



AGENDA
Committee of the Whole
Monday, May 20, 2019 @ 5:00 p.m. (note time)
Tony Benavides Lansing City Council Chambers
City Hall 10th Floor

Council Member Wood, Chairperson
Council Member Spadafore, Vice Chairperson

1. **Call to Order**
2. **Roll Call**
3. **Minutes**
 - May 9, 2019 Budget Neighborhood Meeting
 - May 13, 2019
4. **Public Comment on Agenda Items (Up to 3 Minutes)**
5. **Discussion/Action:**
 - A.) RESOLUTION – Consider Supplemental Appropriation; Revenue from the sale of the Townsend Parking Ramp
 - B.) ORDINANCE– Re-Adoption of the Codified Ordinances of the City of Lansing
 - C.) DISCUSSION – Budget Review; Budget Policies
 - D.) RESOLUTION- City of Lansing FY2019/2020 Budget and Policies
 - E.) Executive Order 2019-04; Transfer of all UAW 400 Parking Enforcement Workers from the Lansing Police Department to the Economic Development & Planning Department
6. **Other**
7. **Adjourn**

The City of Lansing's Mission is to ensure quality of life by:

- I. Promoting a vibrant, safe, healthy and inclusive community that provides opportunity for personal and economic growth for residents, businesses and visitors
- II. Securing short and long term financial stability through prudent management of city resources.
- III. Providing reliable, efficient and quality services that are responsive to the needs of residents and businesses.
- IV. Adopting sustainable practices that protect and enhance our cultural, natural and historical resources.
- V. Facilitating regional collaboration and connecting communities

PUBLIC COMMENT AND SIGN IN SHEET

COMMITTEE OF THE WHOLE

5:00 P.M.

DATE May 20, 2019

Please print

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MINUTES **Committee of the Whole** **Thursday, May 9, 2019 @ 6:00 p.m.** **Alfred Schmidt Community Center, Sandy Allen Room**

CALL TO ORDER

Council Member Wood called the meeting called to order at 6:02 p.m.

PRESENT

Councilmember Kathie Dunbar- excused
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
Jim Smiertka, City Attorney
Angela Bennett, Finance Director
Claude Beavers
Anita Beavers
Nancy Mahlow
Elaine Fischhoff
Linda Keefe
Sandra Whitehead
Elaine Womboldt
Connie Doyle
John Masterson
Becky Page
Willie Vinson
Rachelle White
Loretta Stanaway
Denise Harris
Jason Wilkes
Ruth J Fox
Marilyn Irvine
Edward Forest
Connor Mastin

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Amber Rockwell

PRESENTATIONS

Ms. Bennett provided an overview of the proposed budget highlighting the process, Mayor's public forums, priorities and the changes and increases.

Council Introductions

Public Comment on Agenda Items

Ms. Keefe spoke on her concerns with climate change, provided examples of temperature exchanges in the nation and support a sustainability manager.

Ms. Page spoke in support of a climate action plan, green energy and encourage Council to look at areas such as parks, buildings, and transportation to address climate change.

Mr. Masterson spoke in support of addressing climate change and an energy manager.

Mr. Beavers spoke briefly on climate action and in his opinion was not sure what the Mayor was proposing for City buildings was something he could support. Mr. Beavers then went on to ask if the Council has looked at what the FHT has proposed. Mr. Beavers comments then went into the budget and he referenced page 9 and questioned why there was \$177,000 for golf if LEPPA was managing golf now, and if that is higher than when the City managed it. Then on page 17, he asked what a "pathway" was that the proposed \$503,000 would be spend on with sidewalks. On page 21 he inquired into what the \$400,000 for event parking enforcement was for and why and then lastly on page 22 what the \$500,000 for parking enforcement was for.

Ms. Stanaway stated her opposition to the \$50,000 for WIFI in the parks, opposition for the new position in Neighborhoods and Citizen Engagement, the \$295,000 in green energy and questioned the fee increases for recycling. She also informed the Committee in case they were not aware, as of 6/1/2019 there is a \$5 fee if you pay your bill over the phone. Ms. Stanaway did not support the \$100,000 in salary increases across the board and concluded with a statement the Council should consider of a quality of life versus quantity.

Ms. Womboldt spoke in opposition to the funds for WIFI in the parks, opposition to the new position in Neighborhoods and Citizen Engagement, moving the parking enforcement from LPD to EDP and was opposed to the \$285,000 in green energy.

Ms. Fox presented the Committee with photos on her phone from her neighborhood sidewalks on Bridgeport. Ms. Fox also asked for assistance in getting a second egress out of the development. Lastly, Ms. Fox was opposed to any tax increases.

Mr. Sorg spoke in support of the green wise energy idea, but was opposed to the funds proposed and suggested working in coordination with others. He also asked for consideration on better traffic enforcement.

Mr. Forest confirmed the earlier statement by Ms. Fox on sidewalks in their neighborhoods. He also spoke on his frustration with Public Service and their response to potholes.

Ms. Harris submitted a document to the Committee which was an email exchange with Treasury on her taxes. She asked for more funds to go into that department for better income tax processing.

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Ms. Beavers asked if the City can start enforcing the weight limits and number of axles on a truck to save the damage to the roads.

Mr. Mastin spoke in support of the City addressing the ongoing climate change. He also supported the medical marihuana dispensaries for encourage revenue.

Ms. Fishhoff spoke in support of the proposed \$285,000 for green energy, but stated if they choose not to approve for the plan to approve for a sustainability manager. She also supported the Neighborhood and Citizen Engagement new position.

Ms. Rockwell spoke in support of the new or repaired sidewalks that Ms. Fox spoke about earlier in their neighborhood. Ms. Rockwell then spoke in opposition to WIFI in the parks, and regarding the energy discussion she inquired into the focus being on assisting and educating residents on how they can address green energy in their home.

Ms. White spoke in opposition to "Lansing Connect", her frustration in the complaint process, and asked why the City could not partner with MSU on the green energy. Ms. White went on to speak about the 10-11 Community Policing Officers, and asked if they continue to get pulled from their communities to assist with LPD situations, why not just make them strictly officers not community policing officers. Ms. White went on to support keeping parking enforcement in LPD, stated the proposed funds for sidewalk repair was too low, and was opposed to WIFI in the parks and the position in Neighborhood and Citizen Engagement. Lastly she encouraged the Committee to be cautious in their budget and focus on other areas that need help.

Mr. Morris spoke in opposition to WIFI in the parks, did not fully support green energy proposal, supported road repairs, but with an example of other areas he has lived in, spoke in opposition to parking meters. Lastly he stated he believed there was a disconnect with City communications.

Mr. Wilkes asked for Council to consider more staff in Treasury, filling all the vacancies in the City offices, supported sidewalk repairs and a community policing officer, but was opposed to WIFI in the parks. Mr. Wilkes then went on to encourage an audit on where to reduce the carbon footprint, but then asked the Council to not consider the new position in Neighborhood and Citizen Engagement and questioned why there was even a department. Lastly Mr. Wilkes asked them to look into what Code Enforcement does daily.

Ms. Mahlow spoke in support of funds for sidewalks, roads, LPD and LFD. She then questioned the funds spent on Sister Cities, art and culture, the position held by Bishop Maxwell, and encouraged them to look into the funds that are being spend on the Mayor's Neighborhood Grants. Lastly, Ms. Mahlow was in opposition to the Neighborhood and Citizen Engagement Department.

Council President Wood informed the public that the next meeting of Committee will be their regular meeting on May 13, 2019 and again on May 20th where the proposed budget will be consideration for adoption.

ADJOURN

The meeting was adjourned at 7:45 p.m.

Respectfully Submitted by,
Sherrie Boak, Recording Secretary
Lansing City Council
Approved by the Committee on

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MINUTES **Committee of the Whole** **Monday, May 13, 2019 @ 5:00 p.m.** **Tony Benavides Lansing City Council Chambers**

CALL TO ORDER

Council Member Wood called the meeting called to order at 5:00 p.m.

PRESENT

Councilmember Kathie Dunbar- excused
Councilmember Jeremy A. Garza
Councilmember Adam Hussain
Council Member Brian T. Jackson
Councilmember Peter Spadafore
Councilmember Patricia Spitzley
Councilmember Jody Washington
Councilmember Carol Wood

OTHERS PRESENT

Sherrie Boak, Council Staff
Eric Brewer, Council Internal Auditor
Jim Smiertka, City Attorney
Angela Bennett, Finance Director
Samantha Harkins, Executive Staff, Mayor's Office
Chris Swope, City Clerk
Brian Jackson, Deputy City Clerk
Dennis Parker, UAW
Loretta Stanaway
Tom Krub, LPD Union Representative
Sgt. Ryan Wilcox, LPD
Lynne Meade, Teamsters
LFD Union Representative
Brian Lefler, FHT Representative
Nick Tate, City Labor Counsel

Minutes

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE MINUTES FROM MAY 2, 2019 AS PRESENTED. MOTION CARRIED 7-0.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE MINUTES FROM MAY 6, 2019 AS PRESENTED. MOTION CARRIED 7-0.

