

City of Flint, Michigan

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



Meeting Agenda - Final

Wednesday, January 18, 2023

5:00 PM

COUNCIL CHAMBERS

FINANCE COMMITTEE

Judy Priestley, Chairperson, Ward 4

*Eric Mays, Ward 1
Quincy Murphy, Ward 3
Tonya Burns, Ward 6
Dennis Pfeiffer, Ward 8*

*Ladel Lewis, Ward 2
Jerri Winfrey-Carter, Ward 5
Allie Herkenroder, Ward 7
Eva L. Worthing, Ward 9*

Davina Donahue, City Clerk

ROLL CALL

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.

PUBLIC SPEAKING

Members of the public shall have no more than two (2) minutes to address the City Council on any subject. Only one speaking opportunity per speaker.

COUNCIL RESPONSE

Councilpersons may respond to any public speaker, but only one response and only when all public speakers have been heard. Individual council response is limited to two (2) minutes.

SPECIAL ORDERS

220423 Special Order/House of Esther

A Special Order as requested by Councilperson Burns to discuss House of Esther.

230005 Discussion Item/Tax-Reverted Properties

Discussion item as requested by Councilperson Mays to discuss tax-reverted properties.

230021 Special Order/ARPA Applications Process

A Special Order as requested by Councilperson Priestley to discuss the ARPA applications process.

RESOLUTIONS

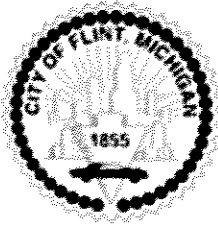
230011 Genesee County Prosecutor's Office [Orthram Incorporated]/Forensic Genetic Genealogy Analysis

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to enter into an agreement with the Genesee County Prosecutor's Office, in an amount NOT-TO-EXCEED \$80,850.00, over a three-year grant period (October 1, 2022 - September 30, 2025). [NOTE: Orthram Incorporated will enter a performance-based contract with the City of Flint Police Department SAKI Unit to provide laboratory testing of genome sequencing to forensic evidence.]

- 230012** Jack Doheny Supply/Vactor Parts, Services and Repairs
- Resolution resolving that Purchasing is authorized to issue and purchase order to Jack Doheny Supply, in an FY2023 amount NOT-TO-EXCEED \$40,000.00, for vactor parts, services and repairs, as requested by the Water Service Center.
- 230013** CO#2/Commonwealth Heritage Group/Continued Archeological Services
- Resolution resolving that the appropriate City Officials do all things necessary to authorize Change Order No. 2 [for] continued archaeological services with Commonwealth Heritage Group, in an amount NOT-TO-EXCEED \$63,020.00, and a total contract amount of \$137,020.00.
- 230014** Memorandum of Understanding [MOU]/City of Flint/Flint Police Department Lieutenants and Captains/Lump Sum Payments
- Resolution resolving that the Flint City Council approves the Memorandum of Understanding granting three thousand dollar (\$3,000.00) lump sum payments to [three recently promoted Lieutenants] Esther Campbell, Christopher Bigelow and Robert Frost, who would have received the lump sum had they been promoted after the July 25, 2022 ratification of the Collective Bargaining Agreement between the City of Flint and the Police Officers Labor Council-Flint Police Department Sergeants.
- 230015** Agreement/City of Flint/YWCA Greater Flint/Sub-Grantee/FY-22 Sexual Assault Kit Initiative Grant
- Resolution resolving that the appropriate City Officials are authorized to do all things necessary to enter into an agreement with the YWCA Greater Flint, in an amount NOT-TO-EXCEED \$142,272.00, over a three-year grant period of October 1, 2022 - September 30, 2025.
- 230016** Agreement/City of Flint/Genesee County Prosecutor's Office/Sub-Grantee/FY-22 Sexual Assault Kit Initiative Grant
- Resolution resolving that the appropriate City Officials are authorized to do all things necessary to enter into an agreement with the Genesee County Prosecutor's Office, in an amount NOT-TO-EXCEED \$379,590.00, over a three-year grant period of October 1, 2022 - September 30, 2025.
- 230017** Budget Amendment/FY2023 Second Quarter
- Resolution resolving that the appropriate City Officials are authorized to do all things necessary to incorporate the approved appropriation changes into the FY2023 operating budget of the City of Flint, in the amount of \$123,000.00.

DISCUSSION ITEMS

ADJOURNMENT



RESOLUTION NO.:

PRESENTED:

JAN 18 2023

ADOPTED:

**RESOLUTION TO ENTER CONTRACT WITH ORTHRAM INCORPORATED TO
CONDUCT FORENSIC GENETIC GENEALOGY ANALYSIS FOR THE CITY OF FLINT
FY-22 NATIONAL SEXUAL ASSAULT KIT INITIATIVE GRANT FROM THE
DEPARTMENT OF JUSTICE**

BY THE CITY ADMINISTRATOR:

WHEREAS, the City of Flint Police Department received a U.S. Department of Justice (DOJ) Grant under the FY23 National Sexual Assault Kit Initiative (SAKI), in the amount of \$2,500,000.00, which the City of Flint Council approved under resolution 220453 on 10/24/2022; and

WHEREAS, the primary focus of SAKI is intended to help law enforcement officers and prosecutors in the City of Flint address challenges associated with unsubmitted SAKs in order to reduce the number of unsubmitted SAK's in their jurisdiction. This will give the City of Flint the evidence and tools to solve and reduce violent crimes associated with sexual assault, while achieving long term goal of improving the criminal justice response to sexual assault, and providing victim centered services.

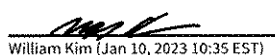
WHEREAS, Othram Incorporated, located at 2829 Technology Forest Blvd., Ste. 100, The Woodlands, TX 77381 will provide laboratory testing of genome sequencing to forensic evidence, for the use of Forensic Genetic Genealogy (FGG) for the Flint Police Department SAKI Unit.

WHEREAS, Othram Incorporated, will enter a performance-based contract over the duration of the grant program, to provide FGG analysis as a partner in collaboration with the City of Flint Police Department SAKI Unit.

Account Number	Grant Code Account Name	Amount
296-301-732-801.000	Professional Services	\$80,850.00
	(10/1/2022 - 9/30/25) TOTAL	\$80,850.00

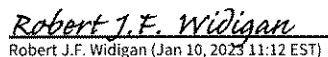
IT IS RESOLVED that the appropriate City Officials are authorized to do all things necessary to enter into an agreement with Genesee County Prosecutor's Office in the amount not-to-exceed \$80,850.00 over the three-year grant period, October 1, 2022 – September 30, 2025.

Approved as to Form:


William Kim (Jan 10, 2023 10:35 EST)

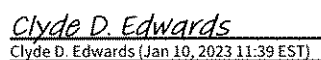
William Kim, Chief Legal Officer

Approved as to Finance:


Robert J.F. Widigan (Jan 10, 2023 11:12 EST)

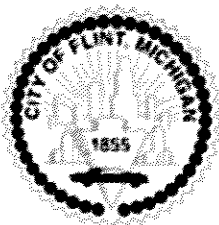
Robert Widigan, Chief Financial Officer

For the City of Flint:


Clyde D. Edwards (Jan 10, 2023 11:39 EST)

Clyde D. Edwards, City Administrator

Approved by Council:



RESOLUTION NO.:

PRESENTED:

ADOPTED:

RESOLUTION STAFF REVIEW

Date: January 6, 2023

Agenda Item Title: RESOLUTION TO ENTER CONTRACT WITH ORTHRAM INCORPORATED TO CONDUCT FORENSIC GENETIC GENEALOGY ANALYSIS FOR THE CITY OF FLINT FY-22 NATIONAL SEXUAL ASSAULT KIT INITIATIVE GRANT FROM THE DEPARTMENT OF JUSTICE

Prepared by:

Carissa Bush, SAKI Financial Assistant

Background/Summary of Proposed Action:

The purpose of this resolution is to award a contract with Othram Incorporated to fulfill a component of the SAKI grant and will conduct Forensic Genetic Genealogy (FGG). The task of Othram conducting additional analysis of DNA extraction and determining FGG could assist both law enforcement officers and prosecution of sexual assault.

Excluded from this process:

- No known exclusions

Financial Implications:

The \$80,850.00 will be encumbered from the Professional Services in the Flint SAKI budget: 15PBJA-22-GG-03768

Account Number	Grant Code Account Name	Amount
296-301-732-801.000	Procurement Contract	\$80,850.00
	TOTAL	\$379,590.00

Budgeted Expenditure: Yes ☒ No ☐ Please explain, if no:

Pre-encumbered: Yes ☒ No ☐ **Requisition #:** _____

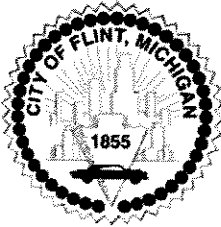
Other Implications: No other implications are known at this time.

Staff Recommendation: Staff recommends approval of this resolution.

APPROVAL Terence Green
Terence Green (Jan 10, 2023 06:17 EST)

Terrance Green-Chief of Police

DATE 01/10/2023



230012

RESOLUTION NO.: _____

PRESENTED: JAN 18 2023

ADOPTED: _____

BY THE CITY ADMINISTRATOR:

RESOLUTION TO JACK DOHENY SUPPLY

WHEREAS, The DPW Department, Water Service Center, requires parts, services, and repairs for the highly specialized vactor trucks used for sewer maintenance, cleaning and upkeep as well as excavations for the water systems.

WHEREAS, Jack Doheny Supply, Northville, MI, is currently a sole source vendor for the parts, services and repairs for these vehicles.


WHEREAS, The Water Service Center requested a Purchase Order that was issued on August 8, 2022 in the amount of \$43,000.00 for FY2023. Due to unforeseen repairs and higher expenses to maintain the vactor trucks for the city, an additional \$40,000.00 Purchase Order for FY2023 is being requested.

Funding is to come from the following account(s):

Account Number	Account Name/ Grant Code	Amount
591-540.202-752.000	Supplies	\$23,000.00
590-540.208-752.000	Supplies	\$60,000.00
	FY2023 GRAND TOTAL	\$83,000.00

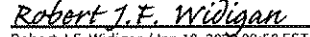
IT IS RESOLVED, that the Division of Purchases & Supplies is hereby authorized to issue a Purchase Order to Jack Doheny Supply in an FY23 amount not to exceed \$40,000.00, in addition to the \$43,000.00 Purchase Order to Jack Doheny Supply already issued for FY23, for an overall FY23 (07/01/22-06/30/23) grand total amount not to exceed \$83,000.00 for vactor parts, services and repairs for WSC.

