



AGENDA
Committee on General Services
January 20, 2016 @ 9:30 a.m.
City Council Conference Room, City Hall 10th Floor
AMENDED 1/19/2016 A.M.

Councilmember Tina Houghton, Chair
Councilmember Carol Wood, Vice Chair
Councilmember Patricia Spitzley, Member

- 1. Call to Order**
- 2. Approval of Minutes:**
 - December 8, 2015
- 3. Public Comment on Agenda Items**
- 4. Discussion/Action:**
 - A.) RESOLUTION – Community Funding Request; Lansing for Cesar Chavez
 - B.) RESOLUTION – Claim Appeal; Claim #1194; 1812 Herbert Street
 - C.) RESOLUTION – Set Public Hearing; Noise Waiver; 1-96 Bridges Between Cedar & Aurelius
 - D.) RESOLUTION – Set Public Hearing; Noise Waiver; US-127 Sound Wall
- 5. Place on File**
 - A.) Transfer of Ownership Escrowed 2015 Class C from Pro-Bowl with license to remain in escrow by REO Entertainment Group LLC; 2122 N Martin Luther King Jr. Blvd.
 - B.) Application for SDM License; Decker-Prescott Enterprises, LLC; 1629 E Michigan
 - C.) Application for Transfer of Ownership of SDM License; THJ Inc., 916 E Grand River
- 6. Other**
 - A.) Changes to Council Rules
- 7. Adjourn**



MINUTES

**Committee on General Services
Wednesday, January 20, 2016 @ 9:30 a.m.
10th Floor Conference Room, City Hall**

CALL TO ORDER

The meeting called to order at 9:31 a.m. by Councilmember Wood

ROLL CALL

Councilmember Tina Houghton, Chair – arrived at 9:33 a.m.

Councilmember Carol Wood, Vice Chair

Councilmember Patricia Spitzley, Member

OTHERS PRESENT

Sherrie Boak, Council Staff

Courtney Vincent, Council Staff

Mark Dotson, Deputy City Attorney

Jim DeLine, Council Internal Auditor

Scott Sanford, Code Compliance

Andy Kilpatrick, Engineering

Approval of Minutes

Councilmember Wood passed the gavel to Councilmember Spitzley.

MOTION BY COUNCILMEMBER WOOD TO APPROVE THE MINUTES FROM DECEMBER 8, 2015 AS PRESENTED. MOTION CARRIED 2-0.

Councilmember Spitzley passed the gavel back to Councilmember Wood.

Public Comment on Agenda Items

No public comment.

Councilmember Wood amended the agenda to address the resolutions for the noise waivers first.

Discussion/Action:

RESOLUTION – Set Public Hearing; Noise Waiver; I-96 Bridges between Cedar and Aurelius

Councilmember Houghton arrived at 9:33am

Councilmember Wood passed the gavel to Councilmember Houghton.

Mr. Kilpatrick stated that the Michigan Department of Transportation (MDOT) was requesting a noise waiver for bridge work on I-96 that would affect two properties on Aurelius Road within the 300 feet of the project. MDOT anticipated that the work could take up to eight nights between April and August. The work would consist of demolition and placement of concrete. The majority of the bridge work would be preventative maintenance.

Councilmember Spitzley asked for clarification on the locations of the homes, and Mr. Kilpatrick noted one was north of I-96 and one was west of Aurelius. Councilmember Houghton asked if the owners of those two properties had been contacted. Mr. Kilpatrick stated that they will receive notification after the public hearing date has been set. Councilmember Spitzley asked if they would also receive special notification. Mr. Kilpatrick clarified only those two properties would receive notice since they are the only two properties affected. It was asked that the postcards be colored paper for easy visibility.

MDOT had not provided a detailed schedule to date, but they were hoping to have the schedule and more information on the impacts of the project by the date of the public hearing. MDOT is working on the bridge at Sycamore Creek and at Cedar Street, but this particular project is the one affecting residential property. The project on the Aurelius Bridge would widen the bridge, adding bike lanes and sidewalks while the other bridge projects addressed maintenance issues.

Councilmember Wood asked when the project was expected to start. Mr. Kilpatrick was informed that MDOT was requesting a construction timeframe from March through November, and it was anticipated that the Aurelius Bridge would be out for the majority of the construction season.

The Committee reviewed the calendar for the public hearing date, and it was confirmed it would be February 29, 2016.

Councilmember Houghton asked Mr. Watson what the detours would be for the project, and it was anticipated that the detour would be Miller Road, Cedar Street, and Willoughby Road for the Aurelius bridge project.

MOTION BY COUNCILMEMBER WOOD TO APPROVE THE RESOLUTION SETTING THE PUBLIC HEARING FOR THE NOISE WAIVER FOR THE I-96 BRIDGE BETWEEN CEDAR AND AURELIUS FOR FEBRUARY 29, 2016. MOTION CARRIED 3-0.

RESOLUTION – Set Public Hearing; Noise Waiver; US-127 Sound Wall

Mr. Kilpatrick stated that MDOT was requesting a noise waiver for construction of a sound wall on the east side of US-127 north of Grand River Avenue. He outlined the affected residential area, noting there were Lansing Township properties on the west side and about 50 properties on the east side. The project would start in early March beginning with tree removal. He added that MDOT did not anticipate the need for any work to be completed outside of normal hours during the project. MDOT has had a pre-construction meeting with the contractor; however, a schedule for the project has not been completed. The potential noise related work would be drilling the shafts for the columns with some prep-work occurring on nights and weekends. MDOT did not anticipate a lot of that type of work and simply wanted the waiver in case it was necessary.

Councilmember Houghton asked who would be responsible for paying for this project, and Mr. Kilpatrick informed the Committee that the majority was federally funded and that the City of Lansing's portion would be between \$20,000 and \$30,000. It was unknown what East Lansing was responsible for.

MOTION BY COUNCILMEMBER WOOD TO APPROVE THE RESOLUTION SETTING THE PUBLIC HEARING FOR THE NOISE WAIVER FOR THE US-127 SOUND WALL FOR FEBRUARY 29, 2016. MOTION CARRIED 3-0.

Councilmember Wood offered to provide Mr. Kilpatrick with neighborhood information for notifications.

RESOLUTION – Claim Appeal; Claim # 1194; 1812 Herbert Street

Mr. Sanford detailed the appeal, noting the property was cited on August 19, 2015, compliance due date of August 26, 2015, and a Code Compliance inspection was performed on August 27, 2015. The trash contractor removed the trash on September 1, 2015. It was also noted that this was the second trash violation for the property in 2015 and there was one also in 2014. Lastly Mr. Sanford confirmed the notices were sent to both the occupant and the tax payer on record. Code Compliance recommends denial.

Mr. Decline, speaking on behalf of the Claims Review Committee, informed the Committee the claim was denied by the Claims Review Committee.

Ms. Abboodi, as translator for the owner, stated they had been picking up the trash but had to cease due to health issues, and that was when they receive the violation notification. The owner submitted an updated doctor's letter.

Councilmember Wood asked if the claimants had contacted Code Compliance at any point regarding their situation. It was confirmed they had not. Mr. Sanford stated that the claimants had requested an extension for the 2014 violation.

Councilmember Spitzley asked for clarification on what type of trash was on the property and where the trash had been located. Mr. Sanford clarified that the trash, which was located in the rear yard, was debris such as metal products, trash, old furniture, a bicycle, cardboard, and an old bed.

Councilmember Houghton asked the claimants why they did not ask for an extension with their second violation as they had done for their first. The applicant stated that the violation notice had come in the mail the same day the owner became sick

MOTION BY COUNCILMEMBER WOOD TO DENY CLAIM #1193 AT 1812 HERBERT IN THE AMOUNT OF \$812.00 DUE TO THE FACT THERE WAS PROPER NOTICE GIVEN, NO EXTENSION WAS REQUESTED, AND THE CONTRACTOR WAS HIRED AND DID PERFORM THE CLEAN UP.

The claimants can contact the City Treasurer's Office to coordinate a payment plan for the charges.

Councilmember Spitzley asked if the Committee had a policy regarding assisting claimants facing a hardship. Councilmember Wood stated that there was none. Mr. Sanford added that

residents will be provided with contact information for assistance through non-profit organizations if they contact the office.

Councilmember Houghton noted the fees charged to the claimant included an administrative fee of \$265. It was the recommendation of Mr. Sanford that the administrative fee be waived.

COUNCILMEMBER WOOD AMENDED HER MOTION TO WAIVE THE \$265 ADMINISTRATIVE FEE, BRINGING THE NEW AMOUNT DUE TO \$547 ON THE DENIED CLAIM.

Councilmember Wood noted that the claimants would receive a statement in the mail with the amount due and that the claimants could make arrangements with the City Treasurer's Office regarding payment. It will not be placed on the tax roll until July 1, 2016.

MOTION BY COUNCILMEMBER WOOD TO WAIVE THE ADMINISTRATIVE FEE OF \$265 AND DENY THE CLAIM FOR THE REMAINING AMOUNT OF \$547. MOTION CARRIED 3-0.

Mr. Dotson asked how often the Committee on General Services saw claim appeal requests and what the standard was for the Committee's authority on the appeals.

Councilmember Houghton outlined the process and what options the Committee has to make any decision but to be fair to all and not set precedence.

Mr. Dotson asked if those in violation were notified regarding what relief could be provided. Mr. Sanford replied that all violation notices direct the property owners to contact Code Compliance if they need assistance or an extension, noting that this was in compliance with the ruling of the 6th Circuit Court.

Councilmember Spitzley asked if it would be possible to include information for assistance when bringing their property into compliance and Mr. Sanford confirmed the owner can contact the Code Compliance for that information.

RESOLUTION – Community Funding Request; Lansing for Cesar Chavez

Councilmember Wood informed the Committee that there is a budget line item specifically for Cesar Chavez, even though they submitted a Community Funding application. Therefore this would not require any action by the Committee.

The budget line item allows for \$1,000 even though they had requested \$500. Councilmember Wood recommended the total \$1,000.

MOTION BY COUNCILMEMBER WOOD TO PLACE THE COMMUNITY FUNDING REQUEST FOR LANSING FOR CESAR CHAVEZ ON FILE. MOTION CARRIED 3-0

Place on File

Councilmember Wood recapped for the new Committee members what the City Clerk had updated the Committee on in 2015 regarding the transfer of liquor licenses. This was that the State did not need local approval for a transfer, but then the State amended that to say if the City had an ordinance, they City could provide approvals or denial. The Clerk was supposed to provide all transfers with applications, and once they went through the process of department sign-off, they would then be sent to the Committee on General Services for approval or denial. Council Staff was asked to invite the City Clerk to the next meeting to provide an overview of the

process to the new members. The three items as listed below will remain on the February agenda.

Transfer of Ownership Escrowed 2015 Class C from Pro-Bowl with license to remain in escrow by REO Entertainment Group LLC; 2122 N Martin Luther King Jr. Blvd.

Application for SDM License; Decker-Prescott Enterprises, LLC; 1629 E Michigan.

