AGENDA
Committee on General Services
Thursday, October 26, 2017 @ 3:30 p.m.
City Council Conference Room, City Hall 10th Floor

Councilmember Tina Houghton, Chair
Councilmember Jody Washington, Vice Chair
Councilmember Carol Wood, Member

1. **Call to Order**
2. **Approval of Minutes:**

   - September 25, 2017

3. **Public Comment on Agenda Items**

4. **Discussion/Action:**
   A.) RESOLUTION – Appointment of Julie Rowe; At- Large Human Relations & Community Services Board; Term Expire June 30, 2018

   B.) RESOLUTION – Appointment of Abbey Frazier; At Large Human Relations & Community Services Board; Term Expire June 30, 2018

   C.) RESOLUTION – Claim Appeal; #1446; M. Moore; 1408 Pontiac Street; $2,930.50

   D.) RESOLUTION – Claim Appeal; #1427; V. Stalmashenko; 4928 Hughes; $280.00

   E.) RESOLUTION – Claim Appeal; #1428; V. Stalmashenko; 4928 Hughes; $670.00

   F.) RESOLUTION – Liquor License; CUL LLC for a Transfer of Ownership Escrowed 2017 Class C License only for 313 N. Cedar, Lansing; New SDM License in conjunction with a non-transferable, Sunday Sales Permit (PM), Sunday Sales Permit (AM), Dance-Entertainment Permit, Outdoor Service Area and Catering Permit for 313 N. Cedar Street

5. **Pending**
   - Notice from the Michigan Liquor Control Commission regarding the Transfer of all membership interest through merger from existing member Pizza Hut, Inc. to Pizza Hut, LLC; and by dropping existing member Pizza Hut, LLC and adding new member Pizza Hut Holdings, LLC 6200 S. Cedar Street

PUBLIC COMMENT AND SIGN IN SHEET

COMMITTEE ON GENERAL SERVICES DATE Oct 26, 2017.

Please print

NAME	ADDRESS	Purpose for Attending	Email Address	PHONE
KATHY MILES			RSL	
VICTOR STELMASHENKO	4928 HUGHES RD, LANSING, MI 48910	APPEAL OF FINE CHARGES		(517) 202-1005
Shijing Hu	"	"		"

- Transfer of Ownership Escrowed 2017 Class C License; Transfer Location from 601 E. Michigan to 313 N. Cedar; New SDM, Non-Transferable, Sunday Sales Permit (PM), Sunday Sales Permit (AM), Dance-Entertainment Permit, Outdoor Service Area and Catering Permit for Cul, LLC.**(See Item l) above)**
- Notice from the Michigan Liquor Control Commission: New Brewpub License, Lansing Ale, Inc., 2101 E Michigan Avenue
- RESOLUTION – Conditional Liquor License; 320 E Michigan LAF Fine Dining, Inc; Transfer Ownership 2017 Class C and SDM Licensed Business with Sunday Sales Permit (PM) and Outdoor Services
- RESOLUTION – New Wholesaler Liquor License; Gyina Distribution Inc

6. Other

- Updates to Council Rules

7. Adjourn

MINUTES
Committee on General Services
Monday, September 25, 2017 @ 3:00 p.m.
City Council Conference Room, City Hall 10th Floor

CALL TO ORDER
The meeting called to order at 3:15 p.m.

ROLL CALL
Councilmember Tina Houghton, Chair
Councilmember Jody Washington, Vice Chair- arrived at 3:19 p.m.
Councilmember Carol Wood, Member

OTHERS PRESENT
Sherrie Boak, Council Office Manager
Nicholas Tate, Assistant City Attorney
Scott Sanford, Code Compliance
Rev. Kent Bowden
Art Ostaszewski
LaSondra Jones
Gerald Patterson
Brooke Comer
Michael McGill
Eric Harmon
Peter Juarez

Minutes
MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE MINUTES FROM AUGUST 24, 2017 AS PRESENTED. MOTION CARRIED 2-0.

Public Comment on Agenda Items
No public comment at this time, but taken during the agenda items.

Council Member Houghton informed the Committee and the public that item A) Appointment of Julie Rowe would be moved to the October 26th meeting so Ms. Rowe can attend.

Mr. Tate informed the Committee that item D) Claim for 114 W. Willow will also need to be removed because there is pending litigation and the City Attorney does not believe this is the appropriate venue to discuss. The facts are still relevant in the case and since it is pending, the City Attorney is recommending it be pulled from the agenda until the case is settled.

Mr. Ostaszewski informed the Committee that in his opinion Mr. Tate was wrong, and tried to appeal that one litigation case was against the City for trespassing and one case is against Eric's Refuse as an individual not the City contractor. Mr. Ostaszewski stated he believed he had the right to appeal the claim he felt was invalid.

Council Member Houghton informed Mr. Ostaszewski that she was unaware the item was in litigation and being asked to be removed from the agenda until the City Attorney advised her today. Therefore, she stated as Council they must take the advice of law regarding a pending litigation to make sure there are no conversations. Mr. Ostaszewski asked Council Member Houghton if the fine was valid, at which point she stated the fine was part of the pending litigation and cannot be discussed. Council Member Wood asked Mr. Tate, if once the litigation is settled, if the claim still exists if the Committee can then look at the claim. Mr. Tate stated he needed to confirm that answer with Mr. Smiertka and will submit that opinion to the Committee in writing. Council Member Wood also asked Mr. Tate to confirm that since the claim was filed in the appropriate time, if the fine would be added to the taxes or not added until the claim is reviewed by the Committee. Mr. Tate could not answer that question either and stated he would confer with the City Attorney.

Council Member Houghton removed item D)- Claim by A. Ostaszewaski based on the advice from the City Attorney office that due to a pending law suit the claim cannot be heard at this time.

Mr. Ostaszewski asked Mr. Tate if both litigations are settled if he can come back to the Committee on his claim. Mr. Tate states that as long as any pending litigation is settled, it will be brought back forth.

Council Member Washington arrived and apologized for arriving late.

Mr. Ostaszewski left the meeting.

Discussion/Action

RESOLUTION – Appointment of Julie Rowe; At- Large Human Relations & Community Services Board; Term Expire June 30, 2018

Per the request of Ms. Rowe, due to a work emergency in Detroit, she was not able to attend and this action item was moved to the October 26th meeting.

RESOLUTION- Community Funding Request; Back the Badge

Council Member Wood stated that the event had occurred on September 23, 2017 and run by a non-profit raising funds for multiple police agencies. The applicant had informed her that they had approached the Mayor's office for sponsorships but it was not addressed, and that is why they came to her shortly before the event. The Committee reviewed the application and list of other sponsors, and then confirmed the request was for $700.

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION FOR COMMUNITY FUNDING IN THE AMOUNT OF $700.00 FOR BACK THE BADGE FOR THEIR EVENT ON SEPTEMBER 23, 2017 WITH THE UNDERSTANDING THAT IF THE FINAL FIGURE IS DIFFERENT SHE WOULD MAKE MOTION ON THE COUNCIL FLOOR TO AMEND IT. MOTION CARRIED 3-0.

Council Member Houghton explained to the public the procedures for the meetings were as follows; Code Compliance will be asked to provide dates, statistics and details to the Committee, then the claimants will be able to provide their appeal.

RESOLUTION – Reconsideration of Claim Appeal; McGill; 211 West Gier Street

Mr. Sanford provided a timeline on the claimant with the violation occurring on 9/13/2016 with a compliance date of 9/20/2016. On 9/26/2016 the Code Officer re-inspected and the violations were still present. A notice was sent to the address on record at the time; however the claimant had changed the address when they registered it as a rental after they were cited for failure to register it.

Mr. McGill appealed his case stating that in the past when they have had violations and claims, the letters on the violations from the Claims Review Committee were sent to the correct address, so he was now questioning why this claim was not sent to the correct address. Noting that if it was they would have been made aware of the violation before the deadline. Council Member Houghton asked if the claims that were sent to the Claims Review Committee were granted. Mr. Tate confirmed they were but not for the reason that it was sent to the wrong address.

Mr. McGill appealed his case citing he believed the contractor was overpriced. Mr. McGill's contractor spoke, stating he had cleaned the front of the house and deck, and placed the construction material in a neat pile in preparation for their continued project. Council Member Houghton reiterated to Mr. McGill that anything they find in violation the can take, and Mr. Sanford added the site has to remain clean during a construction project.

The Committee reviewed the invoice and questioned 11 additional hours charged. Mr. Sanford stated the charges are man hour at minimal hourly charge. Council Member Washington questioned the amount of time Eric's Refuse charged and the amount of time they stated it took.

Council Member Wood asked Mr. Sanford for a recommendation on the reduction of hours it should have taken. Mr. Sanford stated he would take the Committee recommendation. Council Member Wood suggested reducing the amount of hours by 1/3 or ½ and Mr. Sanford agreed.

Mr. McGill then appealed the amount of 30 yards of material taken. He then proposed to escrow funds, put material on the site, clean the site and document the time, then offered to donate the funds to a Committee charity of choice.

Council Member Wood recommended reducing the claim by $825.00 by taking the 1615 hours and reducing it 50%. This would make the new amount of the claim at $1,967.00. Mr. McGill again appealed for the amount to be lowered to $1,200.00 - $1,300.00. Council Member Wood then spoke to Mr. McGill directly informing him that it is in appropriate for Mr. McGill to make offers to Council Members charities. Lastly, she recapped that the City is not in the business of cleaning up garbage, and even though it might be able to get done cheaper and faster somewhere else, the Committee is attempting to come up to something amenable.

MOTION BY COUNCIL MEMBER WOOD TO REDUCE THE CLAIM BY $825.00 REDUCING THE AMOUNT OF TIME TAKEN, AND DENY THE CLAIM APPEAL IN THE AMOUNT OF $1,967.00 FOR 211 WEST GIER STREET. MOTION CARRIED 3-0.

Council Member Houghton informed Mr. McGill he would have his claim in front of the full Council at the meeting later at this date. Mr. McGill completed his appeal by providing his

opinion that Eric's Refuse is running a fraudulent business. Mr. Sanford stated that it is not fraudulent and that Mr. McGill has had multiple violations over the last year.

RESOLUTION Claim Appeal; #1453; A. Ostaszewski; 114 W Willow Street; $3,652.00
Per the advice of the City Attorney's office, this claim cannot be heard by the Committee due to a pending lawsuit filed by the claimant against City.

RESOLUTION – Claim Appeal; #1446; M. Moore; 1408 Pontiac Street; $2,930.50
Mr. Moore was not present and the claim was moved to the October 26, 2017 meeting.

RESOLUTION – Claim Appeal; #1461; D. Comer; 212 Allen St.; $4,518.00
Mr. Sanford stated their records show the home was purchased in a bank foreclosure sale. The only contact their office received was regarding an "after-hours" authorization to work. At that time they informed the owner there were back assessments and they needed to go to the title company for payment. Further research showed the claimant did not own the property at the time of the violation, and Mr. Sanford's opinion was that they had no authority to claim.

Ms. Comer stated they purchased the property in December, 2016. The claim was for board up and grass and weed clean up. She provided their history on the purchase which was an online auction through their LLC. Through the online auction they were not able to see the home before they purchased, and but went online and searched the records, and called to make sure there were no other assessments. They obtained Title Insurance (submitted), however since this situation occurred have gone back to the Title company, and they have disputed it. The claimant understands they were not the owners at the time of the violations, but they have taken the steps to go back on the Title Company and the bank. Ms. Comer then brought to the Committee's attention the photos and the amount invoiced of $4,518.00, in her opinion was excessive.

Mr. Sanford stated on 7/26/2017 he spoke to one of the LLC partners at which point he told him the work was done before the sale, and the assessments were not on the bill until 7/2017 because the City missed the cutoffs. Mr. Sanford defended the department that if they were to call Code Compliance they could have told them of any violations, but the claimant never called them looking for assessments. Council Member Washington recapped an earlier claim, and stated the same situation that the buyers call for any assessments, but since they are not on the taxes because they missed the timeline, they are never informed. She then asked if there was a way to educate the buyers on where to check for any violations and assessments. Mr. Sanford defended the process stated his department did everything they are required to do. Ms. Comer said they placed a bid on11/25/2017 and until closing, and they placed calls and checked online, and questioned how it was not available. Mr. Sanford stated on 12/20/2017 was the first time he spoke to any of the new claimants for an "after hours" authorization, but he did not ask about any pending assessments or violations.

Council Member Houghton stated to the Committee and Law, that since this was prior to ownership, the claimant has no authority to file the claim. Mr. Sanford agreed and spoke for the City Attorney's office, stating it was their opinion also. It is an assessment against the real property and stays with the property. Mr. Tate agreed it goes with the property.

Council Member Houghton sympathized with the claimant, and Ms. Comer asked if there was any area for leniency. Council Member Houghton asked Mr. Tate if there were any options.

Council Member Washington stated that because there is a large amount, however there is no information of what the items were that were picked up to make the charges, she cannot make a recommendation or motion. Council Member Houghton recapped that the claimant is actually appealing the taxes, and understood everyone's concern, but was also considering if something was granted if this was a precedence
Council Member Wood stated that the fees were when the bank owned it, but they no longer own it so they can't file a claim either. Mr. Tate agreed. Council Member Wood then asked if anyone can appeal the claim. Mr. Tate stated he was not comfortable confirming that.

Council Member Houghton asked Law to research the issue on if anyone can appeal the claim since the violations occurred with the bank owned, but since they do not own now, and if the new owner can appeal the claim and has any legal standing. No action was taken and Council Staff was directed to contact the claimant when Law had a report on who would have legal standing on the claim.

RESOLUTION – Claim Appeal; #1462; E. Harmon; 6512 Sommerset; $5,000.00
Mr. Sanford provided the history on the violations which began on 1/31/2017 with a clean up deadline of 1/20/2017. On 1/23/2017 the inspector went back on site and found large piles of debris on the property. Mr. Sanford confirmed that there had not been any work done on the property in months, and the notice was acknowledged as delivered.

Mr. Harmon informed the Committee that he was not present when the contractor arrived and removed the items, then presented a letter from neighbor. He then confirmed that he received the violation letter on 1/19/2017 and cleaned his property, noting that the house is under construction, and all material was accumulated from house. His opinion was that nothing was visible from the road, and also believed that there were tools on the site. Mr. Harmon spoke briefly on his hardships.

Council Member Houghton pointed out to Mr. Harmon the violation notice clearly states that if there are other violations on the property they can remove them.

The Committee held further discussions on the material shown in the photos.

Council Member Wood pointed out that the violation notice and material from staff stated the violation was $2,716.00 but Mr. Harmon was asking for $5,000. Mr. Harmon confirmed he was asking for the amount of $5,000 because his opinion he should be granted that amount for all the material taken he uses for his livelihood an distress.

Council Member Houghton informed Mr. Harmon the Committee can only consider and make a determination on the $2,716.00 assessment.

MOTION BY COUNCIL MEMBER WASHIGNTON TO DENY THE CLAIM APPEAL FOR 6512 SOMMERSET IN THE AMOUNT OF $2,716.00. MOTION CARRIED 3-0.

Council Member Houghton informed Mr. Harmon that after the Council meeting later this date, if it was denied his next steps would be Circuit Court.

RESOLUTION – Claim Appeal; Eastside Community Action Center; $1961.71
Mr. Sanford read details on claim however the Committee did not have copies of that information.

Ms. Jones stated that the violations were not sent to the property. Council Member Wood asked Ms. Jones if they had already appealed to the State and had their taxes abate, and Ms. Jones confirmed. The Committee then determined that since it was abated, the special assessments were part of that abatement, and therefore nothing for the Committee to take action on at this meeting.

RESOLUTION – Claim Appeal; K. Bowden; 508 W Grand River; $2,914.00
After a review of all the documents, the Committee asked Mr. Sanford to compile all information into a spreadsheet along with the same breakdown for the next claim by Mr. Bowden(1207 N Chestnut) and present it at the next meeting. Mr. Bowden stated that he would be out of town in October and asked to be placed on the November agenda. The Committee agreed to have Mr. Bowden at their meeting November.

The Committee reviewed the calendar and determined with the Thanksgiving holiday the meeting for that month would be moved to Monday, November 13, 2017 at 3:30 p.m.

RESOLUTION – Claim Appeal; K. Bowden; 1207 N. Chestnut
Mr. Bowden attempted to explain the multiple claims he filed on this property, but after attempts to review the multiple documents in the packet and additional information provided by Law after the packet was posted and distributed, the Committee asked Mr. Sanford to compile all information into a spreadsheet showing the breakdown of claims, dates, violations, ownership changes, etc. This claim was also moved to the November 13, 2017 meeting.

DISCUSSION- Budget Priorities
The consensus of the Committee was that there were no updates or changes.

Council Staff was directed to have the City Clerk present at the next meeting to address all the items listed under “Pending” and “Placed on File” on this agenda. Those items will all be moved to pending on that agenda. (10/26/2017)

Pending

- Notice from the Michigan Liquor Control Commission regarding the Transfer of all membership interest through merger from existing member Pizza Hut, Inc. to Pizza Hut, LLC; and by dropping existing member Pizza Hut, LLC and adding new member Pizza Hut Holdings, LLC 6200 S. Cedar Street
- Transfer of Ownership Escrowed 2017 Class C License; Transfer Location from 601 E. Michigan to 313 N. Cedar; New SDM, Non-Transferable, Sunday Sales Permit (PM), Sunday Sales Permit (AM), Dance-Entertainment Permit, Outdoor Service Area and Catering Permit for Cul, LLC.

