



**AGENDA**  
**Committee on Public Services**  
**Tuesday, August 25, 2020 @ 4:00 p.m.**

<https://us02web.zoom.us/j/81633315842>; ID: 816 3331 5842; Dial In: (312) 626 6799  
Email comments prior to the meeting to [sherrie.boak@lansingmi.gov](mailto:sherrie.boak@lansingmi.gov)

Council Member Dunbar, Chair  
Council Member Spitzley, Vice Chair  
Council Member Spadafore, Member

**1) Call to Order**

**2) Public Comment on Agenda Items**

**3) Minutes**

- July 29, 2020

**4) Discussion/Action:**

- A. RESOLUTION – Special Assessment; Snow & Ice Removal Assessment Winter 2019-2020**
  
- B. RESOLUTION – Special Assessment; Glenburne Commons, Trash & Grass Abatement, Roll #GM-2020**
  
- C. DISCUSSION – Fiscal Year 2021/2022 Budget Priorities**

**5) Adjourn**

Executive Order 2020-4, Governor Whitmer declared a statewide State of Emergency due to the spread of the novel coronavirus (COVID-19). To mitigate the spread of COVID-19 and to provide essential protections to vulnerable Michiganders and this State's health care system and other critical infrastructure, it is crucial that all Michiganders take steps to limit in-person contact, particularly in the context of large groups. Therefore, the above meetings will be conducted via audio/video conference.

The meetings are being held electronically in accordance with the Open Meetings Act in an effort to protect the health and safety of the public. Members of the public wishing to participate in the meeting may do so by logging into or calling into the meetings using the website or phone number above, and meeting ID provided. Michigan Executive Order 2020-154 provides temporary authorization of remote participation in public meetings and hearings.

Persons with disabilities who need an accommodation to fully participate in these meetings should contact the City Council Office at 517-483-4177 (TTY 711) 24 hour notice may be needed for certain accommodations. An attempt will be made to grant all reasonable accommodation requests.

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**MINUTES**  
**Committee on Public Service**  
**Wednesday, July 29, 2020 @ 3:30 p.m.**

Via Zoom <https://us02web.zoom.us/j/88625771502>; Meeting ID: 886 2577 1502; Dial In: (312) 626-6799

**CALL TO ORDER**

The meeting was called to order at 3:30 p.m. by Council Member Spitzley

**ROLL CALL-via remote audio/video**

Council Member Dunbar, Chair- arrived at 3:44 p.m. via audio/phone  
Council Member Spitzley, Vice Chair  
Council Member Spadafore, Member

**OTHERS PRESENT**

Sherrie Boak, Council Office Manager  
Lisa Hagen, Assistant City Attorney  
Ron Wilson  
Jennifer Poplar  
Brian Daniels  
Council Member Betz  
Sharon Frishmann, City Assessor  
Scott Sanford, Code Compliance  
Judy Kehler, Chief Strategy Officer  
Greg Venker, Assistant City Attorney

**Minutes**

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE MINUTES FROM MARCH 16, 2020 AS PRESENTED. MOTION CARRIED 2-0.

**Discussion**

**RESOLUTION – Appointment of Ronald Wilson; At Large Member; Board of Public Service; Term Expire June 30, 2021**

Mr. Wilson spoke about his work experience with the City recycling, yard waste, traffic calming, pot holes, and code compliance while an employee of Public Service Board

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION FOR THE APPOINTMENT OF RONALD WILSON TO THE BOARD OF PUBLIC SERVICE. ROLL CALL VOTE, MOTION CARRIED 2-0.

RESOLUTION – Appointment of Jennifer Poplar; At Large Member; Park Board; Term to Expire June 30, 2024

Jennifer provided details on her experience, work history and large investment in the community. Noting during high school she worked with the parks program.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION FOR THE APPOINTMENT OF JENNIFER POPLAR TO THE PARK BOARD. ROLL CALL VOTE, MOTION CARRIED 3-0.

RESOLUTION – Appointment of Brian M. Daniels; At Large Member; Park Board; Term to Expire June 30, 2022

Mr. Daniels spoke on his involvement with the City and his small business- Empower Lansing and interested in giving feedback and involvement in the City. Council Member Spadafore acknowledged Mr. Daniels for his interest to serve.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION FOR THE APPOINTMENT OF BRIAN DANIELS TO THE PARK BOARD. ROLL CALL VOTE, MOTION CARRIED 3-0.

Council Member Dunbar took over as Chair of Committee.

RESOLUTION – Street Name Change; City Market Drive to Riverfront Drive

No staff were present for the meeting. Council Staff read an earlier email stating the change would only effect the former City Market building.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION FOR THE STREET NAME CHANGE FROM CITY MARKET DRIVE TO RIVERFRONT DRIVE. ROLL CALL VOTE, MOTION CARRIED 3-0.

