF THE APPLICANT APPLIES FOR A STATE LICENSE, THE APPLICANT MUST NOTIFY THE CITY CLERK OF THE PENDING APPLICATION WITHIN 7 DAYS IN WRITING BY CERTIFIED MAIL.
- (j) IF THE APPLICANT HAS NOT APPLIED FOR A STATE LICENSE, THE APPLICANT MUST APPLY FOR A STATE LICENSE WITHIN 30 DAYS OF SUBMITTING AN APPLICATION TO THE CITY CLERK.

(Ord. No. 1217, § 1, 9-7-17)

1300.076. - License renewal application.

- (a) Application for a license renewal required by this eChapter shall be made in writing to the City Clerk at least ~~2830~~ days prior to the expiration of an existing license.
- (b) An application for a license renewal required by this eChapter shall be made under oath on forms provided by the City, and shall contain all of the information required by Section 1300.0504(b).
- (c) An application for a license renewal shall be accompanied by a renewal fee in an amount of \$5,000.00. ~~which half will be returned should the license not be renewed.~~ The renewal fee is established to defray the costs of the administration AND ENFORCEMENT of this eChapter EXPENDED BY THE CITY CLERK'S OFFICE, POLICE DEPARTMENT, CITY ATTORNEY'S OFFICE, TREASURY, BUILDING SAFETY OFFICE, AND ZONING ADMINISTRATOR.
- (d) Upon receipt of a completed application for a license renewal meeting the requirements of this eChapter and the license renewal fee, the City Clerk shall refer a copy of the renewal application to each of the following for their approval: the CITY ATTORNEY'S OFFICE ~~Fire Department~~, the Building Safety Office, the Police Department, the Zoning Administrator, and the City Treasurer.
- (e) No application for a license renewal shall be approved unless:
 - ~~(1)~~i. The ~~Fire Department and the~~ Building Safety Office has~~ve~~ inspected the proposed location OR APPROVED PROPOSED SITE PLANS for compliance with all laws for which they are charged with enforcement within the past calendar year.
 - ~~(2)~~ii. The Zoning Administrator has confirmed that the location complies with the Zoning Code and this eChapter, ~~at the time a license is granted, including any variances granted under Section 1300.18.~~
 - ~~(3)~~iii. The City Treasurer has confirmed that the applicant and each stakeholder of the applicant and the location of the MARIHUANA OPERATION ~~medical marijuana establishment~~ are not currently in default to the City.
 - ~~(4)~~iv. The Police Department has reviewed THE CRIMINAL HISTORY BACKGROUND CHECKS FOR EACH APPLICANT, STAKEHOLDER, AND EMPLOYEE, AS PROVIDED BY THE

APPLICANT. ~~the application and determined that the applicant has satisfied the requirements of this chapter with respect to the background check and security plan.~~

- (5)v. THE CITY ATTORNEY'S OFFICE HAS REVIEWED AND APPROVED AS TO FORM THE INSURANCE AND EITHER THE SURETY BOND OR ESCROW ACCOUNT DOCUMENTATION FOR COMPLIANCE WITH STATE AND LOCAL LAWS.
- (5)vi. The applicant possesses the necessary State licenses or approvals, ~~including those issued pursuant to the MMFLA.~~
- (6)vii. The applicant has operated the MARIHUANA OPERATION ~~medical marihuana establishment~~ in accordance with the conditions and requirements of this eChapter AS WELL AS FEDERAL AND STATE LAWS AND REGULATIONS.
- (7)viii. The MARIHUANA OPERATION ~~medical marihuana establishment~~ has not been declared a public nuisance.
- (8) ~~The applicant is operating the medical marihuana establishment in accordance with Federal, State, and local laws and regulations.~~
- (f) If written approval is given by each individual, department, or entity identified in subsection (e), the City Clerk AND THE CITY CLERK CONFIRMS COMPLIANCE WITH SUBSECTION (b) AND RECEIPT OF THE RENEWAL FEE THE CITY CLERK shall issue a license renewal to the applicant. ~~If no renewal license is issued, half of the renewal fee shall be returned.~~ The renewal shall be deemed approved if the City has not issued formal notice of denial within 60 days of the filing date of the application, unless the applicant is advised of non-compliance under Section 1300.076(e) during such period.

(Ord. No. 1217, § 1, 9-7-17)

1300.087. - Licenses generally.

- (a) To the extent permissible under law, all information submitted in conjunction with an application for a license or license renewal required by this eChapter is confidential and exempt from disclosure under the Michigan Freedom of Information Act, 1976 PA 442, MCL 15.231 et seq., including the trade secrets or commercial or financial information exemptions available under Section 13(f) of the Michigan Freedom of Information Act. Furthermore, no personal or medical information concerning the applicant shall be submitted to the CITY. ~~Medical Marihuana Commission.~~
- (b) Licensees may transfer a license issued under this eChapter to a different location upon receiving written approval from the City Clerk. In order to request approval to transfer a license location, the licensee must make a written request to the City Clerk, indicating the current license location and the proposed license location. Upon receiving the written request, the City Clerk shall refer a copy of the written request to each of the following for their approval: the CITY ATTORNEY'S OFFICE ~~Fire Department~~, the Building Safety Office, the Police Department, the Zoning Administrator, and the City Treasurer. No license transfer shall be approved unless each such individual department, or entity gives written approval that the licensee and the proposed license location meet the standards identified in this eChapter, including but not limited to Section 1300.0504(e), and the City Clerk has determined that the proposed location meets the requirements of Sections 1300.0506(b)(2) and (3). APPLICATIONS MAY NOT CHANGE LOCATIONS DURING THE APPLICATION REVIEW PERIOD.
- (c) Licensees may transfer a license issued under this eChapter to a different individual or entity upon receiving written approval by the City Clerk. In order to request approval to transfer a license to a different individual or entity, the licensee must make a written request to the City Clerk, indicating the current licensee and the proposed licensee. Upon receiving the written request, the City Clerk shall REVIEW THE APPLICATION FOR CONFORMITY WITH ~~consider the request as a new application for a license and the procedures set forth in~~ Sections 1300.0504 and 1300.0605 shall be followed including submission of the license application fee. Application fees are non-transferable.

- (d) Licensees shall report any other change in the information required by this chapter to the City Clerk within 7 ~~ten~~ business days of the change. Failure to do so may result in suspension or revocation of the license.
- ~~(e) Any license application approved pursuant to this chapter shall not be effective, and no medical marihuana establishment may operate, unless the medical marihuana establishment is operated pursuant to a license or approval issued under the MMFLA.~~

(Ord. No. 1217, § 1, 9-7-17)

1300.098. - Minimum operational standards of a MARIHUANA OPERATION ~~medical marihuana provisioning center.~~

Except as may be preempted by state law or regulation:

- (a) Every ~~Medical~~ ~~Marihuana~~ ~~p~~Provisioning ~~e~~Center AND MARIHUANA RETAILER must be located in a ~~B~~Building, as defined under Section 1300.02.
- (b) No ~~Medical~~ ~~Marihuana~~ ~~p~~Provisioning ~~e~~Center OR MARIHUANA RETAILER shall be open between the hours of 10:00 p.m. and 9:00 a.m.
- (c) Consumption of marihuana shall be prohibited on the premises of a MARIHUANA OPERATION ~~medical marihuana provisioning center~~ except as permitted by City Charter Section 8-501, and State law, AND A DESIGNATED CONSUMPTION ESTABLISHMENT LICENSE HAS BEEN OBTAINED.
- ~~(d) A medical marihuana provisioning center shall continuously monitor the entire premises on which they are operated with surveillance systems that include security cameras. The video recordings shall be maintained in a secure, off-site location for a period of 14 days.~~
- ~~(e) Unless permitted by the MMMA, public or common areas of the medical marihuana provisioning center must be separated from restricted or non-public areas of the provisioning center by a permanent barrier. Unless permitted by the MMMA, no medical marihuana is permitted to be stored, displayed, or transferred in an area accessible to the general public.~~
- ~~(f) All medical marihuana storage areas within medical marihuana provisioning center must be separated from any customer/patient areas by a permanent barrier. Unless permitted by the MMMA, no medical marihuana is permitted to be stored in an area accessible by the general public or registered customers/patients. Medical marihuana may be displayed in a sales area only if permitted by the MMFLA.~~
- ~~(g) Any usable medical marihuana remaining on the premises of a medical marihuana provisioning center while the medical marihuana provisioning center is not in operation shall be secured in a safe permanently affixed to the premises.~~
- ~~(h) Reserved.~~
- (id) No MARIHUANA OPERATION ~~medical marihuana provisioning center~~ shall be operated in a manner creating noise, dust, vibration, glare, fumes, or odors detectable to normal senses beyond the boundaries of the property on which the MARIHUANA OPERATION ~~medical marihuana provisioning center~~ is operated; or any other nuisance that hinders the public health, safety and welfare of the residents of the City.
- (je) The license required by this ~~e~~Chapter shall be prominently displayed on the premises of a MARIHUANA OPERATION. ~~medical marihuana provisioning center.~~
- ~~(k) Disposal of medical marihuana shall be accomplished in a manner that prevents its acquisition by any person who may not lawfully possess it and otherwise in conformance with State law.~~
- ~~(l) All medical marihuana delivered to a patient shall be packaged and labeled as provided by State law and this chapter. The label shall include:~~

