AGENDA
Committee of the Whole
Monday, March 26, 2018 –5:30 p.m.
City Council Chambers, City Hall 10th Floor
UPDATED 3/23/2018 P.M.

Council Member Wood, Chairperson
Council Member Washington, Vice Chairperson

1. **Call to Order**

2. **Roll Call**

3. **Minutes**
   - March 12, 2018

4. **Public Comment on Agenda Items (Up to 3 Minutes)**

5. **Presentation:**
   - 2017/2018 Budget Update – Human Relations & Community Services

6. **Discussion/Action:**

   A.) **ORDINANCE-** Re-Adoption and Re-Codification of Codified Ordinances Pursuant to Charter Sections 3-307 and 3-309

   {Closed Session}
   - A consultation with its attorney to discuss trial or settlement strategy with the City Attorney regarding Friends of Ormond Park v City of Lansing, per Section 8e of the Open Meetings Act

   {Reconvene}

7. **Other**
   - Council Members Reports on Boards/Commissions

8. **Place on File**
   - Communication from Kathy Miles RE: Red Cedar Development

9. **Adjourn**

PUBLIC COMMENT AND SIGN IN SHEET

COMMITTEE OF THE WHOLE

DATE March 26, 2018

Please print

NAME	ADDRESS	Purpose for Attending	Email Address	PHONE
Judith Felice	1462 Cambridge	Cambridge Rd Moores pathway		482-7325
Elaine Womboldt		Agenda -	ASL	
Dot Johnson	3224 Alden Dr. Lansing MI 48910	Budget - Roads Ordinances		

MINUTES
Committee of the Whole
Monday, March 12, 2018 @ 5:30 p.m.
City Council Chambers

CALL TO ORDER
Council President Wood called the meeting to order at 5:30 p.m.

PRESENT
Councilmember Kathie Dunbar- arrived at 5:33 p.m.
Councilmember Jeremy A. Garza
Councilmember Adam Hussain
Council Member Brian T. Jackson
Councilmember Peter Spadafore
Councilmember Patricia Spitzley- excused
Councilmember Jody Washington
Councilmember Carol Wood

OTHERS PRESENT
Sherrie Boak, Council Staff
Eric Brewer Internal Auditor
Jim Smiertka, City Attorney
Brett Kaschinske, Parks & Recreation Director
Amanda O'Boyle, Assistant City Attorney
Heather Sumner, Deputy City Attorney
Brandon Waddell, Assistant City Attorney
Samantha Harkins, Mayors Executive Assistant
Angela Bennett, Finance Director
Mayor Schor- arrived at 6:50 p.m.
Elaine Womboldt
Loretta Stanaway
Sarah Lehr, LSJ
Martell Armstrong, Lansing Housing Commission Executive Director
Jeff Klueg, Lansing Housing Commission Attorney
Amy Fontaine

Minutes
MOTION BY COUNCIL MEMBER WASHINGTON TO APPROVE THE MINUTES FROM MARCH 5, 2018 MEETING AS PRESENTED. MOTION CARRIED 6-0.

Council President Wood explained to the Committee that her goal as President this year was to make sure the Council was not getting items for the first time the same night they were being asked to take action on them. Unfortunately, the MNRTF grants that were added to the agenda, she noted have an April 1st deadline, which required a presentation at this meeting, and action on setting a public hearing. The hearing will be held March 26th and the same night Council will vote on them. Council President Wood added that the other additional item was for the recent Treasury notification regarding the City's ERS, Police Fire and OPEB. This requires action by resolution from Council to authorize the applications for waives are submitted.

Public Comment on Agenda Items (Up to 3 Minutes)

Ms. Womboldt spoke regarding the Lansing Housing Commission (LHC) and their property at 3200 S. Washington. She also asked the LHC to consider clients as a member of the LHC Board. Ms. Womboldt concluded by asking the Committee if the MNRTF Grants would be part of 2018/2019 budget.

Ms. Stanaway spoke on the MCRTF Grants, supporting the one for Willard Avenue, in opposition for the one on Hunters Ridge, opposition to the one on Cambridge Road, opposition to the Rudy Wilson Park and supported the grant for the property on Wise Road. Her suggestion to the Committee was to not purchase anything unless they sell Waverly Park and the Red Cedar property.

Discussion/Action:

- RESOLUTION – Set the Public Hearing; Land Acquisition Grant Application; Authorizing Michigan Natural Resources Trust Fund (MNRTF) Acquisition of Willard Avenue Parcel 33-01-01-27-426-001

- RESOLUTION- Set the Public Hearing; Land Acquisition Grant Application; Authorizing Michigan Natural Resources Trust Fund (MNRTF) for Acquisition of 4000 Hunter's Ridge Drive, Parcel 23-50-40-25-451-022

- RESOLUTION – Set the Public Hearing; Grant Application; Michigan Natural Resources Trust Fund (MNRTF) Grant Funding to develop the River Trail connection of Cambridge Road to Frances Park River Trail

- RESOLUTION- Set the Public Hearing; Grant Application; Authorizing Michigan Natural Resources Trust Fund (MNRTF) Grant Funding to develop a one-mile walking path within the Rudolph and Dorothy Wilson Park

- RESOLUTION – Set the Public Hearing; Grant Application; Authorizing Michigan Natural Resources Trust Fund (MNRTF) Grant Funding to acquire Wise Road Parcel 33-01-05-06-202-021

Mr. Kaschinske provided a power point handout (attached), pointing out that the (3) three Acquisition Grants are where the property owner will receive funds and the sale price is the appraised price. This price also includes closing costs and there is no negotiating on any price. The first property highlighted was Hunters Ridge, which he reminded them he had spoken about a few weeks earlier at the FY2018 Budget Update discussion. There was a house on the property that was 100% fire damaged, so demolished and removed. This 1.6 acres would be added to the surrounding 100 acres and provide total control of the parcel to the City. Of all the acquisition parcels, it will be assessed at the highest. The total cost of the acquisition is $121,900, the grant amount comes in at $91,425 and the City share, coming out of the acquisition fund, will be $30,475. There are no plans for development on this site, Mr.

