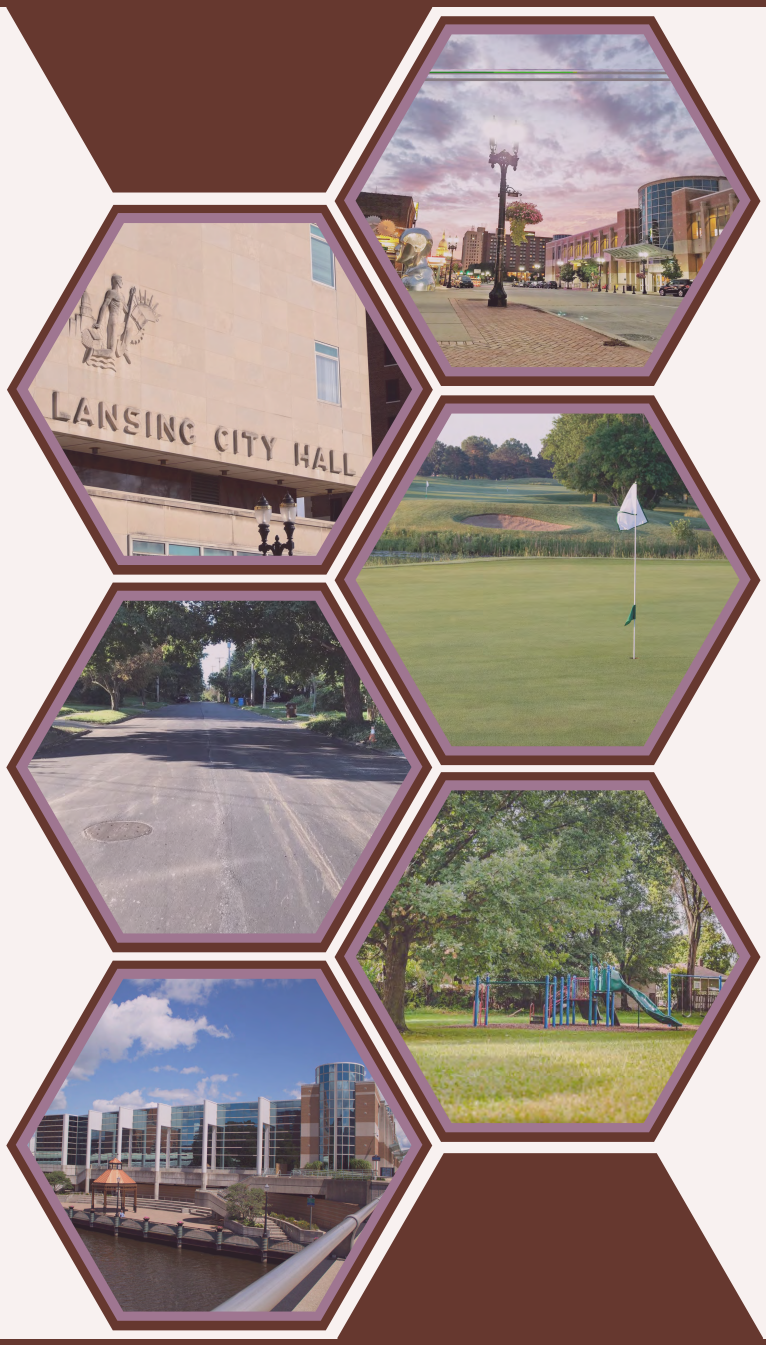
# PROPOSED BUDGET

## CITY OF LANSING
## FY 2022-2023




LANSING MICHIGAN

Andy Schor, Mayor

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# LANSING CITY GOVERNMENT

**Fiscal Year July 1, 2022 - June 30, 2023**

## MAYOR

Andy Schor

## CITY COUNCIL

Adam Hussain, Council President, 3rd Ward
Carol Wood, Council Vice President, At Large
Jeffrey Brown, At Large
Peter Spadafore, At Large
Patricia Spitzley, At Large
Brian M. Daniels, 1st Ward
Jeremy Garza, 2nd Ward
Brian T. Jackson, 4th Ward

## CLERK

Chris Swope

## DISTRICT COURT JUDGES

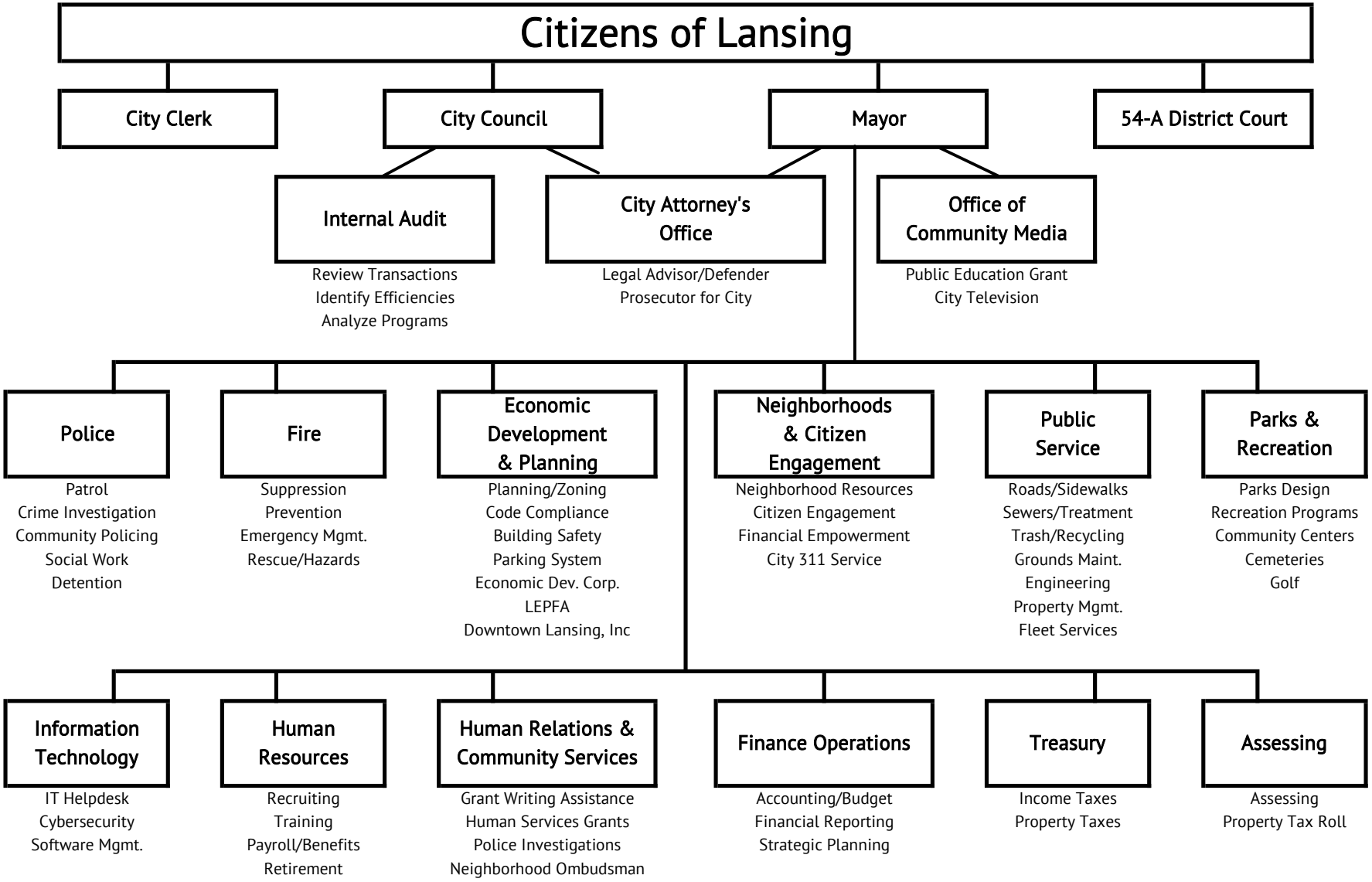
Stacia Buchanan, Chief Judge
Louise Alderson
Cynthia M. Ward
Kristen D. Simmons

## OFFICERS

| | |
|---|---|
| Chief Information Officer | Christopher Mumby |
| Chief Labor Negotiator | Elizabeth O'Leary |
| Chief Strategy Officer | Judy Kehler |
| City Assessor | Sharon Frischman |
| City Attorney | James Smiertka |
| Court Administrator | Anethia Brewer |
| Deputy Mayor/Chief of Staff | Jane DiSessa |
| Executive Assistant | Mark Lawrence |
| Economic Development & Planning Director | Brian McGrain |
| Finance Director/City Treasurer | Desiree A. Kirkland |
| Interim Fire Chief | Mike Tobin |
| Human Relations & Community Service Director | Kimberly Coleman |
| Human Resources Director | Linda Sanchez-Gazella |
| Internal Auditor | Eric Brewer |
| Neighborhoods & Citizen Engagement | DeLisa Fountain |
| Parks & Recreation Director | Brett Kaschinske |
| Police Chief | Ellery Sosebee |
| Public Service Director | Andrew Kilpatrick |

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# Table of Organization



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# City of Lansing Fiscal Year 2022-2023 Budget

## Description

Serving as Michigan's capital since 1848, the City of Lansing was incorporated in 1859 and operates under provisions of Public Act 279 of 1909, as amended (the "Home Rule City Act"). The City incorporates 34.7 square miles and is located in the lower middle of Michigan's Lower Peninsula and operates under a strong mayor form of government established by 1978 Charter revision.

Lansing is a mature core city with a population of 112,644 according to the 2020 Census and offers a full range of services. The City operates police headquarters and one precinct location with over 200 sworn police officers; six fire stations with a fire protection force of over 175; over 300 miles of sanitary sewers, 217 miles of storm sewers, and 200 miles of combined sewers; over 400 miles of roads; 115 parks; a District Court; and support for human services and cultural events. The City's main sources of revenue are property taxes, income taxes, State revenue sharing, Federal entitlement grants, and charges for services, including utility billings.

Additional information about the City and its services can be found in the statistical section of the City's Annual Comprehensive Financial Report (ACFR), was well as the City's website: www.lansingmi.gov.

## Budget Process

In accordance with the State Uniform Budgeting and Accounting Act (P.A. 2 of 1968), as amended, and the City Charter, the Mayor submits a proposed budget for each fiscal year to the City Council on the fourth Monday of March. After holding televised hearings and a public hearing, the City Council adopteds a budget no later than the third Monday in May. A copy of the budget resolution is presented in the "Budget Resolution and Fee Changes" section of this budget document. Copies of the budget can be obtained on the City's website, www.lansingmi.gov, by contacting the Finance Department at 124 W. Michigan Ave., Lansing, MI, 48933, or by calling (517) 483-4500.

At any time during the fiscal year, the City Council (by affirmative vote of two-thirds of serving Council members) may consider appropriations which modify the previously adopted annual resolution to (a) transfer an unencumbered balance in whole or in part from any account (b) provide for the expenditures of revenues in excess of those in the budget (c) meet a public emergency affecting life, health, property, or the public peace.

## Budget Summary

The FY 2022-2023 budget for the City is $241.6M for all funds (excluding non-entitlement grants) and $154.8M for the General Fund. The City's total budget represents a 1.2% increase from the FY 2021-2022 adopted budget and a 2.3% increase from the FY 2021-2022 adopted budget for the General Fund.

An overview and highlights of the City's budget are included in the "Budget Overview" section. More detailed information, as well as other changes contained in the budget, can be found in the Department Summaries section of this budget document.

## Budget Stabilization Fund/Reserve Policy

P.A. 2 of 1968 requires the City to adopt a balanced budget: that total expenditures, including any accrued deficit, shall not exceed total estimated revenues, including an available surplus and proceeds from bonds or other obligations issued under the Fiscal Stabilization Act (P.A. 80 of 1981).

City General Fund reserves consist of the General Fund balance and the Budget Stabilization Fund. Use of and contributions to the Budget Stabilization Fund are dictated by Ordinance section 218.05. The target unrestricted balance for the combination of the General Fund Balance and the Budget Stabilization fund is dictated in the annually adopted budget policies included with the City's budget resolution.

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# City of Lansing Accounting/Fund Structure

## Governmental Accounting/Fund Structure

The City's finances are organized into Governmental, Proprietary (enterprise and internal service), and Fiduciary Funds which are fiscal and accounting entities with a self-balancing set of accounts that the City uses to keep track of specific sources of funding and spending for a particular purpose.

## Governmental Funds

Most of the City's basic services are reported in the governmental funds, which focus on how money flows into and out of those funds and the balances left at year-end that are available for future spending. Governmental fund information helps determine whether there are greater or fewer financial resources that can be spent in the near future to finance the City's programs. These funds are reported using modified accrual accounting, which measures cash and all other financial assets that can readily be converted to cash.

The City's major governmental fund is the General Fund, which is the general operating fund of the City. It is used to account for and report all financial resources not accounted for and reported in another fund. Nonmajor special revenue funds included within the budget proposal are as follows:

- Major Streets Fund
- Local Streets Fund
- Drug Law Enforcement - Federal Fund
- Drug Law Enforcement - State and Local Fund
- Tri-County Metro Fund
- Community Development Block Grant Program Fund (CDBG, ESG, HOME)
- Downtown Lansing, Inc. Fund
- Stadium Fund
- Building Safety Fund

## Proprietary Funds

When the City charges customers for the services it provides, whether to outside customers or to other agencies within the City, these services are generally reported in proprietary funds. Proprietary funds (enterprise and internal service) utilize full accrual accounting; the same method used by private sector businesses. Enterprise funds report activities that provide supplies and services to the general public. Internal service funds account for activities that provide supplies and services to other departments and funds internal to the City - internal service fund expenditures are appropriated though their charges to other funds.

The City's major proprietary funds are the Sewage Disposal System Fund, which accounts for the activities of sewage disposal services to City residents, and the Municipal Parking System Fund, which accounts for the operation of City-owned parking facilities. Nonmajor Enterprise funds include the following:

- Garbage and Rubbish Collection Fund
- Recycling Fund
- Municipal Cemetery Fund
- Municipal Golf Course Fund

## Fiduciary Funds

The City acts as a trustee or fiduciary for these funds, which use full accrual accounting. These assets are restricted in purpose and do not represent spendable assets of the City to finance its operations.

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**Andy Schor**
Mayor

Andy Schor, Mayor

# OFFICE OF THE MAYOR
## CITY OF LANSING, MICHIGAN

City Hall - 9th Floor
124 W. Michigan Avenue
Lansing, MI 48933-1694
PH: 517.483.4141 – FAX: 517.483.6066
Lansing.Mayor@lansingmi.gov

March 28, 2022

President Adam Hussain and Councilmembers
Lansing City Council
124 W. Michigan Ave.
Lansing, MI 48933

Dear President Hussain and City Council Colleagues:

I am pleased to present to you my Executive Budget Recommendation for Fiscal Year (FY) 2023, which begins this July 1 and runs through June 30, 2023. A supplemental appropriation is provided for FY 2022 which accounts for budget carryforwards, updated revenue and fund balance projections, and frees up American Rescue Plan Act (ARPA) funds for immediate use.

My FY 2023 proposed spending plan for the City is $241.6 million, a 1.2% increase from the adopted FY 2022 budget. The proposed General Fund budget for FY 2023 is $154.8 million, a 2.3% increase from the projected FY 2023 budget.

The City has aggressively pursued grant opportunities from the Coronavirus Aid, Relief, and Economic Security (CARES) Act including utilizing public safety payroll reimbursement to maintain City capacity and hazard pay to first responders. The City has utilized Coronavirus Emergency Rental Assistance Grants to provide $47.6M to date in direct assistance providing rental, utility, and internet assistance across Ingham County.

The City is actively seeking out additional funds from the Infrastructure Investment and Jobs (IIJ) Act, which is anticipated to provide a much needed investment in public infrastructure, and presents a plan here for spending the State and Local Fiscal Recovery Funds (SLFRF) from ARPA toward the eligible uses as outlined by the law and US Department of Treasury's guidance in the Final Rule.

At this time the City continues to experience challenges addressing our pension and retiree healthcare costs, i.e. "legacy costs". The City of Lansing has made notable headway in reducing the post-employment benefits (OPEB) liability. The changes occurred through negotiated fee reductions, actuarial assumption adjustments, medical carrier switches, etc. While it is true that the total net liability has reduced appreciably over the past two years, the City still has a significant total net OPEB liability of $219M. The City continues to assess costs, carriers, and other means to reduce OPEB materially.

The City of Lansing's objective is to fully pre-fund other post-employment benefits (OPEB). To reach the City's goal, it must consider additional ways to reduce plan costs and pay future post-employment healthcare costs from the "Healthcare Reserves" in the retirement trusts. Prior OPEB contributions were not ample enough to impact the City's funding progress. By changing the funding model from the current pay-as-you-go method to the actuarially determined employee contribution (ADEC) method, the City will make substantial progress towards fully pre-funding OPEB.

Although not included in this budget recommendation, the City is also anticipated to receive dollars from Opioid Settlements, to be used for opioid treatment, prevention, and remediation. Once a final settlement amount is known, I will provide a spending plan for your additional consideration. The City is exploring using these funds for additional Social Workers and for providing the latest equipment to our paramedics so they are able to respond effectively to these needs across the City.

In consideration of the challenges and continued development occurring within the City of Lansing, it is equally important that we make strategic investments in the services we provide in order to continue growing the City’s economy and to strengthen the quality of life for our current and prospective residents, business owners, workers, and visitors.

Therefore, my FY 2023 Executive Budget Recommendation includes a number of key investments:

Public Safety

Over the past year we have focused on hiring and training our first responders, this year we continue these investments providing an Assistant Police Chief for a more efficient organization, a Communications Director to share information with the community, and a Principal Clerk to assist with the daily operations of the Central Records division.

Infrastructure and Equipment

I am pleased to present a budget that contains:

- $2.750 million for major street and bridge work
- $1.845 million for local street repairs
- $200,000 for new sidewalks, sidewalk repairs, and trailways
- As with each of my budgets, 100% of the City road/sidewalk millage is proposed to be used for projects
- Continued combined sanitary and stormwater sewer separations

Neighborhoods and Economic Development

The City is using federal money to continue to support economic development within the City in response to the COVID-19 public health emergency including continued support for the EDC

and maintaining our neighborhood programs. We have already seen incredible return on investment from the collaboration of our Neighborhoods and Citizen Engagement Department in uncovering grant opportunities for the City of Lansing, and I am adding a full-time Grant Administrator in order to further these efforts.

Hiring and Personnel

Attracting and retaining talent is necessary to provide the best service possible to the people of Lansing. This is why I am strengthening our Human Resources department to include a new Deputy Director, Hiring Specialist, and Health and Wellness Specialist to better facilitate hiring processes and our employees' needs.

Financial Accountability

Our auditors have recommended we take steps to improve the timing of bank reconciliations and financial entries. I consider this a serious issue for the accuracy and timeliness of our financial reporting, and our Finance Director and Treasurer Desiree Kirkland is tackling this head on. Many improvements were implemented over the course of the previous fiscal year, and I am proposing the addition of an Accountant to focus on accounts receivable and bank reconciliations to resolve these reoccurring findings once and for all.

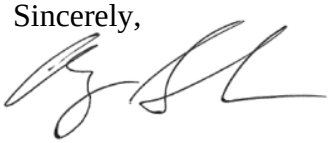
Financial Health

It is important that as we pay our bills and provide the best services possible to our community, we also monitor and protect our long-term financial health. The proposed FY 2023 budget is balanced, utilizing federal dollars to support government services to the extent of revenue losses due to the COVID-19 public health emergency, and maintaining a fund balance that fulfills the City's 12% to 15% fund balance policy. To further support our Financial Health, I am further providing $40k for temporary assistance to update our personal property data to provide updated assessing information to our residents and to ensure we are collecting the full value of our property tax revenues.

As the result of our efforts these past two years we are in a strong position to confront the pandemic. Specifically, the projected budget proposed for FY 2022 utilizes the one-time savings and revenue sources of the previous year to free up ARPA dollars to be used for our employees and community investments in the current fiscal year.

I look forward to discussing the FY 2023 Executive Budget Recommendation and working with you to finalize our spending priorities over the coming months.

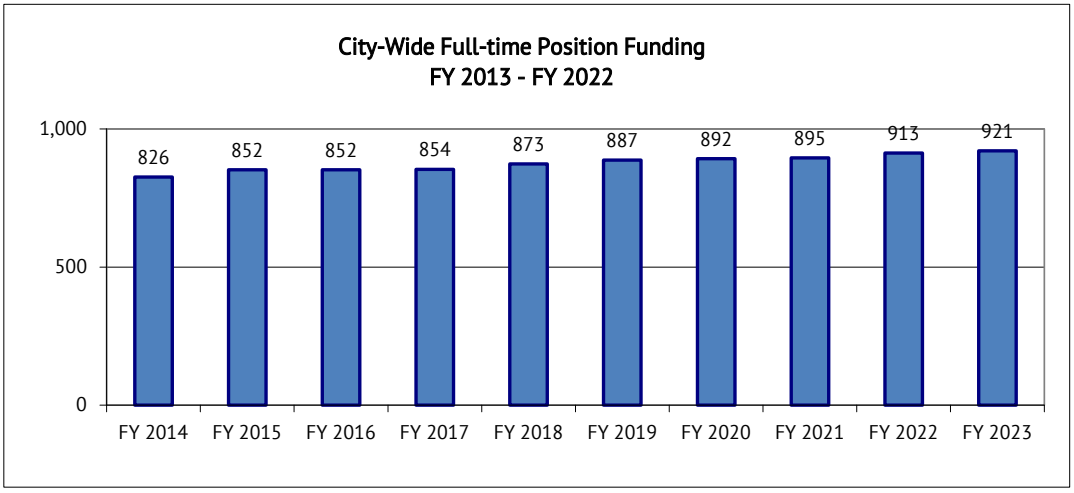
Sincerely,



Andy Schor
Mayor

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## Summary of Projected Full-Time Positions by Department
### (Includes Elected Officials)




| | FY 2014 | FY 2015 | FY 2016 | FY 2017 | FY 2018 | FY 2019 | FY 2020 | FY 2021 | FY 2022 | FY 2023 |
|---|---|---|---|---|---|---|---|---|---|---|
| City Council | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 | 10 |
| Internal Audit | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 | 1 |
| Mayor's Office | 5 | 5 | 6 | 6 | 7 | 7 | 7 | 7 | 8 | 8 [1] |
| Office of Community Media | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 | 2 |
| Non-Departmental | | | | | | | 2 | 2 | 2 | 2 [2] |
| City Clerk | 5 | 5 | 5 | 5 | 5 | 6 | 6 | 6 | 6 | 6 |
| Court/Probation Staff | 43 | 46 | 45 | 45 | 45 | 45 | 45 | 45 | 45 | 45 |
| Economic Development & Planning | 45 | 43 | 43 | 42 | 55 | 64 | 66 | 66 | 66 | 68 [3] |
| Neighborhood & Citizen Engagement | 0 | 0 | 0 | 0 | 2 | 5 | 6 | 5 | 5 | 6 [3] |
| City 311 | | | | | | | | | 7 | 7 [8] |
| Finance Operations | 30 | 29 | 29 | 30 | 30 | 33 | 9 | 10 | 9 | 10 [4] |
| Assessing | | | | | | | 11 | 11 | 11 | 11 |
| Treasury/Income Tax | | | | | | | 14 | 14 | 16 | 16 [9] |
| Information Technology | 10 | 11 | 11 | 11 | 11 | 16 | 14 | 14 | 14 | 14 |
| Human Resources | 9 | 10 | 10 | 12 | 12 | 11 | 11 | 11 | 11 | 14 |
| City Attorney | 10 | 10 | 11 | 11 | 11 | 12 | 12 | 12 | 13 | 13 [5] |
| Police | 229 | 234 | 239 | 239 | 239 | 239 | 240 | 243 | 251 | 254 [6] |
| Fire | 180 | 202 | 195 | 195 | 195 | 184 | 184 | 184 | 184 | 184 [7] |
| Public Service | 226 | 222 | 222 | 222 | 224 | 229 | 229 | 229 | 229 | 227 |
| Human Relations & Community Services | 5 | 6 | 7 | 7 | 8 | 10 | 10 | 10 | 10 | 10 |
| Parks & Recreation | 16 | 16 | 16 | 16 | 16 | 13 | 13 | 13 | 13 | 13 |
| | 826 | 852 | 852 | 854 | 873 | 887 | 892 | 895 | 913 | 921 |

[1] Labor Relations was moved to the Mayor's Office in FY 2018. Chief Strategy Officer position established FY 2020.

[2] Graphic Designer and Communications Manager are charged separate across multiple departments.

[3] Office of Financial Empowerment and one position from Economic Development & Planning were transferred to the Neighborhood & Citizen Engagement Department in FY 2018. Lansing SAVE vacancy eliminated FY 2021. Code Compliance Officer and Mechanical Instructor added for ED&P & Grant Admin added for N&CE in FY 2022.

[4] Assessing and Treasury/Income Tax separated from Finance in FY 2020. Purchasing restored as a union position from contracted services in FY 2021. Finance Director position restored FY 2021. Accountant position added FY 2022.

[5] Assistant City Attorney - Council Liaison position added mid year

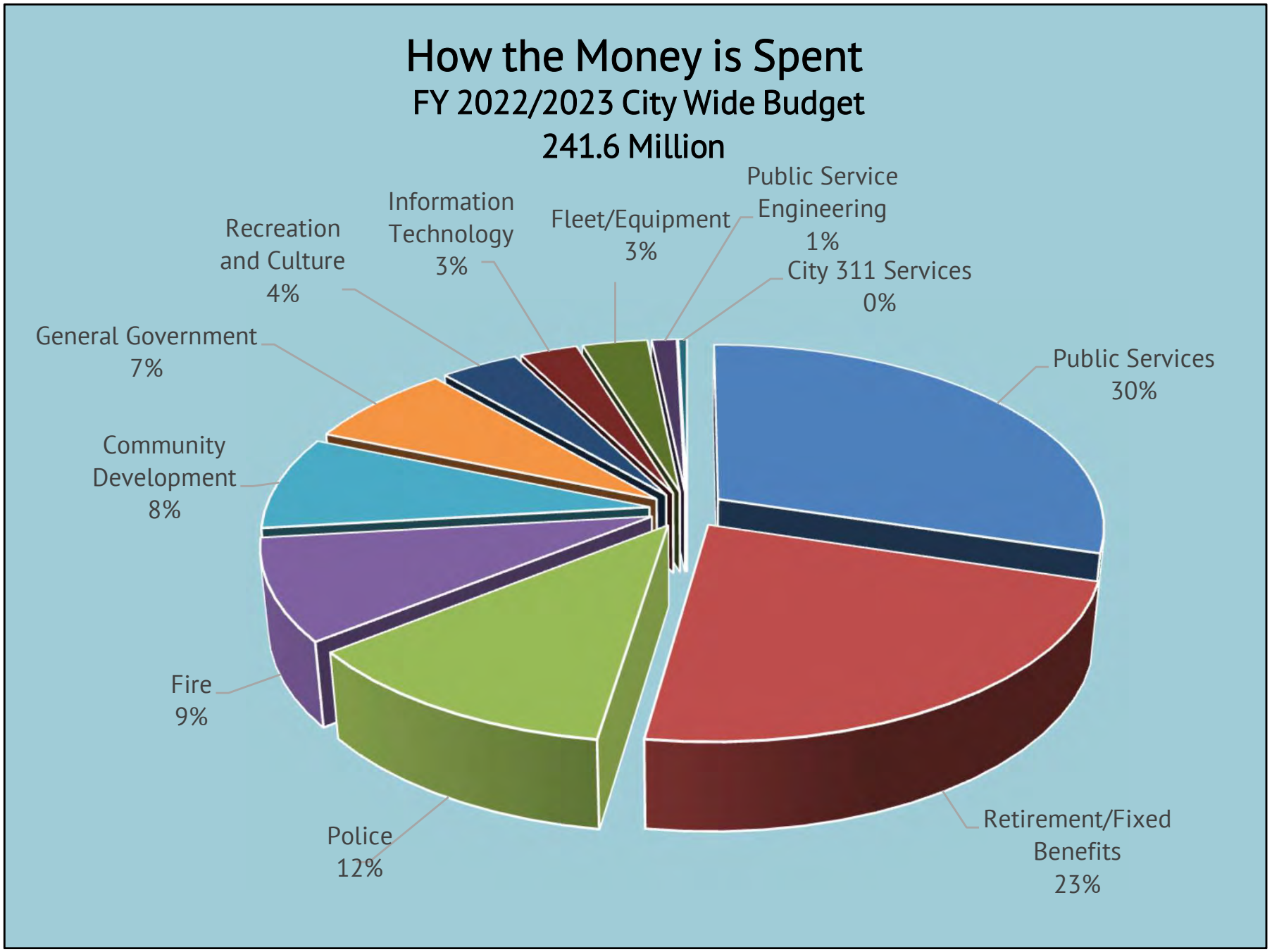
[6] One FOIA Analyst and one Social Worker were added to Police for FY 2022, 5 Grant Funded Officers added-mid year along with Assistant Chief. For FY 2023, Public Information Coordinator and Principal Clerk added.

