



AGENDA
Committee on Public Safety
Wednesday, September 20, 2017 @ 3:30 p.m.
Council Conference Room, 10th Floor

Councilmember Adam Hussain, Chair
Councilmember Carol Wood, Vice Chair
Councilmember Tina Houghton, Member

1. **Call to Order**
2. **Roll Call**
3. **Minutes**
 - September 6, 2017
4. **Public Comment on Agenda Items**
5. **Presentation:**
 -
6. **Discussion/Action:**
 - A.) UPDATE – Set a Show Cause Hearing; Make Safe or Demolish; 1310 Jerome Street
 - B.) UPDATE – Implementation & Enforcement Plan Chapter 1442.15 Window Signage
 - C.) DISCUSSION – Code Enforcement Updates
 - D.) DISCUSSION – Medical Marihuana Moratorium
 - E.) DISCUSSION – Budget Priorities FY2018/2019
7. **Other**
8. **Adjourn**



MINUTES
Committee on Public Safety
Wednesday, September 6, 2017 @ 3:30 p.m.
City Hall, Council Conference Room

CALL TO ORDER

The meeting called to order at 3:30 p.m.

ROLL CALL

Councilmember Adam Hussain, Chair
Councilmember Carol Wood, Vice Chair
Councilmember Tina Houghton, Member

OTHERS PRESENT

Sherrie Boak, Council Staff
Brandon Waddell, Assistant City Attorney
Amanda O'Boyle, Assistant City Attorney
Daniel Barclay
Craig Calkins
Kathy Miles
Elaine Womboldt
Mary Ann Prince

Council Member Hussain informed the Committee that at the September 20, 2017 meeting the agenda will include an update on Code Enforcement from the August meeting. The pending two items were regarding enforcement of garbage bins in the right of way, and home occupation rental fees and the clarification of such.

MINUTES

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE MINUTES FROM AUGUST 16, 2017 AS PRESENTED. MOTION CARRIED 3-0.

PUBLIC COMMENT

Public comment will be taken at each agenda item.

DISCUSSION/ACTION

RESOLUTION – Appointment of D. Barclay; Electrical Contractor Representative; Electrical Board; Term Expire June 30, 2021

Council Member Hussain invited Mr. Barclay to the table to provide his experience, history of work and what he would have to offer to the Electrical Board. Mr. Barclay presented a resume that was lacking from the application in the packet, and outlined his experience. This included being a resident since 1995, work experience for five (5) union contractors, his electrical

apprenticeship, and work with for a commercial electrician at Sparrow, MSU and the Hall of Justice. Council Member Wood pointed out on the application that Mr. Barclay wanted the Board of Appeals and asked if appointment this Board would be an issue. Mr. Barclay admitted that it would not be and he was recommended to it by Bryan Carter, a City employee.

MOTION BY COUNCIL MEMBER WOOD TO AMEND AND APPROVE THE RESOLUTION FOR APPOINTMENT OF MR. BARCLAY TO THE ELECTRICAL BOARD WITH THE AMENDMENT TO CLARIFY THE APPLICANT WAS VETTED BY THE MAYOR'S OFFICE. MOTION CARRIED 3-0.

Council Staff confirmed that the position would be filling a vacancy.

RESOLUTION – Appointment of C. Calkins; Electrical Journeyman Representative; Electrical Board; Term Expire June 30, 2019

Mr. Calkins was invited to the table and summarized his 24 years of experience, noting he has been a resident since 1973, and currently works for State Wide Electric, formally Lansing Electric. Mr. Calkins also admitted he was referred to the opening by Bryan Carter, City employee. Council Member Wood confirmed the application noted his preference for the Electrical Board.

Council Staff confirmed that the position would be filling a vacancy.

MOTION BY COUNCIL MEMBER WOOD TO AMEND AND APPROVE THE RESOLUTION FOR APPOINTMENT OF MR. CALKINS TO THE ELECTRICAL BOARD WITH THE AMENDMENT TO CLARIFY THE APPLICANT WAS VETTED BY THE MAYOR'S OFFICE. MOTION CARRIED 3-0.

DISCUSSION – Medical Marihuana Moratorium

Council Member Hussain asked Ms. O'Boyle what the updates were on the spreadsheet she provided to the Committee shortly before the meeting, in comparison to the spreadsheet submitted August 28th. Ms. O'Boyle pointed out that (16) 918 Southland had provided documentation and was now compliant with the moratorium. Mr. Smiertka acknowledged Ms. O'Boyle for her work on the project, and informed the Committee that some dispensary owners have obtain legal counsel, and his office will be meeting with those attorneys and lobbyists over the next weeks.

