



AGENDA
Committee of the Whole
Monday, May 11, 2020 @ 5:00 p.m.

<https://zoom.us/j/95157266500>

Meeting ID: 951 5726 6500

Dial by your location

(312)+626-6799

Email Comments prior to the meeting to sherrie.boak@lansingmi.gov

Council Member Spadafore, Chairperson
Council Member Hussain, Vice Chairperson

1) Call to Order

2) Roll Call

3) Minutes

- May 4, 2020

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

5) Presentations:

- Montgomery Drain Assessment Presentation – Ingham County Drain Commissioner
- 3rd Quarter General Fund Status Report and Vacancy Report
- FY2020/2021 Proposed Budget w/Amendments – Discussion/Q & A

6) Discussion/Action:

A.) RESOLUTION _Noise Waiver; ET MacKenzie Company; RE: Underground Utility Improvements on Forest Road Right of Way (Hearing tonight)

B.) RESOLUTION – Street Name Change; City Market Drive to Riverfront Drive

C.) RESOLUTION – Introduction & Set Public Hearing; Ordinance Amendments Chapter 240; Grant Award Process for Basic Human Services

7.) Other

- PLACE ON FILE – Department of Neighborhoods and Citizen Engagement Annual Report 20185-2019

8.) Adjourn

With Executive Order 2020-4, Governor Whitmer declared a statewide State of Emergency due to the spread of the novel coronavirus (COVID-19). To mitigate the spread of COVID-19 and to provide essential protections to vulnerable Michiganders and this State's health care system and other critical infrastructure, it is crucial that all Michiganders take steps to limit in-person contact, particularly in the context of large groups. Therefore, the above meetings will be conducted via audio/video conference.

The meetings are being held electronically in accordance with the Open Meetings Act in an effort to protect the health and safety of the public. Members of the public wishing to participate in the meeting may do so by logging into or calling into the meetings using the website or phone number above, and meeting ID provided. Michigan Executive Order 2020-75 provides temporary authorization of remote participation in public meetings and hearings.

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Council Office at 517-483-4177 (TTY 711) 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

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



MINUTES
Committee of the Whole
Monday, May 4, 2020 @ 5:00 p.m.
Via Zoom Meeting 98443084786
Meeting ID: 984 4308 4786

CALL TO ORDER

Council President Spadafore called the meeting to order at 5:01 p.m.

PRESENT- via audio/video

Councilmember Peter Spadafore
Councilmember Adam Hussain
Councilmember Carol Wood
Councilmember Patricia Spitzley
Councilmember Kathie Dunbar- arrived after the start of the meeting
Councilmember Brandon Betz
Councilmember Jeremy Garza
Councilmember Brian T. Jackson- arrived at 5:02 p.m.

MEMBERS PRESENT- via audio/video

Sherrie Boak, Council Staff
Mayor Schor
Jim Smiertka, City Attorney
Samantha Harkins, Deputy Mayor
Shelbi Frayer, Chief Strategy Officer
Jack Brower, Budget Director
Lisa Hagen, Assistant City Attorney
Brian McGrain, EDP Director
Don Kulhanek, EDP
Andy Kilpatrick, Public Service Director
Linda Sanchez, HR Director
Brett Kaschinske, Parks Director
Chief Green, LPD
Sharon Frischman, City Assessor
Kim Coleman, HRCS Director
Chief Mackey, LFD Director
Judy Kehler, Treasurer
Anethia Brewer, 54-A District Court
Bryan Lefler, Bond Counsel
Jarrod Smith, Bond Counsel

Chris Mumby, IT Director
Scott Keith, LEPFA

Minutes

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE MINUTES FROM APRIL 27, 2020 AS PRESENTED. ROLL CALL VOTE 7-0.

Public Comment

No Public Comment at this time.

Presentations

FY 2020/2021 Budget – Continued Discussion with Q&A

Ms. Frayer noted that department directors were present if Council Members had questions. Mr. Brower offered the line item budget, going through each department highlighting certain line items with changes, increases and decreases. Council President Wood proposed to the Committee Members that if they would consider additional Committee meetings they could discuss future Committee dates before May 18th.

Mr. Brower began the presentation with the line item budget. This presentation first focused on the general fund line items, first with property taxes, income taxes, state revenue sharing, and the return on equity. The state revenue, they expect a 15% decline in these line items, and regarding the BWL return on equity, Mr. Brower noted is a flat rate. Mr. Brower's presentation moved onto permits, charges for services, and recreation fees.

Council Member Betz asked Mr. Brower for what the amount revenue for marihuana permits would be. Mr. Brower noted that at this time they are not counting on funds, but currently do see \$600,000 from medical marihuana.

Council Member Wood noted that with the 54-A District Court their revenues help offset the cost of the court, but with the requirements needed recently, has the City held discussions with the Courts on what changes need to be made and the impact on the budget. Mr. Brower confirmed they have spoken to Ms. Brewer in District Court, but there are currently moving forward with the uncertainty. Council Member Wood voiced her concerns on the presented budget, noting there are revenues and expenditures projected pre-COVID, but the City now knows there will be a decrease in revenue and increase in expenses. Council Member Wood hoped that the City Council would be seeing realistic figures, instead of asking to pass a budget with figures that do not truly represent. Council Member Wood then asked how the lack of park recreation fees and revenues will affect spending out of the park millage. Mr. Brower acknowledged a conversation with Mr. Kaschinske on options to review operations going forward next year. At which point Mr. Brower noted the Administration is working on a short list of budget changes to the proposed budget that they will go over on May 11th.

Council President Spadafore noted that the State Revenue Conference is May 15th, so there are additional items that might need to be revised in the budget. Mayor Schor confirmed all line items being evaluated, and reviewed to see what can or cannot be done this summer. His office will attempt to bring amendments or options to restructure the budget to Council for consideration. The Administration noted their intention is to have the changes to Council May 11 so to adopt on May 18, 2020.

Council Member Wood asked why there was an increase in ambulance fees. Mr. Brower stated it was based on historical trends. Council Member Wood asked how much of the fees does the City actually received in comparison to debt. Chief Mackey noted it was 28%, and this amount in the fees was a 6-7% increase every year based on the trend.

Council Member Wood then asked Mr. Brower if there are any new fees that stand out that they should tell Council about. Mr. Brower noted that most fees are standard increases, however there is an unusual note for a fee in EDP. There used to be an EDP tech fee for \$10 that was included in all permits, however now they are proposing to eliminate that fee and

include it in the base fee. Mr. Brower concluded that all other fees look standard to other years.

Council Member Spitzley referred back to the April 27th meeting where Council was presented with a loss in revenue, and acknowledged the Administration for looking at revising the budget, also asking for Council to have it at the end of the week so Council can review it over the weekend.

Mr. Smiertka noted to the Council that the OCA is prosecuting income tax cases. Council Member Wood asked what process are they encouraging for payment of the taxes in Court, and Ms. Brewer came onto the meeting stating they are working with the defendants on a timeline to pay, doing payment plans and making arrangements for people.

Mr. Brower moved the presentation into the expenditures and quickly outlined the details of the reports for the public. He then outlined each department and their total proposed budgets. Council Member Spitzley asked for more details on the fund balances and the line where there are large changes. Examples were given in Neighborhood and Citizen Engagement where it went from \$136,000 to \$214,000 for salaries. She also asked Council leadership for an update on the Council Internal Auditor vacancy. Council Member Hussain explained that there was an RFP that went out before the Stay Home Order was in place for the hiring of a consultant during the budget season, but once the stay home extended the Committee discussed it and determined it would not benefit to try to get a service provider in a short period of time for the budget. Council President Spadafore noted that right now it is not feasible to do, but it is a position in the Charter and they will need it filled in the next fiscal year. Council Member Spitzley provided another example for an increase, which came in Code Compliance where it was increased by \$70,000. Mayor Schor stated both those positions were in the budget process last year.

Council Member Wood asked Ms. Frayer and Mr. Brower if there were any changes in the City operations that would be stopped or changed in any department, that have not been incorporated yet into the budget. Mr. Brower stated there have been no operational changes yet.

Council Member Wood referred now to the IT budget, and noted that in the past Council was told that the IT fund line item was created for replacement of computers. The NCE budget was then referred to and she asked why it went from \$7,211 to \$42,302. Also she noted the Media IT line went from \$14,421 to \$52,000. She asked for an explanation on what the huge increases were for. Mr. Brower stated that the IT is allocated in three (3) parts; departments per person capture and software billed. Regarding the increase in NCE, he stated he would look into that, and speculated that an increase could be in software purchases. Council Member Wood noted that last year the Council was told by the Administration that the software purchases were directly coming out of each department specifically, so if it is a large increase she asked for details on the purchases. For example, she referenced the line item for Treasury which went from \$81,000 to \$104,000 and asked for an explanation on these types of increases.

Council Member Wood asked for line item breakdown for the HRCS budget on the \$1.25 million. It was also noted that on April 27th the LHC stated they were requesting reimbursement on the admin fee they pay since the City is not doing the work. She asked what the Administration had determined on that, and if so how much the budget would be readjusted for that.

Mr. Mumby came onto the meeting to explain the formula used on the department IT line item for each department, where they have created a formula of charging each department roughly \$3,500 per person in the department and \$3,500 for each computer, in addition to building in a four (4) year replacement plan. Council Member Wood acknowledged the information from Mr. Mumby but recalled being given a formula that stated would help pay for replacements, however Council is now finding out that has not been happening. Lastly she asked if there was a part time employee do they get charged for their computer and the other part time sitting at the computer get charged \$3,500 also, so the department is being double charged.

Council Member Wood moved onto her next question, and asked if LEPFA will be asking the City for more funds since their rentals have been reduced. Ms. Frayer stated that for next year they are still trying to figure out the impact. Council Member Wood asked how many rentals have been canceled for next fiscal year.

Mr. Keith came onto the meeting, and stated there has been 60 either canceled or postponed events since March 12th. But, he added, 60% have rebooked for yet this fiscal year or next. Mr. Keith noted that at this time they are not able to predict how many people will be attending those events due to the State requirements on gatherings.

Council Member Wood asked Chief Green if he had reduced the overtime budget to pay for the proposed additional officers, and how much of the overtime budget has to do with not being able to fill positions, vs. how much is used towards crime or public safety to utilize OT. Chief Green came onto the meeting and stated it is a bulk of the patrol staff, where there is 3,400 hours of overtime. He continued to explain that normally the budget is high for special operations and special investigations. Council Member Wood asked the Chief how long it would take to have the officers working once the budget is passed. Chief Green outlined the process if there were already sworn officers (4 months) or if they had to go to the academy which could take up to 9 months. Council Member Wood then noted the department was taking three (3) officers out of the schools, and asked if those would be from Sexton, Everett and Eastern. Chief Green confirmed they would no longer be there full time, but officers will make frequent visits while on patrol and community policing.

Council Member Wood asked Chief Mackey how many fire fighters he was front loading, and Chief Mackey stated they plan to hire ten (10). Regarding his departments OT, he stated it is cheaper to have six (6) vacancies and pay OT.

Council Member Wood then referred back to Ms. Frayer and Mr. Brower noting the statement by Chief Green that they were taking three (3) officers out of the schools. She noted that is why she asked earlier what services were changing and the impact, but was told nothing.

Mayor Schor responded that they are in discussions with the schools now, and have asked them to share the cost of keeping the officers in those three (3) schools. He added that they hope to continue those discussions over the summer, and it is not part of these budget discussions. Council Member Wood acknowledged the statements by Mayor Schor but referenced last year's budget discussions where Council was not told that there was going to be a service discontinued; the blue bags. Therefore, any changes will have an impact on the budget and the City, and she believed it was relative for Council to have all the information.

Council Member Spitzley asked Mr. Mumby if he had shared their determination and work on the formula he spoke about when it comes to charging the departments, because this was the first time she had heard it. Mr. Mumby confirmed he spoke to all departments when they were working on their budget and also reviewed it with Ms. Frayer and Mr. Brower. When working with the departments they worked together to determine programs they had they were no longer using. Lastly, Mr. Mumby admitted it is not a new formula, but one that was calculated in the past, but never utilized. Council Member Spitzley asked for clarification on the statement of charging per person and per computer. Mr. Mumby used an example of \$5 million in charges and they take \$2.5 million and divided it by the number of people supported by IT, but since not all employees have a computer, the balance is split based on the computers in each department.

Council President Spadafore recapped that at this point Council is looking for the HRCS breakdown along with revised budget the Administration mentioned earlier in the meeting. He then asked if there are increases in the budget for hiring positions, if those could be held off but still keep in the proposed budget. Mr. Brower stated that would be up to the Administration.

Council Member Betz asked the Administration to speak to how the HRCS department is going to be impacted by COVID-19, regarding the impact on their services and expenses. Mr. Brower noted that any projected loss would appear in the general fund, and it could be associated to a \$1.25 million loss effecting the HRCS line. Council Member Betz then asked if

the proposed budget reflects any increases in HRCS service due to the COVID. Ms. Frayer confirmed it does not, and the budget the Council has currently does not reflect the COVID impact on revenue or expenses.

Council Member Hussain asked if the recently announced Sustainability Officer, housed in Public Service, will be anticipating administrative assistance. He also asked if that employee that was promoted to this position would continue with their current duties. Mayor Schor stated the employee is someone who does the work already, and now will be allowed more time to do that. Mr. Kilpatrick added that it is the intention to not add, but they are shifting existing duties. Therefore he confirmed they are not anticipating a new position in For FY 2021 because of this employees shift. It is possible that over the next couple years after the sustainability study is done and the employee has been in the role, the Administration could come back for a higher salary.

Council Member Wood asked for a discussion on income tax, projection of revenues, figuring the percentages, and if the City has a plan for a phased in approach on income tax revenues. Ms. Kehler briefly outlined what she has changed in her department to maintain the duties and tasks required in a Treasurers office. Council Member Wood noted she was interested in the City revenue base, the impact of not seeing income taxes until July, the impact of businesses being phased back into opening, projections and if there is discussions on phasing as far as the revenues are concerned. Ms. Kehler stated that she has put in a process on strategic planning, and the tax season. She noted that the withholding is still coming in, and there are some taxes coming regardless of people working from home. Ms. Kehler added that in 2019 a large amount of income tax did come in during the month of April, but this year it will be seen more in July, and the City can captures an accrue through August 15th.

Council President Spadafore referenced a spreadsheet from the April 27th meeting from Ms. Frayer that spoke to the COVID impact and asked Ms. Kehler if she had looked at projections for people not paying income tax. Ms. Kehler confirmed she had not seen the spreadsheet he referenced, but she could state that it is not just income taxes the City will not see come in, but the corporate funds and withholdings. Council Member Wood asked if Ms. Kehler could have something for Council on this for the May 11th meeting and she confirmed.

Council Member Wood asked Mr. Kilpatrick about the impact of the assessment of the Montgomery Drain and its effect in this proposed budget. Mr. Kilpatrick confirmed the City has taken the first two steps to collect on the assessment, which is half to the property owners and the City paying the rest. He offered to provide figures at a future meeting. He did add that since this project is split into 9-10 divisions, the costs have not come in less than what anticipated. The final cost might have to be increased, which the City can address when doing the preliminary roll. Council Member Wood asked for the presentation before the budget is adopted since it will be part of this proposed budget. Mayor Schor confirmed he had a call with the Drain Commissioner, and the City does not control the costs, but they come from the Drain Commissioner. Mayor Schor continued stating that the Drain Commissioner thinks they have negotiated lower bids. He encouraged Council inviting the Drain Commissioner in to provide details. Council staff was asked to contact the Drain Commissioner to attend the May 11th meeting.

Discussion/Action:

RESOLUTION – CDBG Budget Adoption

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR THE CDBG BUDGET AND ANNUAL ACTION PLAN FOR 2020. MOTION CARRIED WITH ROLL CALL VOTE 8-0.

RESOLUTION – Funding Application; Local Bridge Program for FY2023

Council President Spadafore noted the 6 projects in the resolution. Those included Aurelius over Pawlowski Creek, E Elm Street over Red Cedar River, Enterprise Drive over Pawlowski

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Creek, Pennsylvania Avenue over Jackson and Lansing RR, E Cesar Chavez Avenue over Grand River and Beech Street over the Red Cedar River. If awarded the City will receive state or federal funding to finance 95% of the construction cost and the City would fund the remaining 5% of the construction and 100% of the engineering.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR THE FUNDING APPLICATION; LOCAL BRIDGET PROGRAM FOR FY2023.

Council Member Wood asked Mr. Kilpatrick if he knew how many of the 6 projects the City could win the award for. Mr. Kilpatrick acknowledged they always apply for multiple but are not sure how many they will get awarded. Generally he noted, they have usually gotten funding for 1. Unfortunately a lot of these go on multiple times before the project rises to the top. Mr. Kilpatrick noted they look at details on the criteria and what was submitted in the past so they can look at how to apply again in the future for a project they did not get awarded. Mr. Kilpatrick stated he would get details to the Council after the meeting.

MOTION CARRIED WITH ROLL CALL VOTE 8-0.

RESOLUTION – Authorization of Tax Anticipated Notes for Cash Flow Borrowing Purposes

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR THE AUTHORIZATION OF TAX ANTICIPATED NOTES FRO CASH FLOW BORROWING PURPOSES.

Council President Spadafore noted this resolution would not obligate, but authorize the City to get low interest rates and is designed for cash flow to provide City services since the City will experience a delay in tax collection. He then asked Ms. Frayer if the Administration would have to come back to the Council to initiate distribution of the funds. Ms. Frayer explained that this option will provides a backup for cash, and the City might not need to use it. This would allow the City to have funds available to make payments if needed. Council Member Wood asked if the Administration is asking for a blanket approval and will they have to come back to Council when they want to borrow. Ms. Frayer explained that this resolution authorizes them to look, and if they secure the financing will do it then, and it will also give them the authority to use it. She added they can provide updates to Council. Council Member Wood stated she would not support the resolution unless it comes back to Council so Council understands what the Administration is doing. Mr. Lefler added to the discussion that this resolution will allow the Finance Department to move forward with sealed bids for the sale of fixed rate bonds. With this, they are giving the City an option to finance for what the working capital needs. There is a “not to exceed amount” in the resolution, but they will be working with Finance to monitor the weekly cash flow, and if they need to borrow, that amount is within that. Mr. Smith noted this is authorized by Act 34, by statue it is limited to 2 times coverage and the statue allows to repay on a percentage based on those received. They anticipate to be a draw down note and necessary to fill in short falls. Council Member Spitzley asked again if Council approved to seek funding, and they get the funding will the Administration come back before Council on the funds. Mr. Smith noted that they can report the results, but right now they are asking for the resolution and authority to be in place so if have to move quickly on the funding they can. Council Member Spitzley asked if there is a process that Finance has that states they will determine what, when they have to request the funds and if there is a timeline. Mr. Lefler stated that they anticipate shortly after July, which is when the City might see the lowest cash flow, therefore this would be enough revenue to pay the expenses. The process is to keep updating weekly cash flow and working with Finance and the Treasurer. Mr. Lefler continued explaining that they reach out to commercial banks, and ask them to bid on the note. Council Member Wood asked Mr. Smith with the Bond Counsel if a phrase can be added to the resolution that states they have to report to Council. Mr. Smiertka stated there was no reason to add that, and for the receipt of bonds, they have to come back to Council so

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they can see then. Mr. Smith stated that any funds received would be part of the report and budget. As the resolution is currently drafted there is no subsequent approval required to approve the amount or purchases. Mr. Smith acknowledged that he anticipated reports would be forthcoming to Council to keep them information, and Mr. Lefler added that as a fiduciary duty they have to provide results of the sale, and this will go to Finance. Council Member Wood asked if there is an additional appropriation, because if the City is already budgeting for a shortfall, she was concerned when it would come back to Council. Mr. Smiertka stated if it is over it would come back. Ms. Frayer noted they were not budgeting for it so it is not a budget issue. Council President Spadafore asked Mayor Schor to present to Council when it goes to market and sells. Council Member Spitzley if what would happen if the Council did not take action at this time, but address in June or July where there might be a better understanding of where the City is. Ms. Frayer stated this a being proposed now for the timing perspective because it could take 30-45 days to issue, and there are terms and conditions they will go back and forth on. It was explained the Administration wants to move now with approval to authorize so they are ready if they need to be.

MOTION CARRIED VIA ROLL CALL VOTE 8-0.

Adjourn

The meeting adjourned at 7:01p.m.
Respectfully Submitted by,
Sherrie Boak, Recording Secretary,
Lansing City Council
Approved by the Committee on

FY 2021 Budget Hearing Question/Answers for Follow up

Budget Presentation: 04.13.2020

CDBG Presentation

- There were no questions that required follow up during the CDBG Budget Presentation.

FY 2021 Budget Presentation 04.13.2020

- Q: Council Member Betz: Ordinance requires putting \$500,000 into rainy day fund. Is this wise to do during a recession? Should the ordinance be changed?
 - A: Jake: it's a decision between the administration and Council.
 - A: Mayor Schor: willing to have that conversation moving forward.
- Q: Council Member Jackson: Changes to budget based on COVID-19 is not yet fully integrated. What specifically are you looking at for impact on future budgets?
 - A: Looking from FY20-FY22. Information provided during a call from department of treasury indicates: 1) constitutional revenue sharing June and August will be reduced (estimating half) 2) statutory revenue sharing is also going to be reduced, likely 15-20% reduction 3) Income tax. Delay in when City will receive income tax assuming 15% reduction or delay. FY 20 income tax may be reduced since many are working from home.
 - Primary concern is Cash Flow.
 - Until there is an end date, hard to predict.
 - First focus is cash on hand, second is impact on FY 20, then will look to FY 21.
 - How/when to put the updated numbers into the budget? Perhaps during first amendment in June. Will be a discussion between the Mayor and Council President as to how to move forward considering updated figures.
 - [Document provided and presented by Shelbi regarding projected impact on budget.](#)
- Q: Council Member Jackson: Can there be any changes to the budget with the facts that are now known so that Council and the Administration will not have the pressure of amendments?
 - A: Finance is currently looking to see how new information can be incorporated into the budget so that figures can be updated. There may be future changes before the budget is voted in May.
- Q: Council Member Wood: Police: with the addition of 3 new police officers— provide breakdown as to what that will cost as part of the budget and how many potential retirees we may have for this budget?
 - A: [The cost of 3 new police officers will be found in the police budget, the 3251. If you are looking at the line item detail it is 708000 for overtime. Salary combined would be \\$160,000, fringes: \\$60,000, net benefits:](#)

\$88,000 for a total of \$302,000. There is about a \$400,000 reduction in overtime overall.

- A (regarding retirees):
- Q: Council Member Wood: Provide updated projection from BWL regarding projected loss in gross revenues?
 - A: Shelbi: BWL committed to 23M in fixed rate, so there will be no going back or change for this fiscal year. Built in an increase to 25M the next two years.
 - Since this is a fixed rate, the 23.1M committed for this fiscal year and 25M for two subsequent fiscal years, this projection from BWL will not change.
- Q: Council Member Betz: Michigan treasury estimate 1-3 billion lost this year and 1-4 million lost next year. Can you provide a similar estimation as to revenue lost?
 - 15% reduction for state revenue sharing. Looking at what reduction was during last recession.
- Q: Council Member Betz: What about estimation of reduction in income tax revenue?
 - A: Hard to predict at this stage, since no end date. However, once an end date is determined, can model out what was received last year and compare it to this year in order to do projections.
 - A: To date, as of March 31, 2020, we have received 23.2M in income tax representing approximately 60% of year to date expectations. This is in line with what we'd expect to receive at this point. However, based on extension of filing deadline, approximately 22-25% of revenues may be pushed to subsequent fiscal years. Looking into details of this further.
 - Council Member Betz asked for a projection through May for Council to consider. General projections given below:
 - Jake indicated that May-June City typically receives 40% of income tax.
 - Reduction by 15% in Income Tax revenue is 5.8 million. If revenue sharing down 15%, so 3 million.
 - Shelbi provided and presented a budget analysis estimate with considerations given for lost revenue related to COVID.
- Q: Council Member Wood: Can we be tracking unemployment numbers for Lansing?
 - A: We do not receive those statistics, but they are available through the Michigan Labor Market Information Bureau, up to date through March 2020 with preliminary figures, so far, there is nothing clear in their data that goes beyond the onset of this crises where we would start to see impact. Over the next couple of months we can continue to track those figures and incorporate them into the analysis.

