MINUTES
Committee of the Whole
Monday, May 9, 2022 @ 5:00 p.m.
Tony Benavides Lansing City Council Chambers

CALL TO ORDER
Council President Hussain called the meeting to order at 5:00 p.m.

PRESENT
Councilmember Adam Hussain
Councilmember Carol Wood
Councilmember Peter Spadafore
Councilmember Patricia Spitzley- arrived at 5:06 p.m.
Councilmember Jeremy Garza
Councilmember Brian T. Jackson
Councilmember Jeffrey Brown
Councilmember Brian Daniels

OTHERS PRESENT
Sherrie Boak, Council Office Manager
Jim Smiertka, OCA
Jake Brower, Finance
Jane Bias DiSessa, Chief of Staff
Desiree Kirkland, Finance Director
Emerson Burton
Beth Graham
Loretta Stanaway
Scott Keith, LEPFA
Cathleen Edgerly, DLI
Calvin Jones, LBWL
Luciana Solis, Mayor's Office
Sharon Frischman, Assessor
Bill Castenier, Historical Society
Chief Sosebee, LPD
Kris Klein, LEDC
Dale Shrader
Joe McClure, LPD
Karl Dorschimer, LEDC
Kris Klein, LEDC
Brett Kaschinske, Parks and Recreation
Mayor Schor – arrived at 6:53 p.m.

Minutes

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE MINUTES FROM APRIL 25, 2022 AS PRESENTED. MOTION CARRIED 7-0.

Public Comment
Mr. Burton spoke in support of funding for the Moores River Park pool.

Mr. Castenier spoke on behalf of the Historical Society, spoke on retention of Moores River Park Pool.

Mr. Shrader spoke in support of funding for Moores River Park Pool.

Ms. Stanaway spoke on the action for the ballot proposal, in support of funding for Moores River Park Pool.

Discussion/Action:
RESOLUTION – Reappointment; Beth Graham; 2nd Ward Member Board of Water and Light; Term to Expire June 30, 2026
Ms. Graham confirmed she has been a member of the Board since 2017, her excitement with everything the BWL has done so far.

Council Member Jackson asked if she was aware of the climate crisis and if she has a role with BWL in that, and if she had any continued education on the climate crisis. Ms. Graham confirmed she does follow it, and sat on the National Realtors on Sustainability and was trained and educated through that group. In addition BWL offers continued education on climate action and sustainability. Council Member Jackson asked if the Board member role has a voice on the Board to reiterate her education to the LBWL. Ms. Graham stated they are all offered the same opportunities to speak up, and the BWL administration opens their doors for any Board Member to ask questions.

Council Member Wood asked if Ms. Graham would consider selling the Board of Water and Light. Ms. Graham stated the City is lucky to have, and should not consider to sell.

Council President Hussain asked if she attends 2nd Ward meetings, and if not would she be willing to. Ms. Graham confirmed she has in the past, but the schedule has changed. Council Member Garza confirmed she has attended in the past, and provided the upcoming date this Saturday.

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION FOR REAPPOINTMENT OF BETH GRAHAM AS THE 2ND WARD MEMBER OF THE BOARD OF WATER AND LIGHT. MOTION CARRIED 7-1.

Presentations
Department Budget
Council President Hussain went through the process for the budget season, noting that there were five (5) questions each department was asked to answer, and any presentations or reports were asked to be submitted ahead of time and were included in the packets. No presentations would be shown on the TV.

Police
Chief Sosebee went through the questions, noting there are not a lot of changes, which includes a 2.5% increase due to personnel and benefits. Regarding fees or rates, there are no increases, there are no equipment purchases proposed, and lastly regarding changes in positions he has requested an Assistant Chief, and additional social worker, a public information coordinator, and a central records principal clerk.

Council Member Spitzley referenced the budget and where it shows 17% fleet increases, and asked if that is general costs. Mr. McClure stated the increase is a true accurate replace cost for vehicles, and insurance increase for additionally insured. Council Member Spitzley asked then for an update on the Cold Case Unit. Chief Sosebee confirmed that unit has grant funding, some reallocation of detectives in the department already, and also able to utilize volunteers to deep dive into cases. Chief Sosebee spoke in support of the program.