Application for Transfer of Ownership of SDM License; THJ Inc., 916 E Grand River

Other

Changes to Council Rules

Councilmember Wood updated the Committee that the City Attorney had asked that the legislative mailing rules be removed until her further review during the last time the Committee had discussed the council rules. The Committee was waiting on that interpretation. Mr. Dodson was not prepared to discuss the proposed changes to the council rules at this time.

Councilmember Wood added that the topic of legislative mailing was brought up due to what appeared to be mailing conflicts during the last election where mailings were directly sent to absentee voters. It is not the interest of any Councilmembers that tax payers dollars should be spent that way.

The consensus of the Committee was to remove the topic from the agenda until notification from the City Attorney office that they have findings and interpretation to present.

Adjourned at 10:25 a.m.

Submitted by Council Staff

Lansing City Council

Approved by the Committee on February 17, 2016



MINUTES

**Committee on General Services
Tuesday, December 8, 2015 @ 3:30 p.m.
10th Floor Conference Room, City Hall**

CALL TO ORDER

The meeting called to order at 3:47 p.m.

ROLL CALL

Councilmember Jessica Yorko, Chair

Councilmember Carol Wood, Vice Chair-excused

Councilmember Jody Washington, Member

OTHERS PRESENT

Sherrie Boak, Council Staff

Yolanda Bennett, Assistant City Attorney

Janene McIntyre, City Attorney- arrived at 3:56 p.m.

Ruth Ketchum

Ali Mashhaduni

Victor Lau

Amanda Johnson

Robin Menefee

Laurie Dahe

Chris Swope, City Clerk

Brian Jackson, Deputy City Clerk

Approval of Minutes

MOTION BY COUNCIL MEMBER WASHINGTON TO APPROVE THE MINUTES FROM OCTOBER 6, 2015 AS PRESENTED. MOTION CARRIED 2-0.

MOTION BY COUNCIL MEMBER WASHINGTON TO APPROVE THE MINUTES FROM NOVEMBER 9, 2015 AS PRESENTED. MOTION CARRIED 2-0.

MOTION BY COUNCIL MEMBER WASHINGTON TO APPROVE THE MINUTES FROM NOVEMBER 19, 2015 AS PRESENTED. MOTION CARRIED 2-0.

Public Comment on Agenda Items

No public comment.

Discussion/Action:

RESOLUTION – Polling Location Changes

Mr. Swope distributed maps of the proposed redistricting and highlight the changes that were also addressed at six (6) community meetings.

In Ward 1, there will be a new precinct created 1-45, and precinct 1-6 moved location with the best interest of all. Council Member Washington asked if there were other options considered in the discussions with the residents, and Mr. Swope confirmed and stated they have people who will be collecting absentee ballots to increase absentee voting. The options will also now be included on voter ID cards. Ward 2 has a moved for precinct 16 from Forest View to Parker Baptist Church, Ward 3 precinct 29 will move to Tabernacle of David, and the other changes to 26, 27, and 28 do not require approval. A new precinct was created in Ward 4 due high turn out, so precinct 44 will now be located at St. Casimir Church. It was confirmed that a discussion has already been held with Council Member Dunbar because of her office location at this site, and during any election where her name is on the ballot she will not work.

MOTION BY COUNCIL MEMBER WASHINGTON TO APPROVE THE RESOLUTION FOR THE PRECINCT LINE CHANGES AND POLLING LOCATIONS. MOTION CARRIED 2-0.

Council Member Yorke asked that the Clerk's office provide handouts Ward specific that update and educate the voters.

RESOLUTION – Claim Appeal; Claim # 1169; 923 N Martin Luther King Jr. Blvd.

Member Yorke noted that the applicants were notified and responded to Council Staff they live out of State and could not attend. The claim was read as \$157.50 for tag monitoring fees. Mr. Sanford noted he too had spoken to the owners informing them the fees and assessments go with the property, and the official name change occurred in February 2015. Mr. Sanford asked the Committee to deny the claim.

MOTION BY COUNCIL MEMBER WASHINGTON TO DENY CLAIM #1169 AT 923 N. MARTIN LUTHER KING JR. BLVD., IN THE AMOUNT OF \$157.50. MOTION CARRIED 2-0.

RESOLUTION – Claim Appeal; Claim # 1166; 927 R G. Curtiss Avenue

Council Member Yorke cited the claim was based on work from a fire on the property, and clean up by a contractor.

Mr. Sanford noted the claim was denied at the Claim Review Committee, the violation date was April 8, 2013 and the invoice date was May 30, 2013. Ms. Ketchum informed the Committee the fire was July 4, 2012 and they have not received mail there since. They continue to address mail issues with the post office. Mr. Sanford clarified that the address was 927, but when it was rebuilt it was changed to 933. He also recommended denial and the owner should address with their insurance company. Ms. Bennett also suggested this was a civil issue between Ms. Ketchum and her contractor. Ms. Ketchum appealed that the items removed were not all debris, but fencing and decking and drift wood they were saving for when the house was rebuilt.

MOTION BY COUNCIL MEMBER WASHINGTON TO AMEND THE CLAIM GRANTING \$200 AND DENYING OR \$1,278.00. MOTION CARRIED 2-0.

Council Member Yorke suggested Ms. Ketchum address the claim with the contractor.

RESOLUTION – Claim Appeal; Claim #1175; 331 N Foster Avenue

Council Member Yorke cited the claim for \$330 for tall grass. Council Staff noted that Mr. Hoskins could attend the earlier meeting, and when it was rescheduled was going to try to make it. No claimant in attendance. Mr. Sanford recommended denial noting there were no requests for extensions, and the photos show the grass was well over 8". Ms. Bennett updated the Committee on the Claim Review Committee results.

MOTION BY COUNCIL MEMBER WASHINGTON TO DENY CLAIM #1175 FOR \$330.
MOTION CARRIED 2-0.

RESOLUTION – Claim Appeal; Claim #1196; 318 Isbell Street

The claimants informed the Committee that the items were placed outside by their tenants who were evicted. They received orders from the judge in a pending court case that they, as owners, could not go to the property until the court case was settled. Mr. Sanford pointed to the 51 photos of evidence of the extreme violation. Council Member Yorke reminded the claimants that their case is similar to the earlier case where Code has to uphold the City code, and if there is a cost to the owner they will need to address with the tenant to collect the funds for the fines. The owners stated since they could not go to the property they did not know about the trash until the bill for the trash clean up arrived. Council Member Yorke cited for the owners the dates from August 24 to September 22 when the notice was sent and a bill created, allowing them time to be aware. The owner is responsible for outside of premise, this was clearly out of control.

MOTION BY COUNCIL MEMBER WASHINGTON TO DENY CLAIM #1196 FOR 318 ISBELL.
MOTION CARRIED 2-0.

Council Member Yorke stated that Council will see the resolution on December 14th and if the claimant wishes their next steps would be an appeal in circuit court.

Other

Community Funding Request

Native American Arts and Craft Council

Mr. Menefee stated the request, noting the date of the event was incorrect and it will be June 3rd – June 5th, 2016. The event this year will also work in conjunction with the Lansing School District. This year there will also be new fees they have not had to pay for in the past which is water and electric.

Council Member Yorke reviewed the City facility fees noting the amount of \$650.00 and the applicant can apply for additional funding closer to the event.

MOTION BY COUNCIL MEMBER WASHINGTON TO APPROVE THE FUNDING REQUEST FOR \$500. MOTION CARRIED 2-0.

RESOLUTION – Changes to City Council Rules

Ms. McIntyre asked to speak to the Committee before it is reported to the Council. Looking at the history of the rules, law and any other opinions related to this issue, she could not see the Council ability to establish any rules that would infringe with the ability or rights of each Council member as a situation creating a whole of the body. One issue with the proposed leadership changes is that all elected officials are on par with one another. The rights only come from Charter and the body as a whole can provide. No one can circumvent or place limits or provide authority that not all Council can have. There needs to be changes with a public interest in

aligning for what is proposed, and Law could not find any with these proposed changes. There could be a public interest by saying anyone considered for leadership has to serve for one year, and that would apply to everyone. The public interest would be that you will have an opportunity to understand the workings of the council. The other issues of concern with Ms. McIntyre was the change to Committee chair assignments, which the opinion of Law is that that is given to per charter and rules, so that would be challenged. All Council Members have an equal standing. Council Member Yorke noted that the Charter speaks to what is provided in leadership meeting and committees. Ms. McIntyre an option would be a charter amendment, where Council can hear from the public, but she did not recommended Charter amendments such as that, because there is no public interest argument in that. The Rule 47 regarding mailing was a separate request and case by case, so Ms. McIntyre stated it was difficult to say what a City purpose is. Ms. McIntyre noted that Law can release an option on the first two issues, and can look at the Legislative Rules on mailings, but also recommended Council ask for the City Clerk opinion since he is knowledgeable on election law. This can be reported out to the 2016 Committee members.

MOTION BY COUNCIL MEMBER WASHINGTON TO PLACE THE COUNCIL RULE CHANGES ON THE COUNCIL AGENDA REMOVING THE ITEMS ON MAILINGS AND CHANGING LEADERSHIP CHANGES FROM TWO YEARS TO ONE YEAR. THEN ACTION TO TAKE PLACE AT THE COUNCIL MEETING IN JANUARY, 2016. MOTION CARRIED 2-0.

Adjourned at 4:54 p.m.

Submitted by, Sherrie Boak, Recording Secretary

Lansing City Council

Approved by the Committee on _____

RECEIVED

JAN 05 2016

LANSING CITY COUNCIL

Organization Name: Lansing for Cesar E. Chavez

Tax Id#: 80-0539063

Mailing Address: P.O. Box 27072

City, State, Zip: LANSING, MI 48909

Contact Person(s) and Title(s): Bina Salas, Treasurer

Daytime Phone: (517) 775-2442

Fax Number: N/A

E-mail Address: salasalfonso@aol.com

Amount Requested: _____

Event Title & Type: Cesar E. Chavez Dinner

Reason for Request: (check all that apply)

Defray costs for Rental of Facility _____

Defray costs for Set Up _____

Defray costs for Rental of the Showmobile _____

Defray costs for Misc. Rental _____

Defray costs for Other X

Please Explain: Food & Entertainment

Facility Requested For Event and or Equipment (please check)

City Park _____

City Building _____

Oldsmobile Park _____

Lansing Center _____

Showmobile (mobile stage unit) _____

Other Equipment _____

What is the expected rental rate for the facility requested and or equipment? _____

Date(s) and Time(s) of Event: 3/26/16 6p.m until 12:00am

Total Estimated Attendance: 200

Estimated Lansing Residents in Attendance: majority Lansing Residents

If your organization has applied for other City funding for this event, please list each

Department and amount requested: _____

Please list all other organizations that are sponsoring or participating in your event: _____

UAW

If your organization received funding from the Lansing City Council previously please list the amount, year, and purpose: 2015 Cesar Chavez Dinner \$500.00

Total amount of funds and sources granted by the City this year: - 0 -

Total amount of funds and sources granted by the City in the previous year: \$500.00

Please list any admission fee or registration fee for this event: - 0 -

ALONG WITH THIS COMPLETED FORM YOU MUST ATTACH THE FOLLOWING:

(Please check after each is completed and attach)

A BUDGET FOR YOUR EVENT \$1,500.00

A LIST OF POTENTIAL FUNDING SOURCES AND HOW EACH FUNDING SOURCE WILL BE USED TOWARDS THE EVENT UAW Donation of Hall

LIST OF YOUR ORGANIZATION=S OFFICERS _____

A COPY OF COMPLETED RESERVATION FORM OR CONTRACT FOR FACILITY FOR THE EVENT _____

If your request is granted, you must provide an accounting of how the funds received were spent and a written analysis of the event to the City Council within 60 days after the event. Attached please find a Community Funding Reporting Statement - it must be completed and returned along with the written analysis after the event has taken place to be eligible for Community Funding for the next fiscal or future fiscal years.

