



MINUTES
Committee on General Services
Tuesday, August 11, 2020 @ 3:30 p.m.

Via ZOOM audio/video: <https://us02web.zoom.us/j/83114888649>; ID: 831 1488 8649; Dial In: (312) 626 6799 US (Chicago)

CALL TO ORDER

The meeting called to order at 3:30 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
Versay Williams
Josephine Washington
Scott Sanford, Code Compliance
Shirley Carter
Jim Smiertka, City Attorney

Minutes

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE MINUTES FROM MARCH 10, 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; Versey Williams; 3rd Ward Member; Human Relations & Community Services Board; Term to Expire June 30, 2023 (currently vacant)

Council Member Hussain outlined the process for the appointment.

Ms. Williams informed the Committee on her interest in serving on this Board, because over the years the community has change, and it appears to have some unrest. In her opinion the people need a better Lansing, and she wants to help people bridge the gaps. Ms. Williams hopes to bring her skills to the Board and assist in building on what we already have and give back. Council Member Hussain acknowledged her role as a lifelong resident, and referenced the board applications and vacancy. Ms. Williams stated she attend community meetings with the Mayor and Ms. Plummer, and when people spoke about the vacancies on this Board and encouraged her to apply. Council Member Garza referred to the application and recognized her

efforts in the community. Council Member Wood acknowledged Ms. Williams for her interest, and asked how she intended to interact with the Community in her potential role as the 3rd Ward Member of this Board. Ms. Williams stated she would understand the Community first and then outreach to the community. Council Member Wood referenced the Ward monthly meetings, Rejuvenating South Lansing and SWAG. She then referenced the senior population and encouraged Ms. Williams to discuss with the Board enough information and programming to help the senior population. Council Member Hussain spoke to Ms. Williams on the hope of working together in the 3rd Ward.

MOTION BY COUNCILMEMBER WOOD TO APPROVE THE APPOINTMENT OF VERSEY WILLIAMS TO THE HRCS BOARD. ROLL CALL VOTE, MOTION CARRIED 3-0.

RESOLUTION – Appointment; Josephine Washington; 1st Ward Member; Human Relations & Community Services Board; Term to Expire June 30, 2021 (currently vacant)

Council Member Hussain asked Ms. Washington why she has an interest in filling the vacancy on this Board.

Ms. Washington recapped her lifetime of community involvement. During that time she learned the impact of close community involvement, working in nursing homes and realized it was incredibly important that seniors who did not have a voice for themselves, they had dignity. Ms. Washington spoke about assisting a fellow resident in fighting an ADA law to assist them and the neighborhood. Currently, Ms. Washington noted she is the Sec. for the Lansing for Cesar E Chavez Committee, and the Vice President for the Allen Neighborhood. Part of her roles in these organizations is promoting working with the youth, and she briefly outlined a future program she is working on with the youth through school and into the secondary education. Her hopes is to assist people out of situations and ask them what people what they want, and streamline service to the homeless. Council Member Garza acknowledged Ms. Washington for volunteering to serve on this Board. Council Member Hussain noted that when Council Members leave, it is rare to see them continue their service, and it was nice to see Ms. Washington staying involved. Council Member Wood acknowledged Ms. Washington for her dedication over the years to the Lansing community and supported the appointment. She felt confident that Ms. Washington will reach out to residents of the 1st Ward.

Mr. Smiertka at the Committee level any relation to the appointee, a Committee member can vote, but at the Council level any relationship will need to be stated.

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE APPOINTMENT OF JOSEPHINE WASHINGTON TO THE HRCS BOARD. ROLL CALL VOTE, MOTION CARRIED 3-0.

Ms. Washington stated she is hesitant to attend the Council meeting on August 24th, and hope that the Committee will vet the appointment. Therefore, she will not attend the Council meeting.

RESOLUTION – Appointment; Cheryl Tennis; At Large Member; Human Relations & Community Services Board; Term to Expire June 30, 2024 (replaces Abbey Frazier)

Council Member Hussain noted the Ms. Tennis is not able to attend and will be on the next agenda.

RESOLUTION – Community Funding; Against All Odds; Back to School/Home School Drive thru Festival

Ms. Carter informed the Committee that with COVID there are organizations that are not able to do their annual events for kids, so this organization decided to create this drive thru festival. She went through the process they created that would include information for pre-registration,

instructions on the vehicles to get the supplies, and distribution. The event organizers require back packs, COVID safety, tents for the day of the events and other materials. Council Member Wood asked Ms. Boak the amount in the Community Funding, and she was informed \$5,000. Council Member Wood asked for \$1,000 instead of the requested \$500 because of the need and this event might be one of only a few of these types of events.

