



AGENDA
Committee of the Whole
City Council Chambers, 10th Floor, City Hall
Monday, November 15, 2010
8:00 p.m. (or directly after the Council Meeting)

Council President A'Lynne Robinson
Council Vice President Kathie Dunbar

- I. Call To Order
- II. Roll Call
- III. Approval of Minutes: 11-1-10
- IV. Public Comment
- V. Discussion/Action:
 1. City of Lansing Snow Clearing Standards
 2. Resolution Transferring Live Scan Computer from LDP to LCC
 3. Response to Questions Regarding Consolidated Garage
- VI. Adjourn
- VII. Pending

CITY OF LANSING
SNOW CLEARING STANDARDS

November 15, 2010

We are providing this information to clarify the enforcement procedures for the revisions to City Ordinance 1020.06 regarding the removal of snow and ice from sidewalks.

Background

Who: The City of Lansing Public Service Department, together with the Mayor's Office and the City Council are asking for your help in making public sidewalks safe.

What: A City Ordinance that requires property owners, to not permit any snow or ice to remain on any sidewalk adjacent to their property for more than 24 hours after snow has fallen or ice has formed. It is your responsibility to clear the full width of the sidewalks adjacent to your property.

When: Sidewalks must be kept clear at all times except during a weather event in which snow and ice are continuously accumulating. Property owners will have 24 hours after an event ends to clear their sidewalk.

Where: Public sidewalks in the City of Lansing.

Why: Public sidewalks need to be free of snow and ice to provide a safe route for everyday use by your neighbors, your postal carriers, school children, the physically challenged and others.

Sidewalk Inspection Process:

1st Inspection & Issuance of Violation

A City inspector may issue a violation notice if you fail to remove snow or ice from your sidewalk after 24 hours from the end of a winter weather event. The notice will be posted on the property and mailed to you by 1st class mail. If you receive a violation notice, you will be given an additional 24 hours to clear your sidewalks. The beginning of this 24 hour period is 5:00 p.m. on the next mail delivery day after the day the violation was issued.

2nd Inspection and Clearing of Snow or Ice

If you do not clear the sidewalks as required by the notice, the City may clear the sidewalk for you. If you have cleared your sidewalk before we get there, that will be greatly appreciated and no costs will be charged to you.

If the sidewalk has not been cleared and the crews clear it, the cost will be billed to the property owner for the cost of the work which includes an administrative fee.

Costs

The costs for clearing per the fiscal year 2011 budget passed by the Lansing City Council are as follows:

\$116.33 for the first 20 minutes of snow clearing

\$48.79 for each 20 minute period of additional snow clearing

Assessment Roll/ Appeal

On an as needed basis an assessment roll will be created that includes all sidewalk clearing fees. It is anticipated that a roll of accumulated clearing fees will be created on a monthly basis. A public hearing will be held by the City Council to consider the assessment roll. You will receive a notice ten days in advance of the hearing. If you feel you have been unfairly assessed, you will be able to express your concerns at the public hearing. City Council will make the final decision on any contested assessments. Once City Council ratifies the assessment roll, you will have 60 days to submit payment or the cost will be added to your property tax bill.

Process Overview: Provisions for Snow Accumulation

Snow event definition:

The ordinance prohibits, "Any snow or ice to remain on any public sidewalk adjacent to any house, building or lot owned or occupied by that person, or on the Public sidewalk adjacent to any multifamily dwelling or unoccupied house, building For 24 hours after the same has fallen or formed." It does not specify a minimum accumulation depth. This is because any accumulation can be hazardous.

Snow removal should be an ongoing task and property owners should keep a constant vigil for snow or icy conditions and not rely on the City to give them 24 hour notice of impending enforcement activities.

FAQs:

Q: Why did we pass this new ordinance?

A: To enable the City to clear sidewalks that aren't being cleared and charge the associated costs to the property owners. The requirements for property owners to keep sidewalks clear are not new and have been in the ordinance for many years.

