



MINUTES
Committee on City Operations
Monday, October 16, 2023 @ 3:30 p.m.
City Council Conference Room

CALL TO ORDER

Council Member Spadafore called the meeting to order at 3:30 p.m.

PRESENT

Council Member Spadafore, Chair
Council Member Hussain, Vice-Chair
Council Member Kost, Member

OTHERS PRESENT

Sherrie Boak, Council Office Manager
Emily Linden, Internal Auditor
Lisa Hagen-Lawrence, OCA
Matt Staples, OCA
Walter Allen, Code Compliance Manager
Julie Reinhart, Downtown Lansing Inc.
Jen Estill, Downtown Lansing Inc.
Karl Dorshimer, LEDC

MINUTES

MOTION BY COUNCIL MEMBER KOST TO APPROVE THE MINUTES FROM SEPTEMBER 11, 2023, AND SEPTEMBER 25, 2023 AS PRESENTED. MOTION CARRIED 3-0.

PUBLIC COMMENT

No public comment at this time.

Discussion/Action

RESOLUTION – Reappointment; Frank Lee as an At-Large member of the Human Relations and Community Services Advisory Board for a term to expire June 30, 2027

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR THE REAPPOINTMENT; FRANK LEE AS AN AT-LARGE MEMBER OF THE HUMAN RELATIONS AND COMMUNITY SERVICES ADVISORY BOARD FOR A TERM TO EXPIRE JUNE 30, 2027. MOTION CARRIED 3-0.

RESOLUTION – Reappointment; Versey Williams as the 3rd Ward member of the Human Relations and Community Services Advisory Board for a term to expire June 30, 2027

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR THE REAPPOINTMENT; VERSEY WILLIAMS AS THE 3RD WARD MEMBER OF THE HUMAN RELATIONS AND COMMUNITY SERVICES ADVISORY BOARD FOR A TERM TO EXPIRE JUNE 30, 2027. MOTION CARRIED 3-0.

RESOLUTION – Claim Appeal #1962; Mark Parker for \$661 in trash violation fees at 711 Irvington Avenue

MOTION BY COUNCIL MEMBER HUSSAIN TO REMOVE FROM THE TABLE FOR CLAIM APPEAL #1962; MARK PARKER FOR \$661 IN TRASH VIOLATION FEES AT 711 IRVINGTON AVENUE. MOTION CARRIED 3-0.

Council Member Spadafore noted this was noticed to the wrong person and the claimant was not the owner, but the tenant. Per OCA Committee should discharge.

MOTION BY COUNCIL MEMBER HUSSAIN TO DISCHARGE THE RESOLUTION FOR THE CLAIM APPEAL #1962; MARK PARKER FOR \$661 IN TRASH VIOLATION FEES AT 711 IRVINGTON AVENUE. MOTION CARRIED 3-0.

RESOLUTION – Setting a Public Hearing on the Special Assessment; Principal Shopping District 2023 Roll

Ms. Reinhart noted the rates have not been raised since 2017. They are proposing the individual property cap from \$10,000 to \$17,534, the annual assessment increase by 5% annually for next 3 years, then after that reassess every five years going forward. They would like surface parking lots and vacant lot assessment to be the same as first floor retail to encourage development, and recommend Zone C assessment be 50% of Zones A & B. They are currently at \$0. For non-profit cap they are proposing from 40% of the proposed assessment rate to 75%. Ms. Frischman confirmed all those have been included in the roll in front of Committee. They \$10,000 to \$17,534 is regulated by the State, the initial \$10,000 and the CPI by law. The other proposed changes, there have not been any increases since 2017, and the parking lots/vacant lot changes have just as much benefit from the DLI activities as first floor uses. They have taken out the non-profit application since they are already on the roll as non-profit.

Council Member Hussain confirmed with Ms. Frishman that the roll for action reflects the changes, and it was confirmed.

Mr. Dorshimer noted that this is updating to where it should be, not just the amounts but the types. This will provide a steady source of income.

Council Member Spadafore asked the bottom line, and Ms. Frishman stated it is about \$200,000. DLI added it catches them up to the operating needs and they have more staff now. Ms. Frischman added that the total collected would be \$549,000.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION IN SETTING A PUBLIC HEARING ON THE SPECIAL ASSESSMENT; PRINCIPAL SHOPPING DISTRICT 2023 ROLL. MOTION CARRIED 3-0.

DISCUSSION – Lansing City Council Rule 15 & 17 Amendments

Council Member Spadafore briefly spoke on the changes to rules that speak to the flow of meetings of Council, public comment on legislative matters at Council and Committees. There were budget funds on how to offer public comment. There is a procedure that people can sign up to speak, and proposing setting that timeline so the zoom link is provided to the public. Will

be meeting with City TV to find out what they are capable to do, and this conference room can handle ZOOM, and Council Chambers is available. Once determine what is capable by City TV will propose draft language to the Committee. There might be different options for Council and Committees based on the set up.

Other

No other topics.

Adjourn

Adjourned at 3:44 pm

Submitted by Sherrie Boak

Recording Secretary, Lansing City Council

Approved by the Committee on October 30, 2023