



**AGENDA**  
**Committee on Public Safety**  
**Friday, September 16, 2016 @ 3:30 p.m.**  
**City Council Chambers, 10<sup>th</sup> Floor, City Hall**

Councilmember Carol Wood, Chair  
Councilmember Adam Hussain, Vice Chair  
Councilmember Kathie Dunbar, Member

1. **Call to Order**
2. **Roll Call**
3. **Minutes**
  - August 26, 2016
  - August 30, 2016
  - September 2, 2016
4. **Public Comment on Agenda Items**
5. **Discussion/Action:**
  - A.) DISCUSSION –Crime Mapping (LPD)
  - B.) DISCUSSION – Code Compliance Update (LFD)
  - C.) Budget Priorities
6. **Other**
7. **Adjourn**
  - Pending – Discussion regarding lead



**MINUTES**  
**Committee on Public Safety**  
**Friday, August 26, 2016 @ 2:00 p.m.**  
**City Council Chambers, 10<sup>th</sup> Floor City Hall**

**CALL TO ORDER**

The meeting called to order at 2:02 p.m.

**ROLL CALL**

Councilmember Carol Wood, Chair  
Councilmember Adam Hussain, Vice Chair  
Councilmember Kathie Dunbar, Member- arrived at 2:07

**OTHERS PRESENT**

Sherrie Boak, Council Staff  
Council Member Spitzley  
Jim Smiertka, City Attorney  
Mark Dotson, Deputy City Attorney  
Elaine Womboldt  
Jessica Wilson  
Jeremy Wilson  
Roberta Wiborn  
Lee Klein  
Mary Ellen Purificato  
Jon Miles  
Nathan Dupry  
Steve Green  
Richard Williams  
JM Fryer  
Elvis Malcolm  
Robin Schneider  
Shelly-Mary Forrester  
Carol Siemon

**MINUTES**

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE MINUTES FROM AUGUST 5, 2016 AS PRESENTED. MOTION CARRIED 2-0.

MOTION BY COUNCIL MEMBER HUSSAIN TO APPROVE THE MINUTES FROM AUGUST 12, 2016 AS PRESENTED. MOTION CARRIED 2-0.

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The process for the meeting was outlined and the group was referenced to Draft 5c, which had yellow highlights for the changes. Law had reviewed the draft diligently in preparation for this meeting, and apologized for the late distribution.

### **PUBLIC COMMENT**

Public comment take after the presentation.

### **Discussion/Action:**

#### **Resolution – Ingham County Appointment to the Ingham County/City of Lansing Community Corrections Advisory Board**

Councilmember Wood outlined the resolution, and noted the City just affirms the Ingham County appointments just at Ingham County affirms the City of Lansing appointments.

MOTION BY COUNCILMEMBER HUSSAIN TO APPROVE THE RESOLUTION FOR THE APPOINTMENT OF JACQUELINE STRAUB. MOTION CARRIED 2-0.

### **Medical Marijuana Dispensary Ordinance**

Mr. Smiertka went thru the changes in the draft 5c. The ordinance was written to meshes with current bills before the Senate, so if it passes there would be very few changes needed in the future. The City is following the Senate bill, and the City will focus on the language, zoning and process on licensing and regulations. Some changes recommended language changes by Law Department reflect the recent Court decisions and cases before State Supreme Court. The ordinance regulation is being placed in Zoning and replacing the prior ordinance, and with exclusionary zoning means not allowing a use to exist anywhere. Mr. Smiertka also acknowledged there were changes made to reflect council intent, and receiving information regarding fees from other Departments involved with the processing of the application and license. Currently, Finance is still computing costs and estimates. Councilmember Wood informed the public that in regards to the fees, there are place holders; \$5,000 for the application, and \$5,000 for licenses in this draft, with the possibility in being changed.

The review began on page 1, and changes that were reflect to what is required. Page 2 was changed to reflect recommendations from law, using the State Supreme Court case. No comments from Committee.

Page 3, addition of lines 20-22; no comments from the Committee.

Page 4, line 27-28, "Medical Marijuana Caregiver Center was added to *Provisioning Center*. There were also changes to lines 29 and 44 to add "operate", which was done to be consistent with Senate bill. Mr. Smiertka reminded the group that the local ordinances regulate the business location and the license is regulated by the State. Therefore the applicants will have to show proof of licensing from the State when they apply to the City.

Page 5 reflected only grammatical changes and there were no comments from the Committee. Page 6 outlines the establishment of the Commission member. This now includes three ex-officio members; LPD, LFD and Planning and Neighborhood Development. Councilmember Wood pointed out the other change, located on line 26 which now states the Ward member would be a recommendation by the Council Ward Member to the Mayor. The Committee had no further comments.

Page 7, line 23-24 added Planning and Neighborhood Development as ex-officio. Further on the page, line 37 which clarifies that no license for an establishment is a public nuisance, similar to other license activities. Councilmember Wood asked for clarification on what Department would be point person for Commission and if that too would be the discretion of

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the Mayor. Mr. Smirtka confirmed it would be since it would be under the executive branch. There were no further comments.

Mr. Smiertka informed the group that on page 8, line 3 was eliminated in past revisions, so it was no added back in. This referenced 1300.05 which speaks to applications, and payment of a fee in order to not to be considered in violations.

Councilmember Dunbar brought up the question of the process if there are currently three businesses in on location, would it be given to the first one who applied and the other two would be denied. Mr. Smiertka noted that topic is addressed later in the ordinance.

On page 9, (4) on lines 5-13 was added to address the age requirement of 18 years of age and disqualified of any felony to be an applicant and the word "employee" was removed. Councilmember Dunbar pointed out that if the applicant is allowed to get a caregiver card from the State, they are cleared, so that is the State enforcing. There were no additional comments.

Page 10 now addresses the distances requirements between public and private college, community college or university, churches and playgrounds. This will also require a map, and Mr. Smiertka stated to the Committee that those maps will be provided at the next meeting. There was no consensus from the Committee on the changes to page 10, and will be reviewed again.

Page 11 changes the original amount of funds to \$25,000. In addition Law added to line 45 the requirement that the testing would be done by an International Organization Standardization Accredited Testing Facility.

Mr. Dotson stepped away from the meeting at 2:25 p.m.

Councilmember Dunbar spoke in opposition to the \$25,000 requirement, and asked if that was suggested by an establishment. Mr. Smiertka stated it was not. Councilmember Dunbar went onto point out that the City does not require capital operating funds for any business that is viable, and if they do not have funds, they will close eventually. Additionally she pointed out that it is well known that in Colorado it has proven that until the drug is not a federal schedule 1 drug, it is illegal to put any capital gains thru transactions from the drug sales into a bank. Therefore she did not support (21) on page 11. Mr. Smiertka acknowledged it would be a policy decision, not a legal requirement. There was no consensus from the Committee on the changes to page 11, and will be reviewed again.

Mr. Dotson returned to the meeting at 2:31 p.m.

