

AGENDA

Committee of the Whole AGENDA FOR APRIL 24, 2023 AT 5:00 PM



Lansing City Hall, Tony Benavides Lansing City Council Chambers
124 W. Michigan Avenue, 10th Floor

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.

Council Member Wood, Chairperson
Council Member Garza, Vice Chairperson

1. **Call to Order**
2. **Roll Call**
3. **Minutes**
 - A. April 10, 2023
4. **Public Comment on Agenda Items (Up to 3 Minutes)**
5. **Presentations:**
 - B. Department Budget Presentations (If materials were provided by the department they are available in the online packet)
 - District Court
 - Neighborhoods & Citizen Engagement
 - Human Resources
 - Public Service
 - Parks & Recreation
6. **Discussion/Action:**

Closed Session

 - C. Pursuant to MCL 15.268(c) of the Open Meetings Act, City Council will recess into closed session for strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement between the City of Lansing and Local 421 of the International Association of Fire Fighters as requested by the City.

Reconvene

 - D. RESOLUTION - Ratification of CBA; Local No. 421 International Association of Fire Fighters
8. **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.

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MINUTES **Committee of the Whole** **Monday, April 10, 2023 @ 5:00 p.m.** **Tony Benavides Lansing City Council Chambers**

CALL TO ORDER

Council President Wood called the meeting to order at 5:00 p.m.

PRESENT

Council Member Carol Wood
Council Member Jeremy Garza
Councilmember Adam Hussain
Councilmember Peter Spadafore
Councilmember Patricia Spitzley
Councilmember Brian T. Jackson
Councilmember Jeffrey Brown
Councilmember Ryan Kost

OTHERS PRESENT

Sherrie Boak, Council Office Manager
Jim Smiertka, OCA
Emily Linden, Internal Auditor
Chris Mumby, Information Technology
Barb Kimmel, EDP
Shelbi Frayer, EDP
Chief Sturdivant, LFD
Desiree Kirkland, Finance
Jackson Mills, Finance
Jane DiSessa- arrived at 5:13 p.m.
Cathleen Edgerly
Doris Witherspoon, EDP
Kim Coleman, HRCS
Dominic Cochran, City TV
Greg Venker, OCA
Chris Swope, City Clerk
Hal King, Parking Manager

Minutes

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE MINUTES FROM THE April 3, 2023 AS PRESENTED. MOTION CARRIED 8-0.

Public Comment

No public comment at this time.

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Presentations

Council President Wood noted that during the presentations Council will have an opportunity to ask questions. During department presentations the Internal Auditor has questions and then it will be turned over to Council for questions.

CDBG Budget Presentation

Ms. Witherspoon spoke on the Annual Action Plan for Fiscal Year 2023/2024. She outlined the one-year plan which functions as an annual application to HUD to request funds. The document covers HOME dollars, EMS grants and Block grants. The programs provide funding for community revitalization, addressing three objectives for community needs. CDBG funds addressing housing, public services, public facilities, and the HOME program for downpayment assistance, new construction that creates home ownership opportunities for low and moderate income households. Ms. Witherspoon referenced the page in the presentation on the funding breakdown since 2015, noting there is a slight increase from previous year in CDBG and HOME funds. The annual action plan is citizen driven, and they have held multiple public hearings. Currently the plan is in draft form, and comment period from 3/23-4/24/2023, and the document is due to HUD on May 14, 2023. Ms. Witherspoon spoke briefly on what is submitted and how. The document is submitted via HUD reporting tool (IDIS), where there is a template they have to respond to who is the lead agency, sections on the plan for supporting documentation, Mayor certification, executive summary, and an overview of the consultation process. Included in their goals are the items for homelessness, public facilities, program administration and public services, and they have action plans.

Council President Wood noted that this is a draft and once they determine the final results it will come back to Council.

Ms. Witherspoon stated they did receive their actual allocations, so the numbers are the actual. Council Member Spitzley asked their involvement with the COC and strategic plan, and Ms. Witherspoon confirmed she is involved and makes sure everything is included. Council Member Spitzley asked them to speak on blight, and acquisition and if the CDBG goes to demolition of homes. Ms. Kimmel stated it can, and sometimes funds have been provided to Ingham County Landbank, and utilized funds for homes in the flood plan. Council Member Spitzley asked if it funds the Make Safe and Demolish, and Ms. Kimmel stated no. Council Member Spitzley asked if they are fiduciary only and Ms. Kimmel stated sometimes, they are, but sometimes they carry out programs in their office. Ms. Spitzley asked for the list of the programs by the department. Council Member Spitzley asked how they audit the grant dollars. Ms. Kimmel stated for every organization they execute a written contract, do annual monitoring, where applicants provide their annual audits, current financial statements, chart of accounts, billing audit, and audit on reimbursement based. Council Member Spitzley asked about the consultation process with the City and the COC, and what that entails. Ms. Witherspoon they consult with MSHDA and COC on a regular basis in meetings, not a defined, but ongoing process.

Council Member Brown asked about ARPA funds and congregate housing, and asked if CDBG funds could be used for that housing as well. Ms. Kimmel for HOME funding for non-congregate housing and the 2021/2022 plan was just amended with Council. This is pretty flexible funding. Council Member Brown asked about assistance for groups that want to use those funds, and making sure agencies have technical assistance with support for administratively assistance. Ms. Kimmel stated that they do not provide formal technical assistance but make staff available if they need it.

Council Member Garza referenced the presentation where it references the rental rehabilitation, and asked if CDBG was being used to demo the blight. Ms. Kimmel reiterated

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they provide Ingham County Landbank with funds to demolish properties they have received for tax foreclosure. The City receives a FEMA grant from MSP that allows the City to purchase and demolish homes in the flood plain, and sometimes these funds are supplementing. HUD recently came into the office and monitored this process and funding and did not have any issues.

Council Member Jackson asked with the Emergency Solutions Grant (ESG) goals, if there are specifics how the funds are suppose to address that. Ms. Witherspoon stated the City gets CDBG and ESG grants, then HRCS manages the ESG program. HRCS is responsible for managing the grant and funds. A notice was just sent out to let people know there is funding available, and there was an information meeting today to talk about the ESG program run through the City and MSHDA. The interested parties were able to ask questions and deadlines on the applications were provided. Council Member Jackson asked for specifics on allocation, and the applicants this year were the same as last year. He asked for confirmation the funds were used for what is requested, and Ms. Witherspoon stated they funds have to be used for that. Council Member Jackson asked for specifics on who gets what, and Ms. Witherspoon stated she has the information but not with her. The process just started and until the process is over, she will not have the final distribution until after the scoring. Council Member Wood asked for them to provide what funding went out this fiscal year.

Fiscal Year 2023/2024 Budget General Overview (Fees, Revenues, Fringe)

Mr. Mills provided a presentation which outlined the process, historical trends based on fees, actuals and estimated what the FY 2023/2024. Regarding projections assuming a 5% property and income increase, and stricter enforcement in income tax. There is also an assumption of 3% wage increase this year, and the 3.9 mills with over \$10 million coming, which was confirmed with Baird, the bond counsel. The City wide budget is \$275 million which is up 13% increase due to DLI Grant, higher capital expenditures and public safety buildings that were voter approved. The presentation went to the main source of revenue graph which is \$152.9 million, and main sources of revenue is \$50,606,500 in property tax; income tax \$39,350,000; ROE at \$26,800,000 and State shared revenue at \$22,424,475. Mr. Mills then outlined the property tax breakdown in the presentation, along with the general fund revenue breakdown. The interest and rents are up 88.2% due to the ARPA funds being located in that line. The General Fund Budget will be \$163.9 million with increases in equipment and basic needs. Mr. Mills then spoke briefly on the fringe benefits, which are hard to predict based on vacancies, new positions added or removed. Fixed fringes are at \$59.5 million, with variable fringes at \$16.2 million. This all represents overall a \$1 million increase over the current budget. Funds were reviewed and provided by Boomershine. Mr. Mills stated to the Committee the departments will speak to their fees, then he spoke briefly on the CIP projects including CSO, Parks millage, Stadium improvements, parking and vehicle and equipment. Mr. Mills corrected the presentation stating the CSO should be \$7 million not \$6 million.

Ms. Linden asked the following questions:

- What date did Joe McClure retire, and Mr. Mills stated he retired the end of February 2023.
- Why is he listed on the budget book but the Finance Director is not and what involvement did the Finance Director have in preparing this budget. Ms. Kirkland stated she followed along and made sure the numbers were correct.
- Can you please explain the formulas or reasoning behind the increases to property tax revenue, income tax revenue, state revenues, and BWL return on equity. Also the 5% increase in property tax revenue. Ms. Kirkland stated that ever year they file for the State tapes, in addition, any new businesses have holdings and are being collected. There is a 5% increase in income tax revenue, 4% increase in state revenues.

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- The BWL return on equity is projecting their return on equity payment to be \$25,038,022 in FY24 – why is the City's budget projecting \$26,500,000? (At another place it says \$26,800,000 – page 126) Ms. Kirkland stated they spoke to the BWL CFO and confirmed the number. Ms. Linden stated she spoke to the BWL CFO last week and it is not the same number. Ms. Kirkland will follow up, and Mr. Mills stated that there is also \$300,000 in that overall number from the sewer return on equity.
- Why isn't the five-year budget projected included? Please provide a five-year budget projection to Council with assumptions included. It has always been included in the past. Ms. Kirkland confirmed it can be provided.
- Without ARPA funds it appears the general fund would be decreasing \$12M and even with the \$8M it is reducing fund balance by 3.6M. We've been hearing about the City's structural deficit since 2019, why hasn't anything been done to address this issue? – Page 7 (PDF page 24) Mr. Mills stated they equal out to the \$18 million with revenue loss. Ms. Linden referenced an LSJ article that quoted Ms. Kirkland stating \$11 million was going to be used for revenue loss. Ms. Kirkland stated she would have to get back on that, and after the calculations it goes back to a reduction the fund balance by \$2.8 million. Ms. Linden asked where the ARPA interest was reflected and Mr. Mills referred her to the table on the general fund breakdown in the budget.
- Ms. Linden asked for the five-year projection plan. Ms. Kirkland stated she would provide that.
- Can you explain the reason and formula that went into the vacancy factor increase to \$1,500,00? – Page 3 (PDF page 20) and please provide historical vacancy factors used and what is used to estimate that amount. What has been budgeted for vacancy factors in other funds (besides GF)? Have any vacancies been factored into enterprise funds? Mr. Mills stated the FY 2022 was \$1.4 Million, FY 2023 went to \$700,000, and since the vacancy has been larger, they wanted to increase it to \$1.5 million. Ms. Linden asked what the formula was to get that. Mr. Mills stated there was not formula, they just looked at the vacancy factor and what HR was doing in postings.
- Has anything been done in this budget to address the structural deficit the City is facing. Ms. Kirkland stated not in this budget, but there is a team working on it. Ms. Linden pointed out the City Council has heard about the deficit since 2019, and asked why they are not addressing it. Ms. Kirkland stated they are aware of it, and have a team working on it.
- Local Streets Fund – Why the 70% increase to major maintenance? Does finance have a plan for the rapidly depleting Act 51 fund balances? – Page 11 (PDF page 28) Mr. Mills stated they have talked to Public Service and they wanted to have one line item for those items.
- Why the significant decrease in expenditures for Tri-County Metro? - Page 14 (PDF page 31) What is the City's financial relationship and obligations related to the Tri-County task force? Mr. Mills stated that Mr. McClure worked on that with LPD and he would get the answer from the LPD. Ms. Linden asked him to also ask what the City obligations are to the Task Force.
- Why the projected decrease in revenues for the building safety fund? – Page 15 (PDF page 32) What is the strategy behind having a significant fund balance in this fund? Mr. Mills stated permits were down \$100,000 in revenue, plan review was down \$100,000, and he can have EDP explain why the projected them lower. Ms. Linden asked what the financial strategy is to address this. Ms. Kirkland stated that is part of the plan the team is working. Mr. Mills stated they are also looking at the enterprise funds.

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- Why does the City parking fund continue to run at a structural deficit? Does the City have a plan to address this? When do you estimate the parking fund will be out of money and into a deficit? Mr. Mills confirmed they are running at a proposed \$775,000 deficit, and EDP can speak to that. Ms. Kirkland stated it is all part of the discussions and part of the plan.
- Can you explain how the opioid settlement funds will be used in the police and fire departments? Are those funds included in general fund revenues? Have the funds been received? What was the dollar amount? Ms. Kirkland confirmed the City did receive \$368,000, and they will do a budget amendment this FY, but they are proposing it to go to LPD, LFD and HRCS.
- Can you please provide a general explanation of how the public safety fund works for the new millage? Is the City planning on paying off the debt service in the first year or is that supposed to be capital? (Page 25) Ms. Kirkland they are restricted funds and will be set aside in a separate bank account, to pay debt, with the first debt payment due 12/2023. Ms. Linden asked if they will pay off the first year, or is that line item supposed to be capital on page 25. Ms. Kirkland stated she is not sure what the total draw downs will be the fiscal year, they will pay as the debt comes. The amount is the estimate based on total taxable values in the city.
- Can you please explain how IT charges or split between departments? Mr. Mills states that IT does those allocations, and Mr. Mumby stated he would speak to it.
- Why is the City initiating \$2.2M in capital project improvements while the fund balance is falling? – page 116 (PDF page 133) Mr. Mills explained that some CSO projects are through administrative orders from the State and have to be done. Most are mandatory, these have been ongoing issues, state is requiring.
- Can you please share the debt payment schedule? How does changing from pay go to ADC impact OPEB liability? Ms. Kirkland stated they are still in the process of switching over this FY, they would ideally pay down debt and liability sooner. Whatever the City pays goes directly into investment, and working with insurance carriers and actuaries. At this time it will pay down liability. Ms. Linden asked for a breakdown how it impacts both.
- Were CREC (Consensus Revenue Estimating Conference) and the Governor's recommendations for revenue sharing taken into account? If so, what data was used? Mr. Mills confirmed the Mayor received a report on the estimated sales tax, and those were taken into account.
- Have we updated our chart of accounts to comply with the new Department of Treasury Standard? Ms. Kirkland stated they are working a CPA firm and Central Square working on that and the timeline is to have it done by the end of this current fiscal year.

CM Spitzley asked why the author of the budget book was done by Mr. McClure who retired in February. Mr. Mills confirmed he did start working November and Mr. McClure worked with him until he retired.

CM Spitzley referenced the "plan" Ms. Kirkland keeps referencing, and asked if that plan will address the parking because there was already a study to shore up ARPA dollars. She asked if they have looked at the feasibility of selling off the surface lots. Mr. Mills confirmed in the proposed budget, there is \$75,000 for a study and the RFP process just occurred, and a vendor was chosen. The parking manager can confirm.

Council Member Spitzley referenced the presentation that was provided where in the table it noted there were Administration fees, but the Administration is the Mayor's office, so what kind

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of fees does that office have. Mr. Mills stated it is the administration in the Parks and Recreation department not the Mayor's office. Council Member Spitzley referred to the table gain noting that other items on the table are also all Parks and Recreation, so why the separate Administration.

Council Member Spitzley stated that since there has been a structural deficit for years, has the departments been asked to reduce spending. Ms. Kirkland acknowledged the statement there is a deficit, but also stated the department have not been asked to reduce spending.

Council Member Spadafore referenced the GF Revenue breakdown graph, for interest/rents and other revenues; asking where that increase comes from. Mr. Mills stated that is from the Mayor's Ramadan event. Council Member Spadafore asked about the increase in growth in income tax, what changes have occurred when there is a structural deficit. Ms. Kirkland stated there has been an increase in businesses and a withholding tax increase. Council Member Spadafore asked if the amendment to FY 2023 will reflect that. Ms. Kirkland stated it does not but she will follow up on that. Council President Wood asked if the FY 2023 amendment will be presented before this budget is adopted on May 15th and Mr. Mills confirmed that is the proposal. Council President Wood reiterated the importance of having the amendment for FY2023 before the FY2024 budget is adopted. Council Member Spadafore pointed out that the budget currently has a lot of discrepancies.

Council Member Spadafore stepped away from the meeting at 6:12 p.m.

Council Member Hussain stated that per Charter Article 7, Section 103 states that as part of the budget there would be a budget message and explanation as to why Council priorities were addressed and if they were not, why not. He asked where that document was, since it was conveyed in October 2022 under an adopted resolution and conveyed to the mayor at that time. Mr. Mills stated he was not aware of that and would follow up on that.

Council Member Hussain asked what was in the budget to address the structural deficit and where the city current is. Ms. Kirkland reiterated again there is a group working on a long-term plan. It is not in the budget, and they will present it when it is available. Council Member Hussain asked for a timeline. Ms. Kirkland stated she understands the urgency, but here goal is within the next couple months and it will have a short term and long term plan.

Council Member Spadafore returned to the meeting at 6:13 p.m.

Council Member Hussain reminded Ms. Kirkland that the Council has to adopt the budget per Charter by the 3rd Monday in May. Ms. Kirkland admitted they do not have a plan but meet bi-weekly and will get it to Council.

Council Member Hussain stepped away from the meeting at 6:14 p.m.

Council Member Spitzley voiced her concerns that they continue to whittle down the fund balance, spend beyond needs, and when questioned on having the departments take cuts, Council is told they are not being asked to take cuts. The "plan" needs to be provided before Council approves this budget and have direction on how to address the structural deficit, including not having ARPA funds in the future. She added to her concerns that not having a "plan" before approving the budget is problematic and there is a strong concern with going again into another year with reliance of FB to balance the budget.

Council Member Hussain returned to the meeting at 6:16 p.m.

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She concluded that she cannot recall in the last eight (8) years asking departments to consider cost savings.

Council Member Brown asked who was on the “team” she keeps referring to, and Ms. Kirkland stated Mr. Mills, Ms. DiSessa and Ms. Frayer and they will meet weekly.

Council President Wood asked if the interest from the ARPA funds was in the revenue , so that any expenditures that the City got, that interest was being eaten up in the expenditures. She asked why they are not separated out. Ms. Kirkland confirmed they are not separated out. Council President Wood asked what the City has collected over the last three (3) years from the purchase of State tapes on Income Tax. Ms. Kirkland could not provide that information. Council President Wood asked what was collected this fiscal year, and Ms. Kirkland could not provide that information. Council President Wood asked for that information ASAP because Council is considering adopting this budget on getting those additional funds, so they need to see exactly what the City is getting out of the State tapes.

Department Budget Presentations

Council President Wood referenced the seven (7) question document in the folder and asked each department to address those and any separate reports should be submitted to Council but not for discussion tonight.

Information Technology

What is the difference with your budget from current fiscal year to the proposed budget?

Council Member Kost stepped away from the meeting at 6:19 p.m.

Mr. Mumby there will be hardware and software increases, no changes. They are not asking for anything new, but Microsoft is charging more, and hardware costs are higher.

Are there any changes in services that your department is responsible for and if so why?

Mr. Mumby confirmed there are no changes.

Are there any rate or fee increases and if so why?

Mr. Mumby stated this does not apply to them because they do not have fees or rates.

Are there any major equipment purchases proposed in your budget?

Mr. Mumby stated there will be standard computer replacements for departments.

Council Member Kost returned to the meeting at 6:21 p.m.

Are there any eliminating, combining or contracting of positions in your budget, and if so provide specifics.

Mr. Mumby stated they have not proposed changes. Council President Wood noted that in the chart of employees it says he has 14 employees now but will have 16. Mr. Mumby stated the thought that was a mid-year change in the current fiscal year. There Communications Director is in the Mayor’s office but housed in IT, and the Grant position is also in IT.

Did your department receive any ARPA funding in the current fiscal year, and if so how was it spent.

Mr. Mumby stated they did not get any ARPA funds.

Does your proposed budget include a carry forward of ARPA funds and if not how will your department programs change because of not having those ARPA funds.

Mr. Mumby stated this question does not apply to them.

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Ms. Linden asked how the IT allocations work for the departments and how he comes up with those. Mr. Mumby stated charges are specific to department items to dept. directly, and general software is spread amongst the entire City department. The other fees are based on ½ on employees and the number of computers.

Council Member Brown noted that the 311 Program was added into the budgets in the current fiscal year and asked him how it was impacting his department. Mr. Mumby admitted that 311 is not assisting IT, IT did assist with the startup and specific hardware and software used in the call center part of IT allocations.

Council Member Spitzley asked about the difference in the IT fund balance that went from a \$200,000 projected in FY 22/23 to a proposed \$300,000 for FY23/24. Mr. Mumby stated that IT is an internal service fund and maintains a separate fund balance. When they do not spend it, it rolls over so they are comfortable stating it will be \$300,000 and offset. Council Member Spitzley asked how they handle the fund balance and Mr. Mumby explained they tend to ask for less in the future year. Council Member Spitzley asked if their funds do not have to have a formal approval process and Mr. Mumby stated it is not unique to IT but unique to the budget. There is a need for an appropriation for internal funds administratively, and this department can do that.

Council Member Spitzley asked about the fleet line item increasing by 5%, and Mr. Mumby stated that Public Service has changed how they allocate the use of the vehicles.

Council Member Spitzley asked if IT charges each department for each person and computer; especially in the case in some departments where there could be 5 people on one computer. Mr. Mumby admitted it is an imperfect model.

Council Member Jackson stepped away from the meeting at 6:30 p.m.

He added that they use a snapshot of a current date, and another method might be the number of authorized users. They pull out specific programs, and the split costs to all registered computers, then the other half is by the number of employees.

Council Member Spitzley noted an increase in telephone charges. Mr. Mumby stated they have done an RFP for the call base phone. The hardware cost is in his budget, but the overall reduction is to the City, and hardware is an upfront cost. This will change how they allocate those costs but will work with finance.

Council Member Spadafore asked if the phone change will the ability for multi locations, and Mr. Mumby confirmed it would allow you to answer phones from multiple locations. Council Member Spadafore asked why the budget had \$3,000 for the vehicle, but now it is \$5,500, but it is not reflected anywhere.

Economic Development & Planning

Council Member Jackson returned to the meeting at 6:35 p.m.

What is the difference with your budget from current fiscal year to the proposed budget?

Ms. Kimmel stated that the Parking Department had a moderate increase in special event revenue. There is no impact with the Planning Department and Development; Building Safety

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has proposed a slight increase due to wages and increase in proposed fees and Code Enforcement has no changes.

Are there any changes in services that your department is responsible for and if so why?

Ms. Kimmel confirmed there were no changes in the departments of parking, building or code.

Are there any rate or fee increases and if so why?

Ms. Kimmel confirmed that Parking, Building and Code departments do anticipate fee changes and those are part of the draft resolution. The code change is for failure to register as a rental.

Are there any major equipment purchases proposed in your budget?

Ms. Kimmel stated there are not planned purchases for parking but there is for building safety.

Are there any eliminating, combining or contracting of positions in your budget, and if so provide specifics.

Ms. Kimmel stated that parking did eliminate a maintenance worker position and replaced it with a field supervisor. Building safety will have no changes.

Did your department receive any ARPA funding in the current fiscal year, and if so how was it spent.

Ms. Kimmel stated that the Parking Department did get \$5,000,000 in 2023 to replenish the depleting parking fund. There are no funds for the Building Department or Code.

Does your proposed budget include a carry forward of ARPA funds and if not how will your department programs change because of not having those ARPA funds.

Ms. Kimmel stated that there was no carry forward in parking, building safety or code and their programs will not change.

Ms. Linden asked if anything was being done internally to address the structural deficit for the parking facilities. Ms. Kimmel confirmed they are moving forward with the parking study on the recommendations. The proposals have been evaluated. Mr. King confirmed he is working with the firm that was rewarded and hope to have done in the budget year. He added that they proposed sell parking lots, and one recommendation is to have a RFP to have the firm selected, bring in a commercial real estate agent so they can review properties as they stand now to suggest a good way to dispose and address services. Ms. Linden questioned the parking again and Ms. Kimmel admitted she was not sure who prepared the budget and Mr. King started in January.

Council Member Spitzley made the statement that it is unusual that no one knows who prepared budget. She then asked about the \$5,000,000 in ARPA funds for the parking deficit, and asked if it ran a deficit the year before. Ms. Kimmel stated she was not sure and could get that for Council. Council Member Spitzley asked if there was a study to address the structural deficit that has been ongoing since 2019, and asked how much the budget has increased this year. Ms. Kimmel confirmed she did not have those numbers, at which Council Member Spitzley referenced the budget document which stated 7.7%, and Ms. Kimmel acknowledged if that was what the document said.

Council President Wood referred to the line item budget for Parking Lot #37 asking why the revenue stated for the projected fiscal year 2022/2023 is \$300,000 but they project revenue in the next fiscal year of 2024 to be \$450,000. She also pointed out the North Grand Ramp fiscal

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year 2022/2023 revenue is noted at \$700,000 and they propose revenue in fiscal year 2023/2024 at \$900,000. Lastly, Council President Wood pointed out they are proposing parking fine revenues up \$200,000, which then brings all the projected revenue in fiscal year 2023/2024 closed to a quarter million. She asked for an explanation for those revenue projections, and if they are not able to answer that at this time, they will need to locate the numbers that were put together for that projection, how it was determined and provide to Council.

Council Member Garza asked how they can propose no changes in the budget but there is talk of a Deputy Director. Ms. Kimmel confirmed the costs for the deputy director is covered due to vacant positions. Council Member Garza asked if they were still going to replace Mr. McGrain and she confirmed they were. The fund of \$120,000 for this upcoming fiscal year they will pull from the vacant positions.

Council Member Spitzley referenced their budget and asked Ms. Kimmel to confirm their budget is increasing by .7% and Ms. Kimmel confirmed.

Council Member Spitzley asked for confirmation that Building Safety is proposed to increase by 6%, and Ms. Kimmel stated she would look into that, but it could be the vehicle charges that increased.

Council Member Spadafore noted to the Administration that it appears in every budget where the vehicle line item increased, the proposed FY2024 amount is in line with the FY2022, but not FY2023. He asked for clarification on if there is a different model being used.

Council Member Garza stepped away from the meeting at 6:49 p.m.

Ms. DiSessa explained to the Council that the Economic Planning and Development budget was prepared by Mr. McGrain who worked in conjunction with Finance.

Council Member Garza returned to the meeting at 6:51 p.m.

She continued explaining that the numbers were looked at closely by staff at the time, and finance at the time. Council President Wood stated that unless the Administration was going to bring back Mr. McClure and Mr. McGrain the questions need to be answered. Ms. DiSessa acknowledged they will get the answers to the questions tonight, but assured the Council that the numbers were looked at and prepared by individuals familiar with the department. Council President Wood stated to Ms. DiSessa that until the formula they used for the budget is provided, Council cannot substantiate any of the numbers are correct.

Council Member Spitzley asked why they put Mr. McClure name on the budget after he retired, and every time the departments cannot answer a questions or there is something wrong they blame him, even though he is retired.

Fire

What is the difference with your budget from current fiscal year to the proposed budget?

The Chief stated there are no major operating changes, outside of and increases for fuel and equipment rental, but no program increases.

Are there any changes in services that your department is responsible for and if so, why?

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The Chief stated the changes were a decision based on line items that could support, and move funds to support programs.

Are there any rate or fee increases and if so why?

The Chief stated there are no rate or fee changes.

Are there any major equipment purchases proposed in your budget?

The Chief stated that outside of the approved CIP of \$24,000 to replace swift water rescue boats and all terrain vehicles for events, there is no other major equipment proposed.

Are there any eliminating, combining or contracting of positions in your budget, and if so provide specifics.

The Chief stated they have no plans to eliminate, combine or contract positions.

Did your department receive any ARPA funding in the current fiscal year, and if so how was it spent.

The Chief confirmed they did receive \$300,000 for turnout gear, \$1.7 million for a fleet upgrade which went towards an aerial truck, and \$780,000 to help support the 10 year Stryker program.

Does your proposed budget include a carry forward of ARPA funds and if not how will your department programs change because of not having those ARPA funds.

The Chief confirmed they do not have a carryover from ARPA.

Ms. Linden pointed out that the fire suppression line was \$100,000 in the last years, but they are only proposing \$10,000. The Chief confirmed that is not correct, and FLSA is a federal mandate so he will need to look at that, ask questions and get back to Council. Ms. Linden then stated that under the Public Safety expenses, the LFD had a decrease of 1.5%. The Chief could not provide an explanation for that as well, and stated he would get back to Council within the week.

Council Member Spitzley questioned the fleet equipment charges that were increased, assuming it was the same reason given earlier that Public Service was charging more for fuel, etc. She then noted that the total operating increased by 6.4 %, and the IT charge was a 5% increase. The Chief confirmed they have bought new hardware to update the EMS computers on the ambulances.

Council President Wood asked if the union contract was settled, and it was confirmed it was not. She then pointed to page 74 where it shows a 2.3% reduction, and asked if there is a potential for wage increases with that contract, where else in the budget is that reflected. The Chief admitted that they are currently sitting at 15 vacancies over the course of the next 6 months and that will double based on selected attrition. They have submitted a grant application to address this and one discussion with the board is the currently the LFD does not have a deferred plan, and so the candidate pool is reduced because of benefits the City cannot offer compared to other Fire Departments that are hiring.

City Attorney

Moved to next meeting.

Finance Department

What is the difference with your budget from current fiscal year to the proposed budget?

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Ms. Kirkland stated that Treasury and Finance do not have differences, the only changes would be the IT charges that went up.

Are there any changes in services that your department is responsible for and if so why?

Ms. Kirkland stated that Treasury and Finance do not have any changes.

Are there any rate or fee increases and if so why?

Ms. Kirkland stated that Treasury and Finance do not have any increases.

Are there any major equipment purchases proposed in your budget?

Ms. Kirkland stated that Treasury and Finance do not have any proposed purchases.

Are there any eliminating, combining or contracting of positions in your budget, and if so provide specifics.

Ms. Kirkland stated that Treasury and Finance do not have any changes in positions.

Did your department receive any ARPA funding in the current fiscal year, and if so how was it spent.

Ms. Kirkland confirmed that they received \$1,000,000 for BS&A updates and \$200,000 for the ARPA Grant personnel.

Does your proposed budget include a carry forward of ARPA funds and if not how will your department programs change because of not having those ARPA funds.

Ms. Linden asked if BS&A is on schedule and in the budget, and Ms. Kirkland confirmed stating they do not have a kickoff date yet, hope to that kick off this summer. They are currently working on the current system (One Solutions) so it can roll over to the new system. Ms. Linden asked if the kickoff date was moved, and Ms. Kirkland confirmed it was initially planned for this spring, but the City is waiting for the BS&A to provide their final dates.

Ms. Linden referenced the temporary and contract line items are over budget by around \$137,000. She asked for an explanation and if it is ongoing and why they are proposing the same budget for fiscal year 2024. Ms. Kirkland noted they have changes in personnel.

Council Member Spitzley stepped away from the meeting at 7:07 p.m.

There are two (2) vacancies in Treasury and two (2) vacancies in Finance, and both currently have temporary staff in them. She stated they do not anticipate to go over budget in the proposed FY 2024.

Council President Wood stated Council was informed the contract with BS&A was signed in January 2023, and therefore what is the understanding for the delay. Ms. Kirkland stated BS&A has other projects and initially thought they could be here in the spring, but now their communications say summer. Council President Wood asked if they have requested a reduction in the cost of the contract since it is BS&A that is delay the kickoff, and Ms. Kirkland stated the City has not but can.

City Council and Internal Auditor

Moved to another meeting.

Council Member Spitzley stepped away from the meeting at 7:08 p.m.

Discussion/Action

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RESOLUTION – Set Public Hearing for Fiscal Year 2023/2024 City of Lansing Budget

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE RESOLUTION TO SET THE PUBLIC HEARING FOR MAY 8, 2023 FOR THE FISCAL YEAR 2023/2024 CITY OF LANSING BUDGET. MOTION CARRIED 8-0.

RESOLUTION – Set the Public Hearing for Community Development Block Grant (CDBG) Annual Action Plan for Fiscal Year 2023/2024

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE RESOLUTION TO SET THE PUBLIC HEARING FOR APRIL 24, 2023 FOR THE CDBG ANNUAL ACTION PLAN FOR FISCAL YEAR 2023/2024. MOTION CARRIED 8-0.

RESOLUTION – Participation Agreements for Master Settlements

Mr. Smiertka explained this is a resolution for the City of Lansing as a participant vs. 4 defendants in a class action regarding OPIODS. The four (4) defendants include Walmart, CVS, Allergan and TVA. The City is with the State in the case and the result of this will be the City will receive 50%, and the State will get 50%. Mr. Smiertka confirmed the City has already received one settlement. This resolution will authorize the City to enter into the settlement agreement.

Council Member Spadafore asked if this will authorize the acceptance of funds and expenditure of those funds, and Mr. Smiertka stated it will not, the appropriation will have to come back to Council.

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE RESOLUTION FOR THE PARTICIPATION AGREEMENT FOR MASTER SETTLEMENTS ON THE OPIOD CLASS ACTION CASE. MOTION CARRIED 8-0.

RESOLUTION – ACT-2-2023; City Purchase of Real Estate; NE Corner of S. Washington Avenue/Lenawee St. RE: Facilitate the construction of the Public Media Center and Ovation Concert Venue

Mr. Venker explained that this is a purchase of property for a future Public Media Center and Ovation venue, which the City does not do often. To purchase property by the City is different then selling. When the City purchases they do not have to wait, there is no time for the offer to be placed on file, they have to have the appraisal, pay the appraisal price and this resolution will approve the purchase.

Council Member Spadafore asked who 500 Washington LLC is, and Mr. Venker confirmed it is the LLC related to the development of the entire block. People include Pat Smith, Westpak and Dymaxian. This will be separate from the Lake Trust Building. Council Member Spadafore asked if this is property the City authorize tax abatements for, and Mr. Venker stated there is a brownfield plan that occupies the entire block, but this is buying a parcel. Council Member Spadafore asked if this was then taking taxable property and making it tax exempt, and Mr. Venker confirmed.

Mr. Cochran explained the funding as:

PEG fee bonding portion against future PEG fees – \$6 million

PEG fees on hand - \$2.5 million

State appropriation - \$2 million

MEDC Grant - \$5 million

Federal Appropriation- \$750,000

Private fundraising - \$900,000

They have done a market and fundraising and feasibility study which projected them to raise \$3.5 million in fundraising however they have only met \$900,000. There is a version of the

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project that will be built with what funds are on hand, and right now the project can be built with the funds on hand.

Council Member Spadafore acknowledged they appear to be short of their fundraising goal, and the MEDC grant was reliant on the fundraising goal being met. Mr. Cochran stated the fundraising is an enhancement. Council Member Spadafore again referenced the grants that were contingent and reliant on the fundraising goal being met.

Council Member Spitzley asked if there were any environmental conditions on the site. Mr. Cochran acknowledged it is a building rehab, and there will be asbestos removal and remediation. It was surprisingly in good condition and can even utilize the basement.

Council Member Brown asked if all funding for the project has been secure, and Mr. Cochran confirmed it was, and if they did no more fundraising it would still be economical. Any additional fundraising will add to the project. They have the capital to match the \$16.9 million construction budget.

Council Member Jackson stepped away from the meeting at 7:22 p.m.

Council Member Brown inquired into why the City was building a new building when there are existing structures owned by the City that can be utilized for these events. Mr. Cochran stated it was because they have an \$8 million investment by the State and Federal government tied to this location. They have also gotten \$5 million from the MEDC for urban core and revitalization tied to this idea. He also stated his belief that the Lansing Center is getting busier and will utilize their square footage and not have any for events he is proposing for the Ovation. Council Member Brown asked if they proceed with this and they never receive any more fundraising dollars; what is that impact on the City. Mr. Cochran stated if there are no more funds obtained, they have the pro-forma to operate the block and will build the building through debt service and paid back by PEG. Once the doors open there will be no debt payment. If the attendance is not there, he believes they could sell the facility worth \$18 million.

Council Member Jackson returned to the meeting at 7:25 p.m.

Ms. Linden had no questions at this time, but was still waiting on funding information.

Council President Wood reminded Council that at the Council meeting later, there would need to be five (5) votes for passage.

Council Member Brown asked again who the owners of the property are, and Mr. Venker reiterated 500 Washington LLC is owned by Pat Smith, Westpak LLC who is a developer for the entire block.

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE RESOLUTION FOR ACT-2-2023; NE CORNER OF S WASHINGTON AVENUE/LENAAWEE ST. RE: CONSTRUCTION OF THE PUBLIC MEDIA CENTER AND OVATION CONCERT VENUE TO BE PLACED ON COUNCIL AGENDA. MOTION CARRIED 7-1.

Other

No other topics of discussion.

Adjourn

The meeting adjourned at 7:27 p.m.

Respectfully Submitted by,

DRAFT

Sherrie Boak, Recording Secretary,
Lansing City Council
Approved by the Committee



CITY OF LANSING

INTERNAL AUDITOR

124 W MICHIGAN AVE FL 10

LANSING MI 48933-1605

(517) 483-4159

Date: April 20th, 2023
To: Lansing City Council
From: Emily Linden, Internal Auditor
Re: Committee of the Whole – April 24th, 2023
Subject: Mayor's Proposed Budget FY24: District Court, Neighborhoods, Arts, & Citizens Engagement, Human Resources, Public Service, Parks & Recreation

District Court

The total proposed District Court budget is \$6,286,997 which is a 5.1% increase from the FY23 budget. District Court/Probation staff removed two positions, moving from 45 full-time employees to 43. There was a 5.4% increase to the personnel budget and a 3.7% increase to the operating budget. No significant operational changes were budgeted directly in the 54-A District Court budget for FY 2024.

Other notes:

- IT charge increased 6.6%, from \$410,207 to \$437,115.

Neighborhoods, Arts, & Citizens Engagement (NACE)

The total proposed NACE budget includes NACE's General Fund budget as well the City 311 Internal Service Fund budget for a total of \$2,395,982. Broken out separately below:

- NACE General Fund budget: \$1,556,407
- City 311 Internal Service Fund: \$839,575

NACE General Fund Budget:

There is a 28.9% increase to the personnel budget and a 17.3% increase to the operating budget. Almost all the increase in the operating budget comes from an increase in the IT allocation. There was no change to the number of full-time employees.

City 311 Internal Service Fund:

There is a -20.1% decrease to the personnel budget and a -0.9% decrease to the operating budget. There was no change to the number of full-time employees.

Other notes:

- Startup costs for the City 311 service were funded through the sale of the Townsend Ramp.
- Beginning in FY 2023, departmental operations will be fully supported through charges to public facing departments that currently or are planning to benefit from the service.

Human Resources (HR)

The total proposed HR budget is \$3,099,565 which is 13.8% increase from the FY23 budget. HR added one short-term position (see below), moving from 14 full-time employees to 15 for FY24. There was a 22.3% increase to the personnel budget and a 1.5% increase to the operating budget.

Other notes:

- HR will be adding a front-loaded Retirement employee which will be eliminated once the current FTE retires.

Public Service

Department Summary:

The total proposed Public Service department budget is \$114,092,979 which is a 7.5% increase from FY23. Public Service removed one position, moving from 227 full-time employees to 226.

Public Service CIPs:

- Sidewalks and Roads
 - \$425,000 – General Fund/CIP Fund
 - \$4,150,000 – Major Streets Fund
 - \$6,475,000 – Local Streets Fund
- Sewer Systems
 - \$3,460,945 – General Fund/CIP Fund
 - \$12,631,000 – Sewer Fund
- Fleet Services
 - \$570,000 – Sewer Fund
 - \$4,639,000 – Fleet Fund
 - \$1,950,000 – Refuse/Recycling Fund

Public Service – General Fund:

Public Service proposed General Fund budget is \$13,387,989 which is a 6.5% increase from FY23. This includes a 21.3% to personnel charges and a 1.8% increase to operating expenditures. There are no significant operational changes besides increases to fleet, IT, and City 311 allocations.

Major Streets Special Revenue Fund:

The Major Streets Special Revenue Fund proposed budget is \$15,798,118 which is a 4.2% increase from FY23. This includes a -5% decrease to personnel charges and a -2% decrease to operating expenditures. The bulk of the increase comes from a 30.4% increase in the transfer to local streets fund.

Other notes:

- Public Service is reducing budgeted expenses for equipment, repairs, material costs, and engineering costs.

