



AGENDA
Committee of the Whole
Monday, August 12, 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**
 - August 5, 2019
4. **Public Comment on Agenda Items (Up to 3 Minutes)**
5. **Presentations:**
6. **Discussion/Action:**
 - A.) DISCUSSION- Lansing Connect
 - B.) DISCUSSION/RESOLUTION – Introduce and Set Public Hearing; Ordinance Amendment Chapter 288 Section 288.21 – Chief Strategy Officer
 - C.) RESOLUTION– City of Lansing Defined Contribution Plan Amendment
7. **Other**

FY2020/2021 – Budget Priorities Reminder
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 Aug 12, 2019

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MINUTES **Committee of the Whole** **Monday, August 5, 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
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
Jim Smiertka, City Attorney
Interim Chief Green, LPD
Nicholas Tate, Mayor's Office
Lisa Hagen, Assistant City Attorney & Council Legal Analyst
Hugh McNichol
Jim DeLine, Rank Mi Vote
Brian McGrain, Economic Development & Planning Director
Breina Pugh, LBWL Community Relations Manager
Loretta Stanaway
Sue Norman, Rank Mi Vote
Mary Reynolds

The Committee held a moment of meditation and reflection for the incidents that took place over the weekend in El Paso, Texas and Dayton, Ohio.

Minutes

MOTION BY COUNCIL MEMBER SPADAFORE APPROVE THE MINUTES FROM JULY 29, 2019 AS PRESENTED. MOTION CARRIED 8-0.

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Public Comment on Agenda Items

No public comment at this time.

PRESENTATIONS:

Lansing Police Department Future Updates – Captain Daryl Green-Interim Police Chief

Interim Chief Green acknowledged the Council, and assured them he is currently in the data collection stage working towards Chief. Has been LPD Captain for the last seven (7) years, and has had experience with the full department. On August 20th the Police Commissioners will review the Mayor's recommendation for his appointment.

Council Member Spitzley asked if on August 20th the Commission will take action on his appointment, and Interim Chief reiterated they have his recommendation. He then went on to say that at this time he felt it was premature to discuss any changes at this point, but would highlight his philosophy. He is looking to assess on the LPD does business, staff, training, deployment, and audits of efficiencies and effectiveness. His other philosophy is being trust worthy in the communities. With the recent events, he would consider having an internal review board looking at how to mitigate situations. Interim Chief Green added that he is in support of what Chief Yankowski put in place for putting the City in a good position and believes that he can always strengthen those positions. He believes that you need to be open to always looking at new ways and also encouraged by reaching out to other communities. Council Member Jackson asked if there is a way for members of the community to make internal police reports about police officers, and if so, are there plans to rectify that. Interim Chief Green replied that he wants to create an environment where people feel comfortable to make changes. They need to build to make it stronger, but there is already a complaint investigator that works for the City outside of the LPD and has been successful. Dialogue does need to continue, and he supported having quarterly public forums. Interim Chief Green acknowledged that investigator is contracted, and he would support filling that position so people are afraid to come forward. Council Member Garza asked his opinion on getting a community policing officer in Ward 2. Interim Chief Green could not speak to why there was not one placed there currently, however that is one of the examples he mentioned earlier of researching past decisions and make his own. There are limited resources, so he would need to assess what needs to be determined, but is a firm believer of community policing. Council Member Washington spoke in support of community policing officers, additional officers and an additional LPD social worker. Council Member Spitzley also spoke in support and asked if the LPD is preparing for incidents similar to what happened in El Paso and Dayton. Interim Chief Green noted that the LPD already has active shooter preparedness; the men and women in the department are the experts and have done a good job. They have been doing training for over 10 yrs., have an agile police department, and made changes in weapons throughout the years. The department always performs an active review of incidents to learn from what those officers did. The LPD has a violent crime initiative and he would like to look to look at improving on response, improve on technology, remain proactive, and look into how calls are dispatched. Council President Wood spoke in support of the Citizen Investigator, but also noted it has been contract for over a year, and the LPD Commission has been looking at it for a year, which in her opinion is too long. She then added that she encouraged him to recommend that LPD Board of Commissioners go out into the community, have quarterly meetings for the public to attend and feel comfortable to ask questions. Lastly she referenced what was called a "go bag" for the Community Policing officers to keep with them that would have information they could readily handout to residents on services that are available.

Interim Chief Green will be out at public meetings on the following dates:

8/13/2019

8/15/2019

8/21/2019 – Alfred Schmidt

8/22/2019 – Neighborhood Empowerment Center

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Ranked Choice Voting – Hugh McNichol

Council President Wood first stated that the Rank MI Vote organization requested an opportunity to provide information, and Council leadership has reached out to the Secretary of State but has not heard back. This is a presentation only and Council was not taking any action at this time. There were introductions and then the group went through their presentation in the packet. This included examples of staffing changes for elections, cost savings, and with Rank Choice Voting no longer needing a primary election. Council Member Spadafore inquired into how it would comport to the City Charter since the Charter requires a primary election. Mr. McNichol noted there would be a bill to amend the Charter that would eliminate any mention of a primary, and Mr. Smiertka agreed the City Charter would have to be amended to allow it, and his office has not been asked at this time to prepare anything on that option. Council Members acknowledged the presentation, and Council President Wood informed them that once something is received from the State, they will work with the City Attorney.

LBWL Stump Removal Update

Ms. Pugh introduced herself, and stated she had answers to some of the questions that were asked the last time the BWL was here on this subject.

Council Member Garza stepped away from the meeting at 6:38 p.m.

