

City of Flint, Michigan

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



Meeting Agenda - Final

Monday, April 8, 2019

4:30 PM

Committee Room

SPECIAL AFFAIRS COMMITTEE

Monica Galloway, Chairperson, Ward 7

*Eric Mays, Ward 1
Santino J. Guerra, Ward 3
Jerri Winfrey-Carter, Ward 5
Allan Griggs, Ward 8*

*Maurice D. Davis, Ward 2
Kate Fields, Ward 4
Herbert J. Winfrey, Ward 6
Eva L. Worthing, Ward 9*

Inez M. Brown, City Clerk

ROLL CALL

REQUEST FOR CHANGES AND/OR ADDITIONS TO AGENDA

Council shall vote to adopt any amended agenda.

EXECUTIVE SESSION

The Flint City Council requests an Executive Session for the purpose of discussing Eric Mays v. Flint City Council , Circuit Court Case No. 19-112475-CZ..

RESOLUTIONS (POSTPONED)

[NOTE: Resolutions No. 190130, 190131 and 190134 were POSTPONED from the April 3, 2019 Committee meetings to this Special Affairs agenda due to the lack of a quorum.]

190130 CO#4/Contract/Habitat for Humanity/HOME Investment Partnership Funds/Rehabilitation/Two (2) Homes

Resolution resolving that the proper city officials are authorized to enter into Change Order #4 to increase the Genesee County Habitat for Humanity HOME Investment Partnership Agreement by \$6,137.85, as requested by the Division of Community and Economic Development [Planning & Development General Fund Acct. No. 101-371.209-801.000.] [NOTE: Resolution EME6752014 authorized the Division of Community and Economic Development to enter into a contract with Genesee County Habitat for Humanity to complete rehabilitation of several properties that had been started and never completed by Salem Housing. In order to avoid repayment of grant dollars, the two remaining properties included in Contract 14-134 must be completed and sold to income qualified buyers. To complete the rehabilitation, \$6,137.85 of general fund dollars are needed to pay for work previously paid for with grant funds but destroyed by vandalism.]

190131 Reprogramming/Unspent Community Development Block Grant (CDBG) Funds/Contract/Flint Fire Department

Resolution resolving that the appropriate city officials are hereby authorized to do all things necessary, including budget amendments, to enter into a \$900,000.00 contract with the Flint Fire Department for the purchase of fire protection vehicles. [NOTE: The Department of Community and Economic Development has identified Community Development Block Grant (CDBG) funds from expired contracts and completed activities in the amount of \$900,000.00 that are available for reprogramming. It has been determined by recommendation of the Advisory Panel and Administration that these funds will be best used to purchase two (2) fire trucks to serve the community.]

190134 Kodiak Emergency Vehicles/Two (2) Custom Fire Trucks/Unspent Community Development Block Grant (CDBG) Funds/Flint Fire Department

Resolution resolving that the Department of Purchases and Supplies, upon City Council's approval, is hereby authorized to issue a purchase order to Kodiak

Emergency Vehicles for two (2) new or demo custom fire trucks, as requested by Fire, in an amount NOT-TO-EXCEED \$900,000.00 [FHDBGPRIOR Acct. No. 274-748.160-977.500 = \$13,703.00; FHUD14CDBG Acct. No. 274-748.160-977.500 = \$883.28; FHUD15CDBG Acct. No. 274-748.160-977.500 = \$11,736.73; FHUD16CDBG Acct. No. 274-748.160-977.500 = \$23,940.40; FHUD17CDBG Acct. No. 274-748.160-977.500 = \$321,099.67; FHUD18CDBG Acct. No. 274-748.160-977.500 = \$332,827.06; and FHUD19CDBG Acct. No. 274-748.160-977.500 = \$195,809.86.] [NOTE: The Department of Community and Economic Development has identified Community Development Block Grant (CDBG) funds from expired contracts and completed activities in the amount of \$900,000.00 that are available for reprogramming. It has been determined by recommendation of the Advisory Panel and Administration that these funds will be best used to purchase two (2) fire trucks to serve the community.]

RESOLUTIONS

180627 Approval/City of Flint Policy/Disposition of Acquired Land Bank Properties

Resolution resolving that the Flint City Council agrees to adopt the Policy of Disposition of Acquired Land Bank Properties, as requested by Legal.

190135 Settlement/Timothy Byrd City of Flint/Worker's Compensation Claim No. W16000840

Resolution resolving that the City Administrator authorizes settlement, in the amount of \$40,000.00, in satisfaction of any and all claims arising out of the litigation matter of Timothy Byrd v. City of Flint, Worker's Compensation Claim No. W16000840, with payment drawn from the appropriated funds in the Litigation and Suits Line Item No. 677-266.200-956.300. [NOTE: An Executive Session was requested on this matter on March 25, 2019.]

APPOINTMENTS

190126 Appointment/Downtown Development Authority (DDA) Board/Brandee Cooke-Brown

Resolution resolving that the Flint City Council approves the appointment of Brandee Cooke-Browne (615 South Saginaw Street, Flint, MI 48502) to the Flint Downtown Development Authority (DDA) Board for a four-year term that expires March 31, 2023, as requested by Mayor Karen Weaver. [NOTE: By way of background, Ms. Cooke-Brown is a position left vacant by Deborah Pasco, whose term expired in 2005. She continued to serve until August 2016.]