Budget Presentation 04.27.2020

Lansing Housing Commission Annual Report/Budget

- Q Council Member Wood: Regarding sharing administrative fees between LHC and the City. How much are those dollars, how are they split, and why?
 - A:
- Q Council Member Wood: COVID-19 concerns. How are you disinfecting? How is this effecting programs?
 - A: Began working remotely. Employees are essential. Units are being turned and move in is happening. Meeting with management by appointment only. Social distancing. South Washington building cleaned. All high touch areas are being cleaned twice a day (once per day on the weekends). (No specific discussion of COVID's effect on programs)
- Q Council Member Wood: Regarding the 183 scattered housing sites. How long has the longest tenant been staying at a residence?
 - A:
- Q Council Member Wood: Regarding the housing audit. It listed deficiencies in internal controls. Can you address how you are looking at/addressing that?
 - A: Deficiencies do not exist anymore. Still a carryover from the previous years when classified as a low performer. Should not see that in audits moving forward.
- Q Council Member Betz: NYC recently switched to RAD program. Some tenants came forward to work on additional protections. How are you engaging the tenant community? How are you making sure they are comfortable with this? How are you ensuring protections tenants need are in place?
 - A: 3rd party consultant has been hired to ensure that all RAD requirements are met. No one will be moved offsite with RAD program. Tenants will move buildings within the same properties. Some tenants will not go back to their exact unit. They will be properly sized, or right-sized. A coordinator will be hired. A resident survey will be conducted to determine need as it relates to moving.
- Q Council Member Betz: Are you working with tenants in the housing space to make sure they are agreeable with this deal as well? We can discuss this in the future.
 - A: We need to talk about what we are doing in Lansing but that conversation can certainly be had moving forward.

FY 2021 Budget Presentation 04.27.2020

- Q Council Member Wood: Looking at police overtime and 3 new officers. Police overtime is normally not because there are less police officers but because there are crimes/issues that come up where we need more officers on the road. When looking at reduction in overtime, what has Chief's information been regarding overtime related to staffing issues and/or overtime relating to crime?

- A: Overtime for road patrol is currently about 6.5 FTE. Discussion with Chief about maximizing the schedule to have more bodies out at one time while decreasing overtime. Not sure what specifically overtime was related to. Chief agreed that additional 3 officers on patrol will be helpful in reducing overall overtime.
 - Q: Council Member Wood asked for statistics to that effect. Council Member Wood and indicated that she would provide information/specific questions to Shelbi.
- Q Council Member Wood: We have not heard about costs because of COVID-19. How much has the City spent?
 - A: Can get a listing of what has been spent from the Emergency Management Team. All expenses/purchases have been tracked.
 - Q Council Member Wood also asked for listing/analysis of what is going to be spent once we reopen. In addition, would like to see costs as related to changes to 54A District Court.
- Q Council Member Wood: The fire department at Public Safety Committee meeting articulated need for equipment: Ladder trucks, defibrillators etc. This equipment was not listed in the budget presented. What is the rationale for why those items were not included?
 - A: Rationale will be provided at a follow up meeting. In addition, Jake worked with Fire to get some updates/preliminary revisions to their budget, which included additional equipment. This will be presented in the coming weeks.
- Q Council Member Jackson: Are these two new columns (estimates regarding two or three months lost revenue) included in the current budget?
 - A: No, but the budget can be changed. The budget as presented did not include anything related to COVID-19.

Budget Presentation 05.04.2020

FY 2021 Budget Presentation 05.04.2020

- Q: Council Member Betz: What is the amount of revenue from Marijuana excise tax (recreational marijuana licenses)?
 - A: No clear estimate, or budgeted amount. Not currently counting on any money. We do receive 600K for medical Marijuana
- Q: Council Member Wood: 54A district court re: revenues, especially when we look at that floor and all of the social distancing, will there be a difference in revenues in light of COVID-19 or what changes would need to be made?
 - A: Jake: 54A is nearly its own insular body. Operating at a loss. Costs to operate and revenue are both expected to decrease.
 - A: Shelbi: Lots of services are not happening, which would likely go into FY 2020 final amendment. Timing issue of not receiving funding right now will impact FY 2020. For the future and moving forward, we will have to look at more carefully.

- Q: Council Member Wood: Regarding recreational fees. When we look at the parks millage that is out there, knowing revenues that will not come as we expect, this may affect how the City spends the parks millage. Is there a discussion with Brett as to how some of the programs may be phased in and what it might look like?
 - A: Jake: Yes. Conversations with both Mayor and Brett. Reviewing operations and budget for FY 2021. It will be ready at a Monday meeting moving forward.
 - A: Mr. Mayor – All programs are being evaluated. This summer will likely look very different. **Substitute or options for different budget will be provided next Monday, which can be negotiated and amended.**
- Q: Council Member Wood: Generally, are there any changes in operations that would be stopped or current services that would be changed that has not been indicated to Council?
 - A: Jake: Nothing that has been incorporated in the budget proposal
 - A: Chief/Mr. Mayor: General operational change, LPD proposing to remove school resource officers from the school, but this is still being actively negotiated. The School Resource Officer issue is not a budgetary decision.
 - Council Member Wood emphasized that it would be beneficial to have information such as this for the budget moving forward.
- Q: Council Member Wood: Regarding IT: What are the increases for the department IT budgets?
 - A: Much of it is software/IT tech items come through the department. Much of it is per person and per computer charge. Variations are likely due to additional software. **Follow Up: Council Member Wood would like to see some sort of explanation. Explain how the larger increases are, and if it is purchasing software, what the software is expected to do.**
- **Q: Council Member Wood: Follow Up re: Part time employee cost/IT usage and Replacement costs. Council had been told in the past that the previous budget included the replacement costs.**
- Q: Council Member Wood: Funding for Stadium and Lansing Center. These revenues will be heavily reduced. Have we heard anything from the Lansing Center or the Stadium that additional funds will be requested? Also, how many bookings have been cancelled?
 - A: Shelbi: As far as next year goes, LEPFA/Stadium still determining the true impacts.
 - A: Scott: Cancelled or postponed 60 (?) times since March 12. Approx. 66% have been rebooked in this fiscal year or next fiscal year. Questions remaining regarding limitations on numbers or budgets with events.
- Q: Council President Spadafore: Please send revised budget and HRCS contract recommendations, revised budget and Parks revised budget.
- Q: Council President Spadafore: Can we hold off on hiring some positions until we know if the revenue is there?
 - A: We can do anything we'd like, but that is an administrative decision.

- Q: Council Member Betz: Finance – any expectation for how COVID will affect HRCS? Does budget reflect increase in HRCS services?
 - A: Any projected loss in GF revenue, associate a 1.25% loss from HRCS budget. Current budget does not have increase for COVID. Budget that will be presented on Monday will have more COVID impacts.
- Q: Council Member Hussain: Are we anticipating a bump in pay for the sustainability position individual?
 - A: Possibly. Reviewing the classification, a heightened classification would be a salary increase.
- Q: Council Member Wood: As part of the anticipation of reduction in revenues, how have you figured for the percentage for gearing up (phase in approach to re-opening businesses)
 - A: Regarding the City phase in: Currently have a split schedule. Employees are working from home, while others come in to the office. Income tax refunds being issues, processing withholding, processing returns, property tax processing, etc is all being completed. When return, no more than ½ employees will be in at one time. Cleaning areas, masks, and gloves, etc.
 - A: As it relates to revenue based/projections: Looking at ratcheting it up. Request for follow up: Will something (projections for income tax/withholdings/corporate to reflect COVID considerations) be available at next Council meeting to look at?
- Q: Council Member Wood: Re: Montgomery Drain. Can a presentation be done showing how revenues will pay for the Montgomery Drain?
 - A: In the process, City did first 2 steps and could move forward with assessment. What was submitted was assessing ½ cost for property owner and City would cover other ½. Presentation can be done. Difficulty here, since project is split into 9 or 10 divisions, costs are difficult to determine and project. May want to go back and adjust assessment. Follow Up request: Council Member Wood would like a presentation on the Montgomery Drain Project since it is part of budget.
 - A: Mayor – Call with drain commissioner: convinced that he has negotiated the bidder down, so original number will stay the same and has been incorporated into budget. Mayor believes it has been presented on already. The number is the number, there is nothing the City can do about it.

**FINAL ORDER OF APPORTIONMENT
MONTGOMERY DRAIN DRAINAGE DISTRICT**

WHEREAS, the Montgomery Drain Drainage Board met on December 17, 2018, at 1:00 p.m., at the Ingham County Human Services Building, Conference Rooms D-E, 5303 South Cedar Street, Lansing, Michigan 48911, and having reconvened on December 20, 2018, at 12:00 p.m., at Conference Room A of the same address, for the purpose of hearing any objections to the tentative apportionments with proper notice provided; and

WHEREAS, the Drainage Board received testimony, evidence and objections from the public corporations as to the tentative apportionments for costs involving the approved Montgomery Drain project; and

WHEREAS, the Drainage Board confirmed the tentative apportionments as provided in the Notice for the Hearing, finding that the apportionments fairly reflect the benefits to accrue to each public corporation and the extent to which each public corporation contributes to the conditions which makes operation and maintenance of the Drain necessary.

NOW, THEREFORE, IT IS HEREBY ORDERED that the costs for the Montgomery Drain, located in the City of Lansing, the City of East Lansing, and Lansing Charter Township, in Ingham County, shall be apportioned as follows:

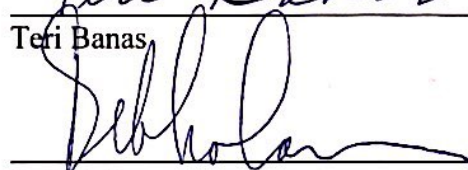
<u>PUBLIC CORPORATION</u>	<u>PERCENTAGE OF COST</u>
City of East Lansing	7.2248947%
City of Lansing	64.0490829%
Charter Township of Lansing	14.3241057%
County of Ingham	4.5500000%
Michigan Department of Transportation	9.8519167%
GRAND TOTAL	100.000%

Dated: December 20, 2018

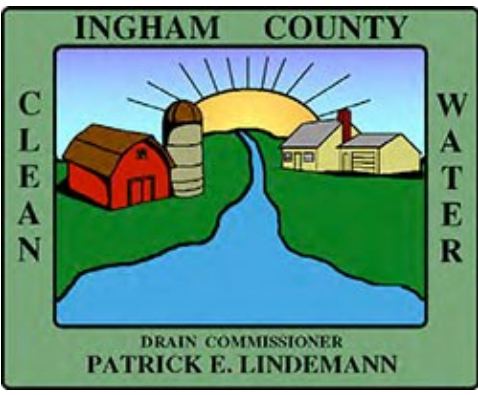
MONTGOMERY DRAIN DRAINAGE BOARD


Patrick E. Lindemann, Drainage Board Chairperson


Teri Banas

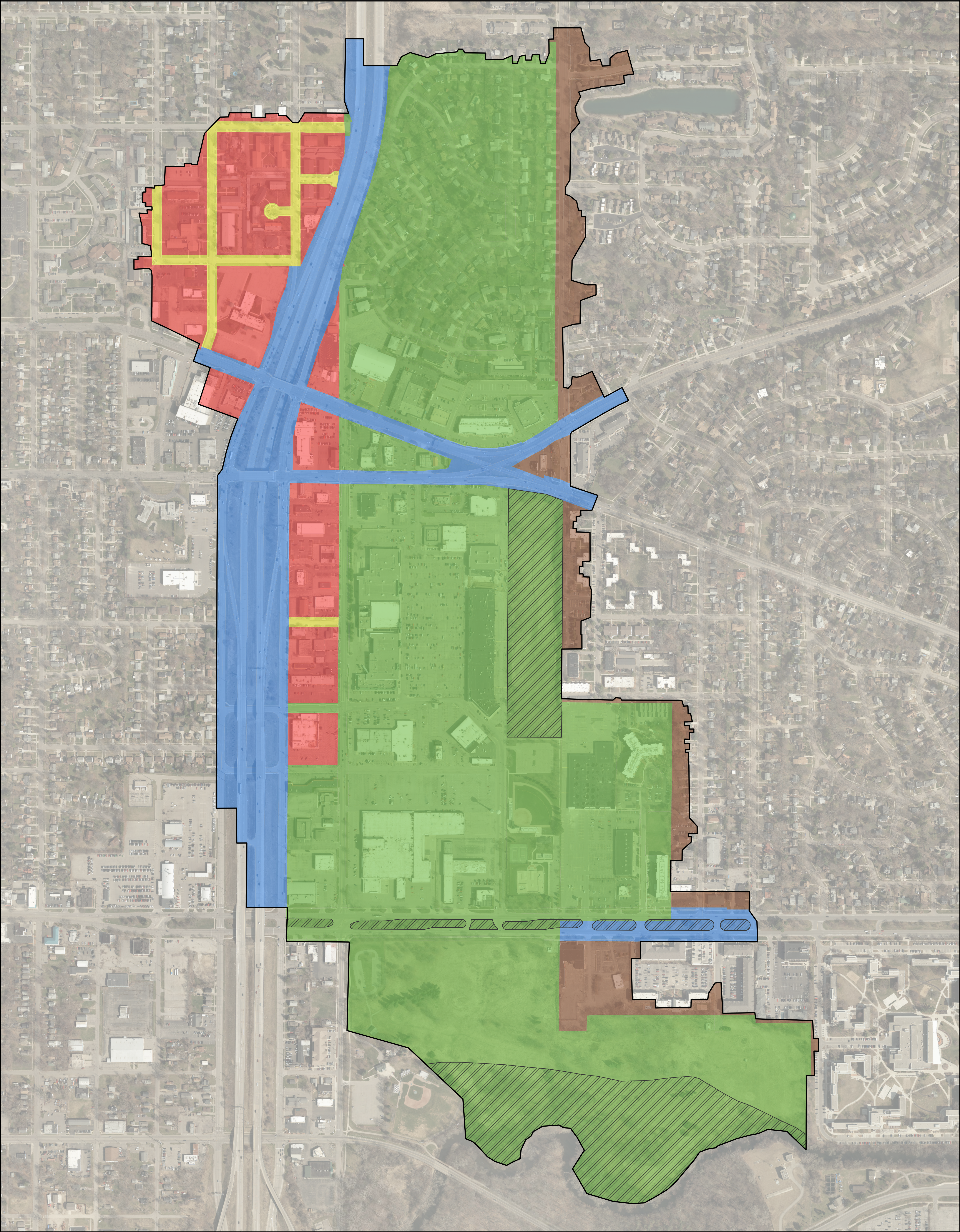
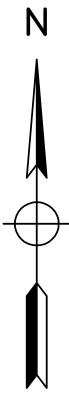

Deb Nolan

Filed with the Chairperson on December 20, 2018.



Jurisdiction

Montgomery Drain



Legend

- City of East Lansing
- MDOT
- City of Lansing
- Lansing Township
- Ingham County
- Public Lands for Water Quality Improvement



LANSING OFFICE
416 N. Homer St. #109
Lansing, MI 48912
Tel. 517-325-9977
www.SpicerGroup.com



DATE: DECEMBER 20, 2018

Storm Sewer Maintenance

- General Fund accounts, \$1.1 million in FY '20 budget
- County drain assessments paid from these accounts
- Separate "Drains" account started 2014 at \$150k, increased to \$200k (2015) and \$400k (2020)
- FY '19 - assessments of \$374k Ingham County drains, \$150 Eaton County drains
- Of the 20 Ingham County drains assessed in 2020, Groesbeck Park highest at \$62k, average is \$12,600.

Montgomery Drain

Timeline

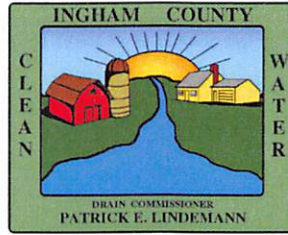
- Established in 1906 and extended in 1954 and 1978
- Service area includes Lansing, East Lansing and Lansing Township
- April 2014 - City of Lansing petitioned for improvements (resolution 2014-106)
- May 2014 - Ingham County Board of Commissioners approved a petition
- June/July 2014 - Montgomery Drain board received the positions and issues a final order of determination
- November/December 2018 – plans, costs and apportionments approved
- 2020 – Project bidding

Project

- Estimated construction cost of \$35 million
- Apportionments: 64% City of Lansing, 14% Lansing Township, 10% MDOT, 7% City of East Lansing, 5% Ingham County Road Department
- Total City of Lansing cost is approximately \$22 million, or \$1.37 million per year for 30 years
- Lansing portion is 207 acres with 183 parcels (125 residential, 55 commercial, 3 park land)

Type	Parcels	Minimum	Maximum	Average	Annual Av.
Residential	125	\$1,062	\$ 12,692	\$ 6,135	\$ 377
Commercial	55	\$9,635	\$2,753,813	\$192,715	\$11,831

Note: Maintenance assessments begin 5th year post construction



MONTGOMERY DRAIN MAINTENANCE AND IMPROVEMENT PROJECT PROJECT ALTERNATIVES ANALYSIS



Prepared By:
Patrick E. Lindemann
Ingham County Drain Commissioner

November 2018

Montgomery Drain Drainage Board Members:

To continue my practice of openness in all of my decisions as Ingham County Drain Commissioner, I have compiled this report. With the help of the Montgomery Drain project team, I have created a summary and short history of how we developed the final scope and design of this project. I would like to thank my project team for all of their creative energy and dedicated service. We have worked together for years on this drainage project to provide the best outcome for those served by the Montgomery Drain. I consider it an honor and a privilege to serve all of Ingham County's citizens, businesses, and municipalities.

Shortly after becoming Drain Commissioner, while investigating a complaint of isolated flooding, I noticed the direct discharge of polluted stormwater entering the Red Cedar River from the Montgomery Drain. I began looking into the problems created by and associated with this aging and outdated drain infrastructure, which included poor structural condition, limited system capacity, and failure to treat contamination. Clearly, these problems were many years in the making and were not going to be solved easily or with a "quick fix" project.

Complicating the search for solutions, the Drain is at the juncture of three municipalities, two combined sewer systems, and four road entities. Furthermore, about half of the geographic area served by the Drain is in the 100-year floodplain of the Red Cedar River. To give perspective, Michigan Avenue would be under 6 feet of water during a 100-year flood of the Red Cedar River. It became apparent that the solution would lie in source control, in other words, holding and treating the polluted water as close to the source as practicable and feasible. Searching for open, available spaces that could be repurposed within an almost completely built out and 80% impervious service area brought with it many challenges.

Over the years, I brainstormed possible solutions with anyone willing to listen, including non-profit organizations, neighborhood associations, downtown development authorities, engineers, citizens, Michigan State University faculty, municipalities, and others. As a result of those meetings and conversations, an MSU professor and graduate student performed a survey and found that 91% of respondents were supportive of reconstructive efforts in the golf course or shopping center that would improve the water quality of the Red Cedar River.

I went full steam ahead to find workable solutions for the drainage issues facing this watershed and found that all open, available green space was owned by the City of Lansing, specifically Red Cedar Park and Ranney Park. Many concepts were developed, showing ways to repurpose the park properties for drainage. I went back to discuss these design concepts with the neighborhood groups, local property owners, and community service clubs. The response from constituents was overwhelmingly positive. In fact, 67% of voters in the City of Lansing approved a ballot measure to sell the Red Cedar Golf Course for redevelopment purposes.

A maintenance and improvement petition was filed in 2014 by the City of Lansing and the County of Ingham. As you are aware, the Drainage Board found the petition necessary and practicable, and authorized me to move forward with a project recommendation. The following alternatives analysis explains my recommendation for the scope and design of this project.



Patrick E. Lindemann
Ingham County Drain Commissioner

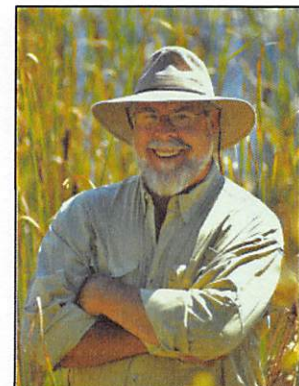


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I. EXECUTIVE SUMMARY

The City of Lansing and Ingham County filed a petition for maintenance and improvement of the Montgomery Drain (“Drain”) due to concerns regarding public health, pollution, and flooding. The Montgomery Drain Drainage Board (“Drainage Board”) determined that a project was necessary and authorized the Ingham County Drain Commissioner (“Drain Commissioner”) to develop a recommended project to address these concerns. In doing so, the Drain Commissioner retained engineers to consider and analyze several different approaches to provide a recommendation. The Drain Commissioner identified three main goals of this Drain project: Improve Drain infrastructure condition, increase Drain capacity, and treat contamination that flows through the system.

As further discussed in Section VIII, the recommended project is **Alternative 5 – Targeted Low Impact Design**. This approach maximizes the use of existing infrastructure within the system while adding storage capacity where needed. A water quality “treatment train” would also be constructed, consisting of various facilities including media filters, engineered biofiltration, and constructed wetlands to significantly reduce the estimated 50,000-75,000 pounds of pollutants conveyed through the Montgomery Drain into the Red Cedar River on a yearly basis. Of the various alternatives discussed herein, the Drain Commissioner determined Alternative 5 to be the most cost effective and practical to attain the project goals.

II. INTRODUCTION

The Montgomery Drain is a county drain located in Ingham County and governed under Chapter 20 of the Michigan Drain Code, Public Act 40 of 1956, as amended. The Drain serves areas within the City of Lansing, the City of East Lansing, and Lansing Township (“Service Area”). The Drain is under the jurisdiction of the Drainage Board, consisting of the Drain Commissioner and two members of the Ingham County Board of Commissioners.

The Drain was constructed in 1906. Over the ensuing decades, the lands served by the Drain have been converted from primarily agricultural and open space to a more intense mix of commercial and residential use. The Drain was extended when Frandor Shopping Center opened in 1954. In the mid-1960s to early-1970s, major road development and improvement projects occurred in this area, including the construction of US-127 and the expansion of Saginaw Street and Grand River Avenue. The Drain was further extended in 1978 due to additional development.

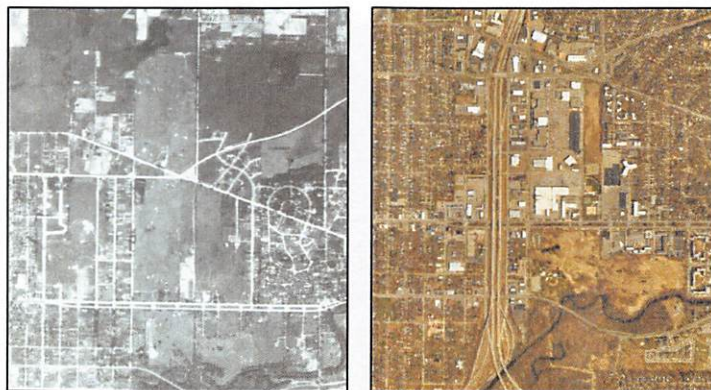


Figure 1. 1938 aerial image (left); 2015 aerial image (right).

Since the mid-1990s, there have been ongoing problems with flooding and contamination which have been reported to and investigated by the Drain Commissioner. In 2014, the City of Lansing and Ingham County petitioned for a drain maintenance and improvement project due to mounting problems and concerns with the Drain, including the poor structural condition of the pipes, insufficient capacity of the system, and contaminated stormwater runoff.

Upon receipt of the petition, the Drainage Board held the statutorily required public hearings and ultimately issued a Final Order of Determination finding that a drain maintenance and improvement project is practicable and necessary for the public health. The Drainage Board has authorized the Drain Commissioner to seek a recommended solution to address the identified problems. The Drain Commissioner engaged Spicer Group, Inc. and Eng., Inc. to assess the current condition of the Drain and to develop alternative project designs.

STATE OF MICHIGAN
OFFICE OF THE INGHAM COUNTY DRAIN COMMISSIONER

In the Matter of: Montgomery Drain (a.k.a. the Montgomery Extension Drain)

FINAL ORDER OF DETERMINATION

A meeting having been held by the Montgomery Drain Drainage Board, composed of Patrick E. Lindemann, Diane Holman, and Debra Nolan at 4:00 p.m. on July 15, 2014, at the Ingham County Human Services Building, Conference Room D/E, located at 5303 S. Cedar Street, Lansing, Michigan 48911, being the time and place fixed in the Notice of Meeting for the Hearing of Objections, which notice was duly served, published and posted as required by law; and at said meeting Patrick E. Lindemann served Chairperson, and after a hearing objections, the Drainage Board made determinations as to the sufficiency of the petition, the practicability of the drain, whether the drain should be constructed, and if so, the public corporations to be assessed made the following Order:

It Is Hereby Ordered and Determined that the Petition filed by the City of Lansing and the County of Ingham filed May 20, 2014 and June 3, 2014 for the cleaning out, relocating, widening, deepening, straightening, tilting, extending, adding branches, adding lands, relocating along a highway, and/or installing devices to purify the flow of said Drain is necessary for the public health, that the Petition is sufficient.

It is Further Ordered and Determined that proposed drain project is / is not practicable.

It is Further Ordered and Determined that the proposed drain project should / should not be constructed.

It is Further Ordered and Determined that the public corporations to be assessed for the cost of the drain project are / are not the City of Lansing, the City of East Lansing, the Charter Township of Lansing, the County of Ingham, and the Michigan Department of Transportation.

