AGENDA
Committee of the Whole – Community Budget Hearing
Friday, May 17, 2013 – 8:30 a.m.
10th Floor Council Chambers, City Hall

Councilmember Carol Wood, Chair
Councilmember A'Lynne Robinson, Vice Chair

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes**
4. **Public Comment on Agenda Items**
5. **Discussion/Action:**
   - A. Budget Wrap-up
   - B. Budget Policies
6. **Other**
7. **Adjourn**
8. **Pending**
   - Submission of Actuarial Data
   - Update Stagnant Account Balances – Property Taxes
   - Update on Ambulance Fee Collection
   - Update on Brownfield and TIFA Funds

MINUTES
Committee of the Whole
Friday, May 17, 2013 – 8:30 a.m.
Tenth Floor Conference Room – Lansing City Hall

CALL TO ORDER

The meeting called to order at 8:40 a.m.

ROLL CALL

Councilmember Carol Wood, President
Councilmember A'Lynne Boles Robinson, Vice President (arrived 8:48 a.m.)
Councilmember Derrick Quinney (arrived 8:48 a.m.)
Councilmember Jessica Yorko
Councilmember Kathie Dunbar
Councilmember Brian Jeffries
Councilmember Jody Washington (arrived 8:50 a.m.)
Councilmember Tina Houghton

OTHERS PRESENT

Lindsay Green, Council Staff
Arnie Yerxa, Internal Audit
Chad Gamble, EOC
Randy Hannan, Executive Assistant to the Mayor
Janene McIntyre, City Attorney
Claude Beavers, Citizen
Linda Appling, Citizen

APPROVAL OF MINUTES

Councilmember Dunbar requested that the approval of minutes from the May 10, 2013 Committee of the Whole Meeting be delayed for the opportunity to review and that future minutes be email to Councilmembers prior to the meeting.

May 13, 2013

Council President Wood stated a correction to the May 13, 2013 minutes remove "executive session".

COUNCILMEMBER JEFFRIES MADE A MOTION TO APPROVE MINUTES FROM MONDAY, MAY 13, 2013. MOTION CARRIED 5-0

PUBLIC COMMENT ON AGENDA ITEMS

Mr. Beavers stated that he wanted each Council Member to consider they are working for the residents of the city, not the administration. As a Council, the purpose of government is to serve the people, not the business community, corporations or politicians elected, but to serve the people. He would expect Council to find the money to run the city without fire hydrant and street light taxes.

Ms. Appling, of LENO (Lansing Eaton Neighborhood Organization), explained her concerns spoke on the city's upcoming budget. First is the preparation of the budget for the City of Lansing. Ms. Appling stated that the when putting together the budget, there seemed to be no input from the citizens of Lansing.

Ms. Appling listed information from 2010 Census concerning issues that impact Code Compliance and quality of life issues in neighborhoods:

5,447 vacant places
2,399 vacant places for rent
1,049 places for sale

She is concerned about transferring Code Compliance to the Fire Department and that it will eliminate the Code enforcement for individual homes. Ms. Appling believes there would be a tendency to focus more on businesses and less code enforcement on houses resulting in property devaluation and neighborhood blight. She explained she is not tied to the City of Lansing but instead it is a choice for her to reside here. Ms. Appling does not have any intentions of remaining in a City and watch it degenerate.

Ms. Appling offered background information stating that 25% of the Lansing population receives assistance. #1, the people that need assistance are at the bottom of the economic chain and #2, the citizens are already paying taxes for police services thus would be considered paying twice for the same service.

She does not believe we need to hire a Chief Information Officer that there are other needs in the City of Lansing, for example to fix the streets or pay the light bill. Ms. Appling expressed there is no need for a CIO or a department dedicated to Information Technology and countered with solutions to help solve the problem. One option would be to ask the State of Michigan for help from their IT department. She states since Governor Snyder was on the Gateway Board, he should have input or assistance. Another option would be to establish a committee of business individuals and ask them for suggestions.

Additionally, she said there should be no additional taxes or fees for payments of the City's lights and water. It's already being paid for therefore it would be a duplicate fee for Lansing residents and there is no sense in increasing the tax burden further.

Finally, Ms. Appling suggested that to help with the budget, start with a reduction in salary of those at the top working at/for the City of Lansing.

DISCUSSION/ACTION

City Attorney - Opinion Fire Hydrant and Street Light Proposal

City Attorney Janene McIntyre issued an opinion that speaks to the Fire Hydrant and Street Light Proposal discussed on May 16th, 2013 and was open to questions from Council Members.

President Wood questioned on behalf of Council if the proposal before them is a fee or a tax and how does it interact with the Alex Bolt case.

City Attorney McIntyre stated that she is mindful of the Bolt case and conducted careful and detailed analysis, looking at options to address the need of fire hydrants that were proposed. She explained that it is neither a fee or tax but a rate increase to be imposed for continuation of water service provided by the Lansing Board and Water of Light. She also stated there are other communities and townships that have starting implementing this rate increase.

Regarding street lights, City Attorney McIntyre stated there will be a special assessment by an ordinance to be adopted by the City Council body.

Councilmember Jeffries inquired as to whether or not a rate adjustment will be made for customers of the Lansing Board of Water and Light in order to achieve this. He mentioned that previously discussed was a tier system in terms of rates so would the citizens of Lansing be paying a higher rate than other rate payers, for example surrounding townships, etc. Councilmember Jeffries believes that Lansing Board and Water of Light could adjust rates and the City of Lansing could be paying more than other counties and/or townships.

City Attorney McIntyre replied that she would have to confirm with Lansing Board of Water and Light. She wasn't sure if the rates varied or if Lansing would be paying more or less than counties/townships but again, would confirm.

Councilmember Jeffries stated that those who consider living or working in Lansing will weigh the cost of doing business or residing here. His concern is that there will be a higher cost of business or living in Lansing created by increasing the rates than other areas. Councilmember Jeffries expressed that this is more of a policy issue than legal issue.

City Attorney McIntyre commented again that she did thorough and accurate research to provide an answer, however the decision will be made by policy makers not the City Attorney's Office.

Councilmember Jeffries asked if it was still possible for the City, through its general fund, to still pay for the services.

City Attorney McIntyre answered yes if that is the decision made.

Finance Director Ms. Bennett addressed Councilmember Jeffries question of higher rates than surrounding townships and/or cities. She stated other townships have surcharges as this is option is becoming more common in other areas.

Councilmember Dunbar stated that she had a printout of fees from the Lansing Board of Water and Light. She stated that half of the community is charged a service fee for rate payers for hydrants. The proposal of City Council had been eight (8) percent which was the lowest rate versus other areas that had a service fee of (10) percent.

Councilmember Robinson asked if there are additional charges for rate payers within the City of Lansing that other municipalities do not pay.

Ms. Bennett stated did not believe so.

Councilmember Yorko discussed that she was contacted by citizens concerning the fees. They are worried about fees tied to usage. Councilmember Yorko supported the proposal but wanted to see a flat rate fee or other options for persons or people on disability that have medical equipment requiring heavy usage. Councilmember Yorko agreed to discuss this is the next few meetings if a solution could not presented at that time.

Councilmember Dunbar brought up that maybe it should be tied to usage because there are a lot of large properties (e.g. GM or State of Michigan) that are tax exempt and they would not be affected by the rates. She stated it should be spread out over all users; flat fee disadvantages the users. Councilmember Dunbar would definitely consider a review of the process and exploring flat fee versus fees tied to usage.

President Wood asked City Attorney McIntyre how this affects tax exempt properties.

City Attorney McIntyre agreed to get back with Council about that answer.

Councilmember Houghton asked if the answer could be provided by Monday's meeting.

City Attorney McIntyre agreed to have the answer by then. She stated she will look into this and report by Monday, May 20, 2013.

Amendments to Budget Resolution

Mr. Hannan stated that the Administration has brought forth an amendment to the Administration budget proposal to implement the special assessment approach.

Ms. Bennett stated when the budget was proposed there was not a street light expenditure appropriation within the budget because it was proposed to be a surcharge. With this opinion, they are amending the budget to add back the expenditure for street lights which resides in the Public Service Department within the General Fund. Funding source is $4 million from special assessment revenue based on the City Attorney's opinion. The remaining packet information is Budget book pages and revised Budget resolution.

Councilmember Dunbar questioned when the proposal was made did the Administration consider the tax exempt properties, as it changes the rate structure, if the biggest users of electricity are exempt from the assessment; raising the rate on other users.

Mr. Gamble stated that the infrastructure improvements are the same as say the curb & gutter improvements, such as a church, it is applied to those tax exempt entities, as they receive a benefit from public improvements.

Councilmember Yorko stated she has a list of questions pertaining to the general budget, not part of the packet, as follows:

Councilmember Yorko asked about the estimated date of completion for the Code Compliance database and transferring licensing and inspection data to be completed.

Ms. Bennett stated they did not have a completion date but upon getting it will give the information to Council.

Councilmember Yorko asked about the Frances Park Pump Station and where is the location of the pump station and are there plans to reconstruct the station and will this cause a disruption in access to the park during work?

Mr. Gamble explained the pump station as at one of the entrances.

Councilmember Jeffries stated it was on the west side of Francis Park at the entrance.

Mr. Gamble stated the plan is to increase the pumping capacity of the station. Some of the things mentioned earlier regarding the Wet Weather Control program - removing bottlenecks in the system; the flow to the station is great and causes surcharging upstream of the station. He stated they do have excess capacity downstream of the station; however the station itself is limited at its pumping capacity. If they are able to upgrade the pumps, electrical systems, etc., they will alleviate some upstream flooding when completed. He stated that there are two entrances to the park; visible signs and arrangements will be made to let the people know that access is closed.

Councilmember Yorko asked about the mowing along the Lansing River Trail area and when it was transferred back from county to the city, last year. As far as who is performing the work, please speak to the process by which that was added on to the contract we have for park mowing and why it did not need to go out to bid?

Mr. Gamble stated contract was reviewed with the City's Purchasing Department. This was looked at as far as the timing of the addition and amount of the addition and its relative rates compared to other work to for which a decision was made to award this contractor the bid. He stated they are planning to go out for bid for all work this coming winter or late fall.

Councilmember Yorko asked whether there is internal policy or guidelines to when it is acceptable or appropriate to add on to an existing contract as opposed to going out for a bid.

Ms. Bennett stated that the Purchasing Department has policy that spells out those guidelines and that the Department uses those guidelines when determining steps to follow on bids or adding onto existing contract, which is available on the city's website.

Councilmember Yorko asked in regards to the South Street recycling drop off station are there foreseeable changes in operations and access to the public for dropping of recyclables?

Mr. Gamble stated yes they are anticipating changes. It has been removed due to construction of the street maintenance facility. He stated they are looking how the impacts of the Single Stream Collection, the roll out of the new recycling cart, and the extension of our recycling program to the businesses will affect the cost of maintaining that facility as we further extend our services to include more people. There is the possibility to partner with other locations in the City.

Councilmember Yorko asked about past practice in sidewalk construction for work being done in-house or contracted out and why do we contract out as opposed to our workers doing the work?

Mr. Gamble stated that the design, lay out of sidewalk would be done by the engineering division. He stated typically work is contracted out for the actual construction of the sidewalk. As Council knows the City's 30% reduction in staff it is difficult for us to do the work. This particular flat work crew is kept busy with curb and gutter replacement, sidewalk and other repairs; sidewalk construction would overwhelm our workers.

Councilmember Yorko asked is if the CSO program is currently on hold?

Mr. Gamble stated there is a five year schedule for the Wet Weather program, included within the five year plan are the three Clean Water Acts, unfunded mandates, that being Storm Water, Sanitary/Sewer Overflow and Combined Sewer Overflow programs, represented within the five year plan.

Councilmember Jeffries questioned if within the five year plan will they be addressing the CSO issue on Mt. Hope between Pattengill and Martin Luther King; road resurfacing wasn't done due to a sewer separation.

Mr. Gamble stated part of that area is proposed in one of the CSO project that is within the five year plan, coming up in proposed FY18.

NO MOTION WAS MADE TO AMEND THE BUDGET PROPOSAL.

Vice President Boles Robinson distributed a packet that included a compilation of amendments and suggestions from constituents, neighbors, friends and family, as follows:

AMENDMENTS

5/17/13 Council Amendment - without 5/17 Mayoral Amendment

	General Fund
Expenditures - Mayor's Amended Proposed	**112,000,000**
Eliminate Cold Case Detective	(100,000)
Eliminate Cabinet Level IT Position/$50k to Control Account	(150,000)
Eliminate Form Based Code Project	(70,000)
Eliminate Sister Cities from City Supported Services	(20,000)
Eliminate positions for Sister Cities & Faith Based programs	(43,000)
Reduce City appropriation to TIFA from $1.4 million to $1 million	(400,000)
Reduce General Fund appropriations Fleet Fund for Vehicles & Equipment	(250,000)
Reduce General fund dollars for Local Streets and bond for $1.3million	(1,300,000)
Add: Bond Revenue (see above)	
Appropriate $333,000 for debt service	333,000
Addition of Street lighting (shown as revenue on Council's proposal)	3,700,000
	-1,700,000
Increase of ½% on ROE from BWL	
Technology CIP Debt Service $2 million bond place in a control account	400,000
Target number to cover the cost of Fire Hydrant Fee Put on the ballot for the voters to decide whether they want to pay this charge. If turned down reduce the General Fund non personnel accounts by Department 1.3321% a total $1,491,952	1,491,359

Vice President Boles Robinson explained that leadership of Council, President Wood and herself, met with BWL leadership. They are mutually committed to discuss this possibility and groundwork has been established to start discussions and meet quarterly.

Vice President Boles Robinson explained the Technology CIP debt service for the $2,000,000 bond will be placed in a controlled account. This represents $400,000.