- ~~(1) A unique alphanumeric identifier for the person to whom it is being delivered.~~
- ~~(2) A unique alphanumeric identifier for the cultivation source of the marihuana.~~
- ~~(3) That the package contains marihuana.~~
- ~~(4) The date of delivery, weight, type of marihuana and dollar amount or other consideration being exchanged in the transaction.~~
- ~~(5) A certification that all marihuana in any form contained in the package was cultivated, manufactured, and packaged in the state of Michigan.~~
- ~~(6) The warning that "this product is manufactured without any regulatory oversight for health, safety or efficacy. There may be health risks associated with the ingestion or use of this product. Using this product may cause drowsiness. Do not drive or operate heavy machinery while using this product. Keep this product out of reach of children. This product may not be used in any way that does not comply with State law or by person who does not possess a valid medical marihuana patient registry card."~~
- ~~(7) The name, address, email address, and telephone number of an authorized representative of the dispensary whom a patient can contact with any questions regarding the product.~~
- ~~(m) A licensee shall require all registered patients present both their Michigan medical marihuana patient/caregiver ID card and State identification prior to entering restricted/limited areas or non-public areas of the medical marihuana provisioning center, and if no restricted/limited area is required, then promptly upon entering the medical marihuana provisioning center.~~
- ~~(nf) The premises shall be open for inspection during the stated hours of operation and as such other times as anyone is present on the premises. REFUSAL TO PERMIT INSPECTION MAY RESULT IN REVOCATION OR SUSPENSION OF LICENSURE.~~
- ~~(og) It shall be prohibited to display any signs that are inconsistent with local laws or regulations or State law.~~
- ~~(ph) NO OTHER ACCESSORY USES ARE PERMITTED WITHIN THE SAME ESTABLISHMENT OR FACILITY UNLESS EXPRESSLY PERMITTED BY STATE OR LOCAL LAW. It shall be prohibited to use advertising material that is misleading, deceptive, or false, or that is designed to appeal to minors.~~
- ~~(qi) ALL PROCESSING ACTIVITY SHALL BE PERFORMED INDOORS IN A BUILDING. No licensed medical marihuana provisioning center shall place or maintain, or cause to be placed or maintained, an advertisement of medical marihuana in any form or through any medium within the distance limitations set forth in Section 1300.13(a).~~
- ~~(r) Certified laboratory testing results that display at a minimum the Tetrahydrocannabinol (THC), Cannabidiol (CBD), total cannabinoid testing results, and a pass/fail rating based on the certified laboratory's state required testing must be available to all medical marihuana provisioning center patients/customers upon request and prominently displayed.~~
- (j) All persons working in direct contact with medical marihuana shall conform to hygienic practices while on duty, including but not limited to:
 - i. Maintaining adequate personal cleanliness;
 - ii. Washing hands thoroughly in adequate hand-washing areas before starting work and at any other time when the hands may have become soiled or contaminated;
 - iii. Refraining from having direct contact with medical marihuana if the person has or may have an illness, open lesion, including boils, sores or infected wounds, or any other abnormal source of microbial contamination, until the condition is corrected.

- (k) ~~MARIHUANA OPERATIONS Establishments~~ must be kept clean and in good repair, including proper disposal of all waste and litter.

(Ord. No. 1217, § 1, 9-7-17)

~~1300.10. Minimum operational standards of a medical marihuana grower facility.~~

- (a) ~~Except as may be preempted by State law or regulation, the following minimum standards for medical marihuana grower facilities shall apply:~~
- ~~(1) The medical marihuana grower facility shall comply at all times and in all circumstances with the MMMA, the MMFLA, the MTA, and the general rules of the Department of Licensing and Regulatory Affairs, or their successors, as they may be amended from time to time.~~
 - ~~(2) Except as provided by State law and City Charter, consumption and/or use of medical marihuana shall be prohibited at the grower facility.~~
 - ~~(3) All grower activity related to the grower facility shall be performed in a building.~~
 - ~~(4) The premises shall be open for inspection during the stated hours of operation and as such other times as anyone is present on the premises.~~
 - ~~(5) Any medical marihuana grower facility shall comply with the MTA and shall maintain a log book and/or database identifying by date the amount of medical marihuana and the number of medical marihuana plants on the premises which shall not exceed the amount permitted under the grower license issued by the state. This log shall be available to law enforcement personnel to confirm that the medical marihuana grower does not have more medical marihuana than authorized at the location and shall not be used to disclose more information than is reasonably necessary to verify the lawful amount of medical marihuana at the facility.~~
 - ~~(6) All medical marihuana shall be contained within the building in a locked facility in accordance with the MMMA, the MMFLA, MTA, and the rules and regulations of the Medical Marihuana Licensing Board, as amended.~~
 - ~~(7) All necessary building, electrical plumbing and mechanical permits shall be obtained from the City or other applicable government authority for any portion of the structure in which electrical wiring, lighting and/or watering devices that support the cultivation, growing or harvesting of marihuana are located.~~
 - ~~(8) That portion of the structure where any chemicals such as herbicides, pesticides, and fertilizers are stored shall be subject to inspection and approval by the Fire Department to ensure compliance with the State Fire Codes.~~
 - ~~(9) The dispensing of medical marihuana at the medical marihuana grower facility shall be prohibited.~~
 - ~~(10) There shall be no other accessory uses permitted within the same facility other than those associated with cultivating, processing, or testing medical marihuana. Multi tenant commercial buildings may permit accessory uses in suites segregated from medical marihuana grower facility.~~
 - ~~(11) All persons working in direct contact with medical marihuana shall conform to hygienic practices while on duty, including but not limited to:~~
 - ~~i. Maintaining adequate personal cleanliness;~~
 - ~~ii. Washing hands thoroughly in adequate hand washing areas before starting work and at any other time when the hands may have become soiled or contaminated;~~

- ~~iii. Refraining from having direct contact with medical marihuana if the person has or may have an illness, open lesion, including boils, sores or infected wounds, or any other abnormal source of microbial contamination, until the condition is corrected.~~
- ~~(12) Litter and waste shall be properly removed and the operating systems for waste disposal are maintained in an adequate manner so that they do not constitute a source of contamination in areas where medical marihuana is exposed.~~
- ~~(13) Floors, walls, and ceilings shall be constructed in such a manner that they may be adequately cleaned and kept clean and in good repair.~~
- ~~(14) There shall be adequate screening or other protection against the entry of pests. Rubbish shall be disposed of so as to minimize the development of odor and minimize the potential for waste development and minimize the potential for waste becoming an attractant, harborage or breeding place for pests.~~
- ~~(15) Any buildings, fixtures and other facilities shall be maintained in a sanitary condition.~~
- ~~(16) Each cultivation center shall provide its occupants with adequate and readily accessible toilet facilities that are maintained in a sanitary condition and good repair.~~
- ~~(17) Medical marihuana that can support the rapid growth of undesirable microorganisms shall be held in a manner that prevents the growth of these microorganisms.~~
- ~~(18) Medical marihuana grower facilities shall be free from infestation by insects, rodents, birds, or vermin or any kind.~~
- ~~(19) Medical marihuana grower facilities shall produce no products other than useable medical marihuana intended for human consumption.~~
- ~~(b) In furtherance of the public health, safety, and welfare, exterior signage or advertising identifying the facility as a medical marihuana grower facility shall be prohibited.~~
- ~~(c) Venting of marihuana odors into the areas surrounding the medical marihuana grower facility is deemed and declared to be a public nuisance.~~

(Ord. No. 1217, § 1, 9-7-17)

~~1300.11. Minimum operational standards of a medical marihuana safety compliance facility.~~

- ~~(a) Except as may be preempted by State law or regulation, the following minimum standards for safety compliance facilities shall apply:~~
 - ~~(1) The safety compliance facility shall comply at all times and in all circumstances with the MMA, the MMFLA, the MTA, and the general rules of the Medical Marihuana Licensing Board as they may be amended from time to time.~~
 - ~~(2) Except as provided by State law and Section 8-501 of the City Charter consumption and/or use of medical marihuana shall be prohibited at the facility.~~
 - ~~(3) The premises shall be open for inspection during the stated hours of operation and as such other times as anyone is present on the premises.~~
 - ~~(4) Any safety compliance facility shall maintain a log book and/or database identifying by date the amount of medical marihuana on the premises and from which particular source. The facility shall maintain the confidentiality of qualifying patients in compliance with the Michigan Medical Marihuana Act, as amended from time to time.~~
 - ~~(5) All medical marihuana shall be contained within the building in an enclosed, locked facility in accordance with the MMA, the MMFLA, and the MTA, and the rules and regulations of the Medical Marihuana Licensing Board, as amended.~~

