



AGENDA
Committee of the Whole
Monday, August 5, 2019 @ 5:30 p.m.
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**
 - July 29, 2019
- 4. Public Comment on Agenda Items (Up to 3 Minutes)**
- 5. Presentations:**
 - Lansing Police Department Future Updates – Captain Daryl Green-Interim Police Chief
 - Ranked Choice Voting – Hugh McNichol
 - LBWL Stump Removal Update
 - Code Enforcement Update – Brian McGrain, Economic Development/Planning Director
- 6. Discussion/Action:**
 - A.) DISCUSSION/RESOLUTION/ORDINANCE – Introduce and Set Public Hearing;
Ordinance Amendment Chapter 288 Section 288.21 – Chief Strategy Officer
- 7. Other**
- 8. 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

DATE 8/5/2019

Please print

NAME	ADDRESS	Purpose for Attending	Email Address	PHONE
Roseetta Hanaway	546 Armstrong	self	soswop@aol.com	517 648 5730
Sue Norman	860 Jason Ct Caledonia, Mi.	Rank Mi Vote		
Jim DeLine	2520 Hardy Ave Lansing, Mi.	Rank MI Vote	lansingimddinc@gmail.com	517 896 4536
Mary Reynolds		self.		

DRAFT



MINUTES **Committee of the Whole** **Monday, July 29, 2019, 2019 @ 5:30 p.m.** **Tony Benavides Lansing City Council Chambers**

CALL TO ORDER

Council Member Wood called the meeting called to order at 5:30 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
Joseph Abood, Chief Deputy City Attorney
Samantha Harkins, Executive Staff, Mayor's Office
Lisa Hagen, Assistant City Attorney & Council Legal Analyst
Eric Brewer, Council Internal Auditor
Sharon Frischman, City of Lansing Assessor
Mary Reynolds

Minutes

MOTION BY COUNCIL MEMBER SPADAFORE APPROVE THE MINUTES FROM JULY 22, 2019 AS PRESENTED. MOTION CARRIED 7-0.

Public Comment on Agenda Items

Ms. Reynolds asked about the Ordinance Amendment on the agenda, and what the amendments are for. Council President Wood stated that the ordinance speaks to minimum requirements for positions and this would be the minimum requirements.

DRAFT

DISCUSSION/ACTION

RESOLUTION – Immigration

Council Member Washington stated that on July 12th, when attending a rally, there was a discussion on the situations on the border. The discussions to her involved suggestions to have the legislature move in a more humanly and quick manner. Once Council takes action on the draft resolution, she is asking that it be sent onto the Legislature. Council President Wood stated her proposed timeline would be to have the Tribute Resolution before Council on August 12th for a special ceremony for members of the public to accept. Council Member Jackson supported the proposed resolution, but noted that Council should also consider future suggestions of funding and housing. Council Member Garza stated he would not be in attendance on August 12th, but did support it.

It was suggested that an amendment be added to state the resolution should be sent onto the legislation delegates in Washington DC after adoption.

DISCUSSION - Ord. Amendment Chapter 288 Section 288.21 – Chief Strategy Officer

Council President Wood recapped that during the budget Council spoke to funds being set aside for this position, but also a resolution that outlined the minimum standards for a Chief Strategy Officer. During that discussion, she reminded Council and OCA, that there was a reporting mechanism discussed, but since that time the OCA has now stated that requirement cannot be put in the Ordinance but can be in a resolution. Mr. Abood referenced the Charter – 401.1 indicating Council can set the qualifications of a person for a position, but Council does not have the authority to place requirements on the position, therefore the requested requirement of reporting would not be allowable in the proposed ordinance. The Committee then reviewed draft #4, which did not have that condition. Council President Wood reiterated that during the budget discussions it was asked for by Council and was agreed to by the OCA that checks and balances for this position could be put in the ordinance, and now there is frustration because the OCA is informing Council they cannot. Council Member Spitzley agreed discussions were held on the concept and strategy of this position by Council and the FHT, and the OCA should have made the recommendation and determination prior to this meeting. Council Member Hussain agreed with the statements made, and Council Member Washington noted that the FHT recommended the position report to the Administration and the Council. Without reporting to both parties, it will be hard to hire someone and not have them unbiased, therefore she too supported the requirement and asked for more time to review the documents. Council Member Spitzley asked that the Administration look into the best mechanism to be allow Council to receive reporting. Council Member Jackson spoke in support of the position in the Administration because since they are not elected, they can provide recommendations.