SIGNED: [Signature]

DATE: 1-5-10

DO NOT WRITE BELOW THIS LINE

Lansing for César E. Chávez 2016 Dinner Event

Proposed Budget

UAW Hall Rental Local 652	Hall Rental (Donation \$800.00)
Food	\$450.00
Plates, Utensils, Napkins, Cups, Tables Ware	\$150.00
Trash Bags and Cleaning Products	
Entertainment	\$650.00
Pamphlets (Printing)	\$120.00
Tickets (Printing)	\$36.00
Decorations	<u>\$60.00</u>
Total Proposed Budget	\$1,466.00

Lansing for César E. Chávez 2016 Elected Officers

Enrique Mendoza, Chair

Alfonso Salas, Vice Chair

Alice Cuellar, Secretary

Gina Salas, Treasurer

Dear Sir/ Madam,

In November 12,2015 I interviewed on behalf of my wife Najlad Abbood the committee to review and wave the amount of \$ 812.00 that I am supposed to pay to the City of Lansing regarding a trash fee for property located at 1812 Herbert, Lansing, Michigan and my claim was denied.

I wished that the committee will put in their consideration my financial and health condition. During that time when the City of Lansing asked me to remove the trash I was entered the emergency room and my health condition was very critical and still unstable. That was the main reason stopes me to remove the trash, and I have documents and evidence support my allegation.

In addition, my financial condition is not better than my health. My family including wife,7 children and I receiving assistance from the state and I am really trying to find a job that covers my family expenses but my health condition is stopping me.

I am full of hope that the committee will review my case again and put in their consideration the difficulties that my family and I have. I really hope there is a way to waive this fee or have a payment settlement based on my income.

Sincerely,

on behalf of Najlad Abbood

Mohameed Hameedawi

Please contact me by mail
at 1812 Herbert st.
Lansing, MI 48910

LANSING CITY CLERK

2015 DEC -4 PM 3:11

RECEIVED



City of Lansing

OFFICE OF THE CITY ATTORNEY

Janene McIntyre, City Attorney

November 13, 2015

Najlad Abbood
1812 Herbert St.
Lansing, MI 48910

Re: Claim – 1812 Herbert

Dear Ms. Abbood:

Please be advised that on November 12, 2015, the Claims Review Committee reviewed your claim in the amount of \$812.00 regarding a trash fee for property located at 1812 Herbert, Lansing, Michigan, and denied the claim you filed with the City of Lansing.

You have the right to appeal the decision of the Claims Review Committee to the Lansing City Council. If you desire to do so, please submit your appeal in writing, within thirty (30) days of the date of this letter, to the Lansing City Clerk, 9th Floor, City Hall, Lansing, MI 48933, for placement on the Council's agenda.

If you have any questions concerning this matter, please contact this office.

Sincerely,

A handwritten signature in black ink, appearing to read "La'Rae M. Trice".

La'Rae M. Trice
Recording Secretary

Claim ID: 1194

LANSING CITY CLERK

RECEIVED



SEP 22 2015

City of Lansing

OFFICE OF THE CITY ATTORNEY

Claim ID#: 1194

Claim Form – Special Assessments

Please provide the following information so we can contact you regarding your claim.

NAME: W. Slad Abdool DATE: 9-22-15
 MAILING ADDRESS: 1812 Herbert ST
 CITY: Lansing STATE: Mi ZIP CODE: 48910
 TELEPHONE: Home (517 505 5073) Work ()

Please provide the following information on the incident(s) for which you are filing a claim. IF YOU DO NOT PROVIDE ALL OF THE INFORMATION BELOW, WE MAY NOT BE ABLE TO PROCESS YOUR CLAIM.

ADDRESS: _____ PARCEL NO. _____

DATE OF INCIDENT: _____ AMOUNT YOU WERE BILLED: _____

TOTAL AMOUNT YOU ARE CONTESTING: _____

TYPE OF ASSESSMENT: _____

Please give a detailed description of the circumstances surrounding the incident, including why you feel the City should not have charged you this fee. You may attach additional pages or documentation to this form as needed.

This man doesn't speak English. Please call his friend, Madir (517) 410-4133 - La'Rae

States that he is under medical care, unwell, & has several children to care for.

A description of the claims review process is available on our website at: http://www.lansingmi.gov/attorney/Claims_review_process.jpg



CITY OF LANSING

300 N. CAPITAL BUILDING
LANSING, MI 48933
Tel: (517) 463-4371
Fax: (517) 377-6100

DUE DATE 10/09/2015

Bill To:

DESIGN SERVICES ASSOCIATES
1812 HURON ST
LANSING, MI 48910-9104

INVOICE

09/14/2015

TOTAL AMOUNT DUE:

\$ 812.00



Invoice Number	Record No	Address	Amount Due
00563634	815 07665	1812 HURON ST	\$812.00
09/09/2015			
Trash - Admin Fee			
Trash - Contractor Charge			
TOTAL DUE:			\$812.00

Questions regarding this invoice: Contact **CODE COMPLIANCE** at 517.483.4361

Payment Information:

- Make checks payable to: City of Lansing
- Mail payments or pay in person at:
City of Lansing Treasurers Office
124 W Michigan Ave 1st Fl
Lansing MI 48933
- In order to assure proper credit, please send the top portion of this bill along with your payment.
- Payment in full is due within 30 days from the billing date
- Any unpaid balance remains as a lien against this property and will be added to the next property tax bill.

Appeal Process:

If you intend to appeal this nuisance fee, you or your agent must file a written protest with the Claims Review Committee within 30 days after the nuisance fee is placed on the July or December Tax Roll. Claims forms are available in the City Attorney's Office and the City of Lansing's web address: www.lansingmi.gov. Return completed claim to: Lansing City Attorney's Office, 124 West Michigan Ave 5th Fl, Lansing, MI 48933

Other Information:

- July property taxes are due and payable on or before August 31st. December property taxes are due and payable on or before February 14th.
- For Red Tag Monitoring Fees Only - invoice; not paid within 30 days are subject to a 5% penalty which will be applied on the 31st day.

By Authority of the Lansing City Council - Ordinance Numbers 655, 676, 1060.08 and 1460.04

Payments may be made online or in person Monday thru Thursday 8:00 a.m. - 4:30 p.m., at the above address or by mail

INGHAM COUNTY DHS
PO BOX 30088
LANSING MI 48909

Case Name: **Mohammed Hameedawi**
Case Number: **113520140**
Date: **06/04/2015**
DHS Office: **INGHAM COUNTY DHS**
Specialist: **M. Dressel-morris**
Phone: **(517) 887-9614**
Fax: **(517) 346-9888**
Specialist ID: **morrism3 @ michigan.gov**

STATE OF MICHIGAN
Department of Human Services

If you do not understand this, call a DHS office in your area.
DHS employees are prohibited by law from providing legal advice.
Si usted no entiende esto, llame a una oficina de DHS en su área.
La ley prohíbe a los empleados de DHS proporcionar asesoría legal.
إذا واجبت صعوبة في فهم هذا الطلب، فأتصل بمكتب DHS الموجود في منطقتك.
يحرم القانون على موظفي DHS إعطاء النصيحة القانونية.

MOHAMMED HAMEEDAWI
1812 HERBERT ST
LANSING MI 48910

INGHAM COUNTY DHS
PO BOX 30088
LANSING MI 48909

NOTICE OF CASE ACTION

Please read each page of this notice carefully.

We have reviewed your application or case. The actions that affect your case are listed in this notice.

Benefit Summary

(more information about your benefits follows this summary)

CASH PROGRAM

<u>Period</u>	<u>Action</u>	<u>Benefit</u>	<u>Household Size</u>
06/01/2015 - Ongoing	Increased	\$ 953.00/mo.	9

FOOD ASSISTANCE PROGRAM

<u>Period</u>	<u>Action</u>	<u>Benefit</u>	<u>Household Size</u>
07/01/2015 - 04/30/2016	Increased	\$ 933.00/mo.	9

More Information About Benefits



Cash Program Details

Family Independence Program (FIP)

For the month(s) of:	Benefits are:	Amount	Who's Included
06/01/2015 - Ongoing	INCREASED	\$ 953.00/mo.	Mohammed Hameedawi
			Najlaa H Abboodi
			Zahraa M Hameedawi
			Zainab M Hameedawi
			Fatimah M Hameedawi
			Tiba M Hameedawi
			Qasim M Hameedawi
			Mays M Hameedawi
			Rawa Mohammed Hameedawi

Your *monthly benefit listed above was calculated as follows:

Monthly Payment Standard	\$	1065.00
Budgetable Income	\$	112.00
Client Pay Amount**	\$	0.00
Benefit Amount	\$	953.00
Administrative Recoupment	\$	0.00

**Client pay amount is the amount you must pay to your care provider. This amount is calculated based on a full month of care. If care is provided less than a full month, the amount may vary. If you do not live in an Adult Foster Home, Home for the Aged or County Infirmary, this information does not apply to you.

* If shelter, heat, and/or electric are vendored, your benefit will be reduced by the amount vendored. You will receive separate notices when vendoring starts or stops. Your cash benefit will be at least \$2.00 per month if you are eligible for cash assistance.

Correction of Benefits

After checking your file, we've found that we owe you \$ 80.00 worth of benefits for the period 06/01/2015 to 06/30/2015.

We also found that you owed us \$ 0.00 for a previously established overissuance(s). Therefore we subtracted \$ 0.00 from the amount we owe you to repay part or all of this overissuance. You will receive \$ 80.00 worth of benefits.

You still owe us \$ 0.00 worth of benefits.

You will receive \$ 80.00 worth of benefits as follows:

One lump sum payment of \$ 80.00 worth of benefits in 06/04/2015 or
Monthly installments of worth of benefits beginning and month.

Food Assistance Program Details

For the month(s) of:	Benefits are:	Amount	Who's Included
07/01/2015 - 04/30/2016	INCREASED	\$ 933.00/mo.	Mohammed Hameedawi
			Najlaa H Abboodi
			Zahraa M Hameedawi
			Zainab M Hameedawi
			Fatimah M Hameedawi
			Tiba M Hameedawi
			Qasim M Hameedawi
			Mays M Hameedawi
			Rawa Mohammed Hameedawi

If approved for cash assistance, your benefits may go down or stop.

