

City of Lansing Charter Commission

Regular Meeting Agenda

June 18, 2024

- i. Call to Order
- ii. Adopt the Agenda
- iii. Public Comment
- iv. Approval of Minutes
- v. Officer Reports
 - a. Chair
 - b. Vice-Chair
 - c. Clerk
- vi. Unfinished Business
 - a. Community Meeting Plan
 - b. Proposed Charter Review Process
 - c. Stakeholder Presentations Plan
- vii. New Business
 - a. Facebook Page
- viii. Commissioner Remarks
- ix. Adjournment

Minutes for the City of Lansing Charter Commission
Regular Meeting | June 4, 2024, 6:30 PM
Tony Benavides City Council Chambers
Lansing City Hall, 10th floor, 124 W. Michigan Ave

Present: Commissioners Adams Simon, Anderson, Bauer, Boyd, Dowd, Jeffries, Lopez, Qawwee, Washington

Absent: none

Staff Present: Clerk Swope; Deputy Clerks Jackson, Drever

Call to Order

The meeting was called to order by Chair Jeffries at 6:30 PM.

Clerk Swope called the roll of the Commission. A quorum was present.

Adopt Agenda

Moved by Commissioner Bauer to adopt the agenda as presented.

Motion Carried.

Public Comment

Jack Alexander spoke about the Lansing Entertainment and Public Facilities Authority.

Candy Rice spoke about board and commission appointments and the make-up of City Council.

Mitch Rice spoke about the importance of a comprehensive review.

Approval of Minutes

Moved by Commissioner Qawwee to approve the minutes of May 21st, 2024 as presented.

Motion Carried.

Officer Reports

Chair

Chair Jeffries shared information about the Charter Commission website, <https://www.lansingmi.gov/1233/Charter-Commission>. He also asked commissioners to submit a picture and biography for the website.

Vice-Chair

Vice-Chair Adams Simon encouraged transparency, open communication, and engagement amongst the commissioners and the public. She also spoke to the importance of diverse interests and proper representation.

Clerk

Clerk Swope provided an update about access to City phones and laptops. He noted that all commissioners may be reached by emailing chartercommission@lansingmi.gov.

Clerk Swope provided the budget update: the Commission has spent \$86,565.74 and has a balance of \$413,434.26.

Unfinished Business

Legal Counsel RFP

Moved by Vice-Chair Adams Simon to approve the RFP.

Moved by Vice-Chair Adams Simon to amend the proposal to set a timeline for 3 weeks from the date posted.

Motion carried.

Moved by Vice-Chair Adams Simon to approve the RFP as amended.

Motion Carried.

New Business

Community Meeting Plan

The Commission discussed the Community Meeting Plan times and feedback solicitation.

Stakeholder Presentations Plan

The Commission discussed the Stakeholder Presentation Plan.

Proposed Charter Review Process

The Commission discussed the Proposed Charter Review Process.

Commissioner Remarks

The Commission discussed social media usage and accessibility of meetings.

Adjournment

The meeting was Adjourned by Chair Jeffries at 7:59 PM.

From: [Jeffries, Brian](#)
To: [Swope, Chris](#)
Cc: [Simon, Lori](#); [Anderson, Jazmin](#); [Bauer, Joan](#); [Boyd, Elizabeth](#); [Dowd, Ben](#); [Lopez, Guillermo](#); [Oawwee, Muhammad](#); [Washington, Jody](#); [Drever, Emma](#); [Jackson, Brian](#)
Subject: Notice of Proposed Rule Change for Public Comment
Date: Friday, June 14, 2024 12:32:38 PM

Good afternoon Clerk Swope:

Pursuant to paragraph 7 of the Commission's Rule of Procedure, please let the email serve as notice of intent to amend public comment time. This notice is being forwarded by the myself and Vice Chair Adams Simon. The proposed amendment would replace paragraph 6 with the following:

"6. Charter Commission meetings will have two periods of Public Comment. During the first period at the beginning of the meeting, comments will be limited to 3 minutes per speaker. A

second Public Comment period will take place at the end of the meeting. Comments will be limited to 2 minutes per speaker. For each section of public comment, an additional period of

time shall be allowed by a vote of a majority of the members of the Commission present."

Please add this communication to the Commission agenda for our next meeting under your report.

