

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



VIA ZOOM CONFERENCING

AGENDA FOR MAY 11, 2020

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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, May 11, 2020 at 7:00 p.m.

**Due to public safety concerns resulting from the COVID-19 Pandemic, this meeting will be conducted via Zoom Conferencing using <https://zoom.us/j/97847783218> or call (312) 626-6799 and enter Meeting ID 978 4778 3218**

- I. ROLL CALL
- II. MEDITATION AND PLEDGE OF ALLEGIANCE
- III. READING AND APPROVAL OF PRINTED COUNCIL PROCEEDINGS  
Approval of the Printed Council Proceedings of May 4, 2020
- 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
- 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. **Those wishing to make public comments will need to raise their hands or submit written comments to [city.clerk@lansingmi.gov](mailto:city.clerk@lansingmi.gov) by the end of the public comment period:**

To Raise Your Hand:

On the phone: Dial \*9

On a mac: Option Y

Windows: Alt Y

A. SCHEDULED PUBLIC HEARINGS

1. In consideration of an Ordinance to Amend Chapter 260 to allow the Lansing Housing Commission to own and transact real property in its own name, and to remove certain approvals by the City (PEND-1630)
2. In consideration of a Noise Special Permit; E.T. MacKenzie Company request to allow for work on Saturdays from 8:00 a.m. to 4:00 p.m. for the period of May 16, 2020, through September 19, 2020 to construct underground utility improvements in the Forest Road right-of-way (PEND-1534)

XIII. COUNCIL CONSIDERATION OF LEGISLATIVE MATTERS

A. REFERRAL OF PUBLIC HEARINGS

B. CONSENT AGENDA

C. RESOLUTIONS FOR ACTION

1. BY COUNCIL MEMBERS BETZ, DUNBAR, GARZA, HUSSAIN, JACKSON, SPADAFORE, SPITZLEY, WOOD
  - a. Extend the Declaration of State of Emergency regarding COVID-19 (PEND-1655)
2. BY THE COMMITTEE ON PERSONNEL
  - a. Council Staff; Appointment of Renee Richmond to the position of City Council Committee Clerk/Administrative Assistant (PEND-1621)
3. BY THE COMMITTEE OF THE WHOLE
  - a. Noise Special Permit; E.T. MacKenzie Company request to allow for work on Saturdays from 8:00 a.m. to 4:00 p.m. for the period of May 16, 2020, through September 19, 2020 to construct underground utility improvements in the Forest Road right-of-way (PEND-1534)
  - b. Street Name Change; renaming City Market Drive to Riverfront Drive (PEND-1536)

D. REPORTS FROM COUNCIL COMMITTEES

E. ORDINANCES FOR INTRODUCTION and Setting of Public Hearings

1. BY THE COMMITTEE OF THE WHOLE
  - a. Amend Chapter 240 to restructure the Grant Awarding Process for Basic Human Services (PEND-1521)

- F. ORDINANCES FOR PASSAGE
- 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. Polling Place; Temporary Relocation of Ward 3, Precinct 24 and Ward 3, Precinct 25 to Alfreda Schmidt Southside Community Center for the August 4, 2020 Primary Election
- B. COMMUNICATIONS AND PETITIONS, AND OTHER CITY RELATED MATTERS
- 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. Those wishing to make public comments will need to raise their hands or submit written comments to [city.clerk@lansingmi.gov](mailto:city.clerk@lansingmi.gov) by the end of the public comment period:
- To Raise Your Hand:  
On the phone: Dial \*9  
On a mac: Option Y  
Windows: Alt Y
- XX. ADJOURNMENT



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**CHRIS SWOPE, CITY CLERK**

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

## Public Participation Notes

Just want to watch the meeting? Here are the best options:

- CityTV live station on cable TV
- CityTV live webcast (<http://www.ustream.tv/channel/gov-tv-city-of-lansing-s-citytv-station>)

Want to make Public Comment?

Join Zoom Meeting from Computer <https://zoom.us/j/97847783218> (Note: this option requires downloading Zoom software. If you have not already installed the software, this may take a few minutes.) Meeting ID: **978 4778 3218**

Dial from your phone:

(312) 626-6799

Meeting ID: **978 4778 3218**

Written public comments may be submitted to [city.clerk@lansingmi.gov](mailto:city.clerk@lansingmi.gov) by the end of the public period.