Council Member Wood asked how many new hires are in the patrol unit are ready to be sworn in. Chief Sosebee stated today there were seven (7) sworn in today, which would bring to 197-198. Council Member Wood asked how many officers could retire in 2023, and it was stated seventeen. Council Member Wood asked if the department is still "front loading", and Chief Sosebee stated they are hoping for 13 and has gotten support from the Administration. Council Member Wood then referenced the statement on no-equipment purchases and asked if there are funds to replace cameras in the community. Mr. McClure stated $450,000 of the $1 million grant from the City will go towards replacement of cameras. Chief Sosebee confirmed he could not provide specifics on which ones are working, and the fiber issues at Pleasant Grove and Holmes has been fixed and it is now working. Council Member Wood asked if there are any negotiations to reduce rent of $125,000 to the Schools for Wise Road. Chief Sosebee stated he has not, but on his priority list to get out of a building they are paying rent on. Council Member Wood asked about the new positions, will there be two (2) social workers, and it was confirmed one (1), and currently there will be two (2) social workers and one (1) supervisor.

Council President Hussain asked how many camera's in the City, and it was stated 130; strategically based on Council, Mayor, Community and crime trends.

Council Member Garza asked how many CPO in the City, and the Chief stated there are 13 positions, but not all filled, but currently 10 filled.

Council Member Jackson spoke on the forfeiture fund, and looking at the budget, can people have their property ceased without a fine. Chief Sosebee stated they can, and was asked if the LPD was going to attempt to capture more property. Mr. McClure asked if he was talking projected revenue. Council Member Jackson noted if it is forfeited or ceased there are funds. Mr. Brower stated there is a clerical error, within the forfeiture fund there are technicalities on how the Federal and State funds are used. Council Member Jackson asked if there is a policy on seizing funds. Chief Sosebee stated he could provide once he has the policy in front of him.

Council Member Garza stepped away at 5:39 p.m. and returned at 5:40 p.m.

Council Member Wood noted the City has a wrecker service for picking up cars in accidents in the City. Does the City make sure the wrecker services have current licenses? Chief Sosebee stated the Lieutenant checks and he would confirm for local and state licenses.

<u>Downtown Lansing, Inc.</u>
Ms. Edgerly confirmed the income and expenses have increased to provide for the services promised. Regarding changes in service, due to pandemic they have made some changes.

Council Member Jackson stepped away from the meeting at 5:41 p.m.

Ms. Edgerly confirmed there are not rate or fee increases, no equipment purchases and no changes in staff.

Council Member Spitzley noted the DLI are looking at ways to address housing.

Council Member Jackson returned to the meeting at 5:43 p.m.

Ms. Edgerly stated they are looking at some buildings that can be converted. In addition studies to look at the demand.

Council Member Wood noted the revenue to the DLI comes from commercial property, so if it property changed to residential that comes off the books. Ms. Edgerly stated they are looking at keeping first floor commercial, they are looking at things strategically to look at in fill on commercial. Council Member Wood asked for the number of vacant commercial, and Ms. Edgerly stated they are at 38%, and have businesses on target to go into those buildings this summer. Council Member Wood asked if they are talking to them about their model with state workers, and Ms. Edgerly confirmed.

Council President Hussain asked how many residential doors in downtown, and was told 1,000-1,500. Council President Hussain asked what number of residential they want. Ms. Edgerly stated in 2018 a study show they were short 1200, and the plan is to have 2000 by end of 2025.

<u>Assessing</u>
Ms. Frischman noted the budget is simple, noting the difference in current and planned is increase in temporary help. This will help with photos of some properties that are over 20 years old. She then noted there are no changes in services, no fees, no equipment purchases and no eliminating of positions.

Council Member Spitzley asked how often they review the roll to see if there are needs for changes in the assessment. Ms. Frischman stated annually, and if someone wants to appeal they can come to the office. This will include a review of other properties, but they can also appeal at the tax appeal, and if they do not like that result they can take that to the State also.
Council Member Spitzley asked how much of the annual review is subjective. Ms. Frischman stated the evaluation of property is not black and white or all numbers, there are different things. She provided examples of the buyer options, and the review process is standard. They rely on the tax payer to bring in information, there is sale information, speaking to people before they go to the Board of Review and if they agree it is too high, then Assessing will put in the request to the Board of Review to lower for official determination.

