



AGENDA
Committee of the Whole
Monday, August 26, 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 12, 2019
4. **Public Comment on Agenda Items (Up to 3 Minutes)**
5. **Discussion/Action:**
 - A.) **ORDINANCE-** Amendment Chapter 288 Section 288.21 – Chief Strategy Officer
 - B.) **RESOLUTION** – Polling Location Changes; Ward 3-Precinct 28; Ward 3-Precinct 29; Ward 3-Precinct 31
 - C.) **RESOLUTION** – Townsend Ramp Unappropriated process to the Flood Plain Remapping Project

{Closed Session}

 - **RESOLUTION** – Workers Compensation Claim – WC2062876-01055
 - Pursuant to MCL 15.268(e); Consult with the City Attorney in connection with specific pending litigation. An open meeting will have a detrimental financial effect on the litigating or settlement position of the Lansing City Council.

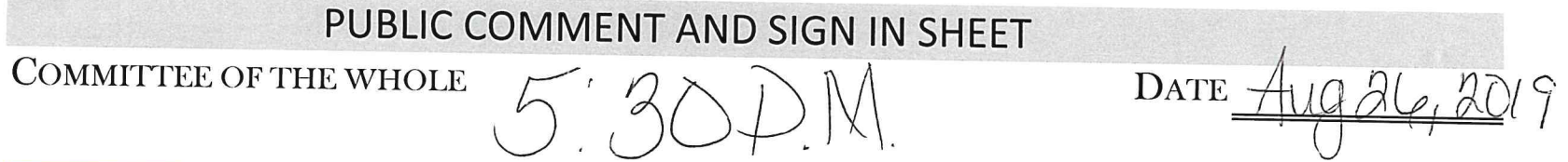
{Reconvene}

Discussion/Action – CONTINUED

 - D.) **RESOLUTION** – Workers Compensation Claim – WC2062876-01055
6. **Other:**
 - FY2020/2021 – Budget Priorities
7. **Adjourn**

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

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



5.30 P.M

DATE Aug 26, 2019

NAME _____

Purpose for Attending

PHONE

(517) 230-0034

412-715-5212

Annex B

Mary Reynolds

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MINUTES **Committee of the Whole** **Monday, August 12, 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- arrived at 5:42 p.m.
Councilmember Jeremy A. Garza- excused
Councilmember Adam Hussain
Council Member Brian T. Jackson
Councilmember Peter Spadafore - excused
Councilmember Patricia Spitzley
Councilmember Jody Washington
Councilmember Carol Wood

OTHERS PRESENT

Sherrie Boak, Council Staff
Jim Smiertka, City Attorney
Lisa Hagen, Assistant City Attorney & Council Legal Analyst
Samantha Harkins, Deputy Mayor
Eric Brewer, Council Internal Auditor
Nick Tate, City Labor Negotiator
Loretta Stanaway
Mary Reynolds

Minutes

MOTION BY COUNCIL MEMBER SPITZLEY TO APPROVE THE MINUTES FROM AUGUST 5, 2019 AS PRESENTED. MOTION CARRIED 5-0.

Public Comment on Agenda Items

Ms. Stanaway asked the Committee to review the Lansing Connect program, asked the Committee to pursue oversight of the recommendations from the Chief Strategy Officer, and lastly asked them to assign more funds in the next budget for LPD officers.

Ms. Reynolds spoke to the Committee on areas in Lansing she believed needed assistance.

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DISCUSSION/ACTION

RESOLUTION– City of Lansing Defined Contribution Plan Amendment

Council President Wood spoke briefly on past practices of the previous Administration and their exit benefits. Council at the time worked with the Administration and approved an Executive Management Fringe Benefits Plan. It was noted Council cannot make changes but can say “yes” or “no” to what is proposed. Recently the current administration referred a resolution that would change the options for the Executive Management retirements plans.

