AGENDA
AD HOC COMMITTEE ON DIVERSITY AND INCLUSION
Friday September 14, 2018 @ 11:30 a.m.
Council Conference Room, 10th Floor, City Hall

Councilmember Carol Wood, Chair
Councilmember Brian Jackson, Vice Chair
Councilmember Patricia Spitzley

1. Call to Order

2. Roll Call

3. Public Comment

4. Approval of Minutes
   - July 13, 2018
   - August 10, 2018 (Placed on file)

5. Discussion
   A.) Adding language to the Purchasing Ordinance
   B.) Budget Priorities
   C.) Human Rights Ordinance

6. Other
   - Updates on Participants in the Committee

7. Adjourn

Pending Opioids information from Sparrow Hospital
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<tr>
<td>Tim Baker</td>
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<td>Citizen</td>
<td><a href="mailto:bale@msv.edu">bale@msv.edu</a></td>
<td>449-9183</td>
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<td>Joe Abbot</td>
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<td>Stacey Locke</td>
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<td>Elaine Womblett</td>
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Call to Order
The meeting was called to order at 11:32 a.m.

Committee Members
Council Member Carol Wood, Chair
Council Member Brian T. Jackson, Vice Chair
Council Member Patricia Spitzley – Arrived at 11:34 a.m.

Others Present
LaSondra Crenshaw, Council Staff
Stacey Locke – Peckham
Chelsea Coffey – Mayor’s Office
Matthew Schraft – Mayor’s Office
Judi Harris - STVCC
Mark Brown
Joan Jackson Johnson - HRCS
Lisa Hagan – Attorney’s Office
Elaine Womboldt – Rejuvenating South Lansing
Ashley Kuykendoll

MINUTES
MOTION BY COUNCIL MEMBER JACKSON TO APPROVE THE MINUTES FROM June 29, 2018 AS PRESENTED. MOTION CARRIED 2-0

Discussion
Continue conversation on MEI Score

Ms. Coffey advised that group that she was able to product documentation that could revised our score to 95, she then went over with the committee what points we were able to get and which once we were unable to obtain.
Mr. Schraft who is new to the Mayor’s office spoke about how he is passionate about issues dealing with LGBTQ community. He feels Mayor Schor should be meeting with LGBTQ young people in schools he then spoke about his experience with public service. He also suggested having elected official meet with high school students as well.

Council Member Wood suggested to Mr. Schraft they should encourage the young people to express that it is ok to accept people no matter how they dress, look, or feel. She also advised that the Lansing School District does a LGBTQ prom, and this might be an opening place for some of the clubs and other activities. She suggested that working with Ms. Jackson-Johnson’s Department as much as possible would also be good.

Ms. Jackson-Johnson stated she has twelve contracts with organizations that provide support to youth. She then referenced the second page of the contract that talks about anti bullying. Ms. Jackson-Johnson has been doing this for about five or six years, and advised there is a special group working with the refugee population; the Boys & Girls Club has the largest population of refugee community. Gateway is a real plus as they help with housing kids; not normally for long term but is a positive. Continuum of Care mandated by HUD that shelter welcome all but some shelters not as welcoming, we have developed a policy of zero tolerance. City Rescue Mission has been really good, however we haven’t been as successful in the women’s shelter. A few elders have encountered issues at the mobile food pantry, but we have addressed them, their lifestyle has nothing to do with it. Fifteen to twenty percent of the homeless population has AIDS, we provide funding for Ingham County Health Department. Transgender community does not the strongest support, but we are reaching this community through other services. Public housing is a huge challenge in itself. Schools and police provide enforcement in those areas.

Council Member Wood advised that in the procurement ordinance it doesn’t reference the words sexual orientation or gender identity. She asked that law take a look into that and make those changes. Make sure it’s run by the Mayor’s office, even though she didn’t see where it should be a problem to add those few descriptive words. She then asked the group to review the MEI standards to see if there are things we may want to work on for next year.

Council Member Wood state that we talked about employees being involved with anti-discrimination training, what are we doing with regards to Board and Commissions. Some work directly with employees, it would be good to have a standard requirement that Boards & Commissions go through a yearly training as well.

Ms. Womboldt agreed with Council Member Wood that training should take place with all Boards and Commissions.
Council Member Spitzley agreed with Council Member Wood, there should be a yearly training. She also stated that using Mr, Mrs, etc could be insulting, so sensitivity training would be helpful too.

