



AGENDA
Committee on Public Services
Tuesday, August 21, 2018 @ 4:00 p.m.
City Council Conference Room, 10th Floor

Council Member Peter Spadafore, Chair
Council Member Jeremy Garza, Vice Chair
Council Member Jody Washington, Member

- 1) Call to Order**
- 2) Public Comment on Agenda Items**
- 3) Minutes**
 - August 7, 2018
- 4) Discussion/Action:**
 - A.) **RESOLUTION** - Public Improvement, Stabler Street Reconstruction Project
 - B.) **RESOLUTION**– Introduce and Set Public Hearing; Chapter 404; Residential Parking Zones
 - C.) FY2019/2020 Budget Policies and Priorities
- 5) Other**
- 6) Adjourn**

[illegible]

DRAFT



MINUTES

Committee on Public Service
Tuesday, August 7, 2018 @ 4:00 p.m.
City Hall, Conference Room, 10th Floor

CALL TO ORDER

The meeting was called to order at 4:00 p.m.

ROLL CALL

Council Member Peter Spadafore, Chair
Council Member Jeremy Garza, Vice Chair- excused
Council Member Jody Washington, Member

OTHERS PRESENT

Sherrie Boak, Council Office Manager
Alec Malvetis, Public Service
Greg Venker, Assistant City Attorney
Jason Wilkes
Andy Kilpatrick, Director of Public Service

Minutes

Council Member Spadafore passed the gavel to Council Member Washington.
MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE MINUTES FROM JULY 17, 2018. MOTION CARRIED 2-0.
Council Member Washington passed the gavel to Council Member Spadafore.

Public Comment

No public comment.

Discussion/Action:

RESOLUTION – Appointment; Jason Wilkes; At-Large Member; Board of Public Service; Term to Expire June 30, 2019

Committee reviewed the application.

MOTION BY COUNCIL MEMBER WASHINGTON TO APPROVE THE RESOLUTION TO APPOINT JASON WILKES AS AT LARGE MEMBER TO THE BOARD OF PUBLIC SERVICE WITH A TERM TO EXPIRE JUNE 30, 2019. MOTION CARRIED 2-0.

RESOLUTION – Introduction & Set Public Hearing; Post Construction Storm Water Management Ordinance

Mr. Malvetis distributed a brief on the proposed ordinance changes. He went through the handout (attached) and noted that in order for the requirements to be enforced, the State DEQ

requires via the permit and enforceable mechanism in the form of an ordinance. East Lansing and Grand Ledge have already passed identical ordinances.

Council Member Spadafore inquired to the time line on when approval was needed, and Mr. Malvetis stated they could follow the normal process.

Council Member Washington asked the Mr. Malvetis attend the Council meeting on August 13, 2018 to explain the item.

MOTION BY COUNCIL MEMBER WASHINGTON TO APPROVE THE RESOLUTION TO INTRODUCE AND SET THE PUBLIC HEARING FOR THE POST CONSTRUCTION STORM WATER MANAGEMENT ORDINANCE FOR AUGUST 27, 2018. MOTION CARRIED 2-0.

RESOLUTION – Introduction and Set Public Hearing; Chapter 405; Residential Parking Zones
Council Member Spadafore outlined the proposed ordinance which he noted would create a new ordinance that would allow for residents in specialized zones to purchase permits to park overnight. This would be to aid residents by creating and utilizing parking spaces the City currently already has. The Committee reviewed page 8, 405.10 which created the Residential Parking Zone 1. Council Member Spadafore asked the Committee if there was a desire to change the area set in Zone 1, and Council Member Washington stated she saw no reason to increase it for the pilot.

Mr. Venker informed the Committee that after submitting the document to the Committee it was further reviewed by Law and determined instead of creating a new Chapter 405, to include it in Chapter 404 with subsections. Law also encouraged the Committee to consider creating the Residential Parking Zones (RPZ) by Traffic Control Orders (TCO). His explanation for this suggestion was that Council passes TCO by resolution, so a zone can be changed via resolution instead of opening up the ordinance every time a zone changes.

