



AGENDA
Committee on Ways and Means Special Meeting
Monday, August 3rd, 2020 @ 12:00 p.m.

Via Zoom: <https://us02web.zoom.us/j/86349636821>; Meeting ID: 863 4963 6821; Dial In: (312) 626 6799
Email comments prior to the meeting to sherrie.boak@lansingmi.gov

Councilmember Wood, Chair
Councilmember Spadafore, Vice Chair
Council Member Jackson, Member

- 1. Call to Order**
- 2. Approval of Minutes**
 - July 24 , 2020
- 3. Public Comment on Agenda Items**
- 4. Discussion/Action:**
 - A.) REPORT – Chief Strategy Officer Update on Police Budget Details
- 5. Other**
- 6. Adjourn**

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

The meetings are being held electronically in accordance with the Open Meetings Act in an effort to protect the health and safety of the public. Members of the public wishing to participate in the meeting may do so by logging into or calling into the meetings using the website or phone number above, and meeting ID provided. Michigan Executive Order 2020-129 provides temporary authorization of remote participation in public meetings and hearings.

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

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MINUTES
Committee on Ways and Means
Friday, July 24, 2020 @ 8:30 a.m.

Via ZOOM audio/video: <https://us02web.zoom.us/j/87365286715>; ID: 873 6528 6715; Dial in: (646) 876 9923

CALL TO ORDER

The meeting was called to order at 8:30 a.m.

Members Present via audio/video

Council Member Carol Wood, Chair
Council Member Peter Spadafore, Vice Chairperson
Council Member Brian T Jackson, Member- absent

OTHERS PRESENT

Sherrie Boak, City Council Office Manager
Joe McClure, LPD
Chief Green, LPD
Amber Paxton, Financial Empowerment
Judy Kehler, Chief Strategy Officer
Jake Brower, Interim Finance Director

Minutes

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE MINUTES FROM JULY 10, 2020 AS PRESENTED. MOTION CARRIED 2-0.

Public Comment

No public present at this time.

Discussion/Action

RESOLUTION – Grant Acceptance and Budget Transfer; Results for America Economic Mobility Grant

Ms. Paxton noted to the Committee that this grant was part of the “What Works Cities” and nine (9) cities chosen. This is program helps high school seniors and college freshman for financial incentives for participating and achieving the financial goal, along with materials for marketing the program. This came with \$1.2 million in technical assistance. Council Member Spadafore spoke in support of the grant.

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MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION FOR THE GRANT FOR AMERICA ECONOMIC MOBILITY.

Council Member Wood asked if there was a match from the City, and Ms. Paxton confirmed there was not. She was then asked if they assist the students in understanding and participating in bank accounts. Ms. Paxton confirmed they work with them reconciling on a daily basis and make sure they do not accrue unnecessary costs and are taught to budget and online banking.

ROLL CALL VOTE, MOTION CARRIED 2-0.

RESOLUTION – Grant Acceptance and Budget Transfer; Cities for Financial Empowerment Fund Grant

Ms. Paxton stated to the Committee that they had applied for this grant to provide for increased staffing due to the COVID 19 response. This grant will provide one (1) counselor for one (1) year at Cristo Rey, and that will allow them one year to raise the funds to continue the position. This grant will be used to pay for wages and fringes, and the equipment for the financial counselor for one year. Ms. Paxton concluded by noting that the grant did start June 1, however they did not receive the signed grant until July 13th, so it was sent to Council as soon as that signed version came through.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION FOR THE GRANT FROM THE CITIES FOR FINANCIAL EMPOWERMENT FUND.

Council Member Wood asked if the counselor's had office hours, and Ms. Paxton confirmed they have been working remotely via phone and zoom. Council Member Wood asked if they have discussed how to address the issues residents have that have been unemployed, and will be losing the \$600 COVID. Ms. Paxton confirmed that the counselors speak weekly, and they are setting new milestones to help people navigate people off COVID. Council Member Spadafore if there are any increased services via the audio/video process. Ms. Paxton stated that they have not seen any increase of members, but the new counselor will do more outreach. Council Member Wood noted that many clients might not have the equipment or capability for virtual meetings, so asked if there were options for those clients. Ms. Paxton confirmed they do phone call interviews and do require verification of identity on that for protection. Council Member Wood then asked if the staff is provided cell phones and computers to use while working from home, so the information is encrypted and not on using personal equipment. Ms. Paxton confirmed they do have the advocacy equipment not their personal equipment.

ROLL CALL VOTE, MOTION CARRIED 2-0.

RESOLUTION- Grant Acceptance and Budget Transfer; DOJ grant from the Office of Justice Programs

Mr. McClure confirmed the grant was for \$339,769 with no match from the City. The funds are being awarded to utilize the prevention and response to COVID. With the funds, Mr. McClure continued, the LPD will purchase seven (7) infrared devices and prevention supplies, including air purification, protective suits, and response equipment. It was noted this will also include one additional temporary employee to assist with decontamination. Chief Green added to the explanation that the temporary employee will help with stocking and adding supplies to the vehicles and is only an 18-month term. The grant will assist in the purchase of one vehicle so that if there is a contamination, there is always a clean vehicle available to be on the road.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION FOR THE GRANT FROM THE DEPARTMENT OF JUSTICE, OFFICE OF JUSTICE PROGRAMS.