APPROVED AS TO FORM:


William Kim (Jan 9, 2023 11:24 EST)

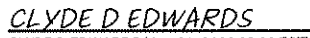
William Kim, City Attorney

APPROVED AS TO FINANCE:


Robert J.F. Widigan (Jan 10, 2023 09:58 EST)

Robert J.F. Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:

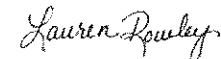

CLYDE D EDWARDS (Jan 10, 2023 13:20 EST)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:


Allie Herkenroder, City Council President

APPROVED AS TO PURCHASING:



Lauren Rowley, Purchasing Manager



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: 1/03/23

BID/PROPOSAL#

AGENDA ITEM TITLE: Vactor Repairs and Accessories

PREPARED BY: Cheri Priest, Utilities - Water Service Center

VENDOR NAME: Jack Doheny Supply

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The WSC requests additional funding be added to existing purchase order. The WSC is now responsible for repairs which is an additional expense not originally budgeted for. Jack Doheny is the closet dealer which services this equipment.

FINANCIAL IMPLICATIONS: None

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

Dept.	Name of Account	Account Number	Grant Code	Amount
2493	Supplies	591-540.202-752.000	N/A	15,000.00
2496	Supplies	590-540.208-752.000	N/A	25,000.00
FY23 GRAND TOTAL				40,000.00

PRE-ENCUMBERED? YES ☒ NO ☐ **REQUISITION NO:** 23-0006597

ACCOUNTING APPROVAL: Cheri Priest
Cheri Priest (Jan 3, 2023 14:20 EST) **Date:** January 3, 2023

STAFF RECOMMENDATION: (PLEASE SELECT): X **APPROVED** ☐ **NOT APPROVED**

DEPARTMENT HEAD SIGNATURE: _____
Entrice Mitchell, Sewer Maintenance Supervisor

Signature: Entrice Mitchell

Email: jmitchell@cityofflint.com



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: 7/15/22

BID/PROPOSAL#

AGENDA ITEM TITLE: Vactor Accessories

PREPARED BY: Cheri Priest, Utilities - Water Service Center

VENDOR NAME: Jack Doheny Supply

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The WSC requests a purchase order be issued for the purchase of vactor accessories as our vactors are currently leased through this vendor. These vehicles are highly specialized and the vendors that service this make and model are extremely limited. Jack Doheny is the closet dealer which also services this equipment.

FINANCIAL IMPLICATIONS: None

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

Dept.	Name of Account	Account Number	Grant Code	Amount
2493	Supplies	591-540.202-752.000	N/A	8,000.00
2496	Supplies	590-540.208-752.000	N/A	35,000.00
FY23 GRAND TOTAL				43,000.00

PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO: 23-0006056

ACCOUNTING APPROVAL: Cheri Priest Date: 7/15/22

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

DEPARTMENT HEAD SIGNATURE: Entrice Mitchell

Entrice Mitchell, Sewer Maintenance Supervisor



CITY OF FLINT

Department of Public Works & Utilities

Sheldon A. Neeley
Mayor

Michael J. Brown
Director

September 2, 2021

TO: Lauren Rowley
Purchasing Manager

FROM: Entrice Mitchell
Sewer Maintenance Supervisor

SUBJECT: JACK DOHENY – SOLE SOURCE

Jack Doheny is the only vendor located within the state of Michigan that provides products for and services these types of trucks. We would have to go some distance out of state to reach any other similar vendors to provide supplies or service the trucks, which is neither time nor cost effective. I am requesting \$38,000.00/year for their products.

Let me know if you have any questions or concerns.

EM/bd

230013



RESOLUTION NO.: _____

PRESENTED: JAN 18 2023

ADOPTED: _____

**RESOLUTION AUTHORIZING CHANGE ORDER #2 FOR CONTINUED
ARCHAEOLOGICAL SERVICES**

BY THE CITY ADMINISTRATOR

WHEREAS, In June 2019, Commonwealth Heritage Group was selected as the sole source vendor to provide archaeological excavation and monitoring services as part of the service line replacement project to identify and replace, if necessary, services line in an area designated as the State Historic and Preservation (SPHO) zone in an amount not to exceed \$41,000.00; and

WHEREAS, In March 2020, change order #1 was needed for additional archaeological services in an amount not to exceed \$33,000, for a total contract amount of \$74,000.00; and

WHEREAS, The City of Flint is in the final phase of service line replacement and excavations which include additional archaeological zones. It is necessary to enter into change order #2 to continue archaeological services in an amount not to exceed \$63,020.00 (includes \$4176.43 outstanding invoices), for a total contract price of \$137,020.00.

THEREFORE BE IT RESOLVED, that the appropriate City Officials do all things necessary to authorize change order #2 continued archaeological services with Commonwealth Heritage Group in an amount not to exceed \$63,020.00 and a total contract amount of \$137,020.00. Funds are available from account 496-540.760-802.064 FEPAWIIN-1.

APPROVED AS TO FORM:



William Kim, Chief Legal Officer

APPROVED AS TO FINANCE:



Robert J.F. Widigan, Finance Director

FOR THE CITY OF FLINT:



Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

Allie Herkenroder, City Council President



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: January 9, 2023

BID/PROPOSAL#

AGENDA ITEM TITLE: Change Order #2 for Service Line Replacement Archaeological Support

PREPARED BY: Yolanda Gray, Department of Public Works Accounting Supervisor

VENDOR NAME: Commonwealth Heritage Group

BACKGROUND/SUMMARY OF PROPOSED ACTION:

In June 2019, Commonwealth Heritage Group was selected as the sole source vendor to render services in an amount not to exceed \$41,000, for archaeological excavation and monitoring services as part of the service line replacement project to identify and replace, if necessary, service lines in an area designated as the State Historic and Preservation (SPHO) zone. The City of Flint is required to have an archaeologist on site while working is being done to identify any human remains or artifacts that may be found and would then need to be properly returned to the Chippewa tribe for proper reburial. In March 2020 change order #1 was required for additional archaeological services in an amount not to exceed \$33,000 for a total contract price of \$74,000. The City of Flint is in the final phase of service line replacement and excavations have occurred in archaeological zones. It is necessary for Commonwealth to continue archaeological services in an amount not to exceed \$63,020 (includes \$4176.43 outstanding invoices), for a total contract price of \$137,020

FINANCIAL IMPLICATIONS:

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

Fund	Name of Account	Account Number	Grant Code	Amount
496	LSL Archaeological	496-540.760-802.064	FEPA18WIIN-1	\$63,020.00
FY23GRAND TOTAL				\$63,020.00

PRE-ENCUMBERED? YES ☒ NO ☐ **REQUISITION NO:** 230006612

ACCOUNTING APPROVAL: Yolanda Gray **Date:** 1-9-23

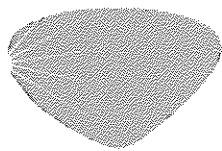
WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☐ NO ☒

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

DEPARTMENT HEAD SIGNATURE: Michael J. Brown 1-10-23
Michael J. Brown, Director of Public Works

Ongoing Archaeological Support Services for the City of Flint FASTStart Water Service Line Replacement Project, Genesee County, Michigan

Flint Proposal No. 19000581 – Amendment 2



COMMONWEALTH
H E R I T A G E G R O U P

**3215 Central Avenue
Dexter, Michigan 48130**

December 14, 2022

Commonwealth Proposal J-1079.1, Amendment 2

This proposal contains pricing and other information confidential and proprietary to Commonwealth Heritage Group, LLC. Disclosure of this proposal's contents to organizations or persons other than City of Flint and the project proponent is not authorized without the specific written permission of Commonwealth Heritage Group, LLC. All technical specifications and costs in this proposal are valid for 120 days following the date of this proposal.

COMPANY PROFILE

Commonwealth Heritage Group, LLC. (Commonwealth; FEIN 38-3024655), a Michigan-based corporation founded in 1988, is a professional consulting firm providing historic preservation, cultural resource, and landscape architecture services through the disciplines of archaeology, preservation planning, landscape architecture, geoarchaeology, geophysics, architectural history, and historical research. Commonwealth provides a full range of cost-effective Cultural Resource Management (CRM) and Historic Preservation services throughout the United States from our regional offices.

Commonwealth's multi-disciplinary professional staff includes prehistoric, historic, urban, and industrial archaeologists; geoarchaeologists and geophysicists; preservation planners; historians; and architectural historians, all of whom meet or exceed the Secretary of the Interior's Professional Qualifications Standards for their respective disciplines. A support staff of CAD, IT, and geospatial specialists, field and laboratory assistants, and administrative personnel further augments Commonwealth's professional expertise. Our team leaders are Register of Professional Archaeologists (RPA) and licensed Landscape Architects, and many of our staff have undergone Hazardous Waste Operations and Emergency Response (HAZWOPER) training. Commonwealth is a founding member of the American Cultural Resources Association (ACRA), the national trade association of the CRM industry.

Nationwide, Commonwealth's nine offices and laboratories maintain state-of-the-art equipment and technology allowing us to quickly process data collected in the field and generated in the lab. Up-to-date software allows us to customize deliverables to be compatible with your needs and software applications including the latest versions of ESRI ArcGIS software, including ArcGIS Desktop with ArcGIS Online for cross platform data management and mobilization, with additional use of Adobe Illustrator for high-quality graphics production. Our state-of-the-art Trimble GPS units and total stations allow for real-time, in-field data input and transmission. The integration of a highly trained team and cutting-edge equipment allows us to successfully complete projects of any size accurately, on time, and within budget.

Commonwealth consistently delivers quality products at the best value to our clients. We routinely build relationships with state and federal agencies, State Historic Preservation Offices, the public, and other entities in the CRM field to ensure an atmosphere of friendly and professional cooperation. These relationships and experiences allow us to design innovative and practical solutions for even the most complex of CRM projects. When you hire Commonwealth, you can be assured an extremely qualified, dedicated, and experienced team will do their part to help you effectively accomplish your project goals. Commonwealth is a registered small business and was approved as a Title VI Equal Opportunity Employer in 1995 by the Michigan Department of Equal Opportunity.

EXPERIENCE

Commonwealth is a full-service heritage management and consulting firm serving clients for projects of all sizes for more than 30 years. Commonwealth clients include, but are not limited to, private sector energy and mining companies, federal and state land management agencies, transportation departments, and municipal utilities.

