

AGENDA

Committee of the Whole AGENDA FOR MARCH 18, 2024 AT 5:30 PM



Lansing City Hall, Tony Benavides Lansing City Council Chambers
124 W. Michigan Avenue, 10th Floor

To provide input or ask questions on any item that is listed on the agenda,
members of the public may contact the City Council at city.council@lansingmi.gov or (517) 483-4177 prior to the meeting.
To view the meeting live and participate in virtual public comment: <https://www.lansingmi.gov/1212/Council-Committee-Meetings>

Council Member Garza, Chairperson

Council Member Hussain, Vice Chairperson

1. **Call to Order**
2. **Roll Call**
3. **Minutes**
 - A. March 11, 2024
4. **Public Comment on Agenda Items (Up to 3 Minutes)**
5. **Presentations:**
 - B. Chief Strategy Officer Overview and Policy Projections
6. **Discussion/Action:**
 - C. RESOLUTION - Grant Application; Michigan Department of Transportation Local Bridge Program
 - D. RESOLUTION - Set a Public Hearing; Community Development Block Grant Coronavirus (CDBG-CV) Small Business Support Grant
 - E. RESOLUTION - Budget Amendment; Carryforwards from Fiscal Year 2022-2023 to Fiscal Year 2023-2024
 - F. PLACE ON FILE - Executive Directive 2024-01; Bidding Requirements and Local Labor Preference for Purchasing and Subcontractors
 - G. PLACE ON FILE - 2023 Annual Report - [Placed on File with City Clerk's Office](#)

Closed Session

- H. Pursuant to MCL 15.268(e), City Council will recess into closed session to consult with the City Attorney in connection with the following specific pending litigation. An open meeting will have a detrimental financial effect on the litigating or settlement position of the City of Lansing concerning these cases.

Atkinson, et al. v. City of Lansing, et al.
City of Lansing v. Merica Media Group, et al.
People of the City of Lansing v. Miggins
City of Lansing, et al. v. Purdue Pharma, et al.
Fisher v. City of Lansing
Fitzpatrick v. City of Lansing, et al.
Fowler v. City of Lansing
Hulon v. City of Lansing, et al.
Khorrami v. City of Lansing, et al.
Lynn v. City of Lansing
Lynn v. Schor, et al.
Martin v. LPD, et al.
OPV Partners, LLC v. City of Lansing, et al.
Phillips v. City of Lansing, et al.
Romero v. City of Lansing, et al.

Sampson v. City of Lansing

- I. Pursuant to MCL 15.268(1)(h) of the Open Meetings Act, City Council hereby will recess into closed session to consult with the City Attorney to consider material exempt from discussion or disclosure by state statute. Specifically, to discuss written material from the City Attorney provided under attorney-client privilege and attorney work-product, and which is also exempt from disclosure under the Freedom of Information Act pursuant to MCL 15.243(1)(g).

Reconvene

7. Other

8. Adjourn

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Council Office at 517-483-4177 (TTY 711) 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

DRAFT



MINUTES
Committee of the Whole
Monday, March 11, 2024 @ 5:30 p.m.
Tony Benavides Lansing City Council Chambers

CALL TO ORDER

Council President Garza called the meeting to order at 5:30 p.m.

PRESENT

Councilmember Peter Spadafore
Councilmember Adam Hussain
Councilmember Tamera Carter
Councilmember Trini Pehlivanoglu
Councilmember Jeffrey Brown
Councilmember Ryan Kost
Councilmember Jeremy Garza
Councilmember Brian T. Jackson

OTHERS PRESENT

Sherrie Boak, Council Staff
Jim Smiertka, City Attorney
Mayor Schor
Lisa Hagen-Lawrence, OCA
Greg Venker, OCA
Emily Linden, Internal Auditor
Barb Kimmel, Economic Development & Planning
Rawley Van Fossen, Economic Development & Planning
Nick Montry, Economic Development & Planning
Karl Dorshimer, LEDC
Shelbi Frayer, Deputy Mayor
Loretta Stanaway
David Hollister, Former Mayor
Dustin Howard, Local 333
Tim Damon, Chamber of Commerce
Dale Schrader
Norma Bauer
Ben Shuldiner, Lansing School District
Paul Gentilozzi

Minutes

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE MINUTES FROM FEBRUARY 26, 2024 AS PRESENTED. MOTION CARRIED 8-0.

Public Comment

DRAFT

Ms. Stanaway spoke in opposition to selling the current City Hall and purchase in ACT-1-2024.

Mr. Hollister submitted written comments to the Committee, speaking in support of the ACT-1-2024 purchase agreement.

Mr. Howard spoke in support of the Gentilozzi project.

Mr. Damon spoke in support of the projects on the agenda in representing the Lansing Chamber members.

Mr. Schrader spoke in support of the ACT-1-2024 agenda item, and repurposing the current City Hall.

Ms. Bauer questioned the Gentilozzi projects presented at the earlier meeting in February, and outlined issues. Ms. Bauer spoke in support of the Charter Commission work to be done, and changes with the Mayoral position.