Council Member Spadafore then began the discussion on what the cap should be on the number of permits issued in each RPZ so that some parking may still remain open for the general public in a zone. A suggestion he then made was that the ordinance state “may be capped per the parking manager”. Council Member Washington requested a cap per resident, and Mr. Venker explained that currently the way the ordinance is written the only permit the resident can get is if they have a licensed vehicle at that address, and on permit per person. There is proposed cap for each RPZ that would need to be determined, for example if there are 312 spaces in the zone, the City would not issue any more than 250 permits for the specific zone. Council Member Spadafore preferred having the Parking Manager determine that cap since they would be more familiar with the number of spaces in each determined zone. Mr. Venker confirmed he would put that language in.

Council Member Washington inquired into who would be enforcing the zones and permits and Mr. Venker stated that with it now falling under Chapter 404, Uniform Traffic Code, it can be enforced from there.

Council Member Washington inquired into an earlier parking Pilot on Horton with Mr. Kilpatrick. Mr. Kilpatrick noted it was done in the winter months to see if there were issues with the snow clearing when parking every other side on odd and even days. That last 7 years and there were no issues. After a brief discussion on snow emergency parking, Council Member Spadafore suggested stating in the ordinance that the Parking Manager would set the snow emergency location for the Zones.

DRAFT

Council Member Spadafore summarized the tasks for Law on the final version of the Ordinance, and those included moving the ordinance into Chapter 404, Uniform Traffic Control per their recommendation; dictate all zones by Traffic Control Orders; the total number (cap) of permits per zone to be determined by the Parking Manager; the protocol for snow emergency parking designation for those with permits in the zones to be determined by the Parking Manager.

Council Member Washington inquired into how long it would take for Law to make the changes and bring back to Committee. Mr. Venker confirmed it would be the next meeting. Council Member Spadafore requested that it will be clean of all changes before coming out of Committee to Council, and therefore law should have a final version to Council Staff by August 17th.

Other

Council Member Spadafore stated that at a future meeting he will plan to discuss research he has been doing on providing a presentation on the availability payments to leverage public and private funds into the City infrastructure and different ways to address the conditions of the roads.

Council Member Washington asked that Council Member Spadafore begin a discussion on traffic calming in the communities at a future meeting. Her hopes would be that the traffic calming mechanisms would be equal in all areas of the City.

ADJOURN

The meeting was adjourned at 4:31p.m.

Submitted by Sherrie Boak,

Recording Secretary

Lansing City Council

Approved: _____

**Briefing Regarding the Proposed City Ordinance for
Post-Construction Stormwater Management for Development and
Redevelopment**

Committee on Public Services

August 7, 2018

For decades, the City has held a National Pollutant Discharge Elimination System (NPDES) permit for discharge from the City's wastewater treatment plant to the Grand River. NPDES is a federal program administered by the State DEQ, and the associated permits require that the "effluent" (i.e., the treated wastewater) meet Water Quality Standards prior to discharge to Waters of the State.

In 1999, based on new federal regulations, municipalities within "urbanized areas" were required to have authorization of their stormwater discharges to local waterways that are Waters of the State, so a second NPDES permit was issued to the City for its Municipal Separate Storm Sewer System (MS4).

Since storm sewer discharges cannot easily be treated, the City's MS4 permit and most other Michigan MS4 permits utilize "best management practices" (BMPs) to achieve water quality goals for stormwater runoff. One of the permit's primary BMP requirements is that of Post-Construction Stormwater Management for Development and Redevelopment.

For Post-Construction Stormwater Management, the City's MS4 permit requires that the following two criteria be achieved:

1. "treatment" (i.e., removal) of suspended solids in the stormwater runoff; and
2. "channel protection", which reduces the peak flows to the waterways through use of on-site retention of stormwater runoff.

Since these requirements are applicable to development and redevelopment, they are primarily implemented through the site plan approval process. However, these requirements also apply to the City's own capital improvement projects. Of note, these required criteria are typically achieved and encouraged in the site design through use of natural, "green" practices such as rain gardens, bio-vegetated swales, retention ponds, etc.

In order for these requirements to be enforceable, the State DEQ requires via the permit an "enforceable mechanism" in the form of an ordinance (or other equivalent mechanism). Of note, other municipalities in the region, including East Lansing and Grand Ledge, have already passed almost identical ordinances.