RESOLUTION – Set Public Hearing; Special Assessment; Snow & Ice Removal Assessment Winter 2019-2020

No staff were present from Public Service, so Council Member Spadafore noted it was annual assessment. In 2019 there were roughly 20 parcels at a \$3,777.00. He noted that typically it would on the summer tax roll to avoid confusion on the winter taxes, since it will be an assessment from the previous year.

MOTION BY COUNCIL MEMBER SPADAFORE TO APPROVE THE RESOLUTION TO SET THE PUBLIC HEARING FOR AUGUST 24, 2020.

Ms. Boak went through the timeline of the process for this special assessment and the next agenda item. For the residents to have the required 60 days to pay the assessment to avoid it going on the winter tax bill, the hearing will be set on August 10<sup>th</sup>. The hearing itself will be August 24<sup>th</sup>; this Committee will meet on the rolls August 25<sup>th</sup> taking final action, and then Council will take final action on August 31, 2020. The notices will then be mailed by the Clerk and/or Assessor with the 60 day deadline, and anything not paid by that deadline will appear on the winter tax roll.

ROLL CALL VOTE, MOTION CARRIED 3-0.

RESOLUTION – Set Public Hearing; Special Assessment; Glenburne Commons, Trash & Grass Abatement, Roll #GM-2020

Council Member Dunbar recapped that this is an annual assessment, and she then provided historical details on the assessment, the property and the homeowners.

MOTION BY COUNCIL MEMBER SPADAFORO TO APPROVE THE RESOLUTION TO SET THE PUBLIC HEARING FOR THE SPECIAL ASSESSMENT FOR GLENBURNE FOR AUGUST 24, 2020.

Mr. Sanford clarified that this was a public hearing for the special assessment work done in 2019 in the amount of \$24,341 which was a result of 10-12 days of mowing and 1 trash clean up. Council Member confirmed it was not a renewal but is a charge for work that was done in the previous year.

ROLL CALL VOTE TAKEN, MOTION CARRIED 3-0.

DISCUSSION – ORDINANCE –Set Public Hearing; Amendment; Repeal Section 404.01(j); Eliminate the prohibition of street parking from 2am – 5am

DISCUSSION – ORDINANCE- Set Public Hearing; Amendment; Repeal Section 404.13; Eliminate Annual and Temporary Permits for Overnight Parking

DISCUSSION – ORDINANCE- Set Public Hearing; Create Section 404.12; Regulate Street Parking during Snow Emergencies

Council Member Betz introduced the proposed ordinance amendments and repeals, stating that he felt that some policies do not work so they should be re-examined and repealed if they are not effective. He noted that he understood that when these three ordinance were passed there was an influx of people for certain demographics such as low income tenants, and rentals stating they could not afford the fee for the permit, therefore in his opinion Council needed to re-evaluate to make it more equitable. Council Member Betz continued stating Council should first repeal the ordinance on prohibiting parking from 2am – 5am, then in turn repeal the ordinance the required permits for that time frame, and lastly create an ordinance to address parking in snow emergencies. Council Member Dunbar noted, that at this time the Committee is only setting the public hearing to amend or repeal those ordinances. Council Member Spitzley supported the repeal of the ordinance, noting that it would not however solve the parking issue. Council Member Betz admitted at this time he did not have a solution, but continued to recap that the only concerns he heard during the establishment of the ordinances was that fire trucks could not get down the streets. But in talking to the Administration, any streets that have no room for fire trucks already have signage that states there is no parking. In conclusion, Council Member Betz stated that repealing the ordinance to prohibit parking on the street from 2am – 5am should positively affect the residents. Council Member Dunbar noted that the streets would need to be evaluate for width during this process if they are going to proceed with something different. Council Member Spadaforo noted that Traffic Control Orders can be set for restrictions in certain areas and this would not repeal overnight parking in the whole City. He then asked if it would repeal the residential

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parking permit ordinance as well, but then confirmed it wouldn't matter if the ban was lifted.

MOTION BY COUNCIL MEMBER SPADAFORE TO INTRODUCE AND SET THE PUBLIC HEARING.

OCA was asked if there could be one motion for setting the public hearing for all three (3) items. Mr. Venker confirmed that a motion could be lumped all together.

MOTION BY COUNCIL MEMBER SPADAFORE TO INTRODUCE AND SET THE PUBLIC HEARING FOR AUGUST 24, 2020 FOR REPEAL SECTION 404.00(J), REPEAL SECTION 404.13 AND CREATE SECTION 404.12. ROLL CALL VOTE, MOTION CARRIED 3-0.

**Public Comment**

No public comment at this time.

**ADJOURN**

The meeting was adjourned at 4:10 p.m.

