MINUTES
Committee of the Whole
Monday, April 7, 2025 @ 5:00 p.m.
Tony Benavides Lansing City Council Chambers

CALL TO ORDER
Council President Kost called the meeting to order at 5:00 p.m.

PRESENT
Councilmember Jeffrey Brown
Councilmember Peter Spadafore
Councilmember Tamera Carter
Councilmember Trini Pehlivanoglu
Councilmember Jeremy Garza- excused
Councilmember Ryan Kost
Councilmember Adam Hussain
Councilmember Brian T. Jackson

OTHERS PRESENT
Sherrie Boak, Council Staff
Charles Randall, Internal Auditor
Greg Venker, City Attorney
Lisa Hagen-Lawrence, City Attorney
Mark Lawrence, Mayor's office
Mayor Schor -arrived at 7:17 p.m.
Jack Brower, Chief Strategy Officer
Jackson Mills, Budget
Doris Witherspoon, EDP
Rawley Van Fossen, EDP
Erin Buitendorp, EDP
Jason Hogan, IT
Jennifer Czeiszperger, Assessor
DeLisa Fountain, NACE
Chief Backus, LPD
Cheryl Rupprecht, LPD Budget
Daniel Doyle, Atty. Representing CDDM
Rick Johnson, CDDM

Minutes
MOTION BY COUNCIL MEMBER CARTER TO APPROVE THE MINUTES FROM MARCH 24, 2025, AS PRESENTED. MOTION CARRIED 7-0.

Public Comment
Mr. Doyle voiced his concerns that he believes the corporation did not get notice of the hearing until after the hearing date. They are requesting to be heard on the items. He is

asking to be heard by the hearing officer because they believe there were in accuracies. He noted some of the issues and concerns could be addressed and requesting due process.

Mr. Johnson reiterated the statement from his attorney where he did not get the notice until after the hearing and spoke in opposition to dates in the findings.

Presentations

Fiscal Year 2025/2026 Budget Overview, Fees, Revenue, Fringe – Chief Strategy Officer

Mr. Brower and Mr. Mills provided a hardcopy of a presentation and sent in email at 5:00 p.m. Mr. Brower outlined the budget book sections including funding, departments, property tax assumptions, general fund, income, infrastructure, fees/fines and strategy. This budget represents a 5.7% increase from the current budget, and they feel confident in the estimates. Regarding income tax revenues, overall, the State is estimating 3%, when look at receipts from Treasury there is a 4.1% increase from 2023/2024, so a 2.9% increase from 2024/2025 budget. This is sensitive to economic factors. Mr. Brower highlighted operational investments, public safety revenues, and infrastructure highlights.

Council Member Spadafore asked Mr. Brower about the retirement investments, and asked how the current market is impacting the stability of the retirement funds. Mr. Brower stated there are several aspects this could impact; scenario where market conditions deteriorate, losses over this year, estimate 7%, but got less. They take the returns and spread over several years, that way there is not a significant change, but does have an impact. Council Member Spadafore asked if 7% is the city standard, and Mr. Brower stated it is the City.

Council Member Spadafore asked about the outlook on the state revenue assumptions, and asked how much of the numbers are assumptions based on January revenue conference. Mr. Brower stated that January conference gives revenues. What impact will the revenue conference before budget is adopted, what happens if it impacts the budget after adopted. Mr. Brower stated they could propose adjustments, look at recommendations, and at this time the resolution is in the hands of Council.

Mr. Brower moved into fee changes that are part of the resolution as well. There are building safety fees that came up late in the process after the budget was submitted to Council. Council Member Hussain asked about the fees being late, noting this happened last year, and asked how this late request can occur. Mr. Brower stated there was confusion on if these fees required ordinance changes, and they assumed this had to occur separately. Council President Kost asked what ordinances were affected by fee changes. Mr. Brower stated that he was not aware, just had a note and did not dig deeper. Mr. Lawrence stated the department thought they needed a stand-alone ordinance and therefore did not include in the budget resolution. Mr. Brower noted some of the proposed fee changes, most due to inflationary or addressing programs. Council President Kost asked about the garbage and yard waste fees, and how they determine to increase every year. Mr. Brower stated he would have to defer to the department, but overall it is representing the cost of doing business. Council President Kost asked what the negative impact would be, and he was referred to the fund balancing of the budget book, where it is described as the end working capital, with garbage fund 2.9 million to the positive, then add in deferred outflows – payments due to expenditures not yet gone out, then subtract the liabilities due over a period greater than one year (outstanding debt service, payables, retirement obligations) gets to negative 1.1 million, but $1.9 million positive on hand to make day to day expense.