Cover cost of fire hydrant fee by putting the question on the ballot for the voters to decide whether they want to pay this portion of the fee. There is time to approve wording by the 27th of May, for the August ballot; allowing for the opportunity to show the people of Lansing that we are listening.

If the people vote "no" then it is suggested that the department's make non-personnel cuts equal to 1.3% across the board, getting to the full 5.5 million that has been proposed, making the budget whole.

MOTION MADE BY VICE PRESIDENT BOLES ROBINSON ON THE AMENDMENTS TO THE BUDGET.

Councilmember Yorko moved that the vote be delayed until Monday, May 20 2013, giving us an opportunity to talk with our constituents.

President Wood explained that there must be a motion on the budget for Council to act on Monday. She asked Vice President Boles Robinson whether this was a friendly amendment she stated it was not.

COUNCILMEMBER JEFFRIES MADE A MOTION FOR AMENDMENT VICE PRESIDENT BOLES ROBINSON MOTION TO INCLUDE LANGUGAGE TO DIRECT CITY ATTORNEY TO DRAFT BALLOT LANGUAGE FOR THE FIRE HYDRATION FEE

Councilmember Dunbar questioned if the ballot proposal is passed when the monies would be collected, if approved. How will this fee affect and how do we determine its effects on our constituents, since business cannot vote; how this affects all the users. If passed would the fee be put on the property taxes.

Mr. Gamble stated monies are typically collected several months after the election.

Councilmember Jeffries stated that we make the collection imminent that if passed it is a rate increase from BWL, not a millage.

Council President Wood stated that we have put fees on before; recycle fee that was voted by the people.

Councilmember Washington questioned if the ballot language would keep the percentage or flat rate stable and not give the board the opportunity to rise.

Councilmember Jeffries stated that would be part of the language. He stated the 2.5% will be identified, but understand that it does fluctuate; similar to the recycle fee.

Councilmember Dunbar stated that when the percentage was discussed with the BWL the 2.5% was tied at the hydrant level allowing this as a fee rather than a tax, so if the cost for providing the service was less than what we collected from residents it is adjusted the following year, thus residents might pay either higher or lower percentage based on actual usage at the time. If we collect a flat fee, if there is shortfall or surplus, who would make up the difference.

Councilmember Yorko requested the restatement of the amendment.

COUNCILMEMBER JEFFRIES MADE A MOTION FOR AMENDMENT VICE PRESIDENT BOLES ROBINSON MOTION TO INCLUDE LANGUGAGE TO DIRECT CITY ATTORNEY TO DRAFT BALLOT LANGUAGE FOR THE FIRE HYDRATION FEE

Councilmember Yorko stated again that she proposes to vote on these new opportunities on Monday. In fairness to our constituents they need to see and be able to respond to this information.

Council Vice President Boles Robinson stated she is comfortable knowing that their constituents are knowledgeable in the suggestions presented.

Councilmember Dunbar stated that her suggestions could determine if the motion for amendment is even necessary. She proposed changing BWL, as in the past, the ROE (return on equity) to 1.2% which is four million and placing street lights back in. She has concern with the ballot measure that property owners would be the only people stuck with the bill. This would cover the costs and eliminate the need for a portion to go to vote. She stated her concern on essential non-personnel account reductions by another 1.3%, these accounts are already drained; not make incremental cuts.

Councilmember Jeffries questioned the position of support from the Administration on raising the ROE from BWL 1.2%.

Mr. Hannan stated they would need to consult with the Mayor; but they will be willing to look at the possibility.

Councilmember Houghton stated her concern on the TIFA revolving account, as this stimulates small business growth.

Councilmember Washington stated her support for the 6.2% return on equity.

Councilmember Dunbar stated with her proposal the items proposed for elimination would not be necessary if we go to the 6.2%.

Ms. Bennett stated on the amendment/proposal submitted, to note at the bottom of the second page, it mentions, if non-personnel reduction by department 1.3321% to total 1.5 million, a cut of about 13%, incorrect placement of decimal point.

Councilmember Jeffries questioned that if we approve 1.2% return on equity then all proposed eliminations would be unnecessary.

Councilmember Dunbar stated yes, her intent was to cover the street light increase. Leaving in the EDC revolving loan account for small business, local street repair, Cold Case Detective and the form base code project, all are important.

Councilmember Jefferies stated with talk about our structural deficit; we are creating a revenue source. First time that public tax dollars pay for Economic Development, we're not just handing out checks. With the revolving loan account, there is $2.8 million which continues to increase, taking $400,000 is not going to significantly impact the fund; loans are fairly modest. This should not be a payment from the taxpayer to the TIFA; backed up from the administration this could be short term. The IT position is very appropriate; the Financial Health Team recommended that we partner with LSD. He would like to see a recommendation from IT and from administration on exactly what this IT build out is. Same with the form based code project. He is in support of the concepts, but wants to see the plans.

Council President Wood stated that looking at Councilmember Dunbar's proposal, the $5.2 million that needs to cover hydrants and electric, at a 1.2% increase we're looking at getting in revenue $4,080,000 this does not meet and allow for all the other items to happen as well.

Mr. Gamble addressed Councilmember Jefferies IT plan question. In the previous budget meeting on May 10, 2013, it answered the IT plan for 265 workstations, modernizing 10-yr primary communication network, core network redundancy, increase network protection, implement paperless technology for City Attorney's office and 54A District Court, expand wireless network access to all fire stations, increase capacity in city hall, implement application online portal, implement paperless online plan review, upgrade software on telephone system and implement online income tax filing, etc.

Council President Wood stated her appreciation for Mr. Gambles' comments, but has not seen any type of document outlining the IT plan only verbal.

Councilmember Yorko stated the form base code project is thoroughly discussed in the master plan. It is one of the primary recommendations of the master plan. She questioned councilmember Jeffries to further explain his TIFA comment "handing out checks".

Councilmember Jeffries stated that when we do an incentive for a business, Brownfield for example, when we clean up the property. We do not write a check as an incentive, we defer the taxes to be used for cleanup. What is being proposed in the budget is that we are being asked to write a check for $1.4 million out of the General Fund to pay for the debt service in the TIFA. Unless or until the Administration can refinance the debt service to an amount that they can afford, he is recommending that we take $400,000 from the EDC revolving account to pay towards the TIFA debt and the $1,000,000 be paid by the General Fund; that the EDC repay the general fund back as a loan.

Council Washington stated as far as asking for 1.2% from BWL and not making any other cuts, her position is that we need revenue and cuts. She stated we are ranked just below Flint, in the new stats from the Bridge report for an Emergency Manager. Our Health Team warned us we need to save money, fund retirement funds, bump up rainy day fund. She stated her support for revenue and cuts. Councilmember Washington also stated that she did not feel it was appropriate for Councilmember Dunbar to have called Mr. Lark while she was on the dais and mention her concerns about the open meetings act with regards to the texting the use of cell phones.

Councilmember Dunbar asked for a point of personal privilege to discuss that matter and to get clarification from the City Attorney on this matter.

Council President Wood stated that we would not take up that matter at this time.

Councilmember Dunbar asked if we could discuss the matter at the end of the meeting.

Council President Wood stated we could take the matter up at that time.

Councilmember Dunbar questioned in the original proposal the reason we are refinancing the TIFA was the difference would have funded the retirement fund and go back into the general fund.

Ms. Bennett stated the proposal was based upon the successfully refinance of the TIFA at that point the monies would be split between the Rainy Day Fund and Retiree Health Care. She stated that the recent Bridge article published and our score of 6 out 10, 10 being the most at risk; is based on 2 year old information. Our FY12 data score is 4 as opposed to a 6.

Council President Wood stated that Councilmember Dunbar suggestion to raise the request on the PILOT from .5% to 1.2% will generate $4,080,000. She stated to look at the other recommendations, in order to make the target number that is roughly $5.2, need to make additional cuts to include up to the roads; instead of bonding for the roads, they would come out of the General Fund; all other cuts below would need to occur.

Councilmember Dunbar stated we raise $17 million from the 5.0% return on equity. Her suggestion was that to cover the street lights through the ROE and keep the hydrant surcharge at 2.5%.

Council President Wood stated the hydrant surcharge is 8% not 2.5%.

Councilmember Yorko stated that there is in-depth explanation in moving the City into a Form Based Code with our Zoning Ordinance. The fact that Council adopted the Master Plan which addresses Form Based Code is very important that we continue this process.

Councilmember Quinney stated he does not support another study.

Councilmember Jeffries withdrew his amendment motion.

COUNCILMEMBER JEFFERIES MADE A MOTION TO AMEND THE PROPOSAL TO ADD 1.2% INCREASE ON RETURN OF EQUITY; $1.7 MILLION INCREASES TO $4.,080,000 LEAVING THE REMAINDER OF THE CUTS AS IS TO ELIMINATE THE NEED FOR THE HYDRANT SURCHARGE.

MOTION CARRIED, 7-1. (COUNCILMEMBER YORKO, NO)

MOTION BY VICE PRESIDENT BOLES ROBINSON TO APPROVE THE BALANCE OF THE BUDGET RECOMMENDATIONS. MOTION CARRIED, 7-1. (COUNCILMEMBER YORKO, NO)

Councilmember Yorko stated let the record accurately show her vote was “no” on the budget amendments.

Councilmember Dunbar requested that we separate out the HRSC budgets because her agency receives funding, she will be recusing herself from the vote**.**

MOTION BY VICE PRESIDENT BOLES ROBINSON TO RECONSIDE THE APPROVAL OF THE BUDGET WITH THE AMENDMENTS, MOTION CARRIED 8-0.

Separate the questions and move out the HRSC budgets

MOTION CARRIED 8-0

MOTION BY COUNCILMEMBER JEFFERIES AND COUNCILMEMBER YORKO RECUSING THEMSELVES FROM VARIES PORTIONS OF THE HRSC BUDGETS

MOTION BY VICE PRESIDENT BOLES ROBINSON FOR THE APPROVAL OF THE HRSC SLDA MOTION CARRIED 7-0 (COUNCILMEMBER DUNBAR RESCUSED)

MOTION BY VICE PRESIDENT BOLES ROBINSON FOR APPROVAL OF THE HRSC CACS, **MOTION CARRIED 7-0 (COUNCILMEMBER JEFFRIES RESCUSED)**

MOTION BY VICE PRESIDENT BOLES ROBINSON FOR APPROVAL OF HRCS INGHAM COUNTY HEALTH DEPARTMENT MOTION CARRIED 7-0 (COUNCILMEMBER YORKO RESCUSED)

Council Vice President Boles Robinson stated clarification on the conflict of interest is purely based on someone’s ability for financial gain that may be realized by a particular councilmember through their organization.

MOTION BY VICE PRESIDENT BOLES ROBINSON FOR APPROVAL OF THE REMAINDER OF THE BUDGET WITH THE APPROVED AMENDMENTS. MOTION CARRIED 7-1 (COUNCILMEMBER YORKO, NO)

Councilmember Yorko stated she wants to vote yes for budget but not the amendments.

Council President Wood stated that Councilmember Yorko is registered as moving the budget amended budget as a “no” vote.

Budget Policies

1. Encumbrances **(CHANGE TO NOVEMBER 1, 2013)**
   Authority is provided to re-appropriate available capital project balances as of June 30, 2013, into the FY 2013-14 budget. All non-capital, unencumbered balances require Council approval for re-appropriation.

Authority is provided to re-appropriate outstanding encumbered obligations which are less than $5,000 into the FY 2013-14 budget, and the Administration is requested to present Council with a detailed report listing each encumbrance and its corresponding amount by September 1, 2013. Notwithstanding, the above encumbrances which are less than $5,000 and more than 8 months old shall require Council approval**.**

2. Residency Incentive
   In the event that funds advanced for home purchases are returned from employees, such funds shall be administratively re-appropriated to the City's Residency Incentive Program. Any amounts remaining in the City's Residency Incentive Program at the end of FY 2012-13 will be carried forward to FY 2013-14 and placed into the Residency Incentive Program account. The Administration is requested to identify other potential funding sources to be used for the City's Residency Incentive Program and report its findings to Council by December 1, 2013.

3. Labor Relations
   Authority is included to transfer wage reserves and fringes to Departmental line items upon contract settlements.

4. Vacant and Unfunded Positions and Position Eliminations
   Positions shown in the various Departmental budgets as eliminated in the FY 2013-14 budget are removed from Departmental Tables of Organization. The Administration is requested to present to Council on or before July 1, 2013, a City wide organizational chart reflecting all FY 2013-14 budgeted positions (funded-filled or vacant) and provide a list, by Department, of each position including position title, FTE, wages and fringes, and whether the position is filled or vacant.

5. Vacancy factor/funded and unfilled Positions
   The budget includes an attrition vacancy allowance of $800,000. The Administration is requested to provide Council on July 1, 2013, and every month, thereafter, a list of vacant positions by department. The Administration is also requested to provide, on a quarterly basis, a detailed list by Department of all positions by title, FTE, wages and fringes, and impact on programs and/or services which are included within this allowance. The personnel wages and fringes associated with all positions identified above as of July 1, 2013, and any such position vacated, thereafter, shall be placed in a budget control account, and will require City Council approval for expenditure.

6. Infrastructure / Sewage / CSO **(CHANGE TO WET WEATHER)**
   Authorization is provided to transfer Sewage funding and State Revolving Loan Fund proceeds to expenditure accounts within the 592 Capital Projects Fund Series and recover residual funding from completed project segments in CSO funds to the Sewage Fund. Authority is provided for the administrative appropriation of 2003 Sewer Bond proceeds for the ineligible share of Combined Sewer Overflow projects and for such other Sewage Fund projects as are within the provisions of the bond covenant. This authority includes re-appropriation of residual funds for the design phase of succeeding project segments. Authority is provided to administratively appropriate funding from the Lansing Board of Water and Light when the Board chooses to participate in infrastructure repairs which may be accomplished during the CSO project by the City contractor. The Administration

is requested to submit to Council detailed quarterly reports beginning September 1st of each year outlining the transfers made pursuant to the above authorization.