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Public Comment on Agenda Items

Ms. Stanaway referenced a letter she submitted prior to the meeting. The letter noted emails on the plant replacement at the Sunken Gardens done by BWL, and she had found out that BWL also purchased new plants.

Mr. Lefler referenced a letter he sent shortly before the meeting from the FHT with the recommendation to have the Mayor and City Council look at year round pension support and a long term Chief Strategy or Legacy Officer.

Presentation

Department Budget Presentations

City Clerk

Mr. Swope and Mr. Jackson went through presentation their department budget presentation beginning with their primary functions and major changes in the department. Council Member Spadafore asked if anyone took advantage of the vote early or at home ballot, and Mr. Swope confirmed there was a handful. Mr. Swope then went on to talk about the departments other election projects including participating in an Audit Election Results for the 2018 Election, and doing the PILOT for the recent election and work with the Bureau of Elections. The presentation went in to the use of SWOC, Proposal 3 impact and onto Medical Marihuana Licensing. Council Member Spitzley inquired into statements made that the application fee is taking in more funds then needed to process the application. Mr. Swope stated they have 8,000 hours of staff time in his office alone from December 2017 to the current, then there is staff time in LPD, LFD and the Attorneys offices. He confirmed they are tracking expenses and believe they are breaking even. Mr. Smiertka confirmed his office is conducting a study calculating the time to the current date of the costs incurred by the City. Mr. Swope continued by stating that by May 28, 2019 they will have their first phase of licenses issued, and they will then open up for Phase 2 for 30 days. Mr. Swope provided the Committee with the following statistics on licenses:

- Processors- 22 applications - 18 approved
- Transport - 6 applications - 5 approved
- Grower - 74 applications - 54 approved
- Testing/ safety compliance-1 application – 1 approved

Regarding FY2020 budget changes, Mr. Swope said his budget will include \$35,000 for equipment for absentee ballots in Miscellaneous, \$12,500 to replaced 20 Election Day laptops. Council Member Spadafore asked why the 20 election computers were not covered in his IT budget. Mr. Swope noted that the computers are network computers, and deployed only 3 times a year. Council Member Hussain asked why the line item reflected a \$30,000 increase not the \$35,000 just mentioned and asked why. Mr. Swope briefly reviewed and clarified it would be \$30,000. Mr. Swope then was asked why his utility line item as only \$13,000. Mr. Swope was not able to provide details and deferred to Ms. Bennett. Ms. Bennett was not able to clarify either other than to assume the amount was the amount at the time of the budget, but that they did have \$30,000 in year end. Ms. Bennett stated she would look into the correct amount. Council President Wood asked the process they use when they replace and dispose of election computers, and Mr. Swope assured her that during the elections when they are used the WIFI is disabled, and after the election within 7 days, the stored voter data is removed, and WIFI is turned back on. Council President Wood asked what changes are being made for Phase 2 of the licensing, and Mr. Swope said the main thing is criteria for processing on points because one condition is proximity to another dispensary and with the first batch there weren't any yet, but now with this Phase there will be all the ones from Phase 1 they will have to consider. They are also looking at the investment and construction as points.

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Council Member Jackson stepped away from the meeting 5:35 p.m.

Council Member Spitzley asked when they would start accepting for Phase 2, and was told May 28, 2019.

Union Leaders Budget Proposal Considerations

Council Member Jackson returned to the meeting at 5:40 p.m.

Mr. Krub stated he was the representative for all sworn LPD officers, and asked the Council consider whether they want to be reactive or proactive. He then appealed for more staffing in the LPD and stated sometime they only have eight (8) officers to handle all calls and are using a larger resource of mutual aid than what mutual aid was set up for. Referring to the proposed budget, he recommended taking the proposed \$50,000 for WIFI in parks to be used for an officer. Council Member Spitzley asked how many officers he would want to be a full responsible department, and she was told 20 would fill the vacancies. Council Member Garza then asked how long the State Police will be on loan, and was told they were not sure but they are in the City a lot and do supplement the force. There are currently nine (9) State Police now, six (6) in Crime Initiative. In his opinion the City has to have something in place if the MSP ever leaves. Council Member Hussain asked how many Community Policing Officers they thought would be needed for 24/7 a week, and Sgt. Wilcox stated 4-5. Council Member Spadafore referred back to the earlier statement of a need for 20 more officers and asked if that was on top of the filling the vacancies and it was confirmed that number included the vacancies. Council Member Jackson asked if their overtime was for court related appearances on City Ordinances and if they had any suggestions on making it more efficient. Sgt. Wilcox acknowledged they have attempted other options in the past, but in the case of court appearances you never know if the defendant will show up, and if you don't go and get called in it could take 30 minutes to get to the court. He then noted that the overtime is staffing overtime not court overtime. Council Member Jackson encouraged them to look into options for the overtime. He then asked what role the FHT recommendations had. Council President Wood suggested that they be careful with their questioning due to negotiation of contracts. Mr. Krub agreed and stated that in no way are they here to negotiate directly with Council, and noted however that in the last 2 contracts they have given to City changes in pension for active, and changes in health care, and retiree health care. Council Member Washington pointed out that the department goes through their entire overtime budget in the first six (6) months of the fiscal year Issue, and also looked into their technology budget wondering if technology is more important for funding than staffing or overtime budget. Sgt. Wilcox confirmed that unfortunately with what they deal with daily is more technology. The boots on the ground get to the point, and get them access, then they have to break down and analysis and put into something. In their opinion both are important. Council President Wood inquired into details on their case load, and Sgt. Wilcox stated that the case load for major detective range from 5-15, and if they lost the Michigan State Police detectives it would be more because they have 5-15 cases. The Violent Crime Initiative has had a huge impact on the crime rate dropping. Council President Wood then asked about "Cops and Courts". Sgt. Wilcox stated they are making changes all the time to adjust to the case, and the courts often ask for suggestions regularly.

The LFD representative noted for their division they reflect the same sentiments the LPD representatives stated, and their question also would be if Council is looking to be proactive or reactive. In 2008 they had 52 personnel, and in 2018 they had 42 personnel, with a 72% increase in calls. They have asked for six (6) additional staff in their budget but it was removed. Council Member Spitzley inquired into the last statement and it was confirmed they asked for more staff, but the final budget does not reflect that. She then asked if there were five (5) retiring in the next couple months, and was told he could not talk about negotiations but that answer could be decided by negotiations. At this time he stated they are working on the bare minimum for staffing. Council Member Garza asked Ms. Harkins to explain why if the

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department asked for budgeting funds for six (6) more staff why was it removed. Ms. Harkins answered that there has been no staffing reductions in the last couple years. Council President Wood expanded for Ms., Harkins that all department budgets go to the Mayor and the he puts together the final budget, and just as Council had asked for a staff position in a Legal Analyst and the Mayor chose to remove from their budget, why did the Mayor chose to remove the requested 6 LFD officers from that budget. Council Member Hussain agreed in the frustration that the proposed budget is asking Council to approve new positions that are not critical, but the Mayor removed six (6) LFD officers, so Council needs to work on the funding for that in this budget. He then inquired with the representative on the current ladder trucks in the fleet. He was provided with the details that most fire department standards would be to have 3-4, however Lansing is running with 2. Council Member Hussain then asked about what percentage of the people in EMT transition to paramedics. He was told that a third group was sent through the class equaling 9 paramedics.

Ms. Meade, Teamsters 243, representing all the City clerical, technical, professional and supervisory, with members in every department. She stated her concerns and issues are with the job vacancies and the lack of funds going into the pension because of that.

Council Member Hussain stepped away from the meeting at 6:31 p.m.

Council Member Garza asked about those employees benefits and was told the new employees do not get the benefit of retiree health care. The employees in what they call the "highbred plan" contribute 5% in defined benefit, 3% in defined contributions so a total of 8% of their salary goes into pension. The City puts 3% into the defined benefit.

Council Member Hussain returned to the meeting at 6:32 p.m.