Maybe want to make Public Comments?

You can watch the meeting on CityTV on cable or webcast, and then call in with the phone option during the Public Comment portion of the agenda.

Accessibility

Closed Captioning will be available on the Zoom meeting, CityTV cable broadcast, and CityTV webcast.

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**CITY OF LANSING  
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a Public Hearing will be held on Monday, Monday, May 11, 2020 at 7:00 p.m. during the regularly schedule City Council Meeting, via ZOOM Conferencing, Meeting ID 978 4778 3218 for the purpose of considering:

An Ordinance of the City of Lansing, Michigan, to: amend Section 260.05 of the Lansing Codified Ordinances to allow for the Lansing Housing Commission to own and transact real property in its own name, and remove certain approvals by the City as to selection and compensation of officers and employees of the Commission; and amend Section 260.07 of the Lansing Codified Ordinances to clarify insurance requirements, and remove certain approvals by the City related to the Commission's annual audit.

With Executive Order 2020-4, Governor Whitmer declared a statewide State of Emergency due to the spread of the novel coronavirus (COVID-19). To mitigate the spread of COVID-19 and to provide essential protections to vulnerable Michiganders and this State's health care system and other critical infrastructure, it is crucial that all Michiganders take steps to-limit in-person contact, particularly in the context of large groups. Therefore, the public hearing will be conducted via audio/video conference.

The public hearing will be electronically in accordance with the Open Meetings Act in an effort to protect the health and safety of the public. Michigan Executive Order 2020-15 provides temporary authorization of remote participation in public meetings and hearings. Members of the public wishing to participate in the meeting may do so by logging into or calling into the meetings using the website <https://zoom.us/j/97847783218> (Note: this option requires downloading Zoom software. If you have not already installed the software, this may take a few minutes) or by calling 646-876-9923 and entering Meeting ID: 978 4778 3218.

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.

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](mailto:city.clerk@lansingmi.gov).

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

[www.lansingmi.gov/Clerk](http://www.lansingmi.gov/Clerk)  
[www.facebook.com/LansingClerkSwope](http://www.facebook.com/LansingClerkSwope)



1 ORDINANCE NO. \_\_\_\_\_

2 AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, TO: AMEND SECTION  
3 260.05 OF THE LANSING CODIFIED ORDINANCES TO ALLOW FOR THE LANSING  
4 HOUSING COMMISSION TO OWN AND TRANSACT REAL PROPERTY IN ITS OWN  
5 NAME, AND REMOVE CERTAIN APPROVALS BY THE CITY AS TO SELECTION AND  
6 COMPENSATION OF OFFICERS AND EMPLOYEES OF THE COMMISSION; AND  
7 AMEND SECTION 260.07 OF THE LANSING CODIFIED ORDINANCES TO CLARIFY  
8 INSURANCE REQUIREMENTS, AND REMOVE CERTAIN APPROVALS BY THE CITY  
9 RELATED TO THE COMMISSION’S ANNUAL AUDIT.

10

11 THE CITY OF LANSING ORDAINS:

12 Section 1. That Section 260.05 of the Lansing Code of Ordinances of the City of Lansing  
13 is hereby amended as follows:

14 **260.05 – Deeds; contracts; leases; purchases**

15 (a) The compensation of all officers and employees of the Housing Commission shall be  
16 fixed by the Commission ~~with the approval of the Mayor.~~

17 (b) All deeds, contracts, leases, or purchases entered into by the Commission shall be in  
18 the name of the City ~~COMMISSION OR THE COMMISSION’S DESIGNEE and shall~~  
19 ~~be approved by Council before they have any force or effect. However, contracts for~~  
20 ~~the purchase of necessary materials, leases with tenants and options need not be so~~  
21 ~~approved.~~ REAL PROPERTY PREVIOUSLY HELD IN THE NAME OF THE CITY

22 PURSUANT TO THIS ORDINANCE SHALL BE TRANSFERRED AND



1 CONVEYED BY APPROPRIATE INSTRUMENT INTO THE NAME OF THE  
2 COMMISSION TO BE OWNED AND OPERATED BY THE COMMISSION.

3 ~~(e) Employees of the Commission shall be selected and paid by such method as Council~~  
4 ~~may prescribe by resolution.~~

5 Section 2. That section 260.07 of the Lansing Code of Ordinances of the City of Lansing  
6 is hereby amended as follows:

7 **260.07 – Responsibilities re special assessments, insurance, payment in lieu of taxes; audits.**

8 (a) The Housing Commission shall be responsible for the payment of all special  
9 assessments which are authorized by these Codified Ordinances. This subsection shall  
10 be applicable to all special assessments which are accrued but unpaid on the date of  
11 adoption of this section (Ordinance 774, passed February 29, 1988).