- ~~(6) There shall be no other accessory uses permitted within the same facility other than those associated with testing medical marihuana.~~
- ~~(7) All persons working in direct contact with medical marihuana shall conform to hygienic practices while on duty; training programs shall be developed and implemented for all employees on recognized safe health practices in a safety compliance facility.~~
- ~~(8) Litter and waste shall be properly removed and the operating systems for waste disposal are maintained in an adequate manner so that they do not constitute a source of contamination in areas where medical marihuana is exposed.~~
- ~~(9) Floors, walls and ceilings shall be constructed in such a manner that they may be adequately cleaned and kept clean and in good repair.~~
- ~~(10) Any buildings, fixtures and other facilities shall be maintained in a sanitary condition.~~
- ~~(11) Medical marihuana that can support the rapid growth of undesirable microorganisms shall be held in a manner that prevents the growth of these microorganisms.~~
- ~~(b) Exterior signage or advertising identifying the facility as a medical marihuana safety compliance facility shall be prohibited.~~

(Ord. No. 1217, § 1, 9-7-17)

~~1300.12. – Minimum operational standards of a medical marihuana processor facility and a medical marihuana secure transporter.~~

- ~~(a) Except as may be preempted by State law or regulation, the following minimum standards for a medical marihuana processor facility and a medical marihuana secure transporter shall apply:~~
 - ~~(1) The processor and secure transporter shall comply at all times and in all circumstances with the MMMA, the MMFLA, MTA and the general rules of the Medical Marihuana Licensing Board and the Department of Licensing and Regulatory Affairs, or their successors, as the foregoing laws and regulations may be amended from time to time.~~
 - ~~(2) Except as provided by State law and Section 8-501 of the City Charter, consumption and/or use of medical marihuana shall be prohibited at the processor or secure transporter facility.~~
 - ~~(3) All activity related to the processor facility shall be performed indoors in a building.~~
 - ~~(4) The premises shall be open for inspection during the stated hours of operation and as such other times as anyone is present on the premises.~~
 - ~~(5) Any processor and/or secure transporter facility shall maintain a log book and/or database in accordance with the MMFLA, the MTA and the rules and regulations of the Medical Marihuana Licensing Board identifying by date the amount of medical marihuana on the premises which shall not exceed the amount permitted under the processor license issued by the State, to the extent a State permit process exists. This log shall be available to law enforcement personnel to confirm that the processor does not have more medical marihuana than authorized at the location and shall not be used to disclose more information than is reasonably necessary to verify the lawful amount of medical marihuana at the facility.~~
 - ~~(6) All medical marijuana will be tagged with unique identification.~~
 - ~~(7) All medical marihuana shall be contained within the building in a locked facility in accordance with the MMMA, the MMFLA, MTA and the rules and regulations of the Medical Marihuana Licensing Board, as amended.~~
 - ~~(8) All necessary building, electrical, plumbing and mechanical permits shall be obtained for any portion of the structure in which electrical wiring for devices that support the processing or secure transporting of medical marihuana are located.~~

- ~~(9) That portion of the structure where the storage of any chemicals exists shall be subject to inspection and approval by the Fire Department to ensure compliance with the Michigan Fire Protection Code.~~
- ~~(10) The dispensing of medical marihuana at the medical marihuana processor or secure transporter facility shall be prohibited except as authorized by City Charter and State law.~~
- ~~(11) There shall be no other accessory uses permitted within the same facility other than those associated with the processing multi-tenant commercial buildings may permit accessory uses in suites segregated from the processor facility.~~
- ~~(12) All persons working in direct contact with medical marihuana shall conform to hygienic practices while on duty, including but not limited to:

 - ~~i. Maintaining adequate personal cleanliness;~~
 - ~~ii. Washing hands thoroughly in adequate hand-washing areas before starting work and at any other time when the hands may have become soiled or contaminated;~~
 - ~~iii. Refraining from having direct contact with medical marihuana if the person has or may have an illness, open lesion, including boils, sores or infected wounds, or any other abnormal source of microbial contamination, until the condition is corrected.~~~~
- ~~(13) Litter and waste shall be properly removed and the operating systems for waste disposal are maintained in an adequate manner so that they do not constitute a source of contamination in areas where medical marihuana is exposed.~~
- ~~(14) Floors, walls, and ceilings shall be constructed in such a manner that they may be adequately cleaned and kept clean and in good repair.~~
- ~~(15) There shall be adequate screening or other protection against the entry of pests. Rubbish shall be disposed of so as to minimize the development of odor and minimize the potential for the waste development of odor and minimize the potential for waste becoming and attractant, harborage or breeding places for pests.~~
- ~~(16) Any buildings, fixtures and other facilities shall be maintained in a sanitary condition.~~
- ~~(17) Each medical marihuana processor facility shall provide its occupants with adequate and readily accessible toilet facilities that are maintained in a sanitary condition and good repair.~~
- ~~(18) Medical marihuana that can support the rapid growth of undesirable microorganisms shall be held in a manner that prevents the growth of these microorganisms.~~
- ~~(19) Processor facilities shall be free from infestation by insects, rodents, birds, or vermin or any kind.~~
- ~~(20) Processor facilities shall produce no products other than useable medical marihuana intended for human consumption.~~
- ~~(21) All medical marihuana processors shall be certified as accredited under a recognized food safety system such as SQF, ISO 22000, BRC, or the FDA's FSMA (Food Safety Modernization Act) rules or demonstrate that they are actively pursuing said certification at the time of the licensing and obtain said certification within 18 months of operation.~~
- ~~(22) The processor shall pay for and complete an annual audit using an accredited third party auditor recognized under whatever food safety system the processor is accredited under. A copy of the audit report shall be provided to the City by the auditor within ten days of the audit completion. In the event there are deficiencies identified by the auditor, the processor shall submit to the City a correction action plan to address the deficiencies. All deficiencies shall be addressed within 30 days of submittal of the initial deficiency report.~~
- ~~(b) In furtherance of the public health, safety, and welfare, exterior signage or advertising identifying the facility as a medical marihuana processor facility and/or medical marihuana secure transporter facility shall be prohibited.~~

(Ord. No. 1217, § 1, 9-7-17)

1300.1309. - Location, buffering, dispersion, and zoning requirements for ~~m~~Medical ~~m~~Marihuana ~~p~~Provisioning ~~e~~Centers AND MARIHUANA RETAILER.

- (a) ~~Except in accordance with Section 1300.18, for buffering and dispersion purposes, n~~No ~~m~~Medical ~~m~~Marihuana ~~p~~Provisioning ~~e~~Center OR MARIHUANA RETAILER shall be located within:
 - (1) One thousand feet, of an operational school, including pre-kindergarten that is located within a school; or
 - (2) Five hundred feet, of the following buffered uses: public playground equipment located in a park; a commercial child care organization (non-home occupation) that is required to be licensed or registered with the Michigan Department of Health and Human Services, or its successor agency; a church; a facility at which substance USE DISORDER ~~abuse~~ prevention services or substance USE DISORDER ~~abuse~~ treatment and rehabilitation services and those terms are defined in THE MENTAL HEALTH CODE, PA 258 OF 1974, MCL 330.1001, ET. SEQ. ~~Part 61 or PA 368 of 1978, MCL 333.6401 et seq., are offered;~~ or another ~~m~~Medical ~~m~~Marihuana ~~p~~Provisioning ~~e~~Center OR MARIHUANA RETAILER.
- (b) Medical ~~m~~Marihuana ~~p~~Provisioning ~~e~~Centers AND MARIHUANA RETAILERS shall be limited to F and F1-Commercial, G2-Wholesale, H-Light Industrial, and I-Heavy Industrial as such districts are described and designated as provided in the Zoning Code provisions of the this Code.
- (c) No ~~m~~Medical ~~m~~Marihuana ~~p~~Provisioning ~~e~~Center OR MARIHUANA RETAILER shall be located within another business except as permitted by the MARIJUANA REGULATORY AGENCY ~~Medical Marihuana Licensing Board regulations.~~
- (d) For the purpose of calculating the buffering and dispersion requirements of this Section ~~1300.13~~, the distance shall be measured along the center line of the street or streets of address between two fixed points on the center line determined by projecting straight lines, at right angles to the center line, from the part of the buffered use nearest to the contemplated location of the MARIHUANA OPERATION ~~medical marihuana establishment~~ and from the part of the contemplated location nearest to the buffered use. The distances from the MARIHUANA OPERATION ~~medical marihuana establishment~~ to the point on the centerline and from the buffered use to the point on the centerline shall be included in the calculation. For MEDICAL MARIHUANA PROVISIONING CENTERS AND MARIHUANA RETAILERS ~~provisioning centers~~ located within a commercial strip mall or retail center, the measurement shall be from the property line of the MEDICAL MARIHUANA PROVISIONING CENTER AND MARIHUANA RETAILER ~~provisioning center~~ to the property line of BUFFERD USE. ~~another provisioning center.~~
- ~~(e) Except as otherwise permissible under the City Charter at Section 8-501, no person shall allow the consumption of marihuana or marihuana infused products on licensed premises.~~
- (fe) No MARIHUANA OPERATION ~~medical marihuana establishment~~ shall be located in an unzoned area or in an area subject to an agreement entered into pursuant to Public Act 425 of 1984.

(Ord. No. 1217, § 1, 9-7-17)

1300.1410. - Location of ~~medical m~~Medical ~~m~~Marihuana ~~g~~GrowerS facilities, ~~medical m~~Medical ~~m~~Marihuana ~~s~~Safety ~~e~~Compliance ~~f~~Facilities, ~~medical m~~Medical ~~m~~Marihuana ~~p~~ProcessorS facilities, and ~~medical m~~Medical ~~m~~Marihuana ~~s~~Secure ~~t~~Transporters AND MARIHUANA MICROBUSINESSES

- (a) All ~~medical m~~Medical ~~m~~Marihuana ~~g~~GrowerS facilities AND MARIHUANA MICROBUSINESSES shall be ~~subject to subsection 1300.13(e) and~~ limited to H-Light Industrial and I-Heavy Industrial zoning districts as identified in this Code.

