

AGENDA

Committee on City Operations AGENDA FOR SEPTEMBER 15, 2021 AT 3:30 PM



Lansing City Hall

124 W. Michigan Avenue, 1st Floor Lobby

To provide input or ask questions on any item that is listed on the agenda, members of the public may contact the City Council at city.council@lansingmi.gov or (517) 483-4177 prior to the meeting.

**Based on the recommendations from the Centers for Disease Control (CDC)
City Council President Spadafore is requesting members of the public, City Staff and Council Members
wear face coverings at meetings of the City Council and their Committees.**

Council Member Dunbar, Chairperson
Council Member Spadafore, Vice Chairperson
Council Member Hussain, Member

1. **Call to Order**
2. **Roll Call**
3. **Minutes**
 - A. Minutes 09/08/2021
4. **Public Comment on Agenda Items (Up to 3 Minutes)**
5. **Discussion/Action:**
 - B. RESOLUTION - Setting a Public Hearing in consideration of Noise Special Permit; MDOT request to allow for I-496 Freeway reconstruction on weekdays from 8 PM to 7 AM and any time on weekends or holidays for the period January 24, 2022, through December 1, 2022 and for the period March 1, 2023 through November 15, 2023 (PEND-2623)
 - C. DISCUSSION - Budget Priorities
6. **Other**
7. **Adjourn**

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.



MINUTES
Committee on City Operations
Wednesday, September 8, 2021 @ 3:30 p.m.
Lansing City Hall Lobby

CALL TO ORDER

Council Member Dunbar called the meeting to order at 3:32 p.m.

PRESENT

Council Member Dunbar, Chairperson
Council Member Spadafore, Vice Chairperson
Council Member Hussain, Member - excused

OTHERS PRESENT

Renee Richmond, Council Administrative Asst.
Eric Brewer, Internal Auditor
Lisa Hagen, OCA
Heather Sumner, OCA
Scott Sanford, Code Compliance Manager
Janna Stellwag, 1532 Illinois Ave.

MINUTES

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE MINUTES FROM AUGUST 18, 2021 AS PRESENTED. MOTION CARRIED 2-0.

PUBLIC COMMENT

No public comment at this time

DISCUSSION/ACTION:

RESOLUTION – Fireworks Display License; Melrose Pyrotechnics Inc. at Jackson National Life Stadium, 505 E. Michigan Ave.

Council Member Dunbar indicated this item was pulled due to lack of sponsorship. No action taken

RESOLUTION – Claim Appeal; Claim #1851, Janna Stellwag for \$640.50 in Trash Removal fees at 1532 Illinois Avenue

Mr. Sanford stated the property was cited on 3/03/21 with a compliance due date of 3/10/21, the compliance officer did a recheck on 3/15, 3/16, 3/18, 3/22 & 3/23. Mr. Sanford indicated the claimant did call and request an extension which was granted, when the compliance officer then returned on 3/24 (two weeks after the due date of 3/10) the violation still occurred and was removed and this office recommends denial of the claim. Council Member Spadafore asked about two printouts as they are different amounts. Mr. Sanford stated that initially it was just one couch then two additional sections so additional yards were added to the amount. Council Member Dunbar asked Ms. Stellwag if she wanted to explain. Ms. Stellwag stated that the couch went out on 2/28 and then she received the letter dated 3/05 after the 3/03 violation. Ms. Stellwag stated she sent screenshots of the couch dated 3/05 along with the cite she attempted to purchase a tag for removal. Ms. Stellwag said she filled out the form online but never received confirmation that it went through. She stated that she noticed Eric's Refuse removing the couch and got online immediately to get a tag and thought it was through Blue CART but couldn't get in from the city website and she was at a site that wouldn't recognize her user name/password. Ms. Stellwag indicated when she put the couch out on 2/28 she had rented a U-Haul to move some other furniture and when she returned that she thought she could get a sticker for the couch at a grocery store and couldn't find one and was told to go online. Council Member Dunbar asked if there is a charge online for the sticker and Mr. Sanford said yes and they can go through the Treasury Dept. to obtain and pay for it, Council Member Dunbar then