7. Public Service
   Authority is provided to administratively transfer funding for flood control and storm sewer purposes if such funding is necessary to address flooding or unanticipated storm sewer maintenance needs. Administrative transfer authority is authorized for expenditure of 1990-II Environmental Bond Fund proceeds and to transfer Technical Equipment Replacement funding to the Service Garage fund and to create appropriate expenditure accounts. The Administration shall submit to Council detailed quarterly reports beginning September 1st of each year outlining the transfers made pursuant to the above authorization.

8. Act 51 Major and Local Streets
   Transfer authority is not limited by departmental allocation. Administrative authority is included for appropriation of MDOT special authorization funding. Authorization is included to carry forward residual appropriations from FY 2012-2013 Traffic Maintenance accounts for matching the ITS Signal Pre-emption Grant. The Administration shall submit to Council detailed quarterly reports beginning September 1st of each year outlining the transfers made pursuant to the above authorization.

9. Parking System Fund
   Authority is provided to administratively transfer to Capital Project accounts from Operating Cost accounts to meet bid or unforeseen major maintenance cost requirements. The Administration shall submit to Council detailed quarterly reports and funding activity on a budget basis beginning September 1st of each year outlining the transfers made pursuant to the above authorization.

10. Fees
    Approval is herein given to charge fees as listed in the budget fee schedules.

11. Grants
    The Administration shall present to Council every application for any grant and, upon notification of the award of a grant, shall submit the grant to Council for acceptance. Administrative authority is given to create the necessary accounts and transfers in accordance with the requirements of the grantor. Any grant that can be applied for administratively should be submitted for Council review within 10 days of the application.

12. Debt Service
    Authority is provided to transfer residual balances between General Obligation Bond Funds, upon completion of repayment, to meet funding needs in other General Obligation issues and to close funds. The Administration shall submit to Council detailed quarterly reports beginning September 1st of each year outlining the transfers made pursuant to the above authorization.

13. Civil Actions, Claims, and Damages
    Whenever a claim is made or any civil action is commenced against the Mayor, a City Council member, a non-bargaining unit employee, or a Lansing retirement board trustee (collectively in this provision “the Employee”) for damages caused by an act or acts of the Employee within the scope of his or her authority and while in the course of his or her employment with the City or his or her duties on behalf of

the retirement board, the City will pay for, engage, or furnish the services of an attorney to advise the Employee as to the claim and to appear for and represent the Employees in the action. If the City Attorney does not provide the attorney services, the attorney selection shall be made by the City in the manner the City determines. The City may compromise, settle, and pay a claim before or after the commencement of any civil action. Whenever any judgment for damages caused by the act or acts of the Employee covered under this provision is awarded against the Employee as the result of a civil action, the City will indemnify the Employee or will pay, settle, or compromise the judgment. The City's obligations under this provision, however, is contingent upon the Employee giving prompt notice of the commencement of the action and upon the Employee cooperating in the preparation, defense, and settlement of the action. The term "scope of authority" under this provision does not include any act or acts of Employee (i) fraud, (ii) dishonesty, (iii) willful, intentional, or deliberate violation of the law or breach of fiduciary duty, (iv) criminal act, or (v) traffic violation; nor does this provision abrogate or diminish governmental immunity.

14. <u>Consolidated Law Enforcement Building</u>
The Administration is requested to submit to Council a detailed analysis and business plan for Consolidated Law Enforcement Building to include the centralization of all police facilities and the 54A District Court. This analysis should be submitted by July 1, 2013 and include the efficiencies that will be achieved, detail analysis of cost savings, and the elimination of redundancies.

15. <u>Capital Improvement Projects</u>
The Internal Auditor will provide an annual report to Council on all projects completed in the prior fiscal year regarding the Capital Improvement Project budgets and all cost overruns or under expenditures. This report will be submitted by January 31st each year for consideration by Council.

16. <u>City's Road Maintenance/Construction Capital Improvement Plan</u>
The Administration is requested to update on an annual basis and submit to Council by December 1st each year.

17. <u>425 Agreements/Project Labor Agreements</u>**(CHANGE THE FOLLOWING TO READ-- Council will review language to be incorporated in all future City 425 Agreements that receive economic development incentives from the City shall address employment opportunities for City of Lansing residents and other issues that will protect the interests of the City.)**
Council will review language to be incorporated in all future City 425 Agreements and Project Labor Agreements that addresses employment opportunities for City of Lansing residents and other issues that will protect the interests of the City.

18. <u>Contracts</u>
    a. During the 1st of the months of October, January, April, and July, the Administration is requested to present to Council a list of all contracts and copies of all purchase orders, including any extensions and/or amendments, approved by the Administration in excess of $25,000.
    b. The Administration is requested to include non-appropriation clauses and other similar out provisions in all leases and vendor contracts.

19. <u>Community Resource Officers</u>

The City Council strongly suggests that the Lansing School District reimburse the City for all wages, fringes and costs of LPD Officers assigned to the Lansing School District.

20. 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?

21. Personnel and Fringe Accounts
Administrative transfer authority shall be as set forth in Section 7-107.3 of the City Charter.

22. Pedway **(MOVED TO REMOVE AND WAS LATER RESTORED**)
The Administration is requested to submit to Council by September 15, 2013, a detailed plan and budget for the renovation the Pedway.

23. City Capital Improvement and Maintenance
The City's Capital Improvement and Maintenance Plan is referred to Committee of the Whole for review and consideration by September 1, 2013**.**

24. Light on Fairview and Saginaw
Administration is requested to work with MDOT on changing the caution light at Fairview and Saginaw to a full phase traffic signal light and installing a full phase traffic signal light and pedestrian crossway at Marshall and Grand River.

25. Sidewalks
The Council supports installation of sidewalks to fill gaps on all streets as outlined in the Public Service Department's 2005 Sidewalk Analysis.

26. Fire Services **(REMOVED COMPLETED BY THE PUBLIC SAFETY COMMITTEE)**
The Public Safety Committee is to review EMS and Fire Dispatch protocols and submit a report of its findings to Council by September 15, 2013.

27. City Cemeteries **(CHANGED TO THE FOLLOWING-- The Public Service Committee will review the operations and maintenance of city-owned cemeteries and to make recommendations on their financial and operational sustainability. The Public Service Committee shall submit a report of its findings to Council by September 15, 2013.)**
The President of Council is requested to appoint a Special Ad Hoc Committee to review the operations and maintenance of city-owned cemeteries and to make recommendations on their financial and operational sustainability. The AD Hoc Committee should be composed of a coalition of public officials, Friends of Lansing's Historic Cemeteries, consumers, and others concerned about this issue. The Ad Hoc Committee shall submit a report of its findings to Council by September 15, 2013.

28. Brownfield Incentives
The Development and Planning Committee is to review all Brownfield incentives approved by the City and the Brownfield Authority to determine whether each project met the projections of project description, capital investment, eligible activities, estimated job creation/retention, duration of plan, and taxes generated and distributed. The Development and Planning Committee shall submit a report of its findings to Council by September15, 2013.

29. Tax Increment Finance Authority
The Development and Planning Committee is to review the economic development incentives which have been approved within the TIFA district over the last ten years. The review is to determine the impact of this activity on TIFA revenues and the projected $2 million deficit in the TIFA budget. The Committee is to submit a report of its findings to Council by September 15, 2013.

30. Oliver Tower Building/Block (**REMOVE BLOCK FROM THIS RECOMMENDATION)**
Council requests the Administration to move quickly to either sell (accept pending $2,520,000 offer to purchase from Lansing Community College) or place the Oliver Tower Building/Block for sale through a competitive bid process.

31. Red Cedar Park Property (**REMOVE)**
Council requests the Administration to move quickly to issue a request for proposal to sell the Red Cedar Park property as approved in the November 2011 ballot referendum.

32. Council's Budget Policy Statement
It is Council's intent and understanding that adoption of the FY 2013-14 budget constitutes the City's official budget priorities and policy.

MOTION BY VICE PRESIDENT BOLES ROBINSON TO APPROVE BUDGET POLICIES WITH CHANGES, MOTION CARRIED, 8-0

Councilmember Dunbar asked for a point of order and wanted clarification from parliamentarian, who is the City Attorney, regarding regulations for open meetings and texting during the meeting.

Councilmember Washington stated that formal training is available to Council through the Michigan Municipal League on the use of cell phones and texting during a meeting.

Council President Wood stated that we will have an opportunity to have training brought in and will work with the City Attorney's office on this.

ADJOURN
The meeting was adjourned at 10:46 a.m.
Respectfully Submitted by,
Lindsay Green, Council Staff
Approved by the Committee on June 10, 2013.

Appropriate documents attached to original set of minutes.

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

WHEREAS, in conformance with Article 7, Section 7-101 of the City Charter, on March 25, 2013, the Mayor submitted a proposed budget for the 2013/2014 fiscal year, which spans from July 1, 2013 through June 30, 2014; and

WHEREAS, the City Council held a series of televised public hearings to review Mayor's budget recommendations; and

WHEREAS, the City Council held special Committee of the Whole meetings during evening hours at the Alfreda Schmidt Community Center on Aprial 23, 2013 and at the Foster Community Center on May 7, 2013, and as part of the Council meeting to provide opportunities for citizens to comment on the proposed City budget; and

WHEREAS, in accordance with City Charter and the State Uniform Budgeting and Accounting Act, notice was published and a public hearing was held on May, 6, 2013, for the fiscal year 2013/2014 budget and capital improvements program; and

WHEREAS, Public Act 2 of 1968 of the State of Michigan, as amended, provides that the budget resolution of the City shall set forth the total number of mills to be levied under the General Property Tax Act, the estimated revenues, by source, and amounts appropriated to defray expenditures and meet the liabilities of the City for the ensuing fiscal year; and

WHEREAS, the City Council desires to establish certain budget policies for the fiscal year 2013/2014.

NOW, THEREFORE, BE IT RESOLVED that 19.70 mills be levied under the General Property Tax Act for fiscal year 2013/2014 as follows:

City Operating: 19.44
City Debt: .26

BE IT FURTHER RESOLVED that the City's sewage rate shall be increased by 4.5% for FY 2014;

BE IT FURTHER RESOLVED that the following changes to the City's fee and charges be adopted:

		From Current FY 2013		To Adopted FY 2014
City Attorney				
Diversion Program	$	150.00	$	300.00
Fire Department				
Ambulance				
Treatment/No Support	$	663.75	$	675.00
Basic Life Support	$	663.75	$	675.00
Advanced Life Support I	$	796.25	$	825.00
Advanced Life Support II	$	893.00	$	900.00
Fire Inspection Services:				
Inspections				
Plan Review/Suppression	$	100.00	$	125.00
Plan Review/Alarm	$	100.00	$	125.00
Parking Tickets - Fire Lanes	$	30.00	$	60.00
Motor Vehicle Assistance				
Assistance		new fee	$	200.00
Hazmat		new fee	$	400.00
Extrication		new fee	$	500.00

Vehicle Fires		new fee	$ 250.00
Confined Space Standby		new fee	$ 350.00
Rescue Training		new fee	$ 150.00
Ambulance Call - oxygen administration		new fee	$ 50.00
Downed Wire Standby (charge utility co.)		new fee	$ 200.00
Fire Inspection Fees - Internation Prop. Fire Code		new fee	$75.00 - $100.00

Parks & Recreation Department

Showmobile Rental			
Basic Resident	$	350.00	$ 375.00
Basic Non-Resident	$	650.00	$ 675.00
Extensions Resident	$	750.00	$ 775.00
Extensions Non-Resident	$	1,550.00	$ 1,575.00
Weddings			
Cooley Gardens	$	50.00	$ 100.00
Cooley Sunken Gardens		new fee	$ 100.00
Sports & Leisure			
Rec League Team Fee 12 games	$	226.00	$ 240.00
Team Fee 12 games	$	260.00	$ 264.00
Team Fee 16 games	$	308.00	$ 325.00
Team Fee 20 games	$	375.00	$ 395.00
Team Fee 12 games	$	226.00	$ 246.00
Team Fee	$	280.00	$ 300.00
Tournaments	$	75.00	$ 100.00
Team Entry	$	199.00	$ 210.00
Kids Camp Non-Resident	$	35.00	$ 55.00
Local Excellance Training-Summer Non-Resident	$	35.00	$ 70.00
Local Excellance Training-Fall/Winter Non-Resident	$	45.00	$ 70.00
National Junior Tennis-Non Resident	$	30.00	$ 65.00
National Junior Tennis-Fall/Winter Non Resident	$	45.00	$ 60.00
Volunteen-Non Resident	$	35.00	$ 55.00
After School Program	$	10.00	$ 20.00
Rivertrail Use	$	75.00	$ 100.00
Fee Per Field		new fee	$ 10.00
Ranney; Gier; Davis		new fee	$ 25.00
Muni		new fee	$ 40.00
Gate Fee/Adults & 16 & Under Free		new fee	$ 3.00
Teen Drop In		new fee	$ 2.00
A Very Fairy Party		new fee	$ 8.00
Kids Tr Triathlon		new fee	$ 15.00
Sensory Science		new fee	$ 15.00
Social Club Tr		new fee	$ 8.00
Tr Day Program-Individual		new fee	$ 15.00
Tr Day Program-2 - 5 People		new fee	$ 35.00
Tr Day Program-6 - 10 People		new fee	$ 55.00
Golf			
9 Holes	$	11.00	$ 12.00
18 Holes	$	17.00	$ 18.00
Cart - 9 Holes	$	7.00	$ 8.00