Submitted by Sherrie Boak,

Recording Secretary

Lansing City Council

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

**RESOLUTION #2020-**

BY THE COMMITTEE ON PUBLIC SERVICES  
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING  
CONFIRMATION OF SNOW AND ICE REMOVAL ASSESSMENT ROLL WINTER 2019-2020

WHEREAS, pursuant to resolution **XXXXXX**, adopted by this Council, the City Council held a public hearing on August 24, 2020, regarding Assessment Roll #SN2020, for the removal of snow and ice on public sidewalks adjacent to certain properties; and

WHEREAS, the cost incurred between December 1, 2019 and April 30, 2020, by the City totals \$3,777.00 ; and

WHEREAS, the Committee on Public Services met on August 25, 2020 to review the public hearing findings and removed **NUMBER(if any)** properties from the assessment roll; and

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council hereby directs that special assessment roll number #SN2020 as returned by the City Assessor, be ratified and confirmed.

BE IT FINALLY RESOLVED, the Lansing City Council hereby directs the City Assessor notify the owners of properties affected by this roll in accordance with City Ordinance 1020.06.

PARCEL ID	SITE ADDRESS	COST
33010504301221	617 W NORTHRUP ST	\$149.00
33010132201256	1211 W HOLMES RD	\$149.00
33010130301051	3600 SANDHURST DR	\$149.00
33010129202061	1212 LENORE AVE	\$149.00
33010129258111	1124 VICTOR AVE	\$149.00
33010129254041	2519 MARION AVE	\$149.00
33010129226161	1017 W MT HOPE AVE	\$149.00
33010129255091	2618 MARION AVE	\$149.00
33010129252111	1112 KELSEY AVE	\$149.00
33010132476221	933 REO RD	\$149.00
33010128330101	334 DUNLAP ST	\$149.00
33010120486241	1802 STIRLING AVE	\$149.00
33010122205041	1017 S HOLMES ST	\$149.00
33010120479072	727 SPARROW AVE	\$149.00
33010121431120	610 BAKER ST	\$149.00
33010110306292	928 PORTER ST	\$149.00
33010109477023	500 E OAKLAND AVE	\$289.00
33010109476142	N CEDAR ST	\$289.00
33010109333002	1032 N SEYMOUR AVE	\$149.00
33010110326481	1129 CAMP ST	\$149.00
33010122257232	1206 MCCULLOUGH ST	\$219.00
33010134227101	1803 IRVINGTON AVE	\$149.00
33010130301051	3600 SANDHURST DR	\$149.00
Total		\$3777.00

BY THE COMMITTEE ON PUBLIC SERVICES  
RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING  
CONFIRMATION GLENBURNE GRASS & TRASH ASSESSMENT ROLL SUMMER 2020

WHEREAS, pursuant to resolution 2016-202, adopted by this Council, the City Council held a public hearing on August 24, 2020 regarding Assessment Roll GB-2019 for the removal of trash and grass in the Glenburne Commons adjacent to certain properties; and

WHEREAS, the cost incurred between March 31, 2019 and November 11, 2019, by the City totals \$24,341.00; and

WHEREAS, the Committee on Public Services met on August 25, 2020 to review the public hearing findings and written correspondence; and

NOW, THEREFORE, BE IT RESOLVED, the Lansing City Council hereby directs that special assessment roll number GB-2019 as returned by the City Assessor, be ratified and confirmed.

BE IT FURTHER RESOLVED, the Lansing City Council hereby directs the City Assessor notify the owners of properties affected by this roll in accordance with City Ordinance 1026.06.

Contiguous Boundaries of properties benefitted to include all the parcels within the following subdivisions in their entirety as follows:

Glenburne Subdivision

Glenburne Subdivision No. 2

Glenburne Subdivision No. 3

Glenburne Subdivision No. 4

Glenburne Subdivision No. 5

Part of the North  $\frac{1}{2}$  and South East  $\frac{1}{4}$  of Section 36, T4N, R3W

City of Lansing, Eaton County, Michigan

BE IT FINALLY RESOLVED THAT Special Assessment Roll No. GB-2019 as presented and as returned by the City Assessor, is hereby ratified and confirmed, and the Mayor is authorized to affix within ten days his warrant directing the City Treasurer to collect this special assessment tax. If payment is not received by November 6, 2020, this special assessment tax will be placed on the December 2020 tax roll without interest or penalty.