[7] In FY 2018, 14 Code Compliance positions were transferred from Fire to Economic Development & Planning.

[8] Seven positions were added to N&CE for FY 2022 for the purpose of implementing and staffing the new City 311 program.

[9] Two part time Community Service Representatives converted to full time.

| | FY 2014 | FY 2015 | FY 2016 | FY 2017 | FY 2018 | FY 2019 | FY 2020 | FY 2021 | FY 2022 | FY 2022 |
|---|---|---|---|---|---|---|---|---|---|---|
| Number of employees per 1,000 residents | 7.3 | 7.5 | 7.3 | 7.4 | 7.4 | 7.6 | 7.6 | 7.7 | 7.8 | 7.9 |


How the Money is Spent
FY 2022/2023 City Wide Budget
241.6 Million
Public Service Engineering 1%
Information Technology 3%
Fleet/Equipment 3%
Recreation and Culture 4%
City 311 Services 0%
General Government 7%
Public Services 30%
Community Development 8%
Fire 9%
Police 12%
Retirement/Fixed Benefits 23%

# FY 2021/2022 City-Wide Budget by Department/Service Type

| Department | General Fund | Other Funds | Total | Percent General Fund | Percent of Total Budget |
|---|---|---|---|---|---|
| General Government | | | | | |
| Attorney's Office | 1,709,110 | - | $ 1,709,110 | | |
| City Clerk | 1,197,047 | - | 1,197,047 | | |
| Council | 583,409 | - | 583,409 | | |
| District Court | 4,062,056 | - | 4,062,056 | | |
| Circuit Court Building Rental | 336,693 | - | 336,693 | | |
| Internal Audit | 140,375 | - | 140,375 | | |
| Finance | 1,498,943 | - | 1,498,943 | | |
| City Assessor | 1,359,554 | - | 1,359,554 | | |
| Treasury/Income Tax | 1,531,936 | - | 1,531,936 | | |
| Human Resources | 2,190,593 | - | 2,190,593 | | |
| Mayor's Office | 1,215,433 | - | 1,215,433 | | |
| Office of Community Media | 451,543 | - | 451,543 | | |
| Library Building Rental | 136,150 | - | 136,150 | | |
| Capital Improvements | 350,000 | 630,000 | 980,000 | | |
| Debt Service | 987,100 | - | 987,100 | | |
| Vacancy Factor | (700,000) | - | (700,000) | | |
| Subtotal - General Government | $ 17,049,942 | $ 630,000 | $ 17,679,942 | 96.44% | 7.32% |
| Public Safety | | | | | |
| Police | 27,829,388 | 923,000 | $ 28,752,388 | | |
| Fire | 21,531,025 | - | 21,531,025 | | |
| Subtotal - Public Safety | $ 49,360,413 | $ 923,000 | $ 50,283,413 | 98.16% | 20.81% |
| Recreation & Culture | | | | | |
| Parks & Recreation - General Fund | 6,459,131 | - | $ 6,459,131 | | |
| Parks Capital Improvements | 1,843,000 | - | 1,843,000 | | |
| Parks - Golf | 100,000 | - | 100,000 | | |
| Parks - Cemeteries | 450,000 | 267,282 | 717,282 | | |
| Subtotal - Recreation & Culture | $ 8,852,131 | $ 267,282 | $ 9,119,413 | 97.07% | 3.77% |
| Community Development | | | | | |
| Economic Development & Planning | 5,231,547 | 4,883,689 | $ 10,115,236 | | |
| Neighborhood & Citizen Engagement | 901,503 | - | 901,503 | | |
| Human Relations & Community Services Dept. | 1,269,683 | - | 1,269,683 | | |
| Human Service Agency Support | 1,814,000 | - | 1,814,000 | | |
| Address Racism/Promote Racial Equity | 146,000 | - | 146,000 | | |
| City Supported Agencies | 80,000 | - | 80,000 | | |
| Downtown Lansing, Inc. | 85,000 | 608,389 | 693,389 | | |
| Stadium | 486,731 | 262,001 | 748,732 | | |
| Subtotal - Community Development | $ 10,014,464 | $ 9,746,830 | $ 19,761,294 | 50.68% | 8.18% |
| Public Services | | | | | |
| Public Services - General Fund | 10,059,249 | - | $ 10,059,249 | | |
| Public Services - Roads/Sidewalks | 2,430,000 | 12,948,688 | 15,378,688 | | |
| Public Services - Sewer | - | 39,963,106 | 39,963,106 | | |
| Public Services - Refuse | - | 1,344,877 | 1,344,877 | | |
| Public Services - Recycling | - | 2,948,276 | 2,948,276 | | |
| Public Services - Drain | - | 968,443 | 968,443 | | |
| Public Services - Fleet | - | 1,225,000 | 1,225,000 | | |
| Subtotal - Public Services | $ 12,489,249 | $ 59,398,390 | $ 71,887,639 | 17.37% | 29.75% |
| Internal Services | | | | | |
| Retirement/Fixed Benefits | 44,205,173 | 10,414,827 | $ 54,620,000 | 80.93% | 22.61% |
| Information Technology | 6,027,184 | 707,261 | 6,734,445 | | |
| Fleet/Equipment | 5,402,500 | 2,223,176 | 7,625,676 | | |
| Public Service Engineering | 926,300 | 1,969,407 | 2,895,707 | | |
| City 311 Service | 422,644 | 583,693 | 1,006,337 | | |
| Subtotal - Internal Services | $ 56,983,801 | $ 15,898,364 | $ 72,882,165 | 78.19% | 30.16% |
| | $ 154,750,000 | $ 86,863,865 | $ 241,613,865 | | |

*Note: Transfers from other funds are netted out from expenditures so as not to overstate total funding.*

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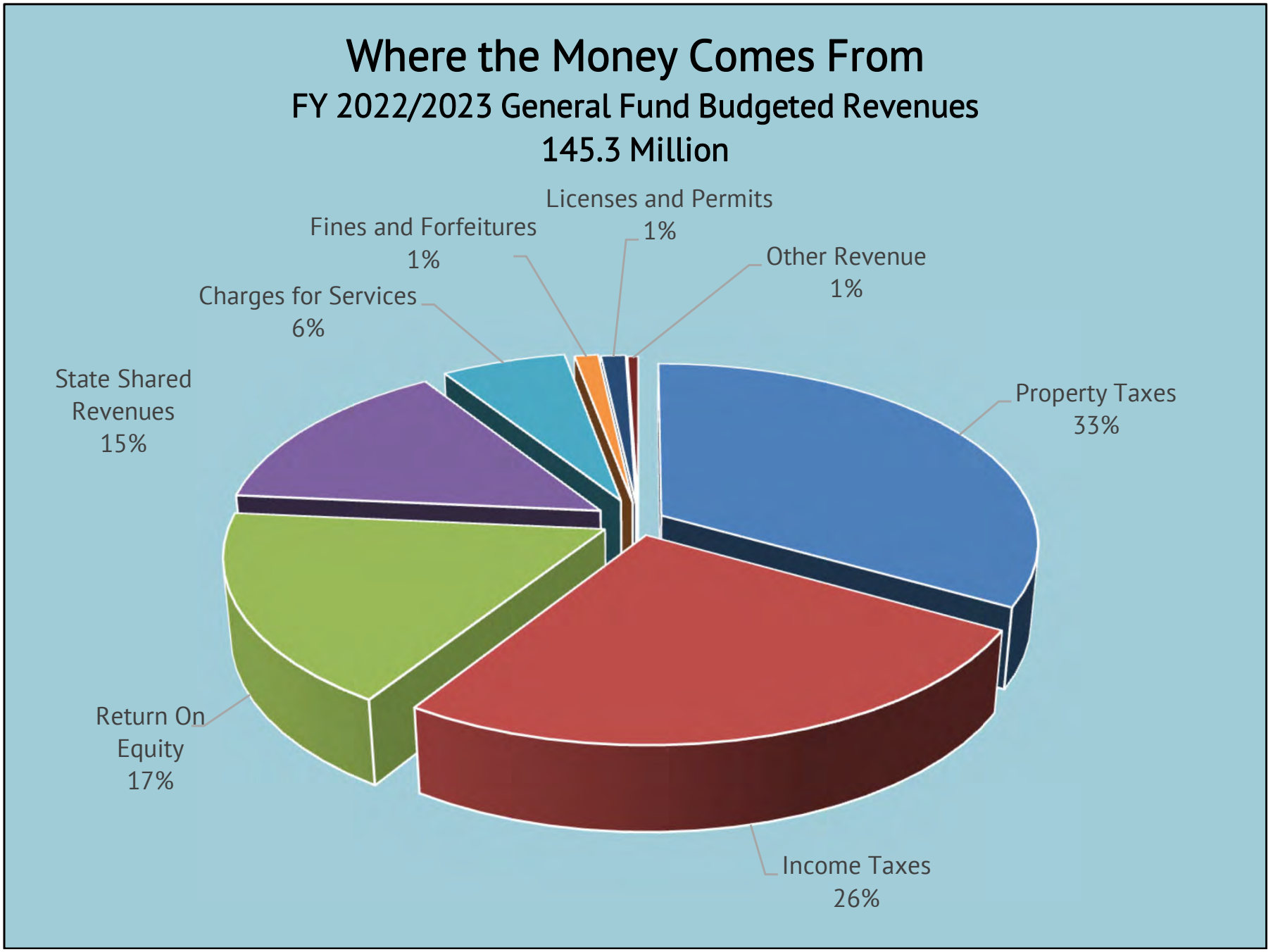
# FUND SUMMARIES



# Where the Money Comes From

## FY 2022/2023 General Fund Budgeted Revenues

## 145.3 Million

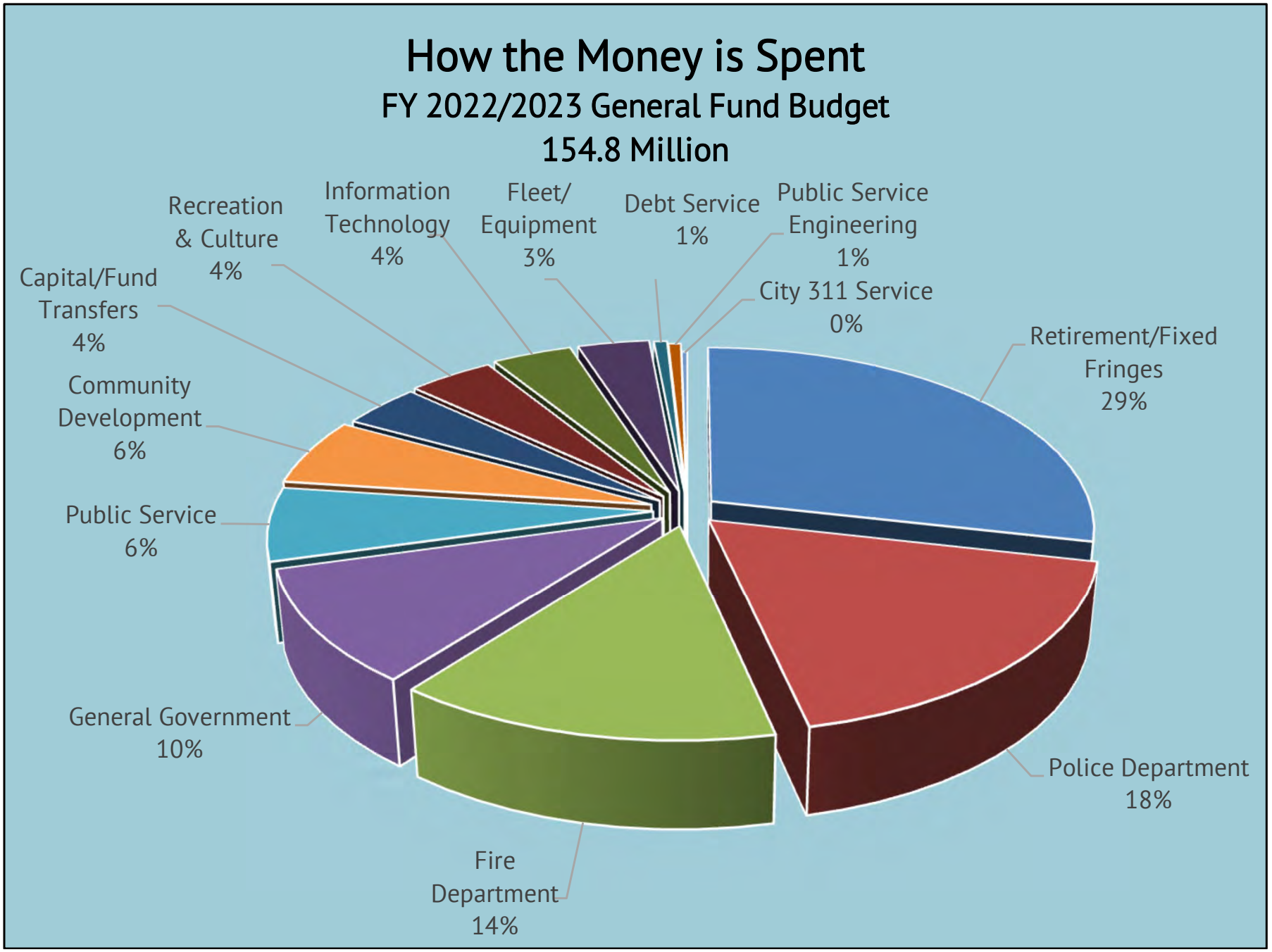


# City of Lansing

**Fiscal Year July 1, 2022 - June 30, 2023**

**General Fund Revenue (excluding use of reserves)**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| Property Taxes | | | | | |
| General Operations | 32,598,252 | 34,325,000 | 34,325,000 | 36,095,000 | |
| Dedicated - Police | 3,300,000 | 3,525,000 | 3,525,000 | 3,645,000 | |
| Dedicated - Fire | 3,300,000 | 3,525,000 | 3,525,000 | 3,645,000 | |
| Dedicated - Roads | 2,200,000 | 2,350,000 | 2,350,000 | 2,430,000 | |
| Dedicated - Parks | 2,200,000 | 2,350,000 | 2,350,000 | 2,430,000 | |
| Total | 43,598,252 | 46,075,000 | 46,075,000 | 48,245,000 | 4.7% |
| Income Taxes | | | | | |
| City Income Tax | 37,005,040 | 29,380,800 | 37,241,000 | 37,510,000 | |
| Total | 37,005,040 | 29,380,800 | 37,241,000 | 37,510,000 | 27.7% |
| Return on Equity | | | | | |
| Board of Water and Light | 25,000,000 | 25,000,000 | 25,000,000 | 25,000,000 | |
| Sewer Fund | - | - | 300,000 | 300,000 | |
| Total | 25,000,000 | 25,000,000 | 25,300,000 | 25,300,000 | 1.2% |
| State Revenues | | | | | |
| Revenue Sharing | 16,612,094 | 15,598,000 | 16,218,000 | 16,899,500 | |
| Fire Reimbursement Grants | 2,926,705 | 3,250,000 | 2,620,000 | 2,750,000 | |
| Personal Property Tax Reimbursement | 1,878,570 | 1,250,000 | 900,000 | 900,000 | |
| Recreational Marijuana | 280,013 | 350,000 | 350,000 | 350,000 | |
| Liquor License Fee | 73,308 | 70,000 | 80,000 | 70,000 | |
| Total | 21,770,690 | 20,518,000 | 20,168,000 | 20,969,500 | 2.2% |
| Charges for Services | | | | | |
| Public Safety | 3,922,670 | 4,368,850 | 4,368,850 | 4,368,850 | |
| Reimbursements | 2,385,039 | 2,348,150 | 2,498,150 | 2,242,200 | |
| Code Compliance | 2,496,999 | 1,091,000 | 1,091,000 | 1,846,000 | |
| Recreation Fees | 587,412 | 415,500 | 415,500 | 415,500 | |
| Appeals & Petitions | 81,430 | 84,350 | 84,350 | 82,450 | |
| Work for Others | 142,423 | 35,200 | 35,200 | 33,200 | |
| Central Stores | 3,515 | 1,500 | 1,500 | 3,500 | |
| Subscriptions and Information | 2,830 | 300 | 300 | 2,300 | |
| Total | 9,622,318 | 8,344,850 | 8,494,850 | 8,994,000 | 7.8% |
| Fines and Forfeitures | | | | | |
| Fines and Forfeitures | 1,422,707 | 1,777,600 | 1,777,600 | 1,692,200 | |
| Total | 1,422,707 | 1,777,600 | 1,777,600 | 1,692,200 | -4.8% |
| Licenses & Permits | | | | | |
| Cable Franchise Fees | 1,120,975 | 1,000,000 | 1,000,000 | 1,000,000 | |
| Marihuana Licenses | 670,000 | 600,000 | 600,000 | 650,000 | |
| Business Licenses | 81,013 | 65,250 | 65,250 | 64,450 | |
| Non-Business Licenses | 39,818 | 37,600 | 37,600 | 37,600 | |
| Building Licenses & Permits | 24,525 | 17,250 | 17,250 | 17,250 | |
| Total | 1,936,332 | 1,720,100 | 1,720,100 | 1,769,300 | 2.9% |
| Interest & Rents | | | | | |
| Interest Income | 340,554 | 210,000 | 210,000 | 330,000 | |
| Total | 340,554 | 210,000 | 210,000 | 330,000 | 57.1% |
| Other Revenues | | | | | |
| Miscellaneous | 227,243 | 173,000 | 173,000 | 173,000 | |
| Sale of Fixed Assets | 89,235 | 102,000 | 102,000 | 102,000 | |
| Donations & Contributions | 144,046 | 65,000 | 78,614 | 65,000 | |
| Total | 460,524 | 340,000 | 353,614 | 340,000 | 0.0% |
| Total General Fund | | | | | |
| Operating Revenue | 141,156,416 | 133,366,350 | 141,340,164 | 145,150,000 | |
| Transfers from Other Funds | 350,000 | 100,000 | 100,000 | 100,000 | |
| Total | 141,506,416 | 133,466,350 | 141,440,164 | 145,250,000 | 8.8% |


How the Money is Spent
FY 2022/2023 General Fund Budget
154.8 Million
Retirement/Fixed Fringes 29%
Police Department 18%
Fire Department 14%
General Government 10%
Public Service 6%
Community Development 6%
Capital/Fund Transfers 4%
Recreation & Culture 4%
Information Technology 4%
Fleet/ Equipment 3%
Debt Service 1%
Public Service Engineering 1%
City 311 Service 0%

# City of Lansing

**Fiscal Year July 1, 2022 - June 30, 2023**

**General Fund Summary**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning General Fund Balance** | 17,067,207 | (2,584,536) | 17,067,207 | 5,873,867 | |
| **Beginning Budget Stab. Fund Balance** | 12,705,546 | 12,705,546 | 12,705,546 | 12,705,546 | |
| **Total General Fund Reserves** | 29,772,753 | 10,121,010 | 29,772,753 | 18,579,413 | |
| **Revenues (detail on previous page)** | 141,506,416 | 133,466,350 | 141,440,164 | 145,250,000 | 8.8% |
| General Government Expenditures | | | | | |
| Attorney's Office | 1,250,783 | 1,574,249 | 1,574,249 | 1,709,110 | 8.6% |
| City Clerk | 970,195 | 1,092,782 | 1,242,782 | 1,197,047 | 9.5% |
| Council | 445,851 | 503,484 | 503,484 | 583,409 | 15.9% |
| District Court | 3,368,813 | 3,854,419 | 3,854,419 | 4,062,056 | 5.4% |
| Circuit Court Building Rental | 283,735 | 285,000 | 325,500 | 336,693 | 18.1% |
| Internal Audit | 48,486 | 118,127 | 118,127 | 140,375 | 18.8% |
| Finance | 1,296,553 | 1,378,542 | 1,378,542 | 1,498,943 | 8.7% |
| City Assessor | 804,017 | 1,232,797 | 1,232,797 | 1,359,554 | 10.3% |
| Treasury/Income Tax | 1,155,997 | 1,455,037 | 1,455,037 | 1,531,936 | 5.3% |
| Human Resources | 1,529,200 | 1,905,173 | 1,918,173 | 2,190,593 | 15.0% |
| Mayor's Office | 706,639 | 1,036,093 | 1,085,493 | 1,215,433 | 17.3% |
| Office of Community Media | 300,054 | 399,392 | 399,392 | 451,543 | 13.1% |
| Library Building Rental | 157,650 | 135,000 | 135,000 | 136,150 | 0.9% |
| Vacancy Factor | - | (1,400,000) | (1,400,000) | (700,000) | -50.0% |
| Contingency | - | 300,000 | - | - | -100.0% |
| Total General Government | 12,317,974 | 13,870,095 | 13,822,995 | 15,712,842 | 13.3% |
| Public Safety Expenditures | | | | | |
| Police Department | 24,875,976 | 26,309,472 | 26,403,086 | 27,829,388 | 5.8% |
| Fire Department | 19,751,400 | 20,321,076 | 20,746,076 | 21,531,025 | 6.0% |
| Total Public Safety | 44,627,376 | 46,630,548 | 47,149,162 | 49,360,413 | 5.9% |
| Community Development Expenditures | | | | | |
| Economic Development & Planning | 3,132,661 | 4,333,971 | 4,333,971 | 4,968,547 | 14.6% |
| Neighborhood & Citizen Engagement | 757,802 | 898,595 | 998,595 | 901,503 | 0.3% |
| Human Relations & Community Services | 537,601 | 1,206,874 | 1,206,874 | 1,269,683 | 5.2% |
| Human Service Agency Support | 1,182,042 | 1,665,000 | 2,425,040 | 1,814,000 | 8.9% |
| Addressing Racial Justice and Equity | - | 135,000 | 135,000 | 146,000 | 8.1% |
| City Supported Agencies | 90,500 | 467,500 | 527,500 | 80,000 | -82.9% |
| Total Community Development | 5,700,606 | 8,706,940 | 9,626,980 | 9,179,733 | 5.4% |
| Public Service | | | | | |
| Public Service Department | 8,647,534 | 9,911,178 | 9,911,178 | 10,059,249 | 1.5% |
| Parks & Recreation | | | | | |
| Parks & Recreation Department | 4,425,698 | 6,431,628 | 6,431,628 | 6,459,131 | 0.4% |
| Internal Service Fund Expenses | | | | | |
| Retirement/Fixed Benefits | 40,348,668 | 46,412,238 | 46,362,838 | 44,205,173 | -4.8% |
| Information Technology Expense | 5,379,656 | 6,063,608 | 6,063,608 | 6,027,184 | -0.6% |
| Fleet Expense | 4,423,777 | 4,669,832 | 4,669,832 | 5,402,500 | 15.7% |
| Public Service Engineering | 618,787 | 828,263 | 828,263 | 926,300 | 11.8% |
| City 311 Services | - | - | - | 422,644 | |
| Non-Departmental Expenditures: | | | | | |
| Operating Subsidies to Other Funds | 1,314,569 | 1,255,000 | 1,255,000 | 834,731 | |
| Capital Improvements | 2,422,000 | 5,522,000 | 5,522,000 | 5,173,000 | |
| Debt Service & Penalties | 1,370,609 | 990,020 | 990,020 | 987,100 | |
| **Expenditures** | 131,597,255 | 151,291,350 | 152,633,504 | 154,750,000 | 2.3% |
| **Net Impact on Fund Balance** | 9,909,161 | (17,825,000) | (11,193,340) | (9,500,000) | |
| **CARES/ARPA Reimbursement** | 7,332,100 | 18,875,000 | - | 9,500,000 | |
| **IRS/ACA Bills Resolved** | 2,500,000 | - | - | - | |
| **Ending General Fund Reserves** | 49,514,014 | 11,171,010 | 18,579,413 | 18,579,413 | |

# City of Lansing

## Fiscal Year July 1, 2022 - June 30, 2023

## Major Streets Special Revenue Fund

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning Fund Balance** | 12,550,492 | 13,024,279 | 13,024,279 | 8,057,862 | |
| **Revenues** | | | | | |
| Gas & Weight Tax Receipts | 11,817,026 | 10,727,258 | 10,727,258 | 11,277,425 | 5.1% |
| Federal Grant - Non SEFA | 5,068,286 | - | - | - | |
| Utility Permit Fees (Metro Act) | 529,718 | 600,000 | 600,000 | 520,000 | -13.3% |
| State Trunkline & Utility Cut Reimbursements | 525,933 | 500,000 | 500,000 | 525,000 | 5.0% |
| Interest Income | 9,704 | - | - | - | |
| Miscellaneous Revenue | 232,773 | 222,000 | 222,000 | 38,500 | -82.7% |
| Total Revenues | 18,183,439 | 12,049,258 | 12,049,258 | 12,360,925 | 2.6% |
| **Expenditures** | | | | | |
| **Capital** | | | | | |
| Major Maintenance | 8,028,041 | 4,730,000 | 4,730,000 | 4,250,000 | -10.1% |
| Traffic Maintenance | 33,839 | 250,000 | 250,000 | 50,000 | |
| Debt Service | 749,964 | 797,857 | 797,857 | 472,525 | -40.8% |
| Total Capital | 8,811,843 | 5,777,857 | 5,777,857 | 4,772,525 | -17.4% |
| **Operating** | | | | | |
| Administration & Engineering | 1,135,573 | 1,746,522 | 1,746,522 | 1,795,722 | 2.8% |
| Routine Road Maintenance | 2,383,051 | 2,930,215 | 2,930,215 | 2,697,123 | -8.0% |
| Bridge Maintenance | 47,614 | 100,194 | 100,194 | 98,953 | -1.2% |
| Winter Maint. - Snow Removal | 1,146,180 | 1,594,503 | 1,594,503 | 1,591,637 | -0.2% |
| Trunkline Maintenance | 661,993 | 343,885 | 343,885 | 320,963 | -6.7% |
| Traffic Administration | 15,754 | 5,000 | 5,000 | 5,000 | 0.0% |
| Traffic Maintenance | 368,795 | 517,500 | 517,500 | 518,000 | 0.1% |
| Total Operating | 5,758,961 | 7,237,818 | 7,237,818 | 7,027,398 | -2.9% |
| Transfer to Local Streets Fund | 3,082,755 | 4,000,000 | 4,000,000 | 2,861,002 | -28.5% |
| Total Expenditures | 17,653,559 | 17,015,675 | 17,015,675 | 14,660,925 | -13.8% |
| Fund Balance Increase/(Decrease) | 529,880 | (4,966,417) | (4,966,417) | (2,300,000) | |
| **Ending Fund Balance** | 13,024,279 | 8,057,862 | 8,057,862 | 5,757,862 | -28.5% |

This page is a presentation of the projected results of operations for Major Street (main artery road) operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Major Street Fund in the Department Summary section, under the Public Service Department.

# City of Lansing

## Fiscal Year July 1, 2022 - June 30, 2023

## Local Streets Special Revenue Fund

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning Fund Balance** | 4,020,738 | 3,632,894 | 3,632,894 | 2,298,512 | |
| **Revenues** | | | | | |
| Gas & Weight Tax Receipts | 3,460,958 | 3,575,753 | 3,575,753 | 3,759,160 | 5.1% |
| Miscellaneous Revenue | 7,174 | 150,000 | 150,000 | 150,000 | 0.0% |
| Transfer from General Fund - Millage | 2,342,000 | 2,350,000 | 2,350,000 | 2,308,000 | -1.8% |
| Transfer from Major Streets Fund | 3,082,755 | 4,000,000 | 4,000,000 | 2,861,002 | -28.5% |
| Total Revenues | 8,892,887 | 10,075,753 | 10,075,753 | 9,078,162 | -9.9% |
| **Expenditures** | | | | | |
| **Capital** | | | | | |
| Major Maintenance | 2,996,659 | 3,831,000 | 3,831,000 | 3,295,000 | -14.0% |
| Debt Service | 493,074 | 885,656 | 885,656 | 619,008 | -30.1% |
| Total Capital | 3,489,733 | 4,716,656 | 4,716,656 | 3,914,008 | -17.0% |
| **Operating** | | | | | |
| Administration & Engineering | 1,137,337 | 1,236,148 | 1,236,148 | 1,256,853 | 1.7% |
| Surface Maintenance | 3,825,765 | 4,520,631 | 4,520,631 | 4,096,193 | -9.4% |
| Winter Maintenance | 610,422 | 820,700 | 820,700 | 895,608 | 9.1% |
| Traffic Administration | - | - | - | - | |
| Traffic Maintenance | 52,830 | 116,000 | 116,000 | 115,500 | -0.4% |
| Total Operating | 5,626,355 | 6,693,479 | 6,693,479 | 6,364,154 | -4.9% |
| Total Expenditures | 9,116,088 | 11,410,135 | 11,410,135 | 10,278,162 | -9.9% |
| Fund Balance Increase/(Decrease) | (223,201) | (1,334,382) | (1,334,382) | (1,200,000) | |
| **Ending Fund Balance** | 3,632,894 | 2,298,512 | 2,298,512 | 1,098,512 | -52.2% |

This page is a presentation of the projected results of operations for Local (local access) Street operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Local Street Fund in the Department Summary section, under the Public Service Department.