Ms. Pugh first stated that after internal discussions, they have also determined, as did the City, that they do not have resources to do stump removal. Regarding the request to update Council on future tree trimming schedules, they will continue to do that and continue going to neighborhood meetings, sending letters and installing door hangers. There is an updated map they have completed. With regards to the comments on the list of wood salvage contractors or businesses, they have updated it over the last two (2) months and it is on the website as well. The issue they have run into is that there is no longer a large need for wood, but BWL continues their commitment to assisting, so anyone can call them directly. The tree trimming budget was addressed at the last meeting, and stated by Council that it was reduced due to no longer trimming, however Ms. Pugh noted that they are beginning again on the 5 year cycle in fall 2019 and they will use those funds, but do not have the funds for stump removal. They do have a comprehensive tree replacement plan.

Council Member Garza returned to the meeting at 6:40 a.m.

The plan is to work with the homeowner when they are trimming, and if they need a tree BWL can look in to expanding the program. BWL also has a tree planting grant, so neighborhoods could apply for that as well. Council President Wood reiterated her earlier concerns that when BWL starting trimming after the 2013 ice storm, they worked neighborhood to neighborhood on trimming trees that had not been done in years, and now that they are going back and starting the cycle again, she questioned why they need the same amount of funds since some trees were completely removed in the first 5 year cycle. She then asked Mr. Tate to confirm what was stated, that the Administration does not have the funds either to do the stump removal, and Mr. Tate confirmed. Council Member Jackson voiced his disappointment but acknowledged BWL for letting them know. He then asked what the BWL priorities are that determines it is too costly.

Council Member Jackson stepped away from the meeting at 6:46 p.m.

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Council Member Spitzley asked for a resolution on how the City can work with BWL to address this as a collective group. Council President Wood noted that it appears both the City and BWL have made it clear there are no funds and will not be doing anything.

Council Member Jackson returned to the meeting at 6:49 p.m.

Council Member Spadafore suggested the potential of finding funds in next year's budget and adding into the Budget Priorities they will be working on. Council Member Washington and Hussain supported that suggestion as well as looking at other suggestions. Council Member Garza suggested a collaboration with BWL on research to determine which stumps were removed and now are effecting the sidewalks to address those first.

Council President Wood asked Council Member Spadafore to review with the Committee on Public Service the issues with heaving sidewalks, and he confirmed he would add to a future agenda and discuss when they are discussing the Budget Priorities for next FY.

Code Enforcement Update – Brian McGrain, Economic Development/Planning Director

Mr. McGrain distributed a memo he sent to the Mayor on July 16, 2019 updating on Code Enforcement. He then went through the memo, which is included in the packet. Council President Wood asked how many code officers were on staff at the time of the reporting and was told (9) nine code and (4) four premise but in 2018 they were not fully filled. Currently in this FY they have 10 code officers. The code officers perform housing and rental inspections and the premise officers' patrol and address trash, grass, front yard parking, etc. Lastly he noted the corridor position was filled a couple months ago. Mr. McGrain and the Committee discussed the complaint tracking program, issues with Lansing Connect, the tracking of the program regarding complaints and resolving the issues. Council President Wood asked Mr. Tate to let the Administration aware that the topic of Lansing Connect will be up for discussion at the next Committee of the Whole meeting. Council President Wood then asked that Code Enforcement work to address the complaints on signs, because Council is hearing that when the officers are enforcing, they are telling the businesses to complain to Council if they do not like the new regulations. Mr. McGrain admitted that the enforcement is more complicated than they expected, so they plan to come back to Council after seeing what is going to be the best practice of enforcement is. The discussion moved into parking, and Council Member Spitzley asked if there is enforcement in place for the "no parking 2am – 5am", and Mr. McGrain confirmed they do not have someone doing overnight parking enforcement, but he Mayor has voiced an interest in working that out. Council Member Washington voiced her concern with Economic Development and Planning also being responsible for parking. Council President Wood invited Mr. McGrain to return at a future Committee meeting with LEAP to discuss Economic Development and Planning. Council Member Hussain asked Mr. McGrain if he believed he had the appropriate number of staff to inspect, compile information, send correction notices, follow up and do re-inspections. He then provided examples of complaints he logged into the system 54 and 73 weeks ago. Mr. McGrain acknowledged that in 30 days they will be fully staffed, and until that time cannot answer the question. He added that they are workshopping a variety of ways to address the automated complaint process. Regarding the process itself, he outlined that once they get the complaint, they go to the site, take photos, verify the situation, write up the violation, send out the letter with a 7 day compliance deadline, in some cases use an early detection warning tag, but still send the required notification. The group then discussed the large item tags, and it appears public service is no longer using the large item tag, and therefore sometimes code enforcement cites someone for an item they have called for pick up on. Mr. McGrain stated he would follow up with Public Service.

Council Member Jackson stepped away from the meeting at 7:24 p.m. and returned at 7:26 p.m.

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Mr. McGrain confirmed also that if someone calls for an extension or provide an explanation, they are usually given additional days before it goes to the contractor to remove. The City has a set contract with Eric's Refuse, and in addition to their fee, there is a \$265 City administrative fee. Council President Wood asked the OCA to specify what determines the administrative fee, and Mr. Smiertka confirmed it consists of the salary, benefits and equipment that is used to enforce the violation. Mr. McGrain admitted that he has not reviewed this fee to verify the expense. Council Member Spitzley spoke in support of a review of the fees, and also asked how often the RFP goes out for a contractor. Mr. McGrain admitted the bid has not gone out for a couple years, but they have started exploring other municipalities to see what they do. Council Member Hussain asked how often the RFP for grass is done. Mr. McGrain acknowledged he would consider looking at opening up the bids again. The Committee then discussed the timeline grants on compliance, the need for additional grass contractors, and the complaints the Council gets during General Service when the owners state the contractor takes things. Mr. McGrain stated that if someone calls them if it is taken, they can usually locate it, if they receive the call in a timely manner. Council Members asked if the complaints are anonymous and if the code officer checks the whole street. Mr. McGrain confirmed it is anonymous if they request that, and also the entire street is reviewed.