Council Member Washington asked for Ms. Meade's opinion on why positions are not filled. Ms. Meade did not have information on why. Council President Wood asked Ms. Bennett what the vacancy factor was in the proposed budget and was told \$700,000 which is higher than the current \$500,000. She noted it was higher because of the number of vacancies they have now that will not be filled until next fiscal year. Council Member Spitzley noted it appears that the HR process has deficiencies, and so asked Ms. Harkins was had changed. Ms. Harkins supported the HR Director stream lining the process. Council President Wood added that there are contract positions not filled by FT employees but staying contract, therefore not paying into the pension system either. It has also been stated to Council over multiple years that when there is a vacancy some departments are not filling it but keeping it vacant or contracted for years until they determine if they want to keep it or reclassify it.

Mr. Parker with the UAW, provided an example where the HR Department takes up to 3 weeks to fill a seasonal position but only taking each step in the process a week at a time. He then clarified that he represents the UAW which covers seasonal, part time, parking, mechanics in the service garage and laborers. Mr. Parker recommended hiring a Chief Operation Officer to look at the issues, which can be funded from the proposed \$285,000 Green Energy option and they could also address energy stability as part of the role.

Council President Wood asked each representative if they have been in constant contact with administration to look at redundancy in the budget or economic development. Mr. Parker confirmed he has been in constant contact, but again encouraged the funding for a Chief Operating Officer to look at revenue generating options. Ms. Meade stated she is not contacted, the LFD representative confirmed it is better than it used to be.

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Council Member Hussain spoke in support of another Chief Financial Officer and asked Mr. Parker if he believed they could save money by not have a contract with United to do the landscaping at the parks, and Mr. Parker confirmed the City would because before they were seasonal staff.

Budget Review

This item was moved to the May 20, 2019 Committee meeting.

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

Budget Wrap Up

This item was moved to the May 20, 2019 Committee meeting.

Budget Policies

Council Member Spadafore informed the Committee that during Committee on Public Service there was a discussion on non-motorized vehicle safety. He noted he also spoke to Mr. Kilpatrick with Public Service who confirmed they do have the materials/equipment to initiate in trouble spots now, including Saginaw & Capitol. He added he was not proposing City wide, but specific traffic areas, and potentially in the future the scooter fees can possibly expand to cover the cost.

NON-MOTORIZED VEHICLE SAFETY:

PUBLIC SERVICE IS ENCOURAGED TO DEVELOP A STRATEGY AND PROGRAM TO PROTECT BIKE LANES AT BUSY INTERSECTIONS TO INCREASE RIDER SAFETY AND EDUCATE MOTORISTS ON PROPER INTERACTION WITH BIKE LANES AT INTERSECTIONS. IF POSSIBLE, THE BARRIERS SHOULD BE REMOVABLE TO FACILITATE STREET SWEEPING AND SNOW PLOWING.

Council President Wood stated the Committee will discuss polices at the next meeting and so any other recommendations need to be submitted by May 15th to be prepared in draft form.

Discussion/Action:

RESOLUTION –CDBG Annual Action Plan for FY2019/2020

Ms. Bennett referred to documents she placed at the DIAS at the start of the meeting, which reflects the final allocations to amend the proposed budget to adjust for it.

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

Mr. Kulhanek recapped that after they got the numbers from HUD, it reflects a slight increase in the CDBG and ESG and a large decrease in HOME of \$87,000.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE CDBG ANNUAL ACTION PLAN FOR FY19/20. MOTION CARRIED 7-0.

Executive Order 2019-05; Intent to Name “Beacon Park”

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE EXECUTIVE ORDER 2019-05 TO NAME BEACON PARK. MOTION CARRIED 7-0.

DISCUSSION – Resolution on Supplemental Appropriation; Revenue from the sale of the Townsend Parking Ramp (Committee approved April 29, 2019)

Council President Wood asked Mr. Smiertka if he had researched the assessment process the Committee asked about, specific to residential cost. The key question was if the City could pay the residential portion of the assessment. Mr. Smiertka stated that by State law, being a

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special assessment, this must be done with equal protection for all properties, and to pull out a group of properties to not assess would not be legal. Under the Charter, the City Council has the ability to designate a portion that can be shared by the entire City. He added they can also consider allowing installment payments to spread the amount out over a number of years. Council President Wood reminded the Committee that the hearing on the Special Assessment is on the Council agenda tonight with action at Committee of the Whole and Council May 20, 2019. Council Member Washington asked what the total assessment was, and was told \$364,000 for all effected parcels by Mr. Smierka. Council President Wood added that the residential portion was \$48,000. Council Member Spadafore noted that the way he read the resolution the total was \$360,000 with the City paying half and the owner paying half, but was told by Council Member Wood that that was incorrect. Council Member Hussain asked if they could take the entire amount and spread the cost out over the entire City and was told by Law they could, and a special assessment needs to show a benefit to the property and equal across the board. Council Members Spitzley and Washington were opposed to the assessment. The Committee then discussed the resolution for the supplemental appropriation from the sale of the Townsend Ramp that was passed out of Committee on April 29, 2019. Council President Wood noted that she had received multiple questions from Council Members on some of the items in the breakdowns including the new website item. Ms. Harkins was asked how long ago the current website was started, and Ms. Harkins stated it had been 5-6 years, and the Administration does not believe it is user friendly. Ms. Boak was asked her recollection on the life of the website, and she stated it was new since her employment which has not yet been 6 years. Council President Wood then asked Ms. Harkins about the item for City wide paperless initiative, and Council Member Spitzley asked if that was the total cost, or there would be additional costs. Ms. Harkins explained the project would address paper being stored off site, and confirmed \$500,000 would be the initial cost but if they move in this direction they would bring back the total cost to Council before it starts. Council Member Hussain asked what the cost was for the current storage off site. Council Member Washington spoke in opposition to the funds for a new website or the paperless initiative.

ADJOURN

The meeting was adjourned at 7:13 p.m.

Respectfully Submitted by,

Sherrie Boak, Recording Secretary

Lansing City Council

Approved by the Committee on

DRAFT SUBSTITUTE RESOLUTION

MAY 20, 2019

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

WHEREAS, in consideration of the purchase of the City's Townsend parking ramp, the State of Michigan paid the City \$17,980,870; and

WHEREAS, \$12,027,825 of the sale proceeds were used to pay off outstanding Townsend Ramp debt; and

WHEREAS, \$900,000 was receipted in the Parking fund for past State parking arrearages; and

WHEREAS, the City has a number of capital, technology and public purpose needs worthy of additional investment; and

WHEREAS, the Mayor previously submitted to this Council a proposed supplemental appropriation of excess Townsend Ramp proceeds and now has revised the proposal by eliminating the "Citywide Paperless Initiative" appropriation of \$500,000 contained within the Mayor's initial proposal and substituting in its place appropriations of \$181,500 for Red Cedar Flood Plain Re-Mapping and \$318,500 for Sidewalk Repair;

NOW, THEREFORE, BE IT RESOLVED that the following amounts from the excess Townsend Ramp proceeds be appropriated in the City's Capital Improvement Projects and Fleet funds with the remaining \$2,171,045 to remain unappropriated:

Capital Projects Fund

Fire Department Self Contained Breathing Apparatuses	\$112,000
South Washington Office Complex Renovations for Fire Department	100,000
Citywide Public Safety Camera Replacements	250,000
City Website Replacement	100,000
Red Cedar Floodplain Re-Mapping	181,500
Sidewalk Repair	318,500
Customer Relationship Management Software	80,000
City Survey Software	100,000
Interactive Voice Response System	330,000
Digital Signage for City Announcements for employees without computer	30,000
Human Resources Applicant Tracking Software	50,000
Real-time Crime Center Software	<u>300,000</u>
	<u>\$1,952,000</u>

Fleet Fund

Ambulances (2)	\$460,000
Fire Engine	<u>470,000</u>
	<u>\$930,000</u>

ORDINANCE No. _____

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

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 49, AND ALL GENERAL AND PERMANENT LEGISLATION
OF THE CITY FROM THE DATE OF ENTRY THROUGH DECEMBER 31, 2018, EXCEPT
ANY ORDINANCE REPEALED 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 2018, COMPLETE TO
DECEMBER 31, 2018.

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

FY 2019/2020 Budget Policies

In accordance with the State Uniform Budget and Accounting Act (Public Act 2 of 1968), the City of Lansing's annual appropriations, as set forth in the annual budget resolution, shall be made in accordance with Generally Accepted Accounting Principles (GAAP) and shall apply to all funds except internal service funds, debt service funds, permanent funds, and trust and agency funds.

