

City of Flint, Michigan

*Third Floor, City Hall
1101 S. Saginaw Street
Flint, Michigan 48502
www.cityofflint.com*



Meeting Agenda - Final

Monday, May 11, 2020

5:30 PM

AMENDED to Add Reso. No. 200204

ELECTRONIC PUBLIC MEETING

CITY COUNCIL

*Monica Galloway, President, Ward 7
Maurice D. Davis, Vice President, Ward 2*

*Eric Mays, Ward 1
Kate Fields, Ward 4
Herbert J. Winfrey, Ward 6*

*Santino J. Guerra, Ward 3
Jerri Winfrey-Carter, Ward 5
Allan Griggs, Ward 8*

Eva L. Worthing, Ward 9

Inez M. Brown, City Clerk

Davina Donahue, Deputy Clerk

CALL TO ORDER**SPECIAL PUBLIC NOTICE - ELECTRONIC PUBLIC MEETING**

On March 10, 2020, Governor Gretchen Whitmer declared a State of Emergency after two individuals were confirmed testing presumptively positive for COVID-19. On March 12, 2020, Mayor Sheldon A. Neeley declared a local State of Emergency to exist in the City of Flint as a result of the threat of COVID-19, and closed City Hall to the public effective March 17, 2020. On March 22, 2020, Mayor Neeley asked residents to participate in a voluntary shelter in place. On March 23, 2020, the City Council approved the continuation of the declaration of a local State of Emergency. On April 30, 2020, Governor Whitmer instituted Executive Order No. 2020-67, Declaration of state of emergency under the Emergency Powers of the Governor Act, 1945 PA 302, and Executive Order No. 2020-68, Declaration of states of emergency and disaster under the Emergency Management Act, 1976 PA 390 (with both orders taking immediate effect and replacing EO 2020-33). On May 1, 2020, Governor Whitmer instituted Executive Order No. 2020-70, Temporary requirement to suspend activities that are not necessary to sustain or protect life. EO 2020-70 took immediate effect and rescinded EO 2020-59. On March 18, 2020, Governor Whitmer instituted Executive Order No. 2020-15, a temporary authorization of remote participation in public meetings and hearings. Executive Order No. 2020-48, instituted April 14, 2020, clarified and extended the duration of that relief (and rescinded EO 2020-15). On May 6, 2020, Governor Whitmer instituted Executive Order No. 2020-75, which extends the duration of said relief further, and rescinds EO 2020-48. Therefore, in accordance with Governor Whitmer's Executive Order 2020-75 promoting the public health and safety of the state of Michigan and its residents, and allowing for electronic public meetings during this pandemic, the following meeting is scheduled electronically: Flint City Council Meeting, Monday, May 11, 2020, at 5:30 p.m.

- 1. The public and media may listen to the meeting online by live stream at www.youtube.com/user/spectacletv or through Start Meeting Solution by dialing (617) 944-8177.*
- 2. The public may send public comments by email to CouncilPublicComment@cityofflint.com no later than 10 minutes prior to the meeting start time of 5:30 p.m.*
- 3. Persons with disabilities may participate in the meeting by the abovementioned means and by emailing a request for an accommodation to CouncilPublicComment@cityofflint.com, with the subject line Request for Accommodation, or by contacting the City Clerk at (810) 766-7418 to request Accommodation - including but not limited to interpreters.*

CALL TO ORDER**ROLL CALL****PLEDGE OF ALLEGIANCE****PRAYER OR BLESSING****READING OF DISORDERLY PERSONS CITY CODE SUBSECTION**

Any person that persists in disrupting this meeting will be in violation of Flint City Code Section 31-10, Disorderly Conduct, Assault and Battery, and Disorderly Persons, and will be subject to arrest for a misdemeanor. Any person who prevents the peaceful and orderly conduct of any meeting will be given one warning. If they persist in disrupting the meeting, that individual will be subject to arrest. Violators shall be removed from meetings.

REQUEST FOR CHANGES AND/OR ADDITIONS TO AGENDA

PRESENTATION OF MINUTES

200180 Summary Minutes/Flint City Council/Regular Meeting/April 13, 2020

Summary Minutes of the Flint City Council regular meeting held Monday, March 9, 2020, at 5:30 p.m., by way of ELECTRONIC PUBLIC MEETING.

PUBLIC SPEAKING

Per the AMENDED PUBLIC NOTICE for this Flint City Council Electronic Public Meeting, in order to speak during the PUBLIC SPEAKING PERIOD of the meeting by telephone, participants will also call (617) 944-8177. All callers will be queued and muted until the Public Speaking portion of the agenda. Public speakers will be unmuted in order and asked if they wish to address the City Council ON ANY SUBJECT. Public speakers should state and spell their name for the record and will be allowed three (3) minutes for public speaking. The speaker will be returned to mute after the 3 minutes have expired. After the telephonic public speakers are completed, emailed public comments will be read by the City Clerk.

COUNCIL RESPONSE

Per the amended Rules Governing Meetings of the Council, individual council response is limited to two (2) minutes and is subject to all rules of decorum and discipline.

OVERVIEW OF THE PROPOSED 2021 CITY OF FLINT BUDGET

The City's Finance Department/Administration will present to the Flint City Council and general public an overview of the 2021 City of Flint Proposed Budget.

PUBLIC HEARINGS/COMMUNITY BUDGET HEARING

[NOTE: The "Amended" FY2021 Proposed Budget was presented to the City Council by Finance/Admin on Monday, April 27, 2020. A copy of the "Amended" Proposed Budget is available on the City's website: www.cityofflint.com.]

Per the AMENDED PUBLIC NOTICE for this Flint City Council Electronic Public Meeting, in order to speak during the PUBLIC HEARING/COMMUNITY BUDGET HEARING PERIOD of the meeting by telephone, participants will also call (617) 944-8177. All callers will be queued and muted until the Community Budget Hearing portion of the agenda. Public speakers will be unmuted in order and asked if they wish to address the City Council ON THE 2021 CITY OF FLINT PROPOSED BUDGET specifically. Public speakers should state and spell their name for the record and will be allowed ten (10) minutes to speak during the public hearing. The speaker will be returned to mute after the 10 minutes have expired.

- 200193** Community Budget Hearing/Proposed FY2021 City of Flint Operating Budget
- A Community Budget Hearing (Public Hearing) scheduled for Monday, May 11, 2020, at 5:30 p.m., in order to allow for public comment on the FY2020/2021 Budget, as proposed by Mayor Sheldon Neeley.

PETITIONS AND UNOFFICIAL COMMUNICATIONS

COMMUNICATIONS (from Mayor and Other City Officials)

- 200194** Traffic Engineering/Closure Permits
- Sidewalk, Lane and Street Closures permits (4) dated May 2020 for requested activities/events, with noted responsibility for the placement of the required traffic control devices, and/or personnel, for the protection of traffic and event participants.
- 200195** Office of the Mayor/Communication/Communication with Vendor During a Pending Procurement Process
- Communication dated April 30, 2020, from City Administrator Clyde Edwards to City Council President Monica Galloway (cc: Flint City Council/City Clerk), re: Council President Galloway's communication with L. D'Agostini and Sons, Inc. during a pending procurement process.
- 200196** Office of the Mayor/Communication/Interference in Administration
- Communication dated May 4, 2020, from Mayor Sheldon Neeley to City Council President Monica Galloway, re: Interference in Administration.

ADDITIONAL COMMUNICATIONS

APPOINTMENTS

RECONSIDERATION

[NOTE: Resos No. 200161, a Resolution to Approve L. D'Agostini & Sons for Construction of Secondary Water Source Pipeline, and No. 200162, a Resolution to Pullman, SST for Dort Reservoir Rehabilitation, were FAILED by the City Council on April 13, 2020. The possibility of a motion to reconsider was TABLED during the April 27, 2020 Electronic Public Meeting, so the resolutions are presented here for Council's (re)consideration.]

- 200161** Contract/L. D'Agostini & Sons, Inc./Secondary Water Source Pipeline
- Resolution resolving that the appropriate City Officials are authorized to do all things necessary to enter into a contract with L. D'Agostini [& Sons, Inc.] for the construction of a secondary water source pipeline, in an amount NOT-TO-EXCEED \$14,725,899.33, as requested by the Department of Public Works (DPW)/Water Plant [Water Capital Projects Fund].

200162 Contract/Pullman, SST/Dort Reservoir Rehabilitation

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to enter into a contract with /Pullman, SST for Dort Reservoir Rehabilitation, in an amount NOT-TO-EXCEED \$2,169,985.00, as requested by the Department of Public Works (DPW)/Water Plant [Water Capital Projects Fund].

RESOLUTIONS**200197** Contract/Catholic Charities of Shiawassee and Genesee Counties/Well Space Shelter Collaborative Program

Resolution resolving that the Flint City Council authorizes the Planning and Development Department, Division of Community and Economic Development, to do all things necessary to enter into a contract with Catholic Charities of Shiawassee and Genesee Counties, in the amount of \$138,904.77 in CDBG funds, to operate a Well Space Shelter, activating it if and when the need arises during the current State of Emergency issued in response to the COVID-19 pandemic.

200198 Policy/City of Flint/Telecommuting

Resolution resolving that the Flint City Council authorizes the City Administrator to do all things necessary to adopt the Telecommuting Policy and any subsequent amendments based on State and Federal guidelines, but not limited to Center for Disease Control (CDC) and Occupational Safety and Health Administration (OSHA).

200199 Policy/City of Flint/Environmental Cleaning, Contamination and Disinfectant Policy COVID-19

Resolution resolving that the Flint City Council authorizes the City Administrator to do all things necessary to adopt the Environmental Cleaning, Contamination and Disinfectant Policy COVID-19 and any subsequent amendments based on State and Federal guidelines, but not limited to Center for Disease Control (CDC) and Occupational Safety and Health Administration (OSHA).

200200 Policy/City of Flint/Public Screening for COVID-19

Resolution resolving that the Flint City Council authorizes the City Administrator to do all things necessary to adopt the Public Screening for COVID-19 Policy and any subsequent amendments based on State and Federal guidelines, but not limited to Center for Disease Control (CDC) and Occupational Safety and Health Administration (OSHA).

200201 Policy/City of Flint/Employee Screening for COVID-19

Resolution resolving that the Flint City Council authorizes the City Administrator

to do all things necessary to adopt the Employee Screening for COVID-19 Policy and any subsequent amendments based on State and Federal guidelines, but not limited to Center for Disease Control (CDC) and Occupational Safety and Health Administration (OSHA).

200202 Policy/City of Flint/Responding to a Positive COVID-19 Test

Resolution resolving that the Flint City Council authorizes the City Administrator to do all things necessary to adopt the Responding to a Positive COVID-19 Test Policy and any subsequent amendments based on State and Federal guidelines, but not limited to Center for Disease Control (CDC) and Occupational Safety and Health Administration (OSHA).

200203 Policy/City of Flint/Return to Work After Stay at Home Order (Social Distancing and Mitigation Measures)

Resolution resolving that the Flint City Council authorizes the City Administrator to do all things necessary to adopt the Return to Work After Stay at Home Order (Social Distancing and Mitigation Measures) Policy and any subsequent amendments based on State and Federal guidelines, but not limited to Center for Disease Control (CDC) and Occupational Safety and Health Administration (OSHA).

200204 Budget Amendment/General Fund/Hazardous Pay

Resolution authorizing the appropriate City Officials to do all things necessary to [amend the 2019-2020 Budget] to transfer \$400,000.00 from the General Fund (101), to the Fringe Benefit Fund Wage Account No. 627-000.300-702.000 in the amount of \$364,000.00, and to the Fringe Benefit Fund Direct Fringe Account No. 627-000.300-719.100 in the amount of \$36,000.00, for Hazard Pay compensation for the City of Flint's first responders and frontline workers.

LIQUOR LICENSES

INTRODUCTION AND FIRST READING OF ORDINANCES

SECOND READING AND ADOPTION OF ORDINANCES

NEW BUSINESS

FINAL COUNCIL COMMENTS

ADJOURNMENT



City of Flint, Michigan

Summary Meeting Minutes For

CITY COUNCIL

Third Floor, City Hall
1101 S. Saginaw Street
Flint, Michigan 48502
www.cityofflint.com

Monica Galloway, President, Ward 7
Maurice D. Davis, Vice President, Ward 2

Eric Mays, Ward 1
Kate Fields, Ward 4
Herbert J. Winfrey, Ward 6

Santino J. Guerra, Ward 3
Jerri Winfrey-Carter, Ward 5
Allan Griggs, Ward 8

Eva L. Worthing, Ward 9

Inez M. Brown, City Clerk

Davina Donahue, Deputy Clerk

Monday, April 13, 2020

5:30 PM

ELECTRONIC PUBLIC MEETING

200160 Contract/Duke's Root Control/Root Control Services

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to enter into a contract with Duke's Root Control [for sewer line chemical root control services], in an amount NOT-TO-EXCEED \$350,000.00, as requested by the Department of Public Works (DPW).

This Matter was ADOPTED BY THE MASTER RESOLUTION on the Consent Agenda.

200161 Contract/L. D'Agostini & Sons, Inc./Secondary Water Source Pipeline

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to enter into a contract with L. D'Agostini [& Sons, Inc.] for the construction of a secondary water source pipeline, in an amount NOT-TO-EXCEED \$14,725,899.33, as requested by the Department of Public Works (DPW)/Water Plant [Water Capital Projects Fund].

SEPARATED FROM MASTER RESOLUTION

200162 Contract/Pullman, SST/Dort Reservoir Rehabilitation

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to enter into a contract with /Pullman, SST for Dort Reservoir Rehabilitation, in an amount NOT-TO-EXCEED \$2,169,985.00, as requested by the Department of Public Works (DPW)/Water Plant [Water Capital Projects Fund].

SEPARATED FROM MASTER RESOLUTION

200163 Berger Chevrolet, Inc./Twelve (12) 2020 Chevrolet Tahoe PPV Patrol Units

Resolution resolving that the appropriate City Officials are authorized to issue a purchase order to Berger Chevrolet, Inc. for twelve (12) 2020 Chevrolet Tahoe PPV Patrol Units for the Police Department, in an amount NOT-TO-EXCEED \$586,350.00.

This Matter was ADOPTED BY THE MASTER RESOLUTION on the Consent Agenda.

200164 CO#1/Contract/Detroit Salt Company/Bulk Rock Salt

Resolution authorizing the proper City Officials to [enter into] change order #1 [to the contract with] Detroit Salt Company for additional bulk rock salt, in the amount of \$80,000.00, and a revised aggregate amount of \$380,000.00 for FY19/20, as requested by Street Maintenance.