asked Ms. Stellwag if she received a receipt when she went online. Ms. Stellwag repeated her previous statement that she went online but something happened and it wouldn't let her login. Council Member Dunbar stated that because she didn't get a receipt or login that was a sign that it didn't process and Ms. Stellwag suggested she should've made a phone call to check. Council Member Spadafore stated he noticed a reduction from the original amount. Mr. Brewer stated the original amount was \$690 with 8 yards and was reduced to \$530 with 4 yards. Council Member Dunbar asked if the first \$265 is the minimum charged and Mr. Sanford confirmed. Ms. Sumner stated there is some inconsistency with Eric's Refuse costs but everything else is right. Council Member Dunbar stated that being said the couch sat there for three weeks and nothing was billed to your CART account or credit card and asked Mr. Sanford to confirm that a notice was sent and they have time to get a sticker. Mr. Sanford confirmed both and that Ms. Stellwag was also granted an extension. Council Member Spadafore mentioned that extensions aren't just granted because. Council Member Dunbar again clarified the timeline that Ms. Stellwag put the couch out on 2/28 and was cited on 3/03 and received the letter on 3/05 and had plenty of time to get it removed along with the extension granted. Council Member Spadafore informed Ms. Stellwag that it is the Committees job to way the facts and determine the City followed the proper process and it is clear they did. Council Member Spadafore asked Ms. Hagen to amend the resolution to reflect the reduced amount of \$530.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION TO DENY IN THE AMOUNT OF \$530 THE CLAIM APPEAL; CLAIM #1851, JANNA STELLWAG IN TRASH REMOVAL FEES AT 1532 ILLINOIS AVENUE. MOTION CARRIED 2-0

Council Member Dunbar said this would be in front of City Council on Monday, Sept. 13th at 7pm and if she wanted to be present and speak at public comment she could. She also suggested she contact Public Service and maybe IT to see if she could verify the error with the login. Council Member Spadafore informed the Committee that he just attempted to go online and it does not require an account or login/password and asked Ms. Richmond to update Ms. Stellwag with the Council information for Monday.

ADJOURNED

Adjourned at 3:55 p.m.

Submitted by Renee Richmond,

Administrative Assistant, Lansing City Council

Approved by the Committee on _____

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

WHEREAS, the Michigan Department of Transportation (MDOT) is in process of letting a design-build project for reconstruction of I-496 and bridge repairs between Lansing Road and the Grand River; and

WHEREAS, these improvements, are necessary to support both local residents and commuters that frequent the greater Lansing area; and

WHEREAS, this work will involve activities that is anticipated to create a noise disturbance during pile driving, sheet pile installation, vibratory hammers, pavement breaking activities and bridge demolition activities; and

WHEREAS, to be minimize the disruption to motorists, MDOT, the owner, is requesting a noise waiver to accommodate construction activities outside the allowable time frame as set forth in section 654.07 of the Code of Ordinances; and

WHEREAS, for the period January 24, 2022, through December 1, 2022 and for the period March 1, 2023 through November 15, 2023, MDOT has requested a waiver of the noise ordinance, for construction noise, on weekdays from 8:00 PM to 7:00 AM and any time on weekends or holidays; and

WHEREAS, the City of Lansing Public Service Department recommends that the contractor be granted the requested noise waiver in order to:

- limit the amount of time local access for property owners is impacted;
- limit the amount of time that vehicular traffic will be detoured; and
- keep the project on-schedule.

NOW THEREFORE BE IT RESOLVED that a public hearing be held on **Monday, January 17, 2021, at 7:00 PM** in the City of Lansing Council Chambers, 124 W. Michigan, in consideration of the request for granting a waiver of the noise ordinance, for construction noise, on weekdays from 8:00 PM to 7:00 AM and any time on weekends or holidays for the period January 24, 2022, through December 1, 2022 and for the period March 1, 2023 through November 15, 2023.

AS ADOPTED UNDER RESOLUTION 2020-182 FOR FY 2021/2022
RED is where I have already updated for the correct year (FY2022/2023)

RESOLUTION #2020-182
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 **2022/2023** Budget; and

WHEREAS, the City Council established the following Mission;

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,
- II. Securing short- and long-term financial stability through prudent management of city resources,
- III. Providing reliable, efficient and quality services that are responsive to the needs of residents and businesses,
- IV. Adopting sustainable practices that protect and enhance our cultural, natural and historical resources,
- V. Facilitating regional collaboration and connecting communities; and

WHEREAS, the standing committees of the City Council have met to evaluate the budget and recommend an annual statement of budget policies and priorities to guide the Administration in developing and presenting the Fiscal Year **2022/2023** budget.

NOW, THEREFORE BE IT RESOLVED, that the Lansing City Council has established the following as its Fiscal Year **2022/2023** Budget Policies and Priorities and requests that the Administration review them and encourages that they, to the extent practical, be included in the Administration's budget presented due to the City Council by the fourth Monday in March **2022**.

