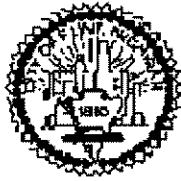


City of Flint, Michigan

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



Meeting Agenda - Final

Monday, March 13, 2023

5:30 PM

Council Chambers

CITY COUNCIL

*Allie Herkenroder, President, Ward 7
Ladel Lewis, Vice President, Ward 2*

*Eric Mays, Ward 1
Judy Priestley, Ward 4
Tonya Burns, Ward 6*

*Quincy Murphy, Ward 3
Jerri Winfrey-Carter, Ward 5
Dennis Pfeiffer, Ward 8*

Eva L. Worthing, Ward 9

Davina Donahue, City Clerk

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

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

REQUEST FOR CHANGES AND/OR ADDITIONS TO AGENDA**CONSENT AGENDA**

Per the amended Rules Governing Meetings of the Flint City Council (as adopted by the City Council on Monday, February 27, 2023), the Presiding Officer or Chair may request the adoption of a "Consent Agenda". After a motion to adopt a Consent Agenda is made and seconded, the Presiding Officer or Chair shall ask for separations. Any agenda item on a Consent Agenda shall be separated at the request of any Councilmember. After any separations, there is no debate on approving the Consent Agenda - it shall be voted on or adopted without objection.

PRESENTATION OF MINUTES**PUBLIC HEARINGS**

Per the amended Rules Governing Meetings of the Flint City Council (as adopted by the City Council on Monday, February 27, 2023), Members of the public shall have no more than 3 minutes to address the City Council during a public hearing. Councilmembers may not speak during public hearings nor may they respond to speakers.

230052.6 Public Hearing/Ordinance No. 220546

A Public Hearing regarding Ordinance No. 220546, an ordinance to amend the Flint City Code of Ordinances by amending Chapter 35 (Personnel); Section 35-112.04 (Adoption - Job Description and Qualifications), City Administrator.

PUBLIC SPEAKING

Per the amended Rules Governing Meetings of the Flint City Council (as adopted by the City Council on Monday, February 27, 2023), members of the public shall have no more than 3 minutes per speaker during public comment. Only one speaking opportunity per speaker. Numbered speaker slips will be provided prior to the start of a meeting to those wishing to speak during this portion of the agenda.

PETITIONS AND UNOFFICIAL COMMUNICATIONS**OFFICIAL COMMUNICATIONS (from Mayor and Other City Officials)****ADDITIONAL COMMUNICATIONS****APPOINTMENTS**

230038 Appointment/Downtown Development Authority Board (DDA)/Melinda Sol Wilson

Resolution resolving that the Flint City Council approves the appointment of Melinda Sol Wilson (1901 Whittlesey Street, Flint, Michigan, 48503) to the Downtown Development Authority Board, for a four-year term commencing immediately and expiring June 30, 2027. [NOTE: Melinda Sol Wilson will fill Brandy Brown's vacant position.]

APPOINTMENTS (May Be Referred from Special Affairs)

230076 Appointment/Building Code Board of Appeals/Moses Timlin

Resolution resolving that the Flint City Council approves the appointment of Moses Timlin (Urban Planner and Development Coordinator - 922 Blanchard Avenue, Flint, MI, 48503) to serve on the Building Code Board of Appeals for a one-year term, commencing upon adoption of this resolution and expiring December 1, 2024, as recommended by Mayor Sheldon A. Neeley.

RESOLUTIONS

230060 Rowe Professional Services/Preliminary Engineering Services/Fenton Road Bridge Project

Resolution resolving that the Division of Purchases and Supplies is authorized to issue a Purchase Order to Rowe Professional Services for change order costs for additional engineering services to be completed for Fenton Road Bridge over Thread Creek Project, in an amount NOT-TO-EXCEED \$19,000.00, and an overall contract amount of NOT-TO-EXCEED \$203,850.00.

230061 Royal Roofing Company/Oak Business Center Roof Repair

Resolution resolving that the Division of Purchases and Supplies is authorized to issue a Purchase Order to Royal Roofing Company, in an amount NOT-TO-EXCEED \$651,200.00, which accounts for a \$592,000.00 base bid plus any potential unforeseen contingencies at a 10% cost, for the repair of the roof at the Oak Business Center.

230062 Tetra Tech of Michigan, PC/Engineering Services for Electrical Distribution

Upgrades

Resolution resolving that the proper City Officials are authorized to enter into a contract with Tetra Tech of Michigan, PC for engineering services to be completed for the Water Pollution Control (WPC) Electrical Distribution Upgrade Project, in an amount NOT-TO-EXCEED \$815,000.00.

230063 CO#1/Contract/Reconstruction/Saginaw Street Bricks/MDOT Contract No. 22-5153

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to enter into Change Order No. 1 to MDOT Contract No. 22-5153 for the rehabilitation of the Saginaw Street bricks, in the amount of \$683,000.00, for a total contract amount of \$3,491,596.00.

230064 MDOT Contract No. 23-5030/Removal and Replacement of Structure No. 2840

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to enter into MDOT Contract No. 23-5030, including a local contribution of \$119,858.00, plus potential overruns in the amount of \$12,000.00, for a total of \$131,858.00, AND, resolving that Mayor Sheldon A. Neeley is the duly authorized City Official to sign MDOT Contract No. 23-5030 on behalf of the City of Flint.

230065 Change Order/Park Partnership Agreement/City of Flint/Genesee County Parks and Recreation Commission

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to complete a change order to the Park Partnership Agreement between the City of Flint and the Genesee County Parks and Recreation Commission to allocate \$500,000.00 to the Commission per the terms of C.S. Mott Grant No. 2020-08046 for the maintenance of city parks.

230066 Budget Amendment/Fleet Services FY2023 Budget

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to incorporate approved appropriation changes into the Fiscal Year 2023 Operating Budget of the City of Flint Fleet Services Division, in the amount of \$3,000,000. [NOTE: This budget amendment is to allow for the immediate purchase of three (3) fire apparatus as replacements for aged and frequently inoperable apparatus.]

230067 Reprogramming/Unspent Community Development Block Grant (CDBG) Funds/Agreement/Flint Fire Department/Fire Truck

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to reprogram CDBG funds, in the amount of \$755,000.00, to process necessary budget amendments making funds available to the appropriate departments and accounts, and to enter into a contract with the Flint Fire Department, in the amount of \$755,000.00, for the purchase of a fire truck.