The City's fiscal year is July 1 through June 30. In accordance with the City Charter, on or before the fourth Monday in March, the Mayor submits to the City Council a proposed operating budget for the fiscal year commencing the following July 1. No later than the third Monday in May, the Council adopts the budget and sets the property tax rates for the ensuing fiscal year.

Appropriations are set forth in the annual budget resolution. Authority to transfer between appropriations is dictated by City Charter; however, additional administrative budget transfer authority is granted for the following instances. The Administration is requested to submit to Council quarterly reports of such transfers.

Wastewater Funds – the transfer residual State Revolving Fund (SRF) loan and/or bond proceeds between projects and project segments.

Flood Control – the transfer of funds for flood control and/or storm sewer purposes to address flooding or unanticipated storm sewer maintenance needs.

Major and Local Street (Act 51) Funding – Transfer authority is not limited by departmental allocation, and administrative authority is included for appropriation of MDOT special authorization funding.

Parking System – the transfer of capital project accounts from operating accounts is permitted to meet bid or unforeseen capital needs.

Debt Service Funds – the transfer of residual balances between general obligation bond debt service accounts.

Vacancy Factor/funded and unfilled Positions - The budget includes an attrition vacancy allowance of \$500,000. The Administration is requested to provide Council on July 1, 2019 and on a quarterly basis, 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, 2019 and any such position vacated, thereafter, shall be placed in a budget control account, and will require City Council approval for expenditure.

In addition, administrative authority is granted for the transfer of wage and fringe benefit reserves to departmental budgets upon settlement of a collective bargaining agreement.

Carryforwards

Authority is granted to reappropriate available capital project balances as of June 30, 2019 into the FY 2020 budget. All non-capital balances require City Council approval to carryforward, except for encumbered (purchase order) obligations less than \$5,000 and not more than 8 months old.

- 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.

General Fund Reserve Policy

The City's General Fund reserves consist of the General Fund fund balance and the Budget Stabilization Fund. Use of and contributions to the Budget Stabilization Fund are dictated by Ordinance section 218.05.

The targeted unrestricted balance for the combination of the General Fund fund balance and the Budget Stabilization Fund is a minimum of 12% of General Fund expenditures and a maximum of 15% of General Fund expenditures. If events necessitate that the combined balances drop below 12% of General Fund expenditures, annual appropriations of a minimum of \$500,000 will be made until the 12% target is reached. In the event that combined reserves are projected to exceed 15% of General Fund revenues, the excess amount will be used to supplement pension and/or retiree healthcare prefunding.

Debt Management

Appropriations are made to adequately fund annual debt service obligations. Adherence will be made to required debt service reserves, where applicable, as well as to the provision of annual disclosures as required by outstanding bond obligations.

Investment Policy

Management of cash investments is governed by the City's investment policy and in accordance to State statute, with the objective being the maximization of return on the City's governmental funds through pooling of funds where appropriate and permitted, monitoring of interest rates and fee structures. Investments of the Employee Retirement System, the Police and Fire Retirement System, and the VEBA, are governed those respective boards and dictated by their respective investment policies.

Strategic Planning and Budget Development

In working toward the goal of the incorporation of strategic planning into the budget process, this next year, Administration is encouraged to work towards developing a multi-year budgeting process. This process should align the City's master plan, strategic goals, and performance metrics to short-term and long-term budget priority-setting by Council in accordance with Financial Health Team recommendations.

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 Attorney in the manner the City Charter requires. 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.

Grants

In order to receive timely Council consideration of the approval of any grant award, every application for any grant requiring legislative approval shall be submitted to Council, and, upon notification of the award of such a grant, the acceptance shall be submitted to Council. Once accepted administrative authority is granted to create 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.

Transparency and Accountability in Government

Council will review, and when necessary, pass policies, procedures and ordinances to achieve improved transparency and accountability with respect to economic incentives, outsourcing of service and contracting within City government.

Corridor Façade Grants

The Council will generate a resolution of guidelines with LEAP describing the area and requirements for the implementation of the Corridor Façade Grants by August 1, 2018.

Non-Motorized Vehicle Safety

Public Service is encouraged to develop a strategy and program to protect bike lanes at busy intersections to increase rider safety and educate motorists on proper interaction with bike lanes at intersections. If possible, the barriers should be removable to facilitate street sweeping and snow plowing.

Environmental Stewardship

The City of Lansing is concerned about its environment and strives to be a good steward of such. The City recognizes the importance of sustainability and shall affirmatively make progress towards its commitment to the goals in the Paris Agreement. The City will take a proactive approach and appropriate funds to reduce the City's net emissions output, increase its energy efficiency and improve its wastewater treatment and waste management programs.

Lansing Home Ownership Program for Employees (L-Hope)

L-Hope shall cover these groups, all full time and part time year round employees, whose bargaining units have agreed to participate in the program, and the following non-bargaining employee groups: Executive Management Group, Non-Bargaining Group, Mayoral Staff, District Court employees, and the City Council Staff employees, and shall continue as funded.

Chief Strategy Officer

The Lansing City Council has created a control account to establish a Chief Strategy Officer. City Council will work with the Administration, Financial Health Team and Unions to establish an ordinance and/or contract outlining expectation and reporting. This process will begin no later than June 30, 2019.

After the establishment of a Chief Strategy Officer, City Council will also consider the appointment of a standing committee to exam the recommendations from the Chief Strategy Officer and issues involving the long term liabilities.

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

RECEIVED FRIDAY, 5/10/2019 @ 4.24 P.M.

WHEREAS, in conformance with Article 7, Section 7-101 of the City Charter, on March 25, 2019, the Mayor submitted a proposed budget for the 2019/2020 fiscal year, which spans from July 1, 2019 through June 30, 2020; 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 Foster Community Center on May 2, 2019 and at the Alfreda Schmidt Community Center on May 9, 2019, 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 13, 2019, for the fiscal year 2019/2020 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 2019/2020,

NOW, THEREFORE, BE IT RESOLVED that 19.70 mills be levied under the General Property Tax Act for fiscal year 2019/2020 as follows:

City Operating: 19.44

BE IT FURTHER RESOLVED that the City's sewage rate shall be increased by 3.0% for FY 2019/2020;

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

	From Current <u>FY 2019</u>	To Adopted <u>FY 2020</u>
Parks & Recreation Department - Sports & Leisure		
Baseball Field Rentals	New fee	\$ 50.00
Flashlight Easter Egg Hunt	\$ 5.00	\$ 8.00
Cardboard Sled for Sled Races	\$ 7.00	\$ 10.00
Indoor Rummage Sale	\$ 15.00	\$ 20.00
Foster Center Room Rental Clean-up Fee	New fee	\$ 30.00
Foster Center Room 211 Rental Fee - Wi-Fi & Projector	\$ 10.00	\$ 25.00
Foster Center Room 211 Rental Fee -Wi-Fi, Projector, Screen	\$ 15.00	\$ 30.00
Foster Center Room 213 Sound System Rental Fee	\$ 10.00	\$ 20.00
Foster Center Portable Projector Rental Fee	\$ 10.00	\$ 20.00
Foster Center - Additional Tables & Chairs > 30	New fee	\$ 10.00
MARVA Volleyball Tournament - 9-Courts - No Equipment	\$ 175.00	\$ 265.00
MARVA Volleyball Tournament - 6-Courts - No Equipment	\$ 150.00	\$ 225.00
MARVA Volleyball Tournament - 3-Courts - No Equipment	\$ 125.00	\$ 190.00
MARVA Volleyball Tournament - 9-Courts with Equipment	\$ 200.00	\$ 300.00
MARVA Volleyball Tournament - 6-Courts with Equipment	\$ 175.00	\$ 265.00
MARVA Volleyball Tournament - 3-Courts with Equipment	\$ 150.00	\$ 225.00
Youth Floor Hockey - Individual Fee	New fee	\$ 30.00
Adult Individual Sports Registration Fee - Resident	New fee	\$ 55.00
Adult Individual Sports Registration Fee - Non-resident	New fee	\$ 65.00
Adult Individual Sports Registration Fee, After Deadline - Resident	New fee	\$ 65.00
Adult Individual Sports Registration Fee, After Deadline - Non-resident	New fee	\$ 75.00
Free Agent Fee - Substitute Player System	New fee	\$ 75.00
Men's Baseball Team Fee	\$ 1,249.00	\$ 1,349.00
Men's Over-30 Baseball Team Fee	\$ 1,249.00	\$ 1,349.00
Men's Over-40 Baseball Team Fee	\$ 907.00	\$ 1,007.00
Turner Dodge School Tours (max. 30 students)	\$ 60.00	\$ 75.00