Cemetery				
Markers & Monuments-Monument Foundation	0.30 / sq. in.		0.50 / sq. in.	
Gov't Marker-Marker Foundation	$	66.00	$	70.00
Marker-Registration & Cuts	$	45.00	$	50.00
Interment				
Adult O/C	$	750.00	$	800.00
Child 3.5' to 5.0' O/C	$	400.00	$	425.00
Child 2.5' to 3.5' O/C	$	200.00	$	225.00
Cremated Remains	$	350.00	$	400.00
Columbarium	$	125.00	$	150.00
After Hours - Weekday after 3:00 PM	$	300.00	$	350.00
After Hours - Saturday before 1:00 PM	$	300.00	$	350.00
After Hours - Saturday after 1:00 PM	$	400.00	$	500.00
After Hours - Sunday and City Holiday before 1	$	400.00	$	650.00
Burial Spaces				
Single Grave / Resident	$	800.00	$	900.00
Single Grave / Non Resident	$	1,200.00	$	1,350.00
Monument - 2 Grave / Resident	$	2,000.00	$	2,200.00
Monument - 2 Grave / Non Resident	$	3,000.00	$	3,300.00
Monument - 3 Grave / Resident	$	3,000.00	$	3,300.00
Monument - 3 Grave / Non Resident	$	4,500.00	$	4,950.00
Child	$	300.00	$	325.00
Infant	$	150.00	$	200.00
Burial Spaces - Monument - 4 Grave / Resident		new fee	$	4,400.00
Burial Spaces - Monument - 4 Grave / Non-Res		new fee	$	6,600.00
Columbarium Niche				
Resident	$	550.00	$	650.00
Non-Resident	$	825.00	$	975.00
Disenterment & Re-interment in the same cemetery				
Adult	$	700.00	$	1,000.00
Child & Infant	$	255.00	$	350.00
Cremated Remains	$	225.00	$	325.00
Planning & Neighborhood Development Department				
Building Safety				
Building Permits	$	60.00	$	70.00
Electrical Permits	$	70.00	$	80.00
Mechanical Permits	$	70.00	$	80.00
Plumbing Permits	$	70.00	$	80.00
Sign Permits-Technology Fee		new fee	$	5.00
Demolition Permits-Technology Fee		new fee	$	5.00
Planning				
Historic Designation Fee	$100 - $1500			no fee
Parking				
Parking Fines - Early Pay Option	$	7.00	$	10.00
Police				
Overnight Parking (2 - 5 am)	$	9.00	$	20.00

Public Service Department

General Fund				
Prints/Aerials/sheet	$	20.00	$	5.00
Utility Research (per half hour)		new fee	$	30.00
Late Payment Fee		new fee	$	0.15
Noise Ordinance waiver application		new fee	$	100.00
Noise Ordinance waiver mailing		new fee		$1/ parcel
Major/Local Streets Funds				
Overhead Banner	$	100.00	$	120.00
Sunday Premium	$	0.15	$	0.20
Traffic Control Plan (City Provided)	$	95.00	$	100.00
Traffic Control Plan (Applicant Provided)	$	35.00	$	50.00
Type II Barricade/Barrel (furnish)	$	5.75	$	6.00
Traffic Cones 18" or 28" (furnish)	$	2.75	$	3.00
Traffic Cones 42" (furnish)	$	5.00	$	6.00
Pedestal Mounted Sign (furnish)	$	10.00	$	15.00
Arrow/Message board (furnish)	$	50.00	$	100.00
Water wall (furnish)	$	190.00	$	50.00
Traffic cones 42" (furnish)	$	3.75	$	4.00
Pedestal mounted sign (furnish)	$	7.50	$	10.00
HMA utility cut, with 4 revisits	$	75.75	$	81.00
HMA utility cut, with 4 revisits	$	25.25	$	27.00
Winter seasonal cut, with 1 revisit	$	10.00	$	12.00
Saw cut and excavate utility cut, prepare for fill	$	5.00	$	6.00
Sidewalk replacement	$	11.33	$	12.00
HMA utility cut, with 2 revisits	$	39.00	$	45.00
HMA utility cut, with 2 revisits	$	13.00	$	15.00
Winter seasonal cut, with 1 revisit	$	10.00	$	12.00
Saw cut and excavate utility cut, prepare for fill	$	5.00	$	6.00
Sidewalk replacement	$	11.33	$	12.00
Recycling Fund				
Recycling Fee	$	89.75	$	92.50
Recycling Cart - 2 or more	$	42.00	$	25.00
Special Event Recycling Bins	$	7.50	$	10.00
Commercial Recycing Late Fee		new fee	$	5.00
Residential Recycling Cart Switch		new fee	$	25.00
Refuse Fund				
Special Event Dumpster (20 YD)	$	585.00	$	615.00
Special Event Trash Cart	$	15.00	$	20.00
Special Event Trash ($120 for first 4 carts)		new fee	$	120.00

BE IT FURTHER RESOLVED that the following appropriations and revenue projections are adopted as the City's budget for the FY 2013/2014 fiscal year:

II. GENERAL FUND

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Property Taxes	37,524,500		37,524,500
Income Taxes	29,130,000		29,130,000
State Shared Revenues	14,568,300		14,568,300
Licenses and Permits	1,564,700		1,564,700
Charges for Services	9,001,000		9,001,000
Fines and Forfeitures	2,595,400		2,595,400
Interest and Rents	60,000		60,000
Other Revenue	17,471,100		17,471,100
Transfers	85,000		85,000
Total Revenue	112,000,000	-	112,000,000

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Appropriations			
City Council			
Personnel	452,039		452,039
Operating	176,861		176,861
Total	628,900	-	628,900
Internal Audit			
Personnel	176,565		176,565
Operating	7,895		7,895
Total	184,460	-	184,460
Courts			
Personnel	4,664,980		4,664,980
Operating	943,510		943,510
Total	5,608,490	-	5,608,490
Mayor's Office			
Personnel	680,413		680,413
Operating	112,057		112,057
Total	792,470	-	792,470
Office of Community Media			
Personnel	305,999		305,999
Operating	28,251		28,251
Total	334,250	-	334,250
City Clerk' Office			
Personnel	705,668		705,668
Operating	174,732		174,732
Total	880,400	-	880,400
Planning & Neighborhood Development			
Personnel	613,810		613,810
Operating	231,240		231,240
Total	845,050	-	845,050
Finance			
Personnel	4,019,717		4,019,717
Operating	875,383		875,383
Total	4,895,100	-	4,895,100
Human Resources			
Personnel	1,045,316		1,045,316
Operating	567,354		567,354
Total	1,612,670	-	1,612,670
City Attorney			
Personnel	1,321,228		1,321,228
Operating	131,412		131,412
Total	1,452,640	-	1,452,640
Police			
Personnel	31,340,320		31,340,320
Operating	4,157,830		4,157,830
Total	35,498,150	-	35,498,150

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Fire			
Personnel	28,523,064		28,523,064
Operating	3,181,736		3,181,736
Total	31,704,800	-	31,704,800
Public Service			
Personnel	2,924,027		2,924,027
Operating	2,818,063		2,818,063
Total	5,742,090	-	5,742,090
Human Relations & Community Service			
Personnel	760,056		760,056
Operating	109,854		109,854
Total	869,910	-	869,910
Parks & Recreation			
Personnel	4,435,853		4,435,853
Operating	2,612,897		2,612,897
Total	7,048,750	-	7,048,750
Human Services			
Operating	1,395,000		1,395,000
Total	1,395,000	-	1,395,000
City-Supported Agencies			
Operating	331,400		331,400
Total	331,400	-	331,400
Non-Departmental			
Vacancy Factor	(600,000)		(600,000)
Library Lease	155,000		155,000
Debt Service	1,392,220		1,392,220
Transfers	11,228,250		11,228,250
Total	12,175,470	-	12,175,470
Total Appropriations	112,000,000	-	112,000,000

II. SPECIAL REVENUE FUNDS

MAJOR STREETS FUND

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Gas & Weight Tax Receipts	6,379,880		6,379,880
Utility Permit Fees (Metro Act)	398,000		398,000
Reimbursements	1,056,240		1,056,240
Miscellaneous Revenue	46,000		46,000
Transfer from General Fund	200,000		200,000
Use of Existing Bond Proceeds	991,540		991,540
Use of Fund Balance	1,606,140		1,606,140
Total Revenue	10,677,800	-	10,677,800
Appropriations			
Personnel	2,753,852		2,753,852
Operating	3,388,472		3,388,472
Capital	2,135,260		2,135,260
Debt Service	609,216		609,216
Transfers	1,791,000		1,791,000
Total Appropriations	10,677,800	-	10,677,800

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
LOCAL STREETS FUND			
Estimated Revenues			
Gas & Weight Tax Receipts	1,900,580		1,900,580
Reimbursements	365,000		365,000
Transfers	5,403,200		5,403,200
Use of Fund Balance	171,820		171,820
Total Revenue	7,840,600	-	7,840,600
Appropriations			
Personnel	2,775,215		2,775,215
Operating	2,095,036		2,095,036
Capital	1,615,000		1,615,000
Debt Service	1,355,349		1,355,349
Total Appropriations	7,840,600	-	7,840,600
STADIUM FUND			
Estimated Revenues			
Operating Revenues	270,000		270,000
Olds Park Stadium Naming Rights	120,000		120,000
Transfer from General Fund	410,000		410,000
Total Revenue	800,000	-	800,000
Appropriations			
Debt Service	800,000		800,000
Total Appropriations	800,000	-	800,000
BUILDING DEPARTMENT FUND			
Estimated Revenues			
Licenses & Permits	2,179,650		2,179,650
Charges for Services	2,400		2,400
Miscellaneous	250		250
Transfer from General Fund	144,400		144,400
Use of Fund Balance	-		-
Total Revenue	2,326,700	-	2,326,700
Appropriations			
Personnel	1,894,090		1,894,090
Operating	429,610		429,610
Capital	3,000		3,000
Total Appropriations	2,326,700	-	2,326,700
CDBG FUND			
Estimated Revenues			
Federal Grants	1,637,887		1,637,887
Total Revenue	1,637,887	-	1,637,887
Appropriations			
Personnel	998,918		998,918
Operating	638,969		638,969
Total Appropriations	1,637,887	-	1,637,887

	FY 2014 Proposed	Council Changes	FY 2014 Adopted

HOME GRANT FUND

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Federal Grants	531,535		531,535
Total Revenue	531,535	-	531,535
Appropriations			
Personnel	96,457		96,457
Operating	435,078		435,078
Total Appropriations	531,535	-	531,535

EMERGENCY SHELTER GRANT FUND

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Federal Grants	174,713		174,713
Total Revenue	174,713	-	174,713
Appropriations			
Operating	174,713		174,713
Total Appropriations	174,713	-	174,713

DRUG LAW ENFORCEMENT FUND

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Drug Forfeiture Revenues	340,000		340,000
Interest Income	1,000		1,000
Use of / (Deposit To) Fund Balance	(65,500)		(65,500)
Total Revenue	275,500	-	275,500
Appropriations			
Personnel	-	-	-
Operating	122,100	-	122,100
Capital	153,400	-	153,400
Total Appropriations	275,500	-	275,500

DRUG LAW ENFORCEMENT FUND - TRI-COUNTY METRO

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Drug Forfeiture Revenues	435,000		435,000
Contributions from Local Units	424,720		424,720
Total Revenue	859,720	-	859,720
Appropriations			
Personnel	69,930	-	69,930
Operating	777,790	-	777,790
Transfers	12,000	-	12,000
Total Appropriations	859,720	-	859,720

	FY 2014 Proposed	Council Changes	FY 2014 Adopted

DOWNTOWN LANSING, INC.