Your monthly income is based on your total income and expenses. Your expenses do not reduce your income dollar for dollar. The following amounts were used to determine your benefits:

Monthly Income (after deductions) \$ 1271.00

BUDGET SUMMARY

Earned Income	\$ 423.00
Self Employment Income	\$ 0.00
Unearned Income	\$ 1153.00
Standard Deduction	\$ 220.00
Medical Expenses	\$ 0.00
Dependent Care	\$ 0.00
Child Support Payments	\$ 0.00
Housing Costs	\$ 0.00
Heat/Utility Standard (including phone)	\$ 553.00
Non-Heat Electric Standard	\$ 0.00
Water/Sewer Standard	\$ 0.00
Telephone Standard	\$ 0.00
Cooking Fuel Standard	\$ 0.00
Trash Standard	\$ 0.00
Benefits Withheld to Repay an Overissuance	\$ 0.00

SIMPLIFIED REPORTING

Effective the date of this notice, the only change you are required to report for the Food Assistance program is:
WHEN YOUR HOUSEHOLD INCOME EXCEEDS THE LIMIT LISTED BELOW.

Household Size: 9
Income Limit: \$ 4784.00

When must you report



If your household has an increase in income (earned or unearned), you must see if your household's gross* monthly income is now over the limit. At the end of the month, total your gross income and compare it to your monthly income limit. If your income is more than the limit mentioned above, you must report this to your specialist by the 10th of the following month. Whenever you do report a gross income amount that is over the limit for your household, be sure to say whether you think the increased income will continue beyond the report month. If your income is less than the amount mentioned above, you do not need to report the income change.

Correction of Benefits

After checking your file, we've found that we owe you \$ 146.00 worth of benefits for the period 06/01/2015 to 06/30/2015.

We also found that you owed us \$ 0.00 for a previously established overissuance(s). Therefore we subtracted \$ 0.00 from the amount we owe you to repay part or all of this overissuance. You will receive \$ 146.00 worth of benefits.

You still owe us \$ 0.00 worth of benefits.

You will receive \$ 146.00 worth of benefits as follows:

One lump sum payment of \$ 146.00 worth of benefits in 06/04/2015 or

Monthly installments of worth of benefits beginning and month.

HEARING RIGHTS

While you have no right to a hearing to contest a change in law or policy, you do have a right to a hearing to contest the Department's calculation that you or a member of your group are no longer eligible for program assistance or the Department's determination of group membership.

Food Assistance Program hearings may be requested by phone to your caseworker. Hearings for all other programs must be requested in writing. The request should include your name, address, and case number. Attach a copy of this notice, if possible. Go to www.michigan.gov/documents/FIA-Pub18_14356_7.pdf to download a form to use, or contact your specialist shown on the first page of this notice to request a form.

- Mail the signed and dated request to the hearings coordinator at your local Department of Human Services office.
- Keep a copy of the request and any other document you attach for yourself.
- At the hearing you can explain why you think the action is wrong and present evidence.
- DHS must receive your request for appeal within 90 days of the mailing date of this notice. Your request must be received on or before 09/02/2015 or you will not be granted a hearing.
- DHS must receive your request for an appeal within 10 days of the mailing date of this notice to continue receiving your benefits. Return your request on or before 06/15/2015.

You may be required to repay any assistance that you receive while your appeal is pending if: (1) the Department's proposed action is upheld in the hearing decision, or (2) your request for appeal is withdrawn, or (3) you or your authorized representative do not attend this hearing.

You may choose anyone to represent you. If that person is not a lawyer or is not appointed by a court, you must give us your signed authorization and the person you wish to represent you must also sign the request. Attach a copy of the court's order if the person is court-appointed to help you. The Michigan Administrative Hearing System will deny the request for an administrative hearing made by the representative if you do not provide proof of authorization.

In accordance with Federal law and U.S. Department of Agriculture (USDA) and U.S. Department of Health and Human Services (HHS) policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. Under the Food Stamp Act and USDA policy discrimination is prohibited also on the basis of religion or political beliefs. To file a complaint of discrimination, contact USDA or HHS. Write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TTY). Write HHS, Director, Office for Civil Rights, U.S. Department of Health and Human Services, Room 506-F, 200 Independence Avenue, S.W., Washington D.C. 20201 or call (202) 619-0403 (voice) or (202) 619-3257 (TTY). USDA and HHS are equal opportunity providers and employers.

Department of Human Services (DHS) will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, height, weight, marital status, sexual orientation, political beliefs or disability. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you are invited to make your needs known to a DHS office in your area.



Important Information - Please Read

MiBridges Client Self-Service

The Department of Human Services offers two client self-service options:

* Applicants and recipients can obtain information about their case, review benefits and report changes directly to their DHS specialist on-line by visiting www.michigan.gov/mibridges.

* In addition, case information can be obtained 24 hours a day by calling the automated information line at 1-888-MiBridges (642-7434).

Reporting Changes

If you receive benefits for a cash assistance program, food assistance program, or child care it is your responsibility (or that of the person acting for you) to notify this office within 10 days of any changes in your circumstances which may affect your eligibility for assistance. This includes changes in employment, income, assets and health insurance premiums for you or members of your family, the number of persons living in your home, college student status, and change of address. Failure to report changes may make you liable to penalties provided by law for fraud. Your DHS specialist will tell you if different reporting rules apply to you, such as simplified reporting.

Free School Meals

School-aged children who get FIP and/or FAP can also get free school meals if the school participates in the U.S. Department of Agriculture National School Lunch Program. Show this notice (Notice of Case Action) to school officials to verify your eligibility when asked, or to apply for free school meals.

WIC (Women, Infants, and Children)

If you are pregnant, recently had a baby or have children under the age of 5, your household may be eligible for WIC. Contact your local health department or call 1-800-26-BIRTH (1-800-262-4784) for more information.

Domestic Violence

You are authorized to receive domestic violence comprehensive services. Contact the DHS office in your area or your DHS specialist for more information. To access these services visit www.michigan.gov/domesticviolence, or www.michigan.gov/dhs-publications to view DHS Publication-859, Is someone hurting you or your children?

Bridge Card Information

After you receive your first replacement card, your benefits may be reduced to cover the cost of replacing any additional cards. Do not place stickers or labels on your Bridge card or there may be a penalty.



Adult Health

5303 S Cedar Street,

Lansing, MI 48911-3800

Phone: (517)887-4302 Fax: (517)887-4437

09/10/2015

To whom it may concern,

I'm the primary treating physician for Mohammed Hameedawi. He was recently hospitalized at McLaren Hospital for having what possibly could be a stroke. He is still in process of being worked up by neurology as an out patient. He is currently not able to work at any type of job and is not able to care for himself at home. He needs his wife to be at home 24 hours a day to care for him for the next 3 weeks until he is cleared by the neurology service.

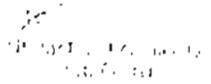
Thank You

Sincerely,



Approved by: Melvin Cherry MD 09/10/2015 03:45 PM

Document generated by: Melvin Cherry 09/10/2015



Ingham Community Health Centers
5656 South Cedar Street
Lansing, MI 48911

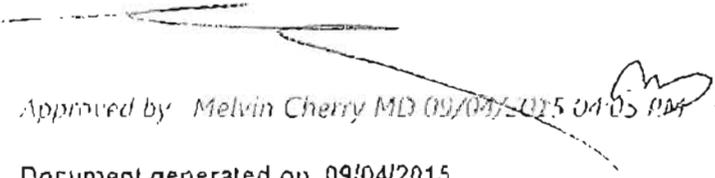
09/04/2015

To Whom It May Concern

Mohammed Hameedawi is currently under my medical care and may not return to work at this time.
Please excuse Mohammed for 2 week(s).
He may return to work on 09/21/2015.

If you require additional information please contact our office

Sincerely,


Approved by Melvin Cherry MD 09/04/2015 04:05 PM

Document generated on 09/04/2015



OUTPATIENT PHARMACY
 1215 E. Michigan Ave.
 Lansing, MI 48909

Phone 517.364.2405

PATIENT SEEN AT:

Emergency Dept. 517.364.2356

Nursing Unit _____

(specify)

Phone 517.364.1000

Patient:

Mohammed Hameedani

Date:

8/20/15

Address:

DOB 8/6/76

Rx

Mr. Hameedani will need 4 weeks off
 from work to recover fully from his stay
 at Sparrow Hospital.

D.A.W.

Prescription Read Back

Refill 1 2 3

Refill types

Non Refill Refill PRN

F00007 (5-15)

01707390

Hayley

Physician's signature

WE [Signature] DO

Printed Physician Name

NPI#

DEA#

PRINTED PHYSICIAN'S NAME AND DEA# REQUIRED FOR CONTROLLED SUBSTANCE PRESCRIPTION

THE SPARROW COMPANY, 1215 E. MICHIGAN AVE., LANSING, MI 48909-1000

Ingham Community Health Centers
5656 South Cedar Street
Lansing, MI 48911

08/25/2015

To Whom It May Concern:

Mohammed Hameedawi is currently under my medical care and may not return to work at this time.

Please excuse Mohammed for 2 week(s)

He may return to work on 09/08/2015

Activity is restricted as follows: Please allow his wife to be off from work first program. for a period of
2 weeks to care for her husband. *MP*

If you require additional information please contact our office

8/25/15

Sincerely,



Approved by: Melvin Cherry MD 08/25/2015 10:10 AM

Document generated on 08/25/2015

THIS LETTER IS FOR NAJLAA HUSSEIN ABBODI
MP



Mayor Virg Bernero

**Lansing Fire Department
Fire Marshal's Office
Code Enforcement Section**

316 N. Capitol, Ste C-1, Lansing, MI 48933-1238
(517) 483-4361 FAX (517) 377-0100

TRASH AND DEBRIS CORRECTION NOTICE

**HUSSIN-SHHAYEH ABBOOD NAJLAA or Current Occupant
1812 HERBERT ST
LANSING, MI 48910-9104**

**Violation Date: 08/19/2015
Violation Location: 1812 HERBERT ST
Parcel No: 33-01-01-21-461-025
Compliance Due Date: August 26, 2015**

You are hereby notified that this Office has found a violation of the City of Lansing Housing Code Section 302 EXTERIOR PROPERTY at the above referenced location.