Mr. Shuldiner explained that on behalf of the LSD district, he explained the current administrative offices of the LSD, and informed the Committee that they have not agreed to anything with the new City Hall, but would need to see numbers. He added that there are a lot of ideas that he spoke in support of that would work with the City and the school district. He concluded that the school district is interested, but he always works for the parents, teacher, students and tax payers.

Mr. Lynn asked the Committee if they got all the information they asked for in February, and voiced his concerns that there appears to be a lack of information.

Discussion/Action

RESOLUTION – Set a Public Hearing; Community Development Block Grant (CDBG) Annual Action Plan for Fiscal year 2024-2025

Ms. Kimmel and Mr. Van Fossen spoke on the projected plan. A brief overview of the project which is discussed annually, which is a formula based plan and a public hearing was held at the Planning Commission.

Council Member Kost stepped away from the meeting at 5:48 p.m.

Ms. Kimmel spoke to the process which includes a 30 day comment period ending April 14th, and this request currently in front of Council is to set the public hearing for April. These are estimation amounts because they have not received the actual numbers from HUD. If they do not receive the funds by April 15th, they will still hold the hearing but ask Council not to take action on the Plan until the final numbers are in. Ms. Kimmel outlined the plan goals, budget categories for CDBG technical assistance, CDBG general, HOME down payment assistance, homeowner housing construction and rehabilitation, CHDO set aside and CHDO operating, HOME general administration, street outreach, homeless prevention, homeless management, shelter operation and ESG.

The projection includes estimates and again once the final numbers come in from HUD they will provide those current numbers to Council.

Council Member Kost returned at 5:56 p.m.

Ms. Kimmel continued outlining the plan.

Ms. Linden had no comments.

DRAFT

comment. Mr. Van Fossen stated on March 5th there was public comment at the Planning Commission, and there were 3 people present with public comment. Council Member Jackson asked about the draft document. Ms. Kimmel stated it will be available this week on the website, in the City Clerks office and in their office. The 30 day public comment period begins this Wednesday. Council Member Jackson asked a draft can be created if there is still public comment coming in. Mr. Van Fossen stated the community input in on the draft action plan, so the draft plan has to be published to get the input.

Council Member Spadafore asked why a place holder for blight if those funds are not used for that. Ms. Kimmel stated there is a FEMA grant that is used to demolish homes, and there is a possibility that these funds would need to supplement that.

Council Member Brown asked them to expand on the programs, funds and matching funds. Ms. Kimmel explained that HOME funds require a 25% match, and the city requires the developers to bring the 25% to their proposal. The HOME is advertised in a RFP with non-profit and profit applicants with projects. Some CDBG funds have match for lead-safe projects, and the CDBG funds are used for lead remediation.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION TO SET THE PUBLIC HEARING FOR APRIL 15, 2024. MOTION CARRIED 8-0.

RESOLUTION- Grant Acceptance; Michigan State Housing Development Authority (MSHDA) Housing Development Fund Grant for Transformational Housing

MOTION BY COUNCIL MEMBER HUSSAIN TO REMOVE THE ITEM FROM THE TABLE. MOTION CARRIED 8-0.

Council Member Hussain outlined the one time grant, with no City match, it was appropriated in Public Act for enhancement grants to MSHDA to award. The funds are to assist with low and moderate low income housing. Council Member Hussain then outlined the proposed Gentilozzi family projects as outlined at the February 26, 2024 meeting.

Council Member Kost made a comment speaking to developments asking that project labor agreements are completed before it gets to a Council vote. There is currently no document signed for this, and cannot put this statement in writing.

Council President Garza spoke in support of the project, acknowledged the legislative support, and local labor, feeling confident that local labor will sign the contracts.

Council Member Hussain spoke in support of the projects and financial impact. The proposed 26 floor of housing, commercial tower is the only transformational project. The ask was made of the OCA what assurances does the City have that these three projects are built. The fear is that the funds are distributed and there is something that stops. He asked for any legal binding document to make sure those funds are used. Mr. Smeirtka assured the Council that this is a reimbursable and so the City has control over the funds. Council Member Hussain asked if the agreements that are in the works have language to make sure it is accountable. Mr. Smiertka stated he spoke to the Deputy Mayor and they are going to look at the agreements to see where language would fit and focus on that. Council Member Hussain asked Mr. Gentilozzi about an NDA but was looking for a policy. He read part of an email where it stated the MEDC gave permission to give the City to provide their statement. He asked what they had in writing. Mr. Gentilozzi stated the City LEDC is part of all the conversations with MSHDA, and MSHDA has told them directly that the transformational designation is approved by MSHDA. Regarding the distribution of the \$40 million was in the documents with the LEDC; \$20 million tower project and \$20 million with the other projects.

DRAFT

Council Member Hussain reiterated that he wants to make sure that it is documented so that the City does not have to return the \$40 million back to the state, and the City does not get a transformational project. He asked if a transformational brownfield is not approved, what then. Mr. Gentilozzi stated they have been told the Brownfield will be approved, and the LEDC has a distribution document from them. He outline the funding and contracts they have already invested for the Tower. He assured Council that the fund distribution is in the LEDC document and can be in the agreement as well.

