

Edward J. Kurtz
Emergency Financial Manager



Dayne Walling
Mayor

February 8, 2013

Mr. Andy Dillon, State Treasurer
Michigan Department of Treasury
4th Floor Treasury Building
430 West Allegan Street
Lansing, MI 48922

Dear Mr. Dillon:

Attached please find the six month report for the period August 8, 2012 through February 8, 2013 as required by PA 72 of 1990 Reporting requirements Article 2 Section 141.1221a: This report required under this section shall be submitted every 6 months, beginning 6 months after the starting date of the emergency financial manager.

The emergency financial manager for the City of Flint was appointed on August 8, 2012; therefore this first report is being submitted on February 8, 2013.

This will be posted on the City of Flint website as soon as it is approved.

Respectfully submitted,

Edward Kurtz
Emergency Financial Manager

cc:

Governor Rick Snyder
Randy Richardville, Senate Majority Leader
James Bolger, Speaker of the House of Representatives
Inez Brown, Clerk of the City of Flint
R. Fraser, Dept. of Treasury

**Public Act 72 of 1990, Article 2 Section 141.1221a: Six Month Report
And City of Flint Financial and Operating Plan
February 8, 2013**

Introduction

This Report of the status of the City of Flint and an update of the Financial and Operating Plan for the City of Flint is submitted to Governor Rick Snyder, The Senate Majority Leader, the Speaker of the House of Representatives and the Clerk of the City of Flint, through the Department of Treasury for the State of Michigan, in accordance with Public Act 72 of 1990, Article 2 Section 141.1221a which requires this report beginning 6 months after the appointment of the Emergency Manager.

Included are the items detailed below from PA 72 of 1990, Article 2 Section 141.1221a:

- (a) A description of each expenditure made, approved, or disapproved during the reporting period that has a cumulative value of \$10,000.00 or more and the source of the funds.
- (b) A list of each contract that the emergency manager awarded or approved with a cumulative value of \$10,000.00 or more, the purpose of the contract, and the identity of the contractor.
- (c) A description of each loan sought, approved, or disapproved during the reporting period that has a cumulative value of \$10,000.00 or more and the proposed use of the funds.
- (d) A description of any new position created or any vacancy in a permanent position filled by the appointing authority.
- (e) A description of any position that has been eliminated or from which an employee has been laid off.

An update to the Financial and Operating Plan for Fiscal Year 13 has been included in this package as well.

Section Separator (a) A description of each expenditure made, approved, or disapproved during the reporting period (8/8/12 – 2/8/13) that has a cumulative value of \$10,000.00 or more and the source of the funds.

02/04/2013
11:20 am

INVOICE REGISTER FOR CITY OF FLINT
DUE DATE 08/08/2012 - 01/31/2013 JOURNALIZED & UNJOURNALIZED OPEN & PAID > \$5,000

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INV REF#	VENDOR	INV DATE	DUE DATE	INV AMT	AMT DUE	STATUS	JNLIZED?
00207960	MARATHON FLINT OIL COMPANY	7/9/2012	8/8/2012	5,129.79	0.00	P	Y
00208812	C S MOTT COMMUNITY COLLEGE	7/31/2012	8/9/2012	959,336.70	0.00	P	Y
00208815	CARMAN SCHOOL DISTRICT	7/31/2012	8/9/2012	9,043.56	0.00	P	Y
00208816	DOWNTOWN DEVELOPMENT AUTHORITY	7/31/2012	8/9/2012	30,347.33	0.00	P	Y
00208814	FLINT BOARD OF EDUCATION	7/31/2012	8/9/2012	4,117,907.58	0.00	P	Y
00208811	GENESEE INTERMEDIATE SCHOOL DIST	7/31/2012	8/9/2012	1,133,794.28	0.00	P	Y
00207964	MARATHON FLINT OIL COMPANY	7/10/2012	8/9/2012	6,828.01	0.00	P	Y
00208809	MASS TRANSPORTATION AUTHORITY	7/31/2012	8/9/2012	204,967.77	0.00	P	Y
00208703	POLYDYNE INC	6/20/2012	8/9/2012	5,382.00	0.00	P	Y
00208538	J & M TREE SERVICE	8/1/2012	8/9/2012	5,450.00	0.00	P	Y
00208539	J & M TREE SERVICE	8/1/2012	8/9/2012	11,200.00	0.00	P	Y
00208540	J & M TREE SERVICE	8/1/2012	8/9/2012	9,925.00	0.00	P	Y
00208810	FLINT PUBLIC LIBRARY	7/31/2012	8/9/2012	990,696.74	0.00	P	Y
00208670	AVAYA FINANCIAL SERVICES	7/29/2012	8/9/2012	9,133.83	0.00	P	Y
00208631	EAST JORDAN IRON WORKS INC.	7/21/2012	8/9/2012	6,192.15	0.00	P	Y
00208859	CONSUMERS ENERGY	7/31/2012	8/9/2012	203,530.57	0.00	P	Y
00208860	CONSUMERS ENERGY	7/31/2012	8/9/2012	8,994.57	0.00	P	Y
00208813	GENESEE COUNTY TREASURER-MET	7/31/2012	8/9/2012	1,843,574.54	0.00	P	Y
00208471	GLOBALT INC	7/27/2012	8/9/2012	41,584.96	0.00	P	Y
00208468	WENTWORTH, HAUSER AND VIOLICH	7/10/2012	8/9/2012	24,528.00	0.00	P	Y
00208808	GENESEE COUNTY TREASURER	7/31/2012	8/9/2012	1,828,615.46	0.00	P	Y
00208776	BIG BROTHERS BIG SISTERS OF	6/25/2012	8/9/2012	5,037.17	0.00	P	Y
00208745	ST. LUKE NORTH END WOMEN'S	7/12/2012	8/9/2012	6,875.00	0.00	P	Y
00208469	KEELEY ASSET MANAGEMENT CORP.	7/31/2012	8/9/2012	22,421.62	0.00	P	Y
00208470	LSV ASSET MANAGEMENT	7/13/2012	8/9/2012	25,468.00	0.00	P	Y
00208653	ASTI ENVIRONMENTAL	3/6/2012	8/9/2012	12,577.75	0.00	P	Y
00208654	ASTI ENVIRONMENTAL	4/10/2012	8/9/2012	5,455.99	0.00	P	Y
00208541	DEAN HOLMES EXC - LTD	6/21/2012	8/9/2012	53,780.00	0.00	P	Y
00208801	LAKESHORE ENERGY SERVICES, LLC	8/1/2012	8/9/2012	19,344.78	0.00	P	Y
00208533	VEHICLE CITY HARLEY-DAVIDSON	6/21/2012	8/9/2012	6,000.00	0.00	P	Y
00208757	DELL FINANCIAL SERVICES, LLC	7/18/2012	8/9/2012	12,652.79	0.00	P	Y

00208580	MCLAREN HEALTH PLAN	8/2/2012	8/9/2012	51,252.49	0.00	P	Y
00208535	PHILIP JOHNSON	6/26/2012	8/9/2012	6,220.00	0.00	P	Y
00208537	PHILIP JOHNSON	7/16/2012	8/9/2012	12,837.00	0.00	P	Y
00208473	DIPONIO CONTRACTING INC	7/9/2012	8/9/2012	192,175.63	0.00	P	Y
00208474	DIPONIO CONTRACTING INC	7/9/2012	8/9/2012	242,984.84	0.00	P	Y
00208798	SWEDISH BIOGAS INTERNATIONAL, LLC	7/10/2012	8/9/2012	16,617.51	0.00	P	Y
00208799	U.S. DEPT OF HOUSING&URBAN DEV	8/1/2012	8/9/2012	51,870.95	0.00	P	Y
00208532	CHIPPEWA ASPHALT PAVING CO INC	7/20/2012	8/9/2012	40,399.25	0.00	P	Y
00208534	DU ALL CLEANING INC	7/27/2012	8/9/2012	9,900.00	0.00	P	Y
00208945	CECILLIA HUGHES, BENEFICIARY OF	8/8/2012	8/9/2012	7,500.00	0.00	P	Y
00208878	ICMA RETIREMENT CORP	8/8/2012	8/10/2012	10,403.87	0.00	P	Y
00208882	FLINT FIRE FIGHTERS #352	8/8/2012	8/10/2012	6,989.63	0.00	P	Y
00208885	AFLAC	8/8/2012	8/10/2012	14,275.63	0.00	P	Y
00208888	EQUITABLE FINANCIAL SERVICES	8/8/2012	8/10/2012	15,142.18	0.00	P	Y
00208891	ICMA RETIREMENT TRUST	8/8/2012	8/10/2012	15,034.68	0.00	P	Y
00208895	AFSCME, LOCAL 1600	8/8/2012	8/10/2012	5,464.20	0.00	P	Y
00208930	MI STATE DISBURSEMENT UNIT	8/8/2012	8/10/2012	22,325.11	0.00	P	Y
00208902	CITY OF FLINT	8/8/2012	8/10/2012	9,733.77	0.00	P	Y
00208901	CITIGROUP GLOBAL MKTS INC.	8/8/2012	8/10/2012	5,952.72	0.00	P	Y
00207967	MARATHON FLINT OIL COMPANY	7/17/2012	8/16/2012	6,612.97	0.00	P	Y
00207968	MARATHON FLINT OIL COMPANY	7/17/2012	8/16/2012	5,655.52	0.00	P	Y
00209083	SHELTER OF FLINT	4/3/2012	8/16/2012	7,082.14	0.00	P	Y
00209109	XEROX CORP	7/21/2012	8/16/2012	10,721.94	0.00	P	Y
00209162	COMPLETE TOWING SERVICE	6/30/2012	8/16/2012	15,430.00	0.00	P	Y
00209163	COMPLETE TOWING SERVICE	6/12/2012	8/16/2012	35,536.00	0.00	P	Y
00209235	J & M TREE SERVICE	7/10/2012	8/16/2012	6,000.00	0.00	P	Y
00209236	J & M TREE SERVICE	7/11/2012	8/16/2012	6,600.00	0.00	P	Y
00209134	CONSUMERS ENERGY	7/30/2012	8/16/2012	6,852.55	0.00	P	Y
00209248	FLINT AREA ENTERPRISE COMMUNITY	5/17/2012	8/16/2012	45,000.00	0.00	P	Y
00208969	PRIEST MASONARY CONSTRUCTION	8/3/2012	8/16/2012	8,900.00	0.00	P	Y
00209107	GRAY & COMPANY	7/30/2012	8/16/2012	9,583.33	0.00	P	Y
00209076	FLINT HOUSING COMMISSION	9/30/2011	8/16/2012	9,800.95	0.00	P	Y
00208988	STANDARD INSURANCE CO.	8/9/2012	8/16/2012	5,487.04	0.00	P	Y
00208998	Consumers Energy	8/9/2012	8/16/2012	16,398.59	0.00	P	Y
00209018	Consumers Energy	8/9/2012	8/16/2012	6,881.13	0.00	P	Y
00209052	Consumers Energy	8/9/2012	8/16/2012	34,979.75	0.00	P	Y
00209054	Consumers Energy	8/9/2012	8/16/2012	104,143.45	0.00	P	Y

00209069	Consumers Energy	8/9/2012	8/16/2012	5,158.77	0.00	P	Y
00209102	RESOURCE GENESEE	5/14/2012	8/16/2012	7,161.47	0.00	P	Y
00209103	RESOURCE GENESEE	6/14/2012	8/16/2012	6,346.73	0.00	P	Y
00209096	PHILIP JOHNSON	6/26/2012	8/16/2012	12,582.00	0.00	P	Y
00209247	SARGENT'S TITLE COMPANY LLC	8/9/2012	8/16/2012	136,504.07	0.00	P	Y
00209244	AT & T SBS	8/4/2012	8/16/2012	20,180.98	0.00	P	Y
00209121	Genesee County Treasurer	8/7/2012	8/16/2012	38,690.43	0.00	P	Y
00209189	Leonard Charles Roark	8/13/2012	8/16/2012	7,888.75	0.00	P	Y
00209245	BELEN DZIWURA, BENEF OF	8/15/2012	8/16/2012	5,000.00	0.00	P	Y
00209195	SHEILA GILBERT	8/7/2012	8/16/2012	30,479.91	0.00	P	Y
00209193	STATE OF MICHIGAN	8/13/2012	8/16/2012	78,449.31	0.00	P	Y
00209194	STATE OF MICHIGAN	8/13/2012	8/16/2012	97,316.62	0.00	P	Y
00209551	C S MOTT COMMUNITY COLLEGE	8/15/2012	8/23/2012	334,172.10	0.00	P	Y
00209549	CARMAN SCHOOL DISTRICT	8/15/2012	8/23/2012	752,151.20	0.00	P	Y
00209555	DOWNTOWN DEVELOPMENT AUTHORITY	8/15/2012	8/23/2012	7,014.88	0.00	P	Y
00209472	Treasurer, City of Flint	8/21/2012	8/23/2012	17,119.45	0.00	P	Y
00209501	Treasurer, City of Flint	8/21/2012	8/23/2012	7,870.09	0.00	P	Y
00209548	FLINT BOARD OF EDUCATION	8/15/2012	8/23/2012	901,440.56	0.00	P	Y
00209550	GENESEE INTERMEDIATE SCHOOL DIST	8/15/2012	8/23/2012	402,606.92	0.00	P	Y
00208368	MARATHON FLINT OIL COMPANY	7/24/2012	8/23/2012	8,609.96	0.00	P	Y
00209554	MASS TRANSPORTATION AUTHORITY	8/15/2012	8/23/2012	68,357.60	0.00	P	Y
00209382	MCNAUGHTON MCKAY ELECTRIC CO	8/14/2012	8/23/2012	174,644.08	0.00	P	Y
00209557	NEXTEL COMMUNICATIONS	8/10/2012	8/23/2012	6,793.90	0.00	P	Y
00209552	FLINT PUBLIC LIBRARY	8/15/2012	8/23/2012	330,399.54	0.00	P	Y
00209327	BS & A SOFTWARE	8/1/2012	8/23/2012	5,190.00	0.00	P	Y
00209328	BS & A SOFTWARE	8/1/2012	8/23/2012	5,990.00	0.00	P	Y
00209330	BS & A SOFTWARE	8/1/2012	8/23/2012	6,110.00	0.00	P	Y
00209337	BS & A SOFTWARE	8/1/2012	8/23/2012	5,740.00	0.00	P	Y
00209547	GENESEE COUNTY TREASURER-MET	8/15/2012	8/23/2012	540,430.70	0.00	P	Y
00209553	GENESEE COUNTY TREASURER	8/15/2012	8/23/2012	627,432.03	0.00	P	Y
00209254	MICHIGAN PIPE & VALVE - FLINT	6/15/2012	8/23/2012	11,154.30	0.00	P	Y
00209545	UNEMPLOYMENT INSURANCE AGENCY	7/31/2012	8/23/2012	484,432.39	0.00	P	Y
00209546	UNEMPLOYMENT INSURANCE AGENCY	7/31/2012	8/23/2012	12,677.96	0.00	P	Y
00209641	PNC CAPITAL ADVISORS, LLC	7/17/2012	8/23/2012	21,712.38	0.00	P	Y
00209640	RESOURCE RECYCLING SYSTEMS INC	2/29/2012	8/23/2012	5,435.43	0.00	P	Y
00209543	LEVEL ONE LLC	6/15/2012	8/23/2012	18,000.00	0.00	P	Y
00209301	PHILIP JOHNSON	7/11/2012	8/23/2012	11,026.00	0.00	P	Y

00209534	U.S. DEPARTMENT OF ENERGY	8/14/2012	8/23/2012	110,292.06	0.00	P	Y
00209532	JE'TAIME BANKS	8/20/2012	8/23/2012	19,113.37	0.00	P	Y
00207850	ELECTRONIC RESTORATION SERVICES INC	8/24/2012	8/23/2012	8,900.85	0.00	P	Y
00209544	KATHY SEVERN & HER ATTORNEY	8/13/2012	8/23/2012	12,000.00	0.00	P	Y
00209633	LEONARDO WATKINS AND ATTORNEY	8/20/2012	8/23/2012	17,500.00	0.00	P	Y
00208370	MARATHON FLINT OIL COMPANY	7/25/2012	8/24/2012	5,589.54	0.00	P	Y
00209561	ICMA RETIREMENT CORP	8/22/2012	8/24/2012	16,033.67	0.00	P	Y
00209567	AFLAC	8/22/2012	8/24/2012	14,382.98	0.00	P	Y
00209569	EQUITABLE FINANCIAL SERVICES	8/22/2012	8/24/2012	15,682.53	0.00	P	Y
00209572	ICMA RETIREMENT TRUST	8/22/2012	8/24/2012	15,334.64	0.00	P	Y
00209576	AFSCME, LOCAL 1600	8/22/2012	8/24/2012	5,383.84	0.00	P	Y
00209612	MI STATE DISBURSEMENT UNIT	8/22/2012	8/24/2012	22,969.96	0.00	P	Y
00209586	CITY OF FLINT	8/22/2012	8/24/2012	9,776.37	0.00	P	Y
00209585	CITIGROUP GLOBAL MKTS INC.	8/22/2012	8/24/2012	5,917.38	0.00	P	Y
00208606	MARATHON FLINT OIL COMPANY	7/30/2012	8/29/2012	7,458.20	0.00	P	Y
00209780	ROWE ENGINEERING INC	6/30/2012	8/30/2012	44,320.00	0.00	P	Y
00209835	XEROX CORP	8/19/2012	8/30/2012	6,772.32	0.00	P	Y
00209833	MAIL ROOM SERVICE CENTER	7/31/2012	8/30/2012	9,324.42	0.00	P	Y
00209750	GENESEE COUNTY TREASURER	8/24/2012	8/30/2012	61,266.00	0.00	P	Y
00209751	GENESEE COUNTY TREASURER	8/24/2012	8/30/2012	61,266.00	0.00	P	Y
00209752	GENESEE COUNTY TREASURER	8/24/2012	8/30/2012	61,266.00	0.00	P	Y
00209884	NEW WORLD SYSTEMS CORP	6/15/2012	8/30/2012	161,620.00	0.00	P	Y
00209684	ICON ADVISERS, INC	8/23/2012	8/30/2012	57,827.32	0.00	P	Y
00209753	NORTHERN TRUST COMPANY	6/30/2012	8/30/2012	65,011.75	0.00	P	Y
00209782	SWEERS EAVESTROUGH & ROOFING	7/25/2012	8/30/2012	19,267.00	0.00	P	Y
00209904	Consumers Energy	8/29/2012	8/30/2012	6,570.36	0.00	P	Y
00209907	Consumers Energy	8/29/2012	8/30/2012	9,118.88	0.00	P	Y
00209942	Consumers Energy	8/29/2012	8/30/2012	107,744.58	0.00	P	Y
00209943	Consumers Energy	8/29/2012	8/30/2012	32,554.79	0.00	P	Y
00209868	T3 MOTION INC	8/3/2012	8/30/2012	9,903.20	0.00	P	Y
00209781	OPERATION UNIFICATION INC	8/7/2012	8/30/2012	41,806.35	0.00	P	Y
00209709	DIPONIO CONTRACTING INC	6/30/2012	8/30/2012	30,131.50	0.00	P	Y
00209849	AT & T	8/4/2012	8/30/2012	34,354.93	0.00	P	Y
00209972	MICHAEL WILLIAMS	8/28/2012	8/30/2012	12,688.04	0.00	P	Y
00209974	JERRY M BROWN SR	8/28/2012	8/30/2012	28,075.74	0.00	P	Y
00209955	HURLEY MEDICAL CENTER	8/29/2012	9/1/2012	102,396.82	0.00	P	Y
00209956	UNITED RETIRED GOVERNMENT EMPLOYEES	8/29/2012	9/1/2012	7,270.00	0.00	P	Y

00209957	FLINT POLICE BENEFIT ASSOC	8/29/2012	9/1/2012	5,293.25	0.00	P	Y
00209959	MICHIGAN STATE DISBURSEMENT UNIT	8/29/2012	9/1/2012	14,720.68	0.00	P	Y
00209073	MARATHON FLINT OIL COMPANY	8/6/2012	9/5/2012	7,358.52	0.00	P	Y
00209074	MARATHON FLINT OIL COMPANY	8/6/2012	9/5/2012	5,383.95	0.00	P	Y
00210158	C S MOTT COMMUNITY COLLEGE	8/31/2012	9/6/2012	74,916.46	0.00	P	Y
00210161	CARMAN SCHOOL DISTRICT	8/31/2012	9/6/2012	66,097.66	0.00	P	Y
00209985	CITIZENS DISPOSAL INC	7/31/2012	9/6/2012	19,635.07	0.00	P	Y
00209986	CITIZENS DISPOSAL INC	7/15/2012	9/6/2012	16,939.27	0.00	P	Y
00209987	CITIZENS DISPOSAL INC	8/15/2012	9/6/2012	17,660.97	0.00	P	Y
00210013	CITY OF DETROIT	8/24/2012	9/6/2012	2,251,334.77	0.00	P	Y
00210154	DOWNTOWN DEVELOPMENT AUTHORITY	8/31/2012	9/6/2012	5,921.56	0.00	P	Y
00210160	FLINT BOARD OF EDUCATION	8/31/2012	9/6/2012	301,588.51	0.00	P	Y
00210162	GENESEE INTERMEDIATE SCHOOL DIST	8/31/2012	9/6/2012	90,179.81	0.00	P	Y
00210155	MASS TRANSPORTATION AUTHORITY	8/31/2012	9/6/2012	15,312.13	0.00	P	Y
00210087	SHELTER OF FLINT	8/8/2012	9/6/2012	5,526.90	0.00	P	Y
00210157	FLINT PUBLIC LIBRARY	8/31/2012	9/6/2012	74,011.17	0.00	P	Y
00210159	GENESEE COUNTY TREASURER-MET	8/31/2012	9/6/2012	151,155.78	0.00	P	Y
00210156	GENESEE COUNTY TREASURER	8/31/2012	9/6/2012	140,546.13	0.00	P	Y
00210088	OPERATION UNIFICATION INC	8/7/2012	9/6/2012	15,701.09	0.00	P	Y
00210048	GRANICUS INC	8/23/2012	9/6/2012	14,340.00	0.00	P	Y
00210090	GLOBAL ENVIRONMENTAL ENGINEERING	7/3/2012	9/6/2012	5,595.00	0.00	P	Y
00210040	FOWLER CONSTRUCTION INC	6/13/2012	9/6/2012	7,500.00	0.00	P	Y
00210126	ROLIN JOHNSON, THE ESTATE OF	9/5/2012	9/6/2012	10,000.00	0.00	P	Y
00210149	DEAN T YEOTIS, GLEN N LENHOFF &	9/4/2012	9/6/2012	500,000.00	0.00	P	Y
00210163	1600 Defined Contrib Plan	9/5/2012	9/7/2012	9,484.94	0.00	P	Y
00210167	FLINT FIRE FIGHTERS #352	9/5/2012	9/7/2012	6,925.92	0.00	P	Y
00210170	AFLAC	9/5/2012	9/7/2012	14,241.05	0.00	P	Y
00210173	EQUITABLE FINANCIAL SERVICES	9/5/2012	9/7/2012	15,255.64	0.00	P	Y
00210176	ICMA RETIREMENT TRUST	9/5/2012	9/7/2012	15,149.44	0.00	P	Y
00210180	AFSCME, LOCAL 1600	9/5/2012	9/7/2012	5,441.01	0.00	P	Y
00210216	MI STATE DISBURSEMENT UNIT	9/5/2012	9/7/2012	23,940.97	0.00	P	Y
00210187	CITY OF FLINT	9/5/2012	9/7/2012	9,985.55	0.00	P	Y
00210186	CITIGROUP GLOBAL MKTS INC.	9/5/2012	9/7/2012	6,098.74	0.00	P	Y
00210328	CITIZENS DISPOSAL INC	8/31/2012	9/13/2012	20,063.92	0.00	P	Y
00209412	MARATHON FLINT OIL COMPANY	8/14/2012	9/13/2012	7,599.48	0.00	P	Y
00209413	MARATHON FLINT OIL COMPANY	8/14/2012	9/13/2012	5,602.66	0.00	P	Y
00209414	MARATHON FLINT OIL COMPANY	8/14/2012	9/13/2012	7,636.38	0.00	P	Y

00210443	ROWE ENGINEERING INC	2/28/2012	9/13/2012	15,974.75	0.00	P	Y
00210445	ROWE ENGINEERING INC	4/3/2012	9/13/2012	14,551.32	0.00	P	Y
00210446	ROWE ENGINEERING INC	4/30/2012	9/13/2012	10,283.10	0.00	P	Y
00210447	ROWE ENGINEERING INC	6/30/2012	9/13/2012	249,360.00	0.00	P	Y
00210238	AVAYA FINANCIAL SERVICES	8/29/2012	9/13/2012	9,133.83	0.00	P	Y
00210412	MAIL ROOM SERVICE CENTER	8/31/2012	9/13/2012	6,425.91	0.00	P	Y
00210410	CONSUMERS ENERGY	8/31/2012	9/13/2012	11,183.63	0.00	P	Y
00210411	CONSUMERS ENERGY	8/31/2012	9/13/2012	203,308.87	0.00	P	Y
00210440	C.M.P. DISTRIBUTORS INC.	9/4/2012	9/13/2012	12,778.40	0.00	P	Y
00210430	GRAY & COMPANY	8/31/2012	9/13/2012	9,583.33	0.00	P	Y
00210419	BURNASH WRECKING, INC	9/10/2012	9/13/2012	8,980.20	0.00	P	Y
00210428	BURNASH WRECKING, INC	9/10/2012	9/13/2012	15,439.60	0.00	P	Y
00210239	DELL FINANCIAL SERVICES, LLC	8/18/2012	9/13/2012	12,652.79	0.00	P	Y
00210349	MCLAREN HEALTH PLAN	9/10/2012	9/13/2012	44,438.85	0.00	P	Y
00210365	SIWEK CONSTRUCTION COMPANY	8/15/2012	9/13/2012	43,173.44	0.00	P	Y
00210373	AT & T	9/1/2012	9/13/2012	15,353.19	0.00	P	Y
00210417	AT & T	9/4/2012	9/13/2012	33,664.59	0.00	P	Y
00210448	DAVIS FAMILY TRUST	9/4/2012	9/13/2012	6,250.00	0.00	P	Y
00210486	ANGELA MITCHELL	9/5/2012	9/13/2012	22,575.51	0.00	P	Y
00210624	STATE OF MICHIGAN	9/11/2012	9/17/2012	91,634.12	0.00	P	Y
00210625	STATE OF MICHIGAN	9/11/2012	9/17/2012	78,636.90	0.00	P	Y
00209736	MARATHON FLINT OIL COMPANY	8/20/2012	9/19/2012	7,752.68	0.00	P	Y
00210665	ACE ASPHALT AND PAVING COMPANY	7/11/2012	9/20/2012	10,328.84	0.00	P	Y
00210666	ACE ASPHALT AND PAVING COMPANY	7/11/2012	9/20/2012	44,240.02	0.00	P	Y
00210678	ACE ASPHALT AND PAVING COMPANY	8/25/2012	9/20/2012	23,982.56	0.00	P	Y
00210679	ACE ASPHALT AND PAVING COMPANY	8/29/2012	9/20/2012	16,607.84	0.00	P	Y
00210682	ACE ASPHALT AND PAVING COMPANY	7/11/2012	9/20/2012	9,292.50	0.00	P	Y
00209737	MARATHON FLINT OIL COMPANY	8/21/2012	9/20/2012	7,148.95	0.00	P	Y
00210587	ROWE ENGINEERING INC	6/29/2011	9/20/2012	23,117.75	0.00	P	Y
00210780	ROWE ENGINEERING INC	2/28/2012	9/20/2012	7,223.25	0.00	P	Y
00210784	ROWE ENGINEERING INC	2/1/2012	9/20/2012	63,857.75	0.00	P	Y
00210785	ROWE ENGINEERING INC	2/28/2012	9/20/2012	28,695.75	0.00	P	Y
00210787	ROWE ENGINEERING INC	3/20/2012	9/20/2012	8,367.75	0.00	P	Y
00210788	ROWE ENGINEERING INC	4/3/2012	9/20/2012	8,648.75	0.00	P	Y
00210789	ROWE ENGINEERING INC	4/3/2012	9/20/2012	6,663.69	0.00	P	Y
00210790	ROWE ENGINEERING INC	4/3/2012	9/20/2012	8,146.89	0.00	P	Y
00210792	ROWE ENGINEERING INC	4/30/2012	9/20/2012	5,941.25	0.00	P	Y

00210777	PLANTE & MORAN, LLP	8/13/2012	9/20/2012	34,000.00	0.00	P	Y
00210778	PLANTE & MORAN, LLP	9/11/2012	9/20/2012	15,000.00	0.00	P	Y
00210663	KAY KELLY	6/17/2012	9/20/2012	10,000.00	0.00	P	Y
00210750	ICON ADVISERS, INC	9/11/2012	9/20/2012	44,714.92	0.00	P	Y
00210645	GENESEE COUNTY DRAIN COMMISSIONER	8/31/2012	9/20/2012	9,291.25	0.00	P	Y
00210582	GCR TIRE CENTERS	8/15/2012	9/20/2012	5,975.00	0.00	P	Y
00210751	DODGE & COX	9/10/2012	9/20/2012	34,278.32	0.00	P	Y
00210752	KEELEY ASSET MANAGEMENT CORP.	9/6/2012	9/20/2012	17,911.61	0.00	P	Y
00210658	OPERATION UNIFICATION INC	9/5/2012	9/20/2012	5,585.17	0.00	P	Y
00210615	BEDROCK BUILDING INC	6/29/2012	9/20/2012	7,950.00	0.00	P	Y
00210905	SIWEK CONSTRUCTION COMPANY	8/15/2012	9/20/2012	25,332.66	0.00	P	Y
00210813	HENRY R TANNENBAUM	9/10/2012	9/20/2012	7,873.00	0.00	P	Y
00210793	ALGIE JENKINS	9/18/2012	9/20/2012	15,129.87	0.00	P	Y
00210795	STATE OF MICHIGAN	8/29/2012	9/20/2012	12,767.39	0.00	P	Y
00210833	ICMA RETIREMENT CORP	9/18/2012	9/21/2012	14,421.71	0.00	P	Y
00210839	AFLAC	9/18/2012	9/21/2012	14,393.23	0.00	P	Y
00210841	EQUITABLE FINANCIAL SERVICES	9/18/2012	9/21/2012	14,939.80	0.00	P	Y
00210842	ICMA RETIREMENT TRUST	9/18/2012	9/21/2012	31,294.95	0.00	P	Y
00210844	ICMA RETIREMENT TRUST	9/18/2012	9/21/2012	15,037.51	0.00	P	Y
00210848	AFSCME, LOCAL 1600	9/18/2012	9/21/2012	5,331.23	0.00	P	Y
00210886	MI STATE DISBURSEMENT UNIT	9/18/2012	9/21/2012	23,865.41	0.00	P	Y
00210858	CITY OF FLINT	9/18/2012	9/21/2012	10,473.12	0.00	P	Y
00210857	CITIGROUP GLOBAL MKTS INC.	9/18/2012	9/21/2012	6,093.76	0.00	P	Y
00211007	ACE ASPHALT AND PAVING COMPANY	9/12/2012	9/27/2012	20,714.72	0.00	P	Y
00211283	C S MOTT COMMUNITY COLLEGE	9/15/2012	9/27/2012	26,417.23	0.00	P	Y
00211131	CITIZENS DISPOSAL INC	9/15/2012	9/27/2012	17,231.66	0.00	P	Y
00211287	DOWNTOWN DEVELOPMENT AUTHORITY	9/15/2012	9/27/2012	5,281.65	0.00	P	Y
00211184	Treasurer, City of Flint	9/25/2012	9/27/2012	17,582.65	0.00	P	Y
00211280	FLINT BOARD OF EDUCATION	9/15/2012	9/27/2012	147,567.65	0.00	P	Y
00211282	GENESEE INTERMEDIATE SCHOOL DIST	9/15/2012	9/27/2012	32,554.06	0.00	P	Y
00210018	MARATHON FLINT OIL COMPANY	8/28/2012	9/27/2012	8,881.33	0.00	P	Y
00210019	MARATHON FLINT OIL COMPANY	8/28/2012	9/27/2012	5,598.65	0.00	P	Y
00210020	MARATHON FLINT OIL COMPANY	8/28/2012	9/27/2012	7,869.11	0.00	P	Y
00211286	MASS TRANSPORTATION AUTHORITY	9/15/2012	9/27/2012	5,527.73	0.00	P	Y
00211181	XEROX CORP	9/21/2012	9/27/2012	6,772.32	0.00	P	Y
00211284	FLINT PUBLIC LIBRARY	9/15/2012	9/27/2012	26,718.49	0.00	P	Y
00211022	CONSUMERS ENERGY	8/30/2012	9/27/2012	6,423.16	0.00	P	Y