Council President Wood stated the Committee would review Draft #4 again on August 5th, and asked the OCA to draft a document to address the requirements after they have research additional options. Council Member Spadafore asked if the Budget Policies that Council adopted as part of the Budget Resolution be amended to direct the spending dollars for this position towards specifics. Mr. Abood confirmed the OCA would research that as well.

DISCUSSION – State of Michigan Department of Treasury RE: Tax Management Associates: Follow up Review of the City of Lansing's 2019 Assessment Roll

Ms. Frischman informed the Committee that the State and State Tax Commission do audits by county, by local units to make sure the basic procedures are met. She clarified that this is not an audit that would change any numbers but an audit of processes and procedures to meet minimum requirements. The audits have been performed in 2013 and 2018, and in 2018 they found the following four (4) deficiencies:

1) – Did not have economic condition factors. RESPONSE: this is done to make sure using the City is using information from the current market. The comment was that the City did not

DRAFT

calculate that factor for any industrial use for the year, however it was documented to the State that the City has very few industrial properties and so few sales to calculate.

2 – Land value maps. RESPONSE: The State wanted printed land value maps, however that would require 100+ so the City did obtain to provide and electronic version, therefore that requirement has been removed.

3 – Land values with adjustments without an explanation attached to them. RESPONSE: There were 1,700 and some were landlocked parcels, RR property with no road access, and wetlands. Any others, staff was instructed to take the adjustment off if there was no documented reason.

4- Form 5076. RESPONSE – this form is a form for small tax payer exemption on personal property accounts that have a true case value of \$80,000. They can complete the form to provide the proof and then do not pay taxes. The City processed 1,000+ in 2018 and apparently the State was not able to find the form on one. Council Member Spitzley asked what happens if someone has signed this form, but still getting notices. Ms. Frischman stated they could contact her directly.

Lastly, Ms. Frischman confirmed the four (4) concerns were addressed, and sent the database electronically. Council President Wood asked if now that there was an audit, if they will get audited for a period of time, and was told it is 5-year cycle no matter what, so the next audit is 2023. Council President Wood then asked about the recent data collection activity in the south area of Lansing, and Ms. Frischman confirmed it is a City-wide however they started in the south area. They will be doing property inspections to make sure their records are currently reflecting the property. They currently already do address changes with building permits. Lastly, Ms. Frischman stated she ran a search of the PRE and forwarded that to Scott Sanford in code compliance for a comparison on registered rentals.

Other

Council President outlined four (4) items for presentation at the Committee of the Whole on August 5th. That included the introduction of the new LPD Chief, Rank Choice Voting presentation, an update on BWL stump removal and an overview of Code Compliance by Brian McGrain.

ADJOURN

The meeting was adjourned at 6:08 p.m.

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



IMPROVING OUR REPRESENTATIVE DEMOCRACY

Ranked Choice Voting

Lansing City Council Presentation
August 5, 2019

Existing Plurality Has Major Flaws

Ranked Choice Voting is a simple upgrade to our existing flawed plurality voting process

Plurality Issues:

- 30-40% of elections have **winners with <50% support**
- **"Split Primary Voting"** - Electorate majority positions split across multiple similar candidates, thus electing least supported candidate
- **"Wasted Vote"** - Electorate not casting for best personal match for fear of wasting their vote
- **"Spoiler Effect"** – Democracy participation suppression for fear of being a spoiler candidate