Violation: Deteriorated box spring

Violaton: Deteriorated Appliance(s)

Violation: Deteriorated Lumber

Violation: Deteriorated metal product

Violation: Motor vehicle battery

Violation: Deteriorated furniture

Violation: Plastic Container(s) debris

Violation: Deteriorated electronic equipment

Violation: Carpeting/Carpet Padding debris

Violation: Clothing/Cloth Products

Violation: Broken Glass debris

Violation: Paper/Glass/Plastic/Metal/Cardboard debris

Violation: Trash found in bags/boxes/barrels

Violation: Garbage

Failure to correct this violation by the Compliance Due Date shall cause this office to immediately hire a contractor to complete the cleanup. **If any other additional trash and/or debris (as defined in Section 302) is found on the premises by the contractor it will also be removed without additional notice.** The contractor's expenses plus a \$265.00 administrative services fee will be billed to you. If this bill is not paid within 30 days of the billing date, the amount will be assessed as a lien against your property. **Please be advised that, in an effort to discourage repeat offenses of this nature, the City will assess you an extra \$75.00 fee for each time there is an additional premise violation at the violation address above during this calendar year.** If you have any questions or concerns about complying within the time indicated, you may contact me Monday through Thursday between the hours of 8-9 AM or 12-1 PM.

Pursuant to Section 107.2 of the IPMC, you have the right to appeal this notice of violation. In accordance with Section 106.3 any action taken by the City on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

Code Officer: Larry Connelly (517) 483 7621

"Equal Opportunity Employer"

Taxpayer's Copy



Mayor Virg Bernero

**Lansing Fire Department
Fire Marshal's Office
Code Enforcement Section**

316 N. Capitol, Ste C-1, Lansing, MI 48933-1238
(517) 483-4361 FAX (517) 377-0100

TRASH AND DEBRIS CORRECTION NOTICE

**Occupant or Current Occupant
1812 HERBERT ST
LANSING, MI 48910**

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Code Officer: Larry Connelly (517) 483 7621

"Equal Opportunity Employer"

Taxpayer's Copy



Mayor Virg Bernero

**Lansing Fire Department
Fire Marshal's Office
Code Enforcement Section**

316 N. Capitol, Ste C-1, Lansing, MI 48933-1238
(517) 483-4361 FAX (517) 377-0100

Trash Authorization Form

Submitted to: Eric Crutcher on 08/27/2015

TAXPAYER: HUSSIN-SHHAYEH ABBOD NAJLAA, 1812 HERBERT ST LANSING, MI 48910-9104

Location of Work:

Enf Num: E15-07665

Address: 1812 HERBERT ST

Lot No:

Description:

Parcel No: 33-01-01-21-461-025

Remove Trash and Debris

Work Authorized:

Violation: Deteriorated box spring

Violaton: Deteriorated Appliance(s)

Violation: Deteriorated Lumber

Violation: Deteriorated metal product

Violation: Motor vehicle battery

Violation: Deteriorated furniture

Violation: Plastic Container(s) debris

Violation: Deteriorated electronic equipment

Violation: Carpeting/Carpet Padding debris

Violation: Clothing/Cloth Products

Violation: Broken Glass debris

Violation: Paper/Glass/Plastic/Metal/Cardboard debris

This action is authorized by the Manager of Code Compliance

Violation: Trash found in bags/boxes/barrels

Violation: Garbage

PLUS ANY OTHER INCIDENTAL TRASH / DEBRIS ON THE PROPERTY

Authorized Time required to complete work: 2

Authorized Cubic Yards: 5

Warning Comment:

may be vacant, trash violation in the back yard, access throu alley

Submitted By: Larry Connelly (517) 483 7621



Nuisance Fees
 City of Lansing Treasurers Office
 124 W Michigan Ave 1st Floor
 Lansing, MI 48933
 Ph: (517) 483-4361 Fx: (517) 377-0169

Nuisance Fee Billing Statement

Date Created: 09/09/2015
 Due Date: 10/09/2015
 Pay Invoice In Full



HUSSIN-SHHAYEH ABOOD NAJLAA
 1812 HERBERT ST
 LANSING MI 48910-9104

Inv Number: 00063634
 Parcel: 33-01-01-21-461-025
 Address: 1812 HERBERT ST



Parcel: 33-01-01-21-461-025 **Bill Detail**

Invoice Number	Date of Service	Enforcement Num	Address	Amount Due
00063634		E15-07665	1812 HERBERT ST	\$812.00
Fee Details:				Quantity
				Description
				Balance
				1.000
				Trash - Admin Fee
				\$ 265.00
				547.000
				Trash - Contractor Charge
				\$ 547.00
Total Amount Due				\$ 812.00

Questions regarding this invoice: Contact **CODE COMPLIANCE** at 517.483.4361

Payment Information:

- Make checks payable to: City of Lansing
- Mail payments or pay in person at:
 City of Lansing Treasurers Office
 124 W Michigan Ave 1st Fl
 Lansing MI 48933
- In order to assure proper credit, please send the top portion of this bill along with your payment.
- Payment in full is due within 30 days from the billing date
- Any unpaid balance remains as a lien against this property and will be added to the next property tax bill.

Appeals Process:

If you intend to appeal this nuisance fee, you or your agent must file a written protest with the Claims Review Committee within 30 days after the nuisance fee is placed on the July or December Tax Roll. Claims forms are available in the City Attorney's Office and the City of Lansing's web address: www.lansingmi.gov. Return completed claim to: Lansing City Attorney's Office, 124 West Michigan Ave 5th Fl, Lansing, MI 48933

Other Information:

- July property taxes are due and payable on or before August 31st. December property taxes are due and payable on or before February 14th.
- For Red Tag Monitoring Fees Only – invoices not paid within 30 days are subject to a 5% penalty which will be applied on the 31st day.

By Authority of the Lansing City Council - Ordinance Numbers 655, 676, 1060.08 and 1460.04
 Payments may be made online or in person Monday thru Friday 8:00 a.m. - 4:30 p.m., at the above address or by mail





1812 Herbert St (2)













January 14, 2016

Najlad Abbood
1812 Herbert St.
Lansing, MI 48910

RE: Claim ID# 1194; 1812 Herbert

Dear Ms. Abbood:

The City of Lansing Committee on General Services is contacting you at this time to formally invite you to their next meeting on Wednesday, January 20, 2016 at 9:30 a.m. in the City Council Conference Room, 10th Floor, City Hall.

The Committee agenda includes the claim you filed on September 22, 2015, regarding property located at 1812 Herbert St., Lansing, MI for Trash Fees in the amount of \$812.00. If it is possible for you to attend this meeting, we would greatly appreciate any information you can provide on the claim.

Please call or e-mail us to confirm your attendance. We hope to see you there!

Thank you,

Courtney Vincent
Administrative Secretary
Lansing City Council
10th Floor, City Hall
124 W. Michigan Ave.
517-483-4177
courtney.vincent@lansingmi.gov

Tenth Floor City Hall
124 W. Michigan Ave.
Lansing, MI 48933
517-483-4177
Fax: 517-483-7630





OFFICE OF THE MAYOR

9th Floor, City Hall
124 W. Michigan Avenue
Lansing, Michigan 48933-1694
(517) 483-4141 (voice)
(517) 483-4479 (TDD)
(517) 483-6066 (Fax)

Virg Bernero, Mayor

TO: City Council President Judi Brown Clarke and Councilmembers
FROM: Mayor Virg Bernero
DATE: 1/7/16
RE: Resolution—Approval of MDOT Noise Waiver for I-96 Bridges

The attached correspondence is forwarded for your review and appropriate action.

VB/rh
Attachment



City of Lansing
Inter-Departmental
Memorandum



To: Virg Bernero, Mayor
From: Mitchell Whisler, Assistant City Engineer
Subject: CITY COUNCIL AGENDA ITEM - MDOT Noise Waiver I-96 Bridges
Date: January 7, 2016

Please forward this resolution to City Council for placement on the Agenda.

If you have any questions, or need additional information, please give me a call.

Attachments

By THE COMMITTEE ON GENERAL SERVICES
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Michigan Department of Transportation, has requested a waiver of the noise ordinance to permit bridge construction work on bridges on and over I-96 between Cedar Street and Aurelius Road weekdays from 7:00 p.m. to 6:00 a.m. and weekends from Friday at 7:00 p.m. to Monday and 6:00 a.m. to minimize inconvenience to the public and expedite the project; and

WHEREAS, the certain work activities must be performed at night or during the weekend when traffic volumes are lower; and

WHEREAS, these activities include deck removal, setting of beams, and placing the deck; and

WHEREAS, night and weekend work are expected for up to eight nights between April and August for the Aurelius Road bridge over I-96 and occasional nights for other structures for setting up traffic control and other miscellaneous work; and

WHEREAS, the noise ordinance waiver for the work on these bridges is requested from March through October 2016; and

WHEREAS, these bridges include I-96 over Cedar Street, I-96 over I-96 Business Loop Ramps and Aurelius Road over I-96; and

WHEREAS, A Public hearing is requested in consideration of the request for an issuance of the waiver.

NOW, THEREFORE, BE IT RESOLVED that a Public Hearing be held on Monday, _____, 2016 at 7:00 p.m. in the City Council Chambers, Tenth Floor, City Hall, 124 West Michigan Avenue, Lansing, Michigan, to receive public comment on and to consider the noise waiver for bridge construction work on bridges on and over I-96 between Cedar Street and Aurelius Road weekdays from 7:00 p.m. to 6:00 a.m. and weekends from Friday at 7:00 p.m. to Monday and 6:00 a.m. to minimize inconvenience to the public and expedite the project.

BY THE COMMITTEE ON GENERAL SERVICES
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Michigan Department of Transportation, has requested a waiver of the noise ordinance to permit bridge construction work on bridges on and over I-96 between Cedar Street and Aurelius Road weekdays from 7:00 p.m. to 6:00 a.m. and weekends from Friday at 7:00 p.m. to Monday and 6:00 a.m. to minimize inconvenience to the public and expedite the project; and

WHEREAS, the certain work activities must be performed at night or during the weekend when traffic volumes are lower; and

WHEREAS, these activities include deck removal, setting of beams, and placing the deck; and

WHEREAS, night and weekend work are expected for up to eight nights between April and August for the Aurelius Road bridge over I-96 and occasional nights for other structures for setting up traffic control and other miscellaneous work; and

WHEREAS, the noise ordinance waiver for the work on these bridges is requested from March through October 2016; and

WHEREAS, these bridges include I-96 over Cedar Street, I-96 over I-96 Business Loop Ramps and Aurelius Road over I-96; and

WHEREAS, a public hearing was held on Monday, _____, 2016, in consideration of the request for an issuance of the waiver, and the majority of those that spoke supported the request.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, grants the request from the Michigan Department of Transportation for a waiver of the noise ordinance to permit bridge construction work on the bridges on and over I-96 on weekdays from 7:00 p.m. to 6:00 a.m. and weekends from Friday at 7:00 p.m. to Monday and 6:00 a.m., from March through October 2016, to minimize inconvenience to the public and expedite the project.



OFFICE OF THE MAYOR

9th Floor, City Hall
124 W. Michigan Avenue
Lansing, Michigan 48933-1694
(517) 483-4141 (voice)
(517) 483-4479 (TDD)
(517) 483-6066 (Fax)

Virg Bernero, Mayor

TO: City Council President Judi Brown Clarke and Councilmembers
FROM: Mayor Virg Bernero
DATE: 1/7/16
RE: Resolution— Approval of MDOT Noise Waiver for I-96 Bridges

The attached correspondence is forwarded for your review and appropriate action.

