AGENDA

Committee of the Whole
AGENDA FOR OCTOBER 30, 2023 AT 5:30 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. October 16, 2023

B. October 19, 2023 - Joint Committee of the Whole and BWL

4. Public Comment on Agenda Items (Up to 3 Minutes)

5. Presentations:

C. Capital Regional Airport Update- Nicole Noll-Williams

D. Community Relations Liaison Report - Lucianna Solis

E. Public Safety Complex Update - River Caddis

6. Discussion/Action:

F. RESOLUTION - City Council Meeting Schedule for 2024

G. RESOLUTION - Repeal & Void Resolution 2022-113; Sale of Parking Lot #50

H. DISCUSSION - Outstanding Questions on Requested Reports in the Budget Policies from the Adopted FY 2023/2024 Budget Resolution

  I. Report on the Cost of Warming and Cooling Centers-Follow Up from Administration

  J. Report on Stump Grinding- Follow Up from Administration

K. DISCUSSION/ORDINANCE - Amendment to Chapter 240; clarify the role of the Human Relations and Community Services (HRCS) Advisory Board

L. DISCUSSION/ORDINANCE - Amendment to Chapter 273; clarify the role of the Human Relations and Community Services (HRCS) Advisory Board

7. Other

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.

DRAFT

MINUTES
Committee of the Whole
Monday, October 16, 2023 @ 5:30 p.m.
Tony Benavides Lansing City Council Chambers

CALL TO ORDER
Council President Wood called the meeting to order at 5:30 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, City Attorney
Lisa Hagen-Lawrence, City Attorney
Emily Linden, Internal Auditor
Mark Lawrence, Mayor's Office
Elizabeth O'Leary, HR Director
Dominic Cochran, City TV
Kim Coleman, HRCS Director
Loretta Stanaway
Michael Lynn
Erika Lynn

Minutes
MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE MINUTES FROM SEPTEMBER 18, 2023. MOTION CARRIED 8-0.

Public Comment
Ms. Stanaway spoke on the cost of warming and cooling centers agenda item, noting there was an RFP request in the paper for a warming center at LETTS.

Mr. Lynn asked Council to on the warming and cooling centers, asked them to not take action on the HRCS ordinance. He then asked them to speak to the HR Director on funding for the fire department and fire department hiring. He concluded by informing the Council he plans to file an ethics complaint in the future.

Ms. Lynn voiced support for warming and cooling centers, and asked Council not to consider any amendments on the HRCS ordinances. She also spoke briefly on an ethics complaint they will be filing, hoping Council would pursue seeking outside counsel.

Presentations
City of Lansing Human Resource Department

Council President Wood briefly spoke on previous meetings where department directors or representative have been present. Council has questions that they need to have answered, questions from the public, constituents, or employees. She asked the Committee to allow Ms. O'Leary to answer any question, but also make sure they ask the questions they have been asked to ask from their public and constituents.

Ms. O'Leary spoke briefly on the HR Department and the hiring practices of the City. The overview of the process begins with the department, then a kick of meeting. This meeting addresses job description and if there are significant changes, then per union contracts, some descriptions go to the union. Ms. O'Leary spoke briefly on the next steps with the assessments of applicants, background checks, and on boarding. Each position might be different based on the position. Regarding a timeline, they are assessing the process to address the efficiencies in the department. Dependent on the position this could be 3-6 months. Regarding if the HRCS DEI Manager is on the hiring process, and Ms. O'Leary confirmed they are not, but they are reviewing the processes. In HR there is a vacancy in the health and wellness tech, the retirement position, two hiring specialist positions have been filled. Regarding if OCA is included in hiring, and Ms. O'Leary stated they have been made aware of an issue with the HRCS investigator position and will address this in the future.

Council Member Garza asked if they are assessing moving the process along faster. Ms. O'Leary stated they have looked at and doing some phases at the same time. They are working in the best practices and hiring practices for the City. Council Member Garza asked if they have reviewed other municipalities to see if competitive with wages. Ms. O'Leary stated that with last contracts with 3% has helped, there are 19 recruits recently and 12 going through. There is a push on background to make things expeditious. Council Member Garza asked about reclassification, and if that gets done before HR. Ms. O'Leary stated the hiring specialist do reclassifications also, which entails a desk audit, notes are sent back to the incumbent, and then sent to the outside counsel Segal. She expanded on what the hiring specialists do.

Council Member Kost asked if they have reached out to the State on their hiring practices. Ms. O'Leary introduced Kyla Moore, Deputy HR Director, and stated she has the experiences.

Council Member Hussain asked if it 3-6 months from the start when hearing from the director to the filling. The average time is 3-6 weeks, and asked if there are two different windows. Ms. O'Leary confirmed it is the whole process. Council Member Hussain asked what average time from posting to hire. Ms. O'Leary stated depends on the position. Council Member Hussain asked if there is a way to look at that. He then asked how many employees in HR, and was told 15 FTE, and some temporary employees for hiring. He asked for what best practice is, and if HR has routinely requested in their budget for more staff. Ms. O'Leary stated she will always ask for more staff. Currently there are 3 FTE hiring specialists, one manager and one starting Monday. There is a capacity issue to hiring, and defensible, and they continue to look at processes to see what efficiencies they can make.

Council Member Kost asked how many positions vacant in the City. Ms. O'Leary stated 162, there are 25 firefighters Monday, 12 slated for January going through vetting. Council Member Kost asked out of the 162 how many vacant. Council President Wood noted that on the website there is not a huge list of vacant positions, and asked if there is a way to show all vacant not just the ones filling. Ms. O'Leary stated if there are vacant positions listed that are not posted, it would be confusing.

Council Member Brown referred to the process noted, and asked if there is a process for prioritizing key positions. Ms. O'Leary explained that directors send a priority list, and if high priority that will take precedence over others depending on the list. Council Member Brown asked how long the commission investigator and DEI was vacant. Ms. O'Leary stated August on DEI in 2023, would check, and the investigator was July 2023. Council Member Brown asked about internal hiring and external hiring for streamlining process vetting. Ms. O'Leary stated internal not doing the extended vetting. Council Member Brown asked about hiring specialist role. Ms. O'Leary stated each specialist hires for multiple departments, and she outlined what department each specialist does.

Council Member Spitzley asked if there is a capacity issue, and do they need more people. Ms. O'Leary confirmed. Council Member Spitzley noted that at one point there was DEI Manager and asked that the DEI Manager is involved in the hiring and vetting. She was encouraged by an earlier comment by Ms. O'Leary that there is a diverse panel in hiring. She asked about HR staffing on the employee complaints. Ms. O'Leary stated that is another area of HR and needs to be looked at for additional support. Council Member Spitzley that employees need to be able to come to HR for their issues and support.

Council Member Jackson acknowledged the challenges in the hiring.

Council Member Brown stepped away at 6:09 p.m.

Council Member Jackson continued the discussion on any recommendations for City Council to make the process better in filling the positions quickly. Ms. O'Leary assured the Committee that they are assessing each process.

Council Member Brown returned to the meeting at 6:10 p.m.

Regarding implementation, with LPD they are doing some steps consistently at the same time to shorten processes.

Council Member Hussain acknowledged the work HR does, but regards to the process piece, and what the anticipated date of having that study done on their assessment. Ms. O'Leary stated in 6 months, because key is talking to the team, and she wanted their input and valued and taken into consideration before any decisions are made. Council Member Hussain then spoke on lateral moves. Ms. O'Leary stated it depends on the priority of the department.

Council Member Jackson stepped away from the meeting at 6:13 p.m.

Council Member Hussain provided an example of filling positions and asked she was ever asked to keep a position vacant. Ms. O'Leary stated she cannot confirm that was stated to her, but they will tell her what they have prioritized.

Council Member Brown asked if there is a benchmark at full capacity, and it appears an assessments will come in the future.

Council Member Kost noted there are 24 posted on the website, and asked if there is something that can be improved in posting positions. Ms. O'Leary stated they are looking at the efficiencies.

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

Council Member Kost asked how many candidates are missed, because they have taken another job during the process. Ms. O'Leary stated they would see if they can capture that information.

Council Member Spadafore noted the vacancy factor report last submitted, and asked if there is a review of the list of vacancies, and does HR look at those and determine if those will never be filled. Ms. O'Leary stated they have not considered that, but busy making sure they are looking at that. Council Member Spadafore stated it would be helpful for Council to know for funding if those positions will ever be filled.

Council Member Hussain encouraged them to be careful, that if vacant for years, some people are concerned with lack of services.

Council President Wood asked Ms. O'Leary about the process of posting, if she has worked with department directors and retirement to see the potential of retiring within a year, to move forward with "pre-work" in having those positions filled. Ms. O'Leary stated succession planning is huge on their list. Council President Wood asked about contracts and if there is a provision on how long those can be vacant, and Ms. O'Leary confirmed and they are working with the UAW on efficiencies. Council President Wood noted some contracts have issues with "contract" positions, instead of hiring FTE.

Council Member Garza asked about postings, in relation to red tag properties and building safety and code positions, and why those are not on there. Ms. O'Leary stated she would provide an answer in writing on why that.

Council President Wood noted that an LFD station was taken offline for 4 hours, because no staffing. Ms. O'Leary reiterated there are a number starting Monday. Regarding the station unstaffed, there were positions out taking testing that day. Committee encouraged the third party that sets the testing up work on scheduling in the future. Ms. O'Leary stated that would be best to be asked of the Fire Chief.

Council Member Kost asked for the number of contractual workers doing union jobs that are vacant. Ms. O'Leary confirmed she could get that information to Council.

Ovation Center Update
Mr. Cochran informed the Committee that there is a name change of MSUFCU Ovation Center with their investment for naming rights. Currently they are focused on a version of the project and will continue to fundraise to enhance the project.