Council Member Spitzley stepped away from the meeting at 7:45 p.m.

Regarding complaint on the violation and process, it was encouraged to contact Mr. McGrain's office since he has access to the files and the code officers.

Council Member Spitzley returned to the meeting at 7:47 p.m.

Mr. McGrain was asked to attend the August 26th Committee of the Whole to update the Council on Economic Development & Planning, however due to a conflict it was confirmed for September 9th.

DISCUSSION/ACTION

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

Council President Wood referenced the recent Draft #5, noting at the last Committee meeting it (C) on page 2, line 1 was eliminated, but has now been added back in.

Council Member Washington stepped away from the meeting at 7:48 p.m.

It was stated that the item was removed by the OCA because Council could not order reporting, but Council noted that during the budget sessions when the position was discussed Council specifically noted they wanted to receive reporting from the CSO in a timely fashion. Mr. Smiertka stated in draft #3 where the language still existed, and was removed in draft #4, it stated "directs" and now draft #5 is "requested to report" similar to report in the budget priorities. Council President Wood noted that the budget priorities and policies are not good examples because there are numerous reports in there that Council never receives anything, and noted Charter 7-110 Control of Expenditures, which says "shall submit". Mr. Smiertka clarified that that section is written with Uniform Expenditure Act and governed by the State Statue, the CSO resolution is recommending a plan. Council Member Spitzley also referred to the Charter and stated that the intent is that it is already provided in the Charter that a department director shall provide a report to Council, and if someone says to Council that they cannot it is an issue. The Committee discussed language changes to that section of the resolution and determined to add "and recommendations" to line 3 after "performed". Mr. Smiertka noted that the general provision in the Charter that says "no direct orders". He also suggested changing to "annual basis" from "regular".

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Council Member Washington noted that the intent of the FHT when they supported this position was that the position would report to Council and the Administration for the check and balance portion. Since Council is now being told it cannot happen but will only report to the Mayor, this does not allow Council to be responsible or thorough if Council does know what the recommendations are. Council President Wood again referenced the Charter and said if the Charter says the report shall be provided, and if it is not, then it is a Charter violation.

Council Member Garza stepped away from the meeting at 8:01 p.m.

Council President Wood asked if there is a legal issue with keeping (C) in and Mr. Smiertka stated there was not and he would re-write for the next meeting.

Council Member Washington wanted it noted on the record that Council does not say that the Administration is not transparent or hiding something, but again the FHT requested the position report to both Administration and Council.

Council Member Garza returned to the meeting at 8:04 p.m.

Council President Wood noted that the document will be back in front of the Committee on August 12th, with action on the introduction and setting of a public hearing. It will then go onto Council that same night for passage and a hearing on August 26th.

Other

Council President Wood reminded everyone of Neighborhood Night Out events on August 6th.

ADJOURN

The meeting was adjourned at 8:04 p.m.

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

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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.

(C) *RECOMMENDATIONS*. IN RECOGNITION OF THE PROVISIONS SET FORTH IN CHARTER SECTIONS 3-207.1, 3-207.2, AND 3-207.3 WHEREIN THE CITY COUNCIL IS THE POLICY MAKING BODY FOR THE CITY OF LANSING AND “SHALL HAVE ALL OF THE RIGHTS APPROPRIATE TO CITY LEGISLATORS AS ESTABLISHED BY THIS CHARTER OR BY STATUTE, INCLUDING THE RIGHT TO MAKE INQUIRIES OF CITY OFFICERS AND EMPLOYEES AND RECEIVE SPECIFIC INFORMATION IN RESPONSE” AND FURTHER THAT “THE RESPONSIBILITIES AND ACTIVITIES SHALL BE TO ESTABLISH POLICY OF THE CITY AND SHALL BE LEGISLATIVE IN NATURE,” AND, STATING FURTHER, IN RECOGNITION THAT THE MAYOR IS THE ADMINISTRATOR OF THE CITY AND EMPLOYEES AND “EXCEPT AS MAY OTHERWISE BE PROVIDED BY LAW OR THIS CHARTER, THE ADMINISTRATIVE ACTIVITIES OF THE CITY COUNCIL AND ITS MEMBERS SHALL BE LIMITED TO ITS OWN STAFF AND THEY SHALL GIVE NO DIRECT ORDERS TO ANY OTHER CITY OFFICER OR EMPLOYEE”, THE CITY COUNCIL AND THE MAYOR, OR MAYORAL DESIGNEE, AND THE CHIEF STRATEGY OFFICER SHALL CONFERENCE ON A MUTUALLY AGREEABLE REGULAR SCHEDULE TO REVIEW ANY POLICY RECOMMENDATIONS OF THE CHIEF STRATEGY OFFICER.

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

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 thereof other than the part so declared to be invalid.

Section 4. This ordinance shall take effect on the 30th day after enactment, unless given immediate effect by City Council, and shall expire December 31, 2028.

Approved as to form:

City Attorney

Dated: _____

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.

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.