- 230068** CO#3/Contract/My Brother's Keeper of Genesee County
- Resolution resolving that the appropriate City Officials are authorized to do all things necessary to enter into Change Order No. 3 to Contract No. 21-091 with My Brother's Keeper of Genesee County to add \$30,000.00 in Admin Funds, for a new total contract amount of \$333,307.00, and to extend the term of the contract until September 8, 2023.
- 230069** Reprogramming/Unspent Community Development Block Grant (CDBG) Funds/Agreement/Flint Fire Department/Fire Protective Equipment
- Resolution resolving that the appropriate City Officials are authorized to do all things necessary to reprogram CDBG funds, in the amount of \$100,000.00, to process necessary budget amendments making funds available to the appropriate departments and accounts, and to enter into a contract with the Flint Fire Department, in the amount of \$100,000.00, for the purchase of a fire protective equipment.
- 230070** CO#1/Contract/Carriage Town Ministries
- Resolution resolving that the appropriate City Officials are authorized to do all things necessary to enter into Change Order No. 1 to Contract No. 22-003 with Carriage Town Ministries to add \$97,000.00 in Admin Funds, for a new total contract amount of \$186,595.00, and to extend the term of the contract until September 8, 2023.
- 230071** Onix Networking Corporation/Google Workspace Enterprise Software
- Resolution resolving that the Division of Purchases and Supplies is authorized to issue a Purchase Order to Onix Networking Corporation, in an amount NOT-TO-EXCEED \$6,500.00, for Google Workspace Licensing and an overall Fiscal Year 2023 grand total NOT-TO-EXCEED \$103,556.00.
- 230072** Weinstein Electric Company/Materials and Supplies/Panic Button Installation
- Resolution resolving that the Division of Purchases and Supplies is authorized to issue an additional Purchase Order for Fiscal Year 2023 to Weinstein Electric Company, in an amount NOT-TO-EXCEED \$23,673.00, for materials and supplies needed for panic button installation, and an overall FY2023 grand total amount NOT-TO-EXCEED \$448,505.00 for electrician services.
- 230073** Halt Fire, Inc./Quint Fire Apparatus
- Resolution resolving that the Division of Purchases and Supplies is authorized to issue a Purchase Order to Halt Fire, Inc. for the purchase of a Quint Fire Apparatus, in an amount NOT-TO-EXCEED \$1,082,831.00.
- 230074** Halt Fire, Inc./Heavy Rescue Fire Apparatus
- Resolution resolving that the Division of Purchases and Supplies is authorized

to issue a Purchase Order to Halt Fire, Inc. for the purchase of a Heavy Rescue Fire Apparatus, in an amount NOT-TO-EXCEED \$818,580.00.

230075 Halt Fire, Inc./Pumper Fire Apparatus

Resolution resolving that the Division of Purchases and Supplies is authorized to issue a Purchase Order to Halt Fire, Inc. for the purchase of a Pumper Fire Apparatus, in an amount NOT-TO-EXCEED \$690,000.00.

230077 Renaming of City Park/From West Boulevard Park to St. John Street Neighborhood Memorial Park

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to rename West Boulevard Park to St. John Street Neighborhood Memorial Park.

RESOLUTIONS (May Be Referred from Special Affairs)

230059 Operation/Office of Public Health

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to provide funding to operate the Office of Public Health, amend the FY2023 Budget, and appropriate funding for revenue and expenditures in future fiscal years, for as long as funds are available from the funder, with funds paid from the American Rescue Plan Act Fund. [NOTE: The Administration recommends funding up to \$300,000.00.]

LIQUOR LICENSES

OTHER LICENSES

INTRODUCTION AND FIRST READING OF ORDINANCES

SECOND READING AND ENACTMENT OF ORDINANCES

230052 Amendment/Ordinance/Chapter 35 (Personnel)/Section 35-112.04 (Adoption-Job Description & Qualifications)/City Administrator

An ordinance to amend the Flint City Code of Ordinances by amending Chapter 35 (Personnel); Section 35-112.04 (Adoption - Job Description and Qualifications), City Administrator.

SPECIAL ORDERS/DISCUSSION ITEMS

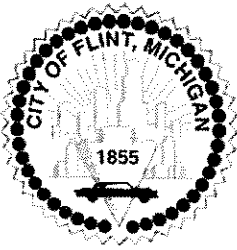
230079 Special Order/Ms. Tamika Lang/Soaring CNA LLC

A Special Order as requested by Council Vice President Lewis to allow for a 5-minute presentation to Ms. Tamika Lang, Owner, Soaring CNA LLC.

FINAL COUNCIL COMMENTS

ADJOURNMENT

230038



RESOLUTION NO.: _____

PRESENTED: FEB 08 2023

ADOPTED: _____

**RESOLUTION RECOMMENDING THE APPOINTMENT OF MELINDA SOL WILSON TO
THE DOWNTOWN DEVELOPMENT AUTHORITY BOARD**

BY THE MAYOR:

Mayor Sheldon A. Neeley recommends the appointment of Melinda Sol Wilson (1910 Whittlesey St. Flint MI 48503) to fill the vacancy position of Brandy Brown on the Downtown Development Authority Board for a four-year term; and

WHEREAS, Mayor Sheldon A. Neeley recommends the appointment of Melinda Sol Wilson (1901 Whittlesey St. Flint MI 48503) to complete the four-year term on the Downtown Development Authority Board, with such term commencing immediately, and expires June 30, 2027.

THEREFORE, BE IT RESOLVED that the Flint City Council approves the appointment of Melinda Sol Wilson to serve the four-year term on the Downtown Development Authority Board, with such commencing immediately and expiring June 30, 2027.

APPROVED AS TO FORM:

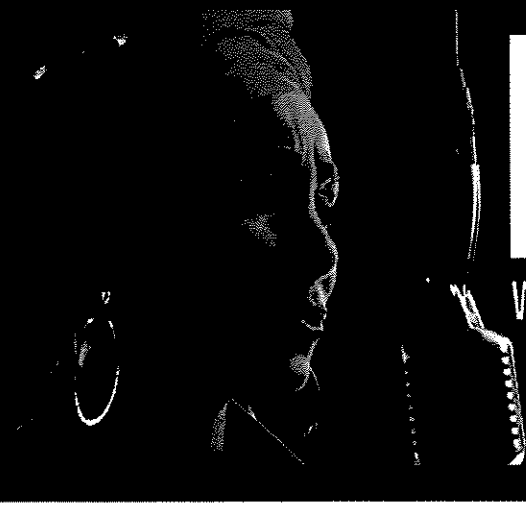
William Kim, Chief Legal Officer

FOR THE CITY OF FLINT:

Sheldon A. Neeley, Mayor

APPROVED BY CITY COUNCIL:

For the City



DS

WE HUSTLE DIFFERENT

Mama Sol

THE VOICE

Two-time cancer survivor **Mama Sol**, is not only a walking miracle, she exhales miraculous language.

