



AGENDA

Committee on General Services

Tuesday, September 22, 2020 @ 3:30 p.m.

<https://us02web.zoom.us/j/89795198501> ; ID: 897 9519 8501; Dial In: (312) 626 6799 US
email comments prior to the meeting to sherrie.boak@lansingmi.gov

Councilmember Hussain, Chair
Councilmember Wood, Vice Chair
Councilmember Garza, Member

1. Call to Order

2. Approval of Minutes:

- September 8, 2020

3. Public Comment on Agenda Items

4. Discussion/Action:

- A.) RESOLUTION- Boards/Commissions Annual Trainings

5. Other

- a. Michigan Liquor Control Commission; Transfer License with Sunday Sales, Outdoor Service, Catering Bars and Dance-Entertainment from 7786 E. US 10, Walhalla to 419 Spring Street, Lansing. Transfer Governmental Unit from Branch Twp., Mason County to Lansing City, Ingham County (**Pending Application**)
- b. Michigan Liquor Control Commission; RID#RZ-1908-14021; Board of Trustees, Michigan State University, request to transfer of ownership of Escrowed 2019 Class C Licensed Business with Sunday Sales Permit (P.M.), Entertainment Permit and Sunday Sales Permit (A.M.) from HOA Restaurant Holder; transfer location from 172 E Edgewood Blvd., new Additional Bar Permit for a total of 2 bars, new outdoor service area; new specific purpose permit (golf), transfer classification from Class C License issued under MCL 436.1531 to Class C License issued under MCL436.1513(4) (non-transferable) at 3535 Forest Road, Suite C88A (**Pending Application**)
- c. RID #RQ-2007-09450; New SDM License Issued under MCL 436.1533(5) at 621 E Michigan Avenue, Batter Up LLC (**Pending Application**)

6. Adjourn

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 above meetings will be conducted via audio/video conference.

The meetings are being 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 above, and meeting ID provided. Michigan Executive Order 2020-154 provides temporary authorization of remote participation in public meetings and hearings.

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.

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MINUTES
Committee on General Services
Tuesday, September 8, 2020 @ 3:30 p.m.

<https://us02web.zoom.us/j/81039345685>; ID: 810 3934 5685; Dial In: (646)876-9923

CALL TO ORDER

The meeting called to order at 3:31 p.m. via zoom.

ROLL CALL via Zoom

Council Member Hussain, Chair
Council Member Wood, Vice Chair
Council Member Garza, Member

OTHERS PRESENT via ZOOM

Sherrie Boak, Council Office Manager
Lisa Hagen, Assistant City Attorney/Council Research Assistant
Heather Sumner, OCA
Greg Venker, Assistant City Attorney
Cheryl Tennis
Marc Jones, Department of Public Service

Minutes

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE MINUTES FROM AUGUST 25, 2020 AS PRESENTED. ROLL CALL VOTE, MOTION CARRIED 3-0.

Public Comment on Agenda Items

No public comment at this time.

Discussion/Action:

RESOLUTION – Appointment, C. Tennis; At Large Member; Human Relations & Community Services Board; Term to Expire June 30, 2024

Council Member Hussain confirmed the Committee recently appointed members to fill the 1st and 3rd Ward positions, and this position would replace a vacancy left by Abbey Frazier.

Ms. Tennis introduced herself and provided a brief summary of her experience and what her role would mean to this appointment. Ms. Tennis informed the Committee she holds a career as a social worker, likes to address inequalities and through this new role on the Board she thought it would be a good opportunity to help the residents of Lansing. Council Member Wood asked her what her plans were to reach out to the community. Ms. Tennis stated she intended to attend neighborhood meetings and was also intending to create business cards with her role on this Board. Council Member Wood encouraged her to also attend the monthly Ward meetings. Council Member Garza referenced her application, and asked her what her vision

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would be for that board and what she would like to accomplish. Ms. Tennis replied that the community needs people who will help bring them together and they need resources. With her experience with CMH as a social worker she has had the experience with people who do not know where to go or who to call. She is hoping to help them on a personal lever. Lastly she noted she is familiar with Julie Rowe, and hopes to work with her on mentoring for this Board.

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION FOR THE APPOINTMENT OF CHERYL TENNIS TO THE HRCS BOARD. ROLL CALL VOTE, MOTION CARRIED 3-0.