# City of Lansing

## Fiscal Year July 1, 2022 - June 30, 2023

## Federal Drug Enforcement Special Revenue Fund

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning Fund Balance** | 433,292 | 290,311 | 290,311 | 90,311 | |
| **Revenues** | | | | | |
| Drug Forfeiture Revenues | 8,436 | - | - | - | |
| Interest Income | 382 | 4,000 | 4,000 | - | -100.0% |
| Total Revenues | 8,818 | 4,000 | 4,000 | - | -100.0% |
| **Expenditures** | | | | | |
| Operating | 91,235 | 174,000 | 174,000 | - | -100.0% |
| Capital | 60,451 | 30,000 | 30,000 | - | -100.0% |
| Total Expenditures | 151,686 | 204,000 | 204,000 | - | -100.0% |
| Fund Balance Increase/(Decrease) | (142,868) | (200,000) | (200,000) | - | |
| **Ending Fund Balance** | 290,311 | 90,311 | 90,311 | 90,311 | 0.0% |

This page is a presentation of the projected results of operations for State/Local Drug Enforcement operations. For narrative information of operations and a more detailed view of expenditures, please refer to the State/Local Drug Enforcement Fund in the Department Summary section, under the Police Department.

# City of Lansing

## Fiscal Year July 1, 2022 - June 30, 2023

## State/Local Drug Enforcement Special Revenue Fund

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning Fund Balance** | 613,047 | 143,446 | 143,446 | 240,946 | |
| **Revenues** | | | | | |
| Drug Forfeiture Revenues | 52,251 | - | 100,000 | - | |
| Interest Income | 469 | 7,500 | 7,500 | 7,500 | 0.0% |
| Total Revenues | 52,720 | 7,500 | 107,500 | 7,500 | 0.0% |
| **Expenditures** | | | | | |
| Operating | 519,596 | - | 10,000 | 168,000 | |
| Capital | 2,562 | - | - | 54,000 | |
| Total Expenditures | 522,158 | - | 10,000 | 222,000 | |
| Fund Balance Increase/(Decrease) | (469,439) | 7,500 | 97,500 | (214,500) | |
| **Ending Fund Balance** | 143,446 | 150,946 | 240,946 | 26,446 | -82.5% |

This page is a presentation of the projected results of operations for State/Local Drug Enforcement operations. For narrative information of operations and a more detailed view of expenditures, please refer to the State/Local Drug Enforcement Fund in the Department Summary section, under the Police Department.

# City of Lansing

## Fiscal Year July 1, 2022 - June 30, 2023

## Tri-County Metro Drug Enforcement Special Revenue Fund

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning Fund Balance** | 368,100 | 198,078 | 198,078 | 199,078 | |
| **Revenues** | | | | | |
| Drug Forfeiture Revenues | 47,749 | - | 120,000 | 268,000 | |
| Contributions from Local Units | 443,934 | - | 425,000 | 425,000 | |
| Interest Income | 622 | 8,000 | 8,000 | 8,000 | 0.0% |
| Total Revenues | 492,305 | 8,000 | 553,000 | 701,000 | 8662.5% |
| **Expenditures** | | | | | |
| Ingham-Eaton-Clinton Task Force | 662,328 | - | 552,000 | 701,000 | |
| Total Expenditures | 662,328 | - | 552,000 | 701,000 | |
| Fund Balance Increase/(Decrease) | (170,022) | 8,000 | 1,000 | - | |
| **Ending Fund Balance** | 198,078 | 206,078 | 199,078 | 199,078 | -3.4% |

This page is a presentation of the projected results of operations for Drug Enforcement operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Tri-County Metro Special Revenue Fund in the Department Summary section, under the Police Department.

# City of Lansing

## Fiscal Year July 1, 2022 - June 30, 2023

## Building Safety Special Revenue Fund

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning Fund Balance** | 1,677,085 | 3,541,014 | 3,541,014 | 3,591,014 | |
| **Revenues** | | | | | |
| Licenses & Permits | 4,527,655 | 2,931,100 | 2,931,100 | 3,051,100 | 4.1% |
| Charges for Services | (3,741) | 800 | 800 | 1,000 | 25.0% |
| Miscellaneous | - | 100 | 100 | - | -100.0% |
| Transfers from Other Funds | - | - | - | - | |
| Total Revenues | 4,523,915 | 2,932,000 | 2,932,000 | 3,052,100 | 4.1% |
| **Expenditures** | | | | | |
| Personnel | 2,077,977 | 2,218,159 | 2,218,159 | 2,197,384 | -0.9% |
| Operating | 582,007 | 663,841 | 663,841 | 669,716 | 0.9% |
| Total Expenditures | 2,659,985 | 2,882,000 | 2,882,000 | 2,867,100 | -0.5% |
| Fund Balance Increase/(Decrease) | 1,863,930 | 50,000 | 50,000 | 185,000 | |
| **Ending Fund Balance** | 3,541,014 | 3,591,014 | 3,591,014 | 3,776,014 | 5.2% |

This page is a presentation of the projected results of operations for Building Safety operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Building Safety Fund in the Department Summary section, under Economic Development and Planning.

# City of Lansing

## Fiscal Year July 1, 2022 - June 30, 2023

## Federal Entitlement Grant Special Revenue Funds

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)** | | | | | |
| **Revenues** | | | | | |
| Federal Grants | 2,664,403 | 2,239,580 | 2,239,580 | 2,202,537 | -1.7% |
| General Fund Transfer | - | 250,000 | 250,000 | 162,935 | -34.8% |
| Total CDBG Revenues | 2,664,403 | 2,489,580 | 2,489,580 | 2,365,472 | -5.0% |
| **Expenditures** | | | | | |
| General Administration | 417,064 | 684,838 | 684,838 | 600,443 | -12.3% |
| Single Family Rehab Program | 1,937,563 | 1,372,925 | 1,372,925 | 1,333,212 | -2.9% |
| Land Acquisition | 9,865 | 100,000 | 100,000 | 100,000 | 0.0% |
| Neighborhood Community Services | 282,668 | 301,817 | 301,817 | 301,817 | 0.0% |
| Economic Development | 17,243 | 30,000 | 30,000 | 30,000 | 0.0% |
| Total CDBG Expenditures | 2,664,403 | 2,489,580 | 2,489,580 | 2,365,472 | -5.0% |
| **HOME GRANT** | | | | | |
| **Revenues** | | | | | |
| Federal Grants | 1,380,018 | 818,361 | 818,361 | 806,361 | -1.5% |
| Program Income | 175,609 | 20,000 | 20,000 | 85,000 | 325.0% |
| Total HOME Grant Revenues | 1,555,628 | 838,361 | 838,361 | 891,361 | 6.3% |
| **Expenditures** | | | | | |
| General Administration | 99,045 | 281,018 | 281,018 | 253,536 | -9.8% |
| Single Family Rehab Program | 254,345 | 110,000 | 110,000 | 552,825 | 402.6% |
| Land Acquisition | 1,202,238 | 447,343 | 447,343 | 85,000 | -81.0% |
| Total HOME Grant Expenditures | 1,555,628 | 838,361 | 838,361 | 891,361 | 6.3% |
| **HOME GRANT** | | | | | |
| **Revenues** | | | | | |
| Federal Grants | 174,433 | 174,439 | 174,439 | 174,439 | 0.0% |
| General Fund Transfer | 174,433 | - | - | - | |
| Total ESG Revenues | 348,866 | 174,439 | 174,439 | 174,439 | 0.0% |
| **Expenditures** | | | | | |
| Federal Grants | 348,866 | 174,439 | 174,439 | 174,439 | 0.0% |
| Total ESG Revenues | 348,866 | 174,439 | 174,439 | 174,439 | 0.0% |

This page is a presentation of the projected results of operations for the City's Community Development Block Grant (CDBG), HOME, and Emergency Shelter Grant (ESG) operations. For narrative information of operations and a more detailed view of expenditures, please refer to Economic Development and Planning in the Department Summary section.

# City of Lansing

## Fiscal Year July 1, 2022 - June 30, 2023

## Downtown Lansing, Inc. Special Revenue Fund

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning Fund Balance** | 79,547 | 175,376 | 175,376 | 175,376 | |
| **Revenues** | | | | | |
| Special Assessments | 461,192 | 424,000 | 424,000 | 475,000 | 12.0% |
| Grants | 80,000 | 20,000 | 20,000 | 20,000 | 0.0% |
| Miscellaneous | 151,770 | 42,300 | 42,300 | 137,000 | 223.9% |
| General Fund Subsidy | 93,000 | 85,000 | 85,000 | 85,000 | 0.0% |
| Total Revenues | 785,962 | 571,300 | 571,300 | 717,000 | 25.5% |
| **Expenditures** | | | | | |
| Personnel | 157,572 | 189,000 | 189,000 | 209,889 | 11.1% |
| Operating | 532,455 | 382,300 | 382,300 | 507,111 | 32.6% |
| Total Expenditures | 690,026 | 571,300 | 571,300 | 717,000 | 25.5% |
| Fund Balance Increase/(Decrease) | 95,936 | - | - | - | |
| **Ending Fund Balance** | 175,376 | 175,376 | 175,376 | 175,376 | 0.0% |

This page is a presentation of the projected results of operations for Downtown Lansing, Inc. (formerly Principal Shopping District) operations.

# City of Lansing

## Fiscal Year July 1, 2022 - June 30, 2023

## Jackson Field Stadium Special Revenue Fund

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning Fund Balance** | - | - | - | - | |
| **Revenues** | | | | | |
| Operating Revenues | 174,526 | 330,000 | 330,000 | - | -100.0% |
| Stadium Naming Rights | - | 137,000 | 137,000 | 137,000 | 0.0% |
| Reimbursements | 125,000 | 125,000 | 125,000 | 125,001 | 0.0% |
| General Fund Subsidy | 858,919 | 820,000 | 820,000 | 486,731 | -40.6% |
| Total Revenues | 1,158,445 | 1,412,000 | 1,412,000 | 748,732 | -47.0% |
| **Expenditures** | | | | | |
| Debt Service | 1,158,445 | 1,412,000 | 1,412,000 | 748,732 | -47.0% |
| Total Expenditures | 1,158,445 | 1,412,000 | 1,412,000 | 748,732 | -47.0% |
| Fund Balance Increase/(Decrease) | - | - | - | - | |
| **Ending Fund Balance** | - | - | - | - | |

This page is a presentation of the projected results of operations for City support of Jackson Field (formerly Cooley Law School) stadium operations.

# City of Lansing

## Fiscal Year July 1, 2022 - June 30, 2023

## Municipal Parking System Enterprise Fund

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning Working Capital[1]** | 9,295,821 | 3,971,924 | 3,971,924 | 4,573,466 | |
| **Revenues** | | | | | |
| Parking Revenue | 2,252,133 | 1,922,250 | 1,922,250 | 3,510,000 | 82.6% |
| Baseball Revenue | 19,863 | 2,250 | 2,250 | 35,000 | 1455.6% |
| Parking Fines | 409,656 | 400,000 | 400,000 | 425,000 | 6.3% |
| Loan Proceeds | 8,906,322 | - | - | - | |
| Other Revenue | 1,265,751 | 10,500 | 10,500 | 10,000 | -4.8% |
| Total Revenues | 12,853,725 | 2,335,000 | 2,335,000 | 3,980,000 | 70.4% |
| **Expenditures** | | | | | |
| Administration | 1,206,575 | 2,479,942 | 2,484,942 | 2,154,312 | -13.1% |
| Operations | 1,255,031 | 1,538,616 | 1,535,616 | 1,273,688 | -17.2% |
| Maintenance | 798,830 | 345,000 | 343,000 | 296,400 | -14.1% |
| South Capital Avenue Ramp | 101,431 | 72,000 | 72,000 | 119,000 | 65.3% |
| North Grand Avenue Ramp | 192,309 | 143,000 | 143,000 | 197,500 | 38.1% |
| North Capital Avenue Ramp | 204,878 | 198,000 | 198,000 | 215,500 | 8.8% |
| Townsend Street Ramp | 2,005,000 | - | - | - | |
| Baseball Operations | 7,085 | 18,500 | 18,500 | 10,750 | -41.9% |
| Debt Service | 12,406,484 | 1,938,400 | 1,938,400 | 712,850 | -63.2% |
| Total Expenditures | 18,177,622 | 6,733,458 | 6,733,458 | 4,980,000 | -26.0% |
| Working Capital Increase/(Decrease) | (5,323,897) | (4,398,458) | (4,398,458) | (1,000,000) | |
| Federal Reimbursement | - | 5,000,000 | 5,000,000 | - | |
| **Ending Working Capital[1]** | 3,971,924 | 4,573,466 | 4,573,466 | 3,573,466 | -21.9% |

[1]net position

This page is a presentation of the projected results of operations for Parking operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Parking Fund in the Department Summary section, under Economic Development and Planning.

# City of Lansing

## Fiscal Year July 1, 2022 - June 30, 2023

## Sewage Disposal System Enterprise Fund

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning Working Capital[1]** | 35,581,321 | 39,526,972 | 39,526,972 | 32,675,495 | |
| **Revenues** | | | | | |
| Sewer Charges | 38,462,679 | 35,125,000 | 35,125,000 | 38,345,000 | 9.2% |
| Interest Income | 179,155 | 630,000 | 630,000 | 170,000 | -73.0% |
| Low Income Credit | (180) | (1,000) | (1,000) | (1,000) | 0.0% |
| Miscellaneous Income | 9,473 | 45,000 | 45,000 | 10,000 | -77.8% |
| Total Revenues | 38,651,126 | 35,799,000 | 35,799,000 | 38,524,000 | 7.6% |
| **Expenditures** | | | | | |
| Administration & General | 10,614,643 | 11,855,760 | 12,155,760 | 11,611,453 | -2.1% |
| Sewer Maintenance | 2,955,835 | 2,876,806 | 2,876,806 | 2,478,385 | -13.8% |
| Pumping Stations | 1,326,674 | 1,671,184 | 1,671,184 | 1,638,464 | -2.0% |
| Industrial Laboratory | 224,152 | 318,990 | 318,990 | 314,572 | -1.4% |
| Total Operations | 15,121,305 | 16,722,740 | 17,022,740 | 16,042,874 | -4.1% |
| Capital Projects | 7,095,080 | 11,657,000 | 11,657,000 | 15,077,000 | 29.3% |
| Return on Equity | - | - | 300,000 | 300,000 | |
| Debt Service | 12,489,091 | 13,670,737 | 13,670,737 | 12,904,126 | -5.6% |
| Total Expenditures | 34,705,475 | 42,050,477 | 42,650,477 | 44,324,000 | 5.4% |
| Working Capital Increase/(Decrease) | 3,945,651 | (6,251,477) | (6,851,477) | (5,800,000) | |
| **Ending Working Capital[1]** | 39,526,972 | 33,275,495 | 32,675,495 | 26,875,495 | -19.2% |

(1)net of current assets/liabilities

This page is a presentation of the projected results of operations of the City's Wastewater Treatment Plant operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Wastewater Treatment Plant Fund in the Department Summary section, under the Public Service Department.

# City of Lansing

## Fiscal Year July 1, 2022 - June 30, 2023

## Trash Enterprise Fund

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning Working Capital[1]** | 655,905 | 1,123,780 | 1,123,780 | 1,123,095 | |
| **Revenues** | | | | | |
| Operating Income | 2,796,524 | 2,330,000 | 2,330,000 | 2,735,000 | 17.4% |
| Interest Income | - | 100 | 100 | 2,500 | 2400.0% |
| Total Revenues | 2,796,524 | 2,330,100 | 2,330,100 | 2,737,500 | 17.5% |
| **Expenditures** | | | | | |
| Bag Refuse Disposal | 2,328,649 | 2,330,785 | 2,330,785 | 2,737,500 | 17.4% |
| Total Expenditures | 2,328,649 | 2,330,785 | 2,330,785 | 2,737,500 | 17.4% |
| Working Capital Increase/(Decrease) | 467,875 | (685) | (685) | - | |
| **Ending Working Capital[1]** | 1,123,780 | 1,123,095 | 1,123,095 | 1,123,095 | 0.0% |

(1)net of current assets/liabilities

This page is a presentation of the projected results of operations of the City's garbage collection operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Trash Enterprise Fund in the Department Summary section, under the Public Service Department.

# City of Lansing

## Fiscal Year July 1, 2022 - June 30, 2023

## Recycling Enterprise Fund

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning Working Capital[1]** | 1,028,037 | 1,252,959 | 1,252,959 | 486,080 | |
| **Revenues** | | | | | |
| Operating Income | 4,504,054 | 4,363,500 | 4,363,500 | 4,600,692 | 5.4% |
| Interest Income | 1,466 | 15,000 | 15,000 | - | -100.0% |
| Total Revenues | 4,505,520 | 4,378,500 | 4,378,500 | 4,600,692 | 5.1% |
| **Expenditures** | | | | | |
| Recycling Operations | 3,054,859 | 3,624,024 | 3,624,024 | 3,494,620 | -3.6% |
| Composting | 1,225,740 | 1,521,355 | 1,521,355 | 1,556,072 | 2.3% |
| Total Expenditures | 4,280,599 | 5,145,379 | 5,145,379 | 5,050,692 | -1.8% |
| Working Capital Increase/(Decrease) | 224,922 | (766,879) | (766,879) | (450,000) | |
| **Ending Working Capital[1]** | 1,252,959 | 486,080 | 486,080 | 36,080 | -92.6% |

(1)net of current assets/liabilities

This page is a presentation of the projected results of operations of the City's recycling operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Recycling Fund in the Department Summary section, under the Public Service Department.

# City of Lansing

## Fiscal Year July 1, 2022 - June 30, 2023

## Municipal Cemeteries Enterprise Fund

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning Working Capital[1]** | 525,046 | 715,072 | 715,072 | 715,072 | |
| **Revenues** | | | | | |
| Cemetery Service Revenue | 292,380 | 191,575 | 191,575 | 284,000 | 48.2% |
| Sale of Lots | 266,363 | 134,450 | 134,450 | 183,650 | 36.6% |
| Transfer from Parks Millage Fund | 330,000 | 540,000 | 540,000 | 450,000 | -16.7% |
| Total Revenues | 888,743 | 866,025 | 866,025 | 922,650 | 6.5% |
| **Expenditures** | | | | | |
| Administration | 212,534 | 219,920 | 219,920 | 228,661 | 4.0% |
| Cemetery Ground Maintenance | 486,183 | 618,105 | 618,105 | 665,989 | 7.7% |
| Total Expenditures | 698,717 | 866,025 | 866,025 | 922,650 | 6.5% |
| Working Capital Increase/(Decrease) | 190,026 | - | - | - | |
| **Ending Working Capital[1]** | 715,072 | 715,072 | 715,072 | 715,072 | 0.0% |

(1)net of current assets/liabilities

This page is a presentation of the projected results of operations for the operations of the City's Evergreen, Mt. Hope, and North Cemetery operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Cemetery Fund in the Department Summary section, under Parks and Recreation.

# City of Lansing

## Fiscal Year July 1, 2022 - June 30, 2023

## Municipal Golf Courses Enterprise Fund

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning Working Capital[1]** | 118,486 | 126,292 | 126,292 | 126,292 | |
| **Revenues** | | | | | |
| Other Revenue | - | 3,000 | 3,000 | - | -100.0% |
| Sale of Fixed Assets | - | - | - | - | |
| Transfers In - Parks Millage | 130,000 | 85,000 | 85,000 | 100,000 | 17.6% |
| Total Revenues | 130,000 | 88,000 | 88,000 | 100,000 | 13.6% |
| **Expenditures** | | | | | |
| Groesbeck Golf Course | 87,022 | 85,000 | 85,000 | 100,000 | 17.6% |
| Sycamore Golf Course | 35,172 | 3,000 | 3,000 | - | -100.0% |
| Total Expenditures | 122,194 | 88,000 | 88,000 | 100,000 | 13.6% |
| Working Capital Increase/(Decrease) | 7,806 | - | - | - | |
| **Ending Working Capital[1]** | 126,292 | 126,292 | 126,292 | 126,292 | 0.0% |

(1)net of current assets/liabilities

This page is a presentation of the projected results of operations for the operations of the City's Groesbeck and Sycamore golf course operations. For narrative information of operations and a more detailed view of expenditures, please refer to the Golf Fund in the Department Summary section, under Parks and Recreation.

# DEPARTMENT SUMMARIES



# City Council

**Description**

As the City's legislative branch, the City Council is responsible for the adoption and amendment of ordinances in accordance with the City Charter and State law. The City Council is also vested with oversight and investigative powers and is charged with creating City policy through the adoption of resolutions. At Council Committee of the Whole and regularly scheduled Committee meetings, Council reviews proposals from the Administration and offers citizens an opportunity to make suggestions for the improvement of the City and City operations. The City Council, as required by Charter, adopts an annual City budget, designating appropriations and the amount to be raised by taxation for general purposes and payment of principal and interest on its indebtedness. The Council also works directly with other governmental, business, and community groups to resolve regional and neighborhood issues.

# City Council

**Fiscal Year July 1, 2022 - June 30, 2023**

**Department Summary**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 360,026 | 388,344 | 388,344 | 411,189 | 5.9% |
| Retirement/Fixed Benefits | 81,620 | 89,162 | 89,162 | 63,484 | -28.8% |
| Total Personnel | 441,646 | 477,506 | 477,506 | 474,673 | -0.6% |
| Operating | | | | | |
| Department Operations | 85,825 | 115,140 | 115,140 | 172,220 | 49.6% |
| Information Technology Charge | 83,178 | 71,800 | 71,800 | 79,758 | 11.1% |
| City 311 Service | - | - | - | 37,562 | |
| Total Operating | 169,003 | 186,940 | 186,940 | 289,540 | 54.9% |
| Total Expenditures | 610,649 | 664,446 | 664,446 | 764,213 | 15.0% |

**Budgetary Explanation**

The City Council budget includes a $50k increase to its operating budget and increased the discretionary budget of Councilmembers representing individual wards to match that of at-large Councilmembers.

# Internal Audit

**Description**

The Internal Auditor is established by City Charter to review the City's financial compliance in accordance with Council policy. The Internal Auditor works under the direction of the City Council in reviewing external audits of financial transactions and procedures. The Internal Auditor also performs routine audits of other City business. The Internal Auditor is appointed by and is responsible to the City Council. The mission of the Internal Auditor's office is to follow the City Charter, to improve the accountability for public funds and to improve operations of city government for the benefit of the citizens of the City of Lansing.

# Internal Audit

**Fiscal Year July 1, 2022 - June 30, 2023**

**Department Summary**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 47,034 | 112,621 | 112,621 | 134,838 | 19.7% |
| Retirement/Fixed Benefits | 63,339 | 69,748 | 69,748 | 60,751 | -12.9% |
| Total Personnel | 110,373 | 182,369 | 182,369 | 195,589 | 7.2% |
| Operating | | | | | |
| Department Operations | 1,453 | 5,506 | 5,506 | 5,537 | 0.6% |
| Information Technology Charge | 6,519 | 6,849 | 6,849 | 6,759 | -1.3% |
| Total Operating | 7,972 | 12,355 | 12,355 | 12,296 | -0.5% |
| Total Expenditures | 118,344 | 194,724 | 194,724 | 207,885 | 6.8% |

**Budgetary Explanation**

No significant operation changes are budgeted directly in the Internal Audit budget for FY 2023. The internal auditor position is currently contracted, but the position is fully funded for a permanent hire.

# Mayor's Office

**Description**

As Lansing's Chief Executive Officer, the Mayor's mission is to exercise supervision and coordination over the various Departments of City government, and provide that the laws, ordinances and regulations of the City are enforced. The Mayor is also empowered under the City Charter to suppress disorder and enforce the laws of the State, and is charged with the duty to make proposals to the Council for meeting the needs and addressing the problems of the city. Other duties, subject to delegation, include the development and preparation of the budget, response to audit reports, management of real property, reducing discrimination and promoting mutual understanding, annually reporting on affirmative action status, and citizen complaint investigation and response. Mayor's staff responds to informational needs and concerns, citizen inquiries and complaints, and works with residents and citizen groups to implement city initiatives for city improvement.

The Mayor's Office also supports the activities of the Office of Community and Faith-Based Initiatives, the Office of Community Media, Labor Relations, the Mayor's Neighborhood Advisory Council, the Lansing Regional Sister Cities Commission, and a variety of community-based task forces.

# Mayor's Office

**Fiscal Year July 1, 2022 - June 30, 2023**

**Department Summary**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 657,226 | 924,586 | 973,986 | 1,103,844 | 19.4% |
| Retirement/Fixed Benefits | 275,520 | 496,921 | 447,521 | 419,214 | -15.6% |
| Total Personnel | 932,746 | 1,421,507 | 1,421,507 | 1,523,058 | 7.1% |
| Operating | | | | | |
| Department Operations | 49,412 | 111,507 | 111,507 | 111,589 | 0.1% |
| Information Technology Charge | 71,565 | 72,815 | 72,815 | 77,593 | 6.6% |
| Fleet/Equipment Charge | 2,009 | 12,452 | 12,452 | 17,000 | 36.5% |
| City 311 Service | - | - | - | 40,692 | |
| Total Operating | 122,987 | 196,774 | 196,774 | 246,874 | 25.5% |
| Total Expenditures | 1,055,733 | 1,618,281 | 1,618,281 | 1,769,932 | 9.4% |

**Budgetary Explanation**

No major operational changes are projected for the Mayor's Office. Personnel costs include the Chief Strategy Officer and part-time Business Analyst position, and incorporates FY 2022 reorganization. The Chief Negotiator position is now 100% funded from the Mayor's budget, 20% previously being supported by the City Attorney's office.

# Office of Community Media

**Description**

The Office of Community Media (OCM) administers the City's Public, Educational and Government (PEG) digital media network under the auspices of the Lansing Public Media Center. The LPMC manages day-to-day operations of the City's government channel (GOV-TV) and Lansing's Public Access Channel (PUB-TV). The LPMC is also responsible for developing and implementing strategies to build community capacity in the production of local origination programming; creating and managing partnerships that leverage the PEG network to foster educational and career opportunities for Lansing residents in digital media, broadcasting and related fields; and leading efforts to collaborate with regional partners toward the establishment of a regional Community Media Center.

# Office of Community Media

**Fiscal Year July 1, 2022 - June 30, 2023**

**Department Summary**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 296,180 | 391,323 | 391,323 | 443,443 | 13.3% |
| Retirement/Fixed Benefits | 102,381 | 119,194 | 119,194 | 89,664 | -24.8% |
| Total Personnel | 398,561 | 510,517 | 510,517 | 533,107 | 4.4% |
| Operating | | | | | |
| Department Operations | 3,874 | 8,069 | 8,069 | 8,100 | 0.4% |
| Information Technology Charge | 52,007 | 52,426 | 52,426 | 57,406 | 9.5% |
| Total Operating | 55,881 | 72,745 | 72,745 | 73,006 | 0.4% |
| Total Expenditures | 454,442 | 583,262 | 583,262 | 606,113 | 3.9% |

**Budgetary Explanation**

No significant operation changes are budgeted directly in the Office of Community Media budget for FY 2023 except for wage increases for part time employees.

# City Clerk

**Description**

The Office of the City Clerk is responsible for the orderly conduct of all elections in the City of Lansing and for the processing of all voter registration records of its citizens. The City Clerk oversees the proper maintenance of records for the City, and prepares Agendas and printed Proceedings for the Lansing City Council.

A number of business licenses are processed through the Office of the City Clerk, including the regulation of Medical Marihuana Establishments, Peddlers & Transient Merchants, Vehicles for Hire, and Cabarets. The City Clerk serves as the recording secretary to the Board of Ethics, administers all oaths required for municipal purposes by law and is an approved United States Passport Acceptance Facility.