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

Mr. Cochran noted they are in the process of filling gap in funding for enhanced services. In the meantime they are doing site work, soil testing, and will put out an RFP for brand identity.

Council Member Spitzley returned to the meeting at 6:31 p.m.

The overall timeline, Mr. Cochran stated, was to open in fall 2025.

Council President Wood stated the project was $20 million and asked what it is now. Mr. Cochran confirmed they still have the $20 million project, but does not have the mezzanine level, and this is a gateway to downtown Lansing, so expanding will have more of a presences. The new amount they are looking at is $26-$27 million, and they will not be coming to City Council for more money. The entire block is a Brownfield plan and leveraging that would be great. There are no additional requests for the City, and the bond was for $20 million and the only amount on the books would be the amount that would be paid by PEG fees, as long as everything is successful.

Council President Wood then noted a memo from Mr. Cochran on a sole source they were moving forward. She then asked when that sole source would be brough to Council, and a contract was already signed in June. Mr. Cochran stated a memo was sent to the Mayor. Council President Wood stated there is a process. Mr. Smiertka stated it was sent to Council and the Clerk, and later told it needed to be in LF. Council President Wood noted the contract was signed in June, and the memo came to Council in August.

Council President Wood stated the ordinance is specific that the sole source comes before the contract is signed.

Council Member Spitzley asked where the City is financially. Mr. Cochran stated they are fully funded; 100%, which is $18.5 million and continuing to fund raise. Council Member Spitzley asked about the earlier Brownfield statement asked if they anticipate for a TIF as a result of the block being a Brownfield. Mr. Cochran stated he does not have the answer but anticipates a brownfield.

Council Member Spadafore, asked OCA, if this is City owned and tax exempt then there is no Brownfield eligibility. Council President Wood stated he is correct.

Council Member Hussain asked if they are contemplating capturing taxes.

Council Member Spadafore stepped away from the meeting 6:43 p.m.

Mr. Cochran stated he was anticipating capturing taxes from the neighboring properties. Council President Wood stated that he cannot anticipate capturing taxes on properties the City does not own.

Council Member Hussain asked if we have raised $1 million and where that came from. Mr. Cochran first clarified that the total financing they have already is $18.5 million, and their additional funding raising has brought close to $2 million, and they will continue to fundraise. Council Member Hussain asked about upkeep and maintenance and Mr. Cochran stated that the pro-form does take into upkeep as an allowance.

Council Member Spadafore returned to the meeting at 6:46 p.m.

Council President Wood requested that Mr. Cochran have the sole source on the October 30, 2023 Council meeting agenda for referral and it needs to follow the ordinance.

DISCUSSION/ACTION

RESOLUTION – Reappointment; Deshon Leek; 3rd Ward Member; LBWL

MOTION BY COUNCIL MEMBER GARZA TO APPROVE THE RESOLUTION FOR THE REAPPOINTMENT OF DESHON LEEK TO THE 3RD WARD MEMBER POSITION ON THE LBWL COMMISSION.

Council Member Jackson stated that the BWL Commissioners should have the specialized training to implement the goals they have set forth.

Council Member Brown spoke in support of the reappointment.

MOTION CARRIED 7-1.

DISCUSSION – Requested Reports in the Budget Policies from the Adopted FY 2023/2024 Budget Resolution; Cost of Warming and Cooling Centers; Stump Grinding; Community Mental Health Social Worker Housing Outreach Specialist

Consensus from the Committee to move this discussion to the October 30, 2023 meetings.

RESOLUTION – City Council Meeting Schedule for 2024

Consensus from the Committee to move this discussion to the October 30, 2023 meetings.

DISCUSSION/ORDINANCE - Amendment to Chapter 240, Section 240.02, 240.03, 240.04; Clarify role of Human Relations and Community Services (HRCS) Advisory Board
Consensus from the Committee to move this discussion to the October 30, 2023 meetings.

DISCUSSION/ORDINANCE -Amendment to Chapter 273, Section 273.01 and 273.04; Clarify Role of Human Relations and Community Services (HRCS) Advisory Board
Consensus from the Committee to move this discussion to the October 30, 2023 meetings.

OTHER
No other topics at this time.

Adjourn
The meeting adjourned at 6:52 p.m.
Respectfully Submitted by,
Sherrie Boak, Recording Secretary, Lansing City Council
Approved by the Committee

MINUTES
Committee of the Whole & BWL Commission
Thursday, October 19, 2023 @ 5:30 p.m.
Reo Depot 1201 S Washington Avenue

CALL TO ORDER
Council President Wood and Commission Member James called the meeting to order at 5:30 p.m.

PRESENT
Council Member Carol Wood
Council Member Jeremy Garza
Councilmember Adam Hussain
Councilmember Peter Spadafore- excused
Councilmember Patricia Spitzley -excused
Councilmember Brian T. Jackson
Councilmember Jeffrey Brown
Councilmember Ryan Kost
Commission Member Semone James
Commission Member David Price
Commission Member Sandra Zerkle
Commission Member Tony Mullen
Commission Member Beth Graham
Commission Member DeShon Leek
Commission Member Dale Schrader
Commission Member Tracy Thomas

OTHERS PRESENT
Sherrie Boak, Council Office Manager
Jim Smiertka, OCA
Dick Peffley, BWL
LaVella Todd, BWL
Elaine Fishoff
Loretta Stanaway

Public Comment
Ms. Fishoff spoke on climate action, reduction of greenhouse emissions, acknowledged BWL retiring of their coal plants, and concerns with burning of fossil fuels.

Ms. Stanaway spoke on the rate increases planned for December from LBWL.

Discussion:
BWL Update on Return on Equity Expectations
Mr. Peffley began his presentation stating the last year budget was $24.8 million and they paid $26.2 million. This year they are projected to make $26 million with the 1st quarter estimates in, so a projection of $6.7 million for that 1st quarter. This would be $60,000 more than

expected. They are monitoring the UAW strike but at this time do not see any issues effecting the budget amount.

BWL Update on Pleasant Grove Substation and Reopening of Pleasant Grove Road
Mr. Peffley informed everyone present that they are building four (4) new substations to replace Eckert, and one of the 4 is in this area. The road reopened October 2, 2023, and scheduled to come online September 2024 and then they disassemble the former and return to green space.

Council Member Hussain asked if they anticipated any Pleasant Grove road closures, and Mr. Peffley stated they do not.

Council Member Garza asked where the other three (3) he mentioned are going. Mr. Peffley listed the Grand River assembly plant on their property, at the old Schafer Bakery site, and an expansion on BWL property on Enterprise. He offered to follow up on those with the Council.

Council President Wood asked about the Schafer Bakery site, and when it was demolished, it went into the ground. This could question if they did any investigation of the site, and Mr. Peffley confirmed there were no deep footings, and he believes BBWL did due diligence on the property before they purchased it. Council President Wood asked if they had spoken to the neighbors, and Mr. Peffley acknowledged they had not because they are three (3) years out, but there is one across the street from this site, and that one will go away when the new one is operating.

BWL – Final Report on Storm Restoration – Reports by Ward Members
Mr. Peffley stated they do not have the ability to report storm restoration by Ward, in the City limits it was on southside of the BWL territory and the bulk of the work force was used there.

Future Changes to Response Efforts based on Lessons Learned and Financial Impact
Mr. Peffley acknowledged it was worse than 2013 ice storm with 830 downed wires, and 612 different outages. He confirmed that after 2013 they did an audit and adhere to those. This storm had restoration in 6 days, and 75% in 72 hours. Labor crews were brought in at $1 million per day, coming from New York, New Jersy, and other areas. They lost 185 transformers and were able to address those. Crews worked after the 6-day restoration because 200 customers that lost service masts off house, with private electricians replacing then working with BWL to get power back. The storm was a total cost of $9 million to BWL, and they are currently reaching out to see if any available funds for reimbursement. Mr. Peffley informed the Council that they are looking at what they can do better, but that report is not finalized yet, and one item they have found is that they only had 3 electricians listed on their website and so they have now added 7 private companies to the list.

Council Member Brown asked about previous conversations he has had with BWL on the vulnerable populations, and research on addressing those needs if this happens again. Mr. Peffly explained that they focus on the first fixes that will address the largest population.

Council President Wood asked about the vulnerability of seniors, and their needs to be addressed for health reasons. In the past there was a request for a data base so people can register that they need to get power to maintain their health. She asked how they handled those situations and if there are any ideas on how to generate additional information. Mr. Peffley confirmed BWL does have a data base they try to keep up, attempt to reach out and get updates, and they think they can work on better communications to let people know when they will get power back. He acknowledged he had done a presentation to the BWL Commission and could provide that at a future meeting of Council. Council President Wood encouraged them not to include in their plan direction to point to a computer or the internet because most seniors do not feel comfortable with those sources.

Ms. Zerkle supported statements by Council President Wood, but assured the Council that she believed BWL did not have any issues with the call center taking calls during the recent outage. Mr. Peffley stated they use a 3rd party call center; off site, and the outage map took 50,000 per minute, but once the storm moved through they were able to take calls. Council President Wood asked if BWL contacted the City 311 system and provided updates so they could inform their callers. Mr. Peffley could not provide a confirmation on that. Council President Wood asked how familiar BWL is with the 911 Center Smart data base. Mr. Peffley stated he was not familiar with it but would ask his staff. Council President Wood informed them people can register with 911 Smart Center, and this allows the resident to provide 911 with location of keys, if they are on oxygen, etc. and so BWL could work with them on the critical locations. Mr. Peffley stated they are not familiar with the 911 program but do have direct communication with LPD and LFD which was enhancement on this storm.