Mr. Brower moved into the public safety investments.

Council Member Hussain referred to the infrastructure funds, noting nothing for trailways, however funds just for sidewalks. Mr. Brower stated Public Service can respond to specifics, but this is $1 million for combination for sources; sidewalks, gaps, trail ways, and included in the CIP request. One option the City can do is split sidewalk repair with residents, 50/50, special assessments.

Council Member Jackson spoke on the operational for public safety(LPD) with people moving to active patrol, filling 5 vacancies. Mr. Brower stated currently the five are working in supervisory in detention and more sergeants in those activities to reduce overtime, better efficiencies. Council Member Jackson asked if they are then adding two more patrol officers, since never closing the gap on vacancies of patrol. He asked for the assurance to get to those two needed. Mr. Brower stated he does not know the significant status now, but his would be two additional funded positions. Council Member Jackson is there is a way to fill the positions that are already vacant, and he would struggle to support when it is going to be added to the current vacancies.

Council President Kost noted the active employee healthcare, and asked if that does factor in that PHP is wiped out and looking for an HMO. Mr. Brower stated they are selected and going to the open enrollment process. There is an estimated applied into the projections.

Council Member Hussain asked if there are discussions on lighting for the front of the Lansing Center. Mr. Brower stated it was in the RFP process for the LEPFA management, what they saw for improvements and what were their capital priorities, and lighting and signage were mentioned.

Mr. Brower then spoke on priorities of his position in stabilizing and restoring city finances, maintain the percentage of the general fund, reduced unfunded, and coordinating on projects.

Council Member Jackson stepped away from the meeting at 6:01 p.m.

Mr. Brower has been meeting with departments to identify goals, technical assistance for upgrades, and evaluating operation plans.

Council Member Hussain referred to the budget policies from 2024/2025, noting items that were included in the adopted budget resolution last year that Council does not believe they ever received from the Administration or updates on.
Contracts: By the first Council meeting of October, January, April, July the Administration is requested to present to Council a list of all contracts and copies of all purchase orders, including any extension and/or amendments, approved by the Administration over $25,000.
The Administration is requested to include non-appropriation clauses and other similar out provisions in all leases and vendor contract.

Council Member Jackson returned to the meeting at 6:06 p.m.

Mr. Lawrence stated he would have to research the contracts. Council Member Hussain read the other items.
City's Road Maintenance/Construction Capital Improvement Plan
The Administration is requested to update on an annual basis and submit to Council by December 1st each year.
Capital Improvement Projects
The Administration is requested to provide an annual report to Council by December 1st each year on all projects completed in the prior fiscal year regarding the Capital Improvement Project budgets and all costs overruns or under expenditures.
Residential Solid Waste
The Administration is encouraged to analyze the costs and benefits of being the sole provider of all residential solid waste services through the city, and submit to Council no later than September 1, 2024.
Mowing of Parks and Cemeteries
The Administration is requested to initiate a study to analyze savings realized on an annual basis stemming from the contracting of mowing to an outside contractor. As part of the study, it is also requested that the Administration study the cost of bringing mowing services back into the city, including start-up costs and annual personnel and operating costs moving forward. The Administration is being requested to submit the results of this study to City Council no later than September 1, 2024.
Capital City Allocation

The Administration is requested to study appropriations that other capital cities across the United States receive annually due to being a capital city. As part of this study, the Administration is requested to explore the framework for these allocations (e.g. formula for spending) and whether these allocations are constitutional or statutory. The Administration is being requested to submit the results of this study to City Council no later than September 1, 2024.

Council Member Spadafore stated the Municipal Audit Committee has asked Mr. Randall to look into all those.

Council Member Pehlivanoglu stepped away from the meeting at 6:08 p.m.

Budget Impact Overview on Projects – Public Safety Complex, Ovation, new City Hall – Chief Strategy Office

Mr. Brower outlined projects in the earlier handout.

Council Member Carter stepped away from the meeting at 6:09 p.m.

Mr. Brower referred to the presentation which outlined the projects and funded through the bond for the public safety complex. Regarding the new City Hall, the funding source comes from a grant from the State of Michigan, Boji is the $2 million representative on that project.

Council Member Pehlivanoglu returned to the meeting at 6:11 p.m.

Council President Kost asked if the developer and the owner is the same for the City Hall, and Mr. Brower and Mr. Lawrence did not have the answer but would get that information.

Mr. Brower spoke on the funding source for Ovation; $20 million bond, state grants of $7 million, $750,000 grant from HUD, $2.6 million from private, public education fees $2.6 million. Construction documents were being submitted for construction and renovation of current building.