Local Streets Special Revenue Fund:

The Local Streets Special Revenue Fund proposed budget is \$13,334,693 which is a 23.7% increase from FY23. This is due to a 69.5% increase in Capital expenses to \$6,475,000 from \$3,820,000. This budget also includes a -8.1% decrease to personnel charges and a 5.3% increase to operating expenditures.

Other notes:

- Public Service is reducing budgeted expenses for engineering costs.
- Fleet/Equipment charge increased 10%

Sanitary Sewer (Wastewater) Enterprise Fund:

The Wastewater Enterprise Fund proposed budget is \$45,327,792 which is a 1.8% increase from FY23. This includes an 8.4% increase to personnel charges, an 18.8% increase to operating expenditures, and a -12.4% decrease in Capital expenditures.

Other notes:

- There s a 27.6% increase to department operations including the following increases:
 - Utilities
 - Equipment rentals
 - Material costs
 - UAW seasonal employees

Trash Enterprise Fund:

The Trash Enterprise Fund proposed budget is \$4,688,674 which is a 71.3% increase from FY23. This budget includes a 28.9% increase to personnel costs, a 26.9% increase to operating costs, and a 325% increase in Capital expenses.

Other notes:

- Includes higher expenses for salaried, hourly employees, engineering, and fleet

Recycling Enterprise Fund:

The Recycling Enterprise Fund proposed budget is \$4,691,777 which is a -7.1% decrease from FY23. This is due to a -26.4% decrease in personnel and a -23% decrease in public service engineering expenditures. This budget also includes an 8.7% increase to operating expenditures.

Other notes:

- 8.9% increase to fleet charges
- 7.7% increase to department operations
-

Engineering Internal Service Fund

The Engineering Internal Service Fund proposed budget is \$4,638,907 which is a -9.9% decrease from FY23. This is due largely to a -62.7% decrease in the Information Technology charge and an -82.8% decrease to the 311 allocation. This budget also includes a 5.2% increase to personnel and a -47.8% decrease to the total operating budget.

Other notes:

- Department Operations increased by 36.2%
- \$75,000 added for contractual services

Fleet Internal Service Fund

The Fleet Internal Service Fund proposed budget is \$12,225,029 which is a 20.4% increase from FY23. That includes a 5.3% increase to personnel, a 12.5% increase to the operating budget, and a 54.1% increase to Capital expenditures.

- Includes increases to:
 - Equipment repairs
 - Maintenance
 - Vehicles

Parks and Recreation

Department Summary:

The total Parks and Recreation department proposed budget is \$12,313,635 which is a 0.6% increase from FY23. Parks and Recreation added two positions, increasing to 15 full-time employees from 13.

Parks and Recreation – General Fund

The Parks and Recreation General Fund proposed budget is \$9,335,125 which is a 0.5% decrease from FY23. This includes a -8% decrease in personnel costs and an 11.5% increase to operating expenditures.

Other notes:

- Increases to contractual services in forestry from \$10,000 in FY23 to \$40,000 in FY24.
- Increases in Grounds and Landscape Maintenance:
 - Contractual Services: \$365,000 in FY23 to \$460,000 in FY24.
 - Equipment rental: \$820,000 in FY23 to \$902,000 in FY24.

Municipal Cemeteries Enterprise Fund

The Municipal Cemeteries Enterprise Fund proposed budget is \$991,827 which is a 7.5% increase from FY23. This includes a 13.4% increase to the personnel budget and a 7.2% increase to the operating budget.

- Utilities increased to \$19,000 for FY24 from \$11,500 in FY23.

Municipal Golf Courses Enterprise Fund

The Municipal Golf Course Enterprise Fund proposed budget is \$100,383 which is a 0.4% increase from FY23. Most of the changes for the FY23 budget are supporting LEPFA's operation of the City's golf facility.

Glossary

Internal Service Fund: Internal Service funds account for activities that provide supplies and services to other departments and funds internal to the City – internal service fund expenditures are appropriated through their charges to other funds.

Enterprise Fund: Enterprise funds report activities that provide supplies and services to the general public.

Budget Questions from Committee of the Whole 4.10.23

The questions below are some of the questions covered by the Internal Auditor and Individual Council Members during the Budget hearing during the Committee of the Whole that need additional clarification in the form of written responses for documentation purposes.

Note – Some of the questions had a thorough response by staff during the presentation, but a written response is being requested to make sure the most complete response can be provided to Council Members.

Consequently, to allow more time to review the responses by Council Members it is requested that you provide written responses by email for the following questions before the next scheduled budget hearing.

Please, coordinate with the other departments to gather the written responses for documentation and clarification purposes.

These responses will be provided to the Council Members for their review.

General Overview

- What involvement did the Finance Director have in preparing this budget?
- Please explain the formulas, reasoning, and assumptions behind the increases to:
 - Property tax revenue
 - Income tax revenue
 - State revenues
 - BWL Return on Equity
- Does the \$8.2M in ARPA money used to balance the FY24 budget constitute all the money set aside for revenue loss?
 - Finance has publicly stated that 11M was being used for revenue loss in FY24. Where was the additional \$2.8M appropriated?
- Please provide a five-year budget projection with all assumptions used included.
- Where is ARPA interest incorporated into the budget?
- Please explain the reasoning and formula that went into the vacancy factor increase from \$700K to \$1,500,000M.
- Without ARPA funds it appears the general fund would be decreasing \$12M and even with the \$8M it is reducing fund balance by 3.6M. We've been hearing about the City's structural deficit since 2019, why hasn't anything been done to address this issue in the presented FY24 budget and what is being done to address it moving forward?
- Local Streets Fund – Why the 70% increase to major maintenance? Does finance have a plan for the rapidly depleting Act 51 fund balances?
 - Can you please provide the plan?
- Why the significant decrease in expenditures for Tri-County Metro? What is the City's financial relationship and obligations related to the Tri-County task force?
- Why the projected decrease in revenues for the building safety fund?
 - What is the strategy behind having a significant fund balance in this fund?

- Why does the City parking fund continue to run at a structural deficit? Does the City have a plan to address this? When do you estimate the parking fund will be out of money and into a deficit?
- Can you please provide a general explanation of how the public safety fund works?
- Why is the City initiating \$2.2M in capital project improvements while the fund balance is falling?
- How does changing from pay go to ADC impact OPEB liability?
- Does the increase to retirement/fixed benefits in the internal services fund take OPEB increases into account? If so please break down the numbers to show how.
- What total dollar amount was increased from last year to fund pension and OPEB? What was that based on?
- Were CREC (Consensus Revenue Estimating Conference) and the Governor's recommendations for revenue sharing taken into account? If so, what data was used?
- Have we updated our chart of accounts to comply with the new Department of Treasury Standard? Is there a timeline for when this will be completed?
- Was any department asked to reduce spending for the FY24 budget?
- Income taxes – you talked a little bit about the 5% increase. FY21 to FY22 has about a 1.1% increase. Where's the confidence that we're getting such a big increase in revenue? Has something changed? Can you please break down where that money is coming from.
- Will the budget amendment being prepared reflect a significant increase in revenue than what was passed for the FY23 budget?
- Can you please provide updated budget projections for FY23?
- Article 7 section 103 of the charter states that there should be a budget message and there shall be an explanation about what Council priorities were incorporated and what weren't and an explanation of why not for items not included. This was not provided – please provide to Council.
- What is this budget doing to address the structural deficit? You've mentioned a team but can you provide any concrete answers.
- What is the timeline for coming up with a plan to address the City's structural deficit?
- Who is on the financial health team the City is forming?
- Please provide the income tax numbers the City collected for the last three years from the State tapes.
- Why does the budget book have 0 increases in the projected year end for FY23 but everyone seems to be aware that their costs are going up?
- Can the large fleet increases throughout departments be explained? Why did we go with a different model for vehicle budget allocation in FY23 than we are doing in FY24?
- What inflation rate was built into the budget?
- Is the City collecting interest on each of its funds, including enterprise funds?
 - Where is that money? How is it reflected in the budget?

Economic Development and Planning

- What is being done internally in the parking department to address the structural deficit?
- Have we looked at the feasibility at selling off surface lots? Is part of the parking study looking at the feasibility of selling off surface lots?

- Did the parking fund run a deficit in FY21 and FY22?
- There are major increases to projected revenues for multiple parking line items. Who put these numbers together and how did they come up with them?
 - Specifically please address increases to the following line items:
 - Lot 37
 - Ramp 2 – S. Capitol
 - Ramp 3 – N. Grand
- Can you please provide an update on debt service payments on TIFA loans in the parking fund? Have we been able to make debt service payments each year?

Fire

- Why is there a 1.5% decrease in public safety expenditures in the Fire Department?
There should be no decrease reflected within the fire department budget. In fact, total expenditure has increased by at least 2.4% for FY24.
- Why has the suppression line item for Fire – Overtime FLSA been cut from \$100,000 to \$10,000?
There should not have been a \$90,000.00 decrease in this line item. Previous years spending has reflected at least \$95,000.00 of Suppression FLSA overtime.
- Was a potential increase for wages baked into this budget? If not please explain why not.
Yes, at least 3% or IAFF contract negotiated increase.

Finance

- When will a transition to the new BS&A software happen? Please provide a timeline.
- When was the contract with BS&A signed? When was the payment made?
- Has anyone talked to BS&A about a reduction in their contract because they are delaying implementation?

Budget Questions from Committee of the Whole 4.10.23

The questions below are some of the questions covered by the Internal Auditor and Individual Council Members during the Budget hearing during the Committee of the Whole that need additional clarification in the form of written responses for documentation purposes.

Note – Some of the questions had a thorough response by staff during the presentation, but a written response is being requested to make sure the most complete response can be provided to Council Members.

Consequently, to allow more time to review the responses by Council Members it is requested that you provide written responses by email for the following questions before the next scheduled budget hearing.

Please, coordinate with the other departments to gather the written responses for documentation and clarification purposes.

These responses will be provided to the Council Members for their review.

Economic Development and Planning

- Why does the City parking fund continue to run at a structural deficit? Does the City have a plan to address this? When do you estimate the parking fund will be out of money and into a deficit?
 - Parking Response: Unfortunately, partly because of the pandemic and the resulting economic crisis that affected us, we have not seen a return of the workforce that supported businesses and parking operations.
 - Finance Response: This question was answered more in-depth at the meeting and can be reviewed at the video recorded COW session.
- What is being done internally in the parking department to address the structural deficit?
 - Parking Services has tried to reduce expenditures wherever possible over the past 3 budget cycles (see attached spreadsheet). Since the Extreme Makeover project was completed, we have continuously tried to reduce costs in contractual services, equipment and major maintenance. Much of the repeat numbers shown in the Equipment and Major Maintenance budgets are placeholders in case equipment being damaged by outside sources.
- Have we looked at the feasibility at selling off surface lots? Is part of the parking study looking at the feasibility of selling off surface lots?
 - Parking Services Response: Yes, the RFP for the parking study has this request in the Scope of Services:

“Provide possibility of lease or sale of under-utilized properties via commercial real estate brokerage services. (As of April, 2022, Downtown Lansing Inc. has been awarded funding from the Michigan Economic Development Corporation to lead a Comprehensive Market Analysis and Priority Planning process for the downtown central business district. This analysis will look at where we are and provide critical insight into the types of both

residential and commercial development that can thrive in the downtown district and help outline development plans to transform at least two high priority sites here in downtown.) Provide possibility of conversion of under-utilized properties to green space or other uses.”

- Did the parking fund run a deficit in FY21 and FY22?
 - Finance Response: Attached are the FY21 and FY22 audits showing a decrease in net position for the parking fund.
- There are major increases to projected revenues for multiple parking line items. Who put these numbers together and how did they come up with them?
 - The budget numbers were put together by Parking Services staff. The numbers were arrived at using data from previous years and current special event data.
 - Specifically please address increases to the following line items:
 - Lot 37
 - Ramp 2 – S. Capitol
 - Ramp 3 – N. Grand
- Lot 37 – Projected budget for FY23: \$300K; Projected increase for FY24: +\$150K
- This line item is actually for Special Events at the Lansing Center, covering lots 19, 20, 21 and 37. Currently thru Jan 31st we are at \$264K with 12 events since January estimated over 1,000 attendees, 8 of those 12 over 2,000 attendees. FY23 projection \$452K.
- N. Grand Ramp – Projected budget for FY23: \$700K; Projected increase for FY24: +\$200K
- N. Grand Ramp serves as overflow parking for Special Events at the Lansing Center. N. Grand Ramp revenue currently thru Jan 31st is \$528K. FY23 projection \$905K.
- Parking Fines – Projected budget for FY23: \$300K; Projected increase for FY24: +\$200K
- Parking fine revenue currently thru Jan 31st is \$375K. FY23 projection \$642K.
- Ramp 2 – S. Capitol: S Capitol ramp projected revenue is the same as last year, \$675,000.
- No increase noted in the FY24 budget submittal.
- Can you please provide an update on debt service payments on Transportation Infrastructure Finance and Innovation Act (TIFIA) loans in the parking fund? Have we been able to make debt service payments each year?
 - Finance Response: Attached is the debt payment schedule for the Parking fund. We have been making payments.

CITY OF LANSING
STATEMENT OF NET POSITION
PROPRIETARY FUNDS
JUNE 30, 2021

	Business-type Activities - Enterprise Funds				Governmental Activities
	Sewage Disposal System	Municipal Parking System	Nonmajor Enterprise Funds	Total	
ASSETS					
Current assets					
Cash and cash equivalents	\$ -	\$ 4,406,369	\$ 200	\$ 4,406,569	\$ -
Cash and cash equivalents - restricted	2,437,390	-	-	2,437,390	-
Equity in pooled cash and investments	44,671,331	-	3,614,011	48,285,342	11,634,485
Receivables, net					
Customers	7,062,057	41,785	64,308	7,168,150	403,942
Interest	28,686	217,290	-	245,976	-
Lease	676,276	-	-	676,276	-
Inventories	314,657	-	45,079	359,736	458,932
Prepays	-	-	136,484	136,484	1,969,267
Total current assets	55,190,397	4,665,444	3,860,082	63,715,923	14,466,626
Noncurrent assets					
Lease receivable, net of current portion	4,744,326	19,178,024	-	23,922,350	-
Capital assets not being depreciated	31,407,072	12,199,600	403,387	44,010,059	92,892
Capital assets, net of accumulated depreciation	288,366,929	9,818,316	1,753,423	299,938,668	10,101,745
Total noncurrent assets	324,518,327	41,195,940	2,156,810	367,871,077	10,194,637
TOTAL ASSETS	379,708,724	45,861,384	6,016,892	431,587,000	24,661,263
DEFERRED OUTFLOWS OF RESOURCES					
Deferred amounts on refunding	949,548	3,322,433	-	4,271,981	-
Deferred outflows of resources related to pensions	819,387	229,278	457,053	1,505,718	-
Deferred outflows of resources related to OPEB	1,452,845	406,530	810,394	2,669,769	-
TOTAL DEFERRED OUTFLOWS OF RESOURCES	3,221,780	3,958,241	1,267,447	8,447,468	-
LIABILITIES					
Current liabilities					
Accounts payable	3,713,288	572,634	182,854	4,468,776	1,266,344
Accrued payroll	118,034	46,665	1,975	166,674	205,203
Deposit payable	-	69,300	-	69,300	-
Claims incurred but not reported	-	-	-	-	1,635,000
Accrued interest payable	537,630	2,433,929	580	2,972,139	5,046
Unearned revenue	-	-	324,913	324,913	-
Current portion of compensated absences	37,427	-	13,314	50,741	25,953
Current portion of long-term obligations	11,257,046	2,593,908	118,343	13,969,297	233,466
Total current liabilities	15,663,425	5,716,436	641,979	22,021,840	3,371,012
Noncurrent liabilities					
Compensated absences, net of current portion	414,892	127,308	227,216	769,416	872,585
Bonds and notes payable, net of current portion	83,791,503	30,635,852	-	114,427,355	1,165,929
Net pension liability	15,063,858	4,215,116	8,402,592	27,681,566	-
Net other post-employment benefits liability	8,051,894	2,253,053	4,491,331	14,796,278	-
Total noncurrent liabilities	107,322,147	37,231,329	13,121,139	157,674,615	2,038,514
TOTAL LIABILITIES	122,985,572	42,947,765	13,763,118	179,696,455	5,409,526
DEFERRED INFLOWS OF RESOURCES					
Deferred inflows of resources related to pensions	1,450,686	405,926	809,190	2,665,802	-
Deferred inflows of resources related to OPEB	8,913,021	2,494,010	4,971,667	16,378,698	-
TOTAL DEFERRED INFLOWS OF RESOURCES	10,363,707	2,899,936	5,780,857	19,044,500	-
NET POSITION					
Net investment in capital assets	225,675,000	(7,889,411)	2,038,467	219,824,056	8,795,242
Restricted for bond reserves	2,437,390	-	-	2,437,390	-
Unrestricted	21,468,835	11,861,335	(14,298,103)	19,032,067	10,456,495
TOTAL NET POSITION	\$ 249,581,225	\$ 3,971,924	\$ (12,259,636)	\$ 241,293,513	\$ 19,251,737

The accompanying notes are an integral part of the financial statements.

CITY OF LANSING
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION
PROPRIETARY FUNDS
YEAR ENDED JUNE 30, 2021

	Business-type Activities - Enterprise Funds			Governmental Activities
	Sewage Disposal System	Municipal Parking System	Nonmajor Enterprise Funds	Internal Service Funds
			Total	
OPERATING REVENUES				
Charges for services	\$ 38,471,972	\$ 2,710,377	\$ 7,859,322	\$ 49,041,671
Intergovernmental	-	-	-	87,406,145
Other	-	-	-	227,654
				93,789
TOTAL OPERATING REVENUES	38,471,972	2,710,377	7,859,322	87,727,588
OPERATING EXPENSES				
Personnel services	-	(1,692,779)	1,549,115	(143,664)
Purchase of goods and services	9,654,982	1,185,316	3,220,357	14,060,655
Other services and charges	77,624	-	-	77,624
Depreciation	9,876,478	1,249,037	91,892	11,217,407
				2,258,179
TOTAL OPERATING EXPENSES	19,609,084	741,574	4,861,364	86,316,776
OPERATING INCOME	18,862,888	1,968,803	2,997,958	1,410,812
NONOPERATING REVENUE (EXPENSES)				
Interest revenue	163,449	1,024,999	1,230	1,189,678
Gain on sale of capital assets	-	-	-	226,306
Other	-	(171,260)	-	(171,260)
Interest expense and fees	(1,219,411)	(2,270,261)	(4,986)	(3,494,658)
				(21,406)
TOTAL NONOPERATING REVENUES (EXPENSES)	(1,055,962)	(1,416,522)	(3,756)	204,900
NET INCOME BEFORE TRANSFERS	17,806,926	552,281	2,994,202	1,615,712
TRANSFERS IN	443,521	-	460,000	2,005,000
TRANSFERS OUT	-	(2,005,000)	(2,120,000)	-
TOTAL TRANSFERS	443,521	(2,005,000)	(1,660,000)	2,005,000
CHANGE IN NET POSITION	18,250,447	(1,452,719)	1,334,202	3,620,712
Net position (deficit), beginning of year	231,330,778	5,424,643	(13,593,838)	223,161,583
Net position (deficit), end of year	\$ 249,581,225	\$ 3,971,924	\$ (12,259,636)	\$ 19,251,737

The accompanying notes are an integral part of the financial statements.

CITY OF LANSING
STATEMENT OF NET POSITION
PROPRIETARY FUNDS
JUNE 30, 2022

	Business-type Activities - Enterprise Funds				Governmental Activities
	Sewage Disposal System	Municipal Parking System	Nonmajor Enterprise Funds	Total	
ASSETS					
Current assets					
Cash and cash equivalents	\$ -	\$ 3,188,257	\$ 200	\$ 3,188,457	\$ -
Cash and cash equivalents - restricted	2,441,780	-	-	2,441,780	-
Equity in pooled cash and investments	10,039,225	-	5,470,809	15,510,034	18,599,781
Receivables, net					
Customers	7,310,590	70,417	47,474	7,428,481	868,978
Interest	28,686	140,204	-	168,890	-
Contracts	682,232	280,391	-	962,623	-
Due from other funds	6,135,551	-	-	6,135,551	-
Due from other governmental units	26,101,046	-	-	26,101,046	-
Inventories	414,880	-	52,521	467,401	530,785
Prepays	-	-	-	-	1,507,562
Total current assets	53,153,990	3,679,269	5,571,004	62,404,263	21,507,106
Noncurrent assets					
Contract receivable, net of current portion	4,062,094	13,805,772	-	17,867,866	-
Capital assets not being depreciated	21,579,017	11,545,371	403,387	33,527,775	92,892
Capital assets, net of accumulated depreciation	299,039,021	9,170,031	1,665,549	309,874,601	9,230,319
Total noncurrent assets	324,680,132	34,521,174	2,068,936	361,270,242	9,323,211
TOTAL ASSETS	377,834,122	38,200,443	7,639,940	423,674,505	30,830,317
DEFERRED OUTFLOWS OF RESOURCES					
Deferred amounts on refunding	829,129	3,133,669	-	3,962,798	-
Deferred outflows of resources related to pensions	1,288,429	403,000	764,358	2,455,787	-
Deferred outflows of resources related to OPEB	911,015	284,950	540,459	1,736,424	-
TOTAL DEFERRED OUTFLOWS OF RESOURCES	3,028,573	3,821,619	1,304,817	8,155,009	-
LIABILITIES					
Current liabilities					
Accounts payable	6,153,736	101,647	257,335	6,512,718	1,472,854
Accrued payroll	129,895	53,061	9,548	192,504	380,021
Deposit payable	-	81,782	-	81,782	-
Claims incurred but not reported	-	-	-	-	1,500,000
Accrued interest payable	467,648	1,734,481	-	2,202,129	4,081
Due to other funds	-	1,867,157	-	1,867,157	-
Current portion of compensated absences	4,873	58,749	4,937	68,559	23,958
Current portion of long-term obligations	10,783,700	1,376,080	-	12,159,780	129,642
Total current liabilities	17,539,852	5,272,957	271,820	23,084,629	3,510,556
Noncurrent liabilities					
Compensated absences, net of current portion	494,265	68,668	251,741	814,674	929,226
Bonds and notes payable, net of current portion	73,590,940	29,168,330	-	102,759,270	1,036,287
Net pension liability	14,319,700	4,478,968	8,495,141	27,293,809	-
Net other post-employment benefits liability	7,890,161	2,467,913	4,680,826	15,038,900	-
Total noncurrent liabilities	96,295,066	36,183,879	13,427,708	145,906,653	1,965,513
TOTAL LIABILITIES	113,834,918	41,456,836	13,699,528	168,991,282	5,476,069
DEFERRED INFLOWS OF RESOURCES					
Deferred inflows of resources related to pensions	344,882	107,875	204,601	657,358	-
Deferred inflows of resources related to OPEB	3,198,995	1,000,593	1,897,800	6,097,388	-
TOTAL DEFERRED INFLOWS OF RESOURCES	3,543,877	1,108,468	2,102,401	6,754,746	-
NET POSITION (DEFICIT)					
Net investment in capital assets	237,072,527	(6,695,339)	2,068,936	232,446,124	8,157,282
Restricted for bond reserves	2,441,780	-	-	2,441,780	-
Unrestricted	23,969,593	6,152,097	(8,926,108)	21,195,582	17,196,966
TOTAL NET POSITION (DEFICIT)	\$ 263,483,900	\$ (543,242)	\$ (6,857,172)	\$ 256,083,486	\$ 25,354,248

The accompanying notes are an integral part of the financial statements.

CITY OF LANSING
STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN FUND NET POSITION
PROPRIETARY FUNDS
YEAR ENDED JUNE 30, 2022

	Business-type Activities - Enterprise Funds			Governmental Activities
	Sewage Disposal System	Municipal Parking System	Nonmajor Enterprise Funds	Internal Service Funds
OPERATING REVENUES				
Charges for services	\$ 35,943,034	\$ 5,101,852	\$ 8,228,399	\$ 95,907,146
Other	-	-	-	58,951
TOTAL OPERATING REVENUES	35,943,034	5,101,852	8,228,399	95,966,097
OPERATING EXPENSES				
Personnel services	(796,916)	714,574	337,212	9,023,759
Purchase of goods and services	10,842,620	1,945,852	3,002,681	78,846,327
Other services and charges	24,005	4,650	-	-
Depreciation	9,898,880	2,067,069	87,874	2,109,769
TOTAL OPERATING EXPENSES	19,968,589	4,732,145	3,427,767	89,979,855
OPERATING INCOME	15,974,445	369,707	4,800,632	5,986,242
NONOPERATING REVENUE (EXPENSES)				
Interest income (loss)	199,619	493,047	5,996	-
Gain on sale of capital assets	-	-	-	134,526
Interest expense and fees	(2,271,389)	(5,377,920)	(1,164)	(18,257)
TOTAL NONOPERATING REVENUES (EXPENSES)	(2,071,770)	(4,884,873)	4,832	116,269
NET INCOME (LOSS) BEFORE TRANSFERS	13,902,675	(4,515,166)	4,805,464	6,102,511
TRANSFERS IN	-	-	625,000	-
TRANSFERS OUT	-	-	(28,000)	-
TOTAL TRANSFERS	-	-	597,000	-
CHANGE IN NET POSITION	13,902,675	(4,515,166)	5,402,464	6,102,511
Net position (deficit), beginning of year	249,581,225	3,971,924	(12,259,636)	19,251,737
Net position (deficit), end of year	\$ 263,483,900	\$ (543,242)	\$ (6,857,172)	\$ 25,354,248

The accompanying notes are an integral part of the financial statements.

City of Lansing, Michigan
Annual Debt Service By Fund as of July 1, 2021

City of Lansing PARKING FUND Annual Net Debt Service			
Date	Principal	Interest	Total Debt Service
6/30/2022	1,585,000	353,400	1,938,400
6/30/2023	415,000	297,850	712,850
6/30/2024	440,000	277,100	717,100
6/30/2025	460,000	255,100	715,100
6/30/2026	485,000	232,100	717,100
6/30/2027	510,000	207,850	717,850
6/30/2028	535,000	182,350	717,350
6/30/2029	560,000	155,600	715,600
6/30/2030	590,000	127,600	717,600
6/30/2031	615,000	98,100	713,100
6/30/2032	635,000	79,650	714,650
6/30/2033	655,000	60,600	715,600
6/30/2034	675,000	40,950	715,950
6/30/2035	690,000	20,700	710,700
6/30/2036	-	-	-
6/30/2037	-	-	-
6/30/2038	-	-	-
6/30/2039	-	-	-
6/30/2040	-	-	-
6/30/2041	-	-	-
6/30/2042	-	-	-
6/30/2043	-	-	-
6/30/2044	-	-	-
6/30/2045	-	-	-
6/30/2046	-	-	-
6/30/2047	-	-	-
6/30/2048	-	-	-
6/30/2049	-	-	-
6/30/2050	-	-	-
6/30/2051	-	-	-
6/30/2052	-	-	-
	\$8,850,000	2,388,950	11,238,950

1.) What involvement did the Finance Director have in preparing the budget?

The Finance Director helped review numbers, projections, and was involved in the entire process.

2.) Please explain the formulas, reasoning, and assumptions behind the increases to:

- a. Property tax revenue**
- b. Income tax revenue**
- c. State revenues**
- d. BWL Return on Equity**

The City Assessor estimated a 5% increase in taxable value for the proposed budget. This is due to the housing market, general increase in values, and uncapping of taxes. Basic calculations can be found in the attached 2a. Income taxes were estimated from the Income Tax Administrator. Looking at April 18th YTD numbers, there is roughly a 14% increase in income tax revenue. As shown in Question 27, state tapes are also up. State revenues were calculated using numbers from the State of Michigan and estimates using previous year's actuals. For example, the Liquor License fee brought in almost \$80k in FY22 but was only budgeted for \$70k in FY23. So far in FY23, the actual amount is over \$80k, hence the increase in the proposed budget. This is the same reasoning for recreational marijuana. As for BWL ROE, after discussions with the mayor and the CEO, BWL was comfortable with our \$26.5 million estimate.

3.) Does the \$8.2M in ARPA money used to balance the FY24 budget constitute all the money set aside for revenue loss?

- a. Finance has publicly stated that 11M was being used for revenue loss in FY24. Where was the additional \$2.8M appropriated?**

The money used for GF loss revenue was approved for \$18 million. The \$9,712,500 in FY23 and \$8,287,500 in FY24 would be all the \$18 million, so yes that would mean all the money set aside for revenue loss for the GF would be used. As you know, the LSJ interview was back in April 2022, and we were projecting what our allocation to the general fund would be. We are now working with the approved numbers.

4.) Please provide a five-year budget projection with all assumptions used included.

We have the budget for this year and will provide a balanced budget for next year. While we expect to have less dollars in the 2025 budget due to not having ARPA to backfill, we will look at all the revenues and expenses as we create the budget for the 2024-25 fiscal year. Because we know that we could have a deficit to start, we will be working on solutions as soon as this budget is done and are committed to providing a balanced budget each year as per law. When we have recommendations in the summer or early fall, we are happy to work with Council (before introducing the budget) so we can all be a part of any necessary actions that need to be taken.

5.) Where is ARPA interest incorporated into the budget?

ARPA interest is incorporated in the “Interest & Rents” part of the GF revenues.

6.) Please explain the reasoning and formula that went into the vacancy factor increase from \$700K to \$1,500,000M.

Reasoning behind increasing the vacancy factor from \$700k to \$1.5 million is because of our vacancy reports. In the first 2 quarters of FY23, the vacancy factor was calculated as \$1,547,530, over double what was budgeted for. We increased it to \$1.5 million to be more in line with actual numbers and be more conservative due to the volatile nature of vacancies in a city.

7.) Without ARPA funds it appears the general fund would be decreasing \$12M and even with the \$8M it is reducing fund balance by 3.6M. We’ve been hearing about the City’s structural deficit since 2019, why hasn’t anything been done to address this issue in the presented FY24 budget and what is being done to address it moving forward?

We have eliminated long term costs in collective bargaining and have short term increases as a result (as approved by Council in all CBAs), and Council has approved 3% increases for employees. We disagree that nothing has been done to address this issue. We are creating efficiencies wherever we can. However, costs continue to rise. We will be evaluating all departments to see what vacancies can be eliminated, we will meet with unions on any possible budget reductions, and we will look at outside revenues. We welcome Council’s recommendations on cuts and on potential revenues.

8.) Local Streets Fund – Why the 70% increase to major maintenance? Does finance have a plan for the rapidly depleting Act 51 fund balances?
○ Can you please provide the plan?

The reason for why Major Maintenance is increasing is that the line item will service multiple new projects for the Public Service department. They can explain more during their budget presentation. As for fund balances, below are the fund balances the last three fiscal years for Major and Local streets, but this is something that our internal team is looking at:

	FY21	FY22	FY23 (Adopted)
Major Streets	\$13,024,279	\$13,938,901	\$11,138,901
Local Streets	\$3,632,894	\$4,744,674	\$3,544,674

9.) Why the significant decrease in expenditures for Tri-County Metro? What is the City’s financial relationship and obligations related to the Tri-County task force?

This question will be answered on May 1st during the Police budget hearing. The Tri-County Metro Narcotics Squad (METRO) is a multi-jurisdictional drug task force operating in Clinton, Eaton, and Ingham Counties. The team focuses on major drug traffickers and utilizes intelligence information, informants, surveillance, undercover operations, and all available investigative

techniques. The city receives revenues from drug forfeitures and expenses come from personnel, evidence, and miscellaneous operating expenses. The police can answer more in depth during their budget hearing if you have more questions concerning the program.

- 10.) Why the projected decrease in revenues for the building safety fund?**
○ **What is the strategy behind having a significant fund balance in this fund?**

The projected decrease in revenues for the building safety fund comes from decreases in projected revenues from plan reviews and building permits. The administration's strategy is to have a healthy fund balance in all our funds.

- 11.) Why does the City parking fund continue to run at a structural deficit? Does the City have a plan to address this? When do you estimate the parking fund will be out of money and into a deficit?**

This is being taken up by the internal team. As for when the parking fund will be out of money and into a deficit, if we take this year's proposed use of fund balance (\$777k) and we have a working capital of \$2.7 million, it will take around 3 years for the fund to be out of money.

- 12.) Can you please provide a general explanation of how the public safety fund works?**

The public safety fund is a restricted fund. Up to 3.9 mills will be used to fund it, with expenditures initially going towards debt service.

- 13.) Why is the City initiating \$2.2M in capital project improvements while the fund balance is falling?**

There are multiple capital improvement projects that are state ordered. For example, CSO/sewer separation construction project to eliminate raw sewage discharges are mandated by State Administrative Consent Order #05153. Also, stormwater catch basin cleaning has been required by EGLE.

- 14.) How does changing from pay go to ADC impact OPEB liability?**

There are several advantages, as provided by our actuary:

1. The expected cost of benefits over the long-term is lower due to potential investment earnings in the System portfolios and VEBA.
2. The funding ratios will improve over time, lessening and eventually eliminating the need for additional State reporting (e.g., corrective action plans).
3. The liability reported on the City's financials will be much lower with prefunding.
4. The liability in the OPEB valuation reports will be consistent with the financial report, avoiding confusion.

15.) Does the increase to retirement/fixed benefits in the internal services fund take OPEB increases into account? If so please break down the numbers to show how.

The Net OPEB Liability for the City as of June 30, 2022, is \$248,282,053. The total ratio of the Plan's Fiduciary Net Position to the Total OPEB Liability is 31.0%, a decrease of 5.8% versus the prior year. The City's OPEB expense for fiscal year 2022 is (\$28,118,840) and the net number of deferred (inflows)/outflows of resources is (\$105,490,480).

Fixed Fringes are budgeted for \$59.5 million. As stated, Retirement/Fixed benefits make up over 29% of GF expenditures. This represents an increase of 8.5% of the dollar amount from the current year. The numbers used to calculate the fixed fringes came from Gregg Stump from Boomershine Consulting Group and HR department. Fixed fringes are workers comp, miscellaneous benefits (employee assistance program, final leave payments, unemployment), Pension contribution, and retiree HC/Dental.

Pension contributions total \$34.5 million including amortization (the proportion of the annual city contribution toward unfunded actuarial accrued liability) and normal cost (the portion of the annual city contribution which represents one year's accrual of benefits). These amounts are estimated by our actuary on an annual basis and based on demographic data as of January 1, 2022, and a -14% investment return. Attached is the breakdown on pensions in "Fixed Fringes" that includes both FY24 and FY23.

Retiree Healthcare and Dental total \$21.5 million, as determined by our actuary.

Workers Compensation and Miscellaneous benefits, which include unemployment and paying out remaining vacation, sick, and personal leave when an employee leaves the city, increased to almost \$3.5 million. These numbers came from the HR department.

16.) What total dollar amount was increased from last year to fund pension and OPEB? What was that based on?

Fixed Fringes are budgeted for \$59.5 million. As stated, Retirement/Fixed benefits make up over 29% of GF expenditures. This represents an increase of 8.5% of the dollar amount from the current year. The numbers used to calculate the fixed fringes came from Gregg Stump from Boomershine Consulting Group and HR department. Fixed fringes are workers comp, miscellaneous benefits (employee assistance program, final leave payments, unemployment), Pension contribution, and retiree HC/Dental.

Pension contributions total \$34.5 million including amortization (the proportion of the annual city contribution toward unfunded actuarial accrued liability) and normal cost (the portion of the annual city contribution which represents one year's accrual of benefits). These amounts are estimated by our actuary on an annual basis and based on demographic data as of January 1, 2022, and a -14% investment return. Attached is the breakdown on pensions in "Fixed Fringes" that includes both FY24 and FY23.

Retiree Healthcare and Dental total \$21.5 million, as determined by our actuary.

Workers Compensation and Miscellaneous benefits, which include unemployment and paying out remaining vacation, sick, and personal leave when an employee leaves the city, increased to almost \$3.5 million. These numbers came from the HR department.

- 17.) Were CREC (Consensus Revenue Estimating Conference) and the Governor's recommendations for revenue sharing taken into account? If so, what data was used?**

State revenues were calculated using numbers from the State of Michigan and from conversations with the Mayor. Attached as 17a are the state's estimates for FY24. We are taking a more conservative approach due to the state's guidance that "Actual payments will differ from these estimates if the economy experiences a further slowdown".

- 18.) Have we updated our chart of accounts to comply with the new Department of Treasury Standard? Is there a timeline for when this will be completed?**

We are working with our auditors to update our chart of accounts and it will be completed by the end of the fiscal year.

- 19.) Was any department asked to reduce spending for the FY24 budget?**

All departments were asked to do this. The budget you received reflects all department recommendations. Only one general fund position was added due to the budget constraints. As mentioned, we will look at long-time vacancies for next year and other efficiencies that can be found in the budget as we will not have ARPA to backfill.

- 20.) Income taxes – you talked a little bit about the 5% increase. FY21 to FY22 has about a 1.1% increase. Where's the confidence that we're getting such a big increase in revenue? Has something changed? Can you please break down where that money is coming from.**

Looking at April 18th YTD numbers, there is roughly a 14% increase in income tax revenue. As shown in Question 27, state taxes are also up.

- 21.) Will the budget amendment being prepared reflect a significant increase in revenue than what was passed for the FY23 budget?**

As of now, we expect there will be an increase but can't relay how much until we have closed out the 23 budgets with actuals.

- 22.) Can you please provide updated budget projections for FY23?**

Please see the attachment “Projections”.

- 23.) Article 7 section 103 of the charter states that there should be a budget message and there shall be an explanation about what Council priorities were incorporated and what weren’t and an explanation of why not for items not included. This was not provided – please provide to Council.**

Council priorities were considered, but most of the Council priorities were for increased funding and, as has been pointed out in many of these questions, the budget cannot sustain increases in general fund spending for more positions. We included some one-time funding as per Council requests. And we are looking at positions that are fee-generated (LEDC, Code, etc). But many of the positions requested are new costs to the budget that can’t be afforded. Council did not include any position cuts, and we hope to see those recommendations in the future budget priorities.

- 24.) What is this budget doing to address the structural deficit? You’ve mentioned a team but can you provide any concrete answers.**

Desiree Kirkland, Jackson Mills, Shelbi Frayer, and Jane DiSessa have discussed potential options. We welcome Council recommendations as well and will reach out to city unions and others.

- 25.) What is the timeline for coming up with a plan to address the City’s structural deficit?**

We have the budget for this year and will provide a balanced budget for next year. While we expect to have less dollars in the 2025 budget due to not having ARPA to backfill, we will look at all the revenues and expenses as we create the budget for the 2024-25 fiscal year. Because we know that we could have a deficit to start, we will be working on solutions as soon as this budget is done and are committed to providing a balanced budget each year as per law. When we have recommendations in the summer or early fall, we are happy to work with Council (before introducing the budget) so we can all be a part of any necessary actions that need to be taken.

- 26.) Who is on the financial health team the City is forming?**

See Question 24

- 27.) Please provide the income tax numbers the City collected for the last three years from the State tapes.**

2021: \$714,072.03
2022:\$448,796.15
2023: \$525,687.87

There is roughly a 17% increase from 22 to 23.

- 28.) Why does the budget book have 0 increases in the projected year end for FY23 but everyone seems to be aware that their costs are going up?**

Please see the attachment "Projections".

- 29.) Can the large fleet increases throughout departments be explained? Why did we go with a different model for vehicle budget allocation in FY23 than we are doing in FY24?**

This question can be answered during the Public Service budget hearing. Fleet allocations are done by the Fleet department and is based on vehicle usage and other considerations.

- 30.) What inflation rate was built into the budget?**

Cost increases were considered in the proposed budget by departments. Each department considered cost increases in their budgets.

- 31.) Is the City collecting interest on each of its funds, including enterprise funds?**
a. Where is that money? How is it reflected in the budget?

Yes, the city is collecting money on funds, including enterprise funds. The money is put in their respective revenue accounts. For example, the general fund's interest revenue is in the "Interest Income" revenue line item.