12 (b) The Commission shall maintain adequate insurance, as determined by the City, on its  
13 buildings and property, and shall maintain adequate liability insurance, as determined  
14 by the City. The City shall be named AS AN ADDITIONAL INSURED on the  
15 Commission's LIABILITY insurance policies, AND ANY BUILDING AND  
16 PROPERTY INSURANCE POLICIES FOR BUILDINGS AND PROPERTY IN  
17 WHICH THE CITY HAS AN INTEREST., ~~as an additional insured, and the~~THE  
18 Commission shall furnish the insurance policies to the City Clerk. The insurance  
19 policies shall provide that the City Clerk shall receive notice at least 30 days prior to  
20 the date of cancellation, termination, expiration or any material modification of such  
21 insurance policies.

22 (c) The Commission shall make its payment in lieu of taxes to the City Controller not later  
23 than September 1 and February 1 of each year. Failure to make such payment in lieu of



1 taxes on time, as set forth in this subsection, shall obligate the Commission to pay, in  
2 addition to its payment in lieu of taxes, an interest charge as determined by Council  
3 resolution.

4 (d) The books and records of the Commission shall be open to inspection and audit by the  
5 City at all reasonable times. The Commission shall have an annual audit made of its  
6 financial transactions by an independent certified public accountant, which audit shall  
7 be submitted to the City Clerk's office not later than ~~October 1 of each year~~ NINETY  
8 (90) DAYS AFTER THE END OF THE COMMISSION'S FISCAL YEAR and which  
9 audit shall be open to public inspection at all reasonable times. The cost of such audit  
10 shall be borne by the Commission, ~~but Council shall be responsible for the selection of~~  
11 ~~the independent certified public accountant.~~

12 Section 3. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules  
13 inconsistent with the provisions hereof are hereby repealed in their entirety and shall be null and  
14 void and of no effect.

15 Section 4. Should any section, clause or phrase of this ordinance be declared to be invalid,  
16 the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the  
17 part so declared to be invalid.

18 Section 5. This ordinance shall take effect 30 days following adoption, unless given  
19 immediate effect by City Council, and pursuant to Section 3-307 of the City Charter, this Chapter  
20 shall expire December 31, 2028.

April 24, 2020

RE: Notification of Public Hearing for a Waiver of the Noise Ordinance

Dear Resident:

As you are aware, utility work is currently taking place on Forest Road from Stoneleigh Drive to Alliance Drive. In order to keep the project on schedule and reduce the time construction is expected to impact your neighborhood, the City of Lansing Public Service Department has requested, on behalf of the contractor, a noise waiver to permit work on Saturdays from 8:00AM to 4:00PM.

The Lansing City Council will hold a public hearing on Monday, May 11, 2020, at 7:00PM to provide residents with an opportunity to comment on this noise waiver request.

Due to social distancing requirements, the hearing will be held via remote video/audio conferencing. For instructions on how to join, please visit <https://www.lansingmi.gov/citycouncil> Written comments may also be submitted via e-mail to [city.council@lansingmi.gov](mailto:city.council@lansingmi.gov) or by mail to Lansing City Council, 124 W. Michigan Avenue, 10<sup>th</sup> Floor, Lansing MI 48933.

If you have any questions regarding the project, or the noise waiver request, please feel free to contact Alec Malvetis, the City's Project Engineer, at (517) 483-4459. Thank you.

April 24, 2020

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If you have any questions regarding the project, or the noise waiver request, please feel free to contact Alec Malvetis, the City's Project Engineer, at (517) 483-4459. Thank you.