MONTGOMERY DRAIN DRAINAGE BOARD

Patrick E. Lindemann
Patrick E. Lindemann, Chairman

Diane Holman
Diane Holman

Debra Nolan
Debra Nolan

Dated: July 15, 2014
and Filed in the Office of the Ingham County Drain Commissioner

Figure 2. Final Order of Determination.

III. CURRENT CONDITIONS OF THE MONTGOMERY DRAIN

1. Poor infrastructure condition. The Drain was inspected and inventoried using techniques such as surveying, pipe televising, manhole scanning, pipe defect assessment, manhole defect assessment, smoke testing, dye testing, illicit discharge research, flow metering, and automated sampling. The inspections revealed cracked and collapsed pipes, debris buildup, illicit connections, and parts of the system that had reached the end of their useful lives. Additionally, the inspections identified existing infrastructure that could be rehabilitated or repurposed as part of the project. These efforts found that 39% is in fair condition, and 57% is in poor condition. (See Map #1.)

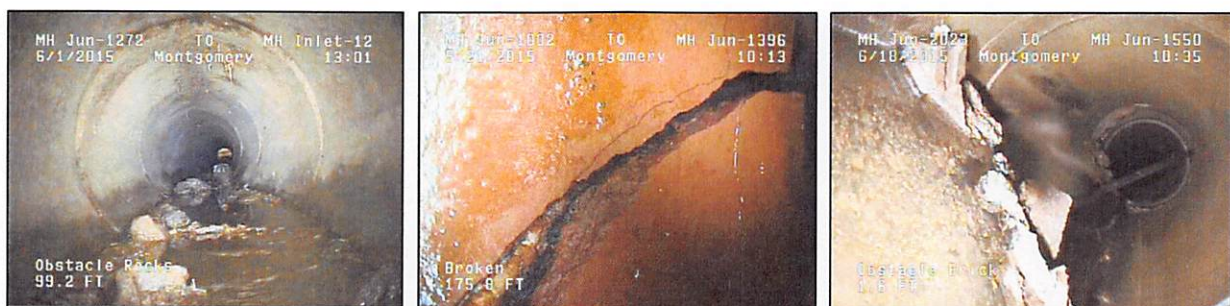


Figure 3. Photos representative of Drain condition.

2. Insufficient capacity. The Drain lacks the capacity to adequately store and convey stormwater through the system. In its current condition, the Drain does not have stormwater storage and 52% of the pipes are now too small to convey the 10-year design event. (See Map #2.) Land use changes and increases in both the volume and intensity of precipitation events have also caused the Drain to no longer have enough capacity to operate efficiently. The insufficient capacity is evidenced by localized flooding, surcharged pipes, and increased stormwater velocities. Further, advancements in design standards and rainfall data collection support the conclusion that the Drain requires additional capacity to manage the stormwater in the Service Area.



Figure 4. Photos depicting Drain capacity issues. Left: Clippert and Grand River. Right: Clippert and Vine.

3. Contamination. Within the existing Service Area, 80% of the current land cover is impervious—meaning covered with pavement, concrete, rooftops, etc.—which leads to the direct runoff of stormwater into the Drain. This direct runoff causes an increase in non-point source pollution and introduces metals, salts, hydrocarbons, solids, bacteria, nutrients, and other contaminants into the stormwater, which ultimately discharges into the Red Cedar River. Studies performed by Triterra and Spicer Group, Inc. independently show that contamination exceeds mandated state and federal water quality criteria. The high level of contamination is a major contributor to the impairment of the Red Cedar River. Based on two years of sampling data, it is estimated that 50,000-75,000 pounds of contamination are conveyed through the Drain into the Red Cedar River annually.



Figure 5. Photos depicting Drain contamination.

IV. SUPPLEMENTAL CONSIDERATIONS AFFECTING PROJECT DESIGN

The Drain Commissioner has sought ways to reduce the cost of any selected Drain project, while providing the most beneficial public impact (i.e., "the biggest bang for the buck"). Below are some ways in which the Drain Commissioner has achieved this objective:

1. Grant Funding. The Drain Commissioner obtained a State of Michigan Stormwater, Asset Management and Wastewater ("SAW") Grant in the amount of \$1,319,417.00 to inspect and inventory the infrastructure of the Drain. These funds were applied to offset the project costs expended on the necessary review of the existing infrastructure.

To further reduce project costs, the Drain Commissioner obtained a State of Michigan Department of Natural Resources Aquatic Habitat Grant in the amount of \$427,178.00. These grant funds will be applied toward pollution remediation.

2. MDOT Coordination. The Drain Commissioner has been working with Michigan Department of Transportation ("MDOT") to eliminate both the siphon drain under US-127 and the Combined Sewer Overflow ("CSO") located in the area of Saginaw and Homer Streets by incorporating replacement facilities as part of the project. MDOT will be responsible for all costs associated with the elimination of the siphon drain and CSO.

3. City of Lansing Coordination. The Frandora Hills subdivision, constructed in the 1960s, is located north of Saginaw Street between US-127 and Coolidge Road. The City of Lansing currently maintains a storm sewer system and sanitary sewer lines within the streets of this subdivision. Both are in need of repair. The Drain Commissioner and City of Lansing officials are working together to improve the storm sewer system as part of the Drain project, while at the same time replacing the sanitary sewer lines to minimize further disruption to area residents and to reduce costs by coordinating construction. The City of Lansing will be responsible for all costs associated with the replacement of sanitary sewer lines and street reconstruction.

Through communications with the City of Lansing, the Drain Commissioner has also obtained easements over Ranney Park and Red Cedar Park at no cost. These easements are to be used for the Drain project, under the condition that the parks will continue to be used as recreational lands. These parks are an essential component of the project design.

4. Coordination with Local Economic Development. The Drain Commissioner is proactively working toward responsible regional growth by ensuring that developers treat stormwater at its source. Additionally, several area business owners have voluntarily provided easements to benefit the Drain project.

V. PROJECT ALTERNATIVES

The Drain Commissioner has met and consulted with area landowners, local government officials, environmental regulators at Michigan Department of Environmental Quality, engineers, environmental experts, and members of the general public throughout this process. Priorities and concerns were gathered and considered. Based on the feedback and the results of various research

efforts, the Drain Commissioner determined that the following levels of service must be accomplished by the chosen project:

- Repair failing pipes and other parts of the system that are in poor condition;
- Increase capacity to handle a 10-year Storm;¹ and
- Reduce contamination by providing stormwater treatment for 96% of storm events.²

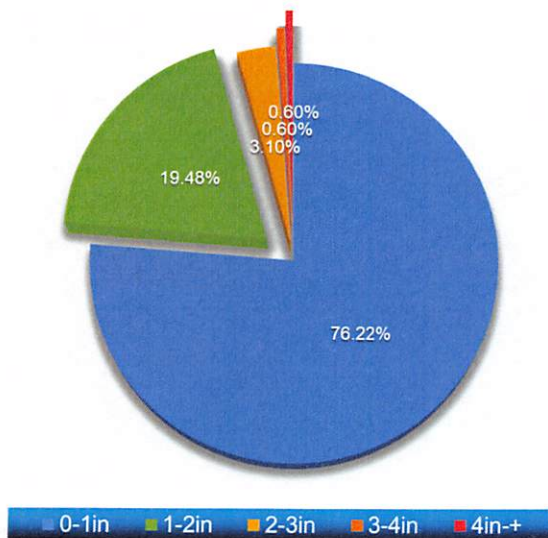


Figure 6. Based on daily rainfall records from 1910 to 2015, approximately 96% of storms have had total rainfall of 2" or less.

The Drain cannot prevent the flooding of the Red Cedar River because the River's watershed and its floodplain encompass an area vastly larger than the Drain's Service Area. However, with proper design and planning, localized flooding can be managed by the Drain while significantly decreasing the pollution that is introduced into the Red Cedar River from the Service Area.

In considering the alternatives, the Drain Commissioner remained committed to implementing the primary objective of the Clean Water Act, which is to restore and maintain the integrity of the nation's waters. This objective translates into two fundamental goals: to eliminate the discharge of pollutants and to achieve water quality levels that are fishable and swimmable.

Regulations implemented under the Clean Water Act, referred to as "Phase II," require storm water drainage systems in urbanized areas, such as the Montgomery Drain, to meet the following six minimum control measures:

1. *Public Education and Outreach;*
 2. *Public Involvement and Participation;*
 3. *Illicit Discharge Detection and Elimination;*
 4. *Construction Site Stormwater Runoff Control;*
 5. *Post Construction Stormwater Management (BMPs); and*
 6. *Stormwater Pollution Prevention and Good Housekeeping.*
-

Among the multitude of alternatives considered, the following are the best representative options of the different approaches:

¹ 10-year storm is defined as a storm that has a 1 in 10 chance of occurring within a given year.

² 96% of storms have total rainfall of 2" or less, based on rainfall records from 1910 to 2015.

Alternative 1 – Stormwater Treatment Plant

This alternative would involve the construction and operation of a stormwater treatment plant (“SWTP”)³ near the Red Cedar River. The SWTP would provide end-of-pipe treatment and storage of stormwater prior to discharge into the Red Cedar River. The SWTP cannot be constructed within the floodway, and any construction within the boundaries of the floodplain would have to be built above the 100-year flood stage of the Red Cedar River. Protection for a 500-year flood stage is required by law.⁴ An appropriately sized SWTP for the Drain’s Service Area would require substantial land acquisition. Operation and maintenance associated with a SWTP would require 24-hour specialized staffing. In addition to the SWTP, broken and undersized pipes would be replaced or repaired to extend the useful life of the existing system.

The SWTP alternative would meet project goals and is estimated to cost \$60.0 million.

Alternative 2 – Replace Existing Drain System

This alternative would involve the replacement of all existing infrastructure with the modern equivalent, thereby extending the life of the current system. This alternative was considered because it is a common approach to drain improvement projects. Typical operation and maintenance expenses would be expected.

Alternative 2, however, would not meet the project goals of increasing the Drain’s capacity or treating contamination. The estimated cost for Alternative 2 is \$77.3 million.

Alternative 3 – Total Low Impact Design

This alternative would require the installation of low impact design (“LID”) infrastructure such as rain gardens, infiltration basins, green roofs, permeable pavement, and other methods on every parcel in the Drain’s Service Area. The LID infrastructure would capture and treat pollutants at the source, reducing the amount of contaminants conveyed through the Drain and ultimately into the Red Cedar River. To implement this alternative, an estimated 20% of each parcel would be dedicated for LID infrastructure. Broken and undersized pipes would be replaced or repaired to extend the useful life of the existing system. Necessary maintenance would be required to ensure that the LID infrastructure operates efficiently, which would require permanent access to every parcel within the Service Area.

This alternative would meet all project goals. The estimated cost for Alternative 3 is \$139.4 million.

Alternative 4 – Stormwater Treatment Under Impervious Surfaces

This alternative would involve making underground improvements to the Drain infrastructure and storage capacity. Water quality treatment facilities—such as hydrodynamic separators, baffle boxes, oil/water separators, and grit chambers—would be constructed in pipes or concrete vaults. Treatment and storage facilities would be located under impervious surfaces (roadways, parking lots, etc.) in existing rights of way. Broken and undersized pipes would be replaced or repaired to extend the useful life of the existing system. Necessary maintenance, most of which would have

³ The stormwater treatment plant would be regulated under the same conditions as a wastewater treatment plant.

⁴ Michigan Administrative Code §R 408.30451c (Michigan Building Code).

to be performed underground, would be required to ensure that the infrastructure operates efficiently.

This alternative would meet all project goals. The estimated cost for Alternative 4 is \$41.7 million.

Alternative 5 – Targeted Low Impact Design

This alternative would involve making improvements to the Drain infrastructure, adding storage capacity, and placing water quality features at key locations. Broken and undersized pipes would be replaced or repaired to extend the useful life of the existing system. The construction of ponds and underground storage would increase the capacity of the system. This additional storage would be part of an overall “treatment train” of media filters, engineered biofiltration, and constructed wetlands to improve water quality. Necessary maintenance to above ground LID elements and underground infrastructure would be required to ensure that the system operates efficiently.

This alternative would meet all project goals. The estimated cost for Alternative 5 is \$34.9 million.

Alternative 6 – “Band-Aid®” the Drain

This alternative would only address major structural defects by replacing or repairing those pipes that are failing or in poor condition. This alternative would prolong the useful life of portions of the system. Necessary maintenance would be required to ensure that the system remains operational and would continue to increase in frequency and expense over time.

This alternative would improve the Drain infrastructure condition, but would not address the Drain capacity or water quality goals. The estimated cost for Alternative 6 is \$23.9 million.

Alternative 7 – Do Nothing

This alternative would halt design work and eventually abandon the petition. No improvements to the system would be made. System maintenance requirements would continue to increase over time, and the Drain would be more susceptible to catastrophic failure. Moreover, pollution of the Red Cedar River would continue unabated.

This alternative would not meet any of the project goals. The estimated cost of Alternative 7 is \$10.9 million, as a result of responding to the petition.

VI. ALTERNATIVES NOT MEETING PROJECT GOALS

Alternatives 2, 6, and 7 were rejected by the Drain Commissioner because they do not fully meet the project goals. The following summarizes important considerations, analysis and reasoning of these alternatives:

Alternative 2 – Replace Existing Drain System. This alternative was rejected by the Drain Commissioner because 1) the project would be excessively disruptive to the flow of traffic on local streets and around local businesses; 2) the project would not improve the Drain’s water quality; 3) the project would not increase the Drain’s capacity.

Alternative 6 – “Band-Aid®” the Drain. This alternative was rejected by the Drain Commissioner because 1) the system would continue to fail and require more substantial and costly

repairs over time; 2) the project would not improve the Drain's water quality; and 3) the project would not increase the Drain's capacity.

Alternative 7 – Do Nothing. This alternative was rejected by the Drain Commissioner because 1) the system would continue to fail and require more substantial and costly repairs over time; 2) the project would not improve the Drain's water quality; 3) the project would not increase the Drain's capacity; 4) doing nothing would waste funds that have already been expended to address the concerns of the petition; and 5) doing nothing would likely increase future legal liability.

VII. ALTERNATIVES MEETING PROJECT GOALS

The remaining four project alternatives meet the Drain Commissioner's goals:

Alternative 1 – Stormwater Treatment Plant

Alternative 3 – Total Low Impact Design

Alternative 4 – Stormwater Treatment Under Impervious Surfaces

Alternative 5 – Targeted Low Impact Design

Of these four that meet the project goals, Alternative 5 is the recommended alternative. It is the most cost-effective option, both from a capital and lifecycle cost standpoint.

Alternative 1 – Stormwater Treatment Plant. This alternative was rejected by the Drain Commissioner because 1) there is a shortage of available lands that are suitable for end-of-pipe SWTP construction; 2) the SWTP has the most extensive operational costs due to 24-hour specialized staffing and utility expenses; 3) there is a large energy consumption component associated with a SWTP; 4) treatment plants need to receive stormwater with consistent flow and quality characteristics; and 5) treatment plants create a sludge byproduct.

Alternative 3 – Total Low Impact Design. While favoring total low impact design and source control, this alternative was rejected by the Drain Commissioner because 1) retrofitting an existing developed commercial area with total LID would not be practicable; 2) a significant amount of additional, and potentially expensive rights of way would need to be obtained; 3) it may not be feasible to perform the necessary widespread relocation of utilities; and 4) it could be unreasonably burdensome to property owners.

Alternative 4 – Stormwater Treatment Under Impervious Surfaces. This alternative was rejected because 1) the amount of construction, operation, and maintenance in the roadway would be highly disruptive to the flow of traffic; 2) additional rights of way would be required; 3) it may not be feasible to perform the necessary widespread relocation of utilities; and 4) the extent of underground treatment facilities required to implement this alternative is considerably more expensive to construct and operate when compared to above-ground treatment facilities, due in part to the labor-intensive mechanical maintenance in confined spaces.

VIII. RECOMMENDED PROJECT ALTERNATIVE

Alternative 5 – Targeted Low Impact Design. This alternative was chosen by the Drain Commissioner because it 1) provides practicable source control with less burden to property owners; 2) avoids mandatory acquisition of additional rights of way by building treatment and storage facilities in existing public open spaces (Ranney Park and Red Cedar Park); 3) maximizes previous infrastructure investments by using existing pipes that would otherwise require upsizing; 4) reduces traffic disruption when compared to other alternatives; 5) treats contamination by conveying the stormwater through a “treatment train” which is considerably less expensive than other acceptable alternatives; and 6) meets all six of the Clean Water Act’s Phase II minimum control measures.

There are also many indirect benefits provided by Alternative 5, including 1) enhancement of public space and wetlands; 2) improvement of habitat for native plants and animals; and 3) connection of drain access and maintenance paths with regional trail systems that can be used for outdoor recreation.

When considering all lifecycle costs, Alternative 5 has the lowest cost of the four acceptable alternatives. This targeted low impact design project is the most feasible, cost effective, and practical to construct and maintain.



Figure 7. Conceptual drawing of Ranney Park.



Figure 8. Conceptual drawing of Red Cedar Park.

GLOSSARY

10-year Storm

A 10-year storm is one that has a 1 in 10 chance of occurring within a given year.

Baffle Box

A baffle box is a concrete or fiberglass structure containing a series of sediment settling chambers separated by baffles. The primary function of a baffle box is to remove sediment, suspended particles, and associated pollutants from stormwater. It may also contain a trash screen or skimmer to capture larger materials, trash, and floatables.

Biofiltration

Biofiltration refers to a pollution control technique using an engineered device or system containing living material to capture and biologically degrade pollutants.

Combined Sewer Overflow

A combined sewer system mixes sanitary and storm water, and the overflow of the system will discharge untreated sewage to receiving water bodies.

Easement

An easement is a legal right to use property for a specific purpose.

Floodplain

A floodplain is an area of land adjoining a river or stream that will be inundated by a 100-year flood (a flood which has a 1 in 100 chance of occurring in any given year).

Flood Stage

A flood stage is the level at which the surface of a body of water has risen to a certain level to cause sufficient inundation of areas that are not normally covered by water, and causing an inconvenience or threat to life or property.

Floodway

A floodway is the channel of a river or stream and adjacent shore areas that will carry moving water during times of flood.

Green Roof

A green roof is a roof of a building that is partially or completely covered with vegetation and a growing medium, planted over a waterproofing membrane. It may also include additional layers such as a root barrier and drainage and irrigation systems.

Grit Chamber

A grit chamber is a tank or an enlargement of a collection line designed to slow the flow of stormwater for the purpose of separating solids.

Hydrodynamic Separator

A hydrodynamic separator is a flow-through structure with a settling or separation unit designed to capture oils, sediment, and other pollutants contained in runoff and to prevent these contaminants from entering the stormwater drainage system.

Impervious

Impervious means not allowing, or allowing only with great difficulty, the movement of water to pass through.

Infiltration Basin

An infiltration basin is a water impoundment over permeable soils which receives stormwater runoff and contains it until it infiltrates the soils. The basin removes fine sediment and the pollutants associated with them.

Lifecycle Cost

A lifecycle cost is the sum of all recurring and one-time costs over the full life span of a system. This includes material costs, installation cost, operating costs, maintenance and upgrade costs, and residual value at the end of useful life.

Low Impact Design ("LID")

Low Impact Design is a land planning and design technique to manage stormwater runoff as part of green infrastructure. LID emphasizes conservation and use of on-site natural features to protect water quality.

Media Filter

A media filter is a type of filter that uses some combination of sand, peat, turf, shredded tires, geotextile fabric, or other material to protect water quality in streams, rivers, and lakes. A media filter can be effective at removing pollutants in stormwater such as suspended solids and phosphorus.

Nonpoint Source Pollution

Nonpoint source pollution is caused by rain and snowmelt carrying pollution from random and diverse sources over or through the ground, finally depositing it into lakes, streams, wetlands, and other water bodies.

Nutrients

Nutrients in stormwater refer primarily to phosphorus and nitrogen, which can induce excessive plant and algae growth when a body of water becomes overly enriched with them. This also can lead to reduced water clarity and to oxygen depletion of the water body, which causes harmful algal blooms, dead zones, and fish kills.

Oil/Water Separator

An oil/water separator is a specialized concrete vault integrated into a larger water treatment system to separate oil and petroleum products from stormwater and runoff.

Permeable Pavement

Permeable pavement is made of porous concrete, asphalt, or interlocking pavers, allowing stormwater to pass through the pavement to an outlet pipe below.

Rain Garden

A rain garden is a depressed area in the landscape that collects stormwater runoff, allowing it to soak through and be filtered by the plants and engineered soil medium to an outlet pipe below.

Runoff

Runoff is the excess portion of precipitation that does not infiltrate into the ground, but “runs off” and reaches a stream, water body, or storm sewer.

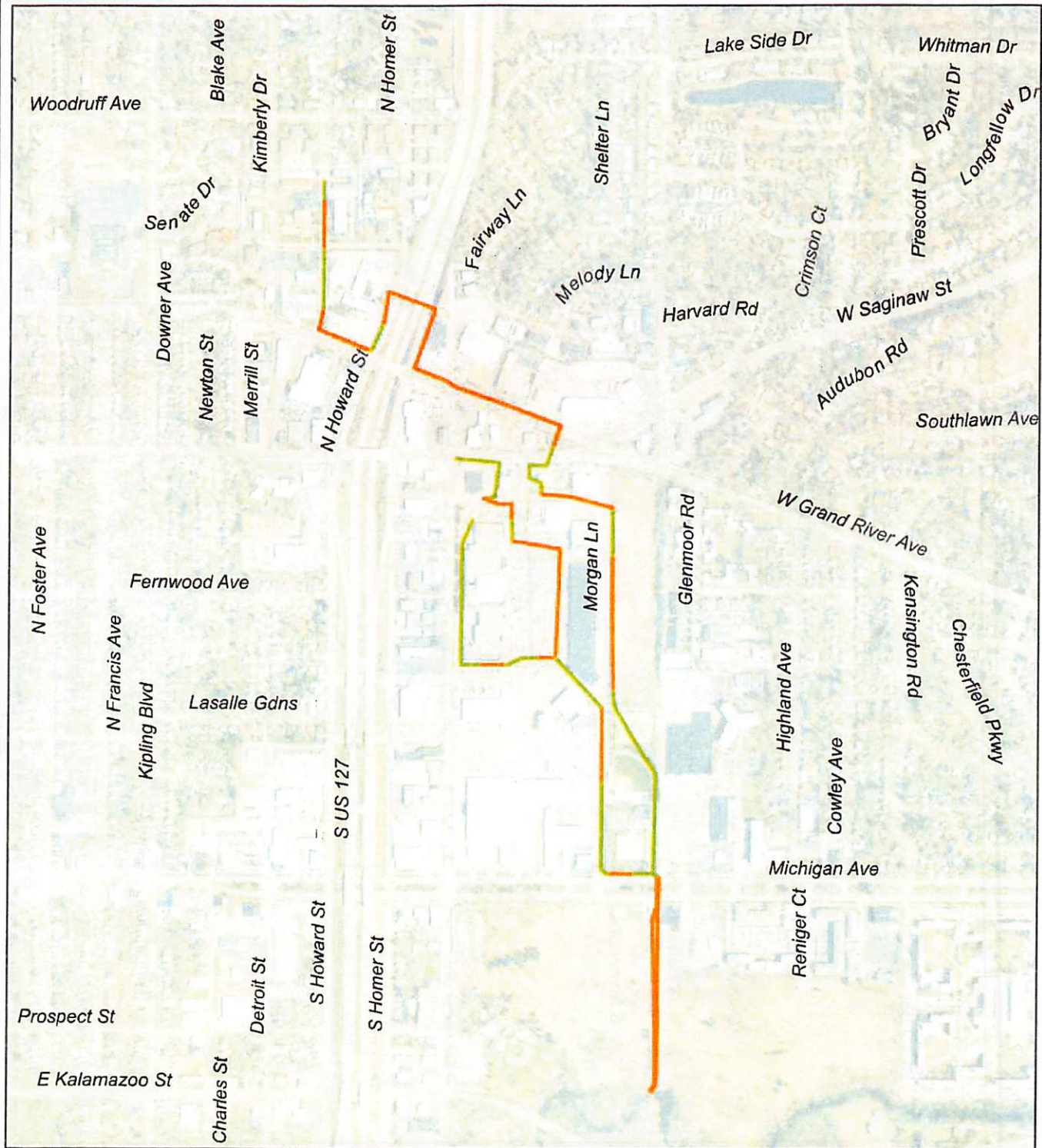
Treatment Train

A treatment train is a sequence of multiple stormwater treatment facilities designed to reduce pollution.