# City Clerk

**Fiscal Year July 1, 2022 - June 30, 2023**

**Department Summary**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 765,485 | 795,103 | 795,103 | 899,281 | 13.1% |
| Retirement/Fixed Benefits | 237,625 | 261,227 | 261,227 | 203,855 | -22.0% |
| Total Personnel | 1,003,111 | 1,056,330 | 1,056,330 | 1,103,136 | 4.4% |
| Operating | | | | | |
| Department Operations | 204,709 | 297,679 | 447,679 | 297,766 | 0.0% |
| Information Technology Charge | 97,789 | 131,516 | 131,516 | 103,727 | -21.1% |
| City 311 Service | - | - | - | 37,562 | |
| Total Operating | 302,498 | 429,195 | 579,195 | 439,055 | 2.3% |
| Total Expenditures | 1,305,609 | 1,485,525 | 1,635,525 | 1,542,191 | 3.8% |

**Budgetary Explanation**

No significant operation changes are budgeted directly in the City Clerk budget for FY 2023 except for standard cycles of election activity.

# 54-A District Court & Probation

**Description**

The mission of the 54-A District Court is to provide access to trial court services for all persons as needed, employing available resources and working in partnership with the community to afford efficient and courteous service. This mission is carried out through efficient case flow management from pre-adjudication to post-adjudication; conducting arraignments, preliminary felony exams, trials, sentencing, and probation; including operating full service divisions (Traffic, Civil, Criminal, and Probation).

The District Court handles four types of cases: (1) Criminal (misdemeanors and felonies reduced to misdemeanors); (2) Civil (small claims jurisdiction up to $6,000, general civil jurisdiction up to $25,000, and landlord-tenant disputes); (3) traffic violations (formal and informal hearings); and (4) City Ordinance violations.

For the majority of its cases, the District Court works with the Ingham County Prosecutor's Office, the Office of the City Attorney, and the Lansing Police Department. Additional support services provided by City of Lansing staff include finance, budgeting, personnel, information technology, operational services, and building maintenance.

The District Court fund and budget are self-contained operations. The District Court budget expenditure and the Court-related revenue are accounted for in a separate fund during the fiscal year, and then both expenditures and revenues are returned to the General Fund at June 30. This accounting convention effectively makes the Court a General Fund agency, with special budget considerations attached to its status as the judicial branch of government.

# 54-A District Court & Probation

**Fiscal Year July 1, 2022 - June 30, 2023**

**Department Summary**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 2,767,041 | 3,111,601 | 3,111,601 | 3,316,804 | 6.6% |
| Retirement/Fixed Benefits | 2,013,749 | 2,024,425 | 2,024,425 | 1,512,375 | -25.3% |
| Total Personnel | 4,780,790 | 5,136,026 | 5,136,026 | 4,829,179 | -6.0% |
| Operating | | | | | |
| Department Operations | 601,773 | 742,818 | 742,818 | 745,252 | 0.3% |
| Information Technology Charge | 379,434 | 451,015 | 451,015 | 410,207 | -9.0% |
| Total Operating | 981,207 | 1,193,833 | 1,193,833 | 1,155,459 | -3.2% |
| Total Expenditures | 5,761,997 | 6,329,859 | 6,329,859 | 5,984,638 | -5.5% |

**Budgetary Explanation**

No significant operation changes are budgeted directly in the 54-A District Court budget for FY 2023.

# Circuit Court Building Rental

**Fiscal Year July 1, 2022 - June 30, 2023**

**Department Summary**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Operating | | | | | |
| Veteran's Memorial Building | 283,735 | 285,000 | 325,500 | 336,693 | 18.1% |
| Total Expenditures | 283,735 | 285,000 | 325,500 | 336,693 | 18.1% |

**Budgetary Explanation**

By State law, the City is obligated to provide a facility for the Circuit Court, which is operated by Ingham County. The above is the City's share in operational costs of the Veteran's Memorial Building.

# Neighborhood and Citizen Engagement

## General Fund Description

The Department is designed to Engage Citizens, Advance People and Build Neighborhoods. The department continues the development and growth of SERVE Lansing, a citywide plan to engage citizens in community service. The department facilitates the Neighborhood Grant Program which directly funds neighborhood projects with Civic Organizations. The department will continue to deliver the successful Citizens Academy program launched in 2018. The department serves as the key liaison to the Lansing School District, Capital Area Housing Partnership and Capital Area Michigan Works. The department will focus on increasing cross-department communication and coordination of services to neighborhoods.

Events throughout the year will include the LOVE Lansing celebration, Neighborhoods in Bloom neighborhood beautification program, Walking Wednesday events in Lansing neighborhoods between April and October, numerous neighborhood clean-up events, coordination with community partners for neighborhood improvements in several Lansing neighborhoods, publication of the bi-weekly Lansing Neighborhood News, and organizing the quarterly Housing and Neighborhood Resource Summits.

It oversees the Office of Financial Empowerment, focused on economic development at the individual and household level through its four key programs: Lansing SAVE, Financial Empowerment Center, Bank On Lansing, and Offender Success. OFE also pilots innovative new initiatives by securing private funds.

The department also oversees the 311 Call Center. City of Lansing 311 is a wrap-around customer service model being deployed to help residents and departments of the City of Lansing. This customer service-based model is focused on providing a variety of services in a single point of contact whenever possible

## City 311 Service

City of Lansing 311 is a wrap-around customer service model being deployed to help residents and departments of the City of Lansing. This customer service-based model is focused on providing a variety of services in a single point of contact whenever possible. Minimizing confusion and frustration for residents who need to access city services is our highest priority. Residents can get help with a variety of City services in a single interaction by cross trained agents. When necessary 311 has a hand off process to involve departments if residents need further assistance.

Active Services Today:

Currently the 311-call center has adopted the phone interactions from Public Service, Tax and Treasury, and Neighborhoods, Arts and Citizen Engagement. Soon City Clerk and Assessors office will be onboarding as well.
Callers can report an issue and Agents are able to directly create Service Requests for City workers to follow up on.
311 has also adopted the City of Lansing's main line and is fielding general questions from that phone line as well.

Intended Scope of Services when Fully Activated:

The intended scope of the 311 model once fully activated is a full-service single point of contact resource for both internal and external customers. 311 interactions once fully implemented can be over the phone, face-to-face or over email/chat. Residents who need services from the city or have general questions will be able to have their questions addressed with a focus on friendly customer service. Agents will be able to be a resource for in-depth needs of City residents including setting up services, troubleshooting service issues, scheduling inspections, reporting issues, and addressing general questions.

# Neighborhood and Citizen Engagement

**Fiscal Year July 1, 2022 - June 30, 2023**

**Department Summary**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Neighborhoods and Citizen Engagement | | | | | |
| Neighborhoods and Citizen Engagement | 1,081,285 | 1,232,199 | 1,332,199 | 1,206,296 | -2.1% |
| City 311 Internal Service Fund | - | - | - | 1,006,337 | |
| Total Expenditures | 1,081,285 | 1,232,199 | 1,332,199 | 2,212,633 | 79.6% |

**Budgetary Explanation**

Information for the Neighborhood and Citizen Engagement Department's funds is provided in the following pages.

# Neighborhood and Citizen Engagement

**Fiscal Year July 1, 2022 - June 30, 2023**

**General Fund Department**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 349,349 | 457,757 | 457,757 | 551,103 | 20.4% |
| Retirement/Fixed Benefits | 261,622 | 283,433 | 283,433 | 238,994 | -15.7% |
| Total Personnel | 610,972 | 741,190 | 741,190 | 790,097 | 6.6% |
| Operating | | | | | |
| Department Operations | 408,453 | 440,838 | 540,838 | 350,400 | -20.5% |
| Information Technology Charge | 61,860 | 48,171 | 48,171 | 43,888 | -8.9% |
| Fleet/Equipment Charge | - | 2,000 | 2,000 | - | -100.0% |
| City 311 Service | - | - | - | 21,911 | |
| Total Operating | 470,313 | 491,009 | 591,009 | 416,199 | -15.2% |
| Total Expenditures | 1,081,285 | 1,232,199 | 1,332,199 | 1,206,296 | -2.1% |

**Budgetary Explanation**

Department operations for N&CE includes $190k for the Financial Empowerment Center program and $120k for Lansing SAVE.

# Neighborhood and Citizen Engagement

**Fiscal Year July 1, 2022 - June 30, 2023**

**City 311 Internal Service Fund**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | - | - | - | 544,710 | |
| Retirement/Fixed Benefits | - | - | - | 276,556 | |
| Total Personnel | - | - | - | 821,266 | |
| Operating | | | | | |
| Department Operations | - | - | - | 20,000 | |
| Information Technology Charge | - | - | - | 165,071 | |
| Total Operating | - | - | - | 185,071 | |
| Total Expenditures | - | - | - | 1,006,337 | |

**Budgetary Explanation**

Start up costs for the City 311 Service were funded through the sale of the Townsend Ramp. Beginning in FY 2023, departmental operations will be fully supported through charges to public facing departments that currently or are planned to benefit from the service taking on customer requests.

# Economic Development and Planning

**Description**

The Department of Economic Development and Planning (EDP) was previously known as the Economic Development and Planning Department. The primary objective of the Department has been to stabilize the City's economic base and, through continued planned and directed development, "grow" that base to a level capable of providing continuous support for the City's services and infrastructure. The Department consists of six separate divisions:

- Administration
- Building Safety
- Code Enforcement
- Parking Services
- Planning
- Development Office

Additionally, DLI, LEAP, and LEPFA report indirectly through the Department of EDP.

The Building Safety Office is operated as a Special Revenue Fund, per State Law. Building safety interacts with commercial structures in the city and ensures the safety of such structures in our city, whether they be new, existing, or at the end of their useful life.

Code Enforcement is charged with protecting the health, safety, and welfare of Lansing residents through the preservation and improvement of the housing stock by assuring safe, decent, and sanitary housing while conserving the integrity of neighborhoods.

Planning has a broad role in facilitating orderly development and growth across the city. This division oversees development, implementation, and review of the city's Master Plan. Planning functions include comprehensive planning, site plan review, flood plain review, zoning review, historic preservation, public infrastructure, and review of economic development projects.

The Parking Services Office encompasses the operation of the municipal fee-based parking system. Parking Services Office provides economical parking options for downtown workers and visitors.

Coordination of housing and neighborhood improvement activities are primarily handled under the City's Community Development Block Grant (CDBG) or various federal and state housing assistance programs. The traditional allocation of CDBG, HOME, and the Emergency Solutions Grant Program are federally funded programs, administered by the Development Office. In addition to these programs, the Development Office administers various grants, such as, Floodplain Abatement FEMA, Lead Based Paint Abatement, and Blight Elimination – Hardest Hit Funds programs.

(Continued)

# Economic Development and Planning

**Description**

Overall, the Department supports the following boards or commissions:

- Planning Board
- Zoning Board of Appeals
- Historic District Commission
- Demolition Board
- Plumbing Board
- Mechanical Board and Electrical Board
- Building Board of Appeals

The Department has worked closely with additional agencies to facilitate development in the City, such as:

- Ingham County Land Bank Fast Track Authority
- LEAP
- Tri-County Regional Planning Commission
- Neighborhood-based nonprofits

# Economic Development and Planning

**Fiscal Year July 1, 2022 - June 30, 2023**

**Department Summary**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Economic Development & Planning | | | | | |
| General Fund Admin/Planning | 4,618,600 | 6,093,740 | 6,093,740 | 6,597,299 | 8.3% |
| Building Safety Fund | 2,659,985 | 2,882,000 | 2,882,000 | 2,867,100 | -0.5% |
| CDBG Fund | 2,664,403 | 2,489,580 | 2,489,580 | 2,365,472 | -5.0% |
| HOME Grant Fund | 1,555,628 | 838,361 | 838,361 | 891,361 | 6.3% |
| Emergency Solutions Grant | 348,866 | 174,439 | 174,439 | 174,439 | 0.0% |
| Downtown Lansing, Inc. | 690,026 | 571,300 | 571,300 | 717,000 | 25.5% |
| Parking Fund | 18,177,622 | 6,733,458 | 6,733,458 | 4,980,000 | -26.0% |
| Total Expenditures | 30,715,129 | 19,782,878 | 19,782,878 | 18,592,671 | -6.0% |

**Budgetary Explanation**

Services provided by the Economic Development and Planning Department are incorporated in the City's General Fund, Building Safety, Parking, and federally-funded Community Development Block Grant (CDBG), HOME, and Emergency Shelter Grant Funds.

Information for the Economic Development and Planning Department's funds is provided in the following pages.

# Economic Development and Planning

**Fiscal Year July 1, 2022 - June 30, 2023**

**General Fund Admin and Planning**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 1,852,537 | 2,104,158 | 2,104,158 | 2,314,544 | 10.0% |
| Retirement/Fixed Benefits | 1,168,489 | 1,344,092 | 1,344,092 | 1,049,527 | -21.9% |
| Total Personnel | 3,021,026 | 3,448,250 | 3,448,250 | 3,364,071 | -2.4% |
| Operating | | | | | |
| Department Operations | 251,824 | 311,813 | 311,813 | 379,003 | 21.5% |
| Information Technology Charge | 234,693 | 323,977 | 323,977 | 308,020 | -4.9% |
| Fleet/Equipment Charge | 82,757 | 91,700 | 91,700 | 146,000 | 59.2% |
| City 311 Service | - | - | - | 125,205 | |
| General Fund LEPFA Subsidy | 1,028,300 | 1,443,000 | 1,443,000 | 1,975,000 | 36.9% |
| EDC Contract | - | 475,000 | 475,000 | 300,000 | -36.8% |
| Total Operating | 1,597,574 | 2,645,490 | 2,645,490 | 3,233,228 | 22.2% |
| Total Expenditures | 4,618,600 | 6,093,740 | 6,093,740 | 6,597,299 | 8.3% |

**Budgetary Explanation**

The FY 2022 budget for Economic Development and Planning includes a new Code Compliance Officer and restored operating budget, as well as increased subsidy to LEPFA facilities due to the economic impacts of the COVID-19 public health emergency.

# Economic Development and Planning

**Fiscal Year July 1, 2022 - June 30, 2023**

**Building Safety Special Revenue Fund**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 1,227,558 | 1,379,042 | 1,379,042 | 1,544,453 | 12.0% |
| Retirement/Fixed Benefits | 850,419 | 839,117 | 839,117 | 652,931 | -22.2% |
| Total Personnel | 2,077,977 | 2,218,159 | 2,218,159 | 2,197,384 | -0.9% |
| Operating | | | | | |
| Department Operations | 361,364 | 454,738 | 454,738 | 452,563 | -0.5% |
| Information Technology Charge | 131,639 | 154,929 | 154,929 | 145,811 | -5.9% |
| Fleet/Equipment Charge | 89,005 | 54,174 | 54,174 | 15,000 | -72.3% |
| City 311 Service | - | - | - | 56,342 | |
| Total Operating | 582,007 | 663,841 | 663,841 | 669,716 | 0.9% |
| Total Expenditures | 2,659,985 | 2,882,000 | 2,882,000 | 2,867,100 | -0.5% |

**Budgetary Explanation**

The FY 2023 budget for building safety includes the addition of a new Mechanical Inspector fully funded within the departmental charges for building safety services.

# Economic Development and Planning

**Fiscal Year July 1, 2022 - June 30, 2023**

**Community Development Block Grant (CDBG) Fund**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Grant Expenditures | | | | | |
| Personnel | 733,710 | 1,212,831 | 1,212,831 | 1,146,062 | -5.5% |
| Operating | 1,930,694 | 1,276,749 | 1,276,749 | 1,219,410 | -4.5% |
| Total Expenditures | 2,664,403 | 2,489,580 | 2,489,580 | 2,365,472 | -5.0% |

**Budgetary Explanation**

Detailed proposals for CDBG, HOME, and Emergency Solutions grants for FY 2022 are available in the Consolidated Action plan, available on the City's website.

# Economic Development and Planning

**Fiscal Year July 1, 2022 - June 30, 2023**

**HOME Grant Fund**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Grant Expenditures | | | | | |
| Personnel | 61,282 | 102,321 | 102,321 | 99,457 | -2.8% |
| Operating | 1,494,346 | 736,041 | 736,041 | 791,904 | 7.6% |
| Total Expenditures | 1,555,628 | 838,361 | 838,361 | 891,361 | 6.3% |

**Budgetary Explanation**

Detailed proposals for CDBG, HOME, and Emergency Solutions grants for FY 2022 are available in the Consolidated Action plan, available on the City's website.

# Economic Development and Planning

## Fiscal Year July 1, 2022 - June 30, 2023

## Emergency Solutions Grant (ESG) Fund

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Grant Expenditures | | | | | |
| Operating | 348,866 | 174,439 | 174,439 | 174,439 | 0.0% |
| Total Expenditures | 348,866 | 174,439 | 174,439 | 174,439 | 0.0% |

**Budgetary Explanation**

Detailed proposals for CDBG, HOME, and Emergency Solutions grants for FY 2022 are available in the Consolidated Action plan, available on the City's website.

# Economic Development and Planning

**Fiscal Year July 1, 2022 - June 30, 2023**

**Downtown Lansing, Inc.**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 157,572 | 189,000 | 189,000 | 209,889 | 11.1% |
| Total Personnel | 157,572 | 189,000 | 189,000 | 209,889 | 11.1% |
| Operating | | | | | |
| Department Operations | 512,897 | 361,464 | 361,464 | 483,500 | 33.8% |
| Information Technology Charge | 19,558 | 20,836 | 20,836 | 23,611 | 13.3% |
| Total Operating | 532,455 | 382,300 | 382,300 | 507,111 | 32.6% |
| Total Expenditures | 690,026 | 571,300 | 571,300 | 717,000 | 25.5% |

**Budgetary Explanation**

Previous budgetary reductions due to conservative revenue estimates from previous years have been restored in the Downtown Lansing, Inc. budget for FY 2023.

# Economic Development and Planning

**Fiscal Year July 1, 2022 - June 30, 2023**

**Municipal Parking Enterprise Fund**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 968,484 | 1,422,229 | 1,422,229 | 1,440,793 | 1.3% |
| Retirement/Fixed Benefits | 967,789 | 1,009,302 | 1,009,302 | 752,177 | -25.5% |
| Total Personnel | 1,936,272 | 2,431,531 | 2,431,531 | 2,192,970 | -9.8% |
| Operating | | | | | |
| Department Operations | 914,054 | 1,913,704 | 1,913,704 | 1,751,608 | -8.5% |
| Information Technology Charge | 104,308 | 139,273 | 139,273 | 124,990 | -10.3% |
| Fleet/Equipment Charge | 58,076 | 120,550 | 120,550 | 60,000 | -50.2% |
| Public Service Engineering | 6,265 | 10,000 | 10,000 | - | -100.0% |
| City 311 Service | - | - | - | 50,082 | |
| Total Operating | 1,082,703 | 2,183,527 | 2,183,527 | 1,986,680 | -9.0% |
| Capital | 747,163 | 180,000 | 180,000 | 87,500 | -51.4% |
| Debt Service | 12,406,484 | 1,938,400 | 1,938,400 | 712,850 | -63.2% |
| Transfers (Townsend Proceeds) | 2,005,000 | - | - | - | |
| Total Expenditures | 18,177,622 | 6,733,458 | 6,733,458 | 4,980,000 | -26.0% |

**Budgetary Explanation**

Parking fund expenditures remain significantly reduced to account for lost parking revenue due to decreased business activity downtown.

# Information Technology

**Description**

The Information Technology Department is responsible for the maintenance of the City's various computer systems, and technology infrastructure, as well as the implementation of new technology initiatives. The department oversees the critical business applications including data analytics, citizen engagement platforms, Enterprise Content Management systems, financial systems, public safety video surveillance technologies and internal communication tools. These are the components that help make departments smarter in their day-to-day operations. This goal is achieved by increasing visibility and efficiency of the department, providing communication tools which enhance and communication and leveraging technologies, as often as possible, that are utilized across multiple business units.

# Information Technology

**Fiscal Year July 1, 2022 - June 30, 2023**

**Department Summary - Internal Service Fund**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 1,178,115 | 1,488,709 | 1,488,709 | 1,568,349 | 5.3% |
| Retirement/Fixed Benefits | 864,433 | 911,954 | 911,954 | 713,259 | -21.8% |
| Total Personnel | 2,042,548 | 2,400,663 | 2,400,663 | 2,281,608 | -5.0% |
| Operating | | | | | |
| Department Operations | 3,762,771 | 5,071,195 | 5,071,195 | 5,251,165 | 3.5% |
| Fleet/Equipment Charge | 3,000 | 5,650 | 5,650 | 3,000 | -46.9% |
| Total Operating | 3,765,771 | 5,076,845 | 5,076,845 | 5,254,165 | 3.5% |
| Capital | 363,528 | 225,000 | 225,000 | 235,000 | 4.4% |
| Total Expenditures | 6,171,847 | 7,702,508 | 7,702,508 | 7,770,773 | 0.9% |

**Budgetary Explanation**

No major operating changes are anticipated for the Information Technology budget for FY 2023.

# Finance Operations

**Description**

Finance's mission is to develop and control the financial management functions of the City, including accounting and budget functions. The department maintain multiple financial management systems which are used for to monitor and meet financial reporting requirements in order to ensure fiscal stability and proper utilization of public monies.

Investment and management of City funds are also a major policy and operational activity through which Finance maximizes City resources by maintaining the City's portfolios in the most advantageous positions. This includes ongoing analysis of both individual investments and general trends that impact the returns on investments, including analysis of City disbursement and collection activities to ensure sound and prudent fiscal management. Financial management responsibilities include risk management and management of Retirement System's assets, as well as the assets of the General Fund and enterprise or special revenue funds.

Budget responsibilities include the preparation of policy recommendations and coordination of budget development and budget monitoring to assure conformance with the state Uniform Budget and Accounting Act, and Article Seven of the City Charter. This process includes revenue and expenditure analysis, development of policy and budgetary alternatives, and coordination between the Mayor and departments on budget development and financial and operational issues. Budget staff also assist in union contract negotiations, and provide cost benefit analyses on proposed projects for Mayoral review.

Interdepartmental support activities include providing accounting services, payroll, financial planning, deposit control, and accounts payable functions. Additional support to the Mayor and Council comes from Finance in the preparation of revenue and debt service requirements, as well as analyses of economic trends and business activity that may impact City fiscal resources and/or operational concerns.

# Finance Operations

**Fiscal Year July 1, 2022 - June 30, 2023**

**Department Summary**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 941,264 | 971,803 | 971,803 | 1,085,269 | 11.7% |
| Retirement/Fixed Benefits | 564,221 | 545,858 | 545,858 | 403,460 | -26.1% |
| Total Personnel | 1,505,485 | 1,517,661 | 1,517,661 | 1,488,729 | -1.9% |
| Operating | | | | | |
| Department Operations | 355,289 | 406,739 | 406,739 | 413,674 | 1.7% |
| Information Technology Charge | 84,752 | 83,122 | 83,122 | 81,374 | -2.1% |
| City 311 Service | - | - | - | 18,856 | |
| Total Operating | 440,041 | 489,861 | 489,861 | 513,904 | 4.9% |
| Total Expenditures | 1,945,526 | 2,007,522 | 2,007,522 | 2,002,633 | -0.2% |

**Budgetary Explanation**

Changes to the Finance budget include sharing the combined Finance Director/Treasurer position with Treasury and the addition of an Accountant position to focus on accounts receivable and to help resolve re-occuring material weaknesses identified in the City's annual financial audits..

# Assessing

**Description**

The City Assessor's Office is responsible for keeping inventory of all property in the City of Lansing and determining assessed and taxable values for all property. The Department maintains up-to-date property information, owner information, maintains principal residence information, and gathers market information to determine the market value of all property annually.

Property (legal) descriptions for all property are maintained by the Assessor's office.

Annual canvas and determination of all personal property valuation is performed by this office.

The Assessor's Office also defends assessments at the Michigan Tax Tribunal by responding to assessment appeals for both the small claims and full Tribunal appeals. The Department also schedules and organizes the local annual appeals process through the Board of Review.

The Department oversees incentive monitoring and reporting by reviewing incentive applications and monitoring existing approved incentives. The Assessor's office provides data for PILOT billing, Principal Shopping District

Assessor responsibilities also include reviewing and responding to property tax exemption requests including general exemptions, veteran's exemptions, and poverty exemptions.

The Assessor's Office also responds to taxpayer's inqueries, provides property information to the public as well as market data (sales data).

# Assessing

**Fiscal Year July 1, 2022 - June 30, 2023**

**Department Summary**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 706,709 | 1,064,503 | 1,064,503 | 1,191,114 | 11.9% |
| Retirement/Fixed Benefits | 551,963 | 641,737 | 641,737 | 499,003 | -22.2% |
| Total Personnel | 1,258,671 | 1,706,240 | 1,706,240 | 1,690,117 | -0.9% |
| Operating | | | | | |
| Department Operations | 97,309 | 168,294 | 168,294 | 168,440 | 0.1% |
| Information Technology Charge | 101,712 | 92,620 | 92,620 | 80,861 | -12.7% |
| City 311 Service | - | - | - | 31,301 | |
| Total Operating | 199,021 | 260,914 | 260,914 | 280,602 | 7.5% |
| Total Expenditures | 1,457,692 | 1,967,154 | 1,967,154 | 1,970,719 | 0.2% |

**Budgetary Explanation**

Changes to the Assessing budget for FY 2022 includes $40k for two contractual workers to review and update personal property records. This will provide updated property tax information for Lansing residents and possibly result in additional property tax revenue for the City.

# Treasury

**Description**

The City Treasury & Income Tax Department is responsible for the administration of the City's property tax and income tax programs.

The Treasury division bills and collects the real, personal property, and delinquent personal property taxes. Treasury is also responsible for the overall collection of the Lansing City department revenues and remittances through the process of cash receipting and departmental daily deposits. Treasury is also accountable for the safekeeping and investment of City funds, monies, and non-pension related securities.

The Income Tax division collects Income Tax for Lansing residents and non-residents that work in Lansing. Additionally, this division works with multiple Lansing-based and regional employers to complete accurate employee withholding.

Treasury's mission is to promote a culture that encourages each individual to strive to provide the highest quality of care to customers, to uphold the City of Lansing Treasurer office commitment to the community, and to strive to be the best he or she can be through professional behavior, communication and commitment to this Department.

# Treasury/Income Tax

**Fiscal Year July 1, 2022 - June 30, 2023**

**Department Summary**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 876,898 | 1,153,625 | 1,153,625 | 1,224,425 | 6.1% |
| Retirement/Fixed Benefits | 648,628 | 715,676 | 715,676 | 608,098 | -15.0% |
| Total Personnel | 1,525,526 | 1,869,301 | 1,869,301 | 1,832,523 | -2.0% |
| Operating | | | | | |
| Department Operations | 279,100 | 301,412 | 301,412 | 307,511 | 2.0% |
| Information Technology Charge | 151,789 | 213,900 | 213,900 | 214,472 | 0.3% |
| Fleet/Equipment Charge | - | 200 | 200 | - | -100.0% |
| City 311 Service | - | - | - | 43,822 | |
| Total Operating | 430,889 | 515,512 | 515,512 | 565,805 | 9.8% |
| Total Expenditures | 1,956,414 | 2,384,813 | 2,384,813 | 2,398,328 | 0.6% |

**Budgetary Explanation**

Changes to the Treasury budget for FY 2023 include incorporating organizational changes adopted in the middle of FY 2022 including converting part-time Customer Service Representatives to full-time, and sharing the Finance Director/Treasurer position with Finance.

# Department of Human Resources

## Description

The Human Resources Department is responsible for many necessary functions for the City of Lansing. Human Resources provide services to all City Departments, employees, retirees, City Unions and the Community. We are instrumental in providing labor law compliance, record keeping, hiring and training, payroll, compensation, health and wellness and safety compliance. Human Resources also prepares job descriptions and ensures proper procedures for review and approval at department levels.

The Department of Human Resources advises the Mayor on policy-related items. The Department develops and updates policies and procedures for the Department and provides a wide range of activities and customer support services to the residents of the City of Lansing, all City Departments, including Lansing City Council, 54A-District Court, Economic Development Corporation, Downtown Lansing, Inc., Lansing Police and Lansing Fire Departments respectively.

### Hiring and Classification Section

The Hiring and Classification Section (HCS) is responsible for recruitment, selections, hiring, retention, compensation, various trainings and classification of all City positions. The Hiring Group provides ongoing training to the department managers and supervisors in areas of hiring and selection.

### Health and Wellness Section

The Health and Wellness Section administers the City's workers' compensation program and develops safety rules, policies, and safety training citywide, and administers and ensures compliance with federal workplace regulations.

### Payroll and Benefits Section

The Payroll and Benefits Section provides services to City employees and retirees, including orientation for new employees.

### Employee & Labor Relations Section

The Employee & Labor Relations section of the Department of Human Resources is tasked with administering the grievance process alongside the Chief Labor Negotiator. This area also investigates employee complaints, provides training and responds to unemployment claims against the City. This section also provides consultations with management with respect to disciplinary matters and CBA presentations.