On page 12 an insurance provision was added (24), and the fees on line 32 were changed to allow it to be determined by resolution. Under line 45, law also added that the LPD will be included in the vetting process. Councilmember Dunbar added that law also made the change to line 13, which eliminated "greenhouse" and changed it to "building" based on the last meeting discussion. The Committee had consensus to the changes on page 12.

Page 13 reflected changes to add LPD into the background check and security plan. Councilmember Wood pointed out that this was similar to the check lists on liquor licenses. At the last meeting the Committee determined that this function was the responsibility of the Department not the Commission. Line 33 also notes that law removed all criteria from the Commission responsibility. The criteria still exists, Councilmember Wood pointed out, but not under the Commission requirements, but on page 15 thru the Departments. These changes

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also address the earlier concern of personal information, and it will not be submitted to the Commission.

Councilmember Spitzley referenced page 13, and asked for clarification on what is required, and how to measure negative impact of character to neighborhood. Mr. Smiertka pointed out it could be measured, and if the Commission thinks it would be a significant factor.

Councilmember Wood asked if these would be similar to a Special Land Use (SLU), and Mr. Smiertka confirmed. Councilmember Dunbar referred the group to line 31 stating it would not be necessary for a panel to review if the City Departments did their job when vetting it. She spoke in opposition to the item, because if left open for far too much conflict. Councilmember Wood gave an example of liquor licenses and if items aren't signed off, they get referred back to the Clerk without passage to the Commission.

Councilmember Dunbar pointed out to the Committee that if this is subjective there has to be a criterion that is spelled out. Mr. Smiertka noted that for example if the building was new, it will be a new building in a Commercial District. With the special land use and flow of traffic it could be determined if it will fit there. If it is an existing building, the historical nature of the site would show if this used would fit. Councilmember Wood added that with a SLU there are certain things the Committee has to articulate and point out to deny.

Councilmember Dunbar asked that they need to codify in the ordinance what that criteria is, and how do you make a determination on a person's character. Councilmember Wood explained the Commission will not be looking at the information blind but will have basic information. Councilmember Dunbar asked again about a blind. Mr. Smiertka confirmed that law could put in details but that the document already offers the Commission the opportunity to make changes. (Page 7, line 18). The Committee held discussions on similarities to the Board of Zoning Appeals, and standard in licensing. Mr. Smiertka added there could be case law on character they could find. Councilmember Dunbar spoke in opposition to the Commission role in character. Councilmember Hussain acknowledged that the Committee already vetted this section that stated the Commission would vet the applicants, and then referred to page 13 line 2 (E) which states no application shall be submitted to the Commission unless items were addressed. Councilmember Dunbar did not confirm to the changes and reserved the right to make changes.

Councilmember Spitzley asked how a blind review would work, because the Commission has to know the name, address. Those items are known on other licenses, so there needs to be consistency.

The Committee had consensus on page 13.

The Committee moved onto page 14 which addressed the annual fee and adding the LPD to the vetting process. Councilmember Dunbar referenced line 4 (3) which spoke to the "good character of applicants and stakeholders". Mr. Smiertka admitted that if it gets challenged, there would be a question if the decision was substantial and competent. Mr. Dotson pointed out this also part of State Law. Councilmember Dunbar pointed out to the group that if review and experience is done as part of the State law for the license, the City ordinance would be redundant on the fact. Councilmember Wood stated that currently the State law is not in effect. Councilmember Spitzley asked if the ordinance could be changed to reference the State law. The Committee did not have a consensus on page 14 (3) but on everything else. Page 15- line 26-27 was changed from 45 days to 60 days. The Committee had a consensus on page 15.

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Page 16 addresses transfers with the addition that “the medical marijuana commission has determined that the proposed location meets the requirements of 1300.6 (B) (2).

Councilmember Spitzley went back to page 15, line 39 asking for clarification on moving a business. Mr. Smiertka confirmed the license is for the location.

Back on page 16 the Committee reviewed the process, use of the product on site, provisions when transferring of the license, and criteria. Councilmember Spitzley encouraged the same criteria for the second party when a license is transferred. Councilmember Wood referred back to page 15 which outlined the requirements, 1300.08 Licenses. Councilmember Dunbar objected to the requirement of funding for both parties, and objected. Committee had consensus to page 16 except to the requirement for funds in the bank.

The Committee briefly reviewed what was clarified in the Charter, and Mr. Smiertka stated it all would depend on a definition in the Charter on if it was a resident or private building, currently after review it does not say “public place”. (8-501 of the Charter) The Charter specifically says “private”. Councilmember Hussain asked for clarity on as regulated by this new ordinance. Mr. Smiertka confirmed these locations will be private property. The discussion then moved onto if a car is considered public or private, and Mr. Dotson stated public. The Committee had consensus of page 16.

Mr. Dotson stepped away from the meeting at 3:20 p.m.

The Committee held discussions on public usage in the locations, and entry into the location. It was noted that since the entry has to be granted by the caregiver, it is not open to the public. In the operation standards, you have to have a registered card to get in.

Page 17, line 40 was added to clarify that all packaging would be labeled as provided by state laws and the ordinance with specifics that continued onto page 18.

Councilmember Hussain asked about the drive thru option. Councilmember Wood stated it is not part of the original ordinance, so the proposed ordinance thought it was important to have the patients enter the facility. This was reflected on page 17; line 24-25. Councilmember Spitzley stated that she had no concern with a drive thru, providing the example of a pharmacy. Councilmember Hussain spoke in opposition to a drive thru, and Councilmember Dunbar agreed with Councilmember Spitzley.

Mr. Dotson returned to the meeting at 3:30 p.m.

The Committee had consensus on page 17 except lines 24-25.

Page 18 line 27-28 addressed the earlier issues of smoking in an area. Councilmember Dunbar referred to line 39 on page 18, and asked who would decide on the advertising. Mr. Smiertka stated it would be a case by case. It could be referred to the Attorney General Consumer Protection Act. The Committee had consensus of page 18.

The Committee had consensus on page 19, and since there were no changes to page 20-22 there was also consensus.

Page 23 – line 25 – same provision – this is dealing with the processing facility, which is currently not legal under state law. Change line 32, during hours of operation for inspection.

There were no changes to page 24 therefore consensus by the Committee.

Page 25, 1300.13 spoke to the footage from property lines and Mr. Smiertka confirmed that law reviewed this section for the best placement and to withstand judicial scrutiny. Currently the Planning and Neighborhood Development is mapping based on the ordinance where facilities could be located. Mr. Smiertka concluded that the Law Department recommendation is for distance between certain locations is 500 ft. and also allowing in facilities in G-2 District.

Councilmember Wood pointed out that in the beginning the ordinance had 1,000 ft. from State licensed daycares, elementary and secondary schools. There was a request to add additional locations such as churches, substance abuse centers, abuse centers and parks. By adding these additional uses, they limited spatial requirements where one could actually be located. Therefore Law made a recommendation to provide more flexibility, to use distance from day cares and schools, but not the other items. These will be represented on the map that was discussed earlier at the September 2, 2016 meeting.