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Council Member Spadafore asked for more details on the temporary employee and Chief Green confirmed his intentions for a cadet and essentially that cadet could transfer to the academy and in turn help with future recruiting. Council Member Spadafore asked if the vehicle would be “special” or just an additional vehicle. Chief Green stated it will be special as in it will have the additional contamination supplies and equipment, and could be used for patrol status also. Council Member Wood asked if the officers have enough equipment to meet their needs. Chief Green confirmed they do for now, but this grant does provide for equipment that they will be sharing with the LFD.

ROLL CALL VOTE, MOTION CARRIED 2-0.

REPORT – Chief Strategy Officer Update on Police Budget Details

Council Member Wood recapped the request from the July 10, 2020 Committee meeting, which was a request for the Chief Strategy Officer to review the LPD budget and delineate some of the line items and provide context on those. Chief Green confirmed he did receive a copy of the report. Ms. Kehler began a presentation on the report that was sent to them from Council Member Wood. She confirmed it was a collaboration with LPD, Finance, and conversations with Chief Green. Ms. Kehler went through the report beginning with the history of the LPD, leading into the budget summary and staffing summary. Chief Green did not that in FY2021 it is noted for 203 sworn officers, but the average is 2.2 officers per 1,000 in population. Ms. Kehler did not that over the last three years there have been different forms for budgeting so it was hard to compare program based to line item based, and the comparison was for the final 2019, but the adopted budget for 2020 since it was not closed yet. Council Member Spadafore asked if the \$46,493,846 in adopted 2021 had the millage and Ms. Kehler confirmed it did include the \$3.53 million. She noted in the final draft she would have a chart that clearly noted it. The Committee reviewed the report with Ms. Kehler and moved into the GF revenues, and Ms. Kehler asked them how in depth they wanted to see the breakdown. Council Member Wood stated she was not as concerned on a breakout of staffing and personnel, and Council Member Spadafore agreed stating his interest would be in the funding source. Council Member Wood suggested on the Staffing Summary, since the comparison was not apples to apples because of different budgeting styles, that the “gray boxes” list the budgeting format so the public would understand the comparison. She also asked that the “legacy cost” of the budget be highlighted more and Council Member Spadafore added the report should have more lines that demonstrate total minus the legacy costs, then a breakdown of what the percentage with the legacy cost would be in terms of the total budget, and what that dollar amount would be. Mr. Smiertka asked if the legacy cost listed is the City contribution of the total cost. Ms. Kehler responded that it was the retiree pension and health care cost. Council Member Spadafore asked if the percentage is the total cost of police or just what the City sends over to pension. Ms. Kehler stated it was the total cost, but she would double check that. Council Member Spadafore asked her next report include a breakdown of legacy costs, and use dollar amounts as well as percentage. Council Member Wood suggested the next report look at other costs that help the department function such as facility rental, information technology, so that when those fixed cost numbers are backed out, the public can see the balance. A graph was suggested for that along with a graph on fixed costs. The Committee moved into more details on the revenues. Council Member Spadafore asked that the next report not just include the details but a spreadsheet on the dollar amount.

The Committee consensus was to set a special meeting of July 31st to review the final report. (After the meeting this special meeting was moved to August 3rd).

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Other

No other topics of discussion.

ADJOURN

Adjourn at 9:34 a.m.

Submitted by,

Sherrie Boak, Council Office Manager

Lansing City Council

Approved by the Committee on _____

**LANSING POLICE DEPARTMENT SUMMARY
FY19/FY20/FY21**



Daryl Green, Chief

	FY19 Final	% of LPD GF Budget	FY20 Adopted	% of LPD GF Budget	FY21 Adopted	% of LPD GF Budget
Revenues						
*General Fund	\$38,821,182		\$41,095,179		\$42,223,096	
Property Tax						
Income Tax						
State Revenues						
Licenses & Permits						
Return on Equity - BWL						
Dedicated Voter Mill 1.5	\$3,105,000	7.2%	\$3,217,500	7.2%	\$3,521,250	7.6%
Fees	\$906,407	2.1%	\$547,103	1.2%	\$749,500	1.6%
Total General Funds	\$42,832,589		\$44,859,782		\$46,493,846	
Expenses:						
Personnel						
Salaries	\$17,663,819	41.2%	\$17,342,227	38.7%	\$18,229,226	39.2%
Legacy Costs (FY19, FY20, FY21)	\$15,077,539	35.2%	\$16,098,347	35.9%	\$16,831,401	36.2%
Police Pension (51%, 56%, 58%)	\$7,689,545		\$9,015,074		\$9,762,213	
Retiree Healthcare (45%, 41%, 38%)	\$6,784,893		\$6,600,322		\$6,395,932	
Miscellaneous (3%, 2%, 3%)	\$452,326		\$321,967		\$504,942	
Workers Compensation (1%, 1%, 1%)	\$150,775		\$160,983		\$168,314	
Variable Fringe	\$3,449,667	8.1%	\$4,100,019	9.1%	\$3,572,221	7.7%
Allowance - Gun, Clothing	\$252,809	0.6%	\$261,954	0.6%	\$394,199	0.8%
Personnel Total	\$36,443,834	85.1%	\$37,802,547	84.3%	\$39,027,047	83.9%
Page 2 LPD Budget Summary						
Operating						
Fixed Costs						
Miscellaneous Operating	\$398,274	0.9%	\$533,418	1.2%	\$450,367	1.0%
Dive Team/S.T.A.R.T/K9/Evidence	\$55,031	0.1%	\$62,699	0.1%	\$73,182	0.2%
Vehicle Fuel	\$289,205	0.7%	\$282,000	0.6%	\$290,000	0.6%