190128 Appointment/Downtown Development Authority (DDA) Board/Jonathan Hardman

Resolution resolving that the Flint City Council approves the appointment of Jonathan Hardman (402 East Third Street, Flint, MI 48503) to the Flint

Downtown Development Authority (DDA) Board for a four-year term expiring March 31, 2023, as recommended by Mayor Karen Weaver. [By way of background, Mr. Hardman is filling a vacancy left by Barbara Veasley, whose term expired in 2004.]

ORDINANCES

DISCUSSION ITEMS

ADDITIONAL COUNCIL DISCUSSION

ADJOURNMENT

190130

RESOLUTION NO.: _____

PRESENTED: 4-4-19

ADOPTED: _____

Resolution Authorizing the Division of Community and Economic Development to execute Chang Order #4 to increase the Genesee County Habitat for Humanity contract 14-134 by \$6,137.85 for a total of \$222,137.85.

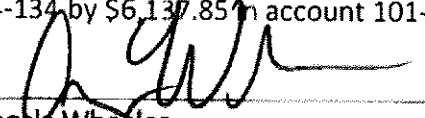
BY CITY COUNCIL:

Resolution EME6752014 authorized the Division of Community and Economic Development to enter into a contract with Genesee County Habitat for Humanity to complete rehabilitation of several properties that had been started, and never completed, by Salem Housing. The amount of the existing contract is \$216,000.00.

In order to avoid repayment of grant dollars, the two remaining properties included in 14-134 must be completed and sold to income qualified buyers. To complete rehabilitation, \$6,137.85 of general fund dollars are needed to pay for work previously paid for with grant funds but destroyed by vandalism.

Funds for the program are available in Planning and Development General Fund Account 101-371.209-801.000 in the amount of \$6,137.85.

IT IS RESOLVED, that appropriate City officials are authorized to execute Change Order #4 to increase the Genesee County Habitat for Humanity HOME Purchase, Rehab, Resale Contract 14-134 by \$6,137.85 in account 101-371.209-801.000.



Angela Wheeler
Chief Legal Officer



Hughey Newsome
Chief Financial Officer



Dr. Karen W. Weaver, Mayor

Herbert Winfrey, Council President

RESOLUTION STAFF REVIEW FORM

DATE: March 20, 2019

Agenda Item Title:

Resolution Authorizing the Division of Community and Economic Development to execute Chang Order #4 to increase the Genesee County Habitat for Humanity contract 14-134 by \$6,137.85 for a total of \$222,137.85.

Prepared By: Sarah Quellmalz, HOME Program Manager

Requestor: Department of Planning and Development

Background/Summary of Proposed Action:

The Division of Community and Economic Development entered a contract with Genesee County Habitat for Humanity to complete rehabilitation of several properties that had been started, and never completed, by Salem Housing. The amount of the existing contract, is \$216,000.00.

There are two (2) remaining addresses to complete: 621 W Hamilton and 317 Witherbee, both included in the existing 14-134 contract. As the majority of the work that remains to be complete has been paid for with HOME grant funds in the past, then destroyed by vandalism, it is necessary to utilize general fund to allow for completion of the work, the home then sold to an income qualified buyer, and the grant activity closed out, preventing a repayment of any funds already put into the homes.


Financial Implications:

Funding in the amount of 6,137.85 is available in Planning & Development General Fund account 101-371.209-801.000.

Budgeted Expenditure: Yes No Please explain, if no:

Account #: Reviewed and approved by C. Dotson 
\$6,137.85 is currently available in 101-371.209-801.000.

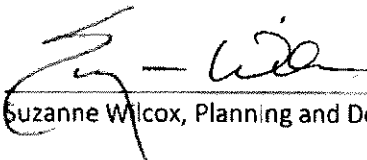
Upon adoption of the resolution, specific accounts will be created to identify the agency and activity

Pre-encumbered: Yes No Requisition #: 190001877 

Other Implications: There are no other known implications at this time.

Staff Recommendation: Staff recommends approval of this resolution.

APPROVAL


Suzanne Wilcox, Planning and Development Director

RESOLUTION REVIEW FORM

3-27-19

FROM: CED
Division

DATE NO. 19-8078
Law Office Login #

Resolution Authorizing the Division of Community and Economic Development to execute Change Order #4 to increase the Genesee County Habitat for Humanity contract 14-134 by \$6,137.85 for a total of \$222,137.85.

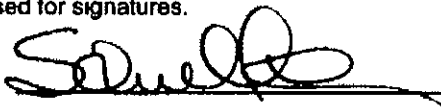
RESOLUTION NAME:

Date in: 3/21/2019

1. RESOLUTION REVIEW - CED PROGRAM MANAGER

The attached RESOLUTION is approved by a Program Manager in the Division. By signing, the Program Manager approves this resolution to be processed for signatures.

By: Sarah Quellmatz
Program Manager



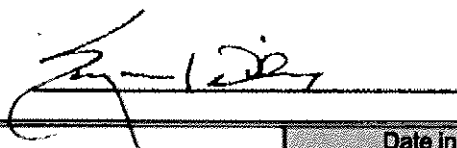
DATE: 3/21/19
(Date)

Date in:

2. RESOLUTION REVIEW - DEPT OF PLANNING AND DEV DIRECTOR

The attached RESOLUTION is approved by the DPD Director. By signing, the DPD Director approved this resolution to be processed for signatures.