00211279	GENESEE COUNTY TREASURER-MET	9/15/2012	9/27/2012	53,970.47	0.00	P	Y
00211285	GENESEE COUNTY TREASURER	9/15/2012	9/27/2012	50,737.59	0.00	P	Y
00211094	STANDARD INSURANCE CO.	9/21/2012	9/27/2012	6,208.80	0.00	P	Y
00211240	BURNASH WRECKING, INC	9/10/2012	9/27/2012	8,314.40	0.00	P	Y
00211310	Consumers Energy	9/25/2012	9/27/2012	19,081.36	0.00	P	Y
00211346	Consumers Energy	9/25/2012	9/27/2012	11,632.65	0.00	P	Y
00211360	Consumers Energy	9/25/2012	9/27/2012	112,184.36	0.00	P	Y
00211361	Consumers Energy	9/25/2012	9/27/2012	31,951.02	0.00	P	Y
00211291	WILLIAMS FIRM, PC	6/15/2012	9/27/2012	6,633.50	0.00	P	Y
00211010	HEALTHPLUS OF MICHIGAN	8/13/2012	9/27/2012	315,296.64	0.00	P	Y
00211011	HEALTHPLUS OF MICHIGAN	9/11/2012	9/27/2012	369,190.14	0.00	P	Y
00211099	OPERATION UNIFICATION INC	9/5/2012	9/27/2012	7,818.80	0.00	P	Y
00211100	RESOURCE GENESEE	8/2/2012	9/27/2012	7,307.32	0.00	P	Y
00210938	MILLER, CANFIELD, PADDOCK AND STONE	9/5/2012	9/27/2012	5,172.99	0.00	P	Y
00211288	LEVEL ONE LLC	9/20/2012	9/27/2012	45,000.00	0.00	P	Y
00210950	MCLAREN HEALTH PLAN	9/19/2012	9/27/2012	49,972.59	0.00	P	Y
00211120	EPIC TECHNOLOGY SOLUTIONSLLC	9/29/2012	9/27/2012	13,750.00	0.00	P	Y
00211179	AT & T SBS	9/29/2012	9/27/2012	20,086.13	0.00	P	Y
00211274	STATE OF MICHIGAN	8/1/2012	9/27/2012	11,282.15	0.00	P	Y
00207851	ELECTRONIC RESTORATION SERVICES INC	9/21/2012	9/27/2012	8,879.61	0.00	P	Y
00211427	HURLEY MEDICAL CENTER	9/26/2012	10/1/2012	100,722.61	0.00	P	Y
00211428	UNITED RETIRED GOVERNMENT EMPLOYEES	9/26/2012	10/1/2012	7,260.00	0.00	P	Y
00211429	FLINT POLICE BENEFIT ASSOC	9/26/2012	10/1/2012	5,328.16	0.00	P	Y
00211432	MICHIGAN STATE DISBURSEMENT UNIT	9/26/2012	10/1/2012	14,720.68	0.00	P	Y
00211657	C S MOTT COMMUNITY COLLEGE	9/30/2012	10/4/2012	16,226.64	0.00	P	Y
00211620	CITIZENS DISPOSAL INC	9/30/2012	10/4/2012	15,030.11	0.00	P	Y
00211661	DOWNTOWN DEVELOPMENT AUTHORITY	9/30/2012	10/4/2012	177,269.86	0.00	P	Y
00211654	FLINT BOARD OF EDUCATION	9/30/2012	10/4/2012	71,436.99	0.00	P	Y
00211545	FLINT NEIGHBORHOOD IMPRVT&PRES PROJ	8/30/2011	10/4/2012	12,000.00	0.00	P	Y
00211546	FLINT NEIGHBORHOOD IMPRVT&PRES PROJ	7/3/2012	10/4/2012	16,989.92	0.00	P	Y
00211656	GENESEE INTERMEDIATE SCHOOL DIST	9/30/2012	10/4/2012	20,053.03	0.00	P	Y
00210294	MARATHON FLINT OIL COMPANY	9/4/2012	10/4/2012	5,542.50	0.00	P	Y
00210295	MARATHON FLINT OIL COMPANY	9/4/2012	10/4/2012	5,749.78	0.00	P	Y
00211727	MUTUAL EYE CLAIM AUDIT INC	9/4/2012	10/4/2012	6,314.49	0.00	P	Y
00211658	FLINT PUBLIC LIBRARY	9/30/2012	10/4/2012	16,460.04	0.00	P	Y
00211578	AVAYA FINANCIAL SERVICES	9/28/2012	10/4/2012	9,133.83	0.00	P	Y
00211587	GENESEE COUNTY TREASURER	10/1/2012	10/4/2012	61,266.00	0.00	P	Y

00211662	FLINT TOWNSHIP	10/31/2012	10/4/2012	221,522.56	0.00	P	Y
00211653	GENESEE COUNTY TREASURER-MET	9/30/2012	10/4/2012	32,628.87	0.00	P	Y
00211541	GENESEE CTY COMMUNITY ACTION	2/14/2011	10/4/2012	9,977.10	0.00	P	Y
00211659	GENESEE COUNTY TREASURER	9/30/2012	10/4/2012	31,256.86	0.00	P	Y
00211610	GRAY & COMPANY	9/28/2012	10/4/2012	9,583.33	0.00	P	Y
00211574	HD SUPPLY WATERWORKS, LTD.	9/13/2012	10/4/2012	8,730.06	0.00	P	Y
00211544	METRO COMMUNITY DEVELOPMENT, INC	7/13/2012	10/4/2012	13,259.15	0.00	P	Y
00211614	HOUSEAL LAVIGNE ASSOCIATES LLC	9/1/2012	10/4/2012	5,145.00	0.00	P	Y
00211615	HOUSEAL LAVIGNE ASSOCIATES LLC	9/14/2012	10/4/2012	17,273.75	0.00	P	Y
00211641	MIDWEST CONSTRUCTION & RESTORATION	9/28/2012	10/4/2012	7,873.00	0.00	P	Y
00211642	CASSANDRA COULTER	9/17/2012	10/4/2012	12,455.04	0.00	P	Y
00211629	LARRY PIPER	10/1/2012	10/4/2012	8,436.10	0.00	P	Y
00211539	STATE OF MICHIGAN	3/1/2012	10/4/2012	16,402.34	0.00	P	Y
00211664	ICMA RETIREMENT CORP	10/2/2012	10/5/2012	15,509.58	0.00	P	Y
00211668	FLINT FIRE FIGHTERS #352	10/2/2012	10/5/2012	6,954.71	0.00	P	Y
00211671	AFLAC	10/2/2012	10/5/2012	14,329.18	0.00	P	Y
00211674	EQUITABLE FINANCIAL SERVICES	10/2/2012	10/5/2012	14,147.13	0.00	P	Y
00211676	ICMA RETIREMENT TRUST	10/2/2012	10/5/2012	15,193.07	0.00	P	Y
00211680	AFSCME, LOCAL 1600	10/2/2012	10/5/2012	5,323.57	0.00	P	Y
00211713	MI STATE DISBURSEMENT UNIT	10/2/2012	10/5/2012	24,081.54	0.00	P	Y
00211686	CITY OF FLINT	10/2/2012	10/5/2012	9,518.63	0.00	P	Y
00211685	CITIGROUP GLOBAL MKTS INC.	10/2/2012	10/5/2012	5,830.73	0.00	P	Y
00210619	MARATHON FLINT OIL COMPANY	9/11/2012	10/11/2012	7,766.36	0.00	P	Y
00210621	MARATHON FLINT OIL COMPANY	9/11/2012	10/11/2012	5,661.11	0.00	P	Y
00212080	U.S. POSTAL SERVICE	10/10/2012	10/11/2012	5,000.00	0.00	P	Y
00212081	U.S. POSTAL SERVICE	10/10/2012	10/11/2012	5,000.00	0.00	P	Y
00212033	COMPLETE TOWING SERVICE	7/31/2012	10/11/2012	19,660.00	0.00	P	Y
00212034	COMPLETE TOWING SERVICE	8/31/2012	10/11/2012	22,700.00	0.00	P	Y
00212035	COMPLETE TOWING SERVICE	8/29/2012	10/11/2012	40,352.00	0.00	P	Y
00212036	COMPLETE TOWING SERVICE	9/30/2012	10/11/2012	12,302.50	0.00	P	Y
00211863	METROGRAPHICS INC	10/3/2012	10/11/2012	6,065.27	0.00	P	Y
00211972	CONSUMERS ENERGY	9/27/2012	10/11/2012	6,134.70	0.00	P	Y
00211973	CONSUMERS ENERGY	9/30/2012	10/11/2012	11,609.68	0.00	P	Y
00211975	CONSUMERS ENERGY	9/30/2012	10/11/2012	206,366.54	0.00	P	Y
00212052	LAKE AGENCY	8/22/2012	10/11/2012	33,620.70	0.00	P	Y
00212077	HARVEY KRUSE PC	10/3/2012	10/11/2012	23,501.21	0.00	P	Y
00211894	METRON-FARNIER, LLC	7/1/2012	10/11/2012	26,250.00	0.00	P	Y

00212029	STANDARD INSURANCE CO.	10/9/2012	10/11/2012	6,109.74	0.00	P	Y
00211893	RBM CONSULTING, LLC	5/25/2012	10/11/2012	13,120.00	0.00	P	Y
00212042	RESOURCE GENESEE	8/12/2012	10/11/2012	49,770.08	0.00	P	Y
00212060	LAKESHORE ENERGY SERVICES, LLC	10/2/2012	10/11/2012	16,533.00	0.00	P	Y
00212076	MILLER, CANFIELD, PADDOCK AND STONE	10/3/2012	10/11/2012	49,955.67	0.00	P	Y
00212037	DIPONIO CONTRACTING INC	10/9/2012	10/11/2012	42,868.50	0.00	P	Y
00212073	MEADOWBROOK INC	10/5/2012	10/11/2012	5,475.00	0.00	P	Y
00212040	FOWLER CONSTRUCTION INC	8/8/2012	10/11/2012	9,600.00	0.00	P	Y
00212041	FOWLER CONSTRUCTION INC	8/14/2012	10/11/2012	6,000.00	0.00	P	Y
00211759	DU ALL CLEANING INC	9/1/2012	10/11/2012	7,997.98	0.00	P	Y
00211760	DU ALL CLEANING INC	10/1/2012	10/11/2012	7,997.98	0.00	P	Y
00212045	BARTMAN EXCAVATING	10/9/2012	10/11/2012	5,500.00	0.00	P	Y
00212050	DONNYELE MANCE	10/3/2012	10/11/2012	7,873.00	0.00	P	Y
00212269	ACE ASPHALT AND PAVING COMPANY	9/28/2012	10/18/2012	16,544.82	0.00	P	Y
00212270	ACE ASPHALT AND PAVING COMPANY	10/4/2012	10/18/2012	34,773.70	0.00	P	Y
00212271	ACE ASPHALT AND PAVING COMPANY	9/25/2012	10/18/2012	18,602.40	0.00	P	Y
00212273	ACE ASPHALT AND PAVING COMPANY	9/13/2012	10/18/2012	31,222.50	0.00	P	Y
00212276	ACE ASPHALT AND PAVING COMPANY	9/13/2012	10/18/2012	5,959.00	0.00	P	Y
00212277	ACE ASPHALT AND PAVING COMPANY	9/19/2012	10/18/2012	23,694.60	0.00	P	Y
00212278	ACE ASPHALT AND PAVING COMPANY	9/20/2012	10/18/2012	5,634.50	0.00	P	Y
00211530	CITY OF DETROIT	9/25/2012	10/18/2012	2,062,393.81	0.00	P	Y
00212262	DISABILITY NETWORK	6/7/2012	10/18/2012	9,093.48	0.00	P	Y
00212463	FISHBECK THOMPSON CARR & HUBER INC	10/8/2012	10/18/2012	5,451.50	0.00	P	Y
00212149	MCNAUGHTON MCKAY ELECTRIC CO	9/27/2012	10/18/2012	7,445.99	0.00	P	Y
00212148	POLYDYNE INC	10/10/2012	10/18/2012	6,266.40	0.00	P	Y
00212268	KAY KELLY	10/11/2012	10/18/2012	10,000.00	0.00	P	Y
00212180	CDW GOVERNMENT INC	9/17/2012	10/18/2012	5,282.00	0.00	P	Y
00212263	GENESEE CTY COMMUNITY ACTION	7/31/2012	10/18/2012	8,951.87	0.00	P	Y
00212264	GENESEE CTY COMMUNITY ACTION	8/31/2012	10/18/2012	7,980.54	0.00	P	Y
00212319	Consumers Energy	10/15/2012	10/18/2012	19,242.20	0.00	P	Y
00212380	SECURITY COUNTERMEASURES &	7/16/2012	10/18/2012	6,700.00	0.00	P	Y
00212381	SECURITY COUNTERMEASURES &	7/31/2012	10/18/2012	6,700.00	0.00	P	Y
00212382	SECURITY COUNTERMEASURES &	8/1/2012	10/18/2012	6,700.00	0.00	P	Y
00212140	DELL FINANCIAL SERVICES, LLC	9/19/2012	10/18/2012	12,652.79	0.00	P	Y
00212415	COMMUNITY IMPROVEMENT GROUP, LLC	6/30/2011	10/18/2012	6,015.00	0.00	P	Y
00212416	COMMUNITY IMPROVEMENT GROUP, LLC	7/1/2012	10/18/2012	7,671.25	0.00	P	Y
00212118	BOYD'S LAWN & LANDSCAPING	9/21/2012	10/18/2012	5,015.00	0.00	P	Y

00212288	BLUE CROSS BLUE SHIELD OF MICHIGAN	9/13/2012	10/18/2012	7,144.83	0.00	P	Y
00212289	BLUE CROSS BLUE SHIELD OF MICHIGAN	9/13/2012	10/18/2012	20,135.43	0.00	P	Y
00212290	BLUE CROSS BLUE SHIELD OF MICHIGAN	9/13/2012	10/18/2012	8,299.55	0.00	P	Y
00212291	BLUE CROSS BLUE SHIELD OF MICHIGAN	9/13/2012	10/18/2012	14,073.15	0.00	P	Y
00212293	BLUE CROSS BLUE SHIELD OF MICHIGAN	9/13/2012	10/18/2012	7,794.36	0.00	P	Y
00212294	BLUE CROSS BLUE SHIELD OF MICHIGAN	9/13/2012	10/18/2012	5,196.24	0.00	P	Y
00212410	AT & T	10/1/2012	10/18/2012	56,110.07	0.00	P	Y
00212414	AT & T SBS	10/4/2012	10/18/2012	19,981.62	0.00	P	Y
00212423	JEFFREY & TRACIE AUSTIN	10/10/2012	10/18/2012	7,812.00	0.00	P	Y
00212427	JOHN TRIMBLE	10/12/2012	10/18/2012	37,437.96	0.00	P	Y
00212431	STATE OF MICHIGAN	9/11/2012	10/18/2012	78,427.32	0.00	P	Y
00212432	STATE OF MICHIGAN	9/11/2012	10/18/2012	95,908.78	0.00	P	Y
00211509	MARATHON FLINT OIL COMPANY	9/19/2012	10/19/2012	8,428.55	0.00	P	Y
00211510	MARATHON FLINT OIL COMPANY	9/19/2012	10/19/2012	7,902.24	0.00	P	Y
00211511	MARATHON FLINT OIL COMPANY	9/19/2012	10/19/2012	5,517.69	0.00	P	Y
00212488	ICMA RETIREMENT CORP	10/17/2012	10/19/2012	16,471.73	0.00	P	Y
00212494	AFLAC	10/17/2012	10/19/2012	14,222.21	0.00	P	Y
00212496	EQUITABLE FINANCIAL SERVICES	10/17/2012	10/19/2012	14,171.48	0.00	P	Y
00212498	ICMA RETIREMENT TRUST	10/17/2012	10/19/2012	14,689.35	0.00	P	Y
00212501	AFSCME, LOCAL 1600	10/17/2012	10/19/2012	5,283.22	0.00	P	Y
00212538	MI STATE DISBURSEMENT UNIT	10/17/2012	10/19/2012	23,904.80	0.00	P	Y
00212511	CITY OF FLINT	10/17/2012	10/19/2012	9,397.39	0.00	P	Y
00212510	CITIGROUP GLOBAL MKTS INC.	10/17/2012	10/19/2012	5,778.12	0.00	P	Y
00212715	ANTHONY COLE	10/12/2012	10/23/2012	29,336.14	0.00	P	Y
00212751	ACE ASPHALT AND PAVING COMPANY	9/20/2012	10/25/2012	36,103.56	0.00	P	Y
00212757	ACE ASPHALT AND PAVING COMPANY	10/3/2012	10/25/2012	20,682.98	0.00	P	Y
00212759	ACE ASPHALT AND PAVING COMPANY	10/10/2012	10/25/2012	13,431.35	0.00	P	Y
00212761	ACE ASPHALT AND PAVING COMPANY	10/16/2012	10/25/2012	6,860.13	0.00	P	Y
00212765	ACE ASPHALT AND PAVING COMPANY	10/4/2012	10/25/2012	7,493.00	0.00	P	Y
00212768	ACE ASPHALT AND PAVING COMPANY	10/3/2012	10/25/2012	5,369.00	0.00	P	Y
00212769	ACE ASPHALT AND PAVING COMPANY	10/11/2012	10/25/2012	12,404.82	0.00	P	Y
00212964	C S MOTT COMMUNITY COLLEGE	10/15/2012	10/25/2012	65,753.57	0.00	P	Y
00212865	CARMAN SCHOOL DISTRICT	10/15/2012	10/25/2012	7,019.97	0.00	P	Y
00212746	CITIZENS DISPOSAL INC	10/15/2012	10/25/2012	16,298.45	0.00	P	Y
00212864	FLINT BOARD OF EDUCATION	10/15/2012	10/25/2012	282,314.81	0.00	P	Y
00212866	GENESEE INTERMEDIATE SCHOOL DIST	10/15/2012	10/25/2012	81,238.76	0.00	P	Y
00212870	MASS TRANSPORTATION AUTHORITY	10/15/2012	10/25/2012	13,794.70	0.00	P	Y

00212900	POLYDYNE INC	9/6/2012	10/25/2012	6,202.00	0.00	P	Y
00212586	ROWE ENGINEERING INC	8/28/2012	10/25/2012	6,215.39	0.00	P	Y
00212587	ROWE ENGINEERING INC	9/20/2012	10/25/2012	29,102.90	0.00	P	Y
00212591	ROWE ENGINEERING INC	8/30/2012	10/25/2012	27,393.00	0.00	P	Y
00212599	ROWE ENGINEERING INC	6/30/2012	10/25/2012	5,928.01	0.00	P	Y
00212600	ROWE ENGINEERING INC	8/14/2012	10/25/2012	5,469.97	0.00	P	Y
00212725	ROWE ENGINEERING INC	6/30/2012	10/25/2012	8,773.64	0.00	P	Y
00212726	ROWE ENGINEERING INC	8/30/2012	10/25/2012	5,526.08	0.00	P	Y
00212727	ROWE ENGINEERING INC	9/20/2012	10/25/2012	9,989.54	0.00	P	Y
00212830	ROWE ENGINEERING INC	9/20/2012	10/25/2012	5,361.30	0.00	P	Y
00212868	FLINT PUBLIC LIBRARY	10/15/2012	10/25/2012	66,676.32	0.00	P	Y
00212659	CDW GOVERNMENT INC	9/21/2012	10/25/2012	5,387.00	0.00	P	Y
00212863	GENESEE COUNTY TREASURER-MET	10/15/2012	10/25/2012	136,920.28	0.00	P	Y
00212869	GENESEE COUNTY TREASURER	10/15/2012	10/25/2012	126,617.45	0.00	P	Y
00212706	FISHER INVESTMENTS	10/15/2012	10/25/2012	39,572.47	0.00	P	Y
00212914	ORNAMENTAL SECURITY DOORS, INC	10/22/2012	10/25/2012	5,812.20	0.00	P	Y
00212915	HEALTHPLUS OF MICHIGAN	10/10/2012	10/25/2012	359,602.12	0.00	P	Y
00212593	OPERATION UNIFICATION INC	10/5/2012	10/25/2012	12,265.99	0.00	P	Y
00212594	OPERATION UNIFICATION INC	10/5/2012	10/25/2012	18,844.00	0.00	P	Y
00212922	METRO COMMUNITY DEVELOPMENT, INC	8/13/2012	10/25/2012	17,468.18	0.00	P	Y
00212886	SOURCE 1 ENVIRONMENTAL, LLC	10/4/2012	10/25/2012	12,540.00	0.00	P	Y
00212952	U.S. DEPT OF HOUSING&URBAN DEV	10/12/2012	10/25/2012	98,079.15	0.00	P	Y
00212965	AT & T	10/4/2012	10/25/2012	33,601.40	0.00	P	Y
00212874	KIMBERLY LEWIS	10/19/2012	10/25/2012	10,879.75	0.00	P	Y
00212872	RHODA CLARK	10/19/2012	10/25/2012	13,085.36	0.00	P	Y
00207852	ELECTRONIC RESTORATION SERVICES INC	10/26/2012	10/25/2012	8,873.42	0.00	P	Y
00211514	MARATHON FLINT OIL COMPANY	9/26/2012	10/26/2012	6,195.66	0.00	P	Y
00213152	COURT STREET VILLAGE	9/13/2012	11/1/2012	8,608.00	0.00	P	Y
00213137	DISABILITY NETWORK	7/11/2012	11/1/2012	14,610.35	0.00	P	Y
00213138	DISABILITY NETWORK	8/14/2012	11/1/2012	16,037.35	0.00	P	Y
00213250	Treasurer, City of Flint	10/24/2012	11/1/2012	23,083.15	0.00	P	Y
00213277	Treasurer, City of Flint	10/24/2012	11/1/2012	5,253.11	0.00	P	Y
00213391	FLINT NEIGHBORHOOD IMPRVT&PRES PROJ	10/4/2012	11/1/2012	44,753.00	0.00	P	Y
00213392	FLINT NEIGHBORHOOD IMPRVT&PRES PROJ	10/4/2012	11/1/2012	20,821.00	0.00	P	Y
00213139	GENESEE COUNTY YOUTH CORP	9/24/2012	11/1/2012	6,793.39	0.00	P	Y
00212198	MARATHON FLINT OIL COMPANY	10/2/2012	11/1/2012	7,426.79	0.00	P	Y
00212199	MARATHON FLINT OIL COMPANY	10/2/2012	11/1/2012	5,784.51	0.00	P	Y

00213423	MUTUAL EYE CLAIM AUDIT INC	10/2/2012	11/1/2012	6,429.75	0.00	P	Y
00213209	J & M TREE SERVICE	8/31/2012	11/1/2012	8,050.00	0.00	P	Y
00213430	GLOBALT INC	10/22/2012	11/1/2012	31,692.62	0.00	P	Y
00213363	STANDARD INSURANCE CO.	10/30/2012	11/1/2012	6,120.14	0.00	P	Y
00213352	BURNASH WRECKING, INC	10/8/2012	11/1/2012	6,998.80	0.00	P	Y
00213398	BURNASH WRECKING, INC	8/3/2012	11/1/2012	6,736.00	0.00	P	Y
00213419	BURNASH WRECKING, INC	10/1/2012	11/1/2012	5,059.80	0.00	P	Y
00213283	Consumers Energy	10/30/2012	11/1/2012	9,421.80	0.00	P	Y
00213324	Consumers Energy	10/30/2012	11/1/2012	79,970.57	0.00	P	Y
00213325	Consumers Energy	10/30/2012	11/1/2012	18,218.29	0.00	P	Y
00213146	OPERATION UNIFICATION INC	10/25/2012	11/1/2012	13,500.00	0.00	P	Y
00213173	DELL FINANCIAL SERVICES, LLC	10/19/2012	11/1/2012	12,652.79	0.00	P	Y
00213074	FISHER BIOMEDICAL INC	10/9/2012	11/1/2012	11,895.00	0.00	P	Y
00213022	BLUE CROSS BLUE SHIELD OF MICHIGAN	10/9/2012	11/1/2012	6,856.15	0.00	P	Y
00213023	BLUE CROSS BLUE SHIELD OF MICHIGAN	10/9/2012	11/1/2012	19,413.73	0.00	P	Y
00213024	BLUE CROSS BLUE SHIELD OF MICHIGAN	10/9/2012	11/1/2012	8,371.72	0.00	P	Y
00213025	BLUE CROSS BLUE SHIELD OF MICHIGAN	10/9/2012	11/1/2012	13,784.47	0.00	P	Y
00213027	BLUE CROSS BLUE SHIELD OF MICHIGAN	10/9/2012	11/1/2012	7,794.36	0.00	P	Y
00213028	BLUE CROSS BLUE SHIELD OF MICHIGAN	10/9/2012	11/1/2012	5,051.90	0.00	P	Y
00213031	BLUE CROSS BLUE SHIELD OF MICHIGAN	10/10/2012	11/1/2012	7,000.49	0.00	P	Y
00213032	BLUE CROSS BLUE SHIELD OF MICHIGAN	10/10/2012	11/1/2012	19,774.58	0.00	P	Y
00213033	BLUE CROSS BLUE SHIELD OF MICHIGAN	10/10/2012	11/1/2012	8,299.55	0.00	P	Y
00213034	BLUE CROSS BLUE SHIELD OF MICHIGAN	10/10/2012	11/1/2012	14,650.51	0.00	P	Y
00213036	BLUE CROSS BLUE SHIELD OF MICHIGAN	10/10/2012	11/1/2012	7,794.36	0.00	P	Y
00213037	BLUE CROSS BLUE SHIELD OF MICHIGAN	10/10/2012	11/1/2012	5,124.07	0.00	P	Y
00213155	Fast Finance Auto Sales	10/25/2012	11/1/2012	19,192.55	0.00	P	Y
00213428	SHARMONICA DAVIS	10/26/2012	11/1/2012	6,935.29	0.00	P	Y
00213440	ICMA RETIREMENT CORP	10/30/2012	11/2/2012	16,308.65	0.00	P	Y
00213444	FLINT FIRE FIGHTERS #352	10/30/2012	11/2/2012	6,887.34	0.00	P	Y
00213447	AFLAC	10/30/2012	11/2/2012	14,239.33	0.00	P	Y
00213450	EQUITABLE FINANCIAL SERVICES	10/30/2012	11/2/2012	14,158.36	0.00	P	Y
00213452	ICMA RETIREMENT TRUST	10/30/2012	11/2/2012	14,719.07	0.00	P	Y
00213456	AFSCME, LOCAL 1600	10/30/2012	11/2/2012	5,845.91	0.00	P	Y
00213493	MI STATE DISBURSEMENT UNIT	10/30/2012	11/2/2012	23,573.84	0.00	P	Y
00213465	CITY OF FLINT	10/30/2012	11/2/2012	9,525.86	0.00	P	Y
00213464	CITIGROUP GLOBAL MKTS INC.	10/30/2012	11/2/2012	5,837.84	0.00	P	Y
00213654	C & S MOTORS	10/24/2012	11/8/2012	13,498.24	0.00	P	Y

00213701	C S MOTT COMMUNITY COLLEGE	10/31/2012	11/8/2012	153,356.62	0.00	P	Y
00213698	CARMAN SCHOOL DISTRICT	10/31/2012	11/8/2012	18,940.68	0.00	P	Y
00213580	CITIZENS DISPOSAL INC	10/31/2012	11/8/2012	17,808.17	0.00	P	Y
00213579	CITY OF DETROIT	10/25/2012	11/8/2012	1,931,975.00	0.00	P	Y
00213705	DOWNTOWN DEVELOPMENT AUTHORITY	10/31/2012	11/8/2012	6,396.39	0.00	P	Y
00213697	FLINT BOARD OF EDUCATION	10/31/2012	11/8/2012	685,027.22	0.00	P	Y
00213699	GENESEE INTERMEDIATE SCHOOL DIST	10/31/2012	11/8/2012	185,915.84	0.00	P	Y
00212200	MARATHON FLINT OIL COMPANY	10/9/2012	11/8/2012	6,383.48	0.00	P	Y
00212201	MARATHON FLINT OIL COMPANY	10/9/2012	11/8/2012	8,273.11	0.00	P	Y
00212203	MARATHON FLINT OIL COMPANY	10/9/2012	11/8/2012	7,648.69	0.00	P	Y
00213704	MASS TRANSPORTATION AUTHORITY	10/31/2012	11/8/2012	31,567.77	0.00	P	Y
00213700	SWARTZ CREEK SCHOOL DISTRICT	10/31/2012	11/8/2012	19,282.06	0.00	P	Y
00213736	XEROX CORP	10/21/2012	11/8/2012	11,495.78	0.00	P	Y
00213800	NEXTEL COMMUNICATIONS	10/10/2012	11/8/2012	5,530.74	0.00	P	Y
00213702	FLINT PUBLIC LIBRARY	10/31/2012	11/8/2012	152,582.04	0.00	P	Y
00213688	MAIL ROOM SERVICE CENTER	9/30/2012	11/8/2012	5,901.55	0.00	P	Y
00213689	MAIL ROOM SERVICE CENTER	10/31/2012	11/8/2012	6,626.25	0.00	P	Y
00213653	PLANTE & MORAN, LLP	10/25/2012	11/8/2012	8,000.00	0.00	P	Y
00213575	GENESEE COUNTY TREASURER	10/22/2012	11/8/2012	29,500.00	0.00	P	Y
00213563	M & M PAVEMENT MARKING, INC	10/31/2012	11/8/2012	53,159.10	0.00	P	Y
00213763	CDW GOVERNMENT INC	9/11/2012	11/8/2012	5,634.12	0.00	P	Y
00213696	GENESEE COUNTY TREASURER-MET	10/31/2012	11/8/2012	289,968.47	0.00	P	Y
00213781	PRODUCTIVITY SYSTEMS INC	10/11/2012	11/8/2012	12,940.43	0.00	P	Y
00213703	GENESEE COUNTY TREASURER	10/31/2012	11/8/2012	289,753.56	0.00	P	Y
00213569	A.S.K. SERVICES, INC.	10/31/2012	11/8/2012	5,050.00	0.00	P	Y
00213539	LSV ASSET MANAGEMENT	10/17/2012	11/8/2012	26,973.00	0.00	P	Y
00213526	CORNERSTONE MUNICIPAL ADVISORY GR.	8/6/2012	11/8/2012	30,000.00	0.00	P	Y
00213538	SIEMENS WATER TECH - ENVIREX	11/17/2012	11/8/2012	9,945.00	0.00	P	Y
00213706	LAKESHORE ENERGY SERVICES, LLC	11/1/2012	11/8/2012	16,470.30	0.00	P	Y
00213749	PNC CAPITAL ADVISORS, LLC	10/25/2012	11/8/2012	18,745.56	0.00	P	Y
00213765	CUSTOM PRODUCTS CORPORATION	10/23/2012	11/8/2012	29,829.79	0.00	P	Y
00213759	LIGHTLE ENTERPRISES OF OHIO LLC	10/16/2012	11/8/2012	13,050.00	0.00	P	Y
00213540	MCLAREN HEALTH PLAN	11/1/2012	11/8/2012	45,024.56	0.00	P	Y
00213852	DIPONIO CONTRACTING INC	9/12/2012	11/8/2012	159,407.43	0.00	P	Y
00213853	DIPONIO CONTRACTING INC	9/12/2012	11/8/2012	13,516.04	0.00	P	Y
00213713	SWEDISH BIOGAS INTERNATIONAL, LLC	10/8/2012	11/8/2012	11,223.45	0.00	P	Y
00213634	HOUSEAL LAVIGNE ASSOCIATES LLC	10/1/2012	11/8/2012	34,556.84	0.00	P	Y

00213656	CORRIGAN OIL CO NO II	10/31/2012	11/8/2012	5,114.73	0.00	P	Y
00213695	HELEN ANDREWS	11/2/2012	11/8/2012	8,129.00	0.00	P	Y
00213691	JAMES AUGUST & HIS ATTY GEORGE HAMO	11/2/2012	11/8/2012	25,000.00	0.00	P	Y
00213692	SHIRLEY SCHULER & HER ATTY	11/2/2012	11/8/2012	20,000.00	0.00	P	Y
00213075	MARATHON FLINT OIL COMPANY	10/15/2012	11/14/2012	5,193.37	0.00	P	Y
00213076	MARATHON FLINT OIL COMPANY	10/15/2012	11/14/2012	8,113.54	0.00	P	Y
00213928	DISABILITY NETWORK	9/10/2012	11/15/2012	40,081.35	0.00	P	Y
00213929	DISABILITY NETWORK	10/5/2012	11/15/2012	41,730.07	0.00	P	Y
00213935	ROWE ENGINEERING INC	10/16/2012	11/15/2012	8,489.01	0.00	P	Y
00213939	ROWE ENGINEERING INC	6/30/2012	11/15/2012	16,277.50	0.00	P	Y
00213940	ROWE ENGINEERING INC	6/30/2012	11/15/2012	11,261.42	0.00	P	Y
00213943	ROWE ENGINEERING INC	10/16/2012	11/15/2012	8,012.64	0.00	P	Y
00213906	AVAYA FINANCIAL SERVICES	10/29/2012	11/15/2012	9,133.83	0.00	P	Y
00213977	GENESEE COUNTY TREASURER	11/12/2012	11/15/2012	61,266.00	0.00	P	Y
00214116	CONSUMERS ENERGY	10/31/2012	11/15/2012	11,609.72	0.00	P	Y
00214117	CONSUMERS ENERGY	10/31/2012	11/15/2012	206,645.97	0.00	P	Y
00214118	CONSUMERS ENERGY	10/30/2012	11/15/2012	6,989.78	0.00	P	Y
00214100	LAKE AGENCY	10/31/2012	11/15/2012	156,120.00	0.00	P	Y
00214035	NORTHERN TRUST COMPANY	9/30/2012	11/15/2012	63,867.30	0.00	P	Y
00214078	DETROIT SALT CO	10/24/2012	11/15/2012	5,628.14	0.00	P	Y
00213846	ESRI INC	9/18/2012	11/15/2012	10,800.00	0.00	P	Y
00213850	ARGUS-HAZCO	10/31/2012	11/15/2012	7,284.22	0.00	P	Y
00214101	AMWELL, DIVISION OF MCNISH CORP	8/20/2012	11/15/2012	236,100.00	0.00	P	Y
00214084	HEALTH DECISIONS INC	9/24/2012	11/15/2012	10,000.00	0.00	P	Y
00213876	EMICC INC	11/7/2012	11/15/2012	6,325.00	0.00	P	Y
00214131	AT & T	11/1/2012	11/15/2012	42,477.12	0.00	P	Y
00214135	ICMA RETIREMENT CORP	11/14/2012	11/15/2012	17,610.98	0.00	P	Y
00214141	AFLAC	11/14/2012	11/15/2012	14,229.94	0.00	P	Y
00214144	EQUITABLE FINANCIAL SERVICES	11/14/2012	11/15/2012	14,792.66	0.00	P	Y
00214146	ICMA RETIREMENT TRUST	11/14/2012	11/15/2012	15,364.39	0.00	P	Y
00214150	AFSCME, LOCAL 1600	11/14/2012	11/15/2012	5,403.93	0.00	P	Y
00214188	MI STATE DISBURSEMENT UNIT	11/14/2012	11/15/2012	23,726.29	0.00	P	Y
00214160	CITY OF FLINT	11/14/2012	11/15/2012	9,970.54	0.00	P	Y
00214159	CITIGROUP GLOBAL MKTS INC.	11/14/2012	11/15/2012	5,868.91	0.00	P	Y
00213972	STATE OF MICHIGAN	8/8/2012	11/15/2012	44,015.94	0.00	P	Y
00213973	STATE OF MICHIGAN	9/19/2012	11/15/2012	63,335.60	0.00	P	Y
00213975	STATE OF MICHIGAN	9/19/2012	11/15/2012	43,230.83	0.00	P	Y