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Special Assessments	416,000		416,000
Grants	10,000		10,000
Miscellaneous	210,390		210,390
Transfer from General Fund	60,470		60,470
Use of / (Deposit To) Fund Balance	(12,680)		(12,680)
Total Revenue	684,180	-	684,180
Appropriations			
Personnel	171,080		171,080
Operating	513,100		513,100
Total Appropriations	684,180	-	684,180

III. ENTERPRISE FUNDS

CEMETERIES FUND

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Cemetery Service Revenue	176,400		176,400
Sale of Lots	85,000		85,000
Other	1,000		1,000
Transfer from Parks Millage	451,400		451,400
Total Revenue	713,800	-	713,800
Appropriations			
Personnel	389,853		389,853
Operating	307,147		307,147
Transfers	16,800		16,800
Total Appropriations	713,800	-	713,800

GOLF FUND

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Greens Fees	287,000		287,000
Equipment Rentals	109,400		109,400
Concessions	15,000		15,000
Transfers In - Parks Millage	521,000		521,000
Total Revenue	932,400	-	932,400
Appropriations			
Personnel	518,780		518,780
Operating	304,000		304,000
Debt Service	109,620		109,620
Total Appropriations	932,400	-	932,400

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
PARKING FUND			
Estimated Revenues			
Parking Revenue	6,166,465		6,166,465
Baseball Revenue	50,357		50,357
Parking Fines	548,988		548,988
Interest	10,000		10,000
Capital Lease Payment	2,740,000		2,740,000
Use of Fund Equity	1,627,190		1,627,190
Total Revenue	11,143,000	-	11,143,000
Appropriations			
Personnel	1,896,225		1,896,225
Operating	2,291,775		2,291,775
Capital	1,155,000		1,155,000
Debt Service	5,800,000		5,800,000
Total Appropriations	11,143,000	-	11,143,000
WASTEWATER FUND			
Estimated Revenues			
Sewer Charges	32,058,234		32,058,234
Low Income Credit	(2,000)		(2,000)
Existing Bond Proceeds	7,567,630		7,567,630
Use of Fund Equity	3,431,836		3,431,836
Total Revenue	43,055,700	-	43,055,700
Appropriations			
Personnel	7,661,282		7,661,282
Operating	8,134,208		8,134,208
Capital	8,278,000		8,278,000
Debt Service	18,682,210		18,682,210
Transfers	300,000		300,000
Total Appropriations	43,055,700	-	43,055,700
REFUSE FUND			
Estimated Revenues			
Operating Income	1,596,200		1,596,200
Interest Income	7,750		7,750
Use of Fund Equity	63,450		63,450
Total Revenue	1,667,400	-	1,667,400
Appropriations			
Personnel	862,487		862,487
Operating	804,913		804,913
Total Appropriations	1,667,400	-	1,667,400

RECYCLING FUND

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Operating Income	3,640,650		3,640,650
Sale of Recycled Materials	80,000		80,000
Interest Income			-
Use of Fund Equity	236,350		236,350
Total Revenue	3,957,000	-	3,957,000
Appropriations			
Personnel	2,018,059		2,018,059
Operating	1,413,941		1,413,941
Debt Service	525,000		525,000
Total Appropriations	3,957,000	-	3,957,000

IV. CAPITAL PROJECT FUNDS

CAPITAL IMPROVEMENT (CIP) FUND

Estimated Revenues			
Transfer from the General Fund	1,100,000		1,100,000
PEG (Cable Capital) Revenues	300,000		300,000
Total Revenue	1,400,000	-	1,400,000
Appropriations			
Facilities	930,000		930,000
PEG (Cable Capital) Expenditures	300,000		300,000
Planning	70,000		
Public Service	100,000		100,000
Total Appropriations	1,400,000	-	1,330,000

PARKS MILLAGE FUND

Estimated Revenues			
Transfer from the General Fund	1,272,400		1,272,400
Total Revenue	1,272,400	-	1,272,400
Appropriations			
Citywide Maintenance & Repair	100,000		100,000
Crego Park Improvements	200,000		200,000
Transfer to Cemeteries Fund	451,400		451,400
Transfer to Golf Fund	521,000		521,000
Total Appropriations	1,272,400	-	1,272,400

BE IT FURTHER RESOLVED, that in the event that the outstanding debt in the Tax Increment Financing District can be refinanced, thereby reducing the City's General Fund subsidy, the resulting cost savings will be split equaly between building the General Fund reserve level and prefunding of the City's retiree healthcare obligation; and

BE IT FINALLY RESOLVED, that the following policies are hereby established for the 2013/2014 fiscal year:

[Insert Budget Polices]

Approved for placement on the City Council agenda:

Janene McIntyre, City Attorney

Date

Attachments for May 17, 2013 Amendment to Mayor's Proposed Budget

1. Amendment to Mayor's Proposed Budget
2. Revised Budget Book pages to reflect amendment

   Page 7 – updated to reflect amendment
   Page 8 – blank page

   Page 11 – updated to reflect amendment
   Page 12 – updated to reflect amendment

   Page 13 – updated to reflect amendment
   Page 14 – no change

   Page 69 – no change
   Page 70 – updated to reflect amendment

   Page 71 – updated to reflect amendment
   Page 72 Page 69 – no change

   Revised Budget Resolution

FY 2014 Proposed Budget
Amendment #1 to Mayor's Proposed Budget
May 17, 2013

GENERAL FUND

Revenue

Charges for Services	
Special Assessment Revenue	$ 4,000,000

Expenditures

Public Service Department	
Increase Public Service Operating (streelighting)	$ 4,000,000

FY 2013/2014 City-Wide Budget by Department/Service Type

Department	General Fund	Other Funds	Total	Percent of Total Budget
General Government				
City Council	628,900	-	628,900	
Internal Auditor	184,460	-	184,460	
Mayor's Office	792,470	-	792,470	
Office of Community Media	334,250	-	334,250	
City Attorney's Office	1,452,640	-	1,452,640	
City Clerk	880,400	-	880,400	
Courts	5,608,490	-	5,608,490	
Finance	4,895,100	-	4,895,100	
Human Resources	1,612,670	-	1,612,670	
Capital Improvements	1,100,000	-	1,100,000	
Library Building Rental	155,000		155,000	
Debt Service	1,392,220	244,975	1,637,255	
Subtotal - General Government	19,036,600	244,975	19,281,635	9.85%
Public Safety				
Police	35,648,150	1,135,220	36,783,370	
Fire	31,704,800	-	31,704,800	
Subtotal - Public Safety	67,352,950	1,135,220	68,488,170	34.98%
Recreation & Culture				
Parks & Recreation - General Fund	7,048,750	-	7,048,750	
Parks Capital Improvements	300,000	300,000	600,000	
Parks - Golf	521,000	411,400	932,400	
Parks - Cemeteries	451,400	262,400	713,800	
LEPFA/Stadium	1,618,780	390,000	2,008,780	
Subtotal - Recreation & Culture	9,939,930	1,363,800	11,303,730	5.77%
Community Development				
Planning & Neighborhood Development	989,450	4,526,435	5,515,885	
Economic Development Corporation	50,000	-	50,000	
Downtown Lansing Incorporated	60,470	623,710	684,180	
Human Relations & Community Services Dept.	869,910	-	869,910	
Human Services	1,395,000	-	1,395,000	
City Supported Agencies	331,400	-	331,400	
Tax Increment Financing District	1,400,000			
Subtotal - Community Development	5,096,230	5,150,145	8,846,375	4.52%
Public Services				
Public Services	9,742,090	-	9,742,090	
Public Services - Roads	3,812,200	14,796,700	18,608,900	
Public Services - Sewer	-	43,055,700	43,055,700	
Public Services - Refuse	-	1,667,400	1,667,400	
Public Services - Recycling	-	3,957,000	3,957,000	
Public Services - Fleet	1,620,000			
Subtotal - Public Services	15,174,290	63,476,800	77,031,090	39.34%
Parking System	-	11,446,000	11,446,000	5.85%
Vacancy Factor	(600,000)	-	(600,000)	
	116,000,000	82,816,940	195,797,000	

Note: Transfers from other funds are netted out from expenditures so as not to overstate total funding.

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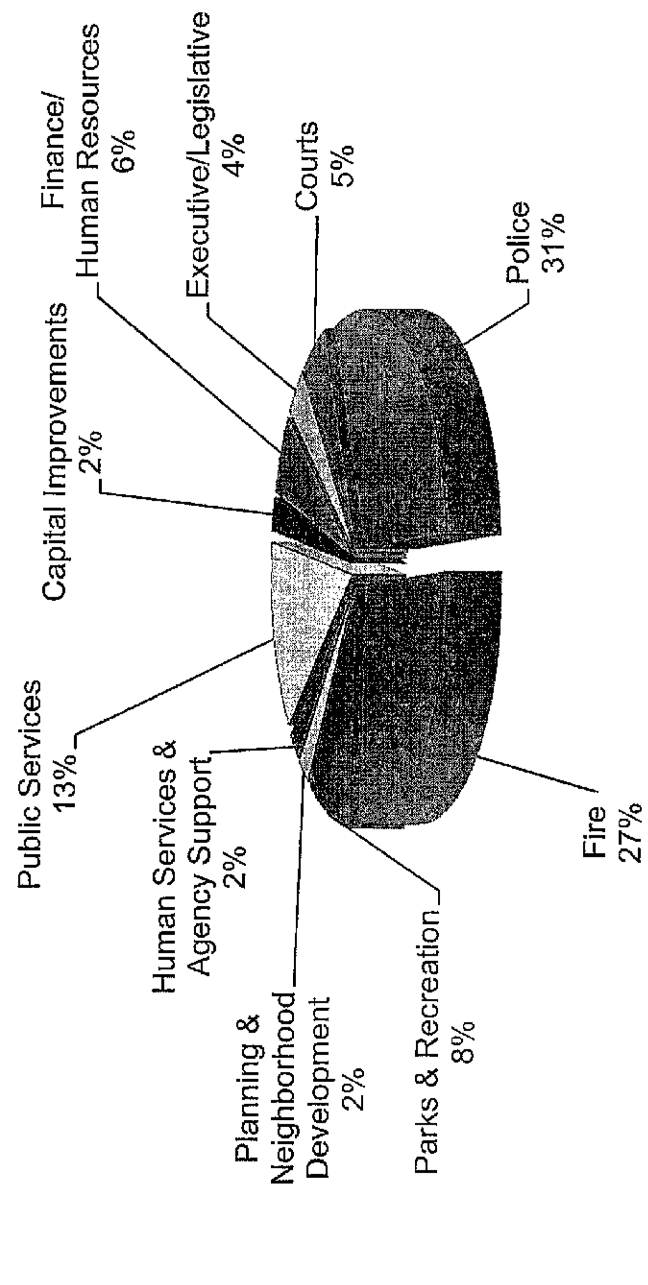
City of Lansing
Fiscal Year July 1, 2013 - June 30, 2014
General Fund Revenue (excluding use of reserves)

	FY 2012 Actual	FY 2013 Adopted Budget	FY 2013 Projected	FY 2014 Proposed	% Change FY13 Adopted FY14 Proposed
Property Taxes					
Non-Dedicated	31,264,329	28,473,352	29,316,037	28,117,000	-1.3%
Dedicated - Police	-	2,865,200	2,910,000	2,822,250	-1.5%
Dedicated - Fire	-	2,865,200	2,910,000	2,822,250	-1.5%
Dedicated - Roads	-	1,910,000	1,940,000	1,881,500	-1.5%
Dedicated - Parks	2,289,043	1,910,000	1,940,000	1,881,500	-1.5%
	33,553,373	38,023,752	39,016,037	37,524,500	-1.3%
Income Taxes	27,943,070	29,050,000	28,835,000	29,130,000	0.3%
State Revenues					
State Revenue Sharing	12,710,114	12,752,048	13,097,208	13,438,300	
Fire Reimbursement Grants	1,436,113	1,050,000	900,000	1,050,000	
Liquor License Fee	69,611	80,000	83,000	80,000	
	14,215,838	13,882,048	14,080,208	14,568,300	4.9%
Licenses & Permits					
Business Licenses	84,131	79,200	82,500	82,500	
Building Licenses & Permits	36,535	40,125	34,600	35,600	
Non-Business Licenses	109,239	95,265	96,600	96,600	
Cable Franchise Fees	1,318,694	1,300,000	1,350,000	1,350,000	
	1,548,599	1,514,590	1,563,700	1,564,700	3.3%
Charges for Services					
Reimbursements	2,950,381	2,562,500	2,546,500	6,270,000	
Appeals & Petitions	58,737	57,655	47,200	48,700	
Code Compliance	1,644,302	2,147,590	1,930,200	2,050,200	
Public Safety	3,303,166	3,900,900	3,588,037	4,027,800	
Subscriptions and Information	1,562	1,300	1,300	1,500	
Work for Others	(87,313)	130,500	(35,240)	(14,600)	
Central Stores	495	700	600	700	
Recreation Fees	576,723	528,845	599,879	616,700	
	8,448,053	9,329,990	8,678,476	13,001,000	39.3%
Fines & Forfeitures	2,291,108	2,485,520	2,384,855	2,595,400	4.4%
Interest & Rents					
Interest Income	48,606	90,000	50,000	60,000	
Rental Income	-	18,000	-	-	
	48,606	108,000	50,000	60,000	-44.4%
Return on Equity					
Board of Water and Light	12,169,097	17,000,000	16,600,000	17,000,000	
Sewer Fund	300,000	300,000	300,000	300,000	
	12,469,097	17,300,000	16,900,000	17,300,000	0.0%
Other Revenues					
Sale of Fixed Assets	1,298,205	10,000	8,000	8,000	
Donations & Contributions	190,636	34,000	42,000	31,000	
Miscellaneous	144,372	127,100	110,324	132,100	
	1,633,214	171,100	160,324	171,100	0.0%
Total General Fund Revenues before Capital Fund Transfers	**102,150,958**	**111,865,000**	**111,668,600**	**115,915,000**	3.6%
Transfers from Capital Funds	48,000	65,000	65,000	85,000	30.8%
Total General Fund Revenues	102,198,958	111,930,000	111,733,600	116,000,000	3.6%

How the Money Is Spent
FY 2013/2014 General Fund Budget
$116,000,000



City of Lansing
Fiscal Year July 1, 2013 - June 30, 2014
General Fund Summary

	FY 2012 Actual	FY 2013 Adopted Budget	FY 2013 Projected	FY 2014 Proposed		% Change FY13 Adopted FY14 Proposed
Beginning General Fund Balance	512,467	554,179	554,179	817,679		
Beginning Budget Stab. Fund Balance	4,818,020	4,818,020	4,818,020	4,818,020		
Total General Fund Reserves	5,330,487	5,372,199	5,372,199	5,635,699		
Revenues (detail on previous page)	102,198,958	111,930,000	111,733,600	116,000,000		
Expenditures:						
Council	535,462	592,050	510,092	628,900	(1)	6.2%
Internal Audit	146,946	161,692	168,066	184,460	(1)	14.1%
District Court	4,664,526	5,496,424	5,387,642	5,474,740	(1)	-0.4%
Circuit Court Building Rental	31,811	143,335	143,335	133,750	(1)	-6.7%
Mayor's Office	633,988	713,433	707,170	792,470	(1)	11.1%
Office of Community Media	244,620	300,858	298,574	334,250	(1)	11.1%
City Clerk's Office	807,223	906,125	880,911	880,400	(1)	-2.8%
Planning & Neighborhood Development	2,236,260	2,550,051	2,546,575	845,050	(2)	-66.9%
Finance	6,588,633	7,294,841	7,093,690	4,895,100	(1)	-32.9%
Human Resources	1,186,216	1,437,274	1,411,086	1,612,670	(1)	12.2%
City Attorney's Office	1,253,205	1,422,589	1,325,266	1,452,640	(1)	2.1%
Police	30,626,897	33,513,551	33,460,329	35,498,150	(1)	5.9%
Fire	28,069,367	30,923,190	30,633,700	31,704,800	(1),(2)	2.5%
Public Service	9,031,880	9,195,779	9,117,333	9,742,090	(1)	5.9%
Human Relations & Community Services	693,869	799,648	756,991	869,910	(1)	8.8%
Parks & Recreation	6,996,074	6,673,801	6,734,357	7,048,750	(1)	5.6%
Human Services	1,275,485	1,350,000	1,350,000	1,395,000	(1)	3.3%
Non-Departmental Expenditures:						
Library Building Rental	161,030	165,000	150,000	155,000		-6.1%
Operating Subsidies to Other Funds	3,536,860	3,164,397	3,149,397	4,396,050		38.9%
City Supported Agencies	328,243	331,400	328,925	331,400		0.0%
Capital Improvements	1,294,956	4,113,798	4,113,798	6,832,200		66.1%
Debt Service	1,813,696	1,480,764	1,202,862	1,392,220		-6.0%
Vacancy Factor	-	(800,000)	-	(600,000)		-25.0%
Total Expenditures	102,157,247	111,930,000	111,470,100	116,000,000		3.6%
Fund Balance Increase/(Decrease)	41,712	-	263,500	-		
Total Ending Reserves	5,372,199	5,372,199	5,635,699	5,635,699		4.9%
General Fund Reserves as a Percent of Revenues	5.3%	4.8%	5.0%	4.9%		

Information regarding the budget for each of the departments listed above is contained in the Department Summary section of this document.