Council Member Garza asked about the decrease in benefits, and the 311 service is up 7% and changes to $40,000 for temp services, and asked why. Ms. Frischman confirmed there are two (2) contractual in the office now, and the new temporary positions in the budget is a temporary job. Mr. Brower spoke on the benefit changes, there is a general trend for benefits, and retirement changes is due OPEB. Council Member Garza asked again why the fixed benefits on retirement, and Mr. Brower stated there was a pay as you go and now that is being changed to actuary.

Council Member Wood asked about the contract worker positions, and not being offered full time employment. Ms. Frischman stated they are actively posting for two positions in addition to the contract positions. There are issues getting certified assessors, and there was no one that applied that qualified, and the two contract employees currently do qualify but they do not want full time jobs. Council Member Wood asked about the number of cases in front of the Tax Tribunal, and Ms. Frischman stated about 7-8 outstanding right now. Council Member Wood asked what the potential liability is for those, and Ms. Frischman asked for the number.

Council President Hussain asked the number of employees and number of vacant, and was told there are 4 vacant. Council President Hussain asked for total of tribunal, and Ms. Frischman in addition to the earlier number there are some in small claims.

Council Member Wood stepped away at 6:00 p.m.

LEPFA

Mr. Keith introduced Michelle Green the LEPFA Finance Director. Mr. Keith spoke on the changes in the budget, the big change is to anticipate a 40% return rate, and now predicating an 85% rate which means 85% capacity of events. Still specifically challenged in staff which creates limitations.

Council Member Wood returned at 6:03 p.m.

Mr. Keith noted other issues are food and food supply along with rising cost of fuel.

Council Member Spadafore stepped away from the meeting at 6:04 p.m.

Mr. Keith noted that services are not changing, but alter the programs year to year. Regarding positions, they always evaluate management positions based on what changes in event cycles. They will outsource marketing, but none of the CBA positions have been eliminated or combined. With the golf course they did change the rates for golf carts due to costs and fuel.

Council Member Spadafore returned to the meeting at 6:06 p.m.

Mr. Keith went into the costs increases of equipment purchases including the signage replacement and are part of the sponsorships. He then highlighted the trends asking for higher contribution from the City to the Lansing Center. Discussions in the based have been on changing the funding model, and with new ACT 240 that allows for additional increase in hotel tax, and that could take getting County, hotel, and Visitors and Convention Board in support.

Council Member Spitzley asked if LEPFA got ARPA separately, for tourism. Mr. Keith stated they did not get any funds from the County or Federal. Council Member Spitzley asked if they can apply on their own, and he stated they are not. Council Member Spitzley referenced the LEPFA building rental increase and asked what the cost was in the beginning. Mr. Keith stated it was just shy of $1 million. There was then a brief discussion on the aesthetics of the Lansing Center and maintenance that needs to be addressed that is not visible to the public.

Mr. Keith noted that the ball field has utility updates and roof issues that will be expenses in the next budget cycle. Regarding the golf courses, there is an increase with the rounds since COVID, and a 40% increase since LEPFA took it over. Lastly he referenced his earlier presentation in the packet which had photos of items that need to be addressed at all three properties.

Council Member Brown stepped away from the meeting at 6:15 p.m.

Council Member Daniels asked about the roof at the stadium and what can be done to be improved at a lower cost. Mr. Keith the metal roof is 27 years old, and in Michigan it moves because it is curved, but every year the roofing company comes out to make sure everything is sealed. It could be replaced could be another 10-12 years.

Council Member Brown returned to the meeting at 6:17 p.m.

Council Member Garza asked the Administration requested funds with ARPA for LEPFA, and MR Brower stated they did not request and based it on community input. APRA eliminated publicly owned entertainment facilities in grants. MR, Keith a lot exclude publicly owned organizations and were geared towards private or a certain distinct like Broadway. There was a State grant but a lot of the applications were written so they could not apply. Council Member Garza asked about the $600,000 allotted by the Administration. Mr. Brower explained it would need to fall under eligible activities. Mr. Keith confirmed there is room for improvements, such as signage to help gain new revenue and repairs in areas which held events which generated revenue. Mr. Brower added that façade improvements are covered, and expenditures that would improve public health and safety.

Council Member Wood asked about an Authority and if they consider moving on that sooner. Mr. Keith stated that when the bill was being constructed they asked for changes to help it apply to Lansing. For assistance there needs to be 60% of the hotels to opt in. Council Member Wood referenced earlier statements on signage, and recalled discussions on this same subject in the past budgets, and Mr. Keith admitted they had asked in previous years in Capital Improvement Projects, however the funds were never received.