00213976	STATE OF MICHIGAN	10/10/2012	11/15/2012	45,542.21	0.00	P	Y
00214093	STATE OF MICHIGAN	11/13/2012	11/15/2012	88,696.96	0.00	P	Y
00214094	STATE OF MICHIGAN	11/13/2012	11/15/2012	80,614.78	0.00	P	Y
00213080	MARATHON FLINT OIL COMPANY	10/22/2012	11/21/2012	7,537.12	0.00	P	Y
00213082	MARATHON FLINT OIL COMPANY	10/23/2012	11/22/2012	7,038.78	0.00	P	Y
00214236	ROWE ENGINEERING INC	10/16/2012	11/22/2012	24,823.21	0.00	P	Y
00214246	ROWE ENGINEERING INC	8/30/2012	11/22/2012	11,192.25	0.00	P	Y
00214248	ROWE ENGINEERING INC	10/16/2012	11/22/2012	7,015.25	0.00	P	Y
00214213	WILLIAM E WALTER INC	10/18/2012	11/22/2012	30,700.00	0.00	P	Y
00214205	EAST JORDAN IRON WORKS INC.	9/25/2012	11/22/2012	8,125.80	0.00	P	Y
00214379	HEALTHPLUS OF MICHIGAN	11/12/2012	11/22/2012	350,202.07	0.00	P	Y
00214375	CHEMICAL SYSTEMS INC	10/2/2012	11/22/2012	5,616.00	0.00	P	Y
00214308	OAK CONSTRUCTION CORPORATION	11/7/2012	11/22/2012	21,505.00	0.00	P	Y
00214238	DIPONIO CONTRACTING INC	10/25/2012	11/22/2012	117,445.00	0.00	P	Y
00214239	GDC SMITH VILLAGE LLC	11/12/2012	11/22/2012	123,648.00	0.00	P	Y
00214250	GDC SMITH VILLAGE LLC	10/29/2012	11/22/2012	152,154.00	0.00	P	Y
00214251	GDC SMITH VILLAGE LLC	11/12/2012	11/22/2012	94,484.00	0.00	P	Y
00214383	BLUE CROSS BLUE SHIELD OF MICHIGAN	11/8/2012	11/22/2012	66,612.91	0.00	P	Y
00214294	EMICC INC	10/23/2012	11/22/2012	7,100.00	0.00	P	Y
00214225	STATE OF MICHIGAN	10/1/2012	11/22/2012	11,282.15	0.00	P	Y
00207853	ELECTRONIC RESTORATION SERVICES INC	11/23/2012	11/22/2012	8,853.07	0.00	P	Y
00213571	MARATHON FLINT OIL COMPANY	10/29/2012	11/28/2012	7,123.49	0.00	P	Y
00214770	ACE ASPHALT AND PAVING COMPANY	10/21/2012	11/29/2012	37,270.58	0.00	P	Y
00214823	C S MOTT COMMUNITY COLLEGE	10/31/2012	11/29/2012	53,558.04	0.00	P	Y
00214764	CARRIER AND GABLE	11/12/2012	11/29/2012	16,622.60	0.00	P	Y
00214433	CITIZENS DISPOSAL INC	11/15/2012	11/29/2012	16,753.01	0.00	P	Y
00214717	Treasurer, City of Flint	11/27/2012	11/29/2012	19,088.05	0.00	P	Y
00214744	Treasurer, City of Flint	11/27/2012	11/29/2012	8,403.72	0.00	P	Y
00214819	FLINT BOARD OF EDUCATION	10/31/2012	11/29/2012	257,182.57	0.00	P	Y
00214822	GENESEE INTERMEDIATE SCHOOL DIST	10/31/2012	11/29/2012	64,794.40	0.00	P	Y
00214826	MASS TRANSPORTATION AUTHORITY	10/31/2012	11/29/2012	11,002.12	0.00	P	Y
00214821	SWARTZ CREEK SCHOOL DISTRICT	10/31/2012	11/29/2012	27,203.67	0.00	P	Y
00214651	XEROX CORP	11/21/2012	11/29/2012	6,772.32	0.00	P	Y
00214824	FLINT PUBLIC LIBRARY	10/31/2012	11/29/2012	53,179.14	0.00	P	Y
00214625	WELLINGTON MANAGMENT CO, LLP	11/16/2012	11/29/2012	42,554.60	0.00	P	Y
00214818	GENESEE COUNTY TREASURER-MET	11/15/2012	11/29/2012	114,630.47	0.00	P	Y
00214445	PITNEY BOWES PURCHASE POWER	11/21/2012	11/29/2012	10,099.59	0.00	P	Y

00214779	DETROIT SALT CO	10/31/2012	11/29/2012	5,425.79	0.00	P	Y
00214780	DETROIT SALT CO	10/30/2012	11/29/2012	5,755.02	0.00	P	Y
00214781	DETROIT SALT CO	10/25/2012	11/29/2012	5,735.88	0.00	P	Y
00214782	DETROIT SALT CO	10/29/2012	11/29/2012	5,621.58	0.00	P	Y
00214798	ENVIRONMENTAL CONSULTING & TECH	6/29/2012	11/29/2012	52,632.11	0.00	P	Y
00214799	ENVIRONMENTAL CONSULTING & TECH	8/23/2012	11/29/2012	7,858.74	0.00	P	Y
00214800	ENVIRONMENTAL CONSULTING & TECH	7/27/2012	11/29/2012	103,879.23	0.00	P	Y
00214825	GENESEE COUNTY TREASURER	10/31/2012	11/29/2012	100,986.22	0.00	P	Y
00214797	SALEM HOUSING COMM DEVELOPMENT CORP	11/2/2012	11/29/2012	24,429.58	0.00	P	Y
00214448	Consumers Energy	11/21/2012	11/29/2012	22,461.44	0.00	P	Y
00214472	Consumers Energy	11/21/2012	11/29/2012	10,632.73	0.00	P	Y
00214476	Consumers Energy	11/21/2012	11/29/2012	7,454.32	0.00	P	Y
00214503	Consumers Energy	11/21/2012	11/29/2012	6,488.52	0.00	P	Y
00214511	Consumers Energy	11/21/2012	11/29/2012	89,042.72	0.00	P	Y
00214512	Consumers Energy	11/21/2012	11/29/2012	18,589.07	0.00	P	Y
00214432	OPERATION UNIFICATION INC	11/9/2012	11/29/2012	5,222.00	0.00	P	Y
00214838	OPERATION UNIFICATION INC AND	11/9/2012	11/29/2012	9,300.00	0.00	P	Y
00214839	OPERATION UNIFICATION INC AND	11/9/2012	11/29/2012	19,582.90	0.00	P	Y
00214801	METRO COMMUNITY DEVELOPMENT, INC	10/16/2012	11/29/2012	22,500.00	0.00	P	Y
00214643	DIPONIO CONTRACTING INC	11/13/2012	11/29/2012	12,472.00	0.00	P	Y
00214642	DU ALL CLEANING INC	11/1/2012	11/29/2012	7,997.98	0.00	P	Y
00214568	AT & T SBS	11/4/2012	11/29/2012	19,970.55	0.00	P	Y
00214812	LINDA M FRANCIS	11/19/2012	11/29/2012	7,812.00	0.00	P	Y
00214814	ELLSWORTH MCCAMPBELL JR	11/19/2012	11/29/2012	8,129.00	0.00	P	Y
00214578	Russell Collection Agency	11/19/2012	11/29/2012	5,197.45	0.00	P	Y
00214898	TONYA FIELDS	11/26/2012	11/29/2012	35,494.35	0.00	P	Y
00214900	DIVERSIFIED, FBO:JACQUELINE METZGER	11/26/2012	11/29/2012	33,690.44	0.00	P	Y
00214581	WALGREEN CO & HONIGMAN MILLER	11/21/2012	11/29/2012	56,013.84	0.00	P	Y
00214840	ICMA RETIREMENT CORP	11/28/2012	11/30/2012	13,463.35	0.00	P	Y
00214846	AFLAC	11/28/2012	11/30/2012	14,172.52	0.00	P	Y
00214849	EQUITABLE FINANCIAL SERVICES	11/28/2012	11/30/2012	14,804.21	0.00	P	Y
00214851	ICMA RETIREMENT TRUST	11/28/2012	11/30/2012	14,900.73	0.00	P	Y
00214853	AFSCME, LOCAL 1600	11/28/2012	11/30/2012	5,343.83	0.00	P	Y
00214885	MI STATE DISBURSEMENT UNIT	11/28/2012	11/30/2012	23,227.20	0.00	P	Y
00214858	CITY OF FLINT	11/28/2012	11/30/2012	9,522.40	0.00	P	Y
00214857	CITIGROUP GLOBAL MKTS INC.	11/28/2012	11/30/2012	5,668.39	0.00	P	Y
00215083	AIS CONSTRUCTION EQUIP&CONTRACTORS	11/30/2012	12/6/2012	68,415.00	0.00	P	Y

00215167	C S MOTT COMMUNITY COLLEGE	11/30/2012	12/6/2012	15,693.87	0.00	P	Y
00214941	COURT STREET VILLAGE	9/13/2012	12/6/2012	8,608.00	0.00	P	Y
00214908	CITY OF DETROIT	11/21/2012	12/6/2012	1,836,391.85	0.00	P	Y
00215165	FLINT BOARD OF EDUCATION	11/30/2012	12/6/2012	77,613.05	0.00	P	Y
00215184	GABRIEL ROEDER SMITH AND CO	4/2/2012	12/6/2012	9,000.00	0.00	P	Y
00215185	GABRIEL ROEDER SMITH AND CO	7/19/2012	12/6/2012	21,100.00	0.00	P	Y
00215166	GENESEE INTERMEDIATE SCHOOL DIST	11/30/2012	12/6/2012	19,394.87	0.00	P	Y
00214585	MARATHON FLINT OIL COMPANY	11/6/2012	12/6/2012	7,675.19	0.00	P	Y
00214587	MARATHON FLINT OIL COMPANY	11/6/2012	12/6/2012	10,078.13	0.00	P	Y
00215170	MASS TRANSPORTATION AUTHORITY	11/30/2012	12/6/2012	5,877.79	0.00	P	Y
00215190	MUTUAL EYE CLAIM AUDIT INC	11/5/2012	12/6/2012	8,343.59	0.00	P	Y
00214993	PLUNKETT AND COONEY	11/12/2012	12/6/2012	5,242.00	0.00	P	Y
00214933	RED WING SHOE STORE	11/7/2012	12/6/2012	6,041.41	0.00	P	Y
00214917	ROWE ENGINEERING INC	11/2/2012	12/6/2012	49,906.40	0.00	P	Y
00215168	FLINT PUBLIC LIBRARY	11/30/2012	12/6/2012	17,534.87	0.00	P	Y
00215135	GENESEE COUNTY TREASURER	12/4/2012	12/6/2012	61,266.00	0.00	P	Y
00215164	GENESEE COUNTY TREASURER-MET	11/30/2012	12/6/2012	32,910.85	0.00	P	Y
00214940	MICHIGAN CAT INC	11/26/2012	12/6/2012	8,554.00	0.00	P	Y
00215077	MICHIGAN CAT INC	11/28/2012	12/6/2012	6,314.00	0.00	P	Y
00215169	GENESEE COUNTY TREASURER	11/30/2012	12/6/2012	39,173.77	0.00	P	Y
00215144	BARTMAN EXCAVATING	12/5/2012	12/6/2012	26,400.00	0.00	P	Y
00215013	METRON-FARNIER, LLC	9/1/2012	12/6/2012	10,750.00	0.00	P	Y
00215014	SALEM HOUSING COMM DEVELOPMENT CORP	10/29/2012	12/6/2012	19,168.00	0.00	P	Y
00215000	STANDARD INSURANCE CO.	12/1/2012	12/6/2012	6,085.82	0.00	P	Y
00214998	GIARMARCO MULLINS & HORTON PC	11/13/2012	12/6/2012	7,660.40	0.00	P	Y
00215078	JACK FICK EXCAVATING INC	11/26/2012	12/6/2012	24,300.00	0.00	P	Y
00214904	MCLAREN HEALTH PLAN	11/13/2012	12/6/2012	49,435.92	0.00	P	Y
00214932	DIPONIO CONTRACTING INC	11/7/2012	12/6/2012	72,414.52	0.00	P	Y
00214935	DIPONIO CONTRACTING INC	10/25/2012	12/6/2012	5,502.88	0.00	P	Y
00215162	DIPONIO CONTRACTING INC	10/25/2012	12/6/2012	11,744.50	0.00	P	Y
00215012	EQ THE ENVIRONMENTAL QUALITY CO	11/9/2012	12/6/2012	18,366.43	0.00	P	Y
00215219	JOE MCCLURE	12/5/2012	12/6/2012	9,233.69	0.00	P	Y
00215163	DEAN T YEOTIS, GLEN N LENHOFF &	1/7/2013	12/6/2012	2,452,724.40	0.00	P	Y
00215261	MIDWEST DIRECT	12/7/2012	12/7/2012	10,000.00	0.00	P	Y
00214592	MARATHON FLINT OIL COMPANY	11/12/2012	12/12/2012	9,621.86	0.00	P	Y
00214593	MARATHON FLINT OIL COMPANY	11/13/2012	12/13/2012	6,391.43	0.00	P	Y
00215320	MCNAUGHTON MCKAY ELECTRIC CO	10/18/2012	12/13/2012	86,523.58	0.00	P	Y

00215324	MCNAUGHTON MCKAY ELECTRIC CO	11/7/2012	12/13/2012	16,225.12	0.00	P	Y
00215370	ROWE ENGINEERING INC	11/2/2012	12/13/2012	13,338.25	0.00	P	Y
00215371	ROWE ENGINEERING INC	11/2/2012	12/13/2012	13,089.75	0.00	P	Y
00215223	AVAYA FINANCIAL SERVICES	11/28/2012	12/13/2012	9,133.83	0.00	P	Y
00215385	MAIL ROOM SERVICE CENTER	11/30/2012	12/13/2012	5,846.30	0.00	P	Y
00215463	CONSUMERS ENERGY	11/30/2012	12/13/2012	11,609.72	0.00	P	Y
00215464	CONSUMERS ENERGY	11/30/2012	12/13/2012	206,795.32	0.00	P	Y
00215335	BARTMAN EXCAVATING	12/7/2012	12/13/2012	20,700.00	0.00	P	Y
00215260	SALEM HOUSING COMM DEVELOPMENT CORP	12/4/2012	12/13/2012	26,469.00	0.00	P	Y
00215380	ZITO CONSTRUCTION CO	12/7/2012	12/13/2012	93,000.00	0.00	P	Y
00215499	Consumers Energy	12/11/2012	12/13/2012	24,935.43	0.00	P	Y
00215326	SECURITY COUNTERMEASURES &	10/3/2012	12/13/2012	6,700.00	0.00	P	Y
00215327	SECURITY COUNTERMEASURES &	11/1/2012	12/13/2012	6,700.00	0.00	P	Y
00215224	DELL FINANCIAL SERVICES, LLC	11/18/2012	12/13/2012	12,652.79	0.00	P	Y
00215381	JACK FICK EXCAVATING INC	12/7/2012	12/13/2012	14,200.00	0.00	P	Y
00215382	JACK FICK EXCAVATING INC	12/7/2012	12/13/2012	58,400.00	0.00	P	Y
00215570	DIPONIO CONTRACTING INC	11/13/2012	12/13/2012	8,000.91	0.00	P	Y
00215511	EPIC TECHNOLOGY SOLUTIONSLLC	12/6/2012	12/13/2012	13,750.00	0.00	P	Y
00215535	BLUE CROSS BLUE SHIELD OF MICHIGAN	12/7/2012	12/13/2012	66,973.76	0.00	P	Y
00215397	AT & T	12/1/2012	12/13/2012	41,829.49	0.00	P	Y
00215562	TWYNETTE WILLIAMS	12/5/2012	12/13/2012	23,349.34	0.00	P	Y
00215704	OPERATION UNIFICATION INC AND	12/4/2012	12/14/2012	18,575.00	0.00	P	Y
00215573	ICMA RETIREMENT CORP	12/12/2012	12/14/2012	16,484.10	0.00	P	Y
00215577	FLINT FIRE FIGHTERS #352	12/12/2012	12/14/2012	9,162.34	0.00	P	Y
00215580	AFLAC	12/12/2012	12/14/2012	14,478.77	0.00	P	Y
00215583	EQUITABLE FINANCIAL SERVICES	12/12/2012	12/14/2012	14,431.91	0.00	P	Y
00215585	ICMA RETIREMENT TRUST	12/12/2012	12/14/2012	14,575.89	0.00	P	Y
00215589	AFSCME, LOCAL 1600	12/12/2012	12/14/2012	5,303.48	0.00	P	Y
00215623	MI STATE DISBURSEMENT UNIT	12/12/2012	12/14/2012	22,752.08	0.00	P	Y
00215597	CITY OF FLINT	12/12/2012	12/14/2012	9,693.48	0.00	P	Y
00215596	CITIGROUP GLOBAL MKTS INC.	12/12/2012	12/14/2012	5,813.96	0.00	P	Y
00215735	GDC SMITH VILLAGE LLC	11/26/2012	12/18/2012	193,689.00	0.00	P	Y
00215736	GDC SMITH VILLAGE LLC	12/10/2012	12/18/2012	108,722.74	0.00	P	Y
00215744	GDC SMITH VILLAGE LLC	11/26/2012	12/18/2012	187,581.00	0.00	P	Y
00215745	GDC SMITH VILLAGE LLC	12/10/2012	12/18/2012	163,423.50	0.00	P	Y
00215914	ACE ASPHALT AND PAVING COMPANY	12/12/2012	12/20/2012	9,424.97	0.00	P	Y
00215678	CITIZENS DISPOSAL INC	11/30/2012	12/20/2012	17,438.93	0.00	P	Y

00215786	HYDRO DYNAMICS	11/30/2012	12/20/2012	96,873.00	0.00	P	Y
00214599	MARATHON FLINT OIL COMPANY	11/20/2012	12/20/2012	9,574.08	0.00	P	Y
00215886	MUTUAL EYE CLAIM AUDIT INC	12/3/2012	12/20/2012	5,877.28	0.00	P	Y
00215787	POLYDYNE INC	12/12/2012	12/20/2012	6,115.20	0.00	P	Y
00215817	ROWE ENGINEERING INC	10/16/2012	12/20/2012	39,902.64	0.00	P	Y
00215835	ROWE ENGINEERING INC	10/3/2012	12/20/2012	116,353.13	0.00	P	Y
00215902	SHELTER OF FLINT	8/8/2012	12/20/2012	7,221.85	0.00	P	Y
00215892	BP CANADA ENERGY MARKETING CORP	12/12/2012	12/20/2012	27,720.00	0.00	P	Y
00215761	EAST JORDAN IRON WORKS INC.	11/9/2012	12/20/2012	19,926.84	0.00	P	Y
00215764	EAST JORDAN IRON WORKS INC.	11/22/2012	12/20/2012	6,534.61	0.00	P	Y
00215922	CONSUMERS ENERGY	11/29/2012	12/20/2012	7,740.25	0.00	P	Y
00215901	GENESEE COUNTY DRAIN COMMISSIONER	12/3/2012	12/20/2012	9,291.25	0.00	P	Y
00215812	MICHIGAN CAT INC	11/29/2012	12/20/2012	6,314.00	0.00	P	Y
00215813	MICHIGAN CAT INC	11/29/2012	12/20/2012	6,314.00	0.00	P	Y
00215822	ZITO CONSTRUCTION CO	12/13/2012	12/20/2012	58,800.00	0.00	P	Y
00215709	FLUID PROCESS EQUIPMENT INC	9/28/2012	12/20/2012	11,781.90	0.00	P	Y
00215751	JEFFERSON AUDIO VIDEO SYSTEMS, INC	11/29/2012	12/20/2012	10,200.00	0.00	P	Y
00215879	OPERATION UNIFICATION INC	12/13/2012	12/20/2012	16,801.25	0.00	P	Y
00215823	JACK FICK EXCAVATING INC	12/14/2012	12/20/2012	44,500.00	0.00	P	Y
00215746	MAK CONTROLS LLC	11/1/2012	12/20/2012	22,305.00	0.00	P	Y
00215877	DIPONIO CONTRACTING INC	11/14/2012	12/20/2012	20,000.00	0.00	P	Y
00215910	DIPONIO CONTRACTING INC	12/13/2012	12/20/2012	127,428.31	0.00	P	Y
00215916	DIPONIO CONTRACTING INC	11/28/2012	12/20/2012	52,242.50	0.00	P	Y
00215918	DIPONIO CONTRACTING INC	12/13/2012	12/20/2012	69,542.50	0.00	P	Y
00215934	DIPONIO CONTRACTING INC	12/3/2012	12/20/2012	287,960.00	0.00	P	Y
00215936	DIPONIO CONTRACTING INC	12/11/2012	12/20/2012	213,498.16	0.00	P	Y
00215790	HOUSEAL LAVIGNE ASSOCIATES LLC	11/13/2012	12/20/2012	26,140.84	0.00	P	Y
00215791	HOUSEAL LAVIGNE ASSOCIATES LLC	12/5/2012	12/20/2012	31,672.74	0.00	P	Y
00215828	HOUSEAL LAVIGNE ASSOCIATES LLC	11/13/2012	12/20/2012	14,466.25	0.00	P	Y
00215829	HOUSEAL LAVIGNE ASSOCIATES LLC	12/5/2012	12/20/2012	10,756.25	0.00	P	Y
00215805	BOYD'S LAWN & LANDSCAPING	12/14/2012	12/20/2012	5,292.00	0.00	P	Y
00215687	ABLE DEMOLITION INC	12/11/2012	12/20/2012	5,900.00	0.00	P	Y
00215689	ABLE DEMOLITION INC	12/12/2012	12/20/2012	38,400.00	0.00	P	Y
00215821	ABLE DEMOLITION INC	12/14/2012	12/20/2012	14,700.00	0.00	P	Y
00215928	AT & T	11/4/2012	12/20/2012	33,478.36	0.00	P	Y
00215930	AT & T	12/4/2012	12/20/2012	13,609.82	0.00	P	Y
00215920	AT & T SBS	12/4/2012	12/20/2012	19,903.56	0.00	P	Y

00215893	CONSTRUCTION UNLIMITED	12/12/2012	12/20/2012	7,812.00	0.00	P	Y
00215887	RAY VYVYAN TRUST 05/31/2002	12/17/2012	12/20/2012	5,000.00	0.00	P	Y
00215749	STATE OF MICHIGAN	12/1/2012	12/20/2012	20,000.00	0.00	P	Y
00215840	STATE OF MICHIGAN	9/27/2012	12/20/2012	11,274.92	0.00	P	Y
00215883	STATE OF MICHIGAN	12/10/2012	12/20/2012	130,917.18	0.00	P	Y
00207854	ELECTRONIC RESTORATION SERVICES INC	12/21/2012	12/20/2012	8,845.99	0.00	P	Y
00216071	CITIZENS DISPOSAL INC	12/15/2012	12/27/2012	14,272.88	0.00	P	Y
00216087	Treasurer, City of Flint	12/26/2012	12/27/2012	17,872.15	0.00	P	Y
00216112	Treasurer, City of Flint	12/26/2012	12/27/2012	5,574.75	0.00	P	Y
00215466	MARATHON FLINT OIL COMPANY	11/27/2012	12/27/2012	6,519.65	0.00	P	Y
00215942	ROWE ENGINEERING INC	12/10/2012	12/27/2012	11,458.36	0.00	P	Y
00215941	PLANTE & MORAN, LLP	12/5/2012	12/27/2012	65,000.00	0.00	P	Y
00216020	ALDRIDGE TRUCKING	11/30/2012	12/27/2012	5,048.10	0.00	P	Y
00216050	CLOVERDALE EQUIPMENT CO	12/20/2012	12/27/2012	30,000.00	30,000.00	0	Y
00216045	USABBLUEBOOK	12/14/2012	12/27/2012	5,885.60	0.00	P	Y
00215954	ICMA RETIREMENT CORP	12/20/2012	12/28/2012	15,318.90	0.00	P	Y
00215959	AFLAC	12/20/2012	12/28/2012	14,491.01	0.00	P	Y
00215961	EQUITABLE FINANCIAL SERVICES	12/20/2012	12/28/2012	14,322.94	0.00	P	Y
00215963	ICMA RETIREMENT TRUST	12/20/2012	12/28/2012	14,229.79	0.00	P	Y
00215966	AFSCME, LOCAL 1600	12/20/2012	12/28/2012	5,263.30	0.00	P	Y
00216002	MI STATE DISBURSEMENT UNIT	12/20/2012	12/28/2012	22,631.93	0.00	P	Y
00215976	CITY OF FLINT	12/20/2012	12/28/2012	9,224.45	0.00	P	Y
00215975	CITIGROUP GLOBAL MKTS INC.	12/20/2012	12/28/2012	5,823.55	0.00	P	Y
00215473	MARATHON FLINT OIL COMPANY	12/3/2012	1/2/2013	7,281.80	0.00	P	Y
00215481	MARATHON FLINT OIL COMPANY	12/3/2012	1/2/2013	7,543.16	0.00	P	Y
00216232	BISHOP INTERN'L AIRPORT AUTHORITY	12/15/2012	1/3/2013	10,489.03	0.00	P	Y
00216227	C S MOTT COMMUNITY COLLEGE	12/15/2012	1/3/2013	15,698.51	0.00	P	Y
00216225	FLINT BOARD OF EDUCATION	12/15/2012	1/3/2013	70,427.48	0.00	P	Y
00216226	GENESEE INTERMEDIATE SCHOOL DIST	12/15/2012	1/3/2013	17,810.36	0.00	P	Y
00216230	MASS TRANSPORTATION AUTHORITY	12/15/2012	1/3/2013	20,338.30	0.00	P	Y
00216222	SIMEN, FIGURA & PARKER PLC	11/13/2012	1/3/2013	6,099.00	0.00	P	Y
00216228	FLINT PUBLIC LIBRARY	12/15/2012	1/3/2013	25,439.63	0.00	P	Y
00216224	GENESEE COUNTY TREASURER-MET	12/15/2012	1/3/2013	30,244.83	0.00	P	Y
00216229	GENESEE COUNTY TREASURER	12/15/2012	1/3/2013	80,782.73	0.00	P	Y
00216149	HEALTHPLUS OF MICHIGAN	12/17/2013	1/3/2013	291,895.18	0.00	P	Y
00216211	OPERATION UNIFICATION INC	12/13/2013	1/3/2013	10,143.25	0.00	P	Y
00216137	MCLAREN HEALTH PLAN	12/12/2012	1/3/2013	50,219.73	0.00	P	Y

00216157	ABLE DEMOLITION INC	12/18/2012	1/3/2013	10,800.00	0.00	P	Y
00216216	EASTRIDGE COMMONS REALTY LLC	12/18/2012	1/3/2013	11,913.40	0.00	P	Y
00216218	CONSUMERS ENERGY CO.	12/17/2012	1/3/2013	11,645.98	0.00	P	Y
00216523	BISHOP INTERN'L AIRPORT AUTHORITY	12/31/2012	1/10/2013	83,924.10	0.00	P	Y
00216517	C S MOTT COMMUNITY COLLEGE	12/31/2012	1/10/2013	19,821.93	0.00	P	Y
00216448	CITIZENS DISPOSAL INC	12/31/2012	1/10/2013	15,778.39	0.00	P	Y
00216445	CITY OF DETROIT	12/21/2012	1/10/2013	1,744,651.36	0.00	P	Y
00216522	DOWNTOWN DEVELOPMENT AUTHORITY	12/31/2012	1/10/2013	49,051.72	0.00	P	Y
00216531	FLINT BOARD OF EDUCATION	12/31/2012	1/10/2013	67,489.32	0.00	P	Y
00216516	GENESEE INTERMEDIATE SCHOOL DIST	12/31/2012	1/10/2013	23,591.74	0.00	P	Y
00216492	MARATHON FLINT OIL COMPANY	12/11/2012	1/10/2013	7,417.19	0.00	P	Y
00216521	MASS TRANSPORTATION AUTHORITY	12/31/2012	1/10/2013	142,604.15	0.00	P	Y
00216565	ROWE ENGINEERING INC	12/10/2012	1/10/2013	48,978.75	0.00	P	Y
00216566	ROWE ENGINEERING INC	12/14/2012	1/10/2013	34,172.15	0.00	P	Y
00216374	SORENSEN GROSS CONSTRUCTION	1/4/2013	1/10/2013	30,436.00	30,436.00	0	Y
00216577	XEROX CORP	12/21/2012	1/10/2013	6,772.32	0.00	P	Y
00216317	COMPLETE TOWING SERVICE	10/24/2012	1/10/2013	29,652.00	0.00	P	Y
00216518	FLINT PUBLIC LIBRARY	12/31/2012	1/10/2013	105,511.15	0.00	P	Y
00216295	AVAYA FINANCIAL SERVICES	12/29/2012	1/10/2013	9,133.83	0.00	P	Y
00216325	PLANTE & MORAN, LLP	12/11/2012	1/10/2013	10,763.09	0.00	P	Y
00216320	GENESEE COUNTY TREASURER	1/3/2013	1/10/2013	61,266.00	0.00	P	Y
00216274	NEWKIRK ELECTRIC ASSOCIATES INC	12/31/2012	1/10/2013	34,078.70	0.00	P	Y
00216539	LAKE AGENCY	12/7/2012	1/10/2013	26,963.25	0.00	P	Y
00216515	GENESEE COUNTY TREASURER-MET	12/31/2012	1/10/2013	31,878.39	0.00	P	Y
00216335	PITNEY BOWES PURCHASE POWER	12/23/2012	1/10/2013	5,000.00	0.00	P	Y
00216279	W T STEVENS CONSTRUCTION, INC.	1/2/2013	1/10/2013	11,100.00	11,100.00	0	Y
00216369	W T STEVENS CONSTRUCTION, INC.	1/4/2013	1/10/2013	12,090.00	12,090.00	0	Y
00216469	GCR TIRE CENTERS	10/4/2012	1/10/2013	6,376.00	0.00	P	Y
00216519	GENESEE COUNTY TREASURER	12/31/2012	1/10/2013	516,368.14	0.00	P	Y
00216458	BARTMAN EXCAVATING	12/5/2012	1/10/2013	14,100.00	0.00	P	Y
00216457	ZITO CONSTRUCTION CO	1/4/2013	1/10/2013	103,900.00	0.00	P	Y
00216462	ZITO CONSTRUCTION CO	1/4/2013	1/10/2013	45,400.00	0.00	P	Y
00216375	AVAYA INC	12/16/2012	1/10/2013	40,230.24	0.00	P	Y
00216291	INNOVATIVE SOFTWARE SERVICES, INC	1/2/2013	1/10/2013	27,192.00	0.00	P	Y
00216649	Consumers Energy	1/8/2013	1/10/2013	10,021.69	0.00	P	Y
00216651	Consumers Energy	1/8/2013	1/10/2013	15,917.66	0.00	P	Y
00216681	Consumers Energy	1/8/2013	1/10/2013	17,482.57	0.00	P	Y

00216688	Consumers Energy	1/8/2013	1/10/2013	18,459.10	0.00	P	Y
00216689	Consumers Energy	1/8/2013	1/10/2013	91,181.05	0.00	P	Y
00216702	Consumers Energy	1/8/2013	1/10/2013	20,777.25	0.00	P	Y
00216272	ASTI ENVIRONMENTAL	10/8/2012	1/10/2013	10,948.58	0.00	P	Y
00216322	SECURITY COUNTERMEASURES &	12/3/2012	1/10/2013	6,700.00	0.00	P	Y
00216296	DELL FINANCIAL SERVICES, LLC	12/22/2012	1/10/2013	12,652.79	0.00	P	Y
00216525	LEVEL ONE LLC	12/28/2012	1/10/2013	22,500.00	0.00	P	Y
00216275	JACK FICK EXCAVATING INC	12/28/2012	1/10/2013	32,900.00	0.00	P	Y
00216365	JACK FICK EXCAVATING INC	1/4/2013	1/10/2013	54,100.00	0.00	P	Y
00216366	JACK FICK EXCAVATING INC	1/4/2013	1/10/2013	6,300.00	0.00	P	Y
00216336	ONIX NETWORKING CORPORATION	12/28/2012	1/10/2013	29,868.00	0.00	P	Y
00216792	GDC SMITH VILLAGE LLC	11/26/2012	1/10/2013	28,631.00	0.00	P	Y
00216793	GDC SMITH VILLAGE LLC	12/10/2012	1/10/2013	20,648.00	0.00	P	Y
00216364	ABLE DEMOLITION INC	1/4/2013	1/10/2013	37,200.00	0.00	P	Y
00216459	DXE MEDICAL INC	12/3/2012	1/10/2013	9,999.99	0.00	P	Y
00216572	ARELLANO & ASSOCIATES LLC	12/19/2012	1/10/2013	6,250.00	0.00	P	Y
00216592	AT & T	1/1/2013	1/10/2013	41,829.49	0.00	P	Y
00216706	PAUL MONTGOMERY, BENEF OF	1/8/2013	1/10/2013	5,000.00	0.00	P	Y
00216583	COMCAST OF FLINT INC	12/27/2012	1/10/2013	34,930.35	0.00	P	Y
00197362	MARATHON FLINT OIL COMPANY	12/12/2012	1/11/2013	5,329.43	0.00	P	Y
00216732	ICMA RETIREMENT CORP	1/9/2013	1/11/2013	15,486.49	0.00	P	Y
00216736	FLINT FIRE FIGHTERS #352	1/9/2013	1/11/2013	6,994.69	0.00	P	Y
00216739	AFLAC	1/9/2013	1/11/2013	14,594.42	0.00	P	Y
00216742	EQUITABLE FINANCIAL SERVICES	1/9/2013	1/11/2013	15,585.72	0.00	P	Y
00216744	ICMA RETIREMENT TRUST	1/9/2013	1/11/2013	15,929.88	0.00	P	Y
00216748	AFSCME, LOCAL 1600	1/9/2013	1/11/2013	5,241.73	0.00	P	Y
00216779	MI STATE DISBURSEMENT UNIT	1/9/2013	1/11/2013	24,914.37	0.00	P	Y
00216754	CITY OF FLINT	1/9/2013	1/11/2013	10,666.38	0.00	P	Y
00216753	CITIGROUP GLOBAL MKTS INC.	1/9/2013	1/11/2013	6,211.73	0.00	P	Y
00216497	MARATHON FLINT OIL COMPANY	12/17/2012	1/16/2013	6,991.56	0.00	P	Y
00216498	MARATHON FLINT OIL COMPANY	12/17/2012	1/16/2013	7,424.95	0.00	P	Y
00217024	NEXTEL COMMUNICATIONS	12/10/2012	1/17/2013	5,718.76	0.00	P	Y
00216838	PLANTE & MORAN, LLP	11/6/2012	1/17/2013	55,000.00	0.00	P	Y
00216840	PLANTE & MORAN, LLP	1/7/2013	1/17/2013	22,500.00	0.00	P	Y
00217018	BP CANADA ENERGY MARKETING CORP	1/9/2013	1/17/2013	27,720.00	0.00	P	Y
00217039	KAY KELLY	1/14/2013	1/17/2013	10,000.00	0.00	P	Y
00216919	CONSUMERS ENERGY	12/31/2012	1/17/2013	206,897.04	0.00	P	Y