VB/rh
Attachment

By COMMITTEE ON GENERAL SERVICES
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Michigan Department of Transportation, has requested a waiver of the noise ordinance to construction of a sound wall on the east side of US-127 north of Grand River Avenue weekdays from 6 a.m. to 7 a.m. and 8 p.m. to 10 p.m., and weekends from 7 a.m. to 8 p.m. to minimize inconvenience to the public and expedite the project; and

WHEREAS, the certain work activities must be performed at night or during the weekend when traffic volumes are lower; and

WHEREAS, these activities include tree removal and drilling shafts; and

WHEREAS, night and weekend work are expected for up to 10 nights and weekend days between March and August; and

WHEREAS, the noise ordinance waiver for the work is requested from March through October 2016.

NOW, THEREFORE, BE IT RESOLVED that a Public Hearing be held on Monday, _____, 2016 at 7:00 p.m. in the City Council Chambers, Tenth Floor, City Hall, 124 West Michigan Avenue, Lansing, Michigan, to receive public comment on and to consider a waiver of the noise ordinance to construction of a sound wall on the east side of US-127 north of Grand River Avenue weekdays from 6 a.m. to 7 a.m. and 8 p.m. to 10 p.m., and weekends from 7a.m. to 8 p.m. to minimize inconvenience to the public and expedite the project.

By COMMITTEE ON GENERAL SERVICES
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Michigan Department of Transportation, has requested a waiver of the noise ordinance to construction of a sound wall on the east side of US-127 north of Grand River Avenue weekdays from 6 a.m. to 7 a.m. and 8 p.m. to 10 p.m., and weekends from 7a.m. to 8 p.m. to minimize inconvenience to the public and expedite the project;

WHEREAS, the certain work activities must be performed at night or during the weekend when traffic volumes are lower;

WHEREAS, these activities include tree removal and drilling shafts;

WHEREAS, night and weekend work are expected for up to 10 nights and weekend days between March and August;

WHEREAS, the noise ordinance waiver for the work is requested from March through October 2016; and

NOW, THEREFORE, BE IT RESOLVED that a Public Hearing be held on Monday, February 22, 2016 at 7:00 p.m. in the City Council Chambers, Tenth Floor, City Hall, 124 West Michigan Avenue, Lansing, Michigan, to receive public comment on and to consider a waiver of the noise ordinance to construction of a sound wall on the east side of US-127 north of Grand River Avenue weekdays from 6 a.m. to 7 a.m. and 8 p.m. to 10 p.m., and weekends from 7a.m. to 8 p.m. to minimize inconvenience to the public and expedite the project.

BY THE COMMITTEE ON GENERAL SERVICES
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Michigan Department of Transportation, has requested a waiver of the noise ordinance to construction of a sound wall on the east side of US-127 north of Grand River Avenue weekdays from 6 a.m. to 7 a.m. and 8 p.m. to 10 p.m., and weekends from 7 a.m. to 8 p.m. to minimize inconvenience to the public and expedite the project; and

WHEREAS, the certain work activities must be performed at night or during the weekend when traffic volumes are lower; and

WHEREAS, these activities include tree removal and drilling shafts; and

WHEREAS, night and weekend work are expected for up to 10 nights and weekend days between March and August; and

WHEREAS, the noise ordinance waiver for the work is requested from March through October 2016; and

WHEREAS, a public hearing was held on Monday, _____, 2016, in consideration of the request for an issuance of the waiver, and the majority of those that spoke supported the request.

NOW, THEREFORE, BE IT RESOLVED that the Lansing City Council, hereby, grants the request from the Michigan Department of Transportation for a waiver of the noise ordinance to permit sound wall construction work along the east side of US-127 from 6 a.m. to 7 a.m. and 8 p.m. to 10 p.m. on weekdays and weekends from 7 a.m. to 8 p.m., from March through October 2016, to minimize inconvenience to the public and expedite the project.



XV. B. 4.

RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LIQUOR CONTROL COMMISSION
ANDREW J. DELONEY
CHAIRPERSON

MIKE ZIMMER
DIRECTOR

December 11, 2015

City of Lansing
Attn: Clerk
city.clerk@lansingmi.gov

The purpose of this letter is to notify this local legislative body that the Michigan Liquor Control Commission has received an application for a license, as follows:

Request ID#: 814815

Transfer ownership of LICENSE TYPE: Transfer ownership escrowed 2015 Class C license with Sunday Sales Permit (AM) and (PM) from Pro-Bowl, Inc., with license to remain in escrow

Name of applicant(s): REO Entertainment Group LLC

Business address and phone: 2122 N Martin Luther King Jr, Lansing 48906

**Home address and phone number of partner(s)/subordinates:
Marc Curtis, 2843 E. Grand River #114, East Lansing, MI 48823 517.599.9122**

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit. Since this request is a transfer under MCL 436.1529(1), approval of the local unit of government is not required.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor.

Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
MICHIGAN LIQUOR CONTROL COMMISSION
ANDREW J. DELONEY
CHAIRMAN

MIKE ZIMMER
DIRECTOR

January 5, 2016

City Clerk
City of Lansing
9th Floor of City Hall
124 W. Michigan Ave.
Lansing, MI 48933

The purpose of this letter is to notify this local legislative body that the Michigan Liquor Control Commission has received an application for a license, as follows:

Request ID#: 820054

New LICENSE TYPE: SDM

Name of applicant(s): DECKER-PRESCOTT ENTERPRISES, LLC

Business address and phone: 1629 E MICHIGAN, LANSING 48912

Home address and phone number of partner(s)/subordinates:

DECKER-PRESCOTT, SHIRLEY M – 2023 Jerome St, Lansing, MI 48912-3001 B: 517-574-5014 C: 517-331-9088

DECKER, BRANDON J – 164 N. Canal Rd, Eaton Rapids, MI 48827 B: 517-574-5014 C: 517-614-1143

PRESCOTT, JR., MERTON W – 2023 Jerome St, Lansing, MI 48912-3001 B: 517-574-5014 C: 517-256-5197

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit. The Michigan Liquor Control Code does not require the approval of this request by the local unit of government.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor.

Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
MICHIGAN LIQUOR CONTROL COMMISSION
ANDREW J. DELONEY
CHAIRMAN

MIKE ZIMMER
DIRECTOR

January 5, 2016

City Clerk
City of Lansing
9th Floor of City Hall
124 W. Michigan Ave.
Lansing, MI 48933

The purpose of this letter is to notify this local legislative body that the Michigan Liquor Control Commission has received an application for a license, as follows:

Request ID#: 817245

Transfer ownership of SDM license

Name of applicant(s): THJ INC

Business address and phone: 916 E GRAND RIVER, LANSING 48906 Ingham County

Home address and phone number of partner(s)/subordinates:
Tanveer Jat – 4374 Okemos Rd., Apt B-116, Okemos, MI 48864 b/c:517-580-2705

Under administrative rule R 436.1105, the Commission shall consider the opinions of the local residents, local legislative body, or local law enforcement agency with regard to the proposed business when determining whether an applicant may be issued a license or permit. Since this request is a transfer under MCL 436.1529(1), approval of the local unit of government is not required.

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor.

Approval of this license by the Michigan Liquor Control Commission does not waive any of these requirements.

MICHIGAN LIQUOR CONTROL COMMISSION
Retail Licensing Division
(866) 813-0011

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XIII. B. 2 a.

BY THE COMMITTEE ON GENERAL SERVICES
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Committee General Services (the “Committee”) met to consider revision to the City Council Rules (the Rules), last amended December 8, 2014; and

WHEREAS, many governing boards have rules to ensure a rotation in leadership, the cultivation of new leadership, and the promotion of experienced membership into leadership positions; and

WHEREAS, members of the Lansing City Council seek to shift a greater portion of their time and energy to issues pertaining to Lansing residents by simplifying and streamlining the President and vice President selection process by adding rules to reflect a desire for rotational and experienced leadership.

WHEREAS, ON DECEMBER 8, 2015, THE COMMITTEE FINALIZED ITS REVIEW OF PROPOSED REVISION TO THE RULES, SPECIFICALLY RULE 3, INTENDED TO PROVIDE RULES FOR THE SELECTION OF COUNCIL PRESIDENT AND VICE PRESIDENT.

Whereas, other technical (number corrections) changes are made; and

WHEREAS, pursuant to Rule 16 of the current Rules, the Committee “reviews and prepares amendments or revisions to Council Rules”; and

WHEREAS, the Committee has recommended proposed revisions to the City Council; and

WHEREAS, pursuant to Rule 41 of the current Rules, the proposed revisions shall be placed on the Agenda for Council receipt and review, but “shall not be considered for adoption sooner than the next Council meeting”; and

WHEREAS, the Committee’s recommended revisions were placed on the Council Agenda for receipt at the December 14, 2015 Council meeting and considered for adoption at the January 11, 2016 Council meeting.

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby adopts the City Council Rules as amended, which are fully set forth below.

BE IT FURTHER RESOLVED, that the City Council Rules, as amended pursuant to this Resolution, shall be kept on file in the Office of the City Clerk, and the City Clerk shall make copies thereof available to City Council, the Administration, and the public.

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LANSING CITY COUNCIL RULES

(As amended on _____, 2016)

Rule 1. Sessions of Council. Regular meetings of Council, unless otherwise set forth by resolution of City Council, shall be held on Monday evenings of each week at a time, place and date to be set by resolution of Council. Special meetings may be called as provided in Section 3-202 of the City Charter.

Rule 2. Quorum; Attendance; Call of Council. Five members of Council shall constitute a quorum for the transaction of business, but a lesser number may compel the attendance of absentees or adjourn any meeting or hearing until a later date.

No Council member shall absent himself or herself from the Council meeting without first having obtained leave from the Presiding Officer. The Presiding Officer may revoke leaves of absence at any time.

A call of Council may be ordered by the majority of Council Members present, whether a quorum or not, and in pursuance thereof, the Chief of Police, or any other person duly authorized by a majority of the Council Members present and voting, may be dispatched for, and take into custody and bring before Council any Council Members absent without leave.

PRESIDENT AND VICE PRESIDENT—POWERS AND DUTIES

Rule 3. Presiding at Sessions. The President of Council shall preside over all sessions of Council, or, in his or her absence, the Vice President shall preside. If both the President and Vice President are temporarily absent, then the most recent past President shall preside as Acting President. THE FOLLOWING RULES APPLY TO THE SELECTION OF THE PRESIDENT AND VICE PRESIDENT:

1. IN ORDER TO BE ELIGIBLE TO BE SELECTED FOR THE POSITION OF CITY COUNCIL PRESIDENT OR VICE PRESIDENT, A MEMBER MUST HAVE SERVED ON THE CITY COUNCIL FOR ONE YEAR.