RCV - A SIMPLE REFORM



LEAGUE OF WOMEN VOTERS* OF MAINE
EDUCATION FUND

RANKED CHOICE VOTING SAMPLE BALLOT

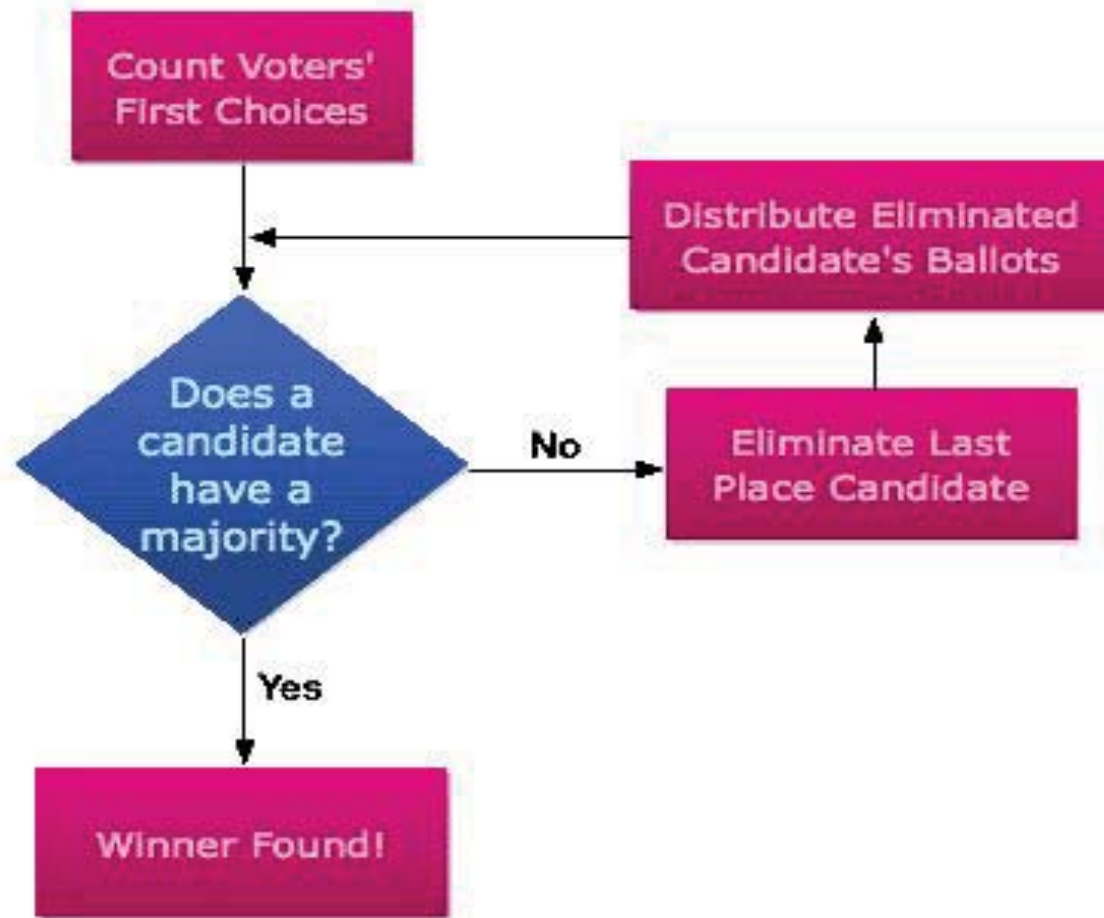
A. To vote, fill in the OVAL ○ to the right of the candidate of your choice like this ● .

B. If you wrongly mark, tear or spoil the ballot, return it and get another.

- Rank candidates in order of preference.
- Fill in the ① next to your first choice.
Fill in the ② next to your second choice.
Fill in the ③ next to your third choice.
- Do not fill in more than one oval per candidate. Do not fill in more than one oval per column.
- Ranking a 2nd, 3rd, etc. choice candidate will not hurt your first choice candidate.