23-50-40-36-403-541	401 LOT 138 GLENBURNE NO 3	4306 CHADBURNE DR	COUTHEN DESSIE & COUTHEN JAMES	4306 CHADBURNE DR	LANSING	MI	48911	1	\$	53.97
23-50-40-36-403-551	401 LOT 139 GLENBURNE NO 3	4300 CHADBURNE DR	ROGERS GLORIA	1105 EASTFIELD RD	LANSING	MI	48917-2347	1	\$	53.97
23-50-40-36-405-001	705 LOT 119 GLENBURNE SUB	4151 GLENBURNE BLVD	LANSING HOUSING COMMISSION	419 CHERRY ST	LANSING	MI	48933	1	\$	53.97
23-50-40-36-405-011	401 LOT 120 GLENBURNE SUB	4141 GLENBURNE BLVD	KRUGER BRUCE	7721 WILLIAMS RD	LANSING	MI	48911-3046	1	\$	53.97
23-50-40-36-405-021	401 LOT 121 GLENBURNE SUB	4133 GLENBURNE BLVD	ZARGOZA GARCIA DIANA C	4133 GLENBURNE BLVD	LANSING	MI	48911-2537	1	\$	53.97
23-50-40-36-405-031	401 LOT 122 GLENBURNE SUB	4125 GLENBURNE BLVD	KITE AARON T	3339 WAVERLY HILLS RD	LANSING	MI	48917	1	\$	53.97
23-50-40-36-405-041	401 LOT 123 GLENBURNE SUB	4117 GLENBURNE BLVD	KITE AARON T	3339 WAVERLY HILLS RD	LANSING	MI	48917	1	\$	53.97
23-50-40-36-405-051	401 LOT 124 GLENBURNE SUB	4109 GLENBURNE BLVD	JOHNSON JOHNNY L & SARA &	4109 GLENBURNE BLVD	LANSING	MI	48911-2537	1	\$	53.97
23-50-40-36-405-061	401 LOT 125 GLENBURNE SUB	4101 GLENBURNE BLVD	KITE AARON T	3339 WAVERLY HILLS RD	LANSING	MI	48917	1	\$	53.97
23-50-40-36-405-071	401 LOT 126 GLENBURNE SUB	4049 GLENBURNE BLVD	JAMES CHAUNCEY & MONIQUE	3500 KAREN ST	LANSING	MI	48911	1	\$	53.97
23-50-40-36-405-081	401 LOT 127 GLENBURNE SUB	4043 GLENBURNE BLVD	STUBER KARLA	4043 GLENBURNE BLVD	LANSING	MI	48911	1	\$	53.97
23-50-40-36-405-091	402 LOT 128 GLENBURNE SUB	0 GLENBURNE BLVD	MURPHY PATRICK & LINDA L	605 N GUNNELL RD	EATON RAPIDS	MI	48827-9385	1	\$	53.97
23-50-40-36-405-101	705 LOT 129 GLENBURNE SUB	4025 GLENBURNE BLVD	LANSING HOUSING COMMISSION	419 CHERRY ST	LANSING	MI	48933	0	\$	-
23-50-40-36-405-111	401 LOT 130 GLENBURNE SUB	4017 GLENBURNE BLVD	MAGERS ERICA L	13130 HIDE AWAY LN	DEWITT	MI	48820	1	\$	53.97
23-50-40-36-405-121	401 LOT 131 GLENBURNE SUB	4009 GLENBURNE BLVD	DOWRICK TODD K & SANDRA L	6435 HEATHFIELD DR	EAST LANSING	MI	48823-9659	1	\$	53.97
23-50-40-36-405-131	401 LOT 132 GLENBURNE SUB	4400 CHADBURNE DR	SEARS MIKE & NANCY	16910 BLACK WALNUT LN	EAST LANSING	MI	48823-9656	1	\$	53.97
23-50-40-36-405-141	201 LOT 136 GLENBURNE NO 2	4411 SEAWAY DR	WOODSIDE VILLAS L L C	31731 NORTHWESTERN HWY STE 2 FARMINGTON HILLS	MI	48334	1	\$	53.97	
23-50-40-36-407-001	401 LOT 118 GLENBURNE SUB	4400 SEAWAY DR	YONG MALL INC	2440 SOWER BLVD	OKEMOS	MI	48864-3251	1	\$	53.97
23-50-40-36-407-011	201 LOT 137 GLENBURNE NO 2	4590 SEAWAY DR	WOODSIDE MEADOWS APARTMENTS LLC	31731 NORTHWESTERN HWY STE 2 FARMINGTON HILLS	MI	48334	90	\$	4,857.61	
23-50-40-36-407-021	201 LOT 226 GLENBURNE NO 4	4032 WOODBRIDGE DR	WOODSIDE MEADOWS APARTMENTS LLC	31731 NORTHWESTERN HWY STE 2 FARMINGTON HILLS	MI	48334	66	\$	3,562.24	
23-50-40-36-407-031	705 LOT 323 GLENBURNE NO 5	4217 GLENBURNE BLVD	LANSING HOUSING COMMISSION	419 CHERRY ST	LANSING	MI	48933	1	\$	53.97
23-50-40-36-407-041	401 LOT 324 GLENBURNE NO 5	4211 GLENBURNE BLVD	CAPITAL AREA HOUSING PARTNERSHIP	600 W MAPLE ST SUITE D	LANSING	MI	48906	0	\$	-