Q: The snow stopped at 11:00 this morning. How long do I have to clear my sidewalk?

A: By City Ordinance you have until 11:00 tomorrow morning, 24 hours after the end of a snow event.

Q: Will the ordinance be enforced on weekends or City Holidays?

A: Technically the requirements for keeping your sidewalk clear are continuously in place. However, enforcement activities will generally occur during normal business hours of the City.

Q: What if I don't clear my sidewalk?

A: A City Inspector may issue you a snow violation notice stating non-compliance. 24 hours after you receive the notice, the sidewalk will be rechecked and if it is still not cleared, it may be cleared by the City.

Q: What will that cost me?

A: Currently the rate is set at \$116.33 for the first 20 minutes of work and \$48.79 for every additional 20 minute period. The City will clear the sidewalks as quickly as possible. These fees reimburse the City for the costs to perform the work and administrate the program.

Q: The City snowplows went through and plowed snow onto my cleared sidewalk. Am I responsible for clearing that?

A: Yes. We ask our drivers to be as careful as possible but some things are un-avoidable and the streets have to get plowed. The snowplows must maintain reasonable speeds to effectively get the snow off the streets. We advise residents with sidewalks close to the street to plan appropriately when/if the snowplows throw additional snow on the sidewalk.

Q: I live on a corner property. Am I responsible for clearing both sides of my property including the ramps down to the street?

A: Yes. The ordinance states "any public sidewalk adjacent to" the property shall be cleared by that owner. This includes any ramps leading down to the street.

Q: I am out of town, away from home, for days or weeks occasionally. What should I do about my snow removal during those times?

A: If you are away from home for any extended period of time you should make arrangements with a friend, relative, neighbor or professional snow removal service to monitor the public sidewalk adjacent to your property for snow and ice removal.

Q: I live on a neighborhood street. Sometimes the City does not plow my street. Why do I have to clear the snow on my sidewalk?

A: The City has a defined policy which uses limited funds for clearing snow from streets to enable safe travel for vehicles. Sidewalks are used by all types of people during all hours of the day. Keep in mind that children, the elderly, postal workers, and physically challenged people all rely on safe passage routes on sidewalks. If safe passage is not maintained, this creates a hardship for people and worse yet, causes some to use the street as an alternative.

Definitions

Your Sidewalk- any sidewalk that is adjacent to your property including any ramps leading down to the street whether at corners or mid-block.

Clearing Sidewalk- shoveling and/or salting the adjacent sidewalks the full width of the sidewalk.

Violation Notice - a notice issued by the City notifying property owners that they are in violation of the snow clearing ordinance and that they have 24 hours to clear their sidewalk. This notice is posted at the property and mailed to the property owner.

Weather Event – a winter weather event that causes snow or ice to continuously accumulate.

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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)

From the 11-8-10 Council Meeting Packet

REFERRED TO THE COMMITTEE OF
THE WHOLE

Virg Bernero, Mayor

TO: City Council President A'Lyne Robinson and Council Members
FROM: Mayor Virg Bernero
DATE: November 4, 2010
RE: Resolution—Transfer of City Property—Donation of Live Scan Computer from
Lansing Police Department to Lansing Community College

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

VB/rh
Attachment



Virg Bernero, Mayor

City of Lansing
Inter-Departmental
Memorandum



To: Virg Bernero, Mayor

From: Teresa Szymanski, Chief of Police

Subject: Resolution—Transfer of City Property—Donation of Live Scan Computer from
Lansing Police Department to Lansing Community College

Date: November 4, 2010

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

“Equal Opportunity Employer”

BY THE _____
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING

WHEREAS, the Lansing Police Department has recently purchased a new Live Scan Computer, replacing a six year old model (Live Scan Indentix Touchprint Model TP-3800XCH, serial number 4703-0014) that has become obsolete and is no longer capable of meeting the Department's needs or complying with forthcoming state regulations ("the old computer"); and