Council Member Brown asked for Mr. Dorshimer with LEDC to verify that all the information is accurate and has been fact checked. Mr. Dorshimer assured the Committee that they have been working with MEDC and Gentilozzi on their performa on all three projects, and he stated they are confident with seeing the information, and with the NDA he is not able to release information. He also confirmed MEDC is on board. Council Member Brown asked about the guarantee funds they are putting up. Mr. Dorshimer stated he has not seen it but that would be between the developer and their finance institution.

Council Member Jackson stated his concerns that there appears to be a labor agreement with the local unions done before Council votes, and there has been financial endorsements of people during their election campaigns, and persuasion from the Lansing Chamber, but he would make his decision for this project not based on the influence from the unions or financial backing, but has spoken to the developer.

Council Member Kost asked Mr. Gentilozzi about the statement that if they didn't get the brownfield he would change, and then Mr. Dorshimer stated if they did not get the funding it would be hard to get the project done. Mr. Dorshimer confirmed that the transformational brownfield is key because that captures the taxes on the new development to reimburse the developer on the projects above and beyond. If they do not have those funds, then the developer would have to come up with more funds. Without the transformational brownfield plan being approved it would be difficult. Council Member Kost asked Mr. Gentilozzi how to do all three without the brownfield. Mr. Gentilozzi stated the Washington Avenue project will use a small funding from the transformational brownfield and again assured the Committee the project is perfect for the transformational brownfield. With recent law changes done by Senator Singh it allowed Lansing based on the population requirement changes. Can stipulate in agreement \$20 million to Tower and \$20 million to the other three projects.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR THE MSHDA HOUSING DEVELOPMENT FUND GRANT FOR TRANSFORMATIONAL HOUSING. MOTION 8-0.

RESOLUTION – Grant Acceptance; Michigan Economic Development Corporation
Transformational Muni Infrastructure for new City Campus

MOTION BY COUNCIL MEMBER HUSSAIN TO REMOVE THE ITEM FROM THE TABLE. MOTION CARRIED 8-0.

Council Member Hussain outlined the grant specifically to support the new City campus in the downtown corridor. This includes design, engineering, infrastructure improvements, and currently the project proposed by the BOJI Group.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR GRANT ACCEPTANCE; MICHIGAN ECONOMIC DEVELOPMENT CORPORATION TRANSFORMATIONAL MUNI INFRASTRUCUTRE FOR NEW CITY CAMPUS.

DRAFT

Council Member Kost asked OCA if the votes are 5 or 6 votes item. Mr. Smiertka stated the action on this and the next item, ACT-1-2024 are 5 votes at Committee, but 6 for this one at Council, but the purchase of property is 5 votes at Council.

Council Member Kost voiced his concerns that if approved there would be something that there is a creative fund disbursement because once allocated Council cannot do anything. He spoke in opposition to the plan currently in front of Council.

Council Member Brown referenced the documents provided to Council on the bids, the scoring of the bids, how the process started and voice his concerns.

Council Member Pehlivanoglu acknowledged the additional time to ask questions, speak to developers, review documents, and looking at the City hall proposal it is different than housing because no one is asking for a new City hall. She concluded in support of the project.

Council Member Hussain acknowledged the developers and spoke in support of the resolution.

Council Member Carter acknowledged the developers.

Council Member Kost explained his rationale behind his opinion because everything that the school is looking at can be done in this building, he does not believe the estimate for the repairs on this building are not accurate, and to spend the funds for a new building he could not support. He then referenced the other bids, and the proposal recently submitted was not the same project in the 2022 bids, and Boji has worked hard with the State, but visually he cannot compromise his ethics to vote for something paid for by the endorsements to legislature.

Council Member Brown asked if the appropriation can be accepted, can Council then look at bids, and asked for OCA. The exact question to OCA is if Council can accept the \$40 million and potentially for City Hall, can the City Council bid out City hall options. Mr. Smiertka said this was bid out, and OCA watched the process all the way through to comply with ordinances and law. Council Member Hussain said he is not saying that, but he is asking can Council support the resolution on the funds, but Council cannot act on the ACT-1-2024. Council Member Brown clarified asking if Council can accept it and appropriate it later. Mr. Smiertka stated the opinion goes back to 1997, and when the Mayor proposes Council can either accept or reject which is in conjunction with the acts. So only option is to accept or reject. Council President Garza stated that is why the resolutions were tabled.

Council Member Kost added that is why he asked for the number of votes, because per OCA at Council the grant is 6 votes, but the ACT-1-2024 which is 5 votes. Council Member Brown asked what happens if the approve the grant but not the sale. Mayor Schor explained that if approved for the funds, but if the Council does not approve the purchase, he can spend it on something else. Council Member Brown asked the Mayor if the support is not for the actual building proposed in ACT-1-2024, and Mayor Schor stated he does not know at this time. Mr. Smiertka stated that if that occurs, the money is appropriated to the Mayor, and a purchase of a building will have to come back to Council.