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

RESOLUTION TO AMEND FRINGE BENEFITS FOR THE EXECUTIVE
MANAGEMENT GROUP AND APPROVE AMENDMENTS TO THE DEFINED
CONTRIBUTION PLAN

WHEREAS, in the interest of taking action to contain City pension and retirement costs, the Mayor has recommended prospective changes to the provisions of employee retirement benefits for the Executive Management Group; and

WHEREAS, the Executive Management Group often serve less than the full vesting period under the current Defined Contribution Plan and generally desire portability of retirement funds;

WHEREAS, the Mayor will be implementing similar changes for future Mayoral Staff and Non-bargaining Group employees;

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby approves the changes to the Executive Management Group fringe benefits plan and summary as follows:

1. The changes shall only affect Executive Management Group employees, including the City Assessor and Treasurer, who are hired into the Executive Management Group position on or after August 1, 2019 (New Employees).
2. The New Employees shall not be eligible for membership in or benefits under the Employees' Retirement System (ERS).
3. The New Employees, who are eligible, shall become participants in the City's Defined Contribution Plan, which shall include the following Defined Contribution Plan Features:
 - Mandatory pretax pick-up employee contributions of 3%;
 - Mandatory employer pick-up contributions of 3%;
 - Employee one-time pretax irrevocable pick-up election of 0% - 5%;
 - A new provision that employer (City) will match the employee's voluntary one-time pick-up election dollar-for-dollar, up to a maximum of 3% of compensation;
 - The new vesting schedule for New Employees of 100% of the employer contribution account upon completion of three Defined Contribution Plan years of service.

BE IT FURTHER RESOLVED that the Council hereby approves that the Mayor may take all steps and actions deemed necessary and appropriate to amend the Defined Contribution Plan to effectuate the plan changes described in this resolution for the New Employees, and also the same plan changes for the Mayoral Staff and Nonbargaining Group employees who are hired into positions on or after August 1, 2019, subject to prior document approval of the City Attorney.

BE IT FURTHER RESOLVED that the Council approves the change to the Executive Management Group summary of benefits consistent with the benefits described in this resolution.

BE IT FURTHER RESOLVED that the chairperson of the Defined Contribution Governing Committee is hereby authorized to execute all necessary and appropriate Defined Contribution Plan amendments and documents to effectuate the plan amendments described in this resolution, subject to prior approval of the City Attorney.

BE IT FINALLY RESOLVED that the City Attorney shall prepare and submit to Council for enactment the necessary and appropriate ERS ordinance amendments to effectuate the benefit changes described in this resolution.

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City of Lansing

Executive Management Plan Fringe Benefits

Fringe benefits provided to executives shall be in accordance with provisions provided to other City employees. In recognition of the fact that these are senior management positions and that employees within them supervise other employees who have varying fringe benefit provisions, the Mayor or designee shall be authorized to offer fringe benefits commensurate with education experience and at a level appropriate to their position. The City will furnish a current copy of the fringe benefits to all employees covered under these rules.

Health Insurance: The City of Lansing shall offer at the time of hire or during an annual open enrollment period the following choice of medical insurances. Coverage will be effective the first (1st) day of the month following the date of hire. If an employee chooses the non-base plan, they will be required to pay the difference between the base and non-base plan, in addition to any premium share.

Effective September 1, 2012:

- **Base** - includes a \$40.00 co-pay for office visits. Prescription drug co-pays are \$10/\$40/\$80. This plan includes a \$1000/single and \$2000/ family in network deductible and 80% co-insurance. Emergency room services have a \$250 co-pay and Urgent Care visits have a \$60 co-pay.
- **Option 1** - includes a \$30.00 co-pay for office visits. Prescription drug co-pays are \$10/\$40/\$80. This plan includes a \$500/single and \$1000/ family in network deductible and 80% co-insurance. Emergency room services have a \$150 co-pay and Urgent Care visits have a \$50 co-pay.
- **Option 2** - includes a \$20.00 co-pay for office visits. Prescription drug co-pays are \$10/\$20/\$40 or \$15/\$25/\$50 for Physician's Health Plan. This plan includes a \$500 calendar year limit on preventative services, emergency room services with a \$50 co-pay, and a 50% co-pay for mental health and substance abuse services.

For employees hired on or after July 1, 2007 double coverage for spouses employed by the City of Lansing will not be permitted. A waiver payment (opt-out program) for the spouse not receiving coverage will be made.

The Base Plan is as provided above. If the employee chooses to "buy up" to an optional plan (either Option 1 or Option 2) the employee will be responsible for any cost differential between the Base Plan premium and the premium of the selected optional plan chosen. Benefit summaries and rate sheets are available in the Department of Human Resources.

Vision Insurance: Employees are eligible for vision coverage under the VSP 12/12/12 plan. This plan provides vision exams, lenses and frames, and contact lenses with a co-pay. Benefit summaries are available in the Department of Human Resources.

Medical Insurance Opt out Program: Pursuant to the City of Lansing 125 Cafeteria Plan, employees may choose to opt-out of the City's health care plan annually, during an open enrollment period. An employee who opts-out of the City's health care plan will be eligible to receive \$1800.00 annually, in accordance with the procedures of the Medical Insurance Opt-Out Program.

Dental Insurance: The City pays the full premium costs for the Dental plan provided by the City, coverage includes the employee and family members. Coverage includes 100% coverage for cleaning; 50% coverage for treatment costs with an \$800 maximum per person per contract year. Employees and dependents will also receive orthodontic coverage which provides fifty percent (50%) of treatment costs with a \$1,500.00 lifetime maximum per person. Coverage is effective the first day of the month following thirty calendar days of service. Booklets and summaries are available in the Department of Human Resources.

Life Insurance: The City pays the premium for a base \$50,000 of group life and \$50,000 Accidental Death and Dismemberment Insurance for full-time regular employees. Life insurance coverage for dependents is available for a reasonable cost to the employee, in accordance with the following schedule:

Spouse	\$25,000
Unmarried child, age 14 days to 6 months	\$500
6 months to 23 years	\$2,000

Coverage is effective one (1) month and one (1) day following the date of hire. Summaries are available in the Department of Human Resources.

Longevity Bonus: Longevity bonuses shall be paid to employees as follows:

5 but less than 10 years service	2% bonus
10 but less than 15 years service	4% bonus
15 but less than 20 years service	6% bonus
20 but less than 25 years service	8% bonus
25 or more years	10% bonus

Following completion of five (5) years of continuous full time service by October 1 of any

year and continuing in subsequent years of such service, each employee shall receive annual longevity payments as provided in the schedule. Payments to employees who become eligible by October 1 of any year shall be due the subsequent December 1.