City of Lansing
Fiscal Year July 1, 2023 - June 30, 2024
General Fund Revenue (excluding use of reserves)

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Property Taxes</u>					
General Operations	34,476,914	36,095,000	36,095,000	37,849,000	
Dedicated - Police	3,525,000	3,645,000	3,645,000	3,827,250	
Dedicated - Fire	3,525,000	3,645,000	3,645,000	3,827,250	
Dedicated - Roads	2,350,000	2,430,000	2,430,000	2,551,500	
Dedicated - Parks	2,350,000	2,430,000	2,430,000	2,551,500	
Total	46,226,914	48,245,000	48,245,000	50,606,500	4.9%
<u>Income Taxes</u>					
City Income Tax	37,087,593	37,510,000	37,510,000	39,350,000	
Total	37,087,593	37,510,000	37,510,000	39,350,000	4.9%
<u>Return on Equity</u>					
Board of Water and Light	25,000,000	25,000,000	25,000,000	26,500,000	
Sewer Fund	-	300,000	300,000	300,000	
Total	25,000,000	25,300,000	25,300,000	26,800,000	5.9%
<u>State Revenues</u>					
Revenue Sharing	17,704,794	16,899,500	16,899,500	17,744,475	
Fire Reimbursement Grants	2,620,079	2,750,000	2,663,201	2,700,000	
Personal Property Tax Reimbursement	1,510,579	900,000	923,270	1,000,000	
Recreational Marijuana	903,349	900,000	1,100,148	900,000	
Liquor License Fee	79,892	70,000	85,000	80,000	
Total	22,818,693	21,519,500	21,671,119	22,424,475	3.5%
<u>Charges for Services</u>					
Public Safety	4,682,391	4,368,850	4,325,462	4,404,350	
Reimbursements	2,481,669	2,242,200	2,274,048	2,442,500	
Code Compliance	2,047,186	1,846,000	2,025,100	1,851,000	
Recreation Fees	566,685	415,500	566,562	468,750	
Appeals & Petitions	89,251	82,450	91,783	89,700	
Work for Others	578,678	33,200	394,431	33,200	
Central Stores	1,775	3,500	2,493	3,500	
Subscriptions and Information	420	2,300	967	2,300	
Total	10,448,054	8,994,000	9,680,846	9,295,300	-4.0%
<u>Fines and Forfeitures</u>					
Fines and Forfeitures	1,335,250	1,692,200	1,322,354	1,505,200	
Total	1,335,250	1,692,200	1,322,354	1,505,200	13.8%
<u>Licenses & Permits</u>					
Cable Franchise Fees	1,039,524	1,000,000	1,000,000	1,000,000	
Marihuana Licenses	736,038	650,000	746,667	700,000	
Business Licenses	111,362	64,450	101,640	71,450	
Non-Business Licenses	29,760	37,600	22,732	35,600	
Building Licenses & Permits	20,675	17,250	15,367	17,750	
Total	1,937,359	1,769,300	1,886,405	1,824,800	-3.3%
<u>Interest & Rents</u>					
Interest Income	264,622	330,000	282,688	621,195	
Total	264,622	330,000	282,688	621,195	119.7%
<u>Other Revenues</u>					
Miscellaneous	147,283	173,000	482,537	173,000	
Sale of Fixed Assets	-	102,000	102,000	120,000	
Donations & Contributions	206,114	65,000	58,321	119,000	
Total	353,397	340,000	642,858	412,000	-35.9%
<u>Total General Fund</u>					
Operating Revenue	145,471,882	145,700,000	146,541,271	152,839,470	
Transfers from Other Funds	100,000	100,000	100,000	100,000	
Total	145,571,882	145,800,000	146,641,271	152,939,470	4.3%

Department	FY 2023AdoptedBudget	FY 2023ProjectedBudget	FY 2024ProposedBudget
Attorney's Office	2,520,110.00	2,077,973.07	2,640,175.00
City Clerk	1,542,191.00	1,522,131.33	1,780,665.00
Council	726,651.00	628,637.65	792,808.00
District Court	5,984,638.00	5,464,716.59	6,286,997.00
Circuit Court Building Rental	336,693.00	336,693.00	337,363.00
Internal Audit	207,885.00	150,612.43	231,514.00
Finance	2,100,195.00	2,017,132.63	2,324,926.00
City Assessor	1,970,719.00	1,429,715.91	1,987,550.00
Treasury/Income Tax	2,398,328.00	2,119,552.28	2,332,359.00
Human Resources	2,724,062.00	1,875,998.64	3,099,565.00
Mayor's Office	1,769,932.00	1,642,403.99	1,851,017.00
Office of Community Media	606,113.00	522,982.48	670,538.00
Library Building Rental	136,150.00	136,150.00	136,500.00
Police Department	51,580,853.60	49,171,305.95	54,466,595.00
Fire Department	40,272,672.00	38,404,734.04	41,238,217.00
Economic Development & Planning	6,772,299.00	6,184,788.39	6,820,769.00
Neighborhood, Art & Citizen Engagement	1,326,296.00	1,263,340.29	1,556,407.00
Human Relations & Community Services	1,842,818.00	1,517,282.41	2,070,276.00
Human Service Agency Support	1,960,000.00	2,386,949.47	2,084,932.00
City Supported Agencies	487,500.00	549,500.00	549,500.00
City Recognition	-	-	10,000.00
Public Service Department	12,571,351.00	11,095,760.77	13,387,989.00
Parks & Recreation Department	9,380,212.00	8,552,747.67	9,335,135.00
Operating Subsidies to Other Funds	834,731.40	834,731.40	799,796.00
Capital Improvements	5,173,000.00	5,173,000.00	7,266,000.00
Debt Service & Penalties	987,100.00	987,100.00	1,341,410.00
Vacancy Factor	(700,000.00)	(700,000.00)	(1,500,000.00)
Expenditures	155,512,500.00	145,345,940.37	163,899,003.00

City Council
Fiscal Year July 1, 2023 - June 30, 2024
Department Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	389,903	411,189	373,497	445,777	19.4%
Retirement/Fixed Benefits	89,161	63,484	63,484	96,121	51.4%
Total Personnel	479,064	474,673	436,981	541,898	24.0%
Operating					
Department Operations	97,259	172,220	111,899	172,220	53.9%
Information Technology Charge	71,800	79,758	79,758	78,690	-1.3%
City 311 Service	-	-	-	-	
Total Operating	169,059	251,978	191,657	250,910	30.9%
Total Expenditures	648,123	726,651	628,638	792,808	26.1%

Budgetary Explanation

The City Council budget includes new Councilmember Kost and increases in salaries for two staff members.

Internal Audit
Fiscal Year July 1, 2023 - June 30, 2024
Department Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	98,390	134,838	80,000	148,000	85.0%
Retirement/Fixed Benefits	69,748	60,751	60,751	71,000	16.9%
Total Personnel	<u>168,137</u>	<u>195,589</u>	<u>140,751</u>	<u>219,000</u>	55.6%
Operating					
Department Operations	3,426	5,537	3,102	5,537	78.5%
Information Technology Charge	6,849	6,759	6,759	6,977	3.2%
Total Operating	<u>10,275</u>	<u>12,296</u>	<u>9,861</u>	<u>12,514</u>	26.9%
Total Expenditures	<u><u>178,413</u></u>	<u><u>207,885</u></u>	<u><u>150,612</u></u>	<u><u>231,514</u></u>	53.7%

Budgetary Explanation

No significant operation changes are budgeted directly in the Internal Audit budget for FY 2024. The internal auditor position has been contracted in the past, but the position is fully funded for a permanent hire.

Mayor's Office
Fiscal Year July 1, 2023 - June 30, 2024
Department Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	1,002,787	1,103,844	1,005,707	1,090,320	8.4%
Retirement/Fixed Benefits	447,444	419,214	419,214	487,259	16.2%
Total Personnel	<u>1,450,231</u>	<u>1,523,058</u>	<u>1,424,921</u>	<u>1,577,579</u>	10.7%
Operating					
Department Operations	115,420	111,589	82,198	134,200	63.3%
Information Technology Charge	72,815	77,593	77,593	87,289	12.5%
Fleet/Equipment Charge	12,452	17,000	17,000	18,000	5.9%
City 311 Service	-	40,692	40,692	33,949	-16.6%
Total Operating	<u>200,687</u>	<u>246,874</u>	<u>217,483</u>	<u>273,438</u>	25.7%
Total Expenditures	<u>1,650,918</u>	<u>1,769,932</u>	<u>1,642,404</u>	<u>1,851,017</u>	12.7%

Budgetary Explanation

Mayor's office is increasing expenditures for the Ramadan Dinner and the Veteran's Commission.

Office of Community Media
Fiscal Year July 1, 2023 - June 30, 2024
Department Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	362,910	443,443	362,859	459,628	26.7%
Retirement/Fixed Benefits	119,193	89,664	89,664	128,472	43.3%
Total Personnel	482,104	533,107	452,523	588,100	30.0%
Operating					
Department Operations	11,013	8,100	5,554	8,870	59.7%
Information Technology Charge	52,426	57,406	57,406	66,068	15.1%
Fleet/Equipment Charge	12,250	7,500	7,500	7,500	0.0%
Total Operating	75,689	73,006	70,460	82,438	17.0%
Total Expenditures	557,793	606,113	522,982	670,538	28.2%

Budgetary Explanation

No significant operation changes are budgeted directly in the Office of Community Media budget for FY 2024 except for increases to fuel costs and IT allocation.

City Clerk
Fiscal Year July 1, 2023 - June 30, 2024
Department Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	732,593	899,281	901,057	927,258	2.9%
Retirement/Fixed Benefits	261,227	203,855	203,855	256,120	25.6%
Total Personnel	993,820	1,103,136	1,104,912	1,183,378	7.1%
Operating					
Department Operations	464,044	297,766	275,930	462,766	67.7%
Information Technology Charge	131,516	103,727	103,727	103,183	-0.5%
City 311 Service	-	37,562	37,562	31,338	-16.6%
Total Operating	595,560	439,055	417,219	597,287	43.2%
Total Expenditures	1,589,381	1,542,191	1,522,131	1,780,665	17.0%

Budgetary Explanation

The City Clerk's Office budget includes \$190,000 for the 2024 Primary Election. The city will be reimbursed by the State of Michigan for this election.

54-A District Court & Probation

Fiscal Year July 1, 2023 - June 30, 2024

Department Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	2,873,280	3,316,804	2,591,283	3,508,391	35.4%
Retirement/Fixed Benefits	2,053,989	1,512,375	1,512,375	1,579,899	4.5%
Total Personnel	4,927,268	4,829,179	4,103,658	5,088,290	24.0%
Operating					
Department Operations	624,095	745,252	950,852	761,592	-19.9%
Information Technology Charge	451,015	410,207	410,207	437,115	6.6%
Total Operating	1,075,110	1,155,459	1,361,059	1,198,707	-11.9%
Total Expenditures	6,002,379	5,984,638	5,464,717	6,286,997	15.0%

Budgetary Explanation

No significant operation changes are budgeted directly in the 54-A District Court budget for FY 2024.

Circuit Court Building Rental

Fiscal Year July 1, 2023 - June 30, 2024

Department Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Operating					
Veteran's Memorial Building	323,844	336,693	336,693	337,363	0.2%
Total Expenditures	323,844	336,693	336,693	337,363	0.2%

Budgetary Explanation

By State law, the City is obligated to provide a facility for the Circuit Court, which is operated by Ingham County.

Neighborhoods, Arts, and Citizen Engagement

Fiscal Year July 1, 2023 - June 30, 2024

General Fund Department

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	509,960	551,103	550,257	694,001	26.1%
Retirement/Fixed Benefits	283,433	238,994	238,994	324,425	35.7%
Total Personnel	793,393	790,097	789,251	1,018,426	29.0%
Operating					
Department Operations	447,111	470,400	408,291	470,860	15.3%
Information Technology Charge	48,171	43,888	43,888	48,841	11.3%
Fleet/Equipment Charge	-	-	-	-	
City 311 Service	-	21,911	21,911	18,280	-16.6%
Total Operating	495,282	536,199	474,090	537,981	13.5%
Total Expenditures	1,288,675	1,326,296	1,263,340	1,556,407	23.2%

Budgetary Explanation

No significant operation changes are budgeted directly in the Neighborhoods, Arts, and Citizen Engagement budget for FY 2024 except for IT allocations.

Economic Development and Planning

Fiscal Year July 1, 2023 - June 30, 2024

General Fund Admin and Planning

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	2,070,888	2,314,544	1,981,036	2,356,362	18.9%
Retirement/Fixed Benefits	1,344,092	1,049,527	1,049,527	1,095,025	4.3%
Total Personnel	3,414,980	3,364,071	3,030,563	3,451,387	13.9%
Operating					
Department Operations	387,774	379,003	300,000	395,853	32.0%
Information Technology Charge	323,977	308,020	308,020	306,136	-0.6%
Fleet/Equipment Charge	91,777	146,000	146,000	178,000	21.9%
City 311 Service	-	125,205	125,205	104,457	-16.6%
General Fund LEPFA Subsidy	1,443,000	1,975,000	1,975,000	1,909,936	-3.3%
EDC Contract	300,000	475,000	300,000	475,000	58.3%
Total Operating	2,546,527	3,408,228	3,154,225	3,369,382	6.8%
Total Expenditures	5,961,508	6,772,299	6,184,788	6,820,769	10.3%

Budgetary Explanation

The FY 2024 budget for Economic Development and Planning includes a slight decrease in subsidy to LEPFA facilities and an increase in equipment rental.

Finance Operations
Fiscal Year July 1, 2023 - June 30, 2024
Department Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	948,590	1,145,269	1,052,490	1,196,650	13.7%
Retirement/Fixed Benefits	545,851	403,460	403,460	573,556	42.2%
Total Personnel	<u>1,494,442</u>	<u>1,548,729</u>	<u>1,455,950</u>	<u>1,770,206</u>	21.6%
Operating					
Department Operations	334,423	413,674	423,391	413,674	-2.3%
Information Technology Charge	84,234	81,374	81,374	93,977	15.5%
City 311 Service	-	56,418	56,418	47,069	-16.6%
Total Operating	<u>418,657</u>	<u>551,466</u>	<u>561,183</u>	<u>554,720</u>	-1.2%
Total Expenditures	<u><u>1,913,098</u></u>	<u><u>2,100,195</u></u>	<u><u>2,017,133</u></u>	<u><u>2,324,926</u></u>	15.3%

Budgetary Explanation

No major operating changes are anticipated for the Finance Operations budget for FY 2024 except for a higher IT allocation.

Assessing
Fiscal Year July 1, 2023 - June 30, 2024
Department Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	846,473	1,191,114	700,389	1,191,610	70.1%
Retirement/Fixed Benefits	641,737	499,003	499,003	516,219	3.5%
Total Personnel	1,488,210	1,690,117	1,199,392	1,707,829	42.4%
Operating					
Department Operations	126,214	168,440	118,162	170,584	44.4%
Information Technology Charge	92,620	80,861	80,861	83,023	2.7%
City 311 Service	-	31,301	31,301	26,114	-16.6%
Total Operating	218,834	280,602	230,324	279,721	21.4%
Total Expenditures	1,707,044	1,970,719	1,429,716	1,987,550	39.0%

Budgetary Explanation

There were no significant changes to Assessing's operational budget.

Treasury/Income Tax
Fiscal Year July 1, 2023 - June 30, 2024
Department Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	1,041,824	1,224,425	948,373	1,199,100	26.4%
Retirement/Fixed Benefits	715,676	608,098	608,098	550,256	-9.5%
Total Personnel	<u>1,757,500</u>	<u>1,832,523</u>	<u>1,556,471</u>	<u>1,749,356</u>	12.4%
Operating					
Department Operations	331,966	307,511	304,788	308,962	1.4%
Information Technology Charge	213,900	214,472	214,472	237,481	10.7%
Fleet/Equipment Charge	-	-	-	-	
City 311 Service	-	43,822	43,822	36,560	-16.6%
Total Operating	<u>545,866</u>	<u>565,805</u>	<u>563,082</u>	<u>583,003</u>	3.5%
Total Expenditures	<u><u>2,303,366</u></u>	<u><u>2,398,328</u></u>	<u><u>2,119,552</u></u>	<u><u>2,332,359</u></u>	-2.8%

Budgetary Explanation

FY 2024 budget continues to include incorporating the organizational changes adopted in the middle of FY 2022, including sharing the Finance Director/Treasurer position with Finance.

Human Resources

Fiscal Year July 1, 2023 - June 30, 2024

Department Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	805,964	1,205,136	761,870	1,296,500	70.2%
Retirement/Fixed Benefits	519,109	404,693	404,693	672,118	66.1%
Total Personnel	<u>1,325,073</u>	<u>1,609,829</u>	<u>1,166,563</u>	<u>1,968,618</u>	68.8%
Operating					
Department Operations	722,484	985,457	580,660	988,707	70.3%
Information Technology Charge	148,098	128,776	128,776	142,240	10.5%
Fleet/Equipment Charge	-	-	-	-	
Total Operating	<u>870,582</u>	<u>1,114,233</u>	<u>709,436</u>	<u>1,130,947</u>	59.4%
Total Expenditures	<u>2,195,655</u>	<u>2,724,062</u>	<u>1,875,999</u>	<u>3,099,565</u>	65.2%

Budgetary Explanation

HR Department will be adding a front-loaded Retirement employee. This position will be eliminated once the current FTE retires.

Office of the City Attorney
Fiscal Year July 1, 2023 - June 30, 2024
Department Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	1,304,717	1,546,446	1,102,937	1,593,144	44.4%
Retirement/Fixed Benefits	772,255	664,706	664,706	771,180	16.0%
Total Personnel	2,076,972	2,211,152	1,767,643	2,364,324	33.8%
Operating					
Department Operations	127,312	162,664	164,036	162,664	-0.8%
Information Technology Charge	103,958	146,294	146,294	113,187	-22.6%
Total Operating	231,270	308,958	310,330	275,851	-11.1%
Total Expenditures	2,308,242	2,520,110	2,077,973	2,640,175	27.1%

Budgetary Explanation

There are no significant changes to the department's operational budget except for a lower IT allocation.

Police Department
Fiscal Year July 1, 2023 - June 30, 2024
General Fund Department

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	22,261,916	24,181,142	22,567,204	24,720,981	9.5%
Retirement/Fixed Benefits	19,329,801	19,149,511	19,149,511	21,035,753	9.9%
Total Personnel	41,591,717	43,330,653	41,716,715	45,756,734	9.7%
Operating					
Department Operations	3,955,340	3,648,246	2,852,636	3,870,505	35.7%
Information Technology Charge	2,685,321	2,776,955	2,776,955	2,831,856	2.0%
Fleet/Equipment Charge	1,538,000	1,825,000	1,825,000	2,007,500	10.0%
Total Operating	8,178,661	8,250,201	7,454,591	8,709,861	16.8%
Total Expenditures	49,770,378	51,580,854	49,171,306	54,466,595	10.8%

Budgetary Explanation

The Police budget for FY 2024 includes increases in fuel, equipment rental costs, and Violent Crime Initiative funding. Vest premiums were also budgeted for.

Money from the opioid settlement will be specifically allocated towards the Police and Fire departments and will be restricted for their use.

Fire Department
Fiscal Year July 1, 2023 - June 30, 2024
Department Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	18,339,977	18,868,324	17,656,440	18,426,651	4.4%
Retirement/Fixed Benefits	15,311,021	15,616,143	15,616,143	16,654,499	6.6%
Total Personnel	<u>33,650,998</u>	<u>34,484,467</u>	<u>33,272,583</u>	<u>35,081,150</u>	5.4%
Operating					
Department Operations	2,605,649	2,662,701	2,006,647	2,777,701	38.4%
Information Technology Charge	1,229,381	1,175,504	1,175,504	1,234,366	5.0%
Fleet/Equipment Charge	1,950,000	1,950,000	1,950,000	2,145,000	10.0%
Total Operating	<u>5,785,030</u>	<u>5,788,205</u>	<u>5,132,151</u>	<u>6,157,067</u>	20.0%
Total Expenditures	<u>39,436,028</u>	<u>40,272,672</u>	<u>38,404,734</u>	<u>41,238,217</u>	7.4%

Budgetary Explanation

Major operating changes included in the Fire Department budget for FY 2024 are increases to fuel, equipment rentals, and IT allocation.

Money from the opioid settlement will be specifically allocated towards the Police and Fire departments and will be restricted for their use.

Public Service
Fiscal Year July 1, 2023 - June 30, 2024
General Fund Public Service

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	1,505,093	2,026,983	1,301,119	2,459,957	89.1%
Retirement/Fixed Benefits	1,258,636	968,978	968,978	1,175,639	21.3%
Total Personnel	<u>2,763,729</u>	<u>2,995,961</u>	<u>2,270,097</u>	<u>3,635,596</u>	60.2%
Operating					
Department Operations	8,840,283	8,032,266	7,282,540	8,090,780	11.1%
Information Technology Charge	101,409	92,824	92,824	147,432	58.8%
Fleet/Equipment Charge	407,411	524,000	524,000	575,500	9.8%
Public Service Engineering	828,263	926,300	926,300	862,506	-6.9%
City 311 Service	-	-	-	76,175	
Total Operating	<u>10,177,366</u>	<u>9,575,390</u>	<u>8,825,664</u>	<u>9,752,393</u>	10.5%
Total Expenditures	<u>12,941,094</u>	<u>12,571,351</u>	<u>11,095,761</u>	<u>13,387,989</u>	20.7%

Budgetary Explanation

There are no significant operational changes besides increases to fleet and IT allocation. City 311 has also been allocated.

Human Relations and Community Services

Fiscal Year July 1, 2023 - June 30, 2024

Department Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	895,934	1,177,255	885,050	1,319,953	49.1%
Retirement/Fixed Benefits	633,376	492,118	492,118	574,311	16.7%
Total Personnel	<u>1,529,310</u>	<u>1,669,373</u>	<u>1,377,168</u>	<u>1,894,264</u>	37.5%
Operating					
Department Operations	80,615	92,428	59,097	92,428	56.4%
Information Technology Charge	89,844	81,017	81,017	83,584	3.2%
Fleet/Equipment Charge	666	-	-	-	
Total Operating	<u>171,125</u>	<u>173,445</u>	<u>140,114</u>	<u>176,012</u>	25.6%
Total Expenditures	<u>1,700,435</u>	<u>1,842,818</u>	<u>1,517,282</u>	<u>2,070,276</u>	36.4%
Basic Human Services	1,426,591	1,814,000	2,240,949	1,930,493	-13.9%
Addressing Racial Justice and Equity	-	146,000	146,000	154,439	5.8%
Total Basic Human Services	<u>1,426,591</u>	<u>1,960,000</u>	<u>2,386,949</u>	<u>2,084,932</u>	-12.7%

Budgetary Explanation

No major operational changes are included in the HRCS budget for FY 2024.

*Basic Human Services minimum 1.25% requirement.

*Addressing Racial Justice and Equity minimum of 0.10% requirement.

Parks and Recreation
Fiscal Year July 1, 2023 - June 30, 2024
General Fund Parks and Recreation

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	3,028,888	3,998,555	2,802,693	3,862,523	37.8%
Retirement/Fixed Benefits	1,959,948	1,760,599	1,760,599	1,436,822	-18.4%
Total Personnel	4,988,836	5,759,154	4,563,292	5,299,345	16.1%
Operating					
Department Operations	2,811,053	2,460,576	2,828,974	2,784,076	-1.6%
Information Technology Charge	157,386	161,749	161,749	169,874	5.0%
Fleet/Equipment Charge	1,174,499	933,000	933,000	1,027,000	10.1%
City 311 Service	-	65,733	65,733	54,840	-16.6%
Total Operating	4,142,938	3,621,058	3,989,456	4,035,790	1.2%
Total Expenditures	9,131,774	9,380,212	8,552,748	9,335,135	9.1%

Budgetary Explanation

No significant operation changes are budgeted directly in the Parks and Recreation general fund budget for FY 2024 other than increases to contractual services and equipment rentals.

General Fund
Fiscal Year July 1, 2023 - June 30, 2024
Non-Departmental Expenditures & Transfers

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Operating Subsidies to Other Funds/Related Entities:					
Cemeteries Fund (Parks Millage)	540,000	450,000	450,000	527,827	17.3%
Golf Fund (Parks Millage)	85,000	100,000	100,000	100,383	0.4%
Stadium Fund	732,500	486,731	486,731	475,716	-2.3%
State & Federal Grant Matches	54,994	263,000	263,000	239,080	-9.1%
Downtown Lansing Inc.	85,000	85,000	85,000	85,000	0.0%
Total Operating Subsidies	1,497,494	1,384,731	1,384,731	1,428,006	3.1%
Transfers to Other Funds for Capital Improvements:					
Capital Improvements Fund	1,124,000	350,000	350,000	2,200,000	528.6%
Parks Millage Fund (Parks Millage)	2,288,000	1,843,000	1,843,000	1,886,290	2.3%
Road/Sidewalk Millage - Roads	2,350,000	2,430,000	2,430,000	2,551,500	5.0%
Road/Sidewalk Millage - Sidewalks	-	-	-	-	
Total Transfers	5,762,000	4,623,000	4,623,000	6,637,790	43.6%
City-Supported Agencies					
Advance Peace	-	240,000	300,000	300,000	25.0%
Arts And Culture Grants	180,000	167,500	167,500	167,500	0.0%
MRJEA	37,835	-	-	-	
Efforts Supporting My Lansing/MBK	2,800	20,000	20,000	20,000	0.0%
Sister City	-	20,000	20,000	20,000	0.0%
LEAP Support	15,000	15,000	15,000	15,000	0.0%
Community Corrections Advisor	13,000	13,000	15,000	15,000	15.4%
Greater Lansing Safety Council	12,000	12,000	12,000	12,000	0.0%
	260,635	487,500	549,500	549,500	
City Recognitions					
Martin Luther King, Jr Recognition	-	-	-	5,000	
Hispanic Heritage/Cesar Chavez Recognition	-	-	-	5,000	
	-	-	-	10,000	
Debt Service					
Debt Service	1,503,012	987,100	987,100	1,341,410	35.9%
Other Non-Departmental					
Library Lease	129,215	136,150	136,150	136,500	0.3%
Total Expenditures	9,023,141	7,482,331	7,544,331	10,103,206	35.0%

Finance

- 1.) When will a transition to the new BS&A software happen? Please provide a timeline.

We are hoping to start the transition this summer. BS&A has told us it is a 18 months to 2 year process.

- 2.) When was the contract with BS&A signed? Oct. 18, 2022
 - When was the payment made? November 21, 2022, \$252,475
- 3.) Has anyone talked to BS&A about a reduction in their contract because they are delaying implementation? No

<u>Property Taxes</u>	FY 2022Actuals	FY 2023AdoptedBudget
General Operations	34,476,914	36,095,000
Dedicated - Police	3,525,000	3,645,000
Dedicated - Fire	3,525,000	3,645,000
Dedicated - Roads	2,350,000	2,430,000
Dedicated - Parks	2,350,000	2,430,000
Total	46,226,914	48,245,000

Account	GL Desc	Object Desc
101.000000.402000.00000	GENERAL FUND	PROPERTY TAX LEVY
101.000000.402004.00000	GENERAL FUND	TAXROLL ADJUSTMENTS-CHARGEBACK
101.000000.402005.00000	GENERAL FUND	REVENUE SHARING-DELTA
101.000000.402006.00000	GENERAL FUND	REVENUE SHARING-MERIDIAN
101.000000.402007.00000	GENERAL FUND	REVENUE SHARING-ALADON
101.000000.402040.00000	GENERAL FUND	REVENUE SHARING-DEWITT TWNSHP
101.000000.444000.00000	GENERAL FUND	PAYMENTS IN LIEU OF TAXES
101.000000.445000.00000	GENERAL FUND	PROPERTY TAX PENALTY AND INTER
101.000000.445010.00000	GENERAL FUND	TRANSFER PENALTY
101.000000.445020.00000	GENERAL FUND	HOMESTEAD PENALTY FEE
101.000000.448001.00000	GENERAL FUND	COLLECTION FEE
101.000000.605001.00000	GENERAL FUND	DOWNTOWN - GM
101.000000.607001.00000	GENERAL FUND	JACKSON NATIONAL LIFE
101.000000.607002.00000	GENERAL FUND	GM DELTA TWP
101.000000.607003.00000	GENERAL FUND	DEWITT TOWNSHIP 425 REVENUE

FY 2023	Projected	Budget	FY 2024	Proposed	Budget
	36,095,000			37,899,750	
	3,645,000			3,827,250	
	3,645,000			3,827,250	
	2,430,000			2,551,500	
	2,430,000			2,551,500	
	48,245,000			50,657,250	

Fund Sum	FY 2022	FY 2022	FY 2023
	Budget	Actuals	Adopted
	Budget	Actuals	Budget
Property Taxes	45,000,000.00	44,258,636.46	47,230,000.00
Property Taxes	(250,000.00)	(267,032.83)	(250,000.00)
Property Taxes	(850,000.00)	(916,219.90)	(850,000.00)
Property Taxes	(450,000.00)	-	(700,000.00)
Property Taxes	(80,000.00)	-	(80,000.00)
Property Taxes	(80,000.00)	-	(100,000.00)
Property Taxes	315,000.00	538,825.24	325,000.00
Property Taxes	5,000.00	16,436.87	5,000.00
Property Taxes	20,000.00	-	20,000.00
Property Taxes	5,000.00	32,000.00	5,000.00
Property Taxes	1,450,000.00	1,681,898.05	1,650,000.00
Property Taxes	75,000.00	-	75,000.00
Property Taxes	250,000.00	242,619.08	250,000.00
Property Taxes	650,000.00	662,048.62	650,000.00
Property Taxes	15,000.00	(22,297.11)	15,000.00

<u>FY 2023</u>	<u>FY 2024</u>
<u>Projected</u>	<u>Adopted</u>
<u>Budget</u>	<u>Budget</u>
47,230,000.00	49,591,500.00
(250,000.00)	(250,000.00)
(850,000.00)	(850,000.00)
(700,000.00)	(700,000.00)
(80,000.00)	(80,000.00)
(100,000.00)	(100,000.00)
325,000.00	325,000.00
5,000.00	5,000.00
20,000.00	20,000.00
5,000.00	5,000.00
1,650,000.00	1,650,000.00
75,000.00	75,000.00
250,000.00	250,000.00
650,000.00	650,000.00
15,000.00	15,000.00



FY 2023-2024 Revenue Sharing Amounts

INGHAM COUNTY LANSING CITY 33-2020

	October	December	February	April	June	August
Constitutional:	\$2,128,529	\$2,084,521	\$1,974,173	\$1,770,470	\$1,824,936	\$2,005,003
Statutory:						
CVTRS PAYMENTS:						
CVTRS Standard Payment:	\$1,065,244	\$1,065,244	\$1,065,244	\$1,065,244	\$1,065,244	\$1,065,244
Maximum Available:	\$1,065,244	\$1,065,244	\$1,065,244	\$1,065,244	\$1,065,244	\$1,065,244
Est Payment Forfeit:						
CVTRS Public Safety Payment:	\$67,788	\$67,788	\$67,788	\$67,788	\$67,788	\$67,790
Maximum Available:	\$67,788	\$67,788	\$67,788	\$67,788	\$67,788	\$67,790
Est Payment Forfeit:						
Total:	\$3,261,561	\$3,217,553	\$3,107,205	\$2,903,502	\$2,957,968	\$3,138,037

Total FY 2024 Constitutional: \$11,787,632

Total FY 2024 CVTRS Standard Payments: \$6,391,464

Total FY 2024 CVTRS Public Safety Payments: \$406,730

Total FY 2024 CVTRS Payments: \$6,798,194

Total FY 2024 Payments: \$18,585,826

Total FY 2024 CVTRS Max Available: \$6,798,194

Total FY 2024 CVTRS Est Forfeit Payments:

Note: All amounts are projected based on the FY 2024 Governor's Executive Budget Recommendation and the January 2023 Consensus Revenue Estimates. Projected amounts may change based on changes made by the legislature and/or changes in the economy. Projections updated on 2/8/23.

Formula Factors:

2020 Census Revenue Sharing Population: 107,633

Formulas:

Constitutional Payment = Most Recent Decennial Census Revenue Sharing Population x Distribution Rate

The FY 2024 projected constitutional distribution rates are: Oct 19.775810; Dec 19.366935; Feb 18.341710; Apr 16.449143; Jun 16.955177; Aug 18.628125. The projected total distribution rate for FY 2024 is 109.516900.

The FY 2023 projected constitutional distribution rates are: Oct 19.9913; Dec 18.9143; Feb 18.360044; Apr 16.415744; Jun 16.921778; Aug 18.591725. The projected total distribution rate for FY 2023 is 109.194891.

The actual FY 2022 constitutional distribution rates are: Oct 18.3173; Dec 17.8756; Feb 17.6533; Apr 16.4875; Census Adjustment -1.050943; Jun 17.5054; Aug 19.1854. The actual total distribution rate for FY 2022 is 105.973557.

The FY 2021 actual constitutional distribution rates are: Oct 17.5803; Dec 16.8047; Feb 14.4972; Apr 15.0455; Jun 15.6371; Aug 18.3106. The actual total distribution rate for FY 2021 is 97.8754.

City, Village, and Township Revenue Sharing (CVT) Payments: FY 2024

Each city, village, or township that received a statutory payment in the State's FY 2023 and fulfills the specific requirements of the CVTRS program will be eligible to receive a CVTRS-Standard payment of 110% of its eligible ongoing FY 2023 City, Village, and Township Revenue Sharing (CVTRS) amount (rounded to the nearest dollar) as well as an additional CVTRS-Public Safety payment equal to 7% of its eligible ongoing FY 2023 City, Village, and Township Revenue Sharing (CVTRS) amount (rounded to the nearest dollar). If an eligible local unit complies under the CVTRS program, the local unit will receive the maximum eligible CVTRS-Standard and CVTRS-Public Safety amounts. CVTRS-Standard and CVTRS-Public Safety payments will be paid out 1/6 in October, December, February, April, June, and August.

Note: Ongoing FY 2023 City, Village, and Township Revenue Sharing (CVTRS) amounts do not include the FY 2023 one-time CVTRS appropriation. The CVTRS-Standard payment increase is equal to 10% (5% ongoing and 5% one-time) of the FY 2023 ongoing statutory CVTRS appropriation; and the CVTRS-Public Safety payment is equal to 7% (2% ongoing and 5% one-time) of the FY 2023 ongoing statutory CVTRS appropriation. CVTRS-Public Safety payments must be specifically designated for local public safety

FIXED FRINGES

FY2023

FY2023 Pension:

Projected P&F Contribution	18,200,000
Projected ERS Contribution	12,900,000
Administrative Costs	320,000
	31,420,000

FY2023 Retiree Health/Dental:

Projected P&F Contribution	13,200,000
Projected ERS Contribution	7,100,000
	20,300,000

FY2024

FY2024 Pension:

Projected P&F Contribution	20,400,000
Projected ERS Contribution	13,800,000
Administrative Costs	300,000
	34,500,000

FY2024 Retiree Health/Dental:

Projected P&F Contribution	13,800,000
Projected ERS Contribution	7,700,000
Administrative Costs	
	21,500,000

54-A District Court & Probation

Description

The mission of the 54-A District Court is to provide access to trial court services for all persons as needed, employing available resources and working in partnership with the community to afford efficient and courteous service. This mission is carried out through efficient case flow management from pre-adjudication to post-adjudication; conducting arraignments, preliminary felony exams, trials, sentencing, and probation; including operating full service divisions (Traffic, Civil, Criminal, and Probation).

The District Court handles four types of cases: (1) Criminal (misdemeanors and felonies reduced to misdemeanors); (2) Civil (small claims jurisdiction up to \$6,000, general civil jurisdiction up to \$25,000, and landlord-tenant disputes); (3) traffic violations (formal and informal hearings); and (4) City Ordinance violations.

For the majority of its cases, the District Court works with the Ingham County Prosecutor's Office, the Office of the City Attorney, and the Lansing Police Department. Additional support services provided by City of Lansing staff include finance, budgeting, personnel, information technology, operational services, and building maintenance.

The District Court fund and budget are self-contained operations. The District Court budget expenditure and the Court-related revenue are accounted for in a separate fund during the fiscal year, and then both expenditures and revenues are returned to the General Fund at June 30. This accounting convention effectively makes the Court a General Fund agency, with special budget considerations attached to its status as the judicial branch of government.

54-A District Court & Probation

Fiscal Year July 1, 2023 - June 30, 2024

Department Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	2,873,280	3,316,804	3,316,804	3,508,391	5.8%
Retirement/Fixed Benefits	2,053,989	1,512,375	1,512,375	1,579,899	4.5%
Total Personnel	4,927,268	4,829,179	4,829,179	5,088,290	5.4%
Operating					
Department Operations	624,095	745,252	745,252	761,592	2.2%
Information Technology Charge	451,015	410,207	410,207	437,115	6.6%
Total Operating	1,075,110	1,155,459	1,155,459	1,198,707	3.7%
Total Expenditures	6,002,379	5,984,638	5,984,638	6,286,997	5.1%

Budgetary Explanation

No significant operation changes are budgeted directly in the 54-A District Court budget for FY 2024.

Circuit Court Building Rental

Fiscal Year July 1, 2023 - June 30, 2024

Department Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Operating					
Veteran's Memorial Building	323,844	336,693	336,693	337,363	0.2%
Total Expenditures	323,844	336,693	336,693	337,363	0.2%

Budgetary Explanation

By State law, the City is obligated to provide a facility for the Circuit Court, which is operated by Ingham County.