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

PUBLIC IMPROVEMENT III

WHEREAS, pursuant to the Public Improvement I/II resolution adopted by this council on March 26, 2018, the City Assessor has completed the assessment roll for sidewalk repair and construction, and furnished the following information:

PROJECT TITLE: Stabler Street Reconstruction Project

PROPERTY BENEFITED:

All lands fronting Stabler Street between Holmes Road and Willard Avenue
excepting all public streets and alleys and other land deemed not benefited; and

ENGINEER'S ESTIMATE, COST OF IMPROVEMENTS:

ASSESSMENT ROLL NO. _____	<u>CITY CONTRIBUTION</u>	<u>ASSESSABLE TO PROPERTY OWNER</u>
SIDEWALK	\$1,963.50	\$2,590.50
<u>OTHER COSTS</u>	<u>\$756,907.94</u>	<u>\$0.00</u>
TOTAL COSTS	\$758,871.44	\$2,590.50

NOW, THEREFORE, BE IT RESOLVED the Lansing City Council will hold a public hearing on Monday, July 23, 2018 at 7:00 PM, in the Council Chambers, to review, prior to confirmation, said assessment roll; and

BE IT FURTHER RESOLVED that the City Clerk and the Public Service Director are hereby requested to give due notice of this public hearing as provided by Chapter 1020, Section 1026.06(c)(1), of the Code of Ordinances by publishing a notice of a public hearing in a daily newspaper of the City, not more than twenty days and not less than ten days before such public hearing. Said notice shall include the time and place of the hearing; a description of the section or area of the City determined by Council to be within the assessment district as contained in the special assessment roll; where the special assessment roll is on file and may be examined; that any person aggrieved by the assessments as contained in the special assessment roll, or the necessity of the improvement, may file a written objection thereto which must be delivered to the City Clerk prior to the close of the hearing, or the person may appear and protest the same at the public hearing in person or by his or her representative; that the appearance and protest or written protest in the manner described is required if the person desires to appeal the amount of the assessment to the Michigan Tax Tribunal; and that any appeal to the Michigan Tax Tribunal must be taken within thirty days of the confirmation of the special assessment roll, provided a protest was timely made.

BE IT FINALLY RESOLVED, that pursuant to the requirement of 1962 PA 162, as amended, MCL 211.741, et seq.; MSA 5.3534(1), et seq., appearance and protest at the hearing in the special assessment proceedings is required in order to appeal the amount of the special assessment to the State Tax Tribunal. An owner or party in interest, or his or her agent may appear in person at the hearing to protest the special assessment, or shall be permitted to file his or her appearance or protest by letter and his or her personal appearance shall not be required.

Funds are available for the City of Lansing's share of the project in accounts as follows:

		<u>Account Number</u>
Assessment Roll _____	\$2,590.50	Acct to be established
Local Streets – Major Maintenance	\$329,062.25	202.453601.974100.50013
LBWL Portion Unbilled	\$429,809.19	101.0.117102.0

17042.00 - City of Lansing / BWL, Stabler Street
Sidewalk Assessment

SIDEWALK REPAIR COSTS (Bid Price TCI)		
PAY ITEM	UNIT	UNIT PRICE
SIDEWALK, CONC, 4 INCH	SFT	\$4.18
SIDEWALK, CONC, 6 INCH	SFT	\$4.84

Parcel Number	Number	Street	50/50 SHARED 4"		50/50 SHARED 6"		100% OWNER 4"		100% OWNER 6"	
			SFT	COST	SFT	COST	SFT	COST	SFT	COST
01-28-379-101	100	W Holmes	400	\$836.00	100	\$242.00		\$0.00		\$0.00
01-28-453-061	101	E Holmes		\$0.00		\$0.00	25	\$104.50		\$0.00
01-28-379-121	3320	Stabler		\$0.00		\$0.00		\$0.00		\$0.00
01-28-377-191	3218	Stabler	50	\$104.50	50	\$121.00		\$0.00		\$0.00
01-28-332-101	101	E Hodge	50	\$104.50		\$0.00		\$0.00		\$0.00
01-28-332-011	2921	Stabler		\$0.00		\$0.00	200	\$836.00		\$0.00
01-28-328-192	2901	Stabler		\$0.00	100	\$242.00		\$0.00		\$0.00