Kaschinske noted, but to keep at natural park land. The second acquisition property is 3.47 acres on Willard Avenue. Mr. Kaschinske highlighted the location of the property at the trail head which will square up the property line near Scott Woods. This will now become a portion of Scott Woods and will remain wooded in the flood plain as the other one is. The acquisition price on this parcel is $23,100, a grant amount at $17,300 and the City portion at $5,800. Mr. Kaschinske moved onto Wise Road acquisition which is $27,000, with a grant at $20,500 the final City cost at $6.900. He noted this was a smaller .59-acre parcel adjacent to a baseball field and will created a larger buffer from the neighboring land.

Council Member Spadafore asked if the cost for the Hunters Ridge parcel included clearing the land from the fire damaged structure. Mr. Kaschinske clarified the home was already demolished and the material removed. They are finishing up removing fencing, but the site is cleaned up.

Mr. Kaschinske moved the discussion to the next grants which were development grants. The first one presented was thee Cambridge to France Park Trail connection that will cost the City $363,000, a grant amount of $297,000 bringing the total to $660,000. The property is located on the North side of Moore's River and is all City property. This project includes a board walk at the river which is asphalt on the land but will have a board walk and across from the Michigan Princess launch. The last grant, which is also a development grant was for $375,000, grant amount at $277,500 and the City attributing $97,500 towards a one (1) mile loop within the Rudolph & Dorothy Wilson Park that will connect the river trail.

MOTION BY COUNCIL MEMBER WASHINGTON TO SET THE HEARING FOR THE MICHIGAN NATURAL RESOURCES TRUST FUND GRANTS FOR MARCH 26TH. MOTION CARRIED 7-0.

PRESENTATION

Mr. Armstrong and Mr. Klueg introduced themselves, and briefly outlined their property inventory at 4 asset management properties with 200+ unites in each. They are the landlord to the low income public housing program, and they also a Section 8 housing program which is under 1,800 units.

Council Member Jackson asked Mr. Martell to explain what their standard is for "suspected criminal activity". Mr. Armstrong confirmed their practice is that for any evictions for criminal activity, they have to have a police report before they can file the papers in court for an eviction. They obtain the report via FOIA with the police department. Mr. Armstrong then moved on to earlier submitted questions from Council Member Jackson answering those. The first question being; how many residents have been kicked out of their homes for non-criminal activities in the last 2 years, and what types of activities are they being kicked out for. He confirmed there had been 75 evictions in last two years, and the overwhelming eviction percentage is for not paying rent, and a lesser number is lease violation. The next question by Council Member Jackson was questioning if residents were being kicked out for "criminal activities" without that activity being report to the police or without a police report. Mr. Armstrong confirmed 99.9% are reported to the LPD and they use the police report as evidence before eviction. Council Member Jackson asked if those potential evictees are given the change to voluntarily leave. Mr. Armstrong confirmed they are, and the tenant gets a choice or chance to leave premise before they go to eviction court. Mr. Klueg added that the tenant can enter into a settlement agreement to not affect them going forward, so in total they have two (2) chances before going to court. Mr. Armstrong moved onto the next question which was if the LHC uses Steven Dunnings as their attorney, at which he stated they had not since he started with the LHC which was before February 2017. The last question from Council Member Jackson was; what the average wait period for those is who qualify to receive housing. With the public housing program, Mr. Martell stated, they maintain a wait list to replenish once they have occupancy available. Each wait list is site specific, and within that wait list is also a wait list on unit sizes. The average wait is 3-9 months depending on the circumstance.

Council Member Hussain briefly referred back to work that was done at the LHC property at 3200 S. Washington in collaboration with the LPD, Council Committee on Public Safety, Residence Council and LHC, and asked if those ideas have been implemented at all their other locations. He also asked what the LHC is doing to address concerns with retaliation and and assuring the residents they can bring concerns to the LHC. Mr. Armstrong answered the question, that at 3200 S Washington they have made multiple attempts to make it less of a place for crime and increase the feeling of resident safety. They have installed access controls at the entrance, surveillance cameras, and increased the partnership with the LPD. They would still like to increase the installation of cameras. He noted he personally has made attempts to instill trust in the residents. The LHC is taking the Residence Council to the other sites but wants to make sure the 3200 S. Washington Resident Council is running strong before taking it to other sites. The LHC has moved their board meetings to the sites to have public access. He concluded that he has not received any feedback that there are complaints about staff and residents. They are considering staggering the staffing at the sites, but with finances they cannot do that currently but are considering funding sponsorships to discuss those options.

Council Member Washington asked Mr. Armstrong what he believed his responsibility was to the LHC at which Mr. Armstrong stated his belief was that he had an obligation to make sure they are providing customer service, and keeping a safe sanitary home for residents to live in. Council Member Washington then asked him what his responsibility was for the 1800 Section 8 housing units. Mr. Armstrong informed her it was to make sure the funding is being utilized, make sure they are providing good tenants to the landlords, and doing good back ground checks. Council Member Washington then asked if they have any responsibility to make the units safe, clean and up to code. Mr. Armstrong confirmed they have annual inspections on each unit, and if there are any issues it should be brought to his attention to address. They are not a management company with these types of units but assist with getting an individual to rent from the landlord and it is the landlord responsibility. Under the Section 8 program the resident signs a voucher and that voucher is a contract. Under that voucher is a list of obligations and if they violate it, the LHC can take the subsidy. Council Member Washington asked if the LHC inspects these units, and Mr. Armstrong confirmed it is mandatory and done annually to re-determine their eligibility to continue in the program. To be eligible for the program the unit must pass inspection and the tenant must qualify. HUD has recently given a number of administrative easements, so some units are on 2-year inspection cycle instead of annually. Council Member Washington then asked Mr. Armstrong about the programming he stated he would be planning to provide at the sites. She referenced specifically the site at Hildebrand, which she was pursuing a GED program at. She also informed Mr. Armstrong she was instructed not to visit the site without the LHC. The program was introduced at 3200 S. Washington, and she asked it be provided at the other sites as well. Mr. Armstrong acknowledged that Council can visit the LHC properties without his permission. At the 3200 S Washington property, he admitted that having the Resident Council has helped the progress and programs. The LHC has signed a recovery agreement making sure the administration is in order and complying with HUD. Council Member Washington assured Mr. Armstrong she will continue to reach out to him and his office.