RECENT MONITORING

Pertinent to this proposal, Commonwealth successfully completed multiple months of archaeological monitoring for the City of Flint and for three contractors involved in water service line replacement for Worth Township, Sanilac County, Michigan. Additionally, Commonwealth conducted multiple months of archaeological monitoring for Consumers Energy after the discovery of Native American human remains in Manistee, Michigan, and coordinated with federally recognized Tribes to assist in development of a Memorandum of Agreement, and respectfully analyzed and documented the remains and transported the remains back to the descendent Tribe. Commonwealth's lead human osteologist, Dr. Emily Mueller Epstein (see below and Appendix A) was the Principal Investigator and human remains analyst for both of these recent monitoring projects, was in the field conducting monitoring for the majority of them and will serve the same role on the City of Flint's monitoring project.

KEY STAFF

For this contract, Dr. Ethan Epstein, Dr. Emily Epstein, and Ms. Sarah Posin will be the key staff ensuring the quality and timeliness of the project efforts. Each staff member brings technical and regional expertise to our team.

Project Manager

Dr. Ethan Epstein serves as Regional Director of Archaeology in Commonwealth's Dexter, Michigan office. He has over 17 years of experience in archaeology. His specialties and experience include precontact, early postcontact, and historic period archaeology of the Upper Great Lakes and Great Basin regions, as well as the northern Great Plains. His cultural resource management experience has served both private- and public-sector clients, including the USFS, USACE, NPS, BLM, National Guard, state transportation and natural resource departments, utility companies, pipeline and transmission line partnerships, municipalities, and real estate development firms. Dr. Epstein has significant experience conducting mechanized deep testing, has been listed on the Register of Professional Archaeologists, and is recognized by the Director of the Wisconsin Historical Society as a qualified burial excavator under Wisconsin Statute and Wisconsin Administrative Code.

Principal Investigator

Dr. Emily Mueller Epstein Dr. Mueller Epstein (Ph.D., University of Wisconsin-Milwaukee [UWM]) is a principal investigator and lab director for Commonwealth Heritage Group, LLC (Commonwealth). With 17 years of experience in archaeology, Dr. Mueller Epstein's specialties include Great Basin pre-and post-contact archaeology, bioarchaeology, historic cemeteries, and the analysis of osseous material (both fauna and human skeletal remains). She has nearly 20 years of training and experience as an analyst of human and a non-human faunal remains in both field and laboratory settings in addition to experience cataloging archaeological collections and associated paper records. Dr. Mueller Epstein meets the definition of a qualified museum

professional established in 36 CFR 79.4(h) and the Office of Personal Management Classification and Qualifications for the Museum Curator Series, 1015. She has been listed on the Register of Professional Archaeologists and is recognized by the Director of the Wisconsin Historical Society as a qualified skeletal analyst and burial excavator under Wisconsin Statute 157.70(4) and Wisconsin Administrative Code HS 2.02(12) and 2.04(6)(b).

Project Archaeologist

Ms. Sarah Posin has nine years of archaeological experience working on historic and prehistoric archaeological sites throughout the Eastern United States, especially the Ohio River Valley and the Southeast. She brings to Commonwealth Heritage Group her previous experience with a variety of projects as a field director and crew leader on pipeline and reservoir recertification surveys, as well as numerous Phase I surveys. She also has been responsible for authoring portions of and complete technical reports. She is also an osteologist with experience excavating and analyzing prehistoric and historic human burials and was instrumental in assisting the State of West Virginia in complying with their Native American Graves Protection and Repatriation Act (NAGPRA) responsibilities.

TECHNICAL SCOPE OF WORK

PROJECT DESCRIPTION

The City of Flint is replacing lead and galvanized steel service lines to residences—primarily single-family homes—in Flint, Michigan during Phase VI of the FASTStart Water Service Line Replacement Project (Project). The project location includes the City of Flint, Michigan; SHPO Addresses for Water Service Line Replacements (Project Area, as provided by City of Flint), as enumerated in the City of Flint RFP of June 25, 2019. Project funding was authorized by the Water Infrastructure Improvement for the Nation (WIIN) Act of 2016. The Project's federal nexus requires compliance with Section 106 of the National Historic Preservation Act (NHPA). Commonwealth proposes to assist the lead federal agency (US EPA or USACE) with fulfilling their Section 106 obligations, including those outlined by the Michigan SHPO. Commonwealth is already supporting the City of Flint under this contract, and this proposal is to provide ongoing archaeological support services for the City as outlined in the original proposal dated July 12, 2019. All assumptions and scope tasks remain as they were, with the only changes being additional properties in the program, revised rates and travel cost estimates, and the total Not-to-Exceed Fee, listed below.

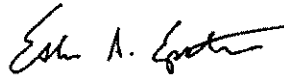
COST ESTIMATE

All charges for professional services for the Phase VI of the FASTStart Water Service Line Replacement Project will be limited to a "Not-to-Exceed Fee," unless the City authorizes additional charges in writing and the "Not-to-Exceed Fee" shall be submitted with and made a part of this Proposal.

Therefore, Commonwealth's TOTAL Not-to-Exceed Fee without additional written confirmation from City of Flint is the original \$41,000 plus an additional \$33,000, (see 19-042A, C/O#1, attached) of which \$4,176.43 remains unpaid to Commonwealth, plus an additional \$62,970 for newly requested work (cost breakout below) for a total of \$137,020. These additional costs include

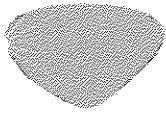
\$6,970 for project reporting, and 50 days of monitoring, \$56,000, based on 50 additional homeowners participating and the completion of one property per day.

Sincerely,



Ethan A. Epstein, PhD
Regional Director
Commonwealth Heritage Group, LLC.

Commonwealth 2023 Hourly Rates	
Category	Hourly Rate
Regional Director	\$96.72
Archaeology Principal Investigator	\$87.90
Graphics/GIS	\$75.72
SOI-Qualified Archaeological Monitor	\$80.00
Project Archaeologist	\$66.21
Other Direct Costs (ODCs)	
2. Transportation	Rate
Miles @ \$0.58/mile	\$0.625/mile
Company Truck @ \$75/day	\$100/day
Gas (for rental vehicles only)	cost (\$30/day estimate)
Commercial Rentals—at cost, per day (or week, etc.)	cost (\$100/day estimate)
3. Meals and Lodging	
Lodging—cost	cost (\$100/day estimate)
Per Diem M&IE	\$55/day
4. Other Direct Costs	
GPS Units—\$35day/\$175week/\$800month	\$35day/\$175week/\$800month



COMMONWEALTH

HERITAGE GROUP



Ethan A. Epstein, Ph.D.
Regional Director Archaeology/Project
Manager
3215 Central Street, Dexter, Michigan 48130
(715) 482-0273 | ethan.epstein@chg-inc.com

Education

Ph.D.	University of Wisconsin-Milwaukee	Anthropology	2016
M.S.	University of Wisconsin-Milwaukee	Anthropology	2007
B.B.A.	University of Iowa	Finance	1984

Experience Profile

Dr. Epstein serves as Regional Director of Archaeology in Commonwealth's Dexter, Michigan office. He has over 17 years of experience in archaeology. His specialties and experience include precontact, early postcontact, and historic period archaeology of the Upper Great Lakes and Great Basin regions, as well as the northern Great Plains. His cultural resource management experience has served both private- and public-sector clients, including the USFS, USACE, NPS, BLM, National Guard, state transportation and natural resource departments, utility companies, pipeline and transmission line partnerships, municipalities, and real estate development firms. Dr. Epstein has significant experience conducting mechanized deep testing, has been listed on the Register of Professional Archaeologists, and is recognized by the Director of the Wisconsin Historical Society as a qualified burial excavator under Wisconsin Statute and Wisconsin Administrative Code.

Professional Societies

Society for American Archaeology
Wisconsin Archeological Survey
Conference on Michigan Archaeology

Specialized Training

Dr. Epstein specializes in lithic (flaked stone tool) analysis, which was the basis of both his master's thesis and Doctoral dissertation. In addition, Dr. Epstein has successfully completed formal training in the legal aspects and implementation of Section 106 investigations, *Section 106: An Introduction*. National Preservation Institute, 2016.

Representative Projects

River Raisin National Battlefield Park Archaeological Overview and Assessment Michigan

Principal Investigator. Commonwealth Heritage Group, Inc. (Commonwealth) conducted an archeological overview and assessment and developed precontact and postcontact predictive site location models for five priority areas in the River Raisin National Battlefield Park in Michigan. The overview and assessment constitutes a support document for archeological resource management by the United States Department of the Interior National Park Service (NPS)

Cultural Resource Survey for Upper Detroit Parks

Principal Investigator. To meet Section 106 requirements, Commonwealth Heritage Group, Inc. (Commonwealth) conducted Phase I archaeological survey and mechanized deep trench testing along the Detroit River in support of the USEPA's habitation evaluation and restoration project.

Dexter, MI (HQ) | Tuscaloosa, AL | Tempe, AZ | Tucson, AZ | Gainesville, FL | Lakeland, FL | Columbus, GA
Traverse City, MI | Littleton, MA | Minneapolis, MN | Tarboro, NC | Buffalo, NY | Columbus, OH
West Chester, PA | Memphis, TN | Ogden, UT | Chantilly, VA | Milwaukee, WI

www.commonwealthheritagegroup.com

**Cultural Resource Survey and Assessment
Tennessee**

Principal Investigator. To meet Section 106 requirements, Commonwealth Heritage Group, Inc. (Commonwealth) conducted Phase I survey, Phase II testing, and mechanized deep trench excavation for the US Army Corps of Engineers at the Lock C multicomponent sites along the Cumberland River in Tennessee.

**Phase I Investigation of a Block on Selden Street
Michigan**

Principal Investigator. To meet Section 106 requirements, Commonwealth Heritage Group, Inc. (Commonwealth) conducted investigations for the Detroit Building Authority. Mechanized trenching resulted in the identification of 42 features including building foundations and several lesser concentrations of cultural material distributed across 16 newly identified sites corresponding to 16 parcels from an 1897 Sanborn map of downtown Detroit.

**Archaeological Contingency Plans for the Gordie Howe Bridge Project
Michigan**

Principal Investigator. Commonwealth Heritage Group, Inc. (Commonwealth) developed contingency evaluation, mobilization, and remediation plans for inadvertent discovery at the Windsor-Detroit Bridge Authority's (WDBA) Gordie Howe International Bridge project in Detroit.