SEPARATED FROM MASTER RESOLUTION

200165 CO#1/Contract/Michigan Department of Transportation (MDOT)/12th Street-Carmen Creek Bridge

Resolution authorizing the proper City Officials to [enter into] change order #1 to the contract with the Michigan Department of Transportation (MDOT) to cover the delay to the improvements to the 12th Street (Torrey Road) over Carmen Creek Bridge #2828, in an amount NOT-TO-EXCEED \$238,622.23, and a total revised contract amount of \$315,722.33, as requested by the Department of Public Works (DPW).

SEPARATED FROM MASTER RESOLUTION

200166 CO#1/Contract/CDM Smith/Resident Project Representative Services/Construction Engineering Services

Resolution authorizing the appropriate City Officials to do all things necessary to enter into change order #1 to the existing contract No. 18-119 to continue on with the Resident Project Representative (RPR) services, and with Construction Engineering (CE) services from CDM Smith, for an additional contract amount of \$428,947.00, for a total contract price NOT-TO-EXCEED \$915,247.00 for FY19/20, and pending budget approval of FY20/21, as requested by the Department of Public Works (DPW).

SEPARATED FROM MASTER RESOLUTION

200167 CO#4/Contract/Arcadis U.S. Inc./Lead Pipe Loop Study

Resolution authorizing the appropriate City Officials to do all things necessary to enter into change order #4 [to the contract with Arcadis U.S. Inc.] to add monies for [an] ongoing lead pipe loop study, for an additional contract amount of \$394,113.00, and a total contract price NOT-TO-EXCEED \$3,470,202.38 for FY19/20, as requested by the Department of Public Works (DPW).

SEPARATED FROM MASTER RESOLUTION

200168 Collective Bargaining Agreement/City of Flint/Flint Police Officers' Association

Resolution resolving that the Flint City Council approves the Collective Bargaining Agreement between the City of Flint and the Flint Police Officers'

Association.

SEPARATED FROM MASTER RESOLUTION

- 200169** Collective Bargaining Agreement/City of Flint/Police Officers Labor Council Captains and Lieutenants Unit

Resolution resolving that the Flint City Council approves the Collective Bargaining Agreement between the City of Flint and the Police Officers Labor Council Captains and Lieutenants Unit.

SEPARATED FROM MASTER RESOLUTION

- 200161** Contract/L. D'Agostini & Sons, Inc./Secondary Water Source Pipeline

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to enter into a contract with L. D'Agostini [& Sons, Inc.] for the construction of a secondary water source pipeline, in an amount NOT-TO-EXCEED \$14,725,899.33, as requested by the Department of Public Works (DPW)/Water Plant [Water Capital Projects Fund].

A motion was made by Councilperson Griggs, seconded by Councilperson Winfrey-Carter, that this matter be REFERRED TO COMMITTEE to the FINANCE COMMITTEE, due back on April 22, 2020. The motion failed by the following vote:

Aye: 4 - Councilperson Davis, Councilperson Guerra, Councilperson Fields and Councilperson Worthing

No: 4 - Councilperson Mays, Councilperson Winfrey-Carter, Vice President Galloway and Councilperson Griggs

Absent: 1 - President Winfrey

- 200162** Contract/Pullman, SST/Dort Reservoir Rehabilitation

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to enter into a contract with /Pullman, SST for Dort Reservoir Rehabilitation, in an amount NOT-TO-EXCEED \$2,169,985.00, as requested by the Department of Public Works (DPW)/Water Plant [Water Capital Projects Fund].

A motion was made by Councilperson Winfrey-Carter, seconded by Councilperson Griggs, that this matter be REFERRED TO COMMITTEE to the FINANCE COMMITTEE, due back on April 22, 2020. The motion failed by the following vote:

Aye: 4 - Councilperson Mays, Councilperson Winfrey-Carter, Vice President Galloway and Councilperson Griggs

No: 4 - Councilperson Davis, Councilperson Guerra, Councilperson Fields and Councilperson Worthing

Absent: 1 - President Winfrey

A motion was made by Councilperson Fields, seconded by Councilperson Guerra, that this matter be Adopted. The motion failed by the following vote:

Aye: 4 - Councilperson Davis, Councilperson Guerra, Councilperson Fields and Councilperson Worthing

No: 4 - Councilperson Mays, Councilperson Winfrey-Carter, Vice President Galloway and Councilperson Griggs

Absent: 1 - President Winfrey

200164 CO#1/Contract/Detroit Salt Company/Bulk Rock Salt

Resolution authorizing the proper City Officials to [enter into] change order #1 [to the contract with] Detroit Salt Company for additional bulk rock salt, in the amount of \$80,000.00, and a revised aggregate amount of \$380,000.00 for FY19/20, as requested by Street Maintenance.

A motion was made by Councilperson Griggs, seconded by Councilperson Mays, that this matter be Adopted. The motion carried by the following vote:

Aye: 8 - Councilperson Mays, Councilperson Davis, Councilperson Guerra, Councilperson Fields, Councilperson Winfrey-Carter, Vice President Galloway, Councilperson Griggs and Councilperson Worthing

Absent: 1 - President Winfrey

200165 CO#1/Contract/Michigan Department of Transportation (MDOT)/12th Street-Carmen Creek Bridge

Resolution authorizing the proper City Officials to [enter into] change order #1 to the contract with the Michigan Department of Transportation (MDOT) to cover the delay to the improvements to the 12th Street (Torrey Road) over Carmen Creek Bridge #2828, in an amount NOT-TO-EXCEED \$238,622.23, and a total revised contract amount of \$315,722.33, as requested by the Department of Public Works (DPW).

A motion was made by Councilperson Mays, seconded by Councilperson Guerra, that this matter be Adopted. The motion carried by the following vote:

Aye: 6 - Councilperson Mays, Councilperson Davis, Councilperson Guerra, Councilperson Fields, Councilperson Winfrey-Carter and Councilperson Worthing

No: 2 - Vice President Galloway and Councilperson Griggs

Absent: 1 - President Winfrey

200166 CO#1/Contract/CDM Smith/Resident Project Representative Services/Construction Engineering Services

Resolution authorizing the appropriate City Officials to do all things necessary to enter into change order #1 to the existing contract No. 18-119 to continue on with the Resident Project Representative (RPR) services, and with Construction Engineering (CE) services from CDM Smith, for an additional contract amount of \$428,947.00, for a total contract price NOT-TO-EXCEED \$915,247.00 for FY19/20, and pending budget approval of FY20/21, as requested by the Department of Public Works (DPW).

A motion was made by Councilperson Griggs, seconded by Councilperson Mays, that this matter be REFERRED TO COMMITTEE to the FINANCE COMMITTEE, due back on April 22, 2020. The motion carried by the following vote:

Aye: 5 - Councilperson Mays, Councilperson Winfrey-Carter, Vice President Galloway, Councilperson Griggs and Councilperson Worthing

No: 3 - Councilperson Davis, Councilperson Guerra and Councilperson Fields

Absent: 1 - President Winfrey

200167 CO#4/Contract/Arcadis U.S. Inc./Lead Pipe Loop Study

Resolution authorizing the appropriate City Officials to do all things necessary to enter into change order #4 [to the contract with Arcadis U.S. Inc.] to add monies for [an] ongoing lead pipe loop study, for an additional contract amount of \$394,113.00, and a total contract price NOT-TO-EXCEED \$3,470,202.38 for FY19/20, as requested by the Department of Public Works (DPW).

A motion was made by Councilperson Griggs, seconded by Councilperson Winfrey-Carter, that this matter be REFERRED TO COMMITTEE to the FINANCE COMMITTEE, due back on April 22, 2020. The motion failed by the following vote:

Aye: 1 - Councilperson Griggs

No: 7 - Councilperson Mays, Councilperson Davis, Councilperson Guerra, Councilperson Fields, Councilperson Winfrey-Carter, Vice President Galloway and Councilperson Worthing

Absent: 1 - President Winfrey

A motion was made by Councilperson Mays, seconded by Councilperson Fields, that this matter be Adopted. The motion carried by the following vote:

Aye: 8 - Councilperson Mays, Councilperson Davis, Councilperson Guerra, Councilperson Fields, Councilperson Winfrey-Carter, Vice President Galloway, Councilperson Griggs and Councilperson Worthing

Absent: 1 - President Winfrey

200168 Collective Bargaining Agreement/City of Flint/Flint Police Officers' Association

Resolution resolving that the Flint City Council approves the Collective Bargaining Agreement between the City of Flint and the Flint Police Officers' Association.

A motion was made by Councilperson Mays, seconded by Councilperson Guerra, that this matter be Adopted. The motion carried by the following vote:

Aye: 8 - Councilperson Mays, Councilperson Davis, Councilperson Guerra, Councilperson Fields, Councilperson Winfrey-Carter, Vice President Galloway, Councilperson Griggs and Councilperson Worthing

Absent: 1 - President Winfrey

200169 Collective Bargaining Agreement/City of Flint/Police Officers Labor Council Captains and Lieutenants Unit

Resolution resolving that the Flint City Council approves the Collective Bargaining Agreement between the City of Flint and the Police Officers Labor Council Captains and Lieutenants Unit.

A motion was made by Councilperson Guerra, seconded by Councilperson Griggs, that this matter be Adopted. The motion carried by the following vote:

Aye: 8 - Councilperson Mays, Councilperson Davis, Councilperson Guerra, Councilperson Fields, Councilperson Winfrey-Carter, Vice President Galloway, Councilperson Griggs and Councilperson Worthing

Absent: 1 - President Winfrey

200074 Ordinance/Chapter 50 (Zoning)/Article XXXI (Medical Marihuana Facilities Opt In Ordinance)/Section 50-183 (Medical Marihuana Facilities Opt In Ordinance)

An ordinance to amend the Code of the City of Flint by amending Chapter 50 (Zoning), Article XXXII (Medical Marihuana Facilities), Section 50-183 (Medical Marihuana Facilities Opt In Ordinance). [NOTE: Amendments recommended by the Planning Commission on February 4, 2020.]

A motion was made by Councilperson Mays, seconded by Councilperson Griggs, that this matter be REFERRED TO COMMITTEE to the LEGISLATIVE COMMITTEE, due back on April 22, 2020. The motion carried by the following vote:

Aye: 6 - Councilperson Mays, Councilperson Davis, Councilperson Guerra, Councilperson Winfrey-Carter, Vice President Galloway and Councilperson Griggs

Absent: 3 - Councilperson Fields, President Winfrey and Councilperson Worthing

200075 Ordinance/Amendment/Chapter 12 (Business and Occupations Generally)Article XVI (Medical Marihuana Facilities)/Section 12-95 (Standards for Medical Marihuana Facilities)

An ordinance to amend the Code of Ordinances for the City of Flint by amending Chapter 12 (Business and Occupations Generally), Article XVI (Medical Marihuana Facilities), Section 12-95 (Standards for Medical Marihuana Facilities), by changing references to Medical Marihuana Facilities to Marihuana Facilities, consistent with the licenses and standards set forth in Chapter 50, Article XXXII, Section 50-183.

A motion was made by Councilperson Mays, seconded by Councilperson Griggs, that this matter be REFERRED TO COMMITTEE to the LEGISLATIVE COMMITTEE, due back on April 22, 2020. The motion carried by the following vote:

Aye: 6 - Councilperson Mays, Councilperson Davis, Councilperson Guerra, Councilperson Winfrey-Carter, Vice President Galloway and Councilperson Griggs

Absent: 3 - Councilperson Fields, President Winfrey and Councilperson Worthing

200076 Ordinance/Chapter 50 (Zoning)/Article XXIX (Special Regulated Uses)/Sections

50-161 (Purpose), 50-163 (Locational Standards - Relationship to Similar Uses), 50-164 (Locational Standards - Relationship to Residential Area and Other Uses), and 50-169 (Zoning Districts Requirements for Special Regulated Uses)

An ordinance to amend Chapter 50 (Zoning), Article XXIX, (Special Regulated Uses), of the Code of the City of Flint by amending §50-161 (Purpose), §50-163 (Locational Standards - Relationship to Similar Uses), §50-164 (Locational Standards - Relationship to Residential Area and Other Uses), and §50-169 (Zoning Districts Requirements for Special Regulated Uses) in light of the amendments to Special Regulated Uses "E", "F" and "G" set forth in Chapter 50 (Zoning), Section 50-183 (Marihuana Facilities Opt In Ordinance).

A motion was made by Councilperson Mays, seconded by Councilperson Griggs, that this matter be REFERRED TO COMMITTEE to the LEGISLATIVE COMMITTEE, due back on April 22, 2020. The motion carried by the following vote:

Aye: 6 - Councilperson Mays, Councilperson Davis, Councilperson Guerra, Councilperson Winfrey-Carter, Vice President Galloway and Councilperson Griggs

Absent: 3 - Councilperson Fields, President Winfrey and Councilperson Worthing

MAILED
4-13-2020

200161

CITY OF FLINT



PROPOSAL #20000362

RESOLUTION NO: _____
PRESENTED: 4-13-20
PRESENTED: _____

BY THE CITY ADMINISTRATOR:

RESOLUTION TO APPROVE L. D'AGOSTINI & SONS, INC. FOR CONSTRUCTION OF SECONDARY WATER SOURCE PIPELINE

The Department of Purchases & Supplies solicited proposals for the construction of a Secondary Water Source Pipeline as requested by the Department of Public Works/Water Plant, and; L. D'Agostini & Sons, Inc. was the lowest responsive bidder from out of four proposals submitted.

Funding for said services are budgeted and will come from the following account:

Dept.	Name of Account	Account #	Grant #	Amount
496	Secondary Water Source	551.800-801.468	FEPA18WIIN-1	\$14,725,899.33

IT IS RESOLVED, appropriate City Officials are to do all things necessary, upon City Council Members approval, to enter into a contract with L. D'Agostini for the construction of a Secondary Water Source Pipeline in an amount not-to-exceed \$14,725,899.33. (Water Capital Projects Fund).

APPROVED AS TO PURCHASING:

Joyce A. McClane
Purchasing Manager

APPROVED AS TO FINANCE:

Amanda Trujillo
Acting Chief Financial Officer

APPROVED AS TO FORM:

Angela Wheeler w/p
Angela Wheeler, Chief Legal Officer

Clyde Edwards
Clyde Edwards, City Administrator

Handwritten initials

CITY COUNCIL:

Monica Galloway, Council President



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: April 8, 2020

BID/PROPOSAL# 20000561

AGENDA ITEM TITLE: Secondary water source

PREPARED BY Robert Blincsik, Director of Public Works

VENDOR NAME: L. D'Agostini & Sons, Inc.