Councilmember Dunbar asked for two maps, one with 1,000 ft. distance between locations and one with a 500 ft. distance between. Council Member Hussain stated he was not comfortable with this page and section without the map and the study. Councilmember Spitzley concurred with the school distance requirement, but pointed out with the universities in the downtown area, as an example, this study would strongly effect the downtown. The Committee did not have consensus on page 26, and would be reviewed later after the maps have been presented.

Page 27 adds G-2 Wholesale to the zoning districts they are allows. Councilmember Dunbar asked that a map be created with an overlay of where the dispensaries currently are. Is was explained that may be impossible since the City does not have a list of the current dispensaries locations in the City.

Page 27 also addressed the appeal process mentioned at earlier meetings by adding (C) where they have 14 days to appeal to the Clerk. The next step would be circuit court. The Committee did have a consensus on the appeal process.

The Committee had consensus on page 28.

The Committee had consensus on page 29.

Councilmember Wood focused on the highlighted questioned areas:

Page 10 no consensus; line 38-45

Page 11 no consensus; line 24-28

Page 14 no consensus

Page 17 no consensus; line 24-25

Page 24- 27

These include minor clarifications, and Law should not make any changes other than ones indicated. Draft 6 should be presented at the September 2, 2016 meting along with maps, fees and licensing.

### **Public Comment**

Ms. Schneider spoke on topics including smoking on private property, her concern with the ordinance being based on the State law passing, if the law passes it will ban smoking on premise, so they could lose their license. The Commission language is a boiler plate language, similar to the gaming law, liquor law, there are Commission's in other communities also. In regards to determining good moral character, Ms. Schneider believes there would have to be evidence, and there should also be a score card for them to use for a rating system. Lastly Ms. Schneider asked about a map that was used in earlier meetings that highlighted the facilities in the City, so that the zoning determination and the distance can be

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shown. Her opinion was that 500 ft. is reasonable, but not in the case of schools, those need to be 1,000 ft.

Mr. Dotson left the meeting at 4:13 p.m.

Mr. Malcom referenced page 18, line 19-22 asked if there is safety concern with a drive thru, then why ask for about the business address on the labeling of products. He agreed with an emergency phone number on the label. Councilmember Wood confirmed the address would be the dispensary address. Mr. Malcom moved onto pages 23-27 which spoke to the standards, and made note that if there are any operating stores now they have 30 days to fill out applications, so these could be used against them.

Mr. Miles spoke about the character of applicants.

Mr. Klein inquired as to why the ordinance is being addressed if it will not take effect unless the State statute current or revision is acted upon. Councilmember Wood clarified it is for the Provisioning Centers, the rest of the ordinance will take effect if the State passes the law. Therefore Provisioning Centers and Caregiver Centers will take effect immediately. Mr. Klein then stated in his opinion that people will not attend these meetings because they did not want to give their name, and his opinion is that the whole purpose behind the ordinance is to prohibit the sale of marijuana. Mr. Klein continued with objections to the limit in the City causing for potential litigation, violations of HIPPA law, and stated his general observation the ordinance is deplete of standards. He urged the Committee to relook at the complete ordinance, and no need to pass with no State statute to be enforced.

Mr. Dotson returned at 4:25 p.m.

Mr. Klein continued with his comments on the negative impact, and there are no studies to regulate. Councilmember Wood encouraged him to contact the Law Department, so they can look at his comments. As to dispensary owners, she informed Mr. Klein that there have been many that have come to the meetings. Mr. Klein was also informed that the ordinance does already state in many definitions "in accordance with state law or where state law requires".

Councilmember Dunbar clarified for Mr. Klein that the caregiver has to keep a list, and that information is not turned over. Mr. Klein was also recommended to make an appointment with the City Attorney's office.

Mr. Wilson, a former resident of Colorado, made suggestions from what he witnessed in Colorado. Regarding page 11, lines 25-28, on verification, this would suggest high fees, if they lower those fees; it would make the business patient focused, instead of encouraging them to obtain out of state money. Page 26-27, with the change in 500 ft. distance requirements, there was a similar situation in Durango, and this grouped churches with schools, so a cancer patient location had to move. Mr. Wilson recommended instead a distance requirement for each specific use, with 1,000 ft. for schools, 500 ft. churches as an example, and so if it changes in the future it would not be a blanket change. On page 14 that spoke to "character", Mr. Wilson suggested set definitions more specific on what back ground checks would entail. Lastly his suggestion was requiring opaque packaging material. The Committee was acknowledged for the testing and cleanliness requirements.

Ms. Womboldt spoke in opposition to drive thru at dispensaries, and the 500 ft. distance requirement but could support 750 ft. for churches and substance abuse centers.

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Ms. Forester referred the Committee to page 9, line 30, and spoke in support of denial if no experience, spoke in support of the drive thru, and asked about the disposal process. Councilmember Wood noted that the disposal process is something still be considered, and Mr. Smiertka added it would need to be adequate, a bag at the curb will not be adequate.

There was a question asked about odors from the smoking, and the public was reminded of the complaint form on this nuisance on the City Attorney page.

**ADJOURN**

The meeting was adjourned at 4:47 p.m.

Submitted by, Sherrie Boak,

Recording Secretary Lansing City Council

Approved: \_\_\_\_\_

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**MINUTES**  
**Committee on Public Safety**  
**Friday, August 30 2016 @ 6:00 p.m.**  
**2709 S. Washington, McLaren Education Center**

**CALL TO ORDER**

The meeting called to order at 6:00 p.m.

**ROLL CALL**

Councilmember Carol Wood, Chair  
Councilmember Adam Hussain, Vice Chair  
Councilmember Kathie Dunbar, Member

**OTHERS PRESENT**

Sherrie Boak, Council Staff  
Council President Brown Clarke  
Billie O'Berry, City Attorney  
Eric Lacy, LSJ  
Kathy Miles  
John Miles  
Stacey Locke, Peckham Work Force Development Program  
Sara Anthony, Ingham County Commissioner  
Tony Baltimore, Lansing Housing Commission Board Member  
State Representative Tom Cochran  
Patricia Baines – Lake, Director Lansing Housing Commission  
Bobby Joyce, Lansing Housing Commission Board Member  
Don Schaur, Lansing Housing Commission  
Glenda Acker  
Sal Garcia  
Derrell Slaughter, Lansing Area ACLU  
Tiffany Robins  
Shari Baty, Lansing Housing Commission  
Pastor Hernandez  
Delia Gomez  
Kathy Tobe, COCA  
Al Platt, CEI-CMH  
Tia Page  
Amy Fountain  
Shannon Pullman  
Andrew Foreman  
Marlene Wagonschutz  
Nichole Beard, TCOA

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Elaine Womboldt  
Alfonso Rubin Jr.  
Travas Houston

Councilmember Wood started the meeting with an overview of the property, past meetings, and issues that were presented to the Committee at previous meetings. The residents asked the Council to intervene for their safety. Council reached out to HUD, and was told HUD had items they were reviewing also. There was a recap on the May 25<sup>th</sup> meeting along with a meeting hosted by LHC at 3200 S. Washington. The Committee understands there is now a Community Policing Officer on site, and there will be additional security camera installed. The residents were encouraged when speaking at this meeting, identifying how long they have been a resident. The goal of this meeting is to determine based on the information provided by Lansing Housing Commission and HUD whether changes were taking place and whether residents were feeling better.