**I-94 Modernization Project
Michigan**

Principal Investigator. To meet Section 106 requirements, Commonwealth Heritage Group, Inc. (Commonwealth) examined the land use history and archaeological potential within sections of the I-94 corridor and adjacent highway corridors for the Michigan Department of Transportation.

**Ottawa National Forest Phase II Investigation
Michigan**

Principal Investigator. To meet Section 106 requirements, Commonwealth Heritage Group, Inc. (Commonwealth) conducted a Phase II cultural resource investigation of the precontact period McDonald site in the Ottawa National Forest.

**Ottawa National Forest Cultural Resource Survey and Monitoring
Michigan**

Principal Investigator. To meet Section 106 requirements, Commonwealth Heritage Group, Inc. (Commonwealth) conducted Phase I archaeological surveys of 59 areas totaling 7,740 acres of National Forest holdings and monitored 58 archaeological sites in Michigan's Upper Peninsula.

**Hiawatha National Forest Cultural Resource Survey
Michigan**

Principal Investigator. To meet Section 106 requirements, Commonwealth Heritage Group, Inc. (Commonwealth) conducted Phase I archaeological survey of 34,500 acres of National Forest holdings in Michigan's Upper Peninsula.

**Chequamegon-Nicolet National Forest Cultural Resource Survey
Wisconsin**

Principal Investigator. To meet Section 106 requirements, Commonwealth conducted Phase I archaeological survey of 30,700 acres of National Forest holdings in northern Wisconsin.

**Ottawa National Forest Cultural Resource Survey
Michigan**

Co-Principal Investigator. To meet Section 106 requirements, Commonwealth conducted Phase I archaeological survey of 7,710 acres of National Forest holdings in Michigan's Upper Peninsula.

**Chequamegon-Nicolet National Forest Cultural Resource Survey
Wisconsin**

Co-Principal Investigator. To meet Section 106 requirements, Commonwealth conducted Phase I archaeological survey of 6,787 acres of National Forest holdings in northern Wisconsin.

**Chequamegon-Nicolet National Forest Cultural Resource Survey
Wisconsin**

Co-Principal Investigator. To meet Section 106 requirements, Commonwealth conducted Phase I archaeological survey of 8,470 acres of National Forest holdings in Northern Wisconsin.

**Cultural Resource Survey of Area G of Camp Ripley
Minnesota**

Principal Investigator. Dr. Epstein worked on this Phase I archaeological survey of 2,912 acres of Minnesota National Guard holdings in Central Minnesota.

**Ottawa Bergland Presque Isle Cultural Resource Survey
Michigan**

Co-Principal Investigator. To meet Section 106 requirements, Commonwealth conducted Phase I archaeological survey of 6,675 acres of National Forest holdings in Michigan's Upper Peninsula.

**Camp Cooks and Eckerman Area Culture Resource Inventory Survey
Michigan**

Principal Investigator. Commonwealth conducted Phase I archaeological survey of 20,515 acres of Hiawatha National Forest holdings in Michigan's Upper Peninsula. This project was completed in support of Section 106 requirements.

**Strandlund Site
Minnesota**

Co-field Director. Dr. Epstein worked with Ms. R. Jones for the excavation of this prehistoric riverfront faunal bed/campsite.

**Phase I investigation Kohler Golf Course Development
Wisconsin**

Field Director. Dr. Epstein oversaw investigations completed for a 250-acre stratified Archaic through Woodland archaeological site located on the shores of Lake Michigan.

**Phase III investigations at Wolters Site
Wisconsin**

Dr. Epstein directed the field component of the investigations of this stratified Archaic to Late Woodland period site, located along the banks of the Oconomowoc River.

**US Highway 45 Phase I investigation
Wisconsin**

Field Director. A 28-mile-long investigation of the US Highway 45 corridor in Racine and Kenosha counties.

**Skillet Creek Mounds
Wisconsin**

Field Director. Dr. Epstein responsibilities included overseeing the mechanical stripping and removal of features from these seven mounds, 22-acre, locale. Cultural periods identified include the Paleolithic, Woodland, and historic Euro American.

**Midewin National Tallgrass Prairie
Illinois**

Field Director. Dr. Epstein oversaw over 3,000 acres of Phase I and Phase II investigation and cultural resource inventory. As a result of the survey, cultural periods identified included the Archaic through Post-Contact and historic Euro American periods.

Selected Publications and Presentations

Epstein, Emily M., Ethan Epstein, and Rick Wells

- 2012 "Stone Spheres from the Steens Mountain and Surrounding Region," *Current Happenings in Archaeology*.

Epstein, Ethan, and Emily M. Epstein

- 2010 "Preliminary Results of Investigations at the Roaring Triangulation (35HA 385) Site, Catlow Uplands of Southeastern Oregon," Paper presented at the 32nd Great Basin Anthropological Conference.

Ethan Epstein and Emily M. Epstein

- 2008 "Chipped Stone and Animal Bones at Mortar Riddle Site (35HA2627) Steens Mountain: Change Over Time," Paper presented at the 31st Great Basin Anthropological Conference, 2008.

Ethan Epstein and Emily M. Epstein

- 2006 "Steens Mountain Mortar Riddle Site (35HA2627)". Paper presented at the 30th Great Basin Anthropological Conference.

Public Outreach Experience

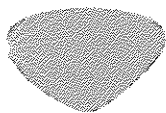
- 2018 Hosted Friends of the Park group on-site during the ongoing archaeological investigations for the Upper Detroit Riverfront Parks Habitat Restoration Project. Addressed community concerns regarding park access during field work and the preservation of cultural resources in the park should they be encountered. Provided contextual historical information, presented Commonwealth's historical research, discussed our field methods, and provided a hands-on opportunity for Friends to examine artifacts.
- 2018 "Can Late Paleo-Indian responses to Changing Resource Availability Inform Modern Political Policy?", Huron Valley Chapter of the Michigan Archaeological Society.
- 2012 Co-hosted an on-site "Archaeology Day" for City of Kenosha teens sponsored by area religious organizations.
- 2006-2010 Co-hosted and trained Bureau of Land Management archaeology volunteers in groups ranging up to 30 people.
- 2007 "The Mortar Riddle: Economic Adaptation and Mobility in a Great Basin, Upland Wetland Environment," Wisconsin Archeological Society, Ritzenthaler Lecture, Oshkosh.

Teaching Experience

- 2007-2009 University of Wisconsin-Milwaukee, Teacher's Assistant. Instructed Laboratory Components for Human Evolution, Archaeological Analysis and Report Writing, Zooarchaeology, and Archaeological Survey and Report Writing.

Patents and Inventions

- 2018 Developed mechanized process for thawing frozen ground, creating "seasonal" excavation conditions and enabling the placement of shovel test units during winter months.



COMMONWEALTH

HERITAGE GROUP



Emily Mueller Epstein, Ph.D.
Principal Investigator/Lab Director
3215 Central Street, Dexter, Michigan 48130
P: (517) 262-4157 E: emily.epstein@chg-inc.com

Education

Ph.D.	University of Wisconsin-Milwaukee	Anthropology	2017
M.S.	University of Wisconsin-Milwaukee	Anthropology	2007
B.S.	University of Oregon	Anthropology	2001

Experience Profile

Emily Mueller Epstein (Ph.D., University of Wisconsin-Milwaukee [UWM]) is a principal investigator and lab director for Commonwealth Heritage Group, Inc. (Commonwealth). With 17 years of experience in archaeology, Dr. Mueller Epstein's specialties include Great Basin pre- and post-contact archaeology, bioarchaeology, historic cemeteries, and the analysis of osseous material (both fauna and human skeletal remains). She is listed in the Register of Professional Archaeologists and is recognized by the Director of the Wisconsin Historical Society as a qualified skeletal analyst and burial excavator under Wisconsin Statute 157.70(4) and Wisconsin Administrative Code HS 2.02(12) and 2.04(6)(b).

Prior to joining Commonwealth, Dr. Mueller Epstein held teaching appointments at the City College of Chicago and at the UWM for courses in and human anatomy and physiology. While working as lab supervisor with UWM-Cultural Resource Management Services (UWM-CRMS), she compiled the methods and wrote the standard operating procedures used to stabilize, inventory, and analyze over 600 adult and juvenile human burials recovered from the Milwaukee County Poor Farm Cemetery in 2013 and those used for the stabilization and inventory of more than 1,000 individuals recovered from the same site in the early 1990s. During the 2013 field project, Dr. Mueller Epstein was responsible for tracking 20 individual burials, associated grave goods, and coffin hardware per day. She identified and completed analysis of juvenile and fetal crania recovered from the cemetery that exhibited post-mortem medical investigation, which was featured in an edited volume on the bioarchaeology of dissection and autopsy published in 2017. She has presented her research on a non-destructive technique she developed for assessing perinatal dental remains for evidence of live birth. Dr. Mueller Epstein completed analyses of Woodland and historic Wisconsin dog burials, one of which was featured in an issue of the *Wisconsin Archaeologist*. She completed zooarchaeological analyses for other historic and precontact archaeological sites while employed with UWM-CRMS, in addition to evaluating inadvertent findings of osseous material from construction projects.

Dr. Mueller Epstein's dissertation focused on household settlement and subsistence during Late Archaic climatic oscillations in the northern Great Basin. She completed the identification and analysis of faunal samples, totaling over 30,000 individual specimens recovered from four sites on Steens Mountain in Harney County, Oregon. Most of the specimens represented large mammals, including bighorn sheep, mule deer, and pronghorn antelope. She also identified freshwater mussel, fish, birds, and reptiles in the samples. She was successful in demonstrating the presence of unique house architecture, a variant subsistence and settlement pattern based on the analysis of faunal remains, flaked stone, and ground stone artifacts. Her analysis of beads and ornaments recovered from a hunter-gatherer household site is featured in an edited volume published by Oxbow Books in 2017.

Professional Societies

Society for American Archaeology
Midwest Archaeological Conference
Association of Oregon Archaeologists
Committee on Michigan Archaeology

Dexter, MI (HQ) | Tuscaloosa, AL | Tempe, AZ | Tucson, AZ | Gainesville, FL | Lakeland, FL | Columbus, GA
Traverse City, MI | Littleton, MA | Minneapolis, MN | Tarboro, NC | Buffalo, NY | Columbus, OH
West Chester, PA | Memphis, TN | Ogden, UT | Chantilly, VA | Milwaukee, WI

www.commonwealthheritagegroup.com

Licensure

Skeletal Analyst qualified to conduct analyses of human burials excavated in Wisconsin (2013--present)

Archaeologist qualified to excavate human burials in Wisconsin (2014--present)

Specialized Training

National Preservation Institute Training (Section 106: An Introduction [2017]) - Curation

Representative Projects

Archaeological Monitoring for the City of Flint's FASTStart Water Service Line Replacement

City of Flint – Michigan

Principal Investigator. To comply with the Michigan State Historic Preservation Office requirements, the City of Flint has contracted Commonwealth to monitor mechanical excavations carried out as part of the water service line replacement project.