Storm Sewer Pipe Condition

Montgomery Drain



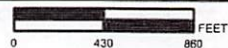
LEGEND

Pipe Condition

- Fair
- Poor

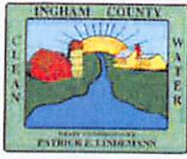


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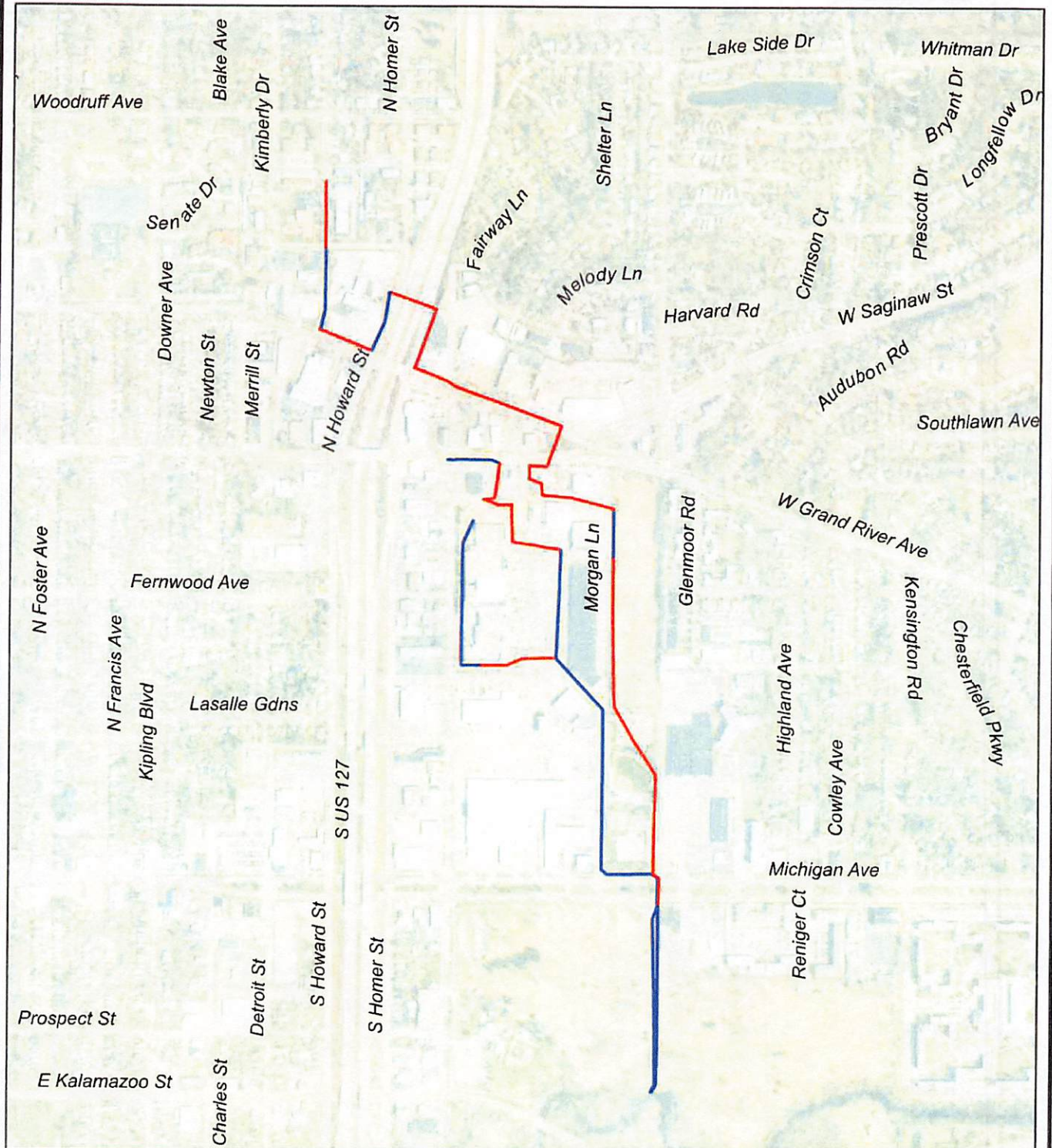
MAP #1

DATE: NOVEMBER 2018



Storm Sewer Pipe Capacity

Montgomery Drain



LEGEND

Pipe Capacity

- Sufficient Capacity
- Insufficient Capacity



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MAP #2

DATE: NOVEMBER 2018

General Fund Status Report – FY 2020 3rd Quarter

Please see accompanying summary detail (pages 3-5)

Revenues

In total, General Fund revenues collected through the third quarter of Fiscal Year 2020 (July – March) is on track with expectations for the amended budget.

- **Property Taxes** revenues are largely collected with only minor changes anticipated for the remainder of the year.
- **Income Tax** collections are doing well to date with the amended budget. April to the Fiscal Year end typically accounts for approximately 40% of revenues collected. We are monitoring revenues to date closely with Treasury and will be providing regular updates as we prepare to adopt a final budget for the year.
- **Return on Equity** is anticipating no change from the adopted budget. The finance team negotiated a flat rate for the current year and \$25 million for the following two fiscal years. This rate goes for final approval May 26.
- **State Revenues** are ahead of previous years due to the timing of certain one-time payments. April's payment came in as projected, but significant reductions in sales tax collections statewide are expected to impact the June and August payments.
- **Charges for Services** are slightly below last year's revenue. This may be adjusted as cash receipts are accounted for. Except for public safety and administrative reimbursements from other funds, there may be reductions in what we expect for the remaining months.
- **Fines and Forfeitures** are below previous years to date. This balances out approximately with savings to date in court expenditures.
- **Licenses and Permits** are up from the previous year. The largest contributors to this category to date include cable TV franchise fees and medical marijuana licenses.
- **Interest and Rents** collections are below last year. Some variance is due to the timing of interest revenue postings. This category makes up only 0.3% of the General Fund revenue budget.
- **Other Revenues** are below previous year collections for this time. This category makes up only 0.3% of General Fund revenues.

(continued)

Expenditures

Departmental expenditures are otherwise in line with expectations for the current year, taking into account timing of payroll with a few exceptions. The Clerk's Office is slightly over on some operations costs, but will be reimbursed for its election costs. Finance Operations incurred higher personnel costs with higher audit costs than anticipated including temporary assistance and overtime.

Summary

The year to date revenues and expenditures largely reflect the period before we would see any impact from COVID-19, so caution is warranted for otherwise optimistic returns to date. Reduced revenues going forward are expected except toward property taxes which have been collected and the remaining return on equity payment. In the opposite direction, expected transfers from the Sewer and Parking fund due to the General Fund are expected to mitigate the impact relative to our amended budget. A final budget will be proposed to council accounting for these changes before the end of the fiscal year.

March 31, 2020 Revenue Summary

Fiscal Year July 1, 2019 - June 30, 2020

General Fund Revenues	<u>FY 2020</u> <u>Adopted</u> <u>Budget</u>	<u>FY 2020</u> <u>Amended</u> <u>Budget</u>	<u>FY 2020</u> <u>Mar. 31</u> <u>Actuals</u>	<u>Mar. 31</u> <u>Percent</u> <u>YTD</u>	<u>3 Year</u> <u>Mar. 31</u> <u>Avg.</u>
<u>Property Taxes</u>					
Non-Dedicated	32,150,000	32,635,000	32,225,933		
Dedicated - Police	3,217,500	3,217,500	3,217,500		
Dedicated - Fire	3,217,500	3,217,500	3,217,500		
Dedicated - Roads	2,145,000	2,145,000	2,145,000		
Dedicated - Parks	2,145,000	2,145,000	2,145,000		
Total	42,875,000	43,360,000	42,950,933	99.1%	101.0%
<u>Income Taxes</u>					
City Income Tax	39,400,000	37,000,000	23,343,394		
Total	39,400,000	37,000,000	23,343,394	63.1%	59.4%
<u>Return on Equity</u>					
Board of Water and Light	23,100,000	23,100,000	11,769,291		
Total	23,100,000	23,100,000	11,769,291	50.9%	51.8%
<u>State Revenues</u>					
Revenue Sharing	15,747,000	15,768,407	8,048,216		
Fire Reimbursement Grants	3,000,000	2,908,593	2,908,593		
Personal Property Tax Reimbursement	990,000	990,000	970,628		
Liquor License Fee	80,000	80,000	75,923		
Total	19,817,000	19,747,000	12,003,361	60.8%	53.1%
<u>Charges for Services</u>					
Public Safety	3,863,300	3,863,300	2,829,448		
Reimbursements	2,366,500	2,366,500	1,618,625		
Code Compliance	2,300,000	2,300,000	1,121,375		
Recreation Fees	713,900	713,900	414,437		
Appeals & Petitions	69,300	69,300	60,675		
Work for Others	36,300	36,300	58,433		
Central Stores	1,500	1,500	1,505		
Subscriptions and Information	1,000	1,000	85		
Total	9,351,800	9,351,800	6,104,583	65.3%	68.3%
<u>Fines and Forfeitures</u>					
Fines and Forfeitures	2,149,200	2,149,200	1,235,681		
Total	2,149,200	2,149,200	1,235,681	57.5%	68.8%
<u>Licenses & Permits</u>					
Cable Franchise Fees	1,200,000	1,200,000	813,757		
Marihuana Licenses	500,000	500,000	520,000		
Business Licenses	102,800	102,800	59,691		
Non-Business Licenses	59,000	59,000	31,367		
Building Licenses & Permits	27,200	27,200	5,875		
Total	1,889,000	1,889,000	1,430,690	75.7%	47.5%
<u>Interest & Rents</u>					
Interest Income	415,000	415,000	147,531		
Total	415,000	415,000	147,531	35.5%	53.3%
<u>Other Revenues</u>					
Sale of Fixed Assets	105,000	105,000	25,168		
Donations & Contributions	145,000	145,000	17,293		
Miscellaneous	153,000	153,000	104,375		
Total	403,000	403,000	146,836	36.4%	60.6%
<u>Total General Fund</u>					
Operating Revenue	139,400,000	137,415,000	99,132,301	72.1%	70.7%
Transfers from Other Funds	100,000	100,000	100,000		
Total	139,500,000	137,515,000	99,232,301	72.2%	70.7%

March 31, 2020 Quarterly Budget Report

Fiscal Year July 1, 2019 - June 30, 2020

Estimated Revenues	<u>FY 2020</u> <u>Adopted</u> <u>Budget</u>	<u>FY 2020</u> <u>Amended</u> <u>Budget</u>	<u>FY 2020</u> <u>Mar. 31</u> <u>Actuals</u>	<u>Mar. 31</u> <u>Percent</u> <u>YTD</u>	<u>3 Year</u> <u>Mar. 31</u> <u>Avg.</u>
Property Taxes	42,875,000	43,360,000	42,950,933		
Income Taxes	39,400,000	37,000,000	23,343,394		
Return on Equity	23,100,000	23,100,000	11,769,291		
State Revenues	19,817,000	19,747,000	12,003,361		
Charges for Services	9,351,800	9,351,800	6,104,583		
Fines & Forfeitures	2,149,200	2,149,200	1,235,681		
Licenses & Permits	1,889,000	1,889,000	1,430,690		
Interest & Rent	415,000	415,000	147,531		
Other Revenue	403,000	403,000	146,836		

Total Revenues	139,400,000	137,415,000	99,132,301	72.1%	70.7%
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Appropriations	<u>FY 2020</u> <u>Adopted</u> <u>Budget</u>	<u>FY 2020</u> <u>Amended</u> <u>Budget</u>	<u>FY 2020</u> <u>Mar. 31</u> <u>Actuals</u>	<u>Mar. 31</u> <u>Percent</u> <u>YTD</u>	<u>Mar. 31</u> <u>Target</u> <u>Exp.</u>
Council					
Personnel	498,516	498,516	355,091		
Operating	228,461	228,461	133,977		
Total	726,977	726,977	489,068	67.3%	73.7%
Internal Audit					
Personnel	182,115	182,115	125,808		
Operating	13,885	13,885	7,677		
Total	196,000	196,000	133,485	68.1%	73.0%
Courts					
Personnel	5,121,945	5,121,945	3,549,323		
Operating	1,395,007	1,395,007	986,860		
Total	6,516,952	6,516,952	4,536,183	69.6%	74.5%
Mayor's Office					
Personnel	1,059,636	1,059,636	766,388		
Operating	361,399	226,699	155,072		
Total	1,421,035	1,286,335	921,460	71.6%	72.8%
Media Center					
Personnel	438,347	438,347	326,705		
Operating	39,653	39,653	14,402		
Total	478,000	478,000	341,106	71.4%	73.4%
Clerk's Office					
Personnel	990,367	990,367	739,886		
Operating	411,819	411,819	439,153		
Total	1,402,186	1,402,186	1,179,039	84.1%	82.5%
Neighborhood & Citizen Engagement					
Personnel	832,604	771,604	533,677		
Operating	333,396	394,396	146,199		
Total	1,166,000	1,166,000	679,876	58.3%	66.2%
Economic Development & Planning					
Personnel	3,278,728	3,278,728	2,316,734		
Operating	2,455,591	2,205,591	1,932,389		
Total	5,734,319	5,484,319	4,249,123	77.5%	79.0%
Finance/Operations					
Personnel	1,046,216	1,180,916	894,850		
Operating	548,881	548,881	423,275		
Total	1,595,097	1,729,797	1,318,125	76.2%	73.9%

Appropriations	<u>FY 2020</u> <u>Adopted</u> <u>Budget</u>	<u>FY 2020</u> <u>Amended</u> <u>Budget</u>	<u>FY 2020</u> <u>Mar. 31</u> <u>Actuals</u>	<u>Mar. 31</u> <u>Percent</u> <u>YTD</u>	<u>Mar. 31</u> <u>Target</u> <u>Exp.</u>
Assessing					
Personnel	1,559,864	1,559,864	933,288		
Operating	240,838	240,838	164,819		
Total	<u>1,800,702</u>	<u>1,800,702</u>	<u>1,098,107</u>	61.0%	72.7%
Treasury					
Personnel	1,848,306	1,848,306	1,126,435		
Operating	429,698	429,698	295,380		
Total	<u>2,278,004</u>	<u>2,278,004</u>	<u>1,421,815</u>	62.4%	72.8%
Human Resources					
Personnel	1,333,106	1,333,106	920,192		
Operating	892,521	958,521	751,081		
Total	<u>2,225,627</u>	<u>2,291,627</u>	<u>1,671,273</u>	72.9%	73.4%
Attorney's Office					
Personnel	1,941,252	1,941,252	1,307,176		
Operating	239,631	239,631	168,677		
Total	<u>2,180,883</u>	<u>2,180,883</u>	<u>1,475,853</u>	67.7%	72.4%
Police					
Personnel	37,802,547	38,112,816	26,618,533		
Operating	7,057,235	7,057,235	4,471,964		
Total	<u>44,859,782</u>	<u>45,170,051</u>	<u>31,090,497</u>	68.8%	71.0%
Fire					
Personnel	30,772,490	31,022,221	21,195,248		
Operating	5,278,088	5,278,088	3,281,591		
Total	<u>36,050,578</u>	<u>36,300,309</u>	<u>24,476,840</u>	67.4%	71.1%
Public Service					
Personnel	2,855,553	2,555,553	1,767,786		
Operating	9,307,133	9,607,133	5,941,720		
Total	<u>12,162,686</u>	<u>12,162,686</u>	<u>7,709,506</u>	63.4%	71.8%
Human Relations & Community Service					
Personnel	1,460,296	1,540,296	1,040,056		
Operating	196,615	196,615	112,900		
Total	<u>1,656,911</u>	<u>1,736,911</u>	<u>1,152,957</u>	66.4%	72.5%
Parks & Recreation					
Personnel	5,246,923	5,246,923	3,366,709		
Operating	3,354,838	3,354,838	1,883,766		
Total	<u>8,601,761</u>	<u>8,601,761</u>	<u>5,250,475</u>	61.0%	72.6%
Human Services					
Operating	1,725,000	1,725,000	1,379,999		
Total	<u>1,725,000</u>	<u>1,725,000</u>	<u>1,379,999</u>	80.0%	75.0%
City Supported Agencies					
Operating	316,500	316,500	136,600		
Total	<u>316,500</u>	<u>316,500</u>	<u>136,600</u>	43.2%	97.2%
Non-Departmental					
Vacancy Factor	(700,000)	(200,000)	-		
Library Lease	150,000	150,000	93,876		
Debt Service	1,265,000	1,265,000	42,225		
Net Transfers	5,590,000	5,858,145	5,758,145		
Penalties & Claims	-	-	(46,696)		
Total	<u>6,305,000</u>	<u>7,073,145</u>	<u>5,847,550</u>	82.7%	86.4%
Total Expenditures	<u>139,400,000</u>	<u>140,624,145</u>	<u>96,558,938</u>	68.7%	72.8%
General Fund balance	10,031,490	10,031,490			
Change	-	(3,209,145)			
Ending Fund Balance	<u>10,031,490</u>	<u>6,822,345</u>			

Vacancy Factor Report

FY2020**March 31, 2020**

Department	Key	PCN	Position Description	FTE	Vacancy	Vacancy Factor
Vacancies Counted toward General Fund Vacancy Factor						
COUNCIL	1012101	ADMSECTY	ADMINISTRATIVE SECRETARY	1.00	1/18/2020	CONTRACT
COUNCIL/INTERNAL AUDIT	1012120	LEGISAUD	LEGISLATIVE AUDITOR	1.00	2/20/2020	11,069
NEIGH CTZN ENG	1012250	ADMAST29	ADMINISTRATIVE ASSISTANT 29	1.00	2/11/2020	6,118
HR AND CS	1012500	SECRTY26	SECRETARY 26	1.00	8/24/2019	23,846
ED&P/PLANNING	1012620	ASTPLMGR	ASSISTANT PLANNING MANAGER	1.00	3/20/2020	1,997
FINANCE/OPERATIONS	1012710	ADMSPC30	ADMINISTRATIVE SPECIALIST 30	1.00	11/28/2011	36,131
ASSESSOR	1012720	COMINDAP	COMMERICAL/INDUSTRIAL APPRAISR	1.00	10/18/2019	CONTRACT
ASSESSOR	1012720	RESIDAPP	RESIDENTIAL APPRAISER	1.00	5/24/2019	CONTRACT
ASSESSOR	1012720	RESIDAPP	RESIDENTIAL APPRAISER	1.00	10/5/2017	CONTRACT
TREASURY	1012730	INTAXTEC	INCOME TAX EXAMINER TECHNICIAN	1.00	3/7/2020	2,835
TREASURY	1012730	INTAXTEC	INCOME TAX EXAMINER TECHNICIAN	1.00	9/4/2018	32,857
TREASURY	1012730	PTCUSTRP	PT CUSTOMER SERVICE REP	1.00	2/22/2020	3,732
TREASURY	1012730	TRESYINV	TREASURERY INVESTIGATOR	1.00	8/24/2019	31,645
HUMAN RESOURCES	1012800	EMBEPAAD	EMPLOYEE BENEFITS/PAYROLL ADM	0.70	1/3/2020	CONTRACT
HUMAN RESOURCES	1012800	PRNCRECR	PRINCIPAL RECRUITER	1.00	4/18/2017	CONTRACT
CITY ATTORNEY	1012900	ASTATY36	ASSISTANT CITY ATTORNEY	1.00	4/6/2018	56,212
PUBLIC SERVICE/BUILDINGS	1013140	ADMAST29	ADMINISTRATIVE ASSISTANT 29	1.00	12/27/2018	34,438
PUBLIC SERVICE/BUILDINGS	1013140	ELECTRICN	ELECTRICIAN	1.00	12/30/2018	41,664
PUBLIC SERVICE/BUILDINGS	1013140	ELECFCACW	ELECTRICAL FACILITY CTRL WKR	1.00	11/2/2018	33,629
PUBLIC SERVICE/BUILDINGS	1013140	FACMTWKR	FACILITY MAINT WORKER 400	1.00	3/2/2015	33,629
PUBLIC SERVICE/BUILDINGS	1013140	PLUMBSUP	PLUMBING SUPERVISOR	1.00	6/10/2018	56,060
POLICE/ADMIN	1013201	ADMSPC31	ADMINISTRATIVE SPECIALIST 31	1.00	12/28/2011	37,997
POLICE/CENTRAL SERVICES	1013221	POLCADET	POLICE CADET	1.00	7/1/2019	17,117
POLICE/CENTRAL SERVICES	1013221	POLCADET	POLICE CADET	1.00	7/1/2019	17,117
POLICE/RADIO LAB	1013222	RADTEC32	RADIO TECHNICIAN 32	1.00	10/11/2019	CONTRACT
POLICE/DETENTION	1013224	DETENOFF	DETENTION OFFICER	1.00	12/12/2019	CONTRACT
POLICE/PROPERTY & SUPPLY	1013225	QTRMATEC	EVIDENCE/SUPPLY SPECIALIST	1.00	4/19/2016	CONTRACT
POLICE/INVESTIGATIONS	1013240	CAPTAIN6	CAPTAIN VI	1.00	3/13/2020	OVERTIME
POLICE/INVESTIGATIONS	1013240	DETECT2C	DETECTIVE IIC	1.00	7/1/2017	OVERTIME
POLICE/PATROL	1013251	POOFFCR	POLICE OFFICER 1	1.00	12/26/2019	OVERTIME
FIRE/ADMIN	1013501	ADMAST05	ADMINISTRATIVE ASSISTANT V	1.00	12/21/2019	CONTRACT
FIRE/ADMIN	1013501	PTCLRK25	PT CLERK 25	1.00	7/1/2019	28,384
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	1/15/2019	36,042
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	1/22/2019	36,042
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	5/11/2019	36,042
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	6/5/2019	36,042
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	8/9/2019	30,553
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	8/31/2019	27,809
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	9/1/2019	27,809
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	9/14/2019	25,979
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	9/28/2019	24,150
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	1/18/2020	9,514
FIRE/SUPPRESSION	1013520	FIRFIGTR	FIREFIGHTER	1.00	1/22/2020	8,965
FIRE/SUPPRESSION	1013520	INSPECT4	INSPECTOR IV	1.00	2/15/2020	9,580
FIRE/PREVENTION	1013530	SECRTY26	SECRETARY 26	1.00	7/1/2019	29,769
PARKS/MANAGEMENT	1013810	PTCLRK23	PARTTIME CLERK 23	1.00	12/13/2019	10,158
						854,929

Vacancy Factor Report

FY2020

March 31, 2020

Non-Vacancy Factor (non-General Fund) Vacancies

ED&P/O&M ADMIN	1013611	CEMATWK2	CEMETERY MAINTANCE WORKER 200	1.00
ED&P/O&M ADMIN	1013611	CLERKS24	CLERKS 24	1.00
ED&P/O&M ADMIN	1013611	DRIVRWKR	DRIVER WORKER	1.00
ED&P/O&M ADMIN	1013611	EQPOPWK4	EQUIPMENT OPERATOR WORKER 400	2.00
ED&P/O&M ADMIN	1013611	EQPOPWK5	EQUIPMENT OPERATOR WORKER 500	1.00
ED&P/O&M ADMIN	1013611	MANTWKR2	MAINTENANCE WORKER 200	2.00
ED&P/O&M ADMIN	1013611	MANTWKR3	MAINTENANCE WORKER 300	1.00
ED&P/O&M ADMIN	1013611	OMSUPERT	O&M SUPERINTENDENT	1.00
ED&P/BUILDING SAFETY	2492610	BLDINSPC	BUILDING INSPECTOR	1.00
ED&P/BUILDING SAFETY	2492610	BLDINSUP	BUILDING INSPECTOR SUPERVISOR	1.00
ED&P/BUILDING SAFETY	2492610	PLNREVAN	PLAN REVIEW ANALYST	1.00
ED&P/PARKING	5853641	ACCTGCLK	ACCOUNTING CLERK	2.00
ED&P/PARKING	5853642	LDPKTECH	LEAD PARKING TECHNICIAN	1.00
ED&P/PARKING	5853642	PKGENWKR	PARKING ENFORCEMENT WORKER 300	1.00
ED&P/PARKING	5853642	PKGRVCOL	PARKING REVENUE COLLECTORS	2.00
PUBLIC SERVICE/WWTP	5903670	ELECTECH	ELECTRICAL TECHNICIAN	1.00
PUBLIC SERVICE/WWTP	5903670	PLOPSU33	PLANT OPERATIONS SUPERVISOR 33	1.00
PUBLIC SERVICE/WWTP	5903670	TBD	LAB/IPP TECHNICIAN	0.50
PUBLIC SERVICE/WWTP	5903670	TBD	LAB/IPP SUPERVISOR	0.50
PUBLIC SERVICE/WWTP	5903670	WWPLTLBR	WASTE WATER PLANT LABORER	1.00
PUBLIC SERVICE/WWTP	5903670	WWSYSANL	WASTEWATER SYSTEMS ANALYST	1.00
PUBLIC SERVICE/WWTP	5903671	UTMATWK6	UTILITY MAINTENANCE WORKER 600	1.00
PUBLIC SERVICE/WWTP	5903679	TBD	LAB/IPP SUPERVISOR	0.50
PUBLIC SERVICE/WWTP	5903679	TBD	LAB/IPP TECHNICIAN	0.50
INFO TECH	6303130	DATANLST	DATA ANALYST	1.00
INFO TECH	6303130	GISADMIN	IT APPLIC/GIS ADMINISTRATOR	1.00
INFO TECH	6303130	SPROAN34-TBI	CITY WORKS ADMINISTRATOR	1.00
INFO TECH	6303130	SRHLPDTN	SR HELP DESK TECHNICIAN	1.00
PUBLIC SERVICE/FLEET	6433623	ATGARSUP	ASSIST SHIFT GARAGE SUPERVISOR	2.00
PUBLIC SERVICE/FLEET	6433623	MECHANIC	MECHANIC	3.00
PUBLIC SERVICE/FLEET	6433623	SRVCSPEC	SERVICE SPECIALIST	1.00
PUBLIC SERVICE/ENGINEERING	6453603	BPTMANGR	BUSINEES PERMITS TECH MANAGER	1.00
PUBLIC SERVICE/ENGINEERING	6453603	CTYENGR	CITY ENGINEER	1.00
PUBLIC SERVICE/ENGINEERING	6453603	DPPBSDIR	DEPUTY PUBLIC SERVICE DIRECTOR	1.00
PUBLIC SERVICE/ENGINEERING	6453603	ENGINR36	ENGINEER 36	1.00
PUBLIC SERVICE/ENGINEERING	6453603	PLMINSPC	PLUMBING INSPECTOR	1.00
PUBLIC SERVICE/ENGINEERING	6453603	TRANSENG	TRANSPORTATION ENGINEER	1.00
HUMAN RESOURCES	6503911	EMBEPAAD	EMPLOYEE BENEFITS/PAYROLL ADM	0.30
DISTRICT COURT	7602201	CTOFLCKL	COURT OFFICR/LAW CLK LICENSED	1.00
DISTRICT COURT	7602201	DPCLERK2	DEPUTY CLERK 2	1.00
DISTRICT COURT	7602201	MAGISCLK	MAGISTRATE'S CLERK	1.00
DISTRICT COURT	7602201	PTCOLOFC	PT COLLECTIONS OFFICER	1.00