Council Member Spitzley referred to the proposed resolution, and in comparison to the Fringe Benefits plan itself, there was a date inconsistency from August 1, 2019 on one document and August 26, 2019 on the other. Mr. Smiertka confirmed the dates should reflect August 26, 2019 on each document. Mr. Tate outlined the changes in the document beginning on page 5. Council President Wood asked if a current employee is promoted after August 26, 2019 do they stay in the defined benefit and Mr. Tate confirmed. Council Member Spitzley referred Mr. Tate to page 5, line 215 where it stated a one-time option and asked if that can only be done at time of hire, and Mr. Tate confirmed. Council President Wood asked if the Retirement Health Care was changing, and Mr. Tate stated that will remain at 12 years of service and they are not proposing any change. Council Member Jackson referred Mr. Tate to page 5, lines 220-221 and asked for the rationale on three (3) years. Mr. Tate explained that the primary consideration was in terms of recruiting, and in the case of an administration change, and making positions more competitive in the market. Council President Wood asked if they were proposing for the unions, and Ms. Harkins stated it was for executive, mayoral staff and non-bargaining. Mr. Smiertka clarified that the only change in the proposed resolution would be the date to change to August 26, 2019. Council Member Jackson then asked who proposed the recommendation. Council President Wood confirmed it was referred from the Mayor's office. Ms. Harkins added that the Financial Health Team also made a recommendation as well, and she noted the Mayor also thought that proposing this would help to change the landscaping in the legacy costs. She concluded by confirming this is for new employees, and does not affect anyone in the current positions. Council Member Jackson asked why this was not waiting until after the hiring of the Chief Strategy Officer, and Council President Wood asked how many employees this would effect, and Ms. Harkins stated there are 14 department heads currently, and those are not affected. There are 8 staff in the Mayor's office and of those 6 are full time, and in the non-bargaining units there are 12-15 positions. Council President Wood asked how many of those 40 would be affected because the position is currently vacant. Ms. Harkins agreed it would be currently the IT Director position and the Chief Strategy Officer, and believe now is a good time to make the change with the hiring of the CSO and giving them a pension would not reflect well in the goal for the retirement, so the new person would be under this new plan.

MOTION BY COUNCIL MEMBER SPITZLEY TO APPROVE THE RESOLUTION FOR THE DEFINED CONTRIBUTION PLAN AMENDMENTS. MOTION CARRIED 6-0.

DISCUSSION/RESOLUTION – Introduce and Set Public Hearing; Ordinance Amendment Chapter 288 Section 288.21 – Chief Strategy Officer

Mr. Smiertka noted that based on the last discussion on August 5, 2019, item (C) on page 2 was amended to blend the responsibility to Council with the responsibility to the Administration and Mayor's office. In the Charter, under appropriations, there are obligations put on the Legislative body and in the case of the CSO, that person will have to directly submit through the Mayor their suggested appropriations and budget. Council Member Spitzley acknowledged that the statement was not envisioned that way during the budget process for this position and the intent was for Council to be given the reports so to assist in looking at recommendations by CSO. It was also noted by Committee that since Council does the budget, they need to plan accordingly and do their due diligence. In the future there may not

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always be the support and flow of information from Mayor to Council. Council Member Jackson referenced page 2, lines 1-17 that speak to the Charter itself, which does not clearly stated the Council rights, and so asked what role the Council wants. Council Member Washington referenced page 2, line 16 which stated “regular schedule” and requested something written, defined and possibly a regularly scheduled conference so the CSO can adhere to it. Council President Wood stated in her opinion that she would suggest a set meeting schedule, passed by resolution, similar to the City Council and Committee of the Whole meeting schedule. Mr. Smiertka noted it did say “mutually agreeable regular schedule”, so if there is a willingness to set a regular schedule of specific dates, it can be done by resolution. Council President Wood proposed have the CSO attend the meetings when the quarterly reporting and vacancy report are done.

MOTION BY COUNCIL MEMBER SPITZLEY TO APPROVE THE RESOLUTION FOR INTRODUCTION AND SETTING A PUBLIC HEARING OF AUGUST 26, 2019 FOR THE ORDINANCE AMENDMENTS FOR CHAPTER 288 SECTION 288.21.
MOTION CARRIED 6-0.

Council President Wood stated that due to a timeline provided to her by the Mayor, the Council could take action the same night as the hearing.

DISCUSSION- Lansing Connect

Council President Wood stated to Ms. Harkins that Council Members receive multiple concerns with the Lansing Connect program, including but not limited to access, putting in a complaint, not being user friendly, tracking, and the system not working.

Council Member Jackson stepped away from the meeting at 6:07 p.m.

Examples were provided were the system states it is “closed” or taken care of, however the issues still exists on the property and nothing is done. Ms. Harkins admitted it is not just an IT issue, but throughout the entire user data base. Council Member Hussain asked who the Administrator of the program was, and how it is channeled. Ms. Harkins admitted that position of administrator is currently vacant because they had offered it to someone but they did not take it, so it is being posted again. Currently however, she added, there are employees in Public Service that are active in the program daily and two (2) employees in IT that have been addressing any issues. Ms. Harkins then went onto explain that depending on the issue, it goes to the appropriate department that can address it, such as sidewalks to public service.

Council Member Jackson returned to the meeting at 6:10 p.m.