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TOTAL OWNER	100% CITY 4"		100% CITY 6"		TOTAL CITY	TOTAL PARCEL	
COST	SFT	COST	SFT	COST	COST	SFT	COST
\$1,078.00		\$0.00		\$0.00	\$1,078.00	500	\$2,156.00
\$104.50	25	\$104.50		\$0.00	\$104.50	50	\$209.00
\$0.00	50	\$209.00		\$0.00	\$209.00	50	\$209.00
\$225.50		\$0.00		\$0.00	\$225.50	100	\$451.00
\$104.50		\$0.00		\$0.00	\$104.50	50	\$209.00
\$836.00		\$0.00		\$0.00	\$0.00	200	\$836.00
\$242.00		\$0.00		\$0.00	\$242.00	100	\$484.00
\$2,590.50					\$1,963.50	\$4,554.00	

50% Shared	X
100% City	O
100% Owner	A

Address	SFT	Thickness	Eng. Comments	CODE
100 W Holmes Rd.	400	4"	Deteriorated / Spalling	X
	100	6"	Deteriorated / Spalling	X
101 E Holmes Rd.	25	4"	Elec. Manhole	O
	25	4"	Owner Tree	A
3320 Stabler St.	50	4"	City Tree	O
3218 Stabler St.	50	4"	Grade	X
	50	6"	Grade	X
101 E Hodge Ave.	50	4"	Grade	X
2921 Stabler St.	100	4"	Owner Tree	A
	100	4"	Owner Tree	A
2901 Stabler St.	100	6"	Cracked / Deteriorated	X

INTRODUCTION OF ORDINANCE

Council Member Spadafore introduced:

An ordinance of the City of Lansing, Michigan, to amend Chapter 404 of the Lansing Codified Ordinances; to provide for creation of residential parking zones in areas where street parking is available to facilitate the same; to provide for hours of use for residential parking zones; to provide for application, permitting, and payment rates for residential parking zones; and to provide penalties for violations of this chapter.

The Ordinance is referred to the Committee on Public Service

RESOLUTION SETTING PUBLIC HEARING BY CITY COUNCIL

RESOLVED by the City Council, City of Lansing, that a public hearing be set for Monday September 10, 2018 at 7:00 p.m. in the City Council Chambers, 10th floor Lansing City Hall, 124 W. Michigan Ave., Lansing, MI for the purpose of considering an ordinance of the City of Lansing, Michigan, to amend Chapter 404 of the Lansing Codified Ordinances; to provide for creation of residential parking zones in areas where street parking is available to facilitate the same; to provide for hours of use for residential parking zones; to provide for application, permitting, and payment rates for residential parking zones; and to provide penalties for violations of this chapter.

Interested Persons are invited to attend this Public Hearing

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, TO AMEND CHAPTER 404 OF THE LANSING CODIFIED ORDINANCES BY CREATING SECTION 404.11 TO PROVIDE FOR CREATION OF RESIDENTIAL STREET PARKING ZONES; TO PROVIDE FOR HOURS OF USE FOR RESIDENTIAL STREET PARKING ZONES; TO PROVIDE FOR APPLICATION, PERMITTING, AND PAYMENT RATES FOR RESIDENTIAL STREET PARKING ZONES.

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 404 of the Lansing Code of Ordinances of the City of Lansing is hereby amended to add Section 404.11 as follows:

404.11 – RESIDENTIAL PERMIT FOR STREET PARKING

RESIDENTIAL PERMIT PARKING REGULATIONS AND RESTRICTIONS, INCLUDING LOCATION, TIME PERIODS, AND OFFICIAL SIGNAGE, SHALL BE ESTABLISHED BY ISSUANCE OF TRAFFIC CONTROL ORDERS IN COMPLIANCE WITH UTC R28.1153 (RULE 153). THE CITY ISSUANCE OF PERMITS FOR RESIDENTIAL PERMIT PARKING ON STREETS SHALL BE IN ACCORDANCE WITH THIS SECTION. A PERSON ISSUED A PERMIT UNDER THIS SECTION SHALL COMPLY WITH ALL THE TERMS, CONDITIONS AND RESTRICTIONS OF THE PERMIT AS PROVIDED IN THIS SECTION.