Councilmember Hussain outlined his onsite visits since January where he witnessed lack of security, public intoxication, crimes of assault, lack of cleanliness and bed bugs. Councilmember Hussain stated he took photos during his visits and shared those with Committee and in turn they became part of the record and available to the media. He shared that during earlier meetings someone had made a statement that 95% of the residents were happy, it is his belief that they were not. Councilmember Hussain then noted that Mr. Baltimore with the LHC has visited the site with him and taken the concerns back to the Commission. The goal today is to talk about how to move forward, and how to keep the neighborhood at the level residents to deserve.

Councilmember Dunbar asked for show of hands how many at the meeting were residents.

Sarah Anthony Ingham County Commissioner spoke briefly about her family experience with the property, and was in attendance to listen, and to see if there are any things the County can do to help.

Council President Brown Clarke recognized the residents for their attendance, and participating in part of the solution. She also acknowledged she had attended the earlier meeting by the LHC at the property and took a tour then.

### **PUBLIC COMMENT**

Ms. Fountain, resident for almost a year on 5<sup>th</sup> floor, provided a history of when she moved in and was unable to use the elevator at her floor due to people congregating in the hallway partying. Ms. Fountain did acknowledge the recent changes since Officer Arnold has arrived. There are no longer people loitering in the hallways, it is quieter, and the atmosphere in the building is friendlier. The community room is now open and has been utilized more. There are plans to have the Community Room open in the future from 9 am - 9 pm once there Resident Council is established. Lastly Ms. Fountain noted that the public drinking on the property is down to 0%, so the residents feel comfortable to sit outside at gazebo. Ms. Fountain asked it be noted that there are still issues in stairwell regarding odor and the LHC has told residents they are looking for a company to re-do the cement stairs and get the smell out. Ms. Fountain did point out that if the current management stays they will be ok.

Ms. Cleola, resident for 3 years, voiced her concerns to the Committee and members of the public on the continued strain between the LHC and the resident, along with the potential for no funds to repair and maintain the boilers for heating system. Some residents are using their stoves for heat in those situations. Ms. Cleola was appreciative of Councilmember Hussain, Council, the Mayor and the community for their continued concern for the residents. Now

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people can communicate with each other where there used to live in fear. They need better communication with Management and currently they still feel they don't have it. Ms. Cleola does not want to wait for Council to tell them how life is going to be. Councilmember Dunbar asked Ms. Cleola to clarify the perception of the residents that need to change. Ms. Cleola said the perception on management, there was a poor management team and they kept the residents in the dark. Currently the residents still have the mentality that whatever they say it might come back on them, or they are scared to approach situations because of what has happened in the past. The residents need to be empowered, and hope for, not hope less.

Ms. Fountain informed the Committee that the building currently is not set up for children, in particular there is a concern the screens on the windows come out on the upper floors which is a potential hazard. Hallway screens that get taken out are replaced within an hour, however, by management.

Ms. O'Berry asked Ms. Cleola who works in the evenings when Officer Arnold is not there. Ms. Cleola acknowledged there is no one, and there is no security at night or emergency number to call. Ms. Fountain offered to provide Ms. Cleola with Mr. Arnold cell number, which some residents already have. She noted that periodically officers to do a drive-thru when Officer Arnold is not there.

Mr. Foreman, resident for 2 years, noted that there was a security guard at night when he first moved in, but after his first month the security guard was no longer employed, and he was told it was because HUD had lost funds. At that point everything got worse. One change that has helped recently was the locking of the laundry room, which is where the parties and fights used to occur nightly. Mr. Foreman also confirmed the presence of Officer Arnold has helped out tremendously. Mr. Foreman concluded by asking for security at night.

Mr. Houston, resident for 3 years, stated he concerns with noise, and different neighbor issues. He had complained to management and the police, but his opinion has been that nothing has changed. Mr. Houston also noted that he had an issue with bed bugs, and there was one inspection after the treatment but he has not had any additional inspection. Mr. Houston asked for the laundry to be open 24 hours because he prefers to do his laundry at night. The drop box used for payments needs to be fixed to make it easier for the materials that are deposit in it. Mr. Houston spoke briefly on safety and security in the hallways due to non-residents trying to get into apartments. There is the perception that since they knocked on his door first other tenants think the non-residents are friends of his. He gave his opinion that maybe the LHC should tear down and start over. Councilmember Wood encouraged Mr. Houston to introduce himself to Officer Arnold the next time he sees him.

Ms. Cleola told everyone present about situations at the South Washington entrance where non-residents hang out waiting for someone to let them in, therefore she feels threatened.

Mr. Baltimore acknowledged everyone for their attendance, and wished to continue to listen and hear all the concerns. He also wanted Council to know they are taking the concerns serious, and have been getting to all LHC properties throughout the City. He did acknowledge that as a Commission they set policy, and rely on the executive director to manage the day to day. Therefore the Commission sometimes does not know everything, but encourages residents to contact him if they have questions or concerns. Mr. Baltimore did correct a statement he made at an earlier meeting where he state 95% of the residents were happy, he misspoke and meant to state 95% were doing the right thing, paying rent on time and complying with the rules. He acknowledged there have been "bad apples" and they have worked daily with LPD to weed them out. His belief is that he has heard that some residents want police presence and some residents don't. Because of that he does not want the

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residents to feel like their home is a prison. Previous residents had admitted to keeping the exterior doors open for convenience; however they have now educated the residents on the safety concern. Mr. Baltimore asked the residents to understand they are listening to the concerns, and the Commission has monthly meetings, and the residents are invited to come tell them what concerns they have so they can address management. In regards to Mr. Houston comment on the bed bugs, there is a policy in place and they do inspections at no cost to residents. They will continue conversations regarding the HUD funding and the planning process in applying for the assistance. They will continue to speak to Council about the progress on this, but assured the residents they will not be just kicked out they will be part of the planning.

Ms. Fountain informed the LHC members that the residents do get charged for bed bug treatments if they are not home when the appointment is scheduled, however they are only given 24 hours' notice for those appointments, and they are also told that if they are not prepared for the treatment, they will have their lease terminated. Secondly she brought to their attention that if they lock themselves out of their apartments, they have to pay \$50 to have their door opened.

Ms. Baines-Lake spoke on the charge for the service, due to the fact maintenance crew are on-call they have to be paid for 2 hours in the form of overtime. If they are locked out during the day there is no charge. Ms. Fountain asked why a trust worthy person cannot be trusted with a master key in those instances. Ms. Baines-Lake stated there are issues for a potential lawsuit if it was not an employee of LHC.

Ms. Cleola than asked why when they get their keys they are only given one key, and Ms. Baines-Lake could not provide a reason for that.