- (b) All ~~medical mMarihuana sSafety eCompliance fFacilities, medical mMarihuana pProcessorS facilities, and medical mMarihuana sSecure tTransporterS facilities~~ shall be ~~subject to Section 1300.13(e) and shall be~~ limited to the H-Light Industrial, I-Heavy Industrial, or G2-Wholesale zoning districts as identified in this Code.
- (c) No MARIHUANA OPERATION ~~medical marihuana establishment~~ shall be located in an unzoned area or in an area subject to an agreement entered into pursuant to Public Act 425 of 1984.
- (d) ~~Except as otherwise permissible under the City Charter at Section 8-501, no person shall allow the consumption of marihuana or marihuana infused products on licensed premises.~~

(Ord. No. 1217, § 1, 9-7-17)

1300.1511. – APPLICATION DENIAL OR License revocation; bases for revocation; appeal of license denial OR REVOCATION.

- (a) Any license issued under this eChapter may be revoked by the City Clerk after an administrative hearing if the City Clerk finds and determines that grounds for revocation exist. Any grounds for revocation must be provided to the licensee at least ten days prior to the date of the hearing by first class mail to the address given on the license application or any address provided to the City Clerk in writing subsequent to the filing of an application.
- (b) A license applied for or issued under this eChapter may be denied or revoked on any of the following bases:
 - (1) A material violation of any provision of this eChapter, including, but not limited to, the failure to provide the information required by THIS ORDINANCE ~~Subsection 1300.16(a);~~ or
 - (2) Any conviction of a disqualifying felony by the licensee, stakeholder, or any person holding an ownership interest in the license; or
 - (3) Commission of fraud or misrepresentation or the making of a false statement by the applicant, licensee, or any stakeholder of the applicant or licensee while engaging in any activity for which this eChapter requires a license; or
 - (4) Failure to obtain or maintain a license or renewed license from the City Clerk pursuant to this eChapter; or
 - (5) Failure of the licensee or the medical marihuana establishment to obtain or maintain a license or approval from the State pursuant to the MMFLA OR MRTMA; or
 - (6) The medical marihuana establishment is determined by the City to have become a public nuisance or otherwise is operating in a manner detrimental to the public health, safety or welfare.
- (7) CULTIVATION, PROCESSING, SALE, OR DISPLAY OF MARIHUANA OR MARIHUANA ACCESSORIES THAT IS VISIBLE FROM A PUBLIC PLACE.
- (c) Appeal of denial of an application or revocation of a license: the City Clerk shall notify an applicant of the reason(s) for denial of an application for a license or license renewal or for revocation of a license or any adverse decision under this chapter and provide the applicant with the opportunity to REQUEST RECONSIDERATION ~~be heard~~. AN APPEAL OF DENIAL OF APPLICATION FOR LICENSURE SHALL BE A PAPER HEARING. Any applicant aggrieved by the denial or revocation of a license or adverse decision under this eChapter may appeal to the City Clerk. ~~who shall appoint a hearing officer to hear and evaluate the appeal and make a recommendation to the Clerk~~. Such appeal shall be taken by filing with the City Clerk, within 7 44 days after notice of the action complained of has been mailed to the applicant's last known address on the records of the City Clerk, a written statement setting forth fully the grounds for the appeal. The Clerk shall review the APPEAL ~~report and recommendation of the hearing officer~~ and make a decision on the matter. ~~The~~

~~Clerk's decision may be further appealed to the commission if applied for in writing to the commission no later than 30 days from the Clerk's decision. The review on appeal of a denial or revocation or adverse action shall be by the commission pursuant to Section 1300.03. Any decision by the CITY CLERK commission on an appeal shall be final for purposes of judicial review. The Clerk may engage professional experts to assist with the proceedings under this Section 1300.4505.~~

(Ord. No. 1217, § 1, 9-7-17)

1300.1612. - Penalties; temporary suspension of a license.

- (a) The City may require an applicant or licensee of a ~~MARIHUANA OPERATION~~ medical marijuana facility to produce documents, records, or any other material pertinent to the investigation of an application or alleged violation of this eChapter. Failure to provide the required material may be grounds for application denial or license revocation.
- (b) Any person in violation of any provision of this eChapter, including the operation of a ~~MARIHUANA OPERATION~~ medical marijuana establishment without a license issued pursuant to this eChapter, shall be subject to a civil fine OF \$500.00, PLUS COSTS, PER DAY OF VIOLATION. ~~and costs. Increased civil fines may be imposed for a repeat violation. As used in this section "repeat violation" shall mean a second or any subsequent infraction of the same requirement or provision committed by a person or establishment within any 12-month period. Unless otherwise specifically provided in this chapter, the penalty schedule is as follows:~~
 - ~~(1) \$750.00, plus costs, for the first violation.~~
 - ~~(2) \$1,000.00, plus costs, for a repeat violation.~~
 - ~~(3) \$1,000.00, plus costs, per day, plus costs, for any violation that continues for more than one day.~~
- (c) All fines imposed under this eChapter shall be paid within 45 days after the effective date of the order imposing the fine or as otherwise specified in the order.
- (d) The Clerk may temporarily suspend a ~~medical marijuana establishment~~ license without a prior hearing if the ~~m~~Mayor finds that public safety or welfare requires emergency action affecting the public health, safety, or welfare. The Clerk shall cause the temporary suspension by issuing a suspension notice in connection with institution of proceedings for notice and a hearing.
- (e) If the Clerk temporarily suspends a license without a prior hearing, the licensee is entitled to a hearing within 30 days after the suspension notice has been served on the licensee or posted on the licensed premises. In the case of a license issued for a ~~medical m~~Medical Marijuana gGrower facility, the hearing shall be held within seven days after the notice has been served on the licensee or posted on the premises of the licensed facility. The hearing shall be limited to the issues cited in the suspension notice.
- (f) If the Clerk does not hold a hearing within 30 days after the date the suspension was served on the licensee or posted on the licensed premises, or in the case of a MARIHUANA gGrower facility seven days, then the suspended license shall be automatically reinstated and the suspension vacated.
- (g) The penalty provisions of this eChapter are not intended to foreclose any other remedy or sanction that might be available to, or imposed by the City, including criminal prosecution.

(Ord. No. 1217, § 1, 9-7-17)

1300.13. – CONSUMPTION IN A PUBLIC PLACE.

CONSUMPTION OR MARIHUANA IN ANY PUBLIC PLACE WITHIN THE CITY OF LANSING IS PROHIBITED EXCEPT IN AREAS SPECIFICALLY DESIGNATED FOR MARIHUANA CONSUMPTION

THAT ARE NOT ACCESSIBLE TO PERSONS UNDER 21 YEARS OF AGE AND HAVE BEEN AUTHORIZED THROUGH DIRECTIVE OR ORDER ADOPTED BY THE MAYOR.

(Ord. No. 1217, § 1, 9-7-17)

1300.14. – DESIGNATED CONSUMPTION ESTABLISHMENTS

(A) ANY COMMERCIAL SPACE THAT LEGALLY PERMITS THE USE OF MARIHUANA SHALL DESIGNATE AN AREA FOR CONSUMPTION ACCESSIBLE ONLY TO PERSONS 21 YEARS OF AGE OR OLDER, OR, ONLY BE ACCESSIBLE BY PERSONS 21 YEARS OF AGE OR OLDER SHALL OBTAIN AND MAINTAIN A LICENSE FROM THE STATE AND CITY. AN APPLICATION FOR LICENSE SHALL BE AWARDED UPON SUBMISSION OF A COMPLETE APPLICATION CONTAINING THE DOCUMENTATION REQUIRED IN SECTIONS 1300.04(B)(1), (2), (3), (6), (8), (9), (10), (11), (12), (16), (17), (20), AND (21).

(B) DESIGNATED CONSUMPTION ESTABLISHMENTS SHALL BE LIMITED TO F AND F1-COMMERCIAL, G2-WHOLESALE, H-LIGHT INDUSTRIAL, AND I-HEAVY INDUSTRIAL AS SUCH DISTRICTS ARE DESCRIBED AND DESIGNATED AS PROVIDED IN THE ZONING CODE PROVISIONS OF THE THIS CODE.

(C) A DESIGNATED CONSUMPTION ESTABLISHMENT MUST COMPLY WITH ALL LAWS AND RULES PURSUANT TO THE MRTMA, INCLUDING BUT NOT LIMITED TO, A VENTILATION SYSTEM THAT DIRECTS AIR FROM THE MARIHUANA CONSUMPTION AREA TO THE OUTSIDE OF THE BUILDING THROUGH A FILTRATION SYSTEMS SUFFICIENT TO REMOVE VISIBLE SMOKE CONSISTENT WITH ALL APPLICABLE BUILDING CODES AND ORDINANCES AND ADEQUATE TO ELIMINATE ODOR AT THE PROPERTY LINE. USE OF MARIHUANA AT A PRIVATE BUSINESS SHALL NOT VIOLATE CHAPTERS 662 (DRUGS) AND 664 (DISTURBING THE PEACE). THE SALE OF MARIHUANA IS LIMITED ONLY TO ESTABLISHMENTS LICENSED TO CONDUCT SALES OF MARIHUANA.