Council Member Jackson asked what the eviction decision process was that they used, if the prosecutor chose not to press charges. Mr. Armstrong said it is handed on a case by case basis, and Mr. Kleug added that most of the times they have police reports, but in an instance where there is a situation where someone is physically threatening and someone feels afraid, they have the standard administrative appeals with the LHC themselves. LHC will also perform an investigative interview on everything.

Council Member Hussain asked what the LHC was doing to support their Resident Council. Mr. Armstrong admitted they are closer than they were a year ago. The Council has finally instituted their by-laws and will move to establish a contract and from their will institute the stipends. He supports the Committees concerns and stated he was committed to establishing the Resident Council structure at all sites. Council Member Hussain then asked if they had established a two (2) key system at 3200 S. Washington so to eliminate a $50 lock out fee. Mr. Armstrong admitted he could not answer that currently but was positive they had a fob for the front door and key for their apartment. Their concern is that if there are too many keys then more than one person has access to their apartment. Council Member Hussain asked for an update on the project of installing bolt locks on all the doors. Mr. Armstrong admitted they have always said they will purchase them and have been told the City was going to find a contractor. Council President Wood stated she would resend the emails on the contractors to Mr. Armstrong.

Council Member Dunbar asked if the LHC had seen any cuts with the new administration at the Federal level. Mr. Armstrong confirmed that their two dominate funding sources are Capital Funds and operation funds. Both have seen significant cuts; the Capital Fund at $300,000- $400,000 in 2017. This forces them to have more efficient funding practices to maintain their level of service. Council Member Dunbar asked if that was the reason for their staffing vacancies. Mr. Armstrong denied it impacted those because those had been budgeted. Council Member Dunbar then asked if any of the LHC properties had applied for CDBG or City funding through the HRCS department. Mr. Armstrong confirmed they have a number of partnerships including Oliver Gardens has CDBG and HOME funds they use for funding the structure. They receive funds from the City HRCS Department and have a partnership where LHC administers the housing grant, shelter grant and those operate similar to a housing choice voucher. Council Member Dunbar encouraged the LHC to apply for funds to apply for staffing, but Mr. Armstrong clarified they cannot be used for staff but they did apply for the computer learning centers.

Council President Wood asked if the LHC had done anything to take the financial burden away from the Resident Council for what they need. Mr. Armstrong state there was nothing currently before him, but he would be open to the idea. Council President Wood then asked if in the side by side units they would consider starting a neighborhood watch.

Regarding the 1800 Section 8 units, Council President Wood asked if any of the single-family homes were actually owned by the LHC. Mr. Martell clarified that the 1,800 units mentioned are in the housing voucher program and subsidized to private landlords. Any single-family residence owned by the LHC is under the public housing program, not contiguous and there are about 200. Council President Wood asked if they provide any education to help the residents understand how to maintain a household and what to abide by. Mr. Armstrong confirmed it is a challenge and before they move in the LHC provides an orientation to address maintenance along with other areas. As they field complaints, they continue to provide a more in-depth orientation. They however do not provide any equipment because the LHC funding structure does not allow for buying equipment. There are responsibilities that the family assumes when moving into a single-family unit and the LHC wants to make sure they are successful.

Council President Wood asked if the LHC has any outstanding violations and fines they have with the City. Mr. Armstrong admitted they began working with the previous administration on drilling down on the specifics to resolve them. Council President Wood asked the Administration to work with Mr. Armstrong on addressing the issues.

Council Member Washington asked Council President Wood if the resident in the audience whom she knew was a resident of 3200 S. Washington could speak.

Ms. Fontaine spoke as a resident at 3200 S. Washington and former member of the Resident Council at that location. She stated she had resigned due to what she called the lack of communication with the LHC. She stated they had become business and dollar oriented, and this left public housing residents dependent on the funding received and some residents feel they are entitled. Ms. Fontaine asked the LHC to create a policy that would require new residents to enroll in school within 3 months of signing a lease and focus on opportunities. Ms. Fontaine then asked Mr. Armstrong why some residents at 3200 S. Washington denied access to City officials and the Lt. Governor so she requested one on one with community leaders. Ms. Fontaine asked for a written response to her concerns.

Mr. Armstrong clarified for the Committee that the HUD policy is 75% of new resident at low income category, so the funding is administered to help the poor of poor due to mandatory. Regarding the education piece mention by Ms. Fontaine, he agreed and could provide resources for assistance on the GED classes. Addressing the statement that Ms. Fontaine was not given access to the Lt. Governor, he clarified the issues came up because there were logistical issues to address since it was not scheduled through his office, so they agreed to come back at a later date.

Council Member Washington stepped away from the meeting at 6:51 p.m.

Council Member Hussain asked Council Leadership to reach out to the LHC Board for a joint meeting similar to the Committee and BWL Board bi-annual meetings.

Council Member Hussain stepped away from the meeting at 6:53 p.m.

Council Member Dunbar asked if the programming is at all the site, and which Mr. Armstrong confirmed. Council Member Dunbar also noted for the Committee that all the sites there are AmeriCorps workers performing tutoring in addition to other things.

Council Member Washington returned to the meeting at 6:54 p.m.

DISCUSSION/RESOLUTION- Treasury Notification on underfunded ERS Pension

Council Member Hussain returned to the meeting at 6:55 p.m.

Council President Wood reminded the Committee of the statement made at an earlier meeting by the FHT that confirmed the City might have to do a waiver or corrective action. Within the last week the City received a notice from the State Treasury stating the condition so they now have a 45 day to comply.

Ms. Bennett detailed for the Committee that the State Legislation adopted in law December, 2017 that all communities that have a pension will have to file figures with the State and upon that they will provide feedback on it based on underfunded or funded. The City has two (2) systems; ERS and Police & Fire. The City knew at the time they filed that the ERS is below what the State categorizes as underfunded. The City is 57.6%, the State bar is 60%. The Police & Fire is under funding at 69.4% but is not under the State bar. Ms. Bennett then informed the Committee that the next steps is apply for a waiver which includes telling the State what steps the City has done over the last 6 years. By looking at the actuarial, the City should hit 60% in 2020. Ms. Bennett assured the Committee that the waiver is not unique but a State-wide problem. Once the State receives the waiver, they will review and notify the City of their determination. If they do not accept the waiver, the City will have to submit a corrective action plan. Ms. Bennett concluded that the waivers require Council and Mayoral approval, therefore they are asking for approval of the resolution and waiver.