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The purpose of this resolution is to award a contract to L. D'Agostini & Sons, Inc. to build the secondary water pipeline from the Genesee County Drain Commission. They were the lowest responsive bidder. The pipeline will be approximately 5.5 miles long and will connect the two systems from Francis and Lewis Rd. to the City of Flint Water Plant on Dort and Stewart. As part of our EPA administrative consent order we are required to have a redundant drinking water source. This project will fulfill that requirement. The project is funded through WIIN funding and identified as project #3 in the WIIN funding project plan.

FINANCIAL IMPLICATIONS:

BUDGETED EXPENDITURE? YES ☒ NO ☐ IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant Code	Amount
496	Secondary Water Source	551.000-801.068	FEPA18WIIN-1	\$14,725,899.33
FY20 GRAND TOTAL				\$14,725,899.33

PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO: 20003042

ACCOUNTING APPROVAL: Yolanda Gray Date: 4-8-2020

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☐ NO ☐
(If yes, please indicate how many years for the contract) YEARS



CITY OF FLINT

WHEN APPLICABLE, IF MORE THAN ONE (1) YEAR, PLEASE ESTIMATE TOTAL AMOUNT FOR EACH
BUDGET YEAR: *(This will depend on the term of the bid proposal)*

BUDGET YEAR 1

BUDGET YEAR 2

BUDGET YEAR 3

OTHER IMPLICATIONS (i.e., collective bargaining):

STAFF RECOMMENDATION: (PLEASE SELECT): ☒ APPROVED ☐ NOT APPROVED

DEPARTMENT HEAD SIGNATURE:

Robert Bincsik

(Robert Bincsik, Director of Public Works)

SEALED PROPOSALS RECEIVED IN THE PURCHASING DEPARTMENT
FOR SECONDARY WATER SOURCE
PROPOSAL #20000562

L. O'Agostini & Sons, Inc. 15801 23 Mile Rd. Macomb, MI 48042	Ric-Man Construction, Inc. 38600 Van Dyke, Suite 100 Sterling Heights, MI 48312	D.V.M. Utilities, Inc. 6045 Sims Dr., Suite 2 Sterling Heights, MI 48313	Zito Construction 8033 Fenton Rd. Grand Blanc, MI 48439
\$ 14,725,899.33	\$ 16,727,320.00	\$ 18,352,413.84*	\$ 21,116,960.00*

* Non-responsive bidder, did not submit correct addendum.

MAILED
4-13-2020

200162

CITY OF FLINT



PROPOSAL #20000561

RESOLUTION NO: _____

PRESENTED: 4-13-20

PRESENTED: _____

BY THE CITY ADMINISTRATOR:

RESOLUTION TO PULLMAN, SST FOR DORT RESERVOIR REHABILITATION

The Department of Purchases & Supplies solicited proposals for Dort Reservoir Rehabilitation as requested by the Department of Public Works/Water Plant, and;

Pullman, SST, was the sole bidder for said services. Funding for said services are budgeted and will come from the following account:

Dept.	Name of Account	Account #	Grant #	Amount
496	Dort Cedar Pump Station	552.000-801.067	FEPA18WIIN-1	\$2,169,985.00

IT IS RESOLVED, appropriate City Officials are to do all things necessary to enter into a contract with Pullman, SST for Dort Reservoir Rehabilitation in an amount not-to-exceed \$2,169,985.00. (Water Capital Projects Fund).

APPROVED AS TO PURCHASING:

Joyce A. McClane
Purchasing Manager

APPROVED AS TO FINANCE:

Amanda Trujillo
Acting Chief Financial Officer

APPROVED AS TO FORM:

Angela Wheeler, Chief Legal Officer

Clyde Edwards
Clyde Edwards, City Administrator

CITY COUNCIL:

Monica Galloway, Council President

FY19/20 JAM
04-08-20

CAG

Re: 200162
Signature Page #2



(Proposal #20000561)

RESOLUTION NO.: _____

PRESENTED: _____

ADOPTED: _____

BY THE CITY ADMINISTRATOR:

RESOLUTION TO PULLMAN, SST FOR DORT RESERVOIR REHABILITATION

The Department of Purchases & Supplies has solicited proposals for the Dort Reservoir Rehabilitation as requested by the Water Plant, and

Pullman, SST, 280 W. Jefferson Ave., Trenton, Michigan was the sole bidder from five solicitations for said services. Funding for said services will come from a Water Infrastructure Improvements for the Nation (WIIN) grant using the following account:

496-552.000-801.067	Dort-Cedar Pump Station	\$2,169,985.00
FEPA18WIN-1		

IT IS RESOLVED, that the Proper City Officials, upon City Council approval, are hereby authorized to enter into a contract with Pullman, SST for the Dort Reservoir Rehabilitation in an amount not to exceed \$2,169,985.00. (Water Capital Projects Fund)

APPROVED PURCHASING DEPT:

Joyce A. McClane
Purchasing Manager

APPROVED AS TO FINANCE:

Amanda Trujillo,
Interim Chief Finance Officer

APPROVED AS TO FORM:

Angela Wheeler, Chief Legal Officer

Clyde Edwards, City Administrator

CITY COUNCIL:

Monica Galloway, Council President

FY20 - KRN



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: April 2, 2020

BID/PROPOSAL# 20000561

AGENDA ITEM TITLE: Dort Reservoir Rehabilitation

PREPARED BY Robert Bincsik, Director of Public Works

VENDOR NAME: Pullman, SST

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The purpose of this resolution is to award a contract to Pullman, SST for Dort Reservoir Rehabilitation.
This work will be paid out of the WIN Funding.

FINANCIAL IMPLICATIONS:

BUDGETED EXPENDITURE? YES ☒ NO ☐ IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant Code	Amount
496	Dort-Cedar Pump Station	552.000-801.067	FEPA18WIIN-1	\$2,169,985.00
FY20 GRAND TOTAL				\$2,169,985.00

PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO: 20062987

ACCOUNTING APPROVAL: [Signature] Date: 4-6-2020

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☐ NO ☐
(If yes, please indicate how many years for the contract) YEARS

WHEN APPLICABLE, IF MORE THAN ONE (1) YEAR, PLEASE ESTIMATE TOTAL AMOUNT FOR EACH BUDGET YEAR: (This will depend on the term of the bid proposal)

BUDGET YEAR 1



CITY OF FLINT

BUDGET YEAR 2

BUDGET YEAR 3

OTHER IMPLICATIONS (i.e., collective bargaining):

STAFF RECOMMENDATION: (PLEASE SELECT): ☒ APPROVED ☐ NOT APPROVED

DEPARTMENT HEAD SIGNATURE:

Robert Blincsik

(Robert Blincsik, Director of Public Works)



INNOVATIVE IDEAS
EXCEPTIONAL DESIGN
UNMATCHED CLIENT SERVICE

March 9, 2020

Rob Bincsik
Director of Public Works
City of Flint
1101 Saginaw St #105
Flint, Michigan 48502

RE: City of Flint Dort Reservoir Rehabilitation

REF: DLZ File No. 1949-0188-00

Dear Mr. Bincsik,

Please find attached the tabulation of bids opened on February 19, 2020 for the above referenced project. The project was publicly advertised on the City website, on BidNet (formerly MITN), and in the local newspaper by the City of Flint Purchasing Department. A mandatory pre-bid meeting was held on February 5, 2020. Two firms were present at this meeting: Pullman SST, Inc and Sorenson Gross. Sorenson Gross provided a letter indicating that they were unable to obtain sufficient contract staff to assist with this project and therefore could not submit a bid. As a result, only one bid was received on the project. The bid was submitted by Pullman SST, Inc of Trenton, Michigan in the amount of \$2,169,985.00.

This bid is in line with the \$2M construction estimate identified in the original study completed by CDM Smith. DLZ staff has contacted several references for Pullman SST, Inc. The responses to these inquiries are favorable.

Based on their bid and references, DLZ recommends that a contract be awarded to Pullman SST, Inc of Trenton, Michigan in the amount of \$2,169,985.00.

Sincerely,
DLZ, Inc.

Shannon L. Filarecki, P.E.
Senior Project Manager

ENC: Bid Tabulation
X:\Projects\BID\2019\1949\018800 Flint-Dort & Cedar\05_Bidding\Recommendation\City of Flint Dort Reservoir Rehabilitation Bid Recommendation
3-9-2020.docx

OFFICE

ONLINE

REFERENCE CHECKLIST

1. Contact Person: Darren Murray – DWSO

Project: DWS Schoolcraft Reservoir; DWS Franklin Reservoir; DWS Adams Rd Reservoir

They are a good firm to work with. Have worked on multiple projects and continue to work with them. They projects are completed on time and within budget. No issues with completion. They do not cause contract changes and are fair in pricing when there is one. They are properly staffed and effective and timely with communication. They clean up their sites. Has and will continue to hire.

2. Contact Person: John McCallum – GLWA

Project: GLWA 2019 Reservoir Maintenance

Overall, they are good. There have been no problems. This is the first project with GLWA. It is a 4 year project that started in the fall. Thus far deliverables have been completed on time and within budget. They have been more than fair with any pricing for changes in work. They are responsive and have a good crew. Communication is their weak area, but it is still acceptable. Would hire again.

**CITY OF FLINT
DORT RESERVOIR REHABILITATION**

By: DLZ, Inc.
Date of Bidding: 2/19/2020

PULLMAN SERVICES

Item No.	Description	Unit	Estimated Quantity	Unit Price	Item Price
1.	Concrete Patching	SFT	100	\$ 210.00	\$ 21,000.00
2.	Concrete Crack Repair	LF	1,500	\$ 45.00	\$ 67,500.00
3.	Top Slab Expansion Joint Repair	LF	1,400	\$ 150.00	\$ 210,000.00
4.	Exterior Wall and Base Slab Expansion Joint Repair	LF	1,500	\$ 52.00	\$ 78,000.00
5.	Interior Wall Expansion Joint Repair	LF	825	\$ 55.00	\$ 45,375.00
6.	Column Repair	EA	64	\$ 19,625.00	\$ 1,256,000.00
7.	Roof Slab Bottom Coating	SFT	137,800	\$ 2.45	\$ 337,610.00
8.	Concrete Column Delamination Repair	SFT	650	\$ 180.00	\$ 117,000.00
9.	Concrete Column Coating	SFT	7,200	\$ 4.50	\$ 32,400.00
10.	Concrete Cores and Testing	EA	3	\$ 1,700.00	\$ 5,100.00

\$ 2,169,985.00

*** CORRECTED BY ENGINEER**

TOTAL BASE BID

\$ 2,169,985.00



RESOLUTION NO.: 200197

PRESENTED: 5-11-20

ADOPTED: _____

Resolution to do All Things Necessary to Enter into a Contract with Catholic Charities of Shiawassee & Genesee Counties for a "Well Space" Shelter Collaborative Program in Response to COVID-19 Using CDBG Funds in the Amount of \$138,904.77.

BY THE CITY ADMINISTRATOR:

WHEREAS, Catholic Charities of Shiawassee & Genesee Counties recently submitted an application in response to the RFP for CDBG funds that have been made available through reprogramming of unused funds to assist in preparation of a plan for response to COVID-19 within the vulnerable homeless population of the City of Flint. In a given year, there are 2,765 unduplicated individuals that are served, with only 263 beds available to the unhoused population; with the COVID-19 pandemic, that number has been decreased to 200 beds available. These numbers indicate a large number of individuals remaining unhoused, an even greater concern with the current COVID-19 pandemic. As numbers of diagnosed COVID-19 cases continues to grow exponentially, Catholic Charities has been identified as the lead agency on developing, and implementing the Well Space Shelter Program.

WHEREAS, the program will provide temporary housing for those that are uninfected Genesee County Homeless individuals and families during the COVID-19 public health crisis. Along with key health and human service providers in Genesee County, the Well Space shelter program is intended for activation only if and/or when, then need arises. The trigger for need will be when the current designated quarantine/isolation (Q/I) spaces in shelters are filled, triggering an emergent need for more space for healthy homeless citizens.

WHEREAS, the Holiday Inn Express, in the City of Flint, has been identified as the overflow facility, to be operated by Catholic Charities of Shiawassee & Genesee Counties. This site will offer temporary housing and supportive services to both individuals and families that are homeless or vulnerable and not exhibiting signs or symptoms of the coronavirus. At the time that the need for beds exceeds 40 Q/I beds, asymptomatic guests will be referred to this service from Carriagetown Ministries to Catholic Charities. Asymptomatic individuals and families will be moved to the Well Space site from Carriagetown Ministries. This will provide 50-55 Q/I beds between the three shelters, allowing them to continue to isolate those in the homeless population that have tested positive, or presumptive positive, protecting the community from further spread, as well as alleviating much needed space in the hospitals.

WHEREAS, those referred to the Well Space shelter will complete a needs assessment as a part of the referral process, which will assess, among other needs, possible health concerns, housing needs, and behavioral health needs. The program will foster not only a short term-solution, but foster long-term solutions, through case management to help with a safe transition back to the shelter that they were transferred from or to other housing solutions for which they may qualify.

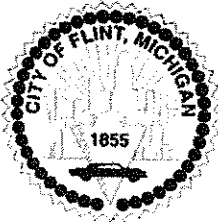


WHEREAS, funding from CDBG will cover eligible items such as hotel room costs, food and water, administrative and medical staffing, medical equipment, IT equipment and software, cell phones, transportation costs, laundry services, and collateral print materials. The program will offer services to citizens from the entire City of Flint that have been referred by an authorized shelter or agency. Collaborative partners are to include: Catholic Charities, Carriagetown Ministries, My Brother's Keeper, Shelter of Flint, Hurley Medical Center, McLaren Healthcare, Ascension Genesys Hospital, Traverse Place/REACH, YWCA, New Paths, the City of Flint, Genesee County Emergency Operations Center, and the Genesee County Sheriff's Department.

WHEREAS, this represents an unprecedented collaboration between human services organizations, healthcare corporations, community-based organizations, and City government to respond to an unprecedented public health crisis to address emergency housing needs of the homeless and vulnerable low- to moderate-income citizens of the City of Flint, as well as protecting the community at large for further community spread of COVID-19.