23-50-40-36-407-051	401 LOT 325 GLENBURNE NO 5	4203 GLENBURNE BLVD	CAPITAL AREA HOUSING PARTNERSHIP	600 W MAPLE ST SUITE D	LANSING	MI	48906	0	\$	-
23-50-40-36-407-061	402 LOT 326 GLENBURNE NO 5	0 GLENBURNE BLVD	OAK PARK DEVELOPMENT GROUP LLC	PO BOX 308	CHARLOTTE	MI	48813	0	\$	-
23-50-40-36-426-001	401 LOT 21 GLENBURNE SUB	4315 CHADBURNE DR	SIMEON NDIKURIYO	4315 CHADBURNE DR	LANSING	MI	48911-2741	1	\$	53.97
23-50-40-36-426-011	401 LOT 22 GLENBURNE SUB	3928 LIMERICK CIRCLE	CANNON REX	3928 LIMERICK CIR	LANSING	MI	48911-2527	1	\$	53.97
23-50-40-36-426-021	401 LOT 20 GLENBURNE SUB	3922 LIMERICK CIRCLE	MELVIN CANDANCE S	3922 LIMERICK CIR	LANSING	MI	48911-2527	1	\$	53.97
23-50-40-36-426-031	401 LOT 19 GLENBURNE SUB	4011 LIMERICK CIRCLE	SMITH SAMANTHA & PARR JASON	3914 LIMERICK	LANSING	MI	48911	1	\$	53.97
23-50-40-36-426-041	401 LOT 18 GLENBURNE SUB	3906 LIMERICK CIRCLE	BROOKS THERESA	3906 LIMERICK CIR	LANSING	MI	48911	1	\$	53.97
23-50-40-36-426-051	401 LOT 17 GLENBURNE SUB	3900 LIMERICK CIRCLE	BAKER MARTHA	3609 JERREE ST	LANSING	MI	48911-2635	1	\$	53.97
23-50-40-36-426-061	401 LOT 218 GLENBURNE NO 3	3901 LAUDERHILL CIRCLE	MCINTYRE FRANKIE E & JOANNE	3901 LAUDERHILL CIR	LANSING	MI	48911-2526	1	\$	53.97
23-50-40-36-426-071	401 LOT 219 GLENBURNE NO 3	3909 LAUDERHILL CIRCLE	HATT LINDA	3909 LAUDERHILL CIR	LANSING	MI	48911-2526	1	\$	53.97
23-50-40-36-426-081	401 LOT 220 GLENBURNE NO 3	3915 LAUDERHILL CIRCLE	DOWRICK TODD K & SANDRA L	6435 HEATHFIELD DR	EAST LANSING	MI	48823-9659	1	\$	53.97
23-50-40-36-426-091	401 LOT 221 GLENBURNE NO 3	3923 LAUDERHILL CIRCLE	ROUSER JEANETTE K	3923 LAUDERHILL CIR	LANSING	MI	48911-2526	1	\$	53.97
23-50-40-36-426-101	401 LOT 222 GLENBURNE NO 3	4307 CHADBURNE DR	VOLKER GARY L & ELAINE R	4307 CHADBURNE DR	LANSING	MI	48911-2741	1	\$	53.97
23-50-40-36-428-001	401 LOT 10 GLENBURNE SUB	3937 LIMERICK CIRCLE	RIPLEY LARRY A & MELANIE M	3937 LIMERICK CIR	LANSING	MI	48911-2527	1	\$	53.97
23-50-40-36-428-011	401 LOT 9 GLENBURNE SUB	3950 GLENBURNE BLVD	BOWLER DARCY Y	1885 MAPLE ST	HOLT	MI	48842	1	\$	53.97
23-50-40-36-428-021	401 LOT 8 GLENBURNE SUB	3944 GLENBURNE BLVD	WILLIAMS NORMA J	3944 GLENBURNE BLVD	LANSING	MI	48911-2531	1	\$	53.97
23-50-40-36-428-031	401 LOT 7 GLENBURNE SUB	3938 GLENBURNE BLVD	BERRY LORETTA M	3441 LAREDO DR UNIT 37	LEXINGTON	KY	40517-2241	1	\$	53.97
23-50-40-36-428-041	401 LOT 6 GLENBURNE SUB	3932 GLENBURNE BLVD	DYER JEFFREY A &	3932 GLENBURNE BLVD	LANSING	MI	48911-2531	1	\$	53.97
23-50-40-36-428-051	401 LOT 5 GLENBURNE SUB	3926 GLENBURNE BLVD	KING LINDA M	3926 GLENBURNE BLVD	LANSING	MI	48911-2531	1	\$	53.97
23-50-40-36-428-061	402 LOT 4 GLENBURNE SUB	0 GLENBURNE BLVD	BENNETT THOMAS	1865 E STOLL RD	LANSING	MI	48906	0	\$	-
23-50-40-36-428-071	402 LOT 3 GLENBURNE SUB	0 GLENBURNE BLVD	MICHIGAN LAND BANK FAST TRACK AUTH	300 N WASHINGTON SQ	LANSING	MI	48933-1244	0	\$	-
23-50-40-36-428-081	713 LOT 2 GLENBURNE SUB	0 GLENBURNE BLVD	CITY OF LANSING	124 W MICHIGAN AVE	LANSING	MI	48911	0	\$	-