	From Current FY 2019	To Adopted FY 2020
Parks & Recreation Department - Cemeteries		
Cemetery Notary Fee	New fee	\$ 25.00
Adult Single Grave - Resident	\$ 1,100.00	\$ 1,375.00
Adult Single Grave - Non-resident	\$ 1,650.00	\$ 2,050.00
Child Single Grave	\$ 500.00	\$ 625.00
Infant Single Grave	\$ 300.00	\$ 450.00
Two-Grave Monument - Resident	\$ 2,750.00	\$ 3,400.00
Two-Grave Monument - Non-resident	\$ 4,125.00	\$ 5,100.00
Three-Grave Monument - Resident	\$ 4,000.00	\$ 5,000.00
Three-Grave Monument - Non-resident	\$ 6,000.00	\$ 7,500.00
Four-Grave Monument - Resident	\$ 5,500.00	\$ 6,800.00
Five-Grave Monument - Non-resident	\$ 8,250.00	\$ 10,200.00
Five-Grave Monument - Resident	\$ 8,250.00	\$ 10,200.00
Three-Grave Monument - Non-resident	\$ 12,375.00	\$ 15,300.00
New Mount Hope Cemetery Grave Space - One Adult - Resident	\$ 1,650.00	\$ 2,025.00
New Mount Hope Cemetery Grave Space - One Adult - Non-resident	\$ 2,475.00	\$ 3,100.00
Open/Close Grave - Adult	\$ 975.00	\$ 1,200.00
Open/Close Grave - Child	\$ 500.00	\$ 625.00
Open/Close Grave - Infant	\$ 300.00	\$ 450.00
Open/Close Grave - Cremains	\$ 500.00	\$ 625.00
Columbarium Interment	\$ 300.00	\$ 450.00
Open/Close Grave Additional Charge - Weekday After 3:00 p.m.	\$ 400.00	\$ 500.00
Open/Close Grave Additional Charge - Saturday Before 1:00 p.m.	\$ 475.00	\$ 600.00
Open/Close Grave Additional Charge - Saturday After 1:00 p.m.	\$ 600.00	\$ 750.00
Open/Close Grave Additional Charge - Sunday & City Observed Holidays	\$ 800.00	\$ 1,000.00
Disinterment/Reinternment within Cemetery	\$ 2,425.00	\$ 3,600.00
Disinterment/Reinternment to Different Cemetery	\$ 1,450.00	\$ 2,400.00
Child/Infant Disinterment within Cemetery	\$ 875.00	\$ 1,875.00
Child/Infant Disinterment to Different Cemetery	\$ 425.00	\$ 1,250.00
Cremated Remains Move within Cemetery	\$ 875.00	\$ 1,875.00
Cremated Remains Move to Different Cemetery	\$ 425.00	\$ 1,250.00
Columbarium Niche - Fifth Row - Resident	\$ 900.00	\$ 1,125.00
Columbarium Niche - Fifth Row - Non-resident	\$ 1,350.00	\$ 1,690.00
Columbarium Niche - Fourth Row - Resident	New fee	\$ 1,225.00
Columbarium Niche - Fourth Row - Non-resident	New fee	\$ 1,850.00
Columbarium Niche - Second/Third Rows - Resident	New fee	\$ 1,425.00
Columbarium Niche - Second/Third Row - Non-resident	New fee	\$ 2,150.00
Columbarium Niche - First Row - Resident	New fee	\$ 1,325.00
Columbarium Niche - First Row - Non-resident	New fee	\$ 1,990.00

Economic Development & Planning - Parking System

Transient Parking Rates:		
Special Event	\$ 7.00	\$ 10.00
Baseball/Soccer	\$ 5.00	\$ 5.00
Permit Late Fee	\$ 10.00	\$ 15.00
Boot Fee	\$ 100.00	\$ 150.00
Meter Paper Capping Fee (per meter)	New fee	\$ 1.00
Meter Bagging Administrative Fee (>24 hour notice)	New fee	\$ 20.00
Meter Bagging Administrative Fee (<24 hour notice)	New fee	\$ 40.00
Lot Rates:		
Lot #1	\$ 85.00	\$ 90.00
Lot #8 per half hour	New fee	\$ 0.75
Lot #17	\$ 35.00	\$ 40.00
Lot #49	\$ 60.00	\$ 63.00
Lot #49A	\$ 60.00	\$ 63.00
Lot #50	\$ 30.00	\$ 35.00
Lot #52	\$ 70.00	\$ 73.00
Lot #53	\$ 70.00	\$ 73.00
Lot #55	\$ 80.00	\$ 85.00
Lot #56 Per half-hour charge	New fee	\$ 0.75
Lot #56 (maximum daily rate)	New fee	\$ 10.00
Lot #56 permit	\$ 25.00	\$ 45.00

		From Current FY 2019	To Adopted FY 2020
Economic Development & Planning - Parking System (continued)			
Lot Rates (continued):			
Motorcycle (Ionia Street)	\$	26.00	\$ 30.00
Motorcycle (South Capitol Ramp)	\$	26.00	\$ 30.00
Parking Fines:			
Expired Meter Violation	\$	20.00	\$ 25.00
Expired Meter Violation Fine - After 14 Days	\$	30.00	\$ 35.00
Expired Meter Violation Fine - After 28 Days	\$	40.00	\$ 45.00
Payment within 2 hours	\$	10.00	\$ 15.00
Time Limit Violation	\$	20.00	\$ 25.00
Time Limit Violation - After 14 Days	\$	30.00	\$ 35.00
Time Limit Violation - After 28 Days	\$	40.00	\$ 45.00
Handicap Parking Zone	\$	90.00	\$ 110.00
Handicap Parking Zone - After 14 Days	\$	100.00	\$ 120.00
Handicap Parking Zone - After 28 Days	\$	110.00	\$ 130.00
No Parking Zone	\$	20.00	\$ 25.00
No Parking Zone - After 14 Days	\$	30.00	\$ 35.00
No Parking Zone - After 28 Days	\$	40.00	\$ 45.00
No Stopping/Standing/Parking	\$	30.00	\$ 35.00
No Stopping/Standing/Parking - After 14 Days	\$	40.00	\$ 45.00
No Stopping/Standing/Parking - After 28 Days	\$	50.00	\$ 55.00
No Parking - 2 a.m. to 5 a.m.	\$	20.00	\$ 25.00
No Parking - 2 a.m. to 5 a.m. - After 14 Days	\$	30.00	\$ 35.00
No Parking - 2 a.m. to 5 a.m. - After 28 Days	\$	40.00	\$ 45.00
No Parking - 2 a.m. to 5 a.m. (Snow Emergency)	\$	25.00	\$ 35.00
No Parking - 2 a.m. to 5 a.m. (Snow Emergency) - After 14 Days	\$	35.00	\$ 45.00
No Parking - 2 a.m. to 5 a.m. (Snow Emergency) - After 28 Days	\$	45.00	\$ 55.00
Improper Parking	\$	20.00	\$ 25.00
Improper Parking - After 14 Days	\$	30.00	\$ 35.00
Improper Parking - After 28 Days	\$	40.00	\$ 45.00
Permit Parking Area	\$	20.00	\$ 25.00
Permit Parking Area - After 14 Days	\$	30.00	\$ 35.00
Permit Parking Area - After 28 Days	\$	40.00	\$ 45.00
Private Parking Area	\$	20.00	\$ 25.00
Private Parking Area - After 14 Days	\$	30.00	\$ 35.00
Private Parking Area - After 28 Days	\$	40.00	\$ 45.00
No Parking in Alley	\$	25.00	\$ 30.00
No Parking in Alley - After 14 Days	\$	35.00	\$ 40.00
No Parking in Alley - After 28 Days	\$	45.00	\$ 50.00
Blocking Drive or Sidewalk	\$	35.00	\$ 40.00
Blocking Drive or Sidewalk - After 14 Days	\$	45.00	\$ 50.00
Blocking Drive or Sidewalk - After 28 Days	\$	55.00	\$ 60.00
Blocking Traffic Lane	\$	30.00	\$ 45.00
Blocking Traffic Lane - After 14 Days	\$	40.00	\$ 55.00
Blocking Traffic Lane - After 28 Days	\$	50.00	\$ 65.00
Special Parking District	\$	45.00	\$ 50.00
Special Parking District - After 14 Days	\$	55.00	\$ 60.00
Special Parking District - After 28 Days	\$	65.00	\$ 70.00
Failure to Pay Prescribed Fee	\$	20.00	\$ 25.00
Failure to Pay Prescribed Fee - After 14 Days	\$	30.00	\$ 35.00
Failure to Pay Prescribed Fee - After 28 Days	\$	60.00	\$ 45.00
Fire Lane	\$	60.00	\$ 100.00
Fire Lane - After 14 Days	\$	70.00	\$ 110.00
Fire Lane - After 28 Days	\$	80.00	\$ 120.00
All Other Violations	\$	20.00	\$ 30.00
All Other Violations - After 14 Days	\$	30.00	\$ 40.00
All Other Violations - After 28 Days	\$	40.00	\$ 50.00
Public Service Department Major Streets Fund			
Antenna/Tower Permit	\$	295.00	\$ 300.00
Collocated Antenna	\$	180.00	\$ 200.00
Collocated Antenna Annual Fee (Zone 1)	\$	480.00	\$ 20.00
Collocated Antenna Annual Fee (Zone 2)	\$	240.00	\$ 20.00