	1st Choice	2nd Choice	3rd Choice
Candidate 1	①	②	③
Candidate 2	①	②	③
Candidate 3	①	②	③

RCV – A SIMPLE REFORM



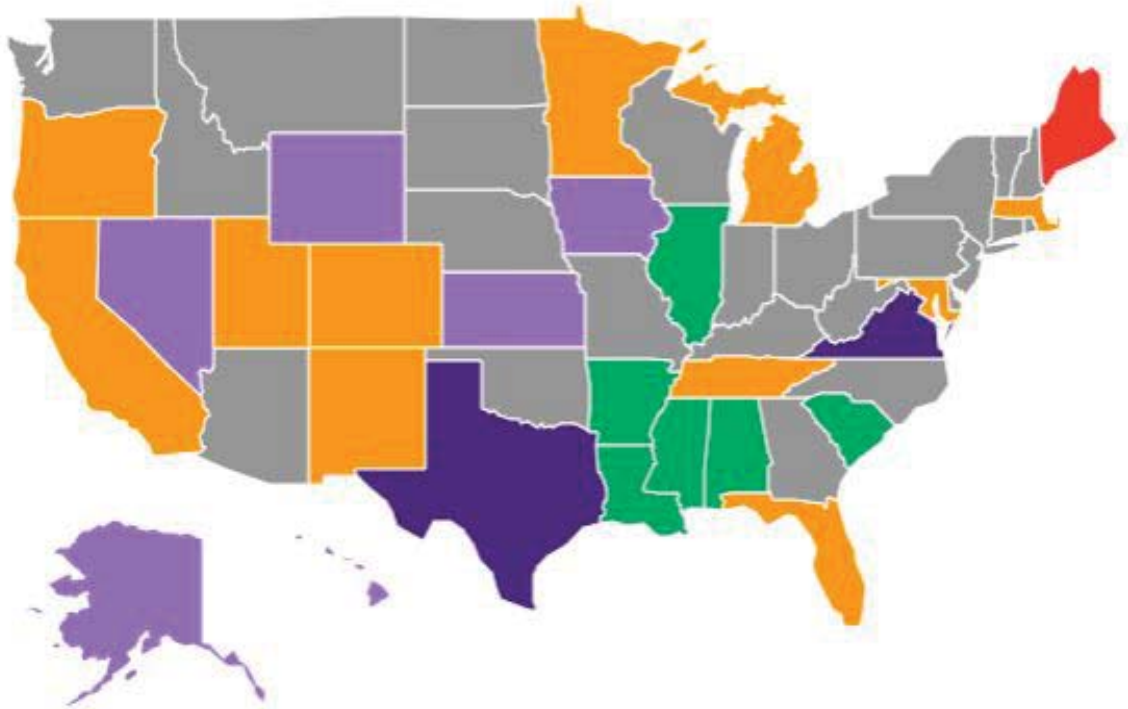
RCV Example

The background of the slide features a light gray, textured map of the United States. At the bottom, there is a blue wavy line that spans the width of the slide. Above this line, a row of small, dark gray stars is arranged in a slightly curved path, following the contour of the map's bottom edge. The title 'RCV Example' is positioned in the upper left corner, rendered in a bold, red, sans-serif font. A horizontal dotted line extends from the end of the title across the upper portion of the slide.

Here's one way the results can be displayed:



Where is RCV used?



- RCV Used for Military & Overseas Voting
- RCV used Statewide
- RCV used for Party Elections
- RCV used for Presidential Nominations
- RCV used/enacted for local elections

Points:

- o Cambridge MA has used RCV in every local election since 1941;
- o Minneapolis, voter turnout has steadily climbed from 15% before RCV, to 42.45% in the 2017 municipal elections.
- o Maine passed RCV statewide in 2016 and implemented in their 2018 primary;
- o Utah 59-12; Overseas military;
- o Ferndale & Eastpointe (Ann Arbor?)

MICHIGAN'S "Home Rule Act"

MCL 117.3 Mandatory Charter Provisions:

"Elections may be by a partisan, non-partisan, or preferential ballot, or by any other legal means of voting."