Council Member Hussain referred the City Attorney office to (4) which on the August 28th version stated "closed" but on the newest spreadsheet it was noted "compliant with moratorium". Ms. O'Boyle confirmed it was compliant, and the previous attorney handling the project was using the word "closed" not in the term of the business was closed, but that the complaint was closed because it complied. Council Member Hussain asked that the Committee be provided with copies of the documents from the dispensary owner that deemed them in compliance, and Mr. Smiertka directed Ms. O'Boyle to provide those to them. Council Member Wood asked Mr. Smiertka what types of documentation they were getting and accepting. Mr. Smiertka confirmed one was an affidavit by their attorney which was signed with the understanding if it was not accurate it was perjury. Council Member Wood asked Ms. O'Boyle what was provided for 3001 S. Washington. Ms. O'Boyle did not have the specifics but recalled three (3) documents sufficient with Law determining they were within compliance. Council Member Hussain asked for and Mr. Smiertka agreed to provide copies of the documents.

Council Member Hussain asked law for the details on (8) 1300 N. Larch, Lansterdam and asked for more specifics other than the "Weedmaps" that was noted. In addition to this site he

again asked for information on (4) 3001 S Washington. Lastly, Council Member Hussain asked Law to add (9) 1202 S Washington- Capital Dank to the list of sites the Committee wanted copies of the documentation for. Mr. Smiertka confirmed that the attorney for 1202 S Washington has a scheduled meeting with Law.

Council Member Houghton asked if (2) 3409 S. Cedar was still closed. Ms. O'Boyle stated she had visited the site, and the door was locked and no lights on, and her observation was that it was closed.

Mr. Smiertka informed the Committee that there are two issues with "Got Meds" and they will also be coming into the City to meet with Law.

Council Member Hussain asked what the City Attorney office is doing after the cease and desist letters, and if they have forced any closures. Mr. Smiertka stated they had not forced any closures, but have been in talks with the Courts on the procedures.

Ms. Womboldt asked if 3001 S. Washington was legally open. Council Member Hussain noted that it what is being said because they provided documentation to Law that Law determined was sufficient to be open after the moratorium. Ms. Womboldt then filed a verbal complaint on the odor in the area, specifically at 12:38 p.m. on this date. She also verbally filed a complaint for odor at Green Crush at 12:50 p.m. located on S. Pennsylvania, she also noted that it was improperly zoned and a cease and desist letter was sent, but requested an update. Council Member Hussain noted that the correct address for that property was 5025 S. Pennsylvania, and the City Council had denied a rezoning request for it and at that time were informed from Law that a cease and desist letter was sent. Mr. Smiertka informed the Committee that the City Attorney office just received legal documents stating the owner of the denied rezoning is suing the City for the denial. If the current zoning does not allow it they should be closed, the pending litigation does not allow the noncompliant use to remain in business. The owner could go to the courts and asked for an injunction to stay open.

Ms. Womboldt provided the address of 3320 S. Cedar as an open dispensary, since August 28th.

Ms. Prince stated a dispensary at REO and Pleasant Grove is open in a former automotive shop location. Council Member Wood stated she had been speaking to Susan Stachowiak with Planning and Neighborhood Development who informed her that the City Attorney office had instructed them not to do anything when there were zoning violations with the dispensaries. Mr. Smiertka asked Council Member Wood to forward him the email exchange she had with Ms. Stachowiak on this property and he can research it and see if anything can be done.

DISCUSSION – FY2018/2019 Budget Priorities

Council Member Hussain informed the Committee they will be reviewing and taking any action on the budget priorities at the September 20th meeting, and asked they submit any comments to Council staff by September 14, 2017.

Other

Council Member Wood informed the Committee she had received a call from a collection bin vendor who wanted to place two bins at one location, the Sears north parking lot in Frandor to address constant overflow issues. The Committee briefly discussed the request and the current ordinance, and decided that there are other locations in the area the vendor could apply for and place another bin. The Committee consensus was that they had no interest in considering the request.

Ms. Prince complained about a granger trash dumpster at an inactive car wash that continually is full, but also gets dumped. The Committee was familiar with the location, and knew it had been written up multiple times for code issues. Council Member Wood offered to reach out Granger and find out who is paying for it, and if the property is vacant why it is still there and getting dumped.

Ms. Womboldt acknowledged the Committee for their decision to not allow a second bin at the Sears locations.

Council Member Wood updated the Committee on traffic concerns at Express Court which is the location of the New Heritage Academy. The LPD will continue to monitor and work with the school to address drop off and pick up traffic issues. Council Member Hussain stated he reached out to the Public Service Department, and they informed him they would monitor the situation over the next couple weeks.

ADJOURN

The meeting was adjourned at 4:15 p.m.

Submitted by,

Sherrie Boak, Council Office Manager

Lansing City Council

Approved:

Intentionally Left Blank



COMMITTEE ON PUBLIC SAFETY MINUTES – JULY 26, 2017

ORDINANCE - Amendments to Ordinance Chapter 1422 – Signs; Section 1442.15 Window Signs

Council Member Hussain recapped the support from the public at the hearing on July 24th.