MOTION CARRIED 7-1.

RESOLUTION – ACT-1-2024; Purchase Agreement, Masonic Temple, 217 S Capitol Avenue
MOTION BY COUNCIL MEMBER HUSSAIN TO REMOVE THE ITEM FROM THE TABLE.
MOTION CARRIED 8-0.

DRAFT

Mr. Venker explained to the Committee that with discussions that the original resolution referenced a 1.35 million a visibility easement, and that was removed, so a new purchase agreement was placed on file taking that out and reference to. A new resolution was prepared if Council wanted to advance forward the new purchase agreement. This new resolution takes out spending the additional funds and the visibility easement.

Council Member Brown acknowledged the Administration and developer for addressing the concerns.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR ACT-1-2024 PURCHASE AGREEMENT, MASONIC TEMPLE, 217 S CAPITOL AVENUE. MOTION CARRIED 7-1.

OTHER

No other topics.

Adjourn

The meeting adjourned at: 7:04 pm

Respectfully Submitted by, Sherrie Boak, Recording Secretary,
Lansing City Council

Approved by the Committee

Presentation 5.B.

Chief Strategy Officer Overview and Projections
No materials provided





CITY OF LANSING

INTERNAL AUDITOR

124 W MICHIGAN AVE FL 10

LANSING MI 48933-1605

(517) 483-4159

Date: March 18th, 2024

To: Committee of the Whole

From: Emily Linden, Internal Auditor

Subject: Grant Application; Michigan Department of Transportation Local Bridge Program

Overview

- Department: Public Service
- Grant Name: MDOT Local Bridge Funding FY27
- Application deadline is April 1st, 2024
- Grant Cycle: 2027

Projects

The City of Lansing's Public Service Department intends to submit the following projects listed in order of priority:

1. E Elm Street over Red Cedar River
 - Funding category: replacement
2. Mt. Hope Avenue over Sycamore Creek
Pennsylvania Avenue over Red Cedar River
 - Funding category: preventative maintenance
3. Riprap placement (6 bridges)
 - a. Cavanaugh over Sycamore Creek
 - b. E Cesar Chavez Avenue over the Grand River
 - c. Kalamazoo Street over the Grand River
 - d. N MLK Jr. Blvd. over the Grand River
 - e. Shiawassee Street over the Grand River
 - f. W Elm Street over the Grand River
 - Funding category: Preventative Maintenance

*See below for chart with full funding breakdown from Resolution

Other Notes

- Up to 4 funding applications can be submitted per agency
- Multiple preventative maintenance projects can be bundled together as one project

- If the application is successful, the City would receive state or federal funding to finance 95% of construction costs
 - The City would fund 5% of construction costs and 100% of the engineering costs for any bridge project selected
 - The City's portion of any project selected will be funded through Act 51 funds
- Any combination of the three projects can be approved for funding

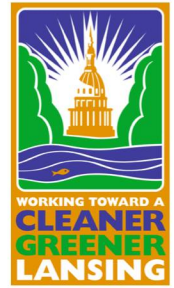
#	Project	Estimated Construction Cost	City's Share		
			Match 5%	Engineering 25%	TOTAL
1	E Elm St over Red Cedar River	\$5,207,000	\$260,350	\$1,301,750	\$1,562,100
2	Mt Hope Avenue over Sycamore Creek	\$330,000	\$16,500	\$82,250	\$428,750
	Pennsylvania Ave over Red Cedar River	\$1,100,000	\$55,000	\$275,000	
3	Riprap projects				\$288,600
	Cavanaugh over Sycamore Creek	\$142,000	\$7,100	\$35,500	
	E Cesar Chavez Avenue over the Grand River	\$169,000	\$8,450	\$42,250	
	Kalamazoo Street over the Grand River	\$194,000	\$9,700	\$48,500	
	N ML King Jr Boulevard over the Grand River	\$180,000	\$9,000	\$45,000	
	Shiawassee Street over the Grand River	\$186,000	\$9,300	\$46,500	
	W Elm Street over the Grand River	\$91,000	\$4,550	\$22,750	



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: Andy Schor, Mayor

From: Daniel E. Danke, PE, Project Engineer **DED**

Date: March 5, 2024

Subject: FY 2027 Local Bridge Funding Applications - Resolution

Attached is the resolution for the City of Lansing's bridge funding application for placement on the City Council agenda. Each application is required to submit a current resolution from the governing board supporting the project. Bridge funding applications are to be submitted by April 1, 2024.

For FY 2027, the City of Lansing is submitting three projects.

Priority 1 – E. Elm Street over the Red Cedar River. This project calls for the removal and replacement of the bridge. The bridge is to be lengthened to allow the Lansing River Trail to be moved off the existing river trail bridge and be placed on the bank. The estimated construction cost of the project is \$5,207,000. If approved, the City would be responsible for 5% of the construction costs (\$260,350) and for the engineering costs (estimated at \$1,301,750).