Account Number	Account Name	Grant Code	Amount
274-748.104-502.748	Federal Grants Hud - Cdbg	FHUD15CDBG	\$9,183.42
274-748.104-700.100	Unallocated budget appropriations	FHUD15CDBG	\$9,183.42
274-748.104-502.748	Federal Grants Hud - Cdbg	FHUD16CDBG	\$41,803.32
274-748.104-700.100	Unallocated budget appropriations	FHUD16CDBG	\$41,803.32
274-748.104-502.748	Federal Grants Hud - Cdbg	FHUD17CDBG	\$5,072.57
274-748.104-700.100	Unallocated budget appropriations	FHUD17CDBG	\$5,072.57
274-748.104-502.748	Federal Grants Hud - Cdbg	FHUD18CDBG	\$82,301.16
274-748.104-700.100	Unallocated budget appropriations	FHUD18CDBG	\$82,301.16
274-748.104-502.748	Federal Grants Hud - Cdbg	FHUD19CDBG	\$544.30
274-748.104-700.100	Unallocated budget appropriations	FHUD19CDBG	\$544.30
	Revenue Total		\$138,904.77
	Expense Total		\$138,904.77
To be Moved to Accounts As Determined By Finance			

THEREFORE BE IT RESOLVED, Council hereby authorizes the Planning and Development Department, Division of Community and Economic Development to do all things necessary to enter into a contract with Catholic Charities of Shiawassee & Genesee Counties in the amount of \$138,904.77 in CDBG funds to operate the Well Space Shelter, activating it if/when the need arises during the current State of Emergency issued in response to the COVID-19 pandemic.



APPROVED AS TO FORM:

Angela Wheeler
Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:

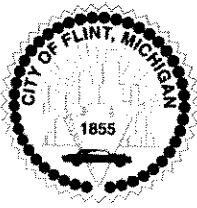
Amanda Trujillo
Amanda Trujillo, Acting Chief Financial Officer

FOR THE CITY OF FLINT:

Clyde Edwards
Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

Monica Galloway
Monica Galloway, City Council President



200198

RESOLUTION NO.: _____

PRESENTED: 5-11-20

ADOPTED: _____

RESOLUTION TO ADOPT THE TELECOMMUTING POLICY

BY THE CITY ADMINISTRATOR:

WHEREAS, on March 24, 2020, Governor Whitmer instituted Executive Order 2020-21, a temporary requirement to suspend activities that are not necessary to sustain or protect life prohibiting “in-person” work that is not necessary to sustain or protect life with exceptions for essential and critical infrastructure workers. On April 9, 2020 Executive Order 2020-21 was amended through Executive Order 2020-42, replacing Executive Order 2020-21, with an expiration date of April 30, 2020 at 11:59 p.m.

WHEREAS, on April 24, 2020, Executive Order 2020-59 was implemented replacing order 2020-21 and extending the Stay Home Stay Safe order to May 15, 2020. On May 1, 2020, Executive Order 2020-59 was rescinded and replaced by Executive Order 2020-70. Executive Order 2020-70 requires businesses, operations, and government agencies that remain open for in-person work to adhere to sound social distancing practices and measures, which include but are not limited to:

(a) Developing a COVID-19 preparedness and response plan, consistent with recommendations in Guidance on Preparing Workplaces for COVID-19, developed by the Occupational Health and Safety Administration.

(b) Restricting the number of workers present on premises to no more than is strictly necessary to perform the in-person work permitted under this order.

(c) Promoting remote work to the fullest extent possible.

(d) Keeping workers and patrons who are on premises at least six feet from one another to the maximum extent possible.

(e) Increasing standards of facility cleaning and disinfection to limit worker and patron exposure to COVID-19, as well as adopting protocols to clean and disinfect in the event of a positive COVID-19 case in the workplace.



(f) Adopting policies to prevent workers from entering the premises if they display respiratory symptoms or have had contact with a person with a confirmed diagnosis of COVID-19.

(g) Any other social distancing practices and mitigation measures recommended by the CDC.

(h) For businesses and operations whose in-person work is permitted under sections 10(c) through 10(f)¹ of Order 2020-70, following additional measures:

(1) Prohibiting gatherings of any size in which people cannot maintain six feet of distance from one another.

(2) Limiting in-person interaction with clients and patrons to the maximum extent possible, and barring any such interaction in which people cannot maintain six feet of distance from one another.

(3) Providing personal protective equipment such as gloves, goggles, face shields, and face masks as appropriate for the activity being performed.

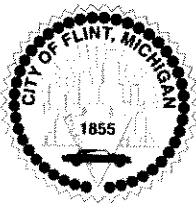
(4) Adopting protocols to limit the sharing of tools and equipment to the maximum extent possible and to ensure frequent and thorough cleaning of tools, equipment, and frequently touched surfaces.

WHEREAS, The City of Flint intends to protect the rights of public servants and employees by adopting policies and procedures regarding the Telecommuting Policy.

¹ (c) Workers for garden stores, nurseries, and lawn care, pest control, and landscaping operations, subject to the enhanced social-distancing rules described in section 11(h) of this order.

(d) Maintenance workers and groundskeepers who are necessary to maintain the safety and sanitation of places of outdoor recreation not otherwise closed under Executive Order 2020-69 or any order that may follow from it, provided that the places and their workers do not provide goods, equipment, supplies, or services to individuals, and subject to the enhanced social-distancing rules described in section 11(h) of this order.

(e) Workers for moving or storage operations, subject to the enhanced social distancing rules described in section 11(h) of this order.



WHEREAS, The City has prepared a policy for Telecommuting. The policy is attached.

WHEREAS, The City Administrator, recommends adopting Telecommuting Policy.


THEREFORE, BE IT RESOLVED that Flint City Council authorizes the City Administrator to do all things necessary to adopt the Telecommuting Policy and any subsequent amendments based on State and Federal guidelines, but not limited to Center for Disease Control (CDC) and Occupational Safety and Health Administration (OSHA).

APPROVED AS TO FORM:



Angela Wheeler, Chief Legal Officer

FOR THE CITY OF FLINT:



Clyde D. Edwards, City Administrator



APPROVED BY CITY COUNCIL:

Monica Galloway, City Council President



City of Flint Telecommuting Program Policy

I. Purpose

Telecommuting is an arrangement that allows eligible City of Flint employees to work in a designated area outside the office. Telecommuting is a cooperative arrangement between employees, supervisors, and employing departments.

Telecommuting benefits employees, departments, and the community. Benefits include:

- Ability to function during an emergency when the regular worksite is inaccessible
- Increased productivity
- Efficient use of City resources, including office space
- Recruitment and retention of highly qualified employees
- Greater flexibility for employees and departments
- Improved employee morale and job satisfaction
- Reduced employee absenteeism
- Reduced employee commute time and costs
- Decreased energy consumption, air pollution, traffic and parking congestion

II. Policy

Telecommuting is a privilege, not a right. All City employees who telecommute must have an approved telecommuting agreement under this policy. A City department may have additional telecommuting requirements, guidelines, or procedures, provided they are consistent with the intent of this program.

Telecommuting does not change the duties, obligations, responsibilities, or terms and conditions of City employment. Telecommuting employees must comply with all City rules, policies, practices, and instructions.

A telecommuting employee must perform work during scheduled telecommuting hours. Employees may not engage in activities while telecommuting that would not be permitted at the regular worksite, such as child, elder, or other dependent care. Telecommuting employees may take care of personal business during unpaid lunch periods, as they would at the regular worksite.

Employees must read the telecommuting policy and technical guidelines and submit an agreement through the departmental approval process.

A supervisor or department may deny, end, or modify a telecommuting agreement for any business reason that is arbitrary or capricious. Similarly, a telecommuting employee may end or request to

change a telecommuting agreement at any time. Employees may be removed from the Telecommuting Program if they do not comply with the terms of their telecommuting agreements.

The Telecommuting Policy and Program is intended to be cost neutral. The City is not required to provide telecommuting employees with materials or supplies needed to establish an alternate worksite (desk, chair, computer, software, cell phone, fax, copier, etc.), and assumes no responsibility for set-up or operating costs at an alternate worksite (telephone or internet services, etc.).

Departments have the sole discretion to provide equipment, software, or supplies, or allow employees to use their personal equipment while telecommuting. Departments providing equipment, software, or other supplies to telecommuting employees must reasonably allocate those resources based on operational and workload needs.

All City rules regarding the use of computers and the internet apply while an employee is telecommuting, regardless whether the employee is using City-provided or personal equipment.

III. Eligibility

Eligibility for telecommuting is based on both the position and the employee. Not every job, or every employee, is suited for telecommuting.

A. Position eligibility

An employee's position may be suitable for telecommuting when the job duties:

- Are independent in nature
- Are primarily knowledge-based
- Lend themselves to measurable deliverables
- Do not require frequent interaction at the regular worksite with supervisors, colleagues, clients, or the public, in person or by phone
- Do not require the employee's immediate presence at the regular worksite to address unscheduled events, unless alternative arrangements of coverage as possible
- Are not essential to the management of on-site workflow.

B. Employee eligibility

Employees may be suitable for telecommuting when their personal characteristics, as determined by the supervisor include:

- Demonstrated dependability and responsibility
- Effective communication with supervisors, coworkers, and clients
- Demonstrated motivation
- The ability to work independently
- A consistently high rate of productivity
- A high level of skill and knowledge of the job
- The ability to prioritize work effectively
- Good organizational and time management skills.

Employees who are not upholding City obligations, such as meeting performance or conduct expectations, are not eligible to telecommute.

IV. Agreement Options

Telecommuting agreements can be on a regular and recurring, or an occasional basis.

Regular and recurring means an employee works away from the regular worksite on an established day or days, and on a recurring schedule.

Employees who telecommute on a regular and recurring basis must be available to work at the regular worksite on telecommuting days if needed. Conversely, occasional requests by employees to change their regularly scheduled telecommute days should be accommodated by the supervisor if possible. Employees must obtain prior authorization to change a regularly scheduled telecommute day.

Occasional telecommuting means an employee works away from the office on an infrequent, one-time, or irregular basis. The option provides an ideal arrangement for employees who generally need to be in the office, but who sometimes have projects, assignments, or other circumstances that meet eligibility criteria.

V. Work Hours

All the rules applicable at the regular worksite are applicable while telecommuting. That is:

- Telecommuting employees must perform designated work during scheduled work hours
- Employees must account for and report time spent telecommuting the same way they would at the regular worksite, or according to the terms of the telecommuting agreement
 - Time accounting should be included in the telecommuting agreement
- Employees may work overtime only when directed to do so and approved in advance by the supervisor
- Employees must obtain approval to use vacation, sick, or other leave in the same manner as departmental employees who do not telecommute
- Telecommuting employees who become ill must report the hours actually worked, and use sick leave for hours not worked.

VI. Worksite

A telecommuting employee must designate a work area suitable for performing official business. The employee must perform work in the designated area when telecommuting. Requirements for the designated work area will vary depending on the nature of the work and the equipment needed, and may be determined by the department.

Telecommuting employees must work in an environment that allows them to perform their duties safely and efficiently. Employees are responsible for ensuring their work areas comply with health and safety requirements. The City and/or department may request photographs of the employee's designated work area to determine compliance with health and safety rules.

The City is not liable for damages to an employee's personal or real property while the employee is working at an alternate worksite.

VII. Equipment and Supplies

A telecommuting employee must identify the equipment, software, supplies, and support required to successfully work at an alternate location, and must specify those items in the telecommuting application and agreement form. If the department does not provide the needed equipment, software, supplies, or support, and the employee does not have them, the employee will not be eligible to telecommute.

A. City Equipment

Equipment, software, or supplies provided by the City are for City business only.

A telecommuting employee does not obtain any right to City equipment, software, or supplies provided in connection with telecommuting. The employee must immediately return all City equipment, software, and supplies at the conclusion of the telecommuting arrangement or at the department's request.

A telecommuting employee must protect City equipment, software, and supplies from possible theft, loss, and damage. The telecommuting employee may be liable for replacement or repair of the equipment, software, or supplies in compliance with applicable laws on negligence or intentional conduct in the event of theft, loss, or damage.

Any equipment, software, files, and databases provided by the City shall remain the property of the City. A telecommuting employee must adhere to all software copyright laws, and may not make unauthorized copies of any City-owned software. Employees may not add hardware or software to City equipment without prior written approval.

B. Personal Equipment

Employees who use their personal equipment for telecommuting are responsible for the installation, repair, and maintenance of the equipment.

Telecommuting employees must understand and agree that the City is entitled to, and may access, any personal equipment used while telecommuting, such as a personal computer, telephone, fax machine, monthly bills, and internet records.

Employees must contact their supervisors if equipment, connectivity, or other supply problems prevent them from working while telecommuting.

VIII. Security of Confidential Information

All files, records, papers, or other materials created while telecommuting are City property. Telecommuting employees and their supervisors shall identify any confidential, private or personal information and records to be accessed and ensure appropriate safeguards are used to protect them. A department may require employees to work in private locations when handling confidential or sensitive material. Departments may prohibit employees from printing confidential information in telecommuting locations to avoid breaches of confidentiality.

Employees may not disclose confidential or private files, records, materials, or information, and may not allow access to City networks or databases to anyone who is not authorized to have access.

IX. Freedom of Information Act

The Freedom of Information Act regarding public information and public records apply to telecommuting employees. Public records include any writing containing information relating to the conduct of the public's business prepared, owned, used, or retained by the City regardless of physical form or characteristic. Public information means the contents of a public record. Upon receipt of an appropriate request, and subject to authorized exemptions, a telecommuting employee must permit inspection and examination of any public record or public information in the employee's custody, or any servable portion of a public record, within required time limits. This requirement exists regardless of where the public record is located.

X. Procedures

Employees must complete the following steps before telecommuting:

1. Talk with the supervisor to determine eligibility
2. Complete the telecommute application and agreement form as required by the department
3. Receive approval of the telecommute agreement in accordance with the department's approval process

XI. Denial of Application

The City's Telecommuting Policy and Program is not subject to the grievance procedures in any Labor Agreement, or to any other review or appeal procedures, except as noted in this section.

An employee who believes the telecommute application has been denied for arbitrary or capricious reasons may appeal the decision to the department head or designee. The decision of the department head or designee is final.

Presented: May 11, 2020

Adopted: _____

Resolution # _____

Department: Human Resources

Last Revised: _____



200199

RESOLUTION NO.: _____

PRESENTED: 5-11-20

ADOPTED: _____

**RESOLUTION TO ADOPT THE ENVIRONMENTAL CLEANING, CONTAMINATION
AND DISINFECTANT POLICY COVID -19**

BY THE CITY ADMINISTRATOR:

WHEREAS, on March 24, 2020, Governor Whitmer instituted Executive Order 2020-21, a temporary requirement to suspend activities that are not necessary to sustain or protect life prohibiting “in-person” work that is not necessary to sustain or protect life with exceptions for essential and critical infrastructure workers. On April 9, 2020 Executive Order 2020-21 was amended through Executive Order 2020-42, replacing Executive Order 2020-21, with an expiration date of April 30, 2020 at 11:59 p.m.

