

CITY OF EAST LANSING

CITY COUNCIL WORK SESSION AGENDA

Thursday, January 26, 2012
Hannah Community Center

Room 235

9:00 a.m.

<u>Time</u>	<u>Resource</u>	<u>Topic</u>	<u>Action Requested</u>
9:00 AM	Secretary	Roll Call	
9:02 AM		Communication from the audience	
9:03 AM		Minutes from the January 10, 2012 Work Session	Approval Requested
<i>-Attachment A</i>			
9:05 AM		Minutes from the January 11, 2012 Special Work Session	Approval Requested
<i>-Attachment B</i>			
9:07 AM		Communication with Scott Reilly from Affion	Discussion Only
10:00 AM		Brian Murphy interview	Discussion Only
11:00 AM		Todd Sneathen interview	Discussion Only
12:00 PM		RECESS	
1:00 PM		Jane Bais-DiSessa interview	Discussion Only
2:00 PM		Darnell Earley interview	Discussion Only
3:00 PM		George Lahanas interview	Discussion Only
4:00 PM		Councilmember Reports	
4:10 PM		City Manager Report	
4:15 PM		Adjournment	



*candidate information is available at:

<http://www.cityofeastlansing.com/NewsReleases/articleType/ArticleView/articleId/1030/City-Council-Announces-East-Lansing-City-Manager-Finalists/>

The City of East Lansing will provide reasonable accommodations, such as interpreters for the hearing impaired and audio tapes of printed materials being considered at this meeting, upon notice to the City of East Lansing prior to the meeting. Individuals with disabilities requiring reasonable accommodations or services should write or call:

City Manager's Office
410 Abbot Road
East Lansing, MI 48823
Phone: (517) 319-6920
TDD Number: 1-800-649-3777
Please visit our website at:
www.cityofeastlansing.com

Attachment A

**CITY OF EAST LANSING
CITY COUNCIL
WORK SESSION MINUTES
January 10, 2012**

Present: Beard, Loomis, Power, Triplett, Goddeeris
Absent: None

The meeting was called to order at 4:00 p.m. by Mayor Goddeeris. The meeting was held in Courtroom #2 of the 54-B District Court, 101 Linden Street, East Lansing.

Item 1 **Interview Training**

Paulette Granberry Russell, Senior Advisor to the President for Diversity, and Office for Inclusion and Intercultural Initiatives Director, Michigan State University, presented to Council a City Manager selection process outline which she said was objective, legal, and efficient in evaluating candidates. Scott Reilly, CEO Affion Public, search firm hired by the City of East Lansing, was also present for the discussion.

Item 2 **Communication from Audience**

None

Item 3 **Approval of the Minutes**

It was moved by Triplett and seconded by Power to approve the minutes of the December 13, 2011 work session.

ALL YEAS
MOTION CARRIED

Item 4 **AT&T Master Agreement**

Alan McCarrick, Information Systems Administrator, updated Council and answered questions on the AT&T Communication Service Contract.

It was moved by Loomis and seconded by Beard to approve the AT&T Master Agreement and authorize the City Manager to sign.

ALL YEAS
MOTION CARRIED

Item 5 **FY2012 Budget Amendments**

Mary Haskell, Finance Director; and Todd Sneathen, Director of Public Works and Environmental Services, briefed Council and answered questions on amendments to General Fund and Major and Local Streets Funds, and transfer of \$80,000 from the General Fund to the Local Streets Fund.

It was moved by Triplett and seconded by Power to approve FY2012 budget amendments to General Fund, and Major and Local Streets Funds for a transfer of \$80,000 from General Fund to Local Streets Fund.

ALL YEAS
MOTION CARRIED

Item 6 **FY2012 Budget Resolution Amendment**

Mary Haskell, Finance Director, briefed Council and answered questions regarding ambulance transport rates as of January 1, 2012.

It was moved by Power and seconded by Triplett to approve amendment to Section 8 of the FY2012 Budget Resolution to reflect the billing rates approved by the City of East Lansing Fire Chief on December 29, 2011.

ALL YEAS
MOTION CARRIED

Item 7 **Grant of Easement – 901 Trowbridge Road**

Todd Sneathen, Director of Public Works and Environmental Services, briefed Council and answered questions on a Grant of Easement between Kim's Oriental Food Store, 901 Trowbridge Road and the City of East Lansing involving water main and sidewalk work.

It was moved by Power and seconded by Triplett to approve a Grant of Easement between Kim's Oriental Food Store, 901 Trowbridge Road and the City of East Lansing.

ALL YEAS
MOTION CARRIED

Item 8 **2011 Local Street Project Contract Change Order No. 2**

Todd Sneathen, Director of Public Works and Environmental Services, briefed Council and answered questions on a contract change order with Cadwell Brothers Construction Company.

It was moved by Loomis and seconded by Beard to approve Contract Change Order No. 2 with Cadwell Brothers Construction Company in the amount of \$22,684.77 for the 2011 Local Street Project and authorize City Manager to sign.

ALL YEAS
MOTION CARRIED

Item 9 **Ann Street Plaza Conceptual Plan**

Lori Mullins, Community Development Administrator, updated Council and answered questions on the conceptual plan for Ann Street Plaza.

Council discussed fireplace feature, automobile and motorcycle parking, and financing of project.

Goddeeris said this item will be on consent agenda next week.

Item 10 **St. Anne Project ROW License**

Tim Dempsey, Director of Planning and Community Development, briefed Council and answered questions on St. Anne Project right-of-way license.