# Human Resources

**Fiscal Year July 1, 2022 - June 30, 2023**

**Department Summary**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 766,816 | 921,125 | 921,125 | 1,205,136 | 30.8% |
| Retirement/Fixed Benefits | 455,838 | 519,110 | 519,110 | 404,693 | -22.0% |
| Total Personnel | 1,222,654 | 1,440,235 | 1,440,235 | 1,609,829 | 11.8% |
| Operating | | | | | |
| Department Operations | 762,384 | 984,048 | 997,048 | 985,457 | 0.1% |
| Information Technology Charge | 104,308 | 148,098 | 148,098 | 128,776 | -13.0% |
| Fleet/Equipment Charge | - | 300 | 300 | - | -100.0% |
| Total Operating | 866,692 | 1,132,446 | 1,145,446 | 1,114,233 | -1.6% |
| Total Expenditures | 2,089,346 | 2,572,681 | 2,585,681 | 2,724,062 | 5.9% |

**Budgetary Explanation**

Changes to the Human Resources budget for FY 2023 include the addition of a Deputy HR Director, Hiring Specialist, and Health and Wellness Specialist.

# Office of the City Attorney

**Description**

The Office of the City Attorney (OCA) is dedicated to providing the highest quality legal service to the City of Lansing. Its mission is to provide professional, knowledgeable, courteous, and dependable service to the City's elected, appointed, and administrative officials and its committees and boards.

Under the Charter, the City Attorney is the attorney for Lansing as a Michigan municipal corporation and is responsible to both the Mayor and the City Council. The OCA provides legal services and advice at the request of the Mayor, City Council, City Departments and Boards, represents the City in all cases in which the City is a party or has an interest, and prosecutes City ordinance violations. As the prosecutor for the City, the City Attorney is involved in remedying matters that directly impact citizens, neighborhood safety and quality of life, including enforcement of the housing code, drug laws, and alcohol-related offenses. OCA staffs and provides legal advice at meetings, drafts ordinances, and issues written legal opinions to elected, appointed, and administrative officials. OCA also drafts, reviews and approves as to form contracts, bonds, legal instruments, Council resolutions, grants and is actively involved in the negotiation, purchase, sale, development and redevelopment of property in the City. This office also serves as the designated Freedom of Information Act (FOIA) coordinator for the City.

# Office of the City Attorney

**Fiscal Year July 1, 2022 - June 30, 2023**

**Department Summary**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 1,147,338 | 1,411,685 | 1,411,685 | 1,546,446 | 9.5% |
| Retirement/Fixed Benefits | 690,961 | 772,254 | 772,254 | 664,706 | -13.9% |
| Total Personnel | 1,838,300 | 2,183,939 | 2,183,939 | 2,211,152 | 1.2% |
| Operating | | | | | |
| Department Operations | 103,445 | 162,564 | 162,564 | 162,664 | 0.1% |
| Information Technology Charge | 97,935 | 103,958 | 103,958 | 146,294 | 40.7% |
| Total Operating | 201,380 | 266,522 | 266,522 | 308,958 | 15.9% |
| Total Expenditures | 2,039,679 | 2,450,461 | 2,450,461 | 2,520,110 | 2.8% |

**Budgetary Explanation**

Changes to the FY 2023 budget include incorporating the Assistant City Attorney - Council Liaison position as well as a part-time Legal Assistant to the District Court.

# Police Department

**Description**

The mission of the Lansing Police Department is to maintain order, preserve public safety and foster a better quality of life, making our city a better place to live, work and visit.

Vision Statement

Building partnerships and utilizing innovative strategies for a safer, stronger community.

Department Goals

- Reduce crime, reduce repeat calls for service and increase citizen satisfaction by delivering quality police service in a lawful, sensitive, safe and professional manner in order to protect life, property and maintain public peace.
- Prevent crime and maintain order through police action; targeting specific problems.
- Enhance organizational excellence through education, training and technology.
- Identify and analyze problems, explore alternative solutions, and encourage regional cooperation.
- Create and maintain open lines of communication to promote partnerships with our community.
- Encourage and support citizen involvement and leadership to improve the quality of life at the neighborhood level.
- Employ personnel that meet standards of professional excellence and represent the diversity of our community.
- Promote job satisfaction, open communication, and team building through employee participation in decision making.
- Sanctity of Human Life
- Reduce violent crime through pro-active policing through a focused intelligence and data lead policing philosophy.

To accomplish our mission, LPD will embrace a community-based, problem-oriented, data-driven policing strategy that emphasizes, the use of problem-solving techniques, community policing and a reliance on data to identify threats, measure the results of our interventions, and to hold ourselves accountable; to each other and to our community.

Police Department operations involve logistical support from Four Divisions; Administrative Division, Patrol Division, Investigations Division and the Staff Services Division. Each Division had a Captain that oversees police operations for those divisions. The Patrol Division Captain is responsible for all uniformed officers including Sector Officers, School Resource Officers, and Canine Team. Traffic Unit and Community Policing Officers (CPO's). The Investigations Division Captain oversees Detectives, C.S.I, S.T.A.R.T., DIVE, Special Operations Division, and the Violent Crime Initiative (VCI). The Administrative Division Captain oversees, Detention, Training, Grants, Accounting Services, Staff Services Captain oversees the Property and Supply Unit, Electronic Equipment Maintenance Unit, Hiring and Recruiting, Technical Services, as well as Records and Identification. The Internal Affairs Unit and Public Information Director reports directly to the Chief of Police.

(Continued)

# Police Department

**Description**

Forfeiture Fund (drug law fund) consists of monies and other assets seized and forfeited in the process of enforcement of anti-drug laws. The Special Operations Division confronts the difficult issues involved in narcotic trafficking, vice, organized crime, and criminal gangs. The Special Operations Section works with our law enforcement partners at both the state and federal levels. These partnerships include the United States Attorney's Office, the Ingham County Prosecutor's Office, the Federal Bureau of Alcohol Tobacco and Firearms, the Federal Drug Enforcement Agency, the Internal Revenue Service, the Federal Bureau of Investigations, the United States Department of Agriculture, Health and Human Services, the Michigan State police, and local law enforcement agencies.

LPD's proposed budget ensures that all core services remain intact, all while enhancing community policing initiatives such as the Citizen Police Academy, G.R.E.A.T., and Neighborhood Engagement Events. LPD will continue to strengthen its regional partnerships with crime fighting and prevention strategies along police legitimacy and use of force training.

# Police Department

**Fiscal Year July 1, 2022 - June 30, 2023**

**Department Summary**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| General Fund | | | | | |
| Department Operations | 24,875,976 | 26,309,472 | 26,403,086 | 27,829,388 | 5.8% |
| Retirement/Fixed Benefits | 16,851,912 | 19,366,418 | 19,366,418 | 19,149,511 | -1.1% |
| Information Technology Charge | 2,412,851 | 2,685,321 | 2,685,321 | 2,776,955 | 3.4% |
| Fleet/Equipment Charge | 1,544,743 | 1,550,000 | 1,550,000 | 1,825,000 | 17.7% |
| Drug Forfeiture Funds | | | | | |
| Federal | 151,686 | 204,000 | 204,000 | - | -100.0% |
| State/Local | 522,158 | - | 10,000 | 222,000 | |
| Tri-County Metro | 662,328 | - | 552,000 | 701,000 | |
| Total Expenditures | 47,021,654 | 50,115,211 | 50,770,825 | 52,503,854 | 4.8% |

**Budgetary Explanation**

$3.645 million of the Lansing Police Department is funded by a voter-approved 1.5 mill property tax millage. Information for the Lansing Police Department's funds is provided in the following pages.

# Police Department

**Fiscal Year July 1, 2022 - June 30, 2023**

**General Fund Department**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 21,773,547 | 22,805,162 | 22,805,162 | 24,181,142 | 6.0% |
| Retirement/Fixed Benefits | 16,851,912 | 19,366,418 | 19,366,418 | 19,149,511 | -1.1% |
| Total Personnel | 38,625,459 | 42,171,580 | 42,171,580 | 43,330,653 | 2.7% |
| Operating | | | | | |
| Department Operations | 3,102,429 | 3,504,310 | 3,597,924 | 3,648,246 | 4.1% |
| Information Technology Charge | 2,412,851 | 2,685,321 | 2,685,321 | 2,776,955 | 3.4% |
| Fleet/Equipment Charge | 1,544,743 | 1,550,000 | 1,550,000 | 1,825,000 | 17.7% |
| Total Operating | 7,060,024 | 7,739,631 | 7,833,245 | 8,250,201 | 6.6% |
| Total Expenditures | 45,685,482 | 49,911,211 | 50,004,825 | 51,580,854 | 3.3% |

**Budgetary Explanation**

The Police budget for FY 2023 includes an Assistant Police Chief position created in FY 2022 as well as the addition of a Public Information Coordinator and Principal Clerk to take over front Central Record duties currently overseen by Cadets.

# Police Department

## Fiscal Year July 1, 2022 - June 30, 2023

## Federal Drug Enforcement Special Revenue Fund

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Fund Expenditures | | | | | |
| Operating | 91,235 | 174,000 | 174,000 | - | -100.0% |
| Capital | 60,451 | 30,000 | 30,000 | - | -100.0% |
| Total Expenditures | 151,686 | 204,000 | 204,000 | - | -100.0% |

**Budgetary Explanation**

Drug forfeiture revenues vary widely from year-to-year, subject to the timing of case settlement and awards.

# Police Department

## Fiscal Year July 1, 2022 - June 30, 2023

## State/Local Drug Enforcement Special Revenue Fund

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Fund Expenditures | | | | | |
| Operating | 519,596 | - | 10,000 | 168,000 | |
| Capital | 2,562 | - | - | 54,000 | |
| Total Expenditures | 522,158 | - | 10,000 | 222,000 | |

**Budgetary Explanation**

Drug forfeiture revenues vary widely from year-to-year, subject to the timing of case settlement and awards.

# Police Department

## Fiscal Year July 1, 2022 - June 30, 2023

## Tri-County Metro Drug Enforcement Special Revenue Fund

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Fund Expenditures | | | | | |
| Operating | 563,305 | - | 476,500 | 616,000 | |
| Total Expenditures | 563,305 | - | 476,500 | 616,000 | |

**Budgetary Explanation**

Drug forfeiture revenues vary widely from year-to-year, subject to the timing of case settlement and awards.

# Fire Department

**Description**

The Lansing Fire Department, under the direction of its Fire Chief, is committed to serving the Lansing community with the highest levels of life and property protection. This is achieved by providing excellent, compassionate service in an atmosphere that encourages innovation, professional development and diversity. The Lansing Fire Department also has a Board of Fire Commissioners with eight members that represent all wards within the City of Lansing, including two at-large positions. The Fire Commissioners have a wide range of authority including department budget approval, citizen complaints and department polices.

The Department performs its mission through six organizational divisions and provides a wide range of services including Fire Prevention, Emergency Management and disaster preparation activities, Fire Safety, plan review, public education, special events planning, arson investigation, employee education and certification, as well as emergency response for fire and medical, hazardous materials, and technical rescues.

# Fire Department

**Fiscal Year July 1, 2022 - June 30, 2023**

**Department Summary**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 17,949,252 | 17,897,897 | 18,322,897 | 18,868,324 | 5.4% |
| Retirement/Fixed Benefits | 13,345,079 | 15,311,022 | 15,311,022 | 15,616,143 | 2.0% |
| Total Personnel | 31,294,331 | 33,208,919 | 33,633,919 | 34,484,467 | 3.8% |
| Operating | | | | | |
| Department Operations | 1,802,148 | 2,423,179 | 2,423,179 | 2,662,701 | 9.9% |
| Information Technology Charge | 1,094,412 | 1,229,381 | 1,229,381 | 1,175,504 | -4.4% |
| Fleet/Equipment Charge | 1,950,000 | 1,950,000 | 1,950,000 | 1,950,000 | 0.0% |
| Total Operating | 4,846,560 | 5,602,560 | 5,602,560 | 5,788,205 | 3.3% |
| Total Expenditures | 36,140,891 | 38,811,479 | 39,236,479 | 40,272,672 | 3.8% |

**Budgetary Explanation**

No major operating changes are included in the Fire Department budget for FY 2023. The City is exploring options for a long-term contract for Fire service equipment to flatten the cost of equipment replacement needs to an flat annual rate.

# Public Service Department

**Description**

The Public Service Department is organized into six distinct divisions (Engineering, Business, Permits and Technology, Operations and Maintenance, Fleet Services, Property Management, and Waste Water Treatment Plant) that are responsible for engineering, transportation, construction, right-of-way permitting, city fleet maintenance, maintenance of city property, operation and maintenance of roads, bridges, sidewalks, and storm and sanitary sewers within the city of Lansing, including the Waste Water Treatment Plant and pump stations . The Operations and Maintenance Division also operates the City's Capital Area Recycling and Trash (CART) program. The Engineering Division also provides general engineering support and oversight to other City departments.

Activities of the Department are primarily supported through: General Fund, Act 51 Fund (Major and Local Streets Special Revenue Fund - Gas Tax), Sewage Disposal System Enterprise Fund (sewer bills), trash collection fees, and recycling fees.

Additional funding may be utilized, as available, from bond proceeds and interest on existing bond issuances, Federal E.P.A. and Transportation Funds, Michigan Department of Transportation and Michigan Department of Environment, Great Lakes, and Energy Grants, State Revolving Loan Funds, the Lansing Building Authority, Tax Increment Finance Authority, Special Assessments, and the City's Community Development Block Grant.

**Engineering (Major supporting funds: General Fund, Act 51, Sewage Disposal System Enterprise Fund):**

The Infrastructure and Environment Group is responsible for the oversight of all infrastructure design and construction contracts in the City necessary to maintain, upgrade, expand and install infrastructure associated with the storm sewer, sanitary sewer, non-motorized road and sidewalk systems. This group reviews and approves site plans for development projects. It also administers several programs regulated by the State of Michigan such as: Biennial Bridge Inspections, Soil Erosion and Sedimentation Program, Street Rating (PASER), ACT51 Reporting, and Environmental Clean-up Projects.

In addition, the city's largest infrastructure and environmental program, the Wet Weather Program (comprised of the CSO, SSO, and Storm water Phase II permit programs) is managed out of this group.

The Transportation and Non-Motorized group guides the operational design of reconstructed streets using the Complete Streets model and oversees implementation of the city's non-motorized plan and sidewalk gap closure and repair program. This group also develops the traffic sign program for the city and manages all city traffic signals and school zone flashers, evaluates intersection traffic control, speed limits, parking regulations, and roadway lane configurations, develops traffic control plans for special events, and prepares school operational and safety studies and a wide variety of other traffic operations evaluations and reports. The Transportation and Non-Motorized group is also responsible for CAD and GIS within the Public Service Department.

(continued)

# Public Service Department

## Description

**Business, Permits and Technology (Major supporting funds: General Fund, Act 51, Sewage Disposal System Enterprise Fund):**

The Public Service Department is the largest City department by size and budget in the City. It is important that the business conducted within the department is coordinated amongst all of the Divisions and therefore offering better service to our customers.The Business, Permits and Technology Division combines the Public Service budget coordination, permitting, soil erosion enforcement, snow on sidewalk program, accounts payable, accounts receivable, administrative support and department wide technology efforts, into one workgroup.

The right-of-way (ROW) is managed by this division by its issuance of all ROW permits to private contractors and utility companies that need to perform work in the right of way. This Division also provides permitting and inspection for the Soil Erosion and Sedimentation and Control Program, sidewalk and drive approaches, sewers, and special transportation. This group has a focus on improving our communication with our customers and general advancements of technology and its use and deployment throughout the department.

**Operations and Maintenance (O&M) (Major supporting funds: General Fund, Act 51, Sewage Disposal System Enterprise Fund, trash fees, and recycling fees):**

The O&M Division is generally considered to be the backbone of the City. The Division is responsible for maintaining the city's infrastructure and delivering quality city services. The Division It is divided into seven sections: Surface, CART (Capital Area Recycling and Trash), Streets, Sewer, Grounds, Forestry, and Administrative.

The State of Michigan contracts with the City to maintain 44 miles of state trunklines and provides funding within the Major Streets Fund for: maintenance and repairs to roadways, winter maintenance, right of way mowing, and traffic control systems on state trunklines.

**Surface**

The Surface Section is responsible for maintaining city surface infrastructure, alleys, and parking areas. Funding sources include the Parking Fund, Major and Local Street Funds, and the General Fund. Funded activities include operating the O&M yards and facilities, maintaining surface infrastructure (e.g. guard rails, signs), graffiti abatement, compost facility operations, internal city department refuse service, ROW trash violation abatement, street sweeping, gravel street maintenance, alley maintenance, sign shop field operations, special event traffic control and barricading, placing radar speed trailers and message boards, fall leaf removal from the streets, and winter maintenance activities. The Surface Section is the one stop source for traffic control and barrier placement, providing routine and emergency support to the Transportation Unit, the Lansing Fire Department and the Lansing Police Department.

(continued)

# Public Service Department

## Description

### Capital Area Recycling and Trash (CART)

The Recycling Fund supports curbside collection of a range of recyclable materials and organic yard waste for compost, serving residences with four or less units. Under ordinance, larger residential complexes, and commercial and industrial operations are required to recycle and the Department is charged with oversight of this activity. The City's transition to a single recycling stream collection method, where all recyclables are collected in one container in the collection truck, has continued to be an enormous success.

The Trash Fund supports the Operations and Maintenance Division's weekly trash collection throughout the City, including Blue Cart trash service and bulk trash removal.

Affordable Blue Cart trash service is available on a subscription basis, and includes a city provided container and weekly collection service; service is available by calling the Department and is billed quarterly. Bulk trash removal is also available to dispose of large refuse items by purchasing a bulk sticker from local merchants or the City. Services are funded from quarterly billing for Blue Cart container services and bulk sticker sales.

### Streets

The Street Section maintains city streets and sidewalks using the Major and Local Street Funds for street repairs, and utility cut fees and the General Fund for sidewalk maintenance. Funded activities include resurfacing, skin patching, asphalt spray patching, potholing, crack sealing, utility cut repairs, concrete curb repair, sidewalk repairs and winter maintenance. Maintenance work is coordinated and prioritized by working closely with the Engineering Division.

### Sewer

The Sewer Section maintains the city sanitary and storm sewer collection system using sewer funds for sanitary sewer maintenance and the General Fund for storm sewer maintenance. Funded activities include sewer cleaning and repair, structure repair, catch basin cleaning, bypass pumping, flood control, sewer televising, emergency response, inspection and winter maintenance.

### Forestry and Grounds

The Grounds Section maintains city green spaces, cemeteries, trees, and park infrastructure. Funding sources include the General Fund, Major and Local Street Funds. Funded activities include mowing (for all City jurisdictional properties: ROWs, parks, cemeteries, and parking lots), cemetery operations, ornamental area planting, support to leisure services, parks infrastructure maintenance, forestry operations (hazard tree removal, hazard mitigation, planting and nursery operations) and winter maintenance.

(continued)

# Public Service Department

## Description

### Administrative

The Administrative Section is responsible for customer service, accounting functions and performance tracking of all activities within the Division. The section coordinates the administrative needs of other sections and provides a direct link between the public and the services performed by the Operations and Maintenance Division. On an annual basis this section handles over 22,000 phone calls from the public, dispatches field staff to more than 3,500 locations to address citizen concerns and responds to more than 3,900 requests for special services from the CART section. They manage payroll and personnel issues for full time Teamster and UAW employees and UAW seasonal employees. They also service over 8,300 Trash Cart customers. Through meticulous data management procedures they ensure that the activities of the Division are properly recorded, reported, and where applicable, reimbursed by other departments, agencies or individuals the division supports.

### Waste Water Treatment Plant (WWTP) (Major supporting funds: Sewage Disposal System Enterprise Fund):

The City's Activated Sludge Wastewater Treatment Plant is the fifth largest in the State of Michigan. It is a high-tech facility with a comprehensive computerized control system. This system can remotely control many functions of outlying pump stations, process controls, and other WWTP functions. This process has allowed the WWTP to optimize staff size and focus attention on maintaining the plant equipment necessary to serve our customers. Currently the plant processes an average daily flow of 14 million gallons of sewage.

The WWTP laboratory is responsible for daily testing of influent flows, evaluating the plant's in-process removal of pollutants, and confirming plant effluent compliance with the National Pollution Discharge Elimination System (NPDES) limits.

The WWTP staff is responsible for operating and maintaining 28 sanitary sewer pump stations ranging in capacity from less than 100,000 gallons per day to over to 66,000,000 gallons per day. The WWTP staff is also responsible for operating and maintaining four storm water pumping stations in the city. Other programs that are managed within this division are the Industrial Pretreatment Program (IPP) and the Residuals Management Plan (disposal of plant solid waste by Landfilling dewatered sludge or Land Applying lime stabilized sludge; i.e., BioSolids). The WWTP and its environmental processes continue to be among the most regulated programs in the State of Michigan. Sound sewerage system infrastructure is imperative for maintaining proper environmental standards and to preserve public health and safety.

### Fleet Services Division (Major supporting funds: General Fund, Act 51, Sewage Disposal System Enterprise Fund):

Fleet Services is responsible for preventative maintenance and repair of all vehicles and equipment owned by the City. The fleet is divided into two categories to help manage it. We have approximately 550 "rolling stock" vehicles (rolling stock is a unit that is capable of moving itself down the road) and approximately 500 pieces of equipment (used for maintenance throughout the City). Additionally, we are responsible for purchasing and disposal of units with the assistance of the City's Purchasing Department.

(continued)

# Public Service Department

## Description

### Property Management Division

The Property Management Division is responsible for managing the City of Lansing's properties. The City of Lansing owns approximately 750 properties which includes approximately 223 buildings. The Division is directly responsible for 75 buildings and 59 other properties.

Property Management staff are available 24 hours a day for emergencies and provide support to many special events. The Division provides facility planning and utility services for over 40 special events a year. Some of the more popular ones are: Downtown Lansing Inc. Frost Fest, Lansing Board of Water and Light Chili Cook Off, Old Town Commercial Festival of the Moon and Sun, City of Lansing 4th of July event, Common Ground Music Festival and the City of Lansing Mosaic Festival. This includes providing power, lights, water, sewer, and other work necessary to make the special events happen. The Division also works with other City of Lansing departments, other outside governmental agencies, private companies or businesses to help make the special events a success for all participants.

# Public Service

**Fiscal Year July 1, 2022 - June 30, 2023**

**Department Summary**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Public Service | | | | | |
| General Fund Public Service | 10,811,196 | 12,677,987 | 12,677,987 | 12,571,351 | -0.8% |
| Major Streets Fund | 17,653,559 | 17,015,675 | 17,015,675 | 14,660,925 | -13.8% |
| Local Streets Fund | 9,116,088 | 11,410,135 | 11,410,135 | 10,278,162 | -9.9% |
| Sanitary Sewer Fund | 34,705,475 | 42,050,477 | 42,350,477 | 44,024,000 | 4.7% |
| Garbage & Rubbish Fund | 2,328,649 | 2,330,785 | 2,330,785 | 2,737,500 | 17.4% |
| Recycling Fund | 4,280,599 | 5,145,379 | 5,145,379 | 5,050,692 | -1.8% |
| Engineering Internal Service Fund | 3,891,800 | 4,861,281 | 4,861,281 | 5,145,800 | 5.9% |
| Fleet Internal Service Fund | 8,944,275 | 10,439,153 | 10,439,153 | 10,151,200 | -2.8% |
| Total Expenditures | 91,731,641 | 105,930,872 | 106,230,872 | 104,619,630 | -1.2% |

**Budgetary Explanation**

Information for the Public Service Department's various funds is provided in the following pages.

# Public Service

**Fiscal Year July 1, 2022 - June 30, 2023**

**General Fund Public Service**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 1,334,827 | 2,021,689 | 2,021,689 | 2,026,983 | 0.3% |
| Retirement/Fixed Benefits | 1,030,418 | 1,258,637 | 1,258,637 | 968,978 | -23.0% |
| Total Personnel | 2,365,244 | 3,280,326 | 3,280,326 | 2,995,961 | -8.7% |
| Operating | | | | | |
| Department Operations | 7,312,708 | 7,889,489 | 7,889,489 | 8,032,266 | 1.8% |
| Information Technology Charge | 86,728 | 101,409 | 101,409 | 92,824 | -8.5% |
| Fleet/Equipment Charge | 427,728 | 578,500 | 578,500 | 524,000 | -9.4% |
| Public Service Engineering | 618,787 | 828,263 | 828,263 | 926,300 | 11.8% |
| Total Operating | 8,445,951 | 9,397,661 | 9,397,661 | 9,575,390 | 1.9% |
| Total Expenditures | 10,811,196 | 12,677,987 | 12,677,987 | 12,571,351 | -0.8% |

**Budgetary Explanation**

No significant operation changes are budgeted directly in the Public Service Department general fund budget for FY 2023.

# Public Service

**Fiscal Year July 1, 2022 - June 30, 2023**

**Major Streets Special Revenue Fund**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 1,693,471 | 2,061,116 | 2,061,116 | 1,774,900 | -13.9% |
| Retirement/Fixed Benefits | 1,446,565 | 1,348,412 | 1,348,412 | 1,336,815 | -0.9% |
| Total Personnel | 3,140,036 | 3,409,528 | 3,409,528 | 3,111,715 | -8.7% |
| Operating | | | | | |
| Department Operations | 1,288,666 | 1,753,073 | 1,753,073 | 1,746,883 | -0.4% |
| Fleet/Equipment Charge | 518,674 | 697,500 | 697,500 | 757,000 | 8.5% |
| Public Service Engineering | 811,585 | 1,377,718 | 1,377,718 | 1,411,800 | 2.5% |
| Total Operating | 2,618,924 | 3,828,291 | 3,828,291 | 3,915,683 | 2.3% |
| Capital | 8,061,880 | 4,980,000 | 4,980,000 | 4,300,000 | -13.7% |
| Debt Service | 749,964 | 797,857 | 797,857 | 472,525 | -40.8% |
| Transfer to Local Streets | 3,082,755 | 4,000,000 | 4,000,000 | 2,861,002 | -28.5% |
| Total Expenditures | 17,653,559 | 17,015,675 | 17,015,675 | 14,660,925 | -13.8% |

**Budgetary Explanation**

No significant operation changes are budgeted directly in the Major Streets special revenue fund budget for FY 2023.

Capital project funding is listed in the Capital Improvement section of this budget document.

# Public Service

**Fiscal Year July 1, 2022 - June 30, 2023**

**Local Streets Special Revenue Fund**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 1,508,046 | 2,121,387 | 2,121,387 | 1,857,608 | -12.4% |
| Retirement/Fixed Benefits | 1,383,288 | 1,394,322 | 1,394,322 | 1,382,331 | -0.9% |
| Total Personnel | 2,891,334 | 3,515,709 | 3,515,709 | 3,239,939 | -7.8% |
| Operating | | | | | |
| Department Operations | 760,630 | 1,027,277 | 1,027,277 | 817,315 | -20.4% |
| Fleet/Equipment Charge | 1,146,943 | 1,230,000 | 1,230,000 | 1,350,000 | 9.8% |
| Public Service Engineering | 527,448 | 895,493 | 895,493 | 931,900 | 4.1% |
| Total Operating | 2,435,021 | 3,152,770 | 3,152,770 | 3,099,215 | -1.7% |
| Capital | 2,996,659 | 3,856,000 | 3,856,000 | 3,320,000 | -13.9% |
| Debt Service | 493,074 | 885,656 | 885,656 | 619,008 | -30.1% |
| Transfers | 300,000 | - | - | - | |
| Total Expenditures | 9,116,088 | 11,410,135 | 11,410,135 | 10,278,162 | -9.9% |

**Budgetary Explanation**

No significant operation changes are budgeted directly in the Local Streets special revenue fund budget for FY 2023.

Capital project funding is listed in the Capital Improvement section of this budget document.

# Public Service

## Fiscal Year July 1, 2022 - June 30, 2023

## Sanitary Sewer (Wastewater) Enterprise Fund

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 3,767,211 | 5,011,765 | 5,011,765 | 4,965,858 | -0.9% |
| Retirement/Fixed Benefits | 3,150,343 | 3,149,717 | 3,149,717 | 2,501,041 | -20.6% |
| Total Personnel | 6,917,554 | 8,161,482 | 8,161,482 | 7,466,899 | -8.5% |
| Operating | | | | | |
| Department Operations | 6,953,066 | 5,769,364 | 5,769,364 | 6,135,642 | 6.3% |
| Information Technology Charge | 183,492 | 198,630 | 198,630 | 180,629 | -9.1% |
| Fleet/Equipment Charge | 1,080,942 | 885,000 | 885,000 | 485,000 | -45.2% |
| Public Service Engineering | 1,011,356 | 1,708,264 | 1,708,264 | 1,380,800 | -19.2% |
| City 311 Service | - | - | - | 93,904 | |
| Total Operating | 9,228,856 | 8,561,258 | 8,561,258 | 8,275,975 | -3.3% |
| Capital | 6,069,974 | 11,657,000 | 11,657,000 | 15,077,000 | 29.3% |
| Debt Service | 12,489,091 | 13,670,737 | 13,670,737 | 12,904,126 | -5.6% |
| Return on Equity | - | - | 300,000 | 300,000 | |
| Total Expenditures | 34,705,475 | 42,050,477 | 42,350,477 | 44,024,000 | 4.7% |

**Budgetary Explanation**

No significant operation changes are budgeted directly in the Sewer enterprise fund budget for FY 2023 except for the restored Return on Equity payment to the general fund (eliminated in 2017).