Antenna/Tower Annual Fee (Zone 1)	\$ 1,800.00	\$ 125.00
	From	To
	Current	Adopted
	FY 2019	FY 2020

Public Service Department Major Streets Fund (continue)

Antenna/Tower Annual Fee (Zone 2)	\$ 900.00	\$ 125.00
Collocated Antenna/City Owned Pole or Structure	\$ 480.00	\$ 30.00

Public Service Department Refuse and Recycling Funds

Refuse Fund:

Refuse Bags	\$ 2.25	\$ 2.60
32 Gallon Cart - quarterly	\$ 44.00	\$ 48.00
65 Gallon Cart - quarterly	\$ 49.00	\$ 52.00
95 Gallon Cart - quarterly	\$ 55.00	\$ 56.00
Special Collection Fee	\$ 28.50	\$ 35.00
Cart Repossession Fee	\$ 28.50	\$ 35.00

Recycling Fund:

Recycling Collection Fee	\$ 105.00	\$ 110.00
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BE IT FURTHER RESOLVED that the following appropriations and revenue projections are adopted as the City's budget for the FY 2019/2020 fiscal year:

	<u>FY 2020 Proposed</u>	<u>Council Changes</u>	<u>FY 2020 Adopted</u>
Estimated Revenues			
Property Taxes	\$ 42,875,000		\$ 42,875,000
Income Taxes	39,400,000		39,400,000
State Shared Revenues	19,817,000		19,817,000
Licenses and Permits	1,889,000		1,889,000
Charges for Services	9,351,800		9,351,800
Fines and Forfeitures	2,149,200		2,149,200
Interest and Rents	415,000		415,000
Return on Equity	23,100,000		23,100,000
Other Revenue	403,000		403,000
Transfers	100,000		100,000
Use of/(Contribution to) Fund Balance	-		-
Total Revenue	\$ 139,500,000	\$ -	\$ 139,500,000
Appropriations			
City Council			
Personnel	\$ 498,516		\$ 498,516
Operating	231,484		231,484
Total	\$ 730,000	\$ -	\$ 730,000
Internal Audit			
Personnel	\$ 182,115		\$ 182,115
Operating	13,885		13,885
Total	\$ 196,000	\$ -	\$ 196,000
Courts			
Personnel	\$ 5,121,945		\$ 5,121,945
Operating	1,401,055		1,401,055
Total	\$ 6,523,000	\$ -	\$ 6,523,000
Mayor's Office			
Personnel	\$ 1,059,636		\$ 1,059,636
Operating	227,364		227,364
Total	\$ 1,287,000	\$ -	\$ 1,287,000
Office of Community Media			
Personnel	\$ 438,347		\$ 438,347
Operating	39,653		39,653
Total	\$ 478,000	\$ -	\$ 478,000

	<u>FY 2020 Proposed</u>	<u>Council Changes</u>	<u>FY 2020 Adopted</u>
City Clerk' Office			
Personnel	\$ 990,367		\$ 990,367
Operating	413,633		413,633
Total	<u>\$ 1,404,000</u>	<u>\$ -</u>	<u>\$ 1,404,000</u>
Neighborhood and Citizen Engagement			
Personnel	\$ 832,604		\$ 832,604
Operating	333,396		333,396
Total	<u>\$ 1,166,000</u>	<u>\$ -</u>	<u>\$ 1,166,000</u>
Economic Development and Planning			
Personnel	\$ 3,278,728		\$ 3,278,728
Operating	2,468,272		2,468,272
Total	<u>\$ 5,747,000</u>	<u>\$ -</u>	<u>\$ 5,747,000</u>
Finance			
Personnel	\$ 4,454,386		\$ 4,454,386
Operating	1,226,614		1,226,614
Total	<u>\$ 5,681,000</u>	<u>\$ -</u>	<u>\$ 5,681,000</u>
Human Resources			
Personnel	\$ 1,333,106		\$ 1,333,106
Operating	893,894		893,894
Total	<u>\$ 2,227,000</u>	<u>\$ -</u>	<u>\$ 2,227,000</u>
City Attorney			
Personnel	\$ 1,941,252		\$ 1,941,252
Operating	241,748		241,748
Total	<u>\$ 2,183,000</u>	<u>\$ -</u>	<u>\$ 2,183,000</u>
Police			
Personnel	\$ 37,802,547		\$ 37,802,547
Operating	7,082,453		7,082,453
Total	<u>\$ 44,885,000</u>	<u>\$ -</u>	<u>\$ 44,885,000</u>
Fire			
Personnel	\$ 30,772,490		\$ 30,772,490
Operating	5,293,510		5,293,510
Total	<u>\$ 36,066,000</u>	<u>\$ -</u>	<u>\$ 36,066,000</u>
Public Service			
Personnel	\$ 2,855,553		\$ 2,855,553
Operating	9,317,447		9,317,447
Total	<u>\$ 12,173,000</u>	<u>\$ -</u>	<u>\$ 12,173,000</u>
Human Relations & Community Service			
Personnel	\$ 1,460,296		\$ 1,460,296
Operating	197,704		197,704
Total	<u>\$ 1,658,000</u>	<u>\$ -</u>	<u>\$ 1,658,000</u>
Parks & Recreation			
Personnel	\$ 5,246,923		\$ 5,246,923
Operating	3,385,077		3,385,077
Total	<u>\$ 8,632,000</u>	<u>\$ -</u>	<u>\$ 8,632,000</u>
Human Services			
Operating	\$ 1,725,000		\$ 1,725,000
Total	<u>\$ 1,725,000</u>	<u>\$ -</u>	<u>\$ 1,725,000</u>
City-Supported Agencies			
Operating	\$ 334,000		\$ 334,000
Total	<u>\$ 334,000</u>	<u>\$ -</u>	<u>\$ 334,000</u>

	FY 2020 <u>Proposed</u>	Council <u>Changes</u>	FY 2020 <u>Adopted</u>
Non-Departmental			
Vacancy Factor	\$ (700,000)		\$ (700,000)
Library Lease	150,000		150,000
Debt Service	1,265,000		1,265,000
Transfers	5,690,000		5,690,000
Total	<u>\$ 6,405,000</u>	<u>\$ -</u>	<u>\$ 6,405,000</u>
Total Appropriations	<u>\$ 139,500,000</u>	<u>\$ -</u>	<u>\$ 139,500,000</u>

II. SPECIAL REVENUE FUNDS

MAJOR STREETS FUND

Estimated Revenues

Gas & Weight Tax Receipts	\$ 10,443,000		\$ 10,443,000
Utility Permit Fees (Metro Act)	516,000		516,000
Reimbursements	559,000		559,000
Miscellaneous Revenue	132,000		132,000
Use of/(Contribution to) Fund Balance	5,450,000		5,450,000
Total Revenue	<u>\$ 17,100,000</u>	<u>\$ -</u>	<u>\$ 17,100,000</u>

Appropriations

Personnel	\$ 3,598,101		\$ 3,598,101
Operating	3,769,699		3,769,699
Capital	4,823,000		4,823,000
Debt Service	838,200		838,200
Transfers	4,071,000		4,071,000
Total Appropriations	<u>\$ 17,100,000</u>	<u>\$ -</u>	<u>\$ 17,100,000</u>

LOCAL STREETS FUND

Estimated Revenues

Gas & Weight Tax Receipts	\$ 3,480,000		\$ 3,480,000
Miscellaneous Revenue	180,000		180,000
Transfer from Other Funds	6,216,000		6,216,000
Use of/(Contribution to) Fund Balance	837,000		837,000
Total Revenue	<u>\$ 10,713,000</u>	<u>\$ -</u>	<u>\$ 10,713,000</u>