LEDC

Mr. Dorshimer began by answering the questions confirming the revenues have gone up slightly due to part of the Art and Culture contract and the Red Cedar Development. There are 35 active brownfield plans, and revenue is up about $1 million. Overall LEDC expenditures have increased to match the services and with the end of the contract with LEPA there is an increase with employment, rent, etc. The funds that were being used for the LEAP contract, now cover the new personnel costs. Regarding changes in services confirmed there were none, and no rate or fee increases. The department will have equipment purchases because they are moving from LEAP into their own offices. Lastly, regarding positions, in the LEAP contract there were five (5) positions and now LEDC there will be six (6) full time positions.

Council Member Garza asked what happens with the Brownfield with SkyVue property if they sell the property. Mr. Klein stated the projected was completed per the development agreement, and if there are public concerns it can be addressed by the new and current owner. Mr. Dorshimer stated the Brownfield Plan stands alone and speaks to the construction and they met all those requirement. If they sell there is an assignment to the new owner or lender, dependent on the value of the building. At this point, they have met the requirements of the Brownfield Plan and the development agreement.

Council Member Wood asked what happens now that LEDC is not with LEAP with the administrative fees. Mr. Dorshimer stated the annual fee for the administrative always went to the Brownfield Authority, and the application and approval fee will now go to the LEDC as of July 1. Council Member Wood asked about the unrestricted fund balance is $7 million. Mr. Dorshimer confirmed it was a combination and a large amount is due to the Red Cedar bonds. Council Member Wood then referred to page 111 and the amount that was restricted. Mr. Dorshimer stated those are TIFA. Council Member Wood asked for better clarification on the definition on clarity on restricted and unrestricted funds.

Mayor and Community Media

Ms. Bias-DiSessa stated the changes from last year to this year, there is a 9.4% increase attributed to:
Chief Labor Negotiator fully funded under the Mayors Budget
A part time business analysis position
311 charge

Council Member Daniels stepped away from the meeting at 6:46 p.m.

Ms. Bias- DiSessa stated there are no service changes, rate changes or fee increases. Along with no equipment changes or positions changes.

Ms. Bias-DiSessa then explained that for Community Media the only budget increase is for an allocation in the IT costs, there are no planned service changes, fee changes, no equipment purchases and no position changes.

Council Member Brown asked for the Administration to provide an organizational chart along with the definitions of each job in the Mayor's office.

Council Member Daniels returned to the meeting at 6:49 p.m.

Council Member Wood asked to add to the request for information the salaries for those positions, and if that person in a position served in another position what that position was and what that salary was as well. It was noted the organizational chart should include the names of the person.

Council Member Garza asked about the Citizen Advocate position and what the job title was for the person that used to be in that role. Ms. Bias- DiSessa confirmed that Mark Lawrence is still the Neighborhood Advocate and also the Deputy Chief of Staff. Mr. Brower added that the Citizen Advocate is a position in the Charter, and he was corrected by Council that the position of Citizen Advocate is not a Charter position. Ms. Bias-DiSessa stated her title is Chief of Staff. Council Member Garza asked for position so Council knows who to contact. Council Member Brown added that the descriptions are needed so there is an understanding of their role.

Mayor Schor arrived at 6:53 p.m.

Mayor Schor confirmed that Mark Lawrence is the Citizen Advocate, Chief of Staff and Executive Assistant.

Council Member Wood asked the Mayor to confirm that the Citizen Advocate is not a Charter position, and the Mayor confirmed.

<u>City Clerk</u>
Mr. Swope and Mr. Jackson answered the budget questions. Mr. Swope confirmed the minimal change is the operating changes and salary changes due to collective bargaining agreements and the gubernatorial election in 2022.

Council Member Spitzley stepped away from the meeting at 6:56 p.m.

Mr. Swope stated services have changed with voter increases, and there could be more if the Legislation enacts any changes in elections. Regarding the fees, the budget resolution does include fee increases for some that have not seen an increase for many years.

Council Member Spitzley returned to the meeting at 6:57 p.m.