101.000000.634002.00000	GENERAL FUND	FIRE TRAINING PROG REVENUES	CFS-PubSaf	(5,149.25)	500.00	500.00	500.00
101.000000.634003.00000	GENERAL FUND	HAZMAT COST RECOVERY	CFS-PubSaf	-	-	-	-
101.000000.634006.00000	GENERAL FUND	BURN PERMITS	CFS-PubSaf	56,943.80	40,000.00	40,000.00	50,000.00
101.000000.634007.00000	GENERAL FUND	FIRE PREVENTION	CFS-PubSaf	14,919.00	10,000.00	10,000.00	10,000.00
101.000000.634301.00000	GENERAL FUND	FIRE INSPECTION FEE	CFS-PubSaf	-	100.00	100.00	100.00
101.000000.634302.00000	GENERAL FUND	FIRE FALSE ALARM FEE	CFS-PubSaf	-	-	-	-
101.000000.647000.00000	GENERAL FUND	FIRE DEPARTMENT - SALE OF MATE	CFS-PubSaf	5,156.25	1,000.00	1,000.00	2,000.00
				4,682,390.58	4,368,850.00	4,368,850.00	4,404,350.00
101.000000.575300.00000	GENERAL FUND	STATE REIMB - ELECTIONS	CFS-Reimb	-	25,000.00	25,000.00	190,000.00
101.000000.617000.00000	GENERAL FUND	REIMBURSEMENTS- REIMB OF INDIR	CFS-Reimb	2,363,919.00	2,164,700.00	2,164,700.00	2,200,000.00
101.000000.617200.00000	GENERAL FUND	GRANT ADMIN	CFS-Reimb	-	50,000.00	50,000.00	50,000.00
101.000000.617301.00000	GENERAL FUND	FOI REQUESTS - LAW DEPT	CFS-Reimb	1,679.94	2,500.00	2,500.00	2,500.00
101.000000.617400.00000	GENERAL FUND	REIMBURSEMENT - LOCAL ELECTION	CFS-Reimb	116,069.91	-	-	-
101.000000.617801.00000	GENERAL FUND	CHGS FOR SVCS - Q/H SPEC ASSES	CFS-Reimb	-	-	-	-
				2,481,668.85	2,242,200.00	2,242,200.00	2,442,500.00
101.000000.645001.00000	GENERAL FUND	ABSENTEE VOTER LISTS	CFS-Sales	120.00	200.00	200.00	200.00
101.000000.645003.00000	GENERAL FUND	CANDIDATE FILING FEES	CFS-Sales	300.00	2,100.00	2,100.00	2,100.00
				420.00	2,300.00	2,300.00	2,300.00
101.000000.616100.00000	GENERAL FUND	PILOT APPLICATION FEE	CFS-WFO	-	-	-	-
101.000000.635001.00000	GENERAL FUND	ZONING VERIFICATION FEE	CFS-WFO	700.00	200.00	200.00	200.00
101.000000.635010.00000	GENERAL FUND	CLAIMS & JUDGEMENTS-NUISANCE F	CFS-WFO	-	(5,000.00)	(5,000.00)	(5,000.00)
101.000000.638020.00000	GENERAL FUND	PARKS & REC GROUNDS EQUIPMENT	CFS-WFO	568,879.48	-	-	-
101.000000.638900.00000	GENERAL FUND	PUBLIC SERVICE WORK FOR OTHERS	CFS-WFO	1,380.26	10,000.00	10,000.00	10,000.00
101.000000.638903.00000	GENERAL FUND	SNOW CLEARING ORDINANCE	CFS-WFO	-	13,000.00	13,000.00	13,000.00
101.000000.643100.00000	GENERAL FUND	ABANDONED AUTO AUCTION	CFS-WFO	7,718.00	15,000.00	15,000.00	15,000.00
				578,677.74	33,200.00	33,200.00	33,200.00
101.000000.655000.00000	GENERAL FUND	FINES AND FORFEITURES	F&F	600.00	2,500.00	2,500.00	2,500.00
101.000000.657102.00000	GENERAL FUND	PROSTITUTION VEHICLE SEIZURE	F&F	-	-	-	-
101.000000.658001.00000	GENERAL FUND	CODE VIOLATIONS	F&F	-	-	-	-
101.000000.660150.00000	GENERAL FUND	FORFEITURES - MERS	F&F	-	-	-	-
101.000000.660401.00000	GENERAL FUND	FORFEITURES CO-OP IEC	F&F	-	-	-	-
760.000000.545001.00000	DISTRICT COURT FUND	STATE AID - CASEFLOW ASSISTANC	F&F	-	-	-	-
760.000000.632000.00000	DISTRICT COURT FUND	ALCOHOL ASSESSMENT FEE	F&F	8,488.00	13,000.00	13,000.00	10,000.00
760.000000.648001.00000	DISTRICT COURT FUND	FEES-PARTICIPANT-NONCATEGORIZE	F&F	5,302.15	10,000.00	10,000.00	5,000.00
760.000000.657000.00000	DISTRICT COURT FUND	OUIL FEES	F&F	42,953.09	50,000.00	50,000.00	50,000.00
760.000000.666010.00000	DISTRICT COURT FUND	65% FILING FEES - CIVIL - DIST	F&F	129,292.00	180,000.00	180,000.00	160,000.00
760.000000.666040.00000	DISTRICT COURT FUND	CIVIL JURY FEES - DIST CT	F&F	280.00	1,500.00	1,500.00	500.00
760.000000.666050.00000	DISTRICT COURT FUND	CIVIL MISCELLANEOUS FEES - DIS	F&F	160,119.87	280,000.00	280,000.00	280,000.00
760.000000.666080.00000	DISTRICT COURT FUND	MARRIAGE FEES -DIST CT	F&F	230.00	800.00	800.00	800.00
760.000000.666090.00000	DISTRICT COURT FUND	BOND FORFEIT FEES - DIST CT	F&F	43,320.00	40,000.00	40,000.00	40,000.00
760.000000.666110.00000	DISTRICT COURT FUND	ORDINANCE FINES & COSTS - DIST	F&F	449,120.51	400,000.00	400,000.00	400,000.00
760.000000.666120.00000	DISTRICT COURT FUND	COURT COSTS - PENAL CASES - DI	F&F	159,733.29	300,000.00	300,000.00	200,000.00
760.000000.666130.00000	DISTRICT COURT FUND	MISCELLANEOUS FEES - DISTRICT	F&F	12,491.42	15,000.00	15,000.00	15,000.00
760.000000.666140.00000	DISTRICT COURT FUND	CASH OVER/SHORT - DISTRICT COU	F&F	13.20	-	-	-
760.000000.666150.00000	DISTRICT COURT FUND	PROBATION FEES - DIST CT	F&F	65,883.08	90,000.00	90,000.00	70,000.00
760.000000.666160.00000	DISTRICT COURT FUND	TRIAL BOND 10% FEE - DIST CT	F&F	769.00	1,400.00	1,400.00	1,400.00
760.000000.666170.00000	DISTRICT COURT FUND	40% FAC OR FCJ SUSPENSION - DI	F&F	12,114.86	25,000.00	25,000.00	5,000.00
760.000000.666180.00000	DISTRICT COURT FUND	COURT APPOINTED ATTORNEY FEES-	F&F	11,080.74	15,000.00	15,000.00	10,000.00
760.000000.666201.00000	DISTRICT COURT FUND	STATE TREASURY COLLECTIONS	F&F	768.30	3,000.00	3,000.00	1,000.00

760.000000.666202.00000	DISTRICT COURT FUND	STATE REIMBURSEMENT - JUROR/WT	F&F	3,787.50	8,000.00	8,000.00	4,000.00
760.000000.666204.00000	DISTRICT COURT FUND	STATUTORY WITNESS REIMBURSEMEN	F&F	3,735.79	8,000.00	8,000.00	5,000.00
760.000000.666210.00000	DISTRICT COURT FUND	STATE REIMBURSEMENT - JUDGES S	F&F	172,209.65	183,000.00	183,000.00	183,000.00
760.000000.666211.00000	DISTRICT COURT FUND	DRUG CASE MGT FUND - FROM STAT	F&F	9,874.29	14,000.00	14,000.00	10,000.00
760.000000.666215.00000	DISTRICT COURT FUND	DRUG TREATMENT CT FILING FEES	F&F	35,975.00	45,000.00	45,000.00	45,000.00
760.000000.666220.00000	DISTRICT COURT FUND	5% CRIME VICTIMS RIGHTS FUND	F&F	5,065.29	7,000.00	7,000.00	7,000.00
760.000000.680000.00000	DISTRICT COURT FUND	MISCELLANEOUS REVENUE	F&F	2,042.66	-	-	-
				1,335,249.69	1,692,200.00	1,692,200.00	1,505,200.00
101.000000.575000.00000	GENERAL FUND	FIRE PROTECTION STATE OWNED FA	Fire Reimb	2,620,078.60	2,750,000.00	2,750,000.00	2,700,000.00
				2,620,078.60	2,750,000.00	2,750,000.00	2,700,000.00
101.000000.667000.00000	GENERAL FUND	RENTAL INCOME	I&R	213,844.92	200,000.00	200,000.00	200,000.00
101.000000.670000.00000	GENERAL FUND	INTEREST INCOME	I&R	96,537.79	100,000.00	100,000.00	391,195.00
101.000000.670801.00000	GENERAL FUND	INTEREST ON SPECIAL ASSESSMENT	I&R	(45,760.75)	30,000.00	30,000.00	30,000.00
				264,621.96	330,000.00	330,000.00	621,195.00
101.000000.430000.00000	GENERAL FUND	CITY INCOME TAX	Income Tax	36,613,814.11	37,360,000.00	37,360,000.00	39,000,000.00
101.000000.447001.00000	GENERAL FUND	INCOME TAX PENALTY & INTEREST	Income Tax	473,778.81	150,000.00	150,000.00	350,000.00
				37,087,592.92	37,510,000.00	37,510,000.00	39,350,000.00
101.000000.481000.00000	GENERAL FUND	BUILDING MOVER LICENSE	L&P-Bldg	-	-	-	-
101.000000.482000.00000	GENERAL FUND	PLUMBING LICENSE REGISTRATION	L&P-Bldg	12,000.00	12,250.00	12,250.00	12,250.00
101.000000.489000.00000	GENERAL FUND	SEWER CLEANER LICENSE	L&P-Bldg	1,000.00	1,000.00	1,000.00	1,000.00
101.000000.491000.00000	GENERAL FUND	SIGN ERECTOR LICENSE	L&P-Bldg	4,700.00	2,500.00	2,500.00	3,000.00
101.000000.492000.00000	GENERAL FUND	VEHICLE WRECKER LICENSE	L&P-Bldg	-	-	-	-
101.000000.497508.00000	GENERAL FUND	DEMOLITION CONTRACTOR LICENCE	L&P-Bldg	2,975.00	1,500.00	1,500.00	1,500.00
				20,675.00	17,250.00	17,250.00	17,750.00
101.000000.452000.00000	GENERAL FUND	AUCTIONEERS LICENSE	L&P-Bus	100.00	300.00	300.00	300.00
101.000000.454000.00000	GENERAL FUND	BOWLING ALLEY - POOLROOM LICEN	L&P-Bus	80.00	100.00	100.00	100.00
101.000000.455000.00000	GENERAL FUND	CABARET LICENSE	L&P-Bus	8,000.00	5,000.00	5,000.00	5,000.00
101.000000.456000.00000	GENERAL FUND	CLOSING OUT SALE LICENSE	L&P-Bus	-	-	-	-
101.000000.457000.00000	GENERAL FUND	HEALTH CLUB/ MASSAGE THERAPIST	L&P-Bus	900.00	750.00	750.00	750.00
101.000000.459001.00000	GENERAL FUND	FIREWORKS LICENSES	L&P-Bus	2,550.00	1,500.00	1,500.00	1,000.00
101.000000.459002.00000	GENERAL FUND	FIREWORKS PERMITS	L&P-Bus	75.00	-	-	-
101.000000.462000.00000	GENERAL FUND	COLLECTION BINS LICENSE	L&P-Bus	200.00	300.00	300.00	300.00
101.000000.463000.00000	GENERAL FUND	PEDDLERS LICENSE	L&P-Bus	605.00	1,000.00	1,000.00	1,000.00
101.000000.465000.00000	GENERAL FUND	RUBBISH HAULER LICENSE	L&P-Bus	1,975.00	2,000.00	2,000.00	2,000.00
101.000000.466000.00000	GENERAL FUND	SECOND HAND DEALER LICENSE	L&P-Bus	3,400.00	2,000.00	2,000.00	2,000.00
101.000000.467000.00000	GENERAL FUND	VEHICLES FOR HIRE	L&P-Bus	-	-	-	-
101.000000.468000.00000	GENERAL FUND	TRAILER FEES	L&P-Bus	25,403.50	20,000.00	20,000.00	25,000.00
101.000000.469000.00000	GENERAL FUND	SHOW LICENSE	L&P-Bus	1,500.00	1,000.00	1,000.00	1,000.00
101.000000.469050.00000	GENERAL FUND	PASSPORT FEES	L&P-Bus	37,723.45	25,000.00	25,000.00	25,000.00
101.000000.469065.00000	GENERAL FUND	SCOOTER LICENSE	L&P-Bus	15,000.00	2,500.00	2,500.00	3,000.00
101.000000.470000.00000	GENERAL FUND	TRANSFER FEES - CLASS C LICENS	L&P-Bus	13,850.00	3,000.00	3,000.00	5,000.00
				111,361.95	64,450.00	64,450.00	71,450.00
101.000000.471000.00000	GENERAL FUND	CABLE TV - FRANCHISE FEE	L&P-Cable	1,039,523.91	1,000,000.00	1,000,000.00	1,000,000.00
				1,039,523.91	1,000,000.00	1,000,000.00	1,000,000.00
101.000000.469060.00000	GENERAL FUND	MEDICAL MARIJUANA LICENSE	L&P-MM	736,038.32	650,000.00	650,000.00	700,000.00
				736,038.32	650,000.00	650,000.00	700,000.00
101.000000.497515.00000	GENERAL FUND	SEWER PERMITS	L&P-NonBus	4,891.80	6,000.00	6,000.00	6,000.00
101.000000.497522.00000	GENERAL FUND	SITE PLAN INSPECTION/REVIEW	L&P-NonBus	14,890.00	20,000.00	20,000.00	18,000.00
101.000000.497523.00000	GENERAL FUND	SPECIAL LAND USE PERMIT FEES	L&P-NonBus	1,800.00	1,500.00	1,500.00	1,500.00

Account	GL Desc	Object Desc	Cost	<u>FY 2022</u> <u>Actuals</u>	<u>FY 2023</u> <u>Adopted</u> <u>Budget</u>	<u>FY 2023</u> <u>Projected</u> <u>Budget</u>	<u>FY 2024</u> <u>Proposed</u> <u>Budget</u>
760.000000.545001.00000	DISTRICT COURT FUND	STATE AID - CASEFLOW ASSISTANC	000000	-	-	-	-
760.000000.632000.00000	DISTRICT COURT FUND	ALCOHOL ASSESSMENT FEE	000000	8,488.00	13,000.00	13,000.00	10,000.00
760.000000.648001.00000	DISTRICT COURT FUND	FEES-PARTICIPANT-NONCATEGORIZE	000000	5,302.15	10,000.00	10,000.00	5,000.00
760.000000.657000.00000	DISTRICT COURT FUND	OUIL FEES	000000	42,953.09	50,000.00	50,000.00	50,000.00
760.000000.666010.00000	DISTRICT COURT FUND	65% FILING FEES - CIVIL - DIST	000000	129,292.00	180,000.00	180,000.00	160,000.00
760.000000.666040.00000	DISTRICT COURT FUND	CIVIL JURY FEES - DIST CT	000000	280.00	1,500.00	1,500.00	500.00
760.000000.666050.00000	DISTRICT COURT FUND	CIVIL MISCELLANEOUS FEES - DIS	000000	160,119.87	280,000.00	280,000.00	280,000.00
760.000000.666080.00000	DISTRICT COURT FUND	MARRIAGE FEES -DIST CT	000000	230.00	800.00	800.00	800.00
760.000000.666090.00000	DISTRICT COURT FUND	BOND FORFEIT FEES - DIST CT	000000	43,320.00	40,000.00	40,000.00	40,000.00
760.000000.666110.00000	DISTRICT COURT FUND	ORDINANCE FINES & COSTS - DIST	000000	449,120.51	400,000.00	400,000.00	400,000.00
760.000000.666120.00000	DISTRICT COURT FUND	COURT COSTS - PENAL CASES - DI	000000	159,733.29	300,000.00	300,000.00	200,000.00
760.000000.666130.00000	DISTRICT COURT FUND	MISCELLANEOUS FEES - DISTRICT	000000	12,491.42	15,000.00	15,000.00	15,000.00
760.000000.666140.00000	DISTRICT COURT FUND	CASH OVER/SHORT - DISTRICT COU	000000	13.20	-	-	-
760.000000.666150.00000	DISTRICT COURT FUND	PROBATION FEES - DIST CT	000000	65,883.08	90,000.00	90,000.00	70,000.00
760.000000.666160.00000	DISTRICT COURT FUND	TRIAL BOND 10% FEE - DIST CT	000000	769.00	1,400.00	1,400.00	1,400.00
760.000000.666170.00000	DISTRICT COURT FUND	40% FAC OR FCJ SUSPENSION - DI	000000	12,114.86	25,000.00	25,000.00	5,000.00
760.000000.666180.00000	DISTRICT COURT FUND	COURT APPOINTED ATTORNEY FEES-	000000	11,080.74	15,000.00	15,000.00	10,000.00
760.000000.666201.00000	DISTRICT COURT FUND	STATE TREASURY COLLECTIONS	000000	768.30	3,000.00	3,000.00	1,000.00
760.000000.666202.00000	DISTRICT COURT FUND	STATE REIMBURSEMENT - JUROR/WT	000000	3,787.50	8,000.00	8,000.00	4,000.00
760.000000.666204.00000	DISTRICT COURT FUND	STATUTORY WITNESS REIMBURSEME	000000	3,735.79	8,000.00	8,000.00	5,000.00
760.000000.666210.00000	DISTRICT COURT FUND	STATE REIMBURSEMENT - JUDGES S	000000	172,209.65	183,000.00	183,000.00	183,000.00
760.000000.666211.00000	DISTRICT COURT FUND	DRUG CASE MGT FUND - FROM STAT	000000	9,874.29	14,000.00	14,000.00	10,000.00
760.000000.666215.00000	DISTRICT COURT FUND	DRUG TREATMENT CT FILING FEES	000000	35,975.00	45,000.00	45,000.00	45,000.00
760.000000.666220.00000	DISTRICT COURT FUND	5% CRIME VICTIMS RIGHTS FUND	000000	5,065.29	7,000.00	7,000.00	7,000.00
760.000000.680000.00000	DISTRICT COURT FUND	MISCELLANEOUS REVENUE	000000	2,042.66	-	-	-
760.000000.679100.00000	DISTRICT COURT FUND	FROM/(TO) FUND BALANCE	000000	-	4,294,938.00	4,294,938.00	4,784,297.00
760.000000.696004.00000	DISTRICT COURT FUND	REVENUE TRANSFER TO 101 FUND	000000	(1,334,649.69)	-	-	-
				-	5,984,638.00	5,984,638.00	6,286,997.00
760.132201.702000.00000	DISTRICT COURT FUND	SALARIES	132201	2,126,882.31	2,250,032.00	2,250,032.00	2,539,118.00
760.132201.707000.00000	DISTRICT COURT FUND	TEMPORARY HELP	132201	67,068.78	70,000.00	70,000.00	72,000.00
760.132201.708000.00000	DISTRICT COURT FUND	OVERTIME - SALARY	132201	4,847.01	1,500.00	1,500.00	5,000.00
760.132201.712000.00000	DISTRICT COURT FUND	LONGEVITY	132201	23,000.00	24,500.00	24,500.00	24,000.00
760.132201.715300.00000	DISTRICT COURT FUND	FRINGE BENEFITS - FIXED	132201	2,053,988.52	1,512,375.00	1,512,375.00	1,579,899.00
760.132201.715400.00000	DISTRICT COURT FUND	FRINGE BENEFITS - VARIABLE	132201	651,481.81	970,772.00	970,772.00	868,273.00
760.132201.741000.00000	DISTRICT COURT FUND	MISCELLANEOUS OPERATING	132201	137,793.51	135,000.00	135,000.00	135,000.00

760.132201.741001.00000	DISTRICT COURT FUND	CORONAVIRUS MISC EXP	132201	-	-	-	-
760.132201.741882.00000	DISTRICT COURT FUND	WITNESS/JURY FEES	132201	19,273.22	30,000.00	30,000.00	25,000.00
760.132201.741883.00000	DISTRICT COURT FUND	LIBRARY	132201	7,094.84	10,000.00	10,000.00	10,000.00
760.132201.742000.00000	DISTRICT COURT FUND	SUPPLIES	132201	151,925.19	115,000.00	115,000.00	120,000.00
760.132201.743000.00000	DISTRICT COURT FUND	CONTRACTUAL SERVICES	132201	93,996.93	180,000.00	180,000.00	190,000.00
760.132201.743720.00000	DISTRICT COURT FUND	INFORMATION TECHNOLOGY ALLOC	132201	451,015.00	410,207.00	410,207.00	437,115.00
760.132201.744110.00000	DISTRICT COURT FUND	UTILITIES - CITY HALL	132201	85,562.49	112,000.00	112,000.00	112,000.00
760.132201.744200.00000	DISTRICT COURT FUND	TELEPHONE	132201	14,756.19	10,000.00	10,000.00	10,000.00
760.132201.746000.00000	DISTRICT COURT FUND	REPAIR & MAINTENANCE	132201	-	2,500.00	2,500.00	2,500.00
760.132201.748000.00000	DISTRICT COURT FUND	INSURANCE & BONDS	132201	45,718.90	63,402.00	63,402.00	69,742.00
760.132201.977000.00000	DISTRICT COURT FUND	EQUIPMENT	132201	9,001.95	10,000.00	10,000.00	10,000.00
				5,943,406.65	5,907,288.00	5,907,288.00	6,209,647.00
760.132202.743000.00000	DISTRICT COURT SECURITY	CONTRACTUAL SERVICES	132202	57,982.21	75,000.00	75,000.00	75,000.00
				57,982.21	75,000.00	75,000.00	75,000.00
760.132210.743000.00000	PROBATION	CONTRACTUAL SERVICES	132210	-	-	-	-
760.132215.741000.00000	DRUG COURT	MISCELLANEOUS OPERATING	132215	473.65	1,850.00	1,850.00	1,850.00
760.132215.747000.00000	DRUG COURT	TRAINING	132215	516.00	500.00	500.00	500.00
				989.65	2,350.00	2,350.00	2,350.00
				6,002,378.51	5,984,638.00	5,984,638.00	6,286,997.00
101.132220.745100.00000	CIRCUIT COURT	BUILDING RENTAL	132220	318,800.09	330,000.00	330,000.00	330,000.00
101.132220.748000.00000	CIRCUIT COURT	INSURANCE & BONDS	132220	5,044.04	6,693.00	6,693.00	7,363.00
				323,844.13	336,693.00	336,693.00	337,363.00

Neighborhoods, Arts, and Citizen Engagement

General Fund Description

The Department is designed to Engage Citizens, Advance People and Build Neighborhoods. The department continues the development and growth of SERVE Lansing, a citywide plan to engage citizens in community service. The department facilitates the Neighborhood Grant Program which directly funds neighborhood projects with Civic Organizations. The department will continue to deliver the successful Citizens Academy program launched in 2018. The department serves as the key liaison to the Lansing School District, Capital Area Housing Partnership and Capital Area Michigan Works. The department will focus on increasing cross-department communication and coordination of services to neighborhoods.

Events throughout the year will include the LOVE Lansing celebration, Neighborhoods in Bloom neighborhood beautification program, Walking Wednesday events in Lansing neighborhoods between April and October, numerous neighborhood clean-up events, coordination with community partners for neighborhood improvements in several Lansing neighborhoods, publication of the bi-weekly Lansing Neighborhood News, and organizing the quarterly Housing and Neighborhood Resource Summits.

It oversees the Office of Financial Empowerment, focused on economic development at the individual and household level through its four key programs: Lansing SAVE, Financial Empowerment Center, Bank On Lansing, and Offender Success. OFE also pilots innovative new initiatives by securing private funds.

The department also oversees the 311 Call Center. City of Lansing 311 is a wrap-around customer service model being deployed to help residents and departments of the City of Lansing. This customer service-based model is focused on providing a variety of services in a single point of contact whenever possible

City 311 Service

City of Lansing 311 is a wrap-around customer service model being deployed to help residents and departments of the City of Lansing. This customer service-based model is focused on providing a variety of services in a single point of contact whenever possible. Minimizing confusion and frustration for residents who need to access city services is our highest priority. Residents can get help with a variety of City services in a single interaction by cross trained agents. When necessary 311 has a hand off process to involve departments if residents need further assistance.

Active Services Today:

Currently the 311-call center has adopted the phone interactions from Public Service, Tax and Treasury, and Neighborhoods, Arts and Citizen Engagement. Soon City Clerk and Assessors office will be onboarding as well.

Callers can report an issue and Agents are able to directly create Service Requests for City workers to follow up on. 311 has also adopted the City of Lansing's main line and is fielding general questions from that phone line as well.

Intended Scope of Services when Fully Activated:

The intended scope of the 311 model once fully activated is a full-service single point of contact resource for both internal and external customers. 311 interactions once fully implemented can be over the phone, face-to-face or over email/chat. Residents who need services from the city or have general questions will be able to have their questions addressed with a focus on friendly customer service. Agents will be able to be a resource for in-depth needs of City residents including setting up services, troubleshooting service issues, scheduling inspections, reporting issues, and addressing general questions.

Neighborhoods, Arts, and Citizen Engagement

Fiscal Year July 1, 2023 - June 30, 2024

Department Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
<u>Neighborhoods, Arts, and Citizen Engagement</u>					
Neighborhoods, Arts and Citizen Engagement	1,288,675	1,326,296	1,326,296	1,556,407	17.3%
City 311 Internal Service Fund	-	1,006,337	1,006,337	839,575	-16.6%
Total Expenditures	1,288,675	2,332,633	2,332,633	2,395,982	2.7%

Budgetary Explanation

Information for the Neighborhood, Arts, and Citizen Engagement Department's funds is provided in the following pages.

Neighborhoods, Arts, and Citizen Engagement

Fiscal Year July 1, 2023 - June 30, 2024

General Fund Department

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	509,960	551,103	551,103	694,001	25.9%
Retirement/Fixed Benefits	283,433	238,994	238,994	324,425	35.7%
Total Personnel	<u>793,393</u>	<u>790,097</u>	<u>790,097</u>	<u>1,018,426</u>	28.9%
Operating					
Department Operations	447,111	470,400	470,400	470,860	0.1%
Information Technology Charge	48,171	43,888	43,888	48,841	11.3%
Fleet/Equipment Charge	-	-	-	-	
City 311 Service	-	21,911	21,911	18,280	-16.6%
Total Operating	<u>495,282</u>	<u>536,199</u>	<u>536,199</u>	<u>537,981</u>	0.3%
Total Expenditures	<u>1,288,675</u>	<u>1,326,296</u>	<u>1,326,296</u>	<u>1,556,407</u>	17.3%

Budgetary Explanation

No significant operation changes are budgeted directly in the Neighborhoods, Arts, and Citizen Engagement budget for FY 2024 except for IT allocations.

Neighborhoods, Arts, and Citizen Engagement

Fiscal Year July 1, 2023 - June 30, 2024

City 311 Internal Service Fund

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	-	544,710	544,710	445,758	-18.2%
Retirement/Fixed Benefits	-	276,556	276,556	210,415	-23.9%
Total Personnel	-	821,266	821,266	656,173	-20.1%
Operating					
Department Operations	-	20,000	20,000	20,000	0.0%
Information Technology Charge	-	165,071	165,071	163,402	-1.0%
Total Operating	-	185,071	185,071	183,402	-0.9%
Total Expenditures	-	1,006,337	1,006,337	839,575	-16.6%

Budgetary Explanation

Start up costs for the City 311 Service were funded through the sale of the Townsend Ramp. Beginning in FY 2023, departmental operations will be fully supported through charges to public facing departments that currently or are planned to benefit from the service taking on customer requests.

Account	GL Desc	Object Desc	Cost	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2023</u>	<u>FY 2024</u>
				<u>Actuals</u>	<u>Adopted</u>	<u>Projected</u>	<u>Proposed</u>
				<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
101.172250.702000.00000	NEIGHBORHOOD & CITIZEN ENGAGMT	SALARIES	172250	278,154.09	237,983.00	237,983.00	333,549.00
101.172250.706400.00000	NEIGHBORHOOD & CITIZEN ENGAGMT	WAGES - ELECTION INSPECTOR	172250	318.72	-	-	-
101.172250.707000.00000	NEIGHBORHOOD & CITIZEN ENGAGMT	TEMPORARY HELP	172250	-	-	-	-
101.172250.708000.00000	NEIGHBORHOOD & CITIZEN ENGAGMT	OVERTIME - SALARY	172250	359.62	-	-	-
101.172250.712000.00000	NEIGHBORHOOD & CITIZEN ENGAGMT	LONGEVITY	172250	2,400.00	2,400.00	2,400.00	4,400.00
101.172250.715300.00000	NEIGHBORHOOD & CITIZEN ENGAGMT	FRINGE BENEFITS - FIXED	172250	171,187.01	149,238.00	149,238.00	204,222.00
101.172250.715400.00000	NEIGHBORHOOD & CITIZEN ENGAGMT	FRINGE BENEFITS - VARIABLE	172250	62,178.69	82,554.00	82,554.00	94,289.00
101.172250.741000.00000	NEIGHBORHOOD & CITIZEN ENGAGMT	MISCELLANEOUS OPERATING	172250	19,410.10	50,000.00	50,000.00	50,000.00
101.172250.741200.00000	NEIGHBORHOOD & CITIZEN ENGAGMT	PROMOTION	172250	-	-	-	-
101.172250.742100.00000	NEIGHBORHOOD & CITIZEN ENGAGMT	FUEL	172250	-	-	-	-
101.172250.743311.00000	NEIGHBORHOOD & CITIZEN ENGAGMT	CITY 311 ALLOC	172250	-	12,521.00	12,521.00	10,446.00
101.172250.743720.00000	NEIGHBORHOOD & CITIZEN ENGAGMT	INFORMATION TECHNOLOGY ALLOC	172250	30,919.00	27,035.00	27,035.00	27,909.00
101.172250.744200.00000	NEIGHBORHOOD & CITIZEN ENGAGMT	TELEPHONE	172250	1,254.31	1,500.00	1,500.00	1,500.00
101.172250.745200.00000	NEIGHBORHOOD & CITIZEN ENGAGMT	EQUIPMENT RENTAL	172250	-	-	-	-
101.172250.747000.00000	NEIGHBORHOOD & CITIZEN ENGAGMT	TRAINING	172250	-	3,500.00	3,500.00	3,500.00
101.172250.748000.00000	NEIGHBORHOOD & CITIZEN ENGAGMT	INSURANCE & BONDS	172250	3,204.31	4,600.00	4,600.00	4,600.00
101.172250.963002.00000	NEIGHBORHOOD & CITIZEN ENGAGMT	NEIGHBORHOOD GRANT PROGRAM	172250	80,000.00	80,000.00	80,000.00	80,000.00
101.172250.963006.00000	NEIGHBORHOOD & CITIZEN ENGAGMT	GUN VIOLENCE REDUCTION GRANTS	172250	55,000.00	-	-	-
				704,385.85	651,331.00	651,331.00	814,415.00
101.172320.702000.00000	OFFICE OF FINANCIAL EMPOWERMNT	SALARIES	172320	138,729.51	182,402.00	182,402.00	195,567.00
101.172320.707000.00000	OFFICE OF FINANCIAL EMPOWERMNT	TEMPORARY HELP	172320	6,250.00	-	-	-
101.172320.715300.00000	OFFICE OF FINANCIAL EMPOWERMNT	FRINGE BENEFITS - FIXED	172320	112,245.69	89,756.00	89,756.00	120,203.00
101.172320.715400.00000	OFFICE OF FINANCIAL EMPOWERMNT	FRINGE BENEFITS - VARIABLE	172320	21,569.26	45,764.00	45,764.00	65,796.00
101.172320.741000.00000	OFFICE OF FINANCIAL EMPOWERMNT	MISCELLANEOUS OPERATING	172320	11,094.15	15,000.00	15,000.00	15,000.00
101.172320.741024.00000	OFFICE OF FINANCIAL EMPOWERMNT	MSU SAVE - EXP	172320	-	-	-	-
101.172320.743000.00000	OFFICE OF FINANCIAL EMPOWERMNT	CONTRACTUAL SERVICES	172320	272,589.87	310,000.00	310,000.00	310,000.00
101.172320.743311.00000	OFFICE OF FINANCIAL EMPOWERMNT	CITY 311 ALLOC	172320	-	9,390.00	9,390.00	7,834.00
101.172320.743720.00000	OFFICE OF FINANCIAL EMPOWERMNT	INFORMATION TECHNOLOGY ALLOC	172320	17,252.00	16,853.00	16,853.00	20,932.00
101.172320.744200.00000	OFFICE OF FINANCIAL EMPOWERMNT	TELEPHONE	172320	1,107.18	1,200.00	1,200.00	1,200.00
101.172320.748000.00000	OFFICE OF FINANCIAL EMPOWERMNT	INSURANCE & BONDS	172320	3,451.53	4,600.00	4,600.00	5,060.00
101.172320.712000.00000	OFFICE OF FINANCIAL EMPOWERMNT	LONGEVITY	172320	-	-	-	400.00
				584,289.19	674,965.00	674,965.00	741,992.00
				1,288,675.04	1,326,296.00	1,326,296.00	1,556,407.00

Account	GL Desc	Object Desc	Cost	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2023</u>	<u>FY 2024</u>
				<u>Actuals</u>	<u>Adopted</u> <u>Budget</u>	<u>Projected</u> <u>Budget</u>	<u>Proposed</u> <u>Budget</u>
601.000000.617102.00000	CITY 311 SERVICE	REVENUES-CHARGES TO FUNDS	000000	-	1,006,337.00	1,006,337.00	839,575.00
				-	1,006,337.00	1,006,337.00	839,575.00
601.172260.702000.00000	CITY 311 SERVICE	SALARIES	172260	-	386,670.00	386,670.00	323,389.00
601.172260.715300.00000	CITY 311 SERVICE	FRINGE BENEFITS - FIXED	172260	-	276,556.00	276,556.00	210,415.00
601.172260.715400.00000	CITY 311 SERVICE	PAYROLL FRINGES	172260	-	158,040.00	158,040.00	122,369.00
601.172260.741000.00000	CITY 311 SERVICE	MISCELLANEOUS OPERATING	172260	-	15,000.00	15,000.00	15,000.00
601.172260.743720.00000	CITY 311 SERVICE	INFORMATION TECHNOLOGY ALLOC	172260	-	165,071.00	165,071.00	163,402.00
601.172260.747000.00000	CITY 311 SERVICE	TRAINING	172260	-	5,000.00	5,000.00	5,000.00
				-	1,006,337.00	1,006,337.00	839,575.00

Department of Human Resources

Description

The Human Resources Department is responsible for many necessary functions for the City of Lansing. Human Resources provide services to all City Departments, employees, retirees, City Unions and the Community. We are instrumental in providing labor law compliance, record keeping, hiring and training, payroll, compensation, health and wellness and safety compliance. Human Resources also prepares job descriptions and ensures proper procedures for review and approval at department levels.

The Department of Human Resources advises the Mayor on policy-related items. The Department develops and updates policies and procedures for the Department and provides a wide range of activities and customer support services to the residents of the City of Lansing, all City Departments, including Lansing City Council, 54A-District Court, Economic Development Corporation, Downtown Lansing, Inc., Lansing Police and Lansing Fire Departments respectively.

Hiring and Classification Section

The Hiring and Classification Section (HCS) is responsible for recruitment, selections, hiring, retention, compensation, various trainings and classification of all City positions. The Hiring Group provides ongoing training to the department managers and supervisors in areas of hiring and selection.

Health and Wellness Section

The Health and Wellness Section administers the City's workers' compensation program and develops safety rules, policies, and safety training citywide, and administers and ensures compliance with federal workplace regulations.

Payroll and Benefits Section

The Payroll and Benefits Section provides services to City employees and retirees, including orientation for new employees.

Employee & Labor Relations Section

The Employee & Labor Relations section of the Department of Human Resources is tasked with administering the grievance process alongside the Chief Labor Negotiator. This area also investigates employee complaints, provides training and responds to unemployment claims against the City. This section also provides consultations with management with respect to disciplinary matters and CBA presentations.

Human Resources

Fiscal Year July 1, 2023 - June 30, 2024

Department Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	805,964	1,205,136	1,205,136	1,296,500	7.6%
Retirement/Fixed Benefits	519,109	404,693	404,693	672,118	66.1%
Total Personnel	<u>1,325,073</u>	<u>1,609,829</u>	<u>1,609,829</u>	<u>1,968,618</u>	22.3%
Operating					
Department Operations	722,484	985,457	985,457	988,707	0.3%
Information Technology Charge	148,098	128,776	128,776	142,240	10.5%
Fleet/Equipment Charge	-	-	-	-	
Total Operating	<u>870,582</u>	<u>1,114,233</u>	<u>1,114,233</u>	<u>1,130,947</u>	1.5%
Total Expenditures	<u>2,195,655</u>	<u>2,724,062</u>	<u>2,724,062</u>	<u>3,099,565</u>	13.8%

Budgetary Explanation

HR Department will be adding a front-loaded Retirement employee. This position will be eliminated once the current FTE retires.

Account	GL Desc	Object Desc	Cost	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2023</u>	<u>FY 2024</u>
				<u>Actuals</u>	<u>Adopted</u>	<u>Projected</u>	<u>Proposed</u>
					<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
101.172800.701666.00000	HUMAN RESOURCES	RESIDENCY INCENTIVE PROGRAM	172800	11,617.56	25,000.00	25,000.00	25,000.00
101.172800.702000.00000	HUMAN RESOURCES	SALARIES	172800	520,250.64	855,790.00	855,790.00	900,000.00
101.172800.706000.00000	HUMAN RESOURCES	HOURLY WAGES	172800	-	-	-	-
101.172800.707000.00000	HUMAN RESOURCES	TEMPORARY HELP	172800	145,035.38	70,000.00	70,000.00	70,000.00
101.172800.708000.00000	HUMAN RESOURCES	OVERTIME - SALARY	172800	14,058.65	2,000.00	2,000.00	2,000.00
101.172800.712000.00000	HUMAN RESOURCES	LONGEVITY	172800	4,000.00	3,250.00	3,250.00	4,500.00
101.172800.715100.00000	HUMAN RESOURCES	PARKING SUBSIDY	172800	314,024.00	500,000.00	500,000.00	500,000.00
101.172800.715200.00000	HUMAN RESOURCES	BUS SUBSIDY	172800	1,097.25	2,000.00	2,000.00	2,000.00
101.172800.715300.00000	HUMAN RESOURCES	FRINGE BENEFITS - FIXED	172800	519,108.79	404,693.00	404,693.00	672,118.00
101.172800.715400.00000	HUMAN RESOURCES	FRINGE BENEFITS - VARIABLE	172800	122,492.51	274,096.00	274,096.00	320,000.00
101.172800.741000.00000	HUMAN RESOURCES	MISCELLANEOUS OPERATING	172800	68,753.59	54,750.00	54,750.00	58,000.00
101.172800.741001.00000	HUMAN RESOURCES	CORONAVIRUS MISC EXP	172800	-	-	-	-
101.172800.741870.00000	HUMAN RESOURCES	EMPLOYEE RECOGNITION	172800	13,000.00	13,000.00	13,000.00	13,000.00
101.172800.742100.00000	HUMAN RESOURCES	FUEL	172800	-	-	-	-
101.172800.743000.00000	HUMAN RESOURCES	CONTRACTUAL SERVICES	172800	168,837.75	235,000.00	235,000.00	235,000.00
101.172800.743050.00000	HUMAN RESOURCES	TEMPORARY HELP-CONTRACTUAL	172800	127.00	-	-	-
101.172800.743500.00000	HUMAN RESOURCES	MEDICAL SERVICES	172800	79,007.12	72,000.00	72,000.00	72,000.00
101.172800.743720.00000	HUMAN RESOURCES	INFORMATION TECHNOLOGY ALLOC	172800	148,098.00	128,776.00	128,776.00	142,240.00
101.172800.744110.00000	HUMAN RESOURCES	UTILITIES - CITY HALL	172800	19,791.74	23,200.00	23,200.00	23,200.00
101.172800.744200.00000	HUMAN RESOURCES	TELEPHONE	172800	2,582.99	3,500.00	3,500.00	3,500.00
101.172800.745200.00000	HUMAN RESOURCES	EQUIPMENT RENTAL	172800	-	-	-	-
101.172800.747000.00000	HUMAN RESOURCES	TRAINING	172800	4,897.20	25,000.00	25,000.00	25,000.00
101.172800.748000.00000	HUMAN RESOURCES	INSURANCE & BONDS	172800	18,852.78	15,907.00	15,907.00	15,907.00
				2,175,632.95	2,707,962.00	2,707,962.00	3,083,465.00
101.172801.747310.00000	LABOR RELATIONS	EDUCATION REIMB - TEAMSTER & E	172801	1,000.00	1,000.00	1,000.00	1,000.00
101.172801.747320.00000	LABOR RELATIONS	EDUCATION REIMB - FOP NS	172801	-	500.00	500.00	500.00
101.172801.747330.00000	LABOR RELATIONS	EDUCATION REIMB - FOP S	172801	-	500.00	500.00	500.00
101.172801.747340.00000	LABOR RELATIONS	EDUCATION REIMB - UAW	172801	2,569.03	5,100.00	5,100.00	5,100.00
101.172801.747350.00000	LABOR RELATIONS	EDUCATION REIMB - IAFF	172801	16,453.00	9,000.00	9,000.00	9,000.00
				20,022.03	16,100.00	16,100.00	16,100.00
				2,195,654.98	2,724,062.00	2,724,062.00	3,099,565.00

DECEMBER 2022



CITY OF LANSING
PUBLIC SERVICE DEPARTMENT

ANNUAL REPORT

ANDREW KILPATRICK, P.E.
PUBLIC SERVICE DIRECTOR



Andy Schor, Mayor

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DIRECTOR'S INTRODUCTORY NOTE

The Public Service Department works hard to maintain the City's infrastructure to support our residents, businesses and visitors. With a dedicated staff of almost 220 full-time employees, we:

- Maintain over 1,500 miles of streets, sewers, sidewalks, and pathways in the city
- Treat over 4.4 billion gallons of wastewater from over 38,000 customers
- Provide recycling, trash and yard waste service to residential and commercial customers
- Permit and monitor all right-of-way activity
- Repair and maintain the City's parks, buildings, vehicles and equipment
- Support special events

We are proud to serve the residents, businesses and workers who live, work and play in our city and hope that you enjoy reading some of our accomplishments from the 2022 calendar year. For more information on the Public Service Department, please visit our website at lansingmi.gov/pubserv.

Respectfully,



Andy Kilpatrick, P.E., Public Service Director

ADMINISTRATION

Administration

The Administration Division is responsible for department-wide budget coordination and technology oversight and planning, communications, sustainability, and special projects. The division also includes accounts payable and receivable functions, as well as departmental administrative support and budget coordination. Staff members have been cross trained to provide a high level of service and respond to a wide range of challenges.