By: Suzanne Wilcox
Director



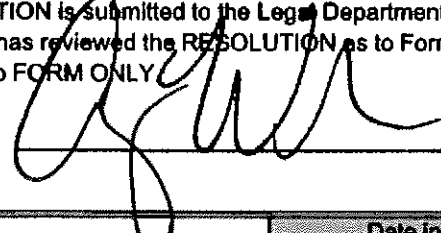
DATE: 3/27/19
(Date)

Date in:

3. RESOLUTION REVIEW - LEGAL

The attached RESOLUTION is submitted to the Legal Department for Approval as to **FORM ONLY**. The Legal Department has reviewed the RESOLUTION as to Form on this form approves as to **FORM ONLY** on 3-27-19, and by signing (Date)

By: Angela Wheeler
Chief Legal Officer



DATE: 3-27-19

Date in:

4. RESOLUTION REVIEW - FINANCE

The attached RESOLUTION is submitted to the FINANCE Department for approval as to **FINANCE COMPLIANCE**: The Finance Department reviewed this RESOLUTION, on _____ and by signing this form approves as to **FINANCE COMPLIANCE**. (Date)

By: Hughey Newsome
Chief Financial Officer



DATE: 3/28/19

190131

RESOLUTION NUMBER _____

PRESENTED: 4-4-19

ADOPTED: _____

RESOLUTION

RESOLUTION AUTHORIZING APPROPRIATE CITY OFFICIALS TO DO ALL THINGS NECESSARY TO ENTER INTO \$900,000.00 AGREEMENT WITH THE FLINT FIRE DEPARTMENT FOR THE PURCHASE OF FIRE TRUCKS USING COMMUNITY DEVELOPMENT BLOCK GRANT DOLLARS

BY MAYOR:

The Department of Community and Economic Development has identified Community Development Block Grant (CDBG) funds from expired contracts and completed activities in the amount of \$900,000.00 that are available for reprogramming.

It has been determined by recommendation of the Advisory Panel and Administration that these funds will be best used to purchase two (2) fire trucks to serve the community

Funds are identified and available in the following accounts:

FCDBGPRIOR	274-748.101-502.748	274-748.101-700.100	13703.00
FHUD14CDBG	274-748.101-502.748	274-748.101-700.100	883.28
FHUD15CDBG	274-748.101-502.748	274-748.101-700.100	11,736.73
FHUD16CDBG	274-748.101-502.748	274-748.101-700.100	23,940.40
FHUD17CDBG	274-748.101-502.748	274-748.101-700.100	321,099.67
FHUD18CDBG	274-748.101-502.748	274-748.101-700.100	332,827.06
FHUD19CDBG	274-748.101-502.748	274-748.101-700.100	195,809.86
			900,000.00

IT IS RESOLVED, that appropriate City Of Flint officials are authorized to do all things necessary including budget amendments to enter into a \$900,000.00 contract with the Flint Fire Department for the purchase of fire protection vehicles.

APPROVED AS TO FORM:


Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:


Hughey Newsome, Finance Director

FOR THE CITY OF FLINT:


Dr. Karen W. Weaver, Mayor

APPROVED BY CITY COUNCIL

Herbert Winfrey, City Council President

RESOLUTION STAFF REVIEW

Date: March 25, 2019

Agenda Item Title: Resolution to Process a Budget Amendment of Community Development Block Grant Funds in the Amount of \$900,000.00 from CDBG uncommitted accounts and Make Said Funds Available for MOU with Flint Fire Department for the purpose of purchasing (2) Fire Trucks.

Prepared by:
Carissa Dotson

Summary of Proposed Action: The Advisory Committee recommended the allocation of \$900,000.00 to the Flint Fire Department for the purpose of purchasing (2) two fire trucks. Funds are available in the below uncommitted accounts and will be moved to the appropriate accounts upon adoption

Financial Implications:
Upon adoption of the resolution, funds will become available in BS&A.

Pre-encumbered?: Yes ___ No XXXXX Requisition: n/a

Account No. From:

FCDBGPRIOR	274-748.101-502.748	274-748.101-700.100	13,703.00
FHUD14CDBG	274-748.101-502.748	274-748.101-700.100	883.28
FHUD15CDBG	274-748.101-502.748	274-748.101-700.100	11,736.73
FHUD16CDBG	274-748.101-502.748	274-748.101-700.100	23,940.40
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FHUD18CDBG	274-748.101-502.748	274-748.101-700.100	332,827.06
FHUD19CDBG	274-748.101-502.748	274-748.101-700.100	195,809.86
			900,000.00
MOVE TO	274-748.160-502.748	274-748.160-977.500	900,000.00

Reviewed and approved by C. Dotson

C. Dotson 7018-000875 Liq
17-000 257 Liq
& BA pending

Other implications (i.e. collective bargaining):
No other implications are known at this time.