Priority 2 – Preventive Maintenance on Pennsylvania Avenue over the Red Cedar River and Mt. Hope Avenue over Sycamore Creek. These preventative maintenance projects are bundled together. The Pennsylvania Avenue/Red Cedar River work entails bridge railing replacement, expansion joint replacement, substructure patching, crack sealing, sidewalk widening, riprap, and approach work. The estimated construction cost of the project is \$1,100,000. If approved, the City would be responsible for 5% of the construction costs (\$55,000) and for the engineering costs (estimated at \$275,000). The Mt. Hope/Sycamore Creek work entails the repair of slope protection, the placement of riprap, and the removal of debris from the river. The estimated construction cost of the project is \$330,000. If approved, the City would be responsible for 5% of the construction costs (\$16,500) and for the engineering costs (estimated at \$82,250).

Priority 3 is the placement of riprap for six bridges - Cavanaugh/Sycamore Creek, E. Cesar Chavez/Grand River, Kalamazoo/Grand River, N MLK Jr./Grand River, Shiawassee/Grand River, and W. Elm/Grand River. The inspection reports noted a deficiency of riprap for these bridges. Riprap is placed to reduce and prevent bridge scour. The estimated construction cost of the project is \$962,000. If approved, the City would be responsible for 5% of the construction costs (\$48,100) and for the engineering costs (estimated at \$240,500).

Typically, the City of Lansing gets 0 to 2 projects funded each year. If a project is selected, the City share would be funded with Act 51 funds.

If you have any questions, please let me know.

☒ Approved  Date: 3/5/24
Nicole McPherson, PE, City Engineer

☒ Approved  Date: 3/5/24
Andy Kilpatrick, PE, Director of Public Service

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

**RESOLUTION APPROVING APPLICATION TO MICHIGAN DEPARTMENT OF
TRANSPORTATION FOR LOCAL BRIDGE PROGRAM FUNDING**

WHEREAS the Michigan Department of Transportation (MDOT) is currently soliciting applications for candidate projects for the Local Bridge Program to be funded in the 2027 fiscal year; and

WHEREAS April 1, 2024 is the deadline for submitting the applications; and

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

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

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

<u>Priority</u>	<u>Project</u>	<u>Funding Category</u>
1.	E Elm Street over Red Cedar River	Replacement
2.	Mt Hope Avenue over Sycamore Creek (bundle)	Preventative Maintenance
	Pennsylvania Avenue over Red Cedar River (bundle)	Preventative Maintenance
3.	Riprap placement (6 bridges)	Preventative Maintenance
	a. Cavanaugh over Sycamore Creek	
	b. E Cesar Chavez Avenue over the Grand River	
	c. Kalamazoo Street over the Grand River	
	d. N ML King Jr Boulevard over the Grand River	
	e. Shiawassee Street over the Grand River	
	f. W Elm Street over the Grand River	

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

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

#	Project	Estimated Construction Cost	City's Share		
			Match 5%	Engineering 25%	TOTAL
1	E Elm St over Red Cedar River	\$5,207,000	\$260,350	\$1,301,750	\$1,562,100
2	Mt Hope Avenue over Sycamore Creek	\$330,000	\$16,500	\$82,250	
	Pennsylvania Ave over Red Cedar River	\$1,100,000	\$55,000	\$275,000	\$428,750
3	Riprap projects				
	Cavanaugh over Sycamore Creek	\$142,000	\$7,100	\$35,500	
	E Cesar Chavez Avenue over the Grand River	\$169,000	\$8,450	\$42,250	
	Kalamazoo Street over the Grand River	\$194,000	\$9,700	\$48,500	
	N ML King Jr Boulevard over the Grand River	\$180,000	\$9,000	\$45,000	
	Shiawassee Street over the Grand River	\$186,000	\$9,300	\$46,500	
	W Elm Street over the Grand River	\$91,000	\$4,550	\$22,750	\$288,600

WHEREAS, any one or any combination of the above three projects could be approved for 2027 funding: and

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council approves the submittal of the FY 2027 funding applications for the MDOT's Local Bridge Program as listed in the priority above.

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

**Department of Economic
Development and Planning**
Rawley Van Fossen, Director



Development Office
316 N. Capitol Avenue, Suite D-1
Lansing, Michigan 48933
PH: 517.483.4040
www.lansingmi.gov/development

MEMORANDUM

To: Mayor Schor
From: Barb Kimmel
Date: February 28, 2024
Subject: Request to set a grant closeout Public Hearing for the Michigan Economic Development Corporation (MEDC) Community Development Block Grant Coronavirus (CDBG-CV) Small Business Grant

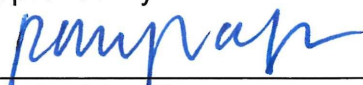
MEDC requires that Lansing hold a grant closeout Public Hearing for the purpose of receiving comments on the final accomplishments of the MEDC CDBG-CV Small Business Support Grant.

A public notice will be published by the City Clerk a minimum of 5 calendar days prior to the scheduled public hearing. This public notice is included as an attachment to this communication.