Capital project funding is listed in the Capital Improvement section of this budget document.

# Public Service

**Fiscal Year July 1, 2022 - June 30, 2023**

**Trash Enterprise Fund**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 619,551 | 806,844 | 806,844 | 677,000 | -16.1% |
| Retirement/Fixed Benefits | 588,409 | 468,928 | 468,928 | 464,895 | -0.9% |
| Total Personnel | 1,207,960 | 1,275,772 | 1,275,772 | 1,141,895 | -10.5% |
| Operating | | | | | |
| Department Operations | 546,142 | 470,618 | 470,618 | 637,405 | 35.4% |
| Fleet/Equipment Charge | 525,640 | 410,000 | 410,000 | 360,000 | -12.2% |
| Public Service Engineering | 48,907 | 174,395 | 174,395 | 198,200 | 13.7% |
| Total Operating | 1,120,689 | 1,055,013 | 1,055,013 | 1,195,605 | 13.3% |
| Capital | - | - | - | 400,000 | |
| Total Expenditures | 2,328,649 | 2,330,785 | 2,330,785 | 2,737,500 | 17.4% |

**Budgetary Explanation**

No significant operation changes are budgeted directly in the Trash enterprise fund budget for FY 2023 except for $400k set aside for vehicles.

Capital project funding is listed in the Capital Improvement section of this budget document.

# Public Service

**Fiscal Year July 1, 2022 - June 30, 2023**

**Recycling Enterprise Fund**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 1,181,316 | 1,513,009 | 1,513,009 | 1,352,900 | -10.6% |
| Retirement/Fixed Benefits | 1,108,170 | 1,025,739 | 1,025,739 | 1,016,918 | -0.9% |
| Total Personnel | 2,289,485 | 2,538,748 | 2,538,748 | 2,369,818 | -6.7% |
| Operating | | | | | |
| Department Operations | 997,916 | 1,420,370 | 1,420,370 | 1,528,574 | 7.6% |
| Fleet/Equipment Charge | 703,658 | 675,000 | 675,000 | 655,000 | -3.0% |
| Public Service Engineering | 50,000 | 176,689 | 176,689 | 297,300 | 68.3% |
| Total Operating | 1,751,574 | 2,272,059 | 2,272,059 | 2,480,874 | 9.2% |
| Capital | - | - | - | 200,000 | |
| Debt Service | 239,539 | 334,572 | 334,572 | - | -100.0% |
| Total Expenditures | 4,280,599 | 5,145,379 | 5,145,379 | 5,050,692 | -1.8% |

**Budgetary Explanation**

No significant operation changes are budgeted directly in the Recycling enterprise fund budget for FY 2023 except for $200k set aside for vehicles.

Capital project funding is listed in the Capital Improvement section of this budget document.

# Public Service

## Fiscal Year July 1, 2022 - June 30, 2023

## Engineering Internal Service Fund

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 1,418,955 | 2,327,704 | 2,327,704 | 2,512,888 | 8.0% |
| Retirement/Fixed Benefits | 1,339,977 | 1,408,185 | 1,408,185 | 1,163,980 | -17.3% |
| Total Personnel | 2,758,932 | 3,735,889 | 3,735,889 | 3,676,868 | -1.6% |
| Operating | | | | | |
| Department Operations | 260,915 | 266,550 | 266,550 | 273,719 | 2.7% |
| Information Technology Charge | 810,698 | 814,076 | 814,076 | 773,848 | -4.9% |
| Fleet/Equipment Charge | 12,540 | 34,766 | 34,766 | 28,000 | -19.5% |
| City 311 Service | - | - | - | 383,365 | |
| Total Operating | 1,084,153 | 1,115,392 | 1,115,392 | 1,458,932 | 30.8% |
| Capital | 48,714 | 10,000 | 10,000 | 10,000 | 0.0% |
| Total Expenditures | 3,891,800 | 4,861,281 | 4,861,281 | 5,145,800 | 5.9% |

**Budgetary Explanation**

No significant operational changes are budgeted directly in the Engineering budget for FY 2023.

# Public Service

**Fiscal Year July 1, 2022 - June 30, 2023**

**Fleet Internal Service Fund**

| Department Appropriation | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| Personnel | | | | | |
| Active Personnel | 1,743,978 | 2,429,499 | 2,429,499 | 2,626,082 | 8.1% |
| Retirement/Fixed Benefits | 1,656,535 | 1,702,488 | 1,702,488 | 1,264,593 | -25.7% |
| Total Personnel | 3,400,513 | 4,131,987 | 4,131,987 | 3,890,675 | -5.8% |
| Operating | | | | | |
| Department Operations | 3,092,390 | 3,795,598 | 3,795,598 | 2,459,107 | -35.2% |
| Information Technology Charge | 266,229 | 210,044 | 210,044 | 174,631 | -16.9% |
| Fleet/Equipment Charge | 20,766 | 20,000 | 20,000 | 42,000 | 110.0% |
| Public Service Engineering | 50,266 | 96,376 | 96,376 | 98,600 | 2.3% |
| Total Operating | 3,429,650 | 4,122,018 | 4,122,018 | 2,774,338 | -32.7% |
| Capital | 1,787,148 | 1,508,000 | 1,508,000 | 3,010,000 | 99.6% |
| Debt Service | 326,964 | 677,148 | 677,148 | 476,187 | -29.7% |
| Total Expenditures | 8,944,275 | 10,439,153 | 10,439,153 | 10,151,200 | -2.8% |

**Budgetary Explanation**

The FY 2023 budget for the City Fleet doubles the existing fleet replacement budget from $1.5M to $3.0M.

# Human Relations and Community Services

## Description

The Human Relations and Community Services (HRCS) Department pursues City Charter and Ordinance mandates to address basic human services needs and help cultivate a community climate of diversity, equity and nondiscrimination. The Department strives to improve the quality of life for all Lansing citizens by providing leadership to address urgent community issues such as the resolution of homelessness, food insecurity, health care, affordable housing, infant mortality, youth prevention programs, and refugee resettlement.

## HRCS Responsibilities

The Department's Human Services focus works in partnership with community coalitions to evaluate community needs, develop grant proposals or programming, and oversee contracts to distribute City funding to address urgent needs. The Department administers Federal Housing and Urban Development (HUD) Continuum of Care (CoC), City Emergency Solutions Grants (ESG) and acts as Fiduciary for MSHDA ESG funds through sub-contracts with local agencies, providing monitoring and technical assistance. HRCS is the designated CoC Lead and Homeless Management Information System (HMIS) Lead Agency tracking homeless services. The Human Relations' focus provides mediation to address community disputes and complaints, and monitors City compliance with laws and ordinances to ensure social equity.

## Leveraging Funds

The Department administers Human Services Funding as outlined in the City Charter and ensures the funds are disbursed in a coordinated and efficient manner. These funds are an excellent return on investment, leveraging at least ten (10) times the original amount through other funding that comes back into the community. HRCS assists other City departments and local agencies in identifying resources, completing grant applications and leveraging funding from multiple sources to address community needs. HRCS brings divergent groups together as partners to pool scarce resources to address unmet needs. Priority needs are defined by City Charter as:

- **Basic Needs:** Food, shelter, clothing, transportation, child care, housing assistance and legal help for indigent persons.
- **Life Skills:** Mentoring, academic enhancement, social competency, literacy, conflict resolution, parenting skills development, structured recreation, and self-sufficiency for people with disabilities.
- **Employability Development:** Job readiness and retention, job seeking skills, vocational training, job site development and placement activities.
- **Health/Mental Health:** Health care access, crisis intervention, dental care, prescription medications, health promotion, counseling, substance abuse prevention, safety promotion, hospice and respite care.

## Assessing Needs

The Department assesses human services needs within the community, develops priorities, and assures the use of City funds is appropriate and consistent with identified priorities. The Human Relations and Community Services Advisory Board, composed of Lansing residents, provides the citizen's perspective to the Department, fostering mutual understanding and respect among all groups in the city while helping to identify community needs and resources. HRCS periodically holds public forums and invites interested community members and applicant agencies to discuss community needs and services gaps that help determine funding priorities.

(continued)

# Human Relations and Community Services

## Assessing Needs (Continued)

The HRCS Department promotes an agency clustering model, whereby agencies providing similar services are encouraged to partner on mutual projects, thus reducing cost inefficiencies and duplicative efforts. Agencies are encouraged to participate in Meet the Need, a community coordination tool bridging the faith community with human services agencies to help meet local needs.

## Food Security

The HRCS Department supports a monthly Mobile Food Pantry and senior site food drop, staffed by volunteers, through a contract with the Greater Lansing Food Bank.

Children and Youth are assisted through the "Feed Greater Lansing's Children Program" distributing healthy lunches and food boxes to families who would otherwise go without during the school district's six weeks of school breaks. This program helps offset State budget cuts toward family assistance grants and food supplements.

## Elder Abuse and Financial Exploitation

The HRCS Department developed an Elder Abuse Coordinated Community Response Team in partnership with the Lansing Police Department, Prosecutor's Office, End Violent Encounters, Inc., the Tri-County Office on Aging and Adult Protective Services. This has created a comprehensive system to respond to and prosecute elder abuse, provide victim advocacy, emergency shelter and transitional housing for older victims of abuse. The Elder Abuse Coordinated Community Response Team of area victim services providers remains in the community to plan ongoing prevention strategies, educate the community and provide a systemic response to elder abuse.

## Citizen Assistance

HRCS is the City of Lansing's focal point for citizens seeking help with all types of human services needs providing information, referral and direct assistance as needed. Staff is trained as mediators who may assist residents in resolving neighborhood conflicts or disputes prior to seeking legal action or contact with the courts.

## Non-Discrimination and Equal Opportunity

The Department is charged with the enforcement of Charter and Ordinance Human Relations mandates which prohibit discrimination on the basis of protected characteristics, against persons seeking employment, housing, and the use of public facilities. These include labor standards such as the federal Davis Bacon Prevailing Wage Act for City construction projects, as well as Fair Housing enforcement, and the Human Rights

The Department is mandated to ensure City compliance with, and handle complaints related to, the Equal Employment Opportunity Act, the Americans with Disabilities Act, Section 504, and Child Labor Law.

## Complaint Investigation

HRCS houses the Police Commission Investigator who conducts independent intake and review of citizen complaints against the Lansing Police Department that may allege inappropriate and/or discourteous actions by police personnel.

## City Supported Agencies and Events

Through HRCS, the City contracts with a variety of community agencies to support other essential programs such as diversion for first time offenders, economic development, educational enhancement, recreation and the Arts, which enhances the quality of life for Lansing citizens.

# Human Relations and Community Services

**Fiscal Year July 1, 2022 - June 30, 2023**

**Department Summary**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 466,599 | 1,114,539 | 1,114,539 | 1,177,255 | 5.6% |
| Retirement/Fixed Benefits | 526,863 | 633,376 | 633,376 | 492,118 | -22.3% |
| Total Personnel | 993,462 | 1,747,915 | 1,747,915 | 1,669,373 | -4.5% |
| Operating | | | | | |
| Department Operations | 71,002 | 92,335 | 92,335 | 92,428 | 0.1% |
| Information Technology Charge | 84,750 | 89,844 | 89,844 | 81,017 | -9.8% |
| Fleet/Equipment Charge | 233 | 4,000 | 4,000 | - | -100.0% |
| Total Operating | 155,985 | 186,179 | 186,179 | 173,445 | -6.8% |
| Total Expenditures | 1,149,447 | 1,934,094 | 1,934,094 | 1,842,818 | -4.7% |
| Basic Human Services[1] | 1,182,042 | 1,665,000 | 2,425,040 | 1,814,000 | 8.9% |
| Addressing Racial Justice and Equity[2] | - | 135,000 | 135,000 | 146,000 | 8.1% |
| Total Basic Human Services | 1,182,042 | 1,800,000 | 2,560,040 | 1,960,000 | 8.9% |

[1]1.25% of General Fund Revenues

[2]0.10% of General Fund Revenues

**Budgetary Explanation**

No major operational changes are included in the HRCS budget for FY 2023..

# Parks and Recreation

## Description

The Department of Parks and Recreation creates community through people, parks and programs. The mission of the Parks and Recreation Department is to enhance the quality of life through the preservation and maintenance of park lands, the provision of quality leisure time activities, and the provision of special facilities which would otherwise not be available to the Lansing residents. The Department accomplishes this mission in the following ways:

- Organization of youth, adult, and senior citizen recreational programming in parks, community centers, schools, swimming pools, nature center, and historic home.
- Regular maintenance of all parks and natural areas owned by the City of Lansing, including maintenance of Lansing's urban forest areas through regular cycles of tree planting, fertilization, and trimming.
- Providing burial services and cemetery maintenance at the City's three municipal cemeteries.
- Providing public golf opportunities at Groesbeck Golf Course which support recreational and league play in the area now managed by the Lansing Entertainment and Facilities Authority (LEPFA).
- Supporting youth through the teaching of life-skills through The First Tee of Mid-Michigan program at Sycamore Creek Golf Academy.
- Provision of special recreation facilities such as Ranney Skate Park, Soldan Dog Park, Gier Park BMX Bicycle Track, Cooley Gardens, Frances Park Rose Garden and the Lansing River Trail linear park.
- Sustaining working partnerships with the Lansing School District, Ingham County Parks and Recreation, Michigan Department of Natural Resources, Michigan Natural Resources Trust Fund, Michigan Department of

## Organization

The Parks and Recreation Department consists of four separate divisions:

### Administration

The Administration Division includes Management and Business Administration, Park Design, Planning and Research, and the staff support for park and pavilion rentals, event planning and support services for both the General Fund and the Enterprise Fund programs. The Management and Business Administration section is responsible for the salary, hourly, Temporary Employment Agreements, and seasonal payroll and time cards. This section also processes procurement card reconciliations, accounts payable and receivable, and processes paperwork for yearly employee evaluations and step increases.

(continued)

# Parks and Recreation

**Organization (continued)**

Field Services

Funding for Field Services which includes; Forestry, Grounds and Landscape Maintenance, and Athletic Field and Pool Maintenance, is located in this part of the budget. Staffing for these activities now resides in the Public Service Department. Below is a description of these services.

The Forestry Section of the Field Services Division is responsible for maintenance of safe and healthy trees in City parks and on City streets. Care includes trimming and removal of dead, damaged or diseased trees and limbs from these areas. They also maintain and stock a city nursery, which provides trees for residential streets, parks, cemeteries, and golf course plantings as needed. Grounds & Landscape Maintenance Section is responsible for care and maintenance of turf, shrubs, ornamental trees and flowers, as well as planting new growth for the next season. They also handle repair of tables, benches, signs and playground equipment, as well as ice and snow removal on trails, parking areas, and park sidewalks during the winter season. Athletic Fields and Pool Maintenance is responsible for the maintenance of City athletic fields and the public outdoor pools at Hunter and Moores Parks, as well as Cemetery burials and grounds maintenance (see Cemetery Fund).

Leisure Services

The Leisure Services Division operates recreation programs at four Community Centers (Gier, Foster, Letts, Schmidt), Special Recreation Services (Hunter and Moores Swimming Pools, Kids Camp, City Wide Special Events and Therapeutic Recreation) and Lifetime Sports. The division also operates specialized facilities such as the Turner-Dodge House (historic home) and the Fenner Nature Center. Programming at the Fenner Nature Center is conducted by the Fenner Conservancy.

Golf Operations

The Sycamore Driving Range and Practice Facility is operated by The First Tee of Mid- Michigan, and is located at 1526 E. Mount Hope Avenue. This program provides quality instruction on the game of golf for youth and adults. The First Tee of Mid-Michigan operates the driving range, which is open to the public for practice.

Facilities

Programmed recreation sites are Letts, Gier, Schmidt and Foster Community Centers; Groesbeck Golf Course; Sycamore Golf Academy and Driving Range; Lansing River Trail; Moore's Park and Hunter Park swimming pools; Fenner Nature Center; the Turner-Dodge House; Davis, Gier, Ranney, Sycamore, Davis and Kircher Park ball fields. We have several neighborhood parks and athletic fields throughout the city where recreation programming occurs throughout the year. We also provide several facilities for rental which includes Frances Park Rose Garden and overlook, and Cooley Gardens.

# Parks and Recreation

**Fiscal Year July 1, 2022 - June 30, 2023**

**Department Summary**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Parks and Recreation | | | | | |
| General Fund Parks & Recreation | 6,493,817 | 9,017,392 | 9,017,392 | 9,380,212 | 4.0% |
| Cemeteries | 698,717 | 866,025 | 866,025 | 922,650 | 6.5% |
| Golf Fund | 2,242,194 | 88,000 | 88,000 | 100,000 | 13.6% |
| Parks Capital Improvements | 682,602 | 1,638,000 | 1,638,000 | 1,843,000 | 12.5% |
| Total Expenditures | 10,117,330 | 11,609,417 | 11,609,417 | 12,245,862 | 5.5% |

**Budgetary Explanation**

Information for the Parks and Recreation Department's various funds is provided in the following pages.

# Parks and Recreation

**Fiscal Year July 1, 2022 - June 30, 2023**

**General Fund Parks and Recreation**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 2,659,243 | 4,007,204 | 4,007,204 | 3,998,555 | -0.2% |
| Retirement/Fixed Benefits | 1,478,439 | 1,959,948 | 1,959,948 | 1,760,599 | -10.2% |
| Total Personnel | 4,137,682 | 5,967,152 | 5,967,152 | 5,759,154 | -3.5% |
| Operating | | | | | |
| Department Operations | 1,766,455 | 2,424,424 | 2,424,424 | 2,460,576 | 1.5% |
| Information Technology Charge | 173,374 | 157,386 | 157,386 | 161,749 | 2.8% |
| Fleet/Equipment Charge | 416,306 | 468,430 | 468,430 | 933,000 | 99.2% |
| City 311 Service | - | - | - | 65,733 | |
| Total Operating | 2,356,135 | 3,050,240 | 3,050,240 | 3,621,058 | 18.7% |
| Total Expenditures | 6,493,817 | 9,017,392 | 9,017,392 | 9,380,212 | 4.0% |

**Budgetary Explanation**

No significant operation changes are budgeted directly in the Parks and Recreation general fund budget for FY 2023.

# Parks and Recreation

**Fiscal Year July 1, 2022 - June 30, 2023**

**Municipal Cemeteries Enterprise Fund**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Personnel | | | | | |
| Active Personnel | 306,235 | 387,702 | 387,702 | 370,365 | -4.5% |
| Retirement/Fixed Benefits | 166,584 | 169,996 | 169,996 | 157,368 | -7.4% |
| Total Personnel | 472,819 | 557,698 | 557,698 | 527,733 | -5.4% |
| Operating | | | | | |
| Department Operations | 225,898 | 280,327 | 280,327 | 318,917 | 13.8% |
| Fleet/Equipment Charge | - | - | - | 48,000 | |
| Total Operating | 225,898 | 280,327 | 280,327 | 366,917 | 30.9% |
| Transfers | - | 28,000 | 28,000 | 28,000 | 0.0% |
| Total Expenditures | 698,717 | 866,025 | 866,025 | 922,650 | 6.5% |

**Budgetary Explanation**

No significant operation changes are budgeted directly in the Cemetery enterprise fund budget for FY 2023.

# Parks and Recreation

**Fiscal Year July 1, 2022 - June 30, 2023**

**Municipal Golf Courses Enterprise Fund**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Operating | | | | | |
| Department Operations | 2,242,194 | 88,000 | 88,000 | 100,000 | 13.6% |
| Total Operating | 2,242,194 | 88,000 | 88,000 | 100,000 | 13.6% |
| Capital | - | - | - | - | |
| Total Expenditures | 2,242,194 | 88,000 | 88,000 | 100,000 | 13.6% |

**Budgetary Explanation**

Most of the changes for FY 2023 are supporting LEPFA's operation of the City's golf facility.

# FY 2022/2023 Use of Park Millage Funds

| | |
|---|---|
| **RESOURCES** | |
| FY 2018/2019 Parks Millage (1 mill of City's operating levy) | 2,430,000 |
| | 2,430,000 |
| **USES** | |
| Subsidies | |
| Cemetery Fund Subsidy | 450,000 |
| Golf Fund Subsidy | 100,000 |
| Kids Camps (General Fund) | 37,000 |
| Amount Used for General Fund Operations & Maintenance | 587,000 |
| | |
| Capital Projects | |
| Grant Match | 600,000 |
| Parks Paving Projects | 481,000 |
| Playground Equipment/Renovations | 374,500 |
| Washington Park Pavilion | 100,000 |
| Tree Planting/Replanting | 75,000 |
| Residential Tree Program | 75,000 |
| Foster Park Placemaking/Drive | 75,000 |
| Cemetery Repairs | 37,500 |
| Fulton Park Overlook | 25,000 |
| | 1,843,000 |
| | |
| Total Parks Millage Uses | 2,430,000 |

A description of the above-referenced capital projects is available in the Capital Improvements Projects (CIP) section of this budget document.

# General Fund

## Fiscal Year July 1, 2022 - June 30, 2023

## Non-Departmental Expenditures & Transfers

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Department Appropriation** | | | | | |
| Operating Subsidies to Other Funds/Related Entities: | | | | | |
| Cemeteries Fund (Parks Millage) | Parks Sale | 540,000 | 540,000 | 450,000 | -16.7% |
| Golf Fund (Parks Millage) | Parks Sale | 85,000 | 85,000 | 100,000 | 17.6% |
| Stadium Fund | 999,304 | 820,000 | 820,000 | 486,731 | -40.6% |
| State & Federal Grant Matches | - | 350,000 | 350,000 | 263,000 | -24.9% |
| Downtown Lansing Inc. | 93,000 | 85,000 | 85,000 | 85,000 | 0.0% |
| Total Operating Subsidies | 1,092,304 | 1,880,000 | 1,880,000 | 1,384,731 | -26.3% |
| Transfers to Other Funds for Capital Improvements: | | | | | |
| Capital Improvements Fund | - | 884,000 | 884,000 | 350,000 | -60.4% |
| Parks Millage Fund (Parks Millage) | 80,000 | 1,663,000 | 1,663,000 | 1,843,000 | 10.8% |
| Road/Sidewalk Millage - Roads | 2,042,000 | 2,350,000 | 2,350,000 | 2,430,000 | 3.4% |
| Road/Sidewalk Millage - Sidewalks | 300,000 | - | - | - | |
| Total Transfers | 2,422,000 | 4,897,000 | 4,897,000 | 4,623,000 | -5.6% |
| City-Supported Agencies | | | | | |
| Advance Peace | - | 240,000 | ARPA | ARPA | |
| Arts And Culture Grants | 75,000 | 167,500 | 167,500 | ARPA | |
| Efforts Supporting My Lansing/MBK | 500 | 20,000 | 20,000 | 20,000 | 0.0% |
| Sister City | - | - | - | 20,000 | |
| LEAP Support | 15,000 | 15,000 | 15,000 | 15,000 | 0.0% |
| Community Corrections Advisor | - | 13,000 | 13,000 | 13,000 | 0.0% |
| Greater Lansing Safety Council | - | 12,000 | 12,000 | 12,000 | 0.0% |
| | 90,500 | 467,500 | 227,500 | 80,000 | |
| Debt Service | | | | | |
| Debt Service | 1,364,380 | 990,020 | 990,020 | 987,100 | -0.3% |
| Other Non-Departmental | | | | | |
| Contingency | - | 300,000 | - | - | -100.0% |
| MRJEA | - | - | 300,000 | - | |
| Library Lease | 157,650 | 135,000 | 135,000 | 136,150 | 0.9% |
| Total Expenditures | 4,969,184 | 8,234,520 | 7,994,520 | 7,074,831 | -14.1% |

# AFFILIATED AGENCY BUDGETS



### LANSING ENTERTAINMENT & PUBLIC FACILITIES AUTHORITY

- The Lansing Center
- Jackson Field
- GroesbeckGolf Course

### LANSING ECONOMIC DEVELOPMENT AGENCIES

- Lansing Economic Development Corporation (LEDC)
- Lansing Brownfield Redevelopment Authority (LBRA)
- Tax Increment Financing Authority (TIFA)
- Michigan Avenue Corridor Improvement Authority (MACIA)
- Saginaw Street Corridor Improvement Authority (MACIA)

# Lansing Center

**Fiscal Year July 1, 2022 - June 30, 2023**

**Affiliated Agency Budget - LEPFA**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning Net Position** | 238,615 | 267,595 | 267,595 | 267,595 | |
| **Revenues** | | | | | |
| Intergovernmental - State | 700,000 | - | - | - | |
| Building Rental | 84,349 | 40,000 | 40,000 | 728,862 | 1722.2% |
| Security | 16,089 | 37,500 | 37,500 | 48,555 | 29.5% |
| Food Services | 39,239 | 1,202,000 | 1,202,000 | 2,571,071 | 113.9% |
| Equipment Rental | 75,989 | 200,000 | 200,000 | 732,434 | 266.2% |
| Box Office | - | 3,000 | 3,000 | 12,940 | 331.3% |
| Labor/Service | 46,257 | 150,000 | 150,000 | 306,111 | 104.1% |
| Special Events | 4,537 | 175,000 | 175,000 | 105,308 | -39.8% |
| Other | 94,618 | 58,000 | 58,000 | 194,804 | 235.9% |
| Total Revenues | 1,061,078 | 1,865,500 | 1,865,500 | 4,700,085 | 151.9% |
| **Expenditures** | | | | | |
| Personnel Services | 518,236 | 710,000 | 710,000 | 2,631,801 | 270.7% |
| Food and Beverage | 192,154 | 950,120 | 950,120 | 1,648,006 | 73.5% |
| Communications | 23,575 | 5,640 | 5,640 | 29,640 | 425.5% |
| Rents and Leases | 2,667 | 5,640 | 5,640 | 125,760 | 2129.8% |
| Professional Services | 164,941 | 200,000 | 200,000 | 242,598 | 21.3% |
| Utilities | 581,999 | 725,000 | 725,000 | 916,251 | 26.4% |
| Marketing | 67,711 | 10,000 | 10,000 | 49,420 | 394.2% |
| Repairs and Maintenance | 64,549 | 50,000 | 50,000 | 72,095 | 44.2% |
| Supplies and Materials | 17,651 | 35,000 | 35,000 | 74,711 | 113.5% |
| Insurance | 70,812 | 75,500 | 75,500 | 89,033 | 17.9% |
| Events | 106,127 | 135,000 | 135,000 | 528,417 | 291.4% |
| Security | 14,664 | 33,000 | 33,000 | 41,348 | 25.3% |
| Depreciation | - | 600 | 600 | 600 | 0.0% |
| Bad Debt Expense | 1,715 | 25,000 | 25,000 | 25,000 | 0.0% |
| Other | 42,712 | 50,000 | 50,000 | 6,000 | -88.0% |
| Total Expenditures | 1,869,513 | 3,010,500 | 3,010,500 | 6,480,680 | 115.3% |
| Net Operating Revenue (Expense) | (808,435) | (1,145,000) | (1,145,000) | (1,780,595) | 55.5% |
| **Non-Operating Revenue (Expense)** | | | | | |
| Operating Subsidy (City of Lansing) | 598,800 | 975,000 | 975,000 | 1,369,000 | 40.4% |
| Sales/Marketing Reimbursement | 238,615 | 170,000 | 170,000 | 411,595 | 142.1% |
| Total Non-Operating | 837,415 | 1,145,000 | 1,145,000 | 1,780,595 | 55.5% |
| **Ending Net Position** | 267,595 | 267,595 | 267,595 | 267,595 | 0.0% |