FY 2020/2021 Proposed Budget

Fiscal Year July 1, 2020 - June 30, 2021

General Fund Revenues	<u>FY 2020</u> <u>Amended</u> <u>Budget</u>	<u>FY 2021</u> <u>Proposed</u> <u>3/10/2020</u>	<u>FY 2021</u> <u>Proposed</u> <u>5/11/2020</u>
<u>Property Taxes</u>			
Non-Dedicated	32,635,000	33,894,000	33,894,000
Dedicated - Police	3,217,500	3,521,250	3,521,250
Dedicated - Fire	3,217,500	3,521,250	3,521,250
Dedicated - Roads	2,145,000	2,347,500	2,347,500
Dedicated - Parks	2,145,000	2,347,500	2,347,500
Total	43,360,000	45,631,500	45,631,500
<u>Income Taxes</u>			
City Income Tax	37,000,000	39,226,000	31,380,800
Total	37,000,000	39,226,000	31,380,800
<u>Return on Equity</u>			
Board of Water and Light	23,100,000	25,000,000	25,000,000
Total	23,100,000	25,000,000	25,000,000
<u>State Revenues</u>			
Revenue Sharing	15,768,407	16,031,000	13,626,861
Fire Reimbursement Grants	2,908,593	3,037,500	2,581,972
Personal Property Tax Reimbursement	990,000	999,881	849,931
Liquor License Fee	80,000	80,000	68,003
Total	19,747,000	20,148,381	17,126,766
<u>Charges for Services</u>			
Public Safety	3,863,300	4,388,400	4,028,400
Reimbursements	2,366,500	2,398,773	2,398,773
Code Compliance	2,300,000	2,085,000	1,911,000
Recreation Fees	713,900	563,850	195,980
Police Officer Patrol	-	360,000	-
Appeals & Petitions	69,300	70,650	70,650
Work for Others	36,300	40,400	35,400
Central Stores	1,500	1,500	1,500
Subscriptions and Information	1,000	1,000	1,000
Total	9,351,800	9,909,573	8,642,703
<u>Fines and Forfeitures</u>			
Fines and Forfeitures	2,149,200	1,967,200	1,803,100
Total	2,149,200	1,967,200	1,803,100
<u>Licenses & Permits</u>			
Cable Franchise Fees	1,200,000	1,100,000	1,000,000
Marihuana Licenses	500,000	600,000	600,000
Business Licenses	102,800	90,800	90,800
Non-Business Licenses	59,000	54,100	49,700
Building Licenses & Permits	27,200	23,200	21,200
Total	1,889,000	1,868,100	1,761,700
<u>Interest & Rents</u>			
Interest Income	415,000	150,000	140,000
Total	415,000	150,000	140,000
<u>Other Revenues</u>			
Montgomery Drainage District	-	31,000	31,000
Sale of Fixed Assets	105,000	105,000	105,000
Donations & Contributions	145,000	145,000	65,000
Miscellaneous	153,000	153,000	152,000
Total	403,000	403,000	322,000
<u>Total General Fund</u>			
Operating Revenue	137,415,000	144,334,754	131,839,569
Transfers from Other Funds	100,000	350,000	350,000
Total	137,515,000	144,684,754	132,189,569

FY 2020/2021 Proposed Budget

Fiscal Year July 1, 2020 - June 30, 2021

General Fund Appropriations	<u>FY 2020</u> <u>Amended</u> <u>Budget</u>	<u>FY 2021</u> <u>Proposed</u> <u>3/10/2020</u>	<u>FY 2021</u> <u>Proposed</u> <u>5/11/2020</u>
Beginning General Fund Balance	2,238,881	-	-
Beginning Budget Stab. Fund Balance	7,792,610	6,822,346	6,822,346
Total General Fund Reserves	10,031,491	6,822,346	6,822,346
Revenues (detail on previous page)	137,515,000	144,684,754	132,189,569
<u>Departmental Expenditures:</u>			
Council	726,977	715,245	679,682
Internal Audit	196,000	174,646	170,601
Mayor's Office	1,286,335	1,270,163	1,250,864
Office of Community Media	478,000	546,858	540,669
District Court	6,250,952	6,263,090	6,154,125
Circuit Court Building Rental	266,000	277,200	275,655
City Clerk's Office	1,402,186	1,528,045	1,512,908
Neighborhood & Citizen Engagement	1,166,000	1,104,831	1,088,914
Economic Development & Planning	5,484,319	5,570,822	4,820,684
Finance Department	1,729,797	2,140,706	2,106,317
City Assessor	1,800,702	1,773,736	1,737,056
Treasury/Income Tax	2,278,004	2,298,449	2,260,256
Human Resources Department	2,291,627	2,375,875	2,298,837
City Attorney's Office	2,180,883	2,315,950	2,275,661
Police Department	45,170,051	47,406,326	46,493,846
Fire Department	36,300,309	37,433,866	36,704,247
Public Service	12,162,686	11,986,153	11,843,878
Human Relations & Community Services	1,736,911	1,757,646	1,725,334
Parks & Recreation Department	8,601,761	8,309,546	8,094,706
Human Service Agency Support	1,725,000	1,804,000	1,560,400
<u>Non-Departmental Expenditures:</u>			
Library Building Rental	150,000	150,000	150,000
Operating Subsidies to Other Funds	1,959,145	1,683,100	1,522,450
City Supported Agencies	316,500	316,500	102,500
Capital Improvements	3,999,000	4,379,000	1,769,705
Debt Service & Penalties	1,265,000	1,303,000	1,303,000
Vacancy Factor	(200,000)	(700,000)	(1,400,000)
Expenditures	140,724,145	144,184,754	137,042,294
Net Impact on Fund Balance	(3,209,145)	500,000	(4,852,725)
Ending General Fund Reserves	6,822,346	7,322,346	1,969,621

BE IT FURTHER RESOLVED that the following appropriations and revenue projections are adopted as the City's budget for the FY 2020/2021 fiscal year:

Estimated Revenues	<u>FY 2021</u> <u>Proposed</u> <u>3/10/2020</u>	<u>HC & P/C</u> <u>Changes</u>	<u>Individual</u> <u>Changes</u>	<u>FY 2021</u> <u>COVID-19</u> <u>5/11/2020</u>	<u>Council</u> <u>Changes</u>	<u>FY 2021</u> <u>Adopted</u>
Property Taxes	45,631,500	-	-	45,631,500		45,631,500
Income Taxes	39,226,000	-	(7,845,200)	31,380,800		31,380,800
Return on Equity	25,000,000	-	-	25,000,000		25,000,000
State Revenues	20,148,381	-	(3,021,615)	17,126,766		17,126,766
Charges for Services	9,909,573	-	(1,266,870)	8,642,703		8,642,703
Fines & Forfeitures	1,967,200	-	(164,100)	1,803,100		1,803,100
Licenses & Permits	1,868,100	-	(106,400)	1,761,700		1,761,700
Other Revenue	434,000	-	(81,000)	353,000		353,000
Interest & Rent	150,000	-	(10,000)	140,000		140,000
Use of (Contribution to) Fund Balance	(500,000)			4,852,725		4,852,725
Total Revenues	143,834,754	-	(12,495,185)	136,692,294	-	136,692,294
Appropriations	<u>FY 2021</u> <u>Proposed</u> <u>3/10/2020</u>	<u>HC & P/C</u> <u>Changes</u>	<u>Individual</u> <u>Changes</u>	<u>FY 2021</u> <u>COVID-19</u> <u>5/11/2020</u>	<u>Council</u> <u>Changes</u>	<u>FY 2021</u> <u>Adopted</u>
Council						
Personnel	513,896	(6,236)	(48,222)	459,438		459,438
Operating	201,349	(2,716)	21,611	220,244		220,244
Total	715,245	(8,952)	(26,611)	679,682	-	679,682
Internal Audit						
Personnel	162,227	(2,994)	-	159,234		159,234
Operating	12,419	(1,052)	-	11,367		11,367
Total	174,646	(4,046)	-	170,601	-	170,601
Courts						
Personnel	5,101,053	(93,763)	-	5,007,290		5,007,290
Operating	1,439,237	(16,247)	(500)	1,422,490		1,422,490
Total	6,540,290	(110,010)	(500)	6,429,780	-	6,429,780
Mayor's Office						
Personnel	1,066,039	(15,043)	-	1,050,996		1,050,996
Operating	204,124	(2,756)	(1,500)	199,868		199,868
Total	1,270,163	(17,799)	(1,500)	1,250,864	-	1,250,864
Media Center						
Personnel	477,883	(5,123)	-	472,760		472,760
Operating	68,975	(1,066)	-	67,909		67,909
Total	546,858	(6,189)	-	540,669	-	540,669
Clerk's Office						
Personnel	1,086,468	(12,177)	-	1,074,290		1,074,290
Operating	441,577	(2,959)	-	438,618		438,618
Total	1,528,045	(15,136)	-	1,512,908	-	1,512,908
Neighborhood & Citizen Engagement						
Personnel	755,035	(13,285)	-	741,750		741,750
Operating	349,796	(2,132)	(500)	347,164		347,164
Total	1,104,831	(15,417)	(500)	1,088,914	-	1,088,914
Economic Development & Planning						
Personnel	3,208,121	(59,228)	-	3,148,894		3,148,894
Operating	2,362,701	(23,411)	(667,500)	1,671,790		1,671,790
Total	5,570,822	(82,639)	(667,500)	4,820,684	-	4,820,684
Finance/Operations						
Personnel	1,647,453	(27,627)	-	1,619,825		1,619,825
Operating	493,254	(6,762)	-	486,492		486,492
Total	2,140,706	(34,389)	-	2,106,317	-	2,106,317
Assessing						
Personnel	1,539,869	(27,711)	-	1,512,158		1,512,158
Operating	233,867	(4,969)	(4,000)	224,898		224,898
Total	1,773,736	(32,680)	(4,000)	1,737,056	-	1,737,056
Treasury						
Personnel	1,841,688	(32,830)	-	1,808,858		1,808,858
Operating	456,761	(3,363)	(2,000)	451,398		451,398
Total	2,298,449	(36,193)	(2,000)	2,260,256	-	2,260,256

Appropriations	<u>FY 2021 Proposed 3/10/2020</u>	<u>HC & P/C Changes</u>	<u>Individual Changes</u>	<u>FY 2021 COVID-19 5/11/2020</u>	<u>Council Changes</u>	<u>FY 2021 Adopted</u>
Human Resources						
Personnel	1,396,022	(23,351)	-	1,372,671		1,372,671
Operating	979,853	(3,687)	(50,000)	926,166		926,166
Total	2,375,875	(27,038)	(50,000)	2,298,837	-	2,298,837
Attorney's Office						
Personnel	2,080,179	(34,890)	-	2,045,289		2,045,289
Operating	235,771	(3,399)	(2,000)	230,372		230,372
Total	2,315,950	(38,289)	(2,000)	2,275,661	-	2,275,661
Police						
Personnel	39,841,754	(814,707)	-	39,027,047		39,027,047
Operating	7,564,572	(97,773)	-	7,466,799		7,466,799
Total	47,406,326	(912,480)	-	46,493,846	-	46,493,846
Fire						
Personnel	32,209,577	(655,601)	12,100	31,566,076		31,566,076
Operating	5,224,289	(99,018)	12,900	5,138,171		5,138,171
Total	37,433,866	(754,619)	25,000	36,704,247	-	36,704,247
Public Service						
Personnel	2,989,017	(51,793)	-	2,937,224		2,937,224
Operating	8,997,136	(86,482)	(4,000)	8,906,654		8,906,654
Total	11,986,153	(138,275)	(4,000)	11,843,878	-	11,843,878
Human Relations & Community Service						
Personnel	1,563,869	(27,631)	-	1,536,239		1,536,239
Operating	193,777	(3,182)	(1,500)	189,095		189,095
Total	1,757,646	(30,813)	(1,500)	1,725,334	-	1,725,334
Parks & Recreation						
Personnel	5,054,496	(73,314)	-	4,981,182		4,981,182
Operating	3,255,050	(39,026)	(102,500)	3,113,524		3,113,524
Total	8,309,546	(112,340)	(102,500)	8,094,706	-	8,094,706
Human Services						
Operating	1,804,000	-	(243,600)	1,560,400		1,560,400
Total	1,804,000	-	(243,600)	1,560,400	-	1,560,400
City Supported Agencies						
Operating	316,500	-	(214,000)	102,500		102,500
Total	316,500	-	(214,000)	102,500	-	102,500
Non-Departmental						
Vacancy Factor	(700,000)	-	(700,000)	(1,400,000)		(1,400,000)
Library Lease	150,000	-	-	150,000		150,000
Debt Service	1,303,000	-	-	1,303,000		1,303,000
Net Transfers	5,712,100	-	(2,769,945)	2,942,155		2,942,155
Total	6,465,100	-	(3,469,945)	2,995,155	-	2,995,155
Total Expenditures	143,834,754	(2,377,304)	(4,765,156)	136,692,294	-	136,692,294

Option	Accounts	Annual Financial Impact	One time Financial Impact	Community Impact	Authority	Time to Implement
Reflect new budget amounts in 1.25% Basic Human Needs estimate	10137XX-960XXX	N/A	\$243,600	Human Services	HS Ordinance	Moderate/Quick
Administrative CDBG savings	1016000-991252	N/A	\$134,450	N/A	Administrative & Budget	Quick
Reduced LEPFA Subsidy	1012601-991570	N/A	\$200,000	Community Development/LEPFA Budget	Administrative & Budget	Moderate/Coordinate with LEPFA
Fund FY 2021 LEAP contract from EDC reserve, and roll over existing façade program funding from previous year instead of funding for FY 2021 (about \$50,000 remaining in fund)	1012601-991280	N/A	\$462,500	Community Development/EDC Budget	Administrative & Budget	Moderate/Coordinate with EDC
City Supported Agency Reductions: Sister City, Common Ground, MBK/My Lansing, Rail Council, Arts & Culture Grants reduction, moving CCAB and Safety Council to HS	1014101-XXXXXX	N/A	\$214,000	Community Events/Agencies	Administrative & Budget/HS Ordinance	Quick
Use Red Cedar proceeds for current year Parks CIP projects	1016000-991412	N/A	\$2,254,295	Parks & Recreation	Administrative & Budget	Quick
Use prior years savings in capital projects to fund current year projects	1016000-991410	N/A	\$355,000	N/A	Administrative & Budget	Quick
Eliminate Lettuce Live Well program	1013810-743000	\$50,000	N/A	Parks & Recreation	Administrative & Budget	Quick
Close Moores Park Pool for FY21	1013831-743000	N/A	\$20,000	Parks & Recreation	Administrative & Budget	Quick
Eliminate Forth of July Event	1013810.741878; 1013810.741000	N/A	\$25,000	Community Event	Administrative & Budget	Quick
Training/Travel Reductions	101XXXX-747000	N/A	\$80,000	Employee Development	Administrative & Budget	Quick
Freeze Non-Essential Hiring/Vacancy Reduction Across Departments	1013901-701001	N/A	\$700,000	Governance	Administrative & Budget	Quick
Health Care Administrative Changes	101XXXX-715300	\$1,977,304	N/A	N/A	Administrative & Budget	Quick
Property and Casualty Changes	101XXXX-748000	\$400,000	N/A	N/A	Administrative & Budget	Quick

Total savings:**\$2,427,304****\$4,688,845****Combined:****\$7,116,149**

GF Revenue	Income Taxes	(7,845,200)
	State Revenue	(3,021,615)
	Charges for Services	(1,266,870)
	Fines & Forfeitures	(164,100)
	Licenses & Permits	(106,400)
	Other Revenue	(81,000)
	Interest & Rent	(10,000)
	Total	<u>(12,495,185)</u>
Allocated Changes	Health Admin	1,977,304
	Property and Casualty	400,000
	Total	<u>2,377,304</u>
Training/Travel Reduction	Council	1,500
	Courts	500
	Mayor	1,500
	NC&E	500
	ED&P	5,000
	Assessing	4,000
	Treasury	2,000
	Human Resources	50,000
	Attorney's Office	2,000
	Public Service	4,000
	HRCS	1,500
	Parks	7,500
		<u>80,000</u>
EDC/Façade	ED&P	462,500
LEPFA Subsidy	ED&P	200,000
Fire Emergency Response	Fire	(25,000)
Council Budget	Council	25,111
Fourth of July	Parks	25,000
Lettuce Live Well	Parks	50,000
Moore's Park Pool	Parks	20,000
Human Services Adjustment	Human Services	243,600
Personnel Reductions	Departments	700,000
CSA Adjustments	CSA	214,000
New CDBG Admin Funding	CDBG/Transfer	160,650
Use 410 fund balance for CIP	CIP/Transfer	355,000
Use Red Cedar for 412 Fund	CIP/Transfer	2,254,295
		<u>4,685,156</u>
	Revenue Reduction	(12,495,185)
	Expenditure Reduction	7,142,460

CITY OF LANSING INCOME TAX REVENUE PROJECTIONS FY2021 – COVID 19 IMPACT

	PRE-COVID FY2021 BUDGET SUBMISSION	CURRENT IMPACT PROJECTION (20%)	MODERATE IMPACT PROJECTION (25%)	SEVERE IMPACT PROJECTION (35%)
INCOME TAX REVENUE	\$39,226,000	\$31,380,800	\$29,419,500	\$25,496,900
(DECREASE)/INCREASE	\$0	(\$7,845,200)	(\$9,806,500)	(\$13,729,100)
ECONOMIC ASSUMPTIONS	PRE COVID-19	Phased in approach This scenario assumes that the Executive Order will not extend beyond June 1st. ➤ Construction, lawn care, and manufacturing are back to work. This includes certain retail operations as well. ➤ Many offices to open at 50% or a lower capacity starting June 1st. ➤ Restaurants will more than likely operate at 50% capacity with take out, ghost kitchen, and curbside serving as the main method for providing service. ➤ This also takes into account the fact that restaurants may only provide in-house seating for 25% – 50% of its customers.	Phased in approach This scenario includes the possibility of the Executive Order extending through July. ➤ More organizations will cautiously open and operate at 50% or lower capacity. ➤ This scenario also assumes that restaurants may not allow in-house dining seating capacity to exceed 50% through August. ➤ This scenario acknowledges the cancellation of large events (including revenue-generating events) and other lost revenues.	Phased in approach This scenario includes the possibility of the Executive Order extending through August or later. ➤ This scenario factors in bankruptcies, lost revenues, job losses, business closures due to the pandemic, and the possibility of schools remaining online. There are several other economic indicators to consider as well.

Draft Budget-- AFTER COVID								
22-Apr-20								
					2 Months Loss of Revenue FY21		3 Months Loss of Revenue FY21	
Revenues	FY 2019	FY 2020	FY 2020	FY21		COVID Assumptions		COVID Assumptions
	Actuals	Approved Amendment	FINAL PROPOSED BUDGET	Proposed	COVID BUDGET		COVID BUDGET	
Property Taxes	40,594,677	43,360,000		45,342,000				
Income Taxes	37,021,436	37,000,000	*	39,226,000	(6,537,667)	Assumes TWO month Loss (1/6) or 16%	(9,806,500)	Assumes THREE month Loss (1/4) or 25%
Return on Equity	21,110,884	23,100,000		25,000,000		Assumes \$2M negotiated Increase		Assumes \$2M negotiated Increase
State Revenues	18,330,556	19,747,000	(1,645,583)	20,144,100	(3,021,615)	Assumes 15% Loss from FY20	(3,949,400)	Assumes 20% Loss from FY20
Charges for Services	9,089,169	9,351,800	(1,558,633)	9,709,223				
Fines & Forfeitures	2,050,717	2,149,200	(358,200)	1,967,200				
Licenses & Permits	1,407,477	1,889,000	(314,833)	1,882,800				
Interest & Rent	226,344	415,000	(69,167)	425,000				
Other Revenue	531,597	403,000	3,000,000	753,000				
Total Revenues	130,362,856	137,415,000	136,468,583	144,449,323	134,890,041		130,693,423	
Total Expenditures	137,657,877	140,624,145	140,624,145	144,184,754	141,807,450	Health care (1.9M) & P/C Insurance (400k)	141,807,450	Health care (1.9M) & P/C Insurance (400k)
Beginning Fund Balance	17,326,512	10,031,491	10,031,491	6,822,346	5,875,929		5,875,929	
Ending Fund Balance	10,031,491	6,822,346	5,875,929	7,086,915	(1,041,479)	Does not include IRS penalty (+2.5M)	(5,238,098)	Does not include IRS penalty (+2.5M)
FB as % of Revenue	7.30%	4.90%	4.31%	4.91%	-0.77%		-4.01%	
FINAL FY20 Changes:								
Loss in funding- One Month (1/12)								
Added back Sewer Law Suit/Ramp Sale								
*Income Tax to date down								

Applicant Agency	FY19-20 Funding Level	Post-COVID Adjusted Recommendations
Advent House Ministries - HOPE	\$8,000.00	\$13,200.00
Advent House Ministries - PSH	\$10,000.00	\$10,000.00
Advent House Ministries - WDS	\$27,000.00	\$27,000.00
Allen Neighborhood Center	\$25,000.00	\$26,400.00
Apex Academy	\$13,000.00	\$13,000.00
Big Brothers Big Sisters - MI Capital Region	\$20,000.00	\$20,000.00
Boys & Girls Club of Lansing	\$55,000.00	\$55,000.00
Building Child & Family Initiatives (BCFI)	\$15,000.00	\$15,000.00
Capital Area Community Services	\$25,000.00	\$25,000.00
Capital Area Literacy Coalition	\$15,000.00	\$15,000.00
Capital Area United Way - 211	\$10,000.00	\$10,000.00
Care Free Medical/Dental Inc., City of Lansing	\$55,000.00	\$55,000.00
Child and Family Charities- CAP	\$6,500.00	\$8,800.00
Child and Family Charities- Gateway Division	\$23,000.00	\$23,000.00
Child and Family Charities- Lansing Teen Court	\$6,000.00	\$6,000.00
CMH CEI-Bridges Crisis Unit	\$50,000.00	\$50,000.00
CMH CEI -Recovery Center	\$20,000.00	\$22,000.00
COGL Network	NEW	\$6,600.00
Cristo Rey Community Center	\$15,000.00	\$17,500.00
Disability Network Capital Area	\$8,000.00	\$10,000.00
Eastside Community Action Center	\$4,000.00	\$7,000.00
EVE, Inc.	\$25,000.00	\$25,000.00
First Presbyterian Church	\$5,000.00	\$5,000.00
Girl Scouts Heart of Michigan	\$7,000.00	\$7,000.00
Greater Lansing Food Bank-Garden Project	\$6,000.00	\$6,000.00
Greater Lansing Food Bank-MFB	\$25,000.00	\$25,000.00
Habitat for Humanity Capital Region	\$10,000.00	\$13,000.00
Haven House	\$15,000.00	\$15,000.00
Helping Hands Respite Care	\$10,000.00	\$10,500.00
Helping Women Period	\$17,000.00	\$17,000.00
His Healing Hands Urgent Care Center	\$25,000.00	\$25,000.00
Holy Cross-New Hope	\$100,000.00	\$105,000.00
Holy Cross-HELP	\$30,000.00	\$30,000.00
Hospice of Lansing	\$8,000.00	\$8,000.00
Justice In Mental Health Organization	\$7,000.00	\$7,000.00
Kids Turning Corners	NEW	\$15,000.00
Lansing Housing Commission PSH	\$45,000.00	\$45,000.00
Lansing Housing Commission-Raised Plant Beds	NEW	\$4,400.00