Mr. Brown asked is there an oath given to members of Boards and Commissions. Council Member Wood stated after approval by Council the member is sworn by Mr. Swope.

**OTHER**

**Updates on Participants in the Committee**

July 14, 2018 Labor Caucus – Michigan Dem Party – WMU

July 16, 2018 at 3:00 p.m. Formal announcement of Sanctuary Church designation – Cristo Rey Church 201 W. Miller Rd.

July 17, 2018 at 6:00 p.m. Legislative Candidate Forum – Lansing Media Center 2500 S. Washington Ave

July 18, 2018 at 9:30 a.m. Voters Not Politicians Hearing – State Supreme Courthouse Lansing

July 18, 2018 at 12:00 p.m. Brown Bag

July 18, 2018 at 7:00 p.m. AGL/CRI Vigil Democracy: Para Todas – Cristo Rey Church 201 W. Miller Rd.

July 21, 2018 at 9:00 a.m. Love from Lansing – Water Transport to Flint

July 30, 2018 at 5:30 p.m. Michigan Power to Thrive Town Hall: Incarceration The Ripple Effect – 2500 S. Washington Ave

July 21, 2018 – Mobile Food Pantry - Pennway Church

July 21, 2018 Ability Tour – Peckham Inc 3510 Capital City Blvd

July 31, 2018 at 6:00 p.m. Legislative Candidate Forum – 67th District UUChurch

August 20th Connect for Kids

Every Wednesday 5:30 – 6:30/7:00 Jail Tours - Ingham County sheriff office

Saturday Sept 8, 2018 at Benjamin Davis Park – Lansing Harmony Celebration

Sparrow Volunteers- if over 55 go through VIP office

Friday and Saturdays 8:00 p.m. – 12:00 a.m Midnight Basketball - Hill Center
Adjourn
Adjourn at 12:44 p.m.
Submitted by,
LaSondra Crenshaw, Administrative Assistant
Approved ____________________________
Call to Order
The meeting was called to order at 11:32 a.m.

Committee Members
Council Member Carol Wood, Chair
Council Member Brian T. Jackson, Vice Chair-excused
Council Member Patricia Spitzley – excused.

Others Present
LaSondra Crenshaw, Council Staff
Lisa Hagen - Attorney’s Office
Elaine Womboldt—Rejuvenating South Lansing
Dax Carpenter—Disability Network
Guillermo Lopez – LLEAD Greater Lansing
Tammy Lemmer - TCOA
Mark Brown – NAACP

MINUTES
Minutes will be approved next meeting – No Quorum

Discussion
Continue conversation on MEI Score

Council Member Wood advised the group there were a few items we were not able to receive points for such as domestic partner benefits which is a negotiated benefit, but we did significant changes which boost our score to 95.
Council Member Wood explained to the Committee that we need to get some direction from the group regarding the Mayor’s Executive Order that goes into place January 2019. We had discussed still meeting but informally. Not all the Committee members of the Ad Hoc on Diversity and Inclusion Committee were put on the Mayor’s Commission. She asked the group what value do we have here, and do we want to continue meeting monthly, quarterly, etc.

Ms. Womboldt stated that we have a great Committee, we have many people interested in making things better. She has concerns about Mayor’s Commission and would like us to continue meeting in an informal capacity. Those on the Mayor’s Commission can bring us updates, and we could also advise them of our concerns.

Mr. Carpenter agreed that he wants to see our current Ad Hoc on Diversity and Inclusion continue rather it be monthly, or quarterly.

Mr. Lopez stated that Bishop Maxwell being Chair could be problematic in his opinion. He also feels we should continue meeting until we see how the Commission will handle things. Then we should re-evaluate and decide if we should continue to meet or not.

Council Member Wood stated that members of the Committee have learned to advocate for each other and she hopes that continues.

Mr. Brown described the new Commission would initially being on training wheels, then self-managing and advising the Mayor. The Commission will need to be told that the original dialogue started here with this Ad Hoc on Diversity and Inclusion Committee.

Mr. Lopez suggested that at the next meeting we look at what we need to follow up on. So we can forward this information onto the new Commission.

Council Member Wood agreed and asked the group to think about people and discussions we have had at this table, and what we need follow up on. And added that during the next meeting we will discuss budget priorities.

Discussion
Adding language to the Purchasing Ordinance

Ms. Hagen advised the group she did add language to the non-discrimination clause. However it is not fully vetted within their office, once it’s approved she will then bring it back to us. There are also a couple things she needs to look into further.