Internships

This year, the Public Service Department took on two department records management interns and two sustainability interns and oversaw a graduate student cohort group from the University of Michigan. Between all of these groups of students, the following was accomplished:

- The records management interns visited Hazel Park/Property Management multiple times to retrieve old files, aerials, blueprints, department documents, etc.
- The scholar students and interns assisted engineers with consolidating and organizing existing department documents.
- The interns visited and picked up trash and debris at several parks.
- One of the records management interns completed the scanning of 1916-1924 Council Proceeding volumes as part of a partnership project between Public Service, City Clerk and Capital Area District Library (CADL).
- The scholar students participated in digitizing records, an AARP grant event and preparation, and executed tasks given to them by the Program Specialist for the commercial recycling plan such as asset mapping and marketing materials.
- The Sustainability Action Plan (SAP) was published for public comment with the help of the Special Projects division and the Sustainability team.
- Contract employee formatted the SAP for review and branding for the mayor's communications team.
- The FOG (Fats, Oils and Greases) team created a prototype to address the lack of maintenance of the grease traps to promote sustainability and public health and safety. Additionally, one student returned to the department and is doing an independent study.
- The department hosted the University of Michigan Information Science Graduate Student Team in City Hall to learn about the city's record keeping procedures alongside CADL.

ADMINISTRATION

Grants

The Public Service Department was awarded three grants in 2022:

- The first grant awarded was the AARP Community Challenge Grant, which aims to fund projects that can help communities become more livable for people of all ages. The Lansing Public Service Department was one of 260 recipients out of 3,200 applicants. The grant was written for \$6,516 for the installation of bike racks and the painting of crosswalks in the Sycamore Park neighborhood.
- The second grant awarded was the Community Spark Grant from the League of American Bicyclists, which aims to serve communities facing racial/ethnic and socioeconomic disparities, as well as address gaps in resources to make bicycling a more feasible option for the community. Lansing was selected as one of 11 recipients out of 89 applicants and was awarded \$1,500 to purchase and install a bike repair station near Webster Farms.
- The third and final grant that was awarded to the Lansing Public service Department was the Community Change Grant funded by the America Walks Foundation. The grant was written for the amount of \$1,500 and will help facilitate the 'Walking Wednesdays' community engagement program in 2023 in the Westside Neighborhood.

INTERNAL SERVICES

Cemeteries, Community Centers & Parks

Cemeteries

Cemeteries and burial practices in 2022 returned cautiously to pre-covid distances.

All religious and cultural denominations are accommodated within the three cemeteries. All supervisor staff must be aware of burial practices for each situation. Working well with Funeral Directors, vault companies, families and the cemetery administrative specialist is imperative.

Currently, cemetery staff consists of two full-time employees and one seasonal. These two employees worked together to assist and maintain 193 acres of cemetery, including Mt. Hope Cemetery, Evergreen, and North Cemeteries. Staff ensured that cemetery grounds were maintained by removing any dead animals, trying to keep problem animals, such as groundhogs, away and removing any materials that were dumped on the properties.

This year, there were:

- 218 burials
- 3 disinterment removals to other cemeteries
- 130 marker cuts
- 7 monument cuts
- 12 Columbarium nameplate plaque mounts

A significant project completed this year was the installation of propane hoods to thaw burial locations. Another project that will aid cemetery staff was the construction of permanent wooden burial boxes for loose sand/dirt in certain locations.



INTERNAL SERVICES

The Little Arlington Veterans Memorial received extra attention from the Veteran's Memorial Project. American Flags were placed at each grave in October and the photos were impressive. Four concrete urns were placed and planted with Chrysanthemums. Little Arlington in Evergreen Cemetery hosted an in person Memorial Day ceremony this year and staff worked hard to be sure the Cemeteries were in pristine shape.

FOLHC (The Friends of Lansing's Historic Cemeteries) continued fundraising through their Facebook page and events resumed. A very successful Tombstone Cleaning Workshop was arranged by FOLCH. Attendance was over 60 individuals with chairs set out in the shade of the outer edge of the Mt Hope Cemetery Basin.

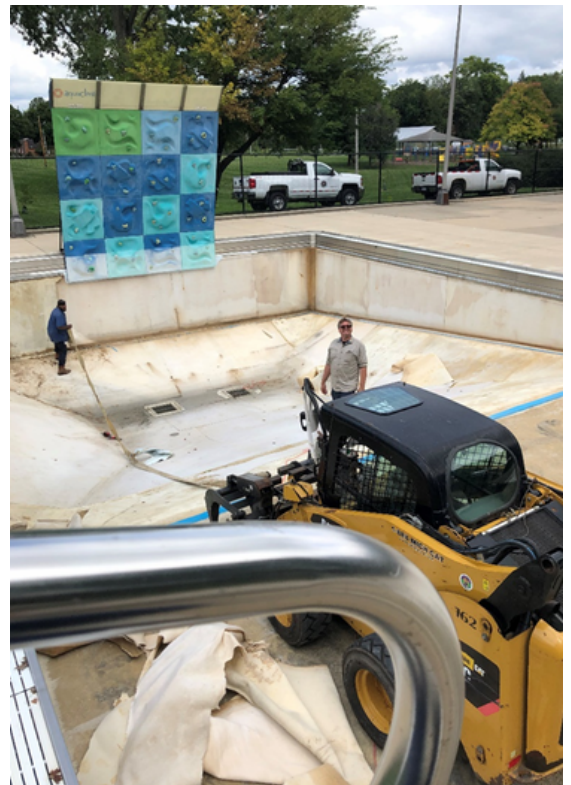


Community Centers

Hunter Pool was open for the entire season in 2022. Grounds crews had many setbacks at Hunter Pool, but quick action allowed for the pool to remain open. This year the old pool liner was removed and a new one is planned for installation next spring, prior to the 2023 season.

Athletic Fields

Baseball and Adult Softball leagues have started again this year. Ben Davis, Gier and Kircher parks saw the most action. Play has also started up again at Elm, Quentin, Ranney, Marshal and Sycamore parks. The working relationship between the City and LCC is very important as they have done major improvements to the field as part of the tradeoff.



INTERNAL SERVICES

Mowing, Snow Maintenance & Trash Removal

The department oversees all cemetery, park, right-of-way and FEMA lot mowing. Virtually, all mowing in 2022 was done by two contract crews. Parks were mowed approximately 27 to 30 times each, and rights-of-way were mowed bi-weekly or bi-monthly, depending on their growth. Dead ends were also maintained; however, areas change each year in a rotation throughout the city. Mowing is performed late in the season to mulch leaves in areas that are mowed. In addition to mowing, herbicide application to playgrounds was completed by Forestry and Grounds certified pesticide applicators.

Similar to mowing, the department is responsible for performing winter maintenance for City-owned sidewalks, community centers, park facilities and the River Trail, ensuring that snow and ice do not build up. In order to maintain the expanding Lansing River Trail, new equipment and staff members were added to the crew, allowing for an increased area of operation for snow removal.

The department also removes trash from public facilities such as parks, community centers, and the River Trail. Crews service over 200 trash barrels on a weekly-basis and collect any illegal dumping in addition to their normal operations.

INTERNAL SERVICES

Parks

The department assists with the maintenance of City of Lansing parks by helping with special events that take place at various parks throughout the city, tending to playground equipment, maintaining picnic tables and bathrooms, and keeping the grounds looking presentable.

This year, significant highlights included the following:

- 'Concerts in the Park' made a return in 2022, which meant crews were busy assisting the Parks and Recreation Department with the set-up, coordination of the "Showmobile", and management of these events.
- Several pieces of old playground equipment were removed from Tammany, Riverfront, Oak, Walsh, Waldo, and Comstock parks and replaced with new, safer equipment.
- Over 170 picnic tables were maintained and moved around for special events that took place in the parks.
- Public bathrooms were cleaned and kept up with the support of the Lansing Police Department.
- Crews were tasked with maintaining the overgrown borders of the River Trail with their sickle bar attachment on their Cat Utility Terrain Vehicle.

Riverfront Park – installation of concrete pad and new park bench.



INTERNAL SERVICES

Fleet Services

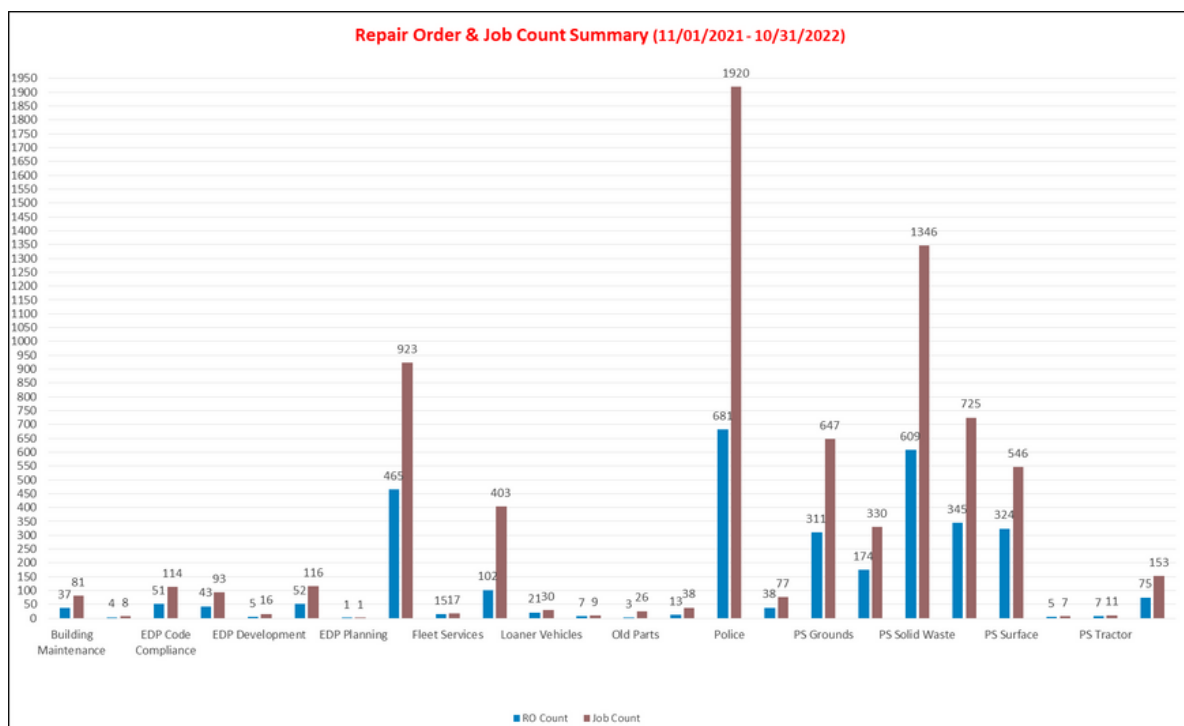
Fleet Services is responsible for City vehicles, which includes equipment for preventative maintenance and repair, purchase, and disposal. This year, there were 1,029 total units including 505 "rolling stock" units (units capable of moving themselves down the road) and 524 pieces of "non-rolling" equipment.

Comprised of 30 full-time positions, crews completed or are in the process of completing over 3,388 work orders with 7,637 job codes.

Fleet has written 267 accident jobs. Unit accidents are any damage that requires a repair beyond the normal maintenance. Examples may be simple fender benders, vehicles that are backed into poles or trees, or vehicles involved in road accidents.

During this period, Fleet had 180 units towed. Towing services include but are not limited to a failure for a vehicle to start, winching services, transporting to a vendor for repairs, and accidents.

Fleet Services is currently at a 33% vacancy rate and is working on filling positions.



INTERNAL SERVICES

Sanitary Sewer/Storm Water Maintenance and Inspection

The objective of the sanitary sewer/storm water section is to maintain, clean, repair, and inspect our sanitary and storm sewer systems and flood control devices. The section is comprised of a cleaning/inspection crew and an infrastructure repair crew. Responding to citizen concerns and performing preventative maintenance are our top priorities. Cleaning and inspecting are essential to keeping the system operational and in good working condition. Identifying and performing infrastructure repairs decreases the chances of surface and basement flooding. Our focus is to protect and improve the environment while preserving the public health, welfare, and safety of the residents of Lansing. Sewer maintenance is a year-round activity.

In 2022 crews were able to clean:

- 812 Catch Basins
- 50 manholes

In 2022 crews were able to repair:

- 791 feet of sanitary sewer and storm pipe compared to 415 feet in 2021
- 84 manholes and catch basins compared to 134 in 2021

Property Management

The Property Management Division (PM) is responsible for managing The City of Lansing's properties. The City owns over 258 parcels that include approximately 173 buildings. Several of these buildings and sites are managed by other entities.

In 2022, Property Management staff completed approximately 1448 work orders. Additionally, staff is currently overseeing implementation of approximately \$17 million in building and facility improvements with Johnson Controls (JCI), which officially started in 2021. The project will primarily be paid for through energy and operational savings and supports the City of Lansing's sustainability initiative.

Throughout the year, staff remained available 24/7 as they provide emergency response for facility issues such as building flooding, sewer backups, power outages, heating and cooling issues, vandalism repair and storm damage clean-up. Staff also provided support for a number of special events including facility planning and utility services like power, lights, water, sewer, and more.

PUBLIC FACILITIES

Bridges

In 2022, numerous bridge inspections were performed to assess whether they are structurally sound, need repair, or need to be replaced. The studies will be finalized in early 2023.

River Trail Bridges

Three River Trail bridges were replaced, and repairs were made to several others in 2022, as follows:

- Replacement of the bridge near Krueger's Landing
- Replacement of the bridge between Crego Park and Clippert Street
- Replacement of one span and rehabilitation of four additional spans along the bridge in Old Town
- Deck repairs at bridges just west of Potter Park Zoo

Construction Projects

In 2022, over 92 individual construction projects were completed, involving street improvements, street preventative maintenance, water main and bridge rehabilitation, pedestrian safety improvements, and storm sewer repairs.

The projects improved over 28.5 miles of roadway repairs at a cost of approximately \$45 million.

Two-Way Street Conversion

One significant construction project that was performed in 2022 was the conversion of Capitol and Grand Avenues and Pine and Walnut Streets were converted from one-way traffic patterns to two-way traffic patterns from Ottawa Street to St. Joseph Street in 2022. Plans are underway for changes to Martin Luther King Jr. Boulevard at Ottawa Street and Allegan Street in 2023.

- The total budget for this project is \$3.3 million and approximately \$1.9 million was spent to convert streets in 2022. The rest of the budget will be used for conversions and modifications in 2023.

PUBLIC FACILITIES

Types of Construction Projects

Other types of construction projects completed in 2022 include millage paving, preventative road maintenance, sewer repairs, drain repairs, and road reconstruction.

Preventative Road Maintenance

Preventative road maintenance projects performed in 2022 included chip and fog seals, crush & shape and double chip seal and microsurfacing. These road treatments are more cost-effective ways of improving the condition of streets. All treatments involve crushed stone being laid on the roadway and coating it with an asphalt emulsion to seal the stones in place.

- Total cost for both treatments: \$1.1 million
- Total miles of roadway treated: 15 miles

Road Paving and Reconstruction

Road paving and reconstruction includes the removal of the existing asphalt, reconstructing curb and gutters, sewer/manhole repairs and lane/roadway reconfigurations.

- Total Project Cost: Approximately \$11.9 million
- Total miles of roadway constructed: Approximately 6.5 miles

Miscellaneous Projects

Miscellaneous projects in 2022 included the installation of a storm drain on Mildred Street, emergency sewer repairs, and other maintenance projects for a total cost of less than \$1 million.

PUBLIC FACILITIES

Permits

The department's permits staff is responsible for oversight of public rights-of-way, issuance of sewer and other permits, investigation of sidewalks, development and oversight of special event traffic control, and other issues. Staff is cross trained to provide a high level of service and respond to a wide range of issues.

This year, staff completed the following:

- Issued 27 Soil Erosion and Sedimentation permits (totaling to 52 active permits).
- Closed 19 permits in accordance with Michigan Department of Environment, Great Lakes and Energy requirements.
- Investigated 334 citizen-initiated sidewalk concerns.
- Responded to 395 snow and ice removal complaints.
- Issued violation notices and removed snow and ice from 48 properties.
- Issued 675 permits for right-of-way (ROW) construction activities.
- Issued 122 Special Transportation Permits.
- Permitted 426 sewer-related activities.
- Processed 7 claims.
- Licensed 58 drain layers and 7 sewer cleaners.
- Handled in-house oversight of some Consumers Energy projects.
- Oversight of number of MDOT assigned permits.
- Completed all aspects of traffic control for 38 special events that occupied the City's right of way.

Sidewalks

There are over 600 miles of sidewalks in the city. The Transportation and Non-Motorized Group continues to work on the major street sidewalk gap closure program and on sidewalk repairs and upgrades. There are approximately over 59 miles of gaps on major streets in the city; eliminating these gaps would cost approximately over \$16 million.

PUBLIC FACILITIES

The sidewalk repair program for 2022 continued to focus on eliminating reported trip hazards throughout the city. There were 2,010 sidewalk joints cut and 444 sections of sidewalk wedged with asphalt. To maintain a 50-year replacement cycle for sidewalks, 12 miles of sidewalk would need to be replaced annually at a cost of over \$3 million. Over 100 sidewalk ramps were reconstructed to meet ADA standards.

Snow and Ice Removal

The Department is also responsible for removing snow and ice from City-owned sidewalks, including sidewalks of City facilities.

Streets

In 2022, the primary focus of the Department's street crews included millage paving projects, continuation and expansion of poly mastic application, asphalt and concrete utility cut restoration (and related sewer repairs), and addressing damaged sidewalk complaints.

Paving

Crews were able to complete approximately 0.83 miles of millage paving this year. Local streets selected for millage paving in 2022 had 1½" of the existing road surface milled off, followed by the installation of 1½" – 2 ½" layer of hot mix asphalt. Millage paving of local streets consisted of O&M street crews paving portions of Bristol Street, Valencia Boulevard, Devonshire Avenue, and East Greenlawn Avenue.



Poly Mastic Application

Street crews applied poly mastic on South Washington Avenue doing preliminary road repairs prior to a chip sealing project on South Washington between Jolly Road and Miller Road. Poly mastic is a hot applied mastic sealant that has an aggregate in it that makes it load-bearing and skid resistant. It can be used to repair large open pavement joints too wide for crack sealing, and distressed surface areas too small for paving.

PUBLIC FACILITIES

Concrete Repair

The Operations and Maintenance concrete crew has been busy with concrete restoration of sidewalk, curbs, and drive approaches resulting from sewer department repairs. Replacement of City sidewalk damaged by City trees has been suspended again this season due to lack of time and resources. Temporary asphalt wedging of trip hazards on City sidewalks hopefully can begin during the winter season as weather allows. Repair of sidewalk trip hazards remains reactive, with limited staff and funding to meet the demand.

South Washington Square – repair and reconstruction of a trench drain in sidewalk:



North Martin Luther King Jr. Boulevard manhole repair:

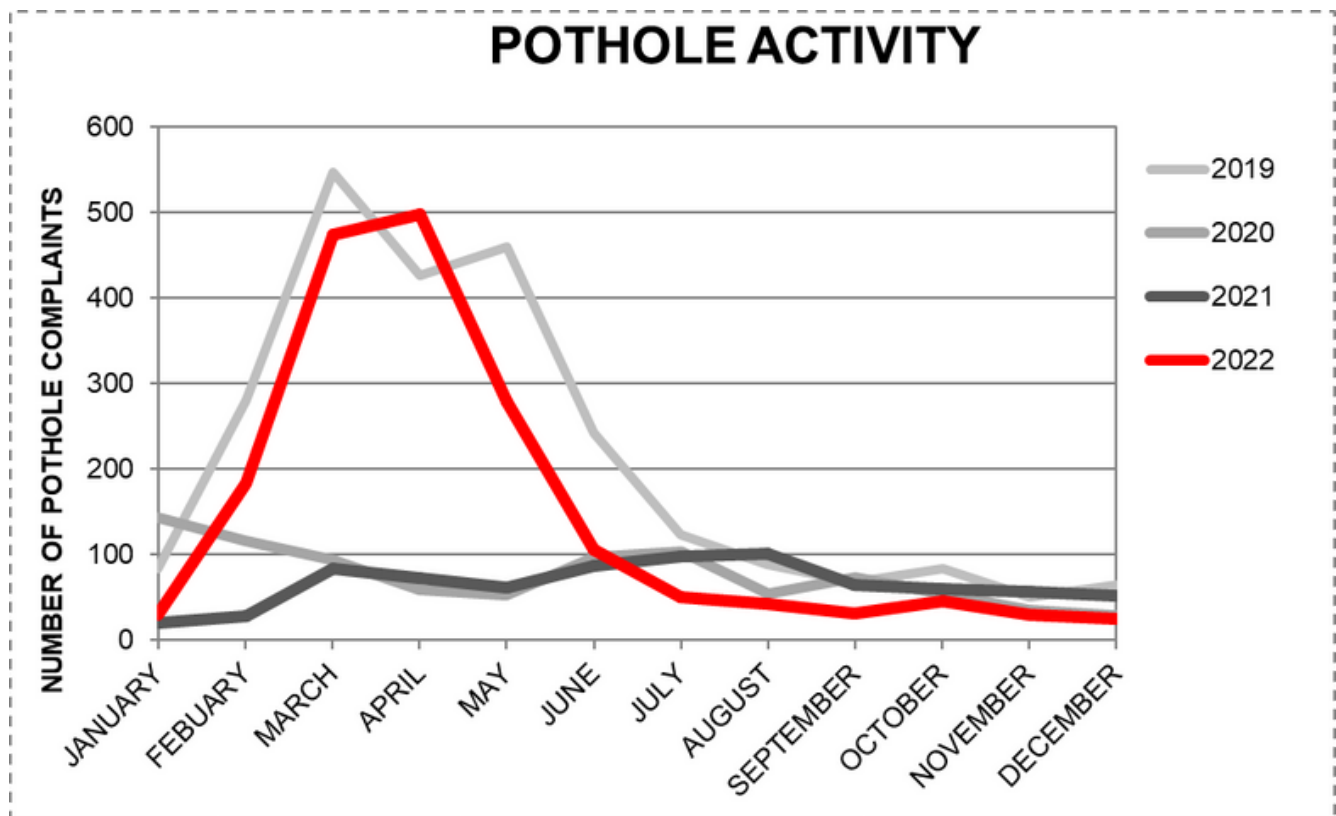


PUBLIC FACILITIES

Pothole Repair

With the deteriorating condition of our city streets, pothole repairs are taking up an ever-increasing percentage of the street crew's time. The line chart below shows the number of pothole complaints received throughout the 2022 season and shows for comparison how the number of complaints relates to the previous years. The City of Lansing received 1,793 pothole complaints for 2022, with over 1,240 tons of cold patch material used to fill potholes. Regardless of the number of pothole complaints received we strive to fill potholes within 24 hours of notification, and calls received during business hours are often responded to within hours. We were able to meet our goal frequently, with the exception of winter events that extended over days, making it impossible to respond until the winter event was over. Lansing Connect is a popular way for Lansing residents to report potholes. Sixty percent of pothole complaints are now coming through Lansing Connect.

2022 Pothole activity outlined by month compared to previous years



PUBLIC FACILITIES

Street Sweeping and Leaf Removal

Street sweeping this was successful yet again this year. We were able to completely sweep the residential, major and trunk line streets two times and a third time on major streets. This service is funded through Act 51 funds. Street sweeping metrics for 2022 include:

- 6500+ cubic yards of debris removed from the roadways by street sweeping
- 3065 cubic yards of leaves removed so far from roadways by leaf pushing

Gravel Road/Unimproved Roadway Maintenance

A total of 63 gravel streets were maintained by our staff. We were able to machine grade with our staff six times this year, about 11 miles each time, with a few streets addressed several more times due to poor maintenance in the past and drainage issues. Some of the maintenance issues cannot be repaired without a full road reconstruction. The application of dust control was performed by a contractor again this season with occasional complaints addressed by our staff. Gravel streets were treated twice this year for dust control. This service is funded through Act 51.

Plowing and Salting

As of 2022, the department has 15 salt/underbody plow trucks and approximately 25 front plow trucks. Of the 25 front plow trucks, 3 new trucks were added within the past year. Crews dispersed over 7,000 tons of salt and salt/sand mix during the winter season. Additionally, crews placed and maintained over 35 salt/sand pails at school crossings and other areas throughout the city. Any remaining road salt will be carried over and used in 2023.

Surface Maintenance

The mission of surface maintenance is to maintain and improve the 'on the surface' infrastructure within the city of Lansing's rights-of-way.

Guard Rail Maintenance

Guard rails are repaired to improve driver safety and the all-around appearance of the city. In 2022, five major repairs were required.

PUBLIC FACILITIES

Sign Shop

The Surface Maintenance section operates the City owned sign shop under the guidance of Traffic Design Specialist Andrew Miller of the Engineering staff. Staff create, assemble, install, and remove signs throughout the City. Our division staff spent hundreds of hours making and installing all the new signs for the two-way conversion of the four downtown streets in 2022. This service is funded primarily with Act 51 funding. 2022 sign shop metrics include:

- 111 Service requests
- 685 Work orders generated
- 447 Completed work orders
- 47 Event barricading/traffic control and support
- 24 Traffic control/barricading for interdepartmental support
- Nine Emergency barricading and support for LPD/LFD
- Seven Emergency barricading for BWL

Right-of-Way Hazard Abatement

Unfortunately, residential waste dumping continued to be an ongoing issue throughout the city of Lansing. In 2022, approximately 250 complaints were documented pertaining to dumped furniture, mattresses, trash, building debris, etc. Additionally, there were 87 deceased animals removed from the right-of-way.

Other Operations

Other operations that the department's surface maintenance crews are responsible for include graffiti abatement, internal trash and recycling support, routine and emergency barricading and traffic control, and special event support.

Facility Operations

Coordinating any maintenance of the Operations and Maintenance facility and buildings is also handled by surface maintenance section. We often work closely with Property Management for repairs and updates to the O&M campus. We also strive to maintain proper inventories of routinely used materials stored at the facility such as road salt, sand, stone, and gravel.

Alley Maintenance

During 2022, 14 city blocks worth of alleys were cleared of overgrowth to free them from obstruction.

PUBLIC SERVICES

Biking & Walking

The Department is responsible for traffic operations in the city including installation and maintenance of traffic signs, traffic signals, pavement markings, and some elements of pedestrian trails. Additionally, the department administers grants, provides design of traffic control for construction and special events, administers neighborhood study and traffic calming programs, and oversees GIS and CAD functions.

Facilities

In 2022 designs were started for the following pathways:

- Corporate Research Park Pathway
- Fenner Pathway
- East Street Pathway
- Ranney Park Pathway Connectors
- Dunkel Road Pathway

Traffic Signals & Pavement Markings

An average of six to seven intersections in the city need to be modernized on a fiscal year basis. This year, the following activities were completed:

- Traffic signal at Grand River and High Street intersection was removed.
- Traffic signal removal study completed for Grand River Avenue and Willow Street intersection.
- 40 traffic signal permits were implemented for two-way conversion.
- Signal design and installation ongoing for new signal at Michigan Avenue/Morgan Street/Cascade Avenue intersection.
- Rectangular Rapid Flashing Beacon installed for Eastside Connector Pathway.
- Pine/Saginaw and Pine/Oakland traffic signals modernized for two-way traffic.
- Took over oversight of signal maintenance from Michigan Department of Transportation's signals within Lansing's city limits.

PUBLIC SERVICES

As part of its traffic engineering work, the Engineering Division is responsible for the installation and maintenance of traffic and parking signs as well as pavement markings on non-MDOT roadways in the city.

During 2022, 1670 work orders were written for traffic sign installation, repair or replacement—including street name—warning, stop and other regulatory signs.

Due to the effects of snow plowing activities and winter weather, over 203 miles of longitudinal pavement markings are repainted annually. In addition, miscellaneous markings (crosswalks, stop bars, railroad crossings, turn arrows, etc.) need to be replaced every three to five years. In 2022, markings at over 30 intersections were replaced.

Engineering Studies, Plans & Construction

There were eight traffic study reports completed and taken to the Public Service Board and 222 traffic counts were completed at 77 locations. Traffic data and sidewalk condition information continued to be integrated into the CityWorks asset management software to be used as a tool for developing priorities for repairs of streets and sidewalks. There were approximately 20 locations that are being considered for traffic calming.

Staff conducted 10 engineering reports and reviewed 19 site plans for property development during 2022.

PUBLIC SERVICES

Trail projects completed included (excluding the River Trail bridges mentioned earlier in report):

- Completed wall repair and soil stabilization at Mt Hope Cemetery.
- Pedway restoration along Grand Avenue.
- Trail paving and bridge stabilization.

Forestry

This year, staff accomplished the following:

- Completed 2,081 works orders in 2022; 42% more than in 2021 (1,467). Work orders included tree removal, brush pick-up, pruning, broken branches, clearance trims, construction inspection, copper sulfate delivery, planting, woodchip deliveries, stump/root removal, and pest control.
- Between streets and parks, a total of 926 trees were removed in 2022, primarily due to being safety hazards. A total of 429 trees or 46% more trees were removed in 2022 than in 2021.
- Several trees, including 72 trees and shrubs at Evergreen and Mt. Hope Cemeteries, were planted.
- 1,080 trees were trimmed; of those, 773 were completely pruned and 307 were pruned for clearance purposes.
- Helped trim, repair broken limbs, fill in bare areas, and balance the State of Michigan's Capitol Christmas Tree, as has been done for years.



PUBLIC SERVICES

Recycling



- Over 5,000 tons of recycling were collected and processed in 2022 (January-October).
- Grant funds were utilized to conduct a recycling contamination reduction program – Funds were utilized to hire a team of contracted employees to walk in front of recycling trucks, looking in carts and leaving an informational tag when contamination is found. Tagging crews worked for two months, in an effort to reach as many residents as possible. Funds were also used to conduct pre- and post-tagging audits. Results from this study: 1) material quality improved after the tagging period, 2) there was a 63% participation rate for recycling service, and 3) plastic bags/wrap are still the number one contaminant.
- Lansing's commercial recycling program offers businesses a convenient and affordable recycling service. Participants receive a 96-gallon cart and weekly recycling pick up for \$55 per quarter, with a second cart available at a discounted rate. Over 158 small to medium-sized area businesses participated in the program this year.

Sewers (CSO and Stormwater)

Lansing's Wet Weather Control Program (WWCP) governs operation, maintenance and rehabilitation of all facilities associated with the City's wastewater systems including the sewerage collection system and the Lansing Wastewater Treatment Plant. In addition, the WWCP includes all activities associated with operation, maintenance, and rehabilitation of the City's storm sewer system. Some large City-implemented programs fall under the overall umbrella of the WWCP including the City's:

PUBLIC SERVICES

- Long-term Combined Sewer Overflow (CSO) Control Program.
- Sanitary Sewer Overflow (SSO) Control Program.
- Municipal Separate Storm Sewer System (MS4) Program.

In general, primary WWCP-related activities are those directed toward achieving compliance with the Administrative Consent Order (ACO) with the State of Michigan Dept. of Environment, Great Lakes and Energy (EGLE) for abatement of the City's raw sewage discharges (i.e., both CSOs and SSOs). To comply with the required abatement schedule, sewer separation construction will be implemented annually in various sections of the City's combined sewer service area until completion of the City's Long-term CSO Control Program (sometime after 2032).

There were two projects with construction activities during the 2022 season that were implemented to achieve ACO requirements:

- CSO 034D Project
- Siphon No. 12 and North Grand River Interceptor Replacement and Rehabilitation Project

The CSO 034D Project is a 'standard' City of Lansing CSO control/sewer separation project where the facilities constructed include new sanitary sewer, new watermain, new concrete curb & gutter, newly reconstructed roadway with new asphalt pavement, new concrete driveway approaches, and new American Disabilities Act (ADA) concrete pedestrian sidewalk ramps. In addition, the project includes replacement of some public sidewalk and rehabilitation of the existing combined sewer to become the dedicated storm sewer on the roadway. Based on the size of the project area, the work will also encompass the 2023 season.

The Siphon 12 and North Grand River Interceptor Project is being constructed in order to increase the capacity of the local sewage collection system for transmission of the sewage flow peaks that occur during wet weather. Specifically, the project will result in the addition of a fourth sanitary sewer siphon barrel/pipe under the Grand River from Moores Park to the BWL Eckert Station and replacement of the downstream 36" diameter North Grand River Sanitary Interceptor Sewer with a 48" diameter sewer. In addition, the project includes some sewer improvements in and around the Scott Park Pump Station. Of note, the work associated with this project is on park property, BWL property and GM Lansing Grand River plant property with minimal work in the public right-of-way. Most typical public sewer projects include the typical public sewer projects with substantial work in public right-of-way.

PUBLIC SERVICES

This project was expected to be completed by end of calendar year 2022, but unforeseen underground conditions delayed construction and completion is now anticipated by spring of 2023.

Based on the ACO, annual CSO project work is required through 2032. Consequently, the City will receive bids in January of 2023 for two new sewer separation projects that will commence construction in April of 2023. The two projects are: the CSO 015 South Project and the CSO 034E Project. Of note, completion of the sewer separation work for these two projects will result in the major achievement of abandonment and elimination of two of the City's largest 'CSO Regulators', which are the sewer structures that allow for overflow of raw sewage to local waterways during rain events.

Sustainability & Education (CART)

CART uses a variety of approaches to increase recycling awareness and promote programs and services. Some of the methods are listed below.

- CART's primary publication, the Greensheet newsletter is inserted into "Lansing Living", the City magazine. This is directly mailed to Lansing residents three times each year. The newsletter includes a recycling guide, a collection schedule, information about special events and activities and other recycling related news. Lansing Living has gone digital since the start of the COVID-19 pandemic. Plans to mail a shorter, recycling focused newsletter to convey the new guidelines to residents is planned for late December.
- CART uses social media and the website to highlight holiday delays, recycling issues and provide targeted messaging about matters such as reducing contamination.
- Use of the Recycle Coach app provides residents who sign up with a convenient way to get collection day reminders and other information.

Sustainability Initiatives

A number of accomplishments have been achieved in 2022 in the City's pursuit to mitigate the impacts of climate change and create a resilient and sustainability community. These include:

- Working with industry leaders and looking to the latest climate science, we set our carbon neutrality goals – 59% reduction in emissions by 2030 and full carbon neutrality by 2050.

PUBLIC SERVICES

- In September, the City released the draft Sustainability Action Plan. This was followed by a number of public forums, internal presentations and a survey to allow citizens and other stakeholders to review the plan and provide feedback.
- City Council passed Resolution #2022-159, a resolution to commit to climate protection and environmental justice.
- An urban tree canopy assessment was completed in late summer/early Fall. Grant funds were utilized to conduct this valuable assessment that provided a comprehensive report identifying priority tree planting locations. Lansing's current canopy is 31%. It is a priority to have this increase and to use the information in the report to help inform tree planting and forestry related goals.
- Grant funds were utilized to conduct a recycling contamination reduction program – Funds were utilized to hire a team of contracted employees to walk in front of recycling trucks, looking in carts and leaving an informational tag when contamination is found. Tagging crews worked for two months, in an effort to reach as many residents as possible. Funds were also used to conduct an audit before tagging started, as well as an audit once the tagging period ended. Preliminary results show that material quality improved.
- Grant funds were also secured that will allow the City to build a new, comprehensive recycling drop off center at the Operations and Maintenance Division. Site prep will begin in early 2023.
- Additionally, there was collaboration with community partners to conduct gardening related workshops, prioritize EV charging infrastructure and assess sites for potential solar installations.
- The City completed its first greenhouse gas inventory that covered all City facilities. A full City/community greenhouse gas inventory was also done. The full City inventory demonstrated that commercial, residential, and industrial energy, as well as transportation related emissions are the top contributing sectors to our overall emissions.

Trash

- The City's blue trash cart service continued to provide weekly refuse collection to almost 40% of single-family households in Lansing.
- The department also continued to provide the bi-weekly 32-gallon trash service. The rate for this service is half of the quarterly rate for the standard weekly service. This service has become popular with those that generate minimal trash but still need curbside service. It is both environmentally and economically beneficial for the resident and the City. The program was created when the bag service was discontinued in 2020.

PUBLIC SERVICES

- A discounted rate for trash cart service is also available for households with qualifying income.
- Over 22,462 cubic yards of refuse was collected from Lansing residents by CART in 2022 (January-October).
- There were approximately 1,084 bulky items picked up, this includes the collection of furniture, appliances and other large items (January-November).
- Bulk numbers doubled this year compared to last year when bulk service was suspended for six months due to the COVID-19 pandemic.
- The cost for additional bulk items at the same stop/same day decreased. The first item is \$33.00, additional items are \$16.50 each. This reduced rate for residents helps to reduce illegal dumping.

Wastewater

In 2022, the Waste Water Treatment Plant accepted a total of 4.35 billion gallons of raw sewage and successfully processed it into clean water, which was discharged into the Grand River. The highest daily flow occurred on March 23rd, when the plant received 37.80 million gallons of raw sewage. The plant did not release any partially treated waste to the Grand River in 2022.

The treatment process generated over 853 dry tons of residual solids, which were disposed of using popular green solutions. Wasted sludge was converted to biosolids by lime stabilization, and then applied to farmland as a soil conditioner and fertilizer for agricultural crops. Almost 17,000 cubic yards of wasted sludge was run through a belt filter press and added to local landfills. The filtered sludge will produce methane that will generate electricity. This electricity is sold back to the Lansing Board of Water & Light.

As of November 21, 2022, six of the 42 positions at the plant were vacant. Our greatest improvements have been made in the maintenance team. New team members have been working hard to become acquainted with the diverse and specialized equipment in our system and correct the most pressing needs.

In October of 2022, the City of Lansing applied for a renewal of its National Pollutant Discharge Elimination System (NPDES) permit. We are expecting a final permit sometime next year. Our NPDES permit is a very comprehensive document and affects virtually every area of plant operations.

PUBLIC SERVICES

The safety committee continued to meet most months in 2022 and had good participation from staff. The meetings are beneficial in improving the overall safety of staff working at the Wastewater Treatment Plant. The safety committee continued to work on training sessions for the newly hired employees. Current staff also participated in their annual lock out/tag out training, confined space training, first aid training, blood borne pathogen awareness and more. These trainings will continue into 2023 to improve safety awareness, address safety concerns, and ultimately, reduce the potential of avoidable injuries that can happen at the plant.



**Confined space training demonstration
with Lansing Fire Department**

Wastewater Laboratory

The function of the Wastewater Treatment Plant Laboratory is to determine the effectiveness and efficiency of the plant treatment processes and to verify the quality of the water discharged to the Grand River. Our laboratory passed all parameters for chemistry, microbiology and metals analysis for the annual quality assurance study required by the EPA. This study challenges our staff to analyze samples of unknown contaminants.

The laboratory staff continued to upgrade its equipment. Which in 2022 included spectrophotometers, drying ovens and incubators.

New Spectrophotometer



New Incubators



PUBLIC SERVICES

New Drying oven



Plant Maintenance and Pumping Stations (Field Operation)

Field Operations staff monitors, maintains, and operates 28 sanitary sewer pumping stations, one air injection station, and four storm water pumping stations which serve both the city and surrounding townships.

A project was undertaken to replace a failing pump at the Scott Park pump station:

A major area of improvement in 2022 was the replacement of the South Plant grit drive. This task was completed by City of Lansing WWTP maintenance staff. The North Plant Aeration tanks and diffusers were also cleaned and maintained by Operations and Maintenance staff. Staff also worked to clean and inspect North Plant Aeration tanks, repair a damaged fence at the Willard Street pump station that was hit by a vehicle, and worked with the City of Lansing O&M staff to replace a sidewalk at the Waste Water Treatment Plant.



Maintenance Staff replacing South grit drive:



PUBLIC SERVICES

Maintenance staff cleaning and inspecting North Aeration tanks:



Maintenance staff performed a repair on a fence that was hit by a vehicle:



Industrial Pretreatment Program

The Industrial Pretreatment Program (IPP) inspects, permits, and monitors 13 categorical and/or significant industries. Continual involvement is necessary to maintain a solid working relationship with these industries. This is accomplished through site visits and follow-ups, regular oversight through sampling, permitting, and inspections. Many commercial sites are also visited throughout the year.