<u>BWL Update on Completion of the Erickson Groundwater Investigation</u>
Mr. Peffley assured the Council this is an ongoing investigation on sampling and monitoring which will take years, but they are working diligently. The process is lengthy and they have hired an independent consultant. There is a website created for reporting and they stay in contact with EGLE and the Health Department. Currently there is no indication that BWL has added to the level in the ground water. Will continue to work through the process until ready to submit final report to EGLE.

<u>BWL Update on Property Sales</u>
Mr. Peffley referenced the question on the agenda, and stated this is regarding the property on Hazel, and BWL believes that the property is better for industrial and the land acquisition will take a year but this is a few years out.

<u>BWL Update on All Source RFP for Capacity & Energy and BWL Clean Energy Projects</u>
Mr. Peffley started by noting this is a ten (10) year, $750 million project, and they plan for carbon neutral by 2040 and clean energy by 2030, with more information on the website. This is a 10-year plan at $750 million with high level carbon neutral by 2040 and clean energy by 2030. This includes 160MW of battery storage, 65MW of local solar, 195MW solar outside of Lansing region, 238MW wind outside of the Lansing region and 110MW Reciprocating internal Combustion Engines (RICE). He added that just today they selected a vendor for batteries in Delta Township, and narrowed down a vendor for solar also in Delta Twp. BWL continues to look at partial solar on roof tops and parking lots. BWL has already selected a vendor for the RICA and working on those contracts. BWL supplies 6% of energy will provide more of clean energy when this gets built out. There are 2 wind farms and continue to work on getting property zoned to meet the goals.

Council Member Jacson asked about the All-Source RFP and Council was told in the past they were getting a lot of projects for clean and renewable energy; however natural gas is being used and not a clean energy. Mr. Peffley acknowledged they understand the natural gas methods. Council Member Jackson asked who is charging the batteries, and was told BWL, and they use the solar and wind when available, but if those two sources are not available, they use other methods. Council Member Jackson asked why in the bond proposal to the users the ballot language stated they intent to issue bonds for clean energy and clean energy projects, but now that includes natural gas as part of the $750 million. Mr. Peffley stated BWL is doing the project in increments, and it is still a clean energy project. Council Member Jackson noted that the RICE is also a form of natural gas and asked if they did a study to see if RICE is dirtier than natural gas. Mr. Peffley confirmed they did look into it and believe it to be compliance with the regulations. Council Member Jackson asked again if RICE is dirtier than natural gas, and Mr. Peffley could not provide that information at this time but would have to let the Council know. Council Member Jackson noted that when the plan was released to the Commission, he stated there was 140 response for the All Source, then stated it was narrowed down and he had picked four (4) projects. He then asked where that input was on narrowing down from 140 to 4, if the Commission had any input because it appeared they found out it was narrowed to four (4) the same time as public, when the projects were already picked. He then asked BWL gain why they are moving forward with natural gas. Mr. Peffley stated they have to stay compliant with the law and they have no way to comply without the natural gas and RICE. Council Member Jackson asked if they had received any models for clean energy. Mr. Peffley confirmed they had, and Council Member Jackson asked for those to be made public and Mr. Peffley stated they could do that. He added that solar and wind are the future, but the government dropped the credit to comply with the law to 10%, so if they create 1,000, they only get credit for 100. Council Member Jackson asked Mr. Peffley to confirm the statement that BWL must build more natural gas or they will be in violation and Mr. Peffley confirmed that statement, noting the other source would be nuclear. Council Member Jackson asked if to meet the goals they are counting natural gas, because currently the website say 87% is coal and natural gas. Mr. Peffley responded that by 2040 it will all be fossil fuel. They are building the biggest battery but has a 4 hours run down. Council Member Jackson stated that if BWL builds more natural gas that it will be a loss, and in 2040 they will have stranded assets, concluding he is opposed to continuing to build natural gas. Mr. Peffley noted that they are not saying “clean” but saying “cleaner” than the goal. Council Member Jackson highlighted the process of natural gas from the ground, burning and leaks which makes it equal to coal. Mr. Peffley acknowledged that statement, but stated they have to continue to provide power to the users and comply with the law. Council Member Jackson asked how they plan to meet the 2030 50% and was told that they will count all energy towards that goal, and even energy out the service area. They will continue to build their portfolio. They believe fusion will solve that problem, but that is still 20 years out. Council Member Jackson asked for clarification on the comment that they are counting on unmade and untested technology in the future and Mr. Peffly confirmed that is their plan.

Commissioner Zerkle assured the Council that their first goal is the customers reliability and the second goal is sustainability and renewables then rates. That is part of the BWL strategic plan, and they continually looked at it and continually revise.

Council Member Kost asked if there is going to be more than the current sources regarding natural gas and Mr. Peffley noted in the $750 million there is also RICE. He continued by adding that the RICE units are being used because they increase renewable portfolio, and the intermittent of the sun going behind clouds. BWL will be driven by requirements, if they can get there by renewables they will, but only if required. Council Member Kost asked if it is not just the State or Federal, but also if someone wants to build in the region is what drives it, and Mr. Peffley confirmed.

Council Member Jackson referred back to the comment about going with RICE and asked how a project of this scale can make it through the BWL Commission without input, and why at the Commission there were no minutes, projections or plans. Mr. Peffley stated that as the CFO appointed by the BWL Commission he has every right to execute. The Commission set a policy, and they knew about it. There was input and he offered to provide those dates to Council. Board was consulted on this going forward in the strategic plan. Council Member Jackson noted there was an RFP, then a rollout meeting, and that is when Mr. Peffley told everyone the four (4) projects that were chosen. He again asked when they asked for a received input. Mr. Peffley could not provide that information at this time, but stated he could provide that to Council later.

Council President Wood asked Mr. Peffley when Council can expect the information and answers to all their questions tonight. Mr. Peffley stated his office would update Council on Friday, 10/20 on the timeline.

Council Member Jackson asked the BWL to revisit the Clean Energy Projects to make sure there are no other possibilities.

Council President Wood encouraged BWL to use local labor and prevailing wages on all their projects.

Commissioner Zerkle acknowledged Council Member Wood for her time in elected office.

Other

Commissioner Thomas acknowledged Council Member Wood for her time on the Council and role with BWL.

Council member Hussain asked about the lifting of the moratorium on shut offs. Mr. Peffley stated under PA 95, there is a State of Michigan program, where BWL is encouraged to opt in, and they would be the last largest utility to opt in. This collects a fee on every meter, ($.88) which will then open up customers to $1.1 million reimbursement they can get through different agencies in the state. Also allows customers to opt into federal low-income housing energy assistance program, and energy assistance program, so by BWL opting in, there are two (2) pools of money customers have access to. The downside to this as that as part of the program the State requires shut off notices. There are limits on what the agencies will give them, and bills so high, they will not get the funds assistance. BWL has decided to opt in this year and will evaluate how it works. They are currently working with the community advocates to show people how to get assistance. There is a system up and running allowing the State to have access so customers will know the funds are there and how to get them. Council President Wood asked if the $.88 collected is coming back to the City, and Mr. Peffley could not confirm but stated they will monitor it on a monthly basis and make sure BWL customers comes back to BWL.

Council Member Kost asked Mr. Peffley to define their understanding of “low income”. Mr. Peffley could not speak to what the program guidelines define it as. Council Member Kost explained that there are people who work and are still the “working poor” and so are not considered to meet the state guidelines. He asked what is going to happen to the “working poor” who can’t pay and get shut off. Mr. Peffley stated the $1.1 million programs can assist anyone in the service area. Mr. Serkanian added that the agencies offering assistance make the determination not BWL, and they manage it also. Council Member Kost asked again was BWL is doing to do for the “working poor” who would not qualify with those agencies. Mr. Serkanian stated this program involves a utility plan that is intended to come back to the customers. They will monitor it monthly in terms of coming back to the customers, and it is a PILOT program so they are active in the monitoring. Council Member Kost again noted that the “working poor” will show they have a job and on paper make money. Mr. Peffley stated BWL will look in the agency programs and get an exact response on how every customer will be affected and qualify. Council Member Kost asked for an exact date on when that would be provided to Council, and Mr. Peffley stated he would provide a date. Commissioner Zerkle informed Council Member Kost that the “working poor” would fall into the group, and if by April they have a large bill and qualify, BWL has the policies in place to address on a monthly basis to assist with their household budget and based on their income.

Council Member Brown expanded on Council Member Kost’s concerns noting that most programs have requirements for income, and there is a concern that there could be 10,000 customers shut off, but only 2,000 of those 10,000 will qualify. He asked if BWL will have a program to assist those 8,000 that do not qualify for those state and federal programs. Mr. Peffley did not have a response to that question at this time. He again noted that since the BWL opted in, they have to do the shutoffs. He would have his staff look into the requirements and get the information to Council.

Council Member Hussain support the concern for the shut offs during the winter for those that in the end will not qualify for assistance. He asked why BWL chose to do this PILOT in the winter. Mr. Peffley stated that they cannot change the plan now because they have opted in for one year. They will reach out to other utility agencies in the program and see what they have done.

Council President Wood asked if the senior discount was eliminated, and Mr. Peffley confirmed that utility companies have gotten away from that.

Council President Wood asked Mr. Peffley to speak to the rate increases proposed. Mr. Peffley stated they will go up November, 2023. The rates did go up in November 2022 and the only change is the variable rate with the fuel cost. The BWL will send over the new rate increases to City Council on 10/20/2023. Council Member Kost asked how much the commercial rate was going up, and Mr. Peffley stated there are six (6) different rate classes, all based on cost of service. That will be part of the information they will send over 10/20/2023. There is no peak change, just a time of use, if moving their use from day to night it will save the user money. Council Member Kost asked if this similar to what Consumers Energy is doing and Mr. Peffley said it is not.

