MINUTES
Committee on General Services
Monday, August 12, 2019 @ 8:00 a.m.
City Council Conference Room, City Hall 10th Floor

CALL TO ORDER
The meeting called to order at 8:02 a.m.

ROLL CALL
Council Member Jody Washington, Chair
Council Member Brian T. Jackson, Vice Chair- excused
Council Member Carol Wood, Member

OTHERS PRESENT
Sherrie Boak, Council Office Manager
Eric Brewer, Internal Auditor
Lisa Hagen, Council Legal Analyst
Scott Sanford, Code Enforcement
Joseph Abood, Chief City Attorney
Douglas Glockzin
Pastor Gene Harris, 130 Island Supporter
Justin King
Laurie Douglass
Garrett B. Smith

Minutes
MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE MINUTES FROM JULY 22, 2019 AS PRESENTED. MOTION CARRIED 2-0.

Public Comment on Agenda Items
No comments at this time.

Discussion/Action:
RESOLUTION – Liquor License Bar Mitena, LLC Transfer Ownership of an escrowed 2018 Class C Licensed Business w/Dance Entertainment Permit from Tini Bikinis-Lansing, LLC; transfer location from 511 East Hazel., Lansing; cancel existing Outdoor Service and request new Sunday Sale
Mr. King clarified their proposed location at the former Strange Matter coffee shop on Michigan Avenue. Council staff confirmed the required sign offs on the application.

Council Member Wood asked what percentage of food would be to alcohol. Mr. King confirmed 60-65%. Council Member Wood then asked about parking and if they looked pending issues. Mr. King acknowledged they have evaluated it, but assured the Committee that they are not expanding seating from what the former use had at 37 seats. They are 6-10 weeks from opening so they are currently working on their marketing as a "date night" location, not a place where people will congregate for an extended period of time. Council Member Wood then referenced the application and asked the OCA if Mr. Cochran; a City TV employee, listed as an owner on the application had filed ethic paperwork with the City. Mr. Abood was not sure but would confirm, and Ms. Boak acknowledged she had spoken to the Clerk's office who confirmed he had. She added she would follow up with the Clerk before action at Council. (It was confirmed by Mr. Cochran, via email, after the meeting he had filed his paperwork on this item to the Ethics Board).

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION FOR THE LIQUOR LICENSE FOR BAR MITENA, LLC. MOTION CARRIED 2-0.

RESOLUTION – Community Funding Application; Moores Park Neighborhood Organization
MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION FOR COMMUNITY FUNDING IN THE AMOUNT $500.00. MOTION CARRIED 2-0.

RESOLUTION – Claim Appeal; Claim # 1698; 3241 Palmer Street; Laurie Douglass; $1021
Mr. Sanford outlined the staff report in the packet, which noted the claim cited on 2/13/2019 with a re-check of 2/26/2019 and the violations were still present so it was submitted to the contractor. Code Compliance recommends denial of the claim.
Mr. Brewer confirmed the Claims Review Committee did hear the claim on 5/16/2019 and based on the information did recommend reducing it to $663.00 to reflect 1 hour and 10 yards. This amount did include the $265 administrative fee.

Ms. Douglass confirmed the notice did appear to be similar to her trash bill, therefore when it arrive she set it aside. She added that after they did not get picked up her intent was to re-bag them. Council Member Wood referenced her appeal letter which it was noted the City did not pick up the week they were scheduled, and Ms. Douglass clarified that was for the Christmas tree pick up, which she assumed they would pick up the leaves and tree at the same time. Council Member Wood confirmed the notification was given and concurred with Claims Review.

Council Member Washington informed the claimant the claim would be heard by the full Council later today at their meeting, and if they concurred, the clamant can make arrangements with the Treasurer's office for a payment plan. Council Member Wood added, that if there are issues with the Treasurer's office to contact any of the Council Members currently present.

MOTION BY COUNCIL MEMBER WOOD TO REDUCE THE CLAIM BY $358.00 LEAVING A BALANCE OWED OF $663.00 FOR 3241 PALMER STREET. MOTION CARRIED 2-0.

RESOLUTION – Claim Appeal; Claim #1713; 130 Island Avenue; Douglas Glockzin; $3,875
Mr. Sanford read the Committee the details off the staff report in the packet. It was noted the property was cited on 4/17/19 with a compliance date of 4/23/2019. The claimant did contact the office on 4/23/2019 for more time, which was granted, but on recheck 5/17/2019 there were still multiple violations present so it was submitted to the contractor. The contractor did not arrive until 5/31/2019. The Code Enforcement office recommends denial because they were granted an extension and in total had 44 days to clean up or make arrangements.