BRIEF BIO

Flint, Michigan's own Mama Sol has crafted language for some of the biggest brands in the country from the iconic introduction of FUBU to our culture to her present voicing for the Detroit Pistons 2022 season. She's opened for musical greats the likes of Robert Glasper, Rakim, Rapsody, Talib Kweli, and Mos Def now known as Yasin Bey, to name a few. She's also blessed stages with some of this country's greatest minds including Representative Maxine Waters, Dr. Umar Johnson, Dr. Eric Thomas and Dr. Francis Cress Welsing. She speaks, performs, and pens lyric in the way in which few can believe, but at the end of the day she lives for what she lives for.

She lives to write. She lives to teach. She lives to flow verbally over beautiful beats. She lives to tell the story about how she faced cancer twice and won the battles; how she wakes up every morning different than before...but she's up. She's thriving. But most of all she lives for the one title that feeds her soul....Mom.

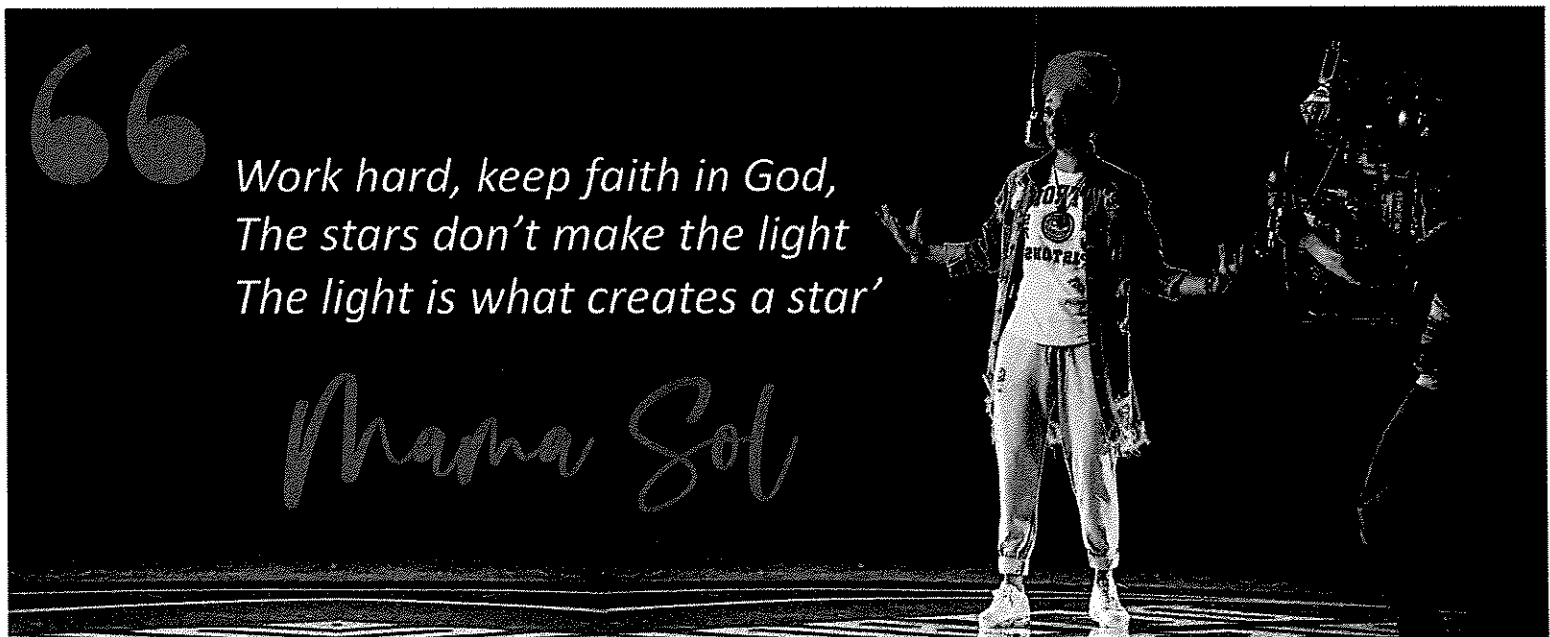
The world got a glimpse of that love when a clip of Mama Sol and her son Wasir went viral. Thanks to ABC's popular video show, ***Right This Minute***, the clip of Mama Sol and her son taking a drive while vibing and reciting her lyrics was profiled. In the clip, Mama Sol delivers the verses painting in vivid picture the experience of raising her son as a single mother and dropping jewels on what that looked like from her eyes. As she flowed from one word to the next, her son chimed in every other beat; a moment on video that couldn't have been more beautiful had there been a production crew and soundstage. It was the essence of poetry in motion. The power of language set perfectly within the power of love. Mass media fell in love with that dynamic and gave it platform for everyone to see. News in that moment that warmed hearts and reminded us that some of us have great stories to share and some 'would-be' complexities of life can often times bear incredible fruit.

The bond with her son is a priceless one and not only evidence of how she raised him in perfect love and included him in her creative process, but how she taught him. She taught him because she teaches us all. That's what she does; probably the reason teaching sits boldly on her resume as one of her accomplishments, in the literal sense.

If we do a deep dive into her teaching history, we find the stuff of legends. Engaging her students, the way only she can, the students at an Afrocentric charter school in Detroit, Michigan lovingly called her Mama Sol. She promised her students she would keep that name for life and Mama Sol never makes a promise she doesn't keep.

That synergy with students and gift of educating kids finds her a regular presence in the arena of higher education. She's performed at University of Michigan, Ohio State University, University of Wisconsin, Florida International University and more. Her constant appearance in this sector allows the audience to receive a masterclass in creative expression and communication; an education these privileged students couldn't have gotten from anyone else.

Suffice it to say that Mama Sol has contributed greatly to the cultural fiber of the genre and more specifically to her communities throughout Michigan. Constantly in high demand 'Sol' also counts artistic institutes and creative spaces as consistent platforms she's graced. The likes of Detroit Institute of the Arts, Flint Institute of the Arts, Charles H. Wright Museum of African History and The Bronx Museum.



Today, Mama Sol and her son lives in Flint, Michigan. She continues to travel the country delivering awe-inspiring performances for audiences young and seasoned. She continues to connect with souls and teach the world that it can have and should have better air to breathe.