Place on File

- Notice from the Michigan Liquor Control Commission: New Brewpub License, Lansing Ale, Inc., 2101 E Michigan Avenue
- Conditional Liquor License; 320 E Michigan LAF Fine Dining, Inc; Transfer Ownership 2017 Class C and SDM Licensed Business with Sunday Sales Permit (PM) and Outdoor Services
- New Wholesaler Liquor License; Gyina Distribution Inc

Adjourned at 5:30 p.m.
Submitted by Sherrie Boak, Office Manager, Lansing City Council
Approved by the Committee on _____

Date	3/6/2017
First Name	Julie
Middle	A
Last Name	Rowe
Other name(s) by which you have been known, including maiden names	*Field not completed.*
Date of Birth	4/19/1989
Address	1910 Old Oakland
City	Lansing
State	Michigan
Zip Code	48915
Email	julie.a.rowe@gmail.com
Gender	Female
Ward	4
Precinct	38
Best phone number to contact you	7347358780
Last 4 digits of social security	[redacted]

number

In what year did you move to Lansing?	2015
Additional information regarding experience and credentials	*Field not completed.*
Occupational Background	Legislative coordinator, American Federation of Teachers Michigan; Organizer, American Association of University Women; Communications coordinator, SOS Community Services
Educational Background	University of Michigan, sociology
Please attach a resume if available	rowe resume 2016.pdf
First choice for board to serve on	Human Relations and Community Services Board (HRCS)
Second choice of a board to serve on	Capital Area District Library Board (CADL)
Third choice of a board to serve on	Parks Board
Fourth choice of a board to serve on	Potter Park Zoo
Please comment briefly on why you wish to serve on a particular board or commission. Please be specific as to your goals and ideas about how you wish to	I moved to Lansing in 2015, and I'm very proud to call this community my home. I've found Lansing to be a diverse, inclusive community of working families. My educational and professional experiences have helped me see that communities are strongest when people work together to make sure every person is welcomed and has their needs met, and particularly, the children of our community. The Human

contribute to the work of the board or commission	Relations and Community Services Department's mission to improve the quality of life for all Lansing's residents is central to ensuring a vibrant place for people to call home. I believe strongly in the power of education for transforming lives and improving our communities. In order to learn, grow, and thrive in the classroom, children need stability in housing, good nutrition, and safety in their homes and neighborhoods. I'm very interested in supporting the great work of the Human Relations and Community Services department as they work to ensure every child and family in Lansing have their needs met. Furthermore, the diversity of our city is a strength unique in our region. Lansing's strong human rights ordinance protecting people from discrimination in housing and employment based on who they are is only as powerful as its enforcement. I believe that it's our responsibility as citizens to ensure our neighbors are treated with respect and kindness, I would consider it a privilege to serve on this board to ensure the ordinance's tenets are followed. Now, more than ever, it is more important for neighbors to work together to stand up for each other and ensure our community is a great place to live and work. I would be honored to help support the City of Lansing and the Human Relations and Community Services Department in working toward this goal.
Qualifications and Eligibility – At this time, if you do not meet one or more of the qualifications or eligibility requirements listed at the top, please state here the requirement to be met and explain how you will be qualified or eligible before you would be sworn in to an appointed office	I meet all qualifications requirements.
Background Check Authorization	I agree
Please type your name in this box to signify that you can	Julie A Rowe

serve on a board or commission and the information in this application is accurate to the best of your knowledge

Date & Time 3/6/2017 3:30 PM

JulieRowe

1910 OLD OAKLAND AVENUE I LANSING, MI I 48915
julie.a.rowe@gmail.com
(734) 735-8780

EXPERIENCE

LEGISLATIVE MOBILIZATION COORDINATOR | AFT MICHIGAN | AUG 2013 - PRESENT

- Lobby state legislators and state agencies for polices which support public education and working families and advance the interests of teachers, paraprofressionals and education staff through direct meetings, preparing and delivering testimony, and coordination with allies in labor and other progressive education organizations
- Negotiate with legislators, school management, charter school advocates, and other interest groups to achieve succes for school employees on issues including educator evaluation, early literacy education, school funding, charter school expansion and accountability, school reform, and college accessbility and affordability
- Track, research, analyze, and provide regular reports on legislation in the areas of PreK-16 education, labor, tax policy, appropriations, and civil rights, preparing regular legislative updates for staff, leaders, and rank-and-file members
- Organize and mobilize leaders and rank-and-file members to develop local organizing plans to effect change in local and state school policy
- Train members in political action, legislative advocacy, negotiation techniques, and internal and external communication in one-on-one and large group settings
- Assist local unions in working with school management to implement state law
- Engage and educate members on legislative issues and coordinate local and statewide action
- Direct and develop project staff organizers assigned to legislative and political work
- Manage project budgets, including state PAC fundraising, expenditures, and reporting

- Coordinated **8 Legislative Education Advocacy Days** for **1000+ active and retired members**
- Created dozens of e-mail and phone actions resulting in **15,000 contacts with legislators**
- Coordinated **550+ legislative meetings for members**
- Conducted **40+ trainings** for **650+ members**
- Recruited of **350+ new activists** from membership to participate in advocacy work
- With colleagues, grew our e-activist list from **16,000 to 32,000 participants**
- Organized **3 rallies** at the Michigan Capitol Building to defend public education and labor rights
- Raised **$120,000+** in PAC contributions for the 2016 election cycle

MIDWEST PUBLIC POLICY ORGANIZER | AMERICAN ASSOCIATION OF UNIVERSITY WOMEN | JAN 2012 - JUL 2013

- Developed and implemented public policy advocacy plans, membership recruitment, coalition building, and college/university partnership outreach in Michigan, Ohio, Indiana, and Iowa
- Recruited and trained members for public policy advocacy, coordinating targeted actions including: meetings with elected officials, activist lobby days, public rallies, and media outreach
- Directed a nonpartisan engagement campaign for new and sporadic women voters aged 18-24
- Implemented VAN software to track voters registered and contacted through various actions
- Analyzed state legislation and voting data, prepared topical voter guides
- Prepared an 18-page organizing guidebook and delivered trainings on voter registration, contact, and education
- Engaged members new to advocacy to conduct voter registration and education events through phone, webinar, and one-on-one coaching in political activism

- Conducted **12 trainings** for **250+ members**
- Recruited **75+ new volunteers** and managed **330+ relationships**
- Coordinated **25+ advocacy actions**
- Managed and trained **25 GOTV leaders** and **200+ volunteers**, registering **1850+ voters** at **50+ events**
- Oversaw **16 door** and **28 phone canvasses** of **5,500+** voters
- Built action network **contact list of 250+** newly-registered voters

FIELD COORDINATOR | FRIENDS TO ELECT DIAN SLAVENS | MAY 2012 - NOV 2012

- Designed and directed the field program in the 90,000-resident 21st Michigan House District, developing a data-driven field plan, determining voter universes, voter identification and persuasion tactics, and GOTV strategy
- Managed interns and volunteers by establishing engaging roles, developing thorough training materials and providing extensive group training and individual coaching opportunities, ensuring the delivery of a powerful, consistent message
- Assisted finance team with donor research and databasing, drafted e-mail donor solicitations, staffed candidate fundraising call time, and assisted organization of three fundraising events

- **Won 61.6%** of the vote, despite expected 48.2% Democratic performance
- Coordinated **75+ canvass events,** resulting in more than **10,000 door and 15,000 phone contacts** of targeted voters
- Managed and trained **5 interns and 40+ volunteers**

INTERIM COMMUNICATIONS COORDINATOR | SOS COMMUNITY SERVICES | MAY 2008 - SEP 2008

- Directed communications for a non-profit social service agency addressing homelessness

EDUCATION

UNIVERSITY OF MICHIGAN | ANN ARBOR, MI | SOCIOLOGY

Relevant Coursework: Sociology of Education, Organizational Studies, Microeconomics, Macroeconomics, Nonprofit Organization Management, Statistics, Practicum in Sociology of Education, Foundations of Intergroup Relations, Public Policy and Social Inequality, History of K12 Education in the United States, American State Government, Social Problems of Inequality, Organizing for People, Power, and Change

PLYMOUTH HIGH SCHOOL | CANTON, MI | DIPLOMA | 2007

SKILLS

- Adobe Creative Cloud: Photoshop, InDesign, Dreamweaver, Illustrator
- Programming: Java, C++, HTML, CSS
- Database: NGP VAN/VoteBuilder, Knack, MERTS
- LexisNexis
- CQ StateTrack, CQRC Engage
- Constant Contact, Action Network
- CMS: Wordpress, Drupal, Joomla
- Leadership development and campaign planning

BY THE COMMITTEE ON GENERAL SERVICES
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Mayor made the appointment of Julie Rowe of 1910 Old Oakland in Lansing, MI, 48915, as an At-Large member of the Human Relations & Community Services Board for the term to expire June 30, 2018; and

WHEREAS, the nominee has been vetted by the Mayor's office and meets the qualifications as required by the City Charter; and

WHEREAS, the General Services Committee met on October 26, 2017 and took affirmative action.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Julie Rowe of 1910 Old Oakland in Lansing, MI, 48915, as an At-Large member of the Human Relations & Community Services Board for a term to expire June 30, 2018.

Date	2/9/2017
First Name	Abbey
Middle	*Field not completed.*
Last Name	Frazier
Other name(s) by which you have been known, including maiden names	Babb
Date of Birth	6/14/1991
Address	721 N Capitol Ave Apt 6
City	Lansing
State	MI
Zip Code	48906
Email	babb1ak@gmail.com
Gender	Female
Ward	4
Precinct	*Field not completed.*
Best phone number to contact you	5176482578
Last 4 digits of social security	[redacted]

number	
In what year did you move to Lansing?	2015
Additional information regarding experience and credentials	Former ESL volunteer, Lansing Refugee Development Center
Occupational Background	Policy Analyst - State Budget Office, Health and Human Services budget (currently on leave for graduate school)
Educational Background	BA in Economics, MSU Current Master of Public Policy student, MSU
Please attach a resume if available	AFResume.pdf
First choice for board to serve on	Human Relations and Community Services Board (HRCS)
Second choice of a board to serve on	*Field not completed.*
Third choice of a board to serve on	*Field not completed.*
Fourth choice of a board to serve on	*Field not completed.*
Please comment briefly on why you wish to serve on a particular board or commission. Please be specific as to your goals and ideas about how you wish to contribute to the work of the	I've been working on health and social welfare issues in relation to low-income populations for a few years at the state level, and I'd like to expand and apply that experience to my local community. I would very much like to have an opportunity to work on issues relating to homelessness, anti-poverty initiatives, and health care access for people in Lansing.

board or commission

Qualifications and Eligibility – At this time, if you do not meet one or more of the qualifications or eligibility requirements listed at the top, please state here the requirement to be met and explain how you will be qualified or eligible before you would be sworn in to an appointed office	NA
Background Check Authorization	I agree
Please type your name in this box to signify that you can serve on a board or commission and the information in this application is accurate to the best of your knowledge	Abbey Frazier
Date & Time	2/9/2017 6:45 PM

BY THE COMMITTEE ON GENERAL SERVICES
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Mayor made the appointment of Abbey Frazier of 721 N. Capitol Avenue in Lansing, MI, 48906, as an At-Large Member of the Human Relations & Community Services Board for a term to expire June 30, 2020; and

WHEREAS, the nominee has been vetted by the Mayor's office and meets the qualifications as required by the City Charter; and

WHEREAS, the Committee on General Services met on October 26, 2017 and took affirmative action;

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, confirms the appointment of Abbey Frazier of 721 N. Capitol Avenue in Lansing, MI, 48906, as an At-Large Member of the Human Relations & Community Services Board for a term to expire June 30, 2020.

OFFICE OF THE CITY ATTORNEY

MEMORANDUM

RECEIVED
AUG 07 2017
LANSING CITY COUNCIL

To: SHERRIE BOAK, General Services

From: VENUS KUMAR, Paralegal

Subject: SPECIAL ASSESSMENTS CLAIM; Marc Moore

Date: August 7, 2017

Attached is a Claim Form received by this office from Marc Moore for $2,930.50 due to Trash violations at 1408 Pontiac St.

This claim is being referred to General Services for consideration on the City Council's agenda because this claim exceeds $2,500.00.

Thank you for your assistance.

/vmk
Attachments

RECEIVED JUL 20 2017

DATE: 7/20/17

PPN:	33-01-01-22-307-303
DATE SUBMITTED:	7/12/2017
ADDRESS OF VIOLATION:	1408 Pontiac Street
LISTED TAXPAYER OF RECORD:	Moore, Marc
OTHER TAXPAYER OF RECORD:	
CLAIMANT:	Moore, Marc
CLAIMANT'S ADDRESS:	5010 Kessler Lansing, MI 48910
TYPE OF ACTIONS CONTESTED:	Trash Removal
VIOLATION DATE:	6/19/2017
NOTIFICATION DATE:	6/19/2017
2ND NOTICE ASSESSMENT DATE:	
AMOUNT OF ASSESSMENT:	$2,930.50
CONTRACTOR NAME - INVOICE NO. - DATE:	Crutcher 17-T027 06/29/2017
AMOUNT OF CLAIM:	$2,930.50

ADDITIONAL ACTIONS CONTESTED:	
VIOLATION DATE:	
NOTIFICATION DATE:	
2ND NOTICE ASSESSMENT DATE:	
AMOUNT OF ASSESSMENT:	
CONTRACTOR NAME - INVOICE NO. - DATE:	
AMOUNT OF CLAIM:	
MEMO DATE – INVOICE NO.:	

HISTORY:	Trash Violation 6/19/2017
CITATIONS IN PREVIOUS YEAR:	
CLAIMANT'S CIRCUMSTANCES:	See Attached

CODE OFFICER'S NOTES: The claimant is the new owner of this property as of 4/19/2017 but listed his address as 5010 Kessler Lansing, MI which is now a bank foreclosed on property. Notices were sent to the taxpayer of record and an occupant copy was sent to the 1408 Pontiac address as well. Pictures indicate proper procedures were followed by both the Premise Officer and the contractor. This office would like to notify the claimant that the Assessor still lists 5010 Kessler as his mailing address and he is not receiving his homestead. This office recommends denial of the claim.

SCANNED

City of Lansing

OFFICE OF THE CITY ATTORNEY

RECEIVED JUL 12 2017

1446

Claim Form – Special Assessments

Please provide the following information so we can contact you regarding your claim.

NAME: Marc Moore DATE: 7-12-17

MAILING ADDRESS: 1408 Pontiac

CITY: Lansing STATE: Mich ZIP CODE: 48915

TELEPHONE: Home ( ) 517-885-8926 Work ( )

Please provide the following information on the incident(s) for which you are filing a claim. IF YOU DO NOT PROVIDE ALL OF THE INFORMATION BELOW, WE MAY NOT BE ABLE TO PROCESS YOUR CLAIM.

ADDRESS: PARCEL NO.

DATE OF INCIDENT: June/July AMOUNT YOU WERE BILLED: Unknown

TOTAL AMOUNT YOU ARE CONTESTING: Unknown

TYPE OF ASSESMENT:

Please give a detailed description of the circumstances surrounding the incident, including why you feel the City should not have charged you this fee. You may attach additional pages or documentation to this form as needed.

I never recieved a notice or warning, or given time to clean up tires.

A description of the claims review process is available on our website at: http://www.lansingmi.gov/attorney/Claims_review_process.jsp

Eric's Refuse LLC

P.O. Box 16035
Lansing, MI 48901

Invoice

Date	Invoice #
7/5/2017	6614

Bill To

City of Lansing
Office of Code Compliance
316 North Capitol
Lansing, MI 48933-1238

property address

1408 Pontiac ST
33-01-01-22-307-303

Terms	work complete
	7/5/2017

Quantity	Item Code	Description	Price Each	Amount
1	1hr 3cy	first hour and 3 yards of debris	175.00	175.00
3	add hr	additional hour after 1	150.00	450.00
37	add cy	addition yards after 3	22.00	814.00
223	tire	tire removal	5.50	1,226.50
		6/29/17 total yards 40 submitted by ~~Zachary Driver~~ Dave Klein we had to do this job first thing in the morning, we took what we could, but then dave let the guy finish up cleaning the remaining tires and debri;		

All work is complete!

Total $2,665.50

Nuisance Fees
City of Lansing Treasurers Office
124 W Michigan Ave 1st Floor
Lansing, MI 48933
Ph: (517) 483-4361 Fx: (517) 377-0169

Nuisance Fee Billing Statement

Date Created: 07/07/2017
Due Date: 08/06/2017
Pay Invoice In Full

MOORE MARC
5010 KESSLER DR
LANSING MI 48910

Inv Number: 00096964
Parcel: 33-01-01-22-307-303
Address: 1408 PONTIAC ST

Parcel: 33-01-01-22-307-303 **Bill Detail**

Invoice Number	Date of Service	Enforcement Num	Address	Amount Due
00096964		E17-06382	1408 PONTIAC ST	$2,930.50

Fee Details:	Quantity	Description	Balance
	1.000	Trash - Admin Fee	$ 265.00
	2665.500	Trash - Contractor Charge	$ 2,665.50

Total Amount Due $ 2,930.50

Questions regarding this invoice: Contact **CODE COMPLIANCE** at 517.483.4361

Payment Information:

- Make checks payable to: City of Lansing
- Mail payments or pay in person at:
  City of Lansing Treasurers Office
  124 W Michigan Ave 1st Fl
  Lansing MI 48933
- In order to assure proper credit, please send the top portion of this bill along with your payment.
- Payment in full is due within 30 days from the billing date
- Any unpaid balance remains as a lien against this property and will be added to the next property tax bill.

Appeals Process:

If you intend to appeal this nuisance fee and it is attached to your tax bill, you or your agent must file a written protest with the Claims Review Committee within 30 days after the nuisance fee is placed on the July or December Tax Roll. Claims forms are available in the City Attorney's Office and the City of Lansing's web address: www.lansingmi.gov. Return completed claim to: Lansing City Attorney's Office, 124 West Michigan Ave 5th Fl, Lansing, MI 48933

Other Information:

- July property taxes are due and payable on or before August 31st. December property taxes are due and payable on or before February 14th.
- For Red Tag Monitoring Fees Only – invoices not paid within 30 days are subject to a 5% penalty which will be applied on the 31st day.

By Authority of the Lansing City Council - Ordinance Numbers 655, 676, 1060.08 and 1460.04

Payments may be made online or in person Monday thru Friday 8:00 a.m. - 4:30 p.m., at the above address or by mail

Mayor Virg Bernero

Lansing Fire Department
Fire Marshal's Office
Code Enforcement Section
316 N. Capitol, Ste C-1, Lansing, MI 48933-1238
(517) 483-4361 FAX (517) 377-0100

TRASH AND DEBRIS CORRECTION NOTICE

MOORE MARC or Current Occupant
5010 KESSLER DR
LANSING, MI 48910

Violation Date:	06/19/2017
Violation Location:	1408 PONTIAC ST
Parcel No:	33-01-01-22-307-303
Compliance Due Date:	June 26, 2017

You are hereby notified that this Office has found a violation of the City of Lansing Housing Code Section 302 EXTERIOR PROPERTY at the above referenced location.