Ms. Harkins did also admit the feedback loop does not work the way it should. It was noted that the staff would be meeting on August 13, 2019 to go over the program. Council Member Hussain noted nuisance issues that should evidently be going to Code Enforcement, however he was able to provide examples of violations that have been open for 53-74 weeks. Ms. Harkins stated that from reviewing the program it appears that 29% of the complaints are pot holes and those are referred to Public Service, and she noted in the case of those, Public Service will look at them and if they determine they cannot be filled but the whole area needs to be addressed it is not closed, but appears closed. She also pointed out that street lights are addressed by BWL and they do not have access to City Works. Council Member Hussain stated his opinion that the issues deal with training and consistency. Ms. Harkins admitted there is a struggle with waiting on compliance and what the next step is. Council Member Hussain also pointed out the mapping issue where the program does not recognize an address. Ms. Harkins made a note of that and stated she would ask that in the August 13th meeting. Council Member Spitzley asked Ms. Harkins to also find out what “closed” means

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because they are not always resolved, and the system should be checked for better feedback language. She then asked Ms. Harkins to provide Council with direction on what they should be telling the residents on these complaints, and Ms. Harkins stated she would follow up with Council on it. Council Member Dunbar suggested including in the program an option for a photo to be added by staff when it is evident it is resolved and closed. Council Member Washington stated to Ms. Harkins she will not recommend to anyone to use the program, and encouraged the Administration to look into something else. Council President Wood added an interest in finding out the cost of the system, if there is a user fee and what that is, if there are guarantees, and if there was a system contractor on site during the implementation. Council Member Hussain asked Ms. Harkins to ask for an option to add "other" to make it user friendly.

Ms. Harkins was asked to update on a resolution at the Committee at their September 8, 2019 Committee meeting.

Other

Council President Wood informed the Committee that the FY Budget Priorities for FY2020/2021 will be reviewed again with final review on 9/23/2019 and action on 9/30/2019 at Committee and Council. They were asked to take to their individual Committees for discussion as well.

ADJOURN

The meeting was adjourned at 6:26 p.m.

Respectfully Submitted by,

Sherrie Boak, Recording Secretary

Lansing City Council

Approved by the Committee on

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: _____

RESOLUTION #2019-

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

WHEREAS, the Elmhurst School is the Polling Place for Ward 3, Precinct 28 and Ward 4, Precinct 32; and

WHEREAS, the Lewton School is the Polling Place for Ward 3, Precinct 31 and Ward 4, Precinct 33; and

WHEREAS, both Elmhurst School and Lewton School have limited space for two precincts; and

WHEREAS, City Clerk Chris Swope recommends that the Polling Place for Ward 3 Precinct 28 and Ward 3, Precinct 31 both be moved to Dwight Rich School; and

WHEREAS, City Clerk Chris Swope recommends that Ward 4, Precinct 32 remain at Elmhurst School and that Ward 4, Precinct 33 remain at Lewton School; and

WHEREAS, Averill School is the Polling Place for Ward 3, Precinct 30; and

WHEREAS, City Clerk Chris Swope recommends that the Polling Place for Ward 3, Precinct 30 be moved to Tabernacle of David Church.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, relocates the Polling Place for both Ward 3 Precinct 28 and Ward 3, Precinct 31 be moved to Dwight Rich School at 2600 Hampden Road effective with the November 5, 2019 City General Election.

BE IT FURTHER RESOLVED that the Lansing City Council, hereby, relocates the Polling Place for Ward 3, Precinct 30 be moved to Tabernacle of David Church at 2645 W Holmes Road effective with the November 5, 2019 City General Election.

BE IT FURTHER RESOLVED that the City Clerk shall notify the Registered Electors of Ward 3, Precinct 28; Ward 3, Precinct 30; and Ward 3, Precinct 31 of the relocations.

BE IT FINALLY RESOLVED that the City Clerk shall work to ensure proper signage to assist relocated voters in finding their Polling Place.