Council Member Spadafore asked who the owner representatives on the public safety complex. Mr. Brower did not know but could provide later. Council Member Spadafore then asked about the 10% of the City Hall project for the contingency, and what is the $2 million for. Mr. Brower stated he could get a detailed breakdown.

Mr. Lawrence updated earlier questions on ownership; Kramer is the owner representative for City Hall. Council President Kost thought the remediation for the site of City Hall was when Boarshead Theatre went down. Mr. Lawrence than added it is River Caddis for City Hall.

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

CDBG Budget Presentation

Ms. Witherspoon and Ms. Buitendorp introduced themselves and highlighted the department members.

Ms. Witherspoon summarized that the submitted the annual plan covers 7/1/2025- 6/30/2026, and they operate on a bi-year consolidated plan, basically developed on community needs and how to use development funds. With consolidated plan they submit an action plan which includes the goals and annual application to HUD. If the City does not submit, they will not get funds. Ms. Witherspoon spoke briefly what the funds are used for and eligible activities; rapid rehousing, homelessness prevention, grant data, HMIS, and administration. In the presentation was a 10 year funding history, and the CDBG eligible area map. The annual action plan is citizen driven, they have held 2 public hearings before planning commission. This is now the comment period, information on the city website.

Council Member Jackson asked about the rental rehab funds. Ms. Doris Witherspoon noted they are not new, and it is for private landlords to fix up buildings. Council Member Jackson asked about the funds. Mr. Van Fossen stated the red tag monitoring covers code enforcement, for staff to conduct the work. CDBG is for rental rehab and can be used both for renovation of existing and new construction assistance.

Council Member Spadafore asked for confirmation that the number before them are “tentative” and in May the City will get the solid numbers. Ms. Witherspoon stated that at this time, the action plan is due 5/14/2025, but there is a deadline of 8/16/2025. The department will come back with final numbers. Ms. Buitendorp added that if they get them before 5/21/2025 if they will be back, if not it will be later. Council Member Hussain asked if the numbers listed are what the City received last year, and Ms. Witherspoon confirmed and added they submit it this way until they get the actual allocations.

RESOLUTION – Setting of Building Hearing; Community Development Block Grant(CDBG) Annual Action Plan for FY 2025/2026
MOTION BY COUNCIL MEMBER CARTER TO APPROVE THE RESOLUTION TO SET THE PUBLIC HEARING FOR THE CDBG ANNUAL ACTION PLAN FOR APRIL 21, 2025.
MOTION CARRIED 7-0.

Department Budget Presentations
Information Technology
Mr. Hogan went through the list of questions.

- What is the difference with your budget from current fiscal year to the proposed budget? **Many of the increases to the departmental budget are known software increases for FY26. There are other increases for hardware maintenance and additional contractual staffing.**
- Are there any changes in services that your department is responsible for and if so why? **There are no changes in the services that IT currently provides.**
- What impact has 311 taken on your department and staff? If 311 answers your calls, do you intend to eliminate staffing because of lower workload in this proposed budget. **IT supports 311 and we have heard many positives of efficiencies gained by departments using them, but they don't currently handle any IT calls.**
- Are there any eliminated, combining of or contracting of positions in your budget, and if so provide specifics. **There are no changes from the current budget. IT currently uses Dewpoint for Infrastructure services, Client Services Manager and Senior Project Manager. We also use one person from IG True Grit Parent Holdings that are assisting helpdesk team with computer replacement for Windows 11 rollout**
- How many employees have left your department in the past year? How many were due to retirement?
  No one has left the department. Three people are retirement eligible.
- What (if any) operational changes have you made to become more efficient in your department? **Due to increasing tariff costs, we were able to remove AT&T telecommunications from the city environment and save $35,000 for FY25.**
- Are you able to perform all necessary departmental responsibilities with this budget? **With the submitted budget, we can perform necessary responsibilities.**
- Have you budgeted for receipt of federal grant funds? If you have, and the federal funds get pulled back, will you still be able to continue the service those funds would be used for, or purchase the item you intended to purchase with federal grant funds, or cover the staff that that the grant was supplementing**? The IT department did not budget for the receipt of federal grant funds.**
- What impact has the new BSA had on your department, and what issues have you run into. Have your employees had issues with BSA payroll.
  Our Applications, Helpdesk and PMO teams have taken on additional responsibilities with the roll out of BS&A.

Mr. Randall offered to advise the IT on penetration testing on the systems annually. Mr. Hogan confirmed it is already being done.