Council President Wood about the recent firing and hiring of the BWL Commission Internal Auditor. She noted it is Council's understanding that before Mr. Macciocca was let go he was offered an agreement and refused to sign it then was let go. Also it is Council's understanding that even though the funds were used inappropriately per the BWL policy, BWL has determined they will not pursue recouping the funds. In the past BWL was provided a credit card policy from the City to be used for BWL employees and Commissioners, and asked if that was signed by Mr. Macciocca. Also if that policy is used with new hires. She asked for an explanation on why the BWL Commission is not seeking to recoup the lost funds, and based on the findings from the investigation what changes has the BWL Commission made to ensure this does not happen again. Mr. Peffley stated he can only answer one of the questions; all employees including Commissioners have training, they sign the policy and adhere to it. Commission Chair James stated that Commissioners do not have credit cards, and the policy on credit cards, in this particular instance with what transpired, the Commission cannot discuss it because it is a personnel issue, so she is taking the stance she cannot comment. The Commission has adopted a fraud policy, credit card policy to make sure it does not happen again. Council President Wood asked again for BWL to recoup the funds. Commission Chair James stated that legal counsel has advised them they are not to talk about it.

Council Member Hussain voiced his frustration with the situation since BWL is a public utility responsible to the rate payers, and at some point, they need to expose why they chose no effort to recoup costs, and why they are not pursuing criminal charges. As public utility he believes they need to be held accountable, because they appear to be aggressive on shut offs for their customers, but when their employee overcharges $30,000 they are choosing not to be aggressive.

Council Member Brown asked what policy is in place on spending and a monthly review. Commission Member James stated the credit card spending goes through their operations, there is a policy in place and it has been corrected, along with the procedures used by management that all will be following. She went on to acknowledge there was something that was not being followed, and assured the Council it is now being followed. There are two BWL Commission sub committees that review credit card reports monthly. If it cannot be signed off on then it cannot go to the full Board for review. Council Member Brown asked for confirmation there is a new policy in place and Commissioner James confirmed. When the misuse was found the individual was released from employment with BWL. She confirmed that now everyone's use is reviewed.

Council Member Kost asked if the BWL Commission has forwarded the spending violations to the Ingham County Prosecutor or the State Attorney General. Ms. James stated she could not comment at this time. Mr. Smiertka stated the OCA has reviewed the matter since its inception, they have gained the facts and found issues to address with BWL. The OCA can share the City policy on hiring with the BWL Commission, but regarding this situation, it is ongoing so there is no public comment.

Council Member Kost made comments on the future rate increases to users, and his concerns on the Commission practices since Mr. Macciocca left with $30,000 and another $29,000 of funds spent on an investigation. He asked the Commission why they have not addressed this as a felony since they hired someone with limited education, lied on expenses and it appears they are not transparent. Commission Chair James assured Council that they have been transparent because they responded to the FOIA which included logs, emails spending and information from the prior Chair of the Finance Committee. She then spoke briefly on her personal experience with the media.

Council Member Jakson noted that the 2020 Integrated Resource Plan had thirteen (13) different scenarios, nothing with natural gas, and therefore asked for any update on what happened to that 2020 Plan. Mr. Peffley stated that since that 2020 Plan there has been major industry changes in the area, which changed that plan. Council Member Jackson asked it that is true, then did the 2030 and 2040 goals have changed, and Mr. Peffley confirmed they have incorporated those new employers into those goals.

Council Member Kost asked if the BWL had insurance to cover the money that was taken by the former employee. Mr. Peffley stated their deductible is higher than that, but he would look into that again and send Council a corrected statement if that is wrong.

Council President Wood acknowledged the discussion that has been held tonight by the Council and Commission, supported Council Member Hussains earlier statements, and noted to the BWL Commission that they understand they is information currently not privy to Council at this time, however as soon as the ability to provide additional information is available it should be provided to City Council.

Council Member Hussain asked the BWL Commission about the agreement with Mr. Macciocca when he was hired which included moving costs, and ongoing education. He noted his concerns with that considering the Commission only has three (3) employees and there should have been a discussion on lack of experience and not qualified. He then asked if the vote at Committee and then at the Commission, was unanimous. Commission Chair James stated to her recollection it was unanimous and they all believed the person was qualified. To the knowledge of the Commission, Mr. Macciocca had the education, was a CPA and he was brushing up on his skills.

Council Member Hussain asked for the BWL Committee and Commission minutes when HR interviewed, made their recommendation for hiring and when the full BWL Commission hired Mr. Macciocca.

Council Member Brown asked if the issue with Mr. Macciocca was and experience issue or an integrity issue. Commission Chair James stated she could not comment. Mr. Smiertka stated that Ms. James cannot speak as the full Committee because it calls for conclusion.

Council President Wood acknowledged the BWL for hosting the event.

<u>Adjourn</u>

The meeting adjourned at 7:09 p.m.
Respectfully Submitted by,

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

Public Safety Project Update

City of Lansing - City Council

OCTOBER 30, 2023

Submitted @ mtg.

INTRO | PROJECT BACKGROUND

- Combined Public Safety Services Building
  - PD
  - FD
  - 54A District Court
  - Replacement of Station 9
  - Fire Training Academy & Center
- Fire Renovations and Replacement
  - Station 2
  - Station 8
- Budget: $175M
- Groundbreaking: October 2023

City & Owners Representative

LANSING MICHIGAN

RIVERCADDIS DEVELOPMENT

PROJECT BUDGET

Construction Manager

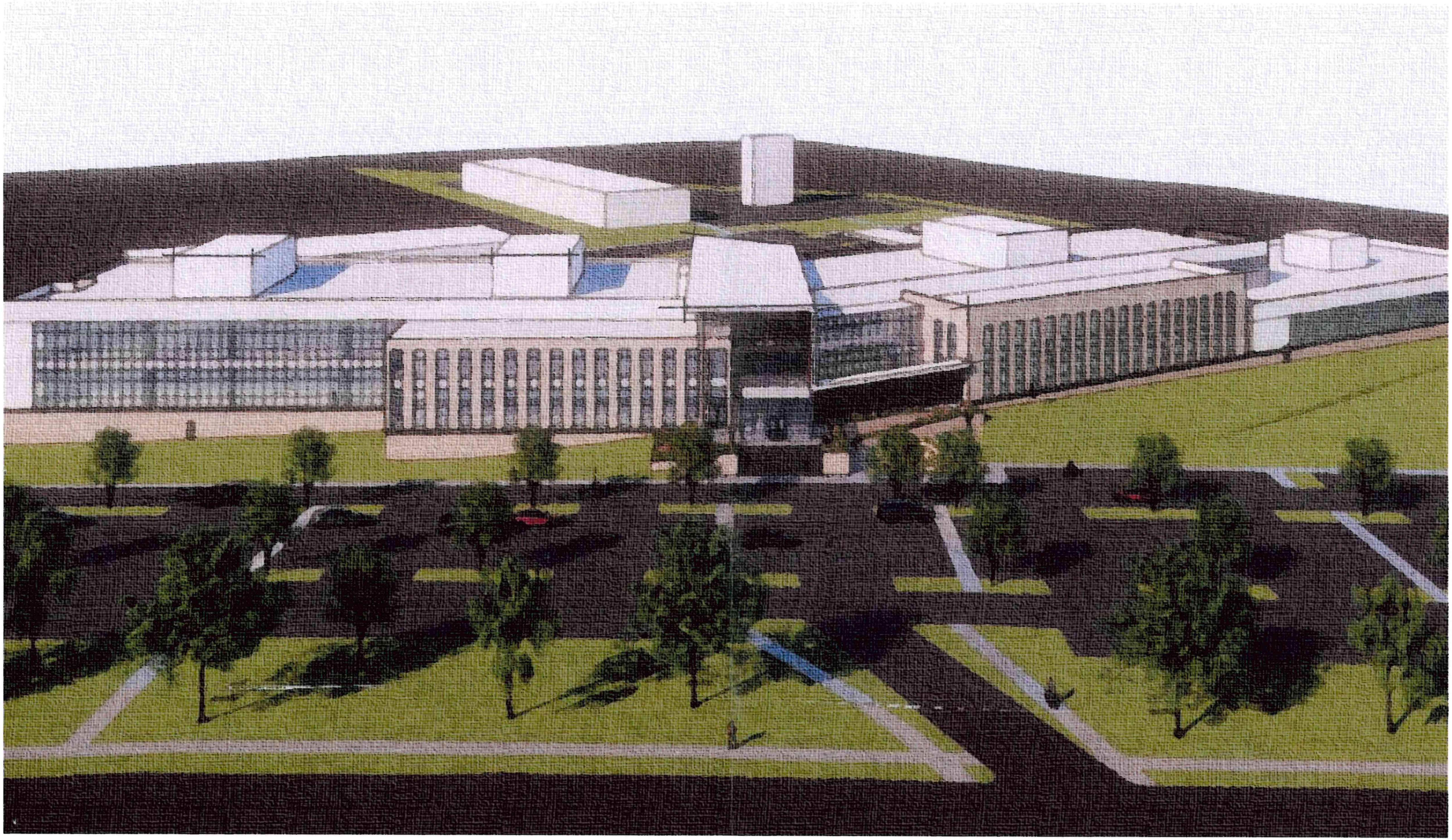
CHRISTMAN

PROJECT DESIGN

Design Team

HOBBS + BLACK
ARCHITECTS


FIRE TRAINING
FIRE & POLICE HEADQUARTERS
FIRE STATION NO. 9
PUBLIC SAFETY STORAGE
COURT HOUSE
STRATHMORE RD
S WASHINGTON AVE