Hydroelectric Projects Reservoir Shoreline Survey for Historic Properties

HDR– Michigan

Principal Investigator. HDR contracted Commonwealth to assess historic properties and erosional surfaces along nearly 15 miles of river shoreline in support of the Village of Constantine's compliance with Federal Energy Regulatory Commission licensing requirements. Dr. Mueller Epstein was responsible for the projects technical quality that involved land and water-based assessment methods.

Archaeological Survey, Testing, and Analysis of Human Remains

Consumers Energy – Michigan

Principal Investigator. Following the inadvertent discovery of human remains during a U.S. Army Corps of Engineers-permitted mitigation project, Consumers Energy contracted Commonwealth to conduct on shore survey and testing to assess the project area for historic resources. Dr. Mueller Epstein also completed an analysis of human remains inadvertently discovered during the project.

Re-Inventory/Management Recommendations on the Historic St. Louis Arsenal

Missouri

To comply with Section 106 requirements concerning federally owned collections, Commonwealth inventoried collections and made curatorial management recommendations for the General Services Administration. As a qualified museum professional, Dr. Mueller Epstein completed the inventory of collections and assessed conditions of the intended on-site curatorial facility.

Stockbridge-Munsee Community Curation Facility Development Services

Wisconsin

Lab Director. Commonwealth worked with the Stockbridge-Munsee Tribe to draft archaeological curation policies, procedures, and recommendations so that the Tribe's Historic Preservation Office planned curation facility meets Section 106 requirements. Dr. Mueller Epstein was responsible for inspections, inventories, and development of a revised Curation Policy Manual.

Hydroelectric Projects Reservoir Shoreline Survey for Historic Properties

Consumers Energy Company – Michigan

Principal Investigator. To comply with Federal Energy Regulatory Commission licensing requirements, Consumers Energy contracted Commonwealth to assess historic properties and erosional surfaces along nearly 150 miles of river shoreline in Michigan for Consumers. Dr. Mueller Epstein was responsible for the projects technical quality that involved land and water-based assessment methods.

Villa Maria Cemetery Relocation

Minnesota

Minnesota state law requires archaeological excavation in certain cemetery relocation projects, as was the case for the Villa Maria Cemetery. To comply with the state regulations, Commonwealth excavated burials to facilitate their conveyance to a cemetery location by local funeral directors. Dr. Mueller Epstein conducted skeletal analysis in the

field to assure individual burial identity.

**Milwaukee County Poor Farm Cemetery (MCPFC) Project
Wisconsin**

Dr. Mueller Epstein compiled methods and wrote the standard operating procedures used to stabilize, inventory, and analyze over 600 adult and juvenile human burials recovered from the historic cemetery. She completed the analysis of a formally interred dog and made taxonomic identifications of non-human mammals recovered from general fill areas at the site. Emily also excavated adult and juvenile human burials.

**Greater Sage-Grouse Habitat Improvement
Burns District Bureau of Land Management - Washington**

The Burns District BLM conducted Phase I archaeological survey of 1,703.4 acres identified for sage grouse habitat restoration to comply with Section 106. The project area includes Glass Buttes, a documented obsidian source and the location of cinnabar mining. During the project, 33 precontact sites exhibited evidence for raw obsidian procurement. Historic sites included mining equipment as well as evidence of 1930s era camp life.

Selected Reports and Publications

Epstein, Emily Mueller
2020a

Epstein, Emily Mueller

2019a *Cultural Resources Investigation for the Freedom Road Rehabilitation Project Review, Farmington, Oakland County, Michigan, R-1399.* Commonwealth Heritage Group, Inc., Dexter, Michigan.

2019b *Cultural Resources Investigation for the Van Horn Road Categorical Exclusion, Wayne County, Michigan, R-1389.* Commonwealth Heritage Group, Inc., Dexter, Michigan.

2019c *Cultural Resources Sensitivity Letter Report for Geddes I Solar, LLC Site in Saginaw County, Michigan, R-1392.* Commonwealth Heritage Group, Inc., Dexter, Michigan.

2019d *Cultural Resources Sensitivity Project for CCR Macbeth Site, Muskegon County, Michigan, R-1382.* Commonwealth Heritage Group, Inc., Dexter, Michigan.

2019e *2018 Phase I Archaeological Survey, Testing, and Analysis of Human Remains at the Consumers Energy Jones Street Remediation Project, Site, Manistee, Michigan, R-1363.* Commonwealth Heritage Group, Inc., Dexter, Michigan.

2019f *Archaeology Survey for the Constantine Hydroelectric Project Relicensing (FERC No. 10661), St. Joseph County, Michigan, R-1386.* Commonwealth Heritage Group, Inc., Dexter, Michigan.

Epstein, Emily Mueller

2018a *Cultural Resources Sensitivity Project for CCR MI Solar Sites-Bundle 2, Barry, Branch, Calhoun, Genesee, Ingham, and Montcalm Counties, Michigan R1353.* Commonwealth Heritage Group, Inc., Dexter, Michigan.

2018b *Cultural Resource Sensitivity Study for the Muskegon County Solar Project, Muskegon, Michigan R1347.* Commonwealth Heritage Group, Inc., Dexter, Michigan.

2018c *ER18-116 Hines Park Ann Arbor Non-Motorized Trail Connector, Sec. 4, T2S, R9E, City of Westland, Wayne County (FHWA) R1341.* Commonwealth Heritage Group, Inc., Dexter, Michigan.

2018d *Phase I Archaeological Investigation for the Veteran's Administration Housing Project, Chesterfield Township, Macomb County, Michigan R1334.* Commonwealth Heritage Group, Inc., Dexter, Michigan.

2018e *RES America Summit Lake Wind (Barr Project No. 22071001.01 R1337.* Commonwealth Heritage Group, Inc., Dexter, Michigan.

- 2018f *42,446.50-acre Wind Farm Cultural Resources Assessment R1324*. Commonwealth Heritage Group, Inc., Dexter, Michigan.
- 2018g *Phase I Archaeological Investigation for Section 17 and 17 of the Iron Belle Trail, Richfield Township, Genesee County, Michigan, R1333*. Commonwealth Heritage Group, Inc., Dexter, Michigan.
- 2018h *ER18-180 Phase I Archaeological Investigation for the Old River Trail Pathway, Delta Township, Eaton County, Michigan, R1326*. Commonwealth Heritage Group, Inc., Dexter, Michigan.
- 2018i *Implementation of the Historic Property Management Plan: 2018 Monitoring, Calkins Bridge Hydroelectric Project, Allegan County, Michigan ER 99-217, FERC*. Commonwealth Heritage Group, Inc., Dexter, Michigan.
- 2018j *ER18-200 Phase I Archaeological Investigation for the City of Grandville Kayak Launch, Grandville Township, Michigan, R1331*. Commonwealth Heritage Group, Inc., Dexter, Michigan.
- 2018k *Phase I Archaeological Survey of the Proposed Wetland Habitat and Storm Water Project for Chandler Park, City of Detroit, R-1321*. Commonwealth Heritage Group, Inc., Dexter, Michigan
- 2018l *Stockbridge-Munsee Community Curation Facility Development Services, R-1314*. Commonwealth Heritage Group, Inc., Dexter, Michigan
- 2018m *Periodic Shoreline Inspection and Assessment of Cultural Resources in the Hydroelectric Pond Embankments Along the Au Sable, Manistee, and Muskegon Rivers, R-1310*, Commonwealth Heritage Group, Inc., Dexter, Michigan
- Epstein, Emily Mueller and Scott Slagor
 2018 *2,108-acre Cultural Resources Assessment, R1325*. Commonwealth Heritage Group, Inc., Dexter, Michigan.
- Epstein, Emily Mueller, and Kelly M. Hagenmaier
 2017 *Section 106 Compliance: Phase I Archaeological Survey of the Proposed Eden on Rouge Assisted Living and Memory Care Facility, 44100 Connection Way, Canton, Michigan, R-1290*. Commonwealth Heritage Group, Inc., Jackson, Michigan.
- Epstein, Emily Mueller, and Robert Watson
 2017 *Phase I Archaeological Investigations the United States Coast Guard Auxiliary Operated Grand Marais Marquette County, Michigan*. Commonwealth Heritage Group, Inc. Milwaukee, Wisconsin.
- Hagenmaier, Kelly M., Emily Mueller Epstein, and Ethan Epstein
 2017 *Phase I Archaeological Survey of the Proposed French Paper Company Dam Relicensing, City of Niles, Niles and Bertrand Townships, Berrien County, Michigan, Vol. II Archaeological Resources*. Commonwealth Heritage Group, Inc., Jackson, Michigan.
- Epstein, Emily Mueller
 2017a *Games, Exchange, and Stone: Hunter-Gatherer Beads at Home*. In *Not Just for Show: The Archaeology of Beads, Beadwork, and Personal Ornaments* edited by Daniella Bar-Yosef Meyer, pp. 81 – 92. Oxbow Books, Oxford. Link to the publisher: <https://www.oxbowbooks.com/oxbow/not-just-for-show.html>
- 2017b *Unnoticed All His Worth, a Dog Burial at the Milwaukee County Poor Farm Cemetery*. Paper presented at the 50th Annual Society for Historical Archaeology, January 6, 2017, Fort Worth, Texas (with Patricia B. Richards). Link to conference abstracts: <https://sha.org/wp-content/uploads/2015/05/2017-Conference-on-Historical-and-Underwater-Archaeology-Abstract-Book.pdf>
- Robert J. Watson, Emily Mueller Epstein, Robert J. Jeske, David Strange, and Kathryn C. Egan-Bruhy

- 2016 *Archaeological Investigations and Burial Analysis at Ss. Peter and Paul Parish Cemetery (47BTR0024), City of Independence Trempealeau County, Wisconsin*. Commonwealth Heritage Group, Inc., Milwaukee, Wisconsin.