Ms. Baines-Lake began by stating to the residents that "this is a journey not a race". HUD is required to inform the residents so they are part of the solution. As far as the heating system, the current system is held together with "tape, and as long as residents are living in the building there will be heat, and she acknowledged this was the first time she has heard there issues of no heat in the winter. She also verified that as Ms. Fountain stated that any screens in the hallway are replaced as soon as they are pushed out. They have been working with the LFD concerning screens, however being told they cannot seal them, because it is an egress. The conversations began between the residents and Ms. Baines-Lake and Councilmember Wood called for order.

Councilmember Brown Clarke asked for the discussion not to be a point counter point discussion, but continue the open process by the Committee. They can hear the issues and continue their communications with the Lansing Housing Commission, and work on solutions.

A resident in the neighborhood spoke up on her frustration that the residents feel they have to live in fear for their safety. She stated her opinion that the property needs security on site, and she added she would like more police on Hodge to stop speeding vehicles.

Ms. Fountain asked if the LHC management could provide parenting classes to the residents who have young children since they are unable to seal the screens to the windows. Councilmember Wood referred Ms. Fountain to speak to Ms. Anthony who is the Ingham County Commissioner and can work with County on the classes.

Councilmember Hussain reminded the residents that there is a "dad" class currently on site that the residents should continue to advertise for new parents.

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Ms. Fountain confirmed the residents are working on providing a newsletter to keep the residents connected, and they will have a Residence Council by the end of the month.

Councilmember Dunbar asked if there was a commercial dryer on site to help with the appropriate temperature to kill bed bugs, and if not if there were funds in the LHC budget to purchase one. Ms. Baines-Lake acknowledged they had looked into it, however it was more than just purchasing, there are current issues of retro fit it into the laundry. Councilmember Wood stated she would make calls for assistance on the purchase of a dryer.

Councilmember Dunbar then asked how the residents have funding for printing and distribution of the newsletter. "Moose" stated it will be taken care of in-house, and the office staff has already said they will provide as many copies as needed. Councilmember Dunbar offered her office staff assistance, and also encouraged social media pages. Ms. Fountain informed her that currently there is only internet in the Community Room, and Ms. Baines-Lake spoke up stating that Comcast has committed to work with increasing the service to work with the office staff on their needs also.

Ms. Locke Peckham Work Force Development agrees with the earlier comments from the resident who voiced concern about security in the building.

Mr. Platt Community Mental Health introduced himself and stated they were there to provide contact information to residents if they needed assistance.

Ms. Locke spoke again recounting a communication with a resident who also attends Peckham. This resident voiced their concerns of safety to her.

Ms. Beard acknowledged she herself does not have clients that live at 3200 S Washington, but is taking back information to Tri-County Office on Aging that do have clients in the building.

Ms. Cleola spoke again about her frustration on the lack of safety, the cost on the residents to eradicate the bed bugs and lasted asked management for additional bags. Councilmember Wood stated she would work on another method.

Representative Cochran introduced himself, and offered his support and assistance to the Council, Commission and the residents. Representative Cochran offered his assistance at the State level to reach out for any support they need, and any support the Lansing Housing Commission needs.

Ms. Baines-Lake spoke in support of the Residents Council being formed, and on behalf of LHC acknowledged all organizations for their offers of assistance. Representative Cochran offered his office assistance to Ms. Baines-Lake for any support they need.

Ms. O'Berry encouraged the residents that if they see something to say something, because that is how the law can fight criminal activity. They are encouraged to report issues to Officer Arnold, and report it to the LPD. If they ban together and together report things, then there is a less chance they will be singled out.

Councilmember Brown Clarke encouraged the residents to work with the Resident Council, and they will play a key role in how to get information to the residents. Secondly she assured them that City Council has a long term commitment

Councilmember Dunbar assured the residents that positive use discourages negative uses. She provided a suggestion that the residents create and distribute a questionnaire to find out

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how everyone best communicates, such as mail, email, social media, etc. She also encouraged a venue to communicate on each floor.

Councilmember Hussain spoke about the progress that has been made, that has been driven by the residents. They feel safer now, and have been empower with their ability to speak out. He did state his concern on how to sustain the improvements on site, without Officer Arnold. There is hope there will be positive action on moving people into the site, not driving people out. Councilmember Hussain then mentioned items that still need to be addressed, once it is fully staffed can there be something to stagger their presence with weekend and night time hours, providing funds for deadbolts locks, an update on the new ID system, and the security. Councilmember Hussain supported continued Committee meetings on the topic, and continued presence of Mr. Baltimore at the site, which appears to be empowering.

The residents confirmed that meetings on site would be encouraging.

Councilmember Hussain asked if the LHC can place the Executive Director on site of one of their 5 properties so they can see the day to day events.

Ms. Page, resident on 4<sup>th</sup> floor acknowledge the efforts of Officer Arnold, but voiced concerns when he is not there. The residents need commitment, not just the statements. She also requested more cameras. Ms. Fountain clarified that she was aware that some cameras were up, just not working on the upper floors.

Ms. Page continued explaining her concerns with security at the front door, and suggested locking the first door not the lobby second door. She also made everyone aware that the heat is turned off in April, but it is still cold during that month. Ms. Page ended with her appeal that the society idea of low income housing means lower middle class, uneducated, and “different types of people”. She wanted the group to know the residents at 3200 S Washington are educated, college educated, have had long term jobs, and just since they live in public housing, does not change who they are. They are just in a situation where they can't afford a lavish apartment. Ms. Page spoke in support of the Resident Council, and also asked for a commitment from everyone that has offered their assistance will help, and they are not just offering words.

Councilmember Dunbar encouraged everyone to put their email addresses on the sign in sheet, and the Committee will email out all the officials contacts to them.

Ms. Baines –Lake responded to earlier comments stating she would check on the issue with the drop box, research the entry way issues with security, if these situations are reported they can look at the video and report to the LPD.

Councilmember Wood stated that if the Housing Commission can supply the dead bolts, she work with organizations such as Tuesday Tool Man to see if they would perform the installation.

The Residents Council will be official September 29 and after it is official they will forward that membership to the Committee on Public Safety. The newsletters will go out and the Committee will work to get them the names of the organizations and numbers of people present who have offered their help.

Councilmember Wood stated the next meeting on the subject will be in November at the community room at 3200 S. Washington.

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**ADJOURN**

The meeting was adjourned at 7:50 p.m.  
Submitted by, Sherrie Boak,  
Recording Secretary Lansing City Council  
Approved: \_\_\_\_\_



**MINUTES**  
**Committee on Public Safety**  
**Friday, September 2, 2016 @ 2:30 p.m.**  
**City Hall Council Chambers**

**CALL TO ORDER**

The meeting called to order at 2:30 p.m.