RESOLUTION – Noise Waiver; Willard Avenue Pump Station (Hearing & Action 9/14)

Council Member Hussain noted the public hearing is set for September 14, 2020, but Council has been asked to take action the same night so the contractor can start as soon as September 19, 2020. He then noted that at the last Committee meeting when they set the public hearing, there were concerns on contractors currently starting before 7 am and the Committee asked that the contractor or City staff create door tags to be used the day before every weekend worked. Council Member Hussain noted that recently the staff had received word the contractor was looking for one more week in the waiver. Mr. Jones confirmed the contractor has had some unforeseen complications with vandalism, which caused a delay. So at this time they are asking for additional week ending on October 25, 2020. Also, since the initial request, with this delay they will be working every Saturday. Mr. Jones confirmed they will still place the door hangers on Friday, but they might amend the language to state it will be every Saturday through October 25th. Lastly Mr. Jones confirmed that the notice did get mailed out to the 40 effected properties, and it was not specific to dates so this change to October 25, 2020 should not affect the public hearing. Council Member Hussain asked if Mr. Jones had spoken to the contractor about not starting before 7 am, at which Mr. Jones confirmed he had spoken to them, but wanted it known there is a by-pass pump that runs continuously. Council Member Wood asked if the dates for the waiver are listed in the public hearing notice, if they would have to re-notice. Mr. Venker stated the ordinance did not specify but he would have to look at the notice. Mr. Venker was referred to the document in the packet, and then noted that if the City is the applicant the Mayor cannot grant any extensions because they can only be granted for non-profits. Council Member Wood asked if there was an issue if the notice did not list the dates, and they need to work on Sundays. Mr. Jones confirmed they will only work on Sundays in case of emergencies. Council Member Garza asked who the contractor was and was told Hoffman Brothers. Council Member Hussain clarified for the Committee and OCA the notice for the hearing did not list the dates of the actual noise waiver, but the date of the hearing. Mr. Venker confirmed the ordinance did not state the dates of the waiver had to be listed. Council Member Wood asked Ms. Boak, to reach out to the City Clerk to see how the notice was publishes. Ms. Boak, stated that the noise waiver public hearing notice is not required to be published just mailed out to the effected residents 12 days prior.

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION FOR THE NOISE WAIVER, PENDING THERE ARE NOT PUBLIC COMMENTS AT THE PUBLIC HEARING ON 9/14/2020 THAT WOULD CAUSE THE WAIVER NOT TO BE ISSUED. ROLL CALL VOTE, MOTION CARRIED 3-0.

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RESOLUTION- Boards/Commissions Annual Trainings

Council Member Hussain recapped at the last meeting the resolution was not acted on by Committee because it was unclear if it was enforceable, and if there could be standards set that if a member does not participate in the annual training if they could be removed or suspended. That meeting also requested a clause be placed in it saying that upon passage it would be transmitted to all Boards and Commission. Ms. Hagen stated she had not done the amendments, but confirmed they could add the clause on transmitting, did confirm with the OCA that if a member does not complete training they cannot be removed. A member can only be removed for cause. Regarding suspending a member, it would have to be listed in all the boards individual by laws, rules or procedures. Council Member Wood asked that the OCA also add a recommendation that all Boards and Commissions amend their rules to address the annual training. The OCA was asked to amend the resolution by the September 22, 2020 meeting for Committee action. If they have any issues they were directed to contact Council Member Hussain directly.

DISCUSSION – Fiscal Year 2021/2022 Budget Priorities

Council Member Hussain asked for input from the Committee on items to add. Council Member Wood suggested \$5,000 for training modules for the OCA to utilize for the Boards and Commissions. Council Member Hussain asked Mr. Venker if the OCA had any input on that suggestion or amount, and he stated he would have to report back. Council Member Garza had no comments at this time. Council Member Hussain asked the Committee to forward any additional suggestions to the Office Manager for full Council discussion. Council Member Wood suggested additional funds to be added for each department to continue providing written materials for the public.

Other:

Regarding item h., Council Member Hussain stated he spoke to LPD Chief Green who confirmed they have not received any complaints on a violation of the suspensions. An additional question to the Chief on who from LPD follows up with the business has not been responded back yet, and Council Member Hussain stated he would report the Committee once he heard back.