Violation: Deteriorated furniture

Violation: Indoor type furniture in the outdoors

Violation: Junk tire debris

Violation: Paper/Glass/Plastic/Metal/Cardboard debris

Failure to correct this violation by the Compliance Due Date shall cause this office to immediately hire a contractor to complete the cleanup. **If any other additional trash and/or debris (as defined in Section 302) is found on the premises by the contractor it will also be removed without additional notice.** The contractor's expenses plus a $265.00 administrative services fee will be billed to you. If this bill is not paid within 30 days of the billing date, the amount will be assessed as a lien against your property. **Please be advised that, in an effort to discourage repeat offenses of this nature, the City will assess you an extra $75.00 fee for each time there is an additional premise violation at the violation address above during this calendar year.** If you have any questions or concerns about complying within the time indicated, you may contact me Monday through Friday between the hours of 8-9 AM or 12-1 PM.

Pursuant to Section 107.2 of the IPMC, you have the right to appeal this notice of violation. In accordance with Section 106.3 any action taken by the City on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

Code Officer: Dave Klein (517) 483 4377 **Dave.Klein@lansingmi.gov**

"Equal Opportunity Employer"

Taxpayer's Copy

Mayor Virg Bernero

Lansing Fire Department
Fire Marshal's Office
Code Enforcement Section
316 N. Capitol, Ste C-1, Lansing, MI 48933-1238
(517) 483-4361 FAX (517) 377-0100

TRASH AND DEBRIS CORRECTION NOTICE

Occupant or Current Occupant
1408 PONTIAC ST
LANSING, MI 48910

Violation Date:	06/19/2017
Violation Location:	1408 PONTIAC ST
Parcel No:	33-01-01-22-307-303
Compliance Due Date:	June 26, 2017

You are hereby notified that this Office has found a violation of the City of Lansing Housing Code Section 302 EXTERIOR PROPERTY at the above referenced location.

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Code Officer: Dave Klein (517) 483 4377 **Dave.Klein@lansingmi.gov**

"Equal Opportunity Employer"

Taxpayer's Copy

Mayor Virg Bernero

Lansing Fire Department
Fire Marshal's Office
Code Enforcement Section
316 N. Capitol, Ste C-1, Lansing, MI 48933-1238
(517) 483-4361 FAX (517) 377-0100

Trash Authorization Form

Submitted to: Eric Crutcher on 06/27/2017

TAXPAYER: MOORE MARC, 5010 KESSLER DR LANSING, MI 48910

Location of Work: **Enf Num: E17-06382**

Address: 1408 PONTIAC ST
Lot No:
Description:
Parcel No: 33-01-01-22-307-303

Remove Trash and Debris

Work Authorized:
Violation: Deteriorated furniture

Violation: Indoor type furniture in the outdoors

Violation: Junk tire debris

Violation: Paper/Glass/Plastic/Metal/Cardboard debris

PLUS ANY OTHER INCIDENTAL TRASH / DEBRIS ON THE PROPERTY

Authorized Time required to complete work: 4
Authorized Cubic Yards: 40

Warning Comment:
none

Submitted By: Dave Klein (517) 483 4377

This action is authorized by the Manager of Code Compliance

STATE OF MICHIGAN
INGHAM COUNTY MI
04/21/2017
2017-016318

REAL ESTATE TRANSFER TAX
$3.30 CO
$22.50 ST
TTX# 4200994

04/21/2017 2:38 PM
2017-016318
DERRICK QUINNEY
INGHAM COUNTY MICHIGAN
REGISTER OF DEEDS
RECORDED ON:
04/21/2017 2:59 PM
PAGES: 3

Prepared By / After Recording Return To:
National Asset Advisors, LLC
P.O. Box 1996
Irmo, SC 29063

Grantee Address / Mail Tax Statements To: Marc Moore, 5010 Kessler Drive, Lansing, MI 48910

PROPERTY APPRAISAL (TAX/APN) PARCEL IDENTIFICATION NUMBER
3301-01-22-307-303

QUIT CLAIM DEED

Harbour Portfolio VI LP, a Limited Partnership organized and existing under the laws of the State of Texas, whose mailing address is 8214 Westchester Drive, Suite 635, Dallas, TX 75225, for $3,000.00 (Three Thousand Dollars) in consideration paid, forever remises, releases and quitclaims to **Marc Moore**, Grantee, whose tax mailing address is 5010 Kessler Drive, Lansing, MI 48910, all the right, title, interest and claim which the Grantor has in and to the following real property:

Legal Description – SEE EXHIBIT "A"

Notwithstanding anything herein to the contrary, there is, excepted from this conveyance and reserved unto Grantor and its successors and assigns all of the oil, gas and other mineral interests of whatsoever kind or nature in, on, under and that may be produced from the Property not previously conveyed or reserved of record, and all rights pertaining thereto; provided, however, Grantor waives and relinquishes any and all rights to the use of the surface of the land conveyed hereby for exploration, development and/or production of such minerals.

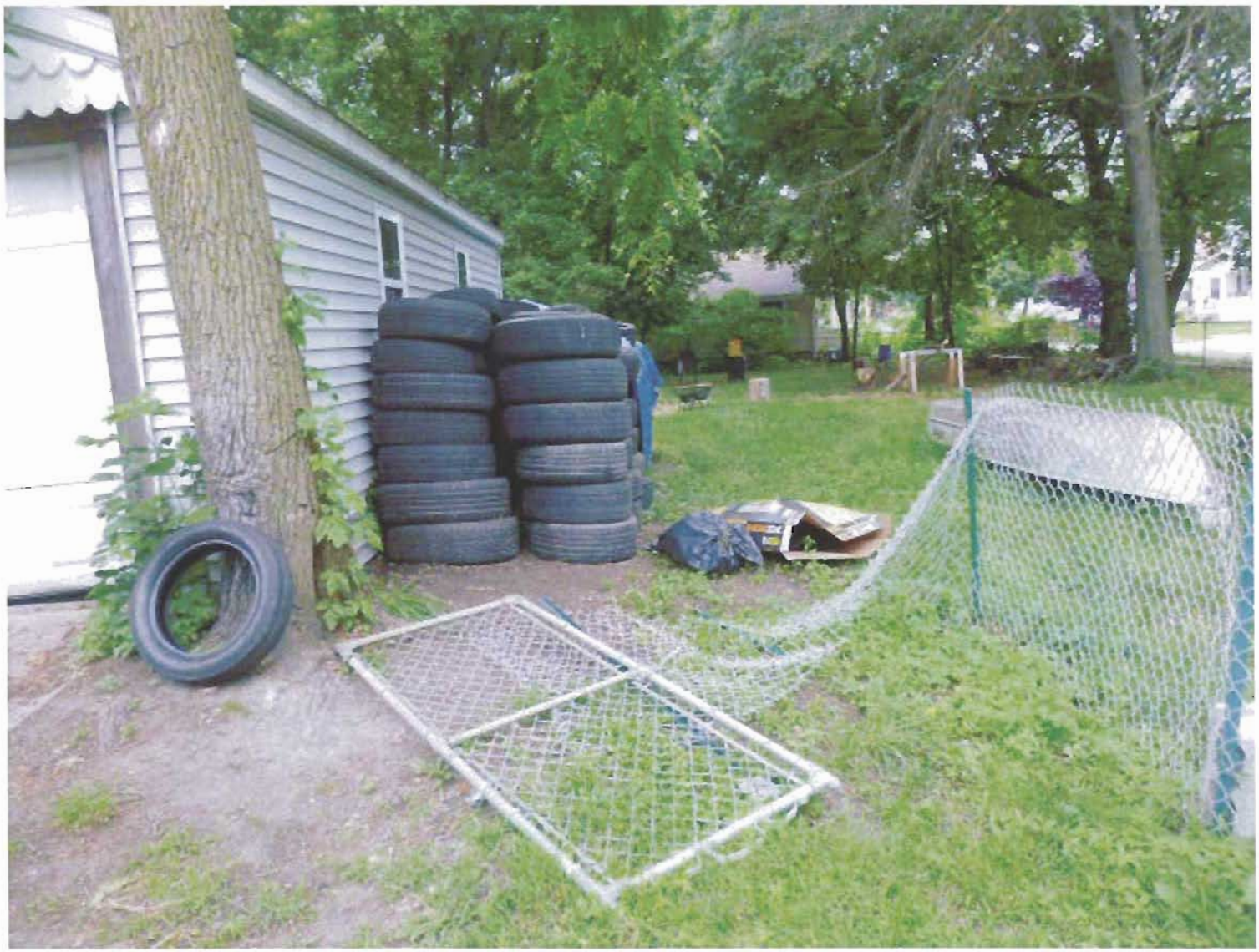
Property Address: 1408 Pontiac Street, Lansing, MI 48910
Parcel Number: 3301-01-22-307-303
Prior Instrument Reference: 04/29/2011, Instrument Number: Book 3420, Page 581

Subject to easements, restrictions and reservations of record.

To have and to hold, the above quitclaimed premises, together with all and singular the hereditaments and appurtenances thereunto belonging or in anywise appertaining, to the said Grantee, her heirs, successors and assigns, forever.

1408 Pontiac ST (1)

1408 Pontiac ST (2)



1408 Pontiac ST (3)

1408 Pontiac ST (4)

1408 Pontiac ST (5)

1408 Pontiac ST (6)

1408 Pontiac ST (7)

1408 Pontiac ST (8)

1408 Pontiac ST (9)

1408 Pontiac ST (10)

1408 Pontiac ST (11)

1408 Pontiac ST (12)

1408 Pontiac ST (13)

1408 Pontiac ST (14)

RECEIVED MAY 3 1 2017

City of Lansing

OFFICE OF THE CITY ATTORNEY

#1427

Claim Form – Special Assessments

Please provide the following information so we can contact you regarding your claim.

NAME: Victor Stelmashenko **DATE:** 5-31-2017

MAILING ADDRESS: 919 E. Shiawassee St.

CITY: Lansing **STATE:** MI **ZIP CODE:** 48912

TELEPHONE: Home ( ) 517 202 1005 **Work (**) N/A

Please provide the following information on the incident(s) for which you are filing a claim. IF YOU DO NOT PROVIDE ALL OF THE INFORMATION BELOW, WE MAY NOT BE ABLE TO PROCESS YOUR CLAIM.

ADDRESS: 4928 Hughes Rd **PARCEL NO.**

DATE OF INCIDENT: 05/22/17 **AMOUNT YOU WERE BILLED:** #330.00

TOTAL AMOUNT YOU ARE CONTESTING: #280.00

TYPE OF ASSESMENT: BACKYARD GRASS MOWING

Please give a detailed description of the circumstances surrounding the incident, including why you feel the City should not have charged you this fee. You may attach additional pages or documentation to this form as needed.

FRONT YARD WAS MOWED. BACKYARD TOO WET FOR MOWING, THEREFORE, WE WANTED TO MOWE THE NEXT DAY AFTER SOME DRYING. NEIGHBOR INFORMED YOUR CREW OF THIS FACT. THEY INSISTED ON MOWING THE BACKYARD. #330.00 IS TOO MUCH FOR SIMPLE MOWING OF BACKYARD. OUR NEIGHBOR WOULD DO IT FOR #50.00, WHICH THEY WERE GOING TO DO AFTER THE GRASS DRIED UP A LITTLE. THEREFORE, #50.00 IS IN LINE WITH WHAT WE REGULARLY PAY.

A description of the claims review process is available on our website at: http://www.lansingmi.gov/attorney/Claims_review_process.jsp

CITY OF LANSING

316 N. CAPITOL SUITE C2
Lansing, MI 48933
Ph: (517) 483-4361
Fax: (517) 377-0100

DUE DATE 06/16/2017

INVOICE

05/22/2017

Bill To:

STELMESHENKO VICTOR & WANG DAVID J
919 E SHIAWASSEE
LANSING, MI 48912

TOTAL AMOUNT DUE

$ 330.00

Invoice Number	Record No.	Address	Amount Due
00093833	E17-03277	4928 HUGHES RD	$330.00

05/17/2017
Grass and Weeds - Admin Fee
Grass and Weeds - Contractor C

TOTAL DUE: $330.00

Questions regarding this invoice: Contact **CODE COMPLIANCE** at 517.483.4361

Payment Information:

- Make checks payable to: City of Lansing
- Mail payments or pay in person at:
  City of Lansing Treasurers Office
  124 W Michigan Ave 1st Fl
  Lansing MI 48933
- In order to assure proper credit, please send the top portion of this bill along with your payment.
- Payment in full is due within 30 days from the billing date
- Any unpaid balance remains as a lien against this property and will be added to the next property tax bill.

Appeals Process:

If you intend to appeal this nuisance fee, you or your agent must file a written protest with the Claims Review Committee within 30 days after the nuisance fee is placed on the July or December Tax Roll. Claims forms are available in the City Attorney's Office and the City of Lansing's web address: www.lansingmi.gov. Return completed claim to: Lansing City Attorney's Office, 124 West Michigan Ave 5th Fl, Lansing, MI 48933

Other Information:

- July property taxes are due and payable on or before August 31st. December property taxes are due and payable on or before February 14th.
- For Red Tag Monitoring Fees Only – invoices not paid within 30 days are subject to a 5% penalty which will be applied on the 31st day.

By Authority of the Lansing City Council - Ordinance Numbers 655, 676, 1060.08 and 1460.04

Payments may be made online or in person Monday thru Thursday 8:00 a.m. - 4:30 p.m., at the above address or by mail

RECEIVED
2017 AUG 28 PM 12: 25
LANSING CITY CLERK

Victor Stelmashenko
919 E. Shiawassee Street
Lansing, Michigan 48912

Att.: Venus Kumar, Paralegal
Lansing City Clerk
9th Floor, City Hall
Lansing, MI 48933

Subject: Re: Claim – 4928 Hughes Road
$280 lawn mowing charge

Dear Miss Venus,

I am appealing the decision of Claims Review Committee to the Lansing City Council. $280 for a partial lawn mowing is exorbitantly too much.

Please note that we had commenced to move the lawn on 4928 Hughes Road, and we had done the front yard and part of the back yard. The grass being too wet, we stopped and decided to give it a day to dry up a bit. When the city crew arrived, our neighbor informed them that we were back in town and that we had started to mow the lawn and that we decided to wait a day for the grass to dry up a bit. Our neighbor pointed out to them that the front was done including a part of the back. Also, our neighbor told the city crew that she was prepared to mow the lawn on our behalf. Our neighbors look out after our property in our absence. The city crew bruskly told our neighbor that it was not her concern, that it was our problem, and then proceed to mow the rest of the back yard.

Poor manners and hunger for money appear to be the norm these days; however, such behavior reflects poorly upon the City Council, our elected and appointed officials. Shijing and I met with some representatives of the City of Lansing, who politely gave us the cold shoulder. I feel that one cannot fight city hall; however, my wife, Shijing, feels that she can reason with people. Perhaps, she is right. It is that thought for this appeal.

Sincerely,

Victor Stelmashenko
919 E. Shiawassee Street
Lansing, Michigan 48912

City of Lansing
OFFICE OF THE CITY ATTORNEY

James D. Smiertka, City Attorney

July 21, 2017

Victor Stelmeshenko
919 E Shiawassee
Lansing, MI 48912

Re: Claim – 4928 Hughes Road

Dear Mr. Stelmeshenko,

Please be advised that the Claims Review Committee reviewed the claim you submitted in the amount of $280 for property located at 4928 Hughes Road in Lansing, Michigan, and denied the claims you filed with the City of Lansing.

You have the right to appeal the decision of the Claims Review Committee to the Lansing City Council. If you desire to do so, please submit your appeal in writing, within thirty (30) days of the date of this letter, to the Lansing City Clerk, 9th Floor, City Hall, Lansing, MI 48933, for placement on the Council's agenda.

If you have any questions concerning this matter, please contact this office.

Sincerely,

Venus Kumar

Venus Kumar
Paralegal

RECEIVED JUN 2 3 2017

DATE: 6/19/2017

PPN:	**33-01-01-32-352-321**
DATE SUBMITTED:	**5/31/2017**
ADDRESS OF VIOLATION:	**4928 Hughes Road**
LISTED TAXPAYER OF RECORD:	**Stelmeshenko, Victor**
OTHER TAXPAYER OF RECORD:	**Wang, David J.**
CLAIMANT:	**Stelmeshenko, Victor**
CLAIMANT'S ADDRESS:	**919 E. Shiawassee Lansing, MI 48912**
TYPE OF ACTIONS CONTESTED:	**Grass Mowing**
VIOLATION DATE:	**5/02/2017**
NOTIFICATION DATE:	**5/02/2017**
2ND NOTICE ASSESSMENT DATE:	
AMOUNT OF ASSESSMENT:	**$330.00**
CONTRACTOR NAME - INVOICE NO. - DATE:	**Tomlinson 17-G002 5/12/2017**
AMOUNT OF CLAIM:	

ADDITIONAL ACTIONS CONTESTED:	
VIOLATION DATE:	
NOTIFICATION DATE:	
2ND NOTICE ASSESSMENT DATE:	
AMOUNT OF ASSESSMENT:	
CONTRACTOR NAME - INVOICE NO. - DATE:	
AMOUNT OF CLAIM:	
MEMO DATE – INVOICE NO.:	

HISTORY:	**Trash Violation 4/04/2017**	**Grass Violation 5/02/2017**
CITATIONS IN PREVIOUS YEAR:	**Grass violation 8/08/2016**	**Failure to Register 8/22/2016**

Grass Violation 9/22/2016

CLAIMANT'S CIRCUMSTANCES: **See Attached**

CODE OFFICER'S NOTES: This property was cited for a grass violation on 5/02/2017 with a compliance due date of 5/09/2017. The Premise Officer rechecked the property on 5/10/2017 the violation had not been corrected and the property was submitted to the grass contractor to be mowed. The grass contractor arrived on 5/12/2017 the property still had not been mowed and the contractor mowed the property. The claimant indicated that the neighbor was to mow the yard and was waiting for the grass to dry; at that point the claimant should have called the Premise Officer for an extension. This office does not dispute it would have been cheaper for the owner to hire the grass mowing from the neighbor however on the notice it indicates that there is a $265.00 administrative fee plus what the contractor charges which in this case was $65.00. Pictures indicate proper procedures were followed by both the inspector and contractor therefore this office recommends denial of the claim.