WHEREAS, on April 24, 2020, Executive Order 2020-59 was implemented replacing order 2020-21 and extending the Stay Home Stay Safe order to May 15, 2020. On May 1, 2020, Executive Order 2020-59 was rescinded and replaced by Executive Order 2020-70. Executive Order 2020-70 requires businesses, operations, and government agencies that remain open for in-person work to adhere to sound social distancing practices and measures, which include but are not limited to:

(a) Developing a COVID-19 preparedness and response plan, consistent with recommendations in Guidance on Preparing Workplaces for COVID-19, developed by the Occupational Health and Safety Administration.

(b) Restricting the number of workers present on premises to no more than is strictly necessary to perform the in-person work permitted under this order.

(c) Promoting remote work to the fullest extent possible.

(d) Keeping workers and patrons who are on premises at least six feet from one another to the maximum extent possible.

(e) Increasing standards of facility cleaning and disinfection to limit worker and patron exposure to COVID-19, as well as adopting protocols to clean and disinfect in the event of a positive COVID-19 case in the workplace.



(f) Adopting policies to prevent workers from entering the premises if they display respiratory symptoms or have had contact with a person with a confirmed diagnosis of COVID-19.

(g) Any other social distancing practices and mitigation measures recommended by the CDC.

(h) For businesses and operations whose in-person work is permitted under sections 10(c) through 10(f)¹ of Order 2020-70, following additional measures:

(1) Prohibiting gatherings of any size in which people cannot maintain six feet of distance from one another.

(2) Limiting in-person interaction with clients and patrons to the maximum extent possible, and barring any such interaction in which people cannot maintain six feet of distance from one another.

(3) Providing personal protective equipment such as gloves, goggles, face shields, and face masks as appropriate for the activity being performed.

(4) Adopting protocols to limit the sharing of tools and equipment to the maximum extent possible and to ensure frequent and thorough cleaning of tools, equipment, and frequently touched surfaces.

WHEREAS, The City of Flint intends to protect the rights of public servants and employees by adopting policies and procedures regarding the Environmental Cleaning, Contamination and Disinfectant Policy COVID-19.

¹ (c) Workers for garden stores, nurseries, and lawn care, pest control, and landscaping operations, subject to the enhanced social-distancing rules described in section 11(h) of this order.

(d) Maintenance workers and groundskeepers who are necessary to maintain the safety and sanitation of places of outdoor recreation not otherwise closed under Executive Order 2020-69 or any order that may follow from it, provided that the places and their workers do not provide goods, equipment, supplies, or services to individuals, and subject to the enhanced social-distancing rules described in section 11(h) of this order.

(e) Workers for moving or storage operations, subject to the enhanced social distancing rules described in section 11(h) of this order.

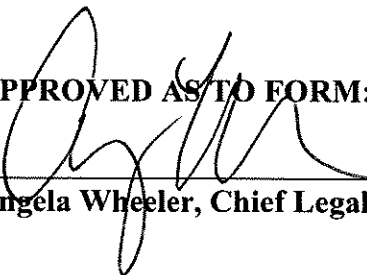


WHEREAS, The City has prepared a policy for Environmental Cleaning, Contamination and Disinfectant Policy COVID-19. The policy is attached.

WHEREAS, The City Administrator, recommends adopting the Environmental Cleaning, Contamination and Disinfectant Policy COVID-19.


THEREFORE, BE IT RESOLVED that the Flint City Council authorized the City Administrator to do all things necessary to adopt the Environmental Cleaning, Contamination and Disinfectant Policy COVID-19 and any subsequent amendments based on State and Federal guidelines, but not limited to Center for Disease Control (CDC) and Occupational Safety and Health Administration (OSHA).

APPROVED AS TO FORM:



Angela Wheeler, Chief Legal Officer

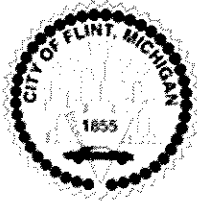
FOR THE CITY OF FLINT:



Clyde D. Edwards, City Administrator

APPROVED BY CITY COUNCIL:

Monica Galloway, City Council President



Environmental Cleaning, Decontamination, and Disinfectant Policy

COVID-19

1. Purpose:

The City of Flint is committed to keeping its employees and the public safe as employees enter their workspace to provide services and as the public enters City buildings to receive City services. This policy is based on the Centers for Disease Control and Prevention (CDC) guidance on Cleaning and Disinfect for Community Facilities provides standards on the cleaning and disinfection of rooms or areas occupied by those with suspected or with confirmed COVID-19 and the U.S. Department of Labor (DOL) Occupational Safety and Health Administration (OSHA). It is aimed at limiting the survival of SARS-CoV-2 in key environments. These standards will be updated if additional information becomes available from the CDC and U.S. DOL OHSA.

According to the U.S. Department of Labor Occupational Safety and Health Administration, when people touch a surface or object contaminated with SARS-CoV-2, the virus that causes COVID-19, and then touch their own eyes, noses, or mouths, they may expose themselves to the virus. Early information from the CDC, the National Institutes of Health, and other study partners suggests that SARS-CoV-2 can survive on certain types of surfaces, such as plastic and stainless steel, for 2-3 days. However, because the transmissibility of SARS-CoV-2 from contaminated environmental surfaces and objects is still not fully understood, the City of Flint, as advised by the DOL OHSA, employers should carefully evaluate whether or not work areas occupied by people suspected to have the virus may have been contaminated and whether or not they need to be decontaminated in response.

Therefore, in accordance with the Centers for Disease Control and Prevention (CDC), the City of Flint, through this policy provides instructions for environmental cleaning and disinfection in the workplaces.

2. Decontamination Practices

In addition, to keep the City of Flint buildings and workspaces decontaminated and slow the spread of disease during the COVID-19 pandemic and as a standard practice, The City, through its maintenance department and cleaning vendors, will continue routine cleaning and other housekeeping practices in any facilities that remain open to employees and to the public.

Employers who need to clean and disinfect environments potentially contaminated with SARS-CoV-2 should use EPA-registered disinfectants with label claims to be effective against SARS-CoV-2.

Routine cleaning and disinfection procedures (e.g., using cleaners and water to pre-clean surfaces before applying an EPA-registered disinfectant to frequently touched surfaces or objects for appropriate contact times as indicated on the product's label) are appropriate for SARS-CoV-2.

3. Personal Protective Equipment for Employees Conducting Cleaning Tasks

Employees who conduct cleaning tasks must be protected from exposure to hazardous chemicals used in these tasks. In these cases, the PPE (29 CFR 1910 Subpart I) and Hazard Communication (29 CFR 1910.1200) standards may apply, and employees may need appropriate PPE to prevent exposure to the chemicals.

If employees need respirators, they must be used in the context of a comprehensive respiratory protection program that meets the requirements of OSHA's Respiratory Protection standard (29 CFR 1910.134) and includes medical exams, fit testing, and training.

Cleaning chemicals' Safety Data Sheets and other manufacturer instructions can provide additional guidance about what PPE employees need to use the chemicals safely.

Compressed air or water sprays may not be used to clean potentially contaminated surfaces, as these techniques may aerosolize infectious material. More information about protecting environmental services employees is included in the employee-specific section, below.

4. Employee Training

The City will train all employees with reasonably anticipated occupational exposure to SARS-CoV-2 (as described in this document) about the sources of exposure to the virus, the hazards associated with that exposure, and appropriate workplace protocols in place to prevent or reduce the likelihood of exposure. Training should include information about how to isolate individuals with suspected or confirmed COVID-19 or other infectious diseases, and how to report possible cases. Training must be offered during scheduled work times and at no cost to the employee.

Employees required to use PPE must be trained. This training includes when to use PPE; what PPE is necessary; how to properly don (put on), use, and doff (take off) PPE; how to properly dispose of or disinfect, inspect for damage, and maintain PPE; and the limitations of PPE.

Applicable standards include the PPE (29 CFR 1910.132), Eye and Face Protection (29 CFR 1910.133), Hand Protection (29 CFR 1910.138), and Respiratory Protection (29 CFR 1910.134) standards. The OSHA website offers a variety of training videos about respiratory protection.

When the potential exists for exposure to human blood, certain body fluids, or other potentially infectious materials, employees must receive the training required by the Bloodborne Pathogens (BBP) standard (29 CFR 1910.1030), including information about how to recognize tasks that may involve exposure and the methods, such as engineering controls, work practices, and PPE, to reduce exposure. Further information on OSHA's BBP training regulations and policies is

available for employers and employees on the OSHA [Bloodborne Pathogens and Needlestick Prevention Safety and Health Topics](#) page.

OSHA's [Training and Reference Materials Library](#) contains training and reference materials developed by the OSHA Directorate of Training and Education as well as links to other related sites. The materials listed for Bloodborne Pathogens, PPE, Respiratory Protection, and SARS will provide additional material for the City to use in preparing training for its employees.

OSHA's [Personal Protective Equipment Safety and Health Topics](#) page also provides information on training in the use of PPE.

5. Employees with increased Susceptibility for SARS-CoV-2 Infection or Complications

The City will identify employees who may be at increased susceptibility for SARS-CoV-2 infection or complications from COVID-19 and consider adjusting their work responsibilities or locations to minimize exposure. Other flexibilities, if feasible, can help prevent potential exposures among employees who have diabetes, heart or lung issues, or other immunocompromising health conditions.

6. Personal Protective Equipment Considerations

The interim guidance for specific employee groups and their employers includes recommended PPE ensembles for various types of activities that employees will perform. In general:

- PPE should be selected based on the results of an employer's hazard assessment and employees specific job duties.
- When disposable gloves are used, employees should typically use a single pair of nitrile exam gloves. Change gloves if they become torn or visibly contaminated with blood or body fluids.
- When eye protection is needed, use goggles or face shields. Personal eyeglasses are *not* considered adequate eye protection.
- If employees need respirators, they must be used in the context of a comprehensive respiratory protection program that meets the requirements of OSHA's Respiratory Protection standard (29 CFR 1910.134) and includes medical exams, fit testing, and training.
 - Surgical masks are not respirators and do not provide the same level of protection to employees as properly-fitted respirators.
- If there are shortages of PPE items, such as respirators or gowns, they should be prioritized for high-hazard activities.
 - Employees need respiratory protection when performing or while present for aerosol-generating procedures, including cardiopulmonary resuscitation (CPR) and intubation.
 - Employees must be protected against exposure to human blood, body fluids, other potentially infectious materials, and hazardous chemicals, and contaminated environmental surfaces.

- CDC provides strategies for optimizing the supply of PPE, including guidance on extended use and limited reuse of N95 filtering facepiece respirators (FFRs) and methods for decontaminating and reusing disposable filtering facepiece respirators during crises.
- After removing PPE, always wash hands with soap and water for at least 20 seconds, if available. Ensure that hand hygiene facilities (e.g., sink or alcohol-based hand rub) are readily available at the point of use (e.g., at or adjacent to the PPE removal area).
- The City may experience shortages of PPE as PPE supplies are diverted to healthcare facilities where they are most needed.

Although the City is responsible for complying with OSHA's PPE standards (29 CFR 1910 Subpart I), including the Respiratory Protection standard (29 CFR 1910.134), whenever they apply, OSHA is providing temporary enforcement flexibility for certain requirements under these and other health standards.

7. Respiratory Protection Flexibilities

Under specific circumstances in which National Institute for Occupational Safety and Health (NIOSH)-certified N95 filtering facepiece respirators (FFRs) are unavailable, and employers follow guidelines to conserve respirators, OSHA's temporary enforcement discretion permits employers to use:

- Other NIOSH-approved respirators, including N99/100, R95/99/100, and P95/99/100 FFRs; elastomeric, air-purifying respirators; and powered, air-purifying respirators.
- NIOSH-approved respirators that are beyond their manufacturer's recommended shelf life (i.e., expired devices).
- Certain respirators certified in accordance with standards of other countries or jurisdictions, including expired devices.

These alternative respirators are expected to provide better protection against SARS-CoV-2 compared to face masks, homemade or improvised equipment, or no respiratory protection at all.

8. Definitions

- *Cleaning* refers to the removal of dirt and impurities, including germs, from surfaces. Cleaning alone does not kill germs. But by removing the germs, it decreases their number and therefore any risk of spreading infection.
- *Disinfecting* works by using chemicals, for example EPA-registered disinfectants, to kill germs on surfaces. This process does not necessarily clean dirty surfaces or remove germs. But killing germs remaining on a surface after cleaning further reduces any risk of spreading infection.

9. Cleaning and Disinfection After Persons Suspected/Confirmed to Have COVID-19 Have Been in the Facility

1. Timing and location of cleaning and disinfection of surfaces

- (a) Close off areas visited by the ill persons.
 - (b) Open outside doors and windows and use ventilating fans to increase air circulation in the area.
 - (c) Wait 24 hours or as long as practical before beginning cleaning and disinfection.
 - (d) Cleaning staff should clean and disinfect all areas such as offices, bathrooms, common areas, shared electronic equipment like tablets, touch screens, keyboards, among other equipment used by the ill persons, focusing especially on frequently touched surfaces.
- If it has been more than 7 days since the person with suspected/confirmed COVID-19 visited or used the facility, additional cleaning and disinfection is not necessary.

10. How to Clean and Disinfect

A. Hard (Non-porous) Surfaces

- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- For disinfection, most common EPA-registered household disinfectants should be effective.
 - A list of products that are EPA-approved for use against the virus that causes COVID-19 is available.¹ Follow the manufacturer's instructions for all cleaning and disinfection products for concentration, application method and contact time, etc.
 - Additionally, diluted household bleach solutions (at least 1000ppm sodium hypochlorite) can be used if appropriate for the surface. Follow manufacturer's instructions for application, ensuring a contact time of at least 1 minute, and allowing proper ventilation during and after application. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against coronaviruses when properly diluted.
 - Prepare a bleach solution by mixing:

¹ Visit <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2> to find the current list of products that meet EPA's criteria for use against SARS-CoV-2, the cause of COVID-19

- 5 tablespoons (1/3 cup) bleach per gallon of water or
- 4 teaspoons bleach per quart of water

B. Soft (Porous) Surfaces

- For soft (porous) surfaces such as carpeted floor, rugs, and drapes, remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces. After cleaning:
 - If the items can be laundered, launder items in accordance with the manufacturer's instructions using the warmest appropriate water setting for the items and then dry items completely.