- a. Michigan Liquor Control Commission; Transfer License with Sunday Sales, Outdoor Service, Catering Bars and Dance-Entertainment from 7786 E. US 10, Walhalla to 419 Spring Street, Lansing. Transfer Governmental Unit from Branch Twp., Mason County to Lansing City, Ingham County **(Pending Application)**
- b. Michigan Liquor Control Commission; RID#RZ-1908-14021; Board of Trustees, Michigan State University, request to transfer of ownership of Escrowed 2019 Class C Licensed Business with Sunday Sales Permit (P.M.), Entertainment Permit and Sunday Sales Permit (A.M.) from HOA Restaurant Holder; transfer location from 172 E Edgewood Blvd., new Additional Bar Permit for a total of 2 bars, new outdoor service area; new specific purpose permit (golf), transfer classification from Class C License issued under MCL 436.1531 to Class C License issued under MCL436.1513(4) (non-transferable) at 3535 Forest Road, Suite C88A **(Pending Application)**
- c. Michigan Liquor Control Commission; Transfer of Ownership 2019 SDD & SDM License; Sunday Sales (AM) and Sunday Sales Permit (PM) from Ransom's Food Center, Inc. 1001 S. Clinton Street, Stockbridge to 6030 S. Pennsylvania Avenue, Suite 11 Lansing. Transfer Governmental Unit under MCL 436.1531(18) from Stockbridge Village to Lansing City **(Per Clerk no City action required)**

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- d. Michigan Liquor Control Commission; Request ID RQ-2004-05970 for a new SDM License Issued Under MCL 436.1533(5), New Sunday Sales Permit (AM) at 1625 West Mount Hope Avenue, Lansing **(Per Clerk no City action required)**
- e. RID #RQ-2003-05076; Ozone's Brew house, LLC Application for a New Small Wine Maker License at 305 Beaver Street **(Per Clerk no City action required)**
- f. RIS #RQ-2006-07987; Lansing Entertainment and Public Facilities Authority & City of Lansing, application for a New SDM License issued under MCL 436.1533(5)(A), Non-Transferable at 1600 Ormond St. (Groesbeck Golf Course)**(Per Clerk no City action required)**
- g. RID #RQ-2007-09450; New SDM License Issued under MCL 436.1533(5) at 621 E Michigan Avenue, Batter Up LLC **(Pending Application)**
- h. NOTICE – Michigan Liquor Control Commission Penalty Hearing; Macho's Party Store at 5101 S Pennsylvania; One Month Suspension effective 8/28/2020.
(Referred to LPD and Place on File)

Adjourned

Adjourned at 4:26 p.m.

Submitted by Sherrie Boak,

Office Manager, Lansing City Council

Approved by the Committee on _____

RESOLUTION #

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

WHEREAS, the City of Lansing has various boards and commissions that are either advisory or have decision making authority; and

WHEREAS, all City boards and commissions are subject to the City of Lansing ethics ordinance, conflict of interest policies, and hold meetings that may be subject to the Open Meetings Act, 15.261 *et seq*;

NOW, THEREFORE, BE IT RESOLVED that, on an annual basis, every member of a board or commission authorized by city ordinance or the city charter shall obtain training on the ethics ordinance, conflicts of interest, and the Open Meetings Act;

BE IT FURTHER RESOLVED that a new appointee to a board or commission must complete the above training within sixty (60) days of their appointment;

BE IT FURTHER RESOLVED that the Office of the City Attorney shall coordinate such training, and it may take place in person, or via alternative method, at the discretion of the City Attorney;

BE IT FURTHER RESOLVED that once the annual training is completed by a board or commission member, record of such completion shall be maintained by the City Clerk;

BE IT FURTHER RESOLVED that each year, at the time the budget is passed, a resolution reaffirming this annual training requirement shall be presented to Lansing City Council for its consideration;

BE IT FURTHER RESOLVED that once passed by Lansing City Council, the City Clerk shall transmit a copy of this resolution to the secretary of each board and/or commission in the City, so as to notify them of this new training requirement;

BE IT FURTHER RESOLVED that each board and commission authorized by city ordinance or the city charter should consider modifying its rules of procedure to address the annual training requirements and issues such as allowing for the suspension of duties of a member if the annual training is not completed;

BE IT FINALLY RESOLVED that this annual training requirement shall go into effect 30 days after the passage of this resolution by Lansing City Council.