(A) ADMINISTRATION

THE RESIDENTIAL PERMIT FOR STREET PARKING PROGRAM SHALL BE UNDER THE SUPERVISION AND ADMINISTRATIVE CONTROL OF THE OFFICE OF THE PARKING

1 MANAGER, INCLUDING PREPARATION OF FORMS, RECEIPT OF APPLICATIONS,
2 ISSUANCE OF PERMITS, AND COLLECTION OF FEES.

3 (B) APPLICATION

4 A PERSON REQUESTING A RESIDENTIAL STREET PARKING PERMIT FOR THEIR
5 MOTOR VEHICLE SHALL FIRST FULLY AND ACCURATELY PROVIDE A COMPLETED
6 CITY APPLICATION FORM AND UPON REQUEST SUPPLY THE CITY WITH
7 SUPPORTING SUPPLEMENTAL DOCUMENTATION. THE APPLICATION FORM SHALL
8 REQUEST AT A MINIMUM THE FOLLOWING INFORMATION:

- 9 1. THE NAME OF THE OWNER OR OPERATOR OF THE MOTOR VEHICLE;
- 10 2. THE PRIMARY RESIDENTIAL ADDRESS OF THE OWNER OR OPERATOR
11 OF THE MOTOR VEHICLE;
- 12 3. THE EMAIL ADDRESS OR CELL PHONE NUMBER OF THE OWNER OR
13 OPERATOR OF THE MOTOR VEHICLE TO BE USED FOR CONTACT IN
14 CASE OF TEMPORARY SUSPENSION FOR SNOW REMOVAL,
15 EMERGENCY OR CONSTRUCTION PURPOSES;
- 16 4. THE MOTOR VEHICLE'S MAKE, MODEL, VEHICLE IDENTIFICATION
17 NUMBER, AND LICENSE PLATE NUMBER.

18 SUPPORTING SUPPLEMENTAL DOCUMENTATION INCLUDES, BUT IS NOT LIMITED
19 TO:

- 20 5. AN EXECUTED LEASE OR OTHER REASONABLE PROOF SHOWING
21 RESIDENCE FOR THE DWELLING UNIT WITHIN THE ZONE FOR WHICH
22 THE PERMIT IS SOUGHT.

1 6. THE CURRENT, VALID REGISTRATION FOR THE MOTOR VEHICLE FOR
2 WHICH THE PERMIT IS BEING APPLIED;

3 a. IF THE APPLICANT FOR A RESIDENTIAL STREET PARKING
4 PERMIT IS THE OWNER OF THE VEHICLE SOUGHT TO BE
5 REGISTERED AND HIS/HER PERMANENT RESIDENCE IS AT THE
6 ADDRESS FOR WHICH THE PERMIT IS SOUGHT, THEN SAID
7 VEHICLE SHALL BE REGISTERED AT THE PERMANENT
8 ADDRESS AND SHALL HAVE VALID STATE OF MICHIGAN
9 MOTOR VEHICLE PLATES; OR

10 b. IF THE APPLICANT FOR A RESIDENTIAL STREET PARKING
11 PERMIT HAS HIS/HER PERMANENT RESIDENCE AT THE
12 ADDRESS FOR WHICH THE PERMIT IS SOUGHT BUT THE
13 VEHICLE UNDER HIS/HER CONTROL INDICATES ANOTHER
14 ADDRESS OF RESIDENCE FOR THE OWNER OF SAID VEHICLE,
15 THE APPLICANT SHALL BE REQUIRED TO CERTIFY THAT SAID
16 VEHICLE IS KEPT BY THE APPLICANT AND ONLY AT THE
17 ADDRESS FOR WHICH THE PERMIT IS REQUESTED AND THAT IT
18 WILL NOT BE KEPT AT ANY OTHER LOCATION FOR THE
19 DURATION OF THE PERMIT'S VALIDITY.

20 THE PARKING MANAGER IS NOT REQUIRED TO GRANT A PERMIT TO ANY
21 APPLICANT.

22 (C) PERMIT

1 THE PARKING MANAGER MAY ISSUE A PERMIT UPON APPLICATION AND
2 PAYMENT OF THE APPLICABLE FEE, TO THE OWNER OR THE OPERATOR OF A
3 MOTOR VEHICLE WHO RESIDES WITHIN HIS/HER RESIDENTIAL STREET PARKING
4 ZONE. PERMITS ARE SUBJECT TO THE FOLLOWING REQUIREMENTS:

- 5 1. THE PERMIT IS VALID ONLY FOR THE MOTOR VEHICLE THAT IT WAS
6 APPLIED FOR;
- 7 2. THE PERMIT SHALL DISPLAY THE MOTOR VEHICLE'S LICENSE PLATE
8 NUMBER AND EXPIRATION DATE, AND THE ZONE WHERE THE PERMIT
9 IS VALID;
- 10 3. THE PERMIT SHALL BE A STICKER THAT IS NOT EASILY REMOVED,
11 AND MUST BE PLACED IN A VISIBLE PLACE ON THE WINDSHIELD OF
12 THE PERMITTED MOTOR VEHICLE;
- 13 4. THE PERMIT IS VALID ONLY WHEN VISIBLY AND PROPERLY
14 DISPLAYED ON THE VEHICLE, WHEN PARKED IN THE DESIGNATED
15 ZONE WHERE THE RESIDENT LIVES;
- 16 5. THE ANNUAL FEE FOR ANY RESIDENTIAL STREET PARKING ZONE
17 PERMITS SHALL BE SET BY RESOLUTION OF COUNCIL;
- 18 6. A PERMIT THAT IS GRANTED IS ONLY VALID FOR THE TIME THAT THE
19 OWNER OF THE MOTOR VEHICLE CONTINUES TO RESIDE WITHIN OR
20 ADJACENT TO THE RESIDENTIAL STREET PERMIT PARKING ZONE;
- 21 7. THE FEE SHALL BE PAID ANNUALLY, BUT MAY BE PRO-RATED BY
22 MONTH IF THE APPLICANT CAN ONLY SHOW CONTINUED RESIDENCE

1 IN OR ADJACENT TO THE RESIDENTIAL STREET PERMIT PARKING
2 ZONE FOR LESS THAN A YEAR;

3 8. A REPLACEMENT PERMIT MAY BE ISSUED ONLY IF ALL OR PART OF
4 THE ORIGINAL PERMIT IS PRODUCED AT THE TIME THAT A
5 REPLACEMENT PERMIT IS APPLIED FOR, OR IF PROOF OF THEFT OF
6 THE VEHICLE IS DEMONSTRATED TO THE SATISFACTION OF THE
7 PARKING MANAGER;

8 9. THE FEE FOR ANY REPLACEMENT PERMIT SHALL BE SET BY
9 RESOLUTION OF CITY COUNCIL.

10 (D) CONDITIONS ON THE PERMIT AND PERMIT HOLDER

11 AN OTHERWISE VALID PERMIT IS SUBJECT TO THE FOLLOWING CONDITIONS,
12 WHICH THE PERMIT HOLDER MUST HONOR AND OBEY:

13 1. USE OF A PERMIT SHALL BE RESTRICTED TO STREETS DESIGNATED
14 FOR RESIDENTIAL PERMIT PARKING WITHIN THE DESIGNATED ZONE,
15 AS SET PURSUANT TO THIS SECTION.

16 2. A RESIDENTIAL STREET PARKING PERMIT SHALL NOT GUARANTEE
17 OR RESERVE TO THE HOLDER A PARKING SPACE ON STREETS
18 DESIGNATED FOR RESIDENTIAL PERMIT PARKING.

19 3. A RESIDENTIAL STREET PARKING PERMIT SHALL NOT EXEMPT THE
20 HOLDER FROM THE OBSERVANCE OF ANY TRAFFIC REGULATION
21 OTHER THAN THE SPECIFIED OVERNIGHT PARKING LIMIT.