# Jackson Field

**Fiscal Year July 1, 2022 - June 30, 2023**

**Affiliated Agency Budget - LEPFA**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning Net Position** | 107,313 | 105,072 | 105,072 | 105,072 | |
| **Revenues** | | | | | |
| Other | 425 | 4,000 | 4,000 | - | -100.0% |
| Total Revenues | 425 | 4,000 | 4,000 | - | -100.0% |
| **Expenditures** | | | | | |
| Personnel Services | 161,402 | 122,843 | 122,843 | 198,450 | 61.5% |
| Food and Beverage | - | 10,000 | 10,000 | 12,000 | 20.0% |
| Communications | 8,118 | 4,000 | 4,000 | 8,496 | 112.4% |
| Professional Services | 2,000 | - | - | - | |
| Utilities | 140,531 | 199,772 | 199,772 | 233,229 | 16.7% |
| Marketing | 1,276 | 3,260 | 3,260 | 3,720 | 14.1% |
| Repairs and Maintenance | 79,656 | 77,016 | 77,016 | 84,643 | 9.9% |
| Supplies and Materials | 648 | 16,450 | 16,450 | 6,150 | -62.6% |
| Insurance | 23,750 | 24,444 | 24,444 | 24,960 | 2.1% |
| Depreciation | - | 960 | 960 | - | -100.0% |
| Other | 14,785 | 24,755 | 24,755 | 34,352 | 38.8% |
| Total Expenditures | 432,166 | 483,500 | 483,500 | 606,000 | 25.3% |
| Net Operating Revenue (Expense) | (431,741) | (479,500) | (479,500) | (606,000) | 26.4% |
| **Non-Operating Revenue (Expense)** | | | | | |
| Operating Subsidy (City of Lansing) | 429,500 | 479,500 | 479,500 | 606,000 | 26.4% |
| Total Non-Operating | 429,500 | 479,500 | 479,500 | 606,000 | 26.4% |
| **Ending Net Position** | 105,072 | 105,072 | 105,072 | 105,072 | 0.0% |

# Groesbeck Golf Course

**Fiscal Year July 1, 2022 - June 30, 2023**

**Affiliated Agency Budget - LEPFA**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning Net Position** | 410,688 | 611,480 | 611,480 | 611,480 | |
| **Revenues** | | | | | |
| Food Services | 123,048 | 105,098 | 105,098 | 117,542 | 11.8% |
| Equipment Rental | 200,017 | 163,675 | 163,675 | 179,930 | 9.9% |
| Greens Fees | 531,709 | 364,156 | 364,156 | 459,139 | 26.1% |
| Other | 16,480 | 19,786 | 19,786 | 13,702 | -30.7% |
| Total Revenues | 871,254 | 652,715 | 652,715 | 770,313 | 18.0% |
| **Expenditures** | | | | | |
| Personnel Services | 462,676 | 418,375 | 418,375 | 536,109 | 28.1% |
| Food and Beverage | 77,418 | 60,794 | 60,794 | 74,134 | 21.9% |
| Communications | 12,503 | 10,040 | 10,040 | 15,620 | 55.6% |
| Rents and Leases | 32,420 | 40,886 | 40,886 | 42,000 | 2.7% |
| Professional Services | 12,826 | 15,500 | 15,500 | 15,340 | -1.0% |
| Utilities | 31,283 | 39,000 | 39,000 | 30,406 | -22.0% |
| Marketing | 12,648 | 15,120 | 15,120 | 17,912 | 18.5% |
| Repairs and Maintenance | 44,016 | 65,400 | 65,400 | 61,078 | -6.6% |
| Supplies and Materials | 24,673 | 35,000 | 35,000 | 39,203 | 12.0% |
| Insurance | 17,580 | 16,000 | 16,000 | 15,950 | -0.3% |
| Depreciation | 5,276 | 5,100 | 5,100 | 5,958 | 16.8% |
| Other | 22,143 | 16,600 | 16,600 | 12,603 | -24.1% |
| Total Expenditures | 755,462 | 737,815 | 737,815 | 866,313 | 17.4% |
| Net Operating Revenue (Expense) | 115,792 | (85,100) | (85,100) | (96,000) | 12.8% |
| **Non-Operating Revenue (Expense)** | | | | | |
| Operating Subsidy (City of Lansing) | 85,000 | 85,100 | 85,100 | 96,000 | 12.8% |
| Total Non-Operating | 85,000 | 85,100 | 85,100 | 96,000 | 12.8% |
| **Ending Net Position** | 611,480 | 611,480 | 611,480 | 611,480 | 0.0% |

# Lansing Economic Development Agencies

## Lansing Economic Development Corporation (LEDC)

The LEDC was established for the purposes of attracting, expanding and retaining business and industry in the City of Lansing. In addition to its role as an ombudsman and business advocate, the LEDC oversees a variety of economic development efforts including a business loan program, the City of Lansing's Façade Improvement Program, and the Lansing CARES Small Business Assistance Program. Throughout 2020, the LEDC played a leading role in getting resources directly to small businesses impacted by the COVID-19 pandemic by implementing the City of Lansing Rescue Fund Program as well as supporting several other small business grant and loan programs. By the end of February 2021, more than $3,000,000 of state and local funds have been distributed to over 260 small businesses in the City of Lansing.

## Lansing Brownfield Redevelopment Authority (LBRA)

Purposes of the LBRA include preparing, marketing, and facilitating the development of land and buildings in the City of Lansing including contaminated, blighted, functionally obsolete and surplus properties and currently oversees 35 active Brownfield Plans in the City of Lansing. The LBRA is also the recipient of several grant and loan programs through the Environmental Protection Agency (EPA) and Michigan Department of Environment, Great Lakes, and Energy (EGLE) that have been used to assist in the redevelopment of dozens of contaminated properties. The efforts of the LBRA have made several impactful projects in the City of Lansing possible, including the redevelopment of the Former Ottawa Power Station into the AF Group Headquarters and the new Capital City Market project.

## Tax Increment Financing Authority (TIFA)

The basic function of the TIFA is to invest in regional public assets that facilitate economic development in downtown Lansing. The TIFA finances these public assets by issuing bonds that are sold to raise funds to build these public assets. The TIFA collects the increase in property taxes resulting from new private investment and tax value growth in the TIFA District to make bond payments to TIFA bondholders. The TIFA actively and responsibly manages current bonds, including a recent successful refinancing of its debt service to take advantage of lower interest rates. The TIFA may also consider supporting additional public assets and infrastructure investments by utilizing any excess revenues.

## Michigan Avenue Corridor Improvement Authority (MACIA)

The Michigan Avenue Corridor Improvement Authority of the City of Lansing was created in 2009 with the goals to correct and prevent deterioration in the business district, redevelop the city's commercial corridors and promote economic growth. The Development and Tax Increment Financing plans arrange projects into three categories: public infrastructure, current and prevent deterioration, and promote neighborhood aligned economic growth. In 2019, the development and tax increment finance plans were approved and will allow for the Authority to begin its first steps in executing the vision set forth by the corridor's residents, businesses, and other stakeholders.

## Saginaw Street Corridor Improvement Authority (SSCIA)

The Saginaw Street Corridor Improvement Authority of the City of Lansing was created in 2009 with the goals to correct and prevent deterioration in the business district, redevelop the city's commercial corridors and promote economic growth. The Authority followed several key principles that were used in the creation of the plan and are supported by the city's master plan to transform the visually unappealing character of the corridor, to encourage pedestrians and to market the quality of the adjacent neighborhoods. In 2019, the Development and Tax Increment Financing plans were approved and will allow for the Authority to begin its first steps in executing the vision set forth by the corridor's residents, businesses and other stakeholders.

# Lansing Economic Development Budget

**Fiscal Year July 1, 2022 - June 30, 2023**

**Affiliated Agency Budget - LEDC**

| | FY 2021 Amended Budget | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Executive Proposal | Percent Change |
|---|---|---|---|---|---|
| **Revenues** | | | | | |
| Brownfield Admin | 180,385 | 226,405 | 224,293 | 230,356 | 1.7% |
| City of Lansing Contract | - | 300,000 | 300,000 | 300,000 | 0.0% |
| Annual Issuer's Fees | 72,675 | 49,850 | 49,850 | 85,269 | 71.1% |
| Project Review Fees | - | - | - | 20,000 | |
| TIFA Admin | 150,000 | 150,000 | 150,000 | 195,000 | 30.0% |
| Arts & Culture Contract | - | - | 167,500 | 200,000 | |
| Façade Grant Contract | - | 175,000 | 175,000 | 200,000 | 14.3% |
| CDBG-CV/Lansing CARES | 660,000 | - | - | - | |
| Loan Interest | 1,500 | 1,172 | 1,172 | 7,273 | 520.6% |
| Interest Income | 15,000 | 3,000 | 3,000 | 3,000 | 0.0% |
| Miscellaneous Revenue | 50 | 50 | 50 | 5,000 | 9900.0% |
| Total Revenues | 1,079,610 | 905,477 | 1,070,865 | 1,245,898 | 37.6% |
| **Expenditures** | | | | | |
| Façade Grants | - | 175,000 | 175,000 | 200,000 | 14.3% |
| Arts & Culture Grant | - | - | 167,500 | 200,000 | |
| Personnel | - | - | - | 617,782 | |
| Contractual Services | 778,861 | 676,041 | 652,929 | 92,933 | -86.3% |
| Insurance & Bonds | 21,321 | 21,960 | 21,960 | 15,012 | -31.6% |
| Marketing, Promotions & Business Attr. | 10,000 | 20,000 | 5,000 | 20,000 | 0.0% |
| Travel & Conferences & Training | 5,000 | 10,000 | 6,000 | 10,000 | 0.0% |
| Miscellaneous Operating | 3,628 | 1,876 | 1,876 | 4,000 | 113.2% |
| CDBG-CV/Lansing CARES | 660,000 | - | - | - | |
| LBA Econ Dev Analysis | - | - | 150,000 | - | |
| Rent | - | - | - | 60,000 | |
| Operational Equipment and Services | - | - | 40,000 | 25,271 | |
| Bank Fees | 800 | 600 | 600 | 900 | 50.0% |
| Total Expenditures | 1,479,610 | 905,477 | 1,220,865 | 1,245,898 | 37.6% |
| **Net Operating Income (Expense)** | (400,000) | - | (150,000) | - | |

# Lansing Brownfield Redevelopment Authority

**Fiscal Year July 1, 2022 - June 30, 2023**

**Affiliated Agency Budget - LEDC**

| | FY 2021 Amended | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Revenues** | | | | | |
| RLF A TAX REVENUE | 534,474 | 633,433 | 633,433 | 328,896 | |
| PLAN 2 MOTOR WHEEL | 247,411 | 252,867 | 59,534 | 59,209 | |
| PLAN 9 SCHAFER BAKERY | 294 | 294 | 294 | 294 | |
| PLAN 20 LORANN OILS | 29,766 | 30,284 | 30,273 | 33,068 | |
| LBRA ADMIN | 180,385 | 224,293 | 224,293 | 230,356 | |
| PLAN 30 BROWNFIELD DEV SPEC | 14,267 | 14,508 | 14,296 | 14,872 | |
| PLAN 23 STADIUM DISTRICT PARTNERS | 140,614 | - | - | - | |
| PLAN 37 CEDAR ST SCHOOL | 17,825 | 22,130 | 19,445 | 20,319 | |
| PLAN 42 NU UNION | 12,278 | 12,689 | 12,681 | 13,664 | |
| PLAN 8b JNL | 106,336 | 107,854 | 107,919 | 111,551 | |
| PLAN 49 MARSHALL ST ARMORY | 603 | - | 7,479 | 8,468 | |
| PLAN 53 MICH AVE INVESTORS | 25,534 | - | - | - | |
| 3 MILLS SET STATE BRF | 88,950 | 169,660 | 167,139 | 281,175 | |
| PLAN 52 MARKETPLACE PARTNER | 345,227 | 350,060 | 349,844 | 361,389 | |
| PLAN 55A BALL PARK NORTH | 235,811 | 234,931 | 234,781 | 240,639 | |
| PLAN 56 EMERGENT BIOSOLUTION | 212,833 | 379,193 | 453,806 | 474,459 | |
| PLAN 58 HIGH GRADE MATERIAL | 12,011 | 12,318 | 12,309 | 12,854 | |
| PLAN 59 4000 N. GRAND RIVER | 385 | 481 | 482 | 711 | |
| PLAN 60 RISE PROPERTIES | 1,342,688 | 1,340,097 | 1,340,807 | 1,356,907 | |
| PLAN 61 FELDKOUTS | 3,373 | 4,337 | 4,334 | 6,707 | |
| PLAN 62 OLIVER TOWERS | 46,836 | 68,019 | 67,860 | 69,415 | |
| PLAN 63 2000 BLOCK | 44,146 | 44,534 | 34,316 | 46,738 | |
| PLAN 65 SOUTH STREET | 23,547 | 23,987 | 21,666 | 31,330 | |
| PLAN 66 FLUID CHILLERS | 31,148 | 31,584 | 31,563 | 32,605 | |
| PLAN 71 NEOGEN | 2,653 | 2,050 | 2,051 | 2,994 | |
| PLAN 74 MIDWEST SELF STORAGE | 30,000 | 55,460 | 58,388 | 64,841 | |
| PLAN 54 Y SITE | 226,810 | 334,968 | 312,048 | 295,260 | |
| PLAN 67 2200 BLOCK E MICH | 55,174 | 71,310 | 71,264 | 73,924 | |
| PLAN 75 CAP CITY MKT | 189,442 | 548,840 | 471,642 | 508,069 | |
| PLAN 76 BOJI FARNUM | 133,845 | 157,028 | 156,927 | 222,786 | |
| PLAN 73 3600 DUNCKEL | 307,128 | 401,003 | 380,213 | 487,961 | |
| PLAN 68 515 IONIA | - | - | - | 5,011 | |
| PLAN 72 RED CEDAR DEV | - | 1,319,631 | 1,132,504 | 2,063,241 | |
| PLAN 79 MI REALTORS | - | - | 27,513 | 53,890 | |
| PLAN 78 TEMPLE | - | - | - | 11,104 | |
| RCD BOND ISSUER FEE | 58,313 | 35,488 | 35,488 | 73,231 | |
| TOTAL REVENUES | 4,700,104 | 6,883,328 | 6,476,592 | 7,597,936 | 10.4% |

# Lansing Brownfield Redevelopment Authority

**Fiscal Year July 1, 2022 - June 30, 2023**

**Affiliated Agency Budget - LEDC**

| | FY 2021 Amended | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Expenditures** | | | | | |
| ADMINISTRATION EXPENSES TO EDC | 180,385 | 224,293 | 224,293 | 230,356 | |
| REVOLVING FUND A | 534,474 | 633,433 | 633,433 | 328,896 | |
| PLAN 2 MOTOR WHEEL | 247,411 | 252,867 | 59,534 | 59,209 | |
| PLAN 9 SCHAFER BAKERY | 294 | 294 | 294 | 294 | |
| PLAN 20 LORANN OILS | 29,766 | 30,284 | 30,273 | 33,068 | |
| PLAN 23 STADIUM PTR | 140,614 | - | - | - | |
| PLAN 30 BROWNFIELD DEV SPECIALISTS | 14,267 | 14,508 | 14,296 | 14,872 | |
| PLAN PLAN 37 CEDAR ST SCHOOL | 17,825 | 22,130 | 19,445 | 20,319 | |
| PLAN 42 NU UNION | 12,278 | 12,689 | 12,681 | 13,664 | |
| PLAN 8b JNL | 106,336 | 107,854 | 107,919 | 111,551 | |
| PLAN 53 MICH AVE INVESTORS | 25,534 | - | - | - | |
| PLAN 56 EMERGENT BIOSOLUTION | 212,833 | 379,193 | 453,806 | 474,459 | |
| PLAN 52 MARKETPLACE PARTNER | 345,227 | 350,060 | 349,844 | 361,389 | |
| PLAN 55A BALL PARK NORTH | 235,811 | 234,931 | 234,781 | 240,639 | |
| PLAN 58 HIGH GRADE MATERIALS | 12,011 | 12,318 | 12,309 | 12,854 | |
| PLAN 59 4000 N. GRAND | 385 | 481 | 482 | 711 | |
| PLAN 60 RISE PROPERTIES | 1,342,688 | 1,340,097 | 1,340,807 | 1,356,907 | |
| PLAN 61 FELDKOUTS | 3,373 | 4,337 | 4,334 | 6,707 | |
| PLAN 62 OLIVER TOWERS | 46,836 | 68,019 | 67,860 | 69,415 | |
| PLAN 63 2000 BLOCK | 44,146 | 44,534 | 34,316 | 46,738 | |
| PLAN 65 SOUTH STREET | 23,547 | 23,987 | 21,666 | 31,330 | |
| 3 MILLS OF SET STATE BRF | 88,950 | 169,660 | 167,139 | 281,175 | |
| PLAN 66 FLUID CHILLERS | 31,148 | 31,584 | 31,563 | 32,605 | |
| PLAN 71 NEOGEN | 2,653 | 2,050 | 2,051 | 2,994 | |
| PLAN 74 MIDWEST SELF STORAGE | 30,000 | 55,460 | 58,388 | 64,841 | |
| PLAN 49 MARSHALL ST ARMORY | 603 | - | 7,479 | 8,468 | |
| PLAN 54 Y SITE | 226,810 | 334,968 | 312,048 | 295,260 | |
| PLAN 67 2200 BLOCK E MICH | 55,174 | 71,310 | 71,264 | 73,924 | |
| PLAN 73 3600 DUNCKEL | 307,128 | 401,003 | 380,213 | 487,961 | |
| PLAN 76 BOJI FARNUM | 133,845 | 157,028 | 156,927 | 222,786 | |
| PLAN 72 RED CEDAR DEV | - | 1,319,631 | 1,132,504 | 2,063,241 | |
| PLAN 68 515 IONIA | - | - | - | 5,011 | |
| PLAN 75 CAP CITY MKT | 189,442 | 548,840 | 471,642 | 508,069 | |
| PLAN 79 MI REALTORS | - | - | 27,513 | 53,890 | |
| PLAN 78 TEMPLE | - | - | - | 11,104 | |
| RCD BOND ISSUER FEE TO EDC | 58,313 | 35,488 | 35,488 | 73,231 | |
| TOTAL EXPENDITURES | 4,700,104 | 6,883,328 | 6,476,592 | 7,597,936 | 10.4% |

# Tax Increment Financing Authority

**Fiscal Year July 1, 2022 - June 30, 2023**

**Affiliated Agency Budget - LEDC**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning Fund Balance** | 4,116,244 | 6,816,460 | 6,816,460 | 7,469,675 | |
| **Revenues** | | | | | |
| Property Tax Levy | 3,629,591 | 3,160,000 | 3,160,000 | 3,850,270 | 21.8% |
| Property Tax Levy - School | 18,019 | 5,000 | 5,000 | 5,000 | 0.0% |
| Property Tax Levy Penalty & Interest | 4,672 | 2,000 | 2,000 | 2,000 | 0.0% |
| Interest Income | 44,214 | 2,000 | 2,000 | 2,000 | 0.0% |
| Interest Income - Restricted | - | 75,000 | 75,000 | 75,000 | 0.0% |
| Total Revenues | 3,696,496 | 3,244,000 | 3,244,000 | 3,934,270 | 21.3% |
| **Expenditures** | | | | | |
| Miscellaneous Operating | 192,800 | 150,000 | 150,000 | 195,000 | 30.0% |
| Bond Issuance Costs | 89,316 | - | - | - | |
| Debt Service - TIFA Courts | 50,000 | - | - | - | |
| Debt Service - TIFA Conv. Center | 664,164 | 2,440,785 | 2,440,785 | 2,460,203 | 0.8% |
| Total Expenditures | 996,280 | 2,590,785 | 2,590,785 | 2,655,203 | 2.5% |
| Fund Balance Increase/(Decrease) | 2,700,216 | 653,215 | 653,215 | 1,279,067 | |
| **Ending Fund Balance** | 6,816,460 | 7,469,675 | 7,469,675 | 8,748,742 | 17.1% |
| **Restricted Fund Balance** | | | | | |
| Restricted for Debt Service | 1,500,461 | 1,593,499 | 1,593,499 | 1,668,499 | 4.7% |
| Interest Income - Restricted | - | 75,000 | 75,000 | 75,000 | 0.0% |
| Bond Proceeds | 4,485,000 | - | - | - | |
| Escrow Payments | (4,391,962) | - | - | - | |
| Ending Restricted Fund Balance | 1,593,499 | 1,668,499 | 1,668,499 | 1,743,499 | 4.5% |
| **Unrestricted Fund Balance** | 5,222,961 | 5,801,176 | 5,801,176 | 7,005,243 | 20.8% |

# Michigan Avenue Corridor Improvement Authority

**Fiscal Year July 1, 2022 - June 30, 2023**

**Affiliated Agency Budget - LEDC**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning Fund Balance** | - | 77,610 | 77,610 | 150,040 | |
| **Revenues** | | | | | |
| Tax Increment Revenue | 77,610 | 10,441 | 72,070 | 124,038 | 1088.0% |
| Interest | - | 52 | 360 | 620 | 1092.3% |
| Total Revenues | 77,610 | 10,493 | 72,430 | 124,658 | 1088.0% |
| **Expenditures** | | | | | |
| Corridor Development Plan | - | - | - | - | |
| Total Expenditures | - | - | - | - | |
| Fund Balance Increase/(Decrease) | 77,610 | 10,493 | 72,430 | 124,658 | |
| **Ending Fund Balance** | 77,610 | 88,103 | 150,040 | 274,698 | 211.8% |

# Saginaw Street Corridor Improvement Authority

**Fiscal Year July 1, 2022 - June 30, 2023**

**Affiliated Agency Budget - LEDC**

| | FY 2021 Actuals | FY 2022 Adopted Budget | FY 2022 Projected Budget | FY 2023 Proposed Budget | Percent Change |
|---|---|---|---|---|---|
| **Beginning Fund Balance** | - | 10,999 | 10,999 | 40,760 | |
| **Revenues** | | | | | |
| Tax Increment Revenue | 7,981 | 5,384 | 12,832 | 19,766 | 267.1% |
| Interest | 18 | 27 | 64 | 99 | 266.7% |
| Saginaw Street Neighborhood Grant | 3,000 | - | - | - | |
| Total Revenues | 10,999 | 5,411 | 12,896 | 19,865 | 267.1% |
| **Expenditures** | | | | | |
| Corridor Development Plan | - | - | - | - | |
| Saginaw Street Neighborhood Grant | - | 3,000 | 3,000 | - | |
| Total Expenditures | - | 3,000 | 3,000 | - | -100.0% |
| To/(From) Fund Balance | 10,999 | 2,411 | 9,896 | 19,865 | |
| **Ending Fund Balance** | 10,999 | 13,410 | 20,895 | 40,760 | 204.0% |

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# CAPITAL IMPROVEMENT PLAN



FY 2023 City-Wide Capital Improvement Program Requests

| Project | FY 2023 Appropriation | Funding Sources: General Fund/ CIP Fund | Parks Millage | Street Funds | Drug Forfeiture Fund | Information Technology Fund | Parking Fund | Sewer Fund | Fleet Fund | Refuse/ Recycling | Grants/ Trusts | Bonds/ Loans/ Special Assess. |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **General Facilities** | | | | | | | | | | | | |
| Facility Needs | **300,000** | 300,000 | | | | | | | | | | |
| Stadium Lease - Required Capital Improvements | **50,000** | 50,000 | | | | | | | | | | |
| | **350,000** | **350,000** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |
| **Technology/Equipment** | | | | | | | | | | | | |
| Public Education & Gov't (PEG) Capital Improvements | **450,000** | | | | | | | | | | 450,000 | |
| Computer Replacements | **235,000** | | | | | 235,000 | | | | | | |
| | **685,000** | **-** | **-** | **-** | **-** | **235,000** | **-** | **-** | **-** | **-** | **450,000** | **-** |
| **Sidewalks and Roads** | | | | | | | | | | | | |
| Sidewalks | **200,000** | | | 200,000 | | | | | | | | |
| Major Street Improvements | **1,950,000** | | | 1,950,000 | | | | | | | | |
| Federal Surface Transportation Program (STP) | **1,300,000** | | | 1,300,000 | | | | | | | | |
| Trunkline Improvements | **205,000** | | | 205,000 | | | | | | | | |
| City Millage Local Street Improvements | **1,845,000** | | | 1,845,000 | | | | | | | | |
| Eaton County Millage Street Improvements | **150,000** | | | 150,000 | | | | | | | | |
| Local Street Improvements (non-millage) | **1,300,000** | | | 1,300,000 | | | | | | | | |
| Bridge Rehabilitation | **800,000** | | | 800,000 | | | | | | | | |
| | **7,750,000** | **-** | **-** | **7,750,000** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |
| **Parks & Recreation** | | | | | | | | | | | | |
| Grant Match | **600,000** | | 600,000 | | | | | | | | | |
| Parks Paving Projects | **481,000** | | 481,000 | | | | | | | | | |
| Playground Equipment/Renovations | **374,500** | | 374,500 | | | | | | | | | |
| Washington Park Pavilion | **100,000** | | 100,000 | | | | | | | | | |
| Tree Planting/Replanting | **75,000** | | 75,000 | | | | | | | | | |
| Residential Tree Program | **75,000** | | 75,000 | | | | | | | | | |
| Foster Park Placemaking/Drive | **75,000** | | 75,000 | | | | | | | | | |
| Cemetery Repairs | **37,500** | | 37,500 | | | | | | | | | |
| Fulton Park Overlook | **25,000** | | 25,000 | | | | | | | | | |
| | **1,843,000** | **-** | **1,843,000** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** | **-** |

FY 2023 City-Wide Capital Improvement Program Requests

| Project | FY 2023 Appropriation | Funding Sources: General Fund/ CIP Fund | Parks Millage | Street Funds | Drug Forfeiture Fund | Information Technology Fund | Parking Fund | Sewer Fund | Fleet Fund | Refuse/ Recycling | Grants/ Trusts | Bonds/ Loans/ Special Assess. |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| **Sewer Systems** | | | | | | | | | | | | |
| SCADA PLC equipment replacement | **500,000** | | | | | | | 500,000 | | | | |
| Roof replacement. | **200,000** | | | | | | | 200,000 | | | | |
| Screen building boiler replacement | **200,000** | | | | | | | 200,000 | | | | |
| PEW pump #4 replacement,w/control upgrade | **150,000** | | | | | | | 150,000 | | | | |
| Admin. building HVAC replacement | **200,000** | | | | | | | 200,000 | | | | |
| Ferric Chloride dosage control upgrade | **80,000** | | | | | | | 80,000 | | | | |
| Tecumseh River PS upgrade | **100,000** | | | | | | | 100,000 | | | | |
| 015S Design, CE | **1,330,000** | | | | | | | 1,330,000 | | | | |
| 016-017 Design | **150,000** | | | | | | | 150,000 | | | | |
| 034D CE | **275,000** | | | | | | | 275,000 | | | | |
| 034E Design, CE | **597,000** | | | | | | | 597,000 | | | | |
| Inflow removal | **120,000** | | | | | | | 120,000 | | | | |
| Penn Ave sewer work | **220,000** | | | | | | | 220,000 | | | | |
| Waverly Rd sewer work | **240,000** | | | | | | | 240,000 | | | | |
| Inspection & Safety equipment | **75,000** | | | | | | | 75,000 | | | | |
| City Share of Sanitary | **750,000** | | | | | | | 750,000 | | | | |
| Plant roads | **100,000** | | | | | | | 100,000 | | | | |
| New final effluent samplers | **30,000** | | | | | | | 30,000 | | | | |
| New back-up generator for Okemos PS | **85,000** | | | | | | | 85,000 | | | | |
| West Park Sewer work | **1,000,000** | | | | | | | 1,000,000 | | | | |
| Digester remediation | **4,500,000** | | | | | | | 4,500,000 | | | | |
| Solids Handling | **2,500,000** | | | | | | | 2,500,000 | | | | |
| High Efficiency Process Blower | **500,000** | | | | | | | 500,000 | | | | |
| Aeration System improvements | **500,000** | | | | | | | 500,000 | | | | |
| Laboratory Equipment | **50,000** | | | | | | | 50,000 | | | | |
| | **14,452,000** | **-** | **-** | **-** | **-** | **-** | **-** | **14,452,000** | **-** | **-** | **-** | **-** |
| **Fleet Services** | | | | | | | | | | | | |
| Vehicle & Equipment Purchases | **1,225,000** | | | | | | | 625,000 | | 600,000 | | |
| | **1,225,000** | **-** | **-** | **-** | **-** | **-** | **-** | **625,000** | **-** | **600,000** | **-** | **-** |
| | | | | | | | | | | | | |
| **Total Capital Projects - FY 2022** | **26,305,000** | **350,000** | **1,843,000** | **7,750,000** | **-** | **235,000** | **-** | **15,077,000** | **-** | **600,000** | **450,000** | **-** |

| | |
|---|---|
| Less: Available Fund Balance in the Capital Projects Fund | - |
| Net General Fund Cost | 350,000 |

Note: "CSO" stands for Combined Sewer Overflow, a sewer separation project mandated by the U.S. Environmental Protection Agency and the Michigan Department of Environmental Quality