Applicant Agency	FY19-20 Funding Level	Post-COVID Adjusted Recommendations
Legal Serv. Of South Central Mich	\$34,000.00	\$65,000.00
Loads of Love (Church of the Brethren)	\$3,000.00	\$3,500.00
LPD Explorer Post	\$2,000.00	\$2,000.00
Loaves & Fishes	\$24,000.00	\$24,500.00
Lovejoy	NEW	\$15,000.00
Mid-Michigan Recovery Services	\$25,000.00	\$25,000.00
MSU-AIM High* New Partner Lansing Public Schools	\$40,000.00	\$40,000.00
Northwest Initiative	\$17,000.00	\$20,000.00
REACH Studio Art Center	\$15,000.00	\$15,000.00
Refugee Development Center	\$30,000.00	\$30,000.00
Resolution Services Center of Central MI	\$8,000.00	\$8,000.00
Retired Senior Volunteer Program (RSVP)	\$11,000.00	\$11,000.00
Southside Community Coalition	\$30,000.00	\$30,000.00
Student Statemanship Institute	NEW	\$8,000.00
St. Vincent Catholic Charities	NEW	\$8,000.00
The Davies Project for Mid-Michigan Children	\$20,000.00	\$20,000.00
The Firecracker Foundation	NEW	\$13,200.00
The Global Institute of Lansing	\$6,000.00	\$8,000.00
The Listening Ear	\$8,000.00	\$8,000.00
The Salvation Army	\$12,000.00	\$12,000.00
The Turning Point of Lansing	\$15,000.00	\$15,000.00
Tri-County Office on Aging - Consortium	\$75,000.00	\$75,000.00
Tri-County Office on Aging - Meals on Wheels	\$10,000.00	\$10,000.00
YMCA of Metro Lansing	\$15,000.00	\$15,000.00
HUMAN SERVICES DISCRETIONARY		\$36,600.00
GRANT MATCH FUND		\$8,000.00
COMMUNITY PROBLEM SOLVING		\$22,000.00
YOUTH RFP 14-19		\$13,500.00
KIDS CAFE AFTER SCHOOL NUTRITI		\$52,800.00
CHRONIC HOMELESS OUTREACH		\$17,600.00
PROJECT HOMELESS CONNECT		\$13,200.00
MOBILE FOOD PANTRY		\$35,200.00
SUBSIDIZED EVICTION PREVENTION		\$13,200.00
HOUSEHOLD STABILITY FURNITURE		\$13,200.00
PARKS & RECREATION (AMERICORP)		\$6,500.00
St. Vincent Depaul Society of Lansing-Furniture		\$22,000.00
		\$1,533,400.00

City Council Programs from 1014100 Fund	
Ingham County, City of Lansing- CCAB	\$15,000.00
Lansing Area Safety Council	\$12,000.00

AGENDA ITEM INFORMATION

FILE TOO LARGE FOR PACKET

Agenda Item – FY 2020/2021 Budget Continued Discussion

The proposed budget, line item budget and the April 13, 2020 Budget Presentation can be found on the City Council Budget Web Page:

<https://www.lansingmi.gov/307/Budget-Information>



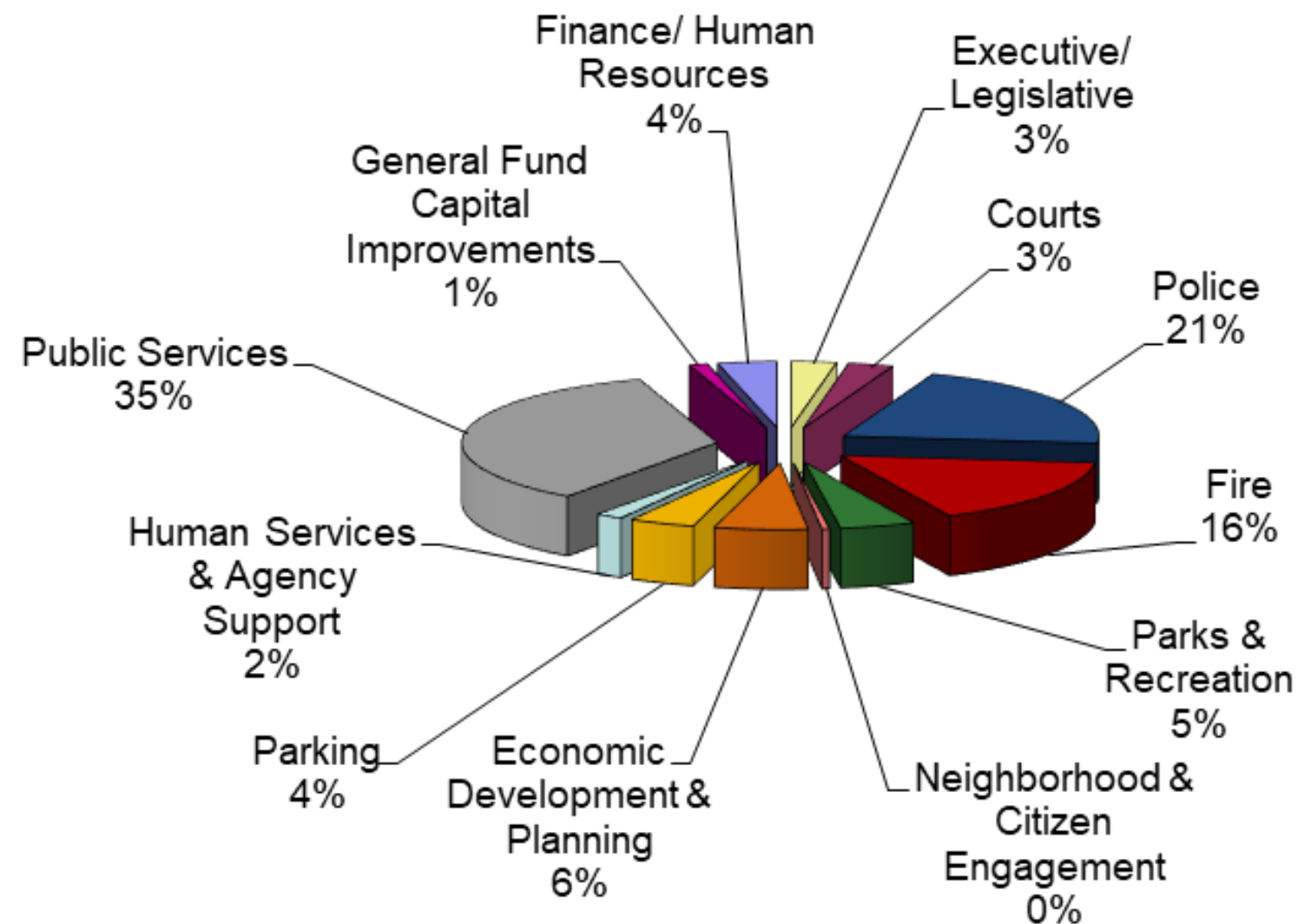
BUDGET PRESENTATION

- FISCAL YEAR 2021 -

By: Jake Brower, Budget Director
Shelbi Frayer, Chief Strategy & Financial Officer

CITY WIDE EXPENDITURES

Fiscal Year 2020/2021 City Budget - All Funds
\$229.1 Million

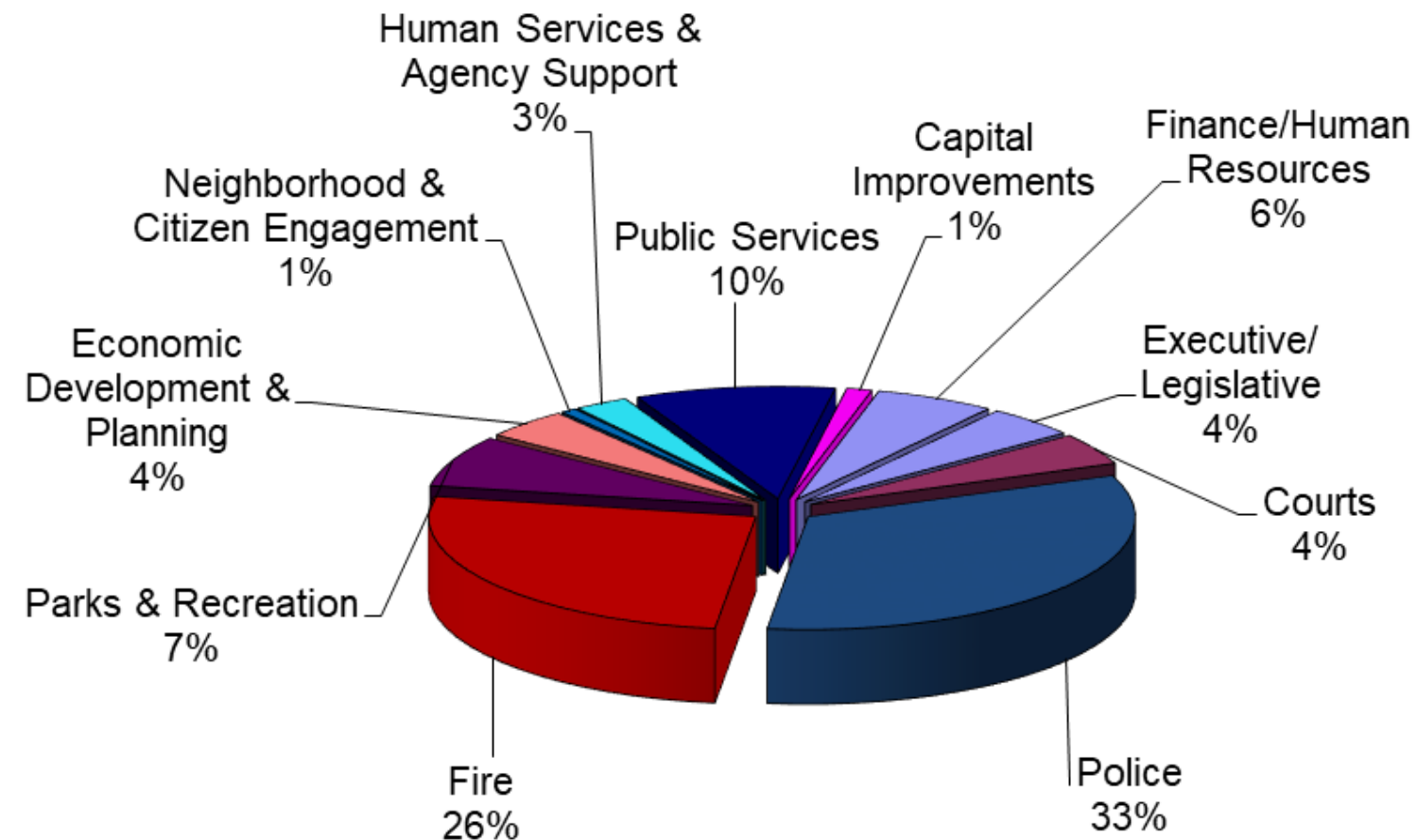


- Total budget is \$229.1 million; 1.4% increase from previous years
- Majority of assumptions pre-date COVID-19 emergency
- Administration is actively reviewing projected resources



GENERAL FUND EXPENDITURES

How the Money Is Spent
FY 2019/2020 General Fund Budget
\$144.2 Million

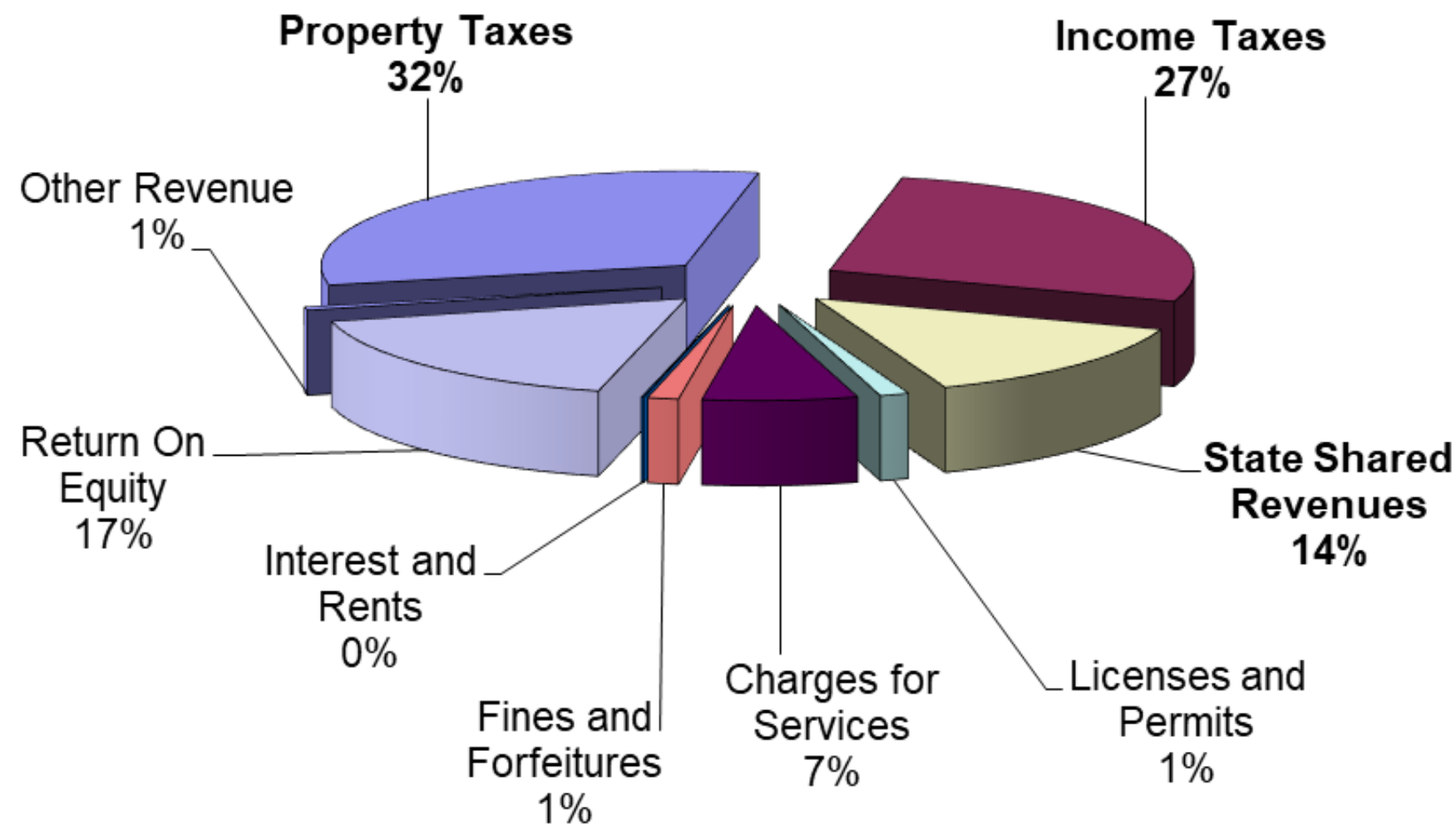


- Proposed General Fund uses total \$144.2 million
- Contributes \$500,000 to General Fund balance per City Ordinance
- Continued investment in City infrastructure/arts and culture
- Subject to review and amendment by Council through the fiscal year



GENERAL FUND SOURCES

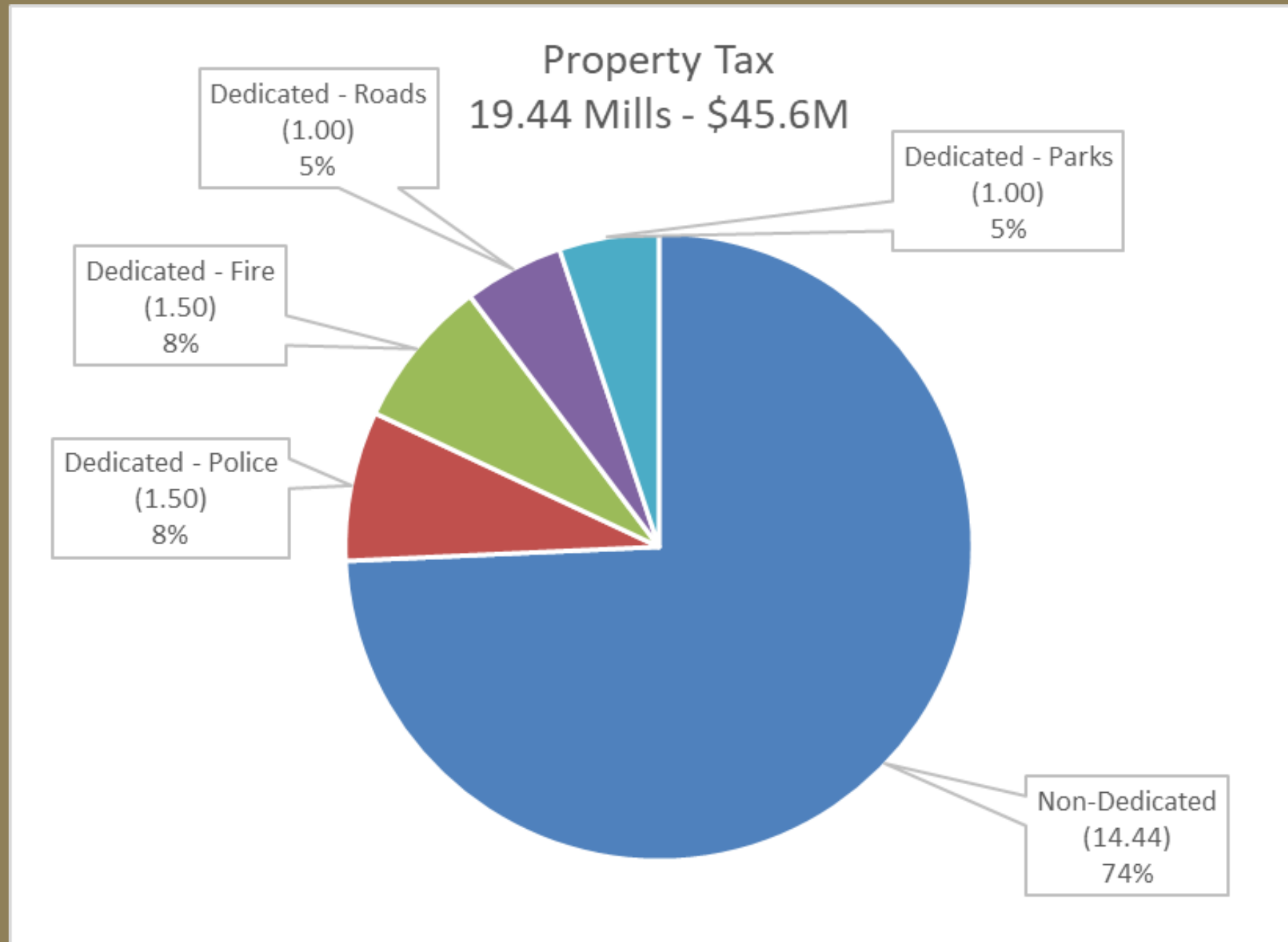
Where the Money Comes From
FY 2020/2021 General Fund Budgeted Revenues
\$144.7 Million



- Primary sources of revenue for the general fund:
 - Property Tax
 - Income Tax
 - State Revenue
 - BWL Return on Equity



PROPERTY TAXES

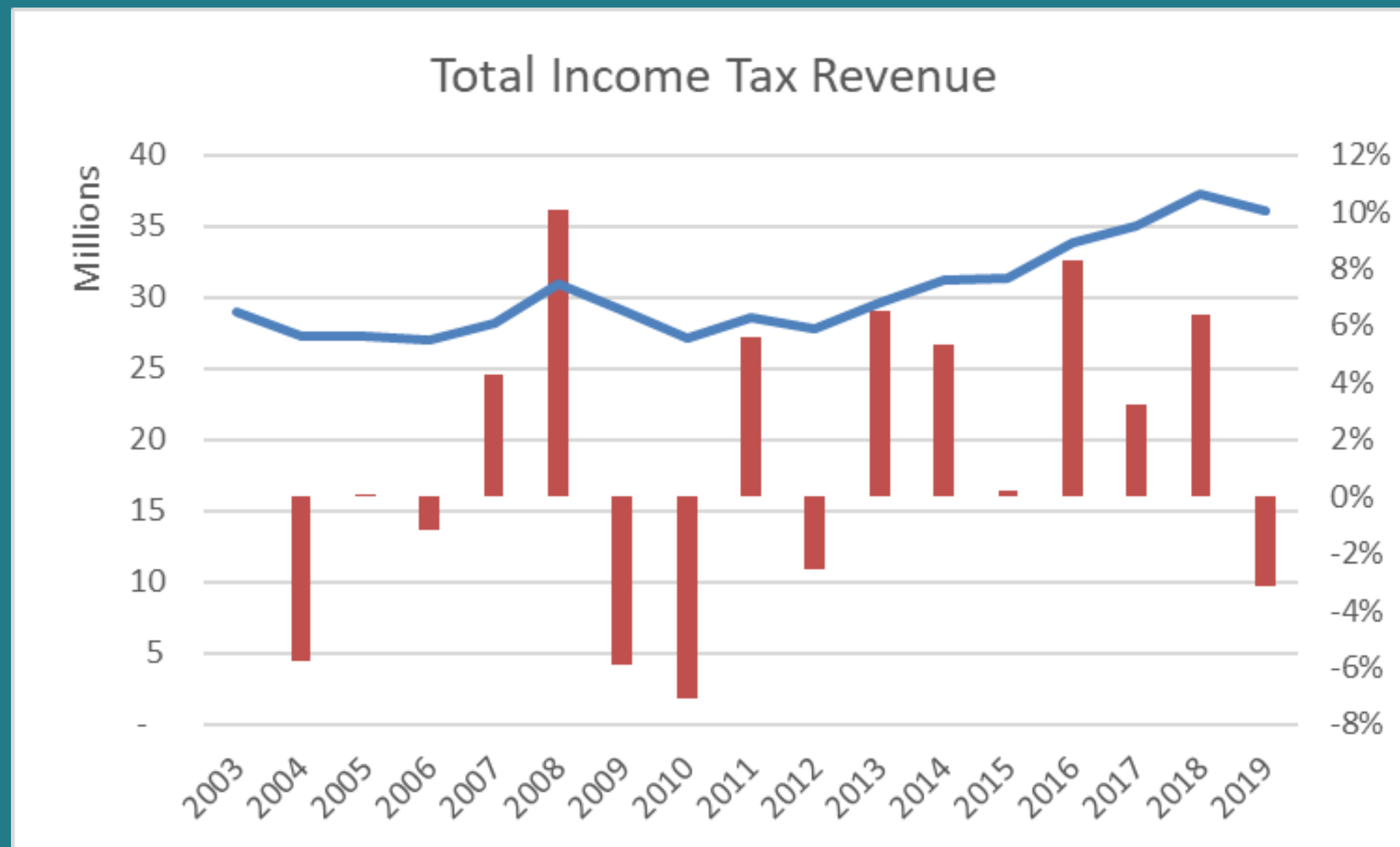


City Tax Levy: 19.44 Mills

- \$7.0 million to Police & Fire
- \$4.7 million to Roads and Parks
- \$33.9 million not assigned



INCOME TAX



Treasury estimate includes:

- East Lansing tax in full effect
- New job fiscal Impact

Does not include:

- COVID-19 Emergency

*Postponed income tax filing deadline will impact timing of collections, but not overall budget.



STAFFING

PUBLIC SERVICE DEPARTMENT

Converting a position to Sustainability Manager.

POLICE DEPARTMENT

Adding 3 new Patrol Officers (paid by a reduction in OT).

FINANCE DEPARTMENT

Restoring FTE for Finance Director.

Restoring Purchaser to City Employee from contracted services.



PENSION & OPEB PAYMENTS

INCREASING OUR CONTRIBUTIONS BY

- \$2.3M for Police/Fire & ERS for Pension payments
- \$1.3M for OPEB (all groups)

*Following direction of City Retirement Pension boards

CAUTION

City retirement pension and health care investments can be impacted by market conditions including effects of the COVID-19 emergency.