City of Lansing Proposed Precinct Relocations



Chris Swope
Lansing City Clerk

Proposed Relocations



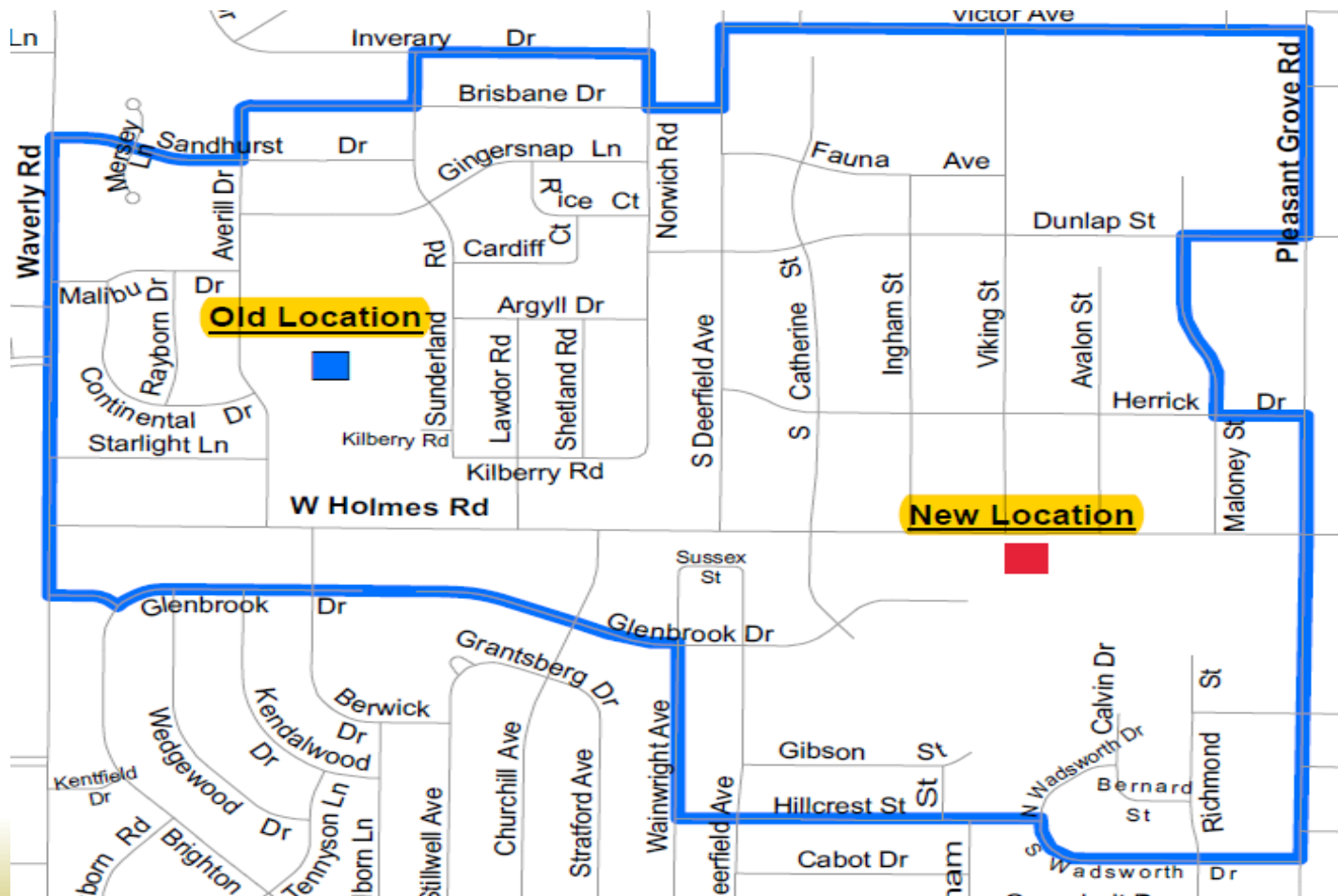
- ✧ Moving locations without adequate space for voters
- ✧ New locations will improve voter experience:
 - ✧ Larger, more spacious rooms to vote
 - ✧ Better parking
- ✧ Implementation prior to the November 5, 2019 General Election in preparation for higher expected turnout in 2020 elections

Ward 3 Precinct 30



- ❧ Ward 3 Precinct 30 will move from Averill School to Tabernacle of David Church located at 2645 W. Holmes Rd.
- ❧ Tabernacle Church has a large, climate controlled gym and lots of parking to accommodate voters
- ❧ Tabernacle Church currently serves as a polling place for Ward 3 Precinct 29
- ❧ Averill School has inadequate space and parking to handle the turnout for this precinct

Ward 3 Precinct 30



Ward 3 Precinct 28 & Precinct 31



- ❧ Ward 3 Precinct 28 and Precinct 31 will move from Elmhurst School and Lewton School, respectively, to Dwight Rich School located at 2600 Hampden Dr.
- ❧ Dwight Rich has a larger space and better parking to accommodate voters
- ❧ Both Elmhurst and Lewton do not have enough space and parking to handle the turnout