MEDIA CONTACT

Ava Medina
Medina Media Creativ, LLC.
(734) 858-8221
avamedina@medinamediaceutiv.com



MAMA SOL
DOWNTOWN
DEVELOPMENT AUTHORITY
BOARD MEMBER

PROFILE

Flint, Michigan's own Mama Sol has crafted language for some of the biggest brands in the country from the iconic introduction of FUBU to our culture to her present voicing for the Detroit Pistons 2022 season. She opened for the musical greats the likes of Robert Glasper, Rakim, Rapsody, Talib Kweli, and Mos Def now known as Yasin Bey, to name a few. She's also blessed stages with some of this country's greatest minds including Representative Maxine Waters, Dr. Umar Johnson, Dr. Eric Thomas, and Dr. Francis Cress Welsing. She speaks, performs, and pens lyrics in a way few can believe, but at the end of the day, she lives for what she lives for.

Contact

sol@mamasolmusic.com

[HOME | MAMA SÔL](#)
[\(mamasolmusic.com\)](#)

313-804-8071

1910 Whittlesey St. Flint, MI
48503

EXPERIENCE

VOICE OVER ARTIST

MAMA SOL WAS THE VOICE OF THE 2021 DETROIT PISTONS 'WE HUSTLE DIFFERENT' CAMPAIGN, A NATIONAL HIP-HOP, AND SPOKEN WORD ARTIST. SHE HAS PARTNERED WITH REVOLT, CONSUMERS ENERGY, CHARLES H. WRIGHT MUSEUM, AND MANY MORE.

INTERNATIONAL RECORDING ARTIST

MAMA SOL IS THE LEAD SINGER FOR THE NUTS BAND. SHE HAS PERFORMED ALL AROUND THE WORLD.

PUBLIC SPEAKER

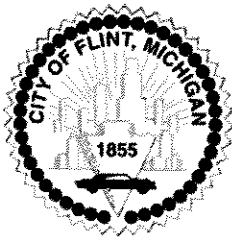
MAMA SOL HAS DONE PUBLIC SPEAKING FOR MULTIPLE EDUCATIONAL INSTITUTIONS INCLUDING FLODIA INTERNATIONAL UNIVERSITY, KETTERING UNIVERSITY, WAYNE STATE AN MANY MORE. SHE TAKES PRIDE IN MOTIVATIONAL SPEAKING UPLIFTING THE YOUTH ON ENTREPRENEURSHIP, HEALTHY LIFESTYLE CHOICES, AND ARTISTRY.

COMMUNITY SERVICE

BRING L.I.F.E FOUNDATION

KEY SKILLS AND CHARACTERISTICS

MC- Community Activist- Global Ambassador- Cancer Survivor – Motivational speaker- Teacher – Entrepreneur-



RESOLUTION NO.: 230060
PRESENTED: MAR - 8 2023
ADOPTED: _____

PROPOSAL #20000551

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO ROWE PROFESSIONAL SERVICES FOR PRELIMINARY ENGINEERING SERVICES
FOR REPLACEMENT OF #2840 FENTON ROAD BRIDGE OVER THREAD CREEK:**

CHANGE ORDER #1

WHEREAS, in 2019, The Division of Purchases & Supplies received proposals for Preliminary Engineering Services for replacement bridge #2840, Fenton Rd. over Thread Creek. Rowe was awarded the bid, and City Council approved funding in the amount of \$184,850.00 via resolution #200036 on January 27, 2020.

WHEREAS, Due to the delay of purchasing of a parcel on Fenton Road because of the death of the homeowner, the project was delayed a year. Rowe will also be overseeing the hiring of a certified architectural historian and archaeologist consult that is required.


WHEREAS, Due to the above circumstances, and added costs associated with them, Rowe Professional Services has requested a change order in the amount of \$19,000.00.

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

Account Number	Account Name/ Grant Code	Amount
202-450.202-801.000	Professional Services	\$19,000.00
	FY2023 TOTAL	\$19,000.00

IT IS RESOLVED, that the Division of Purchases and Supplies is hereby authorized to issue a Purchase Order to Rowe Professional Services Company for FY23 (07/01/22-06/30/23) for change order costs for additional engineering services to be completed for the Fenton Road Bridge over Thread Creek project in an amount not to exceed \$19,000.00 for an overall contract Grand Total amount not to exceed \$203,850.00.

APPROVED AS TO FORM:


William Kim (Feb 21, 2023 09:25 EST)


William Kim, City Attorney

APPROVED AS TO FINANCE:


Rob Widigan (Feb 24, 2023 13:01 EST)

Robert J.F Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:


CLYDE D. EDWARDS (Feb 27, 2023 10:41 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: February 16, 2023

BID/PROPOSAL# 20-551

AGENDA ITEM TITLE: Fenton Rd. bridge, additional PE Services

PREPARED BY Kathryn Neumann for Rodney McGaha, Director of Transportation

VENDOR NAME: Rowe Engineering

BACKGROUND/SUMMARY OF PROPOSED ACTION:

Rowe Engineering was awarded the Preliminary Engineering (PE) services for the Fenton Rd. bridge project through competitive bidding. Because there were delays in purchasing a parcel on Fenton Rd., due to the death of the homeowner, the project has been delayed a year. Rowe Engineering will also be overseeing the hiring of a certified architectural historian and archaeologist consult that is required when disturbing the ground.

FINANCIAL IMPLICATIONS: There is money in the account listed below.

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

Dept.	Name of Account	Account Number	Grant Code	Amount
202	Professional Services	450.202-801.000		\$ 19,000.00
		FY23 GRAND TOTAL		\$ 19,000.00

PRE-ENCUMBERED? YES ☒ NO ☐ **REQUISITION NO:** 230006768

ACCOUNTING APPROVAL: Kathryn Neumann
Kathryn Neumann (Feb 16, 2023 13:50 EST) **Date:** _____

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☐ NO ☒

(If yes, please indicate how many years for the contract)

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

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

DEPARTMENT HEAD SIGNATURE: Rodney McGaha
Rodney McGaha (Feb 16, 2023 13:53 EST)
(Rodney McGaha, Director of Transportation)



ROWE PROFESSIONAL SERVICES COMPANY

Large Firm Resources. Personal Attention.

January 16, 2023

Mr. Mark Adas, PE, City Engineer
City of Flint
1101 S. Saginaw Street
Flint, MI 48502

RE: Fenton Road Over the Thread Creek Property Acquisition and Project Updates

Dear Mr. Adas:

During the design of the Fenton Road project, it was determined that a parcel would need to be purchased in order to realign the road over the Thread Creek. This service was not included in the original proposal, dated December 4, 2019. MDOT has specific guidelines to follow when purchasing real estate for a project that is receiving State or Federal funding. Unfortunately, this process was drawn out on this project, due to the original owner passing away during the negotiations.