No longevity payment as above scheduled shall be made for that portion of an employee's regular salary or wage which is in excess of the negotiated maximum base wage, which is currently \$20,000.00.

Vacation: Effective immediately at the point of hire, any new appointment shall be credited with eighty (80) hours to one hundred twenty hours (120) vacation which is immediately available for use. Thereafter, employees will receive an additional eight (8) hours vacation for each year of additional full-time service, not to exceed a maximum vacation leave of 160 hours accrued in any given year, with a maximum corresponding accumulation of 400 hours per pay period. Upon separation from City service, the employee shall be paid for unused accrued vacation time up to a maximum of 400 hours, except in cases when fraud, theft, or embezzlement has resulted in discharge.

Sick Leave: Employees shall be credited with 3.7 hours of sick leave each pay ending (Approximately (1) one day per month without cap). Employees may use sick leave for absences due to his/her illness or injury, including pregnancy, or an illness or injury in his/her immediate family. No sick leave credit shall be accrued by an employee during an unpaid leave of absence. Upon separation from the City, the employees shall be paid 50% of accrued sick leave up to a maximum of 680 hours, except in cases when fraud, theft, or embezzlement has resulted in discharge.

An employee is eligible for a \$150.00 sick leave reimbursement should an employee use eight hours or less of sick leave between October 1 and September 30 of any year. Payment shall be made no later than December 15 each year.

Personal Leave: Employees receive two (2) personal leave days annually on January 1 or at time of hire. Personal days must be used by December 31 or they shall be forfeited.

<u>Holidays:</u>	New Year's Day
	Martin Luther King Birthday
	Good Friday
	Memorial Day
	Independence Day
	Labor Day
	Veterans Day
	Thanksgiving Day
	Friday after Thanksgiving Day
	Day before Christmas
	Christmas Day
	Day before New Year's Day

Bereavement: At the time of the death of a spouse, child, step-child, parent, step-parent and parent of a current or deceased spouse, an employee will be entitled to use a maximum of the next five (5) working days with pay, not to be deducted from the accumulated sick leave, to arrange for and/or attend a funeral or memorial service. Additional time may be taken off with the approval of the department head and charged

to vacation, personal leave or compensatory time.

An employee will be entitled to use a maximum of three (3) working days with pay, not to be deducted from the accumulated sick leave to make arrangements and attend a funeral or memorial service for any other immediate family member. "Other immediate family" shall mean niece, nephew, brother, sister, brother-in-law, sister-in-law, grandparents, grandparents-in-law and grandchild.

Moving Expenses: Moving expenses for employees required to move more than 50 miles may be paid if it is deemed necessary to ensure the recruitment of a highly qualified applicant. This payment shall be limited to a maximum of up to \$4,000. Authorization of such payment shall be contingent on availability of budget appropriation, and on the move being made to within the corporate City limits of Lansing.

Education Reimbursement: Employees covered herein shall be eligible for educational cost reimbursement benefits up to \$500.00 annually for job related courses. Such courses must have prior approval in writing and must be taken on personal time to be eligible for reimbursement. All requests must be made in writing and courses must be satisfactorily completed with a grade of 2.5 or better.

Parking/Transportation Subsidy: Employees covered herein shall have parking provided at no cost.

City of Lansing 125 Cafeteria Plan:

Medical and Dependent Care Reimbursement: Employees have the opportunity to pay for unreimbursed medical expenses, and dependent care costs with pretax dollars through AFLAC. AFLAC also offers supplemental insurances that may purchased on a pretax basis through payroll deduction. Unreimbursed medical will be limited to \$2,500 per plan year.

Retirement Plans

Deferred Compensation Plan: Employees shall be eligible to participate in the City's deferred compensation plan as may be offered by the City. Currently this plan includes investment options from Aetna Life & Annuity and T. Rowe Price. The employee may contribute up the maximum as allowed by law annually through payroll deduction or as revised by the Deferred Compensation Committee. For a bi-weekly employee the minimum contribution is \$25.00 per pay period. Summaries are available in the Department of Human Resources.

Defined Benefit Retirement Plan: Employees hired prior to August 26th, 2019 will belong to the City of Lansing General Employees Retirement System (ERS) except for current Police and Fire Chiefs who shall belong to the Police and Fire Retirement System. Vesting, retirement factor multipliers and effective dates for calculation are all governed by Ordinance Chapter 292. Commencing October 1, 2003, the retirement factor for full time members will be one and six tenths percent (1.60%). Employee contributions for retirement will be six and five-tenths percent (6.50%) and deducted on a pretax basis.

As provided by ordinance; for service after September 30, 2003 the annual retirement amount is calculated at 1.6 times the final average compensation for the first 35 years of credited service. The maximum pension allowance will be equal to 100% of an employee's final average compensation. Eligibility, for regular retirement, will be age 50 with 25 or more years of service or age 58 with 8 or more years of service.

Vesting, retirement factor multipliers, and employee contribution for employees hired prior to October 29, 1990, shall be as provided in the ERS Ordinance Chapter 292.

Defined Benefit Retirement Systems

Police and Fire Retirement Plan: An employee hired into a position subject to the Executive Management Plan Personnel Rules who was a member of the Police and Fire Retirement System or the Employee Retirement System (ERS) on the day before his/her date of hire into the Executive Management Plan position shall remain a member of the Police and Fire Retirement System or the Employee Retirement System (ERS), whichever is applicable.

Defined Contribution Retirement Plan

New Executive Management Employees hired on or after August 26th, 2019 who were not vested members of the ERS Plan or the Police and Fire Retirement System Plan prior to being hired – will only become eligible for retirement benefits under the City's Defined Contribution Plan.