Ward 3 Precinct 28



Polling Location Precinct: 3-28



Ward 3 Precinct 31



Proposed Relocations



- ❧ Relocations require 60 day notice to voters
- ❧ City Clerk will notify all affected voters
- ❧ City Clerk will ensure signage is posted at both old and new locations to assist voters
- ❧ Implemented for the November 5, 2019 Election
- ❧ Planning ahead for turnout in 2020

RESOLUTION # _____

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

WHEREAS, in consideration of the sale of the City's Townsend parking ramp to the State of Michigan; and

WHEREAS, the Mayor previously submitted to this Council a proposed supplemental appropriation of excess Townsend Ramp proceeds; and

WHEREAS, the City has 1000 homes and businesses located in the floodplain with 560 of those in the floodplain of the Red Cedar River; and

WHEREAS, the Red Cedar flood plain has been found to have changed since it was last studied in 1978; and

WHEREAS, because of reforms to the National Flood Insurance Program, flood insurance rates are increasing significantly; and

WHEREAS, correctly remapping the flood plain of the Red Cedar River will result in lower flood insurance rates for residents as well as preserving property values in flood plain neighborhoods; and

WHEREAS, Red Cedar flood plain residents will benefit in one of two ways: first, between 50 and 200 homes will be removed from the floodplain by remapping and will no longer be subject to floodplain regulations and requirements; second, businesses that remain in the flood plain will see an immediate reduction in their flood insurance rates, and homes that remain in the flood plain will see less of an increase in their rates over time:

NOW, THEREFORE, BE IT RESOLVED that \$60,800.00 from the unappropriated Townsend Ramp proceeds be appropriated and applied toward the Flood Plain Remapping Project.



City of Lansing

OFFICE OF THE CITY ATTORNEY

TO: Ways and Means Committee

FROM: F. Joseph Abood, Chief Deputy City Attorney

DATE: August 22, 2019

RE: WC Settlement 2062876-01055



CompOne Administrators, Inc. has evaluated this claim for settlement. We have negotiated a settlement of \$70,000.00 to release all past, present and future claims against the City of Lansing.

The Mayor, the Law Department and the Department of Human Resources support the recommendation for settlement and the Department of Human Resources advises that funds are available in the Workers Compensation Claims account. We are requesting your approval of the redemption of this case.

Please contact this office as soon as possible with any concerns you may have regarding the redemption of this claim.

cc: Linda Sanchez-Gazella, Human Resources Director
Kathy Woodman, Health & Wellness Administrator
Elizabeth O'Leary, Employee and Labor Relations Specialist

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BY THE COMMITTEE OF THE WHOLE

RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, it is proposed that a claim be resolved by virtue of entering into a settlement agreement with claimant 2062876-01055, in which, the City of Lansing would agree to pay Plaintiff the sum of Seventy Thousand Dollars (\$70,000.00) in exchange for a complete redemption and release of the City from any past, present, and future liability regarding any alleged injuries/illnesses whatsoever;

WHEREAS, the proposed settlement is recommended by the Mayor, the Department of Human Resources Director, the City of Lansing's Fund Administrator, and the City Attorney;

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council hereby approves the payment of Seventy Thousand Dollars (\$70,000.00) pursuant to said proposed settlement agreement as a full and final settlement of said action.

BE IT FINALLY RESOLVED that the City Attorney is authorized to prepare and execute the requisite documents to complete settlement of the aforementioned lawsuit.

Approved for placement on the City Council
Agenda:

City Attorney

Date

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.

MEMO: Ordinance Amendments to Chapter 1300 Marihuana Establishments/Operations

FROM: Carol Wood, Chair of Public Safety Committee & President of City Council

DATE: August 26, 2019

The City Council was given a draft ordinance from Mayor Schor to amend Chapter 1300 Marihuana Establishments/Operation.

The Committee has been working on the ordinance every week in order to meet the timeline that requires Council to adopt an ordinance and have it in place by November 1, 2019.

There were certain items within the ordinance that were not conveyed to the Public Safety Committee, which has now drastically changed the timeline.

August 27th the Public Safety Committee will meet to finalize the draft ordinance so it can be sent to the Planning Board for the Public Hearing.

Must be to the Planning Department no later than August 30th.

September 3rd Planning Board Public Hearing. Comments must be returned to Council by 9:00 am September 5th.

September 5th Public Safety Committee will set the Public Hearing. This is a zoning ordinance requires 15 day notice.

September 9th Setting the Public Hearing at the Council meeting for September 30th.

September 19th Public Safety Committee will pass the ordinance out of Committee

September 23rd Committee of the Whole Council will review the ordinance.

September 30th Public Hearing and passage of the ordinance. This is a zoning ordinance and cannot take effect until thirty days after passage.