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE ORDINANCE TO AMEND CHAPTER 1422- SIGNS, SECTION 1442.15 WINDOW SIGNS.

Council Member Wood asked Law for an implementation and enforcement plan before it takes effect, which would be 30 days after adoption on July 31, 2017.

MOTION CARRIED 3-0.

regarding the structure at 1025 Orchard Street to give the owner, or the owner's agent, the opportunity to appear and show cause why the building should not be demolished or otherwise made safe; and to approve, disapprove, or modify the order of the hearing officer to demolish or make safe the subject structure.

BE IT FINALLY RESOLVED that the Lansing City Council requests that the Code Enforcement Lead Housing Inspector notify the owner of said property of the opportunity to appear and present testimony at the hearing, as required by law.

By Council Member Hussain

Motion Carried

RESOLUTION #2017-194

BY THE COMMITTEE ON PUBLIC SAFETY
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Lansing Code Enforcement Lead Housing Inspector has declared the building located at 214 Lathrop Street, Parcel #: 33-01-01-15-406-171, legally described as: South 7 Feet of Lot 16 & the North 26 Feet of Lot 17, Harrah's Addition, to be an unsafe and dangerous building as defined in Section 108.1.1 of the Lansing Housing and Premises Code and the Housing Law of Michigan; and

WHEREAS, the Code Enforcement Office red tagged the building on July 17, 2013 and requested the property owner be ordered to demolish or otherwise make safe the building; and

WHEREAS, on April 20, 2017 the Lansing Demolition Board held a meeting to consider and make a recommendation on whether to declare the structure a dangerous building, as defined in the Housing Law of Michigan (MCLA 125.539) and the Lansing Housing and Premises Code (1460.09) to order the property owner to make safe or demolish the building; and

WHEREAS, the Code Enforcement Office has determined that compliance with the order of the Lansing Demolition Hearing Board officer has not occurred; and

WHEREAS, the Housing Law of Michigan and the Housing and Premises Code require that a hearing be conducted to give the property owner an opportunity to show cause why a dangerous structure should not be demolished or otherwise made safe;

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council hereby schedules a show cause hearing for Monday, August 14, 2017 at 7:00 p.m. in the Lansing City Council Chambers, 10th Floor City Hall, 124 W. Michigan, Lansing, Michigan in consideration of the finding and order of the Lansing Demolition Hearing Board Officer regarding the structure at 214 Lathrop Street to give the owner, or the owner's agent, the opportunity to appear and show cause why the building should not be demolished or otherwise made safe; and to approve, disapprove, or modify the order of the hearing officer to demolish or make safe the subject structure.

BE IT FINALLY RESOLVED that the Lansing City Council requests that the Code Enforcement Lead Housing Inspector notify the owner of said property of the opportunity to appear and present testimony at the hearing, as required by law.

By Council Member Hussain

Motion Carried

RESOLUTION #2017-195

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

WHEREAS, the Tri-County Aging Consortium, known as Tri-County Office on Aging, produced the Fiscal Year 2018 Annual Implementation Plan as required by the Older Americans Act and the Older Michiganians Act; and

WHEREAS, Lansing City Council has reviewed the Tri-County Office on Aging's Fiscal Year 2018 Annual Implementation Plan;

THEREFORE BE IT RESOLVED that the Lansing City Council approves said document as presented.

By Council Member Brown Clarke

Motion Carried

ORDINANCES FOR PASSAGE

An Ordinance of the City of Lansing, Michigan, to amend the Lansing Codified Ordinances by amending Chapter 1442. Signs, Section 1442.15 Window Signs; Permitted Zoning Districts

Was read a second time by its title and adopted by the following roll call vote:

Yeas: Council Members Brown Clarke, Dunbar, Houghton, Hussain, Washington, Wood, Yorko

Nays: None

ORDINANCE NO. 1215

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, TO AMEND THE LANSING CODIFIED ORDINANCES BY AMENDING CHAPTER 1442. – SIGNS, SECTION 1442.15. – WINDOW SIGNS; PERMITTED ZONING DISTRICTS.

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 1442 – Signs, Section 1442.15 – Window Signs; permitted Zoning Districts, of the Code of Ordinances of the City of Lansing, Michigan by and is hereby amended to read as follows:

Window signs are permitted in office, commercial, wholesale and industrial zoning districts.

(a) SIZE. WINDOW SIGNS SHALL NOT EXCEED 20 PERCENT OF THE WINDOW AREA FROM WHICH THE SIGN CAN BE SEEN FROM THE EXTERIOR OF THE BUILDING. ALL MOUNTING HARDWARE AND EQUIPMENT SHALL BE CONCEALED FROM THE EXTERIOR VIEW OF THE BUILDING.