Council Member Brown asked about the increase in software because of tariffs, and if there are other options to look at. Mr. Hogan stated they look at each product during renewal time. Most products have 1 year renewal and gives City position to decide on another software. Council Member Brown asked if this is the best, and Mr. Hogan stated it has been done, and they always look at the best cost.

Council President Kost asked if he has enough staff because when employees call they get the answering machine. Mr. Hogan stated that there would always be nice to have extra staff for projects, but there are daily projects to cover. With the budget they have they can meet the needs of the employees, but to increase customer service another employee would be helpful.

Council Member Carter asked about the three (3) eligible for retirement, are they taking proactive measures to make sure employees on deck, and Mr. Hogan confirmed. He is working with HR on reviewing the position for salary and then will proceed forward.

Council Member Jackson stepped away from the meeting at 6:37 p.m.

Council Member Hussain asked if they sent a something in their budget to the Mayor that didn't make it to the Council. Mr. Hogan stated they did request a camera person to assist with all the security cameras throughout the city, but that was withdrawn .

Council Member Brown asked about the planning for vacancies after retirees, he asked for the timeline that. Mr. Hogan stated that as long as moving forward on the current posting, happening in the next 1-2 months. For the remaining two retirements, they have not given a date when they attend to retire, so it is hard to forecast that .

<u>Assessing</u>
Ms. Czeiszperger went through the questions.

Council Member Jackson returned to the meeting at 6:41 p.m.

- What is the difference with your budget from current fiscal year to the proposed budget? **The largest difference is with salaries. We have worked to fill all full-time positions. At this time, we are currently interviewing for the 2 full time administrative positions and should be able to fill these two open positions.**
- Are there any changes in services that your department is responsible for and if so why? **None**
- Are there any major equipment purchases proposed in your budget? **None**
- What impact has 311 taken on your department and staff? If 311 answers your calls, do you intend to eliminate staffing because of lower work load in this proposed budget. **The Assessing Department does not use 311. Due to PA 660 – Assessing Reform, all assessing employees must be certified to answer questions.**
- Are there any eliminated, combining of or contracting of positions in your budget, and if so provide specifics. **Assessing only has 1 contract position left. The posting is currently open, with no qualified candidates applying. The current contract person is working toward the required certification and hopefully will apply for the full-time position, eliminating any contract positions.**
- How many employees have left your department in the past year? How many were due to retirement? **Technically none. The Assessor and Deputy Assessor retired just**

before the last budget/year. Temporary positions have not been renewed (i.e. internship, special project)

- What (if any) operational changes have you made to become more efficient in your department? What were the savings? **Training and reassignment of duties have been used to more efficiently operate and complete the work timely. At this time, 5 employees are currently in courses to advance their certification and knowledge.**
- Are you able to perform all necessary departmental responsibilities with this budget?
  Yes
- Are there any new initiatives or services your department will be providing with this budget?
  No
- Have you budgeted for receipt of federal grant funds? If you have, and the federal funds get pulled back, will you still be able to continue the service those funds would be used for, or purchase the item you intended to purchase with federal grant funds, or cover the staff that that the grant was supplementing?
  None at this time.
- What impact has the new BSA had on your department, and what issues have you run into. Have your employees had issues with BSA payroll.
  BSA has been our operating software for a long time. This conversion did change some processes, but only slightly. We have had some issues with this conversion, but BSA has worked to resolve all issues timely.
- How many cases are in the tax tribunal? What would the impact be if the City losses the case.
  For 2024 we had a total of 26 small Claims appeals. The 15 cases that have been closed, resulted in only 31.11% of value loss or $150,356 of taxable value (or $2,922.92 of general fund). The remaining cases have a taxable value in contention of $311,053 or a potential general fund loss of $6,046.87.

  In 2024 we had a total of 38 Full Tribunal appeals. Currently only 5 are pending with a total of $1,362,041 taxable value in contention (or $26,478 of potential general fund loss). For the 33 cases that have been resolved, there was a total of $30,099,618 of taxable value in contention. These cases resolved with a total loss of taxable value at $11,145,053 or 37% loss in taxable value $216,659.83 in general fund dollar loss). For the remaining cases, a similar favorable outcome for the City is anticipated. Currently the 2025 appeals season has not commenced.

  The tax dollar amount that saved from these full tribunals is about $368,476 ($30,099,618 - $11,145,053 = $18,954,565 x .01944 mills = $368,476) of general fund tax dollars.

Council Member Brown asked about the 25% IT charges. Ms. Czeiszperger confirmed those were charges for service charge and external online website. Council Member Brown then asked if the positions in her department are all properly classified. Ms. Czeiszperger explained that there used to be four (4) full time, and at this time she is almost fully staffed, with 9 of her 10 positions under the union. There are currently five employees going through the assessing classes for classification and efficiency.