WHEREAS, the old computer's inability to comply with forthcoming state regulations renders it valueless for any purpose other than training; and

WHEREAS, Lansing Community College's Mid-Michigan Police Academy has indicated that the old computer would be an enormous asset to its training division; and

WHEREAS, Section 206.13(c) of the Lansing Codified Ordinances provides for disposal of obsolete property in manners not specified by that section upon recommendation by the Mayor and concurrence by the City Council, provided that the City Council determines by resolution that intended use of the obsolete property will serve a public purpose; and

WHEREAS, the Mayor has recommended that the old computer be donated to Lansing Community College's Mid-Michigan Police Academy for training purposes;

NOW, THEREFORE, BE IT RESOLVED that the City Council has determined that donation of the old computer will serve a public purpose in that it will be used to train future law enforcement officers; and

BE IT FURTHER RESOLVED that the Lansing City Council hereby approves of the donation of the old computer in the manner and for the purposes stated herein.



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

November 4, 2010

Council President A'Lynne Robinson and
City Council Members
10th Floor, City Hall
Lansing, MI 48933

Dear President Robinson and City Council Members:

I herewith submit for your approval the request for the Lansing Police Department to donate its obsolete Live Scan Computer to Lansing Community College's Mid-Michigan Police Academy.

The Live Scan Indentix Touchprint Model TP-3800XCH, serial number 4703-00146 is no longer useful to LPD, but will still be of enormous training benefit to LCC. The Lansing Police Department has purchased a new Live Scan unit that can meet the City's needs.

Your approval of this property transfer is appreciated.

Sincerely,

A handwritten signature in black ink, appearing to read "Virg Bernero", is written over a horizontal line.

Virg Bernero
Mayor

Memorandum

REV 09/2010

MAYOR'S OFFICE

Chief Teresa Szymanski
Lansing Police Department
120 W. Michigan Ave
Lansing, MI 48933
517-483-4801 -Phone

To: Jerry Ambrose
From: Chief Teresa Szymanski
Date: October 27, 2010
Re: Donating Old Live Scan Computer to Mid-Michigan Police Academy

The Lansing Police Department Detention purchased a new Live Scan Computer from IDENTIX INC. to replace our old Live Scan Computer which is about six years old. The reason it was replaced is because it was very slow, software upgrades were needed, different parts had to be replaced at different times and it was not going to meet certain standards set by the Michigan State Police, in the near future, which will make it obsolete and no longer valuable.

The new Live Scan Computer will meet these standards and provide a better service for the employees of the Lansing Police Department and the community we serve. The old Live Scan Computer can no longer be of service to the City of Lansing Police Department, however, it could be used for training purposes only. With that in mind the Lansing Community College Mid-Michigan Police Academy could use the old Live Scan computer to train the future police recruits of the Mid-Michigan Police Academy.

Therefore, I am requesting that the old Live Scan Indetix Touchprint Model TP-3800XCH; Serial Number 4703-00146 be donated to the Lansing Community College Mid-Michigan Police Academy to train our future Law Enforcement Officers.



3500W - Mid-Michigan Police Academy
Lansing Community College
P. O. Box 40010
Lansing, Michigan 48901-7210
Phone: (517) 483-5248 Fax: (517) 483-9766

November 24, 2010

Chief Teresa Szymanski
Lansing Police Department
120 W. Michigan Ave.
Lansing, MI 48933

Dear Chief Szymanski:

The Mid-Michigan Police Academy at Lansing Community College agree to accept your donation of your Live Scan Indetix Touchprint Model TP-3800XCH; serial number 4703-00146.

Your Live Scan computer would be an enormous asset to our program. We currently run two Academy sessions each year and the Live Scan would enable us to give valuable hands on training to our police recruits.

We thank you for your continued support of Lansing Community College's Police Academy.

Sincerely,

Katherine Winslow

Katherine Winslow
Police Academy Director