**DRAFT**

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

WHEREAS, a public hearing was held on Monday, May 11, 2020, in consideration of the request by E.T. MacKenzie Company, the construction contractor for the McLaren Greater Lansing Offsite Infrastructure Improvements Project, for issuance of a waiver of the noise ordinance on Saturdays from 8:00 AM to 4:00 PM for the period May 16, 2020, through September 19, 2020; and

WHEREAS, the associated utility improvements, including new potable water main and new sanitary sewer, are necessary to support and serve the forthcoming, new McLaren Greater Lansing Hospital Development; and

WHEREAS, this sanitary sewer work is atypically deep (i.e., an average of approximately 18 feet deep) resulting in complete removal of the roadway and the full closure to vehicular traffic of this City major street, Forest Road; and

WHEREAS, in accordance with the construction contract, the contractor, E.T. MacKenzie Company, is required to complete a large amount of work in a short timeframe prior to the mid-September completion date; and

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

- limit the amount of time local access for property owners is impacted;
- limit the amount of time that vehicular traffic will be detoured; and
- keep the project on-schedule; and

WHEREAS, no substantive written or verbal comments in opposition to this noise waiver were received from anyone within the project area at the public hearing or during the public comment period.

NOW THEREFORE BE IT RESOLVED that the City Council grant a waiver of the noise ordinance on Saturdays from 8:00 AM to 4:00 PM for the period May 16, 2020, through September 19, 2020.

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

WHEREAS, on March 16, 2020 under Resolution 2020-053, City Council approved Mayor Schor's Declaration of Emergency through April 10, 2020; and

WHEREAS, on April 13, 2020 under Resolution 2020-053, City Council approved Mayor Schor's Declaration of Emergency through April 30, 2020; and on April 27<sup>th</sup>, 2020 under Resolution 2020-069 City Council approved Mayor Schor's Declaration of Emergency through May 15, 2020; and

WHEREAS, the Resolutions emphasized the fact that the novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death. It is caused by a new strain of coronavirus that had not been previously identified in humans and can easily spread from person to person; and

WHEREAS, on January 31, 2020, the United States Department of Health and Human Services Secretary Alex Azar declared a public health emergency for COVID-19, and affected state and local governments have also declared states of emergency; and

WHEREAS, on March 23, 2020 Governor Whitmer signed a "Stay Safe, Stay Home" Executive Order in response to the severe health and concerns relating to the COVID-19 outbreak in the State of Michigan, and under the authority granted under Chapter 234.05, the Lansing Emergency Management Ordinance, the Mayor declared a local state of emergency on March 16, 2020 taking effect March 17, 2020; and

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council finds that the circumstances warrant an extension of the Mayor's emergency declaration and continuation of the emergency response plan to ensure that public health is protected; and

BE IT FINALLY RESOLVED that the City Council approves an extension of the declaration of emergency, through and including June 8, 2020, and authorizes such powers and duties as provided by Chapter 234.05, the Lansing Emergency Management Ordinance, together with those powers provided by statute, including those set forth in MCL § 30.401 et seq.

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

WHEREAS, on April 9, 2020 the Personnel Committee confirmed the selection of Renee Richmond as the new Committee Clerk/Administrative Assisiant-25 position for City Council; and

WHEREAS, Renee Richmond has been vetted by the Human Resource Department and meets all the requirements.

NOW THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, appoints Renee Richmond to the position of Committee Clerk/Administrative Assistant-25 for the City Council to begin on May 4, 2020.

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

WHEREAS, a public hearing was held on Monday, May 11, 2020, in consideration of the request by E.T. MacKenzie Company, the construction contractor for the McLaren Greater Lansing Offsite Infrastructure Improvements Project, for issuance of a waiver of the noise ordinance on Saturdays from 8:00 AM to 4:00 PM for the period May 16, 2020, through September 19, 2020; and

WHEREAS, the associated utility improvements, including new potable water main and new sanitary sewer, are necessary to support and serve the forthcoming, new McLaren Greater Lansing Hospital Development; and

WHEREAS, this sanitary sewer work is atypically deep (i.e., an average of approximately 18 feet deep) resulting in complete removal of the roadway and the full closure to vehicular traffic of this City major street, Forest Road; and

WHEREAS, in accordance with the construction contract, the contractor, E.T. MacKenzie Company, is required to complete a large amount of work in a short timeframe prior to the mid-September completion date; and

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

- limit the amount of time local access for property owners is impacted;
- limit the amount of time that vehicular traffic will be detoured; and
- keep the project on-schedule; and

WHEREAS, no substantive written or verbal comments in opposition to this noise waiver were received from anyone within the project area at the public hearing or during the public comment period.