Repercussions may include increased contribution requirements if interest income and assumptions do not come in as expected



OTHER NOTABLE ITEMS

RFP'S ISSUED

- Municipal Advisor
- Bond Counsel
- Auditor
- Health Care Agent

INTERNAL CONTROL IMPROVEMENTS

PROPERTY & CAUSALITY INSURANCE



EXECUTIVE SUMMARY

Budgetary highlights:

- Responding directly to fiscal challenges.
- Continued investment in public safety and infrastructure
- Continued support of neighborhoods and City arts and culture
- Implementing best practices to effectively serve the Lansing Community



FY 2021 Budget Hearing Question/Answers for Follow up

Budget Presentation: 04.13.2020

CDBG Presentation

- There were no questions that required follow up during the CDBG Budget Presentation.

FY 2021 Budget Presentation 04.13.2020

- Q: Council Member Betz: Ordinance requires putting \$500,000 into rainy day fund. Is this wise to do during a recession? Should the ordinance be changed?
 - A: Jake: it's a decision between the administration and Council.
 - A: Mayor Schor: willing to have that conversation moving forward.
- Q: Council Member Jackson: Changes to budget based on COVID-19 is not yet fully integrated. What specifically are you looking at for impact on future budgets?
 - A: Looking from FY20-FY22. Information provided during a call from department of treasury indicates: 1) constitutional revenue sharing June and August will be reduced (estimating half) 2) statutory revenue sharing is also going to be reduced, likely 15-20% reduction 3) Income tax. Delay in when City will receive income tax assuming 15% reduction or delay. FY 20 income tax may be reduced since many are working from home.
 - Primary concern is Cash Flow.
 - Until there is an end date, hard to predict.
 - First focus is cash on hand, second is impact on FY 20, then will look to FY 21.
 - How/when to put the updated numbers into the budget? Perhaps during first amendment in June. Will be a discussion between the Mayor and Council President as to how to move forward considering updated figures.
 - [Document provided and presented by Shelbi regarding projected impact on budget.](#)
- Q: Council Member Jackson: Can there be any changes to the budget with the facts that are now known so that Council and the Administration will not have the pressure of amendments?
 - A: Finance is currently looking to see how new information can be incorporated into the budget so that figures can be updated. There may be future changes before the budget is voted in May.
- Q: Council Member Wood: Police: with the addition of 3 new police officers— provide breakdown as to what that will cost as part of the budget and how many potential retirees we may have for this budget?
 - A: [The cost of 3 new police officers will be found in the police budget, the 3251. If you are looking at the line item detail it is 708000 for overtime. Salary combined would be \\$160,000, fringes: \\$60,000, net benefits:](#)

\$88,000 for a total of \$302,000. There is about a \$400,000 reduction in overtime overall.

- A (regarding retirees):
- Q: Council Member Wood: Provide updated projection from BWL regarding projected loss in gross revenues?
 - A: Shelbi: BWL committed to 23M in fixed rate, so there will be no going back or change for this fiscal year. Built in an increase to 25M the next two years.
 - Since this is a fixed rate, the 23.1M committed for this fiscal year and 25M for two subsequent fiscal years, this projection from BWL will not change.
- Q: Council Member Betz: Michigan treasury estimate 1-3 billion lost this year and 1-4 million lost next year. Can you provide a similar estimation as to revenue lost?
 - 15% reduction for state revenue sharing. Looking at what reduction was during last recession.
- Q: Council Member Betz: What about estimation of reduction in income tax revenue?
 - A: Hard to predict at this stage, since no end date. However, once an end date is determined, can model out what was received last year and compare it to this year in order to do projections.
 - A: To date, as of March 31, 2020, we have received 23.2M in income tax representing approximately 60% of year to date expectations. This is in line with what we'd expect to receive at this point. However, based on extension of filing deadline, approximately 22-25% of revenues may be pushed to subsequent fiscal years. Looking into details of this further.
 - Council Member Betz asked for a projection through May for Council to consider. General projections given below:
 - Jake indicated that May-June City typically receives 40% of income tax.
 - Reduction by 15% in Income Tax revenue is 5.8 million. If revenue sharing down 15%, so 3 million.
 - Shelbi provided and presented a budget analysis estimate with considerations given for lost revenue related to COVID.
- Q: Council Member Wood: Can we be tracking unemployment numbers for Lansing?
 - A: We do not receive those statistics, but they are available through the Michigan Labor Market Information Bureau, up to date through March 2020 with preliminary figures, so far, there is nothing clear in their data that goes beyond the onset of this crises where we would start to see impact. Over the next couple of months we can continue to track those figures and incorporate them into the analysis.

Budget Presentation 04.27.2020

Lansing Housing Commission Annual Report/Budget

- Q Council Member Wood: Regarding sharing administrative fees between LHC and the City. How much are those dollars, how are they split, and why?
 - A:
- Q Council Member Wood: COVID-19 concerns. How are you disinfecting? How is this effecting programs?
 - A: Began working remotely. Employees are essential. Units are being turned and move in is happening. Meeting with management by appointment only. Social distancing. South Washington building cleaned. All high touch areas are being cleaned twice a day (once per day on the weekends). (No specific discussion of COVID's effect on programs)
- Q Council Member Wood: Regarding the 183 scattered housing sites. How long has the longest tenant been staying at a residence?
 - A:
- Q Council Member Wood: Regarding the housing audit. It listed deficiencies in internal controls. Can you address how you are looking at/addressing that?
 - A: Deficiencies do not exist anymore. Still a carryover from the previous years when classified as a low performer. Should not see that in audits moving forward.
- Q Council Member Betz: NYC recently switched to RAD program. Some tenants came forward to work on additional protections. How are you engaging the tenant community? How are you making sure they are comfortable with this? How are you ensuring protections tenants need are in place?
 - A: 3rd party consultant has been hired to ensure that all RAD requirements are met. No one will be moved offsite with RAD program. Tenants will move buildings within the same properties. Some tenants will not go back to their exact unit. They will be properly sized, or right-sized. A coordinator will be hired. A resident survey will be conducted to determine need as it relates to moving.
- Q Council Member Betz: Are you working with tenants in the housing space to make sure they are agreeable with this deal as well? We can discuss this in the future.
 - A: We need to talk about what we are doing in Lansing but that conversation can certainly be had moving forward.

FY 2021 Budget Presentation 04.27.2020

- Q Council Member Wood: Looking at police overtime and 3 new officers. Police overtime is normally not because there are less police officers but because there are crimes/issues that come up where we need more officers on the road. When looking at reduction in overtime, what has Chief's information been regarding overtime related to staffing issues and/or overtime relating to crime?

- A: Overtime for road patrol is currently about 6.5 FTE. Discussion with Chief about maximizing the schedule to have more bodies out at one time while decreasing overtime. Not sure what specifically overtime was related to. Chief agreed that additional 3 officers on patrol will be helpful in reducing overall overtime.
 - Q: Council Member Wood asked for statistics to that effect. Council Member Wood and indicated that she would provide information/specific questions to Shelbi.
- Q Council Member Wood: We have not heard about costs because of COVID-19. How much has the City spent?
 - A: Can get a listing of what has been spent from the Emergency Management Team. All expenses/purchases have been tracked.
 - Q Council Member Wood also asked for listing/analysis of what is going to be spent once we reopen. In addition, would like to see costs as related to changes to 54A District Court.
- Q Council Member Wood: The fire department at Public Safety Committee meeting articulated need for equipment: Ladder trucks, defibrillators etc. This equipment was not listed in the budget presented. What is the rationale for why those items were not included?
 - A: Rationale will be provided at a follow up meeting. In addition, Jake worked with Fire to get some updates/preliminary revisions to their budget, which included additional equipment. This will be presented in the coming weeks.
- Q Council Member Jackson: Are these two new columns (estimates regarding two or three months lost revenue) included in the current budget?
 - A: No, but the budget can be changed. The budget as presented did not include anything related to COVID-19.

Budget Presentation 05.04.2020

FY 2021 Budget Presentation 05.04.2020

- Q: Council Member Betz: What is the amount of revenue from Marijuana excise tax (recreational marijuana licenses)?
 - A: No clear estimate, or budgeted amount. Not currently counting on any money. We do receive 600K for medical Marijuana
- Q: Council Member Wood: 54A district court re: revenues, especially when we look at that floor and all of the social distancing, will there be a difference in revenues in light of COVID-19 or what changes would need to be made?
 - A: Jake: 54A is nearly its own insular body. Operating at a loss. Costs to operate and revenue are both expected to decrease.
 - A: Shelbi: Lots of services are not happening, which would likely go into FY 2020 final amendment. Timing issue of not receiving funding right now will impact FY 2020. For the future and moving forward, we will have to look at more carefully.

- Q: Council Member Wood: Regarding recreational fees. When we look at the parks millage that is out there, knowing revenues that will not come as we expect, this may affect how the City spends the parks millage. Is there a discussion with Brett as to how some of the programs may be phased in and what it might look like?
 - A: Jake: Yes. Conversations with both Mayor and Brett. Reviewing operations and budget for FY 2021. It will be ready at a Monday meeting moving forward.
 - A: Mr. Mayor – All programs are being evaluated. This summer will likely look very different. **Substitute or options for different budget will be provided next Monday, which can be negotiated and amended.**
- Q: Council Member Wood: Generally, are there any changes in operations that would be stopped or current services that would be changed that has not been indicated to Council?
 - A: Jake: Nothing that has been incorporated in the budget proposal
 - A: Chief/Mr. Mayor: General operational change, LPD proposing to remove school resource officers from the school, but this is still being actively negotiated. The School Resource Officer issue is not a budgetary decision.
 - Council Member Wood emphasized that it would be beneficial to have information such as this for the budget moving forward.
- Q: Council Member Wood: Regarding IT: What are the increases for the department IT budgets?
 - A: Much of it is software/IT tech items come through the department. Much of it is per person and per computer charge. Variations are likely due to additional software. **Follow Up: Council Member Wood would like to see some sort of explanation. Explain how the larger increases are, and if it is purchasing software, what the software is expected to do.**
- **Q: Council Member Wood: Follow Up re: Part time employee cost/IT usage and Replacement costs. Council had been told in the past that the previous budget included the replacement costs.**
- Q: Council Member Wood: Funding for Stadium and Lansing Center. These revenues will be heavily reduced. Have we heard anything from the Lansing Center or the Stadium that additional funds will be requested? Also, how many bookings have been cancelled?
 - A: Shelbi: As far as next year goes, LEPFA/Stadium still determining the true impacts.
 - A: Scott: Cancelled or postponed 60 (?) times since March 12. Approx. 66% have been rebooked in this fiscal year or next fiscal year. Questions remaining regarding limitations on numbers or budgets with events.
- Q: Council President Spadafore: Please send revised budget and HRCS contract recommendations, revised budget and Parks revised budget.
- Q: Council President Spadafore: Can we hold off on hiring some positions until we know if the revenue is there?
 - A: We can do anything we'd like, but that is an administrative decision.

- Q: Council Member Betz: Finance – any expectation for how COVID will affect HRCS? Does budget reflect increase in HRCS services?
 - A: Any projected loss in GF revenue, associate a 1.25% loss from HRCS budget. Current budget does not have increase for COVID. Budget that will be presented on Monday will have more COVID impacts.
- Q: Council Member Hussain: Are we anticipating a bump in pay for the sustainability position individual?
 - A: Possibly. Reviewing the classification, a heightened classification would be a salary increase.
- Q: Council Member Wood: As part of the anticipation of reduction in revenues, how have you figured for the percentage for gearing up (phase in approach to re-opening businesses)
 - A: Regarding the City phase in: Currently have a split schedule. Employees are working from home, while others come in to the office. Income tax refunds being issues, processing withholding, processing returns, property tax processing, etc is all being completed. When return, no more than ½ employees will be in at one time. Cleaning areas, masks, and gloves, etc.
 - A: As it relates to revenue based/projections: Looking at ratcheting it up. Request for follow up: Will something (projections for income tax/withholdings/corporate to reflect COVID considerations) be available at next Council meeting to look at?
- Q: Council Member Wood: Re: Montgomery Drain. Can a presentation be done showing how revenues will pay for the Montgomery Drain?
 - A: In the process, City did first 2 steps and could move forward with assessment. What was submitted was assessing ½ cost for property owner and City would cover other ½. Presentation can be done. Difficulty here, since project is split into 9 or 10 divisions, costs are difficult to determine and project. May want to go back and adjust assessment. Follow Up request: Council Member Wood would like a presentation on the Montgomery Drain Project since it is part of budget.
 - A: Mayor – Call with drain commissioner: convinced that he has negotiated the bidder down, so original number will stay the same and has been incorporated into budget. Mayor believes it has been presented on already. The number is the number, there is nothing the City can do about it.

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

WHEREAS, a public hearing was held on Monday, May 11, 2020, in consideration of the request by E.T. MacKenzie Company, the construction contractor for the McLaren Greater Lansing Offsite Infrastructure Improvements Project, for issuance of a waiver of the noise ordinance on Saturdays from 8:00 AM to 4:00 PM for the period May 16, 2020, through September 19, 2020; and

WHEREAS, the associated utility improvements, including new potable watermain and new sanitary sewer, are necessary to support and serve the forthcoming, new McLaren Greater Lansing Hospital Development; and

WHEREAS, this sanitary sewer work is atypically deep (i.e., an average of approximately 18 feet deep) resulting in complete removal of the roadway and the full closure to vehicular traffic of this City major street, Forest Road; and

WHEREAS, in accordance with the construction contract, the contractor, E.T. MacKenzie Company, is required to complete a large amount of work in a short timeframe prior to the mid-September completion date; and

WHEREAS, the City of Lansing Public Service Department recommends that the contractor be granted the requested noise waiver in order to:

- limit the amount of time local access for property owners is impacted;
- limit the amount of time that vehicular traffic will be detoured; and
- keep the project on-schedule; and

WHEREAS, no substantive written or verbal comments in opposition to this noise waiver were received from anyone within the project area at the public hearing or during the public comment period.

NOW THEREFORE BE IT RESOLVED that the City Council grant a waiver of the noise ordinance on Saturdays from 8:00 AM to 4:00 PM for the period May 16, 2020, through September 19, 2020.



COMMUNITY
FOUNDATION

PUBLIC SERVICE DEPT

JAN 02 2020

7TH FLOOR

December 27, 2019

Mayor Andy Schor
Lansing City Hall
124 W. Michigan Avenue
Lansing, MI 48933

Dear Mayor Schor,

Please accept this letter as the Community Foundation's formal request to consider changing "City Market Drive" to "Riverfront Drive." With the dissolution of the Lansing City Market and the need to promote access to the newly redeveloped riverfront, we believe this renaming is ideal.

Thank you for your consideration.

Sincerely,

Laurie Strauss Baumer
Executive Vice President

cc: Andy Kilpatrick

CAPITAL REGION COMMUNITY FOUNDATION

330 Marshall Street, Suite 300

Lansing, MI 48912

517-272-2870 | info@ourcommunity.org | ourcommunity.org



TRI-COUNTY
regional planning commission

PUBLIC SERVICE DEPT

JAN 21 2020

7TH FLOOR

January 17, 2020

Andrew Kilpatrick
Public Service Director
City of Lansing
124 W Michigan Avenue, 7th Floor City Hall
Lansing, MI 48933

Dear Mr. Kilpatrick:

Tri-County Regional Planning Commission (TCRPC) received your request of street names to review for potential conflicts in the Lansing area. We have reviewed the regional road inventory for the requested street names and **have found no duplications for Riverfront Drive.**

The TCRPC's role in road naming is advisory to the local governmental jurisdictions that have the authority to grant or deny street name requests. TCRPC has no authority and so does not notify the U.S. Postal Service, 911 services, or other agencies concerning your request.

We have copied the Ingham County Road Department to this message for your convenience and recording purposes. Please let us know if you have any further questions.

Sincerely,

Laura Tschirhart
Senior Transportation Planner - GIS Coordinator

Enclosures

Cc: City of Lansing; Ingham County Road Department

WWW.MITCRPC.ORG

3135 PINE TREE RD | SUITE 2C | LANSING, MI 48911

P: (517) 393-0342 | F: (517) 393-4424

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

WHEREAS, the Public Service Department received a request from the Capital Region Community Foundation requesting authorization for the establishment of a permanent street name change from City Market Drive to Riverfront Drive; and

WHEREAS, the Tri County Regional Planning Commission was contacted to request a review of regional road names in search of duplications and none were found; and

WHEREAS, the Public Service Board reviewed the request and recommended the change at the February 13, 2020 meeting; and

WHEREAS, the Mayor agrees with the Public Service Board's recommendation; and

WHEREAS, according to City Ordinance 1034.03 (a), the City Council is designated with the responsibility for the naming or renaming of public streets and public rights-of-way.

NOW, THEREFORE BE IT RESOLVED that the Lansing City Council approves the establishment of a permanent street name change from City Market Drive to Riverfront Drive.

CHAPTER 1034. - NAMING OR RENAMING OF STREETS AND PUBLIC AMENITIES^[8]

Footnotes:

--- (8) ---

Editor's note— Ord. No. 1232, § 1, adopted Aug. 13, 2018, repealed the former Ch. 1034, §§ 1034.01—1034.09, and enacted a new Ch. 1034 as set out herein. The former Ch. 1034 pertained to naming and renaming of public memorials and derived from Ord. No. 1147, § 1, 12-8-09.

1034.01. - Purpose.

The purpose of this Chapter 1034 is to define the responsibilities for the naming or renaming of streets and public amenities.

(Ord. No. 1232, § 1, 8-13-18)

1034.02. - Definitions.

As used in this chapter, public amenity(ies) means a public building, park, garden, sculpture, bridge, building, room, ballfield, and other related amenity, accessory, or facility within parks, public spaces, and public facilities, such as a bench, dugout, marker, or equipment.

(Ord. No. 1232, § 1, 8-13-18)

1034.03. - Responsibilities.

- (a) Streets and established public rights-of-way are held for the public in trust. The City Council is designated with the responsibility for the naming or renaming of public streets and public rights-of-way.
- (b) The Mayor of the City is named as Manager of Real Property of the City by the Charter and is thereby designated with the responsibility for the naming or renaming of public amenities. This designation includes, by implication, soliciting private or public donations directed toward the construction of, enhancement to, or maintenance of, public amenities.
- (c) Prior to the naming or renaming of a public street or public right-of-way, the Public Service Board shall review the proposal and shall make its recommendation to the City Council. Prior to the naming or renaming of any public amenity, the Park Board shall review the proposal and submit its recommendation to the Mayor.

(Ord. No. 1232, § 1, 8-13-18)

**CITY OF LANSING
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a Public Hearing will be held on Monday, _____, 2020 at 7:00 p.m. in the City Council Chambers, 10th Floor Lansing City Hall, 124 W. Michigan Ave., Lansing, MI for the purpose of considering:

An Ordinance of the City of Lansing, Michigan, to amend Chapter 240 of the Lansing Codified Ordinances in its entirety to restructure the grant award process for basic human services, subject to ordinance requirements.

For more information, please call 517-483-4177. If you are interested in this matter, please attend the public hearing or send a representative. Written comments will be accepted between 8 a.m. and 5 p.m. on City business days if received before 5 p.m., on the day of the Public Hearing at the City Clerk's Office, Ninth Floor, City Hall, 124 West Michigan Ave., Lansing, MI 48933 or email city.clerk@lansingmi.gov.

Due to COVID -19, the public hearing may be held electronically in accordance with the Open Meetings Act in an effort to protect the health and safety of the public. Members of the public wishing to participate in the meeting may do so by logging into or calling into the meetings using the website or phone number and Meeting ID provided on the _____, 2020 meeting agenda. Michigan Executive Order 2020-48 provides for temporary authorization of remote participation in public meetings and hearings.

Chris Swope, Lansing City Clerk, MMC/CMMC
www.lansingmi.gov/Clerk
www.facebook.com/LansingClerkSwope

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, TO: AMEND SECTION 260.05 OF THE LANSING CODIFIED ORDINANCES TO ALLOW FOR THE LANSING HOUSING COMMISSION TO OWN AND TRANSACT REAL PROPERTY IN ITS OWN NAME, AND REMOVE CERTAIN APPROVALS BY THE CITY AS TO SELECTION AND COMPENSATION OF OFFICERS AND EMPLOYEES OF THE COMMISSION; AND AMEND SECTION 260.07 OF THE LANSING CODIFIED ORDINANCES TO CLARIFY INSURANCE REQUIREMENTS, AND REMOVE CERTAIN APPROVALS BY THE CITY RELATED TO THE COMMISSION'S ANNUAL AUDIT.

THE CITY OF LANSING ORDAINS:

Section 1. That Section 260.05 of the Lansing Code of Ordinances of the City of Lansing is hereby amended as follows:

260.05 – Deeds; contracts; leases; purchases

(a) The compensation of all officers and employees of the Housing Commission shall be fixed by the Commission ~~with the approval of the Mayor.~~

(b) All deeds, contracts, leases, or purchases entered into by the Commission shall be in the name of the City COMMISSION OR THE COMMISSION'S DESIGNEE ~~and shall be approved by Council before they have any force or effect. However, contracts for the purchase of necessary materials, leases with tenants and options need not be so approved.~~ REAL PROPERTY PREVIOUSLY HELD IN THE NAME OF THE CITY PURSUANT TO THIS ORDINANCE SHALL BE TRANSFERRED AND

1 CONVEYED BY APPROPRIATE INSTRUMENT INTO THE NAME OF THE
2 COMMISSION TO BE OWNED AND OPERATED BY THE COMMISSION.

3 ~~(c) Employees of the Commission shall be selected and paid by such method as Council~~
4 ~~may prescribe by resolution.~~

5 Section 2. That section 260.07 of the Lansing Code of Ordinances of the City of Lansing
6 is hereby amended as follows:

7 **260.07 – Responsibilities re special assessments, insurance, payment in lieu of taxes; audits.**

8 (a) The Housing Commission shall be responsible for the payment of all special
9 assessments which are authorized by these Codified Ordinances. This subsection shall
10 be applicable to all special assessments which are accrued but unpaid on the date of
11 adoption of this section (Ordinance 774, passed February 29, 1988).

12 (b) The Commission shall maintain adequate insurance, as determined by the City, on its
13 buildings and property, and shall maintain adequate liability insurance, as determined
14 by the City. The City shall be named AS AN ADDITIONAL INSURED on the
15 Commission's LIABILITY insurance policies, AND ANY BUILDING AND
16 PROPERTY INSURANCE POLICIES FOR BUILDINGS AND PROPERTY IN
17 WHICH THE CITY HAS AN INTEREST., ~~as an additional insured, and the~~ THE
18 Commission shall furnish the insurance policies to the City Clerk. The insurance
19 policies shall provide that the City Clerk shall receive notice at least 30 days prior to
20 the date of cancellation, termination, expiration or any material modification of such
21 insurance policies.

22 (c) The Commission shall make its payment in lieu of taxes to the City Controller not later
23 than September 1 and February 1 of each year. Failure to make such payment in lieu of

1 taxes on time, as set forth in this subsection, shall obligate the Commission to pay, in
2 addition to its payment in lieu of taxes, an interest charge as determined by Council
3 resolution.

4 (d) The books and records of the Commission shall be open to inspection and audit by the
5 City at all reasonable times. The Commission shall have an annual audit made of its
6 financial transactions by an independent certified public accountant, which audit shall
7 be submitted to the City Clerk's office not later than ~~October 1 of each year~~ NINETY
8 (90) DAYS AFTER THE END OF THE COMMISSION'S FISCAL YEAR and which
9 audit shall be open to public inspection at all reasonable times. The cost of such audit
10 shall be borne by the Commission, ~~but Council shall be responsible for the selection of~~
11 ~~the independent certified public accountant.~~

12 Section 3. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules
13 inconsistent with the provisions hereof are hereby repealed in their entirety and shall be null and
14 void and of no effect.

15 Section 4. Should any section, clause or phrase of this ordinance be declared to be invalid,
16 the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the
17 part so declared to be invalid.

18 Section 5. This ordinance shall take effect 30 days following adoption, unless given
19 immediate effect by City Council, and pursuant to Section 3-307 of the City Charter, this Chapter
20 shall expire December 31, 2028.

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

BE IT RESOLVED that a Public Hearing be held on _____, 2020 at 7:00 p.m. in the City Council Chambers, Tenth Floor, City Hall, 124 West Michigan Avenue, Lansing, Michigan, to receive public comment on and to consider an ordinance of the City of Lansing, Michigan to amend Chapter 240 of the Lansing Codified Ordinances in its entirety to restructure the grant award process for basic human services.

BE IT FURTHER RESOLVED, due to COVID -19, the public hearing may be held electronically in accordance with the Open Meetings Act in an effort to protect the health and safety of the public. Members of the public wishing to participate in the meeting may do so by logging into or calling into the meetings using the website or phone number and Meeting ID provided on the _____, 2020 meeting agenda. Michigan Executive Order 2020-48 provides for temporary authorization of remote participation in public meetings and hearings.