23-50-40-36-428-091	713 LOT 1 GLENBURNE SUB	0 GLENBURNE BLVD	CITY OF LANSING	124 W MICHIGAN AVE	LANSING	MI	48933	0	\$	-
23-50-40-36-428-101	402 LOT 16 GLENBURNE SUB	0 LIMERICK CIRCLE	MICHIGAN LAND BANK FAST TRACK AUTH	300 N WASHINGTON SQ	LANSING	MI	48933-1244	0	\$	-
23-50-40-36-428-111	713 LOT 15 GLENBURNE SUB	0 LIMERICK CIRCLE	CITY OF LANSING	124 W MICHIGAN AVE	LANSING	MI	48933	0	\$	-
23-50-40-36-428-121	713 LOT 14 GLENBURNE SUB	0 LIMERICK CIRCLE	CITY OF LANSING	124 W MICHIGAN AVE	LANSING	MI	48933	0	\$	-
23-50-40-36-428-131	401 LOT 13 GLENBURNE SUB	3919 LIMERICK CIRCLE	VINING GARY	P O BOX 70001	LANSING	MI	48908	0	\$	-
23-50-40-36-428-141	401 LOT 12 GLENBURNE SUB	3925 LIMERICK CIRCLE	FOX JEROME C & MILLCENT I	3925 LIMERICK CIR	LANSING	MI	48911-2527	1	\$	53.97
23-50-40-36-428-151	401 LOT 11 GLENBURNE SUB	3931 LIMERICK CIRCLE	MORLOCK PATTY J	3931 LIMERICK CIR	LANSING	MI	48911-2527	1	\$	53.97
23-50-40-36-429-001	401 LOT 133 GLENBURNE SUB	3951 GLENBURNE BLVD	SEARS MICHAEL J & NANCY R	16910 BLACK WALNUT LN	EAST LANSING	MI	48823-9656	1	\$	53.97
23-50-40-36-429-011	401 LOT 134 GLENBURNE SUB	3941 GLENBURNE BLVD	SEARS MICHAEL J & NANCY R	16910 BLACK WALNUT LN	EAST LANSING	MI	48823-9656	1	\$	53.97
23-50-40-36-481-001	401 LOT 210 GLENBURNE NO 3	3939 WINDEMERE DR	HOSSINGER JEFFERY R	3939 WINDEMERE DR	LANSING	MI	48911-2520	1	\$	53.97
23-50-40-36-481-011	401 LOT 211 GLENBURNE NO 3	4209 CHADBURNE DR	SMITH JEFFREY D & PAMELA J &	4209 CHADBURNE DR	LANSING	MI	48911-2577	1	\$	53.97
23-50-40-36-481-021	401 LOT 212 GLENBURNE NO 3	4213 CHADBURNE DR	BREHLER JOSEPH C	4213 CHADBURNE DR	LANSING	MI	48911-2577	1	\$	53.97
23-50-40-36-481-031	401 LOT 213 GLENBURNE NO 3	3924 LAUDERHILL CIRCLE	WILLIAMS SHALEEN CORA	3924 LAUDERHILL CIR	LANSING	MI	48911	1	\$	53.97
23-50-40-36-481-041	401 LOT 214 GLENBURNE NO 3	3918 LAUDERHILL CIRCLE	GALLEGOS ERNESTO	4828 INGHAM ST	LANSING	MI	48911	1	\$	53.97
23-50-40-36-481-051	401 LOT 215 GLENBURNE NO 3	3914 LAUDERHILL CIRCLE	ALLEN LEROY	3914 LAUDERHILL CIR	LANSING	MI	48911-2526	1	\$	53.97
23-50-40-36-481-061	401 LOT 216 GLENBURNE NO 3	3908 LAUDERHILL CIRCLE	NELSON MAURICE	3908 LAUDERHILL CIR	LANSING	MI	48911-2526	1	\$	53.97
23-50-40-36-481-071	401 LOT 217 GLENBURNE NO 3	3900 LAUDERHILL CIRCLE	IAFANO ROBERT & ZIEGLER KELSEY	3900 LAUDERHILL CIR	LANSING	MI	48911	1	\$	53.97
23-50-40-36-481-081	401 LOT 205 GLENBURNE NO 3	3901 WINDEMERE DR	KENNY LORETTA D	3901 WINDEMERE DR	LANSING	MI	48911-2520	1	\$	53.97
23-50-40-36-481-091	401 LOT 206 GLENBURNE NO 3	3911 WINDEMERE DR	RUIZ ARTURO R & EVA C	3911 WINDEMERE DR	LANSING	MI	48911-2520	1	\$	53.97
23-50-40-36-481-101	401 LOT 207 GLENBURNE NO 3	3915 WINDEMERE DR	DOWRICK TODD	6435 HEATHFIELD DR	EAST LANSING	MI	48823-9659	1	\$	53.97
23-50-40-36-481-111	401 LOT 208 GLENBURNE NO 3	3923 WINDEMERE DR	GARCIA MARISOL G	3923 WINDEMERE DR	LANSING	MI	48911-2520	1	\$	53.97
23-50-40-36-481-121	401 LOT 209 GLENBURNE NO 3	3927 WINDEMERE DR	MCCLINTOCK DALE W & MARSHA	3927 WINDEMERE DR	LANSING	MI	48911	1	\$	53.97