CITY OF LANSING

316 N. CAPITOL SUITE C2
Lansing, MI 48933
Ph: (517) 483-4361
Fax: (517) 377-0100

DUE DATE 06/16/2017

INVOICE

05/22/2017

Bill To:

STELMESHENKO VICTOR & WANG DAVID J

919 E SHIAWASSEE

LANSING, MI 48912

TOTAL AMOUNT DUE

$ 330.00

	Invoice Number	Record No.	Address	Amount Due
	00093833	E17-03277	4928 HUGHES RD	$330.00

05/17/2017

Grass and Weeds - Admin Fee

Grass and Weeds - Contractor C

TOTAL DUE: **$330.00**

Questions regarding this invoice: Contact **CODE COMPLIANCE** at 517.483.4361

Payment Information:

- Make checks payable to: City of Lansing
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  Lansing MI 48933
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Appeals Process:

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Mayor Virg Bernero

Lansing Fire Department
Fire Marshal's Office
Code Enforcement Section
316 N. Capitol, Ste C-1, Lansing, MI 48933-1238
(517) 483-4361 FAX (517) 377-0100

GRASS AND WEEDS CORRECTION NOTICE

STELMESHENKO VICTOR & WANG DAVID J or Current Occupant
919 E SHIAWASSEE
LANSING, MI 48912

Violation date: 05/02/2017

Violation Location: 4928 HUGHES RD
Parcel No: 33-01-01-32-352-321
Compliance Due Date: 05/09/2017

You are hereby notified that this Office has found a violation of the City of Lansing Housing Code Section 302 EXTERIOR PROPERTY AREA at the above referenced location.

Description
Grass & Weeds: Entire Yard *Grass must be below the 8" maximum allowed length.*

Any Premises or portion thereof on which there exists growth of grass and/or weeds exceeding eight inches in height located anywhere on the premises - which includes but not limited to front, side, rear, back yard, driveway, next to fences, between curb and sidewalk or next to vehicles - shall be deemed , and hereby declared to be a substandard premises and is subject to abatement pursuant to Section 302.4 of the Lansing Housing Code.

Failure to comply by the compliance due date will leave no alternative but to have the work completed by our contractor. All costs incurred, which consist of the contractors fees plus $265.00 City service charge, shall be charged to you as an assessment against your property. **Please be advised that, in an effort to discourage repeat offenses of this nature, the City will assess you an extra $75.00 fee for each time there is an additional premise violation at the violation address above during this calendar year.**
If you have any questions or concerns about complying within the time indicated, you may contact me at Monday through Friday between the hours of 8-9 - AM or 12-1 - PM

Pursuant to Section 107.2 of the IPMC, you have the right to appeal this notice of violation. In accordance with Section 106.3 any action taken by the City on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

Officer: Meredith D Johnson (517) 483 6849 **Meredith.Johnson@lansingmi.gov**

Taxpayer's Copy

Mayor Virg Bernero

Lansing Fire Department
Fire Marshal's Office
Code Enforcement Section
316 N. Capitol, Ste C-1, Lansing, MI 48933-1238
(517) 483-4361 FAX (517) 377-0100

GRASS AND WEEDS CORRECTION NOTICE

Occupant or Current Occupant
4928 HUGHES RD
LANSING, MI 48910

Violation date: **05/02/2017**

Violation Location: 4928 HUGHES RD
Parcel No: 33-01-01-32-352-321
Compliance Due Date: 05/09/2017

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Officer: Meredith D Johnson (517) 483 6849 **Meredith.Johnson@lansingmi.gov**

Taxpayer's Copy

Nuisance Fees
City of Lansing Treasurers Office
124 W Michigan Ave 1st Floor
Lansing, MI 48933
Ph: (517) 483-4361 Fx: (517) 377-0169

Nuisance Fee Billing Statement

Date Created: 05/17/2017
Due Date: 06/16/2017
Pay Invoice In Full

STELMESHENKO VICTOR & WANG DAVID J
919 E SHIAWASSEE
LANSING MI 48912

Inv Number: 00093833
Parcel: 33-01-01-32-352-321
Address: 4928 HUGHES RD

Parcel: 33-01-01-32-352-321 **Bill Detail**

Invoice Number	Date of Service	Enforcement Num	Address	Amount Due
00093833		E17-03277	4928 HUGHES RD	$330.00

Fee Details:	Quantity	Description	Balance
	1.000	Grass and Weeds - Admin Fee	$ 265.00
	1.000	Grass and Weeds - Contractor Cha	$ 65.00

Total Amount Due $ 330.00

Questions regarding this invoice: Contact **CODE COMPLIANCE** at 517.483.4361

Payment Information:

- Make checks payable to: City of Lansing
- Mail payments or pay in person at:
  City of Lansing Treasurers Office
  124 W Michigan Ave 1st Fl
  Lansing MI 48933
- In order to assure proper credit, please send the top portion of this bill along with your payment.
- Payment in full is due within 30 days from the billing date
- Any unpaid balance remains as a lien against this property and will be added to the next property tax bill.

Appeals Process:

If you intend to appeal this nuisance fee and it is attached to your tax bill, you or your agent must file a written protest with the Claims Review Committee within 30 days after the nuisance fee is placed on the July or December Tax Roll. Claims forms are available in the City Attorney's Office and the City of Lansing's web address: www.lansingmi.gov. Return completed claim to: Lansing City Attorney's Office, 124 West Michigan Ave 5th Fl, Lansing, MI 48933

Other Information:

- July property taxes are due and payable on or before August 31st. December property taxes are due and payable on or before February 14th.
- For Red Tag Monitoring Fees Only – invoices not paid within 30 days are subject to a 5% penalty which will be applied on the 31st day.

By Authority of the Lansing City Council - Ordinance Numbers 655, 676, 1060.08 and 1460.04

Payments may be made online or in person Monday thru Friday 8:00 a.m. - 4:30 p.m., at the above address or by mail

Date work completed: 05-12-17

From:
David Tomlinson
2500 Pinch Hwy.
Charlotte, MI 48813

Bill To:
City Of Lansing
Office of Code Compliance
316 North Capitol Avenue
Lansing, MI 48933-1238

Vendor Number: V001476

Purchase Order No: 84602

Violation Type:	Grass and Weeds
Invoice Number:	17-G0002
Work Authorized:	Entire Lot
Location:	4928 HUGHES RD
Location Description:	
Parcel Number:	33-01-01-32-352-321

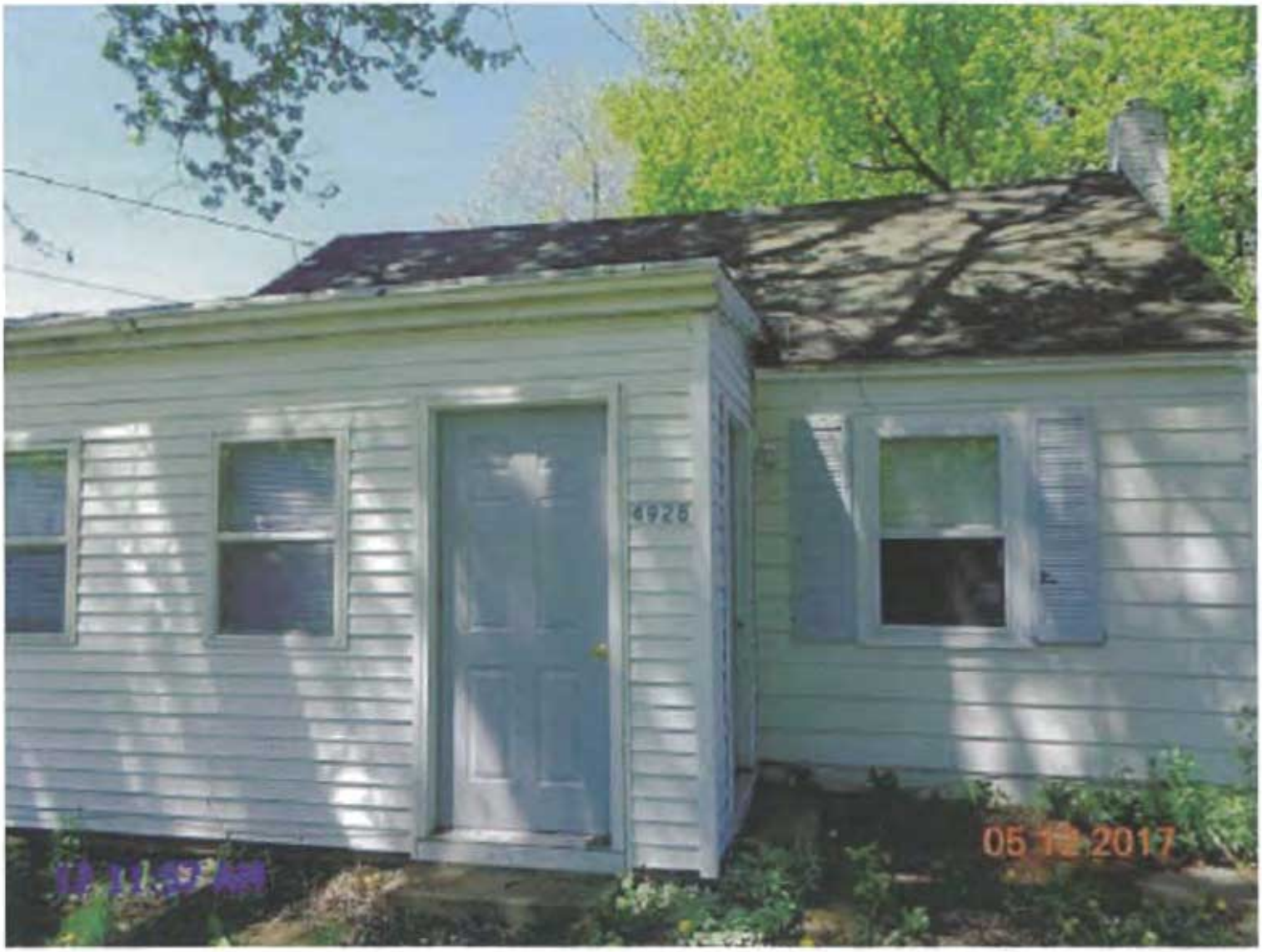
Mowing Done by Tomlinson

TOTAL INVOICE $65.00

12 12:45

05 12 2017

4928 HUGHES RD-2



4928 HUGHES RD-1

RECEIVED MAY 31 2017

#1428

City of Lansing

OFFICE OF THE CITY ATTORNEY

Claim Form – Special Assessments

Please provide the following information so we can contact you regarding your claim.

NAME: VICTOR STELMASHENKO **DATE:** 5-31-2017

MAILING ADDRESS: 919 E. SHIAWASSEE STREET

CITY: LANSING **STATE:** MI **ZIP CODE:** 48912

TELEPHONE: Home ( ) 517-202-1005 **Work (**) N/A

Please provide the following information on the incident(s) for which you are filing a claim. IF YOU DO NOT PROVIDE ALL OF THE INFORMATION BELOW, WE MAY NOT BE ABLE TO PROCESS YOUR CLAIM.

ADDRESS: 4928 HUGHES RD **PARCEL NO.**

DATE OF INCIDENT: 4-24-2017 **AMOUNT YOU WERE BILLED:** #720.00

TOTAL AMOUNT YOU ARE CONTESTING: #670.00

TYPE OF ASSESMENT: TRASH BAGS ON BACK PORCH PATIO

Please give a detailed description of the circumstances surrounding the incident, including why you feel the City should not have charged you this fee. You may attach additional pages or documentation to this form as needed.

6 BAGS OF TRASH LEFT ON BACK PATIO PORCH BY MIKE AFTER MOWING OUT DURING OUR ABSENCE FROM LANSING. #720.00 IS TOO MUCH TO REMOVE SIX BAGS OF TRASH FROM BACK PATIO PORCH. WE WOULD HAVE REMOVED UPON OUR RETURN TO LANSING, HOWEVER OUR NEIGHBOR WOULD HAVE DONE IT FOR #50.00; THEREFORE, #50.00 IS REASONABLE.

A description of the claims review process is available on our website at: http://www.lansingmi.gov/attorney/Claims_review_process.jsp

CITY OF LANSING

316 N. CAPITOL SUITE C2
Lansing, MI 48933
Ph: (517) 483-4361
Fax: (517) 377-0100

DUE DATE 05/20/2017

INVOICE

04/24/2017

Bill To:

STELMESHENKO VICTOR & WANG DAVID J

919 E SHIAWASSEE

LANSING, MI 48912

TOTAL AMOUNT DUE

$ 720.00

Invoice Number	Record No.	Address	Amount Due
00092251	E17-02409	4928 HUGHES RD	$720.00

04/20/2017

Trash - Admin Fee

Trash - Contractor Charge

TOTAL DUE: $720.00

Questions regarding this invoice: Contact **CODE COMPLIANCE** at 517.483.4361

Payment Information:

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  124 W Michigan Ave 1st Fl
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By Authority of the Lansing City Council - Ordinance Numbers 655, 676, 1060.08 and 1460.04

Payments may be made online or in person Monday thru Thursday 8:00 a.m. - 4:30 p.m., at the above address or by mail

RECEIVED
2017 AUG 28 PM 12: 25
LANSING CITY CLERK

Victor Stelmashenko
919 E. Shiawassee Street
Lansing, Michigan 48912

Att.: Venus Kumar, Paralegal
Lansing City Clerk
9th Floor, City Hall
Lansing, MI 48933

Subject: Re: Claim – 4928 Hughes Road
$670 trash removal

Dear Miss Venus,

I am appealing the decision of Claims Review Committee to the Lansing City Council. $670 for removal of about six bags trash is exorbitantly too much.

Please note that a young couple left some trash on the patio porch in the back of the house upon vacating the premises, which was not visible from the front street of 4928 Hughes Road, and of which we became aware upon our return to Lansing. After seeing the trash, we informed our handyman to remove the trash. Our handyman informed us that trash was gone from the patio porch. When we checked the patio porch, most of the trash was indeed gone; however, deep tire tracks grooves were left behind by the city crew removing the trash when they drove their truck on wet ground in the back of the house. The repairs of our back yard, the removal of those tire tracks and leveling the ground, will cost us far more than what City Hall is charging us lawn and trash removal. The exorbitant charges by the City Hall and our expected cost to repair our back yard were stated to the representatives of Lansing during our hearing. They listened politely, but then they also politely gave us the cold shoulder. It is the reason now for this memo.

I am of the old opinion that one cannot fight City Hall; however, my wife, Shijing, feels that she can reason with people. Perhaps, she is right. It is that thought for this memo.

Sincerely,

Victor Stelmashenko
919 E. Shiawassee Street
Lansing, Michigan 48912

City of Lansing
OFFICE OF THE CITY ATTORNEY

James D. Smiertka, City Attorney

July 21, 2017

Victor Stelmeshenko
919 E Shiawassee
Lansing, MI 48912

Re: Claim – 4928 Hughes Road

Dear Mr. Stelmeshenko,

Please be advised that the Claims Review Committee reviewed the claim you submitted in the amount of $670 for property located at 4928 Hughes Road in Lansing, Michigan, and denied the claims you filed with the City of Lansing.

You have the right to appeal the decision of the Claims Review Committee to the Lansing City Council. If you desire to do so, please submit your appeal in writing, within thirty (30) days of the date of this letter, to the Lansing City Clerk, 9th Floor, City Hall, Lansing, MI 48933, for placement on the Council's agenda.

If you have any questions concerning this matter, please contact this office.

Sincerely,

Venus Kumar

Venus Kumar
Paralegal

RECEIVED JUN 2 3 2017

DATE: 6/19/2017

PPN:	**33-01-01-32-352-321**
DATE SUBMITTED:	**5/31/2017**
ADDRESS OF VIOLATION:	**4928 Hughes Road**
LISTED TAXPAYER OF RECORD:	**Stelmeshenko, Victor**
OTHER TAXPAYER OF RECORD:	**Wang, David**
CLAIMANT:	**Stelmeshenko, Victor**
CLAIMANT'S ADDRESS:	**919 E. Shiawassee Street Lansing, MI 48912**
TYPE OF ACTIONS CONTESTED:	**Trash Violation**
VIOLATION DATE:	**4/04/2017**
NOTIFICATION DATE:	**4/04/2017**
2ND NOTICE ASSESSMENT DATE:	
AMOUNT OF ASSESSMENT:	**$720.00**
CONTRACTOR NAME - INVOICE NO. - DATE:	**Crutcher 17-T016 4/14/2017**
AMOUNT OF CLAIM:	**$670.00**

ADDITIONAL ACTIONS CONTESTED:	
VIOLATION DATE:	
NOTIFICATION DATE:	
2ND NOTICE ASSESSMENT DATE:	
AMOUNT OF ASSESSMENT:	
CONTRACTOR NAME - INVOICE NO. - DATE:	
AMOUNT OF CLAIM:	
MEMO DATE – INVOICE NO.:	

HISTORY:	**Trash Violation 4/04/2017**	**Grass Violation 5/02/2017**	
CITATIONS IN PREVIOUS YEAR:	**Grass Violation 8/08/2016**	**Failure to Register 8/22/2016**	**Grass Violation 9/22/2016**
CLAIMANT'S CIRCUMSTANCES:	**See Attached**		

CODE OFFICER'S NOTES: This property was cited for a trash violation on 4/04/2017 with a compliance due date of 4/11/2017. The Premise Officer rechecked the property on 4/12/2017 the violations were still present and the property was submitted to the trash contractor for removal. The contractor arrived on 4/14/2017 per the contractors pictures violations were found and they were removed. The City of Lansing has a $265.00 administrative fee plus what the contractor charges which accounts for the total amount assessed the claimant should have had the neighbor resolve the issue for them or call the officer who sent the letter in order to get an extension and resolve the issue themselves. This office recommends denial of the claim.

RECEIVED MAY 31 2017

#1428

City of Lansing

OFFICE OF THE CITY ATTORNEY

Claim Form – Special Assessments

Please provide the following information so we can contact you regarding your claim.

NAME: VICTOR STELMASHENKO **DATE:** 5-31-2017

MAILING ADDRESS: 919 E. SHIAWASSEE STREET

CITY: LANSING **STATE:** MI **ZIP CODE:** 48912

TELEPHONE: Home ( ) 517-202-1005 **Work (**) N/A

Please provide the following information on the incident(s) for which you are filing a claim. IF YOU DO NOT PROVIDE ALL OF THE INFORMATION BELOW, WE MAY NOT BE ABLE TO PROCESS YOUR CLAIM.

ADDRESS: 4928 HUGHES RD **PARCEL NO.**

DATE OF INCIDENT: 4-24-2017 **AMOUNT YOU WERE BILLED:** #720.00

TOTAL AMOUNT YOU ARE CONTESTING: #670.00

TYPE OF ASSESMENT: TRASH BAGS ON BACK PORCH PATIO

Please give a detailed description of the circumstances surrounding the incident, including why you feel the City should not have charged you this fee. You may attach additional pages or documentation to this form as needed.