Council Member Spadafore pointed out that the waivers the Committee had received from the administration had missing information in the blanks. Ms. Bennett assured them she would forward the completed documents to the Council before their action on March 26th.

Council Member Jackson asked if the changes listed in the waiver would be enough considerations to bring them out of the underfunded designation. He then asked Ms. Bennett and the Administration what they believe would be wrong in just doing the corrective action plan now, instead of filing the waiver now, waiting to see if it is accepted, and then having to do a corrective action plan. Ms. Bennett stated that the waiver is the first step. If they have to do a corrective plan the State will come in and look at it. Council Member Jackson asked again if there was a process or step where the City does not have to apply for the waiver. Ms. Bennett answered the question by noting the option at this point is to do the waiver or not do the waiver. If the decision was not to apply for a waiver it would go to correction plan.

Council President Wood referred back to the CSO 20-year plan, which had a condition that if the City did not meet the criteria then it would have reverted back. She asked if this corrective plan was set up the same way and create a liability. Ms. Bennett was not able to answer with details but referenced that they would have to see where the State goes with it.

Council Member Washington spoke in support of the applications.

Council Member Spadafore stepped away from the meeting at 7:09 p.m.

Mayor Schor agreed that the issue is critical, and also confirmed he was in the legislation when the law was passed in 2017. The legislation was written so that if the municipality does not hit the mark, they must show the State what they are doing, and if the State accepts it to move forward, they will look at it later. If the State does not accept the waiver, there is a State Board who works with the community to create a corrective plan. They will have 180 days to do a plan to submit to the Treasury.

Council Member Spadafore returned to the meeting at 7:11 p.m.

Mayor Schor concluded by stating that if the State believes the City has done the work to move forward, not saying the Legislature will not come back and make changes and more restrictions.

MOTION BY COUNCIL MEMBER WASHINGTON TO APPROVE THE RESOLUTION APPROVING THE WAIVER APPLICATIONS FOR THE CITY'S EMPLOYEES RETIREMENT SYSTEM, THE EMPLOYEES RETIREMENT SYSTEM OPEB PLAN AND THE POLICE AND FIRE OPEB PLAN TO THE STATE OF MICHIGAN. MOTION CARRIED 7-0.

Other

PLACE ON FILE – Report of Board, Authority and Commission Term Expirations

MOTION BY COUNCIL MEMBER SPADAFORE TO PLACE THE DOCUMENT ON FILE. MOTION CARRIED 7-0.

Boards/Commissions Updates (excluding Council Committee Assignments) Council Members
Council President Wood informed the Committee that at the April 2, 2018 Committee of the Whole meeting they will each report out on the outside Boards and Commissions they sit on.

ADJOURN

The meeting was adjourned at 7:15 p.m.
Respectfully Submitted by,
Sherrie Boak, Recording Secretary
Lansing City Council
Approved by the Committee on

HUMAN RELATIONS & COMMUNITY SERVICES

Description

The Human Relations and Community Services (HRCS) Department pursues City Charter and Ordinance mandates to address basic human services needs and help cultivate a community climate of diversity, equity and nondiscrimination. The Department strives to improve the quality of life for all Lansing citizens by providing leadership to address urgent community issues such as the resolution of homelessness, food insecurity, health care, affordable housing, infant mortality, youth prevention programs, and refugee resettlement.

HRCS Responsibilities

The Department's Human Services focus works in partnership with community coalitions to evaluate community needs, develop grant proposals or programming, and oversee contracts to distribute City funding to address urgent needs. The Department administers Federal Housing and Urban Development (HUD) Continuum of Care (CoC), City Emergency Solutions Grants (ESG) and acts as Fiduciary for MSHDA ESG funds through sub-contracts with local agencies, providing monitoring and technical assistance. HRCS is the designated CoC Lead and Homeless Management Information System (HMIS) Lead Agency tracking homeless services. The Human Relations' focus provides mediation to address community disputes and complaints, and monitors City compliance with laws and ordinances to ensure social equity.

Leveraging Funds - the Department administers Human Services Funding as outlined in the City Charter and ensures the funds are disbursed in a coordinated and efficient manner. These funds are an excellent return on investment, leveraging at least ten (10) times the original amount through other funding that comes back into the community. HRCS assists other City departments and local agencies in identifying resources, completing grant applications and leveraging funding from multiple sources to address community needs. HRCS brings divergent groups together as partners to pool scarce resources to address unmet needs. Priority needs are defined by City Charter as:

- **Basic Needs:** Food, shelter, clothing, transportation, child care, housing assistance and legal help for indigent persons.

- **Life Skills:** Mentoring, academic enhancement, social competency, literacy, conflict resolution, parenting skills development, structured recreation, and self-sufficiency for people with disabilities.

- **Employability Development:** Job readiness and retention, job seeking skills, vocational training, job site development and placement activities.

- **Health/Mental Health:** Health care access, crisis intervention, dental care, prescription medications, health promotion, counseling, substance abuse prevention, safety promotion, hospice and respite care.

Assessing Needs -The Department assesses human services needs within the community, develops priorities, and assures the use of City funds is appropriate and consistent with identified priorities. The Human Relations and Community Services Advisory Board, composed of Lansing residents, provides the citizen's perspective to the Department, fostering mutual understanding and respect among all groups in the city while helping to identify community needs and resources. HRCS periodically holds public forums and invites interested community members and applicant agencies to discuss community needs and services gaps that help determine funding priorities.

The HRCS Department promotes an agency clustering model, whereby agencies providing similar services are encouraged to partner on mutual projects, thus reducing cost inefficiencies and duplicative efforts. Agencies are encouraged to participate in Meet the Need, a community coordination tool bridging the faith community with human services agencies to help meet local needs.

HRCS Coordinates Services to Address Gaps

• Food Security

The HRCS Department supports a monthly **Mobile Food Pantry and senior site food drop**, staffed by volunteers, through a contract with the Greater Lansing Food Bank, to an estimated 600 households monthly, providing **512 tons of food in 2016**.