Due to the one year set back in design schedule, this required the project design to be updated to current standards prior to resubmitting final plans to MDOT.

The following is the cost associated with the additional services:

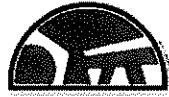
ROW Acquisition Additional Fee Total:	\$6,000
Plan Update Additional Fee Total:.....	\$5,500
Total Additional Fee:.....	\$11,500

If you have any questions, please call me at (810) 341-7500.

Sincerely,
ROWE Professional Services Company

Amanda Hemeyer, PE Amanda Hemeyer, PE
Jan 16 2023 8:34 AM

Amanda Hemeyer, PE
Senior Project Manager



ROWE PROFESSIONAL SERVICES COMPANY

Large Firm Resources. Personal Attention.

January 16, 2023 (Originally submitted October 11, 2021)

Mr. Mark Adas, PE, City Engineer
City of Flint
1101 S. Saginaw Street
Flint, MI 48502

RE: Fenton Road Over the Thread Creek SHPO and Archaeological Investigation

Dear Mr. Adas:

Due to the State Historic Preservation Society's (SHPO) new rule implemented July 1, 2020, all Section 106 applications submitted after this date are required to be completed by a federally certified architectural historian and archaeologist consultant. At the time of proposal submission, this rule was not in effect and ROWE had planned on completing this task internally. Due to this rule implementation, ROWE had to subcontract out the Section 106 application to Kidorf Consulting/Arbre Croche Cultural Resources.

After Kidorf/Arbre Croche completed the initial desktop review, it was determined that an additional Phase 1 archaeological survey should be undertaken prior to any ground disturbing activities. SHPO concurred with this finding and is requiring this additional information be provided prior to them clearing this project.

Neither of these subcontracted services were included in the original proposal, dated December 4, 2019, six months before the SHPO rule change went into effect. The following is the cost associated with the additional services:

Section 106 Application

ROWE subcontracted with Kidorf Preservation Consulting to complete the desktop review and Section 106 application.

Phase 1 Archeological Survey

ROWE has subcontracted with Arbre Croche Cultural Resources to complete the field investigation, including shovel testing, and a report of the results. Included in this phase is staking all project boundaries by ROWE's survey crew.

Design Engineering Additional Fee Total:\$7,500

If you have any questions, please call me at (810) 341-7500.

Sincerely,
ROWE Professional Services Company

Amanda Hemeyer, PE Amanda Hemeyer, PE
Jan 16 2023 8:34 AM

Amanda Hemeyer, PE
Senior Project Manager

Engineering | Surveying | Aerial Photography/Mapping | Landscape Architecture | Planning

Corporate: The ROWE Building, 540 S. Saginaw Street, Suite 200 • Flint, MI 48502 • O (810) 341-7500 • F (810) 341-7573

With Offices In: Farmington Hills, MI • Grayling, MI • Kentwood, MI • Lapeer, MI • Mt. Pleasant, MI • Myrtle Beach, SC

www.rowepsc.com

Proposal #20000551

SUBMISSION NO.: 200036PRESENTED: 1-22-20ADOPTED: 1-27-20

BY THE MAYOR:

**RESOLUTION TO ROWE PROFESSIONAL SERVICES FOR
PRELIMINARY ENGINEERING SERVICES FOR REPLACEMENT OF #2840 FENTON ROAD BRIDGE
OVER THREAD CREEK**

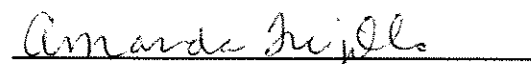
On December 4, 2019, the Department of Purchases & Supplies received proposals for Preliminary Engineering Services for replacement bridge #2840, Fenton Road over Thread Creek. Two companies submitted proposals. (Rowe Engineering and DLZ)

Rowe Professional Services was awarded the bid. This bridge is scheduled to be replaced in the year 2021. Funding for said services will come from the following account: 202-441.702-801.000 (\$184,850); and

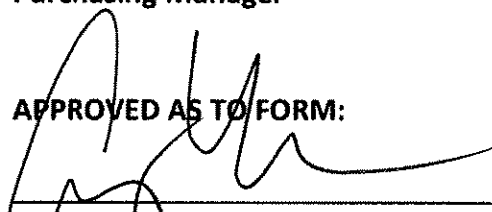
IT IS RESOLVED, that the Proper City Officials, upon City Council's approval, are hereby authorized to enter into a contract with Rowe Professional Services, for preliminary engineering services for bridge #2840 Fenton Road in the **amount not to exceed \$184,850.00.**

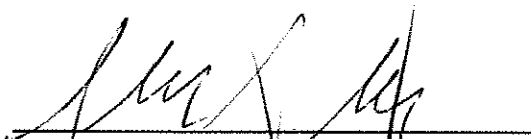
APPROVED


Joyce A. McClane
Purchasing Manager

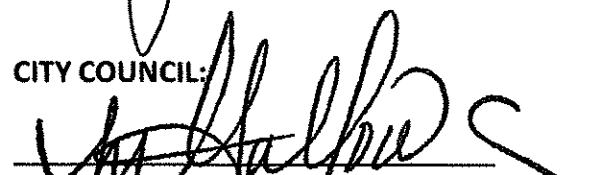

Amanda Trujillo
Acting Chief Financial Officer

APPROVED AS TO FORM:


Angela Wheeler
Chief Legal Officer

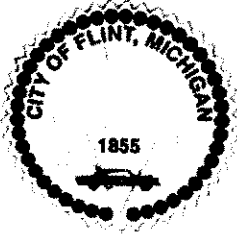

Sheldon A. Neeley, Mayor

CITY COUNCIL:


Monica Galloway, Council President

/JAM

186



CITY OF FLINT

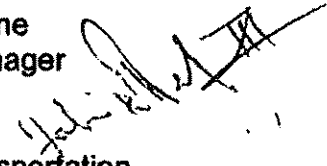
DEPARTMENT OF PUBLIC WORKS

Sheldon A. Neeley
Mayor

John Daly
Director of Transportation

January 8, 2020

TO: Joyce A. McClane
Purchasing Manager

FROM: John H. Daly, III 
Director of Transportation

SUBJECT: RECOMMENDATION – PE SERVICES FENTON RD. OVER THREAD
CREEK, PROPOSAL #20-551

I have carefully reviewed the proposals for preliminary engineering services for bridge #2840, Fenton Rd. over Thread Creek. I am recommending the bidder with the highest score, Rowe Professional Services Company, in the amount not to exceed \$184,850.00.

Requisition 190002710 has been created, using account 202-441.702-801.000.

If you have any questions or concerns, feel free to give me a call at ext. 2601.