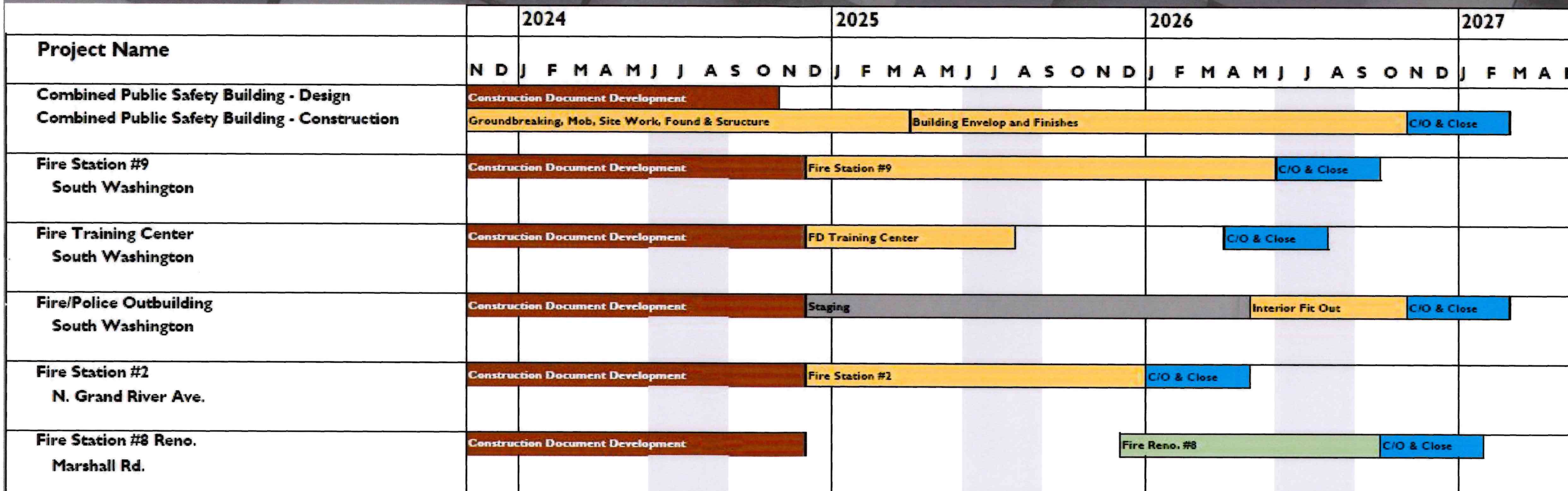



PUBLIC SAFETY BUILDING


FIRE STATION 9
9
9


2
RAYMOND DR
FIRE STATION
NO. 2

Project Schedule & Next Steps



CHRISTMAN HOBBS + BLACK ARCHITECTS

THANK YOU & QUESTIONS

Design Team

LANSING MICHIGAN

BKV GROUP

HOBBS + BLACK ARCHITECTS

CHRISTMAN

RIVERCADDIS DEVELOPMENT

Lucianna Solis, Manager
Lucianna.Solis@LansingMI.gov
Andy Schor, Mayor

The Community Relations and Faith-Based Manager is responsible for fostering connections, collaborating, and deepening relationships and trust between groups or organizations and City government; with a specific focus on engaging faith-based organizations/communities.

The Community Relations and Faith-Based Manager contributes to the overall well-being and cohesion of communities by bridging gaps, fostering understanding, and leveraging the strengths of our faith-based networks.

The role is multifaceted and includes the following responsibilities:

Community Outreach: Connect with local communities, including faith-based organizations to understand their needs, concerns, and aspirations.

- Lead for the City of Lansing monthly Mobile Food Distribution
- Participate in events, community meetings, faith-based celebrations, festivals etc. to bring City Hall to the community and to learn more about organizations and/or cultures. Some examples include:
  - Neighborhood meetings.
  - Faith based events and meetings.
  - Community member funerals and celebrations of life.
  - Resource fairs.
  - Develop small business and strategic corridor relationships.

Act as a liaison between the City and the community, ensuring effective and transparent communication. This may involve disseminating information about programs, initiatives, and opportunities.

- Assist in directing constituents to the appropriate contact and/or resource to resolve their issue or get their question answered.
- Quarterly newsletters for community and faith based organizations.
- Host a community podcast, featuring at least one guest per month.

CONTINUED ON BACK

Partnership Building: Establish and maintain partnerships with faith-based organizations, community leaders, and other stakeholders to facilitate collaboration and mutual support.

- Multiple weekly meetings discussing community engagement, opportunities, or resources.
- Consistent communication with community and faith-based organizations on events and activities going on in the community.

Program Development: Create initiatives that align with the values and needs of the community, integrating faith-based perspectives where relevant.

- Working with leaders to connect nearly 200 faith-based organizations with city government.
- Partner with LPD Chaplain program.
- Collaborate with Fire Department Administration to re-establish their Chaplain program.
- Creating a faith-based resource list to be shared with community partners.

Event Planning: Organize and participate in events that bring together community members and faith-based organizations to foster unity and shared purpose. Exhibit cultural competence and sensitivity, recognizing and respecting the diverse beliefs, practices, and traditions within the community, particularly within faith-based contexts in alignment with the Mayor's Racial Justice and Equity Community Action Plan.

- Black History Mobile Museum
- Hispanic Heritage Month Celebrations
- Interfaith Council's meet and greet project
- Partner with multiple faith-based organizations on events

Resource Mobilization: Seek and secure resources, including financial support and volunteers from faith-based sources and community members to support the City's initiatives.

- Interfaith Council resource list

Public Safety Project Update

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OCTOBER 30, 2023

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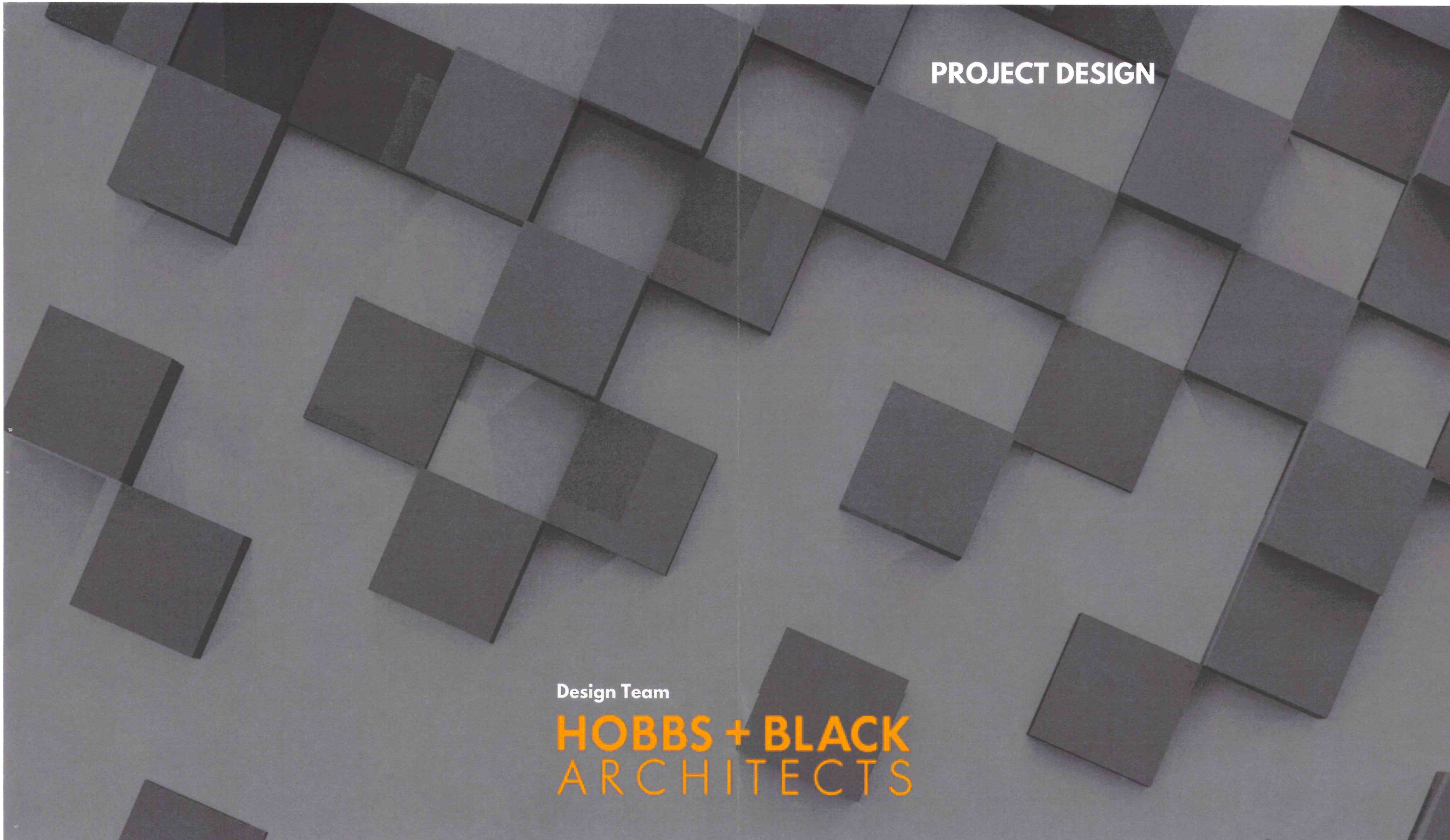
City & Owners Representative