Mr. Randall had no questions.

<u>City Attorney</u>
Mr. Venker went through the questions.

- What is the difference with your budget from current fiscal year to the proposed budget?

There is an increase exclusive to salary and reclassifications. Most significant, after taking over as City Attorney last year. there was an old position on the books and that was reclassified as a hirable position.

- Are there programs you have done in the past that you have not included in this budget?
  No
- Are there any major equipment purchases proposed in your budget?
  No
- What impact has 311 taken on your department and staff? If 311 answers your calls, do you intend to eliminate staffing because of lower work load in this proposed budget.
  311 does not answer calls for the department, and they have noticed a decrease in transfers from other departments.
- Are there any eliminated, combining of or contracting of positions in your budget, and if so provide specifics.
  No
- How many employees have left your department in the past year? How many were due to retirement?
  There have been four (4) that have left in the last fiscal year, with none being due to retirement.
- What (if any) operational changes have you made to become more efficient in your department? What were the savings?
  Cannot point to a savings in money, and the department has tried to take on more to be proactive in litigation. Working with BWL attorneys to see about sharing costs on research requirements.
- Are you able to perform all necessary departmental responsibilities with this budget?
  Yes
- Are there any new initiatives or services your department will be providing with this budget?
  No, other than what is stated previously to be proactive
- Have you budgeted for receipt of federal grant funds? If you have, and the federal funds get pulled back, will you still be able to continue the service those funds would be used for, or purchase the item you intended to purchase with federal grant funds, or cover the staff that that the grant was supplementing?
  No
- What impact has the new BSA had on your department, and what issues have you run into. Have your employees had issues with BSA payroll.
  The employees have not had issues with payroll, other than how to interact. They find the invoice is easier to use.

Council Member Brown asked what position was reclassified. Mr. Venker state it used to be legal advisor but is now an Assistant City Attorney.

Mr. Randall had no questions.

<u>Neighborhoods, Arts and Citizen Engagement</u>
Ms. Fountain went through the questions.

- What is the difference with your budget from current fiscal year to the proposed budget?

Council President Kost passed the gavel to Council Member Carter and stepped away from the meeting at 6:56 p.m.

Increased funding for programs, the percentage change is minimal and they are not beginning new.

- Are there any changes in services that your department is responsible for and if so why?
  There are no changes in services.
- Are there programs you have done in the past that you have not included in this budget?
  No
- Are there any rate or fee increases and if so why?
  No
- Are there any major equipment purchases proposed in your budget?
  No
- Are there any eliminated, combining of or contracting of positions in your budget, and if so provide specifics.
  No
- How many employees have left your department in the past year? How many were due to retirement?
  One position
- What (if any) operational changes have you made to become more efficient in your department? What were the savings?
  Have been utilizing a third party for assistance with neighborhood grants.

Council President Kost returned to the meeting at 6:58 p.m.

Council Member Spadafore stepped away from the meeting at 7:00 p.m.

- Are you able to perform all necessary departmental responsibilities with this budget?
  Yes
- Are there any new initiatives or services your department will be providing with this budget?
  No, but in the last budget they introduced a new department, and in this budget they are pushing forward with that new department.
- Have you budgeted for receipt of federal grant funds? If you have, and the federal funds get pulled back, will you still be able to continue the service those funds would be used for, or purchase the item you intended to purchase with federal grant funds, or cover the staff that that the grant was supplementing?
  They have no federal funds.
- What impact has the new BSA had on your department, and what issues have you run into. Have your employees had issues with BSA payroll.
  They have adjusted accordingly, utilize two backup employees with the new payroll.

Council Member Brown asked for confirmation it was an increase of $20,000 to neighborhood grants as a reallocation, and it was confirmed.

Council Member Spadafore returned to the meeting at 7:01 p.m.

Ms. Fountain was then asked about the $22,000 decrease in fringe benefits, and she was not able to explain the decrease, but Mr. Brower stated it was a result of calculations of employee based salaries. Mr. Brower stated it is a result of his calculations of retirement costs of a percentage of a person's salary. Council Member Brown asked that to be shared.

Council Member Brown noted the 311 services allocation and asked why it decreased. Mr. Brower again explained these area calculations done with call data numbers updated on calls from previous years. This year they are using the straight call volumes. They backed out calls that went to other departments. Council Member Brown asked for confirmation, that since 311 is housed in NACE it was calculated out. Mr. Brower stated that 311 acts as its own enterprise. Ms. Fountain stated it is based on the number of calls, and the NACE department went down; more informed less questions.