Appropriations

Personnel	\$ 3,335,534		\$ 3,335,534
Operating	2,767,066		2,767,066
Capital	3,325,000		3,325,000
Debt Service	985,400		985,400
Transfers to Other Funds	300,000		300,000
Total Appropriations	<u>\$ 10,713,000</u>	<u>\$ -</u>	<u>\$ 10,713,000</u>

STADIUM FUND

Estimated Revenues

Operating Revenues	\$ 400,000		\$ 400,000
Stadium Naming Rights	120,000		120,000
Reimbursements	125,000		125,000
Transfers In	697,000		697,000
Use of/(Contribution to) Fund Balance	-		-
Total Revenue	<u>\$ 1,342,000</u>	<u>\$ -</u>	<u>\$ 1,342,000</u>

Appropriations

Debt Service	\$ 1,342,000		\$ 1,342,000
Total Appropriations	<u>\$ 1,342,000</u>	<u>\$ -</u>	<u>\$ 1,342,000</u>

	FY 2020 <u>Proposed</u>	Council <u>Changes</u>	FY 2020 <u>Adopted</u>
BUILDING DEPARTMENT FUND			
Estimated Revenues			
Licenses & Permits	\$ 2,618,900		\$ 2,618,900
Charges for Services	1,000		1,000
Miscellaneous	100		100
Transfers from Other Funds	40,000		40,000
Use of/(Contribution to) Fund Balance	-		-
Total Revenue	<u>\$ 2,660,000</u>	<u>\$ -</u>	<u>\$ 2,660,000</u>

Appropriations			
Personnel	\$ 2,086,513		\$ 2,086,513
Operating	573,487		573,487
Total Appropriations	<u>\$ 2,660,000</u>	<u>\$ -</u>	<u>\$ 2,660,000</u>

CDBG FUND

Estimated Revenues			
Federal Grants	\$ 2,204,648		\$ 2,204,648
General Fund Transfer	-		-
Total Revenue	<u>\$ 2,204,648</u>	<u>\$ -</u>	<u>\$ 2,204,648</u>

Appropriations			
Personnel	\$ 1,015,744		\$ 1,015,744
Operating	1,188,904		1,188,904
Total Appropriations	<u>\$ 2,204,648</u>	<u>\$ -</u>	<u>\$ 2,204,648</u>

HOME GRANT FUND

Estimated Revenues			
Federal Grants	\$ 837,629		\$ 837,629
General Fund Transfer	-		-
Total Revenue	<u>\$ 837,629</u>	<u>\$ -</u>	<u>\$ 837,629</u>

Appropriations			
Personnel	\$ 205,031		\$ 205,031
Operating	632,598		632,598
Total Appropriations	<u>\$ 837,629</u>	<u>\$ -</u>	<u>\$ 837,629</u>

EMERGENCY SHELTER GRANT FUND

Estimated Revenues			
Federal Grants	\$ 170,259		\$ 170,259
Total Revenue	<u>\$ 170,259</u>	<u>\$ -</u>	<u>\$ 170,259</u>

Appropriations			
Operating	\$ 170,259		\$ 170,259
Total Appropriations	<u>\$ 170,259</u>	<u>\$ -</u>	<u>\$ 170,259</u>

FEDERAL DRUG LAW ENFORCEMENT SPECIAL REVENUE FUND

Estimated Revenues			
Drug Forfeitures	\$ -		\$ -
Interest Income	5,000		5,000
Use of/(Contribution to) Fund Balance	90,000		90,000
Total Revenue	<u>\$ 95,000</u>	<u>\$ -</u>	<u>\$ 95,000</u>

Appropriations			
Personnel	\$ -	\$ -	\$ -
Operating	95,000	-	95,000
Total Appropriations	<u>\$ 95,000</u>	<u>\$ -</u>	<u>\$ 95,000</u>

	FY 2020 Proposed	Council Changes	FY 2020 Adopted
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STATE/LOCAL DRUG LAW ENFORCEMENT SPECIAL REVENUE FUND

Estimated Revenues

Drug Forfeitures	\$ -		\$ -
Interest Income	10,000		10,000
Use of/(Contribution to) Fund Balance	189,000		189,000
Total Revenue	\$ 199,000	\$ -	\$ 199,000

Appropriations

Operating	\$ 169,000	\$ -	\$ 169,000
Capital	30,000		30,000
Total Appropriations	\$ 199,000	\$ -	\$ 199,000

DRUG LAW ENFORCEMENT FUND - TRI-COUNTY METRO

Estimated Revenues

Drug Forfeiture Revenues	\$ 382,000		\$ 382,000
Contributions from Local Units	425,000		425,000
Total Revenue	\$ 807,000	\$ -	\$ 807,000

Appropriations

Personnel	\$ 88,500	\$ -	\$ 88,500
Operating	718,500	-	718,500
Transfers	-	-	-
Total Appropriations	\$ 807,000	\$ -	\$ 807,000

DOWNTOWN LANSING, INC.

Estimated Revenues

Special Assessments	\$ 423,700		\$ 423,700
Grants	10,000		10,000
Miscellaneous	91,700		91,700
Transfer from General Fund	93,000		93,000
Use of/(Contribution to) Fund Balance	15,600		15,600
Total Revenue	\$ 634,000	\$ -	\$ 634,000

Appropriations

Personnel	\$ 162,000		\$ 162,000
Operating	472,000		472,000
Total Appropriations	\$ 634,000	\$ -	\$ 634,000

III.

ENTERPRISE FUNDS

CEMETERIES FUND

Estimated Revenues

Cemetery Service Revenue	\$ 206,000		\$ 206,000
Sale of Lots	75,000		75,000
Other	-		-
Transfer from Parks Millage	595,000		595,000
Use of/(Contribution to) Fund Balance	-		-
Total Revenue	\$ 876,000	\$ -	\$ 876,000

Appropriations

Personnel	\$ 558,382		\$ 558,382
Operating	290,618		290,618
Transfers	27,000		27,000
Total Appropriations	\$ 876,000	\$ -	\$ 876,000

GOLF FUND

Estimated Revenues

Transfers In - Parks Millage	\$ 166,000		\$ 166,000
Total Revenue	\$ 166,000	\$ -	\$ 166,000

Appropriations

Operating	\$ 166,000		\$ 166,000
Total Appropriations	\$ 166,000	\$ -	\$ 166,000

	FY 2020 <u>Proposed</u>	Council <u>Changes</u>	FY 2020 <u>Adopted</u>
PARKING FUND			
Estimated Revenues			
Parking Revenue	\$ 5,867,000		\$ 5,867,000
Baseball Revenue	55,000		55,000
Parking Fines	600,000		600,000
Other Revenue	767,910		767,910
Use of/(Contribution to) Fund Equity	4,096,090		4,096,090
Total Revenue	<u>\$ 11,386,000</u>	<u>\$ -</u>	<u>\$ 11,386,000</u>

Appropriations			
Personnel	\$ 2,282,275		\$ 2,282,275
Operating	2,738,565		2,738,565
Capital	4,880,000		4,880,000
Debt Service	1,485,160		1,485,160
Total Appropriations	<u>\$ 11,386,000</u>	<u>\$ -</u>	<u>\$ 11,386,000</u>

WASTEWATER FUND			
Estimated Revenues			
Sewer Charges	\$ 35,763,000		\$ 35,763,000
Interest Income	136,000		136,000
Low Income Credit	(2,000)		(2,000)
Miscellaneous Income	4,500		4,500
Use of/(Contribution to) Fund Equity	1,578,500		1,578,500
Total Revenue	<u>\$ 37,480,000</u>	<u>\$ -</u>	<u>\$ 37,480,000</u>

Appropriations			
Personnel	\$ 8,238,252		\$ 8,238,252
Operating	9,002,902		9,002,902
Capital	5,709,700		5,709,700
Debt Service	14,529,146		14,529,146
Total Appropriations	<u>\$ 37,480,000</u>	<u>\$ -</u>	<u>\$ 37,480,000</u>

REFUSE FUND			
Estimated Revenues			
Operating Income	\$ 2,225,000		\$ 2,225,000
Interest Income	7,000		7,000
Use of/(Contribution to) Fund Equity	(7,000)		(7,000)
Total Revenue	<u>\$ 2,225,000</u>	<u>\$ -</u>	<u>\$ 2,225,000</u>

Appropriations			
Personnel	\$ 1,365,848		\$ 1,365,848
Operating	859,152		859,152
Capital	-		-
Total Appropriations	<u>\$ 2,225,000</u>	<u>\$ -</u>	<u>\$ 2,225,000</u>