Children and Youth are assisted through the HRCS' **"Feed Greater Lansing's Children Program**" distributing more than **4,800 healthy lunches and food boxes to 600 identified families in 2016**, families who would otherwise go without during the school district's six weeks of school breaks. This program helps offset State budget cuts that decreased family assistance grants and food supplements.

• Affordable Housing Shortage

The One Church One Family (OCOF) Project oversees nine houses through a partnership with local churches and the MSHDA Homeless Families Initiative. The **partnership with local churches capitalizes on volunteers** who provide mentorship, case management and other support services to the large, at-risk families served by the OCOF program.

• Elder Abuse and Financial Exploitation

Given the increasing elder population, the HRCS Department was awarded a multi-year grant to create a systemic response to abuse, neglect and financial exploitation in partnership with the Lansing Police Department, Prosecutor's Office, End Violent Encounters, Inc., the Tri-County Office on Aging and Adult Protective Services. The grant ended in 2015, leaving behind a comprehensive system to respond to and prosecute elder abuse, provide victim advocacy, emergency shelter and transitional housing for older victims of abuse. An Elder Abuse Coordinated Community Response Team of area victim services providers remains in the community to plan ongoing prevention strategies, educate the community and provide a systemic response to elder abuse.

• Community Emergencies

In 2016, HRCS staff responded to the urgent housing needs of 126 residents who were displaced by the closing of the Magnuson Hotel. The HRCS Department, Volunteers of America, and other area partner agencies coordinated community responses, organized meetings with residents, located housing and quickly resettled many of these households, preventing their exits into homelessness.

Utility emergencies caused by changes in state laws continued to increase homelessness in the community. HRCS staff secured funding from local utility companies to pay past-due bills for families facing shut offs, preventing their eviction.

Public Housing tenants at risk of eviction due to late rents, fees and delinquent utility bills were assisted through an **HRCS-sponsored Pre-eviction Prevention Program** in collaboration with the Lansing Housing Commission. 292 households maintained their housing and avoided court costs, saving an estimated $215,000 in taxpayer funds.

Sponsoring Events to serve People in Need
HRCS coordinates and organizes the following annual events -

- **Lansing Community Connect** (Formerly Project Homeless Connect) connected more than 300 low-income citizens with many nonprofits and local businesses to receive benefits applications, medical screenings, eye exams and eyeglasses, and employment or job-training services. An excellent example of community collaboration, at least 50 community volunteers and business sponsors provided food, personal needs items, and more.

- **Lansing Kids Connect** provides a pivotal point of positive change for children beginning the school year "ready to learn" with medical, optical, and dental health screenings along with haircuts, shoes, clothing, personal needs items and healthy lunches. In 2016, approximately **5,000 school age children and their parents attended the fourth annual event.** This event and other similar events would not be possible without a host of dedicated volunteers, agencies, and businesses that support local human services initiatives to benefit our community.

- **Spartans Giving Back** - Taking it to the Streets is a one-day event providing more than 3,200 hours of community services to HRCS events such as *Lansing Community Connect* and *Lansing Kids Connect*, as well as homeless shelters, community centers, public housing, the South Lansing office complex, cemeteries, and a number of other sites.

- **Feed the Babies, Keep them Dry** provided young parents of newborns and toddlers with educational support and healthy options through this HRCS-sponsored event. More than 62 households received diapers, formula, food and information thanks to faith-based partners and the Ingham Co. Health Department, as well as generous individual donors.

- **Dr. Martin Luther King, Jr. and Cesar Chavez** are honored and memorialized annually in January and March through events organized by HRCS staff and community partners. In 2016, the City of Lansing's Chavez event continued our regional cooperation with MSU's Office for Inclusion and Intercultural Initiatives, Lansing Community College, and the City of East Lansing. Mayors Virg Bernero and other officials, local citizens and MSU students attended.

Citizen Assistance – HRCS is the City of Lansing's focal point for citizens seeking help with all types of human services needs providing information, referral and direct assistance as needed. Staff is trained as mediators who may assist residents in resolving neighborhood conflicts or disputes prior to seeking legal action or contact with the courts.

Upholding Principles of Non-Discrimination and Equal Opportunity - The Department is charged with the enforcement of Charter and Ordinance Human Relations mandates which prohibit discrimination, on the basis of protected characteristics, against persons seeking employment, housing, and the use of public facilities. These include labor standards such as the federal Davis Bacon Prevailing Wage Act for City construction projects, as well as Fair Housing enforcement, and the Human Rights Ordinance.

The Department is mandated to ensure City compliance with, and handle complaints related to, the Equal Employment Opportunity Act, the Americans with Disabilities Act, Section 504, and Child Labor Law.

Complaint Investigation – HRCS houses the Police Commission Investigator who conducts independent intake and review of citizen complaints against the Lansing Police Department that may allege inappropriate and/or discourteous actions by police personnel.

Community Supported Agencies and Events –Through HRCS, the City contracts with a variety of community agencies to support other essential programs such as diversion for first time offenders, economic development, educational enhancement, recreation and the Arts, which enhances the quality of life for Lansing citizens.

HUMAN RELATIONS & COMMUNITY SERVICES

	FY 2016 Actual	FY 2017 Adopted Budget	FY 2017 Projected	FY 2018 Proposed	% Change FY17 Adopted FY18 Proposed
Department Appropriation					
Personnel	$ 876,651	$ 1,094,245	$ 1,048,223	$1,167,522	6.7%
Operating	144,628	154,955	154,955	165,178	6.6%
Total	$ 1,021,279	$ 1,249,200	$ 1,203,178	$1,332,700	6.7%
Human Services (1.25% of General Fund Revenues)	1,407,212	1,537,500	1,713,302	1,600,000	4.1%

Budgetary Explanations

Conversion of a part-time position to full-time is proposed for FY 2018 for office and grant support needs.

The increase in operating costs is largely the result of an increase in City's information technology allocation.