/krn



RESOLUTION NO.:

230061

PRESENTED:

MAR - 8 2023

ADOPTED:

PROPOSAL #23000517

BY THE CITY ADMINISTRATOR:

RESOLUTION TO ROYAL ROOFING CO., INC FOR ROOF REPAIR AT OAK BUSINESS CENTER

WHEREAS, The Division of Purchases and Supplies solicited proposals for the repair of the roof at Oak Business Center on behalf of The Division of Community and Economic Development. The roof is in much needed repair, and proposal costs were solicited based on phases/sections of the roof in most need of repair.

WHEREAS, The Flint City Council voted to allocate ARPA funding to the Oak Business Center for this type of related repair via Resolution #220464.1 on October 24, 2022.


WHEREAS, Royal Roofing Co., Orion, Michigan, was the lowest, qualified responsive bidder out of (5) responses to the proposal the City received. The Division of Community & Economic Development is requesting a total of \$651,200.00 (ARPA funding) to complete the roofing project at Oak Business Center.

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

Account Number	Account Name/ Grant Code	Amount
*287-728.304-930.100	Renovations/FUSDT-CSLFRF	\$651,200.00
	FY2023 TOTAL	\$651,200.00

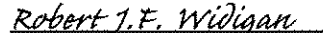
IT IS RESOLVED, that the Division of Purchases & Supplies is hereby authorized to issue a Purchase Order for FY23 (07/01/22-06/30/23) to Royal Roofing Co. in an amount not-to-exceed \$651,200.00 which accounts for the \$592,000 base bid plus any potential unforeseen contingencies at a 10% cost, for the repair of the roof at Oak Business Center.

APPROVED AS TO FORM:


William Kim (Feb 21, 2023 14:31 EST)


William Kim, City Attorney

APPROVED AS TO FINANCE:


Robert J.F. Widigan (Feb 24, 2023 13:08 EST)

Robert J.F Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:


CLYDE D EDWARDS (Feb 27, 2023 10:40 EST)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:


Allie Herkenroder, City Council President

APPROVED AS TO PURCHASING:



Lauren Rowley, Purchasing Manager

Bid Results

City of Flint

Roof Section: OBC (Various Sections)

Date: 1-24-23

Contractor	Emailed Pre-Bid Invite	Received Roof Plan / Specs.	Pre-Bid Attendance	Received Addenda	Base Bid	Add Alt 1	Add Alt 2	Add Alt 3	Deck Repair	Total
Royal Roofing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$337,000	\$136,000	\$59,000	\$60,000	\$16	\$592,000
Lutz Roofing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$338,600	\$138,800	\$56,600	\$58,900	\$13	\$592,900
Mid-Michigan Roofing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$424,318	\$164,386	\$52,784	\$94,368	\$10	\$735,856
Brown & Son Roofing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$382,898	\$127,441	\$53,194	\$53,194	N/A	\$616,727
National Roofing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$402,600	\$160,400	\$57,200	\$58,400	\$15	\$678,600

Special Notes:

Notes:



CITY OF FLINT
DEPARTMENT OF PLANNING AND DEVELOPMENT
DIVISION OF COMMUNITY AND ECONOMIC DEVELOPMENT

Suzanne Wilcox
Director

Sheldon A. Neely
Mayor

Memo

From: Suzanne Wilcox, Planning and Development, DCED

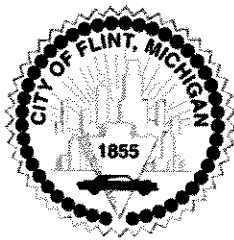
To: Lauren Rowley, Purchasing Manager:

Date: February 10, 2023

Re: Bid Recommendation – Roofing Contractor
Oak Business Center – 2712 N. Saginaw St.

Based on the bid tabulation for proposals received, Royal Roofing is the apparent low bidder. I recommend proceeding with approval of Royal Roofing, to complete the base bid of \$337,000 as well as add alternates 1 – 3 for a total of \$592,000. In addition, given the shape of the existing building, it would be beneficial to add a contingency of 10 percent, or \$59,200, to cover potential items like metal decking replacement, as needed. The total amount of the contract with the contingency is \$651,200.

I understand material pricing and labor rates are on the rise yet again. So, the sooner we can lock in the pricing and ensure a spot on the contractor's schedule, the better. I've attached the bid tabulation for reference.



RESOLUTION NO.:

230062

PRESENTED:

MAR - 8 2023

ADOPTED:

PROPOSAL #23000516

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO TETRA TECH OF MICHIGAN, PC FOR ENGINEERING SERVICES FOR
CWSRF PHASE III ELECTRICAL DISTRIBUTION UPGRADES**

WHEREAS, The Division of Purchases and Supplies solicited proposals for the engineering services for Electrical Distribution Improvements on behalf of the Department of Public Works' Water Pollution Control Facility. WPC relies on switchgear and medium voltage transformers for electrical distribution for the entire plant. Due to repair costs, technological improvements and environmental conditions, the improvements are detrimental to the overall operations of the Water Pollution Control Facility in order to prevent catastrophic failure.

WHEREAS, Tetra Tech of Michigan, PC, was the sole responsive bidder for this solicitation to complete the Engineering Services for this Clean Water State Revolving Fund (CWSRF) project.


WHEREAS, WPC is requesting to award Tetra Tech of Michigan, PC these engineering services in the amount of \$815,000.00.

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

Account Number	Account Name/ Grant Code	Amount
TBD- CWSRF Project	WPC-Professional Services	\$815,000.00
	FY2023 TOTAL	\$815,000.00

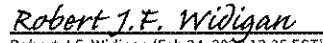
IT IS RESOLVED, that the Proper City Officials are hereby authorized to enter into a contract with Tetra Tech of Michigan, PC for FY23 (07/01/22-06/30/23) for engineering services to be completed for the WPC Electrical Distribution upgrade project in an amount not-to-exceed \$815,000.00.

APPROVED AS TO FORM:


William Kim (Feb 21, 2023 14:31 EST)


William Kim, City Attorney

APPROVED AS TO FINANCE:


Robert J.F. Widigan (Feb 24, 2023 13:25 EST)

Robert J.F Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:


CLYDE D EDWARDS (Feb 27, 2023 10:39 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

STAFF REVIEW FORM

TODAY'S DATE: 01/12/2023

BID/PROPOSAL: P23-516

ITEM TITLE: Engineering Services for Electrical Distribution Improvements

PREPARED BY: John Florshinger, Water Pollution Control

VENDOR NAME: Tetra Tech of Michigan, PC

BACKGROUND/SUMMARY OF PROPOSED ACTION:

WPC relies on switchgear and medium voltage transformers for electrical distribution for the entire plant. Environmental conditions, technological improvements, age, and repair costs have caused detrimental effects on the existing switchgear and transformers in addition to this being the next part of a phased replacement strategy within Utilities. Catastrophic failure (blackout) of any of the switchgear will result in power outages for critical areas of the plant. Power outages may cause WPC to violate its permit with excessive discharge of pollutants to the Flint River.