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 2021/2022 Budget; and

WHEREAS, the City Council 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 **2021/2022** 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 was 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 is requested to include in its Fiscal Year **2021/2022** 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 is requested to 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 is requested to develop and provide all plans, studies, evaluations, reviews, report submissions, program assessments, and analyses noted as set forth below in this resolution, or alternatively, documentation as to why such activities were prohibitively costly, by the fourth Monday in March 2021.

- 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 For presentation to City Council 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) A delineation of recommendations of the Financial Health Team, noting which recommendations have been implemented, which are in the FY 2021/2022 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) Supplemental Accounting Level Detail. A plan and timeline for the implementation of performance-based budgeting.
    - (3) Development and analysis of a cost recovery schedule for City services.

- (4) Development of a return on investment analysis for all proposed changes in City services.
- (5) Identification of, and 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.
- (7) Continue to invest one-time money into Retirement & OPEB obligations and how to increase funding.
- (8) Continue to invest one-time money into Infrastructure, including sidewalks.
- (9) Continue to invest one-time money into hardware and software investments for City operations.

IF THE FOLLOWING TASKS WERE DONE IN FY2020/2021 THEY CAN BE REMOVED:

- (10) Hire a full time or part time individual housed in the LPD or OCA who focuses on FOIA redactions in working in cooperation with Ingham County over funding.
  - (11) Additional support for increases in capabilities and technologies efficiencies for Finance, Treasury, and Human Resources departments.
    - ERP Migration – Possible Replacement of One Solution
    - Outside Specialized Consulting – Plant & Moran
    - Possible addition of in house staff as determined
- c) The City's neighborhoods have various resources that allow them to be long term viable and appealing.
- (1) A researched report on surrounding community models for neighborhood organization technical support structure within the City.
  - (2) Working with the City Attorney and Code Compliance Division to expedite improvements or closure of abandoned, neglected, and burned out houses and commercial buildings by using the International Property Maintenance Code (IPMC) and adopt the latest version of the IPMC from the State of Michigan. Development of aggressive policies to deal with problematic property owners.

- (3) Food Access: Together with the City of Lansing Economic Development Corporation development of a plan should increase quality food access throughout the City using all incentives available.
  - (4) Code Compliance: Assurance that 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 and conduct a study of Code Compliance to determine a level of service for first time inspections and re-inspections assuring the safety of the housing stock for residential and mobile homes.
  - (5) Further expand down payment assistance programs with employers to encourage employees to live in the City of Lansing, and encourage employment of Lansing Residents.
- d) Support economic development initiatives that will promote and retain new industries and markets.
  - e) Funding through HRCS for a G.E.D. program that targets lower income areas.
- 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's written report showing the control of expenditures. (Charter- Article 7-110)
      - (c) By September 1<sup>st</sup> of each fiscal year, 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, 2020. (Charter- Article 7-102)



- (d) No later than the last regular City Council meeting in January of each year, a State of the City report to the City Council and to the public. (Charter- Article 4 -102.4)
  - (e) 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) A presentation to Council of 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) Pursue partnerships with stakeholders, (intra municipal and intergovernmental), to align services in relation to public services.
  - (2) Facilities Plan: 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 funding for two additional Code Compliance Officers as well as an additional support staff to track down property owners that have not scheduled re-inspection and to research properties suspected of being unregistered rentals.
  - (2) City-wide Emergency Preparedness: Allocation of 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. Along with a funding recommendation for short and long-term improvement to these structures.
- (4) Regionalism: The Administration should continue with the current regional efforts and look into the possibility of expanding the efforts.
- (5) Police-Community Relations: Designate funding to help the Police Department to ensure the improvement of police-community relations. Reaffirming 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: Designate funding to invest in programs for long-term crime prevention strategies.
- (7) Allocate Overtime for Problem Solving Area: Designate sufficient funding for overtime for police officers to address problem solving to help certain crime and address quality of life issues.
- (8) Community Policing: Continue and increase funding along with searching for grant funds for 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.

IF THE FOLLOWING TASK WAS DONE IN FY2020/2021 IT CAN BE REMOVED:

- (9) Establish a Community Policing within the 2nd Ward.
- (10) Leadership vacancies: Develop and implement a plan and timeline to fill all funded vacancies and provide a report to City Council.
- (11) Front-loading of Police Officers: Continue to front-load Police Officers so that we have officers ready to take the road when officers retire.
- (12) Ensure adequate safe equipment to increase street sweeping, especially areas heavily traversed by bikes.

- (13) A study to determine the effectiveness of traffic calming and what measures may be successful and funding to implement.
- (14) Establish funding to address usability, accessibility, quality of life, and better means of aging in place through the City of Lansing Parks. The Administration will consider the list of ADA Accessible Amenities from the 2018 Report from Capital Area Disability Network. (Attachment A)

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 Encouraging 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.
- d) Corridor Façade Grants- generate guidelines with LEAP describing the area and requirements for the distribution of the Corridor Façade Grants, and review annually.