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Uniforms	\$276,482	0.6%	\$332,386	0.7%	\$345,553	0.7%
Office Supplies	\$157,634	0.4%	\$180,035	0.4%	\$187,000	0.4%
Contractual Services	\$96,434	0.2%	\$357,715	0.8%	\$357,715	0.8%
Information Technology	\$1,909,816	4.5%	\$1,994,592	4.4%	\$2,412,851	5.2%
Utilities	\$448,462	1.0%	\$417,001	0.9%	\$432,000	0.9%
Communication & Phones	\$233,444	0.5%	\$209,600	0.5%	\$241,200	0.5%
Building Rent	\$125,000	0.3%	\$125,000	0.3%	\$125,000	0.3%
Equipment Rental	\$1,550,000	3.6%	\$1,550,000	3.5%	\$1,550,000	3.3%
Repair & Maintenance	\$174,460	0.4%	\$249,803	0.6%	\$251,000	0.5%
Training	\$112,373	0.3%	\$130,800	0.3%	\$130,800	0.3%
Insurance & Bonds	\$406,094	0.9%	\$388,086	0.9%	\$357,806	0.8%
Equipment	\$156,046	0.4%	\$244,100	0.5%	\$262,325	0.6%
Total Operating	\$6,388,755	14.9%	\$7,057,235	15.7%	\$7,466,799	16.1%

LPD Total General Fund Budget \$42,832,589 \$44,859,782 \$46,493,846

Special Revenue Funds
(Restricted Funds)

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Federal Drug Enforcement	\$108,000		\$95,000		\$62,800
State/Local Drug Enforcement	\$523,600		\$199,000		\$184,000
Drug Law Enforcement - Tri County Metro	\$856,400		\$807,000		\$366,000

Total Special Revenue Funds \$1,488,000 \$1,101,000 \$612,800

Use of Special Revenue Funds

Personnel	\$86,920		\$88,500		\$0
Operating	\$1,401,120		\$982,500		\$612,800
Capital	\$0		\$30,000		\$0

Total Special Revenue \$1,488,040 \$1,101,000 \$612,800

Total Police Budget (General Fund & Special) \$44,320,629 \$45,960,782 \$47,106,646

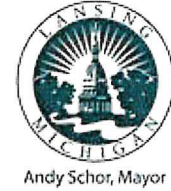
* The General Fund is comprised of multiple revenue streams that are appropriated to fund all departments. Only dedicated mills, special revenue funds and grants can be tied directly to a program or departmental budget.

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LANSING POLICE DEPARTMENT DIVISION & STAFFING SUMMARY



FY2019/FY2020/FY2021



Divisions	Civilian	Sworn Officers	Total Personnel
FY2019	41	202	243
<i>Patrol</i> <i>Investigation</i> <i>Staff Services</i> <i>Administrative Services</i> <i>Specialized Units -</i> <i>Honor Guard, START,</i> <i>Dive Team, K9 Unit, etc.</i>	DRAFT		
FY2020	41	203	244
<i>Administrative Services</i> <i>Criminal Investigations</i> <i>Public Safety</i> <i>Engagement</i> <i>Judicial Support</i>			
FY2021	41	206	*247
<i>Administrative Services</i> <i>Criminal Investigations</i> <i>Public Safety</i> <i>Engagement</i> <i>Judicial Support</i>	DRAFT		
* This total includes 12 community officers and 1 social worker			

	FY2019	FY2020	FY2021
LPD GF Budget...	\$42,832,589	\$44,859,782	\$46,493,846
Legacy Cost % of LPD GF Budget...	35.2%	35.9%	36.2%
	\$15,077,539	\$16,098,347	\$16,831,401
Non-Legacy % of LPD GF Budget...	64.8%	64.1%	63.8%
	\$27,755,050	\$28,761,435	\$29,662,445
LPD GF Budget as % of City GF Budget	31.8%	32.1%	34.0%
City GF Budget.....	\$134,310,000	\$139,500,000	\$136,692,294