



MINUTES
Committee on Ways and Means
Thursday, February 1, 2024 @ 3:00 p.m.
City Council Conference Room

CALL TO ORDER

Council Member Spadafore called the meeting to order at 3:00 p.m.

PRESENT

Council Member Peter Spadafore, Chair
Council Member Tamera Carter, Vice Chair
Council Member Jeffrey Brown, Member

OTHERS PRESENT

Sherrie Boak, Council Office Manager
Lisa Hagen-Lawrence, OCA
Greg Venker, OCA
Emily Linden, Council Internal Auditor
Jake Brower, Chief Strategy Officer
Desiree Kirkland, Finance Director
Zach McElroy, Mayor's Office

Minutes

Council Member Spadafore passed the gavel to Council Member Carter

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE MINUTES OF DECEMBER 11, 2023. MOTION CARRIED 3-0.

Council Member Carter passed the gavel to Council Member Spadafore

Public Comment

No public comment at this time.

Discussion/Action:

RESOLUTION – Worker Compensation Settlement; Claim #WC2062876-01143

Ms. Hagen-Lawrence summarized the worker compensation settlement claims handled by a third party, and explained why the redacted memo is submitted to prevent personal confidential information on the claimant.

Council Member Brown asked if Council makes the determination if City is liable before 3rd party. Ms. Hagen-Lawrence noted the third party makes the determination, and Council approves the recommended settlement. OCA also reviews the files and meets with the quarterly with the third party.

MOTION BY COUNCIL MEMBER CARTER TO APPROVE THE RESOLUTION FOR THE WORKERS COMPENSATION CLAIM WC2062876-01143. MOTION CARRIED 3-0.

Ms. Hagen-Lawrence asked if the questions needed to be answered, and Council Member Spadafore confirmed. Ms. Hagen-Lawrence stated Council did pass a previous resolution, after that a new medical need came in on this, so this is a recommendation for a new settlement amount. The claimant will not return to work, is on duty-disability retirement, was not offered another job, claimant unable to work after incident, will qualify for duty disability, and this is a complete and full redemption.

DISCUSSION- Workers Compensation Settlement; Claim #2876-21-0002849

MOTION BY COUNCIL MEMBER CARTER TO APPROVE THE RESOLUTION FOR THE WORKERS COMPENSATION CLAIM WC 2876-21-0002849.

Ms. Hagen-Lawrence noted that the claimant will not return to work, was not offered another job, this does not apply towards duty disability, is not at the time where they can collect retirement and this will be a full and complete redemption for the city.

MOTION CARRIED 3-0.

RESOLUTION – Grant Acceptance; Revitalization and Placemaking (RAP) Grant Amendment #1

Mr. Brower stated they were previously awarded the grant for an additional million on top of the original of \$6 million and so they are now asking Council to accept the grant amendment, and this will fund 4 projects; CAPH Walter French, DLI Macatto Club at Knapps building, Landbank Row Housing 9 condo units, and balcony renovations at the Lansing Center.

Council Member Brown asked about the Walter French site and securing funds with the City and the owner; exactly where the funding amounts were determined, along with how all four (4) of these projects were determined. Mr. Brower stated the initial application spoke to the eligible projects that aligned with grant appropriation as existed. The City submitted applications with these partners, and it is a 50% match. Grant is up to 50% of grant project of max of \$5 million. Mr. Brower noted that the Walter French project is also getting other sources because it is a \$40 million project. Overall the City is not contributing to the match, the other agencies have their own sources. Council Member Brown asked how their projects were chosen and Mr. Brower stated he was not here when those projects were chosen. He was also asked what the eligible activities are, specifically asking if the Macatto project would cover only facilities or the business reimbursements. Mr. Venker explained that RAP focus on physical improvements, not for programming expenses. Council Member Brown asked again if there were fixtures and the business moved, can they take those fixtures with them. Council Member Spadafore explained the grant is for physical infrastructure.

Council Member Spadafore asked what part of the projects were increased with this change in the grant. Mr. McElroy confirmed all projects increased.

MOTION BY COUNCIL MEMBER CARTER TO APPROVE THE RESOLUTION FOR THE GRANT ACCEPTANCE FOR REVITALIZATION AND PLACEMAKING (RAP) GRANT. MOTION CARRIED 3-0.

PLACE ON FILE – Sole Source Purchase; LPD Flock Group; License Plate Recognition Cameras

Council Member Spadafore explained the sole source process through purchasing, and per the purchasing ordinance there is a bidding process. In 2024 the internal auditor will review and evaluate the ordinance and contract and report to the Committee. The auditor will determine if the sole source is eligible, approve it but changes should be made before the next time it is purchased, or ask the staff to come to Committee to speak to the purchase and issues.

Ms. Linden stated in this case Flock Group is the sole manufacture, and therefore the purchase meets requirements and she recommended for approval.

Council Member Brown asked Ms. Linden how she reviewed the purchase and what her rating system was. Ms. Linden stated she could provide the Committee with the ordinance that speaks to the qualifications, but one criteria has been met, and they do not have to meet all of them. In this case this is the only camera available that is compatible with the current City software. Ms. Hagen-Lawrence read the criteria in the ordinance.

Ms. Boak stated she will have the ordinance in the Committee folders for all future Sole Sources.

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

PLACE ON FILE – Sole Source Purchase; LPD DJ's Auto Sales

Ms. Linden stated in this case that there are specific vehicles needed for special operations, and according to LPD they searched within 30 miles and this dealership met their criteria and needs. Ms. Linden recommended approval of the sole source.

Council Member Brown asked the OCA, if even with the recommendations of the internal auditor, what authority does Council have to reject or deny the sole source. Mr. Venker stated that everyone is bound by what is stated in the sole source ordinance and there is an obligation to notify Council if it is followed. If a contract is duly entered into, there is no duty under sole source to break that. Council Member Brown asked for clarity on if Council does not agree, then there is nothing in the ordinance to stop a contract from being executed, and Mr. Venker confirmed. If the process is followed there is nothing, if Council does disagree after the fact, that does not open a new avenue of action.

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

PLACE ON FILE – Sole Source Purchase; Public Service; Kennedy Industries Inc – Dry Pit Sewage Pump

Ms. Linden confirmed that Kennedy Industries is the exclusive authorize sales, and distribution and service in lower Michigan. Because of these they meet requirements and she recommended approval to the Committee.

Council Member Brown asked Ms. Linden what she is looking at when she makes her recommendations. Ms. Linden stated she works with the departments and confirms on behalf of Council they are the only authorized dealer.

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

PLACE ON FILE- Sole Source Purchase; Finance Department; Plante Moran for E-Filing and Print/Mail Services

Ms. Linden noted that per the department Plante Moran does have historical expertise with the City in this service. There were errors in the contract that were brought to the attention of the department; contract should be 12/31/2023 and April 2024, and contract was dated 12/1 however the work has not been started. Since the filing deadline is March 1, 2024, Ms. Linden recommended approval, however encouraged Finance in the future to put this out to bid because there are other companies that can do the work. Ms. Kirkland confirmed they will look to search for the service earlier next year, but in the past it has been Plante Moran.

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

OTHER

No other topics

ADJOURN

Adjourned at 3:32 p.m.

Submitted by,

Sherrie Boak, Recording Secretary,

Lansing City Council

Approved by the Committee on March 7, 2024