**ROLL CALL**

Councilmember Carol Wood, Chair  
Councilmember Adam Hussain, Vice Chair  
Councilmember Kathie Dunbar, Member-excused

**OTHERS PRESENT**

Sherrie Boak, Council Staff  
Jim Smiertka, City Attorney  
Mark Dotson, Deputy City Attorney- arrived at 2:35 p.m.  
Elvis Malcom  
Jim McCool  
Pastor Hernandez  
Joe Friess  
Lee Klein  
Joanne Creede  
Michael Brogan  
Chris Silva  
Steve Green  
Stan Shuck  
Eileen Rohrback  
Elaine Womboldt  
Ryan

Councilmember Wood noted that the public comment will be done after the review of the ordinance, unless there was public who could not stay thru the meeting, they could speak now. There were no comments from the public.

**DISCUSSION – Medical Marihuana Licensing Ordinance (Draft #6A)**

The Committee began review of Draft 6A addressing the items from the review of Draft 5c that lack of consensus. The review at this meeting began with the changes on page 10; (16). The last discussion was to remove “public or private college, community college.” Item (16) now references a location area map and the relative locations. The Committee moved onto page 11, line 20 which now lowered the funds available to \$25,000. The consensus of the Committee was to keep at the new amount of \$25,000.

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The Committee moved onto page 12 (C), which was the fees that will be in amounts established by City Council resolution. Mr. Smiertka admitted Law is still not sure of calculations from all the departments, so would recommend that the ordinance language still stay at “ an amount established by City Council Resolution:” He did note that currently the estimate would be under \$3,000 for the application itself, and an estimate for the annual fee appears to be under \$1,500. What is unknown at this time is the potential for appeals so the fees could increase.

The discussion moved to page 14, line 4. It was confirmed by Mr. Dotson that the language is what is currently proposed in the State law. The consensus of the Committee was to leave in 1300.6 (B) (3) into the ordinance.

The change on page 16 was the (C) that spoke to transferring of licenses.

Page 17 (H) was the discussion of drive thru windows. Councilmember Hussain acknowledged he did bring up this issue, and noted it is his understanding transfers are not supposed to take place in areas of the public, and from the last meeting the product is to be transferred in the truck of your vehicle. Councilmember Hussain also acknowledged he did not agree with the comparison to pharmacy drive-thru, stating it is not the same comparison.

Councilmember Wood asked if the State Law requires the transfer to be placed in the trunk. Mr. Dotson confirmed. Consensus of the Committee was made to keep (H) “drive thru not to be permitted in the ordinance.

The Committee onto page 19 (S) line 10 which now adds in “based on the certified laboratory’s state-required testing. Any earlier discussion on advertising is addressed on page 18, line 32-43.

Mr. Dotson stepped away from the meeting at 2:46 p.m.

Councilmember Wood asked if Mr. Smiertka had determined if there was an answer to if disposal had to be a sealed container, page 24. Mr. Smiertka noted that section speaks to general waste, not the marihuana.

The Committee then moved onto page 25, 1300.13 and appeal process on page 27.

Mr. Dotson returned to the meeting at 2:49 p.m.

Page 26 outlines the distance between specified entities. All of Section 1300.14 was new compared to Draft 5c, and now lists the distance between uses of schools, licensed daycare and parks at 1,000 ft and churches and licensed substance abuse centers at 500 ft. The 500 ft setback now applies to substance abuse prevention centers, substance abuse treatment or rehabilitation services, churches, and any other medical marihuana establishments.

Page 27, now has a new item in 20-31 which is the appeal of the revocation. Councilmember Wood referenced line 9 of page 27, and stated that in the past there was a concern with the way this was set up, and would this affect someone who currently is in business once they apply. Mr. Smiertka states that applicant cannot have a license if they commit fraud. They would be required to provide the information on the application. But because there is understanding they are currently open, there is a window provided for them to apply for a license. The Committee had a consensus on the changes.

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The Committee began a discussion on the locations and the maps. The two maps with the distance requirements were presented. One map for 1,000 ft distance around the listed uses and a different map based City Attorney recommendation of 1,000 ft. around schools, licensed daycare and parks with churches, substance abuse and other marijuana establishments at 500 ft. Mr. Smiertka explained that under the zoning law, the City cannot totally exclude a use completely from a municipality through zoning. State has a statute and there is a Supreme Court case on that. If there was a distance requirement of 1,000 feet it was his understanding some thought that would mean there may only allow for three (3) locations in the City that would be allowed, therefore the City Attorney office proposed the 500 ft. distance requirements.

Mr. Dotson outlined the maps, research and zones established. It was noted that currently since there is no licensing, the City is not aware of all the locations of the currently operating in the City, therefore the map could change once the locations are determined.

Councilmember Wood added that the maps also do not depict all the vacant properties or where current businesses are located or where new business could go. Councilmember Hussain asked if they could determine how many parcels in general are in the permissible areas. Mr. Smiertka admitted they did not ask for that level in the research, and is not sure if that information is even available. Councilmember Hussain then asked why Law is proposing 500 ft, since the original discussion was for 1,000 ft. Mr. Smiertka stated that the language was taken from the 2011 ordinance, as they went through they looked at different aspects, due process, appeals, and at that time distance came up in the discussion. It was noted in the research that there were only 3 that are allowed or could be allowed in the 1,000 ft scenario which are schools, licensed daycare, and parks.

Councilmember Hussain noted his frustration with the process thus far, and asked that the public understand that the Committee has compromised time and time again. The Committee consensus was to keep the setbacks as proposed in this draft 6A.

Mr. Smiertka clarified an earlier comment on the fees thus far, nothing that his statement was on tentative costs, and they are still collecting information from all the departments. The fees will be back before the Committee in form of a resolution for passage, and there will be a final determination then.

### **PUBLIC COMMENT**

Pastor Roslinda Hernandez acknowledged the work that Committee and Law have put into the ordinance, and spoke in opposition to the ordinance based on the fact that currently under Federal law, marijuana is illegal.

Mr. Klein acknowledge the Committee for their efforts, but voiced his frustration on items based on what he believed were not enforceable. Councilmember Wood referred Mr. Klein to the ordinance where each section and section required in accordance with State law. Currently there will be no licensing of growing, safe compliance and processing since there is no State Law on those, however there is for provisioning centers. Mr. Klein was assured that the ordinance was written and amended based on recommendation from law. Mr. Klein continued to speak in opposition to the ordinance.

Mr. Dotson stepped away from the meeting at 3:32 p.m.

Mr. Brogan asked the Committee who would get the first license if there were more than one that applied within the same proximity. Councilmember Wood noted that it would be the one that met all the requirements of the applicant first.

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Mr. Dotson returned to the meeting at 3:35 p.m.

Mr. Brogan asked for recognition of the efforts made by the businesses that closed when they were told to close.

Mr. Silva acknowledged the Committee and Law for their work, however also spoke in opposition to the ordinance until the State approves something. On a side note, he stated that if the ordinance did go thru, he would encourage a consideration of the \$25,000 for those that have already opened and the investment they have made into building.

Mr. Dotson stepped away from the meeting at 3:38 p.m.

Councilmember Wood explained that law is still working on a residential ordinance. In 2011 after the passage of the ordinance Council was informed that City Attorney was not licensing Medical Marihuana Establishments and that all businesses should close. Those that are still open or have opened are open illegally, so the question is do they get should receive credit for their investment is based again on an illegal operation.