MOTION BY COUNCIL MEMBER WOOD MADE A MOTION TO APPROVE THE APPLICATION IN THE AMOUNT OF \$1,000. ROLL CALL VOTE, MOTION CARRIED 3-0.

RESOLUTION – Claim Appeal #1137; J. Blumer; 725 N Pine; \$435.00

Council Member Hussain noted that Mr. Blumer was not able to attend the meeting and will be at the next meeting.

RESOLUTION – Introduction & Setting Public Hearing; Ordinance Amendments to Chapter 240; Grant Award Process for Basic Human Services

Council Member Hussain asked who from the City Attorney office worked on this, and if the OCA could explain what the changes are. Mr. Smiertka stated the changes address conflict of interest and the Mayor asked for a process step that was truly open. In essence there is a now a competitive bid process with involvement by advisory board and internal audit. The changes include criteria, capital, housing and tenant services. Council Member Wood noted that when this was introduced in February, and she received calls from agencies that have applied for grants over the years and some of those agencies would like to be at the table so the Committee understands they side. Currently it appears it even allows departments to apply for revenues, and so asked that before setting a public hearing, invite agencies to a meeting to express concerns to the Committee. Council Member Hussain asked her to provide a list to Council staff to invite. Mr. Smiertka noted the City has received a letter from HUD and has provided some expectations. Council Member Hussain encouraged a discussion at a future meeting. Council Member Wood noted that the budget that was passed, the \$1.5 million, has been let and those contracts have been sent out to agencies. She encouraged action on this in October or November for the next budget. Ms. Boak proposed the September 8th meeting for this discussion to allow more time on the subject.

DISCUSSION – City Contractors for Code Enforcement
Updates on Bids from EDP

Mr. Sanford confirmed that all comments from the Committee was taken to the contractors by Mr. McGrain. Council Member Hussain asked what the conversations included. Mr. Sanford confirmed they understood the Committee concerns, and regarding selling trash they pick up, they acknowledged they do not. Council Member Hussain recalled the earlier discussions on rebidding to a larger diverse broad group of contractors. Council Member Garza stated he has a concern with the contractors, and the potential of getting multiple contractors. Council Member Hussain stated that they have not done that recently, but in the Hollister Administration he was told it did occur and it was successful. Council Member Wood stated that the earlier request on this discussion would be to have some concerns spelled out into the contract. Appears the contract was agreed upon, so asked for a copy of the signed contracts. Council Member Hussain stated he has communications with the EDP Director and will reach out. Mr. Sanford stated that when the Committee brought this topic up, the bids had already gone out. Again he noted that Mr. McGrain did communicate the Committee concerns to the contractors. Mr. Smiertka that if there is a determination clause in there, there can be MOU's. Council Member Hussain noted this discussion will continue at the August 25th meeting.

DISCUSSION – Ordinance on Boards/Commissions Annual Trainings

Council Member Hussain noted that Council has had a lot of discussion on this recently, and it has been brought to their attention during recent appointments and reappointments that Boards and Commissions are not having the trainings on OMA, Ethics, FOIA, etc. So the Committee is looking to get this into the Ordinances. Mr. Smiertka stated the OCA is also interested in the training because they too do not want violations. He added that he has made known twice in the last 6 months the availability of the OCA to do the trainings. Letters have gone out this week to all Boards to be an agenda item at their future meeting. Regarding an ordinance, this puts the Board Chairperson in violation, and so he would recommend a resolution. Ms. Hagen concurred with Mr. Smiertka. Council Member Wood asked what the enforceability of a resolution and would it have to be renewed on a yearly basis. Mr. Smiertka noted that a resolution is a statement of policy, and so Council could consider to re-up it at budget time like they are doing with the recodification resolution. It is not enforceable, just a policy. Council Member Wood voiced her concern with no training, because they need to have the complete training. Mr. Smiertka acknowledged that there are decision making Boards, and he understands with the idea. Council Member Wood then asked if the OCA can draft a resolution that they believe will meet the needs the Committee is requesting, and a recommendation no different than what Council does with the recodification resolution annually. She asked that it include requirement for a certificate for each member and provided to the secretary of the board stating they have been trained. Mr. Smiertka concurred it could be done, and it was requested by August 25th.

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. 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 **(Pending Application)**
- 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
- e. RID #RQ-2003-05076; Ozones Brewhouse, LLC Application for a New Small Wine Maker License at 305 Beaver Street

- 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)

Adjourned

Adjourned at 4:15 p.m.

Submitted by Sherrie Boak,

Office Manager, Lansing City Council

Approved by the Committee on August 25, 2020