(b) EXCEPTIONS. BUILDINGS THAT ARE USED FOR A PUBLIC PURPOSE AND ARE OWNED OR ENTIRELY OCCUPIED BY THE UNITED STATES FEDERAL GOVERNMENT, STATE OF MICHIGAN OR THE CITY OF LANSING AND ANY OF ITS AGENCIES, DEPARTMENTS OR INSTRUMENTALITIES ARE EXEMPT FROM THE DIMENSIONAL REQUIREMENTS OF THIS CHAPTER. THE DIRECTOR OF THE DEPARTMENT OF PLANNING AND NEIGHBORHOOD DEVELOPMENT SHALL HAVE SOLE AUTHORITY TO APPROVE OR DENY SIGNS FOR ENTITIES SEEKING A VARIANCE AFTER REVIEWING THE PROPOSED SIGNS' COMPATABILITY WITH THE SURROUNDING AREA AND THE GOALS EXPRESSED IN THIS CHAPTER.

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

Section 3. Should any section, clause or phrase of this ordinance be declared to be invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the part so declared to be invalid.

continued on next page

Section 4. This ordinance shall take effect of the 30th day after enactment unless given immediate effect by City Council.

SPEAKER REGISTRATION FOR PUBLIC COMMENT ON CITY GOVERNMENT RELATED MATTERS

City Clerk Swope announced that the public comment registration form(s) for those intending to address Council on City government matters will be collected and that only those persons who have fully completed the form(s) will be permitted to speak.

REPORTS FROM CITY OFFICERS, BOARDS, AND COMMISSIONS; COMMUNICATIONS AND PETITIONS; AND OTHER CITY RELATED MATTERS

By Council Member Brown Clarke that all items be considered as being read in full and that Vice President Wood make the appropriate referrals

Motion Carried

- Reports from City Officers, Boards and Commissions:
 1. Letter(s) from the City Clerk re:
 - a. Minutes of Boards, Commissions, and Authorities placed on file in the Clerk's Office

PLACED ON FILE

2. Letter(s) from the Mayor re:
 - a. Z-5-2017, 1024 Lake Lansing Road, Rezoning from "B" Residential District to "F-1" Commercial District,
- REFERRED TO THE COMMITTEE ON DEVELOPMENT AND PLANNING

- Communications and Petitions, and Other City Related Matters:
 1. Notice from the Michigan Liquor Control Commission regarding the 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, 6200 S. Cedar Street
- REFERRED TO THE COMMITTEE ON GENERAL SERVICES

MOTION OF EXCUSED ABSENCE

By Council Member Houghton to excuse Council President Spitzley from tonight's proceedings.

Motion Carried

PUBLIC COMMENT ON CITY GOVERNMENT RELATED MATTERS

Kathy Badgley spoke about Ormond Park.

ADJOURNED TIME 7:44 P.M.

CHRIS SWOPE, CITY CLERK

Committee on Public Safety Minutes – 8/16/2017

DISCUSSION – CODE COMPLIANT TIMELINES AND ENFORCEMENT

Council Member Hussain went through a list of questions he sent to Mr. Sanford with Code Compliance prior to the meeting.

1.) How are we enforcing garbage and recycling bins in the right-of-way? What are the unique challenges and is there something we can do from a legislative process to help code?

Mr. Jenkins acknowledged they are limited on what they enforce since tax payers pay for the bins so they cannot take them if they are left at the street, and currently under the ordinances they do not have the authority to ticket the owners. It was clarified that recycle bins are paid for but the garbage bin is a service. Ms. O'Boyle was asked to check to see if they can start issuing tickets, and if it currently isn't allowed, draft an ordinance to allow.

Ms. Womboldt' asked if Code Compliance can address over flowing commercial dumpsters. Mr. Jenkins confirmed they can, and complaints can be filed in their office.

2.) Regarding rental inspections, how far are we behind? In other words, if someone were to pay for an inspection today, when could they reasonably expect to have their inspection?

Mr. Jenkins informed the Committee they are scheduling out to January 2018. They are trying to stream line the process and looking into the data analytics on the "hot spots" and spreading out the services with code enforcement. Council Member Hussain asked how many rentals were on the books, and Mr. Jenkins did not have the exact number, but could verify that they are increasing their staff with a position being filled on August 21st with a one new code and one new premise officer. The Committee and Mr. Jenkins spoke briefly on the time delay on inspections, and the Council's frustration with the process, verifying that the budget approved for a total of 8 and 3 ½ positions. Currently the Fire Marshall office does most of the commercial inspections, and Council Member Hussain reiterated that the Council during the Budget process asked for one enforcement office just for commercial but there were not enough votes.

3.) How has code been involved in the inspection process for electric service as it pertains to the Home Occupation Ordinance enacted earlier this year?