(1) FY 2014 Departmental Increases are mainly the result of the allocation of information technology costs to departments, previously aggregated in the Finance Department.

(2) Beginning FY 2014, code compliance activities, formerly reported in the Planning & Neighborhood Development department, are combined with the Fire Marshall's office in the Fire Department.

City of Lansing
Fiscal Year July 1, 2013 - June 30, 2014
Major Streets Special Revenue Fund

	FY 2012 Actual	FY 2013 Adopted Budget	FY 2013 Projected	FY 2014 Proposed	% Change FY13 Adopted FY14 Proposed
Beginning Fund Balance	5,049,045	4,596,685	4,596,685	2,910,252	
Revenues					
Gas & Weight Tax Receipts	6,254,782	6,320,000	6,317,330	6,379,880	0.95%
Utility Permit Fees (Metro Act)	489,360	398,000	398,000	398,000	0.00%
State Trunkline & Utility Cut Reimbursements	1,133,814	972,200	916,568	1,056,240	8.64%
Interest Income	666	-	-	-	0.00%
Miscellaneous Revenue	148,473	90,000	62,539	46,000	-48.89%
Use of Existing Bond Proceeds	1,221,924	-	753,829	991,540	
Transfer from General Fund	-	100,000	100,000	200,000	100.00%
Total Revenues	9,249,019	7,880,200	8,548,266	9,071,660	15.12%
Expenditures					
Capital					
Major Maintenance	1,309,201	1,130,994	3,265,076	2,022,760	78.8%
Debt Service	608,979	609,803	609,803	609,216	-0.1%
Subtotal - Capital	1,918,180	1,740,797	3,874,879	2,631,976	51.2%
Operating					
Administration & Engineering	1,312,207	1,419,469	1,389,512	1,589,419	12.0%
Routine Road Maintenance	1,853,785	2,189,851	2,077,096	2,261,054	3.3%
Bridge Maintenance	39,116	58,420	55,272	77,547	32.7%
Winter Maint. - Snow Removal	649,382	1,077,119	948,930	1,068,704	-0.8%
Trunkline Maintenance	347,935	581,600	485,718	580,600	-0.2%
Traffic Administration	24,813	30,000	30,000	40,000	33.3%
Traffic Maintenance	592,802	637,500	790,617	637,500	0.0%
Subtotal - Operating	4,820,040	5,993,959	5,777,145	6,254,824	4.4%
Transfer to Local Streets Fund	2,963,159	637,648	582,675	1,791,000	180.9%
Total Expenditures	9,701,379	8,372,404	10,234,699	10,677,800	27.5%
Fund Balance Increase/(Decrease	(452,360)	(492,204)	(1,686,433)	(1,606,140)	
Ending Fund Balance	4,596,685	4,104,481	2,910,252	1,304,112	-68.2%
Amount Designated for Projects	(3,189,761)				
Less: Amounts Held for Inventorie:	(1,050,623)			(1,050,623)	
Available Fund Balance	356,301			253,489	
Available Fund Balance as a Percent of Operational Revenues	3.9%			14.7%	

This page is a presentation of the projected results of operations for Major Street (main artery road) operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Major Street Fund in the Department Summary section, under the Public Service Department.

The WWTP staff is also responsible for operating and maintaining 28 sanitary sewer pump stations ranging in capacity from less than 100,000 gallons per day to over to 66,000,000 gallons per day. Other programs that are managed within this division are the Industrial Pretreatment Program (IPP) and the Residuals Management Plan (disposal of plant solid waste by Landfilling dewatered sludge or Land Applying lime stabilized sludge; i.e., BioSolids). The WWTP and its environmental processes continue to be among the most regulated programs in the State of Michigan. Sound sewerage system infrastructure is imperative for maintaining proper environmental standards and to preserve public health and safety.

Fleet Services Division (Major supporting funds: General Fund, Act 51, Sewage Disposal System Enterprise Fund):

Fleet Services is responsible for preventative maintenance and repair of all vehicles and equipment owned by the City. The fleet is divided into two categories to help manage it. We have approximately 550 "rolling stock" vehicles (rolling stock is a unit that is capable of moving itself down the road) and approximately 500 pieces of equipment (used for maintenance throughout the City). Additionally, we are responsible for purchasing and disposal of units with the assistance of the City's Purchasing Department. The Fleet Services team has 27 full-time positions.

Consolidated Garage Project: The consolidated garage project is well underway. This project will make the Garage more streamlined and allow better use our resources. This project is scheduled for completion in mid-summer 2013. This project will greatly assist us in our quest to provide the employees of the City with reliable and safe vehicles and equipment as they perform their various functions. Since the new fleet facility utilizes the building occupied by the City's recycling operation and it was used for overnight storage of the refuse and recycling packer truck, replacement structures have been completed for these operations are part of this project.

Property Management Division:

The Property Management Division is responsible for managing the City of Lansing's properties. The City of Lansing owns approximately 750 properties which includes approximately 223 buildings. The Division is directly responsible for 75 buildings and 59 other properties.

Property Management staff are available 24 hours a day for emergencies and provide support to many special events. The Division provides facility planning and utility services for over 40 special events a year. Some of the more popular ones are: Downtown Lansing Inc. Frost Fest, Lansing Board of Water and Light Chili Cook Off, Old Town Commercial Festival of the Moon and Sun, City of Lansing 4th of July event, Common Ground Music Festival and the City of Lansing Mosaic Festival. This includes providing power, lights, water, sewer, and other work necessary to make the special events happen. The Division also works with other City of Lansing departments, other outside governmental agencies, private companies or businesses to help make the special events a success for all participants.

PUBLIC SERVICE DEPARTMENT SUMMARY

Department Appropriation

	FY 2012 Actual	FY 2013 Adopted Budget	FY 2013 Projected	FY 2014 Proposed	% Change FY13 Adopted FY14 Proposed
Public Services - General Fund	9,031,880	9,195,779	9,117,333	9,742,090	5.9%
Major Streets Fund	9,701,379	8,372,404	10,234,699	10,677,800	27.5%
Local Streets Fund	5,346,521	6,302,130	6,251,828	7,840,600	24.4%
Sanitary Sewer Fund	31,253,853	36,305,200	36,834,916	42,881,130	18.1%
Garbage & Rubbish Fund	1,558,000	1,665,709	1,648,180	1,667,400	0.1%
Recycling Fund	3,018,531	3,922,360	3,858,789	3,957,000	0.9%
Engineering Internal Service Fund	2,379,534	2,492,576	2,425,772	3,080,000	23.6%
Fleet Maintenance Fund	6,734,966	6,936,052	7,341,713	8,424,970	21.5%
Total Public Services	69,024,664	75,192,210	77,713,230	88,270,990	17.4%

Summary of Significant Changes:

Information for the Public Service Department's various funds is provided in the following pages.

PUBLIC SERVICE DEPARTMENT
General Fund

Department Appropriation	FY 2012 Actual	FY 2013 Adopted Budget	FY 2013 Projected	FY 2014 Proposed	% Change FY13 Adopted FY14 Proposed
Personnel	2,814,466	2,804,792	2,744,509	2,924,027	4.3%
Operating	6,217,414	6,390,987	6,372,824	6,722,263	5.2%
Total	9,031,880	9,195,779	9,117,333	9,646,290	4.9%
Information Technology Allocation	-	-	-	95,800	
	9,031,880	9,195,779	9,117,333	9,742,090	5.9%

Summary of Significant Changes:

Changes in personnel costs result from a combination of factors, including the elimination of furloughs for FY 2014, a State-mandated capping of City contributions toward employee heath care costs, new healthcare plans, and increased pension contributions.

Streetlighting has been funded by the City's General Fund and accounted for in the Public Service Department. The FY 2014 budget proposes that those costs be funded by a surcharge by the Board of Water and Light. This $4 million cost reduction to the City is anticipated to cost the average homeowner $1.75 per month, or $21.00 per year.

Beginning in FY 2014, technology costs previously funded completely by the General Fund will be accounted for through an internal service fund (see explanation in Information Technology Department summary) and allocated to the City's various departments and funds.

PUBLIC SERVICE DEPARTMENT
Major Streets Special Revenue Fund

Department Appropriation	FY 2012 Actual	FY 2013 Adopted Budget	FY 2013 Projected	FY 2014 Proposed	% Change FY13 Adopted FY14 Proposed
Personnel	2,073,765	2,785,516	2,524,234	2,753,852	-1.1%
Operating	2,635,104	3,095,943	2,885,057	3,388,472	9.4%
Capital	1,420,372	1,243,494	3,632,930	2,135,260	71.7%
Debt Service	608,979	609,803	609,803	609,216	-0.1%
Transfer to Local Streets	2,963,159	637,648	582,675	1,791,000	180.9%
Total	9,701,379	8,372,404	10,234,699	10,677,800	27.5%

Summary of Significant Changes:

The FY 2014 proposed budget includes a $100,000 appropriation, funded by a transfer from the City's General fund, for new sidewalk construction for areas where sidewalks do not currently exist. This funding supplements $100,000 in sidewalk repair monies funded out of the City's Capital Improvement Fund.

Changes in personnel costs result from a combination of factors, including the elimination of furloughs for FY 2014, a State-mandated capping of City contributions toward employee heath care costs, new healthcare plans, and increased City pension contributions.

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

WHEREAS, in conformance with Article 7, Section 7-101 of the City Charter, on March 25, 2013, the Mayor submitted a proposed budget for the 2013/2014 fiscal year, which spans from July 1, 2013 through June 30, 2014; and

WHEREAS, the City Council held a series of televised public hearings to review Mayor's budget recommendations; and

WHEREAS, the City Council held special Committee of the Whole meetings during evening hours at the Alfreda Schmidt Community Center on Aprial 23, 2013 and at the Foster Community Center on May 7, 2013, and as part of the Council meeting to provide opportunities for citizens to comment on the proposed City budget; and

WHEREAS, in accordance with City Charter and the State Uniform Budgeting and Accounting Act, notice was published and a public hearing was held on May, 6, 2013, for the fiscal year 2013/2014 budget and capital improvements program; and

WHEREAS, Public Act 2 of 1968 of the State of Michigan, as amended, provides that the budget resolution of the City shall set forth the total number of mills to be levied under the General Property Tax Act, the estimated revenues, by source, and amounts appropriated to defray expenditures and meet the liabilities of the City for the ensuing fiscal year; and

WHEREAS, the City Council desires to establish certain budget policies for the fiscal year 2013/2014,

NOW, THEREFORE, BE IT RESOLVED that 19.70 mills be levied under the General Property Tax Act for fiscal year 2013/2014 as follows:

City Operating: 19.44
City Debt: .26

BE IT FURTHER RESOLVED that the City's sewage rate shall be increased by 4.5% for FY 2014;

BE IT FURTHER RESOLVED that the following changes to the City's fee and charges be adopted:

		From Current FY 2013		To Adopted FY 2014
City Attorney				
Diversion Program	$	150.00	$	300.00
Fire Department				
Ambulance				
Treatment/No Support	$	663.75	$	675.00
Basic Life Support	$	663.75	$	675.00
Advanced Life Support I	$	796.25	$	825.00
Advanced Life Support II	$	893.00	$	900.00
Fire Inspection Services:				
Inspections				
Plan Review/Suppression	$	100.00	$	125.00
Plan Review/Alarm	$	100.00	$	125.00
Parking Tickets - Fire Lanes	$	30.00	$	60.00
Motor Vehicle Assistance				
Assistance		new fee	$	200.00
Hazmat		new fee	$	400.00
Extrication		new fee	$	500.00