Otherwise, use products that are EPA-approved for use against the virus that causes COVID-19 and that are suitable for porous surfaces

C. Electronics

- For electronics such as tablets, touch screens, keyboards, among other electronics, remove visible contamination if present.
 - Follow the manufacturer's instructions for all cleaning and disinfection products.
 - Consider use of wipeable covers for electronics.
 - If no manufacturer guidance is available, consider the use of alcohol-based wipes or sprays containing at least 70% alcohol to disinfect touch screens. Dry surfaces thoroughly to avoid pooling of liquids.

D. Linens, Clothing, and Other Items That Go in the Laundry

- In order to minimize the possibility of dispersing virus through the air, do not shake dirty laundry.
- Wash items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely. Dirty laundry that has been in contact with an ill person can be washed with other people's items.
- Clean and disinfect hampers or other carts for transporting laundry according to guidance above for hard or soft surfaces.

11. Personal Protective Equipment (PPE) and Hand Hygiene

- **The risk of exposure to cleaning staff is inherently low. Cleaning staff should wear disposable gloves and gowns for all tasks in the cleaning process, including handling trash.**
 - Gloves and gowns should be compatible with the disinfectant products being used.
 - Additional PPE might be required based on the cleaning/disinfectant products being used and whether there is a risk of splash.
 - Gloves and gowns should be removed carefully to avoid contamination of the wearer and the surrounding area. Be sure to clean hands after removing gloves.

- If gowns are not available, coveralls, aprons or work uniforms can be worn during cleaning and disinfecting. Reusable (washable) clothing should be laundered afterwards. Clean hands after handling dirty laundry.
- Gloves should be removed after cleaning a room or area occupied by ill persons. Clean hands immediately after gloves are removed. Cleaning staff should immediately report breaches in PPE such as a tear in gloves or any other potential exposures to their supervisor.
- Cleaning staff and others should clean hands often, including immediately after removing gloves and after contact with an ill person, by washing hands with soap and water for 20 seconds. If soap and water are not available and hands are not visibly dirty, an alcohol-based hand sanitizer that contains at least 60% alcohol may be used. However, if hands are visibly dirty, always wash hands with soap and water.
- Follow normal preventive actions while at work and home, including cleaning hands and avoiding touching eyes, nose, or mouth with unwashed hands.
 - Additional key times to clean hands include:
 - After blowing one's nose, coughing, or sneezing
 - After using the restroom
 - Before eating or preparing food
 - After contact with animals or pets
 - Before and after providing routine care for another person who needs assistance such as a child
- Cleaning staff must dispose of it in an appropriately designated area or container for storage, washing, decontamination, or disposal

Presented: May 11, 2020

Adopted: _____

Resolution # _____

Department: Human Resources

Last Revised: _____



200200

RESOLUTION NO.: _____

PRESENTED: 5-11-20

ADOPTED: _____

RESOLUTION TO ADOPT THE POLICY FOR PUBLIC SCREENING FOR COVID-19

BY THE CITY ADMINISTRATOR:

WHEREAS, on March 24, 2020, Governor Whitmer instituted Executive Order 2020-21, a temporary requirement to suspend activities that are not necessary to sustain or protect life prohibiting “in-person” work that is not necessary to sustain or protect life with exceptions for essential and critical infrastructure workers. On April 9, 2020 Executive Order 2020-21 was amended through Executive Order 2020-42, replacing Executive Order 2020-21, with an expiration date of April 30, 2020 at 11:59 p.m.

WHEREAS, on April 24, 2020, Executive Order 2020-59 was implemented replacing order 2020-21 and extending the Stay Home Stay Safe order to May 15, 2020. On May 1, 2020, Executive Order 2020-59 was rescinded and replaced by Executive Order 2020-70. Executive Order 2020-70 requires businesses, operations, and government agencies that remain open for in-person work to adhere to sound social distancing practices and measures, which include but are not limited to:

(a) Developing a COVID-19 preparedness and response plan, consistent with recommendations in Guidance on Preparing Workplaces for COVID-19, developed by the Occupational Health and Safety Administration.

(b) Restricting the number of workers present on premises to no more than is strictly necessary to perform the in-person work permitted under this order.

(c) Promoting remote work to the fullest extent possible.

(d) Keeping workers and patrons who are on premises at least six feet from one another to the maximum extent possible.

(e) Increasing standards of facility cleaning and disinfection to limit worker and patron exposure to COVID-19, as well as adopting protocols to clean and disinfect in the event of a positive COVID-19 case in the workplace.



(f) Adopting policies to prevent workers from entering the premises if they display respiratory symptoms or have had contact with a person with a confirmed diagnosis of COVID-19.

(g) Any other social distancing practices and mitigation measures recommended by the CDC.

(h) For businesses and operations whose in-person work is permitted under sections 10(c) through 10(f)¹ of Order 2020-70, following additional measures:

(1) Prohibiting gatherings of any size in which people cannot maintain six feet of distance from one another.

(2) Limiting in-person interaction with clients and patrons to the maximum extent possible, and barring any such interaction in which people cannot maintain six feet of distance from one another.

(3) Providing personal protective equipment such as gloves, goggles, face shields, and face masks as appropriate for the activity being performed.

(4) Adopting protocols to limit the sharing of tools and equipment to the maximum extent possible and to ensure frequent and thorough cleaning of tools, equipment, and frequently touched surfaces.

WHEREAS, The City of Flint intends to protect the rights of public servants and employees by adopting policies and procedures regarding the Public screening for COVID- 19 Policy.

¹ (c) Workers for garden stores, nurseries, and lawn care, pest control, and landscaping operations, subject to the enhanced social-distancing rules described in section 11(h) of this order.

(d) Maintenance workers and groundskeepers who are necessary to maintain the safety and sanitation of places of outdoor recreation not otherwise closed under Executive Order 2020-69 or any order that may follow from it, provided that the places and their workers do not provide goods, equipment, supplies, or services to individuals, and subject to the enhanced social-distancing rules described in section 11(h) of this order.

(e) Workers for moving or storage operations, subject to the enhanced social distancing rules described in section 11(h) of this order.



WHEREAS, The City has prepared a policy for Public Screening for COVID- 19. The policy is attached.

WHEREAS, The City Administrator, recommends adopting the Public Screening for COVID-19 Policy.

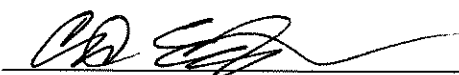
THEREFORE, BE IT RESOLVED that Flint City Council authorizes the City Administrator to do all things necessary to adopt the Public Screening for COVID-19 Policy and any subsequent amendments based on State and Federal guidelines, but not limited to Center for Disease Control (CDC) and Occupational Safety and Health Administration (OSHA).

APPROVED AS TO FORM:



Angela Wheeler, Chief Legal Officer

FOR THE CITY OF FLINT:

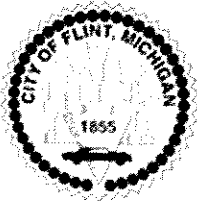


Clyde D. Edwards, City Administrator

APPROVED BY CITY COUNCIL:

Monica Galloway, City Council President





Public Screening for COVID-19¹

- Each member of the public entering a City building will be required to (1) have their temperature taken (2) and be assessed for any symptoms of respiratory infection (i.e. fever, cough, shortness of breath and at least two of these symptoms: fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell); (b) known causes of respiratory infection, if any; and (c) any exposure (prolonged close contact in the past 14 days) with persons positively diagnosed with COVID-19. The following questions will be asked.
- Any recent foreign travel? If yes, where?
- Have you experienced fever and symptoms of lower respiratory illness (e.g., cough and/or shortness of breath or at least two of these symptoms: fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell) in the last 14 days?
- Have you been in the vicinity of a person with possible COVID-19 infection?
- Has a family member or close contact been in the vicinity of a person with possible COVID-19 infection?
- Have you been in close contact with a laboratory-confirmed COVID-19 patient?

Authorized personnel will be stationed at all open entrances to ask the above screening questions and check everyone's temperature. Any person with a temperature over 100°F will not be allowed into the building and will be advised to seek medical attention if they are feeling unwell.

- Individuals allowed into the building will be given a specific sticker/decal/badge for that day to indicate that they were checked and will be asked to wear the sticker/decal/badge in plain view.

Presented: May 11, 2020

Adopted: _____

¹ If an employee is sent away from work, the supervisor shall report it to Human Resources immediately.

Resolution # _____

Department: Human Resources

Last Revised: _____



200201

RESOLUTION NO.: _____

PRESENTED: 5-11-20

ADOPTED: _____

**RESOLUTION TO ADOPT THE POLICY FOR EMPLOYEE SCREENING FOR
COVID-19**

BY THE CITY ADMINISTRATOR:

WHEREAS, on March 24, 2020, Governor Whitmer instituted Executive Order 2020-21, a temporary requirement to suspend activities that are not necessary to sustain or protect life prohibiting “in-person” work that is not necessary to sustain or protect life with exceptions for essential and critical infrastructure workers. On April 9, 2020 Executive Order 2020-21 was amended through Executive Order 2020-42, replacing Executive Order 2020-21, with an expiration date of April 30, 2020 at 11:59 p.m.

WHEREAS, on April 24, 2020, Executive Order 2020-59 was implemented replacing order 2020-21 and extending the Stay Home Stay Safe order to May 15, 2020. On May 1, 2020, Executive Order 2020-59 was rescinded and replaced by Executive Order 2020-70. Executive Order 2020-70 requires businesses, operations, and government agencies that remain open for in-person work to adhere to sound social distancing practices and measures, which include but are not limited to:

(a) Developing a COVID-19 preparedness and response plan, consistent with recommendations in Guidance on Preparing Workplaces for COVID-19, developed by the Occupational Health and Safety Administration.

(b) Restricting the number of workers present on premises to no more than is strictly necessary to perform the in-person work permitted under this order.

(c) Promoting remote work to the fullest extent possible.

(d) Keeping workers and patrons who are on premises at least six feet from one another to the maximum extent possible.

(e) Increasing standards of facility cleaning and disinfection to limit worker and patron exposure to COVID-19, as well as adopting protocols to clean and disinfect in the event of a positive COVID-19 case in the workplace.



(f) Adopting policies to prevent workers from entering the premises if they display respiratory symptoms or have had contact with a person with a confirmed diagnosis of COVID-19.

(g) Any other social distancing practices and mitigation measures recommended by the CDC.

(h) For businesses and operations whose in-person work is permitted under sections 10(c) through 10(f)¹ of Order 2020-70, following additional measures:

(1) Prohibiting gatherings of any size in which people cannot maintain six feet of distance from one another.

(2) Limiting in-person interaction with clients and patrons to the maximum extent possible, and barring any such interaction in which people cannot maintain six feet of distance from one another.

(3) Providing personal protective equipment such as gloves, goggles, face shields, and face masks as appropriate for the activity being performed.

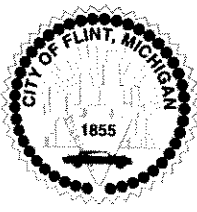
(4) Adopting protocols to limit the sharing of tools and equipment to the maximum extent possible and to ensure frequent and thorough cleaning of tools, equipment, and frequently touched surfaces.

WHEREAS, The City of Flint intends to protect the rights of public servants and employees by adopting policies and procedures regarding the Employee Screening for COVID-19 Policy.

¹ (c) Workers for garden stores, nurseries, and lawn care, pest control, and landscaping operations, subject to the enhanced social-distancing rules described in section 11(h) of this order.

(d) Maintenance workers and groundskeepers who are necessary to maintain the safety and sanitation of places of outdoor recreation not otherwise closed under Executive Order 2020-69 or any order that may follow from it, provided that the places and their workers do not provide goods, equipment, supplies, or services to individuals, and subject to the enhanced social-distancing rules described in section 11(h) of this order.

(e) Workers for moving or storage operations, subject to the enhanced social distancing rules described in section 11(h) of this order.

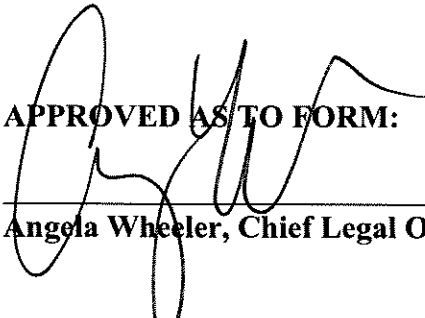


WHEREAS, The City has prepared a policy for Employee Screening for COVID-19. The policy is attached.

WHEREAS, The City Administrator, recommends adopting Employee Screening for COVID-19 Policy.


THEREFORE, BE IT RESOLVED that the Flint City Council authorized the City Administrator to do all things necessary to adopt the Employee Screening for COVID-19 Policy and any subsequent amendments based on State and Federal guidelines, but not limited to Center for Disease Control (CDC) and Occupational Safety and Health Administration (OSHA).

APPROVED AS TO FORM:



Angela Wheeler, Chief Legal Officer

FOR THE CITY OF FLINT:



Clyde D. Edwards, City Administrator

APPROVED BY CITY COUNCIL:

Monica Galloway, City Council President





City of Flint
Screening Employees for COVID-19 Policy

To help protect City of Flint Employees against the spread of COVID-19, the following screening procedures will be implemented for all employees who must report in person to a City of Flint facility. Each employee will (1) have their temperature taken each day upon reporting to work and (2) will self-assess for (a) any symptoms of respiratory infection (i.e. fever, cough, shortness of breath and at least two of these symptoms: fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell); (b) known causes of respiratory infection, if any; and (c) any exposure (prolonged close contact in the past 14 days) with persons positively diagnosed with COVID-19.

Based on this assessment, employees may either be sent home to self-quarantine or proceed to work, as directed below.

	Employee has respiratory infection symptoms (i.e. fever, cough, shortness of breath)		No respiratory infection symptoms	
	Employee had close contact in previous 14 days	Employee did not have close contact in the previous 14 days	N/A	
	N/A	Employee has unknown cause of respiratory symptoms	Employee has known cause of respiratory symptoms	N/A
Temp over 100° F	Send home ¹	Send home	Send home	Send home
Temp not over 100° F	Send home	Send home	Proceed to work	Proceed to work

Employees that are sent home should consult with their health care provider for diagnosis and treatment. Employees sent home can return to work when:

- They have had NO fever for at least three (3) consecutive days without taking medication to reduce fever during that time; AND

¹ Follow the CDC Interim Guidance for Implementing Safety Practices for Critical Infrastructure Workers Who May Have Had Exposure to a Person with Suspected or Confirmed COVID-19 (See Attachment). Supervisors shall report to Human Resources immediately any employee sent home pursuant to this policy.