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A description of the claims review process is available on our website at: http://www.lansingmi.gov/attorney/Claims_review_process.jsp

CITY OF LANSING

316 N. CAPITOL SUITE C2
Lansing, MI 48933
Ph: (517) 483-4361
Fax: (517) 377-0100

DUE DATE 05/20/2017

INVOICE

04/24/2017

Bill To:

STELMESHENKO VICTOR & WANG DAVID J

919 E SHIAWASSEE

LANSING, MI 48912

TOTAL AMOUNT DUE

$ 720.00

Invoice Number	Record No.	Address	Amount Due
00092251	E17-02409	4928 HUGHES RD	$720.00

04/20/2017

Trash - Admin Fee

Trash - Contractor Charge

TOTAL DUE: $720.00

Questions regarding this invoice: Contact **CODE COMPLIANCE** at 517.483.4361

Payment Information:

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Payments may be made online or in person Monday thru Thursday 8:00 a.m. - 4:30 p.m., at the above address or by mail

Mayor Virg Bernero

Lansing Fire Department
Fire Marshal's Office
Code Enforcement Section

316 N. Capitol, Ste C-1, Lansing, MI 48933-1238
(517) 483-4361 FAX (517) 377-0100

TRASH AND DEBRIS CORRECTION NOTICE

STELMESHENKO VICTOR & WANG DAVID J or Current Occupant
919 E SHIAWASSEE
LANSING, MI 48912

Violation Date: 04/04/2017
Violation Location: 4928 HUGHES RD
Parcel No: 33-01-01-32-352-321
Compliance Due Date: April 11, 2017

You are hereby notified that this Office has found a violation of the City of Lansing Housing Code Section 302 EXTERIOR PROPERTY at the above referenced location.

Violation: Garbage

Violation: Trash found in bags/boxes/barrels

Violation: Paper/Glass/Plastic/Metal/Cardboard debris

Violation: Plastic Container(s) debris

Violation: Brush & Tree Limb debris

Failure to correct this violation by the Compliance Due Date shall cause this office to immediately hire a contractor to complete the cleanup. **If any other additional trash and/or debris (as defined in Section 302) is found on the premises by the contractor it will also be removed without additional notice**. The contractor's expenses plus a $265.00 administrative services fee will be billed to you. If this bill is not paid within 30 days of the billing date, the amount will be assessed as a lien against your property. **Please be advised that, in an effort to discourage repeat offenses of this nature, the City will assess you an extra $75.00 fee for each time there is an additional premise violation at the violation address above during this calendar year.** If you have any questions or concerns about complying within the time indicated, you may contact me Monday through Friday between the hours of 8-9 AM or 12-1 PM.

Pursuant to Section 107.2 of the IPMC, you have the right to appeal this notice of violation. In accordance with Section 106.3 any action taken by the City on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

Code Officer: **Greg Scrimger** (517) 483 7620 **greg.scrimger@lansingmi.gov**

Mayor Virg Bernero

Lansing Fire Department
Fire Marshal's Office
Code Enforcement Section

316 N. Capitol, Ste C-1, Lansing, MI 48933-1238
(517) 483-4361 FAX (517) 377-0100

TRASH AND DEBRIS CORRECTION NOTICE

Occupant or Current Occupant
4928 HUGHES RD
LANSING, MI 48910

Violation Date: 04/04/2017
Violation Location: 4928 HUGHES RD
Parcel No: 33-01-01-32-352-321
Compliance Due Date: April 11, 2017

You are hereby notified that this Office has found a violation of the City of Lansing Housing Code Section 302 EXTERIOR PROPERTY at the above referenced location.

Violation: Garbage

Violation: Trash found in bags/boxes/barrels

Violation: Paper/Glass/Plastic/Metal/Cardboard debris

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Mayor Virg Bernero

Lansing Fire Department
Fire Marshal's Office
Code Enforcement Section
316 N. Capitol, Ste C-1, Lansing, MI 48933-1238
(517) 483-4361 FAX (517) 377-0100

Trash Authorization Form

Submitted to: Eric Crutcher on 04/12/2017

TAXPAYER: STELMESHENKO VICTOR & WANG DAVID J, 919 E SHIAWASSEE LANSING, MI 48912

Location of Work:

Enf Num: E17-02409

Address: 4928 HUGHES RD
Lot No:
Description:
Parcel No: 33-01-01-32-352-321

Remove Trash and Debris

Work Authorized:
Violation: Garbage

Violation: Trash found in bags/boxes/barrels

Violation: Paper/Glass/Plastic/Metal/Cardboard debris

Violation: Plastic Container(s) debris

Violation: Brush & Tree Limb debris

PLUS ANY OTHER INCIDENTAL TRASH / DEBRIS ON THE PROPERTY

Authorized Time required to complete work: 1
Authorized Cubic Yards: 8

Warning Comment:
Vacant home.GS

This action is authorized by the Manager of Code Compliance

Submitted By: Greg Scrimger (517) 483 7620

This action is authorized by the Manager of Code Compliance

Nuisance Fees
City of Lansing Treasurers Office
124 W Michigan Ave 1st Floor
Lansing, MI 48933
Ph: (517) 483-4361 Fx: (517) 377-0169

Nuisance Fee Billing Statement

Date Created: 04/20/2017
Due Date: 05/20/2017
Pay Invoice In Full

STELMESHENKO VICTOR & WANG DAVID J
919 E SHIAWASSEE
LANSING MI 48912

Inv Number: 00092251
Parcel: 33-01-01-32-352-321
Address: 4928 HUGHES RD

Parcel: 33-01-01-32-352-321 **Bill Detail**

Invoice Number	Date of Service	Enforcement Num	Address	Amount Due
00092251		E17-02409	4928 HUGHES RD	$720.00

Fee Details:	Quantity	Description	Balance
	1.000	Trash - Admin Fee	$ 265.00
	455.000	Trash - Contractor Charge	$ 455.00

Total Amount Due $ 720.00

Questions regarding this invoice: Contact **CODE COMPLIANCE** at 517.483.4361

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Eric's Refuse LLC

P.O. Box 16035
Lansing, MI 48901

Invoice

Date	Invoice #
4/16/2017	6371

Bill To	property address
City of Lansing Office of Code Compliance 316 North Capital Lansing, MI 48933-1238	4928 Hughes Rd 33-01-01-32-352-321

Terms	work complete
	4/16/2017

Quantity	Item Code	Description	Price Each	Amount
1	1hr 3cy	first hour and 3 yards of debris	175.00	175.00
1	add hr	additional hour after 1	150.00	150.00
5	class 2	construction material after 3	26.00	130.00
		work complete 4/14/17 total yards 8 submitted by Greg Scrimger		

All work is complete!

Total $455.00

4928 Hughes Rd (1)

4928 Hughes Rd (2)

4928 Hughes Rd (3)

4928 Hughes Rd (4)

4928 Hughes Rd (5)

4928 Hughes Rd (6)

4928 Hughes Rd (7)

4928 Hughes Rd (8)

4928 Hughes Rd (10)

4928 Hughes Rd (9)

4928 Hughes Rd (11)

Chris Swope
Lansing City Clerk

October 6, 2017

President and Members of the Lansing City Council
10th Floor, City Hall
Lansing, MI 48933

Dear Council Members:

The attached application has been submitted to the City Clerk's Office, and is being forwarded for your consideration and appropriate action.

> Liquor License, Cul, LLC. for a Transfer Ownership Escrowed 2017 Class C License Only for 313 North Cedar Street, Lansing; New SDM License in conjunction with a Non-Transferable, Sunday Sales Permit (PM), Sunday Sales Permit (AM), Dance-Entertainment Permit, Outdoor Service Area and Catering Permit for 2101 E. Michigan Ave., Lansing, MI 48912, Ingham County; and Issued under MCL 436.1533(5)(A),

Sincerely,

Chris Swope
City Clerk

BY THE COMMITTEE ON GENERAL SERVICES
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the City of Lansing received a request from Cul, LLC. for a Transfer Ownership Escrowed 2017 Class C License Only for 313 North Cedar Street, Lansing; New SDM License in conjunction with a Non-Transferable, Sunday Sales Permit (PM), Sunday Sales Permit (AM), Dance-Entertainment Permit, Outdoor Service Area and Catering Permit for 2101 E. Michigan Ave., Lansing, MI 48912, Ingham County; and Issued under MCL 436.1533(5)(A),

WHEREAS, the Committee on General Services met on _____, 2017 to review the request with affirmative action taken;

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council, hereby, approves the request from Cul, LLC. for a Transfer Ownership Escrowed 2017 Class C License Only for 313 N. Cedar, Lansing; New SDM License in conjunction with a Non-Transferable, Sunday Sales Permit (PM), Sunday Sales Permit (AM), Dance-Entertainment Permit, Outdoor Service Area and Catering Permit for 313 North Cedar Street, Lansing, MI 48912, Ingham County; and Issued under MCL 436.1533(5)(A)

City of Lansing, Michigan
On-Premises Alcohol Sales Application

Business Name: CUL, LLC dba: to be determined

Business Address: 313 N. Cedar Street

City: Lansing State: MI Zip: 48912

Main Contact Number: (517) 204-1516 Secondary Contact Number: (517) 333-4123

Email Address: jkildea@gillespie-group.com

License(s) for which you are seeking Local Government Approval Class C and SDM

Provide the name, age and address of the applicant, in the case of an individual, or, in the case of a co-partnership, the names, addresses and ages of the persons entitled to share in the profits thereof, or, in the case of a corporation, the objects for which the corporation is organized, the names, addresses and ages of the officers and directors and, if a majority interest in the stock of such corporation is owned by one person or his or her nominee, the name, address and age of such person:

Name	Position	Address	Age
Patrick K. Gillespie (applicant)	Member	330 Marshall St., Ste 100 Lansing, MI 48912	[redacted]

If an Individual, provide Applicant's:

Date of Birth: _____ Place of Birth: _____

What character of business do you intend to operate? full service restaurant

What is the length of time your business has been of that character, or in the case of a corporation, the date when its charter was issued?

12-1-2016

When you are done with this form, please return it to:

Chris Swope, City Clerk
Lansing City Clerk's Office
Ninth Floor, City Hall, 124 W. Michigan Ave., Lansing, MI 48933-1695
Phone: 517-483-4131 Fax:517-377-0068
City.clerk@lansingmi.gov lansingmi.gov/clerk

Have you made applications for a similar or other license on premises other than those described in this application? Yes ☒ No ☐

If yes, what is the disposition of any such earlier application? All previous liquor license applications filed have been approved.

Are building plans on file? Yes ☒ No ☐ If not please submit them with this application showing the entire structure and premises and, in particular, the specific areas where the license is to be utilized. Such plans shall demonstrate adequate off-street parking, lighting and refuse disposal facilities and, where appropriate, adequate plans for screening and noise control, as provided in the Zoning, Building and Housing, and Fire Prevention Codes.

☒ I (we) have never been convicted of a felony and is (are) not disqualified to receive a license by reason of any item contained in this chapter or the laws of the State.

☒ I (we) will not violate any State or Federal laws or any ordinance of the City in the conduct of this business.

☒ I (we) or my (our) agent(s) do not owe any personal property taxes.

☒ The copy of the Michigan Liquor Control Commission application submitted with this application is a true copy of what I (we) intend to submit to the Michigan Liquor Control Commission.

I hereby certify that this application is complete and accurate to the best of my knowledge, information and belief.

Patrick K. Gillespie — 9/14, 2017

Signature Patrick K. Gillespie **Date**

Subscribed and sworn to before me this

14 ***day of*** September, ***20*** 17.

JAMIE SZUMLINSKI
NOTARY PUBLIC, STATE OF MI
COUNTY OF LIVINGSTON
MY COMMISSION EXPIRES Aug 26, 2020
ACTING IN COUNTY OF Ingham

Signature

Printed Name Jamie Szumlinski

Notary Public, Livingston ***County, Michigan***

My Commission Expires: 8/26/2020

Acting in the County of Ingham

When you are done with this form, please return it to:
Chris Swope, City Clerk
Lansing City Clerk's Office
Ninth Floor, City Hall, 124 W. Michigan Ave., Lansing, MI 48933-1695
Phone: 517-483-4131 Fax:517-377-0068
City.clerk@lansingmi.gov lansingmi.gov/clerk

Name of any other Lansing area business in which your ownership participation exceeds 25%:

3411 E. Michigan LLC (Midtown)

3335 E. Michigan, LLC

Eastside Armory LLC (Armory)

Gillespie Property Management, Inc.

E. Michigan Houses, LLC

800 E. Michigan, LLC

637 E. Michigan, LLC

237 Pere Marquette, LLC

518 E. Shiawassee, LLC

600 E. Michigan, LLC

Stadium District Partners, LLC

300 N. Larch, LLC

Outfield Partners, LLC

Marketplace Partners, LLC

Infinite 505, LLC

523 E. Shiawassee, LLC

North Cedar, LLC

Prudden Place Partners, LLC

Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____

Request ID: _____

(For MLCC Use Only)

Retail License & Permit Application

For information on retail licenses and permits, including a checklist of required documents for a completed application, please visit the Liquor Control Commission's frequently asked questions website by clicking this link.

Part 1 - Applicant Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant name(s): CUL, LLC (This is a STEP 2 application; STEP 1 is RID: 904399 (Applicant Seems Like A Good Idea, LLC))	
Address to be licensed: 313 N. Cedar Street	
City: Lansing	Zip Code: 48912
City/township/village where license will be issued: City of Lansing	County: Ingham
Federal Employer Identification Number (FEIN): ----	

		Leave Blank - MLCC Use Only
1. Are you requesting a new license?	(•) Yes ( ) No	
2. Are you applying ONLY for a new permit or permission?	( ) Yes (•) No	
3. Are you buying an existing license?	(•) Yes ( ) No	
4. Are you modifying the size of the licensed premises?	( ) Yes (•) No	
If Yes, specify: ☐ Adding Space ☐ Dropping Space ☐ Redefining Licensed Premises		
5. Are you transferring the location of an existing license?	(•) Yes ( ) No	
6. Is this license being transferred as the result of a default or court action?	( ) Yes (•) No	
7. Do you intend to use this license actively?	(•) Yes ( ) No	

Part 2 - License Transfer Information (If Applicable)

If transferring ownership of a license ONLY and not transferring the location of a license, fill out only the name of the current licensee(s)

Current licensee(s): Step 2 Seller: Seems Like A Good Idea, LLC (BID: 248614) (Step 1 Seller: Excellent Entertainment, LLC/BID:144018)	
Current licensed address: 601 E. Michigan Avenue	
City: Lansing	Zip Code: 48912
City/township/village where license is issued: City of Lansing	County: Ingham

Part 3 - Licenses, Permits, and Permissions

Off Premises Licenses - Applicants for off premises licenses, permits, and permissions (e.g. convenience, grocery, specialty food stores, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

On Premises Licenses - Applicants for on premises licenses, permits, and permissions (e.g. restaurants, hotels, bars, etc.) must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

Part 4 - Inspection, License, and Permit Fees - Make checks payable to **State of Michigan**

Inspection Fees - Pursuant to MCL 436.1529(4) a nonrefundable inspection fee of $70.00 shall be paid to the Commission by an applicant or licensee at the time of filing of a request for a new license or permit, a request to transfer ownership or location of a license, a request to increase or decrease the size of the licensed premises, or a request to add a bar. Requests for a new permit in conjunction with a request for a new license or transfer of an existing license do not require an additional inspection fee.

License and Permit Fees - Pursuant to MCL 436.1525(1), license and permit fees shall be paid to the Commission for a request for a new license or permit or to transfer ownership or location of an existing license.

Inspection Fees:	$140.00	License & Permit Fees:	$1,050.00	**TOTAL FEES:**	$1,190.00

LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

Schedule A - Licenses, Permits, & Permissions

Applicant name: CUL, LLC (This is a STEP 2 application; STEP 1 is RID: 904399 (Applicant Seems Like A Good Idea, LLC))

Off Premises License Type: New Transfer		Base Fee:	Fee Code MLCC Use Only
☒	☐ SDM License	$100.00	4012
☐	☐ SDD License	$150.00	
☐	☐ Resort SDD License	Upon Licensure/$150.00	

Off Premises Permits:		Base Fee:
☐	Sunday Sales Permit (AM)*	$160.00
☐	Sunday Sales Permit (PM)** *(Held with SDD License)*	$22.50
☐	Catering Permit	$100.00
☐	Secondary Location Permit - Complete Form LCC-201	
☐	Beer and Wine Tasting Permit	No charge
☐	Living Quarters Permit	No charge

On/Off Premises Permission Type:		Base Fee:
☐	Off-Premises Storage	No charge
☐	Direct Connection(s)	No charge
☐	Motor Vehicle Fuel Pumps	No charge

*Sunday Sales Permit (AM) allows the sale of liquor, beer, and wine on Sunday mornings between 7:00am and 12:00 noon, if allowed by the local unit of government.

**Sunday Sales Permit (PM) allows the sale of liquor on Sunday afternoons and evenings between 12:00 noon and 2:00am (Monday morning), if allowed by the local unit of government. No Sunday Sales Permit (PM) is required for the sale of beer and wine on Sunday after 12:00 noon. The Sunday Sales Permit (PM) fee is 15% of the fee for the license that allows the sale of liquor. Additional bar fees and B-Hotel room fees are also calculated as part of the permit fee.

Licenses, permits, and permissions selected on this form will be investigated as part of your request. Please verify your information prior to submitting your application, as some licenses, permits, or permissions cannot be added to your request once the application has been sent out for investigation by the Enforcement Division.

Inspection, License, Permit, & Permission Fee Calculation

Number of Licenses: 2 x $70.00 Inspection Fee

Total Inspection Fee(s): Fee Code: 4036 $140.00

Total License Fee(s): $700.00

Total Permit Fee(s): $350.00

TOTAL FEES DUE: $1,190.00

Please note that requests to transfer SDD licenses will require the payment of additional fees based on the seller's previous calendar year's sales. These fees will be determined prior to issuance of the license to the applicant.