OTHER
Updates on Participants in the Committee

August 12th Patriarche Park BBQ

August 20th Connect for Kids
New Pattengill grand opening Sept 4th – Time TBA

Saturday Sept 8, 2018 at Benjamin Davis Park – Lansing Harmony Celebration Noon-9pm

LEAD State conference Oct 12th at Lansing Center

TCOA Advisory Council age 60 and over have 2 vacancies they meet the 2nd Thursday of every month at 1:00 p.m.

Every Wednesday 5:30 – 6:30/7:00 Jail Tours - Ingham County sheriff office

Sparrow Volunteers- if over 55 go through VIP office

Friday and Saturdays 8:00 p.m. – 12:00 a.m. Midnight Basketball - Hill Center

Adjourn
Adjourn at 12:51 p.m.
Submitted by,
LaSondra Crenshaw, Administrative Assistant
Approved ____________________________
ORDINANCE NO: ______

AN ORDINANCE OF THE CITY OF LANSING, MICHIGAN, TO AMEND THE PURCHASING, CONTRACTS, AND SALES ORDINANCE, CHAPTER 206 OF THE LANSING CODIFIED ORDINANCES, BY ADDING SEXUAL ORIENTATION AND GENDER IDENTIFY TO NONDISCRIMINATION PROVISION, SECTION 206.20(b).

THE CITY OF LANSING ORDAINS:

Section 1. That Chapter 206, Section 20(b), of the Codified Ordinances of the City of Lansing, Michigan, be and is hereby amended to read as follows:

206.20(b) – Nondiscrimination clause in City Contracts

All contracting agencies of the City, or any department thereof, shall include in all contracts hereafter negotiated or renegotiated by them, for and on behalf of the City, a provision obligating the contractor or employer not to discriminate against any qualified employee or qualified applicant for employment with respect to hire, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment because of age, race, color, religion, national origin, sex, GENDER IDENTITY, SEXUAL ORIENTATION, height, weight, handicap, marital status or political orientation, and shall require such contractor or employer to include a similar provision in all subcontracts.

Section 2. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules inconsistent with the provisions hereof are hereby repealed.

Section 3. Should any section, clause or phrase of this ordinance be declared to be invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the part so declared to be invalid.
Section 4. This ordinance shall take effect on the 30th day after enactment unless given immediate effect by City Council.

Approved as to form:

__________________________________________
City Attorney

Dated: ________________________________
RESOLUTION 2017-240
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 2018-2019 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 2018-2019 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 2018-2019 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 2018.

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
2018/2019 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) Working with the City Attorney and Fire Department Code Compliance Division to expedite improvements or closure of abandoned, neglected, and burned out houses and commercial building by using the International Property Maintenance Code (IPMC) and adopt the latest version of the IPMC from the State of Michigan. Develop aggressive policies to deal with problematic property owners.

(3) Food Access: The Administration and the City of Lansing Economic Development Corporation should increase quality food access throughout the City using all incentives available.

(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 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.

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 Statue and adhere to them based on these priorities.

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

(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 1st 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 2017. (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 4th 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 3rd 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 funding for an additional Code Compliance Officer dedicated to sign enforcement, and Commercial buildings based under the authority of the IPMC. 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: 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 4th 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, familial 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 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.

(10) Front-Loading of Police Officers: Continue to front-load Police Officers so that we have officers ready to take the road when officers retire.

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.

VI. LANSING BOARD OF PUBLIC SERVICE BUDGET PRIORITIES RESOLUTION ON JULY 13, 2017

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, 2018 – June 30, 2019:
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;

2. Continued implementation of the recommendations in the City's Complete Streets Ordinance, and funding of the sidewalk gap closure program, sidewalk repairs and right-of-way maintenance and improvement, consistent with keeping safety a priority;

3. Increase funding to update and improve the fleet of city vehicles, with specific priority for the Public Service Department;

4. Continued support for maintaining, keeping current and updating of the City's Cityworks Asset Management Software, consistent with legal requirements and improved efficiencies, along with other financial considerations;

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. Explore the establishment of a Material Recovery Facility (MRF) for the recovery of recyclable commodities; and

7. The Department's efforts to secure approval for the implementation of the Wet Weather Program, submitted to the Michigan Department of Environmental Quality in 2011.

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

Chris Swope, CMCA/IMC
Lansing City Clerk
I hereby certify that the foregoing is true and is a complete copy of the action adopted by the Lansing City Council