Thank you and have a great conference,

Brian

Ryan Kost

131 N Magnolia Ave
Lansing, MI 48912
(517)-624-9637
ryan48820@gmail.com

7th June 2024

Charter Commission

124 W Michigan Ave
Lansing, MI 48933

Dear Commissioners,

As a resident of Lansing's Eastside, I have found it my civic duty to come to your meetings, research past charter commissions, and read other cities' charters. I will remain mute on what I believe needs to be changed, which is not my role.

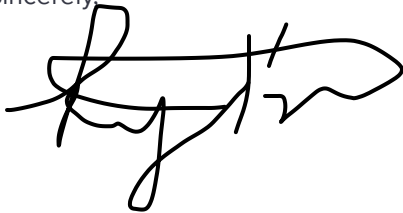
I would like to express my deep concern that the commission valued the input of the People of Lansing at 3 minutes of comment before anything is debated while hearing the Chamber of Commerce, faith groups, Labor, and others who don't live in this city at a proposed 10-20 minutes. Respectfully, that's bullshit. You know it, and I know it.

If you look back to the last Charter Commission we had in the 70s, those groups are the same ones that were involved in making this broken charter we have now. I have no reason to believe that their input will be different this time. This document does not govern these groups, but it does govern the residents of Lansing and how our local government is run.

I ask that you extend the public comment period to 5 minutes, add a public comment at the end so people have a chance to comment on what was just discussed, and open the meeting to virtual participation. I am aware that you are already set up to use the same virtual system for online public comment that the City Council uses.

I respectfully remind you that we, the People of Lansing, voted for change, not just a few words and grammar fixes.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ryan Kost', with a stylized, flowing script.

Ryan Kost

From: [Norma Bauer](#)
To: [Chartercommission](#)
Subject: [EXTERNAL] Government not politics
Date: Tuesday, June 11, 2024 11:35:13 AM

Thank you for your willingness to help all of Lansing in all its splendid diversity to discern how best we shall be governed for the common good.

No matter who you think your constituents are, it's all of us--those who can afford to fly off to remote places and those whose most reliable form of transportation is Shoeleather Express, or maybe someone to push whatever they're using for a wheelchair today. Those who find comfort and community in a homeless camp somewhere and seniors who are alone, depressed and abandoned because the kids moved to Timbuktu, or the intersex people who don't feel safe in a warming shelter where the only rest rooms are for "his" or "hers."

This Commission was created to serve EVERYONE, not just the tycoons who develop high rise housing downtown for people who want to live in a walkable community and can afford the rent because they're legislators but also people hoping for a small studio on a Section 8 basis and / or the small builders at CEDAM who work with Zoning and MSHDA to turn the garage in the back into a granny flat.

Maybe you know the stressors that impact people who are Black, Indigenous, or other People of Color (BIPOC), but do you also know those who've experienced generational wealth and poverty? Those who just got here as well as those whose ancestors were enslaved here? Are you concerned about redlining? What about those who want to live with other immigrants who speak their language--those who are American citizens and those who couldn't pass the TOEFL?

There's diversity in every population. Whether you know some of those people or not, these are your constituents. All of us!

You are no longer running for office. We need you to prepare yourself to discern what form of government and what parts of the current system caused a majority of voters to come out to the challenge of finding the election place on election day for 7 different precincts! Not just the address, but the building! And even after that, where to go inside the building!!!

We even had to get a whole new precinct number! No indication that the table I was sent to had any relationship to Cavanaugh School.

For those who chose to vote prior to election day there were challenges, too. What if your name is Martha Stewart so that's how you signed your ballot, but the machine rejected your ballot b/c your govt.- issued ID says your name is Martha B. Stewart, with the middle initial. The signatures don't match the ID! The poll workers assure you that they can spoil that ballot, generate a new ballot, and then you can cast a new ballot. Your decision to vote early was based on your own knowledge of your own life. Your decision to vote early / absentee was based on your own busy life. You're too busy on Tuesdays to leave casting an informed ballot for 9 candidates who'd bring your concerns to the table on Election Day itself.

Then there was the time-consuming chore of where to cast your absentee ballot before Election Day.