Staff also responds to environmental issues that arise within the city. We routinely work with the Michigan Department of Environment, Great Lakes and Energy (EGLE) to address reports of pollutants being illegally discharged or accidental spills that need to be properly contained. To date, we have cooperated with the EGLE in sampling potential sources of PFAS coming into the WWTP. We have also tested the plant flow and our biosolids. No PFAS were detected in our discharge to the Grand River. Monitoring for this chemical is an effort that will continue for some time.

PUBLIC SERVICES

Yard Waste

Seasonal collection of yard waste is provided from April through November, along with two weeks of Christmas tree collection in January. Leaves, brush, and other organic materials are processed into compost and mulch, furthering waste diversion goals.

Over 14,000 cubic yards of yard waste was collected from Lansing in 2022. The material is processed locally at Granger and Hammond Farms.(April to November).



STAY CONNECTED

Contact the Public Service Department

Address

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Lansing, MI 48933

Office Hours of Operation

Monday - Friday
8:00 a.m. - 5:00 p.m.

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Public Service Department

Description

The Public Service Department is organized into six distinct divisions (Engineering, Business, Permits and Technology, Operations and Maintenance, Fleet Services, Property Management, and Waste Water Treatment Plant) that are responsible for engineering, transportation, construction, right-of-way permitting, city fleet maintenance, maintenance of city property, operation and maintenance of roads, bridges, sidewalks, and storm and sanitary sewers within the city of Lansing, including the Waste Water Treatment Plant and pump stations. The Operations and Maintenance Division also operates the City's Capital Area Recycling and Trash (CART) program. The Engineering Division also provides general engineering support and oversight to other City departments.

Activities of the Department are primarily supported through: General Fund, Act 51 Fund (Major and Local Streets Special Revenue Fund - Gas Tax), Sewage Disposal System Enterprise Fund (sewer bills), trash collection fees, and recycling fees.

Additional funding may be utilized, as available, from bond proceeds and interest on existing bond issuances, Federal E.P.A. and Transportation Funds, Michigan Department of Transportation and Michigan Department of Environment, Great Lakes, and Energy Grants, State Revolving Loan Funds, the Lansing Building Authority, Tax Increment Finance Authority, Special Assessments, and the City's Community Development Block Grant.

Engineering (Major supporting funds: General Fund, Act 51, Sewage Disposal System Enterprise Fund):

The Infrastructure and Environment Group is responsible for the oversight of all infrastructure design and construction contracts in the City necessary to maintain, upgrade, expand and install infrastructure associated with the storm sewer, sanitary sewer, non-motorized road and sidewalk systems. This group reviews and approves site plans for development projects. It also administers several programs regulated by the State of Michigan such as: Biennial Bridge Inspections, Soil Erosion and Sedimentation Program, Street Rating (PASER), ACT51 Reporting, and Environmental Clean-up Projects.

In addition, the city's largest infrastructure and environmental program, the Wet Weather Program (comprised of the CSO, SSO, and Storm water Phase II permit programs) is managed out of this group.

The Transportation and Non-Motorized group guides the operational design of reconstructed streets using the Complete Streets model and oversees implementation of the city's non-motorized plan and sidewalk gap closure and repair program. This group also develops the traffic sign program for the city and manages all city traffic signals and school zone flashers, evaluates intersection traffic control, speed limits, parking regulations, and roadway lane configurations, develops traffic control plans for special events, and prepares school operational and safety studies and a wide variety of other traffic operations evaluations and reports. The Transportation and Non-Motorized group is also responsible for CAD and GIS within the Public Service Department.

(continued)

Public Service Department

Description

Business, Permits and Technology (Major supporting funds: General Fund, Act 51, Sewage Disposal System Enterprise Fund):

The Public Service Department is the largest City department by size and budget in the City. It is important that the business conducted within the department is coordinated amongst all of the Divisions and therefore offering better service to our customers. The Business, Permits and Technology Division combines the Public Service budget coordination, permitting, soil erosion enforcement, snow on sidewalk program, accounts payable, accounts receivable, administrative support and department wide technology efforts, into one workgroup.

The right-of-way (ROW) is managed by this division by its issuance of all ROW permits to private contractors and utility companies that need to perform work in the right of way. This Division also provides permitting and inspection for the Soil Erosion and Sedimentation and Control Program, sidewalk and drive approaches, sewers, and special transportation. This group has a focus on improving our communication with our customers and general advancements of technology and its use and deployment throughout the department.

Operations and Maintenance (O&M) (Major supporting funds: General Fund, Act 51, Sewage Disposal System Enterprise Fund, trash fees, and recycling fees):

The O&M Division is generally considered to be the backbone of the City. The Division is responsible for maintaining the city's infrastructure and delivering quality city services. The Division is divided into seven sections: Surface, CART (Capital Area Recycling and Trash), Streets, Sewer, Grounds, Forestry, and Administrative.

The State of Michigan contracts with the City to maintain 44 miles of state trunklines and provides funding within the Major Streets Fund for: maintenance and repairs to roadways, winter maintenance, right of way mowing, and traffic control systems on state trunklines.

Surface

The Surface Section is responsible for maintaining city surface infrastructure, alleys, and parking areas. Funding sources include the Parking Fund, Major and Local Street Funds, and the General Fund. Funded activities include operating the O&M yards and facilities, maintaining surface infrastructure (e.g. guard rails, signs), graffiti abatement, compost facility operations, internal city department refuse service, ROW trash violation abatement, street sweeping, gravel street maintenance, alley maintenance, sign shop field operations, special event traffic control and barricading, placing radar speed trailers and message boards, fall leaf removal from the streets, and winter maintenance activities. The Surface Section is the one stop source for traffic control and barrier placement, providing routine and emergency support to the Transportation Unit, the Lansing Fire Department and the Lansing Police Department.

(continued)

Public Service Department

Description

Capital Area Recycling and Trash (CART)

The Recycling Fund supports curbside collection of a range of recyclable materials and organic yard waste for compost, serving residences with four or less units. Under ordinance, larger residential complexes, and commercial and industrial operations are required to recycle and the Department is charged with oversight of this activity. The City's transition to a single recycling stream collection method, where all recyclables are collected in one container in the collection truck, has continued to be an enormous success.

The Trash Fund supports the Operations and Maintenance Division's weekly trash collection throughout the City, including Blue Cart trash service and bulk trash removal.

Affordable Blue Cart trash service is available on a subscription basis, and includes a city provided container and weekly collection service; service is available by calling the Department and is billed quarterly. Bulk trash removal is also available to dispose of large refuse items by purchasing a bulk sticker from local merchants or the City. Services are funded from quarterly billing for Blue Cart container services and bulk sticker sales.

Streets

The Street Section maintains city streets and sidewalks using the Major and Local Street Funds for street repairs, and utility cut fees and the General Fund for sidewalk maintenance. Funded activities include resurfacing, skin patching, asphalt spray patching, potholing, crack sealing, utility cut repairs, concrete curb repair, sidewalk repairs and winter maintenance. Maintenance work is coordinated and prioritized by working closely with the Engineering Division.

Sewer

The Sewer Section maintains the city sanitary and storm sewer collection system using sewer funds for sanitary sewer maintenance and the General Fund for storm sewer maintenance. Funded activities include sewer cleaning and repair, structure repair, catch basin cleaning, bypass pumping, flood control, sewer televising, emergency response, inspection and winter maintenance.

Forestry and Grounds

The Grounds Section maintains city green spaces, cemeteries, trees, and park infrastructure. Funding sources include the General Fund, Major and Local Street Funds. Funded activities include mowing (for all City jurisdictional properties: ROWs, parks, cemeteries, and parking lots), cemetery operations, ornamental area planting, support to leisure services, parks infrastructure maintenance, forestry operations (hazard tree removal, hazard mitigation, planting and nursery operations) and winter maintenance.

(continued)

Public Service Department

Description

Administrative

The Administrative Section is responsible for customer service, accounting functions and performance tracking of all activities within the Division. The section coordinates the administrative needs of other sections and provides a direct link between the public and the services performed by the Operations and Maintenance Division. On an annual basis this section handles over 22,000 phone calls from the public, dispatches field staff to more than 3,500 locations to address citizen concerns and responds to more than 3,900 requests for special services from the CART section. They manage payroll and personnel issues for full time Teamster and UAW employees and UAW seasonal employees. They also service over 8,300 Trash Cart customers. Through meticulous data management procedures they ensure that the activities of the Division are properly recorded, reported, and where applicable, reimbursed by other departments, agencies or individuals the division supports.

Waste Water Treatment Plant (WWTP) (Major supporting funds: Sewage Disposal System Enterprise Fund):

The City's Activated Sludge Wastewater Treatment Plant is the fifth largest in the State of Michigan. It is a high-tech facility with a comprehensive computerized control system. This system can remotely control many functions of outlying pump stations, process controls, and other WWTP functions. This process has allowed the WWTP to optimize staff size and focus attention on maintaining the plant equipment necessary to serve our customers. Currently the plant processes an average daily flow of 14 million gallons of sewage.

The WWTP laboratory is responsible for daily testing of influent flows, evaluating the plant's in-process removal of pollutants, and confirming plant effluent compliance with the National Pollution Discharge Elimination System (NPDES) limits.

The WWTP staff is responsible for operating and maintaining 28 sanitary sewer pump stations ranging in capacity from less than 100,000 gallons per day to over to 66,000,000 gallons per day. The WWTP staff is also responsible for operating and maintaining four storm water pumping stations in the city. Other programs that are managed within this division are the Industrial Pretreatment Program (IPP) and the Residuals Management Plan (disposal of plant solid waste by Landfilling dewatered sludge or Land Applying lime stabilized sludge; i.e., BioSolids). The WWTP and its environmental processes continue to be among the most regulated programs in the State of Michigan. Sound sewerage system infrastructure is imperative for maintaining proper environmental standards and to preserve public health and safety.

Fleet Services Division (Major supporting funds: General Fund, Act 51, Sewage Disposal System Enterprise Fund):

Fleet Services is responsible for preventative maintenance and repair of all vehicles and equipment owned by the City. The fleet is divided into two categories to help manage it. We have approximately 550 "rolling stock" vehicles (rolling stock is a unit that is capable of moving itself down the road) and approximately 500 pieces of equipment (used for maintenance throughout the City). Additionally, we are responsible for purchasing and disposal of units with the assistance of the City's Purchasing Department.

(continued)

Public Service Department

Description

Property Management Division

The Property Management Division is responsible for managing the City of Lansing's properties. The City of Lansing owns approximately 750 properties which includes approximately 223 buildings. The Division is directly responsible for 75 buildings and 59 other properties.

Property Management staff are available 24 hours a day for emergencies and provide support to many special events. The Division provides facility planning and utility services for over 40 special events a year. Some of the more popular ones are: Downtown Lansing Inc. Frost Fest, Lansing Board of Water and Light Chili Cook Off, Old Town Commercial Festival of the Moon and Sun, City of Lansing 4th of July event, Common Ground Music Festival and the City of Lansing Mosaic Festival. This includes providing power, lights, water, sewer, and other work necessary to make the special events happen. The Division also works with other City of Lansing departments, other outside governmental agencies, private companies or businesses to help make the special events a success for all participants.

Public Service
Fiscal Year July 1, 2023 - June 30, 2024
Department Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
<u>Public Service</u>					
General Fund Public Service	12,941,094	12,571,351	12,571,351	13,387,989	6.5%
Major Streets Fund	19,185,253	15,160,925	15,160,925	15,798,118	4.2%
Local Streets Fund	8,894,599	10,778,162	10,778,162	13,334,693	23.7%
Sanitary Sewer Fund	21,814,669	44,524,000	44,524,000	45,327,792	1.8%
Garbage & Rubbish Fund	1,509,139	2,737,500	2,737,500	4,688,674	71.3%
Recycling Fund	1,656,755	5,050,692	5,050,692	4,691,777	-7.1%
Engineering Internal Service Fund	4,859,118	5,145,800	5,145,800	4,638,907	-9.9%
Fleet Internal Service Fund	9,444,971	10,151,200	10,151,200	12,225,029	20.4%
Total Expenditures	80,305,598	106,119,630	106,119,630	114,092,979	7.5%

Budgetary Explanation

Information for the Public Service Department's various funds is provided in the following pages.

Public Service
Fiscal Year July 1, 2023 - June 30, 2024
General Fund Public Service

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	1,505,093	2,026,983	2,026,983	2,459,957	21.4%
Retirement/Fixed Benefits	1,258,636	968,978	968,978	1,175,639	21.3%
Total Personnel	2,763,729	2,995,961	2,995,961	3,635,596	21.3%
Operating					
Department Operations	8,840,283	8,032,266	8,032,266	8,090,780	0.7%
Information Technology Charge	101,409	92,824	92,824	147,432	58.8%
Fleet/Equipment Charge	407,411	524,000	524,000	575,500	9.8%
Public Service Engineering	828,263	926,300	926,300	862,506	-6.9%
City 311 Service	-	-	-	76,175	
Total Operating	10,177,366	9,575,390	9,575,390	9,752,393	1.8%
Total Expenditures	12,941,094	12,571,351	12,571,351	13,387,989	6.5%

Budgetary Explanation

There are no significant operational changes besides increases to fleet and IT allocation. City 311 has also been allocated.

Public Service
Fiscal Year July 1, 2023 - June 30, 2024
Major Streets Special Revenue Fund

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	1,532,773	1,774,900	1,774,900	1,933,776	9.0%
Retirement/Fixed Benefits	1,356,426	1,336,815	1,336,815	1,020,812	-23.6%
Total Personnel	2,889,199	3,111,715	3,111,715	2,954,588	-5.0%
Operating					
Department Operations	1,049,903	1,746,883	1,746,883	1,734,883	-0.7%
Information Technology Charge	-	-	-	153,057	
Fleet/Equipment Charge	577,789	757,000	757,000	832,700	10.0%
Public Service Engineering	1,377,718	1,411,800	1,411,800	1,065,463	-24.5%
City 311 Service	-	-	-	52,775	
Total Operating	3,005,410	3,915,683	3,915,683	3,838,878	-2.0%
Capital	8,492,922	4,300,000	4,300,000	4,150,000	-3.5%
Debt Service	797,722	472,525	472,525	472,587	0.0%
Transfer to Local Streets	4,000,000	3,361,002	3,361,002	4,382,065	30.4%
Total Expenditures	19,185,253	15,160,925	15,160,925	15,798,118	4.2%

Budgetary Explanation

Public Service is reducing budgeted expenses for equipment repairs, material costs, and engineering costs. IT and City 311 allocations have been applied to this fund.

Capital project funding is listed in the Capital Improvement section of this budget document.

Public Service
Fiscal Year July 1, 2023 - June 30, 2024
Local Streets Special Revenue Fund

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	1,570,154	1,857,608	1,857,608	1,927,334	3.8%
Retirement/Fixed Benefits	1,394,322	1,382,331	1,382,331	1,048,722	-24.1%
Total Personnel	2,964,476	3,239,939	3,239,939	2,976,056	-8.1%
Operating					
Department Operations	656,890	817,315	817,315	888,065	8.7%
Information Technology Charge	-	-	-	150,121	
Fleet/Equipment Charge	1,023,879	1,350,000	1,350,000	1,485,000	10.0%
Public Service Engineering	895,493	931,900	931,900	741,521	-20.4%
City 311 Service	-	-	-	-	
Total Operating	2,576,263	3,099,215	3,099,215	3,264,707	5.3%
Capital	2,467,694	3,820,000	3,820,000	6,475,000	69.5%
Debt Service	886,166	619,008	619,008	618,930	0.0%
Transfers	-	-	-	-	
Total Expenditures	8,894,599	10,778,162	10,778,162	13,334,693	23.7%

Budgetary Explanation

Public Service is reducing budgeted expenses for engineering costs.

Capital project funding is listed in the Capital Improvement section of this budget document.

Public Service
Fiscal Year July 1, 2023 - June 30, 2024
Sanitary Sewer (Wastewater) Enterprise Fund

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	3,706,297	4,965,858	4,965,858	5,504,982	10.9%
Retirement/Fixed Benefits	(4,503,212)	2,501,041	2,501,041	2,588,674	3.5%
Total Personnel	(796,915)	7,466,899	7,466,899	8,093,656	8.4%
Operating					
Department Operations	17,210,336	6,635,642	6,635,642	8,466,039	27.6%
Information Technology Charge	198,630	180,629	180,629	185,471	2.7%
Fleet/Equipment Charge	1,123,755	485,000	485,000	606,000	24.9%
Public Service Engineering	1,708,264	1,380,800	1,380,800	1,151,528	-16.6%
City 311 Service	-	93,904	93,904	17,675	-81.2%
Total Operating	20,240,985	8,775,975	8,775,975	10,426,713	18.8%
Capital	98,709	15,077,000	15,077,000	13,201,000	-12.4%
Debt Service	2,271,889	12,904,126	12,904,126	13,306,423	3.1%
Return on Equity	-	300,000	300,000	300,000	0.0%
Total Expenditures	21,814,669	44,524,000	44,524,000	45,327,792	1.8%

Budgetary Explanation

FY 2024 operational changes include increased utilities, equipment rentals, material costs, and UAW Seasonal employees as well as lower engineering costs.

Capital project funding is listed in the Capital Improvement section of this budget document.

Public Service
Fiscal Year July 1, 2023 - June 30, 2024
Trash Enterprise Fund

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	605,719	677,000	677,000	984,203	45.4%
Retirement/Fixed Benefits	(352,274)	464,895	464,895	487,250	4.8%
Total Personnel	253,445	1,141,895	1,141,895	1,471,453	28.9%
Operating					
Department Operations	534,063	637,405	637,405	680,594	6.8%
Information Technology Charge	-	-	-	64,600	
Fleet/Equipment Charge	547,236	360,000	360,000	395,000	9.7%
Public Service Engineering	174,395	198,200	198,200	227,166	14.6%
City 311 Service	-	-	-	149,861	
Total Operating	1,255,694	1,195,605	1,195,605	1,517,221	26.9%
Capital	-	400,000	400,000	1,700,000	325.0%
Total Expenditures	1,509,139	2,737,500	2,737,500	4,688,674	71.3%

Budgetary Explanation

FY2024 changes include higher expenses for salaried, hourly employees, engineering, and fleet. IT and City 311 allocations have been applied as well.

Capital project funding is listed in the Capital Improvement section of this budget document.

Public Service
Fiscal Year July 1, 2023 - June 30, 2024
Recycling Enterprise Fund

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	1,181,342	1,352,900	1,352,900	1,202,537	-11.1%
Retirement/Fixed Benefits	(874,806)	1,016,918	1,016,918	542,447	-46.7%
Total Personnel	306,536	2,369,818	2,369,818	1,744,984	-26.4%
Operating					
Department Operations	532,855	1,528,574	1,528,574	1,646,993	7.7%
Information Technology Charge	-	-	-	71,940	
Fleet/Equipment Charge	639,512	655,000	655,000	713,000	8.9%
Public Service Engineering	176,689	297,300	297,300	229,013	-23.0%
City 311 Service	-	-	-	35,847	
Total Operating	1,349,056	2,480,874	2,480,874	2,696,793	8.7%
Capital	-	200,000	200,000	250,000	25.0%
Debt Service	1,164	-	-	-	
Total Expenditures	1,656,755	5,050,692	5,050,692	4,691,777	-7.1%

Budgetary Explanation

Operational changes include higher fleet costs, building maintenance, and lower engineering costs. IT and City 311 allocations have been applied as well.

Capital project funding is listed in the Capital Improvement section of this budget document.

Public Service
Fiscal Year July 1, 2023 - June 30, 2024
Engineering Internal Service Fund

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	2,285,538	2,512,888	2,512,888	2,587,768	3.0%
Retirement/Fixed Benefits	1,408,182	1,163,980	1,163,980	1,278,928	9.9%
Total Personnel	3,693,720	3,676,868	3,676,868	3,866,696	5.2%
Operating					
Department Operations	270,661	273,719	273,719	372,719	36.2%
Information Technology Charge	814,076	773,848	773,848	288,855	-62.7%
Fleet/Equipment Charge	34,894	28,000	28,000	34,790	24.3%
Public Service Engineering	-	-	-	-	
City 311 Service	-	383,365	383,365	65,847	-82.8%
Total Operating	1,119,630	1,458,932	1,458,932	762,211	-47.8%
Capital	45,767	10,000	10,000	10,000	0.0%
Total Expenditures	4,859,118	5,145,800	5,145,800	4,638,907	-9.9%

Budgetary Explanation

Significant operational changes include decreases to IT and City 311 allocation, and increases to contractual services.

Public Service
Fiscal Year July 1, 2023 - June 30, 2024
Fleet Internal Service Fund

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	1,724,097	2,626,082	2,626,082	2,396,202	-8.8%
Retirement/Fixed Benefits	1,702,491	1,264,593	1,264,593	1,700,000	34.4%
Total Personnel	3,426,589	3,890,675	3,890,675	4,096,202	5.3%
Operating					
Department Operations	5,627,448	2,459,107	2,459,107	2,828,409	15.0%
Information Technology Charge	210,044	174,631	174,631	173,415	-0.7%
Fleet/Equipment Charge	21,319	42,000	42,000	42,000	0.0%
Public Service Engineering	96,376	98,600	98,600	76,740	-22.2%
City 311 Service	-	-	-	-	
Total Operating	5,955,187	2,774,338	2,774,338	3,120,564	12.5%
Capital	(188,527)	3,010,000	3,010,000	4,639,000	54.1%
Debt Service	251,722	476,187	476,187	369,263	-22.5%
Total Expenditures	9,444,971	10,151,200	10,151,200	12,225,029	20.4%

Budgetary Explanation

The FY 2024 budget includes increases to equipment repairs, maintenance, and vehicles.

Capital project funding is listed in the Capital Improvement section of this budget document.

Account	GL Desc	Object Desc	Cost	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2023</u>	<u>FY 2024</u>
				<u>Actuals</u>	<u>Adopted</u>	<u>Projected</u>	<u>Proposed</u>
				<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
101.173140.702000.00000	BUILDING MAINTENANCE	SALARIES	173140	252,450.24	451,786.00	451,786.00	574,143
101.173140.702302.00000	BUILDING MAINTENANCE	SHIFT PREMIUM	173140	1,979.79	2,600.00	2,600.00	2,000
101.173140.706000.00000	BUILDING MAINTENANCE	HOURLY WAGES	173140	331,765.11	475,537.00	475,537.00	502,453
101.173140.706400.00000	BUILDING MAINTENANCE	WAGES - ELECTION INSPECTOR	173140	168.54	-	-	-
101.173140.707000.00000	BUILDING MAINTENANCE	TEMPORARY HELP	173140	-	-	-	-
101.173140.708000.00000	BUILDING MAINTENANCE	OVERTIME - SALARY	173140	139,691.40	75,000.00	75,000.00	75,000
101.173140.712000.00000	BUILDING MAINTENANCE	LONGEVITY	173140	12,500.00	14,500.00	14,500.00	15,000
101.173140.715300.00000	BUILDING MAINTENANCE	FRINGE BENEFITS - FIXED	173140	949,078.79	662,084.00	662,084.00	743,585
101.173140.715400.00000	BUILDING MAINTENANCE	FRINGE BENEFITS - VARIABLE	173140	200,937.47	362,196.00	362,196.00	400,253
101.173140.717200.00000	BUILDING MAINTENANCE	ALLOWANCE - CLOTHING	173140	1,018.00	-	-	-
101.173140.741000.00000	BUILDING MAINTENANCE	MISCELLANEOUS OPERATING	173140	50,424.10	40,000.00	40,000.00	40,000
101.173140.741001.00000	BUILDING MAINTENANCE	CORONAVIRUS MISC EXP	173140	-	-	-	-
101.173140.742000.00000	BUILDING MAINTENANCE	SUPPLIES	173140	32,031.70	44,000.00	44,000.00	44,000
101.173140.742100.00000	BUILDING MAINTENANCE	FUEL	173140	13,596.78	11,000.00	11,000.00	17,000
101.173140.742200.00000	BUILDING MAINTENANCE	CHEMICALS	173140	-	-	-	-
101.173140.743000.00000	BUILDING MAINTENANCE	CONTRACTUAL SERVICES	173140	707,219.11	700,000.00	700,000.00	800,000
101.173140.743700.00000	BUILDING MAINTENANCE	ENGINEERING	173140	100,000.00	110,000.00	110,000.00	110,000
101.173140.743720.00000	BUILDING MAINTENANCE	INFORMATION TECHNOLOGY ALLOC	173140	101,409.00	92,824.00	92,824.00	92,376
101.173140.744110.00000	BUILDING MAINTENANCE	UTILITIES - CITY HALL	173140	13,684.27	20,000.00	20,000.00	20,000
101.173140.744120.00000	BUILDING MAINTENANCE	UTILITIES - MIL AFFAIRS SITE	173140	60,115.09	62,000.00	62,000.00	62,000
101.173140.744130.00000	BUILDING MAINTENANCE	UTILITIES - HAZEL STREET	173140	28,424.54	32,000.00	32,000.00	32,000
101.173140.744200.00000	BUILDING MAINTENANCE	TELEPHONE	173140	17,008.98	12,000.00	12,000.00	12,000
101.173140.745200.00000	BUILDING MAINTENANCE	EQUIPMENT RENTAL	173140	125,000.70	85,000.00	85,000.00	93,500
101.173140.745230.00000	BUILDING MAINTENANCE	EQUIPMENT RENTAL	173140	10,983.51	4,000.00	4,000.00	4,000
101.173140.746000.00000	BUILDING MAINTENANCE	REPAIR & MAINTENANCE	173140	9,810.84	-	-	-
101.173140.746100.00000	BUILDING MAINTENANCE	BUILDING MAINTENANCE	173140	136.97	-	-	-
101.173140.746400.00000	BUILDING MAINTENANCE	UNSCHEDULED MAINTENANCE	173140	552,778.82	650,000.00	650,000.00	600,000
101.173140.746401.00000	BUILDING MAINTENANCE	SCHEDULED MAINTENANCE	173140	85,505.42	175,000.00	175,000.00	150,000
101.173140.747000.00000	BUILDING MAINTENANCE	TRAINING	173140	1,982.00	2,500.00	2,500.00	2,500
101.173140.748000.00000	BUILDING MAINTENANCE	INSURANCE & BONDS	173140	124,288.55	108,475.00	108,475.00	108,475
101.173140.744000.00000	BUILDING MAINTENANCE	UTILITIES	173140	66.70	-	-	-
				3,924,056.42	4,192,502.00	4,192,502.00	4,500,285.00
101.453603.741000.00000	PUBLIC SERV DEPT ADMIN & ENG	MISCELLANEOUS OPERATING	453603	4,534.37	5,000.00	5,000.00	5,000
101.453603.743000.00000	PUBLIC SERV DEPT ADMIN & ENG	CONTRACTUAL SERVICES	453603	9,140.00	10,000.00	10,000.00	10,000
101.453603.743700.00000	PUBLIC SERV DEPT ADMIN & ENG	ENGINEERING	453603	728,263.00	816,300.00	816,300.00	752,506
101.453603.744000.00000	PUBLIC SERV DEPT ADMIN & ENG	UTILITIES	453603	1,229,426.87	40,000.00	40,000.00	40,000
101.453603.744110.00000	PUBLIC SERV DEPT ADMIN & ENG	UTILITIES - CITY HALL	453603	370.35	-	-	-
101.453603.743720.00000	PUBLIC SERV DEPT ADMIN & ENG	INFORMATION TECHNOLOGY ALLOC	453603	-	-	-	55,056

101.453603.743311.00000	PUBLIC SERV DEPT ADMIN & ENG	CITY 311 ALLOC	453603	-	-	-	76,175
101.453603.744200.00000	PUBLIC SERV DEPT ADMIN & ENG	TELEPHONE	453603	49,286.64	45,000.00	45,000.00	45,000
101.453603.744400.00000	PUBLIC SERV DEPT ADMIN & ENG	STREET LIGHTING	453603	4,647,855.22	4,857,000.00	4,857,000.00	4,800,000
101.453603.973301.00000	PUBLIC SERV DEPT ADMIN & ENG	NDPES PERMIT	453603	5,917.65	15,000.00	15,000.00	10,000
101.453603.715400.00000	PUBLIC SERV DEPT ADMIN & ENG	FRINGE BENEFITS - VARIABLE	453603	87.21	-	-	-
				6,674,881.31	5,788,300.00	5,788,300.00	5,793,737.00
101.453606.741000.00000	PUBLIC SERV - SUSTAINABILITY	MISCELLANEOUS OPERATING	453606	-	25,000.00	25,000.00	25,000
101.453606.743000.00000	PUBLIC SERV - SUSTAINABILITY	CONTRACTUAL SERVICES	453606	-	25,000.00	25,000.00	10,000
				-	50,000.00	50,000.00	35,000.00
101.453610.742000.00000	OPERATIONS & MAINTENANCE	SUPPLIES	453610	4,089.80	4,500.00	4,500.00	4,500
101.453610.744000.00000	OPERATIONS & MAINTENANCE	UTILITIES	453610	5,785.46	3,000.00	3,000.00	3,000
101.453610.746100.00000	OPERATIONS & MAINTENANCE	BUILDING MAINTENANCE	453610	-	-	-	-
				9,875.26	7,500.00	7,500.00	7,500.00
101.453611.702000.00000	OPERATIONS & MAINTENANCE ADMIN	SALARIES	453611	56,065.91	50,519.00	50,519.00	32,855
101.453611.702302.00000	OPERATIONS & MAINTENANCE ADMIN	SHIFT PREMIUM	453611	13,927.46	14,000.00	14,000.00	14,000
101.453611.704000.00000	OPERATIONS & MAINTENANCE ADMIN	SALARIES & WAGES	453611	(2,643.42)	-	-	-
101.453611.706000.00000	OPERATIONS & MAINTENANCE ADMIN	HOURLY WAGES	453611	26,758.66	37,170.00	37,170.00	98,566
101.453611.706400.00000	OPERATIONS & MAINTENANCE ADMIN	WAGES - ELECTION INSPECTOR	453611	351.21	-	-	250
101.453611.707000.00000	OPERATIONS & MAINTENANCE ADMIN	TEMPORARY HELP	453611	3,623.97	5,000.00	5,000.00	10,000
101.453611.708000.00000	OPERATIONS & MAINTENANCE ADMIN	OVERTIME - SALARY	453611	3,613.93	3,540.00	3,540.00	20,000
101.453611.712000.00000	OPERATIONS & MAINTENANCE ADMIN	LONGEVITY	453611	104,500.00	6,389.00	6,389.00	2,526
101.453611.713100.00000	OPERATIONS & MAINTENANCE ADMIN	VACATION/SICK/PERSONAL LEAVE	453611	-	33,191.00	33,191.00	-
101.453611.715300.00000	OPERATIONS & MAINTENANCE ADMIN	FRINGE BENEFITS - FIXED	453611	49,843.02	49,414.00	49,414.00	90,985
101.453611.715400.00000	OPERATIONS & MAINTENANCE ADMIN	FRINGE BENEFITS - VARIABLE	453611	14,737.28	21,795.00	21,795.00	27,800
101.453611.717200.00000	OPERATIONS & MAINTENANCE ADMIN	ALLOWANCE - CLOTHING	453611	18,352.90	1,000.00	1,000.00	2,000
101.453611.741000.00000	OPERATIONS & MAINTENANCE ADMIN	MISCELLANEOUS OPERATING	453611	179,752.06	51,000.00	51,000.00	45,000
101.453611.741001.00000	OPERATIONS & MAINTENANCE ADMIN	CORONAVIRUS MISC EXP	453611	-	-	-	-
101.453611.742000.00000	OPERATIONS & MAINTENANCE ADMIN	SUPPLIES	453611	-	-	-	-
101.453611.743050.00000	OPERATIONS & MAINTENANCE ADMIN	TEMPORARY HELP-CONTRACTUAL	453611	18,165.00	-	-	-
101.453611.744000.00000	OPERATIONS & MAINTENANCE ADMIN	UTILITIES	453611	72,720.23	80,000.00	80,000.00	80,000
101.453611.745230.00000	OPERATIONS & MAINTENANCE ADMIN	EQUIPMENT RENTAL	453611	-	5,000.00	5,000.00	5,000
101.453611.746000.00000	OPERATIONS & MAINTENANCE ADMIN	REPAIR & MAINTENANCE	453611	8,856.92	6,000.00	6,000.00	9,500
101.453611.746100.00000	OPERATIONS & MAINTENANCE ADMIN	BUILDING MAINTENANCE	453611	66,722.86	67,000.00	67,000.00	67,000
101.453611.746401.00000	OPERATIONS & MAINTENANCE ADMIN	SCHEDULED MAINTENANCE	453611	1,035.99	-	-	-
101.453611.747000.00000	OPERATIONS & MAINTENANCE ADMIN	TRAINING	453611	-	2,000.00	2,000.00	2,000
101.453611.748000.00000	OPERATIONS & MAINTENANCE ADMIN	INSURANCE & BONDS	453611	321,457.38	264,641.00	264,641.00	291,105
101.453611.717700.00000	OPERATIONS & MAINTENANCE ADMIN	ALLOWANCE-MECH CERTIFICATION	453611	-	-	-	-
101.453611.746400.00000	OPERATIONS & MAINTENANCE ADMIN	UNSCHEDULED MAINTENANCE	453611	500.00	-	-	-
				958,341.36	697,659.00	697,659.00	798,587.00
101.453612.702000.00000	SIDEWALKS-SNOW& ICE	SALARIES	453612	6,648.86	5,991.00	5,991.00	3,558
101.453612.706000.00000	SIDEWALKS-SNOW& ICE	HOURLY WAGES	453612	41,008.06	56,964.00	56,964.00	10,675

101.453612.708000.00000	SIDEWALKS-SNOW& ICE	OVERTIME - SALARY	453612	2,425.29	2,375.00	2,375.00	2,400
101.453612.709000.00000	SIDEWALKS-SNOW& ICE	OVERTIME - HOURLY	453612	3,656.79	4,913.00	4,913.00	5,000
101.453612.712000.00000	SIDEWALKS-SNOW& ICE	LONGEVITY	453612	-	-	-	273
101.453612.713100.00000	SIDEWALKS-SNOW& ICE	VACATION/SICK/PERSONAL LEAVE	453612	-	1,194.00	1,194.00	1,194
101.453612.715300.00000	SIDEWALKS-SNOW& ICE	FRINGE BENEFITS - FIXED	453612	53,123.01	52,666.00	52,666.00	9,854
101.453612.715400.00000	SIDEWALKS-SNOW& ICE	FRINGE BENEFITS - VARIABLE	453612	14,039.55	18,006.00	18,006.00	3,011
101.453612.742500.00000	SIDEWALKS-SNOW& ICE	MATERIALS	453612	224.31	3,500.00	3,500.00	3,500
101.453612.745200.00000	SIDEWALKS-SNOW& ICE	EQUIPMENT RENTAL	453612	1,490.89	35,000.00	35,000.00	38,500
101.453612.746100.00000	SIDEWALKS-SNOW& ICE	BUILDING MAINTENANCE	453612	-	-	-	-
				122,616.76	180,609.00	180,609.00	77,965.00
101.453613.713100.00000	SIDEWALKS-CITY PROPERTY	VACATION/SICK/PERSONAL LEAVE	453613	-	-	-	-
101.453613.715300.00000	SIDEWALKS-CITY PROPERTY	FRINGE BENEFITS - FIXED	453613	-	-	-	-
101.453613.715400.00000	SIDEWALKS-CITY PROPERTY	FRINGE BENEFITS - VARIABLE	453613	-	-	-	-
101.453613.746000.00000	SIDEWALKS-CITY PROPERTY	REPAIR & MAINTENANCE	453613	-	6,000.00	6,000.00	5,000
				-	6,000.00	6,000.00	5,000.00
101.453614.742000.00000	FLOOD CONTROL	SUPPLIES	453614	3,381.30	5,200.00	5,200.00	5,200
101.453614.742500.00000	FLOOD CONTROL	MATERIALS	453614	-	-	-	-
101.453614.744000.00000	FLOOD CONTROL	UTILITIES	453614	25,965.04	22,000.00	22,000.00	22,000
				29,346.34	27,200.00	27,200.00	27,200.00
101.453615.702000.00000	STORM SEWER MAINTENANCE	SALARIES	453615	34,143.93	30,766.00	30,766.00	100,136
101.453615.706000.00000	STORM SEWER MAINTENANCE	HOURLY WAGES	453615	109,123.38	151,582.00	151,582.00	300,408
101.453615.707014.00000	STORM SEWER MAINTENANCE	UAW - SEASONAL	453615	-	-	-	12,003
101.453615.709000.00000	STORM SEWER MAINTENANCE	OVERTIME - HOURLY	453615	5,704.21	7,664.00	7,664.00	8,000
101.453615.712000.00000	STORM SEWER MAINTENANCE	LONGEVITY	453615	-	-	-	7,702
101.453615.713100.00000	STORM SEWER MAINTENANCE	VACATION/SICK/PERSONAL LEAVE	453615	-	24,777.00	24,777.00	25,000
101.453615.715300.00000	STORM SEWER MAINTENANCE	FRINGE BENEFITS - FIXED	453615	156,091.05	154,749.00	154,749.00	277,299
101.453615.715400.00000	STORM SEWER MAINTENANCE	FRINGE BENEFITS - VARIABLE	453615	44,334.84	56,861.00	56,861.00	84,730
101.453615.741000.00000	STORM SEWER MAINTENANCE	MISCELLANEOUS OPERATING	453615	2,745.52	-	-	-
101.453615.742000.00000	STORM SEWER MAINTENANCE	SUPPLIES	453615	53,056.53	55,000.00	55,000.00	80,000
101.453615.742100.00000	STORM SEWER MAINTENANCE	FUEL	453615	-	30,000.00	30,000.00	63,000
101.453615.742500.00000	STORM SEWER MAINTENANCE	MATERIALS	453615	5,050.92	-	-	-
101.453615.744000.00000	STORM SEWER MAINTENANCE	UTILITIES	453615	-	6,250.00	6,250.00	6,000
101.453615.745200.00000	STORM SEWER MAINTENANCE	EQUIPMENT RENTAL	453615	252,463.56	355,000.00	355,000.00	390,500
101.453615.746000.00000	STORM SEWER MAINTENANCE	REPAIR & MAINTENANCE	453615	3,402.91	125,000.00	125,000.00	130,000
101.453615.973102.00000	STORM SEWER MAINTENANCE	DRAINS	453615	307,432.03	300,000.00	300,000.00	310,000
101.453615.701000.00000	STORM SEWER MAINTENANCE	PERSONAL SERVICES	453615	-	-	-	-
101.453615.746100.00000	STORM SEWER MAINTENANCE	BUILDING MAINTENANCE	453615	-	-	-	-
				973,548.88	1,297,649.00	1,297,649.00	1,794,778.00
101.453618.702000.00000	ALLEY MAINTENANCE	SALARIES	453618	3,055.75	2,753.00	2,753.00	4,186
101.453618.706000.00000	ALLEY MAINTENANCE	HOURLY WAGES	453618	6,602.87	9,172.00	9,172.00	12,560
101.453618.707014.00000	ALLEY MAINTENANCE	UAW - SEASONAL	453618	-	-	-	5,144

