



**MINUTES**  
**Committee of the Whole**  
**Monday, May 23, 2022 @ 5:30 p.m.**  
**Tony Benavides Lansing City Council Chambers**

**CALL TO ORDER**

Council President Hussain called the meeting to order at 5:30 p.m.

**PRESENT**

Councilmember Adam Hussain  
Councilmember Carol Wood  
Councilmember Peter Spadafore  
Councilmember Patricia Spitzley  
Councilmember Jeremy Garza- excused  
Councilmember Brian T. Jackson  
Councilmember Jeffrey Brown  
Councilmember Brian Daniels

**OTHERS PRESENT**

Sherrie Boak, Council Office Manager  
Jake Brower, Finance  
Jane Bias DiSessa, Deputy Mayor  
Mark Lawrence, Mayors Office  
Lucianna Solis, Mayors Office  
Robin Stites, Election Supervisor  
Brian Jackson, Deputy City Clerk  
Chris Swope, City Clerk  
Heather Sumner, City Attorney  
Jim Smiertka, City Attorney  
Lisa Hagen, City Attorney

**Minutes**

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE MINUTES FROM MAY 16, 2022 AS PRESENTED. MOTION CARRIED 7-0.

**Public Comment**

No public comment at this time.

**Discussion/Action**

Council Member Wood asked the Administration for all the questions from the budget hearings in one complete document by the June 13, 2022 Committee meeting.

**RESOLUTION – Polling Place Changes; Establishment of voting locations for all Precincts**

Mr. Swope explained the process on the precinct boundaries based on the legislature process, then after reviewing the polling locations, there were changes to eliminate some locations

because of school district buildings being utilized during school days which was a conflict. In addition there was a church no longer wished to be a polling place, and another church that was closing end of May, 2022. Lastly, Mr. Swope stated that they In addition they look at place near residents, however they are restricted locations based on the number of residents, non-profits, schools, etc.

Council Member Wood referenced the resolution, 4<sup>th</sup> Ward Dr. Eva Evans Center, and asked if they were aware of the CSO project in the area. Mr. Swope acknowledged he was not aware of the CSO project, but in those situations where building is open, and route is changed, they can do email and post card notifications. Council Member Wood then asked about the sale of the administration building, and Mr. Swope stated the building to the South they are looking at selling not the administration building.

Council Member Jackson asked about the 4<sup>th</sup> Ward Precinct numbers, and Mr. Swope confirmed there are 10 precincts per Ward. Council President Hussain stated the Election Commission is powered to making voting more accessible.

Council Member Spitzley asked how they let the public know about the changes, and Mr. Swope confirmed they will be mailing out new voter registration cards, signs and emails.

Council Member Daniels stepped away at 5:42 p.m.

Council Member Spitzley asked when they would send out the notifications, and Mr. Swope confirmed it would be within the next 2 weeks, and they are training to coordinate with the absentee voter applications.

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

Council President Hussain asked about the number of locations in each Ward, and asked about the access to Southwest Lansing and why only 5 in Ward 3. Mr. Swope, while there are fewer locations, but there are relatively equal distances because it is smaller but denser population. The maximum number of voters in a precinct is regulated by State law, so they have to look at the size of the facility. Council President Hussain asked if they do a survey to determine if the locations worked, and it was confirmed.

Council Member Wood asked about the grant funds that were awarded in the past and if those were used for polling locations or equipment. Mr. Swope confirmed they have used grant funds in the past to purchase equipment that is portable.

MOTION BY COUNCIL MEMBER WOOD TO APPROVE THE RESOLUTION TO ESTABLISH POLLING PLACE CHANGES FOR ALL PRECINCTS. MOTION CARRIED 7-0.

#### Other

Council President Hussain asked the Administration about a statement at a previous meeting in January on the statement they were challenging the results of the Census. Ms. Bias DiSessa was not aware of any challenge, but would report at the next meeting.

#### Place on File – General Fund Status Report; Fiscal Year 2021-2022 Third Quarter

Mr. Brower went through the report in the packet. He highlighted the revenues budgeted, spoke on the COVID challenges and receiving the federal dollars they could maintain the year by utilizing those dollars. It was also determined they could use one time revenue to restore the City's level and use federal funds for a more sustainable pattern forward. The report moved forward with the expenditures and the expenditure target.

Council Member Spitzley asked about an earlier discussion on the income tax and back taxes. Mr. Brower confirmed the collection effort has been successful, but the Finance Director would have to speak to that.

Mr. Brower went in the report on Return on Equity with LBWL, and State revenues including the State revenue from the Medical Marijuana licensing.

MOTION BY COUNCIL MEMBER WOOD TO PLACE ON FILE. MOTION CARRIED 7-0.

Place on File – Vacancy Factor Report; Fiscal Year 2021-2022 Third Quarter

Mr. Brower went through the vacancy factor report in the packet, stating they are on track with meeting the factor, outlining the number of vacancies, the FT and unusual breakdowns. On the final page of the report, Mr. Brower stated there is a numeric value applied to overtime and contractual but admitted they are not satisfied with the formatting of it at this time so will continue to work on that.

Council Member Spitzley asked what “over fill” meant and Mr. Brower stated that is where there were more positions than vacancies, it is a clerical practice of overlapping.

Council Member Wood referenced the 12/31/2021 report and discrepancies with the 3/31/2022 report, providing examples of 12/31 reports which noted the Internal Auditor was “Contract” which is what it was, but in the 3/2022 and it is not listed that way. She then referenced other examples of previous “contract” and now not such as Assistant Planning Manager and an Administrative Specialist 31 in LPD to name a few. She asked for Mr. Brower to explain the reasoning for the differences. Mr. Brower stated they reviewed the ones that were contracted and this is an error of them, and apologized. Council Member Wood asked for the reports to be evaluated and resubmitted

MOTION BY COUNCIL MEMBER WOOD TO PLACE ON FILE. MOTION CARRIED 7-0.

Place on File – Ex. Order 2022-02; Public Art Policy Adoption and Rescinding the Mayor’s Arts and Culture Commission

Council President Hussain outlined the order. Council Member Wood added that with an Executive Order Council has a certain number of days to act and if not it will be motioned to be placed on file.

MOTION BY COUNCIL MEMBER WOOD TO PLACE ON FILE. MOTION CARRIED 7-0.

Closed Session

MOTION BY COUNCIL MEMBER WOOD TO GO INTO CLOSED SESSION AT 6:03 P.M. PURSUANT TO MCL 15.268(1) (H) TO CONSULT WITH THE CITY ATTORNEY IN CONNECTION WITH A WRITTEN LEGAL OPINION WHICH IS A WRITING EXEMPT FROM DISCLOSURE PURSUANT TO THE FREEDOM OF INFORMATION ACT AND CITY CLERK SWOPE BE ALLOWED INTO THE MEETING AS WELL.

ROLL CALL VOTE, MOTION CARRIED 6-1.

Reconvene

Council President Hussain reconvened the meeting at 6:36 p.m.

Adjourn

The meeting adjourned at: 6:37 p.m.

Respectfully Submitted by,

Sherrie Boak, Recording Secretary,  
Lansing City Council  
Approved by the Committee on June 13, 2022