Rule 4. Appointment of Committee Members; Creation of Ad-Hoc Committees. The President shall appoint all Council Members to the standing committees, any Council Ad-Hoc Advisory Committee and to any outside agency (see Section 3-102.6 of the City Charter). The President shall appoint the Chairperson and Vice-Chairperson of each standing committee and any ad-hoc advisory committee. Each standing committee of City Council shall consist of three Council Members. The President may, at his or her discretion, create or discharge any ad-hoc advisory committees.

Rule 5. Staff Operations. The President of Council shall be responsible for Council staff operations. The President may, at any time, delegate in writing the responsibility for Council staff operations to the Vice President. In the event there is no President, the

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most recent past President of council serving shall be responsible for staff operations. In the event there is no President or past President of council serving, then Council is responsible for staff operations.

THE CLERK'S DUTIES

Rule 6. Calling the Roll and Noting Absentees. The Clerk, or his or her Deputy Clerk, shall call the roll at the opening of each meeting of Council and announce whether or not a quorum is present. He or she shall announce the names of the Council Members absent and enter the names of all absentees upon the record of proceedings.

Rule 7. Notice by the Clerk. The Clerk shall give notice, in writing, to committees, members of Council and City Officers concerning the agenda items which have been referred to them by City Council.

Rule 8. Preparation of Agenda. The Clerk's office shall prepare and provide copies of packets to Council and the Mayor of an agenda of business to be considered at each regularly scheduled Council meeting and any special meetings of City Council. No item of business shall be placed on the agenda for a regular meeting of Council unless the original document, annotated with such approvals as may be required, has been presented for filing in the office of the Clerk by 4:00 p.m. on the Thursday immediately preceding the day of the Council meeting. The agenda for each such meeting shall be posted in the lobby of City Hall and Council Chambers not later than eighteen hours prior to the time of each such meeting, and at such other places as Council may deem appropriate.

Rule 9. Items Upon Agenda; Designated Items for Action. Any item of business not placed upon the Council agenda in accordance with the terms of Section 3-103.2 of the City Charter and the provisions of these Rules shall not be considered at any meeting of Council, unless this Rule is suspended by the affirmative vote of six members of Council. Individual Council Members or committees may sponsor resolutions or ordinances (except initiatives and referendums presented by the citizenry) and place them on the Council agenda.

Resolutions may be sponsored by the Committee of the Whole if placed on the Council agenda by the President, or, in the President's absence, the Vice President, or by any four Council Members when their names are typed at the top of each resolution so sponsored. Committee reports may be sponsored and placed on the Council agenda by Committee Chairpersons or by any two members of the appropriate committees. Any committee report can be removed from the Council agenda at the Committee Chairperson's discretion. City Council staff shall inform the Clerk's office of those items upon which action is to occur at the Council meeting. The Clerk's office shall be responsible for designating those items which are on the Council agenda for action.

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Rule 10. Consent Agenda. In preparing the agenda, the Clerk's office shall place all Legislative Matters, except for those requiring more than five votes or a roll call vote, on the Consent Agenda.

All Legislative Matters on the Consent Agenda may be acted upon in one vote; provided, however, that any Council member may identify specific items that are not to be included in the single Consent Agenda vote, but which are to be discussed and voted upon separately. These items shall be removed from the Consent Agenda. Items removed from the Consent Agenda are to be considered as part of the regular portion of the meeting to which they relate.

SERGEANT-AT-ARMS

Rule 11. Powers and Duties. A police officer shall be present at all meetings of Council. The police officer shall be under the direction of the Presiding Officer, shall serve as security and as Sergeant-at-Arms of Council and shall have general charge and supervision of the Council Chambers, Council member offices, committee rooms, Council staff offices and work areas and all connecting hallways and passages.

COUNCIL MEMBERS

Rule 12. Speaking. When a Council member desires to speak, he or she shall first address the Chair. Debate shall be governed by Mason's Manual of Legislative Procedure, except where superseded by these Rules. When the Presiding Officer desires to speak on any agenda item identified as an action item, he or she shall turn over the Chair to the Vice Chair.

Rule 13. Compulsory Vote; Conflict of Interest. Each member of the Council shall vote on each question before the Council for a determination, unless excused therefrom by the affirmative vote of two-thirds of the members serving, except that no member shall vote on any question upon which that member has a conflict of interest or a financial interest other than as a citizen of the City. If a conflict of interest question is raised under this section at any Council meeting, such question shall be determined by a majority those Council Members present and qualified to vote before the main question shall be voted on, but the Council member affected shall not vote on such determination.

Rule 14. Important Items; Vote Requested. Any matter of business requiring the vote of more than five members of Council, which is defeated at a meeting at which all members of Council are not present, may be reconsidered at either of the first two meetings thereafter.

ORDER OF BUSINESS

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Rule 15. Generally. The order of business of the City Council shall be on a printed agenda prepared by the City Clerk. The order of business for Council meetings shall be as follows:

1. Roll Call;
2. Meditation and Pledge of Allegiance;
3. Reading and approval of printed Council Proceedings;
4. Consideration of Late Items (Late items are to be considered as part of the regular portion of the meeting to which they relate);
5. Tabled Items, if any (Tabled items are to be considered as part of the regular portion of the meeting to which they relate);
6. Special Ceremonies;
7. Comments by Council Members and City Clerk;
8. Community Event Announcements (Time, Place, Purpose, or Definition of Event—one minute);
9. Speaker registration for public comment on Legislative Matters;

The Clerk or his or her designee will announce that the public comment registration form(s) for those intending to address Council on legislative matters will be collected;

10. Mayor's Comments;
11. Show Cause Hearings;

Only persons who have received notice from the City as an interested party, or the interested party's agent with written permission, may speak on the agenda item which is the subject of a show cause hearing, for up to a total of three minutes.

12. Public Comment on Legislative Matters;

Comment on legislative matters consists of the following items as listed on the agenda: Public Hearings (other than show cause hearings), Consent Agenda Items, Resolutions, Ordinances for Introduction, and Ordinances for Passage.

Each member of the public who has registered to speak will have up to a total of three minutes to address Council on legislative matters. The Presiding Officer

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may reduce the amount of time allowed for each speaker if he or she determined that the number of registered speakers is so numerous that the meeting cannot be timely concluded without a reduction in the time allocated for each speaker.

13. Council Consideration of Legislative Matters;

Council will consider its agenda and legislative matters in the following order:

- a) Referral of Public Hearings;
- b) Consent Agenda;
- c) Resolutions for Action;
- d) Reports from Council Committees;
- e) Ordinances for Introduction and Setting of Public Hearings;
- f) Ordinances for Passage.

14. Speaker Registration for Public Comment on City Government Related Matters;

The Clerk or his or her designee will announce that the public comment registration form(s) for those intending to address council on City Government Related Matters will be collected;

15. Reports from City Officers or Boards and Commissions, Communications, Petitions, and other City Government Related Matters.

16. Motion of Excused Absence;

17. Remarks by Council Members;

18. Remarks by the Mayor or Executive Assistant;

19. Public Comment on City Government Related Matters;

Each member of the public who has registered to speak will have up to a total of three minutes to address Council on City Government Related Matters that concern them. A City Government Related Matter is an issue or topic relevant to the operation or governance of the City. The Presiding Officer may reduce the amount of time for each speaker if he or she determines that the number of registered speakers is so numerous that the meeting cannot be timely concluded without a reduction in the time allocated for each speaker.

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20. Adjournment.

Rule 16. Standing Committees. The standing committees of Council and their functions are as follows:

Committee of the Whole: This Committee is comprised of all Council members and reviews matters assigned or referred to the Committee of the Whole by the Council President.

The Council President shall serve as Chair of the Committee, and the Council Vice President shall service as Vice-Chair of the Committee.

Development and Planning. Reviews economic development matters, E.D.C. projects and the five-year plan covering development goals, policies, services and overall direction; reviews all matters having to do with land use, including zoning, plats and historical designations; reviews proposed modifications to the Master Plan; reviews acquisition and disposition of public property; and reviews changes to C.D.B.G. programming.

General Services. Reviews licensing and regulation matters, personnel matters and human services; reviews matters pertaining to the arts, cultural and community-wide activities, special events and leisure time programs; has general oversight of City government operations (except those more specifically covered by another standing committee); reviews and prepares amendments or revisions to Council Rules; and develops policies that would turn over routine matters to the Administration wherever possible.

Intergovernmental Relations. Represents Council in outreach efforts to improve working relationship with other political entities, with regional agencies and, internally, with such bodies as the Board of Water and Light, the Housing Commission, and the Entertainment and Public Facilities Authority. Its primary charge is to lead in the exploration of intergovernmental cooperation, toward provision of needed services in the best manner by the most appropriate jurisdiction with the least duplication of effort, to include specific emphasis on achieving a regional approach to various issues.

Public Safety. Reviews service levels and issues related to public safety, including police, fire, ambulance, emergency services, traffic environment and the building inspection program.

Public Services. Reviews all matters pertaining to wastewater treatment, sewer and street needs, long range infrastructure and parks and recreation needs and development and the Municipal parking system, including parking enforcement and policies.

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Ways and Means. Reviews all proposed modifications to the City's annual Budget and program audits prepared by the Internal Auditor, the City's short-range and long-range financial condition, workforce needs for City operations and financial impact statements developed on proposed actions; and reviews and develops policy recommendations on City financial and budget matters.

Council Personnel. This Committee shall be comprised of four members and shall include the Council President, the Council Vice President, one at-large Councilperson, and one ward Councilperson. The Council Vice President shall serve as Chair of the Committee and the Council President shall serve as Vice-Chair of the Committee.

The Committee on Council Personnel shall consider, study and recommend with respect to the following Council staff matters: Recruitment; selection; discipline; performance evaluations; job descriptions; policy and procedure manual development; any other personnel matter referred to it by the Council.

Except as may otherwise be provided herein, the President shall appoint a Chairperson and Vice Chairperson of each standing committee. In the temporary absence of the Chairperson, the Vice Chairperson shall act as Chairperson. The standing committees' functions shall be reviewed by the Council President and shall be adopted by resolution of Council during January of each year.

Rule 17. Duties of Committees; Quorum; Discharge of Committees. All committees appointed by Council shall thoroughly investigate such matters as are referred to them and report their findings in a timely manner.

All committees appointed by Council, other than standing committees, shall have a fixed term of life and shall expire at such times unless extended by a majority vote of Council.

A quorum of a committee shall be a majority of the committee members serving.

A committee shall be discharged of any matter referred to it by an affirmative vote of two-thirds of the Council Members at the Committee of the Whole or City Council meeting.

No Council Committee, Ad-Hoc or Standing, shall meet during a session of Council unless prior permission has been granted by Council. Any Council Committee, Ad-Hoc, Standing or Committee of the Whole, shall follow these Rules and Mason's Manual of Legislative Procedure whenever applicable. Every Committee, Standing or Ad-Hoc, shall provide an opportunity for the public to speak on items designated for action by the Committee. The Chairperson of each Committee, Standing or Ad-Hoc, shall be responsible for setting and enforcing the rules governing public comment at his or her Committee.