Council Member Spadafore, noted 311 is a $1 million budget, and last years numbers were based on the FTE allocation of 311 expenses. Mr. Brower stated on calls and the number of knowledge based articles; standard answers to the department questions. Council Member Spadafore stated then it could be a rolling number and next years budget will be based on this years numbers.

Council Member Brown asked where 311 was at with the other departments, and Ms. Fountain stated she did not have all departments. They are currently working on Parks, EDP and LPD for the future additional departments. Council Member Brown asked if those were to be added in the next fiscal year, will she need more staff, and Ms. Fountain confirmed she was fine now but in the next fiscal year she will be asking for more staff, especially once they get into the new City Hall where they will also have 311 in person at the service desk.

<u>Police (LPD)</u>

Chief Backus and Ms. Rupprecht went through the questions.

- What is the difference with your budget from current fiscal year to the proposed budget?
  Status quo, 3% overall increases.
- Are there any changes in services that your department is responsible for and if so why?
  No
- Are there programs you have done in the past that you have not included in this budget?
  No
- Are there any rate or fee increases and if so why?
  No
- Are there any major equipment purchases proposed in your budget?
  No
- What impact has 311 taken on your department and staff? If 311 answers your calls, do you intend to eliminate staffing because of lower work load in this proposed budget.
  They do not use 311 services.
- Are there any eliminated, combining of or contracting of positions in your budget, and if so provide specifics.
  There will be a new executive assistant created by the end of the fiscal year, that is currently a contract worker.
- How many employees have left your department in the past year? How many were due to retirement?
  22 total, 10 from retirement.
- What (if any) operational changes have you made to become more efficient in your department? What were the savings?
  Expanding online services, and launching a new record managements system. Designed to integrate with cameras. Those integrations should increase efficiencies.
- Are you able to perform all necessary departmental responsibilities with this budget?
  Yes
- Are there any new initiatives or services your department will be providing with this budget?
  No
- Who are the top 2 largest vendors for your department and when were they last bid?

AXON – 8 years signed in 2022, and school crossing guards that was attempted to be bid out last year, specialty service and could not find anyone in the service area, so awarded to previous vendor.

- Have you budgeted for receipt of federal grant funds? If you have, and the federal funds get pulled back, will you still be able to continue the service those funds would be used for, or purchase the item you intended to purchase with federal grant funds, or cover the staff that that the grant was supplementing?
  They have grants but not in the budget, they are all federal grants.
- What impact has the new BSA had on your department, and what issues have you run into. Have your employees had issues with BSA payroll.
  They have had issues and filed those complaints with HR and finance department.

Council Member Jackson noted an earlier statement from Mr. Brower that there are two (2) new patrol officers being added, but the Chief just stated they are at status quo. He asked the Chief why Council would support two (2) new officers, but they never see the LPD attempting to close the vacancy gap. Chief Backus explained that the two (2) proposed are coming from the public safety revenue funding which is in the State legislature currently and not finalized. The department is at 190 out of 212 possible positions; six (6) people in the academy currently set to graduate in May. They have just finished rounds of interviews of 33 candidates and will start background on those. Majority of those represent city residents, veterans and former interns that just completed 4 years of college. There have been 20 that have left leave, 10 from retirement. Council Member Jackson asked if the 33 candidates he spoke of could take jobs elsewhere and get paid more after the City hire them and train them. Chief Backus stated that the 33 are full sponsorship; City pays for the academy then they are obligated to serve for the City for a number of years and if not they have to pay back the cost of the academy.

Council Member Hussain noted the national standard for the City, population, number of calls, would be 1.7 officer per 1,000 residents. With that being said that would be 274 officers. Regarding the cold case staff, he was interested in where that was at. The Chief acknowledged Council's action 3 years ago which with the legislative grant they hired two (2) civilians. They are working with MSU, and an interest in working with MSP to give the City more opportunities. Chief Backus added that the cold case detective has made great progress including updating the website, updated profiles, keeps in contact with the families. Council Member Hussain asked how many districts are in the CPO area (Community Policing Officers) and the noted 12, but they have six (6) vacancies.

<u>Economic Development & Planning</u>
Mr. Van Fossen provided department introductions and then went through the questions.

- What is the difference with your budget from current fiscal year to the proposed budget?
  In general, significant cost of living adjustments.

Council Member Jackson stepped away from the meeting at 7:21 p.m.