00216920	CONSUMERS ENERGY	12/31/2012	1/17/2013	11,601.86	0.00	P	Y
00216921	CONSUMERS ENERGY	12/27/2013	1/17/2013	8,533.33	0.00	P	Y
00217014	SEAL-ALL WATERPROOFING CO., INC.	11/19/2012	1/17/2013	5,400.00	0.00	P	Y
00216895	SALEM HOUSING COMM DEVELOPMENT CORP	1/11/2013	1/17/2013	19,912.50	0.00	P	Y
00217050	CSX TRANSPORTATION INC	12/6/2012	1/17/2013	5,392.53	0.00	P	Y
00216954	JP MORGAN INVESTMENT ADVISORS	11/2/2012	1/17/2013	14,424.66	0.00	P	Y
00216999	OPERATION UNIFICATION INC AND	12/31/2012	1/17/2013	14,236.00	0.00	P	Y
00217004	OPERATION UNIFICATION INC AND	12/31/2012	1/17/2013	27,774.76	0.00	P	Y
00217006	OPERATION UNIFICATION INC AND	12/31/2012	1/17/2013	21,900.00	0.00	P	Y
00217007	OPERATION UNIFICATION INC AND	12/31/2012	1/17/2013	13,536.68	0.00	P	Y
00217008	OPERATION UNIFICATION INC	12/13/2012	1/17/2013	9,347.00	0.00	P	Y
00217009	OPERATION UNIFICATION INC	1/8/2013	1/17/2013	16,522.72	0.00	P	Y
00217010	OPERATION UNIFICATION INC AND	1/9/2013	1/17/2013	23,600.00	0.00	P	Y
00217011	OPERATION UNIFICATION INC AND	1/9/2013	1/17/2013	14,950.00	0.00	P	Y
00217012	OPERATION UNIFICATION INC AND	1/9/2013	1/17/2013	5,561.27	0.00	P	Y
00217013	OPERATION UNIFICATION INC AND	1/11/2013	1/17/2013	17,744.60	0.00	P	Y
00216896	BEDROCK BUILDING INC	6/29/2012	1/17/2013	11,860.00	0.00	P	Y
00216808	SARGENT'S TITLE COMPANY LLC	12/5/2012	1/17/2013	9,000.00	0.00	P	Y
00217064	MGT OF AMERICA INC	10/31/2012	1/17/2013	10,000.00	0.00	P	Y
00216992	GDC SMITH VILLAGE LLC	1/10/2013	1/17/2013	22,149.00	0.00	P	Y
00217066	BLUE CROSS BLUE SHIELD OF MICHIGAN	1/15/2013	1/17/2013	71,376.13	0.00	P	Y
00217065	AT & T SBS	1/4/2013	1/17/2013	20,260.83	0.00	P	Y
00217021	GLEN AND SUE CARPENTER	1/8/2013	1/17/2013	7,873.00	0.00	P	Y
00216503	MARATHON FLINT OIL COMPANY	12/19/2012	1/18/2013	6,634.42	0.00	P	Y
00216507	MARATHON FLINT OIL COMPANY	12/19/2012	1/18/2013	7,087.54	0.00	P	Y
00217235	BISHOP INTERN'L AIRPORT AUTHORITY	1/15/2013	1/24/2013	26,515.23	0.00	P	Y
00217230	C S MOTT COMMUNITY COLLEGE	1/15/2013	1/24/2013	19,903.81	0.00	P	Y
00217090	CARRIER AND GABLE	12/19/2012	1/24/2013	8,892.00	0.00	P	Y
00217227	FLINT BOARD OF EDUCATION	1/15/2013	1/24/2013	76,230.81	0.00	P	Y
00217228	GENESEE INTERMEDIATE SCHOOL DIST	1/15/2013	1/24/2013	24,597.39	0.00	P	Y
00217233	MASS TRANSPORTATION AUTHORITY	1/15/2013	1/24/2013	47,966.09	0.00	P	Y
00217258	MUTUAL EYE CLAIM AUDIT INC	1/3/2013	1/24/2013	7,382.56	0.00	P	Y
00217185	POLYDYNE INC	1/16/2013	1/24/2013	6,356.00	0.00	P	Y
00217229	SWARTZ CREEK SCHOOL DISTRICT	1/15/2013	1/24/2013	22,347.09	0.00	P	Y
00217231	FLINT PUBLIC LIBRARY	1/15/2013	1/24/2013	47,556.31	0.00	P	Y
00217097	ALLIE BROTHERS INC	12/19/2012	1/24/2013	73,584.00	0.00	P	Y
00217226	GENESEE COUNTY TREASURER-MET	1/15/2013	1/24/2013	48,461.60	0.00	P	Y

00217232	GENESEE COUNTY TREASURER	1/15/2013	1/24/2013	189,891.81	0.00	P	Y
00217135	METRON-FARNIER, LLC	1/17/2013	1/24/2013	15,500.00	15,500.00	0	Y
00217214	SALEM HOUSING COMM DEVELOPMENT CORP	1/17/2013	1/24/2013	34,991.00	0.00	P	Y
00217114	STANDARD INSURANCE CO.	1/1/2013	1/24/2013	6,050.98	0.00	P	Y
00217254	OPERATION UNIFICATION INC	1/11/2013	1/24/2013	18,998.50	0.00	P	Y
00217255	OPERATION UNIFICATION INC	1/11/2013	1/24/2013	17,648.00	0.00	P	Y
00217256	OPERATION UNIFICATION INC	1/11/2013	1/24/2013	43,180.65	0.00	P	Y
00217115	MCLAREN HEALTH PLAN	1/17/2013	1/24/2013	49,979.88	0.00	P	Y
00217130	GDC SMITH VILLAGE LLC	1/10/2013	1/24/2013	334,713.21	0.00	P	Y
00217133	GDC SMITH VILLAGE LLC	1/10/2013	1/24/2013	322,632.98	0.00	P	Y
00217198	GDC SMITH VILLAGE LLC	1/22/2013	1/24/2013	8,199.00	0.00	P	Y
00217099	ABLE DEMOLITION INC	1/9/2013	1/24/2013	23,400.00	0.00	P	Y
00217243	STATE OF MICHIGAN	1/15/2013	1/24/2013	85,438.57	0.00	P	Y
00217222	STATE OF MICHIGAN	12/11/2012	1/24/2013	11,116.90	0.00	P	Y
00217136	ELECTRONIC RESTORATION SERVICES INC	1/17/2013	1/24/2013	20,000.00	0.00	P	Y
00216508	MARATHON FLINT OIL COMPANY	12/26/2012	1/25/2013	7,937.74	0.00	P	Y
00216510	MARATHON FLINT OIL COMPANY	12/26/2012	1/25/2013	5,771.98	0.00	P	Y
00217314	ICMA RETIREMENT CORP	1/22/2013	1/25/2013	18,212.47	0.00	P	Y
00217320	AFLAC	1/22/2013	1/25/2013	14,647.20	0.00	P	Y
00217322	EQUITABLE FINANCIAL SERVICES	1/22/2013	1/25/2013	14,722.53	0.00	P	Y
00217324	ICMA RETIREMENT TRUST	1/22/2013	1/25/2013	14,841.99	0.00	P	Y
00217327	AFSCME, LOCAL 1600	1/22/2013	1/25/2013	5,322.54	0.00	P	Y
00217364	MI STATE DISBURSEMENT UNIT	1/22/2013	1/25/2013	23,010.37	0.00	P	Y
00217337	CITY OF FLINT	1/22/2013	1/25/2013	9,695.43	0.00	P	Y
00217336	CITIGROUP GLOBAL MKTS INC.	1/22/2013	1/25/2013	5,788.10	0.00	P	Y
00217419	DISABILITY NETWORK	11/15/2012	1/31/2013	27,673.00	0.00	P	Y
00217420	DISABILITY NETWORK	12/4/2012	1/31/2013	24,535.00	0.00	P	Y
00217620	Treasurer, City of Flint	1/29/2013	1/31/2013	16,355.17	0.00	P	Y
00217640	Treasurer, City of Flint	1/29/2013	1/31/2013	5,567.44	0.00	P	Y
00217421	GENESEE COUNTY YOUTH CORP	12/13/2012	1/31/2013	11,834.89	0.00	P	Y
00217445	GOYETTE MECHANICAL COMPANY	11/27/2012	1/31/2013	16,750.00	0.00	P	Y
00217438	ROWE ENGINEERING INC	12/10/2012	1/31/2013	16,790.00	0.00	P	Y
00217803	XEROX CORP	1/20/2013	1/31/2013	10,703.28	0.00	P	Y
00217418	PVS TECHNOLOGIES INC	1/11/2013	1/31/2013	9,256.45	0.00	P	Y
00217132	SW CONTROLS INC	11/30/2012	1/31/2013	48,720.00	0.00	P	Y
00217305	ALLIE BROTHERS INC	12/14/2012	1/31/2013	8,591.31	0.00	P	Y
00217727	MOTOROLA INC	1/16/2013	1/31/2013	9,650.00	0.00	P	Y

00217306	W T STEVENS CONSTRUCTION, INC.	1/23/2013	1/31/2013	15,660.00	15,660.00	0	Y
00217391	DETROIT SALT CO	1/2/2013	1/31/2013	5,384.78	0.00	P	Y
00217392	DETROIT SALT CO	1/8/2013	1/31/2013	27,385.48	0.00	P	Y
00217427	BIG BROTHERS BIG SISTERS OF	12/19/2012	1/31/2013	9,226.64	0.00	P	Y
00217567	Consumers Energy	1/29/2013	1/31/2013	5,041.71	0.00	P	Y
00217574	Consumers Energy	1/29/2013	1/31/2013	21,527.71	0.00	P	Y
00217597	Consumers Energy	1/29/2013	1/31/2013	15,070.08	0.00	P	Y
00217606	Consumers Energy	1/29/2013	1/31/2013	18,013.85	0.00	P	Y
00217613	Consumers Energy	1/29/2013	1/31/2013	19,473.20	0.00	P	Y
00217614	Consumers Energy	1/29/2013	1/31/2013	104,175.17	0.00	P	Y
00217473	DSS CORPORATION	11/13/2012	1/31/2013	42,950.00	0.00	P	Y
00217379	DELL FINANCIAL SERVICES, LLC	1/15/2013	1/31/2013	12,652.79	0.00	P	Y
00217400	DELL FINANCIAL SERVICES, LLC	1/15/2013	1/31/2013	6,048.00	0.00	P	Y
00217721	DIPONIO CONTRACTING INC	1/4/2013	1/31/2013	292,595.60	0.00	P	Y
00217302	ABLE DEMOLITION INC	1/10/2013	1/31/2013	40,400.00	0.00	P	Y
00217304	ABLE DEMOLITION INC	1/18/2013	1/31/2013	27,300.00	0.00	P	Y
00217393	ABLE DEMOLITION INC	1/17/2013	1/31/2013	31,400.00	0.00	P	Y
00217482	RIGHTWAY REMEDIATION LLC	1/21/2013	1/31/2013	6,002.80	0.00	P	Y
00217802	AT & T	1/4/2013	1/31/2013	33,386.48	0.00	P	Y
00217552	DCC CONSTRUCTION INC	1/11/2013	1/31/2013	8,368.00	0.00	P	Y
00217553	SORENSEN GROSS CONSTRUCTION	1/11/2013	1/31/2013	18,654.00	0.00	P	Y
00217731	JOHN JOSEPH SKOLNIK JR TRUST 6-8-06	1/30/2013	1/31/2013	7,500.00	0.00	P	Y
00217542	DORT HWY ASSOC & HONIGMAN MILLER	1/23/2013	1/31/2013	22,366.43	0.00	P	Y
00217544	DIVERSIFIED PROPERTY SOLUTIONS LLC	1/25/2013	1/31/2013	72,451.49	0.00	P	Y
00217546	DIVERSIFIED PROPERTY SOLUTIONS, LLC	1/25/2013	1/31/2013	128,284.66	0.00	P	Y
00217549	DIVERSIFIED PROPERTY SOLUTIONS LLC	1/28/2013	1/31/2013	25,812.11	0.00	P	Y

of Invoices: 9021 # Due: 79

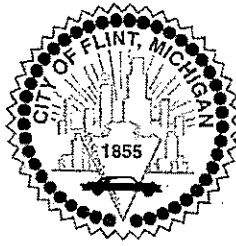
TOTALS:

58,528,230.08 114,786.00

*

Section Separator (b) A list of each contract that the emergency financial manager awarded or approved with a cumulative value of \$10,000 or more, the purpose of the contract, and the identity of the contractor.

Edward J. Kurtz
Emergency Financial Manager



Dayne Walling
Mayor

TO: Inez Brown, City Clerk
Jerry Ambrose, Finance Director
Pete Bade, Chief Legal Counsel

FROM: Edward J. Kurtz
Emergency Financial Manager

DATE: August 17, 2012

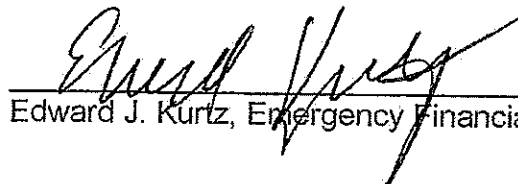
SUBJECT: Emergency Financial Manager's Agenda

The following Resolutions were approved by the Emergency Financial Manager for the week ending August 17, 2012.

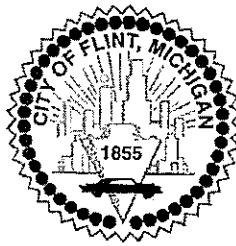
1. 2012EFM001 – To Employ the Services of Michael K. Brown as City Administrator (Emergency Financial Manager)
2. 2012EFM002 – Concerning Protocol for Flint City Council Under Public Act 72 (Emergency Financial Manager)
3. 2012EFM003 – Authorizing City Administrator Michael K. Brown to Carry Out Actions Pursuant to Public Act 72 in the Absence of the Emergency Financial Manager Ed Kurtz (Emergency Financial Manager)
4. 2012EFM004 – To Employ the Services of Julie Sadler (Emergency Financial Manager)
5. 2012EFM005 – To Employ the Services of Robert Erlenbeck (Emergency Financial Manager)

6. 2012EFM006 – Authorizing City of Flint Officials to Enter into a \$35,970.00 Contract with Lagarda Security for providing Security Services for the Smith Village Project commencing May 14, 2012 and ending September 14, 2012. Grant funds are from Neighborhood Stabilization Program (NSP2), and were allocated through MSHDA (DCED)
7. 2012EFM007 – To Enter Into a Contract with DiPonio Contracting, Inc. to Complete Phase 2 Infrastructure Improvements in an Amount not to Exceed \$420,938.46 (DCED)
8. 2012EFM008 – Authorizing a PEG Agreement Between the City of Flint and the Flint Community Schools (Administration)
9. 2012EFM010 – Settlement of 68th District Court Matter Michigan Basic Property Insurance, Subrogee of Wanda Parham v City of Flint, Case NO. 12-1406-GC (Legal)
10. 2012EFM011 – Authorizing Settlement of Pre-Litigation Matter Concerning Leonardo Watkins (Legal)
11. 2012EFM012 – Authorizing Actuarial Services Company (Risk Management)


Maxine Murray, Agenda Clerk


Edward J. Kurtz, Emergency Financial Manager

Edward J. Kurtz
Emergency Financial Manager



Dayne Walling
Mayor

TO: Inez Brown, City Clerk
Jerry Ambrose, Finance Director
Pete Bade, Chief Legal Counsel

FROM: Edward J. Kurtz
Emergency Financial Manager

DATE: September 14, 2012

SUBJECT: Emergency Financial Manager's Agenda

The following Resolutions were approved by the Emergency Financial Manager for the period ending September 13, 2012.

1. 2012EFM033 – Licenses (Various) (City Clerk)
2. 2012EFM034 – Authorizing Payment for the State of Michigan Assigned Claims Facility Assessment and Fees (Risk Management)
3. 2012EFM035 – Proposal #530 – Metron-Farnier LLC – additional supply of ¾ " plastic no register water meters - \$37,000.00 (Water Service Center)
4. 2012EFM0036 – Proposal #563 – Michener Auctioneer and Appraisal Services, Inc. – additional auctioneer services for a (6) month period of time – 5% of gross auction proceeds (Police and Purchasing)
5. 2012EFM037 – Proposal #835 – KNG Group, Inc./Diamond Cleaners – uniform and civilian dressware garment laundering services - \$14,000.00 (Police and Fire Departments)
6. 2012EFM038 – Bid #12-124 – RBM Consulting LLC – maintenance agreement for voting equipment - \$13,120.00 (City Clerk)

7. 2012EFM039 – Resolution to Amend the Contract with Houseal Lavigne for Preparation of the City of Flint's Master Plan to Add Step 3: Engagement/Community Outreach (Master Planning)
8. 2012EFM041 – Memorandum of Understanding for Demolition of two structures (Administration)
9. 2012EFM042 – Authorizing the Cancellation of Spending Authority and Revenue Recognition in the Amount of \$233,006 in Community Development Block Grant Recovery Funds for Reprogramming Availability (DCED)
10. 2012EFM043 – Authorizing Change Order to Extend the Term of the Community Development Block Grant Recovery Fund Street Resurfacing Contract with the Department of Infrastructure and Development, Transportation Division until September 30, 2012 and Increase the Contract Amount by \$100,000. (DCED)
11. 2012EFM044 – Bid #12-122 – Motorola – for 800 MHz Radio Consolettes for 911 Communications – (Police)


Maxine Murray, Agenda Clerk


Edward J. Kurtz, Emergency Financial Manager

Edward J. Kurtz
Emergency Financial Manager



Dayne Walling
Mayor

TO: Inez Brown, City Clerk
Jerry Ambrose, Finance Director
Pete Bade, Chief Legal Counsel

FROM: Edward J. Kurtz
Emergency Financial Manager

DATE: September 24, 2012

SUBJECT: Emergency Financial Manager's Agenda

The following Resolutions were approved by the Emergency Financial Manager for the period ending September 21, 2012.

1. 2012EFM009 – Authorizing Approval to Contract and pay the Professional Engineering Services for the Design of a 24" Water Main Replacement and Upgrades to Cedar Street Pump Station and Torrey Road Booster Station and DWRF Application Process (Utilities)
2. 2012EFM040 – Issuance of a Purchase Order for the Cost of Energy Used by Shared Traffic Signals on the State's Trunkline Highways (Traffic Engineer)
3. 2012EFM045 – William E. Walter, Inc. for Providing and Installing New HVAC Roof-Top Units at Brennan Center - \$30,700.00 (Parks and Recreation)
4. 2012EFM046 – Bid #12-082 -Great Lakes Emergency Products, LLC - Concealable Body Armor - \$\$62,493.36 (Police)
5. 2012EFM047 – Bid #12-112 – McNaughton – McKay – Electric for PLC/HMI Equipment at 3rd Avenue Pump Station - \$156,281.59 (WPC)
6. 2012EFM048 – Bid #12-132 – SRB Lawn Care – mowing and trimming of Parks, Triangles and Boulevards - \$36,024.00 (Parks & Recreation)

7. 2012EFM049 – Business Licenses – various (City Clerk)
8. 2012EFM050 – Increase Contract Amount with Dzonebytes Web Development Professional Services (change order #2) in an amount not to exceed \$3600.00 (Information Technology)
9. 2012EFM051 – Authorizing Entering into a Grant Agreement with Flint Township for Participation in a Multi-jurisdictional Edward Byrne Memorial Justice Assistance Grant (JAG) funded by the Department of Justice (Police)
10. 2012EFM052 – Authorizing Change Order to Extend the Term of the Community Development Block Grant Recovery Fund Contract with the Economic Development Corporation of the City of Flint for Oak Business Center Improvements Until September 30, 2012 and Increase the Contract by an Amount Not to Exceed \$4,262.96 (DCED)
11. 2012EFM053 – Enter into First Change Order to Extend the Term of the Contract (10-038) with City of Flint Transportation now the Department of Development and Infrastructure In the Amount of \$105,000.00 until September 28, 2012 for expansion of the City's comprehensive code enforcement program using Community Development Block Grant Recovery Funds (DCED)
12. 2012EFM054 – Execute a Contract Using CDBG-R Funding in the Amount of \$222,500.00 with the Department of Infrastructure and Development, Development Division for Implementation of a Demolition Program until September 28, 2012 (DCED)
13. 2012EFM055 – Authorizing the Reduction of Spending Authority and Revenue Recognition in the Amount of \$43,800 in the Administrative Allocation of Community Development Block Grant Recovery Funds (DCED)
14. 2012EFM056 – Authorizing the Cancellation of Spending Authority and Revenue Recognition in the amount of \$49,821.78 in Community Development Block Grant Recovery Funds for Reprogramming Availability (DCED)


Maxine Murray, Agenda Clerk


Edward J. Kurtz, Emergency Financial Manager

Edward J. Kurtz
Emergency Financial Manager



Dayne Walling
Mayor

TO: Inez Brown, City Clerk
Jerry Ambrose, Finance Director
Pete Bade, Chief Legal Counsel

FROM: Edward J. Kurtz
Emergency Financial Manager

DATE: October 4, 2012

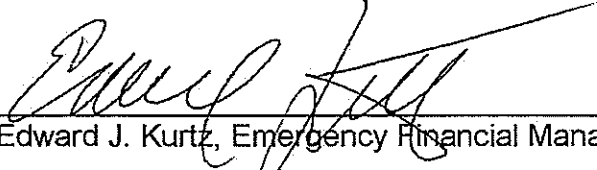
SUBJECT: Emergency Financial Manager's Agenda

The following Resolutions were approved by the Emergency Financial Manager for the week ending October 4, 2012.

1. 2012EFM072 – Authorizing the Lake Agency for Smith Village Property Insurance (Risk Management)
2. 2012EFM073 – Enter into a Second Change Order with the City of Flint Transportation Department now the Department of Development and Infrastructure that Amends Contract Requirements in their Original Blight-Code Enforcement Agreement for the Community Development Block Grant Recovery Program (DCED)
3. 2012EFM074 – Budget Adjustment in the Amount of \$9,843.06 (Finance/Customer Service Center)
4. 2012EFM075 – Bid #12-129 –New Systems Corp. – Servers, Software and Support - \$89,500.00 (Police)
5. 2012EFM076 – Budget Amendment in the Amount of \$45,000.00 – (City Clerk – Election Division)
6. 2012EFM077 – Authorizing Continuance of Consultation with Plante & Moran LLC for Project Initiation and Planning Assistance for New Financial Management Information System - \$35,437.50 – (Information Technology Systems)

7. 2012EFM078 – Extending Agreement with Genesee County Land Bank Through September 30, 2012 and Authorizing Change Order #5 to Increase Amount of Burnash Wrecking Contract in the Amount of \$70,288.23 (Demolition)
8. 2012EFM079 – Correcting Resolution No. 2012EM521 – Authorizing a \$575,449.00 HOME Investment Partnerships Program Funded Contract with GDC Smith Village LLC for the Construction of Homes in Phase III of Smith Village Development Project (DCED)
9. 2012EFM080 – Authorizing City Officials to Accept Neighborhood Stabilization Grant 3 (NSP3) Grant in the Amount of \$3,076,522.00 from the U.S. Department of Housing and Urban Development and Appropriate Funds to a Project Account Established for the NSP3 Program (DCED)
10. 2012EFM081 – Authorizing \$13,686.25 to Community Improvement Group, LLC for Program Management Services for the Neighborhood Stabilization Program (NSP1) (DCED)


Maxine Murray, Agenda Clerk


Edward J. Kurtz, Emergency Financial Manager

Edward J. Kurtz
Emergency Financial Manager



Dayne Walling
Mayor

TO: Inez Brown, City Clerk
Jerry Ambrose, Finance Director
Pete Bade, Chief Legal Counsel

FROM: Edward J. Kurtz
Emergency Financial Manager


DATE: October 19, 2012

SUBJECT: Emergency Financial Manager's Agenda

The following Resolutions were approved by the Emergency Financial Manager for the week ending October 19, 2012.

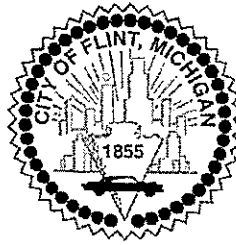
1. 2012EFM101 – Proposal # 493 – Arnold Sales – janitorial supplies - \$48,500.00 (various departments)
2. 2012EFM102 – Proposal # 836 – Michigan CAT – leaf loader/2-wheel loader equipment - \$48,000.00 (Rubbish Collection Fund)
3. 2012EFM103 – Bid #12-130 – Detroit Salt Co. – bulk salt - \$248,243.00 (Sewer Fund)
4. 2012EFM105 – Business Licenses (City Clerk)
5. 2012EFM106 – Ordinance to Amend the Code of the City of Flint, Michigan by amending Chapter 1, General Provisions, to add Section I-164, Police and Fire Funding (Administration)
6. 2012EFM108 – Authorizing Change Order No. 3 to Extend the Term of the Michigan Department of Environmental Quality Flint Area-wide site Assessment Project Grant until September 13, 2013 (DCED)
7. 2012EFM109 – Execute a Contract with the City's Department Infrastructure and Development, Development Division in the amount of \$1,999,739.00 for management and implementation of a demolition program financed using Neighborhood Stabilization Program 3 Funding (NSP3) (DCED)

8. 2012EFM110 – To Cancel Spending Authority and Revenue Recognition in 2012-13 Community Development Block Grant CDBG Program Accounts in the Amount of \$475,000 for Reprogramming Availability (DCED)
9. 2012EFM111 – Proposal # 767 – J & M Tree Service – tree trimming and removal - \$50,000.00 (Parks and Recreation)
10. 2012EFM112 – To Accept Grant Funds from the Community Foundation of Greater Flint for Human Resources training in the Amount of \$3,207.47 (Human Resources)
11. 2012EFM113 – To Accept 2013 Track One Grant Funds from the Genesee County Office of Senior Services for Senior Center Funding for Brennan and Hasselbring (Parks and Recreation)
12. 2012EFM114 – To Approve A Professional Service Agreement with Collin T. Stevens, in an amount not to exceed \$13,689.00, to Serve as Van Driver for the Senior Centers (Parks and Recreation)


Maxine Murray, Agenda Clerk


Edward J. Kurtz, Emergency Financial Manager

Edward J. Kurtz
Emergency Financial Manager



Dayne Walling
Mayor

TO: Inez Brown, City Clerk
Jerry Ambrose, Finance Director
Pete Bade, Chief Legal Counsel

FROM: Edward J. Kurtz
Emergency Financial Manager

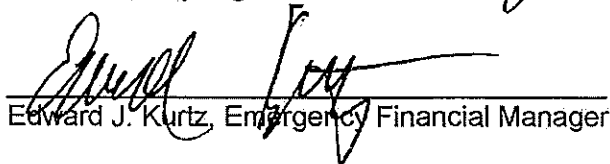
DATE: October 29, 2012

SUBJECT: Emergency Financial Manager's Agenda

The following Resolutions were approved by the Emergency Financial Manager for the week ending October 26, 2012.

1. 2012EFM104 – Authorizing Reallocation of Office Space Occupied by the Human Relations Commission (Administration)
2. 2012EFM107 – Budget Adjustment in the Amount of \$1,638.81 for Overtime Expenses (Transportation/Street Maintenance)
3. 2012EFM115 – Budget Adjustment in the Amount of \$16,000 for Overtime Expense (Fire Department)
4. 2012EFM116 – Authorizing Payment to the Genesee County Drain Commissioner in the amount of \$1,725.00 for 2012 City of Flint Special Assessment Drain Tax Roll (Utilities)
5. 2012EFM117 – Authorizing Change Order #1 to Increase the Contract with LaGarda Security (12-095), by \$34,890.90 for the Purpose of Providing Security Services for the Smith Village Project Commencing on September 15, 2012 and Ending on November 30, 2012. Grant Funds are from the Neighborhood Stabilization Program (NSP2), and Were Allocated Through the Michigan State Housing Development Authority (MSHDA) (DCED)


Maxine Murray, Agenda Clerk


Edward J. Kurtz, Emergency Financial Manager

Edward J. Kurtz
Emergency Financial Manager



Dayne Walling
Mayor

TO: Inez Brown, City Clerk
Jerry Ambrose, Finance Director
Pete Bade, Chief Legal Counsel

FROM: Edward J. Kurtz
Emergency Financial Manager

DATE: November 6, 2012

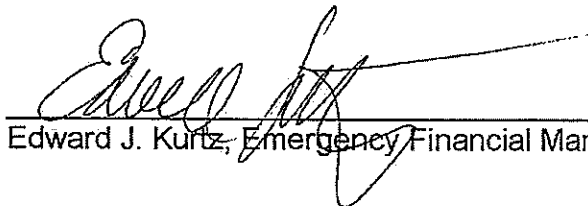
SUBJECT: Emergency Financial Manager's Agenda

The following Resolutions were approved by the Emergency Financial Manager for the period ending November 6, 2012.

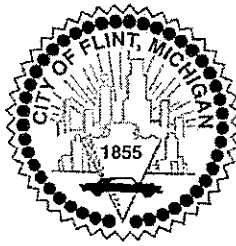
1. 2012EFM118 – To Enter into a Contract with Fowler Construction not to Exceed the Amount of \$3,500.00 until December 15, 2015 for the Purpose of Making Emergency Repairs to 2206 North Stevenson using 2010-2011 Community Development Block Grant Funds (DCED)
2. 2012EFM119 – Budget Adjustment for Major Street Project (Transportation-Street Maintenance)
3. 2012EFM120 – Authorizing an \$18,335.01 Contract with the City of Flint Development Division to Demolish Identified Properties within the Renewal Community Area (DCED)
4. 2012EFM121 – Authorizing Change Order No. 3 to the Environmental Site Assessment Contract with ASTI Environmental, Inc. to Extend the Term until September 13, 2013 (DCED)
5. 2012EFM122 – Authorizing Change Order No. 1 to Expand the Scope and Increase the Amount of the Smith Village Phase 1 Contract with GDC Smith Village LLC by \$124,325. (DCED)
6. 2012EFM123—Authorizing an NSP2 Contract with Rowe Professional Services in the Amount of \$51,520 for Construction Management Services for Smith Village Project (DCED)

-
7. 2012EFM124 – To Enter into a Contract With GDC Smith Village LLC., not to exceed \$91,246.00 to Replace Stolen, Vandalized or Defective Items for the Smith Village Development Project (DCED)
 8. 2012EFM126 – To Approve the Amended Code of Conduct Policy and Authorize Immediate Implementation (Human Resources and Labor Relations)
 9. 2012EFM127 – To Motorola, Inc. for Installing Motorola 800 MHz Radios in Police Patrol Vehicles (Police)
 10. 2012EFM128 – Temporary (180 Days) Moratorium on Construction, Substitution, Placement or Installation of any Dynamic Display Sign Within the City of Flint (Administration)
 11. 2012EFM129 – Authorizing Change Order to the Professional Services Agreement (PSA) Between the City of Flint and Brad Hill (Utilities)
 12. 2012EFM130 – Budget Adjustment to Move Funds from the Public Improvement Fund General Government Reserve Capital Expense Contingencies Account to the Public Improvement Fund Facilities Maintenance Building Additions and Improvements Account in the amount of \$16,750.00 (Parks and Recreation)
 13. 2012EFM131 – To Motorola Inc., for Installing Motorola 800 MHz Radios in Various Fire Apparatus (Fire)


Maxine Murray, Agenda Clerk


Edward J. Kurtz, Emergency Financial Manager

Edward J. Kurtz
Emergency Financial Manager



Dayne Walling
Mayor

TO: Inez Brown, City Clerk
Jerry Ambrose, Finance Director
Pete Bade, Chief Legal Counsel

FROM: Edward J. Kurtz
Emergency Financial Manager

DATE: November 12, 2012

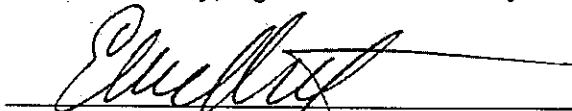
SUBJECT: Emergency Financial Manager's Agenda

The following Resolutions were approved by the Emergency Financial Manager for the week ending November 9, 2012.

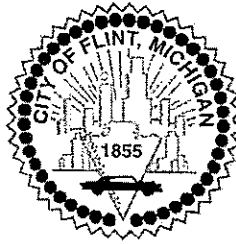
1. 2012EFM125 – Authorizing Entering into a Contract with the Lake Agency to Provide Property, Inland Marine, Contractors Equipment and Crime Insurance (Risk Management)
2. 2012EFM132 – Budget Adjustment in the Amount of \$9,650.00 for Expense Appropriation (Fire)
3. 2012EFM133 – Proposal #817 – Test America – environmental monitoring service – (WPC)
4. 2012EFM134 – Enter into a Second Change Order with Metro Community Development, Inc. to Extend the Contract Term until February 13, 2012 and to Amend the Scope of Services to their Original Home buyer Counseling Agreement for the Neighborhood Stabilization Program 1 in order for Home Buyers to Continue Receiving Housing Counseling, a Requirement to Purchase a Home in NSP-1 Areas (DCED)
5. 2012EFM135 – Resolution to Seal – All Waterproofing for Westside Reservoir Joint Sealing Services (Utilities)
6. 2012EFM136 – Authorizing Change Order No. 1 to the GDC Smith Village Phase II Developer Agreement to Amend Exhibit A (DCED)

7. 2012EFM137 – Bid #12-106 – Cloverdale Equipment Company – Commercial Telehandler (WPC)
8. 2012EFM138 – Bid #12-127 – Great Lakes Emergency Products, LLC – upfitting for police patrol vehicles (Police)
9. 2012EFM139 – Bid #12-128 – Able Demolition for Demolition of Various Structures (BSI, Blight and Demolition)
10. 2012EFM140 – Bid #12-128 – Bartman Excavating for Demolition of Various Structures (BSI, Blight and Demolition)
11. 2012EFM141 – Bid #12-128 – Fick Excavating for Demolition of Various Structures (BSI, Blight and Demolition)
12. 2012EFM142 – Bid #12-128 – Sorensen Gross for Demolition of Various Structures (BSI, Blight and Demolition)
13. 2012EFM143 – Bid #12-128 – Zito Construction for Demolition of Various Structures (BSI, Blight and Demolition)
14. 2012EFM145 – Budget Adjustment – 911 Department Equipment (911 Department)
15. 2012EFM146 – To Reprogram Community Development Block Grant Funds in the Amount of \$148,465.00 and Make Said Funds Available in the City's BS & A System (DCED)
16. 2012EFM147 – To Cancel Resolution #2012EM467 Adopted on August 1, 2012 and Make Said Funds Available in the City's BS & A System (DCED)
17. 2012EFM148 – To Enter into a First Change Order to Extend the Term of Contract 11-164 with EMAR Construction in the Amount of \$96,962.00 Until December 30, 2012 for the Purpose of Making Emergency Repairs (Roofing, Electrical, Plumbing and HVAC) to Homeowner Units using 2010-2011 Community Development Block Grant Funds (DCED)


Maxine Murray, Agenda Clerk


Edward J. Kurtz, Emergency Financial Manager

Edward J. Kurtz
Emergency Financial Manager



Dayne Walling
Mayor

TO: Inez Brown, City Clerk
Jerry Ambrose, Finance Director
Pete Bade, Chief Legal Counsel

FROM: Edward J. Kurtz
Emergency Financial Manager

DATE: November 19, 2012

SUBJECT: Emergency Financial Manager's Agenda

The following Resolutions were approved by the Emergency Financial Manager for the week ending November 16, 2012.