NOW THEREFORE BE IT RESOLVED that the City Council grant a waiver of the noise ordinance on Saturdays from 8:00 AM to 4:00 PM for the period May 16, 2020, through September 19, 2020.

**DRAFT**

XIII C 3 b

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

WHEREAS, the Public Service Department received a request from the Capital Region Community Foundation requesting authorization for the establishment of a permanent street name change from City Market Drive to Riverfront Drive; and

WHEREAS, the Tri County Regional Planning Commission was contacted to request a review of regional road names in search of duplications and none were found; and

WHEREAS, the Public Service Board reviewed the request and recommended the change at the February 13, 2020 meeting; and

WHEREAS, the Mayor agrees with the Public Service Board's recommendation; and

WHEREAS, according to City Ordinance 1034.03 (a), the City Council is designated with the responsibility for the naming or renaming of public streets and public rights-of-way.

NOW, THEREFORE BE IT RESOLVED that the Lansing City Council approves the establishment of a permanent street name change from City Market Drive to Riverfront Drive.



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**INTRODUCTION OF ORDINANCE**

The Committee of the Whole introduced:

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN TO  
AMEND CHAPTER 240 OF THE LANSING CODIFIED  
ORDINANCES IN ITS ENTIRETY TO RESTRUCTURE THE  
GRANT AWARD PROCESS FOR BASIC HUMAN SERVICES

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

**DRAFT**

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

BE IT RESOLVED that a Public Hearing be held on \_\_\_\_\_, 2020 at 7:00 p.m. in the City Council Chambers, Tenth Floor, City Hall, 124 West Michigan Avenue, Lansing, Michigan, to receive public comment on and to consider an ordinance of the City of Lansing, Michigan to amend Chapter 240 of the Lansing Codified Ordinances in its entirety to restructure the grant award process for basic human services.

BE IT FURTHER RESOLVED, due to COVID -19, the public hearing may be held electronically in accordance with the Open Meetings Act in an effort to protect the health and safety of the public. Members of the public wishing to participate in the meeting may do so by logging into or calling into the meetings using the website or phone number and Meeting ID provided on the \_\_\_\_\_, 2020 meeting agenda. Michigan Executive Order 2020-48 provides for temporary authorization of remote participation in public meetings and hearings.





1 provide life skills development, employability development or health, or mental health  
2 services FOR CITY OF LANSING RESIDENTS; AND FOCUS ON IDENTIFIED AREAS  
3 OF FOCUS IN THE CITY OF LANSING.

4 (b) "Community sSupported aAgencies," as used in this chapter, shall mean organizations that  
5 receive separate City Council funding THROUGH GRANT CONTRACT AWARDS  
6 PURSUANT TO A COMPETITIVE BID PROCESS; SUCH FUNDING ~~that~~ may be  
7 allocated BY THE CITY APPROPRIATIONS ORDINANCE.

8 (c) "Cultural aArts pPrograms," as used in this chapter, shall mean organizations that facilitate  
9 community access to theater, music, museum, art and related activities.

10 240.03. - Funding.

11 (a) The City of Lansing General Fund Budget shall include, at a minimum for each fiscal  
12 period, an appropriation equal to 1.25 percent of general fund revenue as adopted in the  
13 annual budget for the purpose of funding ~~bBasic~~ ~~hHuman~~ sServices.

14 (b) FUNDS FROM 240.03 (a) SHALL BE APPROPRIATED AS PART OF THE ANNUAL  
15 BUDGET PROCESS. THE MAYOR, AS PART OF THE BUDGET  
16 RECOMMENDATION, SHALL DESIGNATE THE PROPORTION OF DOLLARS TO  
17 THE VARIOUS DEPARTMENTS THAT PROVIDE BASIC HUMAN SERVICES.

18 (C) FUNDING PROVIDED TO THE HUMAN RELATIONS AND COMMUNITY SERVICES  
19 ("HRCS") DEPARTMENT FOR GRANTS SHALL BE IN ACCORDANCE WITH THE  
20 LANSING CODE OF ORDINANCES PURCHASING AND COMPETITIVE BID  
21 PROCESS (CHAPTER 206) AND OTHER RELEVANT LANSING ORDINANCES.  
22 FUNDING SHALL ALSO SATISFY THE FOLLOWING REQUIREMENTS:



1 (I) BE AWARDED ON A COMPETITIVE BASIS TO SUSTAINABLE AND VIABLE  
2 COMMUNITY SUPPORTED ORGANIZATIONS THROUGH GRANT CONTRACTS  
3 WITH THE CITY. Should the City be mandated or elect to account for revenue which is  
4 credited to the general fund ~~as of the effective date of Ordinance No. 01027~~ in a separate  
5 enterprise or special revenue fund, the amount of revenue transferred to such fund from the  
6 general fund shall continue to be included in the base utilized for calculation of the 1.25  
7 percent to be appropriated for the funding of local ~~bBasic~~ ~~hHuman~~ ~~sServices~~.