Make checks payable to **State of Michigan**

On Premises License Type: New Transfer		Base Fee:	Fee Code MLCC Use Only
☐	☐ B-Hotel License	$600.00	
	Number of guest rooms: _____		
☐	☐ A-Hotel License	$250.00	
	Number of guest rooms: _____		
☐	☒ Class C License	$600.00	4034
☐	☐ Tavern License	$250.00	
☐	☐ Resort License	Upon Licensure	
☐	☐ Redevelopment License	Upon Licensure	
☐	☐ Brewpub License	$100.00	
☐	☐ G-1 License	$1,000.00	
☐	☐ G-2 License	$500.00	
☐	☐ Aircraft License	$600.00	
☐	☐ Watercraft License	$100.00	
☐	☐ Train License	$100.00	
☐	☐ Continuing Care Retirement Center License	$600.00	
	☐ MCL 436.1545(1)(b)(i) ☐ MCL 436.1545(1)(b)(ii)		
	B-Hotel or Class C Licenses Only:		
☐	☐ Additional Bar(s)		
	Number of Additional Bars: _____		

B-Hotel or Class C licenses allow licensees to have one (1) bar within the licensed premises. A $350.00 licensing fee is required for each additional bar over the one (1) bar initially issued with the license.

On Premises Permits:		Base Fee:	
☒	Sunday Sales Permit (AM)*	$160.00	4033
☒	Sunday Sales Permit (PM)**	$90.00	4032
☒	Catering Permit	$100.00	4031
☐	Banquet Facility Permit - Complete Form LCC-200		

A Banquet Facility Permit is an extension of the license at a different location. It may have its own permits and permissions. It is not a banquet room on the licensed premises.

☒	Outdoor Service	No charge
☒	Dance Permit	No charge
☒	Entertainment Permit	No charge
☐	Extended Hours Permit:	No charge
	○ Dance ○ Entertainment Days/Hours: _____	
☐	Specific Purpose Permit:	No charge
	Activity requested: _____	
	Days/Hours requested: _____	
☐	Living Quarters Permit	No charge
☐	Topless Activity Permit	No charge

Schedule B - New Specially Designated Merchant License Supplemental Application - New SDM License Applications ONLY

Applicant name: CUL, LLC (This is a STEP 2 application; STEP 1 is RID: 904399 (Applicant Seems Like A Good Idea, LLC))

Effective January 4, 2017 pursuant to MCL 436.1533(5), Specially Designated Merchant (SDM) licenses are quota licenses based on one (1) SDM license for every 1,000 of population in a local governmental unit. MCL 436.1533 provides for several exemptions from the quota for qualified applicants. Please carefully read the requirements in the boxes below, selecting the applicable approved type of business option(s) from Section 1 and an applicable new SDM license quota option from Section 2.

Section 1 - Requirements to Qualify as Approved Type of Business for New SDM License Applicants
Applicant must meet one (1) or more of the following conditions (check those that apply to your business):

- ☐ a. Applicant holds and maintains retail food establishment license or extended retail food establishment license under the Food Law of 2000, MCL 289.1101 to MCL 289.8111.
- ☐ b. Applicant holds or has been approved for Specially Designated Distributor license (Applicant must also hold and maintain food establishment license as described above).
- ☒ c. Applicant holds or has been approved for an on-premises license, such as a Class C, A-Hotel, B-Hotel, Tavern, Club, G-1, or G-2 license.

Section 2 - Quota Requirements for New SDM License Applicants
Applicant must qualify under one of the following sections of the Liquor Control Code regarding the SDM quota:

- ☒ a. Applicant is an applicant for or holds a Class C, A-Hotel, B-Hotel, Tavern, Club, G-1, or G-2 license.
  MCL 436.1533(5)(a) - SDM license is exempt from SDM quota and license cannot be transferred to another location.
- ☐ b. Applicant's establishment is at least 20,000 square feet and at least 20% of gross receipts are derived from the sale of food.
  MCL 436.1533(5)(b)(i) - SDM license is exempt from SDM quota and license cannot be transferred to another location.
- ☐ c. Applicant's establishment is a pharmacy as defined in the Public Health Code, MCL 333.17707.
  MCL 436.1533(5)(b)(ii) - SDM license is exempt from SDM quota and license cannot be transferred to another location.
- ☐ d. Applicant applies between January 5, 2017 and March 5, 2017 and holds a Motor Fuels Retail Outlet license or Temporary Retail Gasoline Outlet license issued by the Michigan Department of Agriculture and Rural Development under the Motor Fuels Quality Act, MCL 290.646(1).
  MCL 436.1533(7) - Commission shall waive SDM quota and license may be transferred to another location if the applicant holds a motor fuels license as described above at the new location.
- ☐ e. Applicant's establishment qualifies as a marina under MCL 436.1539.
  MCL 436.1533(5)(e) - SDM license is exempt from SDM quota and license may be transferred to another location if the applicant complies with MCL 436.1539 at the new location.
- ☐ f. Applicant does not qualify under any of the quota exemptions or waiver listed above.
  MCL 436.1533(5) - Commission shall issue one (1) SDM for every 1,000 population in a local governmental unit and an unissued SDM must be available in the local governmental unit for the applicant to qualify. SDM license may be transferred to another location.

Documents Required To Be Submitted with New SDM License Application
In addition to the documents listed on the application checklist, the new SDM license applicant must submit the documents listed below, as applicable, with its application to comply with the requirements described above. Select one or more of the following:

- ☐ Copy of retail food establishment license or extended retail food establishment license for a SDM license or a SDM license to be issued in conjunction with a Specially Designated Distributor license. *Not required for a SDM license to be issued in conjunction with an on-premises license.*
- ☐ If applying under Section 2b above, documentary proof that applicant's establishment is at least 20,000 square feet and at least 20% of gross receipts are derived from the sale of food.
- ☐ If applying under Section 2c above, a copy of the pharmacy license issued under the Public Health Code.
- ☐ If applying under Section 2d above between January 5, 2017 and March 5, 2017, a copy of the Motor Fuels Retail Outlet license or Temporary Retail Gasoline Outlet license issued by the Michigan Department of Agriculture and Rural Development.

Part 5a - Information on Individual Applicant, Stockholder, Member, or Limited Partner

Each individual, stockholder, member, or partner must complete Part 5a, 5b, and 5c. If a stockholder or member of an applicant company is a corporation or limited liability company, complete Part 5a and 5c and submit a completed Form LCC-301.

For applications with multiple individuals, stockholders, members, or partners - each person or entity must complete a separate copy of this page.

Name: Patrick K. Gillespie, Trustee of the Patrick K. Gillespie Trust u/a/d 7/30/99		
Home address: 330 Marshall St., Ste 100		
City: Lansing	State: MI	Zip Code: 48912
Business Phone: ---	Cell Phone: ---	Email: ---

Have you ever been licensed by the Michigan Liquor Control Commission (MLCC) or do you currently hold an interest in any other licenses issued by the MLCC? If Yes, please list business ID numbers below. If you hold interest in 2 or more locations under the same name, please also write chain "below": ◉ Yes ○ No

BID: 239530 (GG Holding Co., LLC); BID: 244322 (CUR, LLC); pending BID: 246222 (500EM, LLC); pending BID: 248386 (Unicorn, LLC)

Do you hold 10% or more interest in the applicant entity? ◉ Yes ○ No

If you answered "no" to the first question and "yes" to the second question, you must submit fingerprints and undergo an investigation by the MLCC. Please see the attached instructions for submitting fingerprints to the MLCC. You must submit a copy of the completed and endorsed "Livescan Fingerprint Background Request" with your application.

Part 5b - Personal Information (Individuals)

Date of Birth:	Social Security Number: in MLCC records	Driver's License Number: in MLCC records

Are you a citizen of the United States of America?	◉ Yes ○ No
Have you ever legally changed your name?	○ Yes ◉ No
If you answered "yes", please list your prior name(s) (including maiden):	
Spouse's full name (if currently married): Jennifer E. Gillespie	
Spouse's date of birth: / Is your spouse a citizen of the United States of America?	◉ Yes ○ No
Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan?	○ Yes ◉ No
Does your spouse hold a retail, manufacturer, or wholesaler license issued by the MLCC?	◉ Yes ○ No
Have you ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary):	○ Yes ◉ No

Date	City/State	Charge	Disposition

Has your spouse ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If Yes, list below (attach additional pages if necessary):	○ Yes ◉ No

Date	City/State	Charge	Disposition

Part 5c - Signature

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003. (This form must be signed by the person whose information it contains).

Patrick K. Gillespie, Trustee	Patrick K. Gillespie	5-24-17	, 2017
Print Name	Signature	Date	

Part 5a - Information on Individual Applicant, Stockholder, Member, or Limited Partner

Each individual, stockholder, member, or partner must complete Part 5a, 5b, and 5c. If a stockholder or member of an applicant company is a corporation or limited liability company, complete Part 5a and 5c and submit a completed Form LCC-301.

For applications with multiple individuals, stockholders, members, or partners - each person or entity must complete a separate copy of this page.

Name: Infantry, Inc. (1% member of CUL, LLC)		
Home address: 330 Marshall St., Ste 100		
City: Lansing	State: MI	Zip Code: 48912
Business Phone: ---	Cell Phone: ---	Email: --

Have you ever been licensed by the Michigan Liquor Control Commission (MLCC) or do you currently hold an interest in any other licenses issued by the MLCC? If **Yes**, please list business ID numbers below. If you hold interest in 2 or more locations under the same name, please also write chain "below": ◉ Yes ○ No

BID: 244322 (CUR, LLC); pending BID: 246222 (500EM, LLC); pending BID: 248386 (Unicorn, LLC)

Do you hold 10% or more interest in the applicant entity? ○ Yes ◉ No

If you answered "no" to the first question and "yes" to the second question, you must submit fingerprints and undergo an investigation by the MLCC. Please see the attached instructions for submitting fingerprints to the MLCC. You must submit a copy of the completed and endorsed "Livescan Fingerprint Background Request" with your application.

Part 5b - Personal Information (Individuals)

Date of Birth:	Social Security Number:	Driver's License Number:

Are you a citizen of the United States of America? ○ Yes ○ No

Have you ever legally changed your name? ○ Yes ○ No

If you answered "yes", please list your prior name(s) (including maiden):

Spouse's full name (if currently married):

Spouse's date of birth: | Is your spouse a citizen of the United States of America? ○ Yes ○ No

Do you or your spouse hold any position, either by appointment or election, which involves the duty to enforce any penal law of the United States of America, or the penal laws of the State of Michigan, or any penal ordinance or resolution of any municipal subdivisions of the State of Michigan? ○ Yes ○ No

Does your spouse hold a retail, manufacturer, or wholesaler license issued by the MLCC? ○ Yes ○ No

Have you ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If **Yes**, list below (attach additional pages if necessary): ○ Yes ○ No

Date	City/State	Charge	Disposition

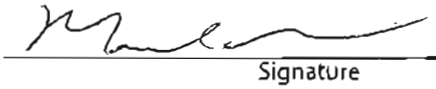
Has your spouse ever been found guilty, pled guilty, or pled no contest to a criminal charge or any local ordinance violations? If **Yes**, list below (attach additional pages if necessary): ○ Yes ○ No

Date	City/State	Charge	Disposition

Part 5c - Signature

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false or fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003. (This form must be signed by the person whose information it contains).

Michael J. Brown, Attorney & Authorized Signer — Print Name

 — Signature

5-23 , 2017 — Date

Part 6 - Contact Information

Provide information on the contact person for this application. Please note that corporations and limited liability companies must provide documentation (e.g. meeting minutes, corporate resolution) authorizing anyone other than the applicant or an attorney of record to be the contact person. If an authorization is not provided, your contact person will not be acknowledged if they are anyone other than the applicant or attorney.

What is your preferred method of contact?	○ Phone ○ Mail ◉ Email ○ Fax	
What is your preferred method for receiving a Commission Order?	○ Mail ◉ Email ○ Fax	
Contact name: Michael J. Brown, Esq.	Relationship: Attorney & Authorized Signer	
Mailing address: see contact information below		
Phone:	Fax number:	Email:

Part 7 - Attorney Information (If You Have An Attorney Representing You For This Application)

Attorney name: Michael J. Brown of Carlin Edwards Brown PLLC	Member Number: P-43015	
Attorney address: 6017 W. St. Joe Hwy, #202, Lansing, MI 48917		
Phone: 517-321-4616	Fax number: 517-321-4642	Email: mbrown@cebhlaw.com
Would you prefer that we contact your attorney for all licensing matters related to this application?	◉ Yes ○ No	
Would you prefer any notices or closing packages be sent directly to your attorney?	◉ Yes ○ No	

Part 8 - Signature of Applicant

Be advised that the information contained in this application will only be used for this request. This section will need to be completed for each subsequent request you make with this office.

Notice: When purchasing a license, a buyer can be held liable for tax debts incurred by the previous owner. Prior to committing to the purchase of any license or establishment, the buyer should request a tax clearance certificate from the seller that indicates that all taxes have been paid up to the date of issuance. Obtaining sound professional assistance from an attorney or accountant can be helpful to identify and avoid any pitfalls and hidden liabilities when buying even a portion of a business. Sellers can make a request for the tax clearance certificate through the Michigan Department of Treasury.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Patrick K. Gillespie, Trustee as Member of CUL	Patrick K. Gillespie	5/24/ , 2017
Print Name of Applicant & Title	Signature of Applicant	Date

Please return this completed form along with corresponding documents and fees to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Fax to: 517-373-4202

Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____

Request ID: _____

(For MLCC Use Only)

Report of Stockholders, Members, or Partners

(Authorized by MCL 436.1529(1), R 436.1051, and R 436.1110)

Part 1 - Licensee Information

Please state your name as it is filed with the State of Michigan Corporation Division.

Licensee name(s): CUL, LLC	
Address: 330 Marshall St., Suite 100	
City: Lansing	Zip Code: 48912

Part 2a - Corporations - Please complete this section and attach more copies of this page if more room is needed.

Name and address of all stockholders:	No. of Shares Issued:	Date Issued/Acquired:
not applicable		

Name and address of Corporate Officers and Directors, pursuant to administrative rule R 436.1109:

not applicable

Part 2b - Limited Liability Companies - Please complete this section and attach more copies of this page if more room is needed.

Name and address of all members:	Percent % Issued:	Date Issued/Acquired:
Patrick K. Gillespie, Trustee of Patrick K. Gillespie Trust u/a/d 7-30-99	99%	12-7-16
Infantry, Inc., 330 Marshall St., Ste 100, Lansing, MI 48912	1%	12-7-16

Name and address of Managers and Assignees, pursuant to administrative rule R 436.1110:

MANAGER: Infantry, Inc., 330 Marshall St., Ste 100, Lansing, MI 48912

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Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____

Request ID: _____

(For MLCC Use Only)

Report of Stockholders, Members, or Partners

(Authorized by MCL 436.1529(1), R 436.1051, and R 436.1110)

Part 2c - Limited Partnerships - Please complete this section and attach more copies of this page if more room is needed.

Name and address of all partners:	Percent % Issued:	Date Issued/Acquired:
not applicable		

Name and address of Managers, pursuant to administrative rule R 436.1111:

not applicable

Part 3 - Authorized Signers (Authorized in compliance with R 436.1109(1)(c) for a corporation or R 436.1110(1)(g) for a limited liability company)

Name & Title:	Patrick K. Gillespie
Name & Title:	Michael J. Brown, Esq. of Carlin Edwards Brown PLLC
Name & Title:	
Name & Title:	
Name & Title:	

Part 4 - Signature of Applicant or Licensee

I certify that the authorized signers under Part 3 of this form have been authorized in compliance with R 436.1109(1)(c) for a corporation or R 436.1110(1)(g) for a limited liability company.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing false or fraudulent information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Patrick K. Gillespie, Trustee of Member	Patrick K. Gillespie	5/24, 2017
Print Name of Applicant or Licensee & Title	Signature of Applicant or Licensee	Date

Please return this completed form to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Fax to: 517-763-0059

Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____

Request ID: _____

(For MLCC Use Only)

Report of Stockholders, Members, or Partners

(Authorized by MCL 436.1529(1), R 436.1051, and R 436.1110)

Part 1 - Licensee Information

Please state your name as it is filed with the State of Michigan Corporation Division.

Licensee name(s): Infantry, Inc. (1% member of CUL, LLC)	
Address: 330 Marshall St., Suite 100	
City: Lansing	Zip Code: 48912

Part 2a - Corporations - Please complete this section and attach more copies of this page if more room is needed.

Name and address of all stockholders:	No. of Shares Issued:	Date Issued/Acquired:
Patrick K. Gillespie, 330 Marshall St., Suite 100, Lansing, MI 48912	100	3-28-11

Name and address of Corporate Officers and Directors, pursuant to administrative rule R 436.1109:

Patrick K. Gillespie, 330 Marshall St., Suite 100, Lansing, MI 48912

Part 2b - Limited Liability Companies - Please complete this section and attach more copies of this page if more room is needed.

Name and address of all members:	Percent % Issued:	Date Issued/Acquired:
not applicable		

Name and address of Managers and Assignees, pursuant to administrative rule R 436.1110:

not applicable

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Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Business ID: _____

Request ID: _____

(For MLCC Use Only)

Report of Stockholders, Members, or Partners

(Authorized by MCL 436.1529(1), R 436.1051, and R 436.1110)

Part 2c - Limited Partnerships - Please complete this section and attach more copies of this page if more room is needed.

Name and address of all partners:	Percent % Issued:	Date Issued/Acquired:
not applicable		

Name and address of Managers, pursuant to administrative rule R 436.1111:

not applicable

Part 3 - Authorized Signers (Authorized in compliance with R 436.1109(1)(c) for a corporation or R 436.1110(1)(g) for a limited liability company)

Name & Title:	Patrick K. Gillespie
Name & Title:	Michael J. Brown, Esq. of Carlin Edwards Brown PLLC
Name & Title:	
Name & Title:	
Name & Title:	

Part 4 - Signature of Applicant or Licensee

I certify that the authorized signers under Part 3 of this form have been authorized in compliance with R 436.1109(1)(c) for a corporation or R 436.1110(1)(g) for a limited liability company.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Michael J. Brown, Attorney & Authorized Signer		6-14 , 2017
Print Name of Applicant or Licensee & Title	Signature of Applicant or Licensee	Date

Please return this completed form to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Fax to: 517-763-0059

LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS

FILING ENDORSEMENT

This is to Certify that the ARTICLES OF ORGANIZATION (DOMESTIC L.L.C.)

for

CUL, LLC

ID NUMBER: F0706R

received by facsimile transmission on December 1, 2016 is hereby endorsed.

Filed on December 7, 2016 by the Administrator.

This document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.

Sent by Facsimile Transmission

In testimony whereof, I have hereunto set my hand and affixed the Seal of the Department, in the City of Lansing, this 7th day of December, 2016.