(D) AN INITIAL LICENSE APPLICATION FEE OF \$5,000.00 IS REQUIRED. IF AN APPLICATION IS SUBMITTED WITH ANOTHER LICENSE TYPE THE LICENSE APPLICATION FEE SHALL BE \$2,500.00.

(E) AN APPLICATION FOR RENEWAL SHALL INCLUDE ANY UPDATED INFORMATION REQUIRED IN SECTION 1300.14(B) AS WELL AS A RENEWAL FEE OF \$2,500.00.

1300.1715. - No vested rights.

A property owner lessor, license applicant, or licensee shall not have vested rights or nonconforming use rights that would serve as a basis for failing to comply with this chapter or any amendment of this chapter.

(Ord. No. 1217, § 1, 9-7-17)

~~1300.18. – Zoning Board of Appeals.~~

~~(a) When applying for a license as a provisioning center, an applicant who does not meet the requirements of Sections 1300.13(a)(1) or (2) may seek a variance from those requirements by submitting with their application a written application to the Board of Zoning Appeals and paying a fee set by Council resolution. Upon receiving an application with an accompanying application for a variance, the City Clerk shall determine whether the applicant has submitted a complete application meeting the requirements of this chapter, an appropriate nonrefundable license application fee, and an appropriate variance application fee. If the applicant has satisfied these requirements and the applicant has received written approvals required under this chapter, the City Clerk shall immediately forward the application to the Board of Zoning Appeals.~~

- ~~(1) The application must identify all of the reasons the applicant does not meet the requirements of Section 1300.13(a), including, if applicable, the name and address of any substance abuse treatment, prevention, or rehabilitation facility; church or other structure used for religious services; public park containing public playground equipment; or provisioning center that is within 500 feet of the applicant's location.~~
- ~~(2) Upon receipt of an application meeting the requirements of Subsection (a), the Board shall give notice to the occupants of any residential or commercial buildings within the buffered use distances set forth in Section 1300.13(a) of the applicant's location. If the occupant's name is not known, the term "occupant" may be used. The notices shall be delivered personally or by mail at the address given in the last assessment roll.~~
- ~~(3) The Board of Zoning Appeals shall either grant or deny the variance within a reasonable time. In determining whether to grant or deny the variance, the Board of Zoning Appeals shall consider all of the following:
 - ~~i. The amount of time, if any, that the applicant has been operating in compliance with this chapter at the present location;~~
 - ~~ii. The extent to which the applicant has demonstrated a commitment to the land use and public nuisance concerns in the surrounding neighborhood;~~
 - ~~iii. The distance between the applicant's location and any medical marijuana provisioning center that is within 500 feet of the applicant's location;~~
 - ~~iv. The need for a provisioning center at the location in order to provide the safe and efficient access to medical marijuana within the City;~~
 - ~~v. The character of the structure and its surroundings; and~~
 - ~~vi. The impact of the variance on the character of the structure's surroundings and owners of other properties in the vicinity.~~~~
- ~~(4) If the Board of Zoning Appeals approves the variance, the application and decision shall immediately be submitted to the City Clerk for further processing under this chapter.~~

(Ord. No. 1217, § 1, 9-7-17)

1300.196. - Sunset.

Pursuant to Section 3-307 of the City Charter, this eChapter shall expire December 1, 2027.

(Ord. No. 1217, § 1, 9-7-17)

MEMO

To: Mayor, Samantha Harkins, Chief Yankowski, Brian McGrain, Chief Mackey, Chris Swope, Andy Kilpatrick, Linda Sanchez-Gazella, Angie Bennett, Chris Mumby, Andi Crawford, and Brett Kaschinkse

From: Office of the City Attorney

Re: Current status of Marihuana Regulation

Date: June 18, 2019

CONFIDENTIAL- ATTORNEY WORK PRODUCT

What is legal?

- 1) MMMA Patient: can use, grow, process
 - a. 2.5oz of usable marihuana
 - b. 12 plants in an enclosed, locked facility¹
- 2) MMMA Caregiver: can use, grow, process
 - a. 15oz of usable marihuana
 - b. 72 plants in an enclosed, locked facility
- 3) Recreational: can use, grow, process
 - a. 2.5oz of usable marihuana if 21 years of age or older
 - b. Can use in private or in a designated smoking area for marihuana
 - c. In private residence: 10oz of marihuana and 12 plants
 - d. Processing is permitted but it cannot involve substances that have a flashpoint below 100 degrees Fahrenheit.
- 4) Medical Marihuana Facilities

¹ MCL 333.26423(d) Definition of "Enclosed, locked facility" means a closet, room, or other comparable, stationary, and fully enclosed area equipped with secured locks or other functioning security devices that permit access only by a registered primary caregiver or registered qualifying patient. Marihuana plants grown outdoors are considered to be in an enclosed, locked facility if they are not visible to the unaided eye from an adjacent property when viewed by an individual at ground level or from a permanent structure and are grown within a stationary structure that is enclosed on all sides, except for the base, by chain-link fencing, wooden slats, or a similar material that prevents access by the general public and that is anchored, attached, or affixed to the ground; located on land that is owned, leased, or rented by either the registered qualifying patient or a person designated through the departmental registration process as the primary caregiver for the registered qualifying patient or patients for whom the marihuana plants are grown; and equipped with functioning locks or other security devices that restrict access to only the registered qualifying patient or the registered primary caregiver who owns, leases, or rents the property on which the structure is located. Enclosed, locked facility includes a motor vehicle if both of the following conditions are met:

(1) The vehicle is being used temporarily to transport living marihuana plants from 1 location to another with the intent to permanently retain those plants at the second location.

(2) An individual is not inside the vehicle unless he or she is either the registered qualifying patient to whom the living marihuana plants belong or the individual designated through the departmental registration process as the primary caregiver for the registered qualifying patient.

- a. 25 provisioning centers (aka dispensaries): limited to F, F1 - Commercial, G2 – Wholesale, H – Light Industrial, I – Heavy Industrial. Buffering restrictions as well outlined in Chapter 1300.
- b. Grows: limited to H – Light Industrial and I – Heavy Industrial
- c. Safety Compliance: limited to G2 – Wholesale, H – Light Industrial and I – Heavy Industrial.
- d. Processor: limited to G2 – Wholesale, H – Light Industrial and I – Heavy Industrial.
- e. Secure Transporter: limited to G2 – Wholesale, H – Light Industrial and I – Heavy Industrial.

What Can the City do about odors?

The City is very limited in what action it can take against persons emitting odors relating to the use, storage, or processing of marihuana. A recent Court of Appeals opinion regarding the City of Warren calls into question the City’s home occupation ordinance, which regulates medical marihuana odors. In this opinion the Michigan Court of Appeals held that:

No provision in the MMMA authorizes municipalities to restrict the location of MMMA-compliant medical use of marijuana by caregivers. Nor does the MMMA authorize municipalities to adopt ordinances restricting MMMA-compliant conduct to home occupations in residential locations.

City of Warren v. Clayton James Bezy, No. 341639, *7 (16th Cir. Ct., May 16, 2019). The City of Warren adopted an ordinance that required caregivers to register their property with the building department, undergo a safety inspection, and install an air filtration system to prevent the emission of odors upon neighboring properties. This is analogous to the home occupation ordinance adopted by the City of Lansing, which also requires registration, safety inspections, and prohibits the creation of noise, vibrations, odors, heat, or glare beyond the property line. Chapter 1248.03(e)(8). The Court of Appeals held that the Warren city ordinance directly conflicted with the MMMA by requiring restrictions and regulations that were not required by state law. The City’s home occupation ordinance would likely be interpreted the same if reviewed by the court. The City is awaiting to see whether this matter is appealed further to the Michigan Supreme Court.

Given this recent opinion, the only means the City has to pursue odor complaints is if the problem reaches the level of a public nuisance. A public nuisance requires unreasonable and substantial interference with a right common to the general public. The legalization of marihuana strengthens an individual’s argument that the odor stemming from that lawful use or possession is reasonable. Further, the MMMA and MRTMA (the recreational marihuana act) provide immunity protection from arrest, prosecution or penalty.² Alternatively, individuals may have a private right of action via a private nuisance claim for odor complaints.

² MCL 333.25428: 1. Notwithstanding any other law or provision of this act, and except as otherwise provided in section 4 of this act, the following acts by a person 21 years of age or older are not unlawful, are not an offense, are not grounds for seizing or forfeiting property, are not grounds for arrest, prosecution, or penalty in any manner, are not grounds for search or inspection, and are not grounds to deny any other right or privilege:

What will happen if the City does not adopt an ordinance about recreational marihuana?