GRETCHEN WHITMER
GOVERNORSTATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSINGORLENE HAWKS
DIRECTOR

January 9, 2019

John Simmons
c/o Simmons Properties, LLC
info@glelevators.com

RID # 1901-00057 Reference/Transaction: Transfer Location 2018 Resort Class C & SDM License With Sunday Sales Permit (AM), Sunday Sales Permit (PM), Outdoor Service (1 Area), Catering Permit, (2) Bars And Dance-Entertainment Permit, (Original 550 Resort License, Not At Its Original Location, Must Meet Seating And Food Requirements) From 7786 E Us 10, Walhalla To 419 Spring St, Lansing And Transfer Governmental Unit From Branch Twp, Mason County To Lansing City, Ingham County

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: Simmons Properties, LLC

Business address and phone number: 419 Spring St, Lansing MI 48912, Ingham County

Home address and phone number of partner(s)/subordinates:

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Lansing District Office (866) 813-0011

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. **Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.**

Since this request is a transfer under MCL 436.1529(1), approval of the local unit of government is not required. However, a copy of this notice is also being provided to **Local Governmental Unit** should they wish to submit an opinion on the application or advise of any local non-compliance issues.

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

cc: Lansing City Clerk



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GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

Thursday, September 26, 2019

Michael J. Brown, Attorney
C/O BOARD OF TRUSTEES, MICHIGAN STATE UNIVERSITY
mbrown@cebhlaw.com

RID # RQ-1908-14021 **Reference/Transaction:** TRANSFER OWNERSHIP ESCROWED 2019 CLASS C LICENSED BUSINESS WITH SUNDAY SALES PERMIT (PM), ENTERTAINMENT PERMIT, AND SUNDAY SALES PERMIT (AM) FROM HOA RESTAURANT HOLDER, LLC (A DELAWARE LIMITED LIABILITY COMPANY); TRANSFER LOCATION FROM 172 E EDGEWOOD BLVD TO 3535 FOREST RD, STE C88A, LANSING; NEW ADD BAR PERMIT, FOR A TOTAL OF (2) BARS; NEW OUTDOOR SERVICE AREA; NEW SPECIFIC PURPOSE PERMIT (GOLF); TRANSFER CLASSIFICATION FROM CLASS C LICENSE ISSUED UNDER MCL 436.1531 TO CLASS C LICENSE ISSUED UNDER MCL 436.1513(4) (NON-TRANSFERABLE) AT 3535 FOREST RD STE C88A, LANSING, MI 48910-3831 IN LANSING CITY IN INGHAM COUNTY

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: BOARD OF TRUSTEES, MICHIGAN STATE UNIVERSITY

Business address and phone number: 3535 FOREST RD STE C88A, LANSING, MI 48910-3831 IN LANSING CITY IN INGHAM COUNTY

Home address and phone number of partner(s)/subordinates:

Board of Trustees, Michigan State University; 426 Auditorium Rd Hannah Administration Building Rm 450 East Lansing MI 48824-1046

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Lansing District Office (517) 284-6330

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. **Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.**

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MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

cc: HOA RESTAURANT HOLDER, LLC (A DELAWARE LIMITED LIABILITY COMPANY) estherm@hooters.com
LANSING CITY chris.swope@lansingmi.gov

MICHIGAN LIQUOR CONTROL COMMISSION
PAT GAGLIARDI, CHAIRMAN
525 W. Allegan St. • P.O. BOX 30005 • LANSING, MICHIGAN 48909
www.michigan.gov/lcc • 866-813-0011



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GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

Tuesday, August 04, 2020

Cari L. DeLamielleue, Applicant
c/o BATTER UP, LLC
cari@batterupbistro.com

RID # RQ-2007-09450 **Reference/Transaction:** NEW SDM LICENSE ISSUED UNDER MCL 436.1533(5) AT 621 E MICHIGAN AVE, LANSING, MI 48912-1152 IN LANSING CITY IN INGHAM COUNTY

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: BATTER UP, LLC

Business address and phone number: 621 E MICHIGAN AVE, LANSING, MI 48912-1152 IN LANSING CITY IN INGHAM COUNTY

Home address and phone number of partner(s)/subordinates:

Cari L DeLamielleure; 619 1/2 East Michigan Ave Lansing MI 48912; Business phone: 517-575-6717; Cell phone: 517-703-4430

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Lansing District Office (517) 284-6330

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Retail Licensing Division
(866) 813-0011

cc: LANSING CITY chris.swope@lansingmi.gov