Richards, Patricia B., Carrie R. Jones, Emily Mueller Epstein, Nick W. Richards, Brooke L. Drew, and Thomas J. Zych

- 2016 You Couldn't Identify Your Grandmother If She Were in That Party: The Bioarchaeology of Postmortem Investigation at the Milwaukee County Poor Farm Cemetery. In *The Bioarchaeology of Dissection and Autopsy in the United States*, edited by Kenneth C. Nystrom, pp. 237-257. Springer International Press, Switzerland. Available online: http://link.springer.com/chapter/10.1007%2F978-3-319-26836-1_11

Richards, Patricia B., Eric. Burant, Brooke L. Drew, Emily Mueller Epstein, Carrie R. Jones, Nick W. Richards, and Thomas J. Zych

- 2015 *Nine for Mortal Men Doomed to Die: The Archaeology and Osteology of the 2013 Milwaukee County Poor Farm Cemetery Project (Froedert Tract - 47MI0527)*. The University of Wisconsin-Milwaukee Cultural Resource Management Program. Archaeological Research Laboratory Report of Investigations No. 381.

Epstein, Emily Mueller, Brianne Charles, and Brooke Drew

- 2015 *Neonatal Line Assessment among Milwaukee County Institution Grounds (MCIG) Perinates to Determine Viability*. Paper presented at the 2015 Society for American Anthropology Annual Meeting, San Francisco, California.

Epstein, Emily Mueller

- 2012 Faunal Analysis. Contribution to Phase II Archaeological Investigation of the McHugh Site (47WP294), *A Nineteenth-Century Irish Farmstead in Waupaca County, Wisconsin*. Brooke L. Drew and John D. Richards, Editors. UWM Archaeological Research Laboratory Report of Investigations, No. 187. Manuscript on file, Cultural Resource Management Services, Anthropology Department, University of Wisconsin, Milwaukee.

Epstein, Emily Mueller

- 2010 Analysis of *Canis sp.* Remains Recovered from the Richter Site (47DR80), a North Bay Phase Middle Woodland Occupation on Washington Island, Wisconsin.



COMMONWEALTH

HERITAGE GROUP



Sarah L. Posin, MSc., RPA
Project Archaeologist
3215 Central Street, Dexter, Michigan 48130
P (614) 715-6717 E sposin@chg-inc.com

Education

M.Sc.	University of Sheffield	Human Osteology and Funerary	2010
B.A.	Marshall University	Anthropology	2007

Experience Profile

Ms. Posin has 10 years of archaeological experience working on pre- and postcontact archaeological sites throughout the eastern regions of the United States, particularly the Ohio River Valley and the Southeast. Prior to her employment at Commonwealth Heritage Group, Inc. (Commonwealth) she worked on a variety of projects as a field director and crew leader on pipeline and reservoir recertification surveys, as well as numerous Phase I surveys. She has also been responsible for authoring several technical reports. Ms. Posin is also an osteologist, with experience excavating and analyzing pre- and postcontact human burials and has been instrumental in assisting the State of West Virginia in complying with their Native American Graves Protection and Repatriation Act responsibilities. Additionally, she is recognized by the Wisconsin Historical Society as a qualified skeletal analyst and burial excavator under Wisconsin Statute 157.70(4) and Wisconsin Administrative Code HS 2.02(12) and 2.04(6)(b).

Professional Societies

The Register of Professional Archaeologists
The American Institute of Archaeology
Fellow, Conference on Michigan Archaeology

Representative Projects

Phase II Archaeological Investigations at Fort Eustis, Newport News, Virginia

Project Archaeologist. Ms. Posin provided assistance to the field directors and supervised fieldwork consisting of close-interval shovel testing and test unit excavation during NRHP eligibility evaluation at three sites on Fort Eustis property. Additionally, she assisted with laboratory processing and analysis of prehistoric and historic artifacts recovered during the field investigations.

Phase IB Archaeological Survey, Eversource Lines 373, 385, and 391 Grounding Project, Rochester to Derry, New Hampshire

Field Director and Report Author. Ms. Posin supervised fieldwork consisting of shovel testing around transmission line structures within archaeologically sensitive areas where grounding line replacement is to occur. No new sites were encountered, and no adverse effects were observed at existing sites.

Phase II Archaeological Investigation for the Western New York National Cemetery Genesee County, New York

Co-Field Director. Ms. Posin supervised fieldwork consisting of close-interval shovel testing and test unit excavation within a 60-acre project area, which is to be part of a cemetery for veterans in Western New York. Additionally, she assisted with laboratory processing and analysis of over 5,000 artifacts recovered during the field investigations.

OTHER LOCATIONS

Alexandria, VA (703) 354-9737 Columbus, OH (614) 549-6190 Littleton, MA (978) 793-2579 Milwaukee, WI (414) 446-4121
Ogden, UT (801) 394-0013 Tarboro, NC (252) 641-1444 Traverse City, MI (517) 262-3376 West Chester, PA (610) 436-9000

Phase I Archaeological Investigation for Sections 16 and 17 of Iron Belle Trail, Richfield Township, Genesee County, Michigan

Project Archaeologist. Ms. Posin also served as the lead author of the letter report submitted for an approximately 1.36-mile long bicycling trail creation and improvements. One site, the remains of a razed mid-twentieth-century structure, was recorded and recommended not eligible for the National Register of Historic Places (NRHP).

Cultural Resource Reconnaissance Red Pine and Aspen Stands Survey, Hiawatha National Forest Michigan

Project Archaeologist. In addition to her lead role, Ms. Posin is a contributing report author for a survey of nearly 34,000 acres in the western unit of the Hiawatha National Forest. She served as a logistical liaison between field crews and upper-level staff, reviewing and helping process field data.

Cultural Resource Reconnaissance Red Pine Survey, Hiawatha National Forest Michigan

Project Archaeologist and Field Director. Ms. Posin is also a contributing report author for a survey of nearly 31,000 acres in the western unit of the Hiawatha National Forest. She served as a logistical liaison between field crews and upper-level staff, reviewing and helping process field data.

Phase I Archaeological Survey of Preferred Alternative 4A, US 340 Improvement Study West Virginia

Project Archaeologist and Field Director. Ms. Posin is the lead author of the survey report for approximately 5-mile long improvements to US 340 and the proposed bypass around the historic community of Rippon. Twenty new archaeological sites and seven isolated finds were identified; all were recommended not eligible for the NRHP.

Phase I Archaeological Investigation of Dixboro Trail Michigan

Project Coordinator. Ms. Posin also served as the lead author of the letter report submitted for an approximately 2-mile-long trail. No resources were identified or recommended eligible for the NRHP.

Phase I Archaeological Investigation of Iron Belle Trail, Irish Road to Genesee Road Michigan

Project Archaeologist. Ms. Posin also served as the lead author of the letter report submitted for an approximately 3.75-mile long bicycling trail creation and improvements. One site, the remains of the mid-twentieth-century Kiwanis Health Camp, was recorded and recommended not eligible for the NRHP.

Professional Archaeologists and is recognized by the Director of the Wisconsin Historical Society as a qualified skeletal analyst and burial excavator under Wisconsin Statute 157.70(4) and Wisconsin Administrative Code HS 2.02(12) and 2.04(6)(b).

Project Archaeologist

Ms. Sarah Posin has nine years of archaeological experience working on historic and prehistoric archaeological sites throughout the Eastern United States, especially the Ohio River Valley and the Southeast. She brings to Commonwealth Heritage Group her previous experience with a variety of projects as a field director and crew leader on pipeline and reservoir recertification surveys, as well as numerous Phase I surveys. She also has been responsible for authoring portions of and complete technical reports. She is also an osteologist with experience excavating and analyzing prehistoric and historic human burials and was instrumental in assisting the State of West Virginia in complying with their Native American Graves Protection and Repatriation Act (NAGPRA) responsibilities.

TECHNICAL SCOPE OF WORK

PROJECT DESCRIPTION

The City of Flint is replacing lead and galvanized steel service lines to residences—primarily single-family homes—in Flint, Michigan during Phase VI of the FASTStart Water Service Line Replacement Project (Project). The project location includes the City of Flint, Michigan; SHPO Addresses for Water Service Line Replacements (Project Area, as provided by City of Flint), as enumerated in the City of Flint RFP of June 25, 2019. Project funding was authorized by the Water Infrastructure Improvement for the Nation (WIIN) Act of 2016. The Project's federal nexus requires compliance with Section 106 of the National Historic Preservation Act (NHPA). Commonwealth proposes to assist the lead federal agency (US EPA or USACE) with fulfilling their Section 106 obligations, including those outlined by the Michigan SHPO. Commonwealth is already supporting the City of Flint under this contract, and this proposal is to provide ongoing archaeological support services for the City as outlined in the original proposal dated July 12, 2019. All assumptions and scope tasks remain as they were, with the only change being to the total Not-to-Exceed Fee, listed below.

COST ESTIMATE

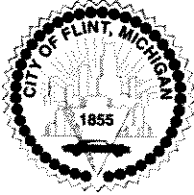
All charges for professional services for the Phase VI of the FASTStart Water Service Line Replacement Project will be limited to a "Not-to-Exceed Fee," unless the City authorizes additional charges in writing and the "Not-to-Exceed Fee" shall be submitted with and made a part of this Proposal.

Therefore, Commonwealth's TOTAL Not-to-Exceed Fee without additional written confirmation from City of Flint is the original \$41,000 plus an additional \$33,000, for a total of \$74,000.

Sincerely,



Brandon M. Gabler, PhD, RPA
Regional Director/VP of Operations
Commonwealth Heritage Group, Inc.



230014

PROCLAMATION NO.: _____

PRESENTED: JAN 18 2023

ADOPTED: _____

**RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF FLINT AND POLICE OFFICERS LABOR COUNCIL-
FLINT POLICE DEPARTMENT LIEUTENANTS AND CAPTAINS FOR LUMP-SUM
PAYMENTS FOR RECENTLY PROMOTED LIEUTENANTS**

Pursuant to the Flint City Charter, §4-406 (D), “[t]he Mayor shall submit to City Council for approval all collective bargaining contracts and amendments thereto before they become effective.” and

The City of Flint, by its Human Resources/Labor Relations department, and the Police Officers Labor Council-Flint Police Department Lieutenants and Captains have discussed and tentatively agreed on the attached Memorandum of Understanding ("MOU"); and

This MOU permits three (3) recently promoted Lieutenants to receive lump sum payments of Three-Thousand Dollars (\$3000) they were eligible for had they been promoted after the July 25, 2022, ratification of the Collective Bargaining Agreement (“CBA”) between the City of Flint and the Police Officers Labor Council- Flint Police Department Sergeants; and

The eligible persons who would receive the payment are as follows:

- a. Esther Campbell
- b. Christopher Bigelow
- c. Robert Frost

BE IT RESOLVED that the Flint City Council hereby approves the subject MOU granting Three-Thousand Dollar (\$3000) lump sum payments to Esther Campbell, Christopher Bigelow and Robert Frost who would have received the lump sum had they been promoted after the July 25, 2022, ratification of the CBA between the City of Flint and the Police Officers Labor Council-Flint Police Department Sergeants.