Currently the City of Lansing only regulates medical marihuana. Chapter 1300, as adopted in September of 2017, does not apply to recreational marihuana. Should the City of Lansing take no action between now and the acceptance of applications to the State of Michigan there will be no applicable regulation outside of what is required by state statute, such as the Michigan Regulation and Taxation of Marihuana Act (MRTMA) and zoning laws. This means the zoning regulations, buffering, and caps on licenses adopted by the City under Chapter 1300 would not apply to applicants for a recreational license. Under the MRTMA, once the State of Michigan begins to accept recreational marihuana license applications for a period of one to two years there are the following restrictions:

1. Class A Grower and Marihuana Microbusiness are limited to residents of Michigan.
2. Marihuana Retailer (dispensary), Processor, Class B and C Grower and Secure Transporter are limited to entities that possess a medical marihuana license only.
3. Anyone may apply for a marihuana safety compliance facility license.

MCL 333.27959. Presently, the City has issued approval for approximately 56 grow, 18 processors, 20 provisioning centers, 1 safety compliance, and 5 secure transporters. Hypothetically, those 100 licensees/conditionally approved could all apply for a marihuana retailer license, and if the City has not adopted an ordinance addressing recreational marihuana then the State could award all of those licenses.

Con't. (a) except as permitted by subdivision (b), possessing, using or consuming, internally possessing, purchasing, transporting, or processing 2.5 ounces or less of marihuana, except that not more than 15 grams of marihuana may be in the form of marihuana concentrate.



INGHAM COUNTY/CITY OF LANSING COMMUNITY CORRECTIONS ADVISORY BOARD

MARY E. SABAJ
CCAB Manager

JAMES WEBSTER
CCAB Staff Consultant

HON. JANELLE A. LAWLESS
30th Judicial Court
Family Division
CHAIRPERSON

MAJOR DARIN SOUTHWORTH
Ingham Co. Sheriff's Office
VICE CHAIRPERSON

CAROL KOENIG
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Ingham County
Board of Commissioners

JACQUELINE STRAUB
Adult Probation Supervisor
SECRETARY

HON. CLINTON CANADY
30th Judicial Circuit
Criminal Division

HON. STACIA BUCHANAN
54-A District Court

MICHAEL CHELTENHAM
Ingham County
Prosecutor's Office

BRIAN JACKSON
Lansing City Council

MICK S. GREWAL
Criminal Defense Attorney

CAPTAIN ERIC EICHENBERG
Lansing Police Department

VACANT
Business Community

TIM BARRON
Communications
Media

MONICA JAHNER
Community Alternative Program

VACANT
Workforce Development

July 10, 2019

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

Dear Mr. Swope,

On behalf of the Ingham County/City of Lansing Community Corrections Advisory Board (CCAB), I respectfully request that Lansing City Council approve the FY 2019-2020 State of Michigan - Office of Community Corrections Funding Application by August 22, 2019. This application provides State funding for administration, community treatment and services programming and community residential facility treatment services for the local offender population.

The Application was approved by the Ingham County Board of Commissioners on June 11, 2019. I have included a copy of Resolution #18-264 in Word format for your reference.

Thank you.

Mary Sabaj, J.D.
CCAB Manager

**ADOPTED – JUNE 11, 2019
AGENDA ITEM NO. 19**

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

INGHAM COUNTY BOARD OF COMMISSIONERS

**RESOLUTION TO AUTHORIZE SUBMISSION OF A GRANT APPLICATION AND
ENTERING INTO A CONTRACT WITH THE MICHIGAN DEPARTMENT OF
CORRECTIONS FOR INGHAM COUNTY/CITY OF LANSING COMMUNITY
CORRECTIONS AND ENTERING INTO
PROGRAM SUBCONTRACTS FOR FY 2019-2020**

RESOLUTION # 19 – 268

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

WHEREAS, the State Community Corrections Advisory Board approved the Funding Application and Plan for FY 2019-2020; and

WHEREAS, the FY 2019-2020 Application provides for the following CCAB Plans and Services programming: Relapse Prevention and Recovery (\$67,898) to be provided by CEI CMH; Gatekeeper services (\$4,069) to be provided by the CCAB Staff Consultant; MRT Cognitive Change Groups (\$26,082) to be provided by Prevention and Training Services; Domestic Violence Intervention Groups (\$12,000) to be provided by Prevention and Training Services; Opioid Specific Program services (\$55,000) to be provided by Tri County Community Adjudication Program; Day Reporting services (\$40,274) to be provided by Northwest Initiative – ARRO; and, Electronic Monitoring Services for Pretrial defendants (\$10,134) to be provided by Sentinel, Inc., for a subcontracted program total of \$215,457 for the time period of October 1, 2019 through September 30, 2020; and

WHEREAS, the FY 2019-2020 Application also provides funding for a special part-time Pretrial Services Investigator (\$25,683) to enhance the community supervision capacity of 30th Circuit Court Pretrial Services and for CCAB Administration in the amount of \$50,422 for a Plans and Services total of \$291,562 for the time period of October 1, 2019 through September 30, 2020; and

WHEREAS, Ingham County is also provided with availability of a projected average daily population of 30 residential beds and with M.D.O.C. in the amount of \$531,075 and 1.23 beds per day funded with Drunk Driver Jail Reduction – Community Treatment Program (DDJR-CTP) grant funds in the amount of \$21,169 contracting directly with residential providers rather than with local jurisdictions for a projected total value of \$552,244; and

WHEREAS, pursuant to the FY 2019-2020 Application, the County may enter into subcontracts for the purpose of implementing Plans and Services programs and services identified in the Community Corrections Plan and Application; and

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

THEREFORE BE IT RESOLVED, that the Ingham County Board of Commissioners authorizes entering into an Agreement with the Michigan Department of Corrections for Ingham County/City of Lansing Community Corrections for FY 2019-2020 in the amount of \$291,562 in CCAB Plans and Services and Administration funds for the time period of October 1, 2019 through September 30, 2020.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes entering into subcontracts for CCAB Plans and Services programming from October 1, 2019 through September 30, 2020 with Prevention and Training Services for the cost of MRT Change Groups for a cost not to exceed \$26,082; with Prevention and Training Services for the cost of Domestic Violence Intervention Groups for a cost not to exceed \$12,000; with Tri County Community Adjudication Program for the cost of Opioid Specific Program services not to exceed \$55,000; with CEI Community Mental Health for the actual cost of Relapse Prevention and Recovery services not to exceed \$67,898; with Northwest Initiative - ARRO for the actual cost of Day Reporting services not to exceed \$40,274; and with Sentinel, Inc. for the actual cost of electronic monitoring services for Pretrial defendants not to exceed \$10,134.

BE IT FURTHER RESOLVED, that the Ingham County Board of Commissioners authorizes the continued funding of a special part-time (19 hours per week) Pretrial Services Investigator position at the ICEA PRO06 salary grade not to exceed \$25,683.

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

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

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

LAW & COURTS: Yeas: Slaughter, Celentino, Crenshaw, Polsdofer, Trubac
Nays: None Absent: Koenig, Schafer **Approved 05/30/2019**

FINANCE: Yeas: Grebner, Morgan, Tennis, Crenshaw, Polsdofer, Schafer, Maiville
Nays: None Absent: None **Approved 06/05/2019**



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RACHAEL EUBANKS
STATE TREASURER

June 28, 2019

SHARON L. FRISCHMAN, ASSESSOR
CITY OF LANSING, INGHAM COUNTY
124 W. MICHIGAN AVE 3RD FLOOR
LANSING, MI 48933

ANDY SCHOR, MAYOR
CITY OF LANSING, INGHAM COUNTY
124 W MICHIGAN AVE 9TH FLOOR
LANSING, MI 48933

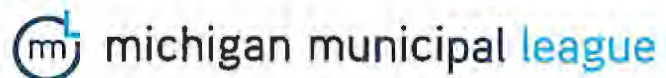
Dear Ms. Frischman and Mr. Schor:

As indicated at the time of the State Tax Commission's (STC) approval of your Audit of Minimum Assessment Requirements (AMAR) corrective action plan, this letter serves as notification that a Follow-Up Review of the Lansing's 2019 assessment roll will be taking place. The Department of Treasury has contracted Tax Management Associates (TMA) to perform Follow-Up Reviews to determine if the deficiencies detailed in the STC approved corrective action plans have been corrected and implemented by the jurisdiction.

In preparation for this, you should refer back to the Lansing's AMAR review and the STC approved corrective action plan outlining how and the specific dates when each deficiency will be corrected. Please provide copies of the following documents to TMA via amar_followup@tma1.com:

- Form 4142 if there were PRE denial(s) issued for 2019.
- 2019 Economic Condition Factors (ECF) Analysis Grid/Spreadsheet, calculation and documentation for the INDUSTRIAL property class.
- After we review your 2019 database, the auditor will email you a random sample of 2019 Forms 5076 (personal property). These will be copies of the originals filed with the assessor.

You will also need to provide a complete backup of the 2019 database to the State of Michigan's FTP site. The State of Michigan's FTP site is located under the "Help" tool in the BS&A software. Enclosed are detailed instructions from BS&A on how to back up your database. If you do not use BS&A Software, please contact TMA for additional instructions.



1675 Green Road
Ann Arbor, MI 48105-2530

T 734.662.3246
800.653.2483
F 734.662.8083
mml.org

July 10, 2019

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 Detroit, September 25-27, 2019. The League's "Annual Meeting" is scheduled for 4:15 pm on Wednesday, September 25 in Room 320 at the Cobo Center. The meeting will be held for the following purposes:

1. Election of Trustees. To elect six members of the Board of Trustees for terms of three 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 <http://www.mml.org/delegate>. If you would like to receive a copy of the proposed principles by fax, please call Monica Drukis 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 August 21, 2019.