101.453618.712000.00000	ALLEY MAINTENANCE	LONGEVITY	453618	-	-	-	322
101.453618.715300.00000	ALLEY MAINTENANCE	FRINGE BENEFITS - FIXED	453618	9,182.00	9,103.00	9,103.00	11,594
101.453618.715400.00000	ALLEY MAINTENANCE	FRINGE BENEFITS - VARIABLE	453618	2,401.37	3,080.00	3,080.00	3,542
101.453618.742100.00000	ALLEY MAINTENANCE	FUEL	453618	-	1,000.00	1,000.00	1,000
101.453618.742500.00000	ALLEY MAINTENANCE	MATERIALS	453618	2,428.75	7,500.00	7,500.00	7,500
101.453618.745200.00000	ALLEY MAINTENANCE	EQUIPMENT RENTAL	453618	2,564.68	15,000.00	15,000.00	16,500
				26,235.42	47,608.00	47,608.00	62,348.00
101.453619.744000.00000	AURELIUS ROAD LANDFILL	UTILITIES	453619	300.60	1,200.00	1,200.00	1,000
101.453619.746000.00000	AURELIUS ROAD LANDFILL	REPAIR & MAINTENANCE	453619	-	2,000.00	2,000.00	1,000
				300.60	3,200.00	3,200.00	2,000.00
101.453620.702000.00000	MISCELLANEOUS TRASH PICK-UP	SALARIES	453620	6,289.88	5,668.00	5,668.00	9,144
101.453620.706000.00000	MISCELLANEOUS TRASH PICK-UP	HOURLY WAGES	453620	14,595.88	20,275.00	20,275.00	27,433
101.453620.712000.00000	MISCELLANEOUS TRASH PICK-UP	LONGEVITY	453620	-	-	-	703
101.453620.713100.00000	MISCELLANEOUS TRASH PICK-UP	VACATION/SICK/PERSONAL LEAVE	453620	-	3,930.00	3,930.00	4,000
101.453620.715300.00000	MISCELLANEOUS TRASH PICK-UP	FRINGE BENEFITS - FIXED	453620	24,266.01	24,057.00	24,057.00	25,322
101.453620.715400.00000	MISCELLANEOUS TRASH PICK-UP	FRINGE BENEFITS - VARIABLE	453620	5,911.25	7,581.00	7,581.00	7,737
101.453620.741000.00000	MISCELLANEOUS TRASH PICK-UP	MISCELLANEOUS OPERATING	453620	4,570.99	10,000.00	10,000.00	10,000
101.453620.742000.00000	MISCELLANEOUS TRASH PICK-UP	SUPPLIES	453620	-	-	-	-
101.453620.742100.00000	MISCELLANEOUS TRASH PICK-UP	FUEL	453620	-	1,000.00	1,000.00	1,000
101.453620.744500.00000	MISCELLANEOUS TRASH PICK-UP	LANDFILL FEES	453620	5,790.25	20,000.00	20,000.00	20,000
101.453620.745200.00000	MISCELLANEOUS TRASH PICK-UP	EQUIPMENT RENTAL	453620	10,064.48	20,000.00	20,000.00	22,000
101.453620.859001.00000	MISCELLANEOUS TRASH PICK-UP	LOW INCOME REFUSE SUBSIDY	453620	-	15,000.00	15,000.00	10,000
				71,488.74	127,511.00	127,511.00	137,339.00
101.453621.702000.00000	PROPERTY MAINTENANCE	SALARIES	453621	898.55	810.00	810.00	850
101.453621.706000.00000	PROPERTY MAINTENANCE	HOURLY WAGES	453621	4,169.72	5,792.00	5,792.00	5,800
101.453621.709000.00000	PROPERTY MAINTENANCE	OVERTIME - HOURLY	453621	-	-	-	-
101.453621.712000.00000	PROPERTY MAINTENANCE	LONGEVITY	453621	-	-	-	-
101.453621.713100.00000	PROPERTY MAINTENANCE	VACATION/SICK/PERSONAL LEAVE	453621	-	-	-	-
101.453621.715300.00000	PROPERTY MAINTENANCE	FRINGE BENEFITS - FIXED	453621	17,052.01	16,905.00	16,905.00	17,000
101.453621.715400.00000	PROPERTY MAINTENANCE	FRINGE BENEFITS - VARIABLE	453621	2,031.86	2,606.00	2,606.00	2,600
101.453621.742100.00000	PROPERTY MAINTENANCE	FUEL	453621	-	500.00	500.00	500
101.453621.743000.00000	PROPERTY MAINTENANCE	CONTRACTUAL SERVICES	453621	12,905.15	15,000.00	15,000.00	15,000
101.453621.745200.00000	PROPERTY MAINTENANCE	EQUIPMENT RENTAL	453621	-	5,000.00	5,000.00	5,500
				37,057.29	46,613.00	46,613.00	47,250.00
101.453640.741000.00000	TRANSPORTATION	MISCELLANEOUS OPERATING	453640	4,258.99	2,000.00	2,000.00	2,000
101.453640.741293.00000	TRANSPORTATION	SPEC EVENTS/DECORATIONS	453640	294.95	5,000.00	5,000.00	5,000
101.453640.741810.00000	TRANSPORTATION	DUES & SUBSCRIPTIONS	453640	103,506.25	92,000.00	92,000.00	92,000
101.453640.745200.00000	TRANSPORTATION	EQUIPMENT RENTAL	453640	4,843.08	-	-	-
101.453640.973000.00000	TRANSPORTATION	SEWERS	453640	442.44	-	-	-
				113,345.71	99,000.00	99,000.00	99,000.00

12,941,094.09	12,571,351.00	12,571,351.00	13,387,989.00
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Account	GL Desc	Object Desc	Cost	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2023</u>	<u>FY 2024</u>
				<u>Actuals</u>	<u>Adopted</u>	<u>Projected</u>	<u>Proposed</u>
				<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>
249.000000.482000.00000	BUILDING SAFETY DEPARTMENT FND	PLUMBING LICENSE REGISTRATION	000000	1,050.00	600.00	600.00	-
249.000000.485000.00000	BUILDING SAFETY DEPARTMENT FND	ELECTRICAL LICENSE REGISTRATIO	000000	3,090.00	1,500.00	1,500.00	3,000.00
249.000000.490000.00000	BUILDING SAFETY DEPARTMENT FND	SIGN PERMITS	000000	16,391.00	15,000.00	15,000.00	15,000.00
249.000000.496000.00000	BUILDING SAFETY DEPARTMENT FND	MECHANICAL LICENSE REGISTRATIO	000000	1,575.00	1,000.00	1,000.00	1,500.00
249.000000.497509.00000	BUILDING SAFETY DEPARTMENT FND	PLAN REVIEWS	000000	606,302.68	600,000.00	600,000.00	500,000.00
249.000000.497510.00000	BUILDING SAFETY DEPARTMENT FND	BUILDING PERMITS	000000	1,130,462.84	1,000,000.00	1,000,000.00	900,000.00
249.000000.497511.00000	BUILDING SAFETY DEPARTMENT FND	ELECTRICAL PERMITS	000000	665,174.00	480,000.00	480,000.00	500,000.00
249.000000.497512.00000	BUILDING SAFETY DEPARTMENT FND	MECHANICAL PERMITS	000000	577,706.76	450,000.00	450,000.00	450,000.00
249.000000.497514.00000	BUILDING SAFETY DEPARTMENT FND	PLUMBING PERMITS	000000	389,219.63	350,000.00	350,000.00	320,000.00
249.000000.497520.00000	BUILDING SAFETY DEPARTMENT FND	DEMOLITION PERMIT	000000	4,091.50	3,000.00	3,000.00	10,000.00
249.000000.497530.00000	BUILDING SAFETY DEPARTMENT FND	RESIDENTIAL BUILDING PERMITS	000000	111,092.50	130,000.00	130,000.00	75,000.00
249.000000.497531.00000	BUILDING SAFETY DEPARTMENT FND	RESIDENTIAL PLAN REVIEWS	000000	35,752.72	20,000.00	20,000.00	40,000.00
249.000000.609002.00000	BUILDING SAFETY DEPARTMENT FND	NSF CHECK RETURN FEES	000000	-	-	-	-
249.000000.627000.00000	BUILDING SAFETY DEPARTMENT FND	BUILDING BOARD OF APPEALS	000000	-	-	-	-
249.000000.630000.00000	BUILDING SAFETY DEPARTMENT FND	CITY CERTIFICATION INSPECTION	000000	1,200.00	-	-	-
249.000000.635000.00000	BUILDING SAFETY DEPARTMENT FND	ADMIN FEES CODE COMPLIANCE	000000	8,366.22	1,000.00	1,000.00	-
249.000000.678100.00000	BUILDING SAFETY DEPARTMENT FND	TREASURER - CASH OVER/SHORT	000000	-	-	-	-
249.000000.679100.00000	BUILDING SAFETY DEPARTMENT FND	FROM/(TO) FUND BALANCE	000000	-	(185,000.00)	(185,000.00)	225,128.00
249.000000.696101.00000	BUILDING SAFETY DEPARTMENT FND	OPERATING TRANSFER - GENERAL F	000000	-	-	-	-
				3,551,474.85	2,867,100.00	2,867,100.00	3,039,628.00
249.172610.702000.00000	BUILDING SAFETY	SALARIES	172610	920,762.96	1,100,894.00	1,100,894.00	1,181,927.00
249.172610.707000.00000	BUILDING SAFETY	TEMPORARY HELP	172610	43,890.30	-	-	-
249.172610.708000.00000	BUILDING SAFETY	OVERTIME - SALARY	172610	22,489.74	20,000.00	20,000.00	20,000.00
249.172610.712000.00000	BUILDING SAFETY	LONGEVITY	172610	11,500.00	12,500.00	12,500.00	13,000.00
249.172610.715300.00000	BUILDING SAFETY	FRINGE BENEFITS - FIXED	172610	839,119.67	652,931.00	652,931.00	734,380.00
249.172610.715400.00000	BUILDING SAFETY	FRINGE BENEFITS - VARIABLE	172610	266,087.01	411,059.00	411,059.00	375,971.00
249.172610.741000.00000	BUILDING SAFETY	MISCELLANEOUS OPERATING	172610	37,006.13	75,000.00	75,000.00	75,000.00
249.172610.741600.00000	BUILDING SAFETY	ADMINISTRATIVE CHARGES	172610	259,238.00	265,719.00	265,719.00	265,719.00
249.172610.741810.00000	BUILDING SAFETY	DUES & SUBSCRIPTIONS	172610	-	-	-	-
249.172610.742100.00000	BUILDING SAFETY	FUEL	172610	14,146.01	15,000.00	15,000.00	15,000.00
249.172610.743311.00000	BUILDING SAFETY	CITY 311 ALLOC	172610	-	56,342.00	56,342.00	47,005.00
249.172610.743720.00000	BUILDING SAFETY	INFORMATION TECHNOLOGY ALLOC	172610	154,929.00	145,811.00	145,811.00	146,626.00
249.172610.744200.00000	BUILDING SAFETY	TELEPHONE	172610	11,924.54	10,000.00	10,000.00	10,000.00
249.172610.745100.00000	BUILDING SAFETY	BUILDING RENTAL	172610	40,000.00	40,000.00	40,000.00	40,000.00
249.172610.745200.00000	BUILDING SAFETY	EQUIPMENT RENTAL	172610	54,276.00	15,000.00	15,000.00	65,000.00
249.172610.747000.00000	BUILDING SAFETY	TRAINING	172610	6,863.80	10,000.00	10,000.00	10,000.00
249.172610.748000.00000	BUILDING SAFETY	INSURANCE & BONDS	172610	41,718.79	36,844.00	36,844.00	40,000.00
249.172610.977101.00000	BUILDING SAFETY	EQUIPMENT < \$5,000	172610	1,964.05	-	-	-
				2,725,916.00	2,867,100.00	2,867,100.00	3,039,628.00

Account	GL Desc	Object Desc	Cost	<u>FY 2022</u> <u>Actuals</u>	<u>FY 2023</u> <u>Adopted</u> <u>Budget</u>	<u>FY 2023</u> <u>Projected</u> <u>Budget</u>	<u>FY 2024</u> <u>Proposed</u> <u>Budget</u>
645.000000.638900.00000	ENGINEERING INT SERVICE	PUBLIC SERVICE WORK FOR OTHERS	000000	5,267,198.00	5,145,800.00	5,145,800.00	4,353,937
645.000000.667000.43954	TERP RENTAL REVENUE	RENTAL INCOME	000000	-	-	-	-
645.000000.679100.00000	ENGINEERING INT SERVICE	FROM/(TO) FUND BALANCE	000000	-	-	-	284,970
645.000000.680000.00000	ENGINEERING INT SERVICE	MISCELLANEOUS REVENUE	000000	1,990.20	-	-	-
				5,269,188.20	5,145,800.00	5,145,800.00	4,638,907.00
645.453603.702000.00000	ENGINEERING INTERN SERVICE	SALARIES	453603	1,263,552.84	1,850,125.00	1,850,125.00	1,963,989
645.453603.707000.00000	ENGINEERING INTERN SERVICE	TEMPORARY HELP	453603	41,656.56	30,000.00	30,000.00	30,000
645.453603.708000.00000	ENGINEERING INTERN SERVICE	OVERTIME - SALARY	453603	6,950.21	10,000.00	10,000.00	10,000
645.453603.712000.00000	ENGINEERING INTERN SERVICE	LONGEVITY	453603	18,100.00	21,600.00	21,600.00	19,100
645.453603.715300.00000	ENGINEERING INTERN SERVICE	FRINGE BENEFITS - FIXED	453603	1,408,182.40	1,163,980.00	1,163,980.00	1,278,928
645.453603.715400.00000	ENGINEERING INTERN SERVICE	FRINGE BENEFITS - VARIABLE	453603	316,624.04	601,163.00	601,163.00	564,679
645.453603.716000.00000	ENGINEERING INTERN SERVICE	CHANGE IN ACCRD COMPENSATED AB	453603	44,358.46	-	-	-
645.453603.741000.00000	ENGINEERING INTERN SERVICE	MISCELLANEOUS OPERATING	453603	101,019.83	97,000.00	97,000.00	120,000
645.453603.741001.00000	ENGINEERING INTERN SERVICE	CORONAVIRUS MISC EXP	453603	-	-	-	-
645.453603.741600.00000	ENGINEERING INTERN SERVICE	ADMINISTRATIVE CHARGES	453603	158,750.00	162,719.00	162,719.00	162,719
645.453603.742100.00000	ENGINEERING INTERN SERVICE	FUEL	453603	3,462.36	4,000.00	4,000.00	5,000
645.453603.743000.00000	ENGINEERING INTERN SERVICE	CONTRACTUAL SERVICES	453603	-	-	-	75,000
645.453603.743050.00000	ENGINEERING INTERN SERVICE	TEMPORARY HELP-CONTRACTUAL	453603	10,806.00	-	-	-
645.453603.743311.00000	ENGINEERING INTERN SERVICE	CITY 311 ALLOC	453603	-	383,365.00	383,365.00	65,847
645.453603.743720.00000	ENGINEERING INTERN SERVICE	INFORMATION TECHNOLOGY ALLOC	453603	814,076.00	773,848.00	773,848.00	288,855
645.453603.745200.00000	ENGINEERING INTERN SERVICE	EQUIPMENT RENTAL	453603	34,893.50	28,000.00	28,000.00	34,790
645.453603.747000.00000	ENGINEERING INTERN SERVICE	TRAINING	453603	7,428.66	10,000.00	10,000.00	10,000
645.453603.977108.00000	ENGINEERING INTERN SERVICE	EQUIP REPLACE-UNCAPITALIZED	453603	-	-	-	-
645.453603.977108.43954	TERP EQUIP	EQUIP REPLACE-UNCAPITALIZED	453603	880.00	10,000.00	10,000.00	10,000
645.453603.977108.43994	TERP EQUIP - O&M	EQUIP REPLACE-UNCAPITALIZED	453603	-	-	-	-
645.453603.977108.43995	TERP EQUIP - WWTP	EQUIP REPLACE-UNCAPITALIZED	453603	-	-	-	-
645.453603.749000.00000	ENGINEERING INTERN SERVICE	DEPRECIATION	453603	44,887.20	-	-	-
				4,275,628.06	5,145,800.00	5,145,800.00	4,638,907.00
645.453604.701001.00000	ENGINEERING INTERN SERVICE	ESTIMATED ATTRITION	453604	-	-	-	-
645.453604.702000.00000	ENGINEERING INTERN SERVICE	SALARIES	453604	143,534.46	-	-	-
645.453604.708000.00000	ENGINEERING INTERN SERVICE	OVERTIME - SALARY	453604	914.20	-	-	-
645.453604.715300.00000	ENGINEERING INTERN SERVICE	RETIREMENT/CITY FRINGES	453604	397,560.16	-	-	-
645.453604.715400.00000	ENGINEERING INTERN SERVICE	PAYROLL FRINGES	453604	41,481.03	-	-	-
				583,489.85	-	-	-
				4,859,117.91	5,145,800.00	5,145,800.00	4,638,907.00

Account	GL Desc	Object Desc	Cost	<u>FY 2022</u> <u>Actuals</u>	<u>FY 2023</u> <u>Adopted</u> <u>Budget</u>	<u>FY 2023</u> <u>Projected</u> <u>Budget</u>	<u>FY 2024</u> <u>Proposed</u> <u>Budget</u>
643.000000.579201.20001	FLEET EAGLE GRANT	GRANT - STATE DNR	000000	-	-	-	-
643.000000.643020.00000	FLEET	FUEL	000000	799,809.28	800,700.00	800,700.00	-
643.000000.667000.00000	FLEET	RENTAL INCOME	000000	8,826,519.22	9,044,500.00	9,044,500.00	10,209,990
643.000000.670000.00000	FLEET	INTEREST INCOME	000000	-	-	-	-
643.000000.673100.00000	FLEET	SALE OF REAL PROPERTY	000000	-	-	-	-
643.000000.673300.00000	FLEET	SALE OF VEHICLES	000000	185,280.53	75,000.00	75,000.00	60,000
643.000000.673800.00000	FLEET	GAIN(LOSS) SALE OF PROPRIETARY	000000	(50,755.00)	-	-	-
643.000000.677100.00000	FLEET	CONTRIBUTED CAPITAL	000000	-	-	-	-
643.000000.679100.00000	FLEET	FROM/(TO) FUND BALANCE	000000	-	225,000.00	225,000.00	1,950,039
643.000000.680000.00000	FLEET	MISCELLANEOUS REVENUE	000000	89,731.40	6,000.00	6,000.00	5,000
643.000000.695200.00000	FLEET	LOAN PROCEEDS	000000	-	-	-	-
643.000000.696585.00000	FLEET	OPERATING TRANSFER - 585 FUND	000000	-	-	-	-
				9,850,585.43	10,151,200.00	10,151,200.00	12,225,029.00
643.453623.673300.00000	FLEET	SALE OF VEHICLES	453623	-	-	-	-
643.453623.680000.00000	FLEET	MISCELLANEOUS REVENUE	453623	-	-	-	-
643.453623.547000.20001	FLEET EAGLE GRANT	STATE GRANT	453623	-	-	-	-
643.453623.702000.00000	FLEET	SALARIES	453623	209,366.63	370,910.00	370,910.00	300,000
643.453623.706000.00000	FLEET	HOURLY WAGES	453623	909,234.71	1,353,190.00	1,353,190.00	1,290,202
643.453623.708000.00000	FLEET	OVERTIME - SALARY	453623	97,423.49	120,000.00	120,000.00	100,000
643.453623.712000.00000	FLEET	LONGEVITY	453623	16,000.00	17,000.00	17,000.00	-
643.453623.715300.00000	FLEET	FRINGE BENEFITS - FIXED	453623	1,702,491.34	1,264,593.00	1,264,593.00	1,700,000
643.453623.715400.00000	FLEET	FRINGE BENEFITS - VARIABLE	453623	418,062.29	658,982.00	658,982.00	600,000
643.453623.716000.00000	FLEET	CHANGE IN ACCRD COMPENSATED AB	453623	(764.05)	-	-	-
643.453623.717200.00000	FLEET	ALLOWANCE - CLOTHING	453623	3,774.27	6,000.00	6,000.00	6,000
643.453623.717700.00000	FLEET	ALLOWANCE-MECH CERTIFICATION	453623	71,000.00	100,000.00	100,000.00	100,000
643.453623.741000.00000	FLEET	MISCELLANEOUS OPERATING	453623	78,616.01	90,000.00	90,000.00	100,000
643.453623.741001.00000	FLEET	CORONAVIRUS MISC EXP	453623	527.00	-	-	-
643.453623.741600.00000	FLEET	ADMINISTRATIVE CHARGES	453623	655,698.00	672,090.00	672,090.00	672,090
643.453623.741832.00000	FLEET	LOAN ISSUE COSTS	453623	-	-	-	-
643.453623.742100.00000	FLEET	FUEL	453623	1,348,649.72	3,000.00	3,000.00	1,000
643.453623.743000.00000	FLEET	CONTRACTUAL SERVICES	453623	96,459.72	120,000.00	120,000.00	175,000
643.453623.743700.00000	FLEET	ENGINEERING	453623	96,376.00	98,600.00	98,600.00	76,740
643.453623.743720.00000	FLEET	INFORMATION TECHNOLOGY ALLOC	453623	210,044.00	174,631.00	174,631.00	173,415
643.453623.744000.00000	FLEET	UTILITIES	453623	83,129.75	100,000.00	100,000.00	100,000
643.453623.744200.00000	FLEET	TELEPHONE	453623	11,783.36	8,000.00	8,000.00	8,000
643.453623.745200.00000	FLEET	EQUIPMENT RENTAL	453623	21,318.95	42,000.00	42,000.00	42,000
643.453623.746100.00000	FLEET	BUILDING MAINTENANCE	453623	38,624.57	50,000.00	50,000.00	50,000
643.453623.746200.00000	FLEET	EQUIPMENT REPAIR & MAINTENANCE	453623	1,137,506.72	1,300,000.00	1,300,000.00	1,600,000

643.453623.746220.00000	FLEET	VEHICLE WASHES	453623	2,506.00	11,000.00	11,000.00	10,000
643.453623.747100.00000	FLEET	CONFERENCES	453623	6,750.00	12,000.00	12,000.00	10,000
643.453623.748000.00000	FLEET	INSURANCE & BONDS	453623	102,314.05	93,017.00	93,017.00	102,319
643.453623.970000.00000	FLEET	CAPITAL OUTLAY/CONSTRUCTION	453623	-	-	-	-
643.453623.977000.00000	FLEET	EQUIPMENT	453623	1,209.15	10,000.00	10,000.00	15,000
643.453623.978000.00000	FLEET	VEHICLES	453623	1,332,828.19	3,000,000.00	3,000,000.00	4,624,000
643.453623.978000.20001	FLEET EAGLE GRANT	VEHICLES	453623	-	-	-	-
643.453623.981000.00000	FLEET	PRINCIPAL	453623	233,466.00	378,465.00	378,465.00	291,463
643.453623.982000.00000	FLEET	INTEREST	453623	18,256.44	97,722.00	97,722.00	77,800
643.453623.749000.00000	FLEET	DEPRECIATION	453623	2,064,882.95	-	-	-
643.453623.998001.00000	FLEET	CONTRA-FIXED ASSETS CAPITAL	453623	(1,289,098.00)	-	-	-
643.453623.998002.00000	FLEET	CONTRA-DEBT PRINCIPAL	453623	(233,466.00)	-	-	-
				<u>9,444,971.26</u>	<u>10,151,200.00</u>	<u>10,151,200.00</u>	<u>12,225,029.00</u>

Account	GL Desc	Object Desc	Cost	<u>FY 2022</u> <u>Actuals</u>	<u>FY 2023</u> <u>Adopted</u> <u>Budget</u>	<u>FY 2023</u> <u>Projected</u> <u>Budget</u>	<u>FY 2024</u> <u>Proposed</u> <u>Budget</u>
202.000000.497509.00000	ACT 51 - MAJOR STREETS FUND	PLAN REVIEWS	000000	16,136.00	5,000.00	5,000.00	30,000
202.000000.497600.00000	ACT 51 - MAJOR STREETS FUND	RIGHT OF WAY PERMIT (PUB SVC D	000000	31,850.00	25,000.00	25,000.00	35,000
202.000000.497601.00000	ACT 51 - MAJOR STREETS FUND	UTILITY PERMIT FEE - PUBLIC SV	000000	561,639.16	520,000.00	520,000.00	525,000
202.000000.497607.00000	ACT 51 - MAJOR STREETS FUND	SPECIAL TRANSPORTATION PERMIT	000000	21,500.00	8,500.00	8,500.00	5,000
202.000000.527003.00000	ACT 51 - MAJOR STREETS FUND	FED GRANT - NON SEFA	000000	(5,068,286.03)	-	-	-
202.000000.546000.00000	ACT 51 - MAJOR STREETS FUND	GAS & WEIGHT TAX	000000	12,441,220.60	11,277,425.00	11,277,425.00	11,500,000
202.000000.617900.00000	ACT 51 - MAJOR STREETS FUND	CHGS FOR SVCS - TRUNKLINE REIM	000000	832,023.35	525,000.00	525,000.00	600,000
202.000000.670000.00000	ACT 51 - MAJOR STREETS FUND	INTEREST INCOME	000000	19,586.30	-	-	-
202.000000.679100.00000	ACT 51 - MAJOR STREETS FUND	FROM/(TO) FUND BALANCE	000000	-	2,800,000.00	2,800,000.00	3,093,118
202.000000.680000.00000	ACT 51 - MAJOR STREETS FUND	MISCELLANEOUS REVENUE	000000	6,400.32	-	-	10,000
202.000000.680003.00000	ACT 51 - MAJOR STREETS FUND	EATON COUNTY ROAD MILLAGE	000000	19,444.20	-	-	-
202.000000.527003.20183	ACT 51 - MAJOR STREETS FUND	FED GRANT - NON SEFA	000000	2,618,823.53	-	-	-
202.000000.527003.50002	ACT 51 - MAJOR STREETS FUND	FED GRANT - NON SEFA	000000	3,725,295.52	-	-	-
202.000000.527003.50013	ACT 51 - MAJOR STREETS FUND	FED GRANT - NON SEFA	000000	3,176,373.12	-	-	-
202.000000.597222.50002	ACT 51 - MAJOR STREETS FUND	GRANT - INGHAM CO	000000	364,076.02	-	-	-
202.000000.597222.50013	ACT 51 - MAJOR STREETS FUND	GRANT - INGHAM CO	000000	1,330,923.98	-	-	-
				20,097,006.07	15,160,925.00	15,160,925.00	15,798,118.00
202.453601.974000.50002	MAJOR MAINTENANCE	LAND IMPROVEMENTS	453601	-	-	-	-
202.453601.974100.50002	MAJOR MAINTENANCE	STREETS/CURB & GUTTER	453601	3,962,448.23	1,950,000.00	1,950,000.00	950,000
202.453601.974100.50006	BRIDGE REHAB	STREETS/CURB & GUTTER	453601	313,472.66	800,000.00	800,000.00	800,000
202.453601.974100.50013	STP MATCH	STREETS/CURB & GUTTER	453601	2,758,091.85	1,300,000.00	1,300,000.00	2,100,000
202.453601.974100.50017	SIDEWALK GAP CLOSURE	STREETS/CURB & GUTTER	453601	675.00	200,000.00	200,000.00	200,000
202.453601.974111.50013	PUBLIC IMPROVEMENTS	JOLLY RD RR CONST FED	453601	-	-	-	-
				7,034,687.74	4,250,000.00	4,250,000.00	4,050,000.00
202.453630.702000.00000	STREET MAINT, CLEANING & MISC	SALARIES	453630	211,689.60	175,000.00	175,000.00	226,152
202.453630.706000.00000	STREET MAINT, CLEANING & MISC	HOURLY WAGES	453630	424,677.23	550,000.00	550,000.00	678,458
202.453630.707014.00000	STREET MAINT, CLEANING & MISC	UAW - SEASONAL	453630	49,289.54	65,000.00	65,000.00	41,155
202.453630.708000.00000	STREET MAINT, CLEANING & MISC	OVERTIME - SALARY	453630	26,711.78	25,000.00	25,000.00	25,000
202.453630.709000.00000	STREET MAINT, CLEANING & MISC	OVERTIME - HOURLY	453630	9,507.02	10,000.00	10,000.00	10,000
202.453630.712000.00000	STREET MAINT, CLEANING & MISC	LONGEVITY	453630	-	20,000.00	20,000.00	17,396
202.453630.713100.00000	STREET MAINT, CLEANING & MISC	VACATION/SICK/PERSONAL LEAVE	453630	-	-	-	-
202.453630.715300.00000	STREET MAINT, CLEANING & MISC	FRINGE BENEFITS - FIXED	453630	884,732.30	877,123.00	877,123.00	626,269
202.453630.715400.00000	STREET MAINT, CLEANING & MISC	FRINGE BENEFITS - VARIABLE	453630	235,712.11	250,000.00	250,000.00	191,360
202.453630.741000.00000	STREET MAINT, CLEANING & MISC	MISCELLANEOUS OPERATING	453630	79,797.57	125,000.00	125,000.00	120,000
202.453630.742100.00000	STREET MAINT, CLEANING & MISC	FUEL	453630	-	15,000.00	15,000.00	15,000
202.453630.742500.00000	STREET MAINT, CLEANING & MISC	MATERIALS	453630	22,640.37	210,000.00	210,000.00	300,000
202.453630.743000.00000	STREET MAINT, CLEANING & MISC	CONTRACTUAL SERVICES	453630	18,026.00	75,000.00	75,000.00	75,000
202.453630.745200.00000	STREET MAINT, CLEANING & MISC	EQUIPMENT RENTAL	453630	293,147.52	300,000.00	300,000.00	330,000
202.453630.745230.00000	STREET MAINT, CLEANING & MISC	EQUIPMENT RENTAL	453630	-	-	-	-
202.453630.702302.00000	STREET MAINT, CLEANING & MISC	SHIFT PREMIUM	453630	-	-	-	-
202.453630.717200.00000	STREET MAINT, CLEANING & MISC	ALLOWANCE - CLOTHING	453630	250.00	-	-	-

				2,256,181.04	2,697,123.00	2,697,123.00	2,655,790.00
202.453631.702000.00000	BRIDGE MAINTENANCE	SALARIES	453631	2,335.56	2,000.00	2,000.00	2,000
202.453631.706000.00000	BRIDGE MAINTENANCE	HOURLY WAGES	453631	2,780.30	3,200.00	3,200.00	3,200
202.453631.712000.00000	BRIDGE MAINTENANCE	LONGEVITY	453631	-	200.00	200.00	200
202.453631.713100.00000	BRIDGE MAINTENANCE	VACATION/SICK/PERSONAL LEAVE	453631	-	-	-	-
202.453631.715300.00000	BRIDGE MAINTENANCE	FRINGE BENEFITS - FIXED	453631	11,149.01	11,053.00	11,053.00	11,053
202.453631.715400.00000	BRIDGE MAINTENANCE	FRINGE BENEFITS - VARIABLE	453631	2,031.86	2,000.00	2,000.00	2,000
202.453631.741000.00000	BRIDGE MAINTENANCE	MISCELLANEOUS OPERATING	453631	-	1,000.00	1,000.00	1,000
202.453631.742100.00000	BRIDGE MAINTENANCE	FUEL	453631	-	500.00	500.00	500
202.453631.742500.00000	BRIDGE MAINTENANCE	MATERIALS	453631	-	2,000.00	2,000.00	2,000
202.453631.743000.00000	BRIDGE MAINTENANCE	CONTRACTUAL SERVICES	453631	37,487.62	70,000.00	70,000.00	50,000
202.453631.745200.00000	BRIDGE MAINTENANCE	EQUIPMENT RENTAL	453631	-	7,000.00	7,000.00	7,700
				55,784.35	98,953.00	98,953.00	79,653.00
202.453632.702000.00000	WINTER MAINT.-SNOW REMOVAL	SALARIES	453632	62,896.51	52,000.00	52,000.00	51,303
202.453632.706000.00000	WINTER MAINT.-SNOW REMOVAL	HOURLY WAGES	453632	133,450.34	200,000.00	200,000.00	153,911
202.453632.708000.00000	WINTER MAINT.-SNOW REMOVAL	OVERTIME - SALARY	453632	31,425.62	30,000.00	30,000.00	30,000
202.453632.709000.00000	WINTER MAINT.-SNOW REMOVAL	OVERTIME - HOURLY	453632	47,154.79	50,000.00	50,000.00	50,000
202.453632.712000.00000	WINTER MAINT.-SNOW REMOVAL	LONGEVITY	453632	-	5,000.00	5,000.00	3,946
202.453632.713100.00000	WINTER MAINT.-SNOW REMOVAL	VACATION/SICK/PERSONAL LEAVE	453632	-	-	-	-
202.453632.715300.00000	WINTER MAINT.-SNOW REMOVAL	FRINGE BENEFITS - FIXED	453632	283,324.09	280,887.00	280,887.00	142,071
202.453632.715400.00000	WINTER MAINT.-SNOW REMOVAL	FRINGE BENEFITS - VARIABLE	453632	75,738.66	90,000.00	90,000.00	43,410
202.453632.742100.00000	WINTER MAINT.-SNOW REMOVAL	FUEL	453632	-	25,000.00	25,000.00	25,000
202.453632.742500.00000	WINTER MAINT.-SNOW REMOVAL	MATERIALS	453632	168,910.04	400,000.00	400,000.00	400,000
202.453632.743000.00000	WINTER MAINT.-SNOW REMOVAL	CONTRACTUAL SERVICES	453632	2,843.25	8,750.00	8,750.00	8,750
202.453632.745200.00000	WINTER MAINT.-SNOW REMOVAL	EQUIPMENT RENTAL	453632	284,641.80	450,000.00	450,000.00	495,000
				1,090,385.10	1,591,637.00	1,591,637.00	1,403,391.00
202.453633.702000.00000	TRUNKLINE MAINTENANCE	SALARIES	453633	-	-	-	41,394
202.453633.706000.00000	TRUNKLINE MAINTENANCE	HOURLY WAGES	453633	16,681.84	30,000.00	30,000.00	124,182
202.453633.709000.00000	TRUNKLINE MAINTENANCE	OVERTIME - HOURLY	453633	25,859.07	30,000.00	30,000.00	30,000
202.453633.712000.00000	TRUNKLINE MAINTENANCE	LONGEVITY	453633	-	-	-	3,184
202.453633.713100.00000	TRUNKLINE MAINTENANCE	VACATION/SICK/PERSONAL LEAVE	453633	-	-	-	-
202.453633.715300.00000	TRUNKLINE MAINTENANCE	FRINGE BENEFITS - FIXED	453633	49,332.02	40,963.00	40,963.00	114,630
202.453633.715400.00000	TRUNKLINE MAINTENANCE	FRINGE BENEFITS - VARIABLE	453633	10,220.86	15,000.00	15,000.00	35,025
202.453633.746701.00000	TRUNKLINE MAINTENANCE	TRUNKLINE MAINTENANCE-ODD YRS	453633	363,047.73	40,000.00	40,000.00	40,000
202.453633.746702.00000	TRUNKLINE MAINTENANCE	TRUNKLINE MAINTENANCE-CITY	453633	-	5,000.00	5,000.00	-
202.453633.746704.00000	TRUNKLINE MAINTENANCE	TRUNKLINE MAINTENANCE - EVEN Y	453633	16,228.62	160,000.00	160,000.00	160,000
				481,370.14	320,963.00	320,963.00	548,415.00
202.453634.702000.00000	ACT 51 ADMIN & ENGINEERING	SALARIES	453634	112,853.18	100,000.00	100,000.00	100,000
202.453634.706000.00000	ACT 51 ADMIN & ENGINEERING	HOURLY WAGES	453634	18,071.26	25,000.00	25,000.00	25,000
202.453634.708000.00000	ACT 51 ADMIN & ENGINEERING	OVERTIME - SALARY	453634	-	3,000.00	3,000.00	3,000
202.453634.712000.00000	ACT 51 ADMIN & ENGINEERING	LONGEVITY	453634	-	2,500.00	2,500.00	2,500
202.453634.713100.00000	ACT 51 ADMIN & ENGINEERING	VACATION/SICK/PERSONAL LEAVE	453634	-	-	-	-
202.453634.715300.00000	ACT 51 ADMIN & ENGINEERING	FRINGE BENEFITS - FIXED	453634	127,889.04	126,789.00	126,789.00	126,789
202.453634.715400.00000	ACT 51 ADMIN & ENGINEERING	FRINGE BENEFITS - VARIABLE	453634	33,435.68	40,000.00	40,000.00	40,000

202.453634.741000.00000	ACT 51 ADMIN & ENGINEERING	MISCELLANEOUS OPERATING	453634	200.00	5,000.00	5,000.00	5,000
202.453634.741600.00000	ACT 51 ADMIN & ENGINEERING	ADMINISTRATIVE CHARGES	453634	73,300.00	75,133.00	75,133.00	75,133
202.453634.741830.00000	ACT 51 ADMIN & ENGINEERING	BAD DEBT	453634	-	-	-	-
202.453634.743200.00000	ACT 51 ADMIN & ENGINEERING	AUDIT FEES	453634	-	1,500.00	1,500.00	-
202.453634.743700.00000	ACT 51 ADMIN & ENGINEERING	ENGINEERING	453634	1,377,718.00	1,411,800.00	1,411,800.00	1,065,463
202.453634.743700.x	ACT 51 ADMIN & ENGINEERING	CITY 311 ALLOC	453634	-	-	-	52,775
202.453634.743700.xx	ACT 51 ADMIN & ENGINEERING	INFORMATION TECHNOLOGY ALLOC	453634	-	-	-	153,057
202.453634.744000.00000	ACT 51 ADMIN & ENGINEERING	UTILITIES	453634	-	-	-	-
202.453634.746100.00000	ACT 51 ADMIN & ENGINEERING	BUILDING MAINTENANCE	453634	-	-	-	-
202.453634.747000.00000	ACT 51 ADMIN & ENGINEERING	TRAINING	453634	-	5,000.00	5,000.00	5,000
				1,743,467.16	1,795,722.00	1,795,722.00	1,653,717.00
202.453635.991203.00000	ACT 51 DEBT SERVICE	OP TFR LOCAL ST FUND	453635	4,000,000.00	3,361,002.00	3,361,002.00	4,382,065
				4,000,000.00	3,361,002.00	3,361,002.00	4,382,065.00
202.453636.741000.00000	TRAFFIC MAINTENANCE	MISCELLANEOUS OPERATING	453636	289.92	3,000.00	3,000.00	2,500
202.453636.742000.00000	TRAFFIC MAINTENANCE	SUPPLIES	453636	246.96	-	-	-
202.453636.742500.00000	TRAFFIC MAINTENANCE	MATERIALS	453636	15,662.46	65,000.00	65,000.00	50,000
202.453636.746000.00000	TRAFFIC MAINTENANCE	REPAIR & MAINTENANCE	453636	-	-	-	-
202.453636.746200.00000	TRAFFIC MAINTENANCE	EQUIPMENT REPAIR & MAINTENANCE	453636	250,394.05	450,000.00	450,000.00	400,000
202.453636.974198.00000	TRAFFIC MAINTENANCE	SIGNALIZATION & MODERNIZING	453636	19,855.61	-	-	-
202.453636.974198.54046	SIGNALIZATION & MODERNIZATION	SIGNALIZATION & MODERNIZING	453636	86,701.28	50,000.00	50,000.00	100,000
				373,150.28	568,000.00	568,000.00	552,500.00
202.453638.741000.00000	BEAUTIFICATION	MISCELLANEOUS OPERATING	453638	827.98	5,000.00	5,000.00	-
				827.98	5,000.00	5,000.00	-
202.874400.741855.00000	DEBT SERVICE	BOND ISSUE COSTS	874400	-	-	-	-
202.874400.981000.00000	DEBT SERVICE	PRINCIPAL	874400	701,830.01	399,578.00	399,578.00	412,983
202.874400.982000.00000	DEBT SERVICE	INTEREST	874400	95,527.24	72,947.00	72,947.00	59,604
202.874400.741835.00000	DEBT SERVICE	ADVISORY/AGENT FEES	874400	365.00	-	-	-
				797,722.25	472,525.00	472,525.00	472,587.00
202.933601.974100.12001	202 933601 12001	STREETS/CURB & GUTTER	933601	-	-	-	-
				-	-	-	-
202.933690.970000.00000	CAPITAL PROJECTS MAJOR STRTS	CAPITAL OUTLAY/CONSTRUCTION	933690	-	-	-	-
202.933690.970000.00001	CSO 016/017 CONSTRUCTION	CAPITAL OUTLAY/CONSTRUCTION	933690	-	-	-	-
202.933690.970000.00002	CSO 034D CONSTRUCTION	CAPITAL OUTLAY/CONSTRUCTION	933690	-	-	-	-
202.933690.970000.20115	ASSET MANAGEMENT PROGRAM	CAPITAL OUTLAY/CONSTRUCTION	933690	-	-	-	-
202.933690.970000.20122	TRUCK WASH	CAPITAL OUTLAY/CONSTRUCTION	933690	-	-	-	-
202.933690.970000.20183	CSO 016/017 CONSTRUCTION MS	CAPITAL OUTLAY/CONSTRUCTION	933690	1,341,641.67	-	-	-
202.933690.970000.20184	CSO 034D CONSTRUCTION MS	CAPITAL OUTLAY/CONSTRUCTION	933690	1,739.51	-	-	-
202.933690.970000.50027	GRAND RIVER AND WASHINGTON	CAPITAL OUTLAY/CONSTRUCTION	933690	-	-	-	-
202.933690.970000.50028	2018 MTF BOND	CAPITAL OUTLAY/CONSTRUCTION	933690	-	-	-	-
202.933690.970000.72021	US 127 PATHWAYS	CAPITAL OUTLAY/CONSTRUCTION	933690	-	-	-	-
202.933690.977000.20163	MUNICIPAL STANDARDS UPDATES	EQUIPMENT	933690	-	-	-	-
202.933690.977000.20165	EASTSIDE CONNECTOR 2	EQUIPMENT	933690	-	-	-	-
202.933690.977000.20167	FOREST ROAD PATHWAY	EQUIPMENT	933690	-	-	-	-
202.933690.977000.20169	RANNEY PARK PATHWAY	EQUIPMENT	933690	-	-	-	-

