



MINUTES
Committee on City Operations
Wednesday, October 2, 2024 @ 4:00p.m.
City Council Conference Room

CALL TO ORDER

Council Member Jackson called the meeting to order at 4:01pm

PRESENT

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

OTHERS PRESENT

Renee Richmond, Council Administrative Assistant
Lisa Hagen-Lawrence, OCA
Greg Venker, OCA
Eugenia Zacks - Carney
Andy Kilpatrick, Director Public Service
Mitch Whisler, Dept. Public Service

MINUTES

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE MINUTES FROM SEPTEMBER 4, 2024, AS PRESENTED. MOTION CARRIED 3-0.

PUBLIC COMMENT

Discussion/Action

RESOLUTION – Claim Appeal #2059; IPLANGROUP for \$1762.50 in red tag fees at 1504 Lansing Avenue

Councilmember Jackson asked if someone from the city was present and read into the record the following email:

From: Van Fossen, Rawley <Rawley.VanFossen@lansingmi.gov>

Sent: Wednesday, October 2, 2024 2:01 PM

To: Boak, Sherrie <Sherrie.Boak@lansingmi.gov>; Richmond, Renee <Renee.Richmond@lansingmi.gov>

Subject: City Operations

Sherrie and Renee,

I wanted to share that EDP will not be at City operations today. I believe there is one claim review on the committees agenda for 1504 Lansing Ave that would involve EDP.

I reviewed this and it seems to be a straightforward, red tag monitoring fees. The department would not recommend granting a claim. If you need anything, though from us prior to, please let me know.

Thank you,
RVF

Ms. Zacks-Carney explained she is an agent for the investment company, it is up for sale, the property is not in violation and at the CRC meeting she spoke from inside the house, and it is gorgeous and there is an open house this weekend. She invited the Committee to stop by and see that it is being maintained, the yard is maintained, permits were pulled, and all inspections passed. The inspector said one more would be needed, and she's made multiple phone calls over months to Everett Coates and left messages with no response. She noted the closing documents dated June 2023.

Ms. Hagen-Lawrence stated she wasn't at the CRC meeting but has the context, indicating it was confusing because there were two claims simultaneously and one was recommended to reduce by \$300. She is unsure if the mistake was in the code office or the city attorney's office. Councilmember Jackson asked for clarification on the fee amount, and what about waiting on the inspection. Ms. Hagen-Lawrence said \$150, and she isn't in that department so can't speak on the inspection.

Councilmember Hussain commented there is enough confusion and attempts contact, and with nobody from the department.

MOTION BY COUNCIL MEMBER HUSSAIN TO TABLE THE RESOLUTION FOR THE CLAIM APPEAL #2059; IPLANGROUP FOR \$1762.50 IN RED TAG FEES AT 1504 LANSING AVENUE UNTIL 10/16/2024. MOTION CARRIED 3-0.

RESOLUTION – Contract Approval; Michigan Department of Transportation (MDOT) Trunkline Maintenance

Ms. McPherson stated this is a standard trunkline agreement for operations and maintenance and get money from MDOT to work. Councilmember Kost asked what type of things are done by the city. Ms. McPherson responded plow snow, mow, right of way fixes and inspections on sidewalks, and cleanings. Councilmember Kost asked do they maintain 496/Cedar area for overgrown gardens area, she is unsure but can check. Councilmember Hussain asked if they stripe the roads, Mr. Whisler answered they don't strip MDOT roads. Councilmember Jackson asked if it was a certain number of times or as needed. Ms. McPherson stated as needed but there is a mowing scheduled for O&M staff.

Councilmember Hussain stated leadership has had conversations and the contract isn't structured the way that allows them to get out and get things done. He then noted the wording of the resolution of MDOT submitting their standard trunkline maintenance contract, and asked if OCA could speak to it. Ms. Hagen-Lawrence responded she couldn't speak to it and would have to get with the city attorney and get back to the Committee. Councilmember Hussain expressed his concern in a standard contract that's locked in until September 2029.

The Committee spoke on tabling to have someone in to speak on the contract, Ms. McPherson stated Mr. Kilpatrick was in another meeting but on his way. The Committee stated they will move on and come back to this item.