Mr. Jenkins confirmed they are working with the OCA on the process along with working with the Task Force. The Task Force held public informational meetings to make sure owners had the information they needed to make sure their homes were safe if they ran a home occupation. Council Member Wood asked if there is a cost to an inspection if they called to an inspection. Mr. Jenkins confirmed there was. Council Member Wood pointed out to Mr. Jenkins and Ms. O'Boyle that Council has not established fees and it was not presented to Council during the budget in the fee structure, so Ms. O'Boyle was asked to research the stated fee and its enforcement since it was not enacted by Council. Mr. Jenkins admitted that currently they are collecting registrations, but have not issued any invoices or collected any fees.

Ms. Purificato asked if the condos in her development are rentals and not registered if they are fined, and Council Member Wood stated they should be.

Ms. Womboldt how a resident is notified they are in violation. Mr. Jenkins confirmed that the Task Force has already identified the homes where they have exceeded 3500 KWH and sent those letters with a timeline to comply.

4.) How have we implemented/enforced the new ordinance on making sure taxes are paid before issuing rental certifications, especially when there people living in the homes affected by the ordinance?

Mr. Jenkins confirmed that Code Compliance has access to the County tax rolls to search, and if letters need to be sent they are sending them out. Currently they have sent out 50 letters.

Committee on Public Safety Minutes- 9/6/2017

Council Member Hussain informed the Committee that at the September 20, 2017 meeting the agenda will include an update on Code Enforcement from the August meeting. The pending two items were regarding enforcement of garbage bins in the right of way, and home occupation rental fees and the clarification of such.

LEGEND:	HAS NOT RESPONDED	CLEARED	HAS RESPONDED BUT STILL PENDING	CEASE AND DESIST	Closed	Collecting Documents
----------------	----------------------	---------	--	------------------------	--------	-------------------------

Number	ACCUSED ADDRESS	Was this a complaint?	How was it found:	Assigned Attorney	Letter Sent	Due Date	Affidavit Received	Other Materials Received	STATUS	NEXT STEP
1	5031 S. Cedar, Suite C - Cedar Leaf	YES	Weedmaps - EJ (no online presence before Jan 2017)	HES/AO	6/21/2017	7/21/2017		Letter from landlord	Additional Info Letter Sent 7/24	compliant with moratorium
2	3409 S Cedar - Once Bitten Twice Baked	NO	Weedmaps - EJ (no online presence before Dec 2016)	HES/AO	6/21/2017	7/21/2017	-	-	Cease and desist letter sent 7/24	closed per observation on 8/23/2017
3	3314 S Cedar - CannaCare Lansing	NO	Weedmaps - EJ (Found on WeedMaps, there is a review saying they opened March 2017. On spreadsheet as Grass is greener)	HES/AO	6/21/2017	7/21/2017	-	Lease Agreement	Determine d not in violation	compliant with moratorium

4	3001 S Washington - The Green Room	YES	Steve Green email 5/25	HES/AO	6/21/2017	7/21/2017	-	-	Cease and desist letter sent 7/24	compliant with moratorium
5	1900 E. Kalamazoo - Stateside Wellness	NO	Mark Dotson / Weedmaps -EJ (Used to be Lucky's Party Store (weedmaps reviews only go back to Feb 2017))	HES/AO	6/21/2017	7/21/2017	-	-	Cease and desist letter sent 8/23/2017	Inadequate evidence provided to show compliance with moratorium. Still in communications
6	1825 E Michigan - Capitol Wellness (aka TNT)	YES	Mark Dotson	HES/AO	6/21/2017	7/21/2017	-	Assessment of membership interest in TNT Industries - Ray Sagmani ownership began Nov 21 2016 ???	Cease and desist letter sent 8/23/2017	Providing affidavit in addition to LLC documentation

7	1410 E Kalamazoo - TreeHouse	NO	Weedmaps - EJ (says opened June 1)	HES/AO	6/21/2017	7/21/2017	-	Social media screenshot showing an opening date before moratorium (INSUFFICIENT). Promised a lease agreement but has not been received as of 6/29. Update 7/10: lease agreement received but it is unsigned.	Additional Info Letter Sent 7/24	compliant with moratorium
8	1300 N Larch - Lansterdam	NO	Weedmaps - EJ	HES/AO	6/21/2017	7/21/2017	-	Weedmaps receipt	Additional Info Letter Sent 7/24	compliant with moratorium
9	1202 S Washington - Capital Dank	YES	Mark Dotson (Complaint)	HES/AO	6/21/2017	7/21/2017	-	-	Cease and desist letter sent 8/23/2017	Reported closed by citizen, requesting to reopen. May request additional information.
10	1116 W. Holmes - Healing Tree	YES	Complaint	HES/AO	6/21/2017	7/21/2017	-	-	Nothing received	corrected address, closed
11	928 Jolly - South Side Alternative	YES	Mark Dotson - Complaint	HES/AO	6/21/2017	7/21/2017	-	-	Shut Down due to cease and desist letter	closed per cease and desist letter