202.933690.977000.20172 O&M CAMPUS MASTER PLAN
 202.933690.977000.50022 BIKE LANES
 202.933690.977000.50023 KALAMAZOO ST BIKE LANE

EQUIPMENT
 EQUIPMENT
 EQUIPMENT

933690	-	-	-	-
933690	8,296.09	-	-	-
933690	-	-	-	-
	<u>1,351,677.27</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>19,185,253.31</u>	<u>15,160,925.00</u>	<u>15,160,925.00</u>	<u>15,798,118.00</u>

Account	GL Desc	Object Desc	Cost	FY 2022	FY 2023	FY 2023	FY 2024
				<u>Actuals</u>	<u>Adopted Budget</u>	<u>Projected Budget</u>	<u>Proposed Budget</u>
203.000000.546000.00000	ACT 51 - LOCAL STREETS FUND	GAS & WEIGHT TAX	000000	3,636,970.46	3,759,160.00	3,759,160.00	3,752,628
203.000000.670000.00000	ACT 51 - LOCAL STREETS FUND	INTEREST INCOME	000000	15,019.30	-	-	-
203.000000.679100.00000	ACT 51 - LOCAL STREETS FUND	FROM/(TO) FUND BALANCE	000000	-	1,200,000.00	1,200,000.00	2,498,500
203.000000.680003.00000	ACT 51 - LOCAL STREETS FUND	EATON COUNTY ROAD MILLAGE	000000	-	150,000.00	150,000.00	150,000
203.000000.696102.00000	ACT 51 - LOCAL STREETS FUND	OPERATING TRANSFER - MILLAGE	000000	2,350,000.00	2,308,000.00	2,308,000.00	2,551,500
203.000000.696202.00000	ACT 51 - LOCAL STREETS FUND	OPERATING TRANSFER - ACT 51 MA	000000	4,000,000.00	3,361,002.00	3,361,002.00	4,382,065
203.000000.680000.00000	ACT 51 - LOCAL STREETS FUND	MISCELLANEOUS REVENUE	000000	2,175.00	-	-	-
				10,004,164.76	10,778,162.00	10,778,162.00	13,334,693.00
203.453601.974100.50002	MAJOR MAINTENANCE	STREETS/CURB & GUTTER	453601	1,357,261.39	1,800,000.00	1,800,000.00	6,300,000
203.453601.974100.50004	MAJ MAINT LOCAL STREETS	STREETS/CURB & GUTTER	453601	991,242.13	1,845,000.00	1,845,000.00	-
203.453601.974100.54067	EATON CO ROAD MILLAGE	STREETS/CURB & GUTTER	453601	-	150,000.00	150,000.00	150,000
				2,348,503.52	3,795,000.00	3,795,000.00	6,450,000.00
203.453630.702000.00000	STREET MAINT, CLEANING & MISC	SALARIES	453630	218,698.54	190,000.00	190,000.00	296,754
203.453630.706000.00000	STREET MAINT, CLEANING & MISC	HOURLY WAGES	453630	601,568.04	800,000.00	800,000.00	890,264
203.453630.707014.00000	STREET MAINT, CLEANING & MISC	UAW - SEASONAL	453630	35,606.17	45,000.00	45,000.00	71,164
203.453630.708000.00000	STREET MAINT, CLEANING & MISC	OVERTIME - SALARY	453630	10,475.20	10,000.00	10,000.00	10,000
203.453630.709000.00000	STREET MAINT, CLEANING & MISC	OVERTIME - HOURLY	453630	30,422.44	25,000.00	25,000.00	25,000
203.453630.712000.00000	STREET MAINT, CLEANING & MISC	LONGEVITY	453630	-	20,000.00	20,000.00	22,827
203.453630.713100.00000	STREET MAINT, CLEANING & MISC	VACATION/SICK/PERSONAL LEAVE	453630	-	-	-	-
203.453630.715300.00000	STREET MAINT, CLEANING & MISC	FRINGE BENEFITS - FIXED	453630	1,082,141.36	1,072,835.00	1,072,835.00	821,782
203.453630.715400.00000	STREET MAINT, CLEANING & MISC	FRINGE BENEFITS - VARIABLE	453630	279,677.44	344,608.00	344,608.00	251,100
203.453630.741000.00000	STREET MAINT, CLEANING & MISC	MISCELLANEOUS OPERATING	453630	116,012.55	131,000.00	131,000.00	140,000
203.453630.741001.00000	STREET MAINT, CLEANING & MISC	CORONAVIRUS MISC EXP	453630	-	-	-	-
203.453630.742100.00000	STREET MAINT, CLEANING & MISC	FUEL	453630	-	50,000.00	50,000.00	50,000
203.453630.742500.00000	STREET MAINT, CLEANING & MISC	MATERIALS	453630	386,414.85	293,750.00	293,750.00	370,000
203.453630.743000.00000	STREET MAINT, CLEANING & MISC	CONTRACTUAL SERVICES	453630	44,883.72	94,000.00	94,000.00	90,000
203.453630.745200.00000	STREET MAINT, CLEANING & MISC	EQUIPMENT RENTAL	453630	934,372.57	1,000,000.00	1,000,000.00	1,100,000
203.453630.702302.00000	STREET MAINT, CLEANING & MISC	SHIFT PREMIUM	453630	-	-	-	-
203.453630.717200.00000	STREET MAINT, CLEANING & MISC	ALLOWANCE - CLOTHING	453630	300.00	-	-	-
				3,740,572.88	4,076,193.00	4,076,193.00	4,138,891.00
203.453632.702000.00000	WINTER MAINT.-SNOW REMOVAL	SALARIES	453632	48,159.56	40,000.00	40,000.00	36,811
203.453632.706000.00000	WINTER MAINT.-SNOW REMOVAL	HOURLY WAGES	453632	96,264.83	130,000.00	130,000.00	110,435
203.453632.708000.00000	WINTER MAINT.-SNOW REMOVAL	OVERTIME - SALARY	453632	10,475.20	10,000.00	10,000.00	10,000
203.453632.709000.00000	WINTER MAINT.-SNOW REMOVAL	OVERTIME - HOURLY	453632	36,886.47	30,000.00	30,000.00	30,000
203.453632.712000.00000	WINTER MAINT.-SNOW REMOVAL	LONGEVITY	453632	-	4,000.00	4,000.00	2,831
203.453632.713100.00000	WINTER MAINT.-SNOW REMOVAL	VACATION/SICK/PERSONAL LEAVE	453632	-	-	-	-
203.453632.715300.00000	WINTER MAINT.-SNOW REMOVAL	FRINGE BENEFITS - FIXED	453632	188,227.06	186,608.00	186,608.00	101,940
203.453632.715400.00000	WINTER MAINT.-SNOW REMOVAL	FRINGE BENEFITS - VARIABLE	453632	51,724.13	70,000.00	70,000.00	31,148
203.453632.742100.00000	WINTER MAINT.-SNOW REMOVAL	FUEL	453632	-	20,000.00	20,000.00	20,000
203.453632.742500.00000	WINTER MAINT.-SNOW REMOVAL	MATERIALS	453632	24,230.78	75,000.00	75,000.00	75,000

203.453632.745200.00000	WINTER MAINT.-SNOW REMOVAL	EQUIPMENT RENTAL	453632	89,506.70	350,000.00	350,000.00	385,000
				545,474.73	915,608.00	915,608.00	803,165.00
203.453634.702000.00000	ACT 51 ADMIN & ENGINEERING	SALARIES	453634	97,758.37	76,000.00	76,000.00	76,000
203.453634.706000.00000	ACT 51 ADMIN & ENGINEERING	HOURLY WAGES	453634	19,809.32	25,000.00	25,000.00	25,000
203.453634.708000.00000	ACT 51 ADMIN & ENGINEERING	OVERTIME - SALARY	453634	-	-	-	-
203.453634.712000.00000	ACT 51 ADMIN & ENGINEERING	LONGEVITY	453634	-	3,000.00	3,000.00	3,000
203.453634.713100.00000	ACT 51 ADMIN & ENGINEERING	VACATION/SICK/PERSONAL LEAVE	453634	-	-	-	-
203.453634.715300.00000	ACT 51 ADMIN & ENGINEERING	FRINGE BENEFITS - FIXED	453634	123,954.05	122,888.00	122,888.00	125,000
203.453634.715400.00000	ACT 51 ADMIN & ENGINEERING	FRINGE BENEFITS - VARIABLE	453634	32,328.00	35,000.00	35,000.00	35,000
203.453634.741600.00000	ACT 51 ADMIN & ENGINEERING	ADMINISTRATIVE CHARGES	453634	61,527.00	63,065.00	63,065.00	63,065
203.453634.743700.00000	ACT 51 ADMIN & ENGINEERING	ENGINEERING	453634	895,493.00	931,900.00	931,900.00	741,521
203.453634.743700.x	ACT 51 ADMIN & ENGINEERING	INFORMATION TECHNOLOGY ALLOC	453634	-	-	-	150,121
203.453634.745230.00000	ACT 51 ADMIN & ENGINEERING	EQUIPMENT RENTAL	453634	-	-	-	-
				1,230,869.74	1,256,853.00	1,256,853.00	1,218,707.00
203.453636.741000.00000	TRAFFIC MAINTENANCE	MISCELLANEOUS OPERATING	453636	-	1,000.00	1,000.00	1,000
203.453636.742000.00000	TRAFFIC MAINTENANCE	SUPPLIES	453636	82.33	1,500.00	1,500.00	1,000
203.453636.742500.00000	TRAFFIC MAINTENANCE	MATERIALS	453636	11,022.36	18,000.00	18,000.00	18,000
203.453636.746200.00000	TRAFFIC MAINTENANCE	EQUIPMENT REPAIR & MAINTENANCE	453636	12,716.67	70,000.00	70,000.00	60,000
203.453636.974198.00000	TRAFFIC MAINTENANCE	SIGNALIZATION & MODERNIZING	453636	1,203.49	-	-	-
203.453636.974198.54046	SIGNALIZATION & MODERNIZATION	SIGNALIZATION & MODERNIZING	453636	40,568.94	25,000.00	25,000.00	25,000
				65,593.79	115,500.00	115,500.00	105,000.00
203.453638.741000.00000	BEAUTIFICATION	MISCELLANEOUS OPERATING	453638	-	-	-	-
				-	-	-	-
203.873635.991410.00000	DEBT SERVICE	OP TFR 410 FUND	873635	-	-	-	-
				-	-	-	-
203.874400.741855.00000	LOCAL STREET DEBT SERVICE	BOND ISSUE COSTS	874400	-	-	-	-
203.874400.981000.00000	LOCAL STREET DEBT SERVICE	PRINCIPAL	874400	685,459.00	440,700.00	440,700.00	458,250
203.874400.982000.00000	LOCAL STREET DEBT SERVICE	INTEREST	874400	200,196.75	178,308.00	178,308.00	160,680
203.874400.741835.00000	LOCAL STREET DEBT SERVICE	ADVISORY/AGENT FEES	874400	510.00	-	-	-
				886,165.75	619,008.00	619,008.00	618,930.00
203.933690.970000.00001	CSO 016/017 CONSTRUCTION	CAPITAL OUTLAY/CONSTRUCTION	933690	-	-	-	-
203.933690.970000.00002	CSO 034D CONSTRUCTION	CAPITAL OUTLAY/CONSTRUCTION	933690	-	-	-	-
203.933690.970000.20183	CSO 016/017 CONSTRUCTION LS	CAPITAL OUTLAY/CONSTRUCTION	933690	17,703.77	-	-	-
203.933690.970000.20184	CSO 034D CONSTRUCTION LS	CAPITAL OUTLAY/CONSTRUCTION	933690	59,714.42	-	-	-
203.933690.970000.50028	2018 MTF BOND	CAPITAL OUTLAY/CONSTRUCTION	933690	-	-	-	-
203.933690.974100.61433	NEIGH INFRA IMP PROG	STREETS/CURB & GUTTER	933690	-	-	-	-
				77,418.19	-	-	-
				8,894,598.60	10,778,162.00	10,778,162.00	13,334,693.00

Parks and Recreation

Description

The Department of Parks and Recreation creates community through people, parks and programs. The mission of the Parks and Recreation Department is to enhance the quality of life through the preservation and maintenance of park lands, the provision of quality leisure time activities, and the provision of special facilities which would otherwise not be available to the Lansing residents. The Department accomplishes this mission in the following ways:

- Organization of youth, adult, and senior citizen recreational programming in parks, community centers, schools, swimming pools, nature center, and historic home.
- Regular maintenance of all parks and natural areas owned by the City of Lansing, including maintenance of Lansing's urban forest areas through regular cycles of tree planting, fertilization, and trimming.
- Providing burial services and cemetery maintenance at the City's three municipal cemeteries.
- Providing public golf opportunities at Groesbeck Golf Course which support recreational and league play in the area
now managed by the Lansing Entertainment and Facilities Authority (LEPFA).
- Supporting youth through the teaching of life-skills through The First Tee of Mid-Michigan program at Sycamore Creek Golf Academy.
- Provision of special recreation facilities such as Ranney Skate Park, Soldan Dog Park, Gier Park BMX Bicycle Track,
Cooley Gardens, Frances Park Rose Garden and the Lansing River Trail linear park.
- Sustaining working partnerships with the Lansing School District, Ingham County Parks and Recreation, Michigan Department of Natural Resources, Michigan Natural Resources Trust Fund, Michigan Department of

Organization

The Parks and Recreation Department consists of four separate divisions:

Administration

The Administration Division includes Management and Business Administration, Park Design, Planning and Research, and the staff support for park and pavilion rentals, event planning and support services for both the General Fund and the Enterprise Fund programs. The Management and Business Administration section is responsible for the salary, hourly, Temporary Employment Agreements, and seasonal payroll and time cards. This section also processes procurement card reconciliations, accounts payable and receivable, and processes paperwork for yearly employee evaluations and step increases.

(continued)

Parks and Recreation

Organization (continued)

Field Services

Funding for Field Services which includes; Forestry, Grounds and Landscape Maintenance, and Athletic Field and Pool Maintenance, is located in this part of the budget. Staffing for these activities now resides in the Public Service Department. Below is a description of these services.

The Forestry Section of the Field Services Division is responsible for maintenance of safe and healthy trees in City parks and on City streets. Care includes trimming and removal of dead, damaged or diseased trees and limbs from these areas. They also maintain and stock a city nursery, which provides trees for residential streets, parks, cemeteries, and golf course plantings as needed. Grounds & Landscape Maintenance Section is responsible for care and maintenance of turf, shrubs, ornamental trees and flowers, as well as planting new growth for the next season. They also handle repair of tables, benches, signs and playground equipment, as well as ice and snow removal on trails, parking areas, and park sidewalks during the winter season. Athletic Fields and Pool Maintenance is responsible for the maintenance of City athletic fields and the public outdoor pools at Hunter and Moores Parks, as well as Cemetery burials and grounds maintenance (see Cemetery Fund).

Leisure Services

The Leisure Services Division operates recreation programs at four Community Centers (Gier, Foster, Letts, Schmidt), Special Recreation Services (Hunter and Moores Swimming Pools, Kids Camp, City Wide Special Events and Therapeutic Recreation) and Lifetime Sports. The division also operates specialized facilities such as the Turner-Dodge House (historic home) and the Fenner Nature Center. Programming at the Fenner Nature Center is conducted by the Fenner Conservancy.

Golf Operations

The Sycamore Driving Range and Practice Facility is operated by The First Tee of Mid- Michigan, and is located at 1526 E. Mount Hope Avenue. This program provides quality instruction on the game of golf for youth and adults. The First Tee of Mid-Michigan operates the driving range, which is open to the public for practice.

Facilities

Programmed recreation sites are Letts, Gier, Schmidt and Foster Community Centers; Groesbeck Golf Course; Sycamore Golf Academy and Driving Range; Lansing River Trail; Moore's Park and Hunter Park swimming pools; Fenner Nature Center; the Turner-Dodge House; Davis, Gier, Ranney, Sycamore, Davis and Kircher Park ball fields. We have several neighborhood parks and athletic fields throughout the city where recreation programming occurs throughout the year. We also provide several facilities for rental which includes Frances Park Rose Garden and overlook, and Cooley Gardens.

Parks and Recreation
Fiscal Year July 1, 2023 - June 30, 2024
Department Summary

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
<u>Parks and Recreation</u>					
General Fund Parks & Recreation	9,131,774	9,380,212	9,380,212	9,335,135	-0.5%
Cemeteries	126,395	922,650	922,650	991,827	7.5%
Golf Fund	164,877	100,000	100,000	100,383	0.4%
Parks Capital Improvements	744,126	1,843,000	1,843,000	1,886,290	2.3%
Total Expenditures	10,167,173	12,245,862	12,245,862	12,313,635	0.6%

Budgetary Explanation

Information for the Parks and Recreation Department's various funds is provided in the following pages.

Parks and Recreation
Fiscal Year July 1, 2023 - June 30, 2024
General Fund Parks and Recreation

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	3,028,888	3,998,555	3,998,555	3,862,523	-3.4%
Retirement/Fixed Benefits	1,959,948	1,760,599	1,760,599	1,436,822	-18.4%
Total Personnel	4,988,836	5,759,154	5,759,154	5,299,345	-8.0%
Operating					
Department Operations	2,811,053	2,460,576	2,460,576	2,784,076	13.1%
Information Technology Charge	157,386	161,749	161,749	169,874	5.0%
Fleet/Equipment Charge	1,174,499	933,000	933,000	1,027,000	10.1%
City 311 Service	-	65,733	65,733	54,840	-16.6%
Total Operating	4,142,938	3,621,058	3,621,058	4,035,790	11.5%
Total Expenditures	9,131,774	9,380,212	9,380,212	9,335,135	-0.5%

Budgetary Explanation

No significant operation changes are budgeted directly in the Parks and Recreation general fund budget for FY 2024 other than increases to contractual services and equipment rentals.

Parks and Recreation
Fiscal Year July 1, 2023 - June 30, 2024
Municipal Cemeteries Enterprise Fund

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Personnel					
Active Personnel	319,273	370,365	370,365	410,031	10.7%
Retirement/Fixed Benefits	(542,039)	157,368	157,368	188,532	19.8%
Total Personnel	(222,766)	527,733	527,733	598,563	13.4%
Operating					
Department Operations	321,161	318,917	318,917	345,264	8.3%
Fleet/Equipment Charge	-	48,000	48,000	48,000	0.0%
Total Operating	321,161	366,917	366,917	393,264	7.2%
Transfers	28,000	28,000	28,000	-	-100.0%
Total Expenditures	126,395	922,650	922,650	991,827	7.5%

Budgetary Explanation

No significant operation changes are budgeted directly in the Cemetery enterprise fund budget for FY 2024 other than increases to utilities.

Parks and Recreation
Fiscal Year July 1, 2023 - June 30, 2024
Municipal Golf Courses Enterprise Fund

	FY 2022 Actuals	FY 2023 Adopted Budget	FY 2023 Projected Budget	FY 2024 Proposed Budget	Percent Change
<u>Department Appropriation</u>					
Operating					
Department Operations	164,877	100,000	100,000	100,383	0.4%
Total Operating	164,877	100,000	100,000	100,383	0.4%
Capital	-	-	-	-	
Total Expenditures	164,877	100,000	100,000	100,383	0.4%

Budgetary Explanation

Most of the changes for FY 2024 are supporting LEPFA's operation of the City's golf facility.

FY 2023/2024 Use of Park Millage Funds

RESOURCES	
1 mill of City's operating levy	2,551,500
	<u>2,551,500</u>
USES	
<u>Subsidies</u>	
Cemetery Fund Subsidy	527,827
Golf Fund Subsidy	100,383
Kids Camps (General Fund)	37,000
Amount Used for General Fund Operations & Maintenance	<u>665,210</u>
<u>Capital Projects</u>	
Grant Match	600,000
Citywide Parks Maintenance and Repair	200,000
Design Costs - Fenner/Corp Research Park	100,000
Playground Equipment/Renovations	416,290
Basketball Complex	325,000
One FitLots	160,000
Holiday Nights of Lights Structures	25,000
Ranney Skae Park Improvements	60,000
	<u>1,886,290</u>
Total Parks Millage Uses	<u><u>2,551,500</u></u>

A description of the above-referenced capital projects is available in the Capital Improvements Projects (CIP) section of this budget document.

Account	GL Desc	Object Desc	Cost	<u>FY 2022</u> <u>Actuals</u>	<u>FY 2023</u> <u>Adopted</u> <u>Budget</u>	<u>FY 2023</u> <u>Projected</u> <u>Budget</u>	<u>FY 2024</u> <u>Proposed</u> <u>Budget</u>
101.783810.702000.00000	BUSINESS & MGT DIV	SALARIES	783810	316,599.01	384,740.00	384,740.00	368,459.00
101.783810.702302.00000	BUSINESS & MGT DIV	SHIFT PREMIUM	783810	12.75	25.00	25.00	25.00
101.783810.706400.00000	BUSINESS & MGT DIV	WAGES - ELECTION INSPECTOR	783810	-	-	-	-
101.783810.707000.00000	BUSINESS & MGT DIV	TEMPORARY HELP	783810	5,801.92	-	-	-
101.783810.708000.00000	BUSINESS & MGT DIV	OVERTIME - SALARY	783810	62.49	500.00	500.00	500.00
101.783810.712000.00000	BUSINESS & MGT DIV	LONGEVITY	783810	4,000.00	4,500.00	4,500.00	2,500.00
101.783810.715300.00000	BUSINESS & MGT DIV	FRINGE BENEFITS - FIXED	783810	348,093.55	257,048.00	257,048.00	226,767.00
101.783810.715400.00000	BUSINESS & MGT DIV	FRINGE BENEFITS - VARIABLE	783810	92,181.14	155,504.00	155,504.00	135,831.00
101.783810.741000.00000	BUSINESS & MGT DIV	MISCELLANEOUS OPERATING	783810	52,237.54	55,000.00	55,000.00	55,000.00
101.783810.741001.00000	BUSINESS & MGT DIV	CORONAVIRUS MISC EXP	783810	-	-	-	-
101.783810.741860.00000	BUSINESS & MGT DIV	TAXES & ASSESSMENTS	783810	7,135.70	4,600.00	4,600.00	4,600.00
101.783810.741878.00000	BUSINESS & MGT DIV	FIREWORKS	783810	20,000.00	20,000.00	20,000.00	25,000.00
101.783810.742100.00000	BUSINESS & MGT DIV	FUEL	783810	873.10	2,400.00	2,400.00	1,000.00
101.783810.743000.00000	BUSINESS & MGT DIV	CONTRACTUAL SERVICES	783810	-	-	-	-
101.783810.743050.00000	BUSINESS & MGT DIV	TEMPORARY HELP-CONTRACTUAL	783810	1,769.63	-	-	-
101.783810.743311.00000	BUSINESS & MGT DIV	CITY 311 ALLOC	783810	-	65,733.00	65,733.00	54,840.00
101.783810.743720.00000	BUSINESS & MGT DIV	INFORMATION TECHNOLOGY ALLOC	783810	157,386.00	161,749.00	161,749.00	169,874.00
101.783810.744200.00000	BUSINESS & MGT DIV	TELEPHONE	783810	950.74	8,000.00	8,000.00	8,000.00
101.783810.745200.00000	BUSINESS & MGT DIV	EQUIPMENT RENTAL	783810	-	113,000.00	113,000.00	125,000.00
101.783810.747000.00000	BUSINESS & MGT DIV	TRAINING	783810	6,369.44	4,500.00	4,500.00	4,500.00
101.783810.748000.00000	BUSINESS & MGT DIV	INSURANCE & BONDS	783810	190,634.56	163,161.00	163,161.00	163,161.00
101.783810.960141.00000	BUSINESS & MGT DIV	ACTIVITY SCHOLARSHIPS	783810	3,499.50	17,500.00	17,500.00	17,500.00
101.783810.992000.00000	BUSINESS & MGT DIV	CONTINGENCY	783810	-	-	-	-
				1,207,607.07	1,417,960.00	1,417,960.00	1,362,557.00
101.783821.702000.00000	FORESTRY	SALARIES	783821	116,986.98	105,412.00	105,412.00	186,393.00
101.783821.706000.00000	FORESTRY	HOURLY WAGES	783821	346,483.66	481,296.00	481,296.00	559,180.00
101.783821.707014.00000	FORESTRY	UAW - SEASONAL	783821	25,748.27	35,767.00	35,767.00	34,296.00
101.783821.708000.00000	FORESTRY	OVERTIME - SALARY	783821	13,743.47	13,461.00	13,461.00	14,000.00
101.783821.709000.00000	FORESTRY	OVERTIME - HOURLY	783821	16,541.03	22,225.00	22,225.00	24,000.00
101.783821.712000.00000	FORESTRY	LONGEVITY	783821	-	16,367.00	16,367.00	14,337.00
101.783821.713100.00000	FORESTRY	VACATION/SICK/PERSONAL LEAVE	783821	-	86,683.00	86,683.00	90,000.00
101.783821.715300.00000	FORESTRY	FRINGE BENEFITS - FIXED	783821	650,596.22	645,001.00	645,001.00	516,166.00
101.783821.715400.00000	FORESTRY	FRINGE BENEFITS - VARIABLE	783821	169,764.10	217,727.00	217,727.00	157,717.00
101.783821.741000.00000	FORESTRY	MISCELLANEOUS OPERATING	783821	48,812.54	38,500.00	38,500.00	38,500.00
101.783821.741001.00000	FORESTRY	CORONAVIRUS MISC EXP	783821	-	-	-	-
101.783821.743000.00000	FORESTRY	CONTRACTUAL SERVICES	783821	39,000.00	10,000.00	10,000.00	40,000.00
101.783821.746100.00000	FORESTRY	BUILDING MAINTENANCE	783821	-	5,200.00	5,200.00	5,200.00
101.783821.747000.00000	FORESTRY	TRAINING	783821	-	5,000.00	5,000.00	5,000.00
101.783821.717700.00000	FORESTRY	ALLOWANCE-MECH CERTIFICATION	783821	-	-	-	2,500.00

101.783821.717200.00000	FORESTRY	ALLOWANCE - CLOTHING	783821	250.00	-	-	-
				1,427,926.27	1,682,639.00	1,682,639.00	1,687,289.00
101.783822.702000.00000	GROUPS & LANDSCAPE MAINT	SALARIES	783822	217,331.08	195,828.00	195,828.00	132,606.00
101.783822.706000.00000	GROUPS & LANDSCAPE MAINT	HOURLY WAGES	783822	291,210.23	404,516.00	404,516.00	397,819.00
101.783822.707014.00000	GROUPS & LANDSCAPE MAINT	UAW - SEASONAL	783822	246,752.40	342,760.00	342,760.00	268,056.00
101.783822.708000.00000	GROUPS & LANDSCAPE MAINT	OVERTIME - SALARY	783822	10,737.08	10,516.00	10,516.00	11,000.00
101.783822.709000.00000	GROUPS & LANDSCAPE MAINT	OVERTIME - HOURLY	783822	43,652.16	58,652.00	58,652.00	60,000.00
101.783822.712000.00000	GROUPS & LANDSCAPE MAINT	LONGEVITY	783822	4,500.00	12,500.00	12,500.00	10,200.00
101.783822.713100.00000	GROUPS & LANDSCAPE MAINT	VACATION/SICK/PERSONAL LEAVE	783822	-	66,080.00	66,080.00	70,000.00
101.783822.715300.00000	GROUPS & LANDSCAPE MAINT	FRINGE BENEFITS - FIXED	783822	595,482.21	590,361.00	590,361.00	367,217.00
101.783822.715400.00000	GROUPS & LANDSCAPE MAINT	FRINGE BENEFITS - VARIABLE	783822	210,323.08	244,756.00	244,756.00	112,205.00
101.783822.741000.00000	GROUPS & LANDSCAPE MAINT	MISCELLANEOUS OPERATING	783822	177,954.92	170,000.00	170,000.00	190,000.00
101.783822.741001.00000	GROUPS & LANDSCAPE MAINT	CORONAVIRUS MISC EXP	783822	-	-	-	-
101.783822.741860.00000	GROUPS & LANDSCAPE MAINT	TAXES & ASSESSMENTS	783822	-	-	-	-
101.783822.742100.00000	GROUPS & LANDSCAPE MAINT	FUEL	783822	72,424.68	50,000.00	50,000.00	55,000.00
101.783822.743000.00000	GROUPS & LANDSCAPE MAINT	CONTRACTUAL SERVICES	783822	341,107.00	365,000.00	365,000.00	460,000.00
101.783822.744000.00000	GROUPS & LANDSCAPE MAINT	UTILITIES	783822	176,906.62	150,000.00	150,000.00	150,000.00
101.783822.745200.00000	GROUPS & LANDSCAPE MAINT	EQUIPMENT RENTAL	783822	1,174,499.14	820,000.00	820,000.00	902,000.00
101.783822.746100.00000	GROUPS & LANDSCAPE MAINT	BUILDING MAINTENANCE	783822	-	8,404.00	8,404.00	8,404.00
101.783822.746200.00000	GROUPS & LANDSCAPE MAINT	EQUIPMENT REPAIR & MAINTENANCE	783822	-	-	-	-
101.783822.747000.00000	GROUPS & LANDSCAPE MAINT	TRAINING	783822	-	1,000.00	1,000.00	2,500.00
101.783822.717200.00000	GROUPS & LANDSCAPE MAINT	ALLOWANCE - CLOTHING	783822	250.00	-	-	-
				3,563,130.60	3,490,373.00	3,490,373.00	3,197,007.00
101.783830.702000.00000	LEISURE & SPECIAL REC DIV	SALARIES	783830	100,924.83	99,514.00	99,514.00	105,567.00
101.783830.712000.00000	LEISURE & SPECIAL REC DIV	LONGEVITY	783830	500.00	800.00	800.00	1,000.00
101.783830.715300.00000	LEISURE & SPECIAL REC DIV	FRINGE BENEFITS - FIXED	783830	74,070.45	58,321.00	58,321.00	62,658.00
101.783830.715400.00000	LEISURE & SPECIAL REC DIV	FRINGE BENEFITS - VARIABLE	783830	23,831.36	30,190.00	30,190.00	29,363.00
101.783830.741000.00000	LEISURE & SPECIAL REC DIV	MISCELLANEOUS OPERATING	783830	16,942.54	15,000.00	15,000.00	15,000.00
101.783830.741001.00000	LEISURE & SPECIAL REC DIV	CORONAVIRUS MISC EXP	783830	-	-	-	-
101.783830.741008.00000	LEISURE & SPECIAL REC DIV	BLDG RENTAL APPROPRIATIONS	783830	11,694.81	9,000.00	9,000.00	9,000.00
101.783830.744000.00000	LEISURE & SPECIAL REC DIV	UTILITIES	783830	360,634.39	325,000.00	325,000.00	350,000.00
101.783830.744302.00000	LEISURE & SPECIAL REC DIV	PUBLIC WATER-PARKS	783830	373,735.04	345,000.00	345,000.00	320,000.00
				962,333.42	882,825.00	882,825.00	892,588.00
101.783831.702000.00000	COMMUNITY CENTERS	SALARIES	783831	305,796.84	428,706.00	428,706.00	493,244.00
101.783831.702302.00000	COMMUNITY CENTERS	SHIFT PREMIUM	783831	460.53	700.00	700.00	700.00
101.783831.706400.00000	COMMUNITY CENTERS	WAGES - ELECTION INSPECTOR	783831	514.12	-	-	-
101.783831.707000.00000	COMMUNITY CENTERS	TEMPORARY HELP	783831	154,525.18	142,000.00	142,000.00	142,000.00
101.783831.707001.00000	COMMUNITY CENTERS	TEA - GAME	783831	1,398.00	-	-	-
101.783831.708000.00000	COMMUNITY CENTERS	OVERTIME - SALARY	783831	205.40	500.00	500.00	500.00
101.783831.712000.00000	COMMUNITY CENTERS	LONGEVITY	783831	3,500.00	3,500.00	3,500.00	3,500.00
101.783831.715300.00000	COMMUNITY CENTERS	FRINGE BENEFITS - FIXED	783831	179,540.37	130,579.00	130,579.00	183,935.00

101.783831.715400.00000	COMMUNITY CENTERS	FRINGE BENEFITS - VARIABLE	783831	79,193.94	123,818.00	123,818.00	123,888.00
101.783831.741000.00000	COMMUNITY CENTERS	MISCELLANEOUS OPERATING	783831	72,313.36	79,000.00	79,000.00	79,000.00
101.783831.741001.00000	COMMUNITY CENTERS	CORONAVIRUS MISC EXP	783831	18.74	-	-	-
101.783831.741015.00000	COMMUNITY CENTERS	TODD MARTIN NJTL	783831	-	-	-	-
101.783831.743000.00000	COMMUNITY CENTERS	CONTRACTUAL SERVICES	783831	462,001.66	425,000.00	425,000.00	425,000.00
101.783831.743050.00000	COMMUNITY CENTERS	TEMPORARY HELP-CONTRACTUAL	783831	8,584.30	-	-	-
101.783831.744200.00000	COMMUNITY CENTERS	TELEPHONE	783831	68,315.48	20,000.00	20,000.00	23,000.00
101.783831.747000.00000	COMMUNITY CENTERS	TRAINING	783831	35.00	-	-	-
				1,336,402.92	1,353,803.00	1,353,803.00	1,474,767.00
101.783832.702000.00000	LIFETIME SPORTS	SALARIES	783832	116,016.63	121,267.00	121,267.00	125,670.00
101.783832.702302.00000	LIFETIME SPORTS	SHIFT PREMIUM	783832	99.53	-	-	-
101.783832.707000.00000	LIFETIME SPORTS	TEMPORARY HELP	783832	4,010.47	9,500.00	9,500.00	9,500.00
101.783832.707001.00000	LIFETIME SPORTS	TEA - GAME	783832	22,644.46	23,500.00	23,500.00	25,000.00
101.783832.708000.00000	LIFETIME SPORTS	OVERTIME - SALARY	783832	-	1,000.00	1,000.00	500.00
101.783832.712000.00000	LIFETIME SPORTS	LONGEVITY	783832	500.00	500.00	500.00	500.00
101.783832.715300.00000	LIFETIME SPORTS	FRINGE BENEFITS - FIXED	783832	112,165.64	79,289.00	79,289.00	80,079.00
101.783832.715400.00000	LIFETIME SPORTS	FRINGE BENEFITS - VARIABLE	783832	32,355.50	43,595.00	43,595.00	40,317.00
101.783832.741000.00000	LIFETIME SPORTS	MISCELLANEOUS OPERATING	783832	47,772.67	40,000.00	40,000.00	40,000.00
101.783832.741001.00000	LIFETIME SPORTS	CORONAVIRUS MISC EXP	783832	-	-	-	-
101.783832.743000.00000	LIFETIME SPORTS	CONTRACTUAL SERVICES	783832	1,320.00	800.00	800.00	2,500.00
101.783832.743050.00000	LIFETIME SPORTS	TEMPORARY HELP-CONTRACTUAL	783832	495.00	-	-	-
101.783832.706400.00000	LIFETIME SPORTS	WAGES - ELECTION INSPECTOR	783832	-	-	-	-
				337,379.90	319,451.00	319,451.00	324,066.00
101.783833.702000.00000	SPECIAL RECREATION SERVICES	SALARIES	783833	-	-	-	-
101.783833.707000.00000	SPECIAL RECREATION SERVICES	TEMPORARY HELP	783833	777.91	35,000.00	35,000.00	35,000.00
101.783833.707014.00000	SPECIAL RECREATION SERVICES	UAW - SEASONAL	783833	-	-	-	-
101.783833.715400.00000	SPECIAL RECREATION SERVICES	FRINGE BENEFITS - VARIABLE	783833	5,300.95	7,350.00	7,350.00	7,350.00
101.783833.741000.00000	SPECIAL RECREATION SERVICES	MISCELLANEOUS OPERATING	783833	162,979.53	59,000.00	59,000.00	175,000.00
101.783833.741001.00000	SPECIAL RECREATION SERVICES	CORONAVIRUS MISC EXP	783833	-	-	-	-
101.783833.741005.00000	SPECIAL RECREATION SERVICES	SECURITIES LENDING EXPENDITURE	783833	-	-	-	-
101.783833.741015.00000	SPECIAL RECREATION SERVICES	TODD MARTIN NJTL	783833	68,261.30	-	-	60,000.00
101.783833.743000.00000	SPECIAL RECREATION SERVICES	CONTRACTUAL SERVICES	783833	200.00	20,000.00	20,000.00	20,000.00
101.783833.744000.00000	SPECIAL RECREATION SERVICES	UTILITIES	783833	625.87	-	-	-
				238,145.56	121,350.00	121,350.00	297,350.00
101.783836.707000.00000	TURNER-DODGE HOUSE	TEMPORARY HELP	783836	20,106.99	28,000.00	28,000.00	28,000.00
101.783836.715400.00000	TURNER-DODGE HOUSE	FRINGE BENEFITS - VARIABLE	783836	1,538.18	2,300.00	2,300.00	2,300.00
101.783836.741000.00000	TURNER-DODGE HOUSE	MISCELLANEOUS OPERATING	783836	3,428.52	19,300.00	19,300.00	5,000.00
101.783836.748000.00000	TURNER-DODGE HOUSE	INSURANCE & BONDS	783836	-	5,211.00	5,211.00	5,211.00
101.783836.743000.00000	TURNER-DODGE HOUSE	CONTRACTUAL SERVICES	783836	-	-	-	-
				25,073.69	54,811.00	54,811.00	40,511.00
101.783837.741000.00000	FENNER NATURE CENTER	MISCELLANEOUS OPERATING	783837	2,867.65	-	-	2,000.00

101.783837.743000.00000 FENNER NATURE CENTER

101.783838.741000.00000 CONTINUING EDUCATION

101.783870.707000.00000 PARKS MILLAGE

101.783870.715400.00000 PARKS MILLAGE

101.783870.741000.00000 PARKS MILLAGE

CONTRACTUAL SERVICES

MISCELLANEOUS OPERATING

TEMPORARY HELP

FRINGE BENEFITS - VARIABLE

MISCELLANEOUS OPERATING

783837	20,000.00	20,000.00	20,000.00	20,000.00
	22,867.65	20,000.00	20,000.00	22,000.00
783838	-	-	-	-
	-	-	-	-
783870	10,132.27	35,000.00	35,000.00	35,000.00
783870	775.14	2,000.00	2,000.00	2,000.00
783870	-	-	-	-
	10,907.41	37,000.00	37,000.00	37,000.00
	9,131,774.49	9,380,212.00	9,380,212.00	9,335,135.00

BY THE COMMITTEE OF THE WHOLE
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the City of Lansing and Local 421 of the International Association of Fire Fighters have negotiated a collective bargaining agreement (the "CBA") for the period covering July 1, 2022 through June 30, 2026, which is summarized in the Tentative Agreement Document approved by the parties ("Tentative Agreement") and which contains the changes to the prior CBA; and

WHEREAS, the Union membership ratified this agreement on April 12, 2023; and

WHEREAS, the Mayor recommends the CBA, as summarized in the Tentative Agreement, be approved.

NOW, THEREFORE BE IT RESOLVED, that the City Council hereby ratifies the Tentative Agreement of the parties for the CBA between the City of Lansing and Local 421 of the International Association of Fire Fighters for the period covering July 1, 2022 through June 30, 2026.

Approved for placement on the City Council
Agenda:

Jim Smiertka, City Attorney

Date