FOR THE CITY:

CLYDE D EDWARDS

CLYDE D EDWARDS (Jan 13, 2023 13:28 EST)

Clyde D. Edwards, City Administrator

FOR THE CITY COUNCIL:

APPROVED AS TO FORM:

William Kim

William Kim (Jan 12, 2023 17:15 EST)

William Y. Kim, City Attorney



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: 01/10/2023

BID/PROPOSAL# [REDACTED]

AGENDA ITEM TITLE: Recently Promoted Lieutenant Lump Sums

PREPARED BY Terence Green, Police Chief
Flint Police Department

VENDOR NAME:

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The City and Union are parties to a Collective Bargaining Agreement ("CBA") with an initial effective term through June 30, 2021; and The parties are currently in negotiations for a successor CBA; and The parties wish to provide recently promoted Lieutenants with lump sum payments they would have been eligible for had they promoted to Lieutenant after the July 25, 2022, ratification of the CBA between the City of Flint and the Police Officers Labor Council – Flint Police Department Sergeants; and The parties commit their agreement to writing in this MOU;

The following persons shall receive the following lump sum payments:

- a. Esther Campbell – three thousand dollars (\$3,000).
- b. Christopher Bigelow – three thousand dollars (\$3,000).
- c. Robert Frost – three thousand dollars (\$3,000).

FINANCIAL IMPLICATIONS: \$9,000

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

Dept.	Name of Account	Account Number	Grant Code	Amount



CITY OF FLINT

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

BUDGET YEAR 2

BUDGET YEAR 3

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

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

DEPARTMENT HEAD SIGNATURE: _____

(PLEASE TYPE NAME, TITLE)

Approved as to budget: Jane Mager
Jane Mager (Jan 11, 2023 14:54 EST)

Jane Mager, acting Deputy Chief Financial Officer

MEMORANDUM OF UNDERSTANDING
CITY OF FLINT
-and-
POLICE OFFICERS LABOR COUNCIL
FLINT POLICE DEPARTMENT LIEUTENANTS AND CAPTAINS

Recently Promoted Lieutenant Lump Sums

This Memorandum of Understanding ("MOU"), made on _____, 2022, is between the City of Flint ("City") and the Police Officers Labor Council – Flint Police Department Lieutenants and Captains ("Union").

RECITALS

The City and Union are parties to a Collective Bargaining Agreement ("CBA") with an initial effective term through June 30, 2021; and

The parties are currently in negotiations for a successor CBA; and

The parties wish to provide recently promoted Lieutenants with lump sum payments they would have been eligible for had they promoted to Lieutenant after the July 25, 2022, ratification of the CBA between the City of Flint and the *Police Officers Labor Council – Flint Police Department Sergeants*; and

The parties commit their agreement to writing in this MOU;

NOW, THEREFORE, the parties agree as follows:

1. **Eligible Individuals and Amounts.** The following persons shall receive the following lump sum payments:

- a. Esther Campbell – three thousand dollars (\$3,000).
- b. Christopher Bigelow – three thousand dollars (\$3,000).
- c. Robert Frost – three thousand dollars (\$3,000).

2. The Lump Sum payments to the persons identified in paragraph 1 are subject to the following:

- a. The Lump Sum payments will be paid via separate check during the first full pay period following the effective date of this Agreement.

- b. The Lump Sum payments will be subject to usual payroll taxes and withholdings.
- c. The Lump Sum payments are not included as wages for the purpose of computing Final Average Compensation.

3. This MOU does not affect the wages or benefits of Eligible Individuals following their permanent promotion to the rank of Lieutenant.

IN WITNESS WHEREOF, the parties executed this Memorandum of Understanding on the day and year first above written.

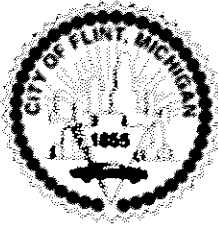
This MOU is not effective until approved by the Flint City Council.

City of Flint ("City")

**Police Officers Labor Council
Flint Police Department Lieutenants and
Captains ("Union")**

Approved as to form:

William Kim, City Attorney



RESOLUTION NO.:

PRESENTED: JAN 18 2023

ADOPTED:

**RESOLUTION AUTHORIZING THE CITY OF FLINT TO ENTER IN AN AGREEMENT
WITH THE YWCA GREATER FLINT MAKING THEM A SUB-GRANTEE OF THE
CITY'S FY-22 SEXUAL ASSAULT KIT INITIATIVE GRANT FROM THE DEPARTMENT
OF JUSTICE**

BY THE CITY ADMINISTRATOR:

WHEREAS, The City of Flint Police Department received a U.S. Department of Justice (DOJ) Grant under the FY23 National Sexual Assault Kit Initiative (SAKI), in the amount of \$2,500,000.00, which the City of Flint Council approved under resolution 220453 on 10/24/2022: and

WHEREAS, the primary focus of SAKI is intended to help law enforcement officers and prosecutors in the City of Flint address challenges associated with unsubmitted SAKs in order to reduce the number of unsubmitted SAK's in their jurisdiction. This will give the City of Flint the evidence and tools to solve and reduce violent crimes associated with sexual assault, while achieving long term goal of improving the criminal justice response to sexual assault, and providing victim centered services.

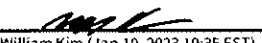
WHEREAS, the YWCA Greater Flint Mission is to eliminate racism, empower women and promote peace, justice, freedom, and dignity for all.

WHEREAS, the YWCA Greater Flint will enter a performance-based contract over the duration of the grant program, by providing a Victim Advocate as a partner in collaboration with the City of Flint Police Department SAKI Unit.

Account Number	Grant Code Account Name	Amount
296-301-732-801.000	Professional Services	\$142,272.00
	(10/1/2022 - 9/30/25) TOTAL	\$142,272.00

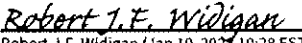
IT IS RESOLVED that the appropriate City Officials are authorized to do all things necessary to enter into an agreement with the YWCA Greater Flint in the amount not-to-exceed \$142,272.00.00 over the three-year grant period, October 1, 2022 – September 30, 2025.

Approved as to Form:


William Kim (Jan 10, 2023 10:35 EST)

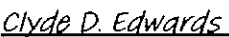
William Kim, Chief Legal Officer

Approved as to Finance:


Robert J.F. Widigan (Jan 10, 2023 10:28 EST)

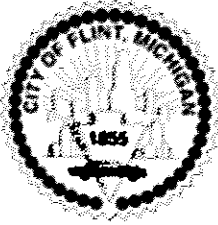
Robert Widigan, Chief Financial Officer

For the City of Flint:


Clyde D. Edwards (Jan 10, 2023 11:37 EST)

Clyde D. Edwards, City Administrator

Approved by Council:



RESOLUTION NO.:

PRESENTED:

ADOPTED:

RESOLUTION STAFF REVIEW

Date: January 6, 2022

Agenda Item Title: RESOLUTION AUTHORIZING THE CITY OF FLINT TO ENTER IN AN AGREEMENT WITH THE YWCA GREATER FLINT MAKING THEM A SUB-GRANTEE OF THE CITY'S FY-22 SEXUAL ASSAULT KIT INITIATIVE GRANT FROM THE DEPARTMENT OF JUSTICE

Prepared by:

Carissa Bush, SAKI Financial Assistant

Background/Summary of Proposed Action:

The purpose of this resolution is to award an agreement to the YWCA of Greater Flint for victim services. The YWCA has been providing services to Genesee County since 1908. This contract will leverage and offer the entire suite of services the YWCA Greater Flint offers to victims of sexual assault. The YWCA of Greater Flint has partnered with the Flint SAKI Unit for over seven years due to grant funds awarded through the Department of Justice.

Locally, the YWCA Greater Flint has been serving the Flint and Genesee community for decades and has been a place of hope, healing and renewal. Serving 2,600 annually, the YWCA Greater Flint has offered safe places for women and children, while also advocating for race and gender equity.

Excluded from this process:

- No known exclusions

Financial Implications:

The \$142,272.00 will be encumbered from the Professional Services and Training line in the Flint SAKI budget: 15PBJA-22-GG-03768

Account Number	Grant Code Account Name	Amount
296-301-732-801.000	Professional Services	\$142,272.00
	TOTAL	\$142,272.00

Budgeted Expenditure: Yes ☒ No ☐ Please explain, if no:

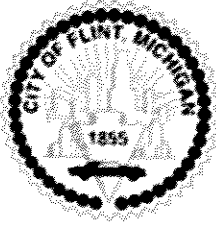
Pre-encumbered: Yes ☒ No ☐ **Requisition #:** _____

Other Implications: No other implications are known at this time.

Staff Recommendation: Staff recommends approval of this resolution.

Department Head Signature Terence Green **DATE** 01/10/2023
Terence Green (Jan 10, 2023 06:18 EST)
(Terrance Green-Chief of Police)

230016

**RESOLUTION NO.:****PRESENTED:** JAN 18 2023**ADOPTED:**

**RESOLUTION AUTHORIZING THE CITY OF FLINT TO ENTER IN AN AGREEMENT
WITH THE GENESEE COUNTY PROSECUTOR'S OFFICE MAKING THEM A SUB-
GRANTEE OF THE CITY'S FY-22 SEXUAL ASSAULT KIT INITIATIVE GRANT FROM
THE DEPARTMENT OF JUSTICE**

BY THE CITY ADMINISTRATOR:

WHEREAS, The City of Flint Police Department received a U.S. Department of Justice (DOJ) Grant under the FY23 National Sexual Assault Kit Initiative (SAKI), in the amount of \$2,500,000.00, which the City of Flint Council approved under resolution 220453 on 10/24/2022; and

WHEREAS, the primary focus of SAKI is intended to help law enforcement officers and prosecutors in the City of Flint address challenges associated with unsubmitted SAKs in order to reduce the number of unsubmitted SAK's in their jurisdiction. This will give the City of Flint the evidence and tools to solve and reduce violent crimes associated with sexual assault, while achieving long term goal of improving the criminal justice response to sexual assault, and providing victim centered services.