IF THE FOLLOWING TASK WAS DONE IN FY2020/2021 IT CAN BE REMOVED:

- e) Designate funding for a City Sustainability Coordinator to implement the deliverables, findings and recommended steps from the Lansing Climate Action Planning Project and/or general sustainability efforts including but not limited to reducing Lansing's carbon footprint and align with the Paris-Accord.

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.

PENDING ANY SUBMISSION FROM THE BOARD OF PUBLIC SERVICE, THE BELOW COULD CHANGE OR BE REMOVED:

RESOLVED, recognizing the financial challenges facing the City of Lansing (“City”) and its Public Service Department (“Department”), including the Department’s obligations to comply with numerous mandates, including unfunded mandates, the Lansing Board of Public Service supports the efforts of the Department.

RESOLVED, the Board of Public Service supports and recommends the following budget priorities to the Lansing City Council for consideration with Council's Budget Policies and Priorities for the Fiscal Year July 1, 2020– June 30, 2021:

1. General Fund levels should be increased for implementation of the City's Street System Asset Management Plan, and for additional funding for reconstructing neighborhood streets with a Pavement Surface Evaluation Rating of 4 or lower. We encourage support for the department to look for new and innovative ways to extend the life of our existing streets and seek additional funding.
2. Increase compliance with the City’s Complete Streets Ordinance, and additional funding of the sidewalk gap closure program, sidewalk repairs and right-of-way maintenance and improvement, consistent with keeping safety a priority for Lansing residents and visitors, while meeting or exceeding the compliance with the Americans with Disabilities Act.
3. Increase funding to update and improve the fleet of city vehicles, with specific priority for the Public Service Department;
4. Increase funding for the cleaning and maintenance of our wastewater aeration basins to remove sludge and silt buildup from the bottom of these tanks and repairing them once cleaned. This will allow us to be at or above the recommended guidelines.
5. The City should approve a budget to: (i) expand opportunities for multi-family residential and business recycling; and (ii) implement organic waste recovery;
6. Follow recommendations of the energy audit of all facilities and properties to save on energy and cut costs by replacing wasteful devices with ones that are energy efficient and reduce the carbon footprint of the City of Lansing.

7. Fund training and work with federal, state, county, local municipalities, and organizations to become a leader in PFAS regulation, testing, monitoring and enforcement.



Andy Schor, Mayor

**PUBLIC SERVICE DEPARTMENT**

Wastewater Division

1625 Sunset Avenue

Lansing, Michigan 48917

(517) 483-4404

FAX: (517) 483-4536

<http://publicservice.cityoflansingmi.com/pubwater/>

August 20, 2020

Mr. Chris Swope  
City Clerk  
City Hall  
Lansing, Michigan

RE: Board of Public Service: Budget Priorities Resolution for FY 2021/22

Dear Mr. Swope:

The attached resolution was adopted at the Board of Public Service meeting held August 20, 2020.

Please place on the Council Agenda.

Please let me know if you have any questions.

Respectfully submitted,

Janette Tate  
Recording Secretary

Attachment

# LANSING BOARD OF PUBLIC SERVICE BUDGET PRIORITIES RESOLUTION

AUGUST 20, 2020

RESOLVED, recognizing the financial challenges facing the City of Lansing (“City”) and its Public Service Department (“Department”), including the Department’s obligations to comply with numerous mandates (including unfunded mandates) the Lansing Board of Public Service supports the efforts of the Department.

RESOLVED, the Board of Public Service supports and recommends the following budget priorities to the Lansing City Council for consideration with Council's Budget Policies and Priorities for the Fiscal Year July 1, 2021–June 30, 2022:

1. Increase general fund support for implementation of the City's Street System Asset Management Plan, with a priority placed on reconstructing and preserving neighborhood streets, especially in those areas of the city which have been historically underserved. We encourage the Department to continue utilizing new and innovative ways to extend the life of our existing streets;
2. Maintain and expand funding for sidewalk repairs and right-of-way maintenance and improvement, with a priority placed on underserved areas; this should all be done while keeping safety a priority for Lansing residents and visitors, and meeting or exceeding the compliance with the Americans with Disabilities Act;
3. Maintain and expand funding to update and improve the fleet of city vehicles, with specific priority for the Department;
4. Establish Lansing as a leader in PFAS regulation, testing, monitoring and enforcement through maintaining and increasing funding for educational and training purposes, and working with relevant federal, state, county and local governments, and non-government organizations;
5. Expand opportunities for multi-family residential and business recycling;
6. Follow recommendations (to the greatest extent feasible) of the energy audit of all facilities and properties to save on energy and cut costs by replacing wasteful devices with ones that are energy efficient and reduce the carbon footprint of the City of Lansing.

RESOLVED, as the Department generates savings through improved efficiencies in service delivery and other areas, these savings should be maintained within the Department.