Mr. Swope informed the Committee they have also been working with the OCA on evaluating the licenses that might not be required because they are being regulated by other outside agencies. He then spoke briefly on the other questions, noting they do not anticipate any equipment purchases, but have annually been setting aside funds for election equipment. Lastly, there are no changes in staff but with the elections they have temporary workers.

Council Member Wood asked about the licenses, and asked for explanation on the procedure on applications and renewals. Mr. Swope stated they give 60-90 day notice to the applicant via mail that their license will expire and then the burden is on them to apply and if a department asks for active and non-active they will provide that. Council Member Wood asked if they notify other City departments when licenses expire. Mr. Swope confirmed they do not on all licenses, but do work with the building department on those that require permits. Council Member Wood asked them to consider better coordination on City contractors, making sure licenses are current. Council Member Wood asked what the cost is that is set aside annually for election equipment. Mr. Swope confirmed they can use ARPA funds in the amount of $300,000 which is a large portion of it. The 2nd five years, they have to pay $60,000 for annual maintenance for the current equipment, and continue to lobby to the State for them to pay.

Council Member Garza asked about permits for food trucks. Mr. Swope confirmed they do.

Council Member Daniels stepped away from the meeting at 7:04 p.m.

Mr. Jackson confirmed the fee for food truck is currently at $75 and they are proposing to increase it to $150 (transient). Council Member Garza asked how they are regulated. Mr. Swope acknowledged that the City license does not involve detailed inspections, but the County Health Department should be involved because they look at how they service and prepare food.

Council Member Daniels returned to the meeting at 7:07 p.m.

<u>Discussion/Action:</u>

<u>RESOLUTION – Fourth Amendment to the Lease Agreement with Lansing Shuffleboard LL, LLC, 325 Riverfront Dr.</u>

Council President Hussain briefly noted it began in 2020, and since that time Council approved three (3) amendments. The public hearing was April 25th on this minor modification it is to move the north property 14' and correct the south line because originally it was in the public right of way.

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION FOR THE FOURTH AMENDMENT TO THE LEASE AGREEMETN WITH LANSING SHUFFLEBOARD LLC, LLC. MOTION CARRIED 8-0.

<u>RESOLUTION – Community Development Block Grant resources for the 5-Year Consolidated Plan 2022-2026 and Annual Action Plan for Fiscal year 2022-2023 to the Department of Housing and Urban Development</u>

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION FOR THE CDBG PLAN AND ANNUAL ACTION PLAN.

Council Member Wood noted that there is potential that the department could come back with an amendment if the final numbers come in different.

MOTION CARRIED 8-0.

<u>ORDINANCE – Amendment to Chapter 1300; Section 1300.07, 1300.10 & 1300.11, Marihuana Operations</u>

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE ORDINANCE TO AMEND CHAPTER 1300.

Council Member Jackson asked if the ordinance would be passed tonight at Council, and it was confirmed by Council President Hussain that it will be which is the practice followed by the majority of the items from the Committee of the Whole agenda.

MOTION CARRIED 8-0.

<u>RESOLUTION – Ballot Proposal; Act-2-2022, Sale of a portion of North Cemetery</u>

Council President Hussain confirmed a developer has come forward and the Charter requires the people vote. Mr. Kaschinske confirmed the property is 188' x 89'.

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION FOR THE BALLOT LANGUAGE ON THE SALE OF A PORTION OF NORTH CEMETERY.

Council President Hussain added to the explanation that the sale was approved by the Planning Board and Park Board.

Council Member Wood spoke on her opposition to the proposal.

MOTION CARRIED 7-1.

<u>RESOLUTION – Set a Public Hearing; Consideration of Local Development Authority Tax Increment Financing and Development Plan Amendment for the Lansing Regional SmartZone</u>
MOTION BY COUNCIL MEMBER WOOD TO SET THE PUBLIC HEARING FOR JUNE 13 FOR THE LANSING REGIONAL SMARTZONE. MOTION CARRIED 8-0.

<u>DISCUSSION – FY2022/2023 Proposed Budget and Budget Policies</u>
Council President Hussain asked Council to submit and suggested amendments to the budget or the Budget Policies to be sent to the Council offices no later than Thursday, May 12th at 10 a.m.

<u>Adjourn</u>
The meeting adjourned at: 7:20 p.m.
Respectfully Submitted by,
Sherrie Boak, Recording Secretary,
Lansing City Council
Approved by the Committee May 16, 2022