PROJECT BUDGET

Construction Manager

CHRISTMAN



PROJECT DESIGN

Design Team

HOBBS + BLACK
ARCHITECTS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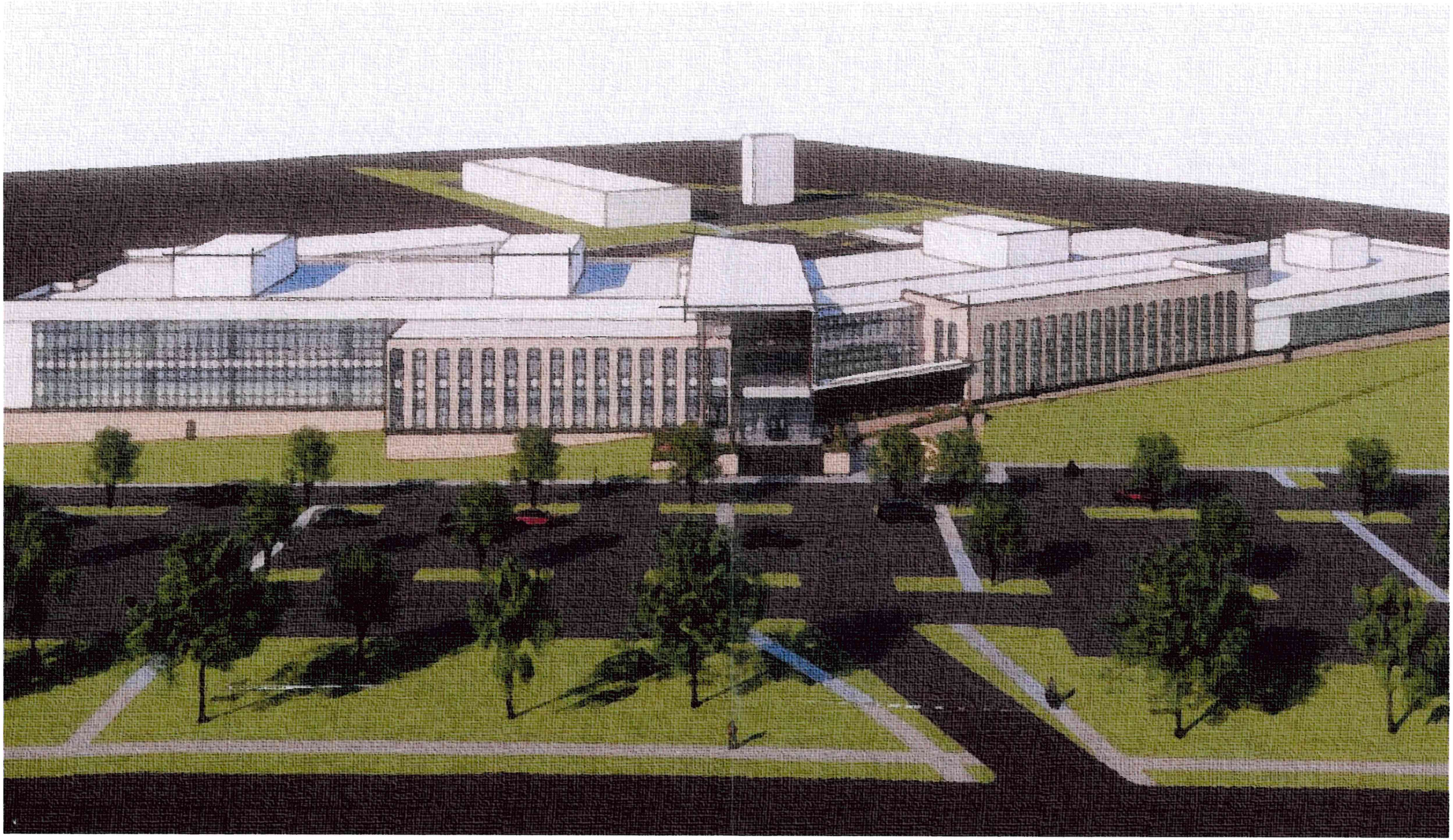
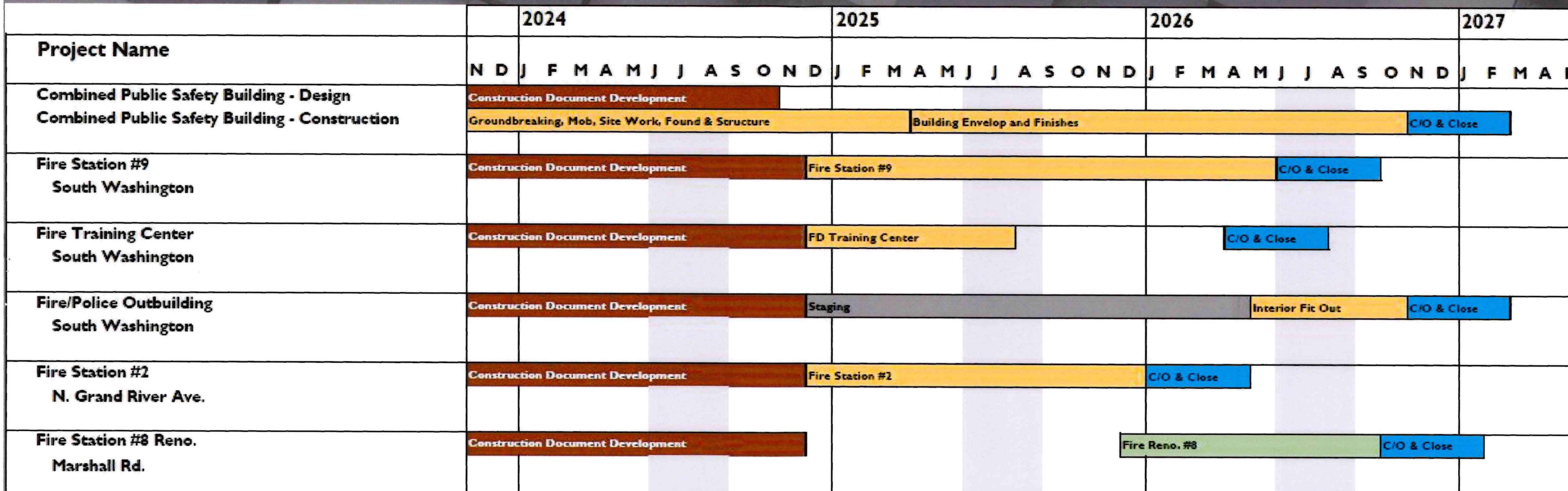



PUBLIC SAFETY BUILDING


FIRE STATION 9

2
FIRE STATION
NO. 2
RAYMOND DR

Project Schedule & Next Steps



CHRISTMAN

HOBBS + BLACK ARCHITECTS

THANK YOU & QUESTIONS

Design Team

Chris Swope
Lansing City Clerk

September 29, 2023

Lansing City Council
10th Floor City Hall
124 W. Michigan Ave.
Lansing, MI 48933

Dear President and Council Members:

Attached for your review and appropriate action is a draft resolution proposing the Lansing City Council meeting schedule for 2024. Please contact me if I may provide any additional information or assistance.

Sincerely,

Chris Swope

Chris Swope
Lansing City Clerk, MMC/MiPMC

Lansing City Clerk's Office
Ninth Floor, City Hall, 124 W. Michigan Ave., Lansing, MI 48933-1695
517-483-4131 • 517-377-0068 FAX
www.lansingmi.gov/clerk • city.clerk@lansingmi.gov

Resolution #2023-###

By the Committee of the Whole
Resolved by the City Council of the City of Lansing

WHEREAS, City Clerk Chris Swope submitted a recommended list of dates for the Lansing City Council meetings for 2024 to the Lansing City Council; and

WHEREAS, the Committee of the Whole will meet at 5:30 p.m. or at another time or date as determined by the Council President, before all Monday Council meetings listed below; and

WHEREAS, the Committee of the Whole will meet at 5:30 p.m. on Wednesday, January 3, 2024; and

WHEREAS, the Lansing City Charter requires the City Council to meet at least 26 times each year; and

WHEREAS, the Committee of the Whole reviewed the City Clerk's recommendations for the meeting dates for 2024.

NOW, THEREFORE, BE IT RESOLVED the Lansing City Council hereby approves the Lansing City Council meeting dates for 2024 as follows:

Wednesday, January 3, 2024; Annual Organizational - 1st meeting of year
Monday, January 8, 2024
Monday, January 22, 2024
Monday, February 12, 2024
Monday, February 26, 2024; Board List - prior to first meeting in March
Monday, March 11, 2024
Monday, March 25, 2024; Mayor's Budget - on or before 4th Monday in March
Monday, April 8, 2024
Monday, April 15, 2024; Mayor's Board Appointments -prior to first meeting in May
Monday, May 6, 2024;
Monday, May 13, 2024;
Monday, May 20, 2024; Adopt Budget – no later than 3rd Monday in May
Monday, June 10, 2024; Council Act on Appointments - at or before 1st meeting in June
Monday, June 24, 2024
Monday, July 8, 2024
Monday, July 22, 2024
Monday, August 12, 2024
Monday, August 26, 2024
Monday, September 9, 2024
Monday, September 23, 2024
Monday, September 30, 2024; Budget Priorities – no later than October 1
Monday, October 14, 2024
Monday, October 28, 2024
Monday, November 18, 2024
Monday, December 2, 2024
Monday, December 16, 2024

Except as otherwise noted, all other meetings will be on Monday at 7:00 p.m. in the Tony Benavides Lansing City Council Chambers, 10th Floor City Hall. The meeting location will be posted on the notice of the public meeting in accordance with state statute.

The City of
LANSING
City Council

TO: City Clerk

FROM: Sherrie Boak, Council Office Manager

DATE: October 26, 2023

SUBJECT: REFERRAL - Council Meeting Date 10/30/2023

Council Member Wood is submitting the attached resolution our office received from the OCA on 10/26/20023. This will repeal/void a resolution that Council adopted in April 2022 that sold parking lot #50. It was recently brought to Council's attention that the due diligence was not done prior to the sale and prior to bringing to City Council for action, and after Council action they determined Council was not the proper owner to sell the property.

Please place this on the Council agenda for referral on 10/30/2023.