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# FEE CHANGES



## FY 2022/2023 Fee Changes

| | From Current FY 2022 | To Adopted FY 2023 | Fund |
|---|---|---|---|
| **Parks & Recreation Department - Schmidt Community Center** | | | |
| Schmidt Full Gym Rental - Non-sport | $ - | $ 80.00 | General Fund |
| Schmidt Half Gym Rental - Non-sport | $ - | $ 40.00 | General Fund |
| Schmidt Room Set Up Fee per 100 people | $ 25.00 | $ 50.00 | General Fund |
| Concession Stand Use (Outside Org) | $ - | $ 55.00 | General Fund |
| Indoor Rummage Sale - with table | $ 20.00 | $ 25.00 | General Fund |
| Indoor Rummage Sale - large space (10 spots) | $ 20.00 | $ 25.00 | General Fund |
| Youth Swim Lesson | $ 37.00 | $ 48.00 | General Fund |
| Aqua Aerobics Class | $ 40.00 | $ 60.00 | General Fund |
| Lap/Open Swim Fee - indoor | $ - | $ 3.00 | General Fund |
| Lap/open Swim Monthly Pass - indoor | $ - | $ 25.00 | General Fund |
| Private Swim Lessons | $ 56.00 | $ 64.00 | General Fund |
| Lap/open Monthly swim fee - indoor family pass | | $ 50.00 | General Fund |
| 2 hr private pool party - up to 30 people | $ - | $ 200.00 | General Fund |
| On site bounce house rental | $ - | $ 100.00 | General Fund |
| **Parks & Recreation Department - Cemeteries** | | | |
| Mt. Hope Niche Plate | $ - | $ 50.00 | Cemetery Fund |
| Mt. Hope Double Marker Cut | $ 100.00 | $ 150.00 | Cemetery Fund |
| Evergreen Niche Plate | $ - | $ 70.00 | Cemetery Fund |
| Evergreen Double Marker Cut | $ 100.00 | $ 150.00 | Cemetery Fund |
| Overtime charge Sunday & Holiday | $ 1,000.00 | $ 1,100.00 | Cemetery Fund |
| Overtime charge Saturday after 1:00pm | $ 750.00 | $ 825.00 | Cemetery Fund |
| Overtime charge Saturday before 1:00pm | $ 600.00 | $ 660.00 | Cemetery Fund |
| Overtime charge Weekday after 2:00pm | $ 500.00 | $ 550.00 | Cemetery Fund |
| Evergreen Thaw Fee Full Burial | $ - | $ 150.00 | Cemetery Fund |
| Evergreen Thaw Fee Cremation Burial | $ - | $ 50.00 | Cemetery Fund |
| Mt. Hope Thaw Fee Full Burial | $ - | $ 150.00 | Cemetery Fund |
| Mt. Hope Thaw Fee Cremation Burial | $ - | $ 50.00 | Cemetery Fund |
| North Thaw Fee Full Burial | $ - | $ 150.00 | Cemetery Fund |
| North Thaw Fee Cremation Burial | $ - | $ 50.00 | Cemetery Fund |
| **Parks & Recreation Department - Lifetime Sports** | | | |
| Women's Volleyball Team Fee | $ 179.00 | $ 195.00 | General Fund |
| Coed Volleyball Team Fee | $ 135.00 | $ 150.00 | General Fund |
| Senior 70+ Softball Team Fee | $ 225.00 | $ 240.00 | General Fund |
| Mens 50+ Basketball Team Fee (Fall) | $ 225.00 | $ 240.00 | General Fund |
| Mens 50+ Basketball Team Fee (Winter) | $ 225.00 | $ 240.00 | General Fund |
| Men's Tennis (Res) - 3 Seasons | $ 20.00 | $ 30.00 | General Fund |
| Men's Tennis (NRes) - 3 Seasons | $ 30.00 | $ 40.00 | General Fund |
| Youth Softball Tourney | $ 35.00 | $ 60.00 | General Fund |
| Youth Soccer Tourney | $ 18.00 | $ 30.00 | General Fund |
| Adult Tourney Baseball/FP | $ 35.00 | $ 120.00 | General Fund |
| Youth Tennis Tourney | $ 18.00 | $ 30.00 | General Fund |
| Youth Practices All Sports | $ 15.00 | $ 25.00 | General Fund |
| Adult Practices All Sports | $ 20.00 | $ 30.00 | General Fund |
| Field Fitting Baseball/Softball | $ 25.00 | $ 35.00 | General Fund |
| Additional Spin and Drag (New Fee) | $ - | $ 30.00 | General Fund |
| Football Tourney's (Youth or Adult) | $ 20.00 | $ 30.00 | General Fund |
| Field Striping Football or Soccer | $ 60.00 | $ 160.00 | General Fund |

(continued)

## FY 2022/2023 Fee Changes

| | From Current FY 2022 | To Adopted FY 2023 | Fund |
|---|---|---|---|
| **Public Service - Sewer Fund** | | | |
| Meter monthly fixed charge | $ 12.50 | $ 13.00 | Parking Fund |
| Industrial Pretreatment Charge | $ 5.85 | $ 6.15 | Parking Fund |
| Commodity Charge per CCF | $ 7.40 | $ 7.70 | Parking Fund |
| **Public Service - Refuse and Recycling Funds** | | | |
| 32 Gallon Cart - quarterly | $ 295.00 | $ 300.00 | Refuse Fund |
| 65 Gallon Cart - quarterly | $ 180.00 | $ 200.00 | Refuse Fund |
| 95 Gallon Cart - quarterly | $ 480.00 | $ 20.00 | Refuse Fund |
| EOW 32 Gallon Cart | $ 240.00 | $ 20.00 | Refuse Fund |
| Low Income 32 Gallon Cart | $ 1,800.00 | $ 125.00 | Refuse Fund |
| Low Income 65 Gallon Cart | $ 900.00 | $ 125.00 | Refuse Fund |
| Low Income 95 Gallon Cart | $ 480.00 | $ 30.00 | Refuse Fund |
| Recycle/Yard Waste Collection Fee | $ 117.00 | $ 119.00 | Recycling Fund |

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# BUDGET & FEE CHANGES
# RESOLUTION



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

WHEREAS, in conformance with Article 7, Section 7-101 of the City Charter, on March 28, 2022, the Mayor submitted a proposed budget for the 2022/2023 fiscal year, which spans from July 1, 2022 through June 30, 2023; and

WHEREAS, the City Council held a series of televised public hearings to review the Mayor's budget recommendations, and a community input session on May 9, 2022; and

WHEREAS, in accordance with the City Charter and the State Uniform Budgeting and Accounting Act, notice was published and a public hearing was held on May 9, 2022, for the fiscal year 2022/2023 budget and capital improvements program, and the proposed levy for taxation; and

WHEREAS, Public Act 2 of 1968 of the State of Michigan, as amended, provides that the budget resolution of the City shall set forth the total number of mills to be levied under the General Property Tax Act, the estimated revenues by source, and amounts appropriated to defray expenditures and meet the liabilities for the City for the ensuing fiscal year; and

WHEREAS, Sec. 9901 of the American Rescue Plan Act of 2021 includes $130.2 billion for local governments to respond to the COVID-19 public health emergency or its negative economic impacts, including the provision of government services to the exteent of the reduction of revenue relative to the revenues collected in the most recent full fiscal year prior to the emergency.

WHEREAS, the City Council desires to establish certain budget policies for the fiscal year 2022/2023, which must include all policies to be carried forward into the current fiscal year;

NOW, THEREFORE, BE IT RESOLVED that 19.44 mills be levied under the General Property Tax Act for the fiscal year for City Operating; and

BE IT FURTHER RESOLVED that 0.26 mills be levied under the Section 475 of Public Act 40 of the State of Michigan, as amended, and such revenue be used to pay for the cost of drain impovements including a portion of the assessment from the Montgomery Drainage District to the City for the Montgomery Drain improvements; and

BE IT FURTHER RESOLVED that the following changes to the City's fees and charges be adopted:

| **Fee Proposed** | From Current FY 2022 | To Proposed FY 2023 |
|---|---|---|
| **Parks & Recreation Department - Schmidt Community Center** | | |
| Schmidt Full Gym Rental - Non-sport | New | 80.00 |
| Schmidt Half Gym Rental - Non-sport | New | 40.00 |
| Schmidt Room Set Up Fee per 100 people | 25.00 | 50.00 |
| Concession Stand Use (Outside Org) | New | 55.00 |
| Indoor Rummage Sale - with table | 20.00 | 25.00 |
| Indoor Rummage Sale - large space (10 spots) | 20.00 | 25.00 |
| Youth Swim Lesson | 37.00 | 48.00 |
| Aqua Aerobics Class | 40.00 | 60.00 |
| Lap/Open Swim Fee - indoor | New | 3.00 |
| Lap/open Swim Monthly Pass - indoor | New | 25.00 |
| Private Swim Lessons | 56.00 | 64.00 |
| Lap/open Monthly swim fee - indoor family pass | New | 50.00 |
| 2 hr private pool party - up to 30 people | New | 200.00 |
| On site bounce house rental | New | 100.00 |

| Fee Proposed | From Current FY 2022 | To Proposed FY 2023 |
|---|---|---|
| **Parks & Recreation Department - Cemeteries** | | |
| Mt. Hope Niche Plate | New | 50.00 |
| Mt. Hope Double Marker Cut | 100.00 | 150.00 |
| Evergreen Niche Plate | New | 70.00 |
| Evergreen Double Marker Cut | 100.00 | 150.00 |
| Overtime charge Sunday & Holiday | 1,000.00 | 1,100.00 |
| Overtime charge Saturday after 1:00pm | 750.00 | 825.00 |
| Overtime charge Saturday before 1:00pm | 600.00 | 660.00 |
| Overtime charge Weekday after 2:00pm | 500.00 | 550.00 |
| Evergreen Thaw Fee Full Burial | New | 150.00 |
| Evergreen Thaw Fee Cremation Burial | New | 50.00 |
| Mt. Hope Thaw Fee Full Burial | New | 150.00 |
| Mt. Hope Thaw Fee Cremation Burial | New | 50.00 |
| North Thaw Fee Full Burial | New | 150.00 |
| North Thaw Fee Cremation Burial | New | 50.00 |
| | | |
| **Parks & Recreation Department - Lifetime Sports** | | |
| Women's Volleyball Team Fee | 179.00 | 195.00 |
| Coed Volleyball Team Fee | 135.00 | 150.00 |
| Senior 70+ Softball Team Fee | 225.00 | 240.00 |
| Mens 50+ Basketball Team Fee (Fall) | 225.00 | 240.00 |
| Mens 50+ Basketball Team Fee (Winter) | 225.00 | 240.00 |
| Men's Tennis (Res) - 3 Seasons | 20.00 | 30.00 |
| Men's Tennis (NRes) - 3 Seasons | 30.00 | 40.00 |
| Youth Softball Tourney | 35.00 | 60.00 |
| Youth Soccer Tourney | 18.00 | 30.00 |
| Adult Tourney Baseball/FP | 35.00 | 120.00 |
| Youth Tennis Tourney | 18.00 | 30.00 |
| Youth Practices All Sports | 15.00 | 25.00 |
| Adult Practices All Sports | 20.00 | 30.00 |
| Field Fitting Baseball/Softball | 25.00 | 35.00 |
| Additional Spin and Drag (New Fee) | New | 30.00 |
| Football Tourney's (Youth or Adult) | 20.00 | 30.00 |
| Field Striping Football or Soccer | 60.00 | 160.00 |
| | | |
| **Public Service - Sewer Fund** | | |
| Meter monthly fixed charge | 12.50 | 13.00 |
| Industrial Pretreatment Charge | 5.85 | 6.15 |
| Commodity Charge per CCF | 7.40 | 7.70 |
| | | |
| **Public Service - Refuse and Recycling Funds** | | |
| 32 Gallon Cart - quarterly | 52.00 | 54.00 |
| 65 Gallon Cart - quarterly | 56.00 | 59.00 |
| 95 Gallon Cart - quarterly | 60.00 | 63.00 |
| EOW 32 Gallon Cart | 26.00 | 27.00 |
| Low Income 32 Gallon Cart | 37.00 | 40.00 |
| Low Income 65 Gallon Cart | 41.00 | 44.00 |
| Low Income 95 Gallon Cart | 45.00 | 47.00 |
| Recycle/Yard Waste Collection Fee | 117.00 | 119.00 |

(Resolution Continued Next Page)

BE IT FINALLY RESOLVED that the following appropriations and revenue projections are adopted as the City's budget for the FY 2021/2022 fiscal year:

| | FY 2022 Proposed | Council Changes | FY 2022 Adopted |
|---|---|---|---|
| **Estimated Revenues** | | | |
| Property Taxes | 48,245,000 | | 48,245,000 |
| Income Taxes | 37,510,000 | | 37,510,000 |
| Return on Equity | 25,300,000 | | 25,300,000 |
| State Revenues | 20,969,500 | | 20,969,500 |
| Charges for Services | 8,994,000 | | 8,994,000 |
| Fines & Forfeitures | 1,692,200 | | 1,692,200 |
| Licenses & Permits | 1,769,300 | | 1,769,300 |
| Other Revenue | 340,000 | | 340,000 |
| Interest & Rent | 330,000 | | 330,000 |
| **Total Revenue** | 145,150,000 | - | 145,150,000 |
| | | | |
| **Appropriations** | | | |
| | | | |
| City Council | | | |
| Personnel | 474,673 | | 474,673 |
| Operating | 289,540 | | 289,540 |
| Total | 764,213 | - | 764,213 |
| | | | |
| Internal Audit | | | |
| Personnel | 195,589 | | 195,589 |
| Operating | 12,296 | | 12,296 |
| Total | 207,885 | - | 207,885 |
| | | | |
| Courts | | | |
| Personnel | 4,829,179 | | 4,829,179 |
| Operating | 1,492,152 | | 1,492,152 |
| Total | 6,321,331 | - | 6,321,331 |
| | | | |
| Mayor's Office | | | |
| Personnel | 1,523,058 | | 1,523,058 |
| Operating | 246,874 | | 246,874 |
| Total | 1,769,932 | - | 1,769,932 |
| | | | |
| Office of Community Media | | | |
| Personnel | 533,107 | | 533,107 |
| Operating | 73,006 | | 73,006 |
| Total | 606,113 | - | 606,113 |
| | | | |
| City Clerk's Office | | | |
| Personnel | 1,103,136 | | 1,103,136 |
| Operating | 439,055 | | 439,055 |
| Total | 1,542,191 | - | 1,542,191 |
| | | | |
| Neighborhood and Citizen Engagement | | | |
| Personnel | 790,097 | | 790,097 |
| Operating | 416,199 | | 416,199 |
| Total | 1,206,296 | - | 1,206,296 |
| | | | |
| Economic Development and Planning | | | |

| | FY 2022 Proposed | Council Changes | FY 2022 Adopted |
|---|---|---|---|
| Personnel | 3,364,071 | | 3,364,071 |
| Operating | 3,233,228 | | 3,233,228 |
| Total | 6,597,299 | - | 6,597,299 |
| | | | |
| Assessing | | | |
| Personnel | 1,690,117 | | 1,690,117 |
| Operating | 280,602 | | 280,602 |
| Total | 1,970,719 | - | 1,970,719 |
| | | | |
| Finance Operating | | | |
| Personnel | 1,488,729 | | 1,488,729 |
| Operating | 513,904 | | 513,904 |
| Total | 2,002,633 | - | 2,002,633 |
| | | | |
| Treasury/Income Tax | | | |
| Personnel | 1,832,523 | | 1,832,523 |
| Operating | 565,805 | | 565,805 |
| Total | 2,398,328 | - | 2,398,328 |
| | | | |
| Human Resources | | | |
| Personnel | 1,609,829 | | 1,609,829 |
| Operating | 1,114,233 | | 1,114,233 |
| Total | 2,724,062 | - | 2,724,062 |
| | | | |
| City Attorney | | | |
| Personnel | 2,211,152 | | 2,211,152 |
| Operating | 308,958 | | 308,958 |
| Total | 2,520,110 | - | 2,520,110 |
| | | | |
| Police | | | |
| Personnel | 43,330,653 | | 43,330,653 |
| Operating | 8,250,201 | | 8,250,201 |
| Total | 51,580,854 | - | 51,580,854 |
| | | | |
| Fire | | | |
| Personnel | 34,484,467 | | 34,484,467 |
| Operating | 5,788,205 | | 5,788,205 |
| Total | 40,272,672 | - | 40,272,672 |
| | | | |
| Public Service | | | |
| Personnel | 2,995,961 | | 2,995,961 |
| Operating | 9,575,390 | | 9,575,390 |
| Total | 12,571,351 | - | 12,571,351 |
| | | | |
| Human Relations and Community Service | | | |
| Personnel | 1,669,373 | | 1,669,373 |
| Operating | 173,445 | | 173,445 |
| Total | 1,842,818 | - | 1,842,818 |

| | FY 2022 Proposed | Council Changes | FY 2022 Adopted |
|---|---|---|---|
| Parks and Recreation | | | |
| Personnel | 5,759,154 | | 5,759,154 |
| Operating | 3,621,058 | | 3,621,058 |
| Total | 9,380,212 | - | 9,380,212 |
| | | | |
| Human Services and Racial Equity | | | |
| Operating | 1,960,000 | | 1,960,000 |
| Total | 1,960,000 | - | 1,960,000 |
| | | | |
| City Supported Agencies | | | |
| Operating | 80,000 | | 80,000 |
| Total | 80,000 | - | 80,000 |
| | | | |
| Non-Departmental | | | |
| Vacancy Factor | (700,000) | | (700,000) |
| Library Lease | 136,150 | | 136,150 |
| Debt Service | 987,100 | | 987,100 |
| Net Transfers | 5,907,731 | | 5,907,731 |
| Total | 6,330,981 | - | 6,330,981 |
| | | | |
| Federal Reimbursement | (9,500,000) | | (9,500,000) |
| **Total Appropriations** | 145,150,000 | - | 145,150,000 |
| | | | - |

**II. Special Revenue Funds**

**Major Streets Fund**

| | | | |
|---|---|---|---|
| **Estimated Revenues** | | | |
| Gas and Weight Tax Receipts | 11,277,425 | | 11,277,425 |
| Utility Permit Fees (Metro Act) | 520,000 | | 520,000 |
| Reimbursements | 525,000 | | 525,000 |
| Miscellaneous Revenue | 38,500 | | 38,500 |
| Use of/(Contribution to) Fund Balance | 2,300,000 | - | 2,300,000 |
| Total Revenue | 14,660,925 | - | 14,660,925 |
| | | | |
| **Appropriations** | | | |
| Personnel | 3,111,715 | | 3,111,715 |
| Operating | 3,915,683 | | 3,915,683 |
| Capital | 4,300,000 | | 4,300,000 |
| Debt Service | 472,525 | | 472,525 |
| Transfers | 2,861,002 | | 2,861,002 |
| Total Appropriations | 14,660,925 | - | 14,660,925 |

**Local Streets Fund**

| | | | |
|---|---|---|---|
| **Estimated Revenues** | | | |
| Gas and Weight Tax Receipts | 3,759,160 | | 3,759,160 |
| Miscellaneous Revenue | 150,000 | | 150,000 |
| Transfers from Other Funds | 5,169,002 | | 5,169,002 |
| Use of/(Contribution to) Fund Balance | 1,200,000 | - | 1,200,000 |
| Total Revenue | 10,278,162 | - | 10,278,162 |

| | FY 2022 Proposed | Council Changes | FY 2022 Adopted |
|---|---|---|---|
| **Appropriations** | | | |
| Personnel | 3,239,939 | | 3,239,939 |
| Operating | 3,099,215 | | 3,099,215 |
| Capital | 3,320,000 | | 3,320,000 |
| Debt Service | 619,008 | | 619,008 |
| Total Appropriations | 10,278,162 | - | 10,278,162 |

**Stadium Fund**

| | | | |
|---|---|---|---|
| **Estimated Revenues** | | | |
| Stadium Naming Rights | 125,001 | | 125,001 |
| Reimbursements | 137,000 | | 137,000 |
| Transfers from Other Funds | 486,731 | | 486,731 |
| Total Revenue | 748,732 | - | 748,732 |
| **Appropriations** | | | |
| Operating | 748,732 | | 748,732 |
| Total Appropriations | 748,732 | - | 748,732 |

**Building Departments Fund**

| | | | |
|---|---|---|---|
| **Estimated Revenues** | | | |
| Licenses & Permits | 3,051,100 | | 3,051,100 |
| Charges for Services | 1,000 | | 1,000 |
| Use of/(Contribution to) Fund Balance | (185,000) | - | (185,000) |
| Total Revenue | 2,867,100 | - | 2,867,100 |
| **Appropriations** | | | |
| Personnel | 2,197,384 | | 2,197,384 |
| Operating | 669,716 | | 669,716 |
| Total Appropriations | 2,867,100 | - | 2,867,100 |

**Community Block Development Grant (CDBG) Fund**

| | | | |
|---|---|---|---|
| **Estimated Revenues** | | | |
| Federal Grants | 2,202,537 | | 2,202,537 |
| General Fund Transfer | 162,935 | | 162,935 |
| Total Revenue | 2,365,472 | - | 2,365,472 |
| **Appropriations** | | | |
| Personnel | 1,146,062 | | 1,146,062 |
| Operating | 1,219,410 | | 1,219,410 |
| Total Appropriations | 2,365,472 | - | 2,365,472 |

**HOME Grant Fund**

| | | | |
|---|---|---|---|
| **Estimated Revenues** | | | |
| Federal Grants | 891,361 | | 891,361 |
| Total Revenue | 891,361 | - | 891,361 |

| | FY 2022 Proposed | Council Changes | FY 2022 Adopted |
|---|---|---|---|
| **Appropriations** | | | |
| Personnel | 99,457 | | 99,457 |
| Operating | 791,904 | | 791,904 |
| Total Appropriations | 891,361 | - | 891,361 |

**Emergency Shelter Grant (ESG) Fund**

| | | | |
|---|---|---|---|
| **Estimated Revenues** | | | |
| Federal Grants | 174,439 | | 174,439 |
| Total Revenue | 174,439 | - | 174,439 |
| **Appropriations** | | | |
| Operating | 174,439 | | 174,439 |
| Total Appropriations | 174,439 | - | 174,439 |

**State/Local Drug Law Enforcement Fund**

| | | | |
|---|---|---|---|
| **Estimated Revenues** | | | |
| Interest Income | 7,500 | | 7,500 |
| Use of/(Contribution to) Fund Balance | 214,500 | | 214,500 |
| Total Revenue | 222,000 | - | 222,000 |
| **Appropriations** | | | |
| Operating | 168,000 | | 168,000 |
| Total Appropriations | 222,000 | - | 222,000 |

**Tri-County Metro Drug Law Enforcement Fund**

| | | | |
|---|---|---|---|
| **Estimated Revenues** | | | |
| Drug Forfeitures | 268,000 | | 268,000 |
| Contributions from Local Units | 425,000 | | 425,000 |
| Interest Income | 8,000 | | 8,000 |
| Total Revenue | 701,000 | - | 701,000 |
| **Appropriations** | | | |
| Personnel | 85,000 | | 85,000 |
| Operating | 616,000 | | 616,000 |
| Total Appropriations | 701,000 | - | 701,000 |

**Downtown Lansing, Inc.**

| | | | |
|---|---|---|---|
| **Estimated Revenues** | | | |
| Special Assessments | 475,000 | | 475,000 |
| Grants | 20,000 | | 20,000 |
| Miscellaneous | 137,000 | | 137,000 |
| Transfer from General Fund | 85,000 | | 85,000 |
| Total Revenue | 717,000 | - | 717,000 |
| **Appropriations** | | | |
| Operating | 209,889 | | 209,889 |
| Capital | 507,111 | | 507,111 |

| | FY 2022 Proposed | Council Changes | FY 2022 Adopted |
|---|---|---|---|
| Total Appropriations | 717,000 | - | 717,000 |

## III. Enterprise Funds

### Cemeteries Fund

| | | | |
|---|---|---|---|
| **Estimated Revenues** | | | |
| Cemetery Service Revenue | 284,000 | | 284,000 |
| Sale of Lots | 183,650 | | 183,650 |
| Transfer from Parks Millage | 450,000 | | 450,000 |
| Transfer from Perpetual Care | 5,000 | | 5,000 |
| Total Revenue | 922,650 | - | 922,650 |
| **Appropriations** | | | |
| Personnel | 527,733 | | 527,733 |
| Operating | 366,917 | | 366,917 |
| Transfers | 28,000 | | 28,000 |
| Total Appropriations | 922,650 | - | 922,650 |

### Golf Fund

| | | | |
|---|---|---|---|
| **Estimated Revenues** | | | |
| Transfers In - Parks Millage | 100,000 | | 100,000 |
| Total Revenue | 100,000 | - | 100,000 |
| **Appropriations** | | | |
| Operating | 100,000 | | 100,000 |
| Total Appropriations | 100,000 | - | 100,000 |

### Parking Fund

| | | | |
|---|---|---|---|
| **Estimated Revenues** | | | |
| Parking Revenue | 3,510,000 | | 3,510,000 |
| Baseball Revenue | 35,000 | | 35,000 |
| Parking Fines | 425,000 | | 425,000 |
| Other Revenue | 10,000 | | 10,000 |
| Use of/(Contribution to) Fund Balance | 1,000,000 | | 1,000,000 |
| Total Revenue | 4,980,000 | - | 4,980,000 |
| **Appropriations** | | | |
| Personnel | 2,192,970 | | 2,192,970 |
| Operating | 1,986,680 | | 1,986,680 |
| Capital | 87,500 | | 87,500 |
| Debt Service | 712,850 | | 712,850 |
| Total Appropriations | 4,980,000 | - | 4,980,000 |

| | FY 2022 Proposed | Council Changes | FY 2022 Adopted |
|---|---|---|---|
| **Wastewater Fund** | | | |
| **Estimated Revenues** | | | |
| Sewer Charges | 38,345,000 | | 38,345,000 |
| Interest Income | 170,000 | | 170,000 |
| Low Income Credit | (1,000) | | (1,000) |
| Micellaneous Income | 10,000 | | 10,000 |
| Use of/(Contribution to) Fund Balance | 5,500,000 | | 5,500,000 |
| Total Revenue | 44,024,000 | - | 44,024,000 |
| **Appropriations** | | | |
| Personnel | 7,466,899 | | 7,466,899 |
| Operating | 8,275,975 | | 8,275,975 |
| Capital | 15,077,000 | | 15,077,000 |
| Debt Service | 12,904,126 | | 12,904,126 |
| Return on Equity | 300,000 | | 300,000 |
| Total Appropriations | 44,024,000 | - | 44,024,000 |
| **Refuse Fund** | | | |
| **Estimated Revenues** | | | |
| Operating Income | 2,735,000 | | 2,735,000 |
| Interest Income | 2,500 | | 2,500 |
| Total Revenue | 2,737,500 | - | 2,737,500 |
| **Appropriations** | | | |
| Personnel | 1,141,895 | | 1,141,895 |
| Operating | 1,195,605 | | 1,195,605 |
| Capital | 400,000 | | 400,000 |
| Total Appropriations | 2,737,500 | - | 2,737,500 |
| **Recycling Fund** | | | |
| **Estimated Revenues** | | | |
| Operating Income | 4,600,692 | | 4,600,692 |
| Use of/(Contribution to) Fund Balance | 450,000 | | 450,000 |
| Total Revenue | 5,050,692 | - | 5,050,692 |
| **Appropriations** | | | |
| Personnel | 2,369,818 | | 2,369,818 |
| Operating | 2,480,874 | | 2,480,874 |
| Total Appropriations | 5,050,692 | - | 5,050,692 |

**III. Capital Project Funds**

| | FY 2022 Proposed | Council Changes | FY 2022 Adopted |
|---|---|---|---|
| **Capital Improvement Fund** | | | |
| **Estimated Revenues** | | | |
| Transfer from General Fund | 350,000 | | 350,000 |
| Loan Revenue | 180,000 | | 180,000 |
| PEG (Cable Capital) Revenues | 450,000 | | 450,000 |
| Total Revenue | 980,000 | - | 980,000 |
| **Appropriations** | | | |
| Capital | 350,000 | | 350,000 |
| PEG Capital/Debt Service | 350,000 | | 350,000 |
| Debt Service | 180,000 | | 180,000 |
| Transfer to General Fund | 100,000 | | 100,000 |
| Total Appropriations | 980,000 | - | 980,000 |
| **Parks Millage Fund** | | | |
| **Estimated Revenues** | | | |
| Parks Transfer | 2,393,000 | | 2,393,000 |
| Total Revenue | 2,393,000 | - | 2,393,000 |
| **Appropriations** | | | |
| Transfers to Golf/Cemetery Funds | 550,000 | | 550,000 |
| Capital | 1,843,000 | | 1,843,000 |
| Total Appropriations | 2,393,000 | - | 2,393,000 |

BE IT FINALLY RESOLVED, that the following polices are hereby established for the 2022/2023 fiscal year:

(Resolution Continued Next Page)