Upheld in Stephenson vs. Ann Arbor Board of Canvassers



Chris Swope, Lansing City Clerk

2016 MI Republican Presidential Primary



CANDIDATES	VOTE	PCT.	DELEGATES
 Donald J. Trump ✓	483,751	36.5% 	25
 Ted Cruz	330,015	24.9 	17
 John Kasich	321,655	24.3 	17
 Marco Rubio	123,673	9.3 	—
 Ben Carson	21,342	1.6 	—
 Jeb Bush	10,670	0.8 	—
 Rand Paul	3,776	0.3 	—
 Chris Christie	3,121	0.2 	—
 Mike Huckabee	2,606	0.2 	—
 Rick Santorum	1,725	0.1 	—
 Carly Fiorina	1,413	0.1 	—

17 Candidates - winner had only 36% of the vote. Over 60% of voters might've preferred anyone else.

2020 Democrats Have Similar Challenges



"Top 2" or "Runoff Elections"

Two variation...A voting system whereby if nobody receives over 50% of the vote, another round of elections occur with only the top 2 candidates from the previous round.

Round 1	
☐	Joe Smith
☒	John Citizen
☐	Jane Doe
☐	Fred Rubble
☐	Mary Hill

Round 2	
☐	Jane Doe
☒	Mary Hill

Also ensures that winners will have over 50% support. BUT...

The Cons of Runoff Elections

Costs

→ Money

Additional rounds of elections are expensive and can sometimes cost over a million dollars.

→ Time

Runoff elections take months to organize and complete. Voters must vote twice, either taking time away from work or their families.

→ Resources

Other unnecessarily wasted resources include polling spaces, paper, ink, envelopes, etc.

“Ranked Choice Voting”
solves these problems.



More Benefits of Ranked Choice Voting

- Insures every voter counts
- Reduced negative campaigning
- Increases voter turnout
- Increases candidate participation
- Ends strategic voting
- Easier for military/overseas voters to participate.
- Saves Money
- Saves Time
- Saves Resources

RANKED CHOICE VOTING – A BETTER WAY

Is Lansing Ready to Lead Michigan?

THANK YOU



Lansing City Council
August 5, 2019

PO Box 27304
Lansing MI 48909-7304
info@rankmivote.com

Why Ranked Choice Voting?

- Ranked Choice Voting (RCV) is a simple, fair, and easy way to enable anyone to run for office, while providing more choices and enabling more voices.
- With Ranked Choice Voting, the problems of “lesser of two evils” and spoiler candidates are eliminated.
- Ranked Choice Voting ensures that the most popular candidate wins the election. In single winner races, the winning candidate must have at least a 50% majority.

Why would Ranked Choice Voting be good for Lansing?

- Because most of our races are nonpartisan, Lansing is an ideal city for Ranked Choice Voting.
- By using Ranked Choice Voting for City elections, the cost of having an August primary would go away.

Where is Ranked Choice Voting used?

- Basalt, Colorado: Adopted in 2002 and will be used when three or more candidates run for mayor.
- Berkeley, California: Adopted in 2004 and has been used since 2010 to elect the mayor, city council and city auditor
- Cambridge, Massachusetts: In use since the 1940s in multi-winner RCV form for the nine seat city council and six seat school board elected citywide
- Carbondale, Colorado: Adopted in 2002 for mayor when there are three or more candidates
- Minneapolis, Minnesota: Adopted in 2006 and used since 2009, in elections for 22 city offices, including mayor and city council in single winner elections and some multi-winner park board seats

1.6.11.0 mta

- Oakland, California: Adopted in 2006 and used since 2010 for a total of 18 city offices, including mayor and city council
- Portland, Maine: Adopted in 2010 and used since 2011 for electing mayor
- Maine: Adopted in 2016 and first used in June 2018 for all state and federal primary elections
- San Francisco, California: Adopted in 2002 and used since 2004 to elect the mayor, city attorney, Board of Supervisors and five additional citywide offices
- San Leandro, California: Adopted as option in 2000 charter amendment and used since 2010 to elect the mayor and city council
- Santa Fe, New Mexico: Adopted in 2008 and used since March 2018 for mayor, city council, and municipal judge
- St. Paul, Minnesota: Adopted in 2009, used since 2011 to elect the mayor and city council
- Takoma Park, Maryland: Adopted in 2006 and used since 2007 in all elections for mayor and city council
- Telluride, Colorado: Adopted in 2008 and used since 2011 to elect the mayor when three candidates run, as in 2011 and 2015

Has Ranked Choice Voting been used in Michigan?