- 1 4. RESIDENTIAL STREET PARKING PERMITS MAY BE TEMPORARILY
2 SUSPENDED BY THE CITY FOR SNOW REMOVAL, EMERGENCY OR
3 CONSTRUCTION PURPOSES.
- 4 5. THE OWNER OR OPERATOR OF A VEHICLE DISPLAYING A
5 RESIDENTIAL STREET PARKING PERMIT SHALL COMPLETELY
6 REMOVE SAID PERMIT IMMEDIATELY UPON ITS EXPIRATION OR
7 TERMINATION.
- 8 6. RESIDENTIAL STREET PARKING PERMITS ARE NOT TRANSFERRABLE
9 TO OTHER PERSONS.
- 10 7. IN THE EVENT A VALID PERMIT HOLDER SELLS, TRANSFERS, OR
11 OTHERWISE DISPOSES OF THE MOTOR VEHICLE FOR WHICH A PERMIT
12 IS GRANTED, THE PERMIT SHALL TERMINATE AUTOMATICALLY.
- 13 8. IF A PERMIT HOLDER DESIRES TO TRANSFER THEIR VALID PERMIT TO
14 A DIFFERENT VEHICLE, THEY MUST MAKE A SUPPLEMENTAL
15 APPLICATION TO THE PARKING MANAGER INDICATING THE CHANGE
16 IN VEHICLE, AND THEY MUST PROVIDE THE ORIGINAL PERMIT AS
17 PROOF THAT IT HAS BEEN REMOVED FROM THE MOTOR VEHICLE FOR
18 WHICH THE PERMIT WAS PREVIOUSLY GRANTED;
- 19 9. ANY PARKING VIOLATION COMMITTED BY A PERMIT HOLDER WILL
20 BE ENFORCED AS SET FORTH IN THIS CHAPTER;
- 21 10. IF A PERMIT HOLDER COMMITS THREE PARKING VIOLATIONS IN THE
22 PARKING ZONE FOR WHICH THEY ARE PERMITTED, THEIR PERMIT
23 MAY BE REVIEWED AND REVOKED BY THE PARKING MANAGER;

1 11. IF A PERMIT HOLDER TRANSFERS THEIR PERMIT TO ANOTHER
2 VEHICLE WITHOUT FOLLOWING THE PROCEDURES IN THIS SECTION,
3 THE PERMIT WILL BE TERMINATED AND REVOKED.

4
5 Section 2. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules
6 inconsistent with the provisions hereof are hereby repealed in their entirety and shall be null and
7 void and of no effect.

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

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

RESOLUTION 2017-240
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 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 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 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 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

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) and adopt the latest version of the IPMC from the State of Michigan. Develop aggressive policies to deal with problematic property owners.
 - (3) Food Access: The Administration and the City of Lansing Economic Development Corporation should increase quality food access throughout the City using all incentives available.
 - (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 Code Compliance to determine a level of service for first time inspections and re-inspections assuring the safety of the housing stock for residential and mobile homes.

- 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 sign enforcement, and Commercial buildings based under the authority of the 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.
- (10) Front –loading of Police Officers: Continue to front-load Police Officers so that we have officers ready to take the road when officers retire.

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.

VI. LANSING BOARD OF PUBLIC SERVICE BUDGET PRIORITIES RESOLUTION ON JULY 13, 2017

RESOLVED, recognizing the financial challenges facing the City of Lansing (“City”) and its Public Service Department (“Department”), including the Department’s obligations to comply with numerous mandates, including unfunded mandates, the Lansing Board of Public Service supports the efforts of the Department.

RESOLVED, the Board of Public Service supports and recommends the following budget priorities to the Lansing City Council for consideration with Council's Budget Policies and Priorities for the Fiscal Year July 1, 2018 – June 30, 2019:

1. General Fund levels should be increased for implementation of the City's Street System Asset Management Plan, and for additional funding for reconstructing neighborhood streets with a Pavement Surface Evaluation Rating of 4 or lower;
2. Continued implementation of the recommendations in the City's Complete Streets Ordinance, and funding of the sidewalk gap closure program, sidewalk repairs and right-of-way maintenance and improvement, consistent with keeping safety a priority;
3. Increase funding to update and improve the fleet of city vehicles, with specific priority for the Public Service Department;
4. Continued support for maintaining, keeping current and updating of the City's Cityworks Asset Management Software, consistent with legal requirements and improved efficiencies, along with other financial considerations;
5. The City should approve a budget to: (i) expand opportunities for multi-family residential and business recycling; and (ii) implement organic waste recovery;
6. Explore the establishment of a Material Recovery Facility (MRF) for the recovery of recyclable commodities; and
7. The Department's efforts to secure approval for the implementation of the Wet Weather Program, submitted to the Michigan Department of Environmental Quality in 2011.

RESOLVED, as the Department generates savings through improved efficiencies in service delivery and other areas, these savings should be maintained within the Department.



Chris Swope, CMMC/MMC
Lansing City Clerk

I hereby certify that the foregoing is true
and is a complete copy of the action
adopted by the Lansing City Council.