Staff Recommendation: Recommend Approval

APPROVAL

Suzanne Wilcox

Suzanne Wilcox, Director Planning and Development

CITY OF FLINT
JOURNAL ENTRY

JE:

POST DATE:
ENTRY DATE: 02/14/19

ENTERED BY: cdotson
JOURNAL:

DESCRIPTION: To fund

GL #	DESCRIPTION	DR	CR	GRANT
274-748.101-502.748	To make available for 900k contract w/FFD		13,703.00	FCDBGPRIOR
274-748.101-502.748	To make available for 900k contract w/FFD		883.28	FHUD14CDBG
274-748.101-502.748	To make available for 900k contract w/FFD		11,736.73	FHUD15CDBG
274-748.101-502.748	To make available for 900k contract w/FFD		23,940.40	FHUD16CDBG
274-748.101-502.748	To make available for 900k contract w/FFD		321,099.67	FHUD17CDBG
274-748.101-502.748	To make available for 900k contract w/FFD		332,827.06	FHUD18CDBG
274-748.101-502.748	To make available for 900k contract w/FFD		195,809.86	FHUD19CDBG
274-748.101-700.100	To make available for 900k contract w/FFD	13,703.00		FCDBGPRIOR
274-748.101-700.100	To make available for 900k contract w/FFD	883.28		FHUD14CDBG
274-748.101-700.100	To make available for 900k contract w/FFD	11,736.73		FHUD15CDBG
274-748.101-700.100	To make available for 900k contract w/FFD	23,940.40		FHUD16CDBG
274-748.101-700.100	To make available for 900k contract w/FFD	321,099.67		FHUD17CDBG
274-748.101-700.100	To make available for 900k contract w/FFD	332,827.06		FHUD18CDBG
274-748.101-700.100	To make available for 900k contract w/FFD	195,809.86		FHUD19CDBG
274-748.160-502.748	Funds 900K for Fire Trucks	13,703.00		FCDBGPRIOR
274-748.160-502.748	Funds 900K for Fire Trucks	883.28		FHUD14CDBG
274-748.160-502.748	Funds 900K for Fire Trucks	11,736.73		FHUD15CDBG
274-748.160-502.748	Funds 900K for Fire Trucks	23,940.40		FHUD16CDBG
274-748.160-502.748	Funds 900K for Fire Trucks	321,099.67		FHUD17CDBG
274-748.160-502.748	Funds 900K for Fire Trucks	332,827.06		FHUD18CDBG
274-748.160-502.748	Funds 900K for Fire Trucks	195,809.86		FHUD19CDBG
274-748.160-977.500	Funds 900K for Fire Trucks		13,703.00	FCDBGPRIOR
274-748.160-977.500	Funds 900K for Fire Trucks		883.28	FHUD14CDBG
274-748.160-977.500	Funds 900K for Fire Trucks		11,736.73	FHUD15CDBG
274-748.160-977.500	Funds 900K for Fire Trucks		23,940.40	FHUD16CDBG
274-748.160-977.500	Funds 900K for Fire Trucks		321,099.67	FHUD17CDBG
274-748.160-977.500	Funds 900K for Fire Trucks		332,827.06	FHUD18CDBG
274-748.160-977.500	Funds 900K for Fire Trucks		195,809.86	FHUD19CDBG

1,800,000.00 1,800,000.00

Prepared By: Carissa Dotson
Carissa Dotson, Accounting Supervisor

Date _____

Approval n/a

Date _____

190134

(Bid 19000018)

SUBMISSION NO.: CA8932019

PRESENTED: 4-3-19

ADOPTED: _____

BY THE CITY ADMINISTRATOR:

RESOLUTION TO KODIAK EMERGENCY VEHICLES FOR TWO NEW OR DEMO CUSTOM FIRE TRUCKS

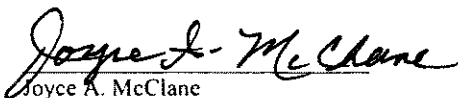
RESOLUTION

The Department of Purchases & Supplies has solicited a bid for two new or demo custom fire trucks as requested by the Fire Department; and

Kodiak Emergency Vehicles, 19120 W. Grand River Hwy., Grand Ledge, MI was the lowest responsive bidder from four solicitations for said requirements. Funding for said services will come from the following accounts 274-748.160-977.500 FHDBGPRIOR (\$13,703.00), 274-748.160-977.500 FHUD14CDBG (\$883.28), 274-748.160-977.500 FHUD15CDBG (\$11,736.73), 274-748.160-977.500 FHUD16CDBG (\$23,940.40), 274-748.160-977.500 FHUD17CDBG (\$321,099.67), 274-748.160-977.500 FHUD18CDBG (\$332,827.06), 274-748.160-977.500 FHUD19CDBG (\$195,809.86); and

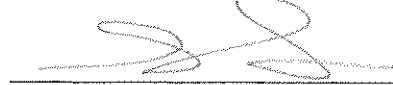
IT IS RESOLVED, that the Department of Purchases and Supplies, upon City Council's approval, is hereby authorized to issue a purchase order to Kodiak Emergency Vehicles for two new or demo custom fire trucks in an amount not to exceed \$900,000.00. (CDBG Fund)

APPROVED PURCHASING DEPT.:



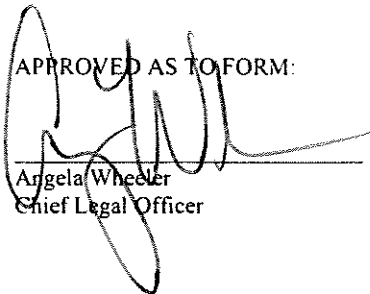
Joyce A. McClane
Purchasing Manager

APPROVED AS TO FINANCE:



Ayunna Dompree
Deputy Chief Financial Officer

APPROVED AS TO FORM:



Argela Wheeler
Chief Legal Officer



Steve Branch, City Administrator

RESOLUTION STAFF REVIEW

DATE: March 29, 2019

Agenda Item Title: Resolution Authorizing the Purchase of (2) two 2019 HME Fire Truck Apparatus.