- Ranked Choice Voting has been used in Ann Arbor (1975), has been voted into the City Charter of Ferndale and, this fall, will be used in Eastpointe MI.

Here is a sample ballot:

RANK CANDIDATES IN ORDER OF PREFERENCE.
FILL IN ONE CIRCLE PER CANDIDATE AND ONE
CIRCLE PER CHOICE.

	1 ST CHOICE	2 ND CHOICE	3 RD CHOICE
CANDIDATE A	☐	☒	☐
CANDIDATE B	☒	☐	☐
CANDIDATE C	☐	☐	☒

What is Rank MI Vote?

- Rank MI Vote is a new statewide nonprofit charity whose mission is to educate the people of Michigan on the positive aspects of Ranked Choice Voting.
- Visit Rank MI Vote at <http://rankmivote.com/> for more information.



**Material Not Available at the time the
packet was published.
Please continue to check back for
updates on this document**

INTRODUCTION OF ORDINANCE

Council Member Wood introduced:

An ordinance of the City of Lansing, Michigan, to amend the Lansing Codified Ordinances by amending Chapter 288, Section 288.21 to provide minimum qualifications for a Chief Strategy Officer.

The Ordinance is referred to the Committee of the Whole

RESOLUTION SETTING PUBLIC HEARING BY CITY COUNCIL

Resolved by the City Council of the City of Lansing that a public hearing be set for Monday, August 26, 2019 at 7 p.m. in City Council Chambers, Tenth Floor, Lansing City Hall, 124 West Michigan Avenue, Lansing, Michigan, for the purpose of amending the Lansing Codified Ordinances by amending Chapter 288, Section 288.21 to provide minimum qualifications for a Chief Strategy Officer.

Interested Persons are invited to attend this Public Hearing

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, TO AMEND THE
LANSING CODIFIED ORDINANCES BY AMENDING CHAPTER 288 SECTION 288.21 TO
PROVIDE MINIMUM QUALIFICATIONS FOR A CHIEF STRATEGY OFFICER.

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 288, Section 288.21, of the Codified Ordinances of the City of
Lansing, Michigan, be and is hereby added to read as follows:

288.21 CHIEF STRATEGY OFFICER

(A) *TRAINING AND EXPERIENCE*. HE OR SHE SHALL HAVE A MASTER'S DEGREE IN
FINANCE, ECONOMICS, ACCOUNTING, MANAGEMENT, ADMINISTRATION, OR A
RELATED FIELD. ADDITIONALLY, HE OR SHE SHALL HAVE FIVE TO SEVEN YEARS
IN FINANCE/ADMINISTRATIVE OR PROJECT MANAGEMENT.

(B) *KNOWLEDGE AND SKILLS*. HE OR SHE SHALL HAVE BROAD KNOWLEDGE OF
FINANCIAL PROGRAMMATIC AND/OR PERFORMANCE BUDGETING, FORECASTING,
AND INVESTING PUBLIC FUNDS. IN ADDITION, HE OR SHE SHALL HAVE
DEMONSTRATED KNOWLEDGE OF CONTINUOUS IMPROVEMENT PRINCIPLES AND
PRACTICES. HE OR SHE SHALL HAVE KNOWLEDGE OF COLLECTIVE BARGAINING
AGREEMENTS, INCLUDING NEGOTIATION OF CONTRACTS. HE OR SHE SHALL
HAVE EXPERIENCE IN STRATEGIC PLANNING AND EXECUTION. HE OR SHE
SHALL HAVE KNOWLEDGE OF MUNICIPAL PENSION BOARDS/SYSTEMS,
INCLUDING ACTUARIAL REPORTS.