(performance measures on next page)

PERFORMANCE MEASUREMENTS

Strategic Goals:
Promoting a vibrant, safe, healthy and inclusive community

Providing reliable, efficient and quality services that are responsive to the needs of residents and businesses

Facilitating regional collaboration and connecting communities

Strategies:
1A. Annual community needs assessment

1B. Allocate the available human service funding to deliver the greatest results
1C. Develop, monitor, and improve grant programs

2A. Establish a regional strategic plan for homelessness

2B. Seek out and apply for federal and state funding with community partners

2C. Develop, monitor, and improve grant programs

3. Departmental staff accept all complaints and work toward resolution

4. Enlist county, municipal, and foundation support for human service needs

Performance Indicators:	FY 2016	FY 2017	FY 2018
Number of grants/contracts (strategies 1B,1C,2A,2B)	93	100	100
Number of chronic homeless (strategies 1A,1B,1C,2A,2B,2C)	44	41	40
Number of homeless veterans (strategies 2A,2B,2C)	54	27	25
Percent complaints reviewed (strategy 3)	100%	98%	98%
Percent of complaints resolved (strategy 3)	100%	95%	95%
Number of agency partners (strategies 2B,4)	3	3	3
Number of new resources (FMV) (strategy 4)	$21,095	$942,100	$5,000

Account Code	Description	FY 2016 Actuals	FY 2017 Adopted Budget	FY 2017 Amended Budget	FY 2017 Year-End Projection	2018 Proposed Budget
	HUMAN RELATIONS & COMMUNITY SERVICES					
101.672500.702000.00000	SALARIES	358,134	521,611	521,611	480,397	547,368
101.672500.707000.00000	TEMPORARY HELP	45,149	2,500	2,500	67,412	15,000
101.672500.708000.00000	OVERTIME - SALARY	3,519	5,000	5,000	5,000	5,000
101.672500.712000.00000	LONGEVITY	3,400	3,900	3,900	2,400	2,800
101.672500.715300.00000	FRINGE BENEFITS - FIXED	394,970	407,360	407,360	407,360	438,014
101.672500.715400.00000	FRINGE BENEFITS - VARIABLE	71,479	153,874	153,874	85,654	159,340
101.672500.741000.00000	MISCELLANEOUS OPERATING	55,578	60,000	60,000	60,000	60,000
101.672500.742100.00000	FUEL	295	400	400	400	400
101.672500.743720.00000	INFORMATION TECHNOLOGY ALLOC	52,800	49,770	49,770	49,770	62,843
101.672500.744110.00000	UTILITIES - CITY HALL	16,766	18,000	18,000	18,000	18,000
101.672500.744200.00000	TELEPHONE	12,512	11,050	11,050	11,050	11,000
101.672500.745200.00000	EQUIPMENT RENTAL	695	3,300	3,300	3,300	1,500
101.672500.747000.00000	TRAINING	59	3,000	3,000	3,000	2,000
101.672500.748000.00000	INSURANCE & BONDS	5,923	9,435	9,435	9,435	9,435
	HUMAN RELATIONS & COMMUNITY	**$ 1,021,279**	**$ 1,249,200**	**$ 1,249,200**	**$ 1,203,178**	**$ 1,332,700**
	HUMAN SERVICES AGENCY ALLOCATION					
101.833XXX.xxxxxx.00000	HUMAN SERVICE AGENCIES	1,407,212	1,537,500	1,713,302	1,713,302	1,600,000
	HUMAN SERVICES AGENCY ALLOCAT	**$ 1,407,212**	**$ 1,537,500**	**$ 1,713,302**	**$ 1,713,302**	**$ 1,600,000**

IFAS Check Final Approved Column Totals to Budget Document Totals

Human Relations & Community Services - General Fund

Type	Fund	Cost Center	Cost Center Description	Budget Document	Final Approved	Diff
General Fund	101	672500	Human Relations & Community Services	$ 1,332,700.00	$ 1,332,700.00	$ -
				$ 1,332,700.00	**$ 1,332,700.00**	**$ -**

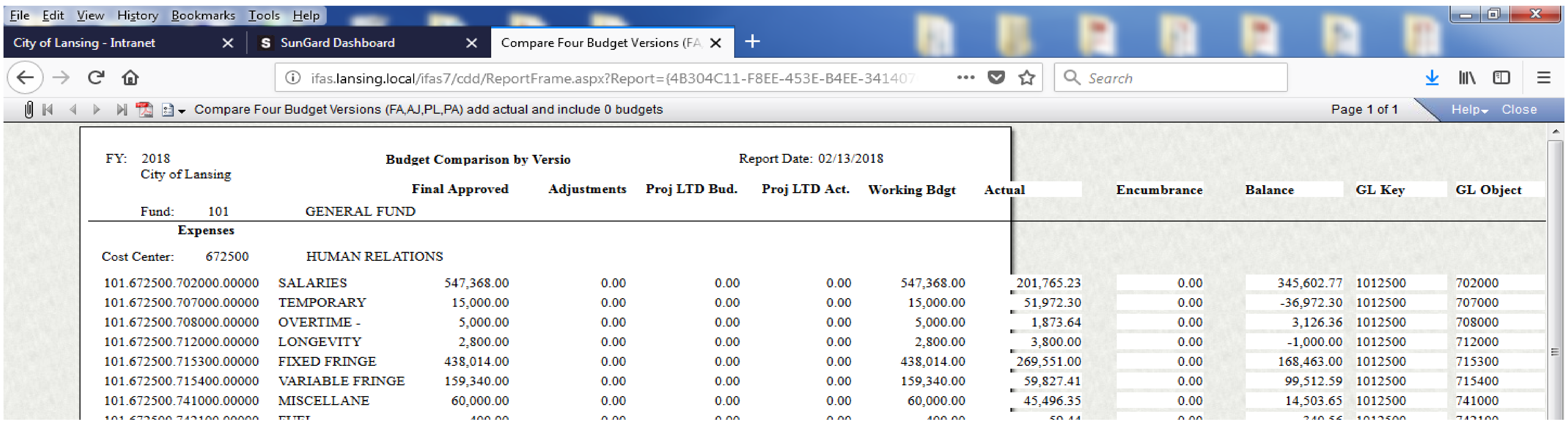
Report Elements - Descriptions

IFAS Report Run:
Compare Four Budget Versions (FA, AJ, PL, PA) add actual and include 0 budgets