Was it at the Mediacenter on S. Washington by Greenlawn? No. It had moved to Reo Rd. on certain days, at certain times. Or was it at a church on Holmes Rd., not far from Waverly? Or was it at the fire station on Miller Rd.? Maybe the 311 operators will know... or maybe not. It's like a game of Where's Wally, and voters are the losers.

Could our elected City Clerk / key player in the Ingham County Democrats make it any harder to achieve a robust turnout for this initiative because the people of Lansing KNOW that we cannot go on as we have. It's gone on far too long! We've had it!

In the early days after the election, in the first public comments, Jack Alexander summarized your responsibilities: follow the money! No more no-bid contracts to preferential builders or developers. Set RFP specs to collaborate with the City and other interested parties to address an issue, e.g. Homelessness, and specify the values on which bids will be evaluated: diversity equity for all inclusion of all demographics: genders, ages, faith traditions, spiritual, but not religious, Agnostic, Atheist, BIPOC--all the Social Determinants of Health.

In other words, don't allow bidders to specify exact conditions that make them the only bidder qualified to be the recipient of a large combination of bids from the City, State, and feds. Select on the basis of fairness and Justice for ALL!

Collaborative applications are encouraged, e.g, a general contractor to hold all subcontractors to the values on which the planning grant(s) will be awarded, specify which groups have a track record of serving youth aging out of foster care, Returning Citizens, Seniors with aging characteristics, budding entrepreneurs, immigrants, financiers, etc.

Community Meetings Plan

Plan A:

The goal is to work with a neighborhood organization in each of the wards to see if they would be amenable to having a Charter Commission listening session on their agenda for one of their regularly scheduled meetings.

These meetings will be a chance to hear the community's views on the Charter, and the Commission won't take action.

The Clerk's Office has not started communication with the Neighborhood Organizations or potential Ward 2 locations.

Ward 1: Eastside Neighborhood Organization

- 1st Wednesday of the month, 7pm
- Foster Community Center

Ward 2: Sycamore Park, Scott Woods, Old Everett

- Conflicting, TBD
- TBD, potentially Fire Station 4, Unitarian Universalist Church, Bethlehem Lutheran Church, Trinity Church

Ward 3: Churchill Downs

- 3rd Tuesday of the month, 6:30 pm
- Alfreda Schmidt Southside Community Center

Ward 4: Westside Neighborhood Association

- 4th Wednesday of the month, 6:30 PM
- Letts Community Center

Proposed schedule by month

Month	Meeting	Commission Meeting Dates
July	Ward 4, Wed July 24	July 2, 16, 30
August	Ward 3, Wed August 21	August 13, 27
September	Ward 2, Sat September 14	September 10, 24
October	Ward 1, Wed October 2	September 24; October 8, 22

Plan B

Should there be any conflicts, the Commission is empowered to schedule their own meetings at the Community Centers.

An initial search shows meeting room availability at the earliest on these Wednesdays:

July 24

Foster meeting rooms 205, 209, 211 - open from 9am to 8pm

August 21

Letts Community Room open 1pm-8pm; foster openings too.

August 28

Letts 1-6; Schmidt 11-8

There is a form to fill out for reserving space at the Fire Station.

Proposed Charter Review Process

May 2024	June 2024	July 2024	Aug 2024	Sept 2024	Oct 2024	Nov 2024	Dec 2024	Jan 2025	Feb 2025	Mar 2025	April 2025	May 2025	June 2025	July 2025	Aug 2025	Sept 2025	Oct 2025	Nov 2025		
Fact Finding																				
						Drafting														
													Public Education							
Take office		Hire Atty														Send to AG			On ballot	

To: Lansing City Charter Commission Members

From: Emery Drever, City Clerk's Office

RE: Proposed Charter Review Process

Commission leadership has expressed interest in starting to converse about the Charter in sections. These conversations do not need to result in action taken by the Commission, rather, they are a space to gauge what members are thinking about different aspects of the charter.

Going through article by article ideally will help identify areas of focus as the priorities shift from fact finding to drafting. Scheduling a conversation about each article might also help in the solicitation of pointed feedback and fact-finding. For example, the meeting where the Commission discusses the Executive Branch might see increased public input on the Executive Branch. Likewise, this schedule can serve as a tool to identify research needs.