  Added additional fees, and new officer for code.
- Are there any changes in services that your department is responsible for and if so why?
  Ordinance changes monitoring signage in ROW, unregistered vehicle ordinance, financial empowerment into dept. and that services was relaunched.
- Are there programs you have done in the past that you have not included in this budget?
  no
- Are there any rate or fee increases and if so why?

Parking fees as result of parking fee study. The building safety fees are coming with an amendments.

- Are there any major equipment purchases proposed in your budget?
  Deploying ipads to trade and building inspectors. Then next year will do the same with code enforcement staff. CIP for parking strucutrs and vehicle replacement.
- What impact has 311 taken on your department and staff? If 311 answers your calls, do you intend to eliminate staffing because of lower work load in this proposed budget.
  Working on onboarding to expand effort.
- Are there any eliminated, combining of or contracting of positions in your budget, and if so provide specifics.
  Not eliminating, but cinldues of premise officer, bringing to 5 prmise.
- How many employees have left your department in the past year? How many were due to retirement?
  12 left, out of that 7 retirement. 4 transfers or took outside job.
- What (if any) operational changes have you made to become more efficient in your department? What were the savings?
  Ipads – savgins of time, but not cost impact on budget.

Council Member Jackson returned to the meeting at 7:27 p.m.

Parking EV impact.

- Are you able to perform all necessary departmental responsibilities with this budget?
  Yes – with development growth, there will be continuing effort at EDP.
- Are there any new initiatives or services your department will be providing with this budget?
  no
- Who are the top 2 largest vendors for your department and when were they last bid?
  Code- pro soil; eric refuge – which they intend to go out to bid this summer; Flow Bird(parking kiosks) T2 systems and MSFCU
- Have you budgeted for receipt of federal grant funds? If you have, and the federal funds get pulled back, will you still be able to continue the service those funds would be used for, or purchase the item you intended to purchase with federal grant funds, or cover the staff that that the grant was supplementing?
  EDP on annual basis from HUD 3 million – CDBG, HOME and ESG. Monitoring federal activity. If any reduction or elimination of funds, will be in a tough position.
- What impact has the new BSA had on your department, and what issues have you run into. Have your employees had issues with BSA payroll.
  Large and long implementation with BSA, almost a year, still challenges. Issues still remain, and have list for BSA, all code enforcement on public side has been removed. They have fixed and plan to have an April 15 update only do monthly updates.

Council President Kost noted that enforcement information is back available on the public front end of the program.

Council Member Brown referred to the software line on all budgets. This noted IT is asking for a $550,000 increase due to external factors, however EDP has $45,000; LPD $400,000; NACE $8,000; City Attorney $31, 000; Assessor $23,000, what is the IT increase allocation used for. Mr. Brower stated he could provide that but attempt to explain that the increase depends on if there is a discount from previous years.
Council President Kost asked Mr. Brower to provide Council a breakdown explaining all the IT budgets in the departments.

Council Member Hussain spoke on his frustration with how the City looks and asked why and what went into play for the City to decide this department was no longer enforcing trash in the right of way trash. Mr. Van Fossen stated it was a legality for Public Service. Mr. Venker stated that part of it has to do with where the division of duties lie in the ordinances, and the legality of enforcement as an abatement and fee for service. Council Member Hussain stated that what EDP is doing currently is not working and even though the vast majority of citizens take care of their property, there are bad actors and they are learning that right of ways are not being enforced. He then asked for OCA and EDP to work on providing solutions and if that means Public Service comes to Council for more money, so be it. Mr. Van Fossen stated that if the OCA says EDP can enforce, then his department is ready and prepared.

Council Member Hussain asked Mr. Van Fossen why he has not seen that it is necessary to get Mr. Driver assistance for commercial corridor enforcement. There is an understanding of the value in asking for more premise inspectors, but what was Mr. Van Fossen reason for no funding request for more commercial corridor enforcement. Mr. Van Fossen stated that his approach to premise is that both positions have the same certifications and provide the same services. And he sees that it is better to add a premise inspector, and the commercial corridor enforcement will continue to get support from the entire code department when needed. Council Member Hussain acknowledged that approach Mr. Van Fossen is attempting, but Council initiated the need for a commercial corridor inspector because the code department did not have enough resources. This is about prioritization, when look EDP is going to look at commercial corridors. Mayor Schor acknowledged and concurred there should be another person checking out the corridor.

<u>Discussion/Action:</u>
<u>RESOLUTION – Set Public Hearing; Fiscal Year Budget 2025/2026</u>
MOTION BY COUNCIL MEMBER CARTER TO SET THE PUBLIC HEARING FOR THE FISCAL YEAR BUDGET 2025/2026 FOR MAY 5, 2025. MOTION CARRIED 7-0.