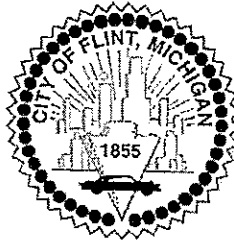
1. 2012EFM144 – To Upgrade the Recording System for Police, Fire and 911 System in Response to 800 MHz Radio System Transition (Police, Fire, 911)
2. 2012EFM149 – Authorizing the Police and Fire Protection Millage Rate of 6.0 Mills to be Levied on the Taxable Valuation of all Real and Personal Property Located in the City of Flint (Administration)
3. 2012EFM150 – Authorizing Entering into an Agreement with Metro Community Development to Coordinate Public Safety initiatives for the Flint 21st Century Community Policing Grant (Police)
4. 2012EFM151 – Authorizing Entering into a Grant Agreement with Charter Twp. Of Montrose for Participation in a Multi-Jurisdictional Police Narcotics Investigation Program funded by the State of Michigan Dept of Budget, Office of Drug Control Policy (Police)
5. 2012EFM152 – Authorizing the Acceptance of Donations from Multiple Vendors for the Purpose of Acquiring T-3 Mobility Vehicle (Police)
6. 2012EFM153 – Public Improvements Fund Budget Adjustment in the Amount of \$9,583.20 (Parks & Recreation)

7. 2012EFM154 – Authorization to Enter Into an Equipment Lease Agreement with the Genesee County Land Bank (Infrastructure and Development – Fleet)
8. 2012EFM155 – Authorizing Change Order to the Current Contract with No Mo Tears for Mowing Services (Parks and Recreation)
9. 2012EFM156 – Authorizing a Change Order to the Current Contract with the International Academy of Flint for Mowing Services (Parks and Recreation)


Maxine Murray, Agenda Clerk


Edward J. Kurtz, Emergency Financial Manager

Edward J. Kurtz
Emergency Financial Manager



Dayne Walling
Mayor

TO: Inez Brown, City Clerk
Jerry Ambrose, Finance Director
Pete Bade, Chief Legal Counsel

FROM: Edward J. Kurtz
Emergency Financial Manager

DATE: November 26, 2012

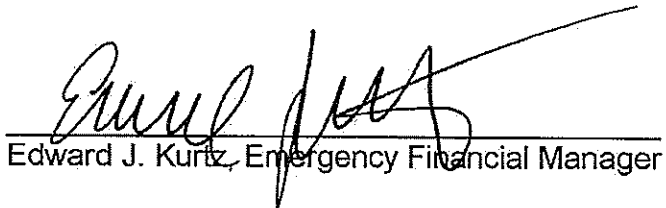
SUBJECT: Emergency Financial Manager's Agenda

The following Resolutions were approved by the Emergency Financial Manager for the week ending November 23, 2012.

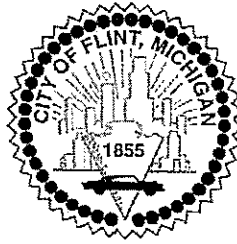
1. 2012EFM157 – Authorizing City of Flint Officials to Enter into a Pricing Addendum to Master Agreement with AT&T (Information Technology Systems)
2. 2012EFM158 – Authorizing Payment to the Michigan Department of Environmental Quality Bureau for Michigan Public Water Supply Annual Fee (Utilities)
3. 2012EFM159 – Bid # 12-119 - To Remove Old and Install (2) New Bar Screens at 3rd Avenue Pump Station for Water Pollution Control (WPC)
4. 2012EFM160 – Bid #12-077 – Zito Construction Services – Demolition of Various Structures (Blight & Demolition)
5. 2012EFM161 – Bid # 12-077 – W.T. Stevens Construction – Demolition of Various Structures (Blight & Demolition)
6. 2012EFM162 – Authorizing Gabriel, Roeder, Smith and Company for Retirement Actuarial Services at a Cost not to Exceed \$9,000.00 (Risk Management)

7. 2012EFM163 – Authorization to engage Nyhart to Provide Other Post Employment Benefits Services at a Cost not to exceed \$1,200.00 (Risk Management)
8. 2012EFM165 – Liquor License for 4041 S. Saginaw Street (City Clerk)
9. 2012EFM166 – Business License Renewal Applications (City Clerk)


Maxine Murray, Agenda Clerk


Edward J. Kurtz, Emergency Financial Manager

Edward J. Kurtz
Emergency Financial Manager



Dayne Walling
Mayor

TO: Inez Brown, City Clerk
Jerry Ambrose, Finance Director
Pete Bade, Chief Legal Counsel

FROM: Edward J. Kurtz
Emergency Financial Manager

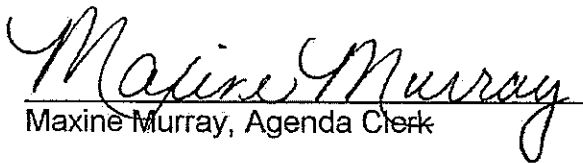
DATE: December 3, 2012

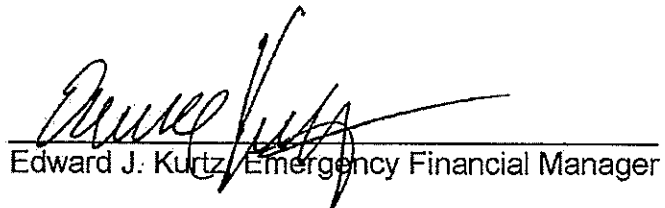
SUBJECT: Emergency Financial Manager's Agenda

The following Resolutions were approved by the Emergency Financial Manager for the week ending November 30, 2012.

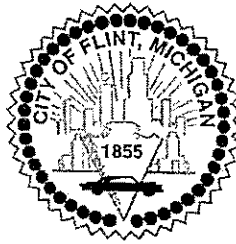
1. 2012EFM104.1 – Authorizing Reallocation of Office Space Occupied by the Human Relations Commission (Administration)
2. 2012EFM164 – Authorizing Change Order #10 to the Master Engineering Services Contract with Rowe Professional Services Company (Infrastructure and Development)
3. 2012EFM167 – Bid # 12-132 - Great Lakes Computer – Juniper Switches and Firewall Migration - \$20,348.00 (Police)
4. 2012EFM168 – Authorizing Submission of A Grant Application for Brownfields Area-Wide Planning Grant to the Environmental Protection Agency (EPA) Up to \$200,000 for the City Owned Parcels in the Area Know as "Chevy In The Hole" and Surrounding Brownfields Sites (Master Planning)
5. 2012EFM169 – Bid # 12-136 – AIS Construction – Excavator - \$68,415.00 (Water Service Center)

6. 2012EFM170 – Authorizing Change Order #5 Modifying Contractual Requirements in the Development Agreement (10-003) between the City of Flint and Operation Unification, Inc. for the Purpose of Redevelopment of Abandoned, Mortgage or Tax Foreclosed Properties using Neighborhood Stabilization Program 1 Funding (DCED)


Maxine Murray, Agenda Clerk


Edward J. Kurtz, Emergency Financial Manager

Edward J. Kurtz
Emergency Financial Manager



Dayne Walling
Mayor

TO: Inez Brown, City Clerk
Jerry Ambrose, Finance Director
Pete Bade, Chief Legal Counsel

FROM: Edward J. Kurtz
Emergency Financial Manager

DATE: December 17, 2012

SUBJECT: Emergency Financial Manager's Agenda

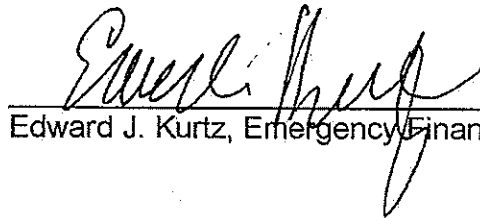
The following Resolutions were approved by the Emergency Financial Manager for the week ending December 14, 2012.

1. 2012EFM180 – Authorizing Settlement of the Worker's Compensation Claim of Dwayne Sumpter (Law)
2. 2012EFM181 – Authorizing Settlement of the Worker's Compensation Claim of David Sisco (Law)
3. 2012EFM182 – Objecting to the Transfer of Tax Reverted Property from Genesee County to the City of Flint (Administration)
4. 2012EFM183 – Reprogram Community Development Block Grant Public Service Funds in the Amount of \$233,876.97 and Make Said Funds Available in the City's BS&A System (DCED)
5. 2012EFM184 – Enter into a Change Order with Metro Community Development, Inc. to Extend the Contract (08-071) Term until January 31, 2012 for the Tenet Based Rental Assistance (TBRA) Program (DCED)
6. 2012EFM185 – Authorizing Change Order #1 to Cancel Spending Authority for a Contract (10-026) to Community Improvement Group, LLC., financed using Neighborhood Stabilization Program Round I Funding (NSP1) (DCED)

7. 2012EFM186 – Authorizing Change Order #1 to Cancel Spending Authority for a Contract (10-038) to Spartan Akers Corporation Financed using Neighborhood Stabilization Program Round 1 Funding (NSP1) (DCED)
8. 2012EFM187 – Recognize Neighborhood Stabilization Program (NSP1) Funds Re-deposited in the Disaster Recovery Grant Reporting System (DRGR) as Authorized by Resolution 2012EFM093 (DCED)
9. 2012EFM188 – Authorizing Change Order #1 to Cancel Spending Authority for a Contract (09-225) to Advanced Solutions Group, LLC., financed using Neighborhood Stabilization Program Round 1 Funding (NSP1) DCED
10. 2012EFM189– Authorizing Change Order #1 too Cancel Spending Authority for a Contract (10-022) to ASTI Environmental financed using Neighborhood Stabilization Program Round 1 Funding (NSP1) (DCED)
11. 2012EFM190 – Authorizing Change Order #4 that Cancels Spending Authority for a Development Agreement with Salem Housing Community Development Corporation for the purpose of Redevelopment of abandoned, mortgage or tax foreclosed properties using Neighborhood Stabilization Program 1 Funding (DCED)
12. 2012EFM191 – Authorizing Change Order #1 to Cancel Spending Authority for a Contract (10-036) to Circle of Love Community Development Corporation financed using Neighborhood Stabilization Program Round 1 Funding (NSP1) DCED
13. 2012EFM192 – Bid #12-138 – Red Wing Shoes – employee safety shoes - \$16,413.00 (Various Departments)
14. 2012EFM193 – Bid #12-139 – State of Michigan – national pollutant discharge elimination system permit fee - \$20,000.00 (Sewer Fund)
15. 2012EFM194 – Bid #12-140 – Orbitbid.com – on-line Auction Services (Administration)
16. 2012EFM195 – Proposal #798 – Ace Asphalt – cold patch material - \$16,000.00 (Major and Local Street Fund)
17. 2012EFM196 – Suspending Part of the Master Fee Schedule as Adopted July 18, 2012 (Administration)
18. 2012EFM197 – Authorizing Change Order #4 to Cancel Spending Authority to a Development Agreement (09-216) for Salem Housing Community Development Corporation (DCED)

19. 2012EFM198 - Authorizing Change Order #5 to Reprogram an additional \$97,722.00 to a Development agreement (090-217) for Salem Housing Community Development Corporation for a revised Contact of \$303,997.00 (DCED)
20. 2012EFM199 – Authorizing the Cancellation of Spending Authority and Revenue Recognition in the Amount of \$880,441.50 from DiPonio Contracting, Inc. Contract Funded with Water and Sewer Funds for Smith Village Infrastructure (DCED)
21. 2012EFM202 – Reprogram Community Development Block Grant Funds in the Amount of \$462,920.85 and Make Said Funds Available in the City's BS&A System (DCED)
22. 2012EFM203 – Authorizing Change Order #1 to the NSP2 Smith Village Phase II Infrastructure Contract in the Amount of \$702,899.13 to Extend the Contract Term until February 10, 2013, and change the Scope of the Contract to Include the Construction of Water and Sewer Utilities and become Effective October 26, 2012(DCED)
23. 2012EFM204 – Authorizing Change Order #1 to the \$420,938.46 CDBG Smith Village Phase II Infrastructure Contract with DiPonio Contracting, Inc. to extend the contract term until November 30, 2013 and Change the Scope of the Contract (DCED)
24. 2012EFM205 – Ordinance to Amend the Code of the City of Flint by Amending Chapter 46, Utilities, to add Section 46-52.4, Indigent Water Fund (Law)
25. 2012EFM206 – Ordinance to Amend the Flint City Code of Ordinances, by Amending Chapter 2, Administration, Article I, In General, by Amending Sections 2-3.2, City-Owned Vehicles – Use Generally, Section 2-3.4, Use of City Vehicles, and Section 2-3.5, City Buildings – Allocation of Space. (Law)
26. 2012EFM207 – An Ordinance to Amend the Flint City Code of Ordinances by Amending Chapter 31, General Offenses, Article I, In General, to add Section 31-27.1.2, Personal Use Exemption for Possession and Use of Marihuana and Marihuana Paraphernalia (Law)
27. 2012EFM208 – Approving the Appointment of Ms. Tracy B. Atkinson to the Position of Chief Department of Community and Economic Development Officer (Community Development)
28. 2012EFM209 – Approving Budget Amendment to Transfer Appropriated Funds from Line Item 100-266.100-727.000 to Line Item 100-266.100-702.000 and Line Item 100-266.100-719.100 (Law)


Maxine Murray, Agenda Clerk


Edward J. Kurtz, Emergency Financial Manager

Edward J. Kurtz
Emergency Financial Manager



Dayne Walling
Mayor

TO: Inez Brown, City Clerk
Jerry Ambrose, Finance Director
Pete Bade, Chief Legal Counsel

FROM: Edward J. Kurtz
Emergency Financial Manager

DATE: January 14, 2013

SUBJECT: Emergency Financial Manager's Agenda

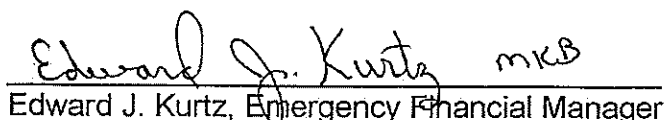
The following Resolutions were approved by the Emergency Financial Manager for the period ending January 11, 2013:

1. 2012EFM200 – Authorizing a Development Agreement for \$248,171.91 to Operation Unification using CDBG Funds for Redevelopment of Twelve (12) Homes in NSP1 Areas (DCED)
2. 2012EFM201 – Authorizing a Development Agreement for \$100,000.00 to Salem Housing Community Development Corporation using CDBG Funds for Redevelopment of two (2) Homes in NSP1 Areas (DCED)
3. 2013EFM001 – Bid #12-117 – A-Plus Abestos Abatement – asbestos abatement services (Building Inspection)
4. 2013EFM002 – Authorizing Submission of a Grant Application for a \$50,000 Grant to the Ruth Mott Foundation for General Support of the Comprehensive Master Plan (Planning and Zoning)
5. 2013EFM003 – Accept an Increase and Extension of the Charles Stewart Mott Foundation 21st Century Community Policing Grant (Police)
6. 2013EFM004 – Authorizing Change Order No. Three to Increase Global Environmental NSP2 Funded Contract (12-012) by \$1,164 and Amend the Scope to include Investigative Soils Sampling and other Environmental Services Within the Smith Village Development Project Area (DCED)

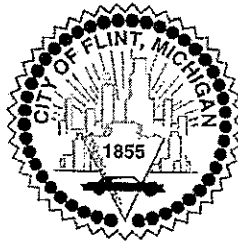
7. 2013EFM005 – Appointing William Journey to the Board of Review (Administration)
8. 2013EFM006 – Appointing Louis Allan Griggs to the Board of Review (Administration)
9. 2013EFM007 – Appointing Carolyn Hawkins to the Board of Review (Administration)
10. 2013EFM008 – Appointing Valorie Leslie to the Board of Review (Administration)
11. 2013EFM009 – Reappointing Eugene Campbell to the Board of Review (Administration)
12. 2013EFM010 – Reappointing Chris Delmorone to the Board of Review (Administration)
13. 2013EFM011 – Authorizing Application to Michigan Economic Development Corporation (MEDC) for a City of Flint Designation as a SmartZone (DCED)
14. 2013EFM012 – Business Licenses (City Clerk)
15. 2013EFM013 – Bid #11-120 – GCR Tire Center – tires and repair services (Fleet/Central Garage)
16. 2013EFM014 – To Enter into a Sixth Change Order to Extend the Term of Current Contract Number 10-003 with Operation Unification, to Acquire, Rehabilitate and Sell, for the Neighborhood Stabilization Program (NSP) Area 3 until March 18, 2013 and Increase the Contract Amount by \$233,472.25 (DCED)
17. 2013EFM015 – To Enter into a Contract with YWCA of Greater Flint for \$15,865.00 to Implement a Victim Advocacy Program for the Residents of the City of Flint (DCED)
18. 2013EFM017 – To Enter into a Sixth Change Order to Extend the Term of Contract (11-040) with Operation Unification in the Amount of \$77,488.45 until February 28, 2013 for the Purpose of Making Emergency Repairs to Homeowner Units Using 2010-2011 Community Development Block Grant Funds (DCED)
19. 2013EFM018 – To Enter into a Sixth Change Order to Extend Term of Current Contract Number 09-217 with Salem Housing CDC to Acquire, Rehabilitate and sell for the Neighborhood Stabilization Program (NSP) Area 1 Until March 18, 2013 (DCED)
20. 2013EFM019 – Enter into a First Change Order to Extend the Term of Contract (11-157) with Catholic Charities in the Amount of \$12,100 until June 30, 2013 to Continue Operational Services at the Holy Angels Warming Center using 2011-2012 Emergency Solutions Grant (DCED)

21. 2013EFM020 – Enter into a Second Change Order to Extend the Term of Contract (11-164) EMAR Construction in the Amount of \$96,962.00 until February 28, 2013 for the Purpose of Making Emergency Repairs to Homeowner Units Using 2010-2011 Community Development Block Grant Funds (DCED)
22. 2013EFM021 – Enter into a Fourth Change Order to Extend the Term of Contract (11-084) with EMAR Construction in the Amount of \$88,788.00 until February 28, 2013 for the Purpose of Making Emergency Repairs to Homeowner Units using 2010-2011 Community Development Block Grant Funds (DCED)
23. 2013EFM022 – An Ordinance to Amend Chapter 31, Article I, of the Flint City Code of Ordinances by Repealing Section 31-14, Begging or Panhandling (Administration)
24. 2013EFM023 – An Ordinance to Amend Chapter 31, Article I, of the Flint City Code of Ordinances by Providing for Enforcement of Section 257.625(1)(c) of the Michigan Vehicle Code Act 300 of 1949, Commonly Known as "Super Drunk Driving", by the addition of Section 31-70, Misdemeanor Violations of the Michigan Vehicle Code (Administration)
25. 2013EFM024 – An Ordinance to Amend Chapter 31, General Offenses, Article I, In General, of the Code of the City of Flint by Amending Section 31-12, Disorderly Conduct and Disorderly Persons (Administration)
26. 2013EFM025 – Bid #13-002 – State of Michigan - 2010 tax records - \$11,116.00 (Treasurer – Income Tax)
27. 2013EFM026 – Bid #12-135 – Purvis & Foster, Inc. – boiler retubing – \$19,420.00 (Utilities)
28. 2013EFM027 – Bid #13-003 – Genesys – employee screening services - \$16,000.00 (Human Resources)


Maxine Murray, Agenda Clerk


Edward J. Kurtz, Emergency Financial Manager

Edward J. Kurtz
Emergency Financial Manager



Dayne Walling
Mayor

TO: Inez Brown, City Clerk
Jerry Ambrose, Finance Director
Pete Bade, Chief Legal Counsel

FROM: Edward J. Kurtz
Emergency Financial Manager

DATE: January 24, 2013

SUBJECT: Emergency Financial Manager's Agenda

The following Resolutions were approved by the Emergency Financial Manager for the period ending January 25, 2013.

1. 2013EFM016 – Cancel Spending Authority with the City of Flint Law Department for the Victim Advocacy program and return funds to the CDBG Uncommitted account (DCED)
2. 2013EFM028 – Authorizing Change Order #2 to Cancel Spending Authority for a Contract (10-036) to Circle of Love Community Development Corporation Financed using Neighborhood Stabilization Program Round 1 Funding (NSP) DCED
3. 2013EFM029 – Approving Submission of a Michigan Department of Transportation FY2014 Specialized Services Operating Assistance Application for Hasselbring Senior Center (Parks & Recreation)
4. 2013EFM030 – Delegation of Retail Fireworks Inspections (Fire)
5. 2013EFM031 – Authorization to Enter into MDOT Contract #10-5696, Job #108785, for the Purpose of Acquiring Abandoned Grand Traverse Railroad Right-of-Way (Infrastructure and Development)
6. 2013EFM032 – Authorizing Partial Relinquishment of Easement (Administration)

7. 2013EFM033 – Authorizing Contract for \$25,000 to Mission of Peace Community Development Corporation using CDBG funds for Housing Counseling Services (DCED)
8. 2013EFM034 – Authorizing Entering Into a Grant Agreement with Flint Township for Participation in a Multi-jurisdictional Edward Byrne Memorial Justice Assistance Grant (JAG) funded by the Department of Justice (Police)
9. 2013EFM035 – Authorizing Blue Cross Blue Shield of Michigan (Risk Management)
10. 2013EFM036 – Adopting a City of Flint title VI Non-Discrimination Plan (Administration)
11. 2013EFM037 – Authorizing an Inter-Jurisdictional Agreement with Genesee County Water and Waste Services (WPC)
12. 2013EFM038 – Approving Eighth Amended and Restated Contract of Lease (Revenue Rental) and Other Documents and Authorizing and Directing the Director of Finance to Make Application to the Treasurer of the State of Michigan for Prior Approval of the Issuance of Bonds (Administration)
13. 2013EFM040 – Approving and Adopting an Amended Master Fee Schedule (Administration)
14. 2013EFM041 – Authorizing Entering into a Change Order Between the City of Flint and Mott Park Public Golf Course Association (Parks and Recreation)


Maxine Murray, Agenda Clerk


Edward J. Kurtz, Emergency Financial Manager

Edward J. Kurtz
Emergency Financial Manager



Dayne Walling
Mayor

TO: Inez Brown, City Clerk
Jerry Ambrose, Finance Director
Pete Bade, Chief Legal Counsel

FROM: Edward J. Kurtz
Emergency Financial Manager

DATE: February 4, 2013

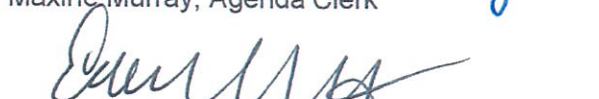
SUBJECT: Emergency Financial Manager's Agenda

The following Resolutions were approved by the Emergency Financial Manager for the week ending February 1, 2013.

1. 2013EFM042 – Authorizing Entering into a Grant Agreement with the Fund for Cities of Service, Inc. Recognizing and Appropriating Grant Funds in the Amount of \$25,000.00 for the Cities of Service Impact Volunteering Fund Grant (Police)
2. 2013EFM043 – Authorizing Payment to the United States Department of the Interior Geological Survey to Share the Cost of Operating Gaging Stations (Utilities)
3. 2013EFM044 – To Execute Change Order #4 to Extend an Original \$606,890.22 HOME Contract (F09022) for Salem housing Community Development Corporation until June 30 2013 (DCED)
4. 2013EFM045 – To Execute Change Order #3 to Extend the Time Frame of a HOME Contract (F09095) for Flint Neighborhood and Investment Preservation Project, Inc. (Flint NIPP) until June 30, 2013 (DCED)
5. 2013EFM046 – To Execute Change Order #3 to Extend the time Frame of HOME Contract (F07078) for Flint Neighborhood Improvement and Preservation Project, Inc. (Flint NIPP) until June 30, 2013 (DCED)
6. 2013EFM047 – To Execute Change Order #3 to Extend the Time Frame of a HOME Contract (F07075) for Salem Housing Community Development Corporation Until June 30, 2013 (DCED)
7. 2013EFM048 – To Execute Change Order #3 to Extend the Time Frame of a HOME Contract (F09097) for Salem Housing Community Development Corporation until June 30, 2013 (DCED)

8. 2013EFM049 – To Execute Change Order #2 to Extend the Time Frame of a HOME Contract (F08059) for Flint Neighborhood and Investment Preservation Project, Inc. (Flint NIPP) until June 30, 2013 (DCED)
9. 2013EFM050 – Bid #11-134 – ASK Services, Inc. – title search services - \$5,000.00 (Development – BSI)
10. 2013EFM051 – Bid #13-009 – Advanced Wireless Telecommunications – portable radios (10) - \$\$23,811.00 (Police)
11. 2013EFM052 – Bid #13-010 – Mission 1 Communications/ERS Towers – for installation of tower and dish antenna at 911 - \$18,000.00 (Police)
12. 2013EFM053 – Business License (Auctioneer) (City Clerk)
13. 2013EFM054 – Bid #13-001 – Titus – for “B” grit bucket elevator and conveyor re-build - \$158,000.00 (WPC-Sewer)
14. 2013EFM055 – Authorizing Change Order #11 to the Master Engineering Services Contract with Rowe Professional Services Company for Services Related to the Chevy-in-the-Hole (Infrastructure and Development)
15. 2013EFM056 – Authorizing Change Order #2 to Increase the GDC Smith Village Phase I Contract Amount by \$12,315.00, Increase the Developer Fee, Change the Benchmarks by which the Developer Fee is Paid and Extend the Contract Term until February 10, 2014 (DCED)
16. 2013EFM057 – Authorizing Change Order #2 to the GDC Smith Village Phase II Contract to Change the Benchmarks by which the Developer Fee is Paid and Extend the Contract Term until February 10, 2014 (DCED)
17. 2012EFM058 – Proposal #651 – Citizen's Disposal - landfill disposal services - \$225,000.00 (Waste Collection)
18. 2012EFM059 – Authorizing Change Order #4 to Increase Global Environmental's NSP2 Funded Contract (12-012) by \$5,110.00 for Additional Environmental Services within the Smith Village Development Project Area (DCED)


Maxine Murray, Agenda Clerk


Edward J. Kurtz, Emergency Financial Manager

Section Separator (c) A description of each loan sought, approved, or disapproved during the reporting period that has a cumulative value of \$10,000 or more and the proposed use of the funds.

The City has been actively pursuing a vendor for a Procurement Card program. As of this date, the City has secured PNC Bank for the program and is in the process of implementation.

Section Separator (d) A description of any position created or any vacancy in a permanent position filled by the appointing authority.

Human Resources and Labor Relations
PA72 Report - Personnel

	Vacancies Filled	Eliminated Positions	Positions – Employees Laid Off
August	<ul style="list-style-type: none"> • Police Sergeants – 9 • Street Maintenance Admin Support Tech – 1 • Finance Admin. Asst. (contract) – 1 • Risk & Benefits Admin (contract) – 1 • School Crossing Guards (Interim) - 2 		
September	<ul style="list-style-type: none"> • Police Officer (rehire) - 1 • School Crossing Guards (Interim) – 47 • Communication Specialist I – 3 		<ul style="list-style-type: none"> • Waste Collector
October	<ul style="list-style-type: none"> • Principal Clerk Typist – Police Dept – 1 • Accounting Admin Support Tech Traffic – 1 • Customer Service Clerk (Interim) – 1 • Deputy Court Clerk II – 1 • Election Workers – 76 • Board of Review (Elections) - 4 		<ul style="list-style-type: none"> • Records Clerk Teller (68th D.C.) - 1
November	<ul style="list-style-type: none"> • Firefighter (SAFER Grant) – 1 • Retirement Specialist (Interim) - 3 	<ul style="list-style-type: none"> • Inventory Control Specialist – 1 	
December	<ul style="list-style-type: none"> • School Crossing Guards (Interim) – 2 • Retirement Specialist (Interim) – 1 • City Council (1st Ward) – 1 • Mayor's Office Receptionist – 1 • IT Specialist – 4 • Software Systems Admin – 1 • Finance Admin Asst. (Permanent) - 1 		<ul style="list-style-type: none"> • Casual Skilled Laborer (Interim) - 4
January	<ul style="list-style-type: none"> • Street Operator Maintainer – 2 		

CITY OF FLINT
Position Description

Class Title:	Sergeant	Job Code Number:	23-P-005
Established:	December 18, 1973	Bargaining Unit:	FPSA

GENERAL STATEMENT OF DUTIES: Supervises the work or activities of a squad of police officers and/or related police personnel and inspects work performed; performs investigative work; performs related work as required.

SUPERVISION RECEIVED: Works under the supervision of a command officer who reviews work for conformance to establish departmental policies and procedures.

SUPERVISION EXERCISED: Exercises working supervision over a number of police officers and other assigned employees.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Supervises activities of a police patrol on an assigned shift including police officers and others. Directs and instructs officers in their performance of their duties. Makes necessary inspections of employees on this shift; evaluates quality of performance of persons under his supervision; reviews activities and reports of subordinates; issues specific instructions and assignments at scene of activity. Inspects equipment of police officer on regular and special assignment.
2. Supervises a traffic platoon including an accident investigation squad, enforcement and school traffic officer groups; investigates and assures the correction of traffic complaints. Performs traffic control work, including school traffic program, and analyzes accident and violation data by mapping the location of same.
3. Conducts investigations, supervises, directs as assigned, a detail or squad of investigators or officers engaged in the investigation, control, detection, and elimination of crime. Interviews complainants, witnesses, suspects, and others; gathers available evidence, analyzes related circumstances and makes detailed written reports embodying results of such investigations; obtains warrants, makes arrests; serves extradition papers; presents prisoners for arraignment; conducts polygraph examinations; prepares evidence for presentation in court and appears in court to present such evidence.
4. Receives and is responsible for bond money.
5. Assists in conducting and developing training programs, police firearms and other related programs. Instructs in public, parochial and police academy schools; attends schools of instruction in detective science and studies up-to-date information on criminal investigation.
6. Supervises or assists in grant programs; maintains records and compiles reports as required.
7. Assists in the development of programs, makes public speeches and arranges public tours in the interest of crime prevention and to improve communications and understanding between the Police Department and the various publics in the community. Assists line officers in developing speeches and operational techniques to further community relations. Assists in the preparation of the Bureau's annual budget and in the recruitment of police personnel.
8. Conducts investigations on complaints against officers and makes report to command officer. Investigates police personnel in regards to proper conduct. May serve on trial board.
9. Maintains and supervises the maintenance of modus operandi and criminal photograph files in such categories as burglary, arson, vice, hold-up, shoplifting, and narcotics and other records assignment dictates.
10. Operates complicated technical devices in criminal investigation such as: Polygraph, photographic equipment, computer terminals, drafting equipment and utilizing electronic devices; attends autopsies as required.
11. Investigates the homes and living conditions of juveniles when deemed advisable. Investigates, surveys, and processes all types of liquor and other license applications.

ESSENTIAL DUTIES AND RESPONSIBILITIES: (con't)

12. Serves and or supervises the serving of summonses, subpoenas and other legal papers.
13. Occasionally acts as senior officer in charge due to absence of the regular command officer.
14. May act as Cost Center Manager or assist in the Budget process by providing information and reports as required.
15. May assist in the validation of selection procedures for police position, and in conducting background investigations of applicants.

MINIMUM ENTRANCE REQUIREMENTS:

- A. Education equivalent to the completion of high school.
- B. At least four (4) years of experience in the City of Flint Police Department as a Police Officer immediately prior to the deadline date for filing for the promotional examination of Sergeant **OR** at least three (3) years of experience in the City of Flint Police Department as a Police Officer **and** one (1) year of college (30 semester hours verified by transcript).
- C. Considerable knowledge of the rules and regulations of the Police Department and of pertinent federal, state and city laws.
- D. Considerable knowledge of modern approved principles, practices and procedures in the investigation and prevention of crime and the apprehension of criminals.
- E. Working knowledge of police methods and procedures.
- F. Working knowledge of the rules relating to admission of evidence in court procedures.
- G. Ability to understand and execute oral and written directions.
- H. Ability to deal courteously but firmly with the public.
- I. Ability to write clear and comprehensive reports.
- J. Ability to meet the physical, mental and visual standards of the job.
- K. Ability and willingness to work in a manner that will not needlessly endanger the safety to one's self, other persons and equipment.

LINE OF PROMOTION:

- Police Officer to Sergeant

NECESSARY SPECIAL REQUIREMENT(S):

- Possession of a valid State of Michigan Driver's License.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to stand; walk; use hands to finger, handle or feel objects, tools or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch or crawl; taste or smell. The employee must occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color-vision, peripheral vision, depth perception and the ability to adjust focus.

The employee must be able to withstand exposure to traffic hazards continuously; withstand exposure to weather, wet conditions, high noise levels, hazardous materials and personal danger occasionally.

The employee may, at any time, be at risk of personal danger including, but not be limited to, the result of an intentional attack by people and/or animals as well as environmental hazards.

The employee frequently works in outside weather conditions. The employee occasionally works near moving mechanical parts; in high, precarious places; and with explosives and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, extreme cold, extreme heat and vibration.

Sergeant – pg. 3

Classification History:

Established: 12/18/73

(combined Police Sergeant and Det. Sergeant into one reallocated class)

Revised: Personnel 05/15/79, 08/27/85, 04/26/89, 10/24/94

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

CITY OF FLINT
Position Description

Class Title:	Street Maintenance Administrative Support Technician	Job Code Number:	21-C-155
Established:	September 27, 2005	Bargaining Unit:	Local 1600

GENERAL STATEMENT OF DUTIES: Assists an executive with the administrative functions of the office; acts as department liaison with other departmental officials and the general public; performs complex and varied clerical and semi-technical functions requiring a high degree of decision; performs related work as required.

SUPERVISION RECEIVED: Works under the supervision of the Director of Transportation or his/her designee, who assigns work and reviews for conformance with required standards.