The Defined Contribution Plan retirement benefits for the new Executive Management employees will include the following provisions:

1. Mandatory pretax pickup employee contribution of 3%;
2. Mandatory employer pickup contribution of 3%;
3. A one-time pretax irrevocable voluntary irrevocable pickup election of 0%-5%.
4. An employer match of the voluntary one-time pickup election up to a maximum of 3% of compensation;
5. 100% of employer contribution account vesting upon completion of three (3) Defined Contribution Plan years of service.

Retirement Health Care: For all employees hired after October 29, 1990 and before July 1, 2007, the City agrees to provide retirement health care coverage of 55% of the designated base plan premium after completing 8 years of full time service, 75% of the premium after 12 years of service, and 100% of the premium after 15 years of service. Retirement health coverage shall begin at the date of termination of employment with the City provided the employee is age 55.

For all employees hired on or after July 1, 2007, the City agrees to provide retirement health care coverage after completion of 15 years of service provided the employee is age 55. Coverage will include the eligible employee and no coverage for spouse and/or dependants. Coverage for spouse and/or dependants can be purchased, if desired.

Employees shall become eligible retirees for the purpose of retirement health care coverage when they are eligible to receive age and service retirement benefit payments (deferred or immediate) or a disability retirement under the terms of the General Employees' Retirement System or Police and Fire Retirement System ordinance, whichever is applicable, consistent with the practice then in effect, provided that the employee works at least 15 years or otherwise qualified under these Executive Management Plan Fringe Benefits.

Retirement health care will be consistent with the health care plan designs available to active Executive Management Plan employees. For retirees on or after July 1, 2007, the cost for insurance coverage paid by active Executive Management Plan employees, will also be paid by the retiree, including premium share, "buy up" differential costs, deductibles, co-pays, etc. Retirees shall convert to complimentary coverage at their Medicare eligibility date.

Summary information regarding the Plan is available in the Department of Human Resources.

Mileage Reimbursement: Subject to the discretion of the Mayor, and pursuant to City Policy, Employee may receive mileage reimbursement.

Sworn Employee Provision:

Fire Chief - As provided to L.F.D. employees who are on a forty hour week schedule and are required to wear a uniform, the Fire Chief will receive an annual uniform maintenance allowance.

Police Chief - As provided to F.O.P. Supervisors, the Police Chief will receive a clothing allowance of two percent (2%) of his/her base wage.

Classification/Compensation: Compensation and classification shall be administered by the Department of Human Resources and established through job content evaluation and wage line administration pursuant to the City's adopted classification/compensation plan.

Subsequent increases in compensation levels for Executive Management Plan employees shall be determined by the Mayor in accordance with provisions at the same level and date provided to other City employees.

Upon separation from City service employee shall receive a lump sum payment for 100% of accrued vacation (to a maximum of 400 hours), 50% of accrued sick leave (to a maximum of 680 hours), and 100% of accrued personal leave.

Department of Human Resources, 8th Floor City Hall, 124 West Michigan Avenue,
Lansing MI 48933. Phone: 483-4014

285	Rev. 11/17/2017 Severance
286	Rev. 9/1/2012 health care base plan/buy ups
287	Rev. 9/1/2011
288	(Rev. 11/25/2007
289	(Rev. July 1, 2007)
290	(Rev. April 13, 2007)
291	(Rev. January 12, 2002)
292	Rev. January 1, 2001)
293	
294	
295	

RESOLUTION #2018-246

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

WHEREAS, the Charter of the City of Lansing requires the Council to adopt an annual statement of Budget Policies and Priorities serving to guide the Administration in developing and presenting the Fiscal Year ~~2019-2020~~ 2020/2021 Budget; and

WHEREAS, the City Council established the following Mission/Vision and goals; and

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
 - a. The City's diverse economy generates and retains (sustains) high quality stable jobs that strengthen the sales and property tax base and contribute to an exceptional quality of life.
 - b. The City is governed in a transparent, efficient, accountable and responsive manner on behalf of all citizens.
 - c. The City's neighborhoods have various resources that allow them to be on a long term viable and appealing basis.
 - d. Support economic development initiatives that promote and retain new industries and markets.
- II. Securing short and long term financial stability through prudent management of city resources.
 - a. Wise stewardship of financial resources results in the City's ability to meet and exceed service demands and obligations without compromising the ability of future generations to do the same.
 - b. Pursue and facilitate shared services regionally that allow for cost savings and revenue enhancement.
 - c. Support initiatives that build the City's property and income tax base.
- III. Providing reliable, efficient and quality services that are responsive to the needs of residents and businesses.
 - a. The City's core services and infrastructure are efficiently, effectively and strategically delivered to enable economic development and to maintain citizen's health, safety and general welfare.
- IV. Adopting sustainable practices that protect and enhance our cultural, natural and historical resources.
 - a. Seek partnership opportunities with educational and corporate institutions and to maintain and expand our talent base.
 - b. Create vibrant places, support events and activities that showcase our waterfront and green spaces.
 - c. Raise the level of support for projects and initiatives that showcase local and state history.

V. Facilitating regional collaboration and connecting communities.

- a. The City has a safe efficient and well connected multimodal transportation system that contributes to a high quality of life and is sensitive to surrounding uses.
- b. Seek a balanced distribution of affordable housing in the tri-county region.