12	915 Miller - MMMP Collective	YES	Complaint	HES/AO	6/21/2017	7/21/2017	YES	-	Document ation provided.	compliant with moratorium
13	910 Southland - 517 Releaf	YES	Mark Dotson - Complaint	HES/AO	6/21/2017	7/21/2017	-	Certificate of Occupancy and Lease Agreement	Determine d not in violation	compliant with moratorium
14	229 W Grand River - Grand Releaf Meds	NO	Weedmaps - EJ	HES/AO	6/21/2017	7/21/2017	-	Lease Agreement	Determine d not in violation	compliant with moratorium
15	3208 S MLK- Michigan Medical Caregiver Center	YES - Adam Hussain	Complaint - Adam Hussain	HES/AO	7/14/17 (given 15 days)	7/29/2017	-	-	Landlord evicted	closed
16	918 Southland- The Lansing Market	YES	Complaint from 910 Southland Owner	HES/AO	8/7/2017	9/7/2017	-	-	Document ation provided 9/6/2017	compliant with moratorium

As Adopted in 2016, under Resolution 2016-206 9/26/2016

**1st Draft Working Copy for the FY2018/2019 Budget
Must be adopted by 10/1/2017 (Council Meeting 9/25/2017)**

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

WHEREAS, the Charter of the City of Lansing requires the Council to adopt an annual statement of Budget Policies and Priorities serving to guide the Administration in developing and presenting the Fiscal Year ~~2017-2018~~ **2018-2019** Budget; and

WHEREAS, the City Council, with joint efforts from the Administration and the Financial Health Team, established the following Mission/Vision and goals; and

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

- I. Promoting a vibrant, safe, healthy and inclusive community that provides opportunity for personal and economic growth for residents, businesses and visitors
 - a. The City's diverse economy generates and retains (sustains) high quality stable jobs that strengthen the sales and property tax base and contribute to an exceptional quality of life.
 - b. The City is governed in a transparent, efficient, accountable and responsive manner on behalf of all citizens.
 - c. The City's neighborhoods have various resources that allow them to be on a long term viable and appealing basis.
 - d. Support economic development initiatives that promote and retain new industries and markets.
- II. Securing short and long term financial stability through prudent management of city resources.
 - a. Wise stewardship of financial resources results in the City's ability to meet and exceed service demands and obligations without compromising the ability of future generations to do the same.
 - b. Pursue and facilitate shared services regionally that allow for cost savings and revenue enhancement.
 - c. Support initiatives that build the City's property and income tax base.
- III. Providing reliable, efficient and quality services that are responsive to the needs of residents and businesses.
 - a. The City's core services and infrastructure are efficiently, effectively and strategically delivered to enable economic development and to maintain citizen's health, safety and general welfare.

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

- a. Seek partnership opportunities with educational and corporate institutions and to maintain and expand our talent base.
- b. Create vibrant places, support events and activities that showcase our waterfront and green spaces.
- c. Raise the level of support for projects and initiatives that showcase local and state history.

V. Facilitating regional collaboration and connecting communities.

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

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

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

WHEREAS, in considering these Fiscal Year ~~2017-2018~~ ~~2018-2019~~ Budget priorities, the Administration is encouraged to ascertain the feasibility of funding any new programs through either the reduction of spending in existing program areas or the exploration of new funding sources that would assure the sustainability of the program; and

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

WHEREAS, the Administration was requested to include in its Fiscal Year ~~2016-2017~~ ~~2018-2019~~ Budget, the necessary funding to accomplish all requested plans, studies, evaluations, reviews, report submissions, program assessments, and analyses noted within this resolution below, or alternatively documentation as to why such activities are prohibitively costly; and

WHEREAS, the Lansing City Charter states that the budget proposal due on the fourth Monday in March of each year shall contain "the necessary information for

understanding the budget” and how the proposal addresses the priorities proposed by the City Council.

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

- Protection of public and emergency services.

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

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

NOW THEREFORE BE IT FURTHER RESOLVED that the Administration provide all requested plans, studies, evaluations, reviews, report submissions, program assessments, and analyses noted within this resolution below, or alternatively documentation as to why such activities were prohibitively costly, by the fourth Monday in March ~~2017~~ 2018.