SUPERVISION EXERCISED: May exercise working supervision over clerical employees engaged in a variety of clerical duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Types from a variety of drafts, forms, letters, receipts, records, reports, tape recordings and other materials which includes frequent use of technical terminology; prepares rough draft narratives and tabulations.
2. Researches and gathers a variety of data for use in composing and typing correspondence, applying a knowledge of departmental operations and regulations.
3. Performs a variety of secretarial activities, taking action as necessary in disposing of matters assigned by superiors.
4. Receives and interviews visitors; makes appointments and arranges meetings; opens, reads, and distributes incoming mail; assembles pertinent files and materials relevant to reply; maintains confidential files.
5. Checks the accuracy and completeness of reports and computations made by others; makes difficult computations and tabulations; may perform bookkeeping work and maintain accounting records. Maintains petty cash fund.
6. Utilizes the "Roadsoft GIS" database, including inputting all data for street repair work within the City of Flint. Utilizes the Street Resurfacing database, including all paperwork pertaining to the streets repaired within the City (i.e. asphalt tickets, daily work sheets, letters, etc.). Computes and submits reports on street resurfacing totals, monthly and yearly, showing cost estimates and end of year costs and submitting same to Genesee County.
7. Generates information for the CDBG Applications. Responsible tracking of all block grant expenditures for the Street Maintenance Division, including submissions for reimbursements and monthly reports on the grant.
8. Assists in the preparation of the annual budget for the Street Maintenance Division and review of the expenditures within the division.
9. Maintains payroll records; computes payroll distribution; distributes payroll checks to employees.

ESSENTIAL DUTIES AND RESPONSIBILITIES (Con't):

10. Performs a variety of clerical work, such as answering the phone, waiting on the counter, receiving fees, copying and the requisitioning of supplies.
11. Operates various office machines; may operate a dictation machine or a variety of other word processing equipment.
12. Acts as liaison between other departments and the public in matters relating to the functions of the Street Maintenance Division.

MINIMUM ENTRANCE REQUIREMENTS:

- A. Four (4) years experience in the performance of responsible and difficult clerical work.
- B. Thorough knowledge of office practices and procedures and of Business English and arithmetic.
- C. Knowledge and skill in the use of microcomputers and office automation software.
- D. Ability to type fifty (50) net words per minute.
- E. Ability to carry out routine administrative and supervisory detail, independently.
- F. Ability to maintain and keep involved clerical records and to prepare accurate reports and tabulations from such records.
- G. Ability to establish and maintain effective relations with fellow workers, outside agency personnel, and the general public.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms.

The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

Classification History

Established: Human Resources 09/27/05
Revised: Human Resources 07/30/2012

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

CITY OF FLINT
Position Description

Class Title: Finance Administrative Assistant	Job Code Number: 22A-C-073
Established: June 2002	Bargaining Unit: Exempt

GENERAL STATEMENT OF DUTIES:

Performs complex secretarial and technical functions related to the financial operations of the City, exercising initiative, a high degree of accuracy, sound judgement and discretion in the performance of duties; assists the Director of Finance with the administrative functions of the Department of Finance; provides administrative support to other members of the Finance Department as directed by the Finance Director; performs related work as required.

SUPERVISION RECEIVED:

Works under the supervision of the Director of Finance, who assigns and reviews work for conformance with required standards.

SUPERVISION EXERCISED:

May exercise working supervision over clerical employees engaged in complex office work.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Serves as Assistant to the Finance Director, scheduling appointments and arranging meetings. Greets, interviews and screens callers and visitors, determining what requests are critical and what can be handled by others, thereby relieving the Finance Director of unnecessary detail. Answers inquiries and gives assistance for inter-office and outside requests. Maintains confidential files.
2. Researches and organizes information on special projects for the Finance Director. Gathers and organizes information and statistics on specific topics and prepares analysis of data and recommends/comments on findings. Performs special projects as directed and generates needed information and data. Researches and prepares reports, using financial data from various cities, for use in exhibits for union contract negotiations, Act 312 proceedings, etc. Special projects often require knowledge of basic accounting practices and procedures.
3. Drafts letters, articles, memoranda and other materials for the Finance Director involving accounting and investment terminology and procedures; composes and sends correspondence applying a knowledge of departmental operations and regulations, City ordinances and City-wide departmental functions and procedures. Drafts resolutions and orders at the direction of the Finance Director. Maintains confidentiality of information.
4. Opens, reads and distributes incoming mail and documents, assembles pertinent files and materials relevant to reply. Reads and summarizes reports and information to facilitate review by the Finance Director; determines priorities and gathers any needed information providing the Finance Director with additional background data and details. Recommends appropriate referral and/or response and refers to proper staff/division of Finance Department.
5. Reads and maintains ordinances and resolutions related to the City's fiscal operations; gathers and organizes statistical detail for financial reports; assists in preparing financial statements of the City from rough draft notes; types and checks financial statements for accuracy, form and completeness.

6. Assists the Secretary/Administrator (Finance Director) and Chair of the City of Flint Employees' Retirement System's Board of Trustees with the administrative functions of the Board; performs related work as required.
7. Serves as liaison between the Finance Director and the City Council, executive staff, department heads, Finance division heads and the general public, in matters relating to the fiscal operations of the City. Coordinates the submission of reports to the Office of the Michigan State Treasurer.
8. Assists in the preparation of the departmental annual budget. Responsible for budget control in terms of compiling and maintaining the proper office files and tracking systems, reporting variances in costs, maintaining records of expenditures and preparing purchase requisitions. May recommend fund transfers and solutions to budgetary problems.
9. Assists in the preparation of materials and resolutions for City Council meetings. Prepares routine resolutions and types proposed support details. Working with vendors, contractors, and the Legal Department, prepares contracts and Professional Services Agreements.
10. Performs miscellaneous clerical work such as developing forms, requisitioning supplies and operating various office machines and computers.

MINIMUM ENTRANCE REQUIREMENTS:

- A. Five (5) years of full-time work experience in the performance of responsible and complex administrative support work, such as executive secretary or administrative aide. Post-secondary education in business, office management, finance and accounting or related field desirable.
- B. Knowledge of City departments, policies and practices.
- C. Thorough knowledge of office practices and procedures, business English and mathematics, accounting and investment terminology and financial reporting formats.
- D. Knowledge and skill in the use of computers and Microsoft Office automation software (Word and Excel). Knowledge and skill related to BS&A and other expertise with systems utilized in the City is preferred.
- E. Ability to type at the rate of fifty (50) net words per minute.
- F. Ability to prepare accurate statistical and financial reports according to required standards.
- G. Ability to compose written correspondence and reports.
- H. Ability to carry out administrative and supervisory details, independently, in accordance with policies.
- I. Ability to develop and maintain confidential files, records and forms, keep involved clerical records, gather data and prepare accurate reports and summaries from such data.
- J. Ability to make decisions and exercise good judgement in the Finance Director's best interest.
- K. Ability to plan and supervise the work of clerical subordinates.
- L. Ability to operate various office equipment and machines.
- M. Ability to use tact and diplomacy and maintain effective professional relationships with governmental officials, City employees, retirees, elected policy boards, money managers and consultants, contractors, vendors and the general public.
- N. Excellent writing skills essential in preparing legally acceptable minutes and other required reports.
- O. Ability to multi-task functions expeditiously with a minimum number of errors.
- P. Ability to analyze and interpret information and use it in performance of duties

PHYSICAL DEMANDS

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms.

The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

Classification History

Established: 06/28/2002

Revised & Reallocated: Human Resources 05/04/2006

Revised: Human Resources/Labor Relations 09/19/2012

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

CITY OF FLINT

Position Description

Class Title: Risk and Benefit Administrator	Job Code Number: 35-C-030
Established: June 26, 1989	Union: Exempt

GENERAL STATEMENT OF DUTIES:

Plans, implements, and coordinates City wide comprehensive Risk and Benefits Programs to reduce financial losses associated with all City property and operations. Manages and coordinates the City's Workers Compensation, Safety, Fraud Investigation, Wellness, Security, Employee/Retiree Benefits and Recovery Claims Programs. Analyzes insurance and benefit needs, policies, and purchases as required; performs related work as required.

SUPERVISION RECEIVED:

Works under the general supervision of the City Administrator who reviews work for effectiveness and conformance to standards.

SUPERVISION EXERCISED:

Exercises supervision over one or more employees engaged in Risk and Benefits related activities.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Serves as Benefits Plan Administrator for all City benefit plans. Coordinates the property/casualty, health, dental, vision and retirement benefits programs. Meets and confers with employees regarding benefits and options available per benefit plan provisions.
2. Administers the City's self-insurance programs, including Workers Compensation, Benefits and Property casualty.
3. Manages and coordinates the Claims Recovery and Fraud Investigation Programs, which include the collection of monies and payment arrangements with affected parties; investigates claims, fraud and negotiates settlements with company adjusters. Reviews and investigates employee claims and takes appropriate action.
4. Meets and confers with insurance brokers to purchase adequate, cost effective insurance coverage. Examines individual policies for applicability, and recommends specific insurance purchases for various City and departmental activities.
5. Develops risk management safety, security, benefit and workers compensation policies and manuals; prepares reports and statistical data relating to operations and program performance.
6. Advises operating departments of insurance requirements, reviews City contracts, leases, and grants for proper insurance language, requirements and limits. Reviews Certificates of Insurance for conformance with City requirements.
7. Coordinates risk management activities with all City departments and advises management of all potential sources of loss and methods to reduce exposure to risks.
8. Serves as a management representative in attending City Council, Safety Committees, other meetings and seminars as required.
9. Responsible for maintaining insurance premium records, loss records, property evaluation, and other records necessary to ensure effective insurance and benefits management for the City; as necessary, designs and reviews forms to accommodate records management.
10. Prepares annual budget and resolutions for Council; provides insurance and claims information to the City Attorney's office and prepares insurance data for annual auditors report.
11. Develops and monitors claims reporting procedures; establishes and oversees the maintenance of risk management record keeping systems and property records.
12. Meets and confers with the City's Legal Office and other City staff on matters of damage claims, litigation, and insurance/bond matters for preparation of leases.
13. Prepares reports and statistical data relative to the City's insurance and benefits operations and program performance. Provides data pertaining to cost factors to Labor Relations and other interested parties for contract negotiations.

MINIMUM ENTRANCE REQUIREMENTS:

- A. Bachelors Degree from an accredited college with specialization in Public Administration or related field. Masters in Business Administration (MBA) or Public Administration (MPA) with an Associates in Risk Management (ARM) preferred.
- B. Five (5) years of full-time work experience in the Risk Management and Benefits field which must have included responsibility for insurance claims, health benefits, collections, including Safety, Workers Compensation, Security and Retirement Plans, analyzing, negotiating and purchasing comprehensive insurance coverage.
- C. Knowledge of risk management principles and practices as applied to municipal risk management and benefit programs.
- D. Knowledge of claims and claims recovery principles and procedures.
- E. Skill in the analysis, development and implementation of effective risk management and benefit programs.
- F. Ability to negotiate with insurance brokers to secure adequate, low-cost coverages.
- G. Ability to administer self-insurance programs.
- H. Ability to prepare clear, accurate and concise oral and written reports.
- I. Ability to meet the physical, mental, and visual standards of the job.
- J. Ability to establish and maintain effective working relationships with City officials and employees, insurance brokers, contractors, claimants, and the general public.

NECESSARY SPECIAL REQUIREMENTS

- Possession of a valid State of Michigan Driver's License before appointment.
- Possession of a professional Risk and/or Insurance and/or Benefits Certificate/Designation or its equivalent.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms.

The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

Classification History:

Established: Personnel 06/26/89

Revised: Personnel 08/07/89, 05/28/92, 06/01/92, 07/22/92

Revised, Retitled and Reallocated: 04/30/02

Reallocated: Wage Inequity 10/21/07

CITY OF FLINT
Position Description

Class Title:	School Crossing Guard	Job Code Number:	02-P-031
Established:	August 31, 1964	Bargaining Unit:	None

GENERAL STATEMENT OF DUTIES: Assists school children in safely crossing the streets at or near a school; notes traffic or other law violators and reports them to Police Department; performs related work as required.

SUPERVISION RECEIVED: Works under the supervision of Police personnel who makes assignments and frequent inspections.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Assists school children in crossing streets or street intersections by directing or halting traffic when necessary.
2. Gives directions answers questions, and otherwise assists the general public.
3. Observes traffic or other law violators and reports them to police authorities.
4. Performs related work as required.

MINIMUM ENTRANCE REQUIREMENTS:

- A. At least 18 years of age or high school graduation. (Applicants beyond the age of 70 may be appointed to this position.)
- B. Working knowledge of State laws and City ordinances pertaining to traffic regulations.
- C. Working knowledge of the location of City streets and buildings.
- D. Ability to follow oral and written directions.
- E. Ability to deal courteously but firmly with the public.
- F. Ability to deal successfully with school children, the general public and police officers.
- G. No serious defects of vision, hearing, or members. (Vision, hearing, and cardiovascular system to be checked prior to start of each school year.)
- H. Ability to meet the physical, mental, and visual standards of the job.
- I. Ability and willingness to work in a manner that will not needlessly endanger the safety to one's self, other persons and equipment.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is frequently required to stand; sit; walk; talk or hear; use hands to finger or handle objects, tools or controls; and reach with hands and arms. While performing the duties of this job, the employee regularly works in outside weather conditions and around traffic. The employee is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, extreme cold, extreme heat and vibration.

Classification History:

Allocated: CSC 07/01/63
Established: City Comm. 08/31/64
Revised: Personnel 06/21/79, 01/11/82
Revised: Human Resources March 2005

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

CITY OF FLINT
Position Description

Class Title:	Police Officer	Job Code Number:	18-P-012
Established:		Bargaining Unit:	FPOA

GENERAL STATEMENT OF DUTIES: Patrols the City of Flint to prevent crime, arrest violators of law, protect life and property, investigate traffic accidents, control traffic and maintain law and order; performs related work as required.

SUPERVISION RECEIVED: Works under the supervision of a Sergeant or a command officer who reviews work for conformance with departmental orders and regulations.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Patrols assigned areas on foot, horse, motorcycle, cruiser or aircraft using radio equipment to prevent crime, direct traffic, investigate traffic accidents and to enforce federal, state and local laws.
2. Investigates suspicious activities and apprehends persons endangering the public. Makes preliminary investigation at the scene and gathers, preserves and marks evidence pertaining to criminal cases.
3. Consults with people regarding inquiries, complaints and information and makes proper disposition or refers to command officer.
4. Investigates traffic accidents to determine cause, takes statements, measurements and other evidence that may determine which party is at fault.
5. Maintains records on accidents, arrests, property damage and duty sheets. Appears as witness to accidents, crimes and other law violations as well as in probate and juvenile court. Prepares justice, circuit court records and probate court petitions and papers. Serves warrants and subpoenas.
6. May participate in special services functions as: water rescue squad, mounted patrol, communications, impounding automobiles, turnkey, crime research activities or surveillance of labor management disputes as required. May be assigned as school resource officer between Flint Police Department and Flint school system performing all duties customarily performed by school resource officer. May be assigned as mounted patrol officer performing all duties customarily performed by a mounted patrol officer. May be assigned as aircraft officer performing all the duties customarily performed by aircraft officers. May be assigned as dog handler performing all the duties customarily performed by dog handlers.
7. Escorts prisoners to headquarters for booking and is responsible for their safety and property while in custody.
8. Cooperates with prosecutor in preparation and prosecution of cases.
9. Checks security of residences and businesses while on patrol.
10. Provides public relations for the department by giving tours, speeches, information and assistance to general public.

MINIMUM ENTRANCE REQUIREMENTS:

- A. Must be certified or certifiable as a State of Michigan law enforcement officer.
- B. Ability to operate an automobile safely and in accordance with traffic laws.
- C. Ability to understand and adhere to the laws and rules of the department.
- D. Ability to understand and follow oral and written instructions.
- E. Ability to prepare written reports.
- F. Ability to deal courteously and firmly with the general public.
- G. Aptitude for, or skill in, the use of firearms.
- H. Ability to qualify on physical strength and agility test.
- I. Vision must be a minimum of 20/50 in each eye, corrected to 20/20.
- J. Hearing must be normal in each ear.

MINIMUM ENTRANCE REQUIREMENTS: (con't)

- K. Personal record such as to withstand rigid criminal and character background investigations.
- L. Ability to meet the mental standards of the job.
- M. Ability and willingness to work in a manner that will not needlessly endanger the safety of one's self, other persons and equipment.
- N. Possession of a good moral character as determined by a background investigation under procedures established by the City of Flint Police Department.
- O. No felony convictions or high court misdemeanors.
- P. Ability to successfully pass drug screening, physical and psychological evaluations.

NECESSARY SPECIAL REQUIREMENT(S):

- Twenty-one (21) years of age inclusive on date of application. (Applicants who will attain minimum age within three (3) calendar months following date of examination shall be deemed acceptable.)
- Possession of a valid Drivers License (a valid State of Michigan Driver's License will be required at time of appointment).

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is regularly required to stand and walk; occasionally required to run and jump; use hands to finger, handle or feel objects, tools or controls; reach with hands and arms; climb or balance; stoop, kneel, crouch or crawl; taste or smell.

The employee must occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

The employee must be able to withstand exposure to traffic hazards continuously; withstand exposure to weather, wet conditions, high noise levels, hazardous materials and personal danger occasionally.

The employee may, at any time, be at risk of personal danger including, but not be limited to, the result of an intentional attack by people and/or animals as well as environmental hazards.

The employee frequently works in outside weather conditions. The employee occasionally works near moving mechanical parts; in high, precarious places; and with explosives; and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, extreme cold, extreme heat and vibration.

Classification History

Revised: CSC MTG. 02/25/69, 05/26/71,
04/04/72, 04/03/73

Retitled: CSC MTG. 07/02/74

Revised: CSC MTG. 07/01/75

Revised: Personnel 01/04/77

Revised: Police Dept. 07/01/78

Revised: Human Resources 10/09/03

Revised: Human Resources 10/12/04

Revised: Human Resources 11/18/04

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

CITY OF FLINT
Position Description

Class Title:	Emergency 911 Communications Specialist I	Job Code Number:	16C-Q-035
Established:	September 19, 2008	Bargaining Unit:	Local 352

GENERAL STATEMENT OF DUTIES: Responsible for utilizing a computerized 911 telephone system to receive and enter 911 emergency calls and non-emergency telephone calls for service; responsible for the operation of computerized radio console equipment to respond appropriate Public Safety personnel to calls for service. Monitors, directs, and coordinates all police and fire radio traffic on primary and back-up channels; uses the computer keyboard and mouse for all automated call and dispatch activity.; receives and dispatches requests for emergency medical services; performs all related dispatch center duties as assigned.

SUPERVISION RECEIVED: Works under the direct supervision of a Communications Specialist II and the oversight of the 911 Administrator or designee in the absence of the Administrator.

SUPERVISION EXERCISED: On occasion may be required to act as a Communications Specialist II exercising the appropriate authority over other 911 personnel on duty on that shift.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Receives emergency and complaint calls, assesses their relative severity and urgency, prioritizes it, and determines the appropriate response, and dispatches appropriate emergency personnel and vehicles. Wears a headset at all times while doing so.
2. Maintains a log and notifies Communications Specialist II's of all transmissions and departmental communication as related to Police, Fire, EMS, and 911.
3. Learns and utilizes all CAD system dispatch and call entry type codes. Utilizes the CAD system for all dispatch center work.
4. May be required to input data changes or upgrade information into the CAD system as necessary.
5. Reports CAD and MSAG errors on appropriate forms for assistance in maintaining the accuracy and efficiency of the computerized system.
6. In the event of system upgrade or system failure, will be required to perform duties manually.
7. May be required to operate a data entry device connected to a police information network to enter, modify, retrieve, or cancel a variety of police information.
8. May be required to assist in the training of new employees.
9. Assists with keeping the dispatch center and related rooms clean and neat.
10. Provides professional, polite, and caring service to all residents.

MINIMUM ENTRANCE REQUIREMENTS:

- A. Ability to accurately keyboard at thirty (30) words per minute.
- B. Must possess proficiency in typing numerical and alphabetical data.
- C. Ability to speak proper English with clear enunciation.
- D. Must meet minimum physical requirement of the job including sight and hearing.

MINIMUM ENTRANCE REQUIREMENTS (Con't):

- E. Ability to compose and/or enter information clearly and concisely.
- F. Ability to handle stressful duties and to exercise quick and sound judgment.
- G. Ability to establish strong working relationships with other dispatch personnel.
- H. Ability to accept supervision and operate in a paramilitary authority structure.
- I. Knowledge of the geography of the City of Flint as well as location of streets.

NECESSARY SPECIAL REQUIREMENT(S):

- Hearing must be in the normal range.
- Must pass a thorough background check and drug screen.
- Must be able to accept normal work shifts that include weekends, holidays, and various regular and irregular shifts.
- Must work overtime as necessary.
- Must meet minimum physical requirement of the job including sight and hearing.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee works in a seated position for prolonged periods of time. The employee is occasionally required to walk; use hands to finger, handle or feel objects, tools or controls; and reach with hands and arms.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus. The noise level in the work environment is usually quiet.

Classification History:

Established: Human Resources 09/29/2008

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

CITY OF FLINT
Position Description

Class Title:	Principal Clerk Typist	Job Code Number:	16-A-010
Established:	July 30, 1981	Bargaining Unit:	Local 1600

GENERAL STATEMENT OF DUTIES: Acts as secretary to the administrator of a large department or major operating division; performs difficult and complex clerical work involving a considerable degree of decision; performs related work as required.

SUPERVISION RECEIVED: Works under the supervision of an administrative employee who assigns work and reviews for accuracy, but allows considerable independence of action.

SUPERVISION EXERCISED: Exercises working supervision over a few clerical employees engaged in a variety of clerical duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Types from a variety of drafts, forms, letters, receipts, records, reports, tape recordings and other materials which includes frequent use of technical terminology; prepares rough draft narratives and tabulations.
2. Researches and gathers a variety of data for use in composing and typing correspondence, applying knowledge of departmental operations and regulations.
3. Performs a variety of secretarial activities, taking action as necessary in disposing of matters assigned by superiors.
4. Receives and interviews visitors; makes appointments and arranges meetings; opens, reads, and distributes incoming mail; assembles pertinent files and materials relevant to reply; maintains confidential files.
5. Checks the accuracy and completeness of reports and computations made by others; makes difficult computations and tabulations; may perform bookkeeping work and maintain accounting records; maintains petty cash fund.
6. Maintains payroll records; computes payroll distribution; distributes payroll checks to employees.
7. Performs a variety of clerical work such as answering the phone, waiting on the counter, receiving fees, copying and the requisitioning of supplies.
8. Operates various office machines; may operate a dictation machine or a variety of other word processing equipment.
9. May supervise or assist subordinate clerical employees in the performance of routine to moderately complex office work.

MINIMUM ENTRANCE REQUIREMENTS:

- A. At least two years of experience in the performance of responsible and difficult clerical or secretarial work.
- B. Considerable knowledge of modern office practices and procedures and of Business English and Arithmetic.
- C. Ability to type from plain copy at the rate of fifty (50) net words per minute at a computer keyboard.
- D. Ability to use computer software as related to office practices including electronic word processing, database, and spreadsheet packages.
- E. Ability to compose letters and reports relative to work which does not depart substantially from routine.
- F. Ability to keep involved clerical records; to assemble and organize data; and to prepare reports from such data.
- G. Ability to prepare effective correspondence.
- H. Ability to plan and supervise the work of subordinate clerical employees.
- I. Ability to make decisions independently in accordance with rules, regulations and departmental policies and procedures.
- J. Ability to deal with the public courteously and tactfully.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus. The noise level in the work environment is usually quiet.

Classification History

Established: Personnel 07/30/81

Reallocated: Personnel (Wage Inequity) 07/01/87

Revised: Personnel 04/20/98

Revised: Human Resources 10/06/04

Revised: Human Resources 02/25/05

Reallocated: Human Resources 10/22/06

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

CITY OF FLINT
Position Description

Class Title: Finance Administrative Support Technician	Job Code Number: 21-C-168
Established: December 17, 2007	Bargaining Unit: Local 1600

GENERAL STATEMENT OF DUTIES: Audits personnel records; performs complex clerical and administrative payroll functions for the City of Flint. Compiles and types reports; performs related work as required.

SUPERVISION RECEIVED: Works under the supervision of an administrative or finance/payroll employee of higher grade who assigns work and reviews for accuracy and conformance with standard procedures.

ESSENTIAL DUTIES AND RESPONSIBILITIES

1. Maintains general and subsidiary budgetary, utility, tax, or cost accounting records according to established account classifications, posting entries, balancing against other records, and preparing periodic reports reflecting these records.
2. Processes accounts payable transactions; audits all invoices received, checks receiving ticket and copy of purchase order. Codes all invoices per chart of expense accounts; prepares and posts invoices on remittance notice; resolves accounts payable problems of more than average difficulty.
3. Checks and verifies information used as supporting records for accounting entries; reviews daily input log for accuracy and completeness of documentation; prepares or requests corrections from pertinent parties; ensures integrity of input control.
4. Reviews daily mail for discounts pursuant to terms of purchase order agreements; determines appropriate payment date and processes with appropriate discounts.
5. Processes non-purchase order payments, blank purchase agreements, and service maintenance agreements; verifies extensions and totals.
6. Prepares journal vouchers and other adjustments and posts as necessary to insure correctness of accounts; reconciles bank statements; inputs data into the mainframe computer to post vouchers, receipts and other accounting entries; balances manual records to computer print-outs.
7. May audit payroll data for the City of Flint; such as hours worked, tax data, general deduction information, garnishment specification data, union dues to be withheld etc.
8. May record changes affecting net wages such as exemptions, insurance coverage, base benefits and various payroll deductions for each employee to update the City's master payroll records.
9. May assist in reconciling general ledger to various payroll reports, deduction reports and various financial reports.
10. Provides information to employees by telephone or in person where familiarity with moderately complex requirements or procedures is essential.
11. Composes, types and edits a variety of correspondence, reports, memorandums and other related material requiring judgement as to content, accuracy and completeness.
12. May provide payroll information to department heads or cost center managers as it relates to budgeting, fringe benefits and other fiscal activities.
13. May advise and counsel supervisory and non-supervisory personnel engaged in payroll activities; discusses with employees, their authorized representatives and supervisors, questions relating to payroll functions.
14. Performs the functions of the Finance Administrative Assistant in his/her absence.

MINIMUM ENTRANCE REQUIREMENTS:

- A. Three (3) years experience in responsible office work, one (1) year of which must have been in a position with primary responsibility for the preparation and maintenance of personnel or payroll records; and at least two (2) years of experience in bookkeeping or related clerical work, including the maintenance of financial records and transactions.
- B. Ability to read, interpret and apply contract language, ordinances, federal laws, rules, regulations and departmental policies and procedures as they related to payroll and fringe benefit programs.
- C. Working knowledge of computers and electronic data processing; working knowledge of modern office practices and procedures.
- D. Ability to compose letters and reports using proper business English, spelling, and arithmetic.
- E. Ability to perform arithmetic computations accurately and quickly; ability to prepare detailed reports and analyses; ability to communicate effectively verbally and in writing.
- F. Ability to work independently in researching, coordinating and implementing payroll transactions.
- G. Ability to maintain confidentiality; Ability to establish successful working relationships with others.
- H. Ability to work under pressure and/or with frequent interruptions.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms.

The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

Classification History:

Established: 12/17/07 Human Resources

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

CITY OF FLINT
Position Description

Class Title:	Customer Service Clerk	Job Code Number:	14-D-013
Established:	August 1, 1994	Bargaining Unit:	Local 1600

GENERAL STATEMENT OF DUTIES: Gives information to the public in person and by phone, performs more complex work involving a moderate degree of decision in matters relative to the billing and collection of all receivables owed the City, checks the accuracy and completeness of records, forms, documents and attachments according to procedure or by comparison with original sources; performs related work as required.

SUPERVISION RECEIVED: Works under the supervision of an administrative employee or clerical employee of a higher level who assigns work and reviews for completeness and accuracy.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Handles considerable public contact at the counter or by telephone, giving information, explaining procedures and activities, receiving and answering complaints, assists the public in the preparation of reports, forms and documents.
2. Maintains records, files, charts and other information of a unit; makes complex postings, reconcilements, and balances of clerical records.
3. Makes difficult arithmetic computations and checks computations utilizing automated reports; assists in the preparation of records and reports by assembling and computing data from available records.
4. Develops and assists in the maintenance of name and address records for income tax, water billing and ad valorem taxes. Completes input control forms, prepares data for keypunch and uses data processing equipment to input and make corrections to billing.
5. Prepares a variety of tax statements which encompass personal property, real property as well as special assessment taxes, and income tax assessments, estimated tax and F941's
6. Initiate duplicate water bills and make arrangements for payment of delinquent water and sewer charges; verifies payments of overdue bills and makes notification to cancel turnoffs; may approve applications and transfer of water service; initiate turn on orders based on payments made.
7. Sorts income tax record and returns; performs a preliminary check for completeness of returns; may send a form letter requesting additional information. Reconciles wage statements to employers FW3 report, makes necessary corrections on data processing forms.
8. Receives, sorts, processes mail; operates office machines and equipment not requiring previous specialized training, performs incidental typing as required using a keyboard.

MINIMUM ENTRANCE REQUIREMENTS:

- A. One year of experience as a Customer Service Clerk Trainee.
- B. Ability to maintain and keep involved clerical records and to prepare accurate reports and tabulations from such records.
- C. Working knowledge of office practices and procedures and of Business English and Arithmetic.
- D. Ability to make difficult arithmetic calculations quickly and accurately.
- E. Ability to write legibly and to read and interpret maps and charts.
- F. Ability to understand and follow oral and written instructions.
- G. Ability to deal with the public tactfully and courteously.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to finger, handle or feel objects, tools or controls; and reach with hands and arms.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus. The noise level in the work environment is usually quiet.

Classification History:

Established: Personnel 08/01/94

Revised & Reallocated: Personnel 08/23/94

Revised: Human Resources 03/28/05 (form and physical demands only)

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

CITY OF FLINT
Position Description

Class Title:	Deputy District Court Clerk II	Job Code Number:	16-M-002
Established:	December 17, 1991	Bargaining Unit:	Local 1600

GENERAL STATEMENT OF DUTIES: Opens, prepares, updates, processes and closes traffic, criminal and civil cases (files) for the 68th District Court. Provides information to defendants and involved parties and answers questions concerning the more routine court policies and procedures to the public in person or by phone; performs related work as required.

SUPERVISION RECEIVED: Works under the supervision of an employee of a higher level who assigns work and reviews for accuracy and conformance to court policies and procedures.

SUPERVISION EXERCISED: Exercises working supervision over entry level personnel who are assigned to assist in the processing of court records and files.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Prepares traffic, criminal and civil files, records, and processes complaints, and pleadings, prepares a variety of legal forms; enters defaults, judgements and orders. Ensures that all required data is entered into the computer system. Assigns case numbers and indexes files.
2. Reviews case files for completeness and accuracy of documents, including necessary follow up. Matches financial receipts and costs with appropriate cases or papers. Accepts and receipts monies; operates cash register in receipting of mail, receiving and recording payments for fines, fees and costs.
3. Operates computer terminal to enter case history, other information, make corrections, obtain information and to check or verify other data. Inputs citation closing data in terminal. Matches computer generated abstracts to citations and prepares abstracts of conviction for submission to the Secretary of State.
4. Answers inquiries both in person and by phone explaining court policies and procedures, answering routine inquiries, checking file information, assisting in completing forms, explaining rights and providing direction regarding court and inter-agency procedures.
5. Types a variety of forms, records and communications such as court dockets, judgements, orders, notices, motions, garnishments, writs, adjournments, commitments to jail, bench warrants, mittimus, bonds, pre-trial notices and trial notices. Reviews mail and may respond with form letters or memos, posts information or takes necessary action as dictated by established procedures.
6. Schedules routine cases, trials and hearings according to established court policy, procedures and practices. Checks files for previous records, prepares docket sheets and assigns cases to judges. Ensures files are in order for court proceedings, checks in defendants and delivers proper files to courtroom or judge's office.
7. Makes computer entries of filed documents, service, garnishments, motions, affidavits, defaults, judgement satisfactions, consent or trial judgements. Prepares and maintains a variety of court files and records, both manually and with data processing equipment.
8. Closes cases by recording disposition in case files, notifying arresting agency and prosecutor of disposition, receipting fines and costs, and preparing necessary documents as dictated by case. Removes cases from active status and ensures proper records and files are maintained.

ESSENTIAL DUTIES AND RESPONSIBILITIES: (con't)

9. Assists in the on-the-job training of entry level court personnel by instructing and assisting the employee in learning the 68th District Court clerical duties, responsibilities, policies and procedures.
10. Checks tickets against cash detail for accuracy, proofreads and identifies errors on tickets. Processes garnishments, audits garnishment accounts and judgement balances. Performs other activities involving the verification of data and records including checking account balances and other financial and numerical computations.
11. Performs a variety of clerical duties such as opening and distributing mail, filing, operating office machines and preparing standardized records and reports.

MINIMUM ENTRANCE REQUIREMENTS:

- A. At least eighteen (18) months of satisfactory work experience in the classification of Deputy District Court Clerk I.
- B. Ability to type at the rate of 40 net words per minute.
- C. Knowledge of the policies and procedures of the 68th District Court.
- D. Knowledge of State laws, statutes and City ordinances as they relate to the functions of the 68th District Court.
- E. Knowledge of Michigan Court rules.
- F. Ability to use data processing equipment to input and retrieve information and data as required to create and maintain court records and files.
- G. Ability to make rapid and accurate arithmetic calculations and tabulations.
- H. Ability to write legibly.
- I. Ability to maintain and keep involved legal clerical records and to prepare reports from such records.
- J. Ability to understand and follow oral and written instructions.
- K. Ability to deal with the public and court personnel tactfully and courteously.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is frequently required to walk; use hands to finger, handle or feel objects, tools or controls; and reach with hands and arms.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus. The noise level in the work environment is usually quiet.

Classification History:

Established: Personnel 12/17/91

Revised: Personnel 09/13/95

Reallocated: Wage Inequity 10/21/07

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

CITY OF FLINT
Position Description

Class Title:	Firefighter/EMT	Job Code Number:	F1-Q-011
Established:		Bargaining Unit:	Local 352

GENERAL STATEMENT OF DUTIES: Protects life and property by combating, extinguishing, and preventing fires; maintains Fire Department property, equipment, apparatus, and quarter in good condition; performs related work as required.

SUPERVISION RECEIVED: Works under the direct supervision of a Sergeant or a Fire Officer of higher rank who assigns and reviews work for conformance with departmental orders and regulations.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Responds to alarms with fire company.
2. Enters burning buildings with hose lines, operates nozzles and sprays a stream of water on a fire as directed; operates chemical hose, hand fire extinguishers and similar equipment as required.
3. Raises, lowers, and climbs ladders; ventilates burning buildings to carry off smoke and gases.
4. Removes persons from danger by individual or team methods, or by holding life nets.
5. Participates in overhauling operations to insure that fire is completely extinguished; performs salvage operations such as placing salvage covers, sweeping water and removing debris, gathering and returning ladders, hose, and other fire-fighting equipment to trucks; assists in all work in returning apparatus to service.
6. Administers first aid; operates aspirator, inhaler and resuscitator.
7. Takes part in training sessions on fire-fighting evolutions and techniques and fire prevention.
8. Assists in maintaining, testing and drying of hose.
9. At a fire station, stands regular house watch for receiving fire or other emergency alarms and dispatching fire apparatus. Assists in communication center as required.
10. Participates in cleaning fire-fighting apparatus, hose and firehouse; participates in all tests of equipment to maintain it in immediate working condition.
11. Performs routine household duties in the upkeep on the station by cleaning, cooking, making beds; caring for heating plant, caring for grounds around station; painting and minor repairs.
12. Inspects commercial and residential establishments for fire hazards; participates in fire prevention programs and activities.