- There is improvement in their respiratory symptoms (cough and shortness of breath) for three (3) consecutive days; AND
- At least seven (7) days have passed since their symptoms began;
OR
- They provide a written confirmation from a health care provider that the employee does not have COVID-19.

Employees that have been sent home should notify their supervisor once they are able to return to work.

Presented: May 11, 2020

Adopted: _____

Resolution # _____

Department: Human Resources

Last Revised: _____

Interim Guidance for Implementing Safety Practices for Critical Infrastructure Workers Who May Have Had Exposure to a Person with Suspected or Confirmed COVID-19

To ensure continuity of operations of essential functions, CDC advises that critical infrastructure workers may be permitted to continue work following potential exposure to COVID-19, provided they remain asymptomatic and additional precautions are implemented to protect them and the community.

A potential exposure means being a household contact or having close contact within 6 feet of an individual with confirmed or suspected COVID-19. The timeframe for having contact with an individual includes the period of time of 48 hours before the individual became symptomatic.

Critical Infrastructure workers who have had an exposure but remain asymptomatic should adhere to the following practices prior to and during their work shift:

- ▶ **Pre-Screen:** Employers should measure the employee's temperature and assess symptoms prior to them starting work. Ideally, temperature checks should happen before the individual enters the facility.
- ▶ **Regular Monitoring:** As long as the employee doesn't have a temperature or symptoms, they should self-monitor under the supervision of their employer's occupational health program.
- ▶ **Wear a Mask:** The employee should wear a face mask at all times while in the workplace for 14 days after last exposure. Employers can issue facemasks or can approve employees' supplied cloth face coverings in the event of shortages.
- ▶ **Social Distance:** The employee should maintain 6 feet and practice social distancing as work duties permit in the workplace.
- ▶ **Disinfect and Clean work spaces:** Clean and disinfect all areas such as offices, bathrooms, common areas, shared electronic equipment routinely.

If the employee becomes sick during the day, they should be sent home immediately. Surfaces in their workspace should be cleaned and disinfected. Information on persons who had contact with the ill employee during the time the employee had symptoms and 2 days prior to symptoms should be compiled. Others at the facility with close contact within 6 feet of the employee during this time would be considered exposed.

Employers should implement the recommendations in the Interim Guidance for Businesses and Employers to Plan and Respond to Coronavirus Disease 2019 to help prevent and slow the spread of COVID-19 in the workplace. Additional information about identifying critical infrastructure during COVID-19 can be found on the DHS CISA website or the CDC's specific First Responder Guidance page.

INTERIM GUIDANCE

This interim guidance pertains to critical infrastructure workers, including personnel in 16 different sectors of work including:

- ▶ Federal, state, & local law enforcement
- ▶ 911 call center employees
- ▶ Fusion Center employees
- ▶ Hazardous material responders from government and the private sector
- ▶ Janitorial staff and other custodial staff
- ▶ Workers – including contracted vendors – in food and agriculture, critical manufacturing, informational technology, transportation, energy and government facilities

ADDITIONAL CONSIDERATIONS

- ▶ Employees should not share headsets or other objects that are near mouth or nose.
- ▶ Employers should increase the frequency of cleaning commonly touched surfaces.
- ▶ Employees and employers should consider pilot testing the use of face masks to ensure they do not interfere with work assignments.
- ▶ Employers should work with facility maintenance staff to increase air exchanges in room.
- ▶ Employees should physically distance when they take breaks together. Stagger breaks and don't congregate in the break room, and don't share food or utensils.





200202

RESOLUTION NO.: _____

PRESENTED: 5-11-20

ADOPTED: _____

**RESOLUTION TO ADOPT THE POLICY RESPONDING TO A POSITIVE COVID-19
TEST**

BY THE CITY ADMINISTRATOR:

WHEREAS, on March 24, 2020, Governor Whitmer instituted Executive Order 2020-21, a temporary requirement to suspend activities that are not necessary to sustain or protect life prohibiting “in-person” work that is not necessary to sustain or protect life with exceptions for essential and critical infrastructure workers. On April 9, 2020 Executive Order 2020-21 was amended through Executive Order 2020-42, replacing Executive Order 2020-21, with an expiration date of April 30, 2020 at 11:59 p.m.

WHEREAS, on April 24, 2020, Executive Order 2020-59 was implemented replacing order 2020-21 and extending the Stay Home Stay Safe order to May 15, 2020. On May 1, 2020, Executive Order 2020-59 was rescinded and replaced by Executive Order 2020-70. Executive Order 2020-70 requires businesses, operations, and government agencies that remain open for in-person work to adhere to sound social distancing practices and measures, which include but are not limited to:

(a) Developing a COVID-19 preparedness and response plan, consistent with recommendations in Guidance on Preparing Workplaces for COVID-19, developed by the Occupational Health and Safety Administration.

(b) Restricting the number of workers present on premises to no more than is strictly necessary to perform the in-person work permitted under this order.

(c) Promoting remote work to the fullest extent possible.

(d) Keeping workers and patrons who are on premises at least six feet from one another to the maximum extent possible.

(e) Increasing standards of facility cleaning and disinfection to limit worker and patron exposure to COVID-19, as well as adopting protocols to clean and disinfect in the event of a positive COVID-19 case in the workplace.



(f) Adopting policies to prevent workers from entering the premises if they display respiratory symptoms or have had contact with a person with a confirmed diagnosis of COVID-19.

(g) Any other social distancing practices and mitigation measures recommended by the CDC.

(h) For businesses and operations whose in-person work is permitted under sections 10(c) through 10(f)¹ of Order 2020-70, following additional measures:

(1) Prohibiting gatherings of any size in which people cannot maintain six feet of distance from one another.

(2) Limiting in-person interaction with clients and patrons to the maximum extent possible, and barring any such interaction in which people cannot maintain six feet of distance from one another.

(3) Providing personal protective equipment such as gloves, goggles, face shields, and face masks as appropriate for the activity being performed.

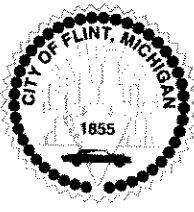
(4) Adopting protocols to limit the sharing of tools and equipment to the maximum extent possible and to ensure frequent and thorough cleaning of tools, equipment, and frequently touched surfaces.

WHEREAS, The City of Flint intends to protect the rights of public servants and employees by adopting policies and procedures regarding the Responding to a Positive COVID-19 Test Policy.

¹ (c) Workers for garden stores, nurseries, and lawn care, pest control, and landscaping operations, subject to the enhanced social-distancing rules described in section 11(h) of this order.

(d) Maintenance workers and groundskeepers who are necessary to maintain the safety and sanitation of places of outdoor recreation not otherwise closed under Executive Order 2020-69 or any order that may follow from it, provided that the places and their workers do not provide goods, equipment, supplies, or services to individuals, and subject to the enhanced social-distancing rules described in section 11(h) of this order.

(e) Workers for moving or storage operations, subject to the enhanced social distancing rules described in section 11(h) of this order.



WHEREAS, The City has prepared a policy for Responding to a Positive COVID-19 Test Policy. The policy is attached.

WHEREAS, The City Administrator, recommends adopting the Responding to a Positive COVID-19 Test Policy.

THEREFORE, BE IT RESOLVED that the Flint City Council authorized the City Administrator to do all things necessary to adopt the Responding to a Positive COVID-19 Test Policy and any subsequent amendments based on State and Federal guidelines, but not limited to Center for Disease Control (CDC) and Occupational Safety and Health Administration (OSHA).

APPROVED AS TO FORM:


Angela Wheeler, Chief Legal Officer

FOR THE CITY OF FLINT:


Clyde D. Edwards, City Administrator



APPROVED BY CITY COUNCIL:


Monica Galloway, City Council President



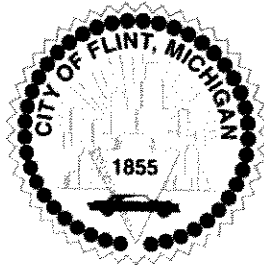
City of Flint Policy for Responding to a Positive COVID-19 Test

The City of Flint will follow this procedure when responding to an employee testing positive for COVID-19:

- I. If the source of infection is known, identify if it was at the workplace or outside.
 - a. If the infection was believed to have been contracted inside the workplace:
 - i. Notify workers' compensation carrier;
 - ii. Place the employee on workers' compensation leave (with pay); AND
 - iii. Record the infection in the City's OSHA 300 log.
 - b. If the infection was believed to have been contracted outside the workplace:
 - i. Is employee eligible for FMLA?
 1. If yes, place on FMLA leave.
 2. If no, place on other leave.
 - ii. Does employee have accrued paid time off (PTO) available?
 1. If yes, then let the employee know that the employee may use such leave.
 - c. The Federal Government has established the Families First Coronavirus Response Act (FFCRA). This act requires the City to provide employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19. These provisions will apply from April 1, 2020, through December 31, 2020.
 - i. With the exception of (ii)(2) and (ii)(3) employees in the Police Department, Fire Department, and employees supporting critical infrastructure for the Department of Public Works, who are considered "emergency responders" and are not eligible for expanded family and medical leave under the FFCRA.
 - ii. Qualifying Reasons for Leave Related to COVID-19
 1. Is subject to a Federal, State, or local quarantine or isolation order related to COVID-19;
 2. Has been advised by a health care provider to self-quarantine related to COVID-19;
 3. Is experiencing COVID-19 symptoms and is seeking a medical diagnosis;
 4. Is caring for an individual subject to an order described in (1) or self-quarantine as described in (2);



5. Is caring for his or her child whose school or place of care is closed (or child care provider is unavailable) due to COVID-19 related reasons; or
 6. Is experiencing any other substantially-similar condition specified by the U.S. Department of Health and Human Services
- II. The City of Flint Human Resources Department will ask the employee if he or she grants the employer permission to disclose the fact that the employee is infected.
- a. If yes:
 - i. Notify employee's manager(s) or supervisor(s) that the employee is infected with COVID-19 and is out on leave.
 - ii. For everyone else, respond to inquiries by disclosing employee is on a leave of absence for non-disciplinary purposes.
 - b. If no:
 - i. Notify employee's manager(s) or supervisor(s) only that employee is on a leave of absence for non-disciplinary purposes.
 - c. Regardless of yes or no:
 - i. Disclose identity of employee as required by local, state, federal law and/or any regulatory agencies, i.e. OSHA, Genesee County Health Department, etc.
- III. The City of Flint Human Resources Department will notify employee's co-workers who may have come into contact with the employee at work within the past 14 days that they may have been exposed to COVID-19 and may wish to see a healthcare provider via written communication (i.e. email).
- a. Other office locations will be notified if the employee visited those sites within the past 14 days.
 - b. DO NOT identify the infected employee by name.
 - c. To the extent reasonably possible, avoid making any direct or indirect references that would lead the co-workers to guess the identity of the employee.
 - d. For employees who had close contact with the infected employee in past 14 days, communicate directly with them advising them to follow the screening guidelines for COVID-19 and to work with their direct supervisor and Human Resources to keep them and their colleagues safe.
- IV. Notify known customers, vendors, or third parties with whom the employee may have come into contact at work (including off-site work contacts and building management if office setting) within the past 14 days that they may have been exposed to COVID-19 and may wish to see a healthcare provider.
- a. DO NOT identify the infected employee by name.



- b. To the extent reasonably possible, avoid making any direct or indirect references that would lead the person to guess the identity of the employee.
- V. Arrange for a professional cleaning of the employee's workspace, immediate surrounding area, and areas likely visited (break room, restroom, etc.) pursuant to the City's Environmental Cleaning, Contamination and Disinfectant policy
- VI. Respond to inquiries by CDC or public health authorities as/if received.
 - a. In this instance, the City of Flint is allowed to disclose the identity of the infected employee and protected health information.

Presented: May 11, 2020

Adopted: _____

Resolution # _____

Department: Human Resources

Last Revised: _____



200203

RESOLUTION NO.: _____

PRESENTED: 5-11-20

ADOPTED: _____

**RESOLUTION TO ADOPT THE RETURN TO WORK AFTER STAY AT HOME
ORDER (SOCIAL DISTANCING AND MITIGATION MEASURES) POLICY**

BY THE CITY ADMINISTRATOR:

WHEREAS, on March 24, 2020, Governor Whitmer instituted Executive Order 2020-21, a temporary requirement to suspend activities that are not necessary to sustain or protect life prohibiting “in-person” work that is not necessary to sustain or protect life with exceptions for essential and critical infrastructure workers. On April 9, 2020 Executive Order 2020-21 was amended through Executive Order 2020-42, replacing Executive Order 2020-21, with an expiration date of April 30, 2020 at 11:59 p.m.

WHEREAS, on April 24, 2020, Executive Order 2020-59 was implemented replacing order 2020-21 and extending the Stay Home Stay Safe order to May 15, 2020. On May 1, 2020, Executive Order 2020-59 was rescinded and replaced by Executive Order 2020-70. Executive Order 2020-70 requires businesses, operations, and government agencies that remain open for in-person work to adhere to sound social distancing practices and measures, which include but are not limited to:

(a) Developing a COVID-19 preparedness and response plan, consistent with recommendations in Guidance on Preparing Workplaces for COVID-19, developed by the Occupational Health and Safety Administration.

(b) Restricting the number of workers present on premises to no more than is strictly necessary to perform the in-person work permitted under this order.

(c) Promoting remote work to the fullest extent possible.

(d) Keeping workers and patrons who are on premises at least six feet from one another to the maximum extent possible.

(e) Increasing standards of facility cleaning and disinfection to limit worker and patron exposure to COVID-19, as well as adopting protocols to clean and disinfect in the event of a positive COVID-19 case in the workplace.



(f) Adopting policies to prevent workers from entering the premises if they display respiratory symptoms or have had contact with a person with a confirmed diagnosis of COVID-19.

(g) Any other social distancing practices and mitigation measures recommended by the CDC.

(h) For businesses and operations whose in-person work is permitted under sections 10(c) through 10(f)¹ of Order 2020-70, following additional measures:

(1) Prohibiting gatherings of any size in which people cannot maintain six feet of distance from one another.