Mr. Green spoke in opposition to the ordinance.

Mr. Dotson returned to the meeting at 3:40 p.m.

Mr. Green asked reminded the Committee the City cannot make rules more aggressive then State rules, and parks are already prohibited by the Michigan Medical Marihuana Act, so referencing parks in the ordinance is redundant. Mr. Green concluded by stating his opposition to the statement earlier that the product needs to be placed in the trunk.

Mr. Shuck also spoke in opposition to the earlier statement of the product required to be placed in a trunk, giving an example of a truck and van with no trunks. Mr. Shuck then recited the language and definitions of drug paraphanlia in the Act.

Councilmember Wood stated that Council staff will forward the more recent draft and maps that were presented to the group email.

Ms. Rohrback spoke on enforcement

Ms. Womboldt spoke in opposition to the 500 ft distance requires and asked the Committee to keep it at the 1000 ft including churches and substance abuse centers.

Resident provided his personal experience, as a business owner, and issues with usage on site along with signage. Councilmember Wood pointed out the sections of the ordinance that provide the provision that says the medication cannot be taken on site, along with no lounges. There is also a section on signage with no "leaves".

**MOTION BY COUNCILMEMBER HUSSAIN TO FORWARD THE ORDINANCE DRAFT 6A AS WRITTEN TO THE PLANNING BOARD FOR THEIR REVIEW AND PUBLIC HEARING. MOTION CARRIED 2-0.**

The Committee will meet again on September 9, 2016 at 3:30 p.m. The City Attorney office is currently working on the residential medical marihuana ordinance.

### **ADJOURN**

The meeting was adjourned at 4:12 p.m.

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Submitted by, Sherrie Boak,  
Recording Secretary Lansing City Council  
Approved: \_\_\_\_\_

**As Adopted in 2015, under Resolution 2015-264 10/1/2015  
1<sup>st</sup> Draft Working Copy for the FY2017/2018 Budget  
Must be adopted by 10/1/2016 (Council Meeting 9/26/2016)**

BY THE COMMITTEE OF THE WHOLE  
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Charter of the City of Lansing requires the Council to adopt an annual statement of Budget Policies and Priorities serving to guide the Administration in developing and presenting the Fiscal Year 2017-2018 budget; and

WHEREAS, the City Council, with joint efforts from the Administration and the Financial Health Team, established the following Mission/Vision and goals; and

The City of Lansing's mission is to ensure quality of life by:

- I. Promoting a vibrant, safe, healthy and inclusive community that provides opportunity for personal and economic growth for residents, businesses and visitors
  - a. The City's diverse economy generates and retains (sustains) high quality stable jobs that strengthen the sales and property tax base and contribute to an exceptional quality of life.
  - b. The City is governed in a transparent, efficient, accountable and responsive manner on behalf of all citizens.
  - c. The City's neighborhoods have various resources that allow them to be on a long term viable and appealing basis.
  - d. Support economic development initiatives that promote and retain new industries and markets.
  
- II. Securing short and long term financial stability through prudent management of city resources.
  - a. Wise stewardship of financial resources results in the City's ability to meet and exceed service demands and obligations without compromising the ability of future generations to do the same.
  - b. Pursue and facilitate shared services regionally that allow for cost savings and revenue enhancement.
  - c. Support initiatives that build the City's property and income tax base.
  
- III. Providing reliable, efficient and quality services that are responsive to the needs of residents and businesses.
  - a. The City's core services and infrastructure are efficiently, effectively and strategically delivered to enable economic development and to maintain citizen's health, safety and general welfare.

IV. Adopting sustainable practices that protect and enhance our cultural, natural and historical resources.

- a. Seek partnership opportunities with educational and corporate institutions and to maintain and expand our talent base.
- b. Create vibrant places, support events and activities that showcase our waterfront and green spaces.
- c. Raise the level of support for projects and initiatives that showcase local and state history.

V. Facilitating regional collaboration and connecting communities.

- a. The City has a safe efficient and well connected multimodal transportation system that contributes to a high quality of life and is sensitive to surrounding uses.
- b. Seek a balanced distribution of affordable housing in the tri-county region.

WHEREAS, the City Council would like to continue its commitment, if funding is available, to:

- Maintain and improve the City's infrastructure;
- Preserve and ensure clean, safe, well-maintained housing and neighborhoods;
- Provide comprehensive and affordable recreational programs and youth and family services;
- Explore alternatives for improved efficiency in service and delivery; and

WHEREAS, in considering these Fiscal Year 2017-2018 Budget priorities, the Administration is encouraged to ascertain the feasibility of funding any new programs through either the reduction of spending in existing program areas or the exploration of new funding sources that would assure the sustainability of the program; and

WHEREAS, the Administration is encouraged to supplement, not supplant any existing resources for police, fire and local roads with the General Fund revenues collected under this millage; and

WHEREAS, the Administration was requested to include in its Fiscal Year 2016-2017 Budget, the necessary funding to accomplish all requested plans, studies, evaluations, reviews, report submissions, program assessments, and analyses noted within this resolution below, or alternatively documentation as to why such activities are prohibitively costly; and

WHEREAS, the Lansing City Charter states that the budget proposal due on the fourth Monday in March of each year shall contain "the necessary information for understanding the budget" and how the proposal addresses the priorities proposed by the City Council.

NOW BE IT RESOLVED, that the Lansing City Council, hereby, acknowledges that the City will likely need to adopt, at best, a budget which recognizes the structural changes that are the result of lost revenues and future liabilities, encourages the Administration to prudently develop next year's budget with the following conditions:

- Protection of public and emergency services.

BE IT FURTHER RESOLVED, that the Administration review the attached statement of policies and priorities and implement those items that would boost efficiencies to increase productivity or reduce costs, that could replace existing programming, or if funding becomes available, that could be considered as new programming; and

BE IT FURTHER RESOLVED, that the Administration is requested to the extent practicable to include non-appropriations clauses and other similar out provisions in existing and future leases, and vendor contracts upon review of City Council; and

NOW THEREFORE BE IT FURTHER RESOLVED that the Administration provide all requested plans, studies, evaluations, reviews, report submissions, program assessments, and analyses noted within this resolution below, or alternatively documentation as to why such activities were prohibitively costly, by the fourth Monday in March 2017.

- I. Promoting a vibrant, safe, healthy and inclusive community that provides opportunity for personal and economic growth for residents, businesses and visitors.
  - a) The City's diverse economy generates and retains (sustains) high quality stable jobs that strengthen the sales and property tax base and contribute to an exceptional quality of life
    - (1) Economic Development The Administration should require a beautification standard/expectation and a storm water mitigation plan for all proposed development projects that receive incentives from the City. Such standards should serve as a planning and economic development tool that will enhance property values, create jobs, and revitalize neighborhoods and business areas. These standards and plan should be presented to the City Council.
  - b) The City is governed in a transparent efficient accountable and responsive manner on behalf of all citizens.
    - (1) Administration is to present to City Council a delineation of recommendations of the Financial Health Team, noting which recommendations have been implemented, which are in the FY 2017/2018 proposed Budget, which are planned to be implemented

at a future time, and which have been determined not to be implemented at any time. A timetable for future implementation is requested.