Elements Contained on Reports	**Report Abbreviations**
Accounting String - (000.000000.000000.00000) Fund.Cost Center.Object.Project	**Accounting String**
Description - Description of the Object	**Description**
Final Approved – This represents the amount that was approved in the current year Budget cycle.	**Final Approved**
Adjustments – This represents additions or subtractions from the Final Approved line if adjustments are needed.	**Adjustments**
Life to Date Budget – This represents the total Budgeted amount from the prior year budgets.	**Proj LTD Bud.**
Life to Date Actual – This represents the total spent amount from the prior year budgets.	**Proj LTD Act.**
Working Budget – This represents the amount that was approved and plus or minus any adjustments made.	**Working Budet**
Actual – This represents the amount spent for the current fiscal year as posted.	**Actual**
Encumbrance – This represents the amount encumbered in the current fiscal year or set aside, but not actual spent.	**Encumbrance**
Balance – This represents unencumbered balance at a point in time or at the end of a fiscal year. This is calculated by taking the sum of the Working Budget (Minus) Actual (Minus) Encumbrance (=) Balance	**Balance**
GL Key- General Ledger Key IFAS	**GL Key**
Gl Object - Object used IFAS	**GL Object**
Percentage Used - Actual / Final Approved as Percentage (Note Encumbrances Not Included)	**Percent Used**

Report Run Date:	**2/13/2018**
Description Cost Center:	**Human Relations & Community Services**
Fund:	**101**
Cost Center:	**672500**

Accounting String	Description	Final Approved	Adjustments	Proj LTD Bud.	Proj LTD Act.	Working Budget	Actual	Encumbrance	Balance	GL Key	GL Object	Percent Used
101.672500.702000.00000	SALARIES	$ 547,368.00	$ -	$ -	$ -	$ 547,368.00	$ 201,765.23	$ -	$ 345,602.77	1012500	702000	36.86%
101.672500.707000.00000	TEMPORARY	$ 15,000.00	$ -	$ -	$ -	$ 15,000.00	$ 51,972.30	$ -	$ (36,972.30)	1012500	707000	346.48%
101.672500.708000.00000	OVERTIME -	$ 5,000.00	$ -	$ -	$ -	$ 5,000.00	$ 1,873.64	$ -	$ 3,126.36	1012500	708000	37.47%
101.672500.712000.00000	LONGEVITY	$ 2,800.00	$ -	$ -	$ -	$ 2,800.00	$ 3,800.00	$ -	$ (1,000.00)	1012500	712000	135.71%
101.672500.715300.00000	FIXED FRINGE	$ 438,014.00	$ -	$ -	$ -	$ 438,014.00	$ 269,551.00	$ -	$ 168,463.00	1012500	715300	61.54%
101.672500.715400.00000	VARIABLE FRINGE	$ 159,340.00	$ -	$ -	$ -	$ 159,340.00	$ 59,827.41	$ -	$ 99,512.59	1012500	715400	37.55%
101.672500.741000.00000	MISCELLANE	$ 60,000.00	$ -	$ -	$ -	$ 60,000.00	$ 45,496.35	$ -	$ 14,503.65	1012500	741000	75.83%
101.672500.742100.00000	FUEL	$ 400.00	$ -	$ -	$ -	$ 400.00	$ 59.44	$ -	$ 340.56	1012500	742100	14.86%
101.672500.743720.00000	IT ALLOCATION	$ 62,843.00	$ -	$ -	$ -	$ 62,843.00	$ 41,896.00	$ -	$ 20,947.00	1012500	743720	66.67%
101.672500.744110.00000	UTILITIES	$ 18,000.00	$ -	$ -	$ -	$ 18,000.00	$ 3,969.93	$ -	$ 14,030.07	1012500	744110	22.06%
101.672500.744200.00000	TELEPHONE	$ 11,000.00	$ -	$ -	$ -	$ 11,000.00	$ 1,717.44	$ -	$ 9,282.56	1012500	744200	15.61%
101.672500.745200.00000	EQUIPMENT	$ 1,500.00	$ -	$ -	$ -	$ 1,500.00	$ 1,299.30	$ -	$ 200.70	1012500	745200	86.62%
101.672500.747000.00000	TRAINING	$ 2,000.00	$ -	$ -	$ -	$ 2,000.00	$ -	$ -	$ 2,000.00	1012500	747000	0.00%
101.672500.748000.00000	INSURANCE	$ 9,435.00	$ -	$ -	$ -	$ 9,435.00	$ 6,898.74	$ -	$ 2,536.26	1012500	748000	73.12%
Totals		**$ 1,332,700.00**	**$ -**	**$ -**	**$ -**	**$ 1,332,700.00**	**$ 690,126.78**	**$ -**	**$ 642,573.22**			**51.78%**



FY: 2018 Budget Comparison by Versio Report Date: 02/13/2018
City of Lansing

Fund: 101 GENERAL FUND
Expenses
Cost Center: 672500 HUMAN RELATIONS

		Final Approved	Adjustments	Proj LTD Bud.	Proj LTD Act.	Working Bdgt	Actual	Encumbrance	Balance	GL Key	GL Object
101.672500.702000.00000	SALARIES	547,368.00	0.00	0.00	0.00	547,368.00	201,765.23	0.00	345,602.77	1012500	702000
101.672500.707000.00000	TEMPORARY	15,000.00	0.00	0.00	0.00	15,000.00	51,972.30	0.00	-36,972.30	1012500	707000
101.672500.708000.00000	OVERTIME -	5,000.00	0.00	0.00	0.00	5,000.00	1,873.64	0.00	3,126.36	1012500	708000
101.672500.712000.00000	LONGEVITY	2,800.00	0.00	0.00	0.00	2,800.00	3,800.00	0.00	-1,000.00	1012500	712000
101.672500.715300.00000	FIXED FRINGE	438,014.00	0.00	0.00	0.00	438,014.00	269,551.00	0.00	168,463.00	1012500	715300
101.672500.715400.00000	VARIABLE FRINGE	159,340.00	0.00	0.00	0.00	159,340.00	59,827.41	0.00	99,512.59	1012500	715400
101.672500.741000.00000	MISCELLANE	60,000.00	0.00	0.00	0.00	60,000.00	45,496.35	0.00	14,503.65	1012500	741000