(2) Limiting in-person interaction with clients and patrons to the maximum extent possible, and barring any such interaction in which people cannot maintain six feet of distance from one another.

(3) Providing personal protective equipment such as gloves, goggles, face shields, and face masks as appropriate for the activity being performed.

(4) Adopting protocols to limit the sharing of tools and equipment to the maximum extent possible and to ensure frequent and thorough cleaning of tools, equipment, and frequently touched surfaces.

WHEREAS, The City of Flint intends to protect the rights of public servants and employees by adopting policies and procedures regarding the Return to Work after the Stay at Home Order (Social Distancing and Mitigation Measures) Policy.

¹ (c) Workers for garden stores, nurseries, and lawn care, pest control, and landscaping operations, subject to the enhanced social-distancing rules described in section 11(h) of this order.

(d) Maintenance workers and groundskeepers who are necessary to maintain the safety and sanitation of places of outdoor recreation not otherwise closed under Executive Order 2020-69 or any order that may follow from it, provided that the places and their workers do not provide goods, equipment, supplies, or services to individuals, and subject to the enhanced social-distancing rules described in section 11(h) of this order.

(e) Workers for moving or storage operations, subject to the enhanced social distancing rules described in section 11(h) of this order.

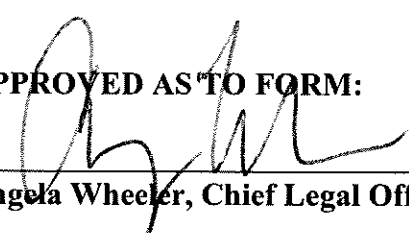


WHEREAS, The City has prepared a policy for Returning to Work after Stay at Home Order (Social Distancing and Mitigation Measures) Policy. The policy is attached.

WHEREAS, The City Administrator, recommends adopting the Returning to Work After Stay at Home (Social Distancing and Mitigation Measures) Policy.


THEREFORE, BE IT RESOLVED that the Flint City Council authorized the City Administrator to do all things necessary to adopt the Returning to Work After Stay at Home (Social Distancing and Mitigation Measures) Policy and any subsequent amendments based on State and Federal guidelines, but not limited to Center for Disease Control (CDC) and Occupational Safety and Health Administration (OSHA).

APPROVED AS TO FORM:



Angela Wheeler, Chief Legal Officer

FOR THE CITY OF FLINT:



Clyde D. Edwards, City Administrator

APPROVED BY CITY COUNCIL:

Monica Galloway, City Council President





City of Flint

Returning to Work After ‘Stay Home’ Order

In accordance with Executive Order 2020-70, the City of Flint intends to reopen its facilities on or about May 15, 2020, or when reasonably safe and practicable. The City further intends to follow all recommended health and safety guidelines to ensure a safe environment for residents, employees, and the public at large. Accordingly, the City adopts the following policy:

Social Distancing¹

City of Flint Employees and visitors are to practice social distancing. “Social distancing” refers to creating physical space between people while outside of their homes. Social distancing is one of the best ways to avoid exposure to COVID-19 and prevent the virus from spreading. Key aspects of social distancing include:

- ☐ Maintaining a distance of at least 6 feet between people (about 2 arms’ length)
- ☐ Avoiding/preventing group gatherings
- ☐ Avoiding/preventing crowds, crowded places, and mass gatherings

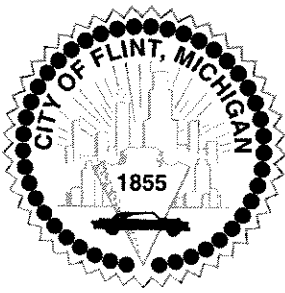
Face Mask

According to Centers for Disease Control and Prevention (CDC) “Recommendation Regarding the Use of Cloth Face Coverings, Especially in Areas of Significant Community-Based Transmission”:

CDC continues to study the spread and effects of the novel coronavirus across the United States. We now know from recent studies that a significant portion of individuals with coronavirus lack symptoms (“asymptomatic”) and that even those who eventually develop symptoms (“pre-symptomatic”) can transmit the virus to others before showing symptoms. This means that the virus can spread between people interacting in close proximity—for example, speaking, coughing, or sneezing—even if those people are not exhibiting symptoms. In light of this new evidence, CDC recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain (e.g., grocery stores and pharmacies) especially in areas of significant community-based transmission.

Therefore in accordance with the CDC guidance and Executive Order 2020-70:

¹ For more information on social distancing, visit <https://www.cdc.gov/coronavirus/2019-ncov/community/community-mitigation.html>.



City of Flint

Returning to Work After ‘Stay Home’ Order

Any individual able to medically tolerate a face covering must wear a covering over his or her nose and mouth—such as a homemade mask, scarf, bandana, or handkerchief—when in any enclosed public space. The City will provide non-medical grade face coverings to employees performing in-person work.

Basic Infection Prevention²

- ▢ **Hand Washing** – Employees and visitors should wash hands frequently. Washing with soap and water is preferred over hand sanitizer. Soap dispensers should be checked and refilled often, and cleaning staff should be notified if hand-washing stations require maintenance. Where running water is not immediately available, hand sanitizer containing at least 60% alcohol should be provided.
- ▢ **Cover Your Mouth** – Employees and visitors are encouraged to exercise respiratory etiquette. Cover your mouth and nose with a tissue or arm, or hands when you cough or sneeze. Then dispose of the tissue, or wash or sanitize your hands.
- ▢ **Stay Home if Sick** – Employees and visitors experiencing *COVID-19 symptoms*³ are encouraged to stay home. Employees should notify their supervisor and seek medical attention and/or be tested for COVID-19, as appropriate. Visitors may access www.cityofflint.com or contact the City by phone.
- ▢ **Staff Flexibility** – Department heads should consider whether it’s necessary for all staff to return simultaneously, or if staff may return on a gradual basis. As appropriate for each department, employees may continue to work remotely, stagger shifts to limit in-person staff, or some other variation as determined by Department heads.
- ▢ **Individual Work Space** – Employees should confine their workspace to one desk or office, and refrain from sharing supplies such as telephones and staplers.
- ▢ **Housekeeping** – Frequently-touched surfaces such as counters, doors, rails, light switches, elevator buttons, and other equipment around the workplace should be cleaned and disinfected frequently. Employees should be notified which areas are *not* cleaned by cleaning staff. Products with EPA-approved emerging viral pathogens claims are expected to be effective against SARS-CoV-2 based on data for harder to kill viruses. Follow the manufacturer’s instructions for use of all cleaning and disinfection products (e.g., concentration, application method and contact time, PPE). See Environmental Cleaning,

² Additional infection-prevention measures may be found at <https://www.osha.gov/Publications/OSHA3990.pdf>.

³ *COVID-19 symptoms* include, but are not limited to: fever, cough, and shortness of breath, chills, sore throat, headaches, loss of taste or smell, and muscle pain.



City of Flint

Returning to Work After 'Stay Home' Order

Contamination, and Disinfectant Policy.

Other Protocols

▢ Visual cues

- **For social distancing** – e.g., mark every six feet on the floor using duct tape (particularly in areas where lines or large groups may form)
- **For hand-washing stations** – post signs around City facilities where bathrooms and hand-sanitizers are available (in addition to existing bathroom signs)

▢ Overflow waiting rooms – limit the number of individuals in a single room/area at a time and provide additional waiting rooms elsewhere

- Capacity limits and overflow waiting spaces should be clearly posted
- Waiting spaces should be marked to encourage social distancing as much as possible (e.g., with taped 6-ft distancing as described above)

▢ Online services – create a central page on the City's website for easy access to all services available online, broken down by department, with each department's main phone number clearly visible

- Post physical signs outside of each department, describing what services are available online



200204

RESOLUTION NO.: _____

PRESENTED: 5-11-20

ADOPTED: _____

BY THE MAYOR:

**RESOLUTION TO AUTHORIZE BUDGET AMENDMENT TO THE
GENERAL (101) FUND FOR HAZARDOUS PAY**

Due to the impact of the COVID-19 pandemic, the administration is recommending Hazard Pay compensation for the City of Flint's first responders and frontline workers. Hazard pay will be paid in two installments over two consecutive pay periods, as follows:

- \$1,200 to eligible sworn Police Officers and Firefighters (payable in two installments of \$600)
- \$750 to other eligible Police and Fire staff (payable in two installments of \$375)
- \$1,000 to eligible DPW Water Service Center employees directly interacting with the public (payable in two installments of \$500)

The FY2020 budget adopted did not include the expense of hazard pay. Therefore, it is necessary to amend the budget to include this expenditure. For the budget to balance, funds of \$400,000.00 will be taken from the General fund (101) and transferred to the Fringe Benefit fund (627).

627-000.300-702-000	Hazard Pay Wages	\$364,000.00
627-000.300-719.100	Hazard Pay Direct Fringe	\$36,000.00

IT IS RESOLVED, that the appropriate City Officials are authorized to do all things necessary to transfer \$400,000.00 from the General fund (101) to the Fringe Benefit fund wage account #627-000.300-702.000 for the amount of \$364,000.00 and Fringe Benefit fund direct fringe account #627-000.300-719.100 for the amount of \$36,000.00.

APPROVED AS TO FORM:

Angela Wheeler
Angela Wheeler (May 7, 2020)

Angela Wheeler
Chief Legal Officer

Clyde Edwards
City Administrator

APPROVED AS TO FINANCE:

Amanda Trujillo
Amanda Trujillo (May 7, 2020)

Amanda Trujillo
Acting Chief Finance Officer

Sheldon A. Neeley
Sheldon A. Neeley
Mayor

CITY COUNCIL:

Monica Galloway
Council President

STAFF REVIEW

DATE: May 7, 2020

Agenda Item Title:

Resolution to Authorize Budget Amendment for the (101) General Fund for Hazardous Pay

Prepared By: V. Foster

Background/Summary of Proposed Action:

The City of Flint has, like most communities around the country, been subject to the COVID-19 pandemic. This pandemic has forced the city to reorganize operations greatly. This necessary reorganization has particularly been impactful to front line workers and first responders. These city workers have been required to operate in public and among residents of the city actively. Given that these workers must work in potentially hazardous conditions due to the pandemic, the city is moving forward with a plan for hazard pay for these city employees.

The COVID-19 Hazard Pay is not built into the current FY 2019-2020 city budget. Therefore, an additional \$400,000 is needed to ensure this hazard pay is available. Employees identified as those required to interact with the public at this time as part of their regular job responsibilities will receive hazard pay. There are approximately 300 city employees from the Police Department, Fire Department, and Department of Public Works who fall under this classification. Hazard pay will only apply to salary and wages and will not be factored into any retirement calculations. Payment will be paid over two pay periods, as follows:

- \$1,200 for eligible sworn Police Officers and Firefighters (to be paid in two installments of \$600)
- \$750 for other eligible Police and Fire staff (payable in two installments of \$375)
- \$1,000 to eligible DPW Water Service Center employees directly interacting with public (payable in two installments of \$500)

The Human Resources Director, along with the appropriate department heads and the City Administrator, will determine which employees meet the eligibility criteria for hazard pay.

The proposed budget amendment would move \$400,000 from the General (101) fund balance to the Fringe Benefit fund (627). Wages and direct fringe Hazard Pay expenses are included in the proposed amendment.

Budgeted Expenditure? No

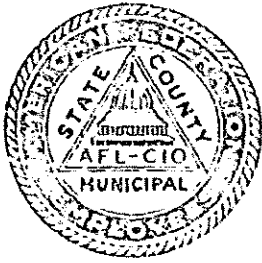
Account No.: 627-000.300-702.000 Wages
627-000.300-719.100 Direct Fringe

Other Implications (i.e., collective bargaining):

None

Staff Person: Vickie Foster

Approval: Amanda Trujillo
Amanda Trujillo (May 7, 2020)



**FLINT MUNICIPAL SUPERVISORS
LOCAL 1799
FLINT MUNICIPAL LABORS
LOCAL 1600
AMERICAN FEDERATION OF STATE, COUNTY AND
MUNICIPAL EMPLOYEES
AFL-CIO**

Date: May 4, 2020

Dear Mayor Neeley,

We the Unions of AFSCME Local 1799 and 1600 appreciate and support your efforts in recognizing and supporting the union members of essential workers that must continue to report to work so we are able to maintain the needed services for the residences of the City of Flint.

Sincerely,

Donald Lewis, President,
AFSCME Local 1799

Sam Muma, President,
AFSCME Local 1600



Tommie Johnson <tljohnson@cityofflint.com>

Fwd: disaster compensation

1 message

Sheldon Neeley <saneeley@cityofflint.com>
To: tljohnson@cityofflint.com

Tue, May 5, 2020 at 10:18 AM

Begin forwarded message:

From: Jacob Dorman <jdorman@cityofflint.com>
Subject: disaster compensation
Date: April 30, 2020 at 4:01:05 PM EDT
To: Sheldon Neeley <saneeley@cityofflint.com>

Mr. Mayor,

As per our conversation on the phone today, I am writing this email to let you know that Flint Firefighters Local 352 is in agreement with the proposed disaster compensation allotment of \$1200 per member. I think this will go far with our members during this crisis. Thank you. for your support!

Thanks,
Jake Dorman
President, Flint Firefighters Local 352

Letter of Agreement

Flint Police Officer's Association Incorporated
210 E. Fifth St
Flint, MI 48502

Mayor Sheldon Neeley
Flint Municipal Center
1101 S. Saginaw St
Flint, MI 48502

May 1, 2020

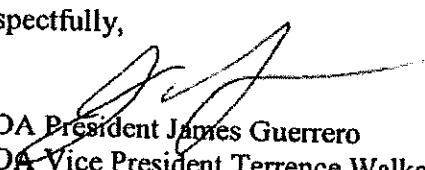
Dear Mayor Neeley,

We hope this letter reaches you in good spirits and in good health. This letter serves as a formal agreement between the Flint Police Officer's Association and the City of Flint, whereby the City of Flint will provide hazardous pay in the amount of \$1,200.00 for all members of the Flint Police Officer's Association.

We understand that this is a one-time payment that will be issued in the form of a check and taxed accordingly. Members of the Flint Police Officer's Association are thankful and appreciative of this financial incentive and believes it will assist our members in their abilities to further support themselves and their families.

In amidst of the COVID-19 pandemic, many first responders and other essential workers across the country have been working tirelessly on the front lines to preserve the lives of the people by keeping them safe. Thank you for supporting us during this time.

Respectfully,



FPOA President James Guerrero
FPOA Vice President Terrence Walker
FPOA Secretary Quion Wheeler
FPOA Treasurer Randy Matteson