1 (C) *REPORTING*. THE CHIEF STRATEGY OFFICER IS REQUESTED TO REPORT ON A
2 REGULAR BASIS TO CITY COUNCIL REGARDING ANALYSIS OF FINDINGS AND
3 WORK PERFORMED.

4 Section 2. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules
5 inconsistent with the provisions are repealed.

6 Section 3. Should any section, clause or phrase of this ordinance be declared to be
7 invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof
8 other than the part so declared to be invalid.

9 Section 4. This ordinance shall take effect on the 30th day after enactment, unless given
10 immediate effect by City Council, and shall expire December 31, 2027.

11
12
13
14
15
16
17
Approved as to form:

City Attorney

Dated: _____

RESOLUTION 2019-165

FY 2019/2020 Budget Policies

Chief Strategy Officer

The Lansing City Council is establishing 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.

CHIEF STRATEGY OFFICER

City of Lansing, Michigan

DRAFT Position Description | June 18, 2019 | **FINAL**

The City of Lansing, Michigan (“City”) is seeking an experienced individual to serve as the Chief Strategy Officer (“CSO”). This executive level position is appointed by the Mayor and serves at-will under contract.

The City of Lansing is a diverse, robust capital city that offers a great place to live, work, and play. The Capitol City hosts the seat of state government, a thriving economy, areas of culture and entertainment, manufacturing, major educational institutions and is centrally located to major areas of interest.

The Chief Strategy Officer will identify, analyze, develop, communicate, oversee, and monitor short-term and critical long-term strategic goals/policies and action plans focused on reducing the City’s unfunded actuarial accrued liabilities for the pension and other post-employment benefits. The successful candidate will possess strong analytical, excellent communication and project management skills. The successful candidate must also be able to handle sensitive information with professionalism and integrity and work well with various stakeholders. The City offers a competitive wage and benefits package.

EDUCATION AND EXPERIENCE PREFERRED:

- Bachelor’s Degree and Master’s Degree in finance, economics, accounting, management, administration, or a related field.
- Five to seven years in finance/administrative and project management
- Experience in strategic planning and execution
- Experience with financially distressed units of government, or turnaround management experience with restructuring or bankruptcy in either the private or public sectors, is strongly preferred
- In-depth knowledge and experience in management, including multi-fund, multi-year budgeting, , governmental accounting, and financial reporting
- Experience in budget presentations, communicating with internal/external stakeholders
- Knowledge of internal control systems over the financial assets and financial record keeping activities
- Knowledge of collective bargaining agreements, including negotiations of contracts
- Knowledge of municipal pension boards / systems, including actuarial reports
- Understanding of risk management
- Experience working with, and deep knowledge of, State and Federal grants, application preparation and submission, reporting requirements, and regulations
- Experience and evidence of ensuring compliance, best practices, and transparency
- Proficient working with financial software/spreadsheets

KNOWLEDGE, SKILLS, AND ABILITIES:

- Excellent verbal, written and interpersonal communication skills
- Evidence of leadership skills – team building and demonstrated ability to work effectively with all staff in all departments, in addition to the persuasive ability to negotiate and influence stakeholders on difficult and necessary actions that need to be taken
- Demonstrated knowledge of continuous improvement principles and practices
- Broad knowledge of financial, programmatic and or performance budgeting, forecasting, and investing public funds
- Knowledge of federal, state, local laws, policies, regulations and procedures relating to financial management
- Ability to generate and communicate cost benefit analyses

CHIEF STRATEGY OFFICER

City of Lansing, Michigan

DRAFT Position Description | June 18, 2019 | FINAL

SPECIAL REQUIREMENTS: Must pass a Federal/National criminal background investigation and credit check. Must possess and maintain a valid driver's license. Ability to travel to offsite events and meetings.