Prepared By: Carrie Edwards-Clemons
Deputy Chief of Fire
City of Flint Fire Department

Background/Summary of Proposed Action: Resolution authoring \$900,000.00 to purchase two (2) fully equipped HME Fire Pump Apparatus for the City of Flint. The department will replace the a 1991 E-One Fire Engine and a 2003 International Fire Engine frequently in disrepair due to its age and use throughout the year. Properly functioning equipment hinders our ability to adequately protect and serve the community. Securing these vehicles will enhance the safety and effectiveness of firefighting, rescue operations, and improve response capabilities in accordance with OSHA 1910.134 and apparatus age in accordance with NFPA 1901/1910. This will also be a major contributing factor in firefighter safety as our current fleet is in constant need of repair.

A delay in fire attack and or rescue, places firefighters and the Flint community at risk. The HME Fire Pump Apparatus are able to carry firefighters safely as they respond to various emergency calls. The citizens expect the fire department to be able to reach them in times of emergency regardless of the conditions of our fleet and equipment challenges. Frequency of repairs take our vehicles out of service often and the cost of these repairs.

Furthermore, it will allow the department to better protect numerous critical infrastructures as identified in our primary and secondary response areas and as well as new developments as they are constructed. The quality of vehicles, decrease response times, and the effectiveness of our fire department will aid in the city's efforts to decrease our Insurance Service Office (ISO) rating. The requested vehicles are compliant with NFPA 1901/1906.

Financial Implications: The two Fire Pump apparatus being replaced are out of service due to various mechanical issues approximately 65% of the time leaving our department to rely heavily on even older out dated spare vehicles as backup vehicles slowing our response time. The average cost of repair per year for a Fire Pump Apparatus is over \$40,000.00.

Budgeted? YES NO Please explain if no: Yes and No are chosen because Fleet Management is budgeted for one Fire Pump Apparatus for 2019/20.

Account No.:

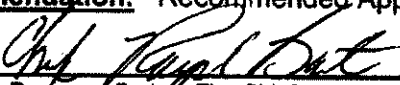
274-748.160-977.500 FHDBGPRIOR (\$13,703.00), 274-748.160-977.500 FHUD14CDBG (\$883.28), 274-748.160-977.500 FHUD15CDBG (\$11,736.73), 274-748.160-977.500 FHUD16CDBG (\$23,940.40), 274-748.160-977.500 FHUD17CDBG (\$321,099.67), 274-748.160-977.500 FHUD18CDBG (\$332,827.06), 274-748.160-977.500 FHUD19CDBG (\$195,809.86)

Pre-encumbered? YES NO Requisition #

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

Staff Recommendation: Recommended Approval

Staff Person:


Raymond Barton, Fire Chief

SEALED BIDS RECEIVED PURCHASING DEPARTMENT ON MARCH 28, 2019
 FOR A NEW OR DEMO FIRE TRUCK
 BID #19000018

KODIAK EMERGENCY VEHICLES 19120 W. Grand River Hwy. Grand Ledge, MI	HALT FIRE, INC. 50168 W Pontiac Trail Wixom, MI
\$331,241.00 each*	\$405,218.00 each

* Additional amount for equipment.

180627

RESOLUTION NO.: _____

PRESENTED: 11-20-18

ADOPTED: _____

RESOLUTION ADOPTING THE POLICY OF DISPOSITION OF ACQUIRED LAND BANK PROPERTIES

BY THE MAYOR:

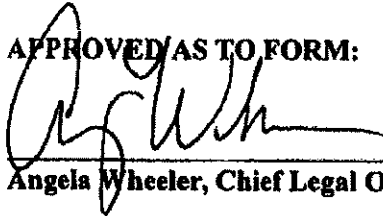
WHEREAS, The City of Flint from time to time will retain the right to properties transferred to the Genesee County Land Bank. Some of the properties may have existing occupants residing at the property.

WHEREAS, The City has prepared a policy in order to dispose of these properties. The policy is attached.

WHEREAS, Mayor, Karen W. Weaver recommends adopting the Policy of Disposition of Acquired Land Bank Properties.

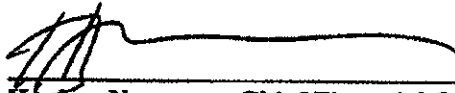
THEREFORE, BE IT RESOLVED that the Flint City Council agrees to adopt the Policy of Disposition of Acquired Land Bank Properties.

APPROVED AS TO FORM:



Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:



Hughey Newsome, Chief Financial Officer

FOR THE CITY OF FLINT:



Dr. Karen W. Weaver, Mayor

APPROVED BY CITY COUNCIL:

Herbert Winfrey, City Council President



CITY OF FLINT, MICHIGAN

Dr. Karen W. Weaver
Mayor

CITY OF FLINT POLICY OF DISPOSITION OF ACQUIRED LAND BANK PROPERTIES

The City of Flint from time to time will retain the right to properties transferred to the Genesee County Land Bank. At times some of the properties retained may have existing occupants residing in the property. Therefore, to dispose of these properties, recognizing that residents of the City are occupying the property, the City establishes the policy below.

Current occupants shall have "Right Of First Refusal" to obtain ownership providing they are or were the owner or occupant of said property when the property was transferred to Genesee County Land Bank.