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

WHEREAS, the Lansing City Council on April 25, 2022, by Resolution 2022-113 approved the sale of a parcel of land commonly known as Parking Lot #50; and

WHEREAS, during closing title work it was determined that the parcel of land was owned by the Lansing Building Authority, a separate municipal corporation; and

WHEREAS, the Lansing City Council wishes to withdraw its resolution of approval for that sale as being moot.

NOW, THEREFORE, BE IT RESOLVED that Lansing City Council repeals and voids Resolution 2022-113 of April 25, 2022.

BE IT FINALLY RESOLVED that nothing in this resolution is intended to, or may be interpreted to, frustrate or overturn the lawful sale of the parcel.

CITY OF LANSING

INTERNAL AUDITOR

124 W MICHIGAN AVE FL 10

LANSING MI 48933-1605

(517) 483-4159

Date: September 12, 2023

To: Lansing City Council

From: Emily Linden, Internal Auditor

Subject: Budget Policy Reports Received from the Administration on 9/1/2023

<u>Overview</u>

The budget policies passed on Monday, May 15th, 2023 included the following sections:

- Forestry is requested to initiate a stump removal study that would determine the number of employees and amount of equipment, and then base the recommendation on how many stumps can be removed per year. The results of the study will be presented to City Council no later than 9/1/2023.
- The Administration is requested to determine the cost to run (per day) community centers as warming and cooling centers for a total of approximately 60 in a year, 24 hours/day, which would include utilities, staff and security and report back to Council no later than 9/1/2023.
- The Administration is requested to work with Community Mental Health to determine the feasibility of contracting with them for a Social Worker Housing Outreach Specialist to work with the homeless and report back on the status of the contract by 9/1/2023.

The Administration sent Council Members the reports attached to this document on 9/1/2023.

<u>Outstanding Questions:</u>

The following questions were sent to the Administration on 9/6/2023. Answers from Mark Lawrence are in red below.

Forestry:

- What is the recommendation going forward for stump removal? Is the plan to hire the outside contractor to remove 1,000 stumps for $100,000?
  - The Administration is having discussions with our departments and labor partners to see the best way to do this to get the most stumps removed for the dollars we could allocate. The Mayor has not yet decided if this is an item we'll include in our budget proposal next spring. My understanding is that Union leadership has also spoken to Council leadership regarding resources available for stump grinding, and these conversations are ongoing.

Warming and Cooling Centers:

- What are the current operating hours of Letts Community Center?
    - Council's interpretation of the given report is that the $250,000 estimate is only for operating the facility between the hours of 7pm and 7am.
        - Per the City website, daily 8.30-4 plus whatever programming is happening on a given day/season.
- The budget policies ask for the cost of running a 24 hour a day center for 60 days. If the $2,400 per day amount noted in the memo is used that would be $144,000. Are these numbers accurate for 60 days?
    - This is the annual cost for a 24/7 shelter. It would be extremely difficult to determine an accurate cost for just 60 days. Uncertainties around if the 60 days are consecutive or are based on weather needs (few days here and there, based on high heat or extreme cold)? If they were nonconsecutive, costs would likely be higher due to lack of predictability and availability in staffing, including security. $2400/day for any 60-day period in a year is an accurate estimate. HRCS continues to work on a proposal for the $800,000 allocation from the state and the $130,000 that was moved from the Mayor's office budget.

Social Worker Housing Outreach Specialist:

- Please elaborate on the lack of capacity stated here.
    - This was the answer I received from CMH, so I'm unable to elaborate further. Council is certainly welcome to inquire with CMH.
- Will this be revisited in the future if/when capacity increases?
    - We would be open to that.

Andy Schor
Mayor

City Hall - 9th Floor
124 W. Michigan Avenue
Lansing, MI 48933-1694
PH: 517.483.4141 – FAX: 517.483.6066
Lansing.Mayor@lansingmi.gov

Andy Schor, Mayor

OFFICE OF THE MAYOR
CITY OF LANSING, MICHIGAN

MEMORANDUM

Date: September 1, 2023
To: Lansing City Council
From: Mayor Andy Schor
Subject: 2023 Report on Stump Grinding

Per the Fiscal Year 2023-2024 Budget Ordinance, the Forestry Division has completed a study of the costs of a stump removal initiative to be conducted by City of Lansing employees.

There are approximately 7,000 stumps in the public right of way. The cost to stand up a 5-person crew of non-CDL sesaonal employees who focused exclusively on stump griding, including full restoration of the grinding site breaks down as follows:

Equipment (One-Time Cost):	
1 Stump Grinder 100 HP	$90,000 - $100,000
1 Trailer for Stump Grinder	$6,000 - $8,000
1 Tractor Loader	$140,000
2 Non-CDL Dump trucks	$125,000 each
Top Soil, Straw and Grass Seed	$15,000
Staffing (Annual):	
1 FT Forestry Worker 600 w/Benefits	$119,000
4 Seasonal Workers @ $35,000	$140,000
1 Seasonal Contract Forestry Inspector w/o Benefits	$25,000
Grand Total	**$797,000**

It is estimated that crews could grind and restore approximately 700 sites in a season. Additionally, due to the nature of the work, it is likely that these would be high turnover positions meaning that seasonal employees would have to be trained annually on the safe and efficient operation of the equipment.

After some additional research, a local stump grinding contractor could remove approximately 1,000 stumps in the same period in which our seasonal employees work (approx. April-October) for aproximately $100,000.

Andy Schor
Mayor

City Hall - 9th Floor
124 W. Michigan Avenue
Lansing, MI 48933-1694
PH: 517.483.4141 – FAX: 517.483.6066
Lansing.Mayor@lansingmi.gov

Andy Schor, Mayor

Office of the Mayor
City of Lansing, Michigan

MEMORANDUM

Date: September 1, 2023

To: Lansing City Council

From: Mayor Andy Schor

Subject: 2023 Report on Cost of Warming & Cooling Centers

Per the request from Council in the Fiscal Year 2023-2024 Budget Ordinance, the Administration provides the following information regarding the per diem cost of operating City of Lansing community centers as warming/cooling centers 60 days out of the year.

Two studies were completed; one that examined the cost of standing up a 24/7 emergency shelter & day center at a location to be determined, the other would be located at the Letts Community Center and would open in the evenings during the coldest 6 months of the year (November through April) for 12 hours a day.

The 24/7 facility would cost approximately $870,000/year. This is approximately $2,400 per day and does not include the cost of a facility and any needed renovations.

The overnight warming center located at Letts Community Center would cost approximately $250,000 to operate for 182 days/year, 12 hours/day. It is expected that this facility would operate November through April from 7pm-7am. This equates to approximately $1,400 per day. This does not include an upgrade to the building’s fire suppression system which, at the current time is not adequate for a facility that is occupied overnight. A system that meets the necessary fire code would add about $100,000 in cost but would add significant value to the building and would allow it to be utilized in the event of future emergencies.

The administration continues to look at all options to shelter and house our most vulnerable, including the $130,000 that was appropriate for warming/cooling center activity and especially in light of the $800,000 appropriation awarded to the City by the state of Michigan that we first reported to this body back in March.

ORDINANCE NO.___________

An Ordinance of the City of Lansing, Michigan, to amend Chapter 240 of the Lansing Codified Ordinances, Section 240.02, Section 240.03, and Section 240.04 in order to clarify the role of the HRCS Advisory Board to make it consistent with the City of Lansing Charter, including 5-106.

The City of Lansing Ordains:

Section 1. That Chapter 240, Sections 240.02, 240.03, and 240.04 of the Codified Ordinances of the City of Lansing, Michigan, be and is hereby amended to read as follows:

Chapter 240.- Department of Human Relations and Community Services

240.02. – Definitions

As used in this chapter:

"Basic Human Services," means programs by the City or agencies that serve City of Lansing residents; meet basic human needs of residents in the City; address housing and tenant services; address the root causes of racism in Lansing and/or promote racial equity; provide life skills development, employability, development, physical health, or mental health services for City of Lansing residents.

"City-Supported Agencies," means organizations that receive separate City Council funding; such funding may be allocated by the City Appropriations Ordinance.

"Cultural Arts Programs," means organizations that facilitate community access to theater, music, museum, art and related activities.

"HRCS," means the Department of Human Relations and Community Services.

"HRCS Director," means the Director of the Department of Human Relations and Community Services or the Director's designated staff personnel.

"HRCS Advisory Board," means the Human Relations and Community Services Advisory Board.

240.03. - Funding.

(a) The City of Lansing General Fund Budget shall include, at a minimum for each fiscal year period, an appropriation equal to 1.35 percent of general fund revenue as adopted in the annual budget for the purpose of funding Basic Human Services.

(b) The evaluation and examination of the elements of Basic Human Services is reserved to HRCS. The HRCS Advisory Board shall~~may~~ make recommendations in connection with the evaluation and awarding of grants in the manner provided in this section.

~~(b)~~ **(c)** At least one-tenth of the general fund dollars 1.35 percent**,** the difference in funds allocated at 1.25 percent of general fund dollars and funds allocated at 1.35 percent of general fund dollars described in Section 240.03(a)**,** shall be reserved for local agencies or activities that address the root causes of racism and/or promote racial equity.

~~(c)~~ **(d)** Funds described in Section 240.03(a) shall be appropriated as part of the annual budget process. The Mayor, as part of the budget recommendation, may designate the HRCS Director to allocate dollars to other City departments for Basic Human Services as approved by Council.

~~(d)~~ **(e)** All funding provided to ~~the~~ HRCS ~~Department~~ for grants shall utilize an open application process in accordance with the Lansing Code of Ordinances for purchasing and competitive bid process (Chapter 206), including the sole source requirements, and other relevant Lansing ordinances.

Funding shall also satisfy the following requirements:

(1) Be awarded on a competitive basis to sustainable and viable agencies through grant contracts with the City. Should the City be mandated or elect to account for revenue which is

credited to the general fund in a separate enterprise or special revenue fund, the amount of revenue transferred to such fund from the general fund shall continue to be included in the base utilized for calculation of the 1.35 percent to be appropriated for the funding of Basic Human Services.