WHEREAS, the City Council would like to continue its commitment, if funding is available, to:

- Maintain and improve the City's infrastructure;
- Preserve and ensure clean, safe, well-maintained housing and neighborhoods;
- Provide comprehensive and affordable recreational programs and youth and family services;
- Explore alternatives for improved efficiency in service and delivery; and

WHEREAS, in considering these Fiscal Year ~~2019-2020~~ 2020/2021 Budget priorities, the Administration is encouraged to ascertain the feasibility of funding any new programs through either the reduction of spending in existing program areas or the exploration of new funding sources that would assure the sustainability of the program; and

WHEREAS, the Administration was encouraged to supplement, not supplant any existing resources for police, fire and local roads with the General Fund revenues collected under this millage; and

WHEREAS, the Administration is requested to include in its Fiscal Year ~~2019-2020~~ 2020/2021 Budget, the necessary funding to accomplish all requested plans, studies, evaluations, reviews, report submissions, program assessments, and analyses noted within this resolution below, or alternatively documentation as to why such activities are prohibitively costly; and

WHEREAS, the Lansing City Charter states that the budget proposal due on the fourth Monday in March of each year shall contain "the necessary information for understanding the budget" and how the proposal addresses the priorities proposed by the City Council.

NOW BE IT RESOLVED, that the Lansing City Council, hereby, acknowledges that the City will likely need to adopt, at best, a budget which recognizes the structural changes that are the result of lost revenues and future liabilities, encourages the Administration to prudently develop next year's budget with the following conditions:

- Protection of public and emergency services.

BE IT FURTHER RESOLVED, that the Administration is requested to review the attached statement of policies and priorities and implement those items that would boost efficiencies to increase productivity or reduce costs, that could replace existing programming, or if funding becomes available, that could be considered as new programming; and

BE IT FURTHER RESOLVED, that the Administration is requested, to the extent practicable, to include non-appropriations clauses and other similar out provisions in existing and future leases, and vendor contracts upon review of City Council; and

NOW THEREFORE BE IT FURTHER RESOLVED that the Administration is requested to develop and provide all plans, studies, evaluations, reviews, report submissions, program assessments, and analyses noted as set forth below in this resolution, or alternatively, documentation as to why such activities were prohibitively costly, by the fourth Monday in ~~March 2019~~ March 2020.

- I. Promoting a vibrant, safe, healthy and inclusive community that provides opportunity for personal and economic growth for residents, businesses and visitors.
 - a) The City's diverse economy generates and retains (sustains) high quality stable jobs that strengthen the sales and property tax base and contribute to an exceptional quality of life
 - (1) Economic Development For presentation to City Council beautification standard/expectation and a storm water mitigation plan for all proposed development projects that receive incentives from the City. Such standards should serve as a planning and economic development tool that will enhance property values, create jobs, and revitalize neighborhoods and business areas. These standards and plan should be presented to the City Council.
 - b) The City is governed in a transparent efficient accountable and responsive manner on behalf of all citizens.
 - (1) A delineation of recommendations of the Financial Health Team, noting which recommendations have been implemented, which are in the FY ~~2018/2019~~ 2020/2021 proposed Budget, which are planned to be implemented at a future time, and which have been determined not to be implemented at any time. A timetable for future implementation is requested.
 - (2) Supplemental Accounting Level Detail. A plan and timeline for the implementation of performance-based budgeting.
 - (3) Development and analysis of a cost recovery schedule for City services.
 - (4) Development of a return on investment analysis for all proposed changes in City services.

- (5) Identification of, and a complete and ongoing analysis of, the City's structural deficits and the Administration's plan to eliminate the same.
 - (6) Incorporate into the proposed Budget a 5-Year projection of revenues and expenditures.
 - (7) Continue to invest one-time money into Retirement & OPEB obligations and how to increase funding.
 - (8) Continue to invest one-time money into Infrastructure, including sidewalks.
 - (9) Continue to invest one-time money into hardware and software investments for City operations.
- c) The City's neighborhoods have various resources that allow them to be long term viable and appealing.
- (1) A researched report on surrounding community models for neighborhood organization technical support structure within the City.
 - (2) Working with the City Attorney and Code Compliance Division to expedite improvements or closure of abandoned, neglected, and burned out houses and commercial buildings by using the International Property Maintenance Code (IPMC) and adopt the latest version of the IPMC from the State of Michigan. Development of aggressive policies to deal with problematic property owners.
 - (3) Food Access: Together with the City of Lansing Economic Development Corporation development of a plan should increase quality food access throughout the City using all incentives available.
 - (4) Code Compliance: Assurance that the Code Compliance Department is conducting the appropriate inspections and issuing appropriate fines to ensure the buildings in our City are safe and that we have quality neighborhoods and conduct a study of Code Compliance to determine a level of service for first time inspections and re-inspections assuring the safety of the housing stock for residential and mobile homes.
 - (5) Further expand down payment assistance programs with employers to encourage employees to live in the City of Lansing, and encourage employment of Lansing Residents.

- d) Support economic development initiatives that will promote and retain new industries and markets.
 - e) Funding through HRCS for a G.E.D. program that targets lower income areas.
- II. Securing short and long-term financial stability through prudent management of City resources.
- a) Wise stewardship of financial resources results in the City's ability to meet and exceed service demands and obligations without compromising the ability of future generations to do the same.
- (1) Administration is requested to submit the following list of deliverables when they are due per City Charter and State Statute and adhere to them based on these priorities.
- (a) Comprehensive Annual Financial Audit (CAFR) annually, no later than December 31st of each year, in accordance with the State Statute.
 - (b) During the months of October, January and April of each fiscal year, the Director of Finance's written report showing the control of expenditures. (Charter- Article 7-110)
 - (c) By September 1st of each fiscal year, a written budget update report so that Council can review their standings on current budget items in preparation for the Council required creation of Budget Policies and Priorities that need to be adopted by October 1, 2019. (Charter- Article 7-102)
 - (d) No later than the last regular City Council meeting in January of each year, a State of the City report to the City Council and to the public. (Charter- Article 4 -102.4)
 - (e) The Proposed Budget with annual estimate of all revenues and annual appropriation of expenditures no later than the 4th Monday in March of each year. (Charter – Article 7-101)
 - (f) A presentation to Council of each department budget in preparation for Council to adopt the Budget Resolution no later than the 3rd Monday in May each year.