8 (II) THE APPLICATION FOR A GRANT SHALL INCLUDE AT A MINIMUM THE  
9 DOLLAR REQUEST, THE HISTORY OF GRANTS TO THE APPLICANT, AND THE  
10 METRICS OF PREVIOUS AWARDS, INCLUDING SUCCESSES AND FAILURES  
11 AND WHETHER CITY-TARGETED AREAS OF FOCUS ARE ADDRESSED.

12 (III) ALL APPLICATIONS SHALL BE EVALUATED AND RANKED BY THE  
13 HUMAN RELATIONS AND COMMUNITY SERVICES ADVISORY BOARD (“HRCS  
14 ADVISORY BOARD”) WITH A MINIMUM ACCEPTABLE LEVEL FIRST BEING  
15 ESTABLISHED. THE CITY OF LANSING INTERNAL AUDITOR MAY  
16 PARTICIPATE AS AN ADVISOR DURING THE EVALUATION AND RANKING  
17 PROCESS.

18 (IV) HRCS ADVISORY BOARD RANKING RECOMMENDATIONS AND  
19 SUPPLEMENTAL STAFF EVALUATIONS AND RECOMMENDATIONS SHALL BE  
20 PROVIDED TO THE MAYOR FOR REVIEW. THE MAYOR MAY INCLUDE  
21 FUNDING FOR HUMAN SERVICES BASED ON THESE RECOMMENDATIONS OR  
22 OTHER FACTORS IN THE ANNUAL CITY BUDGET.



1 (V) THE HRCS DEPARTMENT shall enter into contractual agreements with community-  
2 based, non-profit, charitable organizations that provide basic human services.

3 (VI) These funds will be used to provide a locally funded revenue base that supports  
4 ~~h~~Basic ~~h~~Human ~~s~~Services. These funds may be used for the direct provision of ~~h~~Basic  
5 ~~h~~Human ~~s~~Services by local community-based, non-profit, charitable organizations and/or  
6 they may be used as match or leverage by these agencies to secure additional funds from  
7 federal, state and/or private sources to support human service delivery initiatives. ALL OF  
8 THE FOREGOING SHALL BE ACCOMPLISHED THROUGH A COMPETITIVE BID  
9 PROCESS PURSUANT TO THE LANSING CODE OF ORDINANCES.

10 (B) The 1.25 percent of the general fund revenue appropriated for basic human services shall  
11 be exclusive of any direct funding of community supported agencies by City Council  
12 THROUGH A COMPETITIVE BID PROCESS PURSUANT TO THE LANSING CODE  
13 OF ORDINANCES. The 1.25 percent of the general fund revenue appropriated for ~~h~~Basic  
14 ~~h~~Human ~~s~~Services shall also be exclusive of any funding appropriated for the purpose of  
15 supporting cultural arts programs.

16 240.04. – ~~Administrative unit~~ ADMINISTRATION

17 (A) FUNDING FOR BASIC HUMAN SERVICES WILL BE ALLOCATED TO CITY  
18 DEPARTMENTS THROUGH THE BUDGET PROCESS, OR THROUGH A CONTRACT  
19 WITH AN APPROPRIATE AGENCY TO PROVIDE SERVICES DIRECTLY.

20 (B) Funding through the Human Relations and Community Services Department,  
21 PURSUANT TO SECTION 240.03(C), ~~pursuant to Ordinance No. 01027~~, shall BE ISSUED  
22 TO AGENCIES AFTER CONTRACTS ARE CREATED AND APPROVED TO address



1 Basic Human Services needs as identified by the ~~Human Relations and Community Services~~  
2 ~~Department~~ HRCS ADVISORY BOARD AND DEPARTMENT, AND AFTER REVIEW  
3 AND APPROVAL OF THE GRANT CONTRACT BY THE MAYOR, THE FINANCE  
4 DIRECTOR, AND THE CITY ATTORNEY.