- (2) Administration is to present to Council a Supplemental Accounting Level Detail. Administration is to develop a plan and timeline for the implementation of performance based budgeting.
  - (3) Develop and analyze a cost recovery schedule for City services.
  - (4) Develop a return on investment analysis for all proposed changes in City services.
  - (5) Identify and provide a complete and ongoing analysis of the City's structural deficits and the Administration's plan to eliminate the same.
  - (6) Incorporate into the proposed Budget a 5-Year projection of revenues and expenditures.
- c) The City's neighborhoods have various resources that allow them to be long term viable and appealing.
- (1) Administration research and issue a report on surrounding community models for neighborhood organization technical support structure within the City.
  - (2) Expedite Improving Abandoned Residential and Commercial Buildings: The City Attorney and the Planning and Neighborhood Development Department should continue expediting the forced improvements or closure of abandoned, neglected, and burned out houses and commercial buildings, and use the International Property Maintenance Code (IPMC).
  - (3) Grocery Stores: The Administration and the City of Lansing Economic Development Corporation should pursue grocery stores in the urban core using all State and Federal incentives, such as Public Act 231 of 2008 (Tax Incentive for the establishment of retail groceries promoting healthy foods), the Federal Community and Economic Development Healthy Food Financing Initiative and the issuance of a national request for proposals, to be shared with the Lansing City Council, to encourage the location of urban grocery stores.

(4) Code Compliance: The Administration shall ensure the Code Compliance Department is conducting the appropriate inspections and issuing appropriate fines to ensure the buildings in our City are safe and that we have quality neighborhoods. The Administration is to conduct a study of the Code Compliance needs for the City and report back to the City Council on the findings of the study.

d) Support economic development initiatives that promote and retain new industries and markets.

II. Securing short and long term financial stability through prudent management of City resources.

a) Wise stewardship of financial resources results in the City's ability to meet and exceed service demands and obligations without compromising the ability of future generations to do the same.

(1) Administration is requested to submit the following list of deliverables when they are due per City Charter and State Statute and adhere to them based on these priorities.

(a) Comprehensive Annual Financial Audit (CAFR)- annually, no later than December 31<sup>st</sup> of each year, in accordance with the State Statute.

(b) During the months of October, January and April of each fiscal year, the Director of Finance shall provide a written report showing the control of expenditures. (Charter- Article 7-110)

(c) By September 1<sup>st</sup> of each fiscal year, the Administration shall provide a written budget update report so that Council can review their standings on current budget items in preparation for the Council required creation of Budget Policies and Priorities that need to be adopted by October 1, 2016. (Charter- Article 7-102)

(d) No later than the last regular City Council meeting in January of each year, the Mayor shall present a state of the City report to the City Council and to the public. (Charter- Article 4 -102.4)

(e) The Mayor shall submit the Proposed Budget with annual estimate of all revenues and annual appropriation of expenditures no later than the 4<sup>th</sup> Monday in March of each year. (Charter – Article 7-101)

- (f) Administration shall present to Council each department budget in preparation for Council to adopt the Budget Resolution no later than the 3<sup>rd</sup> Monday in May each year.
- b) Pursue and facilitate shared services regionally that allow for cost savings and revenue enhancement.
  - (1) Administration pursue partnerships with stakeholders, (intra municipal and intergovernmental), to align services in relation to public services.
  - (2) Facilities Plan: The Administration is requested to submit to the City Council a five and ten year Master Facilities Plan including school and county facilities that are used for current and future City uses. City Council is also requesting that the Administration continue to work on any delayed maintenance issues with regard to all City Facilities.
- c) Support initiatives that build City's property and income tax base

III. Providing reliable, efficient and quality services that are responsive to the needs of residents and businesses.

- a) The City's core services and infrastructure are efficiently, effectively and strategically delivered to enable economic development and to maintain citizen's health, safety and general welfare.
  - (1) Establish and report to the Lansing City Council uniform procedures for staff and contractors pertaining to code compliance remediation and reporting.
  - (2) City-wide Emergency Preparedness: The Administration should allocate sufficient funding for the Emergency Management Division to prepare City Employees with appropriate emergency training, continue efforts to prepare the public and neighborhood groups to assist in emergencies, and provide basic search and rescue operations and necessary emergency equipment at key City facilities, and communicate the plan to the Lansing City Council and the public. Updated and continual training should be provided. The Administration shall assist residents in times of unforeseen disasters.
  - (3) Fire Facilities Maintenance: The Administration is to conduct a study of the maintenance needs of all fire stations and report to City

Council an update of the status of the study by the 4<sup>th</sup> Monday of March.

- (4) Regionalism: The Administration should continue with the current regional efforts, and look into the possibility of expanding the efforts.
- (5) Police-Community Relations: The Police Department should continue to ensure and work on improving police-community relations. Reaffirm the City's commitment to equality and freedom for all people regardless of actual or perceived race, sex, religion, ancestry, national origin, color, age, height, weight, student status, marital status, familiar status, housing status, military discharge status, sexual orientation, gender identification or express, mental or physical limitation, and legal source of income.
- (6) Crime Prevention: The Administration is requested and encouraged to invest in programs for long-term crime prevention strategies.
- (7) Allocate Overtime for Zero Tolerance Areas: The Administration should earmark sufficient overtime funds for patrol officers to address problem solving to help curtail crime in zero tolerance areas.
- (8) Community Policing: Continue to develop programming and search for grant funds to increase COPs in neighborhoods with a goal not only to reduce crime but to stabilize the neighborhood over an extended period of time that will help to ensure its ability to rebound.
- (9) Leadership vacancies: Develop and implement a plan and timeline to fill all funded vacancies and provide a report to City Council.

IV. Adopting sustainable practices that protect and enhance our cultural, natural and historical resources.

- a) Seek partnership opportunities with educational and corporate institutions and to maintain and expand our talent base.
  - b) Create vibrant places, support events and activities that showcase our waterfront and green spaces.
- (1) Trail/Greenways The Administration should encourage the Parks and Recreation Department to work collaboratively with the Tri-County Planning Commission to develop/expand our citywide/regional trail system and seek opportunities to reduce expenses in this effort. Additionally, look at the feasibility of

connecting the River Trail (through bike lanes/Greenways to Trails) where there is currently no access to the trail.

- c) Raise the level of support for projects and initiatives that showcase local and state history.

V. Facilitating regional collaboration and connecting communities

- a) The City has a safe efficient and well connected multimodal transportation system that contributes to a high quality of life and is sensitive to surrounding uses.

- (1) Corridor: City Council encourages the Administration continue to develop a plan and report its status to the Lansing City Council that seeks to revitalize and enhance all major corridors that lead into the City.

- b) Seek a balanced distribution of affordable housing in the tri-county region.

- c) Administration shall encourage the Lansing School District Board to re-enact a functional Intergovernmental Relations Committee that is comparative to our Intergovernmental Relations Committee.