- I. Promoting a vibrant, safe, healthy and inclusive community that provides opportunity for personal and economic growth for residents, businesses and visitors.
 - a) The City’s diverse economy generates and retains (sustains) high quality stable jobs that strengthen the sales and property tax base and contribute to an exceptional quality of life
 - (1) Economic Development The Administration should require a beautification standard/expectation and a storm water mitigation plan for all proposed development projects that receive incentives from the City. Such standards should serve as a planning and economic development tool that will enhance property values, create jobs, and revitalize neighborhoods and business areas. These standards and plan should be presented to the City Council.
 - b) The City is governed in a transparent efficient accountable and responsive manner on behalf of all citizens.

- (1) Administration is to present to City Council a delineation of recommendations of the Financial Health Team, noting which recommendations have been implemented, which are in the FY ~~2017/2018~~ 2018/2019 proposed Budget, which are planned to be implemented at a future time, and which have been determined not to be implemented at any time. A timetable for future implementation is requested.
 - (2) Administration is to present to Council a Supplemental Accounting Level Detail. Administration is to develop a plan and timeline for the implementation of performance based budgeting.
 - (3) Develop and analyze a cost recovery schedule for City services.
 - (4) Develop a return on investment analysis for all proposed changes in City services.
 - (5) Identify and provide a complete and ongoing analysis of the City's structural deficits and the Administration's plan to eliminate the same.
 - (6) Incorporate into the proposed Budget a 5-Year projection of revenues and expenditures.
- c) The City's neighborhoods have various resources that allow them to be long term viable and appealing.
- (1) Administration research and issue a report on surrounding community models for neighborhood organization technical support structure within the City.
 - (2) Working with the City Attorney and Fire Department Code Compliance Division to expedite improvements or closure of abandoned, neglected, and burned out houses and commercial building by using the International Property Maintenance Code (IPMC).
 - (3) Grocery Stores: The Administration and the City of Lansing Economic Development Corporation should pursue grocery stores in the urban core using all State and Federal incentives, such as Public Act 231 of 2008 (Tax Incentive for the establishment of retail groceries promoting healthy foods), the Federal Community and Economic Development Healthy Food Financing Initiative and the

issuance of a national request for proposals, to be shared with the Lansing City Council, to encourage the location of urban grocery stores.

- (4) Code Compliance: The Administration shall ensure the Code Compliance Department is conducting the appropriate inspections and issuing appropriate fines to ensure the buildings in our City are safe and that we have quality neighborhoods. The Administration is to conduct a study of the Code Compliance needs for the City and report back to the City Council on the findings of the study.

- d) Support economic development initiatives that promote and retain new industries and markets.

II. Securing short and long term financial stability through prudent management of City resources.

- a) Wise stewardship of financial resources results in the City's ability to meet and exceed service demands and obligations without compromising the ability of future generations to do the same.

- (1) Administration is requested to submit the following list of deliverables when they are due per City Charter and State Statute and adhere to them based on these priorities.

- (a) Comprehensive Annual Financial Audit (CAFR)- annually, no later than December 31st of each year, in accordance with the State Statute.

- (b) During the months of October, January and April of each fiscal year, the Director of Finance shall provide a written report showing the control of expenditures. (Charter- Article 7-110)

- (c) By September 1st of each fiscal year, the Administration shall provide a written budget update report so that Council can review their standings on current budget items in preparation for the Council required creation of Budget Policies and Priorities that need to be adopted by October 1, ~~2016~~ 2017. (Charter- Article 7-102)

- (d) No later than the last regular City Council meeting in January of each year, the Mayor shall present a state of the City report to the City Council and to the public. (Charter- Article 4 -102.4)

- (e) The Mayor shall submit the Proposed Budget with annual estimate of all revenues and annual appropriation of expenditures no later than the 4th Monday in March of each year. (Charter – Article 7-101)
 - (f) Administration shall present to Council each department budget in preparation for Council to adopt the Budget Resolution no later than the 3rd Monday in May each year.
- b) Pursue and facilitate shared services regionally that allow for cost savings and revenue enhancement.
 - (1) Administration pursue partnerships with stakeholders, (intra municipal and intergovernmental), to align services in relation to public services.
 - (2) Facilities Plan: The Administration is requested to submit to the City Council a five and ten year Master Facilities Plan including school and county facilities that are used for current and future City uses. City Council is also requesting that the Administration continue to work on any delayed maintenance issues with regard to all City Facilities.
- c) Support initiatives that build City's property and income tax base

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

- a) The City's core services and infrastructure are efficiently, effectively and strategically delivered to enable economic development and to maintain citizen's health, safety and general welfare.
 - (1) Establish funding for an additional Code Compliance Officer dedicated to Commercial buildings based under the authority of the International Property Maintenance Code (IPMC). As well as an additional support staff to track down property owners that have not scheduled re-inspection and to research properties suspected of being unregistered rentals.
 - (2) City-wide Emergency Preparedness: The Administration should allocate sufficient funding for the Emergency Management Division to prepare City Employees with appropriate emergency training,

continue efforts to prepare the public and neighborhood groups to assist in emergencies, and provide basic search and rescue operations and necessary emergency equipment at key City facilities, and communicate the plan to the Lansing City Council and the public. Updated and continual training should be provided. The Administration shall assist residents in times of unforeseen disasters.