- b) Pursue and facilitate shared services regionally that allow for cost savings and revenue enhancement.
 - (1) Pursue partnerships with stakeholders, (intra municipal and intergovernmental), to align services in relation to public services.
 - (2) Facilities Plan: Submit to the City Council a five and ten-year Master Facilities Plan including school and county facilities that are used for current and future City uses. City Council is also requesting that the Administration continue to work on any delayed maintenance issues with regard to all City Facilities.
- c) Support initiatives that build City's property and income tax base

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

- a) The City's core services and infrastructure are efficiently, effectively and strategically delivered to enable economic development and to maintain citizen's health, safety and general welfare.
 - (1) Establish funding for two additional Code Compliance Officer as well as an additional support staff to track down property owners that have not scheduled re-inspection and to research properties suspected of being unregistered rentals.
 - (2) City-wide Emergency Preparedness: Allocation of sufficient funding for the Emergency Management Division to prepare City Employees with appropriate emergency training, continue efforts to prepare the public and neighborhood groups to assist in emergencies, and provide basic search and rescue operations and necessary emergency equipment at key City facilities, and communicate the plan to the Lansing City Council and the public. Updated and continual training should be provided. The Administration shall assist residents in times of unforeseen disasters.
 - (3) Fire Facilities Maintenance: The Administration is to conduct a study of the maintenance needs of all fire stations and report to City Council an update of the status of the study by the 4th Monday of March. Along with a funding recommendation for short and long-term improvement to these structures.
 - (4) Regionalism: The Administration should continue with the current regional efforts and look into the possibility of expanding the efforts.

- (5) Police-Community Relations: Designate funding to help the Police Department to ensure the improvement of police-community relations. Reaffirming the City's commitment to equality and freedom for all people regardless of actual or perceived race, sex, religion, ancestry, national origin, color, age, height, weight, student status, marital status, familiar status, housing status, military discharge status, sexual orientation, gender identification or express, mental or physical limitation, and legal source of income.
- (6) Crime Prevention: Designate funding to invest in programs for long-term crime prevention strategies.
- (7) Allocate Overtime for Problem Solving Area: Designate sufficient funding for overtime for police officers to address problem solving to help certain crime and address quality of life issues.
- (8) Community Policing: Continue and increase funding along with searching for grant funds for COPs in neighborhoods with a goal not only to reduce crime but to stabilize the neighborhood over an extended period of time that will help to ensure its ability to rebound.
- (9) Establish a Community Policing within the 2nd Ward.
- (10) Leadership vacancies: Develop and implement a plan and timeline to fill all funded vacancies and provide a report to City Council.
- (11) Front –loading of Police Officers: Continue to front-load Police Officers so that we have officers ready to take the road when officers retire.
- (12) Increase street sweeping, especially areas heavily traversed by bikes.
- (13) A study to determine the effectiveness of traffic calming and what measures may be successful and funding to implement.

IV. Adopting sustainable practices that protect and enhance our cultural, natural and historical resources.

- a) Seek partnership opportunities with educational and corporate institutions and to maintain and expand our talent base.
- b) Create vibrant places, support events and activities that showcase our waterfront and green spaces.
 - (1) Trail/Greenways Encouraging the Parks and Recreation Department to work collaboratively with the Tri-County Planning Commission to

develop/expand our citywide/regional trail system and seek opportunities to reduce expenses in this effort. Additionally, look at the feasibility of connecting the River Trail (through bike lanes/Greenways to Trails) where there is currently no access to the trail.

- c) Raise the level of support for projects and initiatives that showcase local and state history.

V. Facilitating regional collaboration and connecting communities

- a) The City has a safe efficient and well-connected multimodal transportation system that contributes to a high quality of life and is sensitive to surrounding uses.
 - (1) Corridor: City Council encourages the Administration continue to develop a plan and report its status to the Lansing City Council that seeks to revitalize and enhance all major corridors that lead into the City.
- b) Seek a balanced distribution of affordable housing in the tri-county region.

OPTION TO ADD THE 2019 BOARD OF PUBLIC SERVICE LIST HERE

~~RESOLVED, recognizing the financial challenges facing the City of Lansing ("City") and its Public Service Department ("Department"), including the Department's obligations to comply with numerous mandates, including unfunded mandates, the Lansing Board of Public Service supports the efforts of the Department.~~

~~RESOLVED, the Board of Public Service supports and recommends the following budget priorities to the Lansing City Council for consideration with Council's Budget Policies and Priorities for the Fiscal Year July 1, 2018 – June 30, 2019:~~

- ~~1. General Fund levels should be increased for implementation of the City's Street System Asset Management Plan, and for additional funding for reconstructing neighborhood streets with a Pavement Surface Evaluation Rating of 4 or lower;~~
- ~~2. Continued implementation of the recommendations in the City's Complete Streets Ordinance, and funding of the sidewalk gap closure program, sidewalk repairs and right-of-way maintenance and improvement, consistent with keeping safety a priority;~~
- ~~3. Increase funding to update and improve the fleet of city vehicles, with specific priority for the Public Service Department;~~

4. Continued support for maintaining, keeping current and updating of the City's Cityworks Asset Management Software, consistent with legal requirements and improved efficiencies, along with other financial considerations;
5. The City should approve a budget to: (i) expand opportunities for multi-family residential and business recycling; and (ii) implement organic waste recovery;
6. Explore the establishment of a Material Recovery Facility (MRF) for the recovery of recyclable commodities; and
7. The Department's efforts to secure approval for the implementation of the Wet Weather Program, submitted to the Michigan Department of Environmental Quality in 2011.

RESOLVED, as the Department generates savings through improved efficiencies in service delivery and other areas, these savings should be maintained within the Department.