Council discussed use of outdoor space, Special Use Permit requirements, precedence setting, and extension of duration options in agreement.

Goddeeris said this item will be on consent agenda next week.

Item 11 **Ordinance No. 1275**

Ordinance No. 1275; an Ordinance to amend Section 2-362 of Division 6 – Human Relations Commission – of Article V – Boards and Commissions – of Chapter 2 – Administration, and Sections 22-31, 22-32, 22-33, 22-34, 22-35 and 22-39 of Article II – Civil Rights – of Chapter 22 – Human Relations, and Section 42-73 of Division 2 – Cable and Telecommunication Commission – of Article II – Administration and Enforcement – of Chapter 42 – Telecommunications – of the Code of the City of East Lansing.

Mayor Pro Tem Triplett briefed Council and answered questions on draft Ordinance No. 1275. He said East Lansing was the first city in the nation to include the protection of individuals based on their sexual orientation under City Code. Triplett said the Human Relations Commission is recommending a revision of language in the Civil Rights portions of the City Code to replace the word “transgendered” with the more broadly encompassing terminology “gender identity or expression.”

Goddeeris said this will be on Council agenda next week to be introduced and to set a public hearing.

Item 12 **Council Member Reports**

Councilmember Power:

- No Report

Councilmember Loomis:

- No Report

Councilmember Beard:

- No Report

Mayor Pro Tem Triplett:

- No Report

Mayor Goddeeris:

- Said Council will continue discussion of questionnaire on City Manager feedback after Scott Reilly's semi-finalist presentation this evening.

Item 13

City Manager's Report

Interim City Manager George Lahanas:

- Said (SCENE) MetroSpace is having a fund raiser on Thursday from 6:00 p.m. to 8:00 p.m.
- Requested to be excused from the Council table but remain in the audience during discussion of two remaining agenda items.

It was moved by Loomis and seconded by Power to excuse Lahanas from the Council table and sit in the audience during presentation of City Manager semi-finalists by Scott Reilly and during City Manager semi-finalists Council discussion.

ALL YEAS
MOTION CARRIED

- ** 6:01 p.m. – Council break
7:00 p.m. – Council reconvened meeting

Item 14

City Manager Semi-Finalists Presentation

Scott Reilly, Affion Public, said there were 56 applicants for City Manager representing 20 states. In alphabetical order, Reilly reviewed the list of nine (9) semi-finalists who met the qualifications outlined by Council for the East Lansing City Manager position: Jane Bais-DiSessa, Dennis Durham, Darnell Earley, George Lahanas, Sean McBride, Patrick McGinnis, Brian Murphy, Franklin Peterson, and Todd Sneathen.

After presentation by Reilly, Council read candidate applications from 7:40 p.m. to 8:31 p.m.

Council asked questions of Reilly regarding process clarification.

Item 15

City Manager Semi-Finalists

In order to allow enough time to fairly read all the presented information, Council agreed by consensus to meet Wednesday, January 11, 2012, at 7:00 p.m. to reduce the number of nine (9) semi-finalists to four (4) to six (6).

Council discussed input to be received from round robin interviews and community reception, and development of interview questions.

Reilly answered questions regarding upcoming City Manager search decisions. Council thanked Reilly for his work and for the comprehensive package of information he provided on the semi-finalists.

It was moved by Beard and seconded by Power to adjourn.

ALL YEAS
MOTION CARRIED

There being no further business the meeting was adjourned at 10:10 p.m.

Diane Goddeeris
Mayor

Nancy O. Wagner
Administrative Secretary

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Attachment B

**CITY OF EAST LANSING
CITY COUNCIL
SPECIAL WORK SESSION MINUTES
January 11, 2012**

Present: Beard, Loomis, Power, Triplett, Goddeeris
Absent: None

The meeting was called to order at 7:00 p.m. by Mayor Goddeeris. The meeting was held in Conference Room A, 410 Abbot, East Lansing.

Item 1 **City Manager Semi-Finalists**

Nine applications for City Manager were presented to City Council by Scott Reilly, Affion Public, at the work session of January 10, 2012. Council discussed process options on how to limit this number to a shorter list of 4-6 applicants.

Council considered the list in alphabetical order. After individual Councilmember comment, it was agreed to keep the application of Jane Bais-DiSessa.

Council again discussed details of process on how to decide which additional applications to keep for further consideration. It was decided if any Councilmember indicated a name, that application would remain on the list. Goddeeris read the remaining names in alphabetical order.

By consensus, the following names, in alphabetical order, were kept on the list for further consideration:

- Jane Bais-DiSessa, City Manager for the City of Berkley, Michigan
- Darnell Earley, City Manager for the City of Saginaw, Michigan
- George Lahanas, Interim City Manager for the City of East Lansing, Michigan
- Sean McBride, Director of Information Technology/Chief Information Officer for the City of Tucson, Arizona
- Brian Murphy, Village Administrator of Plainfield, Illinois
- Todd Sneathen, Director of Public Works and Environmental Services for the City of East Lansing, Michigan

Council continued discussion regarding round-robin interviews and community reception.

Goddeeris asked for any additional comments or announcements. Goddeeris asked Councilmembers to let her know if any are interested in judging Battle of the Bands on Friday, February 17, during Greek Week.

Item 2

Communication from Audience

None

Item 3

Adjournment

It was moved by Triplett and seconded by Power to adjourn.

ALL YEAS
MOTION CARRIED

There being no further business the meeting was adjourned at 8:30 p.m.

Diane Goddeeris
Mayor

Nancy O. Wagner
Administrative Secretary

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