A black and white photograph of a diverse group of people, including men and women of various ages and ethnicities, smiling and looking towards the camera. They are standing in a line, possibly at a community event or meeting.

DEPARTMENT OF NEIGHBORHOODS + CITIZEN ENGAGEMENT ANNUAL REPORT

FISCAL YEAR-2019



DEPARTMENT OF NEIGHBORHOODS+ CITIZEN ENGAGEMENT

Neighborhoods are a top priority. In January 2018, Mayor Schor issued his first executive order by creating a Department of Neighborhoods and Citizen Engagement (DNCE).

This new Department places neighborhoods front and center in the administration. He appointed Director Andi Crawford to lead the DNCE and the Executive Order was unanimously passed by City Council.

ENGAGING CITIZENS ADVANCING PEOPLE BUILDING NEIGHBORHOODS

ENGAGING CITIZENS

Citizens Academy

Housing & Neighborhood Resource Summits

LOVE Lansing Celebration

Neighborhood News

Neighborhood Roundtables

Participatory Budget Nights

SERVE Lansing

Walking Wednesdays

ADVANCING PEOPLE

Office of Financial Empowerment

Building Civic-Minded Professionals

BUILDING NEIGHBORHOODS

Neighborhood Clean Ups

Neighborhood Grants

Neighborhoods of Focus



Launched the inaugural City of Lansing Citizens Academy. Participants met weekly for 10 weeks beginning Wednesday, September 5, 2018.



Participants toured City Hall, the BWL grid control room, and other City facilities including a behind the scenes look of Cooley Law School Stadium. They also spoke one-on-one with City staff, City Council members and the Mayor.

Citizens Academy provided an opportunity for City of Lansing residents to learn more about the role the City plays in their everyday lives and how they can be involved and engaged citizens.

24 participants representing all four City Wards.



Housing & Neighborhood Resource Summits

The summits were designed by neighborhood groups to provide citizens direct contact with City and community resources in their neighborhood.

Summit partners have included: Capital Area Housing Partnership, Ingham County Land Bank, Home Depot, Ace Hardware, City of Lansing Human Resources, City Clerk's Office, State of Michigan Attorney General, McLaren Health Systems, City of Lansing Economic Planning & Development Office, and other civic and community organizations.

Pizza is provided and local businesses generously provide raffle items.

Thank you to the Lansing School District for generously hosting these quarterly events serving hundreds of Lansing residents.

9/25/18: Forest View

11/27/18: Pleasant View

2/26/19: Sexton High School

4/30/19: Pattengill Biotech



ENGAGING CITIZENS



South Side Community Coalition -
2019 Recipient of the Mayor's Cup for Civic Excellence

LOVE stands for Local Organization & Volunteer Excellence and is an annual volunteer celebration to recognize neighborhood leaders and watch captains/coordinators for their efforts in creating safe and vibrant communities across Lansing.

2019 peer nominated award winners:

The Community Builder Award - Melik Brown

The Emerging Leaders Award - Rawley Van Fossen

The Neighborhood Impact Award - Dr. Stan Parker, After School Action Program

May 14, 2019 at the South Washington Office Complex - 250 Neighbors attended



“Thank you LOVE for such a wonderful event. It was a fantastic night and hearing about all the fantastic things the neighborhood groups and individuals do to help and promote Lansing was amazing. The nominees were all wonderful and my congratulations go to the very deserving winners and to all the nominees. Lansing sure knows how to do great things!!!” from Facebook

SERVE Lansing

**SERVE Lansing connects citizens, organizations, partners, and the City of Lansing to:
Increase Citizen Engagement - Build Community Response and Preparedness -
Clean & Beautify the Community**



**Program Launch- Press Conference (9/6/18) – City Hall Lobby
7 lead community partners (United Way, Michigan State University (MSU), DoIThing, Lansing Board of Water and Light, American Red Cross - Mid - Michigan, YMCA of Greater Lansing, and Michigan Community Service Commission)**

MSU has selected SERVE Lansing as the partner for the MSU Community Scholars program. MSU students are assigned to each partner organization and work to coordinate SERVE Lansing events.

**Sample SERVE Lansing events (see Spring Neighborhood Cleanup Summary for more):
Cleanup event held at Cristo Rey (9/7/18)
Baker Neighborhood Leaf & Stormdrain Cleanup (11/3/18)
Mayor's Inaugural Coat Drive (12/1-12/10/18)
Trashtag Challenge (5/2019)**



The City of Lansing is a proud member of the international Cities of Service Coalition. Cities of Service helps Mayors and City leaders tap into the knowledge, creativity, and service of citizens to solve public problems and create vibrant cities. City of Lansing selected as a mentor city for the next 10 funded cities in the Cities of Service Love Your Block grantee cohort.

ENGAGING CITIZENS

City of Lansing - Neighborhood News

Distributed weekly each Friday highlighting City of Lansing events and providing community partners direct communication with Lansing neighborhoods.

650+ on distribution list and growing weekly



Neighborhood Roundtables

Monthly meetings to connect with neighborhood leaders and discuss issues in Lansing neighborhoods.



LANSING

July 2019

Neighborhood Roundtables

Thursday, July 25 6 PM
Friday, July 26 8 AM

Network with Neighborhood Leaders and Public Service as we discuss the Basement Backup Protection Plan (B2P2) as well as instructions on how to file a claim.

FOSTER COMMUNITY CENTER ROOM 209
200 N. FOSTER AVENUE LANSING, MICHIGAN 48912



Andy Schor, Mayor

participatory budget nights



PURPOSE

The purpose for hosting Participatory Budget Nights in the City of Lansing were to empower citizens to come together and provide input on the City's budget priorities.

"We're beginning to prepare our budget, which will be program based," said Mayor Schor. "This is a great opportunity for the public to learn more about the City's budget and get involved in decision making."

Participatory budget nights are part of furthering Mayor Schor's goal of maintaining transparency in City operations and encouraging civic engagement.

Phase II of Participatory Budget Nights will provide more budget specifics and strategies for citizens to influence the process.

- 2/20/19
Cristo Rey Community center
- 2/27/19
McLaren Hospital Dawe auditorium
- 2/28/19 Nuthouse Bar & Grille
- 3/5/19 Fenner Nature Center

BY THE NUMBERS

Four participatory budget nights were held:

- 11/13/18
Letts Community Center
- 11/28/2018
Foster Community Center
- 11/29/18
Kelly's Downtown
- 12/6/18
Schmidt Community Center

- **60** total participants from all four sessions.

Facilitated by:

- **Mayor Andy Schor**
- **Angela Bennett**,
Finance Director,
City of Lansing
- **Andi Crawford**,
Director of Neighborhoods
& Citizen Engagement,
City of Lansing

CITIZEN FEEDBACK



"I **actually** enjoyed a talk about budgets!"



"Great to have the **Mayor** here!"



"Very well organized, great preparation - I like the Lego exercise"





Andy Schor, Mayor

participatory budget nights



PURPOSE

The purpose for hosting Participatory Budget Nights - Phase II in the City of Lansing were to provide more budget specifics and strategies for citizens to influence the process.

“The first round of participatory budget nights identified four clear priorities for citizens: economic development, infrastructure, neighborhoods and public safety. This round of events provided additional information and opportunity for discussion in these areas.”

Participatory budget nights are part of furthering Mayor Schor’s goal of maintaining transparency in City operations and encouraging civic engagement.

Phase II a deeper dive into priority areas.

BY THE NUMBERS

Four participatory budget nights were held:

- 2/20/19: Economic Development
Cristo Rey Community Center
 - 2/27/19: Infrastructure
McLaren Hospital
 - 2/28/19: Neighborhoods
Nuthouse Bar & Grille
 - 3/5/19: Public Safety
Fenner Nature Center
- **58** total participants from all four sessions.

Facilitated by:

- **Mayor Andy Schor**
- **Angela Bennett**,
Finance Director,
City of Lansing
- **Andi Crawford**,
Director of Neighborhoods
& Citizen Engagement,
City of Lansing



Walking Wednesday Series

Walking Wednesdays are co-designed with neighbors and bring the Mayor, City officials, Lansing Police Officers, and community members together to explore the assets and opportunities in Lansing neighborhoods.

April 10th - June 5th, 2019



Walking Wednesdays 2019
All events begin at 6 p.m.

April 10 - Baker Neighborhood - Bethlehem Lutheran - 549 E Mt Hope Ave

April 17 - Red Cedar Neighborhood- Kircher Municipal Park - 301 Clippert

April 24 - Eckert Power Plant - 601 Island Ave

May 1 - Downtown Lansing - Capital Area District Library - 401 S Capitol

May 8 - Colonial Townhouses Co-Op, Inc. - 3818 Pleasant Grove

May 15 - Greencroft Park Neighborhood - 2700 S Washington Ave

May 22 - Life O'Riley - 6726 S Washington Ave

May 29 - Fulton Park Trails - 3914 Seaway Drive

June 5 - Scott Woods - Scott Woods Park- 2605 Clifton Ave

For more information: Department of Neighborhoods & Citizen Engagement
517-483-4051 | <https://lansingneighborhoods.info/>

Walking Wednesdays can also be arranged throughout the year by citizens to address a particular need or topic.

ENGAGING CITIZENS



OFFICE OF FINANCIAL EMPOWERMENT

Housed in The Department of Neighborhoods and Citizen Engagement, the Office of Financial Empowerment is home to four initiatives: The Financial Empowerment Center (FEC), Lansing SAVE, the Offender Success Program, and BankOn.

The Financial Empowerment Center (FEC)

In partnership with the Cristo Rey Community Center, since 2013, FEC has helped clients achieve:

\$11,000,000 REDUCED HOUSEHOLD DEBT

\$2,000,000 SAVED BY HOUSEHOLDS

2019 PROGRAM OUTCOMES

of Sessions Completed = 1,244

Safe, affordable bank accounts opened = 77

Total Clients served = 600

Client Debt Reduction (non-mortgage) = \$1,214,989

Client Increased Savings = \$195, 857



Office of Financial Empowerment's 5 Year Birthday Party (7/19/18)

ADVANCING PEOPLE

CLIENT STORY

The client started about a year ago and his situation was pretty bad. The client has child support that was taking 50% of his income and over \$50,000 in child support arrears and student loans that equaled \$6,500, which were in collection. He was working at a low-wage job and was barely able to cover his portion of rent. While the client was incarcerated, his identify was used to open credit in his name and he was left to pay the debt. He also did not have a bank account.

The first step was to get him on a budget. Once he started following his budget, he concentrated on his student loans and child support arrears. The Counselor referred him out to get some assistance with his child support. Then the Counselor got his student loans on the rehabilitation plan, paying \$5.00 a month. Once he started paying on his repayment plan, the Counselor wrote several letters to dispute the debt that was not his. The dispute letters were successful because Experian removed the debt. Currently, the client has opened a bank account with Lake Trust Credit Union, reduced his debt by \$20,000 and secured a job making three times as much as before.



The client came to the Financial Empowerment Center accompanied by her 40-year-old son. This client felt completely overwhelmed by her monthly expenses and felt plagued by credit card debt. She stated that she has never budgeted in her entire life and that her late husband of 40 years took care of the finances and she had no clue what to do.

The Counselor immediately started the budgeting process with the client and found out that over 60 percent of her income was going into her monthly prescriptions. Client stated that she sought out help with other agencies to help with her prescription coverage but she made \$10 above the limit and could not qualify. Consequently, client had to spend \$575 a month on her prescriptions.

The Counselor knew immediately that in order for this client to make ends meet she would need help with her medications. The Counselor walked the client to the prescription assistance program and asked for an appointment for her. Two months later the client received approval for assistance with her medication. Client is now receiving her medicine free of charge.

On the following session, the Counselor updated the client's budget with the new adjustments and were able to see a positive cash flow. Client reported that she sleeps better and no longer has anxiety. The client is hopeful and does not feel overwhelmed anymore. The client stated, "All I needed was for someone to help me navigate through the mess and show me how to budget. Yes, I am 69 years old and should know all that, but I did not."

Offender Success Program

The City of Lansing - Office of Financial Empowerment serves as the Administrative Agency for the Offender Success Program in Clinton, Eaton, and Ingham counties. The Offender Success Program is funded and administered by the Michigan Department of Corrections and serves reentry citizens who are returning to the community following prison.

Through providing wrap-around services the City of Lansing is reducing recidivism and increasing public safety in our neighborhoods.

The program served ~450 individuals from July 2018 - June 2019.

PROGRAM SERVICES

The City of Lansing contracts with Peckham Industries, Housing Services Mid Michigan, Mid-Michigan Recovery Services Inc. and Prevention & Training Services (PATS).

These partners provide job readiness, job placement, job retention, housing, behavioral health counseling, and social supports such as bus passes, clothing vouchers and identification.



BUILDING PARTNERSHIPS FOR SUCCESS

Offender Success Employer Breakfast - 3/14/19 | 8 AM— 10 AM | The View at Cooley Law School Stadium

The purpose of the Offender Success Employer Breakfast was to increase awareness and understanding of the Offender Success Program among local employers by highlighting the benefits to public safety and employers, as well as recognizing successful experiences with reentry citizens.

More than twenty employers attended the event and heard from Mayor Schor, Police Chief Yankowski, and MDOC Administrator Kyle Kaminski on the positive impacts of the program. In addition, employers had the opportunity to learn about fidelity bonding, Work Opportunity Act Tax credit information, Vocational Village, and several aspects of the wraparound services offered through the Offender Success Program.

ADVANCING PEOPLE

Lansing SAVE

The City of Lansing partners with the Lansing School District and MSU Federal Credit Union to provide Children's Savings Accounts. Lansing SAVE is a post-secondary education savings program for students in the Lansing School District. All incoming kindergarten students are automatically enrolled in an account. Accounts are seeded with \$5 and children and families can make deposits into the accounts at school or at MSUFCU branches.

SAVE TOTAL DEPOSITS (IN-SCHOOL & IN-BRANCH)

Total Deposits = 1,030

New Depositors = 495

Total Deposit Amount = \$7,925

SIGNIFICANT MILESTONE

FIRST LANSING SAVE ACCOUNT SURPASSES **\$1,000**



COMMUNITY CHAMPIONS PROGRAM

Bethlehem Lutheran Church

In the spring of 2019, during a Baker Neighborhood Partners Meeting, Pastor Matt Smith and Parish Administrator Laurey Wyble of Bethlehem Lutheran Church learned of the Lansing SAVE program. They immediately approached the program partners with an idea — to take a special collection with their congregation whenever there is a 5th Sunday in a month, and donate the offering to be deposited into the accounts of Lansing SAVE students who live in the Baker Neighborhood. Because of their creativity and generosity, the Lansing SAVE Community Champions Program was born.

The church has held two offerings which raised a total of \$2,692.

Their contribution was divided into equal deposits in the 121 Lansing SAVE accounts in the Baker Neighborhood.

We look forward to replicating this program with other faith-based partners and civic organizations throughout Lansing.

ADVANCING PEOPLE

City of Lansing - A National Leader in Municipal Financial Empowerment

**WHAT WORKS CITIES ECONOMIC MOBILITY GRANT (1 OF 10 CITIES SELECTED)
FUNDED BY GATES FOUNDATION, BALLMER GROUP, BLOOMBERG PHILANTHROPIES**

**CITY OF LANSING SELECTED BY THE NATIONAL LEAGUE OF CITIES FOR
THE 10 CITIES OF OPPORTUNITY PILOT PROGRAM.**

\$30-40K SELECTED AS 1 OF 6 CITIES FOR CAFFE PROJECT WITH NATIONAL LEAGUE
OF CITIES TO RESEARCH THE IMPACT OF MUNICIPAL FINES AND FEES

\$10,000 SELECTED FOR US CONFERENCE OF MAYORS DOLLARWISE INNOVATION
GRANT FOR THE KROGER REWARDS PROGRAM GRANT TO SUPPORT
LANSING SAVE PROGRAM.

\$10,000 SELECTED TO SERVE AS AN FEC EXPERT TO BALTIMORE, MD AND
WASHINGTON DC



- OFE Director serves on the National League of Cities' Economic Opportunity

Peer Network

- Recognized in Urban Development's publication, "A Scan of Financial Capability Efforts at the Municipal Level" for Lansing's work on connecting returning citizens to safe and affordable bank accounts.
- OFE Director co-presented on Municipal Financial Empowerment with Shekeria Brown, Vice President, Office of Nonprofit Engagement at JPMorgan Chase and Jonathan Mintz, President and CEO, Cities for Financial Empowerment at the Engaging Local Government Leaders (ELGL) Conference in Durham, North Carolina.
- OFE hosted City of Akron Site Visit - OFE serves Akron through technical assistance
- Provided technical assistance to the City of New Haven, CT on Financial Empowerment for Reentry Citizens
- Completed white paper on 2-year Bank On for Reentry Pilot

Building Civic-Minded Professionals

The City of Lansing Department of Neighborhoods and Citizen Engagement leverages the talents and energies of undergraduate students, graduate students and young professionals to expand the department's capacity.

This year we hosted student interns from Michigan State University, The University of Michigan - Ann Arbor, and Harvard University.

The department also hosts AmeriCorps VISTA members serving a year of national service.





SPRING NEIGHBORHOOD BEAUTIFICATION & CLEANUPS

2019
Neighborhoods
in Bloom


10,000
Flowers planted
during Neighborhoods
in Bloom

39
Participating
Neighborhood &
Civic Organizations


5,760
Square feet planted
across the
City of Lansing




100+
City of Lansing
trashbag rolls
distributed for the
Trashtag Challenge



Southwest Lansing
&
I Love My City
Edgewood cleanup
60 Volunteers
80 Bags of Trash

South Lansing
Business Association
Team Up 2 Clean Up
50 Volunteers
20 Bags of
trash



Cherry Hill Park
Cleanup
15 Volunteers
40 Bags of Trash
Two truckfulls of brush



Neighborhood Grants



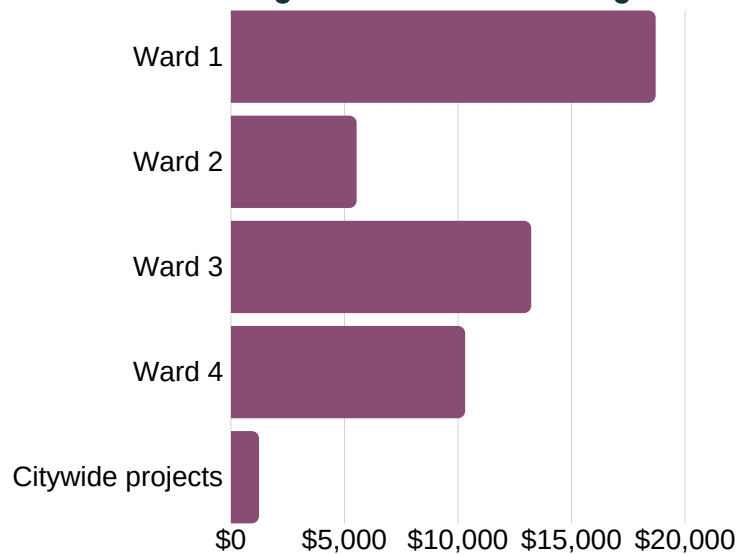
The Department of Neighborhoods and Citizen Engagement administers the Neighborhood Grant program and provides administrative support to the Mayor's Neighborhood Advisory Board.

2019 Neighborhood Grant Projects

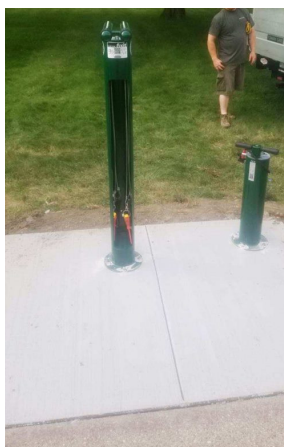
- Clean ups and Beautification
- Communications and Social Events
- Signage
- Other

70 grant funded projects designed and executed by Lansing neighborhoods

Distribution of Neighborhood Grant funding



Total amount funded: \$52,021.85



BUILDING NEIGHBORHOODS

Neighborhoods of Focus

The City of Lansing has selected two neighborhoods as 'Neighborhoods of Focus'. The City of Lansing works with city departments, community partners, law enforcement, community-based organizations and residents to work in partnership to improve the neighborhood. The City of Lansing's primary roles is to convene, capacity-build and connect to resources. This is a multi-year commitment to sustained community development.

BAKER NEIGHBORHOOD

Press Conference celebrating one year of focus held on February 14, 2019 (outcome sheet below)
Lansing SAVE investor program launched with Bethlehem Lutheran Church (see Lansing SAVE section)
Three year commitment from Habitat for Humanity to focus Rock the Block home improvement projects in the Baker Neighborhood.
Convene monthly partner meetings



BUILDING NEIGHBORHOODS

Neighborhoods of Focus



Andy Schor, Mayor

Baker Neighborhood: Neighborhood of Focus

**Convene
Capacity Build
Connect to Resources**

Rehabbing Homes and Buildings



Habitat for Humanity Capitol Region

\$100,000+ investment Rock the Block
Poured concrete pad under pavilion
and created accessible pathway at
Caesar Donora Park



Lansing Board of Water & Light Hometown Energy Savers

Served 35 homes
Installed 1,300+ energy saving items;
achieving annual savings of nearly
\$8,000 for residents



Capital Area Housing Partnership

Walter French donated to CAHP in 2017
Development for restoration and reuse
REO Town Art Attack mural installation

Mikey23 Foundation

Rehabbing home on Linval St.
and teaching skilled trades to
local youth

City of Lansing

Emergency repairs completed at 2 homes including furnace and water heater replacement, roof repairs and repairs to the interior.
Remediated lead-based paint in 2 homes.
Designated the area as a high-risk area for Childhood Lead Poisoning and has offered \$25,000 per rental unit for lead-based paint remediation to all landlords.

Community Beautification



538 Isbell Lot

(Former party store turned
community gathering space)
on Ingham County
Land Bank Lot

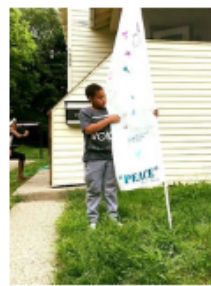


SERVE Lansing Leaf Cleanup



Greater Lansing Association of Realtors

With neighbors, built Little Free Library,
picnic table, and provided sports
equipment and games for the 538 Isbell Lot
Provided 200+ meals



Peace Flag Art Installation

Created by Baker neighbor
artist Eric Schantz and
funded/installed by Sycamore
Creek Church members

Neighborhoods of Focus

Community Building



Potter Park Zoo

Provided 5 programs with 80+ attendees
Provided FREE zoo passes to 114 Baker neighbors



Bethlehem Lutheran Church

Faith Family Fun Day serving 700+ families
Hosts monthly Baker Partner meetings



Head Start

Housed City of Lansing
AmeriCorps member
Hosted Baker Coffee Hours
Community Resource & Wellness Fair



YMCA

Partners with Bethlehem Lutheran Church to provide physical activity and lunch in the Summer
Provides breakfast, physical activity and lunch at Caesar Donora Park



Cedar Street Art Collective

Art Dedication in Caesar Donora Park
Baker neighbor, Jeffrey Handley Jr Art Show
Baker neighbor, Corey Kroskey Halloween theatre event
'Sunday Dinner' performance from IDream Dance Studios LLC
More than Fine Photography
Pop-up 517 Coffee



Walking Wednesday

200+ visitors
activating 9 vacant lots with art and activities



Mike Yankowski, Chief

Victim crimes and property crimes both declined 33% from 2017 to 2018.



Jacob Kocan
Community Police Officer
517-483-2522
jacob.kocan@lansingmi.gov

Join partners 2nd Thursday of each month at Bethlehem Lutheran Church



Cedar Street Art Collective



Neighborhoods of Focus

PLEASANT VIEW NEIGHBORHOOD

Michigan State University Design Project, a 3 day design event held in neighborhood
Community Development Block Grant (CDBG) funding opportunity for Town Square identified
City of Lansing (1 of 10 cities) selected for Round Three Invest Health funding
Purchased 3 parcels from the Ingham County Landbank to create a new park
Beacon Park created on southeast corner of intersection
Negotiated land sale of homeowner by Beacon Field to open access to park from Pleasant Grove
Beacon Field SouthWest soccer facility was built



PLEASANT GROVE & HOLMES PROJECTS AT A GLANCE



BUILDING NEIGHBORHOODS



DEPARTMENT OF NEIGHBORHOODS+ CITIZEN ENGAGEMENT

Chief Innovation Officer | Director - Andi Crawford

Administrative Assistant - DeLisa Fountain

Director, Office of Financial Empowerment - Amber Paxton

Operations Coordinator, OFE - Zach Etzin

Financial Education Coordinator, OFE - Ben Thompson

Community Coordinator, Offender Success - Yolanda Botello

Program Manager, Financial Empowerment Center

- Velma Kyser

Financial Counselors, Financial Empowerment Center

- Tammy Beckwith

- Sonia Diallo