5 THE FOLLOWING PROCESS SHALL BE FOLLOWED IN AWARDING GRANTS  
6 UNDER THIS CHAPTER:

7 1. THE AVAILABILITY OF APPLICATIONS AND GRANTS SHALL BE LISTED ON  
8 THE CITY OF LANSING WEBSITE AND IN OTHER PRINTED MATERIAL  
9 AVAILABLE TO THE GENERAL PUBLIC.

10 2. A PUBLIC INFORMATIONAL MEETING FOR INTERESTED GRANT  
11 APPLICANTS AND THE GENERAL PUBLIC SHALL BE HELD BEFORE THE  
12 DEADLINE FOR APPLICATIONS FOR GRANTS, AND RECOMMENDED TO ALL  
13 POTENTIAL GRANT APPLICANTS.

14 3. AFTER THE APPLICATION DEADLINE HAS PASSED, ALL APPLICATIONS FOR  
15 GRANTS AND APPLICANT SUCCESS METRICS SHALL BE PROVIDED TO THE  
16 HRCS ADVISORY BOARD MEMBERS PRIOR TO A MEETING TO DISCUSS AND  
17 SCORE APPLICATIONS.

18 4. CITY STAFF SHALL PROVIDE A RECOMMENDATION TO THE MAYOR  
19 REGARDING THE DISTRIBUTION OF FUNDING BASED UPON HRCS  
20 ADVISORY BOARD SCORING, APPLICANT METRICS, HISTORY, AND THE  
21 ABILITY OF THE APPLICANT TO PROVIDE SERVICES THAT MEET THE  
22 GOALS OF THE CITY.





1 5. THE MAYOR WILL INCLUDE FINAL RECOMMENDATIONS IN THE BUDGET  
2 PRESENTED TO CITY COUNCIL.

3 6. HRCS STAFF SHALL PROVIDE APPROVAL LETTERS TO SUCCESSFUL  
4 AGENCY APPLICANTS AFTER THE CITY BUDGET IS APPROVED BY CITY  
5 COUNCIL.

6 7. FORMAL CONTRACTS WILL BE PROCESSED FOLLOWING CITY COUNCIL'S  
7 APPROVAL OF A BUDGET.

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

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

13 Section 4. This ordinance shall take effect on the 30<sup>th</sup> day after enactment by City  
14 Council and, pursuant to Section 3-307 of the City Charter, this Chapter shall expire December  
15 31, 2028.

16 Approved as to form:  
17  
18 \_\_\_\_\_  
19 City Attorney  
20

21 Dated: \_\_\_\_\_

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

WHEREAS, Attwood School at 915 Attwood Drive is the Polling Place for Ward 3, Precinct 24 and Precinct Ward 3, Precinct 25 and

WHEREAS, City Clerk Chris Swope received notice on May 7, 2020 that Attwood School will be inaccessible and unusable as a Polling Place for the August 4, 2020 State Primary due to construction at the facility; and

WHEREAS, Alfreda Schmidt Southside Community Center at 5825 Wise Road is in close proximity to Attwood School, handicap accessible, and with plenty of parking to serve as a temporary Polling Place for the City of Lansing; and

WHEREAS, City Clerk Chris Swope recommends that the Polling Place for Ward 3, Precinct 24 and Precinct Ward 3, Precinct 25 be relocated to the Alfreda Schmidt Southside Community Center for the August 4, 2020 State Primary;

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, relocates the Polling Place for Ward 3, Precinct 24 and Precinct Ward 3, Precinct 25 to the Alfreda Schmidt Southside Community Center at 5825 Wise Road for the August 4, 2020 State Primary, and that that the City Clerk shall notify the Registered Electors of Ward 3, Precinct 24 and Precinct Ward 3, Precinct 25 of the relocation.

BE IT FURTHER RESOLVED, that effective with any election after the August 4, 2020 State Primary, the Polling Place for Ward 3, Precinct 24 and Ward 3, Precinct 25 shall return to Attwood School at 915 Attwood Drive, and that the City Clerk shall notify the Registered Electors of Ward 3, Precinct 24 and Precinct Ward 3, Precinct 25 of the relocation.

BE IT FINALLY RESOLVED, that the City Clerk shall work to ensure proper signage to assist relocated voters in finding their Polling Place.