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 <http://www.mml.org/delegate> no later than August 21, 2019.

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, six members of the Board of Trustees will be elected at the annual meeting for a term of three 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 **August 21, 2019**. 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 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 modification thereof."

We love where you live



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, September 24 at Cobo Center for the purpose of considering such other matters as may be requested by the membership, in addition to other agenda items.

Sincerely,

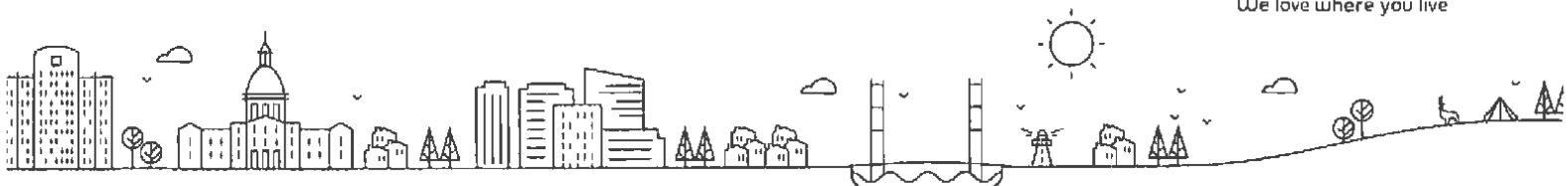


Brenda F. Moore
President
Mayor Pro Tem, City of Saginaw



Daniel P. Gilmartin
Executive Director & CEO

We love where you live





City of Lansing

OFFICE OF THE CITY ATTORNEY

1673

Claims Review Committee Form

(Commonly including: Grass, Trash, Weeds and Board-Up Violations)

NAME: Garrett Smith DATE: 1/17/2019MAILING ADDRESS: 2224 Wood St EMAIL: Smith131323@outmail.comCITY: Lansing STATE: MI ZIP CODE: 48912TELEPHONE: Home (77) 490-2720 Work ()

Please provide the following information on the incident(s) for which you are filing a claim. WE MAY NOT BE ABLE TO PROCESS YOUR CLAIM IF YOU DO NOT PROVIDE ALL OF THE INFORMATION BELOW.

ADDRESS: 2515 Linkway Ave PARCEL NO. _____DATE OF INCIDENT: 12/05/2018 AMOUNT YOU WERE BILLED: 1709TOTAL AMOUNT YOU ARE CONTESTING: 1709

TYPE OF ASSESSMENT: _____

Please give a detailed description of the circumstances surrounding the incident, including why you feel the City should not have charged you this fee. You may attach additional pages or documentation to this form as needed.

I feel that I deserve Leaneacy on this Matter as I did not intentionally Ignore the City's request to take care of the trailer with trash in it. I was receiving the notice from the City a day before the expiration date and also I wasn't in town for the whole week surrounding this incident. I can prove I was in Philadelphia for the week of this occurrence. My tenant never received a Notice

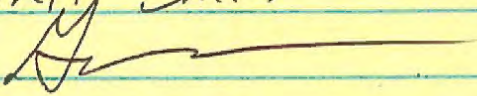
A description of the claims review process is available on our website at: http://www.lansingmi.gov/attorney/Claims_review_process.jsp

to comply either.

April 11 2019

Hello

My name is Garrett Smith and
I own 2515 Linkwood Ave 48910.
My initial claim was denied and I'm writing
the letter to appeal the initial denial.

Garrett Smith


2224 Wood St.
Lansing, MI 48912



City of Lansing

OFFICE OF THE CITY ATTORNEY

James D. Smiertka, City Attorney

March 26, 2019

Garrett Smith
2515 Linlawn Street
Lansing, MI 48910

Re: Claim – 2515 Linlawn St.

Dear Mr. Smith:

Please be advised that the Claims Review Committee reviewed the claim you submitted in the amount of \$1,709.00 for property located at 2515 Linlawn St., Lansing, Michigan, and denied the claim you filed with the City of Lansing.

You 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,

A handwritten signature in blue ink that reads "Venus Kumar".

Venus Kumar
Paralegal

Claim: 1673

XV.b.4

DATE: 7/11/2019

1713

PPN: 33-01-01-21-326-231
DATE SUBMITTED: 6/17/20219
ADDRESS OF VIOLATION: 130 Island Avenue
LISTED TAXPAYER OF RECORD: Glockzin, Douglas
OTHER TAXPAYER OF RECORD:
CLAIMANT: Glockzin, Douglas
CLAIMANT'S ADDRESS: 130 Island Avenue
Lansing, MI 48910
TYPE OF ACTIONS CONTESTED: Trash Removal
VIOLATION DATE: 4/17/2019
NOTIFICATION DATE: 4/17/20219
2ND NOTICE ASSESSMENT DATE:
AMOUNT OF ASSESSMENT: \$3,875.00
CONTRACTOR NAME - INVOICE NO. - DATE: Crutcher 19-T0185/31/2019
AMOUNT OF CLAIM: \$3,875.00

ADDITIONAL ACTIONS CONTESTED:
VIOLATION DATE:
NOTIFICATION DATE:
2ND NOTICE ASSESSMENT DATE:
AMOUNT OF ASSESSMENT:
CONTRACTOR NAME - INVOICE NO. - DATE:
AMOUNT OF CLAIM:
MEMO DATE - INVOICE NO.:

HISTORY: Trash
Violation
4/17/2019

CITATIONS IN PREVIOUS YEAR:

CLAIMANT'S CIRCUMSTANCES: See Attached

CODE OFFICER'S NOTES: This property was cited for a trash violation on 4/17/2019 with a compliance due date of 4/23/2019. The Premise Officer was contacted by the home owner on 4/23/2019 who explained he had a disability and would need more time this extension was granted. The officer returned to recheck the property on 5/17/2019 multiple violations were still present as noted in the submittal photos therefore the property was submitted to the contractor. The contractor arrived on 5/31/2019 multiple violation were present and they were removed the additional yardage was approved by the premise officer and the cleanup was completed. This office recommends denial of the claim as the claimant had 44 days in which either clean the property themselves or make arrangements to have the debris removed before the contractor arrived. This was a time consuming cleanup not only due to the amount of debris but also due to the amount of wood that needed to be removed and wood chipped in order to be taken to Granger for disposal. This office would also like to note that typically our office will give a 1 week extension and will allow one more extension if work is being done to remove the violations this claimant was given 30 days in consideration of their physical disabilities.



RECEIVED JUN 17 2019

City of Lansing

OFFICE OF THE CITY ATTORNEY

1713

Claims Review Committee Form

(Commonly including: Grass, Trash, Weeds and Board-Up Violations)

NAME: DOUGLAS GLOCKZIN DATE: 6-13-2019
MAILING ADDRESS: 130 ISLAND AVE EMAIL: dgmarrvin53@gmail.com
CITY: LANSING STATE: MI ZIP CODE: 48910
TELEPHONE: Home (517) 485-2785 Work () SAME

Please provide the following information on the incident(s) for which you are filing a claim. WE MAY NOT BE ABLE TO PROCESS YOUR CLAIM IF YOU DO NOT PROVIDE ALL OF THE INFORMATION BELOW.

ADDRESS: 130 ISLAND PARCEL NO. _____
DATE OF INCIDENT: MAY 31, 2019 AMOUNT YOU WERE BILLED: \$3,875.00
TOTAL AMOUNT YOU ARE CONTESTING: \$3,875.00
TYPE OF ASSESMENT: DETERIORATED PALLETS, FURNITURE

Please give a detailed description of the circumstances surrounding the incident, including why you feel the City should not have charged you this fee. You may attach additional pages or documentation to this form as needed.

I had already begun the clean-up by disposing of hazardous materials. Could only work on fair weather days. The bulk of the materials were wood planks, treated wood from salvaged decks I kept for winter fuel in my cast iron living room stove. The clean-up crew couldn't have returned as I had separated into specific stacks the remaining wood for cutting up to use this winter. Lastly, if this fee is levied against my taxes I'll be homeless. I'm a 66 year old disabled retiree with arthritis and bilateral knee surgeries in 2017. I would've completed the work, but not given my time.

A description of the claims review process is available on our website at: <https://www.lansingmi.gov/349/Claims-Review-Process>

To download the claim form: <https://www.lansingmi.gov/DocumentCenter/View/4639/Claims-Review-Committee-Form?bidId=>

RECEIVED JUN 17 2019

June 15, 2019

130 Island Avenue

Lansing, MI 48910

Dear Mr. Smierka,

City Attorney of Lansing,

I hope this day finds you in good spirits. This season certainly has had its ups and downs concerning the weather. I'm always looking forward to better days ahead for all of us to enjoy this summer.

This letter is sent to you regarding a bill I received in the mail on June 12 in the amount of \$3,875.00 levied on my property at 130 Island Avenue for the cost of a cleaning crew which came to my property while I was at work two weeks ago on May 31.