MINIMUM ENTRANCE REQUIREMENTS:

- A. Proof of successful completion of the State of Michigan Firefighter I & II.
- B. Ability to perform a wide variety of Fire-fighting and Emergency Medical Technician duties within a reasonable period of time.
- C. Ability to understand and to follow oral and written directions.
- D. Ability to get along with others.
- E. Aptitude for mechanical work.
- F. Good physical condition, strength and agility.
- G. Ability to meet the physical, mental and visual standards of the job.
- H. Ability and willingness to work in a manner that will not needlessly endanger the safety to one's self, other persons, and equipment.

NECESSARY SPECIAL REQUIREMENT(S):

- Possession of a valid State of Michigan Driver's license.
- Possession and maintenance of a valid Michigan Department of Public Health Emergency Medical Technician License within one (1) year of appointment.
- Possession and maintenance of a valid State of Michigan Department of Public Health Advanced EMT License within four (4) years of appointment.

NOTE:

Any person hiring on as a Firefighter after January 24, 1977, will be required to take First Aide and Emergency Medical Technician Training, and can be required to act as a member of a "E" unit or ambulance crew.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is frequently required to stand; sit; walk; talk or hear; use hands to finger, handle or operate objects, tools or controls; and reach with hands and arms. The employee is occasionally required to climb or balance; stoop, kneel, crouch or crawl; taste or smell. The employee regularly works in outside weather conditions. The employee occasionally works near moving mechanical parts and in high, precarious places and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electric shock and vibration.

The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus. The noise level in the work environment is usually moderate, except during certain Fire-fighting or EMT activities when noise levels may be loud.

Classification History:

Revised: CSC Mtg. 12/07/64, 02/09/71, 12/14/71

Retitled: CSC Mtg. 07/02/94

Revised: CSC Mtg. 01/21/75

Revised: Personnel 04/11/78, 01/06/83, 06/28/84

Revised: 10/21/04

Revised & Retitled: 06/03/05

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

CITY OF FLINT
Position Description

Class Title:	Retirement Specialist	Job Code Number:	22-C-152
Established:	August 23, 2004	Bargaining Unit:	Local 1600

GENERAL STATEMENT OF DUTIES: Assists the Retirement & Benefits Manager in determining employees' eligibility for retirement, death benefits, contribution withdrawals, etc. according to individual collective bargaining agreements and the City of Flint's Retirement System Ordinance. Performs duties as outlined by guidelines, which exist in the form of program policies and procedures and City, State and Federal retirement regulations and laws. Interacts consistently with active and retired Retirement System members, employees in central and departmental personnel units, financial planners and health care carriers to disseminate and obtain information. Performs related work as required.

SUPERVISION RECEIVED: Works independently under the general supervision of the Retirement & Benefits Manager.

SUPERVISION EXERCISED: May exercise working supervision over a few employees engaged in Retirement and Benefits activities.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Research and compile Retirement System members' retirement records affecting potential retirement benefits including work history, contributions, service time and compensation. Audits retirement data and assists in correcting deficiencies.
2. Manually calculate all components of retiring individual's benefits; manually calculate periods of unpaid time from retirement card file or other sources containing service history; calculate average salary and amount of retirement credit.
3. Prepare analysis of information to assist potential retirees in making financial decisions.
4. Respond to inquiries concerning Retirement System policies and procedures, and interpret and explain City, State and Federal rules and regulations concerning retirement.
5. Provide information pertaining to pension estimates, retiree benefits and cost of living adjustments.
6. Compile, research and report on data relating to retirements, deaths, death benefits and bonus payments.
7. Schedule retirement interviews and assist with development of interview guides and documents; draft routine correspondence and reports.
8. Maintain confidential retirement system files for active and retired members.
9. Composes and edits a variety of correspondence, reports, memoranda, and other related material requiring judgement as to content, accuracy, and completeness. May type Retirement Board minutes and agenda.

10. Performs other related duties of a comparable level/type as assigned.

MINIMUM ENTRANCE REQUIREMENTS:

- A. At least three (3) years paid work experience performing responsible and highly confidential office work, one (1) year of which must have been in a position with primary responsibility for the preparation and maintenance of benefits and/or medical records.
- B. Two years of full-time paid work experience in investments, accounting or the administration of a payroll, retirement or fringe benefit plan.
- C. Ability to work under pressure with frequent interruptions; Ability to maintain confidentiality.
- D. Knowledge of the organization, work, functions, policies and procedures involved in the administration of employee retirement and benefit systems and the related laws and regulations.
- E. Ability to make arithmetic computations quickly and accurately, including basic algebra.
- F. Ability to perform mathematical computations to compute retirement benefits and to research, use initiative and judgment to gather the appropriate data to perform the calculations
- G. Ability to use automated mainframe systems and microcomputer analytical programs to generate pension fund performance reports and payroll charts and reports.
- H. Ability to supervise the maintenance of involved records and files and to assemble, organize and prepare detailed and difficult reports from them.
- I. Ability to deal effectively with other City employees, retirees, elected policy boards, money managers and the general public.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to finger, handle or feel objects, tools or controls; and reach with hands and arms.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus. The noise level in the work environment is usually quiet.

Classification History:

Established: Human Resources 08/23/04

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

CITY OF FLINT
Position Description

Class Title: Mayor's Office Receptionist	Job Code Number: 06-A-102
Established: September 25, 2009	Bargaining Unit: EXEMPT

GENERAL STATEMENT OF DUTIES:

Performs a variety of routine clerical work in maintaining front office operations, prepares simple forms and documents; provides clerical assistance to the Mayor's office staff as needed.

SUPERVISION RECEIVED:

Works under the direct supervision of the Mayor or his/her designee(s).

SUPERVISION EXERCISED:

None

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Performs a variety of miscellaneous office duties to include opening and routing of mail, greets the public, answers the phone, copies documents, files documents.
2. Performs incidental typing; including the preparation of simple correspondence. Assists in the preparation of necessary office forms, the routing of correspondence.
3. Performs other duties as assigned by an administrative employee of higher grade.

MINIMUM ENTRANCE REQUIREMENTS:

- A. Graduation from high school or GED equivalent with specialized course work in general office practices such as typing, filing and bookkeeping.
- B. At least two (2) years of paid routine clerical or secretarial experience.
- C. Ability to type from plain copy at the rate of forty (40) net words per minute.
- D. Ability to compose letters and reports using proper business English, spelling and arithmetic.
- F. Ability to maintain effective working relationships with other employees, public officials, and the general public.

PHYSICAL DEMANDS

Employee is required to sit, talk and hear. The employee is frequently required to walk; use hands to operate, finger handle or feel objects, tools or controls. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision and the ability to focus.

Classification History:

Established: 10/02/09

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

CITY OF FLINT
Position Description

Class Title:	Information Technology Specialist	Job Code Number:	24-B-063
Established:	June 1, 2012	Bargaining Unit:	Local 1600

GENERAL STATEMENT OF DUTIES: Provides resolution of hardware and software issues relating to the City's Information Technology Infrastructure as well as assisting the Information Technology Services Network Administrator or designee in aspects of network administration duties.

SUPERVISION RECEIVED: Works under the direct supervision of the Information Technology Services Network Administrator or designee and periodically works with all development staff.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Assists the Network Administrator or designee with duties related to backup and recovery, security management, user account management, e-mail management, internet access, virus protection, firewall access, and applications support.
2. Maintains and supports IT hardware; including any computers, radios, cell phones, switches, closed circuit TV's, electronic sirens, video tape recorders, test equipment, portable transceivers, tape recorders, PA equipment, or any electronic device used in the operation of IT services.
3. Coordinates the development of hardware and software to ensure optimal deployment of resources.
4. Assists with technology planning through ongoing research.
5. Installs software, network servers and work stations; assists in configuring the setup parameters. Logs receipt of software and configuration as installed.
6. Installs for assists in the installation of network equipment (LAN, WAN, WLAN); configures network specifications on servers, routers, switches, hubs and/or work stations.
7. Documents hardware and network configurations and maintains a log of configuration parameters.
8. Documents network projects and prepares written status reports.
9. Assists in the training of users on PCs as it pertains to the City network.
10. Troubleshoots and repairs network issues.
11. Installs, configures, and maintains network systems.
12. Provides recommendations as required for the design, installation and maintenance of hardware and software.
13. Performs inspection of hardware equipment for malfunctions.
14. Performs additional duties as required.

MINIMUM ENTRANCE REQUIREMENTS:

- A. A Bachelor's Degree from an accredited college in Computer Science or a related field, or at least five (5) years of experience holding a position in Information Technology.
- B. At least two (2) years of full-time, paid work experience in a medium-sized municipal government environment.
- C. Experience in desktop systems and communications devices using current technologies.
- D. Knowledge of Windows servers and desktop products.
- E. Knowledge of setting up remote access for users.
- F. Ability to support networked printers and photocopiers.

Information Technology Specialist – Page Two

MINIMUM ENTRANCE REQUIREMENTS: (con't)

- G. Working knowledge of current communications devices and protocols, server and desktop technologies.
- H. Ability to train and provide orientation of new staff.
- I. Ability to manage multiple projects, activities, and tasks simultaneously.
- J. Excellent verbal and written communication skills.
- K. Excellent critical thinking and analytical skills.
- L. Excellent presentation skills.
- M. Excellent strategic planning skills.

NECESSARY SPECIAL REQUIREMENT(S):

- Valid State of Michigan driver's license at time of application.
- Certification for CompTIA in Network+, A+, or CTP+ is required within six (6) months of appointment.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to operate, finger, handle or feel objects, tools or controls; and reach with hands and arms. The employee must occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision and ability to adjust focus.

Classification History

Established: Human Resources/Labor Relations 06/01/12

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

CITY OF FLINT
Position Description

Class Title:	Software Systems Administrator	Job Code Number:	30-B-46
Established:	10-29-99	Bargaining Unit:	Exempt

GENERAL STATEMENT OF DUTIES:

Develops specifications and file formats for new applications; establishes standards for new uses and monitors standards for existing applications; assures that any modifications to on-going systems are properly implemented; Provides second-level technical support in the resolution of database system difficulties; trains Programmer/Analysts; performs related duties as assigned.

SUPERVISION RECEIVED:

Works under the direct supervision of the IS Administrator or designee.

SUPERVISION EXERCISED:

Supervises Database Programmer/Analysts, Programmer Analysts, Web Application Developer / Designer and may exercise supervision over other employees engaged in database related activities.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Responsible for the content and structure of the database and for the control of data access and search strategies to the database.
2. Establishes data entry techniques; researches and reviews new data elements to prevent redundancy; coordinates definition of data elements.
3. Codes, test, and debugs programs in accordance with departmental standards and procedures.
4. Establishes and implements standards for the use of database management as well as data entry, edit, and validation standards for applications programs.
5. Responsible for monitoring the installation of upgrades and new releases of software. Initiates and implements corrective action for operational deficiencies/difficulties.
6. Monitors the development of application systems according to IS standards regarding system integrity, backups, access strategies and teleprocessing interfaces. Monitors and regulates physical storage allocations.
7. Institutes security sub-system procedures to guard against unauthorized updating, copying, inadvertent disclosures, removals, or destruction of all or any part of the databases and coordinates this activity with internal and external audit activities.
8. Trains IS and customer department personnel in the use of the software.
9. Evaluates software systems and customer department needs and prepares written and oral analysis, recommendations, and presentations.
10. Keeps IS Administrator updated as to problems and resolutions with the software systems.
11. Plans, advises and coordinates the proper integration and correlation of the functions and activities related to the installation of new software systems.
12. Performs additional duties as assigned.

MINIMUM ENTRANCE REQUIREMENTS

- A. A Bachelor's degree from an accredited college or university with a major in Computer Science, Management Information Systems, Mathematics, or a field which emphasized skills in problem identification, analysis, and resolution. Coursework in Software Development and relational database theory is desirable.
- B. At least three (3) years, within the past five, of full-time paid work experience in programming and systems design in a client/server computer installation utilizing a multiprogramming, virtual storage operating system, a database management system, and a SQL language.
- C. Two years of supervisory experience of technical staff personnel.
- D. Possession of certification as an Oracle Certified Professional or qualifies as a specialist in database environments such as SQL Server 2005 or Oracle with five or more years experience
- E. Considerable knowledge of the operation of computer equipment.
- F. Experience with a major upgrade of database systems.
- G. Considerable ability to exercise judgment and initiative in analyzing problems, initiating solutions and conducting testing.
- H. Experience in troubleshooting and debugging database systems.
- I. Considerable ability to analyze and communicate current database needs and requirements and make recommendations as to future enhancements.
- J. Considerable ability to provide specification requirements, operating standards and procedures.
- K. Ability to follow complex written and oral instructions and to prepare and present effective written and oral reports.
- L. Ability to develop and maintain effective working relationships with Information Services staff, customer departments, and vendors.

PHYSICAL DEMANDS

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to walk; use hands to finger, handle, or feel objects, tools, or controls; and reach with hands and arms.

The employee must occasionally lift and/or move up to 10 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

Classification History:

ESTABLISHED: Personnel 10-29-99

REVISED & REALLOCATED: Personnel 08-05-01

REVISED: Personnel 10-19-10

REVISED & RETITLED (formerly Database Administrator): Human Resources 06-01-12

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

CITY OF FLINT
Position Description

Class Title: Street Operator/Maintainer Trainee	Job Code Number:	14-G-019
Established: November 7, 1993	Bargaining Unit:	Local 1600

GENERAL STATEMENT OF DUTIES: The Street Operator/Maintainer Trainee will undergo a structured and progressive training program involving on-the-job work experiences. Beginning work assignments include the performance of routine, manual tasks to assist in the construction, repair and maintenance of sidewalks, curbs, gutters, pavement, street resurfacing, and related facilities. Also performs the function of snow and ice removal and related duties. Training is accomplished through work experiences, work assignments progress to the less routine tasks such as setting grade-lines and operating specialized construction and snow removal equipment. Performs other related duties as assigned. The training program is geared toward preparing a trainee for promotion to the position of Street Operator/Maintainer. Promotion to Street Operator/Maintainer will occur only as openings exist.

SUPERVISION RECEIVED: Works under the supervision of an employee of higher grade with the amount of supervision decreasing in accordance with accumulation of experience and education.

Street Operator/Maintainer Trainee I (14-G-019)

Completes twelve months of on-the-job training with no specific number of hours required. Any break in time longer than one week will require that the one year be extended the amount of time equal to the time the employee was off work (ex., Workers compensation, ESL, sick occasions over one week). Progression to the position of Street Operator/Maintainer Trainee II will be contingent upon successful completion and satisfactory evaluation of on-the-job performance.

Street Operator/Maintainer Trainee II (17-G-020)

Completes an additional 2200 hours with a minimum of twelve (12) months experience in the Street Maintenance Division. Progression to the position of Street Operator/Maintainer Level 19 will be contingent upon successful completion and satisfactory evaluation of on-the-job performance.

MINIMUM ENTRANCE REQUIREMENTS:

- A. Ability to understand and follow oral and written instructions.
- B. Ability to perform manual labor for extended periods under unfavorable climatic conditions.
- C. Mechanical aptitude.
- D. Ability and willingness to work in a manner that will not endanger the safety of one's self, other persons and equipment.
- E. Ability and willingness to complete required training satisfactorily.
- F. Must be willing and available to work nights, weekends and holidays as required to perform essential job related city services.

NECESSARY SPECIAL REQUIREMENT:

- A. Possession of a valid Michigan Driver's License.
- B. Possession of a Commercial Driver's License Type A.

****NOTE: Qualified candidates in possession of a "TIP" (Temporary Instruction Permit) will be able to apply for this position with the understanding that if they are selected they must be in possession of a valid CDL "A" within 90 days of appointment or be discharged from the position.)**

PHYSICAL DEMANDS:

While performing the duties of this job, the employee regularly works in outside weather conditions. The employee regularly works near moving mechanical parts and is exposed to inclement conditions, fumes or airborne particles, traffic, toxic or caustic chemicals, risk of electrical shock, and vibration. The employee is regularly required to reach with hands and arms and is required to stand and walk; and use hands to finger, handle, feel or operate objects, tools, or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear.

The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, and the ability to adjust focus.

Classification History

Established: Personnel 11/07/93

Revised: Personnel 03/09/94, 10/11/29

Revised: Personnel 10/16/96, 08/10/99

Revised: 11/20/02

Revised (per Settlement Agreement): 07/11/06

Reallocated (Wage Inequity- progression levels): 10/26/07

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Section Separator (e) A description of any position that has been eliminated or from which an employee has been laid off.

Human Resources and Labor Relations
PA72 Report - Personnel

	Vacancies Filled	Eliminated Positions	Positions – Employees Laid Off
August	<ul style="list-style-type: none"> • Police Sergeants – 9 • Street Maintenance Admin Support Tech – 1 • Finance Admin. Asst. (contract) – 1 • Risk & Benefits Admin (contract) – 1 • School Crossing Guards (Interim) - 2 		
September	<ul style="list-style-type: none"> • Police Officer (rehire) - 1 • School Crossing Guards (Interim) – 47 • Communication Specialist I – 3 		<ul style="list-style-type: none"> • Waste Collector
October	<ul style="list-style-type: none"> • Principal Clerk Typist – Police Dept – 1 • Accounting Admin Support Tech Traffic – 1 • Customer Service Clerk (Interim) – 1 • Deputy Court Clerk II – 1 • Election Workers – 76 • Board of Review (Elections) - 4 		<ul style="list-style-type: none"> • Records Clerk Teller (68th D.C.) - 1
November	<ul style="list-style-type: none"> • Firefighter (SAFER Grant) – 1 • Retirement Specialist (Interim) - 3 	<ul style="list-style-type: none"> • Inventory Control Specialist – 1 	
December	<ul style="list-style-type: none"> • School Crossing Guards (Interim) – 2 • Retirement Specialist (Interim) – 1 • City Council (1st Ward) – 1 • Mayor's Office Receptionist – 1 • IT Specialist – 4 • Software Systems Admin – 1 • Finance Admin Asst. (Permanent) - 1 		<ul style="list-style-type: none"> • Casual Skilled Laborer (Interim) - 4
January	<ul style="list-style-type: none"> • Street Operator Maintainer – 2 		

CITY OF FLINT
Position Description

Class Title:	Inventory Control Coordinator	Job Code Number:	24-C-085
Established:		Bargaining Unit:	Local 1799

GENERAL STATEMENT OF DUTIES: Supervises the operations of the general city storerooms, storage areas and receiving dock, ordering, storing and issuing a large variety of maintenance, repair and operating supplies; maintains stocks and inventories current with needs; administers new inventory systems and oversees the new revisions of said systems; performs related work as required.

SUPERVISION RECEIVED: Works under the supervision of an administrative employee of higher rank who reviews work for effectiveness and accuracy.

SUPERVISION EXERCISED: May exercise supervision over a number of employees engaged in buying, receiving, storing and issuing maintenance, repair and operating supplies.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Supervises the training of new & existing stockkeepers on the Inventory system currently used by the City of Flint.
2. Supervises the implementation of new, upgraded or modified software that the City of Flint procures as it pertains to Inventory.
3. Assembles new training materials and trains appropriate employees on new functionality of any Inventory systems that is utilized by the City of Flint.
4. Prepares proposals and bids for solicitation as requested by stockrooms, Fleet and other departments as assigned.
5. Processes all purchases orders for the City of Flint's stockroom.
6. Interacts with vendors to discuss products and any concerns pertaining to Inventory control.
7. Prepares resolutions that are approved by legislative body.
8. Process daily inventory entries to verify sufficient funding and prepare appropriate entries for the Finance Department.
9. Supervises and assists in performing inventory counts for any department that purchases inventory.
10. Prepare reports to reflect any irregularities of inventory counts.
11. Make recommendations for securing stock at all City of Flint Stockrooms.
12. Works with the Finance Department with GASB 34 for Inventory Fixed assets.

MINIMUM ENTRANCE REQUIREMENTS:

- A. Three (3) years experience in keeping of stores, materials and supplies, and also in the maintenance of related clerical record(s).
- B. Considerable knowledge in the implementation and/or upgrade of software related to purchasing, inventory or fleet.
- C. Considerable knowledge of storekeeping methods, records and practices.
- D. Familiarity with elementary budget principles and calculations.
- E. Familiarity with all maintenance, repair and operating supplies carried in general city storerooms.
- F. Ability to determine deviations from prescribed specifications.
- G. Ability to plan, direct and organize the work of ordering, receiving, storing and issuing stock items.
- H. Ability to make arithmetic computations accurately.
- I. Ability to keep stock records and makes reports.
- J. Ability to maintain harmonious relationships with storeroom employees, other employees and supervisors, and with vendors.

NECESSARY SPECIAL REQUIREMENT(S):

- Must possess a valid State of Michigan Driver's License.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is frequently required to reach with hands and arms. The employee is frequently required to stand; walk; use hands to finger, feel or operate objects, tools or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch or crawl; and talk or hear.

The employee must frequently lift and/or move up to 25 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

Classification History:

Revised: CSC 03/26/69

Reallocated: 03/17/73

Revised: Personnel 02/15/84, 11/07/96

Reallocated: Wage Inequity 06/26/97

Reallocated: Personnel 07/14/97

Reallocated & Revised: Personnel 11/08/99

Revised & Retitled (formerly Chief Stockkeeper): 04/15/04

Reallocated (Wage Inequity): 10/21/07

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

CITY OF FLINT
Position Description

Class Title:	Waste Collector	Job Code Number:	18-H-081
Established:		Bargaining Unit:	Local 1600

GENERAL STATEMENT OF DUTIES: Performs strenuous physical labor involved in waste collection. Responsible for the safe operation of an assigned refuse packer. Drives and loads packer type truck collecting garbage, ashes, tin cans, yard rubbish, dead animals, and other refuse and unloads at disposal areas; services truck; perform related work as required.

SUPERVISION RECEIVED: Works under the supervision of a foreman or administrative employee of higher grade.

SUPERVISION EXERCISED: NONE

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Drives and operates a packer type truck collecting garbage, trash, compost, discarded items and other refuse from house to house and other sources. Works from rear of truck loading refuse into hopper, applies violation notices and operates mechanism to load dumpsters and pack refuse into truck.
2. Picks up loose or spilled materials to assure all material is collected.
3. Checks the amount of loaded refuse to see that the packer body is not overloaded.
4. Unloads vehicle at transfer station, dump or landfill.
5. Does first echelon maintenance on vehicles. Makes minor running repairs and adjustments to trucks.
6. Checks and maintains water, gasoline and oil levels of assigned vehicle. Checks tires for proper inflation and adds air as needed. Reports needed repairs on trucks.
7. May operate snow removal equipment during heavy snowfalls.

MINIMUM ENTRANCE REQUIREMENTS:

- A. At least six (6) months experience in the operation of automotive equipment heavier than pleasure vehicles.
- B. Working knowledge of the principles of heavy equipment operation.
- C. Working knowledge of the laws and ordinances regulating the operation of trucks and vehicles.
- D. Knowledge of traffic rules and regulations.
- E. Working knowledge of the geography of the city.
- F. Ability to make minor running repairs and adjustments and to service automotive equipment.
- G. Ability to understand and carry out oral and written orders.
- H. Ability to perform heavy manual labor and lifting for extended periods, under unfavorable climatic conditions.

NECESSARY SPECIAL REQUIREMENTS:

- Possession of a Commercial Drivers License Type B.
- Must meet the physical standards prescribed by Michigan State Police Motor Carrier Division and must possess and carry a valid current Medical Examiner's Certificate certifying physical fitness for driving in accordance with the State of Michigan Motor Carrier Safety Act.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is frequently required to reach with hands and arms. The employee is frequently required to climb or balance; stoop, kneel, crouch, talk and hear. The employee is frequently required to stand; walk; use hands to finger, feel or operate objects, tools or controls. The employee regularly works in outside weather conditions. The employee frequently works on and near moving vehicles and traffic and is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals.

The employee must frequently lift and/or move up to 75 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision and the ability to adjust focus.

Classification History

Revised: CSC MTG. 2/25/69, 3/6/73, 7/3/73

Revised: Personnel 7/8/76 & 10/10/78

Reallocated: Waste Collection Agreement 7/1/85

Revised: Personnel 7/8/91, 10/26/98, 3/31/03

Reallocated: 8/18/06

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

CITY OF FLINT
Position Description

Class Title:	Records Clerk Teller	Job Code Number:	19-C-049
Established:	June 11, 2004	Bargaining Unit:	Local 1600

GENERAL STATEMENT OF DUTIES: Assists the public at the counter explaining court procedures, answering questions, receiving and receipting monies for fines, fees, and bonds. Operates a cash register and issues receipts. Audits payments and insures proper accounting records are maintained on daily court operations and monies received. Performs related work as required.

SUPERVISION RECEIVED: Works under the supervision of an employee of higher level who assigns work and checks for accuracy and conformance with standard procedures.

SUPERVISION EXERCISED: Exercises working supervision over a small number of clerical employees engaged in a variety of clerical type duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Provides counter assistance, receipts monies for fines, fees and bonds. Explains in person or by phone court policies, procedures and regulations and assists in the initiation of case proceedings.
2. Operates a cash register in receiving payments and issuing receipts. Establishes and maintains accounting records detailing monies received and prepares detailed reports of operations.
3. Closes or rings out the registers daily, totals and prepares reports, checks balances and corrects as necessary to ensure proper accountability of monies received.
4. Balances, sorts and processes bonds ensuring the establishment and maintenance of records; posts information to bond books, verifies release of money is authorized and issues checks.
5. Processes garnishments verifying accuracy of employer disclosures, ordering garnishments from banks, received and records checks and writes and/or transmits checks to payees.
6. Operates a computer terminal in entering case histories, adjournments, dispositions and other necessary information. Posts transactions to court files, makes corrections, obtains information and checks and verifies information.
7. Assists in the maintenance of banking accounts such as monthly reconciliation of checking accounts and deposits and processing bad checks.
8. Instructs and oversees clerical employees engaged in the processing, establishment and maintenance of court records and files.
9. Answers questions from the public regarding court procedures and policies and gives assistance as needed.

MINIMUM ENTRANCE REQUIREMENTS:

- A. At least two (2) years of experience in 68th District Court.
- B. Ability to type at the rate of 40 net words per minute.
- C. Working knowledge of the 68th District Court operation, policies and procedures, for Civil, Traffic, Criminal, and Small Claims processes.
- D. Working knowledge of the applications of bookkeeping principles to routine accounting transactions and the ability to apply these principles in maintaining accounting files and records.
- E. Working knowledge of office methods, procedures, and equipment.
- F. Familiarity with state laws, statutes, and City ordinances as they relate to the functions of the 68th District Court.
- G. Ability to maintain clerical records and to prepare reports from such records.
- H. Ability to deal with the public tactfully and courteously.
- I. Ability to identify procedural problems and to report such to supervision.

PHYSICAL DEMANDS:

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is frequently required to walk; use hands and fingers to handle or feel objects, tools or controls; and reach with hands and arms. The employee must occasionally lift and/or move up to 25 pounds. Employee is required to bend and climb to retrieve and/or replace files. Employee is frequently required to step up and down on an elevated seat/stool to properly service customers. Specific vision abilities required by this job include close vision and the ability to adjust focus. The noise level in the work environment is usually quiet.

Classification History

Established: Personnel 05-28-91

Revised: Personnel 09-22-94, 10-10-94, 11-13-96

Reallocated: Wage Inequity 07-01-97

Revised: 09-20-05

Reallocated: Wage Inequity 10/21/07

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Section Separator (f) Update to the City of Flint Financial and Operating Plan

City of Flint Financial and Operating Plan - Fiscal Year 2013 - UPDATE

Introduction

This Financial and Operating Plan for the City of Flint is submitted by the Emergency Financial Manager for the City of Flint to Governor Rick Snyder, through the Department of Treasury for the State of Michigan, in accordance with Public Act 72, Section 141.1220.

This report includes a summary of the financial conditions, goals for the City of Flint, plans to conduct the operations of the city and the planned and on-going actions being taken to resolve the financial emergency. This plan will be posted on the city's website: www.cityofflint.com

Summary of Financial Condition of the City of Flint Leading to the Appointment of an Emergency Manager

In the report to Governor Snyder, dated November 7, 2011, the Flint Financial Review Team summarized the findings of the Preliminary Review conducted by the Treasury Department (August 29 – September 12, 2011) and then reported the existence of, or likely occurrence of, the specific conditions set forth in Section 13(3) of Public Act 4 2011 which led to the recommendation of the appointment of an Emergency Manager.

Preliminary Review Findings:

- The City has incurred cumulative deficits in many of its funds over several years. The unaudited 2011 cumulative deficit is estimated to be \$25.7 million.
- The deficit elimination plan submitted to the Department of Treasury by city officials has not been followed and the general fund deficit has increased and is now estimated to be approximately \$11.0 million.
- The general fund expenditures have exceeded revenues since 2007.
- The City relied upon transfers from the water supply and sewage disposal fund for general city operations.
- City officials also borrowed from other funds to compensate for cash shortages including the public improvement fund, the local street fund and the self insurance fund.
- The City continued to experience a cash shortage.
- The City's ability to pay short term obligations was uncertain.
- The pension system was less than 60 percent funded.
- City officials failed to make staff reductions in accordance with the deficit elimination plan.

Flint Financial Review Team Findings:

- The City has a general fund deficit of \$14,621,546 as of June 30, 2010 which was not eliminated within the two year preceding period.
- The City previously submitted a five year deficit elimination plan for a cumulative general fund deficit of \$7,046,820 as of June 30, 2008. However, by June 30, 2010 the cumulative general fund deficit had grown to \$14,621,546. An updated plan submitted for 2010 does not purport to eliminate the cumulative deficit until 2030 and that relies upon the issuance of an additional \$12 million of debt in 2013.
- A structural operating deficit existed in the general fund as of June 30, 2007, 2008, 2009, 2010 and the general fund is projected to have a \$6,768,864 deficit as of June 30, 2011.

Background (Pre-2011)

Several conditions developed over a period of decades to place the City of Flint in a situation of chronic fiscal stress. The major employer, General Motors, significantly reduced operations in Flint (in 1978 GM employed over 80,000 people, by 2006 employment totaled 8,000). The population of the City declined 18 percent between the census of 2000 and 2010. Owner occupied housing decreased from a high of 73.1 percent in 1960 to a 2010 low of 44.7 percent. The jobless rate for the 2010 annual reporting period was 23.2 percent. State Shared Revenue which accounts for 31 percent of the General Fund decreased 13 percent over the past five years.

In addition to the above noted reduced State Shared Revenue, the City's two other sources of revenue, property tax and income tax, have both suffered significant reductions. Between 2006 and 2011, property tax revenue has decreased 33 percent and income tax revenue has decreased 39 percent.

As revenue decreased, the City of Flint implemented numerous cost controls. The workforce has been reduced by 50% since 2001; yet the total cost of wages, benefits, and retiree premiums have continued to increase. Note that the liability for services already rendered is essentially a fixed cost which is now borne by fewer active employees and reduced city revenues.

Note: the statistics quoted above are taken from the report by Eric Scorsone, Ph.D. titled "Long-Term Crisis and Systemic Failure: Taking the Fiscal Stress of America's Older Cities Seriously Case Study: City of Flint, Michigan" dated September 2011.

Goals

The overall goals for the City are:

1. long-term financial stability;
2. an increase in revenue base to provide quality services to its residents;
3. a reduction in government costs through negotiated union contracts, consolidation and shared services, private sector contracts, and ongoing professional development of staff;
4. continue to maintain and modernize the infrastructure of the city in alignment with the current population counts;
5. to streamline the processes necessary for businesses to locate, and continue operations, in the city;
6. to utilize the Master Plan to stabilize and then increase both the commercial and residential base of the city;
7. to provide public safety services, focusing on reducing violent crime, commensurate with cities of comparable size and resources;
8. to focus attention on blight reduction efforts to improve the overall aesthetic environment of the city;
9. to do all things necessary to establish a Flint City Charter Commission, and participate through internal review and recommend changes.

Planning Process

The City of Flint was determined to be in a financial emergency by the Flint Financial Review Team as noted in the above section: **Summary of Financial Condition of the City of Flint**. On November 1, 2011 Governor Rick Snyder appointed Michael K. Brown as Emergency Manager. EM Brown developed a Financial and Operating Plan utilizing the resources of a five person Advisory Committee as well as five additional advisory committees. The EM sought broad expertise to ensure public engagement and to maintain a sense of continuity with the Mayor and the City Council. In fact, all nine Council Members and over fifty other citizens participated in the advisory committees.

The Advisory Committees are:

- o Finance/Administration – Chair Armando Hernandez,
- o Public Safety – Chair Diana Kelly,
- o Infrastructure/Development – Chair George Wilkinson,
- o Grants/DCED – Chair Sue Peters,
- o Pension and OPEB Underfunding – Chair Ed Kurtz.

The EM's Financial and Operating Plan was updated in the Emergency Manager's June 1, 2012 report to the State Treasurer.

On August 8, 2012 Edward J. Kurtz was appointed as Emergency Financial Manager. Following this, a new Advisory Committee was established and the State Treasurer approved

these individuals to serve on the City of Flint Emergency Financial Manager's Advisory Committee:

Mayor Dayne Walling Kenyetta Dotson
Reverend Phillip Thompson Tim Herman

Since then, Rev. Thompson has asked to step down for personal reasons and Mr. Kurtz has asked four others to serve as well: Dan Cady, Armando Hernandez, Adam Thomason and Reverend Timothy Stokes.

The Emergency Financial Manager has utilized the Advisory Team, the City of Flint Management Team and the August 8, 2012 update of the Financial and Operating Plan to provide this revision to the Financial and Operating Plan for Fiscal Year 2013.

Management appointments have been made to ensure that the essential services necessary for the public's health, safety and welfare are assured and to continue to conduct all aspects of the City of Flint's operation within the resources available. Any employment contracts were extended with the approval of the Treasury Department.

It is important to point out that early in 2012 under Emergency Manager Michael Brown immediate steps were taken to reorganize city government operations including; elimination of departments, consolidation of departments, elimination of management level positions, as well as adjusting compensation of elected and appointed officials.