Downtown Lansing Inc. will join ED&P staff and provide a short presentation on the accomplishments of the grant.

ED&P REQUESTS THAT YOU FORWARD THE ATTCHED RESOLUTION TO CITY COUNCIL.

Approved By:



Rawley Van Fossen,
Director



Date

"Equal Opportunity Employer"

City of Lansing

NOTICE OF CLOSEOUT PUBLIC HEARING
FOR MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT
(CDBG-CV) FUNDING FOR THE SMALL BUSINESS SUPPORT GRANT

The City of Lansing will conduct a closeout public hearing on Monday, April 15, 2024 at 7:00 pm in the Tony Benavides Lansing City Council Chambers, located at 124 W. Michigan Avenue for the purpose of affording citizens an opportunity to submit comments and receive a final report on the completion of the Small Business Support CDBG-CV grant.

The CDBG grant provided grants in amounts ranging from \$10,000 to \$50,000 which supported eighteen small businesses located within the Principal Shopping District A central business district that were greatly impacted by the COVID_19 Pandemic. The CDBG-CV project benefitted at least 51% low to moderate income persons; No persons were displaced as a result of the project.

Further information regarding this issue, Barb Kimmel, Development Manager, Economic Development and Planning, 316 N. Capitol Avenue, Suite D-1, Lansing, MI 48933, (517) 483-4053 or barb.kimmel@lansingmi.gov

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Council Office at 517-483-4177 (TDD (517) 483-4479) 24-hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

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., April 10, 2017, 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/MiPMC
www.lansingmi.gov/Clerk
www.facebook.com/LansingClerkSwope

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

RESOLUTION TO SET PUBLIC HEARING FOR THE MICHIGAN ECONOMIC
DEVELOPMENT CORPORATION COMMUNITY DEVELOPMENT SMALL BUSINESS
GRANT

Resolved by the City Council of the City of Lansing that a public hearing be set for Monday, April 15, 2024 at 7 p.m. in the Tony Benavides Lansing City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, for the purpose of receiving comments on the final accomplishments of the Michigan Economic Development Corporation Community Development Block Grant Coronavirus (CDBG-CV) Small Business Support Grant.



CITY OF LANSING

INTERNAL AUDITOR

124 W MICHIGAN AVE FL 10

LANSING MI 48933-1605

(517) 483-4159

Date: March 18th, 2023
To: Lansing City Council
From: Emily Linden, Internal Auditor
Re: Budget Amendment; Carryforwards from Fiscal Year 2022-2023 to Fiscal Year 2023-2024
Subject: Carryforward Resolution

Overview

FY23/24 Budget Policies

Carryforwards: Authority is granted to reappropriate available capital project balances as of June 30, 2023 into the FY 2023/2024 budget. All non-capital balances require City Council approval to carryforward, except for encumbered (purchase order) obligations less than \$5,000 and not more than 8 months old.

Human Services and Community Supported Agencies Funding: The plan for funding Agencies submitted to Council designate particular Agencies. If any agency does not apply for or use their funding, all funds will remain in their respective account(s) for additional appropriation and approval by Council for Human Services and Community Supported Agencies use pursuant to the Charter transfer authority. The Administration/Human Relations Community Services Department is requested to submit to Council a quarterly report on the status of the Human Services and Community Supported Agencies' funding. This report should include the accounting level detail appropriation; amount spent, balance, and a notation as to whether the balance of funds is expected to be spent by the end of the Fiscal Year; if not, why.

FY23/FY24 Carryforwards

Opioid Settlement Funds: The opioid settlement funds have been distributed evenly among the Police, Fire, and HRCS departments. Each department is receiving \$122,748 to make up the \$368,244 total.

Remaining General Fund Revenue Appropriation: The remaining \$1,127,710 use of (contribution to) fund balance carryforward in the general fund breakdown is as follows:

- \$1,127,710 from Human Services (unused FY23 money)
 - \$920,844 - Human Service Agencies operating
 - \$206,866 - Racial Justice operating

HRCS Carryforward Breakdown:

<u>Appropriation</u>	<u>Description</u>	<u>Unencumbered</u>
General Fund		
General Fund	Use of (Contribution to) Fund Balance	1,127,710
	Revenue Total	1,127,710
Human Services and Racial Equity	Human Services Discretionary	161,500
Human Services and Racial Equity	Community Needs Assessment	80,000
Human Services and Racial Equity	Care Free Medical	30,000
Human Services and Racial Equity	Community Problem Solving	371,402
Human Services and Racial Equity	Listening Ear	6,000
Human Services and Racial Equity	Capital Area Community Serv (Reallocate)	(30,433)
Human Services and Racial Equity	Boys & Girls Club Of Lansing	9,000
Human Services and Racial Equity	The Fledge Foundation (Reallocate)	(10,000)
Human Services and Racial Equity	Chronic Homeless Outreach	28,000
Human Services and Racial Equity	Cristo Rey Community Center	20,000
Human Services and Racial Equity	Subsidized Eviction Prevention	25,000
Human Services and Racial Equity	Racial Justice Discretionary	213,500
Human Services and Racial Equity	MI Public Health Institute	16,875
	Operating Total	920,844
City Supported Agencies	Racial Justice Equity Alliance	206,866
	Operating Total	206,866
	General Fund Total	1,127,710

Narrative details from HRCS are attached to this document.