- (3) Fire Facilities Maintenance: The Administration is to conduct a study of the maintenance needs of all fire stations and report to City Council an update of the status of the study by the 4th Monday of March. Along with a funding recommendation for short and long term improvement to these structures.
- (4) Regionalism: The Administration should continue with the current regional efforts, and look into the possibility of expanding the efforts.
- (5) Police-Community Relations: Designate funding to help the Police Department to ensure the improvement of police-community relations. Reaffirming the City's commitment to equality and freedom for all people regardless of actual or perceived race, sex, religion, ancestry, national origin, color, age, height, weight, student status, marital status, familiar status, housing status, military discharge status, sexual orientation, gender identification or express, mental or physical limitation, and legal source of income.
- (6) Crime Prevention: Designate funding to invest in programs for long-term crime prevention strategies.
- (7) Allocate Overtime for Problem Solving Area: Designate sufficient funding for overtime for police officers to address problem solving to help certain crime and address quality of life issues.
- (8) Community Policing: Continue and increase funding along with searching for grant funds for COPs in neighborhoods with goal not only to reduce crime but to stabilize the neighborhood over an extended period of time that will help to ensure its ability to rebound.
- (9) Leadership vacancies: Develop and implement a plan and timeline to fill all funded vacancies and provide a report to City Council.

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

- a) Seek partnership opportunities with educational and corporate institutions and to maintain and expand our talent base.
- b) Create vibrant places, support events and activities that showcase our waterfront and green spaces.
 - (1) Trail/Greenways The Administration should encourage the Parks and Recreation Department to work collaboratively with the Tri-County Planning Commission to develop/expand our citywide/regional trail system and seek opportunities to reduce expenses in this effort. Additionally, look at the feasibility of connecting the River Trail (through bike lanes/Greenways to Trails) where there is currently no access to the trail.
- c) Raise the level of support for projects and initiatives that showcase local and state history.

V. Facilitating regional collaboration and connecting communities

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



Schmittel & mtg.

Moores River Drive Crash Analysis

The City received a letter from the Moores River Estates Association requesting a reduction in the speed limit due to the increased number of accidents along Moores River Drive as a result of the construction between Mount Hope Avenue and Waverly Road.

Crash data were evaluated along Moores River Drive/Mt. Hope Avenue between Waverly Road and Newcastle Avenue to identify any documented issues. Prior to 2014, Moores River Drive was a divided roadway with two lanes in each direction between Waverly Road and the entrance to Clark Construction just east of the Mt. Hope/Moores River Drive intersection. The roadway was reconstructed in 2014 and the boulevard was removed and reconstructed as a two lane roadway within this area.

Data collected for review included the two years prior to construction in 2011 through 2012 and after construction in 2016 through 2017. Various construction projects along this corridor between 2013 and 2015 may have affected the data within these years. However, records indicate that there were no crashes reported in 2013 or 2015 and four crashes in 2014; two of which were construction related.

The two crashes in 2014 that did not occur during construction were the result of vehicle avoidance and sideswipe. Vehicles in each case left the road, with one hitting a utility pole and the other a tree. The crashes during construction involved high speeds, loss of control and property damage. Both drivers were cited for hazardous driving. One was fleeing police, under the influence and unlicensed when the driver hit the fence at Moores River Estates.

Three crashes occurred in 2011 and five occurred in 2012 for a total of eight in this two year period. Of the eight crashes, five involved another vehicle and three were single motor vehicle crashes. Two of these were westbound and hit the guardrail at the curve located at the Moores River Drive/Mt. Hope Avenue intersection and occurred during snowy conditions.

Four crashes occurred 2016 and three in 2017 (based on seven months of data) for a total of seven in this 19 month period. Of the seven crashes, four involved another vehicle and three were single motor vehicle crashes. One of the single motor vehicle crashes was the result of driving too fast for the snowy road conditions, where the driver went off the road and hit a utility pole on the north side of Mt Hope just east of the intersection with Moores River Drive. Another driver involved in a single motor vehicle turning onto Moores River Drive from Waverly Road, where the driver blacked out, and hit a sign and utility pole. The crash report states the driver was going too fast through the turn. The third single motor vehicle crash was during dry conditions heading WB where the driver stated the vehicle hit something slippery, lost control and hit a utility pole on the north side of Moores River near Waverly road. The remaining four crashes involved multiple vehicles: two were rear end crashes, one was a sideswipe and the other was an angle crash.

The crash patterns before and after construction are approximately the same. Approximately 85% of the crashes occurred during the winter/early spring months and 50% of the crashes

submitted @mtg.