WHEREAS, Genesee County Prosecutor's Mission is to provide, under the Michigan Constitution, prosecution of violations of state criminal law in Genesee County, which includes the City of Flint.

WHEREAS, the Genesee County Prosecutor's Office will enter a performance-based contract over the duration of the grant program, to prosecute sexual assault cases as a partner in collaboration with the City of Flint Police Department SAKI Unit.

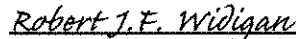
Account Number	Grant Code Account Name	Amount
296-301-732-801.000	Professional Services	\$375,540.00
296-301-732-801.000	Training	\$4,050.00
	(10/1/2022 - 9/30/25) TOTAL	\$379,590.00

IT IS RESOLVED that the appropriate City Officials are authorized to do all things necessary to enter into an agreement with Genesee County Prosecutor's Office in the amount not-to-exceed \$379,590.00 over the three-year grant period, October 1, 2022 – September 30, 2025.


Approved as to Form:


William Kim (Jan 10, 2023 10:14 EST)

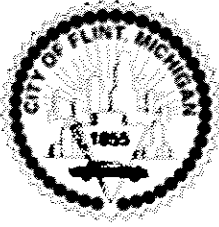
William Kim, Chief Legal Officer**Approved as to Finance:**


Robert J.F. Widigan (Jan 10, 2023 11:13 EST)

Robert Widigan, Chief Financial Officer**For the City of Flint:**


Clyde D. Edwards (Jan 11, 2023 12:12 EST)

Clyde D. Edwards, City Administrator**Approved by Council:**



RESOLUTION NO.:

PRESENTED:

ADOPTED:

RESOLUTION STAFF REVIEW

Date: January 5, 2023

Agenda Item Title: RESOLUTION AUTHORIZING THE CITY OF FLINT TO ENTER IN AN AGREEMENT WITH THE GENESEE COUNTY PROSECUTOR'S OFFICE MAKING THEM A SUB-GRANTEE OF THE CITY'S FY-22 SEXUAL ASSAULT KIT INITIATIVE GRANT FROM THE DEPARTMENT OF JUSTICE

Prepared by:

Carissa Bush, SAKI Financial Assistant

Background/Summary of Proposed Action:

The purpose of this resolution is to award a agreement to Genesee County Prosecutor's Office for prosecutorial services that are dedicated to sexual assault cases. Genesee County Prosecutor's office is the designated Flint/Genesee County Prosecutor under the Michigan Constitution to perform prosecution of violations: include violent crimes like sexual assault. The City of Flint and the Prosecutor's Office have worked in a collaborative effort for over seven years due to grant funds awarded through the Department of Justice.

Excluded from this process:

- No known exclusions

Financial Implications:

The \$379,590.00 will be encumbered from the Professional Services in the Flint SAKI budget: 15PBJA-22-GG-03768

Account Number	Grant Code Account Name	Amount
296-301-732-801.000	Professional Services	\$375,540.00
296-301-732-801.000	Training	\$4,050.00
	TOTAL	\$379,590.00

Budgeted Expenditure: Yes ☒ No ☐ Please explain, if no:

Pre-encumbered: Yes ☒ No ☐ Requisition #: _____

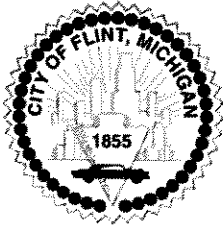
Other Implications: No other implications are known at this time.

Staff Recommendation: Staff recommends approval of this resolution.

APPROVAL Terence Green
Terence Green (Jan 10, 2023 06:18 EST)

Terrance Green-Chief of Police

DATE 01/10/2023



230017

RESOLUTION NO.: _____

PRESENTED: JAN 18 2023

ADOPTED: _____

BY THE CITY ADMINISTRATOR:

RESOLUTION AUTHORIZING FY2023 SECOND QUARTER BUDGET AMENDMENT

WHEREAS, the City of Flint's operating budget is monitored on an ongoing basis by the Finance Department and City department heads and changes to an approved operating budget are required from time to time. And;

WHEREAS, the Department of Finance is recommending certain fiscal appropriation amendments to the FY2023 City of Flint operating budget as follows in accordance with State Public Act 2 of 1968 as amended. And;

WHEREAS, both amendments within 101 are moving from one direct cost line item to another, there will be no effect on the FY2023 total budget or fund balance.


FY2023 Proposed First Quarter Budget Amendments	Amended FY2023 Budget as of 1/11/2023	Proposed Amendments for FY2023 Q2	Proposed Amended FY2023 Budget	Estimated Ending Fund Balance
GENERAL FUND 101 Expenditures	\$ 65,056,151	\$123,000	\$ 65,056,151	\$ 4,787,375
Total Amendment		\$123,000		

IT IS RESOLVED, that the appropriate officials are hereby authorized to do all things necessary to incorporate the approved appropriation changes into the FY2023 operating budget of the City of Flint.

APPROVED AS TO FORM:


William Kim (Jan 12, 2023 09:40 EST)
William Kim, City Attorney

APPROVED AS TO FINANCE:


Jane Mager (Jan 12, 2023 09:48 EST)
**Jane Mager for Robert J.F Widigan,
Chief Financial Officer**

FOR THE CITY OF FLINT:

CLYDE D. EDWARDS
CLYDE D EDWARDS (Jan 12, 2023 09:55 EST)
Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:



CITY OF FLINT

STAFF REVIEW FORM

TODAY'S DATE: 01/09/2023

BID/PROPOSAL# n/a

AGENDA ITEM TITLE: FY23 – second quarter budget amendment (CSC Postage)

PREPARED BY V. Foster for Amanda Trujillo, Customer Service Center-Treasury

BACKGROUND/SUMMARY OF PROPOSED ACTION

The USPS has increased postage rates twice within the past six months. As a result, the Treasury Division is requesting to amend the FY23 budget to cover additional postage costs incurred for utility billing/mailers and reminder notices. Due to position vacancies, funding is available in wage accounts.

Dept. Name of Account	Account Number	Increase Amount	Decrease Amount
CSC-Water Collection Salaried Employee Wages (exempt)	101-253.202-702.020		8,000.00
CSC – Water Collection Full-Time Wages (non-exempt)	101-253.202-702.010		29,000.00
CSC - Sewer Collection Wages (non-exempt)	101-253.203-702.010		3,000.00
CSC-Delinquent Collections Wages (non-exempt)	101-253.204-702.010		8,000.00
CSC – Treasury Operations Postage	101-253.200-902.000	8,000.00	
CSC – Water Collection Postage	101-253.202-902.000	18,000.00	
CSC – Sewer Collection Postage	101-253.203-902.000	18,000.00	
CSC – Delinquent Collections Postage	101-253.204-902.000	4,000.00	
	Total	48,000.00	48,000.00

ACCOUNTING APPROVAL: V. Foster **Date:** 1-10-23

OTHER IMPLICATIONS (i.e., collective bargaining): n/a

STAFF RECOMMENDATION: APPROVED

DEPARTMENT HEAD SIGNATURE: Amanda Trujillo
Amanda Trujillo, Treasurer

GL NUMBER	DESCRIPTION	2022-23 AMENDED BUDGET	YTD BALANCE 06/30/2023	UNENCUMBERED BALANCE	ENCUMBERED YEAR-TO-DATE	DEPARTMENT DESCRIPTION	% BDT USED
101-253.200-902.000	POSTAGE	30,000.00	17,904.41	11,025.59	1,070.00	CUSTOMER SERVICES-TREASURY OPERATIONS	63.25
101-253.201-902.000	POSTAGE	1,000.00	0.00	1,000.00	0.00	CUSTOMER SERVICES-INCOME TAX	0.00
101-253.202-702.020	SALARIED EMPLOYEE (EXEMPT)	39,795.00	16,932.32	22,862.68	0.00	CUSTOMER SERVICES-WATER COLLECTION	42.55
101-253.202-902.000	POSTAGE	55,000.00	31,763.77	(1,573.07)	24,809.30	CUSTOMER SERVICES-WATER COLLECTION	102.86
101-253.202-702.010	WAGES - FULL-TIME (NON-EXEMPT)	291,300.00	113,808.97	177,491.03	0.00	CUSTOMER SERVICES-WATER COLLECTION	39.07
101-253.203-902.000	POSTAGE	55,000.00	31,763.76	(1,573.06)	24,809.30	CUSTOMER SERVICE-SEWER COLLECTION	102.86
101-253.203-702.010	WAGES - FULL-TIME (NON-EXEMPT)	291,429.00	113,799.00	177,630.00	0.00	CUSTOMER SERVICE-SEWER COLLECTION	39.05
101-253.204-902.000	POSTAGE	3,000.00	5,133.19	(2,133.19)	0.00	DELINQUENT COLLECTIONS	171.11
101-253.204-702.010	WAGES - FULL-TIME (NON-EXEMPT)	80,769.00	32,928.94	47,840.06	0.00	DELINQUENT COLLECTIONS	40.77



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: 1/4/2023

BID/PROPOSAL# N/A

AGENDA ITEM TITLE: Budget Transfer

PREPARED BY Stacey Kaake, Assessing Division
(Please type name and Department)

VENDOR NAME: Reason Consulting

BACKGROUND/SUMMARY OF PROPOSED ACTION:

Transfer of funds to pay for Reason Consulting's contract for personal property. We are short staffed and need help with Personal Property. They will perform all of the canvassing and processing of the personal property statements. They will also handle all of the appeals and phone calls with regards to the personal property.

FINANCIAL IMPLICATIONS: NA

BUDGETED EXPENDITURE? YES ☐ NO ☒ IF NO, PLEASE EXPLAIN: Due to lack of employees

Dept.	Name of Account	Account Number	Grant Code	Amount
Assessing	Professional Service	101-257.000-801.000		75,000
	Wages-Full Time	101-257.000-702.010		-75,000
		FY22/23 GRAND TOTAL		0



CITY OF FLINT

--	--	--	--

PRE-ENCUMBERED? YES ☒ NO REQUISITION NO: 23-005424

ACCOUNTING APPROVAL: Jane Mager Date: _____
Jane Mager (Jan 9, 2023 16:54 EST)

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☒ NO ☐

(If yes, please indicate how many years for the contract) 1 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 2022/2023

BUDGET YEAR 2

BUDGET YEAR 3

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

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

DEPARTMENT HEAD SIGNATURE: Robert J.F. Widigan
Robert J.F. Widigan (Jan 9, 2023 16:59 EST)
(PLEASE TYPE NAME, TITLE)