HRCS FY23 TO FY24 CARRYFORWARD FUNDING

HRCS is planning to use the human services agencies carryforwards to provide the following services:

- **Human Services Discretionary** – These funds will allow HRCS to address urgent community crises including the remaining funds needed for the Warming Center in the current year.
- **Community Needs Assessment** – These funds will allow an RFP to be issued to engage the recipient to do a comprehensive, local needs assessment of human services needs and gaps. Such an assessment is necessary to target HRCS funding in the future.
- **Care Free Medical** – To fund an essential medical clinic that serves citizens who have Medicaid insurance, are low-income or underinsured. Their application for 23-24 was not received by the original deadline but they are in dire need of funding.
- **Community Problem Solving** – To address urgent community crises. These services will include alternative temporary housing when shelters are full or when unhoused persons cannot be accommodated in existing shelters, the landlord incentive program, and weekend day shelter.
- **Listening Ear** – This essential, all volunteer, 24-hour crisis telephone service provides mental health services to the community. Their application for FY23-24 was not received by the original deadline.
- **Capital Area Community Services** – reallocate - This City grant supported a federal commodity foods program that CACS no longer operates therefore these funds are being reallocated to Care Free Medical.
- **Boys and Girls Club of Lansing** – These funds will further support education and tutoring for local boys and girls.
- **The Fledge Foundation** – reallocate – These funds were awarded but not accepted by the agency so are being reallocated.
- **Chronic Homeless Outreach** – Allows for increased street outreach in the current year. Funds are intended to locate and assist unhoused people living on the streets. Support includes funds for Police and Fire emergencies to house people overnight.
- **Cristo Rey Community Center** – These funds should not be included in this resolution. The funds noted here should be applied to Community Problem Solving above for the alternative temporary housing.
- **Subsidized Eviction Prevention**– Allows for rental assistance to help people maintain their Section 8 vouchers or continue living in subsidized housing who are at risk of eviction and losing their housing subsidy if evicted.

- **Racial Justice Discretionary** – these are funds that will have an RFP to request proposals for programming in all four City wards.
- **MI Public Health Institute** – these funds are from the Racial Justice Discretionary fund above to cover the last payment for completed MPHI work in Racial Justice.
- **Racial Justice Equity Alliance** – These carryforward funds are for continued support for the DEI initiative, that includes consultant training, development of the Equity Core Team, and support of the newly established DEI Advisory Board.
- **Opioid Settlement Fund** – The HRCS Advisory Board Program Committee will explore and recommend the use of these funds to address the Opioid crisis in our community.

3/13/24

RESOLUTION #2024-XXX

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

WHEREAS, at any time during the fiscal year, the City Council may consider appropriations which modify the previously adopted annual appropriation to transfer an unencumbered balance in whole or in part from any account; provide for the expenditure of revenues in excess of those in the budget; or meet a public emergency affecting life, health, property, or the public peace; and,

WHEREAS, remaining balances for unspent Basic Human Services and Community Supported Agency remain available to carryforward into the current fiscal year and to reallocate from current fiscal year awards; and,

WHEREAS, Opioid Settlement funds received in the previous fiscal year remain available to carryforward into the current fiscal year;

NOW, THEREFORE, BE IT RESOLVED that the following FY 2023/2024 budget amendment is approved; and,

BE IT FINALLY RESOLVED, the Administration is authorized to create appropriate accounts and to make the necessary operating transfers for the expenditure and control of the carryforwards and appropriations:

<u>Appropriation</u>	<u>Description</u>	<u>Unencumbered</u>
<u>General Fund</u>		
General Fund	Use of (Contribution to) Fund Balance	1,127,710
	Revenue Total	<u>1,127,710</u>
Human Services and Racial Equity	Human Services Discretionary	161,500 ⁽¹⁾
Human Services and Racial Equity	Community Needs Assessment	80,000 ⁽¹⁾
Human Services and Racial Equity	Care Free Medical	30,000 ⁽¹⁾
Human Services and Racial Equity	Community Problem Solving	371,402 ⁽¹⁾
Human Services and Racial Equity	Listening Ear	6,000 ⁽¹⁾
Human Services and Racial Equity	Capital Area Community Serv (Reallocate)	(30,433) ⁽¹⁾
Human Services and Racial Equity	Boys & Girls Club Of Lansing	9,000 ⁽¹⁾
Human Services and Racial Equity	The Fledge Foundation (Reallocate)	(10,000) ⁽¹⁾
Human Services and Racial Equity	Chronic Homeless Outreach	28,000 ⁽¹⁾
Human Services and Racial Equity	Cristo Rey Community Center	20,000 ⁽¹⁾
Human Services and Racial Equity	Subsidized Eviction Prevention	25,000 ⁽¹⁾
Human Services and Racial Equity	Racial Justice Discretionary	213,500 ⁽¹⁾
Human Services and Racial Equity	MI Public Health Institute	16,875 ⁽¹⁾
	Operating Total	<u>920,844</u>
City Supported Agencies	Racial Justice Equity Alliance	206,866 ⁽¹⁾
	Operating Total	<u>206,866</u>
	General Fund Total	<u>1,127,710</u>
<u>Opioid Settlement Fund</u>		
Opioid Settlement Fund	Use of (Contribution to) Fund Balance	368,244
	Revenue Total	<u>368,244</u>
Police Department	Operating	122,748
Fire Department	Operating	122,748
Human Relations and Community Services	Operating	122,748
	Operating Total	<u>368,244</u>
	Opioid Settlement Fund Total	<u>368,244</u>

