
AGENDA ITEM

TO: Mayor McNeill, Lansing City Council
FROM: Tim Vandall, City Administrator
DATE: December 15, 2023
SUBJECT: BASE Grant Documentation

Explanation: The City and Leavenworth County jointly applied for a BASE Grant in 2022. Leavenworth County was the applying agency on the initial grant application, whereas Lansing was the applying agency on the second application, which was successful. The award paperwork listed Leavenworth County as the award winner, as the State Department of Commerce told us they deleted the “duplicate application”, which was written by the City. Thus, all of the grant documents listed Leavenworth County as the awardee, but the State still listed the City of Lansing as the payee and point of contact. This had not been an issue as the sewer utility is operated and owned by the City of Lansing, and the project is within Lansing’s city-limits.

Recently, new employees at the State Department of Commerce wanted to clean up the application since documentation still lists Leavenworth County as the awardee. The State requested an MOU between the two entities, essentially outlining that the City of Lansing would be administering the project and paying the match; additionally, this MOU affirms Leavenworth County is not financially responsible for the project. We have been operating under this premise since the grant was awarded anyway, but new employees at the Department of Commerce would like this formalized.

Policy Consideration: This MOU has been reviewed by City Attorney Gregory J. Robinson, ESQ.

Financial Consideration: The BASE Grant will award \$1.3Million toward the McIntyre sewer project. Additionally, Leavenworth County contributed \$240,000 toward design engineering on this project back in 2021.

Linaweaver Construction’s bid for the full project was \$2,995,003. This MOU formalizes that the City of Lansing is responsible for the remaining match.

Action: Approval of MOU, as presented.