Actions Taken To-Date (Emergency Financial Manager 8/8/12 – current)

ORDER No.1 PROCEDURES FOR PURCHASING

Requests to procure goods and services, in any amount, are to be forwarded to the Purchasing Department for processing. Departments shall not procure any goods or contract any services without the proper authorization from the Emergency Financial Manager or Purchasing Department. Any procured goods or contracted services made without proper authorization shall not be approved and the City shall not be bound.

ORDER No.2 PROCEDURE FOR SUBMISSION OF RESOLUTIONS AND ORDINANCES

The procedure is described for the submission of resolutions and ordinances; effective immediately.

ORDER No.3 BUDGETARY OVERSIGHT & TERMINATION OF LINE ITEM LEVEL

All City officials, department heads and division heads shall adhere to the prescribed budgetary guidelines and responsibilities.

ORDER No. 4 ADVISORY COMMITTEE

Pursuant to the Contract for Emergency Financial Manager Services signed by the Local Emergency Financial Assistance Loan Board on August 8, 2012, the Emergency Financial

Manager shall appoint an advisory committee consisting of three to five members to provide advice and counsel regarding the Manager's decisions and actions to resolve the City's distress. The Emergency Financial Manager shall meet with the advisory committee regularly, but no less frequently than monthly. The Emergency Financial Manager has recommended and the State Treasurer has approved the following individuals to serve on the City of Flint Emergency Financial Manager's Advisory Committee:

- Mayor Dayne Walling*
- Kenyetta Dotson*
- Reverend Phillip Thompson*
- Tim Herman*

ORDER No. 5 CITY TREASURER AUTHORIZED TO CORRECT ASSESSMENTS OR FEES IF PROPERTY OWNER ENTITLED TO WAIVER

The City Treasurer is authorized to make the necessary correction to an assessment or fee that was placed on the tax roll in the event it is determined that property owner is entitled to a waiver, including, but not limited to combination of parcels.

ORDER No. 6 OVERTIME

Based on the foregoing, all overtime must be directly approved by the department head in advance, with the exception of emergency overtime that can be clearly documented. In the Police Department, requests for overtime should be directed to Chief Alvern Lock. In the Fire Department, requests for overtime should be directed to Public Safety Administrator Barnett Jones.

Order No. 7 CITY COUNCIL ADOPTION OF AMENDMENT TO RENTAL INSPECTION ORDINANCE IS NULL AND VOID

City Council adopted Ordinance No. 3826 without the approval of the Emergency Financial Manager, as required by Public Act 72, and without the approval of the Chief Legal Officer, as required under Flint City Charter 4-602.

ORDER NO. 8. POVERTY EXEMPTION TO STREET LIGHTING SPECIAL ASSESSMENT

Individuals who qualify for relief from property taxes may also, upon request, be provided relief from street lighting special assessment.

ORDER NO. 9 INVALIDATING COUNCIL ACTION

A City Council Resolution was ordered null and void because it was adopted in violation of Flint City Charter 4-602 and it violates Public Act 72 by usurping the authority of the Emergency Financial Manager.

DIRECTIVE 1 (Amended) CITY COUNCIL INVESTIGATIVE AND SUBPOENA POWERS

With respect to issuing subpoenas or conducting investigations, City Council has no budget, may make no expenditure or use of City resources, and may not use City staff to carryout such activities.

All Departments

Department Management reconfigurations were completed in anticipation of reduced staffing levels as provided in the FY(13) Budget. (See Attachment # 1 Organizational Chart)

Financial/Administration/IT

Cash Flow FY13 as of December 2012

Cash flow has improved with the receipt of revenues from the public safety millage, street light assessment, and waste collection fees. Pooled cash on hand is in excess of \$25 million, compared to \$13 million as of December, 2011. However, the General Fund still relies heavily on borrowed cash as a result of its \$19 million accumulated deficit. This cannot be resolved without borrowing, as stated in the 2011 Deficit Elimination Plan.

FY13 Budget Status as of December 2012

The FY13 budget was balanced without projected deficit spending. As of December 30, 2012, revenues and expenses are generally on target. The budget was amended in December to reflect some adjustments to revenues and expenses, including the proceeds of the voter approved millage for police and fire protection, projected revenues and expenses for the operation of the City lock-up; and the extension of a public safety grant from the Mott Foundation which provides continued funding for 11 law enforcement officers as well as 9 Neighborhood Safety Officers.

Income tax revenues appear a little soft, and continue to be monitored, and discussions are underway to address significant over expenditures in Fire Department overtime.

Revenues and expenses in the water and sewer funds appear to be on target.

Monitoring grant expenditures and receipts continues to be problematic, but is improving.

-----Development of a budget which moves the City toward financial stability was accomplished with the FY13 budget. FY13 began July 1, 2012.

The process of implementing the FY13 budget is continuing. It is balanced realistically, and encompasses significant revenue increases and expenditure reductions. The process started with a projected gap of \$25 million between projected revenues and projected expenses. The result was a total budget of \$192 million, of which \$82 million is sewer and water; \$58 million is General Fund and \$30 million is federal CDBG.

The budget encompassed expenditure reductions which included the elimination of nearly 150 positions (20% of the workforce); employee concessions including a

restructuring of health and pension benefits and employee costs; and various organizational changes.

On July 1, new health care plans for active employees was put in place, as well changes in pension benefits. Health care plans for retirees began on August 1, 2012 for pre-65 retirees; this was followed with changes for Medicare-eligible retirees on September 1, 2012. The City has been sued in Federal District Court, but no decisions have resulted to date. If the City is precluded from implementing these changes in health care for retirees, there will be a projected (unbudgeted) increase in expenses of \$3.5 million in FY13.

For future employees, city retiree health care will no longer be an option, and the traditional defined benefit pension plan for non-police and fire employees will be replaced with a hybrid pension plan. There are also numerous changes which increase management flexibility and reduce other employee costs.

The budget also implements new revenues in order to provide the level of revenues still needed – in spite of expense reductions – to continue the marginal level of city funded public safety personnel and basic city services. These revenues include numerous fee increases; a \$143 annual fee for waste collection (replacing a dedicated 3 mill tax levy); a \$62 special assessment fee for operation, maintenance, and improvement of street lights (in the past this was a \$2.85 million general fund expense); and an overall 25% increase in water and sewer rates (12.5% water; 45% sewer). Unfortunately, the reliance on fees and assessments will create hardship for many of the City's residents. However, the choices for increasing revenues at this time were limited.

If the budget can be implemented as planned, a significant objective - not spending more than the City takes in - will be accomplished, and will have done this while avoiding public safety reductions.

However, the City faces several legal challenges. While the challenges may not be sustained in the long term, any impediments to implementing the budget will have severe financial impacts.

For example, legal challenges which prohibit the City from implementing revenue increases or expenditure decreases will require immediate actions to further reduce spending – including public safety – and may impact the City's ability to function at an adequate level, particularly in light of the marginal cash flow.

Potential challenges the City may face from budgetary perspective include ones associated with the numerous rate increases incorporated into the budget, changes in retiree health care, and the unilateral implementation of changes to three collective bargaining agreements. It should be noted that through the Emergency Manager the

City of Flint was able to reach tentative agreements with three of the six bargaining units. To this point, the City was recently sued over the implementation of increased water and sewer rates, by the President of the City Council et al. This is a prime example of litigation that could impede the COF's ability to maintain fiscal solvency. With regard to the water and sewer rate lawsuit brought by the President of the City Council et al, the City filed a motion to dismiss this suit and a decision is expected in early February 2013.

Audit 2012

The Comprehensive Annual Financial Report (CAFR) for FY12 was completed and has been filed with the state in a timely manner. The results were as expected, with fewer auditor comments than in past years. Deficits exist in the General Fund (\$19.1 million) and in the Water Fund (\$8.8 million).

In the FY 13 budget document, prepared in April, 2012, the accumulated deficit for the FY12 General Fund was projected to be \$18.1 million. However, this projection did not include the \$1.54 million write down for the value of Genesee Towers. Adding the write down to the projected deficit of \$18.1 million would have resulted in a total of \$19.7 million.

In the FY12 CAFR, the amended budget projected a deficit of \$16.3 million. However, this projection did not include the \$1.54 million write down for Genesee Towers. It also included \$739,406 in federal grant revenues and \$602,192 in local revenues which did not materialize. Taking these items into consideration, the deficit projection would have been \$19.2 million.

The \$19.1 million accumulated deficit reflected an excess of expenditures in the General Fund for FY12 of \$11.1 million. This was anticipated by the Emergency Manager shortly after being appointed, which was almost six months into the FY12 year. Given that FY12 was nearly half over, and that significant unplanned reductions in services, primarily public safety, would need to occur if the projected deficit were to be immediately eliminated, the decision of the Emergency Manager, in consultation with Treasury, was to contain costs as much as possible but without significantly reducing services – especially public safety - for the balance of the year. Instead, focus was concentrated on developing a budget for FY13 which would move towards restoring Flint to long term financial solvency. It was projected that as a result of this decision, the deficit for FY12 could be as much as \$12 million, resulting in an accumulated deficit of \$20 million.

The deficits identified in the City's Comprehensive Annual Financial Report for FY12, the year ended June 30, 2012, are follows:

General Fund -	\$ 19,184,850
Water Supply Division -	\$ 8,758,091
Economic Development Corporation	\$ 119,439

Financing the Deficits

In April 2012 the Emergency Manager filed a 2011 Deficit Elimination Plan focused on the accumulated deficit as of June 30, 2011. That plan indicated the City's intent to request authorization to borrow approximately \$9 million in Fiscal Stabilization Bonds in order to address the accumulated General Fund deficit once a credible FY13 budget was in place. The 2011 Deficit Elimination Plan was approved by the State. On May 24, 2012 the City filed an application for borrowing with the State Administrative Board, and the Department of Treasury has issued a memorandum stating that the request satisfies the necessary statutory requirements. At this time, Treasury has not authorized the borrowing as proposed in the 2011 Deficit Elimination Plan.

While this borrowing request addresses the accumulated FY11 deficit, there was an additional deficit at the end of FY12. It is estimated at this time that an additional \$10 million will need to be financed in order to address the FY12 deficit. However, if the FY13 budget is implemented as it was adopted, there should be no additional General Fund deficit. There will be ongoing deficits in the water and sewer funds, but only as related to unfunded OPEB liabilities.

The City is currently working on a 2012 Deficit Elimination Plan. A Deficit Elimination Plan addressing the accumulated \$19.1 million deficit in the General Fund and the \$8.8 million deficit in the Water Fund will be filed shortly. The plan for the General Fund will be as outlined in the 2011 Deficit Elimination Plan. While it is simply not possible to eliminate this deficit without bonding, it is the preference of the Emergency Manager that any "one time" revenues should be applied directly to the deficit.

The FY13 budget anticipated initial debt service for the FY12 accumulated deficit, and appropriate amounts will be set aside in the FY14 budget.

The deficit in the Water Fund is less than the unfunded OPEB liability, and since the City is not financially able to begin funding its OPEB liabilities overall, there is no reason to raise water rates to cover this amount.

In addition, the City's approach to containing its OPEB liabilities has been to restructure its active and retiree health care benefits, and to eliminate the promise of retiree health care for new employees. The changes have had a significant impact on the City's OPEB liabilities, reducing the total unfunded liability from nearly \$900 million to less than \$400 million, and reducing the Annual Required Contribution (ARC) from \$60 million to \$22 million.

Labor Agreements

During the tenure of EM Michael Brown, Labor Counsel held meet and confer sessions with the City's six bargaining units. A target of 20% equivalent wage

reductions was achieved. Tentative Agreements were reached with four of these bargaining units. As contract settlement was necessary prior to adopting the FY13 budget, the EM invoked the 19K provision in Public Act 4 from the State Treasurer for the bargaining units which had not achieved Tentative Agreements (EM Orders 18 and 26) and with Local 1799 which had approved a TA but had not ratified (EM Order 27).

EFM Edward Kurtz has held additional sessions with AFSME, Flint Police Officers Association (FPOA) and the Firefighters Union. In January 2013 AFSME and the City reached agreement for the privatizing of waste collection and demolition. FPOA has notified the City that they have filed a lawsuit to return to arbitration. FPOA is asking for a return to the status quo (prior to EM imposed contract). The Firefighters Union and the City are working on overtime containment.

Economic Vitality Incentive Program (EVIP) Requirements and Activities

The City of Flint has met all reporting requirement dates for Economic Vitality Incentive Program (EVIP) in order to qualify for all disbursements of State Shared Revenue. Each report is available on the City's website www.cityofflint.com through Munetrix Citizens Guide to Finances and Dashboard.

The City contracted with Plante Moran to conduct a study to evaluate the potential of shared services between the City and Genesee County treasury functions. This study has been funded by the Mott Foundation.

Income tax processing is being handled through a joint project with the Cities of Grand Rapids and Lansing.

The Treasury Department has also created the Competitive Grant Assistance Program (C-GAP) as a means of encouraging shared services implementation. The City of Flint participated in five C-GAP applications which included Human Resource Hiring and Management system sharing with the Genesee Intermediate School District and Genesee County; a fiber optic cable expansion also with Genesee Intermediate School District and Genesee County; Criminal Justice system and Courts Electronic Workflow Initiative with Genesee County, City of Flushing and plans for expansion throughout Genesee County; a Genesee County Regional Purchasing Collaborative with Genesee Intermediate School District and Genesee County; and a proposal to expand and strengthen the 9-1-1 communication tower system with the City and the Genesee County 9-1-1 Consortium.

Transition of Flint Employee Retirement System (FERS) to Michigan Employees Retirement System (MERS)

The FERS to MERS transition nears completion. Retirees have been receiving their monthly checks from MERS since October 18 2012. Final data transfers are expected to be completed in February 2013.

Prescription Drug Program

City of Flint has suspended the planned implementation of a modified prescription drug program which requires the issuance of a generic drug unless a name brand drug is determined to be medically necessary. This action resulted due to a lawsuit, Yurk et al. v. City of Flint, pending in Genesee County Circuit Court before Hon. Archie Hayman. Judge Hayman granted a temporary restraining order and has completed a hearing on plaintiffs' motion for preliminary injunction. However, the court took the motion under advisement and has not issued a decision.

Dependent Eligibility Audit

The Risk Management Office has completed the process of conducting a dependent eligibility audit. Three hundred eighty-one dependents were identified for removal from the City's health plans. This reduction is estimated to save \$1.3 million in the first year.

Administrative Reorganizations

The City of Flint Human Relations Commission (HRC) has been reorganized to address constituent and citizen services. This reorganization was developed in relation to elimination of departments (Ombudsman and Civil Service Commission), as well as reductions in executive staff. The HRC will now be the First Stop Office at City Hall with a focus on prompt citizen response.

Prior to the start of FY13 the Information Services Department eliminated all but two of the existing positions. Through reorganization, 6 of 9 employees were rehired under new job descriptions. The new structure allowed more flexibility and greater utilization of personnel. Several large scale projects are nearing completion including: installation of a back-up server for Public Safety and 911, installation of new switches which will allow for a more complete use of Public Safety's data collection and record keeping systems. Other projects are on track, primarily the system upgrade of the BS&A ERP. Several legacy projects are nearing final milestones: installation of a new visualization server cluster, installation of 300 new desktop terminals and a cost savings pump station automation project.

Infrastructure/Development

Waste Collection

In early February 2013, the Infrastructure Department signed a contract with a private waste collection company. The City of Flint will no longer collect or dispose of household waste. It is expected that the fee for waste collection service will continue to be billed and collected by the City.

Water Issues

The City has been working closely with the Department of Treasury to come to a final decision on the long term source of water for the City of Flint. The final two choices

are between signing a 30 year conforming contract with the Detroit Water and Sewerage Department (DWSD) or joining the regional Karegnondi Water Authority. A final decision is expected in February 2013.

U. S. Department of Environmental Quality S2 Grant

An S2 DEQ grant to study infrastructure condition for water pollution control was accepted. The study was defined to encompass the City's entire sanitary sewer system including the overall collection system, the capacity and condition of the system, potential upgrade recommendations to the lift stations and the pumping stations, and to make recommendations for necessary investments to maintain the system.

U.S. Department of Energy Grant

The Department of Energy notified the City of Flint in November 2012 that the Energy Efficiency and Conservation Block Grant (EECBG) has expired. The expiration of the grant resolves the necessity to continue any negotiations related to the grant at this time. The expiration did not constitute a termination for cause or involve any other adverse finding.

Golf Courses

Three of the city's four golf courses were leased to private organizations. Two courses were operational summer 2012 and three are expected to be open during the summer of 2013.

Senior Centers

The Pierce Senior Center closed on April 30, 2012 as funding was no longer available. The City of Flint continues to explore our options with the two open Senior Centers, as RFP's were issued in the fall of 2012. Talks continue with potential vendors as well as the County Officials for the future of these Centers. A time frame of May is the goal for a new vendor to take over the day-to-day operations at both Brennan Center and Hasselbring Center.

Smith Village Development

The Smith Village housing project is funded primarily with HUD and NSP2 grants. Phase I, which includes 30 housing units, has been completed as scheduled. HUD has determined February 10, 2012 was the goal to expend 50% of the allocation. The Smith Village housing project has met that development goal.

On May 18, 2012, the City announced that Phase II of the Smith Village development will be undertaken by Ginosko Development Company and Rohde Construction Company. Ginosko's site plan was approved by the Flint Planning Commission on May 22, 2012.

Smith Village Phase II is scheduled to complete 25 homes by February 28, 2013. The developer is on-track to meet that deadline. Nine homes built by the new

developer will be completed by March 30, 2013. 21 Occupancy Permits have been received for homes in Phase I. Ten of the completed homes have purchase agreements and five mortgage closing are schedule to take place by February 28th. In the Spring the contractor will complete three more homes which will bring the total completed to 42. As sale proceeds become available, up to an additional 5 units can be built.

Master Plan

The City of Flint continues to make progress on the preparation of its first comprehensive Master Plan in fifty years through a \$1.5 million HUD Community Challenge Planning Grant. As a result of this grant, a Chief Planning Officer and two Associate Planners have been hired. These staff members coordinate monthly Steering Committee meetings and convene an additional six resident-led advisory groups containing up to 162 individuals to discuss the Master Plan with Flint residents. In total, staff has attended or held seventy-one community meetings, reaching approximately 1,850 community stakeholders. A website, www.imagineflint.com, and a Facebook page, City of Flint Master Plan has been established to inform citizens about the planning process and to gather input.

Staff was able to secure grant funds from the C.S. Mott Foundation in the amount of \$263,804, and the Ruth Mott Foundation in the amount of \$50,000. The City also applied for and received a grant in the amount of \$13,500 from the Community Foundation of Greater Flint for the preparation of a comprehensive report on integrating local food systems into the Master Plan. A draft report on Local Food was completed in December and will be used to educate the public on this issue.

Planning staff collaborated with the Community Foundation of Greater Flint to provide \$500 mini-grants to neighborhood groups in low-income areas that complete a housing conditions inventory. Tailoring a training from Data Driven Detroit, staff trained 28 neighborhood groups to conduct this inventory covering approximately 60% of the City. As a result, the City was able to complete an updated Housing Conditions Map of the entire City. This data is already being used to better target demolition resources. In fact, staff recently worked with the Genesee County Land Bank, Genesee County Metropolitan Planning Commission, and Flint Community Schools to develop a proposal for \$5 million to demolish the City's and County's most blighted properties through the Michigan Blight Elimination Grant Program.

From April through December 2012, staff undertook the task of data collection, culminating in an interim Existing Conditions Report. This report contains both quantitative demographic and economic data and qualitative data gathered through community workshops reaching approximately 700 individuals including an additional twenty-one key in-person interviews. The Existing Conditions Report was unveiled to the Steering Committee at the January 15, 2013 meeting and has been posted to the project website. This Existing Conditions Report will be used to frame

the large Vision and Goals Workshop planned for March 9, 2013, which will involve between 300 and 500 stakeholders in developing our Master Plan framework using the consensus building approach of America Speaks.

The city is pursuing an aggressive schedule of document development with the goal to present a draft version of the master plan to the city planning commission for consideration by Fall 2013.

U. S. Department of Housing and Urban Development Monitoring

After the February 2012 HUD Monitoring of the HOME Program, The City of Flint received notice from HUD that it has capacity to run the HOME program.

In the City of Flint 2012 Single Audit, DCED will have one finding related to the resolution of the OIG audit for 2010. In the 2011 Single Audit, under the previous administration, there were 8 findings.

In September 2012, HUD headquarters in Washington D.C. monitored the DCED ARRA Homeless Prevention and Rapid Rehousing Program and stated that the City of Flint established a comprehensive and well coordinated program for providing homelessness prevention assistance for its residents and that the City's HPRP Policies and Procedures Manual was well thought out.

In December 2012, HUD notified the City of Flint, in its Comprehensive Annual Performance and Evaluation Report (CAPER) that it met its timeliness ratio and expenditure requirement reaffirming their confidence in DCED's capacity to administer federal programs.

Real Estate Transactions

In August 2012 the City of Flint sold the Genesee Towers to Uptown Redevelopment Corporation for \$1 and committed \$750,000 CDBG dollars toward the over \$4 million cost of demolition. Genesee Towers has been a liability for the City since December 2010 when the city assessed a one time millage to cover the \$9.0 million judgment. This transaction has not yet been finalized due to title issues.

A quit claim deed for Chevy-in-the-Hole site has been transacted between the EDC and the City of Flint. EPA money for clean up has been agreed upon.

Facilities

An private company held an on-line auction in January 2013 to dispose of surplus equipment from a variety of departments in the City. This one day auction netted \$130,000. Future auctions of surplus equipment will be held in a similar manner.

Public Safety

A Police and Fire Protection Millage request for 6 mills for 5 years was placed on the November ballot and was approved by the electorate. This will begin the process of stabilizing both the Police and Fire Departments. The City is currently in the process of interviewing to hire ten new police officers.

A Public Safety Plan was introduced to the public on May 4, 2012. This plan addresses Police and Fire department organizational plan, operation of the lock-up, transition to 800 MHz communications system and the formation of the Criminal Justice System Advisory Council.

In June 2012 the Police Department changed to a 12 hour shift operation within a four District Patrol plan. These changes, in combination with the expansion of alternative call response procedures (including the introduction of the on-line CopLogic reporting system), have resulted in the continuing reduction in response times to 911 calls.

The City completed change over to the 800 MHz communication system for Police and Fire Departments before the December 31, 2012 required implementation date. The installation of a point to point microwave link with the Genesee County 9-1-1 Consortium tower system is yet to be completed.

The Public Safety Department recommended selection of the Genesee County Sheriff as the operator of the Flint lock-up. The lock-up opened the week of October 1, 2012. A number of policy issues arose and have been resolved. In just December 2012, 679 individuals were lodged in the lock-up.

Based on input from the State Police, Governor's Office and a Michigan State University Criminal Justice Study, it is clear that the Genesee County Criminal Justice System and the Flint Police Department could benefit from improved coordination and policy development. In September 2012 the first meeting of the Criminal Justice System Advisory Council (CJSAC) was held. Eight workgroups were established. Through these work groups a number of cooperative projects, streamlined operations and new collaborations have been identified; these were reported at the second CJSAC meeting in January 2013. A Treasury Department C-GAP application was originated and submitted through this process.

In June 2012, the City received a 6 month grant renewal from the C. S. Mott Foundation for the Community Policing grant which has funded 10 officers and 1 sergeant. The grant also includes other criminal justice system personnel support, including the addition of Neighborhood Safety Officers who would be responsible for enforcement of blight violations, vehicle ticketing for impound and other neighborhood duties. This grant was submitted in conjunction with the Michigan State University School of Criminal Justice Training and Assistance team. The MSU team will assist the City in implementing several phases of the

Public Safety plan. In December 2012, the Mott Foundation extended this grant for an additional 6 months which will provide funding through the end of the FY13 budget.

The City of Flint is continuing its existing collaborative efforts with regional partners. Examples: Flint Area Narcotics Unit, Safe Streets Task Force, and U.S. Attorney's Office Zero Tolerance gun violence reduction initiative, LifeLines (formerly known as CeaseFire), and other programs to help eliminate gang activity and prevent other violent acts.

A protocol was finalized for the transition to the Genesee County Sheriff's Department to handle the paramedic calls in the City of Flint. This millage is now being managed only by Genesee County. Completion date was July 1, 2012.

The FEMA funded SAFER Grant which supports the wages and benefits of 39 firefighters was renewed on June 10, 2012 for two years. The new grant totaled \$6.9 million. It is very rare that a city would be awarded a full funding request in back-to-back granting periods.

Projects in Progress

The Emergency Financial Manager has determined that the projects noted in the following list are the top priorities:

- | | |
|---------------------------------------------------------------------|--------------|
| 1. KWA Decision | February 1 |
| 2. Waste Collection Operation – complete transition to private firm | March 1 |
| 3. Complete Demolition Plan/Contracts for 600 properties | February 8 |
| 4. Complete construction at Smith Village | September |
| 5. Contract/Commit all HUD funds (DCED, NSP2 and 3) | September 30 |
| 6. 911 merger study | April |
| 7. SBI decision | March |
| 8. Begin FY14 Budget Process | mid-February |

Financial/Administration/IT

The budget process for FY14 has begun. Each department has been required to develop detailed organizational charts, goals, objectives and performance measures which will be an essential step in planning a five year budget. The five year budget will be a framework for long term planning.

The city will continue to review all departments and services for potential merger, consolidation, contracted service, shared services with other governmental entities, privatization or elimination. As a result of this review determine if these functions should be subsidized with general property tax dollars, what will be paid by the users and what services can be eliminated.

Continued reduction in personnel has strained the capability of departments to complete compliance and reporting work. Both short and long term vacancies create knowledge deficits which are becoming most difficult to overcome. This will be exacerbated as further staff reductions are required.

Cash flow, which was identified in the audit as an area of ongoing concern, has been reviewed. The situation continues to be monitored to assure sufficient cash to pay for current expenses, and options for long term solutions will be developed.

The water and sewer rate increases appear to have been nearly sufficient (within \$700,000) to cover current operations in the Water Fund, exclusive of OPEB liabilities. Future rate increases are probable. The decision on water sourcing – DWSD vs KWA – is of significant importance.

The Finance Department is also proceeding with the following projects:

- implementation of a Procurement Card system and the associated changes to the City's Purchasing Policies,
- completion of the update of the pension and OPEB liabilities,
- continued aggressive monitoring of revenue and expense activities as compared to the FY13 budget, with particular emphasis on revenue collections, position counts and overtime expenditures,
- planning and implementation of employee development programs focusing on financial management, supervision and labor relations, and leadership development.

Review the process for all grants to the City of Flint for appropriate use of funds, potential for continued funding, and timely reapplication.

Risk Management Office is reviewing various Employee/Retiree health care options including plan design, delivery systems, Medicare Advantage, Medicare Wrap Around, benefit carve-outs, etc. in an effort to control health care costs

The City Attorney is continuing with efforts to improve litigation management through claim evaluation, claim reporting, attorney training and trial preparation. The City Attorney continues to emphasize the "litigation team" approach to case handling, with weekly review of pending matters and discussion of how best to protect the City of Flint's legal interests.

The City currently funds the operation of the 68th District Court; in FY13 this amounts to \$5.4 Million - which comprises 9.2% of the General Fund Budget. The percentage of General Fund expense allocated to District Court has increased about 1.2% as compared to five years ago. It is anticipated that this percentage will again increase .5% for FY14. (This is a very rough estimate). This significant portion of the City's General Fund needs to be studied closely and recommendations developed to meet this required activity while containing and reducing costs. The EFM strongly encourages the State to continue the process of working to consolidate the 67th and 68th District Courts.

Infrastructure/Development

Water and Sewer Services

As part of the current budget process an evaluation is being made of what efforts can be employed to create an effective Preventive Maintenance plan which focuses on controlling water loss (leakage). This is expected to involve a combination of outsourcing, in-house work, and shared services with the County.

Discussions have begun with the Genesee County Drain Commissioner on a wide range of shared services and partnerships for both water and sewer operations.

The automation of one of the City's pump stations (which is currently staffed 24 hrs a day) has an expected completion date of June 2013. This will result in the elimination of overtime and a savings of over \$500,000 annually.

The planned shutdown of the City's incinerator has begun with engineering plans for a new load-out facility and is expected to reach completion in approximately 8 months. The estimated savings is \$400,000 annually.

A new storm water ordinance that shifts the cost allocation to the larger users is in process of being developed.

Transportation

Discussions have started with the County Road Commissioner on possible shared services.

Both road paving and engineering are seasonal activities and these are at ever decreasing levels. These are under review as areas to downsize or eliminate. Consideration is being given to developing service sharing arrangements or creating the ability to source on an as needed basis.

Outsourcing of Sanitation is now complete and the process of establishing city composting is underway with a permit application to DEQ submitted and a site plan of action being prepared for the EPA.

Parks and Recreation and Facilities

The City has identified at least one vendor who has shown the capacity to mow all of the city parks (64) multiple times at a rate that fits the current millage. An RFP is being issued for procurement in mid-February.

All city owned facilities are under review for energy savings, revenue generation from tenants, or possible liquidation.

Department of Community and Economic Development

With the end of the Federal NSP program in sight, the City has begun evaluating the management needs of the department and what can be outsourced or become a shared service. This evaluation should be complete and in place by the beginning of fiscal year 2014.

The Emergency Financial Manager has challenged each department to complete the use of HUD, CDBG and/or other grant funds within the grant guideline spending period.

Collaborative economic development efforts are underway with the Genesee Regional Chamber of Commerce to attract and retain businesses; and to receive and apply new tools such as the Next Michigan Development Corporation and Smart Zone designation. The city will continue to work with RACER Trust for brownfield development, including Buick City.

The City of Flint is challenged in its current financial condition to provide significant investment into job creation and Economic Development. However, the City has developed a unique and effective partnership with the Genesee Regional Chamber of Commerce (GRCC) which is the recognized economic development entity for Genesee County. The City receives specific community and economic development services from GRCC each year.

Public Safety

Continue to receive patrol assistance and detective assistance from Michigan State Police. Patrol assistance is a crime deterrent and increases traffic safety compliance. The detective assistance has increased the capacity for investigations within the Flint Police Department.

Continue existing collaborative efforts with regional partners. Examples: Flint Area Narcotics Unit, Safe Streets Task Force, and U.S. Attorney's Office Zero Tolerance gun violence reduction initiative, CeaseFire, and other programs to help eliminate gang activity and prevent other violent acts.

Apply new technologies and information systems to improve police efficiencies and improve targeting and effectiveness including New World, CopLogic, Shotspotter and DDACTS.

The Public Safety Administrator resigned from the City of Flint in January 2013. As the effectiveness of this position was reviewed the City has decided to pursue installing a full time Fire Chief and seek a Police administrator to complete projects associated with the Public Safety plan.

Restructure Fire Department, 911 and emergency response operations to adjust to eliminated Federal and County revenue sources. Review options for shared services, station configurations, staffing levels, contract services and technology applications.

All Departments

Review all city owned assets (both real property and capital equipment) and determine if disposal should be pursued.

Review necessary ordinance and charter revisions which would increase flexibility for department reorganization and budget flexibility.

Investigate appropriate investments necessary to achieve longer term savings, cost avoidance, and improved efficiencies.

The EFM is addressing the financial crisis and also working on meeting the many other needs of residents and continuing development of the city. Numerous grant applications have been submitted to implement a wide range of programs.

Grants submitted:

- Joint application with the Genesee County Landbank for \$5 million for demolition.
- Application to Environmental Protection Agency for nearshore health and non point source pollution, watershed remediation for “Chevy-in-the-Hole” stormwater wetlands. \$600,000
- Application to the Administration for Children and Families for Community Economic Development (CED) projects. \$800,000
- The City of Flint is also a partner applicant in the Building Neighborhood Capacity Program (Wards 1 & 3) and Promise Neighborhood (Wards 1 & 2) which are part of the Federal Neighborhood Revitalization Initiative. (\$225,000)
- The City of Flint and the Flint Farmer’s Market have applied for an Urban Farmer’s Market Program which provides funds to entitlement communities, in this application the request is for equipment and fees for the SNAP and Double UP Food Bucks. (\$21,742)

Next Steps

- Implement department reorganizations, contract agreements, proposed shared services, mergers and consolidations.
- Manage FY13 budget compliance.

- Maintain the safety of the residents of the city during this transition and keep the citizenry informed of plans throughout this process.
- Make and implement key decisions on Infrastructure – particularly water and sewer operations.
- Develop a plan to increase revenue: income tax and other. Include potential for urban homesteading.
- Decide timing and leadership for Charter revision.

Conclusions

Significant work has been accomplished to stabilize the financial situation of the City of Flint. The whole of the organization is being restructured to reflect a smaller, leaner government operation. Services which were routinely provided are being inspected to determine if they should continue and if so, in what format. Technology solutions are often implemented to increase efficiencies but these also result in reduced opportunities to speak to a real person.

However, the Emergency Financial Manager acknowledges an on-going financial crisis. Also, the City of Flint realizes that it is a high priority to address the tremendous public safety issues through the improved coordination throughout the criminal justice system in Genesee County. Aggressive efforts are being undertaken to clarify and resolve all issues presented in this report.

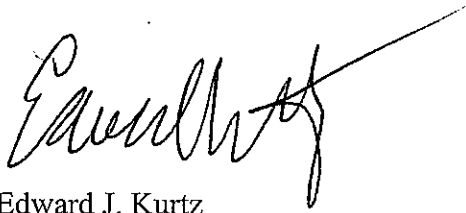
The City is also approaching the point of diminishing returns. There are only so many personnel reductions which can be made before there is no one left to manage the operation. We are approaching the limit of the City's borrowing capability. Capital improvement funds are drained.

Additionally, stable revenue is necessary in order for this city, and most other cities in Michigan, to continue to avoid a bankruptcy situation. We have asked our residents to accept a significant 6 mil Police and Fire Protection Millage and they have done so. We have imposed a street lighting assessment, a waste collection fee and tremendous water and sewer rate increases. Our residents have not enjoyed increasing services, increasing property valuations or increasing employment opportunities.

In the meantime, Flint is still struggling with effects from increased expenses and reduced revenue from decisions outside our control. These include: yet another General Motors/Delphi closure impacting over 300 jobs, the unknown impact from the changes in personal property taxes, the \$120,000 cost to hold the State Senate primary election, and the \$575,000 required match for MDOT projects in FY14.

We need to hear a state-wide strategy to support Michigan's cities.

Another update of this report is expected to be required in April 2013 following the appointment of an Emergency Manager with the replacement legislation for Public Act 4 implementation. Updates will also be provided as appropriate.

A handwritten signature in black ink, appearing to read 'Edward J. Kurtz', with a long horizontal line extending from the end of the signature.

Edward J. Kurtz
Emergency Financial Manager
City of Flint

Attachments:

#1 Organizational Chart

City of Flint: Organizational Chart