The initial citation was for having hazardous materials and deteriorating wood pallets of which I had already hauled away in the week of May 12. I sorted various lengths of planks to be further processed this season with my backyard saw mill to have ready for winter fuel this year. Before I had that opportunity, though, the crew had cleaned out all of the materials I labored to bring into my backyard. Some were sorted into stacks that to most thinking and reasonable people would have indicated some thought and logic went into the sorting, and to leave them be; that the owner must have use for those. There also used to be a neatly stacked pile of treated deck planks that used to rest atop the cement pad upon which the old garage used to stand, and the city okay'd around six years ago. Those were slated for projects such as making forms with which to repair my front porch steps that are crumbling. At this point, now I am forced to reinvest for materials that I already had on my premises, and which were taken away. Some of the other stacks were for scrap and I was ready to haul them away except the crew was sent ahead of my action. Mind you, I had by this time gotten rid of what was deemed hazardous and was preparing to move onto the next phase of cleaning my property. Please note: these things were brought in over a period of a few years, so granted it would take a series of weeks to put into order some of the good material then get rid of the waste, which by the way, I was already planning to get done this spring. I was tired of looking at it and knew I wanted to act on it, but now am robbed of that opportunity. There are photographs of my property which were taken by the City of Lansing, and after photos of the same area after the contracted clean-up crew acted at the behest of the City of Lansing. These will corroborate my statements.

About myself:

This is the first home that I've financed 25 years ago in 1994, when I was forty one, December 23 just two days before Christmas that year, and had decide it was time to own; I'd waited long enough to make this move.

I am disabled retired senior turned 66 this spring who is stricken with arthritis since early 2000's also with bilateral knee replacements done in 2017. I really cherish this little house on this slice of land near the river. It reminds me of home. It's a cozy Arts & Crafts bungalow with all the original woodwork from 1913 when it was constructed. It's a real gem for a representation of the period. I welcome you to personally come visit to see this quaint structure that was built during a different time in history when power tools were mostly unheard of.

I was restoring it, and am mostly finished, but fell on hard times after being laid off from a well-paying job with a local hospital. I was forced to retire in February 2014 when I filed for disability and lived on unemployment. Things slowed up for me since the knee surgeries, but am now feeling well enough to tackle my cleaning project. I've been trying to be self-sufficient for the past fifteen years by way of using wood to heat my house in the cold months, and by doing so has helped my budget and bottom line since existing on my fixed income. I'm just able to get by monthly with my existing overhead. If my mortgage payment increases any more I will be forced to abandon this place. I simply cannot afford to pay this bill. If my bank receives it as a lien on the property automatically the payments will increase to the point where it will be prohibitive for me to afford them.

My loan on this property comes due in 2024; in just under five years. It is my hope that I could live out the loan to term here at this location. Otherwise, I will be forced to search for something better to suit my monthly budget figures.

These are the facts to the clearest of my knowledge and recollection. I pray you will reconsider my plight in this situation. I am at your mercy, sir. I appeal to your sense of fairness and good judgment. Thank you for taking the time to peruse my letter.

Sincerely,

A handwritten signature in cursive script that reads "Douglas M. Glockzin". The signature is written in dark ink and is positioned above the printed name.

Douglas M. Glockzin



Nuisance Fees
City of Lansing Treasurers Office
124 W Michigan Ave 1st Floor
Lansing, MI 48933
Ph: (517) 483-4361 Fx: (517) 377-0169

Nuisance Fee Billing Statement

Date Created: 06/04/2019
Due Date: 07/04/2019
Pay Invoice In Full



GLOCKZIN DOUGLAS M
130 ISLAND AVE
LANSING MI 48910-1408

Inv Number: 00134845
Parcel: 33-01-01-21-326-231
Address: 130 ISLAND AVE



Parcel: 33-01-01-21-326-231

Bill Detail

Invoice Number	Date of Service	Enforcement Num	Address	Amount Due
00134845		E19-13634	130 ISLAND AVE	\$3,875.00
Fee Details:				Balance
	Quantity	Description		
	1.000	Trash - Admin Fee		\$ 265.00
	3610.000	Trash - Contractor Charge		\$ 3,610.00
Total Amount Due				\$ 3,875.00

Questions regarding this invoice: Contact **CODE ENFORCEMENT** at 517.483.4361

Payment Information:

- Make checks payable to: City of Lansing
- Mail payments or pay in person at:
City of Lansing Treasurers Office
124 W Michigan Ave 1st Fl
Lansing MI 48933
- In order to assure proper credit, please send the top portion of this bill along with your payment.
- Payment in full is due within 30 days from the billing date
- Any unpaid balance remains as a lien against this property and will be added to the next property tax bill.

Appeals Process:

If you intend to appeal this nuisance fee and it is attached to your tax bill, you or your agent must file a written protest with the Claims Review Committee within 30 days after the nuisance fee is placed on the July or December Tax Roll. Claims forms are available in the City Attorney's Office and the City of Lansing's web address: www.lansingmi.gov. Return completed claim to: Lansing City Attorney's Office, 124 West Michigan Ave 5th Fl, Lansing, MI 48933

Other Information:

- July property taxes are due and payable on or before August 31st. December property taxes are due and payable on or before February 14th.
- For Red Tag Monitoring Fees Only – invoices not paid within 30 days are subject to a 5% penalty which will be applied on the 31st day.

By Authority of the Lansing City Council - Ordinance Numbers 655, 676, 1060.08 and 1460.04

Payments may be made online or in person Monday thru Friday 8:00 a.m. - 4:30 p.m., at the above address or by mail

Eric's Refuse LLC
P.O. Box 16035
Lansing, MI 48901 US
ericsrefuse@hotmail.com

Invoice

BILL TO

Economic Development &
Planning Code
Enforcement Office
316 N Capitol, Ste. C-1
Lansing, MI 48933-1238

INVOICE # 2829

DATE 06/01/2019

PROPERTY ADDRESS
130 Island AVE

PARCEL NUMBER
33-01-01-21-326-231

ACTIVITY	QTY	RATE	AMOUNT
city:1hour 3 yards first hour and 3 cubic yards	1	175.00	175.00
city:add hours any hours after 1	13	150.00	1,950.00
city:class 2 construction material after 3 5/31/19 30 yards Chris breiter	45	33.00	1,485.00

BALANCE DUE

\$3,610.00



Andy Schor, Mayor

ECONOMIC DEVELOPMENT & PLANNING

4/23 sent a e mail requesting extra time for a disability. granted. cb

19-T018 PICTURES WILL NOT ATTACH



Andy Schor, Mayor

Economic Development & Planning Code Enforcement Office

316 N. Capitol, Ste C-1, Lansing, MI 48933-1238
(517) 483-4361 FAX (517) 377-0100

TRASH AND DEBRIS CORRECTION NOTICE

GLOCKZIN DOUGLAS M
130 ISLAND AVE
LANSING, MI 48910-1408

Violation Date: 04/17/2019
Violation Location: 130 ISLAND AVE
Parcel No: 33-01-01-21-326-231
Compliance Due Date: April 24, 2019

You are hereby notified that this Office has found a violation of the City of Lansing Housing Code Section 302 EXTERIOR PROPERTY at the above referenced location.

Violation: Deteriorated Lumber

INSPECTOR COMMENTS: *pallets, wood pile, bedposts in yard, please dispose of.*

Violaton: Deteriorated Pallets

Violation: Deteriorated furniture

Failure to correct this violation by the Compliance Due Date shall cause this office to immediately hire a contractor to complete the cleanup. **If any other additional trash and/or debris (as defined in Section 302) is found on the premises by the contractor it will also be removed without additional notice.** The contractor's expenses plus a \$265.00 administrative services fee will be billed to you. If this bill is not paid within 30 days of the billing date, the amount will be assessed as a lien against your property. **Please be advised that, in an effort to discourage repeat offenses of this nature, the City will assess you an extra \$75.00 fee for each time there is an additional premise violation at the violation address above during this calendar year.** If you have any questions or concerns about complying within the time indicated, you may contact me Monday through Friday between the hours of 8-9 AM or 12-1 PM.

Pursuant to Section 107.2 of the IPMC, you have the right to appeal this notice of violation. In accordance with Section 106.3 any action taken by the City on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

Code Officer: Chris Breiter (517) 483 4379 Chris.Breiter@lansingmi.gov

"Equal Opportunity Employer"

Taxpayer's Copy



Andy Schor, Mayor

Economic Development & Planning Code Enforcement Office

316 N. Capitol, Ste C-1, Lansing, MI 48933-1238
(517) 483-4361 FAX (517) 377-0100

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Code Officer: Chris Breiter (517) 483 4379 Chris.Breiter@lansingmi.gov

"Equal Opportunity Employer"

Taxpayer's Copy



OFFICE OF THE CITY ATTORNEY



MEMORANDUM

To: CHRIS SWOPE, Clerks Office
From: VENUS KUMAR, Paralegal
Subject: SPECIAL ASSESSMENTS CLAIM; Douglas Glockzin
Date of Incident: May 31, 2019
Date: July 15, 2019

Attached is a Claim Form received by this office from Douglas Glockzin for \$3,875.00 due to Trash violations at 130 Island Ave.

This claim is being referred to General Services for consideration on the City Council's agenda because this claim exceeds \$2,500.00.

Thank you for your assistance.

/vmk
Attachments



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