	Current	FY 2014
Vehicle Fires	new fee	$ 250.00
Confined Space Standby	new fee	$ 350.00
Rescue Training	new fee	$ 150.00
Ambulance Call - oxygen administration	new fee	$ 50.00
Downed Wire Standby (charge utility co.)	new fee	$ 200.00
Fire Inspection Fees - Internation Prop. Fire Code	new fee	$75.00 - $100.00
Parks & Recreation Department		
Showmobile Rental		
Basic Resident	$ 350.00	$ 375.00
Basic Non-Resident	$ 650.00	$ 675.00
Extensions Resident	$ 750.00	$ 775.00
Extensions Non-Resident	$ 1,550.00	$ 1,575.00
Weddings		
Cooley Gardens	$ 50.00	$ 100.00
Cooley Sunken Gardens	new fee	$ 100.00
Sports & Leisure		
Rec League Team Fee 12 games	$ 226.00	$ 240.00
Team Fee 12 games	$ 260.00	$ 264.00
Team Fee 16 games	$ 308.00	$ 325.00
Team Fee 20 games	$ 375.00	$ 395.00
Team Fee 12 games	$ 226.00	$ 246.00
Team Fee	$ 280.00	$ 300.00
Tournaments	$ 75.00	$ 100.00
Team Entry	$ 199.00	$ 210.00
Kids Camp Non-Resident	$ 35.00	$ 55.00
Local Excellance Training-Summer Non-Resident	$ 35.00	$ 70.00
Local Excellance Training-Fall/Winter Non-Resident	$ 45.00	$ 70.00
National Junior Tennis-Non Resident	$ 30.00	$ 65.00
National Junior Tennis-Fall/Winter Non Resident	$ 45.00	$ 60.00
Volunteen-Non Resident	$ 35.00	$ 55.00
After School Program	$ 10.00	$ 20.00
Rivertrail Use	$ 75.00	$ 100.00
Fee Per Field	new fee	$ 10.00
Ranney; Gier; Davis	new fee	$ 25.00
Muni	new fee	$ 40.00
Gate Fee/Adults & 16 & Under Free	new fee	$ 3.00
Teen Drop In	new fee	$ 2.00
A Very Fairy Party	new fee	$ 8.00
Kids Tr Triathlon	new fee	$ 15.00
Sensory Science	new fee	$ 15.00
Social Club Tr	new fee	$ 8.00
Tr Day Program-Individual	new fee	$ 15.00
Tr Day Program-2 - 5 People	new fee	$ 35.00
Tr Day Program-6 - 10 People	new fee	$ 55.00
Golf		
9 Holes	$ 11.00	up to $12.00
18 Holes	$ 17.00	up to $18.00
Cart - 9 Holes	$ 7.00	up to $8.00

Cemetery	Current		FY 2014	
Markers & Monuments-Monument Foundation	0.30 / sq. in.		0.50 / sq. in.	
Gov't Marker-Marker Foundation	$	66.00	$	70.00
Marker-Registration & Cuts	$	45.00	$	50.00
Interment				
Adult O/C	$	750.00	$	800.00
Child 3.5' to 5.0' O/C	$	400.00	$	425.00
Child 2.5' to 3.5' O/C	$	200.00	$	225.00
Cremated Remains	$	350.00	$	400.00
Columbarium	$	125.00	$	150.00
After Hours - Weekday after 3:00 PM	$	300.00	$	350.00
After Hours - Saturday before 1:00 PM	$	300.00	$	350.00
After Hours - Saturday after 1:00 PM	$	400.00	$	500.00
After Hours - Sunday and City Holiday before 1:	$	400.00	$	650.00
Burial Spaces				
Single Grave / Resident	$	800.00	$	900.00
Single Grave / Non Resident	$	1,200.00	$	1,350.00
Monument - 2 Grave / Resident	$	2,000.00	$	2,200.00
Monument - 2 Grave / Non Resident	$	3,000.00	$	3,300.00
Monument - 3 Grave / Resident	$	3,000.00	$	3,300.00
Monument - 3 Grave / Non Resident	$	4,500.00	$	4,950.00
Child	$	300.00	$	325.00
Infant	$	150.00	$	200.00
Burial Spaces - Monument - 4 Grave / Reside		new fee	$	4,400.00
Burial Spaces - Monument - 4 Grave / Non-R		new fee	$	6,600.00
Columbarium Niche				
Resident	$	550.00	$	650.00
Non-Resident	$	825.00	$	975.00
Disenterment & Re-interment in the same cemetery				
Adult	$	700.00	$	1,000.00
Child & Infant	$	255.00	$	350.00
Cremated Remains	$	225.00	$	325.00
Planning & Neighborhood Development Department				
Building Safety				
Building Permits	$	60.00	$	70.00
Electrical Permits	$	70.00	$	80.00
Mechanical Permits	$	70.00	$	80.00
Plumbing Permits	$	70.00	$	80.00
Sign Permits-Technology Fee		new fee	$	5.00
Demolition Permits-Technology Fee		new fee	$	5.00
Planning				
Historic Designation Fee	$100 - $1500			no fee
Parking				
Parking Fines - Early Pay Option	$	7.00	$	10.00
Parking Ramp Permits	$ 83.00 - $167.00		up to $170.00	
Police				
Overnight Parking (2 - 5 am)	$	9.00	$	20.00

Public Service Department		Current		FY 2014
General Fund				
Prints/Aerials/sheet	$	20.00	$	5.00
Utility Research (per half hour)		new fee	$	30.00
Late Payment Fee		new fee	$	0.15
Noise Ordinance waiver application		new fee	$	100.00
Noise Ordinance waiver mailing		new fee		$1/ parcel
Major/Local Streets Funds				
Overhead Banner	$	100.00	$	120.00
Sunday Premium	$	0.15	$	0.20
Traffic Control Plan (City Provided)	$	95.00	$	100.00
Traffic Control Plan (Applicant Provided)	$	35.00	$	50.00
Type II Barricade/Barrel (furnish)	$	5.75	$	6.00
Traffic Cones 18" or 28" (furnish)	$	2.75	$	3.00
Traffic Cones 42" (furnish)	$	5.00	$	6.00
Pedestal Mounted Sign (furnish)	$	10.00	$	15.00
Arrow/Message board (furnish)	$	50.00	$	100.00
Water wall (furnish)	$	190.00	$	50.00
Traffic cones 42" (furnish)	$	3.75	$	4.00
Pedestal mounted sign (furnish)	$	7.50	$	10.00
HMA utility cut, with 4 revisits	$	75.75	$	81.00
HMA utility cut, with 4 revisits	$	25.25	$	27.00
Winter seasonal cut, with 1 revisit	$	10.00	$	12.00
Saw cut and excavate utility cut, prepare for fill	$	5.00	$	6.00
Sidewalk replacement	$	11.33	$	12.00
HMA utility cut, with 2 revisits	$	39.00	$	45.00
HMA utility cut, with 2 revisits	$	13.00	$	15.00
Winter seasonal cut, with 1 revisit	$	10.00	$	12.00
Saw cut and excavate utility cut, prepare for fill	$	5.00	$	6.00
Sidewalk replacement	$	11.33	$	12.00
Recycling Fund				
Recycling Fee	$	89.75	$	92.50
Recycling Cart - 2 or more	$	42.00	$	25.00
Special Event Recycling Bins	$	7.50	$	10.00
Commercial Recycing Late Fee		new fee	$	5.00
Residential Recycling Cart Switch		new fee	$	25.00
Refuse Fund				
Special Event Dumpster (20 YD)	$	585.00	$	615.00
Special Event Trash Cart	$	15.00	$	20.00
Special Event Trash ($120 for first 4 carts)		new fee	$	120.00

BE IT FURTHER RESOLVED that the following appropriations and revenue projections are adopted as the City's budget for the FY 2013/2014 fiscal year:

II. **GENERAL FUND**

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Property Taxes	37,524,500		37,524,500
Income Taxes	29,130,000		29,130,000
State Shared Revenues	14,568,300		14,568,300
Licenses and Permits	1,564,700		1,564,700
Charges for Services	13,001,000		13,001,000
Fines and Forfeitures	2,595,400		2,595,400
Interest and Rents	60,000		60,000
Other Revenue	17,471,100		17,471,100
Transfers	85,000		85,000
Total Revenue	116,000,000	-	116,000,000

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Appropriations			
City Council			
Personnel	452,039		452,039
Operating	176,861		176,861
Total	628,900	-	628,900
Internal Audit			
Personnel	176,565		176,565
Operating	7,895		7,895
Total	184,460	-	184,460
Courts			
Personnel	4,664,980		4,664,980
Operating	943,510		943,510
Total	5,608,490	-	5,608,490
Mayor's Office			
Personnel	680,413		680,413
Operating	112,057		112,057
Total	792,470	-	792,470
Office of Community Media			
Personnel	305,999		305,999
Operating	28,251		28,251
Total	334,250	-	334,250
City Clerk' Office			
Personnel	705,668		705,668
Operating	174,732		174,732
Total	880,400	-	880,400
Planning & Neighborhood Development			
Personnel	613,810		613,810
Operating	231,240		231,240
Total	845,050	-	845,050
Finance			
Personnel	4,019,717		4,019,717
Operating	875,383		875,383
Total	4,895,100	-	4,895,100
Human Resources			
Personnel	1,045,316		1,045,316
Operating	567,354		567,354
Total	1,612,670	-	1,612,670
City Attorney			
Personnel	1,321,228		1,321,228
Operating	131,412		131,412
Total	1,452,640	-	1,452,640
Police			
Personnel	31,340,320		31,340,320
Operating	4,157,830		4,157,830
Total	35,498,150	-	35,498,150

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Fire			
Personnel	28,523,064		28,523,064
Operating	3,181,736		3,181,736
Total	31,704,800	-	31,704,800
Public Service			
Personnel	2,924,027		2,924,027
Operating	6,818,063		6,818,063
Total	9,742,090	-	9,742,090
Human Relations & Community Service			
Personnel	760,056		760,056
Operating	109,854		109,854
Total	869,910	-	869,910
Parks & Recreation			
Personnel	4,435,853		4,435,853
Operating	2,612,897		2,612,897
Total	7,048,750	-	7,048,750
Human Services			
Operating	1,395,000		1,395,000
Total	1,395,000	-	1,395,000
City-Supported Agencies			
Operating	331,400		331,400
Total	331,400	-	331,400
Non-Departmental			
Vacancy Factor	(600,000)		(600,000)
Library Lease	155,000		155,000
Debt Service	1,392,220		1,392,220
Transfers	11,228,250		11,228,250
Total	12,175,470	-	12,175,470
Total Appropriations	116,000,000	-	116,000,000

II. SPECIAL REVENUE FUNDS

MAJOR STREETS FUND

Estimated Revenues			
Gas & Weight Tax Receipts	6,379,880		6,379,880
Utility Permit Fees (Metro Act)	398,000		398,000
Reimbursements	1,056,240		1,056,240
Miscellaneous Revenue	46,000		46,000
Transfer from General Fund	200,000		200,000
Use of Existing Bond Proceeds	991,540		991,540
Use of Fund Balance	1,606,140		1,606,140
Total Revenue	10,677,800	-	10,677,800
Appropriations			
Personnel	2,753,852		2,753,852
Operating	3,388,472		3,388,472
Capital	2,135,260		2,135,260
Debt Service	609,216		609,216
Transfers	1,791,000		1,791,000
Total Appropriations	10,677,800	-	10,677,800

	FY 2014 Proposed	Council Changes	FY 2014 Adopted

LOCAL STREETS FUND

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Gas & Weight Tax Receipts	1,900,580		1,900,580
Reimbursements	365,000		365,000
Transfers	5,403,200		5,403,200
Use of Fund Balance	171,820		171,820
Total Revenue	7,840,600	-	7,840,600
Appropriations			
Personnel	2,775,215		2,775,215
Operating	2,095,036		2,095,036
Capital	1,615,000		1,615,000
Debt Service	1,355,349		1,355,349
Total Appropriations	7,840,600	-	7,840,600

STADIUM FUND

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Operating Revenues	270,000		270,000
Olds Park Stadium Naming Rights	120,000		120,000
Transfer from General Fund	410,000		410,000
Total Revenue	800,000	-	800,000
Appropriations			
Debt Service	800,000		800,000
Total Appropriations	800,000	-	800,000

BUILDING DEPARTMENT FUND

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Licenses & Permits	2,179,650		2,179,650
Charges for Services	2,400		2,400
Miscellaneous	250		250
Transfer from General Fund	144,400		144,400
Use of Fund Balance	-		-
Total Revenue	2,326,700	-	2,326,700
Appropriations			
Personnel	1,894,090		1,894,090
Operating	429,610		429,610
Capital	3,000		3,000
Total Appropriations	2,326,700	-	2,326,700

CDBG FUND

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Federal Grants	1,637,887		1,637,887
Total Revenue	1,637,887	-	1,637,887
Appropriations			
Personnel	998,918		998,918
Operating	638,969		638,969
Total Appropriations	1,637,887	-	1,637,887

	FY 2014 Proposed	Council Changes	FY 2014 Adopted

HOME GRANT FUND

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Federal Grants	531,535		531,535
Total Revenue	531,535	-	531,535
Appropriations			
Personnel	96,457		96,457
Operating	435,078		435,078
Total Appropriations	531,535	-	531,535

EMERGENCY SHELTER GRANT FUND

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Federal Grants	174,713		174,713
Total Revenue	174,713	-	174,713
Appropriations			
Operating	174,713		174,713
Total Appropriations	174,713	-	174,713

DRUG LAW ENFORCEMENT FUND

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Drug Forfeiture Revenues	340,000		340,000
Interest Income	1,000		1,000
Use of / (Deposit To) Fund Balance	(65,500)		(65,500)
Total Revenue	275,500	-	275,500
Appropriations			
Personnel	-	-	-
Operating	122,100	-	122,100
Capital	153,400	-	153,400
Total Appropriations	275,500	-	275,500

DRUG LAW ENFORCEMENT FUND - TRI-COUNTY METRO

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Drug Forfeiture Revenues	435,000		435,000
Contributions from Local Units	424,720		424,720
Total Revenue	859,720	-	859,720
Appropriations			
Personnel	69,930	-	69,930
Operating	777,790	-	777,790
Transfers	12,000	-	12,000
Total Appropriations	859,720	-	859,720