A letter of interest, resume and credentials can be sent to Exec.Search@lansingmi.gov

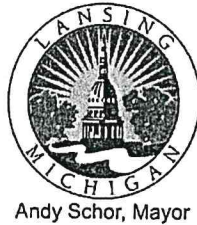
For a complete Job Description, email your request to Exec.Search@lansingmi.gov

The City of Lansing is an Equal Opportunity Employer and a Certified Veteran Friendly Employer.

The information contained in this job description is for compliance with the American with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Job descriptions are not intended as and do not create employment contracts. The City maintains its status as an at-will employer. Employees can be terminated for any reason not prohibited by law.

The City of Lansing provides reasonable accommodation to applicants and employees with disabilities where appropriate. If you need reasonable accommodation for any part of the application and hiring process, or during employment, notify the Department of Human Resources at (517) 483-4004. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

Department of Economic
Development and Planning
Brian McGrain, Director



Director's Office
316 N. Capitol Avenue, Suite D-1
Lansing, Michigan 48933
PH: 517.483.4060 – FAX: 517.483.6036
www.lansingmi.gov

MEMORANDUM

TO: Mayor Andy Schor

FROM: Brian McGrain, Director of EDP

DATE: July 16, 2019

SUBJECT: EDP Enforcement and Compliance Update

I wanted to take the opportunity to update you on the activities of your staff in the Department of Economic Development & Planning (EDP) as of late, particularly as they relate to enforcement and compliance issues. Please consider this a brief snapshot of one particular element of our work. Across the board, our employees have been working very hard this year to improve the quality of life for citizens in the city of Lansing. While I will be focusing on the efforts of Code Enforcement, Zoning, and Parking in this memo, know that we are very busy in our Building Safety, Development, and Planning offices as well.

In our Code Enforcement division, between January 1 and June 30, 2019, we have written 4,403 grass/weeds violation notices and 3,619 trash/debris notices. Our grass mowing contractor has been dispatched to 294 properties, while our trash contractor has been dispatched to 361. We have written up 462 disabled motor vehicles and issued 103 front yard parking notices. In terms of rental housing, we have been in some 2,700 buildings for inspections, and we have identified over 850 units that we suspect of operating without a current rental certificate. Twice in June, I authorized overtime for our staff, so we could be active in writing violation notices on Saturdays. During those two dates, we wrote over 400 violation notices, including 34 that dealt with improperly parked/stored vehicles (we also were able to educate a number of residents on what is and is not allowed when it comes to parking vehicles on one's property).

As you know, it took some time, but earlier this year we filled our Commercial Corridor Specialist position with an internal candidate, Zack Driver. Mr. Driver had some transitional time as we worked to close out his existing case load in Code Enforcement and move him into this new position. He is now full time and concentrating his time on Lansing's corridors. Since May, he has visited with 66 businesses and written 78 correction notices. Correction notices have dealt with illegal signage (right-of-way signs, temporary signs, and excessive window signage, for instance), improper parking, and zoning violations. Enforcement has been primarily focused so far on the south side of town (mostly on S. Cedar, S. Waverly, and S. Pennsylvania), though letters have been written on properties on Michigan, Kalamazoo, and Saginaw. As the

Andy Schor

year progresses, it is the intent that Mr. Driver will be spending routine time on all of our major corridors throughout the city.

Finally, I wanted to update you on parking enforcement efforts. As of April 8, the parking enforcement team moved from LPD to our Parking division. Though there were four slotted positions for enforcement workers, effectively only two were filled. We have worked diligently to bring our staffing back up to full capacity. We now have all four positions filled, effectively doubling our capacity. For the most recent quarter (April 1 – July 9), our parking enforcement workers wrote 10,493 tickets. Comparatively, during that same time frame in 2018, 8,697 tickets were written.

Once again, I wanted to thank you for this opportunity to update you on a portion of the work being handled in EDP. Our staff is working hard to serve you and the citizens of Lansing, and I hope these numbers demonstrate that!