⁽¹⁾ Restricted funds that are required to be carried forward per ordinance provisions

Andy Schor
Mayor



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Lansing.Mayor@lansingmi.gov

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OFFICE OF THE MAYOR
CITY OF LANSING, MICHIGAN

TO: COUNCIL PRESIDENT, COUNCIL VICE PRESIDENT, MEMBERS OF LANSING CITY COUNCIL; ALL OFFICERS, EMPLOYEES, AGENCIES, BOARDS, AUTHORITIES, AND DEPARTMENTS OF THE CITY OF LANSING

RE: EXECUTIVE DIRECTIVE: BIDDING REQUIREMENTS AND LOCAL LABOR PREFERENCE FOR PURCHASING AND SUBCONTRACTORS– 2024-01

Executive Directive 2024-01

Under my Administration, the City of Lansing has prioritized the use of local labor for projects that receive development incentives from the City of Lansing. This local labor preference requires the use of local labor and Lansing-based firms as much as commercially practical to complete a project.

The City of Lansing, under Ordinance Chapter 206, utilizes a competitive sealed bidding process for the procurement of supplies, services, and construction items for the City, as well as requiring prevailing wage for all contracts involving mechanics and laborers. This Executive Directive serves to confirm my commitment to the use of local labor, by requiring that the invitation to bid on City projects for construction or any other service or supply that includes a commitment for contractors to also invite subcontractors to competitively bid on projects, and for local labor to be prioritized in the selection of subcontractors for projects on behalf of City as much as possible. This executive directive is intended to apply to those contracts that are already subject to the City's Prevailing Wage Ordinance, Ord. 206.18.

Under Lansing City Charter Section 4-102.1, I hereby issue the following Executive Directive that establishes a policy for the required information to be contained in the invitations for competitive sealed bids for procurement of construction or any other service or supply that involves mechanics or laborers, including truck drivers, for the City of Lansing, after the effective date of this Executive Directive:

Executive Directive 2024-01

- A. When the City releases invitations to bid for construction items for the City of Lansing, the bid invitation shall contain a requirement that, if the selected Contractor will utilize the services of a subcontractor to perform any work on behalf of the City ("Project"), then the selected Contractor agrees to post all initial bid solicitations or request for bid by subcontractors ("Bid Solicitations")

for a minimum of 15 days ("Posting Period") on the Builders Exchange of Lansing and Central Michigan ("Builders Exchange"), and to document such Bid Solicitations, unless the Contractor deems the use of certain subcontractors is critical to the success of the Project or portions of the Project.

- a. If the Contractor bypasses Builders Exchange because it deems the use of a certain subcontractor as critical to the success of the Project or portions of the Project, the Contractor must, within 30 business days of such hiring, provide to the contracting department of the City, a written statement of that fact and an explanation of why the use of the subcontractor was so critical. The Bid Solicitations must be available to all Builders Exchange users.
 - b. The City bid invitation shall also contain a requirement that within 45 days of the Contractor's selection, and at the close of each quarter of the fiscal year thereafter, the Contractor shall provide to the contracting department of the City a list of all subcontractors selected to enter into an agreement to perform all or part of the work solicitation in the Bid Solicitation ("Selected Bidders List"). The Selected Bidders List must include the following information:
 - i. Business Name, Address, Telephone Number, Employer ID Number, Primary Contact Person, and Corresponding Builders Exchange Bid Solicitation Number.
 - ii. The selected Contractor will not be required to participate in the above bidding process if doing so would result in the violation of federal rules, including but not limited to, homeland security or the disclosure of classified information.
- B. The Bid Solicitations shall also include a statement that the selected contractor will commit to employing and subcontracting with local labor and Lansing-based firms as much as commercially practical to complete the work outlined in the Bid Solicitation.
- a. The City bid invitation shall also include a requirement that, should the selected contractor deem it necessary to not hire local labor or Lansing-based firms for the completion of the Project, the Contractor will submit to the contracting department of the City within 30 business days of the award a written statement of that fact and an explanation of why it was necessary.

Date: February 29, 2024



Andy Schor
Mayor

Presentation 6.G

2023 Annual Report

Item to Large

Placed on File in City Clerk's Officer

<https://www.lansingmi.gov/227/Public-Notices-Documents-on-File>