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Rule 18. Rules of Decorum for Meetings. The Presiding Officer shall conduct Council meetings in an orderly manner. Members of Council and others in attendance shall obey directions of the Presiding Officer. Citizens and others attending Council meetings may address Council as specified in this Rule and Rule 4415. Speakers will be requested to print their name, address, and the topic to be addressed on the appropriate registration form (Legislative or City Government Related Matters). The forms will be used to call speakers to the podium, allow Council Members to determine if the speaker is from his or her Ward, and to assist in the accuracy of recording Council Proceedings.

Council meetings are business meetings. Their purpose is to conduct the City's business. Public speaking at the Council meeting is to provide citizens the opportunity to be heard, express their views, and inform the Council and the Administration. In no case is the opportunity of a citizen to speak to be in the nature of a debate and neither the Council nor the Administration is under any obligation to respond specifically to any speaker. All remarks shall be addressed to the Council, the Mayor, and Administration representatives through the Presiding Officer. Individual Council Members, the Mayor, or representatives of the Administration present shall address the Presiding Officer for permission to inquire of speakers or members of the audience whenever he or she deems that such an inquiry may be helpful to City business.

No speaker called upon to speak shall by speech or conduct disturb, disrupt, delay, interfere with, or otherwise impede the orderly conduct of the Council meeting. Speakers shall adhere to the time limits established by these Rules and the Presiding Officer. Extension of a speaker's time limit is permissible at the discretion of the Presiding Officer; or on a motion of a Council member, by affirmative vote of two-thirds of the Council Members serving.

No person in the audience at a Council meeting shall engage in speech or conduct which disturbs, disrupts, delays, interferes with or otherwise impedes the orderly conduct of the Council meeting, including, but not limited to whistling, stomping, clapping other than during special ceremonies, interrupting a speaker, or heckling.

The Presiding Officer may rule any member of the public who is a speaker, meeting attendee, or audience member out of order for failing to follow Council's Rules or the Presiding Officer's directions, and may take whatever action is necessary to restore order to the meeting.

ADOPTION OF ORDINANCES

Rule 19. Introduction; Consideration. Ordinances may be introduced by Council Members at any regular meeting of Council in the regular order of business. All ordinances must be in writing and shall be approved as to form and section numbers by the City Attorney.

The regular order for consideration of ordinance proposals shall be:

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- 1) Introduction, first reading by title;
- 2) Referral to the appropriate committee;
- 3) Public hearing on the ordinance scheduled by Council, which hearing shall be scheduled to be held not sooner than five days after notice of the hearing is posted on City bulletin boards; and
- 4) Second reading by title and passage.

These four steps shall take place in not less than two regular meetings of Council. This Rule shall not be suspended except by the affirmative vote of six Council Members.

Rule 20. Manner of Introduction; Form. In each ordinance amending an existing ordinance, changes or new matter shall be placed in capital type, and matter which has been omitted shall be indicated by printing in stricken through type. Every ordinance shall have endorsed thereon the name of the Council member introducing it. In the drafting of proposed ordinances, the lines on each page shall be numbered consecutively. The City Clerk's office shall meet reasonable requests for copies. They shall not be printed in Official Proceedings of the City Council of the City of Lansing until they are finally enacted.

Rule 21. First Reading, Referral and Report. All ordinances, on introduction, shall be read by title and shall be referred to the appropriate committee.

Rule 22. Readings. Every ordinance shall receive two readings by title previous to its being passed, and no ordinance shall be amended or committed until it has been read by title once.

Rule 23. Amendment at Final Reading. A vote of five Council Members is required to adopt any amendment at the second reading of any ordinance recommended for passage.

Rule 24. Commitment Before Final Passage. It shall be in order at any time before the final passage of any ordinance to move its commitment or recommitment.

Rule 25. Final Vote; Publication. On final passage of all ordinances, the vote shall be taken by yeas and nays and entered upon the record of proceedings. No ordinance shall be declared passed unless five or more Council Members have voted therefor. Upon passage, all ordinances shall be published in a newspaper of general circulation within the City with notice of their passage.

COMMITTEE OF THE WHOLE

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Rule 26. Chairperson of Committee. When Council resolves itself into a Committee of the Whole, the President shall preside, except that in his or her absence, the Vice President shall preside. In the absence of both the President and the Vice President, the most recent past President of Council shall preside.

Rule 27. Rules in Committee. The Rules of Council shall be observed in the Committee of the Whole except for limiting debate and moving to vote immediately. A motion that the Committee rise shall always be in order and shall be decided without debate. Motions recommending action by Council shall take precedence in the same order as analogous motions in Council. A motion to reconsider shall be in order in the Committee of the Whole.

MOTIONS AND RESOLUTIONS

Rule 28. Statement; Reduction to Writing; Withdrawal. No motion or resolution shall be adopted until stated by the Chair. A motion shall be reduced to writing if required by any Council member, and, when presented in writing, shall be read by the Clerk before the same shall be open to debate. A resolution shall always be reduced to writing before being adopted. A request by any Council member for a reasonable recess to reduce a motion or resolution to writing shall always be in order and shall be granted. Any motion or resolution may be withdrawn by the sponsor at any time before decision or amendment.

Rule 29. Precedence of Motions. When a question is under debate, no motion shall be received except:

- 1) To adjourn;
- 2) To take a recess;
- 3) To lay on the table;
- 4) Call to question;
- 5) To postpone to a day certain;
- 6) To refer or re-refer;
- 7) To amend; or
- 8) To postpone indefinitely.

Such motions shall take precedence in the order in which they appear above.

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Rule 30. Motion to Adjourn; Nondebatable Motions. A motion to adjourn shall always be in order. A motion to adjourn, to recess, to lay upon the table or to vote immediately, and all questions relating to the priority of business, shall be decided without debate.

Rule 31. Motion to Lay on the Table. A decision to lay upon the table shall carry with it all questions to which it is attached, except in the case of laying an appeal (as explained in Rule 4039) on the table.

Rule 32. Indefinite Postponement. A motion to postpone indefinitely the further consideration of any ordinance, motion, resolution or other matter shall require the votes of five Council Members to carry it, and the vote upon such a motion shall not be reconsidered. A motion to lay on the table, or a motion to reconsider the vote by which any ordinance, motion or resolution has failed to pass Council, if agreed to, shall have the effect of postponing indefinitely the consideration hereof, and shall require the votes of five Council Members to carry it.

Rule 33. Reconsideration. When a question has been once decided, it shall be in order for any Council member to move the reconsideration thereof, but no motion for reconsideration shall be in order unless made on the same day the vote was taken, or at the next regular meeting of Council. No question shall be reconsidered more than once. A motion to reconsider the vote by which any ordinance, motion or resolution has passed Council shall require the votes of five Council Members to carry it.

Rule 34. Effect of Tabling Motion to Reconsider. It shall not be in order to take from the table a motion to reconsider, nor shall the vote whereby any motion to reconsider was laid on the table be reconsidered.

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Rule 35. Division of Question. Any Council member may call for a division of any pending question, which shall be divided if it comprehends propositions so distinct that if one is taken away, a substantive proposition shall remain.

Rule 36. Roll Call Vote. The affirmative and negative votes shall be taken and recorded on all ordinances, and whenever requested by one or more Council Members, on any other matter.

Rule 37. Other Business Cannot Interrupt Roll Call. When the yeas and nays are demanded upon any question, and after the question is stated by the Chair, the Clerk is directed to call the roll. After the first vote is given, no Council member shall be entitled to speak on the question, nor shall any motion be in order until such roll call is completed and the result declared.

Rule 38. Appeals. Any Council member may appeal from any decision of the Chair. On all appeals the question shall be: "shall the decision of the Chair stand as the judgment of Council?" Appeals shall be debatable except when Council is under operation of the

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order to vote immediately, or when the decision appealed from relates to the priority of business.

Rule 39. Laying Appeal Upon the Table. Any appeal may be laid upon the table, but it shall not carry with it the subject matter before Council at the time such appeal is taken.

Rule 40. Suspension of Rules. Any Rule may be suspended by a vote of six Council Members.

Rule 41. Amendment; Repeal and Re-Adoption of Rules. A motion to amend or repeal any Council Rule shall require the votes of five Council Members. These Rules may be revised or amended and re-adopted by Council as it deems appropriate. A motion made under this Rule shall not be considered for adoption sooner than the next Council meeting.

Rule 42. Parliamentary Practice. The rules of parliamentary practice comprised in Mason's Manual of Legislative Procedure shall govern in all cases in which they are not inconsistent with the standing Rules and orders of Council or the City Charter during all meetings of Council and its committees and committees appointed by Council.

Rule 43. Closed Sessions. Council may meet in Closed Session pursuant to and consistent with the Michigan Open Meetings Act.

A closed session may be requested by the Mayor, the President or any two Council Members at any regular or special meeting. The person requesting a closed session shall state the purpose of such session. The stated purpose of the closed session shall constitute the only agenda item(s) for the closed session.

Whenever Council enters a closed session in the tenth floor Conference Room of City Hall, all persons not required for the closed session shall immediately leave the Conference Room and clear adjacent areas. The Council lobby shall be the nearest congregating area for those waiting to re-enter the meeting upon completion of the closed session when the closed session is held in the tenth floor Conference Room of City Hall.

Rule 44. Council Parking. Each member of Council shall have a permanently assigned parking space in the basement of City Hall. These parking bays shall be nonassignable and shall be used exclusively by the Council Members unless prior approval has been given by that Council member.

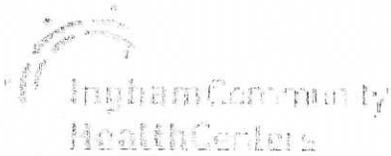
Rule 45. Compensation of Judges. If Council is requested or desires to appropriate money for the purpose of increasing the salary level of the Judges of the 54-A District Court, before action is taken thereon, the President of Council shall appoint an Ad-Hoc Citizens Advisory Committee of five members, which Committee shall examine the Judges' salaries and any proposals to raise them and recommend to Council what, if any, increase is appropriate. Council shall consider the recommendation of the

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Committee in determining what, if any, increase in the Judges' salaries should be granted.

Rule 46. Physical Presence Required. A member of Council must be physically present at any Council meeting, any Committee of the Whole meeting, any standing Council meeting or any special Ad-Hoc Council meeting, in order to vote or be counted as part of a quorum.



Adult Health
5303 S Cedar Street,
Lansing, MI 48911-3800
Phone: (517)887-4302 Fax: (517)887-4437

12/01/2015

To whom it may concern,

Mohammed Hameedawi has recently been diagnosed with Myasthenia Gravis. He is currently under the care of neurology. At this point his physical status is still at the point to where he is unable to work or care for himself and needs 24 hour care provided to him by his wife. Thank you.

Sincerely,


Approved by: Melvin Cherry MD 12/01/2015 03:14 PM

Document generated by: Melvin Cherry 12/01/2015

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DEC 01 2015
INGHAM COUNTY DHS
ADMINISTRATIVE SUPPORT

submitted @ mth