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
DOWNTOWN LANSING, INC.			
Estimated Revenues			
Special Assessments	416,000		416,000
Grants	10,000		10,000
Miscellaneous	210,390		210,390
Transfer from General Fund	60,470		60,470
Use of / (Deposit To) Fund Balance	(12,680)		(12,680)
Total Revenue	684,180	-	684,180
Appropriations			
Personnel	171,080		171,080
Operating	513,100		513,100
Total Appropriations	684,180	-	684,180

III. ENTERPRISE FUNDS

CEMETERIES FUND

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Cemetery Service Revenue	176,400		176,400
Sale of Lots	85,000		85,000
Other	1,000		1,000
Transfer from Parks Millage	451,400		451,400
Total Revenue	713,800	-	713,800
Appropriations			
Personnel	389,853		389,853
Operating	307,147		307,147
Transfers	16,800		16,800
Total Appropriations	713,800	-	713,800

GOLF FUND

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
Estimated Revenues			
Greens Fees	287,000		287,000
Equipment Rentals	109,400		109,400
Concessions	15,000		15,000
Transfers In - Parks Millage	521,000		521,000
Total Revenue	932,400	-	932,400
Appropriations			
Personnel	518,780		518,780
Operating	304,000		304,000
Debt Service	109,620		109,620
Total Appropriations	932,400	-	932,400

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
PARKING FUND			
Estimated Revenues			
Parking Revenue	6,166,465		6,166,465
Baseball Revenue	50,357		50,357
Parking Fines	548,988		548,988
Interest	10,000		10,000
Capital Lease Payment	2,740,000		2,740,000
Use of Fund Equity	1,930,190		1,930,190
Total Revenue	11,446,000	-	11,446,000
Appropriations			
Personnel	2,199,225		2,199,225
Operating	2,291,775		2,291,775
Capital	1,155,000		1,155,000
Debt Service	5,800,000		5,800,000
Total Appropriations	11,446,000	-	11,446,000
WASTEWATER FUND			
Estimated Revenues			
Sewer Charges	32,058,234		32,058,234
Low Income Credit	(2,000)		(2,000)
Existing Bond Proceeds	7,567,630		7,567,630
Use of Fund Equity	3,431,836		3,431,836
Total Revenue	43,055,700	-	43,055,700
Appropriations			
Personnel	7,661,282		7,661,282
Operating	8,134,208		8,134,208
Capital	8,278,000		8,278,000
Debt Service	18,682,210		18,682,210
Transfers	300,000		300,000
Total Appropriations	43,055,700	-	43,055,700
REFUSE FUND			
Estimated Revenues			
Operating Income	1,596,200		1,596,200
Interest Income	7,750		7,750
Use of Fund Equity	63,450		63,450
Total Revenue	1,667,400	-	1,667,400
Appropriations			
Personnel	862,487		862,487
Operating	804,913		804,913
Total Appropriations	1,667,400	-	1,667,400

	FY 2014 Proposed	Council Changes	FY 2014 Adopted
RECYCLING FUND			
Estimated Revenues			
Operating Income	3,640,650		3,640,650
Sale of Recycled Materials	80,000		80,000
Interest Income			-
Use of Fund Equity	236,350		236,350
Total Revenue	3,957,000	-	3,957,000
Appropriations			
Personnel	2,018,059		2,018,059
Operating	1,413,941		1,413,941
Debt Service	525,000		525,000
Total Appropriations	3,957,000	-	3,957,000

IV. CAPITAL PROJECT FUNDS

CAPITAL IMPROVEMENT (CIP) FUND			
Estimated Revenues			
Transfer from the General Fund	1,100,000		1,100,000
PEG (Cable Capital) Revenues	365,000		365,000
Total Revenue	1,465,000	-	1,465,000
Appropriations			
Facilities	930,000		930,000
PEG (Cable Capital) Expenditures	300,000		300,000
Planning	70,000		70,000
Public Service	100,000		100,000
Transfers	65,000		65,000
Total Appropriations	1,465,000	-	1,465,000
PARKS MILLAGE FUND			
Estimated Revenues			
Transfer from the General Fund	1,272,400		1,272,400
Total Revenue	1,272,400	-	1,272,400
Appropriations			
Citywide Maintenance & Repair	100,000		100,000
Crego Park Improvements	200,000		200,000
Transfer to Cemeteries Fund	451,400		451,400
Transfer to Golf Fund	521,000		521,000
Total Appropriations	1,272,400	-	1,272,400

BE IT FURTHER RESOLVED, that in the event that the outstanding debt in the Tax Increment Financing District can be refinanced, thereby reducing the City's General Fund subsidy, the resulting cost savings will be split equaly between building the General Fund reserve level and prefunding of the City's retiree healthcare obligation; and

BE IT FINALLY RESOLVED, that the following policies are hereby established for the 2013/2014 fiscal year:

[Insert Budget Polices]

Approved for placement on the City Council agenda:

Janene McIntyre, City Attorney   Date

MINUTES
Committee of the Whole – Executive Session
Monday, May 13, 2013 – 6:15 p.m.
Tenth Floor Conference Room – Lansing City Hall

CALLL TO ORDER

The meeting called to order at 6:15 p.m.

ROLL CALL

Councilmember Carol Wood, Chair
Councilmember A'Lynne Boles Robinson, Vice Chair
Councilmember Kathie Dunbar – excused absent
Councilmember Tina Houghton – arrived 6:20 p.m.
Councilmember Brian Jeffries
Councilmember Derrick Quinney
Councilmember Jody Washington
Councilmember Jessica Yorko - arrived at 7:00 p.m

OTHERS PRESENT

Don Kulhanek, Law
Angie Bennett, Finance
Randy Hannan, Executive Assistant

APPROVAL OF MINUTES

COUNCIL VICE PRESIDENT BOLES ROBINSON MADE A MOTION TO APPROVE THE MINUTES OF MONDAY, MAY 6, 2013. MOTION CARRIED, 5-0.

COUNCIL VICE PRESIDENT BOLES ROBINSON MADE A MOTION TO APPROVE THE MINUTES OF TUESDAY, MAY 7, 2013. MOTION CARRIED, 5-0.

PUBLIC COMMENT ON AGENDA ITEMS

None.

DISCUSSION/ACTION

Mayor's Office

Mr. Hannan gave the review of the Mayor's budget and a brief outline of the responsibilities of the Mayor's Office.

Mr. Hannan stated that overall for fiscal year 2014 which is a $792,470 is what the mayor's office is recommending. It's still well below the funding level that was in place eight years ago when Mayor Bernero came into office.

Mr. Hannan reviewed the items in the Mayor's budget that have been increased due to the removal of furlough days.

Council President Wood asked Mr. Hannan how much is the Faith Based office position being paid.

Mr. Hannan stated that he believes it it's about $23,000 but will have to get to the exact number.

Council President Wood asked about the $20,000 to Sister Cities, is there additional revenue then also coming out of the Mayor's budget for sister cities?

Mr. Hannan stated ye approximately $20,000.

Council President Wood asked do we know what the entire Sister Cities budget is.

Mr. Hannan stated will have to get that number.

Councilmember Quinney asked Mr. Hannan for a list of the projects that came out of Sister Cities, what they are?

Mr. Hannan stated in the last year we have had delegations from China, Turkey, Italy Germany and India and a variety of others.

Councilmember Quinney asked for more detailed run down on that.

Councilmember Quinney asked about the grants for the Faith Based Office?

Mr. Hannan stated they have participated in a variety of grants. Financial Empowerment grant, Lead Based Paint initiative, Leads Free Lansing, to name a few

Council President Wood asked Mr. Hannan is there other monies other than the $23,000 that you indicated for Bishop Maxwell's salary that support this office?

Mr. Hannan said No there are not direct monies supporting that office, monies that support initiatives that are supported by that office but those are typically funded outside of our budget.

Council President Wood asked about the Lead Based paint Initiative and aren't those are dollars through CDBG and usually there are admin dollars taken from that to run a Development office, why wouldn't the admin dollars be going to this operation?

Mr. Hannan said because the administration is run by the Planning and Neighborhood Development Department and the costs have to be directly related to the administration of it.

Council President Wood asked do you have a report that states how many places Bishop Maxwell visits and how many community meetings and where he is talking, etc that you can supply Council?

Mr. Hannan stated has a high overview of the major initiatives Bishop Maxwell is involved in, not a day by day account but things that explain their role and general initiatives for the general work that he does.

Councilmember Washington asked are we going to get the actual salary that the Faith Based is getting.

Mr. Hannan indicated would get that information.

Council President Wood asked for a breakdown of all the salaries whether we talking interns or faith based office.

Office of Community Media

Mr. Hannan reviewed with Dominick Cochran the Office of Community Media. Mr. Hannan Currently the offices are in South Washington office complex will be moving to Holmes Street School which will be the home for the Office of Community Media.

The franchise funds are governed by State law and are not so restrictive and then in addition there is the PEG fee. PEG fee is for Public, Education & Government channels.

The budget for Office of Community Media for FY14 is $334,250 dollars for proposed budget.

Mr. Cochran stated we recently reached a few milestones we are open on a temporary data level and it difficult to have fully staffed business hours right now but and we have seen more demand which is good. We just reached 100 members, taking our classes and learn how to produce videos. They have produced 500 hours of new programming that we have put on the channel. We loan them new and good equipment so it is much different than the channel you would have seen six years ago. For the first time we were saturated with requests to check out equipment and we had to turn one person down, because we had no equipment left.

We have been growing quickly in the past year despite being so short staffed. With this year's proposed budget we hope to hire some more part time help.

Mr. Hannan stated his excitement for the partnership with ITEC. We have a deficit in trained people for related jobs in our community so we feel the partnership will help strengthen that. We expect competition as early as this summer for the Holmes School location.

Council President Wood asked Mr. Kulhanek about the lawsuit with AT&T, are we any closer to settling that lawsuit and the fact we have people paying into PEG dollars but they aren't able to see the CityTV networks where does that fall?

Mr. Kulhanek state will have to look at the status.

Mr. Hannan stated that the pending case was filed a number of years ago and has languished before the FCC. We are dialing back our interest in pursuing that litigation and may drop that completely. In the mean time we do want to put our PEG channels on the AT&T system.

Council President Wood stated we continue to take money from the public that has AT&T Universe and we spend that money but we don't give them anything?

Mr. Hannan stated you see Council on the internet service.

Council President Wood stated anyone can see Council on the web she does see that as the answer.

Councilmember Houghton asked when we move into Holmes Street will there be a rent?

Mr. Hannan stated it is $1 rent for each year for five years.

Councilmember Houghton asked for the target on Holmes Street for finishing.

Mr. Hannan stated the conclusion we expect to be by this summer, we move the operation into that building at that time. The neighborhood is very excited to see the progress that's been a long time coming.

Council Vice President Boles Robinson asked Mr. Hannan about the $50,000 that's increased, that's what we are attributing to AT&T fees?

Mr. Hannan stated on page 8 of 8 were projecting about a $20,000 increase in the PEG revenues received from AT&T.

Councilmember Jeffries asked the number of staff at the center.

Mr. Cochran said he and Jason are the only full time and we currently have four contract positions. We would be adding additional one or two part time employees in the next fiscal year.

Mr. Cochran said on Channel 16 as a service to the viewer's we would have programming blocks rather than first come first serve. So as a viewer you might know a little of what to expect rather to have so much of a hodge podge of programing.

Council Vice President Boles Robinson asked that we get all of the exact programming categories. She also talked about complaints on those people using the internet and trying to view Council meetings live streaming, it was crashing mid meeting or the audio went in and out, have we addressed all of those issues? We haven't had any recently.

Mr. Cochran said its live streaming on the internet so it is never going to be perfect but in the past we used a free service to stream and starting soon were going to use our commercial streaming service so were just slowly transitioning to that and it should be up in the next 2 to 3 weeks so I'm hoping it will be more reliable,. We can hold them more accountable because were paying for it.

Councilmember Jeffries asked what happens to the equipment that we are making purchasing for the South Washington Complex.

Mr. Cochran says probably 98% is mobile to come with us.

Councilmember Jeffries asked why go to the Holmes Street School instead of maybe City Hall?

Mr. Hannan stated we don't have space in City Hall that's compatible with the demands of studio space. The gym at Holmes Street School has a very high ceiling. We also wanted to make an investment in that neighborhood for a very long time so it seemed like a match made in heaven.

Councilmember Washington asked does this run 24 hours a day. Does it take a staff person?

Mr. Cochran stated yes and no its on automatic so we feel like we are getting a lot of bang for our buck so to speak.

Council President Wood asked based on our past experience with Spartan Internet and some of the challenges we have had with them paying their taxes, do we have some better assurance that once we make this investment into the Media Center that they will be able to make sure they meet their obligations?

Mr. Hannan stated we have been very clear with Spartan since the latest episode of their tax status; our immediate action was to stop all abatements to Spartan until that situation was resolved. I think that sent a really strong message but we will continue to be very diligent going further with them.

Council President Wood hopes from the Administration portion we jump on it a little sooner. As much as that neighborhood needs that I don't want to see that we have their expectation raised as we move in there and have financial problems that we cannot continue to do what that neighborhood expects.

PENDING
Questions

1. Please provide a list of all personnel within the Mayor's office and their salaries.
2. Please provide the entire Sister Cities budget.
3. Please provide a detail of project that came out of the Sister Cities.
4. Please provide programming categories for Channel 16.

ADJOURN

The meeting was adjourned at 7:02 p.m.
Respectfully Submitted by,
Lindsay Green Council Staff
Approved by the Committee on May 17, 2013
Appropriate documents attached to original set of minutes.