



**MINUTES**  
**Committee on City Operations**  
**Wednesday, December 18, 2024 @ 4:00 p.m.**  
**City Council Conference Room**

**CALL TO ORDER**

Council Member Jackson called the meeting to order at 4:12pm

**PRESENT**

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

**OTHERS PRESENT**

Renee Richmond, Council Administrative Assistant  
Charles Randall, Internal Auditor  
Lisa Hagen-Lawrence, OCA  
Nick Montry, Deputy Director ED&P attending virtual  
Adam Fisher attending virtual  
Jennifer Cameron

**MINUTES**

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

**PUBLIC COMMENT**

No public comment at this time.

**Discussion/Action**

RESOLUTION – Council Rules; Amend Rule 16, Standing Committees to establish the Committee on Municipal Audits

Councilmember Jackson asked if there were any questions from the Committee. Councilmember Hussain a few grammatical changes to the resolution. Councilmember Jackson asked if law wrote it and Ms. Hagen-Lawrence answered no but they did review it and legally it is fine.

Mr. Randall mentioned he didn't want conflicts with other Councilmembers and wanted something laid out. Councilmember Hussain believes a concern is a normal flow from Councilmembers and Internal Auditor. Mr. Randall continued that some Councilmembers hold off on asking him things and he doesn't want a conflict with the President or AdHoc Committee, stating and at the end of the day who is responsible for him to report to. Councilmember Hussain added this makes it an official standing committee.

Councilmember Kost noted his concern with wording because someone may have a conflict where a president may not want us to look at something and then kills it and no language for protection and suggested adding "This does not impede other requests made by other Councilmembers".

Councilmember Jackson asked law, since the Internal Auditor is for Council is it implied for just the President or all Councilmembers. Ms Hagen-Lawrence answered the charter indicated the Internal Auditor shall be responsible to the City Council, so the body. Councilmember Kost recalled an instance from last year and it was not agreed upon. Mr. Randall added his concern with 8 bosses and being pulled in different directions. Councilmember Jackson noted there are times when a Councilmember wants information prior to going public so they have all the facts. Councilmember Hussain added he believes the Internal Auditor is thinking worst case scenario and all three of Council staff have eight bosses.

Councilmember Hussain read into the record the resolution amended as follows:

Objectives of the Committee are to provide guidance and oversight to the City Council Internal Auditor in the performance of his/her responsibilities, create and review annual audit plans, and evaluate the financial position of the City.

The Committee on Municipal Audit will prepare an annual audit plan by June 30<sup>th</sup> each year.

This does not impede other requests made by other Councilmembers.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE AMENDED RESOLUTION OF COUNCIL RULES; AMEND RULE 16, STANDING COMMITTEES TO ESTABLISH THE COMMITTEE ON MUNICIPAL AUDITS. MOTION CARRIED 3-0.

RESOLUTION – Claim Appeal; Claim #2114 – Adam Fisher for \$565 in trash fees at 5900 S. Washington Avenue

Mr. Montry stated the property was cited on 3/15/24 with a compliance date of 3/22/24, upon reinspection on 3/27/24 the violation was still present and submitted to the contractor for removal. The contractor arrived on 4/17/24 and there was indoor furniture outdoors and it was removed. Councilmember Hussain asked on the original notice it does state if additional violations are present it will be removed, therefore when the team arrive a new piece was there correct. Mr. Montry confirmed and referenced a photo with the dresser on 3/15/24.

Ms. Cameron stated when she received the notice she complied with it and removed the clothing and carpeting that was noted. She confirmed the dresser was outside but under a tarp and that was not noted in the violation letter.

Councilmember Jackson asked why it was outside and how long was she keeping it outside. Ms. Cameron answered she had no way to bring it inside herself, it was covered and she complied with the notice and removed what was requested, indicating the dresser was an heirloom.

Councilmember Jackson asked how long it was outside, Ms. Cameron responded approximately two weeks. Councilmember Kost noted the notice date, and she had time to take care of it since the contractor didn't arrive until 4/17/24 and asked if she contacted the code officer. Ms. Cameron said no she didn't know she could and that she had removed what was noted on the letter. Councilmember Kost noted the letter does state if there are questions to contact the office and it

gives the name, number, and email of the code officer and unfortunately indoor furniture cannot be outside.

Councilmember Hussain agreed with Councilmember Kost, and noted the language can be vague but also states if additional violations are present they will be removed without additional notice. Councilmember Jackson noted that it seems the contractor is determining what is a violation and then just taking things.

Councilmember Jackson passed the gavel to Councilmember Hussain.

MOTION BY COUNCIL MEMBER JACKSON TO GRANT AN ADJUSTMENT OF \$265 ON THE TOTAL OF \$565 LEAVING A BALANCE OF \$300 ON THE CLAIM APPEAL #2114; ADAM FISHER FOR TRASH FEES AT 5900 S. WASHINGTON AVENUE.

Councilmember Kost asked Mr. Montry if notice is sent to the owner and the resident for the trash violation and the dresser was in the driveway and in the photo but not originally mentioned on the notice why. Mr. Montry said he is unsure why the dresser was not noted first and should have been.

MOTION CARRIED 3-0.

Councilmember Hussain passed the gavel to Councilmember Jackson.

### **Other**

### **Adjourn**

Adjourned at 4:47pm

Submitted by Renee Richmond

Recording Secretary, Lansing City Council

Placed on File by the Committee on February 6, 2025