Julia Dale

Julia Dale, Director
Corporations, Securities & Commercial Licensing Bureau

CSCUCD-700 (Rev. 03/15)

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CORPORATIONS, SECURITIES & COMMERCIAL LICENSING BUREAU

Date Received	(FOR BUREAU USE ONLY)
	This document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.

Name
Lasky Fifarek, P.C.

Address
120 N. Washington Square, Suite 626

City: Lansing | State: Michigan | ZIP Code: 48933

EFFECTIVE DATE:

Document will be returned to the name and address you enter above. If left blank, document will be returned to the registered office.

ARTICLES OF ORGANIZATION

For use by Domestic Limited Liability Companies

(Please read information and instructions on reverse side)

Pursuant to the provisions of Act 23, Public Acts of 1993, the undersigned executes the following Articles:

ARTICLE I

The name of the limited liability company is: CUL, LLC

ARTICLE II

The purpose or purposes for which the limited liability company is formed is to engage in any activity within the purposes for which a limited liability company may be formed under the Limited Liability Company Act of Michigan.

ARTICLE III

The duration of the limited liability company if other than perpetual is: _____

ARTICLE IV

1. The name of the resident agent at the registered office is: Patrick K. Gillespie

2. The street address of the location of the registered office is:

330 Marshall Street, Suite 100 (Street Address) Lansing (City), Michigan 48912 (Zip Code)

3. The mailing address of the registered office if different than above:

_____ (P.O. Box or Street Address) _____ (City), Michigan _____ (Zip Code)

ARTICLE V (Insert any desired additional provision authorized by the Act; attach additional pages if needed.)

See attached Schedule A.

Signed this 1st day of December 2016

By: _____
(Signature(s) of Organizer(s))

Patrick K. Gillespie
(Type or Print Name(s) of Organizer(s))

Schedule A
Attachment to Articles of Organization

ARTICLE V:

The business of the Limited Liability Company will be managed by or under the authority of one or more managers.

ARTICLE VI:

No manager of the Company is liable for the acts, debts or obligations of the Company. The monetary liability of any manager of the Company for breach of any duty established under Section 404 of the Act is limited to the fullest extent permitted by the Act.

Chris Swope
Lansing City Clerk

REPORT ON APPLICATION FOR:

ACTION		TYPE OF LICENSE	
■	**Transfer Ownership**	■	**Class C**
☐	**Transfer Location**	☐	**SDD**
☐	**Add Partner**	☐	**SDM**
☐	**Drop Partner**	☐	**Tavern**
☐	**Other:**		**Other:**

NAME:

Cul, LLC
313 N. Cedar Street
Lansing MI 48912
mbrown@cebhlaw.com

THAT THE REQUEST: By Cul, LLC. for Transfer Ownership Escrowed 2017 Class C License Only from Seems like a Good Idea, LLC; Transfer Location from 601 E. Michigan to 313 N. Cedar, Lansing; New SDM License in conjunction, Issued under MCL 436.1533(5)(A), Non-Transferable, Sunday Sales Permit (PM), Sunday Sales Permit (AM), Dance-Entertainment Permit, Outdoor Service Area and Catering Permit

	Location Approval Signature & Date	Building Approval Signature & Date
Chief of Police	9/17/17	
Fire Marshal	10/3/17	
Planning/Zoning	9/19/17	
Building Comm.	9/19/17	
Health Dept.		
City Treasurer	9/27/17	

Date to City Council 10/9/2017

PLEASE RETURN THIS FORM TO: Brian Jackson at brian.jackson@lansingmi.gov or FAX 517-377-0068

STATE OF MICHIGAN
RICK SNYDER
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

SHELLY EDGERTON
DIRECTOR

July 25, 2017

Pizza Hut of America, LLC
(A Delaware Limited Liability Company)
c/o Adena Santiago
(email: asantiago@buchmanlaw.com)

RID #902199 (MASTER FILE)

Reference/Transaction: Transfer all membership interest through merger from existing member Pizza Hut, Inc. to Pizza Hut, LLC; and by dropping existing member Pizza Hut, LLC and adding new member Pizza Hut Holdings, LLC; and as a result new member Pizza Hut Holdings, LLC will hold 100% membership interest, in conjunction with various 2017 escrowed Resort Class C, Class C, SDM & Tavern licensed businesses located at various locations. (8 locations)

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: Pizza Hut of America, LLC (A Delaware Limited Liability Company

Business address and phone number: 3409 Owen Rd., Fenton, MI. 48430, Genesee County (B) 810-750-2700(**MASTER FILE**)
9430 Lapeer Rd., Davison, MI. 48423, Davison Township, Genesee County (B) 810-658-0008
1516 N Saginaw Rd., Midland, MI. 48640, Midland County (B) 989-839-9939
3199 Bay Rd., Saginaw, MI. 48603, Saginaw Township, Saginaw County (B) 989-790-3390
1216 S. Mission St., Mt. Pleasant, MI. 48858, Isabella County (B) 989-773-6161
6200 S. Cedar St., Lansing, MI. 48911, Ingham County (B) 517-393-9935
2601 Center Ave., Bay City, MI. 48708, Bay County (B) 989-894-0687
G-3326 Miller Rd., Flint, MI. 48503, Flint Township, Genesee County (B) 810-733-1671

Home address and phone number of partner(s)/subordinates: Attorney Adena M. Santiago, 510 Thornall Street, Suite 200, Edison, NJ. 08837 (B) 732-986-9862

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Lansing District Office (866) 813-0011

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. **Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.**

Since this request is a transfer under MCL 436.1529(1), approval of the local unit of government is not required. However, a copy of this notice is also being provided to **Local Governmental Unit** should they wish to submit an opinion on the application or advise of any local non-compliance issues.

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

cc: Fenton City Council
Davison Township Board
Midland City Council
Saginaw Township Board
Mt. Pleasant City Council
Lansing City Council
Bay City City Council
Flint Township Board

STATE OF MICHIGAN
RICK SNYDER
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

SHELLY EDGERTON
DIRECTOR

August 7, 2017
Cul, LLC
c/o Michael J. Brown
mbrown@cebhlaw.com

RID #912168

Reference/Transaction: Transfer Ownership Escrowed 2017 Class C License Only from Seems like a Good Idea, LLC; Transfer Location from 601 E. Michigan to 313 N. Cedar, Lansing; New SDM License in conjunction, Issued under MCL 436.1533(5)(A), Non-Transferable, Sunday Sales Permit (PM), Sunday Sales Permit (AM), Dance-Entertainment Permit, Outdoor Service Area and Catering Permit

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: Cul, LLC

Business address and phone number: 313 N. Cedar St, Lansing MI 48912

Home address and phone number of partner(s)/subordinates:
1. **Patrick K. Gillespie Trust, Patrick K. Gillespie, Trustee-**
2. **Infantry, Inc.-330 Marshall St Ste. 100 Lansing MI 4912**

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Lansing District Office (866) 813-0011

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. **Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.**

A copy of this notice is also being provided to **Local Governmental Unit** should they wish to submit an opinion on the application or advise of any local non-compliance issues.

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

STATE OF MICHIGAN
RICK SNYDER
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

SHELLY EDGERTON
DIRECTOR

September 1, 2017

Applicant/Licensee: Lansing Ale, Inc.
c/o Michale J. Brown, Esq.
mbrown@cebhlaw.com

RID # 914915 **Reference/Transaction**: New brewpub license in conjunction

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: Lansing Ale, Inc.

Business address and phone number: 2101 E Michigan Ave, Lansing 48912

Home address and phone number of partner(s)/subordinates: Matthew K Elliott, 120 N. Washington, Ste 222, Lansing MI 48966, 517-371-2200

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Lansing District Office (866) 813-0011

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. **Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.**

A copy of this notice is also being provided to **Local Governmental Unit** should they wish to submit an opinion on the application or advise of any local non-compliance issues.

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

cc: City of Lansing

STATE OF MICHIGAN
RICK SNYDER
GOVERNOR

DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

SHELLY EDGERTON
DIRECTOR

August 15, 2017

Applicant/Licensee: 320 E. Michigan Holdings, LLC
c/o Michael J. Brown, Esq.
mbrown@cebhlaw.com

RID # 913472 **Reference/Transaction**: Conditional license; Transfer ownership 2017 Class C and SDM licensed business with Sunday sales permit (pm) and outdoor service (1 area) FROM Laf Fine Dining, Inc.

Please let this letter serve as notice the Michigan Liquor Control Commission has referred your application to our Enforcement Division for investigation of your request.

Applicant/Licensee: 320 E. Michigan Holdings, LLC

Business address and phone number: 320 E Michigan Ave, Lansing 48933, Ingham County

Home address and phone number of partner(s)/subordinates: Lewis D Johns II, 710 E. Geneva, Dewitt, MI 48820, 517-204-5571

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office: **Lansing District Office (866) 813-0011**

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. **Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.**

Since this request is a transfer under MCL 436.1529(1), approval of the local unit of government is not required. However, a copy of this notice is also being provided to **Local Governmental Unit** should they wish to submit an opinion on the application or advise of any local non-compliance issues.

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor. Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

cc: Leo Farhat Jr. / Lansing City

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

RICK SNYDER
GOVERNOR

SHELLY EDGERTON
DIRECTOR

August 14, 2017
Gyina Distribution Inc.
c/o: Jojo Arthur
(jojo@gyina.com)

RID #915258 Reference/Transaction: New Wholesaler License

Please let this letter serve as notice the Michigan Liquor Control Commission has authorized this application for a license.

Applicant/Licensee: Gyina Distribution Inc.

Business address and phone number: 419 Spring St, Lansing, MI 48912, Ingham County

Home address and phone number of partner(s)/subordinates:
Jojo Arthur- 2703 Groesbeck Ave, Lansing, MI 48912; C: 281-844-5020

As part of the licensing process, an investigation is required by the Michigan Liquor Control Commission Enforcement Division. The Enforcement investigation will be conducted from the following designated District Office:

Lansing District Office (866) 813-0011

You may contact your designated District Office regarding any appointments or questions on documentation requested by the Investigator. **Failure to provide requested information or to keep scheduled appointments will cause the application to be returned to the Lansing office for cancellation.**

A copy of this notice is also being provided to **Local Governmental Unit** should they wish to submit an opinion on the application or advise of any local non-compliance issues.

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor.

Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

cc: City of Lansing

RESOLUTION #2017-105

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

WHEREAS, pursuant to Rule 41 of the Lansing City Council Rules, a proposed rule revision shall be placed on the Council Agenda for Council receipt and review, but "shall not be considered for adoption sooner than the next council meeting".

THEREFORE BE IT RESOLVED, that the City Council hereby moves to amend the City Council Rule 27 as fully set forth below.

LANSING CITY COUNCIL RULE

Rule 27. Rules in Committee. The Rules of Council shall be observed in the Committee of the Whole except for limiting debate and moving to vote immediately AND FURTHER EXCEPT THAT WHEN THE COMMITTEE OF THE WHOLE MEETS AT A SCHEDULED TIME, PUBLIC COMMENT SHALL BE GOVERNED BY RULE 17. A motion that the Committee rise shall always be in order and shall be decided without debate. Motions recommending action by Council shall take precedence in the same order as analogous motions in Council. A motion to reconsider shall be in order in the Committee of the Whole.

Chris Swope 04/24/2017

SIGNED BY
CHRIS SWOPE
LANSING CITY CLERK

[31621:3:20170424:202136]

RESOLUTION #2017-012

BY COUNCIL MEMBER WOOD
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, by Motion of Council Member Carol Wood to revise the City Council Rules (the Rules) last amended December 8, 2014; and

WHEREAS, pursuant to Rule 41 of the current Rules, the proposed revisions shall be placed on the Council Agenda for Council receipt and review, but "shall not be considered for adoption sooner than the next council meeting"; and,

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby adopts the City Council Rule amendment to Rule 4, which is fully set forth below.

BE IT FURTHER RESOLVED, that the City Council Rules containing this amendment to Rule 4 shall be kept on file in the Office of the City Clerk, and the City Clerk shall make copies thereof available to City Council, the Administration, and the public.

LANSING CITY COUNCIL RULES
(Amendment introduced on January 23, 2017 and adopted January 30, 2017)

Rule 4. Appointment of Committee Members; Creation of Ad-Hoc Committees. The President shall appoint all Council Members to the standing committees, any Council Ad-Hoc Advisory Committee and to any outside agency (see Section 3-102.6 of the City Charter). The President shall appoint the Chairperson and Vice-Chairperson of each standing committee and any ad-hoc advisory committee. Each standing committee of Council shall consist of ~~three~~ NOT MORE THAN FOUR Council Members. SHOULD ANY SUCH STANDING COMMITTEE ISSUE RESULT IN A TIE VOTE, SAID ISSUE SHALL AUTOMATICALLY BE REFERRED TO THE COMMITTEE OF THE WHOLE, AND THE STANDING COMMITTEE SHALL BE DISCHARGED OF THAT ISSUE. The President may, at his or her discretion, create or discharge any ad-hoc advisory committees.

Chris Swope 01/30/2017

SIGNED BY
CHRIS SWOPE
LANSING CITY CLERK

[30675:3:20170130:201643]

RESOLUTION #2014-316

BY THE COMMITTEE ON GENERAL SERVICES
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Committee General Services (the "Committee") met to consider revision to the City Council Rules (the Rules), last amended August 31, 2009; and

WHEREAS, on November 24, 2014, the Committee finalized its review of proposed revision to the Rules, specifically Rule No. 5, intended to provide clarification regarding direction of staff operations when there is no Council President; and

WHEREAS, pursuant to Rule 16 of the current Rules, the Committee "reviews and prepares amendments or revisions to Council Rules"; and

WHEREAS, the Committee has recommended proposed revisions to the City Council; and

WHEREAS, pursuant to Rule 41 of the current Rules, the proposed revisions shall be placed on the Agenda for Council receipt and review, but "shall not be considered for adoption sooner than the next Council meeting"; and

WHEREAS, the Committee's recommended revisions were placed on the Council Agenda for receipt at the November 24, 2014 Council meeting and considered for adoption at the December 8, 2014 Council meeting.

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby adopts the City Council Rules as amended, which are fully set forth below.

BE IT FURTHER RESOLVED, that the City Council Rules, as amended pursuant to this Resolution, shall be kept on file in the Office of the City Clerk, and the City Clerk shall make copies thereof available to City Council, the Administration, and the public.

Chris Swope 12/8/2014
8:33:37 PM

SIGNED BY
CHRIS SWOPE
LANSING CITY CLERK

[24295:3:20141208:201657]

RESOLUTION #2014-316

LANSING CITY COUNCIL RULES
(As amended on December 8, 2014)

Rule 1. Sessions of Council. **Regular meetings of Council, unless otherwise set forth by resolution of City Council, shall be held on Monday evenings of each week at a time, place and date to be set by resolution of Council. Special meetings may be called as provided in Section 3-202 of the City Charter.**

Rule 2. Quorum; Attendance; Call of Council. **Five members of Council shall constitute a quorum for the transaction of business, but a lesser number may compel the attendance of absentees or adjourn any meeting or hearing until a later date.**

No Council member shall absent himself or herself from the Council meeting without first having obtained leave from the Presiding Officer. The Presiding Officer may revoke leaves of absence at any time.

A call of Council may be ordered by the majority of Council Members present, whether a quorum or not, and in pursuance thereof, the Chief of Police, or any other person duly authorized by a majority of the Council Members present and voting, may be dispatched for, and take into custody and bring before Council any Council Members absent without leave.

THE PRESIDENT—POWERS AND DUTIES

Rule 3. Presiding at Sessions. **The President of Council shall preside over all sessions of Council, or, in his or her absence, the Vice President shall preside. If both the President and Vice President are temporarily absent, then the most recent past President shall preside as Acting President.**

Rule 4. Appointment of Committee Members; Creation of Ad-Hoc Committees. **The President shall appoint all Council Members to the standing committees, any Council Ad-Hoc Advisory Committee and to any outside agency (see Section 3-102.6 of the City Charter). The President shall appoint the Chairperson and Vice-Chairperson of each standing committee and any ad-hoc advisory committee. Each standing committee of City Council shall consist of three Council Members. The President may, at his or her discretion, create or discharge any ad-hoc advisory committees.**

Rule 5. Staff Operations. **The President of Council shall be responsible for Council staff operations. The President may, at any time, delegate in writing the responsibility for Council staff operations to the Vice President. IN THE EVENT THERE IS NO PRESIDENT, THE MOST RECENT PAST PRESIDENT OF COUNCIL SERVING SHALL BE RESPONSIBLE FOR STAFF OPERATIONS. IN THE EVENT**

RESOLUTION #2014-316

THERE IS NO PRESIDENT OR PAST PRESIDENT OF COUNCIL SERVING, THEN COUNCIL IS RESPONSIBLE FOR STAFF OPERATIONS.

THE CLERK'S DUTIES

Rule 6. Calling the Roll and Noting Absentees. **The Clerk, or his or her Deputy Clerk, shall call the roll at the opening of each meeting of Council and announce whether or not a quorum is present. He or she shall announce the names of the Council Members absent and enter the names of all absentees upon the record of proceedings.**

Rule 7. Notice by the Clerk. **The Clerk shall give notice, in writing, to committees, members of Council and City Officers concerning the agenda items which have been referred to them by City Council.**

Rule 8. Preparation of Agenda. **The Clerk's office shall prepare and provide copies of packets to Council and the Mayor of an agenda of business to be considered at each regularly scheduled Council meeting and any special meetings of City Council. No item of business shall be placed on the agenda for a regular meeting of Council unless the original document, annotated with such approvals as may be required, has been presented for filing in the office of the Clerk by 4:00 p.m. on the Thursday immediately preceding the day of the Council meeting. The agenda for each such meeting shall be posted in the lobby of City Hall and Council Chambers not later than eighteen hours prior to the time of each such meeting, and at such other places as Council may deem appropriate.**

Rule 9. Items Upon Agenda; Designated Items for Action. **Any item of business not placed upon the Council agenda in accordance with the terms of Section 3-103.2 of the City Charter and the provisions of these Rules shall not be considered at any meeting of Council, unless this Rule is suspended by the affirmative vote of six members of Council. Individual Council Members or committees may sponsor resolutions or ordinances (except initiatives and referendums presented by the citizenry) and place them on the Council agenda.**

Resolutions may be sponsored by the Committee of the Whole if placed on the Council agenda by the President, or, in the President's absence, the Vice President, or by any four Council Members when their names are typed at the top of each resolution so sponsored. Committee reports may be sponsored and placed on the Council agenda by Committee Chairpersons or by any two members of the appropriate committees. Any committee report can be removed from the Council agenda at the Committee Chairperson's discretion. City Council staff shall inform the Clerk's office of those items upon which action is to occur at the Council meeting. The Clerk's office shall be responsible for designating those items which are on the Council agenda for action.