Mr. Kilpatrick stated this is a standard contract from MDOT, a 5yr renewal for maintenance contract with O&M performing maintenance activities on state trunklines and roadways. Councilmember Hussain noted thought they were working with MDOT to restructure the contract, concerns from people regarding the upkeep of corridors mainly mowing. Mr. Kilpatrick said budget wise, mowing can be adjusted, it's not a number of times it's a dollar amount and if they don't have a heavy winter or a spring with more mowing needed, they can go and request more money and MDOT can review and adjust.

Councilmember Jackson asked if they pick up trash. Mr. Kilpatrick said they have a specific contract between the city and a contractor, those are things they can specify in their contract but nothing from MDOT that says they can or cannot do, but it would raise the cost. Councilmember Jackson said he feels it should be exercised, noting trash in the middle of boulevards like MLK and Mt hope. Mr. Kilpatrick responded that would be the city's execution of the MDOT contract.

Councilmember Kost asked when they give us money to do this, example MLK not mowed was it the city's failure or is it working with the little bit of money. Mr. Kilpatrick answered in

a typical season they try to hold off if they only have 7 mows left and may only do once a month. He agreed they may not estimate right and that's on them. They have one contractor for Right Of Way, and one for all the parks and other city property, they would constantly be mowing. Councilmember Kost stated they need seasonal workers, and Mr. Kilpatrick answer the problem is they have no equipment and can't find workers, they require CDL license depending on the equipment driving.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR THE CONTRACT APPROVAL; MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT) TRUNKLINE MAINTENANCE. MOTION CARRIED 3-0.

Mr. Kilpatrick added he will update in Spring if they would like. Councilmember Kost said looking toward next year would like a plan for corridors like S. Cedar for weeds growing in the sidewalk, Mr. Kilpatrick agreed.

RESOLUTION – Authorization; Michigan Department of Transportation Performance Resolution for Municipalities Form 2207B

Ms. Hagen-Lawrence stated a previously passed resolution contained language that was in the MDOT resolution but not in the city form resolution. This is so LPD and get a permit for License Plate Readers (LPR), and erect cameras. Continuing, this authorizes the clerk to execute the form.

Councilmember Hussain asked if the LPRs are part of LPD enforcement. Councilmember Kost mentioned in a Committee on Public Safety meeting Chief Backus explained the LPRs are meant to capture the license plate of a car, not passengers, for crimes regarding gun violence. Explaining, the footage is kept for 30 days with a case number attached and a badge number entered to view.

Councilmember Jackson asked if this is the only intent. Mr. Kilpatrick answered they used to have an annual permit with MDOT to do maintenance on their trunklines that includes traffic control on roadways, so switching from annual to blanket permit that also allows LPRs.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR AUTHORIZATION; MICHIGAN DEPARTMENT OF TRANSPORTATION PERFORMANCE RESOLUTION FOR MUNICIPALITIES FORM 2207B. MOTION CARRIED 3-0.

RESOLUTION – Traffic Control Order No. 24-07; stop sign on Astor Avenue at Palmer Street

Mr. Whisler explained they investigated to determine sight distance in response to a resident request for flashing arrow lights at the intersection. This is currently an uncontrolled 3 leg intersection. Staff conducted a speedy study and reviewed crash history there were 2 for the most recent 5 years. Based on findings they recommend installation of stop sign, in addition a yellow target arrow sign with the resident's permission since it will be in their yard.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR TRAFFIC CONTROL ORDER NO. 24-07; STOP SIGN ON ASTOR AVENUE AT PALMER STREET. MOTION CARRIED 3-0.

Councilmember Jackson stated they will return to item C with Mr. Kilpatrick.

RESOLUTION – Traffic Control Order No. 24-08; regulate parking along 1100 N. Washington Avenue

Mr. Whisler stated they received a request from a business for parking spaces. They reviewed it and saw no reason to deny. They recommend two ADA near Maple and Washington and one near Cesar E. Chavez.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR TRAFFIC CONTROL ORDER NO. 24-08; REGULATE PARKING ALONG 1100 N. WASHINGTON AVENUE. MOTION CARRIED 3-0.