WPC recommends the sole qualified responsive bidder, Tetra Tech of Michigan, PC be awarded the purchase order for WPC Electrical Distribution Improvements Engineering.

FINANCIAL IMPLICATIONS: None

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

Dept.	Name of Account	Account Number	Grant Code	Amount
WPC	Professional Services	TBD - CWSRF Project		\$815,000.00
		FY2023 GRAND TOTAL		\$815,000.00

PRE-ENCUMBERED? YES ☐ NO ☒ **REQUISITION NO:** 210004339 – This is a CWSRF project, Finance will create the account upon receiving a signed resolution.

ACCOUNTING APPROVAL: *J. Hall* **Date:** 01/13/2023

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☐ NO ☒

OTHER IMPLICATIONS (i.e., collective bargaining): None.

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

AUTHORIZED SIGNATURE: *Jeanette Best*
(Jeanette Best, WPC Manager)



SEALED PROPOSALS RECEIVED IN THE DIVISION OF PURCHASES & SUPPLIES
For Electrical Distribution Improvements – Engineering Services - WPC

P23-516

Approximate Annual Quantities – Not Guaranteed
Furnish as requested for the period 7/1/22 – 6/30/23

Bidder #1: TetraTech
Ann Arbor, MI

Description	Cost
Design	\$395,000
Bid Support	\$14,000
Construction Administration	\$195,000
Start-up	\$86,000
Sub-total	\$690,000
Programming Integration (Optional)	\$125,000
Total	\$815,000

A SPECIAL NOTE FROM THE PURCHASING DIVISION

Bid results posted are before evaluation team review and award recommendation.



RESOLUTION NO.:

230063

MAR - 8 2023

PRESENTED:

ADOPTED:

Resolution Authorizing Appropriate City of Flint Officials to Do All Things Necessary to enter into a change order with MDOT Contract 22-5153, Job No. 130632CON for the reconstruction of the Saginaw Street bricks

BY THE CITY ADMINISTRATOR:

On May 9, 2022, the Proper City Officials authorized MDOT Contract 22-5153, Job No. 130632CON for the rehabilitation of the Saginaw St. bricks, along with necessary related work in the amount not to exceed \$2,808,596.00.

Due to construction delays and increased costs to labor and materials, MDOT has increased the contract amount, which increased our local share by \$683,000.00. Funding is available in the following account:

202-450.202-801.000	Major Street Fund	\$683,000.00
---------------------	-------------------	--------------

IT IS RESOLVED, that appropriate City Officials are authorized to do all things necessary to enter into change order #1 to MDOT Contract No. 22-5153 for the rehabilitation of the Saginaw Street bricks, in the amount of \$683,000.00 for a total of \$3,491,596.00. (Major Street Fund)

APPROVED AS TO FINANCE:

APPROVED AS TO FORM:

Robert J.F. Widigan

Robert J.F. Widigan (Feb 24, 2023 13:18 EST)

Robert J. F. Widigan
Chief Financial Officer

William Kim

William Kim (Feb 24, 2023 13:52 EST)

William Kim
City Attorney

CLYDE EDWARDS

CLYDE EDWARDS (Feb 27, 2023 10:39 EST)

Clyde Edwards, City Administrator

2023 – KRN

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: February 22, 2023

BID/PROPOSAL# N/A

AGENDA ITEM TITLE: C.O. #1 to MDOT Contract 22-5153, Job No. 130632CON – Reconstruction of the Saginaw Street bricks, from the Flint River to Court St.

PREPARED BY Kathryn Neumann for Rodney McGaha, Director of Transportation

VENDOR NAME: State of Michigan (MDOT)

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The purpose of this resolution is to add money to the contract with MDOT. Due to construction delays and increased costs to labor and materials, MDOT has increased the contract amount, which increased our local share by \$683,000.00.

FINANCIAL IMPLICATIONS: The city is responsible for the projected cost after deduction of Federal aid. MDOT has the authority under Public Act 51 of 1951 to request the Treasurer to withhold City's MTF payment to secure the City's participation in the project.

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

Dept.	Name of Account	Account Number	Grant Code	Amount
202	Major Street Fund	450.202-801.000		\$ 683,000.00
FY23 GRAND TOTAL				\$ 683,000.00

PRE-ENCUMBERED? YES ☒ NO ☐ **REQUISITION NO:** 230006788

ACCOUNTING APPROVAL: Kathryn Neumann
Kathryn Neumann (Feb 22, 2023 13:30 EST) **Date:** _____

FINANCE ACCOUNTING APPROVAL: Jane Mager
Jane Mager (Feb 23, 2023 10:18 EST)

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

OTHER IMPLICATIONS (i.e., collective bargaining): None

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

DEPARTMENT HEAD SIGNATURE:

Rodney McGaha
Rodney McGaha (Feb 22, 2023 14:40 EST)
Rodney McGaha, Director of Transportation



RESOLUTION NO.:

230064

PRESENTED:

MAR - 8 2023

ADOPTED:

Resolution Authorizing Appropriate City of Flint Officials to Do All Things Necessary to enter into MDOT Contract 23-5030, Job No. 206084CON for the purpose of fixing the rights and obligations of the parties in agreeing to the following: the removal and replacement of the structure #2840, which carries Fenton Rd. over Thread Creek, including concrete abutments with steel H-piles, structural concrete bridge approach slabs, riprap, curb and gutter, sidewalk, earthwork, hot mix asphalt approach reconstruction, storm sewer, guardrail, permanent signing and pavement markings; and all together with necessary related work.

BY THE CITY ADMINISTRATOR:

MDOT has submitted to the City of Flint Contract 23-5030, Job No. 206084CON for the purpose of fixing the rights and obligations of the parties in agreeing to the following: the removal and replacement of the structure #2840 with pre-stressed concrete bulb tee beams, which carries Fenton Rd. over Thread Creek, including concrete abutments with steel H-piles, structural concrete bridge approach slabs, riprap, curb and gutter, sidewalk, earthwork, hot mix asphalt approach reconstruction, storm sewer, guardrail, permanent signing and pavement markings; and all together with necessary related work.