RESOLUTION #2014-316

Rule 10. Consent Agenda. **In preparing the agenda, the Clerk's office shall place all Legislative Matters, except for those requiring more than five votes or a roll call vote, on the Consent Agenda.**

All Legislative Matters on the Consent Agenda may be acted upon in one vote; provided, however, that any Council member may identify specific items that are not to be included in the single Consent Agenda vote, but which are to be discussed and voted upon separately. These items shall be removed from the Consent Agenda. Items removed from the Consent Agenda are to be considered as part of the regular portion of the meeting to which they relate.

SERGEANT-AT-ARMS

Rule 11. Powers and Duties. **A police officer shall be present at all meetings of Council. The police officer shall be under the direction of the Presiding Officer, shall serve as security and as Sergeant-at-Arms of Council and shall have general charge and supervision of the Council Chambers, Council member offices, committee rooms, Council staff offices and work areas and all connecting hallways and passages.**

COUNCIL MEMBERS

Rule 12. Speaking. **When a Council member desires to speak, he or she shall first address the Chair. Debate shall be governed by Mason's Manual of Legislative Procedure, except where superseded by these Rules. When the Presiding Officer desires to speak on any agenda item identified as an action item, he or she shall turn over the Chair to the Vice Chair.**

Rule 13. Compulsory Vote; Conflict of Interest. **Each member of the Council shall vote on each question before the Council for a determination, unless excused therefrom by the affirmative vote of two-thirds of the members serving, except that no member shall vote on any question upon which that member has a conflict of interest or a financial interest other than as a citizen of the City. If a conflict of interest question is raised under this section at any Council meeting, such question shall be determined by a majority those Council Members present and qualified to vote before the main question shall be voted on, but the Council member affected shall not vote on such determination.**

Rule 14. Important Items; Vote Requested. **Any matter of business requiring the vote of more than five members of Council, which is defeated at a meeting at which all members of Council are not present, may be reconsidered at either of the first two meetings thereafter.**

ORDER OF BUSINESS

RESOLUTION #2014-316

Rule 15. Generally. **The order of business of the City Council shall be on a printed agenda prepared by the City Clerk. The order of business for Council meetings shall be as follows:**

1. Roll Call;

2. Meditation and Pledge of Allegiance;

3. Reading and approval of printed Council Proceedings;

4. Consideration of Late Items (Late items are to be considered as part of the regular portion of the meeting to which they relate);

5. Tabled Items, if any (Tabled items are to be considered as part of the regular portion of the meeting to which they relate);

6. Special Ceremonies;

7. Comments by Council Members and City Clerk;

8. Community Event Announcements (Time, Place, Purpose, or Definition of Event—one minute);

9. Speaker registration for public comment on Legislative Matters;

The Clerk or his or her designee will announce that the public comment registration form(s) for those intending to address Council on legislative matters will be collected;

10. Mayor's Comments;

11. Show Cause Hearings;

Only persons who have received notice from the City as an interested party, or the interested party's agent with written permission, may speak on the agenda item which is the subject of a show cause hearing, for up to a total of three minutes.

12. Public Comment on Legislative Matters;

Comment on legislative matters consists of the following items as listed on the agenda: Public Hearings (other than show cause hearings), Consent Agenda Items, Resolutions, Ordinances for Introduction, and Ordinances for Passage.

RESOLUTION #2014-316

Each member of the public who has registered to speak will have up to a total of three minutes to address Council on legislative matters. The Presiding Officer may reduce the amount of time allowed for each speaker if he or she determined that the number of registered speakers is so numerous that the meeting cannot be timely concluded without a reduction in the time allocated for each speaker.

13. Council Consideration of Legislative Matters;

Council will consider its agenda and legislative matters in the following order:

a) Referral of Public Hearings;

b) Consent Agenda;

c) Resolutions for Action;

d) Reports from Council Committees;

e) Ordinances for Introduction and Setting of Public Hearings;

f) Ordinances for Passage.

14. Speaker Registration for Public Comment on City Government Related Matters;

The Clerk or his or her designee will announce that the public comment registration form(s) for those intending to address council on City Government Related Matters will be collected;

15. Reports from City Officers or Boards and Commissions, Communications, Petitions, and other City Government Related Matters.

16. Motion of Excused Absence;

17. Remarks by Council Members;

18. Remarks by the Mayor or Executive Assistant;

19. Public Comment on City Government Related Matters;

Each member of the public who has registered to speak will have up to a total of three minutes to address Council on City Government Related Matters that concern them. A City Government Related Matter is an issue or topic relevant to the operation or governance of the City. The Presiding

Officer may reduce the amount of time for each speaker if he or she determines that the number of registered speakers is so numerous that the meeting cannot be timely concluded without a reduction in the time allocated for each speaker.

20. Adjournment.

Rule 16. Standing Committees. **The standing committees of Council and their functions are as follows:**

Development and Planning. **Reviews economic development matters, E.D.C. projects and the five-year plan covering development goals, policies, services and overall direction; reviews all matters having to do with land use, including zoning, plats and historical designations; reviews proposed modifications to the Master Plan; reviews acquisition and disposition of public property; and reviews changes to C.D.B.G. programming.**

General Services. **Reviews licensing and regulation matters, personnel matters and human services; reviews matters pertaining to the arts, cultural and community-wide activities, special events and leisure time programs; has general oversight of City government operations (except those more specifically covered by another standing committee); reviews and prepares amendments or revisions to Council Rules; and develops policies that would turn over routine matters to the Administration wherever possible.**

Intergovernmental Relations. **Represents Council in outreach efforts to improve working relationship with other political entities, with regional agencies and, internally, with such bodies as the Board of Water and Light, the Housing Commission, and the Entertainment and Public Facilities Authority. Its primary charge is to lead in the exploration of intergovernmental cooperation, toward provision of needed services in the best manner by the most appropriate jurisdiction with the least duplication of effort, to include specific emphasis on achieving a regional approach to various issues.**

Public Safety. **Reviews service levels and issues related to public safety, including police, fire, ambulance, emergency services, traffic environment and the building inspection program.**

Public Services. **Reviews all matters pertaining to wastewater treatment, sewer and street needs, long range infrastructure and parks and recreation needs and development and the Municipal parking system, including parking enforcement and policies.**

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Ways and Means. **Reviews all proposed modifications to the City's annual Budget and program audits prepared by the Internal Auditor, the City's short-range and long-range financial condition, workforce needs for City operations and financial impact statements developed on proposed actions; and reviews and develops policy recommendations on City financial and budget matters.**

Council Personnel. **This Committee shall be comprised of four members and shall include the President, the Vice President, one at-large Councilperson, and one ward Councilperson. The Vice President shall serve as Chair of the Committee.**

The Committee on Council Personnel shall consider, study and recommend with respect to the following Council staff matters: Recruitment; selection; discipline; performance evaluations; job descriptions; policy and procedure manual development; any other personnel matter referred to it by the Council.

Except as may otherwise be provided herein, the President shall appoint a Chairperson and Vice Chairperson of each standing committee. In the temporary absence of the Chairperson, the Vice Chairperson shall act as Chairperson. The standing committees' functions shall be reviewed by the Council President and shall be adopted by resolution of Council during January of each year.

Rule 17. Duties of Committees; Quorum; Discharge of Committees. **All committees appointed by Council shall thoroughly investigate such matters as are referred to them and report their findings in a timely manner.**

All committees appointed by Council, other than standing committees, shall have a fixed term of life and shall expire at such times unless extended by a majority vote of Council.

A quorum of a committee shall be a majority of the committee members serving.

A committee shall be discharged of any matter referred to it by an affirmative vote of two-thirds of the Council Members at the Committee of the Whole or City Council meeting.

No Council Committee, Ad-Hoc or Standing, shall meet during a session of Council unless prior permission has been granted by Council. Any Council Committee, Ad-Hoc, Standing or Committee of the Whole, shall follow these Rules and Mason's Manual of Legislative Procedure whenever applicable. Every Committee, Standing or Ad-Hoc, shall provide an opportunity for the public to speak on items designated for action by the Committee. The Chairperson of each Committee, Standing or Ad-Hoc, shall be responsible for setting and enforcing the rules governing public comment at his or her Committee.

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Rule 18. Rules of Decorum for Meetings. **The Presiding Officer shall conduct Council meetings in an orderly manner. Members of Council and others in attendance shall obey directions of the Presiding Officer. Citizens and others attending Council meetings may address Council as specified in this Rule and Rule 14. Speakers will be requested to print their name, address, and the topic to be addressed on the appropriate registration form (Legislative or City Government Related Matters). The forms will be used to call speakers to the podium, allow Council Members to determine if the speaker is from his or her Ward, and to assist in the accuracy of recording Council Proceedings.**

Council meetings are business meetings. Their purpose is to conduct the City's business. Public speaking at the Council meeting is to provide citizens the opportunity to be heard, express their views, and inform the Council and the Administration. In no case is the opportunity of a citizen to speak to be in the nature of a debate and neither the Council nor the Administration is under any obligation to respond specifically to any speaker. All remarks shall be addressed to the Council, the Mayor, and Administration representatives through the Presiding Officer. Individual Council Members, the Mayor, or representatives of the Administration present shall address the Presiding Officer for permission to inquire of speakers or members of the audience whenever he or she deems that such an inquiry may be helpful to City business.

No speaker called upon to speak shall by speech or conduct disturb, disrupt, delay, interfere with, or otherwise impede the orderly conduct of the Council meeting. Speakers shall adhere to the time limits established by these Rules and the Presiding Officer. Extension of a speaker's time limit is permissible at the discretion of the Presiding Officer; or on a motion of a Council member, by affirmative vote of two-thirds of the Council Members serving.

No person in the audience at a Council meeting shall engage in speech or conduct which disturbs, disrupts, delays, interferes with or otherwise impedes the orderly conduct of the Council meeting, including, but not limited to whistling, stomping, clapping other than during special ceremonies, interrupting a speaker, or heckling.

The Presiding Officer may rule any member of the public who is a speaker, meeting attendee, or audience member out of order for failing to follow Council's Rules or the Presiding Officer's directions, and may take whatever action is necessary to restore order to the meeting.

ADOPTION OF ORDINANCES

Rule 19. Introduction; Consideration. **Ordinances may be introduced by Council Members at any regular meeting of Council in the regular order of business. All**

ordinances must be in writing and shall be approved as to form and section numbers by the City Attorney.

The regular order for consideration of ordinance proposals shall be:

1) Introduction, first reading by title;

2) Referral to the appropriate committee;

3) Public hearing on the ordinance scheduled by Council, which hearing shall be scheduled to be held not sooner than five days after notice of the hearing is posted on City bulletin boards; and

4) Second reading by title and passage.

These four steps shall take place in not less than two regular meetings of Council. This Rule shall not be suspended except by the affirmative vote of six Council Members.

Rule 20. Manner of Introduction; Form. **In each ordinance amending an existing ordinance, changes or new matter shall be placed in capital type, and matter which has been omitted shall be indicated by printing in stricken through type. Every ordinance shall have endorsed thereon the name of the Council member introducing it. In the drafting of proposed ordinances, the lines on each page shall be numbered consecutively. The City Clerk's office shall meet reasonable requests for copies. They shall not be printed in Official Proceedings of the City Council of the City of Lansing until they are finally enacted.**

Rule 21. First Reading, Referral and Report. **All ordinances, on introduction, shall be read by title and shall be referred to the appropriate committee.**

Rule 22. Readings. **Every ordinance shall receive two readings by title previous to its being passed, and no ordinance shall be amended or committed until it has been read by title once.**

Rule 23. Amendment at Final Reading. **A vote of five Council Members is required to adopt any amendment at the second reading of any ordinance recommended for passage.**

Rule 24. Commitment Before Final Passage. **It shall be in order at any time before the final passage of any ordinance to move its commitment or recommitment.**

Rule 25. Final Vote; Publication. **On final passage of all ordinances, the vote shall be taken by yeas and nays and entered upon the record of proceedings. No ordinance shall be declared passed unless five or more Council Members have**

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voted therefor. Upon passage, all ordinances shall be published in a newspaper of general circulation within the City with notice of their passage.

COMMITTEE OF THE WHOLE

Rule 26. Chairperson of Committee. **When Council resolves itself into a Committee of the Whole, the President shall preside, except that in his or her absence, the Vice President shall preside. In the absence of both the President and the Vice President, the most recent past President of Council shall preside.**

Rule 27. Rules in Committee. **The Rules of Council shall be observed in the Committee of the Whole except for limiting debate and moving to vote immediately. A motion that the Committee rise shall always be in order and shall be decided without debate. Motions recommending action by Council shall take precedence in the same order as analogous motions in Council. A motion to reconsider shall be in order in the Committee of the Whole.**

MOTIONS AND RESOLUTIONS

Rule 28. Statement; Reduction to Writing; Withdrawal. **No motion or resolution shall be adopted until stated by the Chair. A motion shall be reduced to writing if required by any Council member, and, when presented in writing, shall be read by the Clerk before the same shall be open to debate. A resolution shall always be reduced to writing before being adopted. A request by any Council member for a reasonable recess to reduce a motion or resolution to writing shall always be in order and shall be granted. Any motion or resolution may be withdrawn by the sponsor at any time before decision or amendment.**

Rule 29. Precedence of Motions. **When a question is under debate, no motion shall be received except:**

1) To adjourn;

2) To take a recess;

3) To lay on the table;

4) Call to question;

5) To postpone to a day certain;

6) To refer or re-refer;

7) To amend; or

8) To postpone indefinitely.

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Such motions shall take precedence in the order in which they appear above.

Rule 30. Motion to Adjourn; Nondebatable Motions. **A motion to adjourn shall always be in order. A motion to adjourn, to recess, to lay upon the table or to vote immediately, and all questions relating to the priority of business, shall be decided without debate.**

Rule 31. Motion to Lay on the Table. **A decision to lay upon the table shall carry with it all questions to which it is attached, except in the case of laying an appeal (as explained in Rule 40) on the table.**

Rule 32. Indefinite Postponement. **A motion to postpone indefinitely the further consideration of any ordinance, motion, resolution or other matter shall require the votes of five Council Members to carry it, and the vote upon such a motion shall not be reconsidered. A motion to lay on the table, or a motion to reconsider the vote by which any ordinance, motion or resolution has failed to pass Council, if agreed to, shall have the effect of postponing indefinitely the consideration hereof, and shall require the votes of five Council Members to carry it.**

Rule 33. Reconsideration. **When a question has been once decided, it shall be in order for any Council member to move the reconsideration thereof, but no motion for reconsideration shall be in order unless made on the same day the vote was taken, or at the next regular meeting of Council. No question shall be reconsidered more than once. A motion to reconsider the vote by which any ordinance, motion or resolution has passed Council shall require the votes of five Council Members to carry it.**

Rule 34. Effect of Tabling Motion to Reconsider. **It shall not be in order to take from the table a motion to reconsider, nor shall the vote whereby any motion to reconsider was laid on the table be reconsidered.**

MISCELLANEOUS

Rule 35. Division of Question. **Any Council member may call for a division of any pending question, which shall be divided if it comprehends propositions so distinct that if one is taken away, a substantive proposition shall remain.**

Rule 36. Roll Call Vote. **The affirmative and negative votes shall be taken and recorded on all ordinances, and whenever requested by one or more Council Members, on any other matter.**

Rule 37. Other Business Cannot Interrupt Roll Call. **When the yeas and nays are demanded upon any question, and after the question is stated by the Chair, the Clerk is directed to call the roll. After the first vote is given, no Council member**

shall be entitled to speak on the question, nor shall any motion be in order until such roll call is completed and the result declared.

Rule 38. Appeals**. Any Council member may appeal from any decision of the Chair. On all appeals the question shall be: "shall the decision of the Chair stand as the judgment of Council?" Appeals shall be debatable except when Council is under operation of the order to vote immediately, or when the decision appealed from relates to the priority of business.**

Rule 39. Laying Appeal Upon the Table**. Any appeal may be laid upon the table, but it shall not carry with it the subject matter before Council at the time such appeal is taken.**

Rule 40. Suspension of Rules**. Any Rule may be suspended by a vote of six Council Members.**

Rule 41. Amendment; Repeal and Re-Adoption of Rules**. A motion to amend or repeal any Council Rule shall require the votes of five Council Members. These Rules may be revised or amended and re-adopted by Council as it deems appropriate. A motion made under this Rule shall not be considered for adoption sooner than the next Council meeting.**

Rule 42. Parliamentary Practice**. The rules of parliamentary practice comprised in Mason's Manual of Legislative Procedure shall govern in all cases in which they are not inconsistent with the standing Rules and orders of Council or the City Charter during all meetings of Council and its committees and committees appointed by Council.**

Rule 43. Closed Sessions**. Council may meet in Closed Session pursuant to and consistent with the Michigan Open Meetings Act.**

A closed session may be requested by the Mayor, the President or any two Council Members at any regular or special meeting. The person requesting a closed session shall state the purpose of such session. The stated purpose of the closed session shall constitute the only agenda item(s) for the closed session.

Whenever Council enters a closed session in the tenth floor Conference Room of City Hall, all persons not required for the closed session shall immediately leave the Conference Room and clear adjacent areas. The Council lobby shall be the nearest congregating area for those waiting to re-enter the meeting upon completion of the closed session when the closed session is held in the tenth floor Conference Room of City Hall.

Rule 44. Council Parking**. Each member of Council shall have a permanently assigned parking space in the basement of City Hall. These parking bays shall be**

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nonassignable and shall be used exclusively by the Council Members unless prior approval has been given by that Council member.

Rule 45. Compensation of Judges. **If Council is requested or desires to appropriate money for the purpose of increasing the salary level of the Judges of the 54-A District Court, before action is taken thereon, the President of Council shall appoint an Ad-Hoc Citizens Advisory Committee of five members, which Committee shall examine the Judges' salaries and any proposals to raise them and recommend to Council what, if any, increase is appropriate. Council shall consider the recommendation of the Committee in determining what, if any, increase in the Judges' salaries should be granted.**

Rule 46. Physical Presence Required. **A member of Council must be physically present at any Council meeting, any Committee of the Whole meeting, any standing Council meeting or any special Ad-Hoc Council meeting, in order to vote or be counted as part of a quorum.**

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SIGNED BY
CHRIS SWOPE
LANSING CITY CLERK