RESOLUTION – Traffic Control Order Nos. 24-03, 24-04 and 24-05; regulate parking along W. Washtenaw Street

Mr. Whisler stated they received a request from a resident to remove current parking restrictions along north side of street, they investigated and sent a survey to residents for two options. Option one for no change and option two to allow unrestricted parking. 75% was returned, and based on response they recommend option two. Councilmember Jackson asked just based on response, and Mr. Whisler responded yes, no issues seen in doing so.

MOTION BY COUNCIL MEMBER KOST TO APPROVE THE RESOLUTION FOR TRAFFIC CONTROL ORDER NOS. 24-03, 24-04 AND 24-05; REGULATE PARKING ALONG W. WASHTENAW STREET. MOTION CARRIED 3-0.

RESOLUTION – Traffic Control Order No. 23-07; regulate parking along Cascade Blvd., Dori Lane, and Red Cedar Pkwy.

Mr. Whisler stated they received a request from Red Cedar Development to install a two-hour parking time limit along the streets transferring over to the city. Councilmember Jackson noted it is probably students and asked if this based only on the request or logic. Mr. Whisler indicated mainly the request, but also helps with turnover for the restaurant. Councilmember Kost mentioned there hasn't been a TCO to enforce and said hotels have expressed interest in purchasing Josephine Way how would that play out. Mr. Kilpatrick answered essentially, they would have to vacate which gets split to property owners otherwise they can do a license agreement.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR TRAFFIC CONTROL ORDER NO. 23-07; REGULATE PARKING ALONG CASCADE BLVD., DORI LANE, AND RED CEDAR PKWY. MOTION CARRIED 3-0.

RESOLUTION – Set a Public Hearing on Amending Chapter 606, Section 606.02, to prohibit the placement of signs in or on the public right of way and public buildings, places, and facilities

Ms. Hagen-Lawrence explained there have been issues recently with placing signs in ROW, as the ordinance is currently written, they have enforcement issues as they can't identify who placed the sign so this will establish a presumption that the business placed the sign and in conjunction with the service ordinance allows them to mail the infraction.

Mr. Kilpatrick asked who is responsible for the enforcement, Ms. Hagen-Lawrence is unsure at this time if it would be LPD, or the Director of Public Service, Parks & Rec, or EDP

Councilmember Jackson asked they have an ordinance that says can't put signs out, Ms. Hagen-Lawrence reiterated putting signs out is prohibited, right now they can't identify who placed the sign so they can't enforce. There are so many out there they have placed or have hired someone to do the placement, and they could now enforce. Councilmember Jackson asked if it was a civil infraction, Ms. Hagen-Lawrence confirmed

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION TO SET A PUBLIC HEARING ON AMENDING CHAPTER 606, SECTION 606.02, TO PROHIBIT THE PLACEMENT OF SIGNS IN OR ON THE PUBLIC RIGHT OF WAY AND PUBLIC BUILDINGS, PLACES, AND FACILITIES. MOTION CARRIED 3-0.

Set a Public Hearing on Amending Chapter 203, Section 203.03, to establish the service requirements for municipal civil infraction violations arising from the unauthorized placement of signs

Ms. Hagen-Lawrence noted this establishes the service requirements so they can mail the citation. Councilmember Kost asked how much is the fine, Ms. Hagen-Lawrence said it is a progressive fine structure. Councilmember Jackson asked if it is a rebuttable presumption, Ms. Hagen-Lawrence responded she believes presumed responsible.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE RESOLUTION TO SET A PUBLIC HEARING ON AMENDING CHAPTER 203, SECTION 203.03, TO ESTABLISH THE SERVICE REQUIREMENTS FOR MUNICIPAL CIVIL INFRACTION VIOLATIONS ARISING FROM THE UNAUTHORIZED PLACEMENT OF SIGNS. MOTION CARRIED 3-0.

Other

Adjourn

Adjourned at 4:47pm

Submitted by Renee Richmond

Recording Secretary, Lansing City Council

Approved by the Committee on October 16, 2024