To complete disposition and transaction process; the occupant must meet the following requirements, subject to Flint City Council approval by resolution:

REQUIREMENTS FOR PROPERTY DISPOSITION AND OCCUPANT OWNERSHIP TRANSACTION

All of the following requirements must be met to qualify for ownership:

- a). Owner or Occupant of the property on the date of transfer or reversion to the City;
- b). The property will transfer "as is";
- c). Water bills **MUST** be current, with the expectation that the current tenant/homeowner shall be responsible for the water bill dating back to January 1, 2018 to the present;
- d). Provide letter from Land Bank detailing offer to purchase including the amount;

- e). **Verify the ability to purchase said property;**
- f). **Provide proof and length of occupancy; must be continuous and uninterrupted;**
- g). **Occupant must be in good standing in the community; no outstanding warrants or criminal charges pending;**
- h). **If property is vacant / unoccupied then the property may go on the market and be sold to the highest bidder.**

Upon completion of the above requirements; the City of Flint will meet with each occupant owner to complete the transaction, and issue a Quit Claim Deed, subject to Flint City Council approval.

Resolution Routing

TO: Resolution Signatories
FROM: **Law Department**
SUBJECT: RESOLUTION FOR APPROVAL

This RESOLUTION has been forwarded to you for your respective review and approval.

Date recorded: 11/19/2018 18:04:11

All documents should be reviewed within three working days after receipt by your office.

Amendment to Adopt Land Bank Properties Policy

The attached resolution is submitted to the Legal Dept. for approval as to form only:

Review and Approval:	IN	OUT	<u>Approval</u>
1. City Attorney (Form Only):		11/19/2018	
2. Finance		11/19/2018	
3. City Administrator			

Please call Jennifer at ex. 2082

190135

RESOLUTION NO.: CA8942019

PRESENTED: _____ 3-4-19

ADOPTED: _____

RESOLUTION TO APPROVE SETTLEMENT OF TIMOTHY BYRD V. CITY OF FLINT, WORKER'S COMPENSATION NO. W16000840

BY THE CITY ADMINISTRATOR:

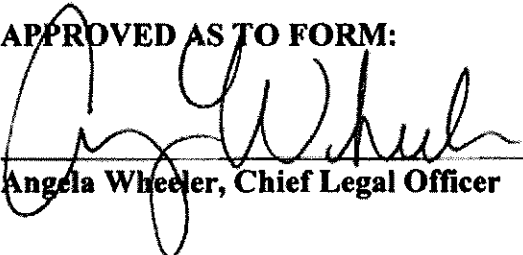
Executive Session was requested in this matter on March 25, 2019; and

Although the City of Flint admits no liability in the claims filed by Timothy Byrd, the Department of Law recommends settlement of this matter.

All parties have agreed to settlement in this matter in the amount of \$40,000.00; and

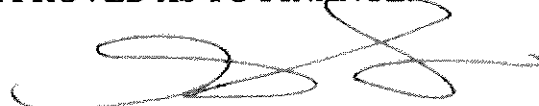
IT IS RESOLVED that the City Administrator hereby authorizes settlement in the matter of *Timothy Byrd v. City of Flint, Worker's Compensation No. W16000840*, in the amount of \$40,000.00, in satisfaction of any and all claims arising out of said matter. Payment shall be drawn from appropriated funds in the Litigation and Suits line item 677-266.200-956.300.

APPROVED AS TO FORM:



Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:



Ayunna Dompheh, Deputy Finance Director

FOR THE CITY OF FLINT:



Steve Branch, City Administrator

APPROVED BY CITY COUNCIL:

Herbert Winfrey, City Council President

Resolution Routing

TO: Resolution Signatories
FROM: **Law Department**
SUBJECT: RESOLUTION FOR APPROVAL

This RESOLUTION has been forwarded to you for your respective review and approval.

Date recorded:

4/3/2019

19-8050

All documents should be reviewed within three working days after receipt by your office.

Settlement Byrd

The attached resolution is submitted to the Legal Dept. for approval as to form only:

Review and Approval:	IN	OUT	Approval
1. City Attorney (Form Only):		4/3/2019	<i>AW</i>
2. Finance			
3. Mayor			

Please call Jennifer at ex. 2082

190126

RESOLUTION: _____

PRESENTED: 4-4-19

ADOPTED: _____

**RESOLUTION APPROVING THE APPOINTMENT OF BRANDEE COOKE-BROWN
TO THE DOWNTOWN DEVELOPMENT AUTHORITY**

BY THE MAYOR:

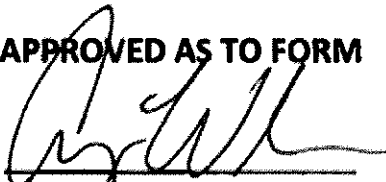
WHEREAS, Currently there exists a vacancy on the Flint Downtown Development Authority Board which was created when Deborah Pasco's term expired in 2005, but continued to serve until August 2016, and

WHEREAS, Mayor Karen W. Weaver recommends the appointment of **Brandee Cooke-Brown** to the Downtown Development Authority Board for a four (4) year term, and

WHEREAS, With Ms. Cooke-Brown's extensive knowledge of business as the Director of **100K IDEAS**, (615 S. Saginaw Street, Flint MI 48502 - Downtown Flint in the Ferris Wheel) a community engagement Flint-based nonprofit organization with a mission to relieve the innovator of entrepreneurial burden; utilizing a community of student professionals, led by a dynamic leadership team, who vet entrepreneurial ideas providing a helping hand in business development to anyone regardless of their prior experience or background.