Report Run Date:	2/13/2018
Description Cost Center:	Human Relations & Community Services
Fund:	101
Cost Center:	672500

101.672500.742100.00000	FUEL	400.00	0.00	0.00	0.00	400.00	59.44	0.00	340.56	1012500	742100
101.672500.743720.00000	IT ALLOCATION	62,843.00	0.00	0.00	0.00	62,843.00	41,896.00	0.00	20,947.00	1012500	743720
101.672500.744110.00000	UTILITIES	18,000.00	0.00	0.00	0.00	18,000.00	3,969.93	0.00	14,030.07	1012500	744110
101.672500.744200.00000	TELEPHONE	11,000.00	0.00	0.00	0.00	11,000.00	1,717.44	0.00	9,282.56	1012500	744200
101.672500.745200.00000	EQUIPMENT	1,500.00	0.00	0.00	0.00	1,500.00	1,299.30	0.00	200.70	1012500	745200
101.672500.747000.00000	TRAINING	2,000.00	0.00	0.00	0.00	2,000.00	0.00	0.00	2,000.00	1012500	747000
101.672500.748000.00000	INSURANCE	9,435.00	0.00	0.00	0.00	9,435.00	6,898.74	0.00	2,536.26	1012500	748000
	Total HUMAN RELATIONS:	1,332,700.00	0.00	0.00	0.00	1,332,700.00	690,126.78	0.00	642,573.22		
	Total Expenses	1,332,700.00	0.00	0.00	0.00	0.00	6,898.74	0.00	7,323,072.58		
	Total GENERAL FUND:	1,332,700.00	0.00	0.00	0.00	1,332,700.00	690,126.78	0.00	642,573.22		
	Total Report:	1,332,700.00	0.00	0.00	0.00	1,332,700.00	690,126.78	0.00	642,573.22		

ORDINANCE No. _______

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, RE-ADOPTING THE CODIFIED ORDINANCES OF THE CITY OF LANSING,

WHEREAS, THE READOPTION AND RECODIFICATION OF CODIFIED ORDINANCES, PURSUANT TO CHARTER SECTIONS 3-307 AND 3-309, IS BEFORE THE CITY COUNCIL; AND NOW THEREFORE

THE CITY OF LANSING ORDAINS:

SECTION 1. THAT THE CODE OF ORDINANCES OF THE CITY OF LANSING, MICHIGAN, AS AMENDED AND REPUBLISHED BY MUNICIPAL CODE CORPORATION THROUGH SUPPLEMENT 47, AND ALL GENERAL AND PERMANENT LEGISLATION OF THE CITY FROM THE DATE OF ENTRY THROUGH DECEMBER 31, 2017, EXCEPT AN ORDINANCE REPEALED BY REPLACEMENT AND AS PROVIDED BY LAW, AS REVISED, CODIFIED, ARRANGED, NUMBERED, EDITED AND CONSOLIDATED INTO COMPONENT CODES, TITLES, CHAPTERS AND SECTIONS ARE HEREBY APPROVED AND READOPTED AS THE CODIFIED ORDINANCES OF LANSING, MICHIGAN 2017, COMPLETE TO DECEMBER 31, 2017.

SECTION 2. THE READOPTION OF CODIFIED ORDINANCES SHALL NOT BE CONSTRUED TO AFFECT A RIGHT OR LIABILITY ACCRUED OR INCURRED UNDER ANY LEGISLATIVE PROVISION PRIOR TO THE EFFECTIVE DATE OF SUCH READOPTION, OR AN ACTION OR PROCEEDING FOR THE ENFORCEMENT OF SUCH RIGHT OR LIABILITY. SUCH READOPTION SHALL NOT BE CONSTRUED TO RELIEVE ANY PERSON FROM PUNISHMENT FOR AN ACT COMMITTED IN VIOLATION OF ANY SUCH LEGISLATIVE PROVISION, NOR TO AFFECT AN INDICTMENT OR PROSECUTION THEREFOR. FOR SUCH PURPOSES, ANY SUCH LEGISLATIVE PROVISION SHALL CONTINUE IN FULL FORCE NOTWITHSTANDING ITS REPEAL FOR THE PURPOSE OF REVISION AND CODIFICATION.

SECTION 3. SHOULD ANY SECTION, CLAUSE OR PHRASE OF THIS ORDINANCE BE DECLARED TO BE INVALID, THE SAME SHALL NOT AFFECT THE VALIDITY OF THE ORDINANCE AS A WHOLE, OR ANY PART OTHER THAN THE PART SO DECLARED TO BE INVALID.

SECTION 4. ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT WITH ANY OF THE PROVISIONS OF THIS ORDINANCE ARE HEREBY REPEALED.

SECTION 5. THIS ORDINANCE SHALL AUTOMATICALLY EXPIRE TEN YEARS FROM THE DATE OF READOPTION.

SECTION 6. THIS ORDINANCE AND READOPTION SHALL INCLUDE ALL ORDINANCES IN EFFECT ON NOVEMBER 25, 2017.

SECTION 7. THIS ORDINANCE SHALL TAKE EFFECT ON THE 30TH DAY AFTER ENACTMENT UNLESS GIVEN IMMEDIATE EFFECT BY CITY COUNCIL.

Boak, Sherrie

From: Fohun/#Flw|
Sent: Zhgqhvgd|/#Pdufk#54/#534;#45=3;#SP
To: Erdn/#Vkhuulh
Cc: Mdfnvrq/#Eudq
Subject: IZ=#Uhg#Fhgdu

From: Jon Miles [[redacted]
Sent: Monday, February 26, 2018 4:45 PM
To: andyschor@lansingmi.gov; Clerk, City; City Council
Subject: Red Cedar

Residents voted to sell Red Cedar on the promise that the Parks would get $7 million dollars. That promise was never filled. Now Mr. Ferguson wants the price reduced to $2 million? If we are going to have a '*fire sale*' on that property perhaps the bids should be re-opened and others should have a chance to present their plans.

What is the current Bond rating for Lansing? Can we afford this Bond proposal? Why should this property receive a Brownfield?

I was very disappointed to hear that at the Financial Health meeting Mayor Schor is in favor of this concession.

Council was elected to represent residents. This resident asks you to vote no on this proposal. Thank you.
Kathy Miles