<u>RESOLUTION – Set Public Hearing; Ordinance Amendment for Re-adoption of Codified Ordinances</u>
MOTION BY COUNCIL MEMBER CARTER TO SET THE PUBLIC HEARING FOR THE ORDINANCE FOR RE-ADOPTION OF CODIFIED ORDINANCES FOR MAY 12, 2025. MOTION CARRIED 7-0.

<u>RESOLUTION – Fines for Ordinance 1329; Street Parking</u>
MOTION BY COUNCIL MEMBER CARTER TO APPROVE THE RESOLUTION FOR THE FINES FOR THE RECENTALY ADOPTED ORDINANCE 1329 ON STREET PARKING. MOTION CARRIED 7-0.

<u>RESOLUTION – Cabaret License Revocation – CDDM Corporation -5910 S Pennsylvania Ave.</u>
Mr. Van Fossen summarized his findings from the hearing March 25, 2025. There was a court reporter, the witnesses and the City Attorney. There was no representative from the owner, but he hearing moved forward. It laid the ground for the revocation hearing and to provide him information for the findings. He spoke briefly highlighted his findings that the business has been there historically, there have been three (3) homicides 2023, 2024 and recently 2025, no security measures from guests entering with no security measures. After review of camera footage from the recent violation it represented him that there are reoccurring. In conclusion, the ordinances that it is to prevent and revocation if violations have existed. Therefore, Mr. Van Fossen as the hearing officer on this case recommends revocation of the cabaret and liquor licenses.

Council Member Jackson asked the OCA about the earlier statements of the owner not getting the notice and if there was due process, noting he himself saw it on social media and the local news channels before the hearing. Mr. Venker confirmed the dates in the packet of the certified notices being signed for. Ms. Hagen-Lawrence, as the attorney for the City at the hearing, confirmed that as indicated the notice was sent to the registered agent of the corporation, also sent notice to the listed name on the cabaret license which was at the establishment, and both came back received. Council Member Jackson asked why the hearing proceeded without the owner present and why they were not offered any courtesy. Ms. Hagen-Lawrence stated that the language of the ordinance indicates the respondent *may* attend and *may* be present. The city is required to provide notice within a significant number of days. When no one appeared, there is the reasonable assumption they did not want to engage, so the hearing moved forward. Council Member Jackson noted in the record it shows that in 2006 it was under other ownership, or different licenses, so why were issues of 2006 in this case when another owner. Mr. Van Fossen defended that the evidence he saw show that CDDM Corporation is named in 2002 for the liquor licenses, and the employee of entity as manager has been manager since 2006, so in his opinion enough players from 2006 are and were still involved in operations today.

Other Council members pointed out that there are other violations and crimes on the property as well that have required mutual aid. Council Member Jackson noted that he believes there has been more calls at Lansing Shuffle and considering over the decades this business has been around in comparison. He wanted consideration that having a weapon is not a crime, but using it is a crime and depending on the establishment in totality.

MOTION BY COUNCIL MEMBER CARTER MOTION TO CONSIDER ACTION ON THE RESOLUTION FOR REVOCATION OF THE CABARET LICENSE FOR CDDM CORPORATION AT 5910 S PENNSYLVANIA KNOWN AS CENTERFOLDS. MOTION CARRIED 7-0.

MOTION BY COUNCIL MEMBER CARTER TO AMEND THE RESOLUTION REGARDING THE CABARET LICENSE, TO AFFIRM THE FINDINGS, WITH IMMEIDATELY REVOCATION. MOTION CARRIED 7-0.

<u>RESOLUTION – Liquor License Revocation – CDDM Corporation- 5910 S Pennsylvania Ave.</u>
MOTION BY COUNCIL MEMBER CARTER MOTION TO CONSIDER ACTION ON THE RESOLUTION FOR REVOCATION OF THE LIQUOR LICENSE FOR CDDM CORPORATION AT 5910 S PENNSYLVANIA KNOWN AS CENTERFOLDS. MOTION CARRIED 7-0.

MOTION BY COUNCIL MEMBER CARTER TO AMEND THE RESOLUTION REGARDING THE LIQUOR LICENSE, TO AFFIRM THE FINDINGS, WITH IMMEIDATELY REVOCATION.

Council Member Jackson spoke in opposition to the immediate effect.

MOTION CARRIED 6-1.

OTHER
No other topics of discussion.

Adjourn
The meeting adjourned at 8:05 pm
Respectfully Submitted by, Sherrie Boak, Recording Secretary,
Lansing City Council
Approved by the Committee April 21, 2025