BE IT FURTHER RESOLVED, the Committee of the Whole has established the following priorities:

1. \$100,000: (1) FTE focus specifically on housing legal assistance for tenants and homeowners in the City.
2. Fund sidewalk repair by \$200,000 for a total of \$500,000, with a priority placed on underserved areas.
3. Fund local street repair funding by \$1.7 million for a total of \$5 million, with a priority placed on underserved areas.
4. Funding for GED prep and passage program.
5. Funding to disseminate information on how to file a Complaint against the police.

AS ADOPTED UNDER RESOLUTION 2020-182 FOR FY 2021/2022
RED is where I have already updated for the correct year (FY2022/2023)

- a. Printing costs to add text to reverse side of of LDP business cards.

BE IT FURTHER RESOLVED, the Committee on Development and Planning has established the following priorities:

1. \$80,000: (1) FTE Financial Empowerment Employee; RE: Focus on Small Business, Minority Businesses; Female Owned Businesses
2. \$215,000: Reactivation of the Façade Improvement Grant Program
3. \$50,000: Analysis of Facade Improvement Grant Program to include Return on Equity Report on Previous Façade Grants provided to small businesses
4. \$40,000: Initiate an RFP for Engagement of Stakeholders and Completion of Community Facilities Plan, including school and county buildings, complete with inventory of assets and goals/objectives for facilities, that will serve as the basis for community facility decisions into the future.
5. End the LEAP subsidy of \$500,000 taking those funds to:
 - \$400,000: (5) FTE Economic Development for Economic Role previously done by LEDC/LEAP
 - \$50,000: Façade Improvement Grant Program
 - \$50,000: Analysis of Façade Improvement Grant Program

BE IT FURTHER RESOLVED, the Committee on Equity, Diversity, and Inclusion has established the following priorities:

1. \$500,000: (4) FTE Social Workers-(1) FTE Administrative Assistant (LFD)
2. \$125,000: (1) FTE Grant Writer (Neighborhood Citizen Engagement OR HRCS); RE: Assist Local Groups and organizations in grant research, grant writing and monitoring.

BE IT FURTHER RESOLVED, the Committee on General Services has established the following priorities:

1. \$5,000: Training Modules on Ethics Ordinance and Related Policies, Conflicts of Interest Policies, and the Open Meetings Act, among others, for Boards and Commissions (Dept. OCA)
2. \$10,000: Printing Costs to Provide Written Materials to Residents who do not have access to computers, internet or cell phones with document capability

BE IT FURTHER RESOLVED, the Committee on Public Safety has established the following priorities:

1. \$11,000: Traffic Speed Wagons (Public Service Department)
2. \$10,000: Portable Speed Bumps (Public Service Department)
3. \$140,000: Reinstate the LFD apprenticeship/cadet program (Lansing Fire Department)

BE IT FURTHER RESOLVED, the Committee on Ways and Means has established the following priorities:

1. Encourage the Administration to focus in on budget allocations and centralize the fees and costs associated with items such as Information Technology, utilities, etc.
2. Encourage the Chief Strategy Officer to perform an audit report on short and long term resolutions for the current forecast of the City's revenues and expenditures within all departments.

BE IT FURTHER RESOLVED, 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.

BE IT FURTHER RESOLVED, the City Council has accepted the following recommendations from the Board of Public Service:

- Increase general fund support for implementation of the City's Street System Asset Management Plan, with a priority placed on reconstructing and preserving neighborhood streets, especially in those areas of the city which have been historically underserved. We encourage the Department to continue utilizing new and innovative ways to extend the life of our existing streets.
- Maintain and expand funding for sidewalk repairs and right-of-way maintenance and improvement, with a priority placed on underserved areas; this should all be done while keeping safety a priority for Lansing residents and visitors, and meeting or exceeding the compliance with the Americans with Disabilities Act.
- Maintain and expand funding to update and improve the fleet of city vehicles, with specific priority for the Department.
- Establish Lansing as a leader in PFAS regulation, testing, monitoring and enforcement through maintaining and increasing funding for educational and training purposes, and working with relevant federal, state, county and local governments, and non-government organizations.
- Expand opportunities for multi-family residential and business recycling.
- Follow recommendations (to the greatest extent feasible) of the energy audit of all facilities and properties to save on energy and cut costs by replacing wasteful devices with ones that are energy efficient and reduce the carbon footprint of the City of Lansing.