NOW THEREFORE BE IT RESOLVED, That the Flint City Council approve the appointment of Ms. Brandee Cooke-Brown to the Flint Downtown Development Authority Board to serve for a four (4) year term, to expire March 31, 2023.

APPROVED AS TO FORM



Angela Wheeler
Chief Legal Officer

APPROVED BY MAYOR



Karen W. Weaver
Mayor

APPROVED BY COUNCIL

BRANDEE COOKE-BROWN
540 S Saginaw St, Apt. 406, Flint, MI 48502 • (517) 304.1989 • brandc0902@gmail.com

QUALIFICATIONS PROFILE

Energized, creative, success-driven professional with sharp service instincts proven from years of outstanding customer service. Detail-oriented, organized, and results-focused management professional, offering in-depth expertise in community engagement and educational operations complemented with the ability to effectively utilize resources in achieving targeted goals. Possess proven capability in volunteer campaigns, non-profit goal setting, and strategic planning. Demonstrates strong leadership, analytical, and customer-centric skills.

PROFESSIONAL EXPERIENCE

Director of Community Engagement, Flint MI, 100K Ideas

Jan 2019 – Present

Lead community engagement efforts for 100K Ideas.

- Cultivate community relationships to help in the growth of 100K Ideas. This includes attending community events, presenting on 100K Ideas, and answering any questions the community may have about the organization.
- Implement new programming based on community feedback.
- Oversee 100K Ideas' Youth Programming sector. This includes assisting with facilitation of community partnerships, development of youth programming, scheduling of youth visits to 100K Ideas, and scheduling of visits to community partner locations.
- Organize community service events and projects for 100K Ideas staff.
- Assist in staff recruitment by attending career fairs and maintaining relationships with college/university partners.
- Identifying new areas of collaboration between 100K Ideas and community partners
- Oversee 100K Ideas' marketing team. This includes planning of social media campaigns, newsletters, blog posts and other external facing content.

Project Manager, Flint MI, 100K Ideas

Dec 2017 – Dec 2018

Professional-level project manager, responsible for managing all customer-related and internal projects.

- Manage student project managers to ensure their assigned projects are moving through the process and being completed in a timely manner.
- Manage task prioritization for student mechanical engineers, graphic designers and industrial designers on staff.
- Assign team members to client projects based on the idea and potential needs they require.
- Perform benchmarking and market trend research for client assessment binders, that provide information on whether their idea is viable.
- Meet and assist clients throughout the process. Ensuring they understand legal documents, the scope of work 100K Ideas provides, and improving processes based on their feedback.
- Provide professional development for student staff members, ensuring they are growing in their roles and gaining tools to use in the professional workforce.
- Recruiting new student staff members, which includes attending career fairs, interviewing potential staff members, and managing size of team based on project needs.
- Cultivate community relationships to help in the growth of 100K Ideas. This includes attending community events, presenting on 100K Ideas, and answering any questions the community may have on the organization.
- Manage data tracking of client information for grant reporting purposes.

Client Service Associate II, Okemos MI, Public Consulting Group, Inc.

Feb 2014-Dec 2017

Manage and support clients who use PCG's online management tool, EdPlan, for the creation of IEPs and Medicaid billing.

- Provide support for existing clients by answering questions and troubleshooting the online management tool. Also, provide trainings on how to use the system and schedule regular meetings with clients to ensure their satisfaction with the product.
- Perform regular analysis of client special education and Medicaid reimbursement data to ensure maximum return on investment, identify potential areas of improvement, and prevent compliance issues.
- Assist in business development by providing demos of the online system for potential clients, creating proposals for RFPs, and recommend additional modules for existing clients.
- Development project manager for online management tool enhancements. This includes updating business requirements, system testing, managing client requests for system updates, and managing the release of these changes state and region wide. Also, supervising staff working on the enhancement team to ensure set deadlines are met.

BRANDEE COOKE-BROWN

540 S Saginaw St, Apt. 406, Flint, MI 48502 • (517) 304.1989 • brandc0902@gmail.com

- Develop and perform training for new staff members. Also, develop and provide professional development training for existing staff.
- Maintain knowledge of changes in special education and School Based Medicaid policy to determine what changes need to be made to the online management tool.
- Attend conferences in relation to special education to communicate with existing clients and start conversation with potential clients regarding the online management tool.
- Take part in interviewing potential staff members and provide recommendations to decision makers on whether the interviewee should be hired.