RECYCLING FUND			
Estimated Revenues			
Operating Income	\$ 4,423,950		\$ 4,423,950
Sale of Recycled Materials	-		-
Interest Income	-		-
Use of/(Contribution to) Fund Equity	428,050		428,050
Total Revenue	<u>\$ 4,852,000</u>	<u>\$ -</u>	<u>\$ 4,852,000</u>

Appropriations			
Personnel	\$ 2,591,962		\$ 2,591,962
Operating	1,804,452		1,804,452
Debt Service	455,586		455,586
Capital	-		-
Total Appropriations	<u>\$ 4,852,000</u>	<u>\$ -</u>	<u>\$ 4,852,000</u>

		FY 2020 <u>Proposed</u>	Council <u>Changes</u>	FY 2020 <u>Adopted</u>
IV.	CAPITAL PROJECT FUNDS			
	CAPITAL IMPROVEMENT (CIP) FUND			
Estimated Revenues				
Transfer from the General Fund	\$	507,000		\$ 507,000
Transfer from Local Streets (Sidewalks)		300,000		300,000
Loan Revenue		180,000		180,000
PEG (Cable Capital) Revenues		575,000		575,000
Use of/(Contribution to) Fund Balance		223,000		223,000
Total Revenue		<u>\$ 1,785,000</u>	<u>\$ -</u>	<u>\$ 1,785,000</u>
Appropriations				
Capital	\$	1,030,000		\$ 1,030,000
PEG Capital		475,000		475,000
Debt Service		180,000		180,000
Transfer to General Fund		100,000		100,000
Total Appropriations		<u>\$ 1,785,000</u>	<u>\$ -</u>	<u>\$ 1,785,000</u>
	PARKS MILLAGE FUND			
Estimated Revenues				
Transfer from the General Fund	\$	2,108,000		\$ 2,108,000
Total Revenue		<u>\$ 2,108,000</u>	<u>\$ -</u>	<u>\$ 2,108,000</u>
Appropriations				
Transfers to Golf/Cemetery Funds	\$	761,000		\$ 761,000
Operating		10,000		10,000
Capital		1,337,000		1,337,000
Total Appropriations		<u>\$ 2,108,000</u>	<u>\$ -</u>	<u>\$ 2,108,000</u>

BE IT FINALLY RESOLVED, that the following policies are hereby established for the 2019/2020 fiscal year:



Chris Swope
Lansing City Clerk

April 5, 2019

Lansing City Council Members
10th Floor City Hall
Lansing, MI 48933

Dear Councilmembers:

This is to notify you that my office received on March 26, 2019 Mayor Schor's Executive Order 2019-04, Transfer of all UAW 400 Parking Enforcement Workers from the Police Department to the Economic Development and Planning Department.

The Order is attached.

Sincerely,

Chris Swope, CMMC/MMC
Lansing City Clerk

Attachment

Andy Schor
Mayor



City Hall - 9th Floor
124 W. Michigan Avenue
Lansing, MI 48933-1694
PH: 517.483.4141 - FAX: 517.483.6066
Lansing.Mayor@lansingmi.gov

OFFICE OF THE MAYOR
CITY OF LANSING, MICHIGAN

**TO: COUNCIL PRESIDENT, COUNCIL VICE PRESIDENT, MEMBERS OF
LANSING CITY COUNCIL; ALL OFFICERS, EMPLOYEES, AGENCIES,
BOARDS, AUTHORITIES, AND DEPARTMENTS OF THE CITY OF LANSING**

**RE: EXECUTIVE ORDER 2019-04 - TRANSFER OF PARKING ENFORCEMENT
TO THE ECONOMIC DEVELOPMENT & PLANNING DEPARTMENT**

Over the next two years, there will be great advancements and investment in the City's parking system in order to bring the level of our services into the 21st century. These advancements entail the launching of multiple computer applications and/or programs that include: a citation and permit management system, multi-space pay stations and related operational systems, an online mobile payment application, and all new parking access and revenue collection system equipment that will also entail the use of new software.

Given all the improvement noted above, it will be imperative that the business of parking operations and enforcement be coordinated, well-communicated, planned, and synthesized. Success in making these global changes will be a win for our team members and customers alike. In order to ensure the successful implementation of the aforementioned technology and operational improvements, the parking enforcement team will have to work hand in glove with the implementation, training, launching, management, and overall success that will enhance all parking assets, equipment, and services.

Therefore, I conclude that the transfer of the Parking Enforcement Worker 400 Team Members to the Department of Economic Development and Planning – Parking Services Office will greatly improve the success of the implementation and long term management of the technology changes and overall business plan.

Therefore, I hereby issue this Executive Order to transfer the following Department Division.

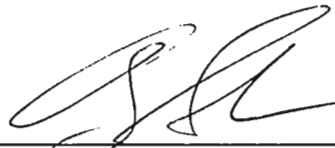
RECEIVED
2019 MAR 26 PM 3:14
LANSING CITY CLERK

EXECUTIVE ORDER 2019-04

- 1. TRANSFER OF ALL UAW 400 – PARKING ENFORCEMENT WORKERS FROM THE POLICE DEPARTMENT TO THE ECONOMIC DEVELOPMENT AND PLANNING DEPARTMENT. THIS ORDER IS TO BE EFFECTIVE APRIL 8, 2019.**

Any prior Executive Order is hereby rescinded to the extent it contravenes this Executive Order.

This Executive Order issued and ordered this 26 day of March, 2019.



**Andy Schor
Mayor**

GF GreenWise Proposed - Reduction per Department Operating Budget

RESOLUTION ADJUSTMENT TOTALS	PLUG OPERATING REDUCTION
CITY COUNCIL ✓	\$ (3,024.00) ✓
MAYOR'S OFFICE ✓	\$ (665.00) ✓
CITY CLERK'S OFFICE ✓	\$ (1,814.00) ✓
ECONOMIC DEVELOPMENT & PLANNING ✓	\$ (181.00) ✓
FINANCE DEPARTMENT ✓	\$ (7,197.00) ✓
HUMAN RESOURCES DEPARTMENT ✓	\$ (1,373.00) ✓
OFFICE OF CITY ATTORNEY ✓	\$ (2,117.00) ✓
PUBLIC SERVICE DEPARTMENT ✓	\$ (10,314.00) ✓
POLICE DEPARTMENT ✓	\$ (25,218.00) ✓
FIRE DEPARTMENT ✓	\$ (15,422.00) ✓
HUMAN RELATIONS & COMMUNITY SERVICES ✓	\$ (1,089.00) ✓
PARKS AND RECREATION ✓	\$ (30,239.00) ✓
54A DISTRICT COURT ✓	\$ (6,048.00) ✓
	<u>\$ (104,701.00)</u> ✓

Submitted @ mtg

LOCAL GOVERNMENT SUSTAINABILITY DIRECTOR – JOB DESCRIPTION

This job description was developed from a 2011 survey of 82 members of the Urban Sustainability Directors Network. It is not a model job description, because there is so much variation in the responsibilities and competencies of local sustainability directors. Instead, it is a standard template that offers composite descriptions.

Generic Title: Director of Sustainability Office of City or County

Local Title

May vary – including Chief Sustainability Officer, Sustainability Coordinator, Environmental/Energy and Sustainability Manager, Facilities and Sustainability Manager, Director of Sustainability and Strategic Planning, Director of Sustainability and Long-term Planning, Climate and Sustainability Program Coordinator, Manager of Urban Design, Director of Environmental Planning, Environmental Initiatives Program Manager, Director of Natural Resources Department, Director of Environmental Quality, City Planner.

Job Definition

Is responsible for managing, coordinating, facilitating, and advising the development, implementation, monitoring, and improvement of local government policies, programs, and initiatives that promote local environmental, energy, economic, and social sustainability.

Reporting Structure

Typically reports to Mayor, City/County Manager and/or City/County Council. May be a staff position within mayor/manager/council office, or a department director, deputy director, or staff position within a department or agency taking lead on local sustainability.

Examples of Work:

- Lead the planning of city/county sustainability initiatives and programs.
- Directly manage sustainability initiatives and programs.
- Facilitate collaboration of interdepartmental/agency task forces, teams, and working groups.
- Administer the city/county local sustainability office, staff, and budget.
- Coordinate department/agency directors/managers in managing, measuring, and monitoring sustainability initiatives and programs.
- Advise and respond to elected officials about sustainability issues.
- Conduct policy analysis, development & advocacy.

*Submitted by
mty
BT.J*