(2) The application for a grant shall include at a minimum the amount of funds requested, the history of grants to the applicant, the metrics of previous awards, including successes and failures of contractual objectives, a statement of compliance with federal, state, and local regulations, laws, and ordinances, specifically attesting that the applicant is familiar with, and will abide by, the Lansing Human Rights Ordinance pursuant to Chapter 297, and the filing of a verification of non-conflict of interest form pursuant to Chapter 240.04~~(a)~~(7).

(3) All applications shall be evaluated and ranked by the HRCS Advisory Board with a minimum acceptable level first being established. The City's internal auditor shall participate as an advisor during the evaluation and ranking process. All individuals participating in the evaluation and ranking process including HRCS board members and the internal auditor shall file the City of Lansing statement of financial interest and personal interest with the City Clerk prior to consideration, ranking, and evaluation of applications.

(4) HRCS Advisory Board ranking recommendations and supplemental staff evaluations and recommendations shall be provided to the Mayor for review **with a copy forwarded to City Council**. The Mayor will make final recommendations to City Council for approval.

(5) Only after compliance with the procedure contained in Section 240.04, ~~the~~ HRCS ~~Department~~ shall enter into contractual agreements with community-based, non-profit, charitable organizations or other City departments that provide Basic Human Services.

(6) These funds will be used to provide a locally funded revenue base that supports Basic Human Services. These funds may be used for the direct provision of Basic Human Services by local community-based, non-profit, charitable organizations or City departments and/or they may be used as match or leverage by these agencies to secure additional funds from federal, state and/or private sources to support human service delivery initiatives. All of the foregoing shall be accomplished through a competitive bid process pursuant to the Lansing Code of Ordinances.

~~(e)~~ **(f)** The 1.35 percent of the general fund revenue appropriated for Basic Human Services shall be exclusive of any direct funding of community supported agencies by City Council through a competitive bid process pursuant to the Lansing Code of Ordinances. The 1.35 percent of the general fund revenue appropriated for Basic Human Services shall also be exclusive of any funding appropriated for the purpose of supporting Cultural Arts Programs.

240.04. - Administration. Funding through ~~the~~ HRCS ~~Department~~, pursuant to Section 240.03~~(c)~~ **(d)**, shall be issued to agencies after contracts are created and approved to address Basic Human Services needs as identified by ~~the~~ HRCS ~~Advisory Board and Department~~, and after review and approval of the grant contract by the Mayor, the Finance Director, and the City Attorney, and after a verification of non-conflict of interest form required by this chapter and attestation by the agency that its members are familiar with the Lansing Human Rights Ordinance (Chapter 297) and expressly agree to comply with its provisions have been filed with ~~the~~ HRCS ~~Department~~.

The evaluation and examination of the elements of Basic Human Services is reserved to HRCS. The HRCS Advisory Board may make recommendations in connection with the evaluation and awarding of grants.

The following process shall be followed in awarding grants under this chapter:

(1) The availability of applications and grants shall be listed on the City of Lansing website and in other printed material available to the general public.

(2) A public informational meeting for interested grant applicants and the general public shall be held before the deadline for applications for grants.

(3) After the application deadline has passed, all applications for grants and applicant success metrics shall be provided to the HRCS Advisory Board members together with the verification of non-conflict of interest form required by Section 240.04(7) and an attestation of familiarity and compliance with Lansing's Human Rights Ordinance Chapter 297 prior to a meeting of the Board to discuss and score applications.

(4) The HRCS Director shall provide a recommendation to the Mayor regarding the distribution of funding based upon HRCS Advisory Board scoring **recommendations**, applicant metrics, history, and the ability of the applicant to provide services that meet the goals of the City.

(5) The Mayor will include final recommendations in the budget presented to City Council.

(6) The HRCS Director shall provide approval letters to successful agency applicants after the City budget is approved by City Council.

(7) Prior to funding each agency, its principal officers and directors, if any, shall file a verification of non-conflict of interest form prepared by the City Attorney **provided to them by HRCS,** regarding any actual or potential conflict of interest pertaining to the subject funding

approval and any ensuing contract and affirm agency familiarity and compliance with the Lansing Human Rights Ordinance pursuant to Chapter 297.

Section 2. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules inconsistent with the provisions hereof are hereby repealed.

Section 3. Should any section, clause or phrase of this ordinance be declared to be invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the part so declared to be invalid.

Section 4. This ordinance shall take effect on the 30th day after enactment, unless given immediate effect by City Council and shall expire December 31, 2032.

ORDINANCE NO.___________

An Ordinance of the City of Lansing, Michigan, to amend Chapter 273 of the Lansing Codified Ordinances, Section 273.01 and Section 273.04 in order to clarify the role of the HRCS Advisory Board to make it consistent with the City of Lansing Charter, including 5-106.

The City of Lansing Ordains:

Section 1. That Chapter 273, Sections 273.01 and 273.04 of the Codified Ordinances of the City of Lansing, Michigan, be and is hereby amended to read as follows:

Chapter 273.- Human Relations and Community Services Advisory Board

273.01. Statement of Purpose.

To provide a citizen board called the Human Relations and Community Services Advisory Board to foster mutual understand and respect among all groups in the city and promote essential human services to meet citizens' needs within the community; advise and recommend methods for furnishing equal services to all residents of the City; study and examine problems arising between groups in the City; ~~formulate and carry out~~ **evaluate and recommend** programs of community education and information; ~~examine reports of discrimination or prejudice;~~ cooperate with other public governmental or private agencies in ~~developing~~ **evaluating and recommending** instructions for private and public schools showing the value of diversity; cooperate with federal, state and City agencies and departments which request advice in carrying out projects within their respective authorities; ~~conciliate alleged discriminatory practices relating to City Government;~~ monitor contracting agencies doing business with the City to assure adherence to applicable laws; serve in an advisory capacity to the Mayor and City Council on issues relating to community services, human relations and budget recommendations, and prepare and submit reports to the Mayor and City Council of its activities.

273.04. Powers and general duties.

The Board shall:

(a) Foster mutual understanding and respect among all groups in the City and promote essential human services to meet citizens' needs within the community. It shall discourage discriminatory practices among any such groups or any members thereof. It shall cooperate with City, state and federal agencies, as well as with nongovernmental organizations. It shall examine and make such studies in any field of human relations as will, in the judgment of the board, aid in effectuating its general purpose;

(b) Advise the Mayor and City Council of human service needs within the community that impact the quality of life in Lansing;

(c) Advise the Mayor and City Council on the effectiveness of programs funded to provide human services within the community;

(d) Serve as a resource to assist in collaborative efforts between the human services field and other key sectors in the community;

(e) Advise and recommend methods for furnishing equal service to all residents of the City. It shall advise on the enforcement of Article I, Chapter 3, Section 1-302 of the City Charter. It shall ~~develop~~ **review and evaluate** pamphlets ~~for~~ **to be provided to** City employees ~~to study~~, which pamphlets shall prescribe methods of dealing with intergroup relations which develop respect for equal rights and which result in equal treatment under law to all residents. It shall ~~give counsel~~

~~and~~ advise on how to protect the rights of all persons to enjoy public accommodations and facilities, and to receive equal treatment from all holders of contracts or privileges from the City, and advise on the best method of maintaining equality of opportunity for employment and advancement in the City Government;

(f) Study and examine problems arising between groups in the City, which problems may result in tensions, discrimination or prejudices;

(g) ~~Formulate and carry out~~ **Evaluate and recommend** programs of community education and information, with the object of discouraging and eliminating any such tensions, prejudice or discrimination;

~~(h) Examine and, if it deems it advisable, make public, reports on any complaints of discrimination, tensions or prejudice filed with or referred to it;~~

(**h**~~i~~) Further ~~issue such~~ **evaluate and recommend** publications and reports of examinations and research as will, in its judgment, tend to minimize or eliminate prejudice, intolerance, race or neighborhood tensions and discrimination, and which will promote or tend to promote good will;

(**i**~~j~~) ~~Secure~~ **Evaluate and recommend** the cooperation of various racial, religious, nationality and ethnic groups, formal or informal groupings in the community, veterans' organizations, and fraternal, benevolent and service groups, in educational campaigns devoted to the need for eliminating group prejudice, racial or neighborhood tensions, intolerance and discrimination;

(**j**~~k~~) Cooperate with other public governmental or private agencies in ~~developing~~ **evaluating and recommending** courses of instruction for presentation in public and/or private schools, in public libraries or any other suitable place, showing and illustrating the contributions of various religions, nationalities, ethnic and other groups to the culture, tradition and progress of the City, state and nation, and further showing the deplorable effects and menace of prejudice, intolerance, discrimination and racial and neighborhood tensions;

(**k**~~l~~) Cooperate with federal, state and City agencies and departments which request advice in carrying out projects within their respective authorities to eliminate intergroup tensions and to promote intergroup harmony. It shall recommend to the Mayor and to City Council measures, including legislation, aimed at improving the ability of the various City departments and agencies to ensure protection of all persons and groups from discrimination. It shall **provide recommendations on** ~~advise any official or competent authority on~~ matters involving civil rights or the violation thereof**,** or the occurrence of tensions, prejudice**,** or discrimination that may come to its attention; and

(**l**~~m~~) Prepare and submit reports to the Mayor and City Council of its **activities** ~~activeness~~. At least one report shall be made annually.

Section 2. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules inconsistent with the provisions hereof are hereby repealed.

Section 3. Should any section, clause or phrase of this ordinance be declared to be invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the part so declared to be invalid.

Section 4. This ordinance shall take effect on the 30th day after enactment, unless given immediate effect by City Council and shall expire December 31, 2032.