Article #	Meeting Date
Article I	July 2
Article II	July 16
Article III	July 30
Article IV	August 13
Article V	August 27
Article VI	September 10
Article VII	September 24
Article VIII	October 8
Article IX	October 22

Draft Invitation for Fact Finding

Hello <<party>>,

The Charter Commission is planning to discuss <<article/topic>> at its upcoming meeting on <<date>>. We are reaching out to solicit your feedback on this aspect of the Charter, due to your experience with <<xyz>>.

Please consider joining us at the meeting to make a public comment, or provide written comments to our email: chartercommission@lansingmi.gov.

If you anticipate your statements will take longer than 3 minutes, we encourage you to request to present by reaching out to Chair Jeffries, brian.jeffries@lansingmi.gov

Thank you for your investment in the city.

Sincerely,

Lansing City Charter Commission

Stakeholder Presentations Plan- Rough Draft Postcard and cost estimates

Lansing City Charter Commission
124 W. Michigan Ave 9th floor
Lansing, MI 48933



What do you think about the City Charter? The Charter Commission wants to hear from you!

* Come speak at our meetings or Public Hearings
(go to web or call 311 for next meeting schedule)

- Visit lansingmi.gov/1233/charter-commission John Doe or current resident
- - Meeting Schedule 123 Street Name
 - Request Form to receive meeting reminders
 - Comment Submission form Lansing MI ZIPCODE
 - Commissioner Email addressand more

Charter Commission Listening Tour

All citizens are welcome to any or all sessions, not just the one near them

Hearing #1

Location

Time

Hearing #2

Location

Time

Hearing #3

Location

Time

hearing #4

Location

Time

Any and all feedback is always welcome!
Lansingmi.gov/1233/charter-commission

From: [Swope, Chris](#)
To: [Jackson, Brian](#); [Drever, Emery](#)
Cc: [Stites, Robin](#)
Subject: RE: Cost Estimate for mailing all households (charter commission)
Date: Thursday, June 13, 2024 4:26:50 PM

My best cost estimate is \$12,500 to \$15,000. Some depends on one color or full color as well as size.

Sincerely,



Chris Swope, MMC/MiPMC level 3 | pronouns: He/Him
Lansing City Clerk

Michigan Association of Municipal Clerks (MAMC), Past President

Lansing City Clerk's Office

City Hall/Main Office | 124 W. Michigan Ave. | 9th Floor | Lansing MI 48933

Reo Elections Office | 1221 Reo Rd. | Lansing MI 48910

Main: (517) 483-4131

Direct: (517) 483-4130 | Mobile: (517) 230-1566

chris.swope@lansingmi.gov

[Website](#) | [Facebook](#) | [Twitter](#)



Proposed Facebook Policy

Purpose

Facebook is a social networking site. Businesses and governments have joined individuals in using Facebook to promote activities, programs, projects, and events. This standard is a baseline explanation for the use of Facebook by the Charter Commission. The purpose of this page is to publicize Charter Commission information at a place where the people of Lansing already turn to get information.

Content

1. The Facebook presence will be a page, rather than a group or individual profile. Facebook 'pages' offer distinct advantages including greater visibility, customization, and measurability.
2. Boilerplate
 - a. The Commission will determine the profile and cover photo for their page.
 - b. The Commission's email and website will appear in the 'About' section of the page. The description of the Commission in this section will read: The Charter Commission is a body elected by the people of Lansing working to oversee a general revision of the City Charter.
3. The Page will be called Lansing City Charter Commission.
4. As the administrator for the Commission, the Clerk's Office will create and maintain the page. This maintenance will include the initial post creation, an update of the meeting link and packet proceeding and following each meeting, and future post creation as
5. Comments
 - a. Comments will / will not be turned on for the page.
6. Posts
 - a. The page will include a post naming the Charter Commissioners, a post with meeting details (schedule and link to agendas), a post explaining ways to provide input, and any other post that the Commission approves.
 - b. Each meeting will be created using the 'Event' tool on Facebook.
 - c. A post will be pinned to the top of the page with the link to watch the meeting live through the established CityTV platform and on YouTube.
 - d. Posts will be shareable, so anyone on Facebook may repost or send them forth.

This social media use policy may be amended or revised at any time by a two-thirds (2/3) vote of the Commission members present.