Pastor Harris referenced the photos in the packet, stating they were not all photos of the claimant's property, only the first five (5) photos and any photos of a vehicle filled with junk were not his friend's property. Lastly, he added there was a chain saw that they believed was taken. Mr. Sanford was asked to explain the photos, and it was confirmed that the office submitted additional photos that were not the claimants. He went onto state they did not take any tools, and noted that sometimes after they leave a site neighbors to go onto the property as well. Mr. Glockzin referenced the photos as well, appealing they reflected that he was making attempts to clean it up, however with the weather, and that some of the material was previously approved by code to be there, he was not able to. He appealed that he felt he was being targeted, and asked who filed the complaint. Council Member Washington assured Mr. Glockzin that the City, nor its employees target residents. Council Member Wood asked Mr. Glockzin, if he reached out once to code for an extension, why he did not continue to contact them if he was working on it. She then noted that the documents reflect that Code did provide the required notice, and the photos do reflect debris. Council Member Washington asked Mr. Sanford to explain the high cost of $3,875.00. Mr. Sanford stated the material on this site requires someone to pick it up, chip it and then haul away. Council Member Wood referred Mr. Sanford to the photos dated 11/3/2018 timed 11:18 a.m., asked if it was an "after" photo and if things had changed since her understanding that the City does not take staked firewood. Mr. Sanford reviewed the photo and stated he did not believe it was an "after" photo. Mr. Sanford recommended a reduction of 40%, take the contractor bill from $3,610 to $2166. Council Member Wood concurred with the recommendation, and with the Administration Fee it would go from $3,875.00 to $2,431.00.

MOTION BY COUNCIL MEMBER WOOD TO REDUCE THE CLAIM BY 40%, PER CODE ENFORCEMENT RECOMMENDATION, REDUCING IT BY $1,444 LEAVING A CLAIM BALANCE OWED OF $2,431. MOTION CARRIED 2-0.

Council Member Washington informed the claimant the claim would be heard by the full Council later today at their meeting, and if they concurred, the clamant can make arrangements with the Treasurer's office for a payment plan.

<u>RESOLUTION – Claim Appeal; Claim # 1673; 2515 Linlawn Street; Garrett Smith; $1,709</u>
Mr. Sanford noted from the staff report that the property was city 12/5/2018 with a compliance date of 12/12/2018. On 12/13/2018 the property was re-inspected and the violations remained. The contractor arrived on 12/17/2018. The Code Enforcement office recommends denial.

Council Member Washington asked if the property was a rental and Mr. Smith confirmed.

Mr. Brewer confirmed the Claims Review Committee did review the claim on 3/20/2019 and denied it.

Mr. Smith acknowledged he was not present in the City at the time of the notification and that he was not aware that if items were in a trailer it was still a violation. He then appeal for leniency, and he is working with his tenant on repayment. Lastly, he acknowledged that now he is aware it would not happen again. Council Member Washington also encouraged him to pursue with the tenants. Mr. Smith again appealed for a reduction to $1,200. Council Member Washington assured him that the work has been done and the contractor needs to be paid along with the administrative fee. Mr. Brewer interjected that the administrative fee covers the staff time, mailings, claims review and the Committee. Mr. Smith wanted it noted that there was a floor jack in the trailer the tenant stated was taken.

Council Member Wood acknowledged that the required notice was sent, the Claims Review Committee reviewed it and recommended denial and he was provided time to address the issues.

MOTION BY COUNCIL MEMBER WOOD TO DENY THE CLAIM IN THE AMOUNT OF $1,709 FOR 2515 LINLAWN STREET. MOTION CARRIED 2-0.

Council Member Washington informed the claimant the claim would be heard by the full Council later today at their meeting, and if they concurred, the clamant can make arrangements with the Treasurer's office for a payment plan

Mr. Smith asked how to file complaints because he witnessed several violations in the commercial corridors as well. Council Member Wood provided him with the Code number of 517-483-4361.

RESOLUTION – Introduction and Set Public Hearing; Ordinance to Repeal Chapter 288, Section 288.18
Ms. Hagen confirmed there were no changes made since the last meeting.
MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION TO INTRODUCE AND SET THE PUBLIC HEARING FOR SEPTEMBER 9TH, 2019. MOTION CARRIED 2-0.

RESOLUTION – Introduction and Set Public Hearing; Ordinance Amendments to Chapter 288- Employee Qualifications
Ms. Hagen noted that the amendments in draft #2 include changes to 288.10, 288.14 and the addition of 288.20 for the new position of Director of Neighborhoods and Citizen Engagement. She added that the description on lines 15-22 on page 3 and lines 1-16 on page 4 were done with assistance from Human Resources. Council Member Washington asked why on line 17 page 3, it state "Bachelor's Degree", but this department recent posting for an assistant has required a masters degree. Ms. Hagen stated she would follow up on why the assistant needed higher qualifications then the director's position of a bachelor's degree.
The item was moved to the next meeting for further discussion.

OTHER
Council Member Wood referred Council Member Washington to the Council agenda tonight where there was a referral to this Committee for a liquor license change for a Rite Aid on E. Michigan. She encouraged Council Member Washington to submit a letter to the Liquor Control Commission on behalf of the Committee or Council objecting. She acknowledged that the City does not have to approve the change, however a letter in opposition should be sent within 14 days of the City receiving notification of the change. Ms. Hagen was asked to draft the letter as soon as possible.

> Michigan Liquor Control Commission; Transfer License with Sunday Sales, Outdoor Service, Catering Bars and Dance-Entertainment from 7786 E. US 10, Walhalla to 419 Spring Street, Lansing. Transfer Governmental Unit from Branch Twp., Mason County to Lansing City, Ingham County **(Pending Application)**

Adjourned
Adjourned at 8:59 a.m.
Submitted by Sherrie Boak, Office Manager,
Lansing City Council
Approved by the Committee on August 26, 2019