EDUCATION

BACHELOR OF ARTS IN PSYCHOLOGY
University of Michigan, Ann Arbor, MI
Graduation Date, April 2011

ACTIVITIES

Flint Police Foundation Board of Directors - Secretary	Nov 2018 – Present
Michigan College Access Network (MCAN) Board of Directors – College Advisor Liaison	Sep 2013 – Sep 2015

190128

RESOLUTION: _____

PRESENTED: 4-4-19

ADOPTED: _____

**RESOLUTION APPROVING THE APPOINTMENT OF JONATHAN HARDMAN
TO THE DOWNTOWN DEVELOPMENT AUTHORITY**

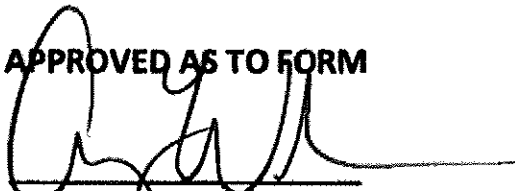
BY THE MAYOR:


WHEREAS, Currently, there exists a vacancy on the Flint Downtown Development Board created when Barbara Veasley, term expired in December 2001; and

WHEREAS, Mayor Karen W. Weaver recommends the appointment of Jonathan Hardman to the Downtown Development Authority Board for a four (4) year term, and

WHEREAS, Jonathan Hardman is a native of Flint and currently lives and works in downtown Flint where he has extensive experiences and knowledge organizing community events as the Chairman of The Alley which host events in downtown Flint with attendance of over 7,000 annually; and as the Director of Factory Two a 17,000 square foot non-profit Marketspace whose focus is on providing a variety of opportunities where all members of the public may have access to equipment such as saws, welders, mills, and lathes and more technologically complicated equipment such as laser cutters and 3Dprinters. Mr. Hardman's specializations and expertise in developing training programs; fundraising for non-profit events; advanced and traditional manufacturing; historic home restoration and IT development and programming at The Alley and Factory Two are all strategically and conveniently located in downtown Flint accessible to all.

NOW THEREFORE BE IT RESOLVED, That the Flint City Council approve the appointment of Mr. Jonathan Hardman to the Flint Downtown Development Authority Board to serve for a four (4) year term, to expire March 31, 2023.

APPROVED AS TO FORM

Angela Wheeler
Chief Legal Officer

APPROVED BY MAYOR

Karen W. Weaver
Mayor

APPROVED BY COUNCIL

Jonathan Hardman

402 E Third St
Flint, MI 48503
(810) 516-9158
jon@factorytwo.org

Director at Factory Two - Chairman of Friends of the Alley

Overview

As a downtown resident and native of Flint I have a strong focus and drive to improve the area any way possible. A majority of my time is spent organizing community events, building vocational educational programs, and developing relationships with the people looking to improve Flint. This city has afforded me great opportunity and I look to extend those circumstances to the people around me.

Specializations

- Training Program Development
- Fundraising for Non Profit Programs and Events
- Advanced and Traditional Manufacturing
 - CNC Routing, 3D Printing, Woodwork
- Historic Home Restoration
- IT Development and Programming

Work Experience

Factory Two, Flint, MI 2017 - Current

Director - Oversight of day to day operations at Factory Two, a 17,000 sqft Makerspace. The principles of the program are to bring education, equipment, and access to any and all members of the public who seek to craft physical goods and items. Members have access to equipment such as saws, welders, mills, and lathes as well as more technologically complicated equipment such as laser cutters and 3D printers. Operating under the Red Ink Flint umbrella, Factory Two is a non-profit focused on providing a variety opportunities to the greater Flint area.

Kona Medical Care, Detroit, MI 2018 - Present

IT Administrator - Provided IT services and infrastructure setup for the organization. My primary focus within the organization is to find the professional quality solutions to business needs. Utilizing a number of open source and off the shelf solutions I am regularly able to provide VOIP, server, and web hosting at a fraction of the cost of competitive solutions. Our business goal is to boot strap medical organizations and cut costs while expanding services. Proper use of technology is essential to that goal and I provide the road map and vehicle to get there.

Education

Michigan State University

BA in Criminal Justice - GIS with electives focused on business management - 2009 - 2011

U of M - Flint

Studied Business, Psychology, and Arabic - 2008 - 2009

Makerspace Boot Camp

Makerworks - Ann Arbor 2017

Epic Technology Services, Flint, MI 2015 - 2016

IT Systems Administrator - Primarily positioned at Flint city hall and charged with management and maintenance of all major IT systems including BS&A, Windows (servers and workstations), Linux monitoring, and storage arrays. Oversaw deployment and maintenance of remote access systems, E-Citation cruiser deployments, NC4 & Esri Geographic Information Services, single sign-on service, and anti-virus systems.

East Michigan Medical Associates, Flint, MI 2012 - 2015

Office Manager – Focused attention on financial planning, payroll and tax preparation, policy and protocol for office operations, implementation of software systems and compliance systems, developed analytic systems and established benchmarks. Daily responsibilities included oversight of patient and staff scheduling, liaison between owner, staff and vendors. Implemented a system to address theft and poor communication with ownership.

Additional Experience

Friend of the Alleys, Chairman, Flint, MI - 2 years - Current

Hosts a block party/event in downtown Flint with attendance over 7,000 annually. We have lead the installation of lights over Buckam and Brush alley and other improvements.

Flint SteamWorks / Factory Two, Co-Founder, Flint, MI - 2 years - Current

Community access, tech-focused workshop

PPM&M, Account Executive, Genesee County, MI - 2 years

Marketing start up focused on small business development

Lansing Bike Co-Op, Refounding member, Lansing, MI - 2 year

Non-Profit focused on establishing a forum for cyclists

Student Housing Co-Operative, East Lansing, MI - 3 years

Non-Profit organization that provides management for residences

References

Bobby Mukkamala

- bmukkamala@yahoo.com
- 810-877-2550
- Physician - Flint Advocate

Win Cooper

- win@coopercom.com
- (810) 409-0606
- Cooper Commercial Owner

Mike Wright

- mike@thewrightangle.org
- (810) 814-0524
- Mott Foundation - IT Director