The present estimated project cost is \$2,397,150.00, with a Federal share of \$1,917,720.00, State Local Bridge Funds \$359,572.00 and the local share of \$119,858.00 (City of Flint), which is the project cost after a deduction of Federal aid. The State of Michigan allows overruns without City of Flint authorization, so the City of Flint has allowed an additional \$12,000.00 to be used if necessary. Funding is available in the following account:

202-450.202-801.000	Major Street Fund	\$131,858.00
---------------------	-------------------	--------------

IT IS RESOLVED, that appropriate City Officials are authorized to do all things necessary to enter into MDOT Contract No. 23-5030, including local contribution of \$119,858.00 plus potential overruns in the amount of \$12,000.00 for a total of \$131,858.00. (Major Street Fund)

IT IS FURTHER RESOLVED, I, Sheldon A. Neeley, Mayor, am the duly authorized City official authorized to sign MDOT Contract 23-5030 on behalf of the City of Flint.

APPROVED AS TO FINANCE:

Robert J.F. Widigan

Robert J.F. Widigan (Feb 24, 2023 13:13 EST)

Robert J. F. Widigan
Chief Financial Officer

CLYDE D EDWARDS

CLYDE D EDWARDS (Feb 27, 2023 10:37 EST)

Clyde Edwards, City Administrator

APPROVED AS TO FORM:

William Kim

William Kim (Feb 24, 2023 13:53 EST)

William Kim
City Attorney

2023-KRN

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: February 22, 2023

BID/PROPOSAL# N/A

AGENDA ITEM TITLE: MDOT Contract 23-5030, Job No. 206084CON – Replacement of structure #2840, which carries Fenton Rd. over Thread Creek

PREPARED BY Kathryn Neumann for Rodney McGaha, Director of Transportation

VENDOR NAME: State of Michigan (MDOT)

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The purpose and replacement of bridge structure #2840, which carries Fenton Rd. over Thread Creek, including concrete abutments with steel H-piles, structural concrete bridge approach slabs, riprap, curb and gutter, sidewalk, earthwork, hot mix asphalt approach reconstruction, storm sewer, guardrail, permanent signing and pavement markings; and all together with necessary related work.

FINANCIAL IMPLICATIONS: The city is responsible for the projected cost after deduction of Federal aid. MDOT has the authority under Public Act 51 of 1951 to request the Treasurer to withhold City's MTF payment to secure the City's participation in the project.

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

Dept.	Name of Account	Account Number	Grant Code	Amount
202	Major Street Fund	450.202-801.000		\$ 131,858.00
FY23 GRAND TOTAL				\$ 131,858.00

PRE-ENCUMBERED? YES ☒ NO ☐ **REQUISITION NO:** 230006787

ACCOUNTING APPROVAL: Kathryn Neumann
Kathryn Neumann (Feb 22, 2023 07:25 EST) **Date:** _____

FINANCE ACCOUNTING APPROVAL: Jan Mager
Jan Mager (Feb 22, 2023 09:13 EST)

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

OTHER IMPLICATIONS (i.e., collective bargaining): None

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

DEPARTMENT HEAD SIGNATURE:

Rodney McGaha
Rodney McGaha (Feb 22, 2023 07:26 EST)
Rodney McGaha, Director of Transportation



230065

RESOLUTION NO.: _____

PRESENTED: MAR - 8 2023

ADOPTED: _____

**RESOLUTION AUTHORIZING A CHANGE ORDER TO THE PARK PARTNERSHIP
AGREEMENT BETWEEN CITY OF FLINT AND GENESEE COUNTY PARKS AND
RECREATION COMMISSION**

BY THE CITY ADMINISTRATOR:

WHEREAS, the City was awarded grant funding from the Charles Stewart Mott Foundation in the amount of \$500,000.00; and

WHEREAS, resolution #220543 authorized the City of Flint to accept the grant as awarded, and to abide by the terms of grant #2020-08046; and


WHEREAS, grant #2020-08046 stipulates that the funding be used to fund the Park Partnership Agreement between the City of Flint and Genesee County Parks and Recreation Commission; and

WHEREAS, the accepted grant funding has been established as follows:

Dept.	Name of Account	Account Number	Grant Code	Amount
Parks	Other Grant	Revenue: 296-704.807-581.300	PCSM-PARKS22	\$500,000.00
Parks	Professional Service	Expense: 296-704.807-801.000	PCSM-PARKS22	\$500,000.00


IT IS RESOLVED that the appropriate City officials are authorized to do all things necessary to complete a change order to the Park Partnership Agreement between the City of Flint and Genesee County Parks and Recreation Commission to allocate this \$500,000.00 award to the Commission per the terms of C.S. Mott Grant #2020-08046 for the maintenance of City of Flint parks.

APPROVED AS TO FORM:


William Kim (Feb 27, 2023 16:21 EST)

William Kim, City Attorney

APPROVED AS TO FINANCE:


Jane Mager (Feb 27, 2023 16:27 EST)

Jane Mager, Deputy CFO

ADMINISTRATION:


CLYDE D EDWARDS (Feb 28, 2023 11:41 EST)

Clyde Edwards, City Administrator

CITY COUNCIL:


Allie Herkenroder, President



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: February 27, 2023

BID/PROPOSAL# N/A

AGENDA ITEM TITLE: RESOLUTION AUTHORIZING A CHANGE ORDER TO THE PARK PARTNERSHIP AGREEMENT BETWEEN CITY OF FLINT AND GENESEE COUNTY PARKS AND RECREATION COMMISSION

PREPARED BY: Roy Lash, Planning and Development Dept., 810.766.7426 x3009

VENDOR NAME: Genesee County Parks and Recreation Commission

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The City of Flint applied for and received a grant from the CS Mott Foundation in the amount of \$500,000.00 for the purposes of maintaining and securing several City of Flint parks, as well as providing small-scale general maintenance and trash removal in all City of Flint parks, as outlined in the Partnership Agreement entered into between the City of Flint and the Genesee County Parks and Recreation Commission.

Resolution #220543 authorized the acceptance of the grant, and this resolution will authorize a change order to the existing Park Partnership Agreement to allocate the funding to the Genesee County Parks and Recreation Commission for the purposes outlined within the grant agreement as well as the existing Partnership Agreement.

FINANCIAL IMPLICATIONS:

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

Dept.	Name of Account	Account Number	Grant Code	Amount
Parks	Other Grant	Revenue: 296-704.807-581.300	PCSM-PARKS22	\$500,000.00
Parks	Professional Service	Expense: 296-704.807-801.000	PCSM-PARKS22	\$500,000.00
		FY22/23 GRAND TOTAL		\$500,000.00

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

ACCOUNTING APPROVAL: Mary Jarvis **Date:** 02/27/2023

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☐ NO ☒



CITY OF FLINT

(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

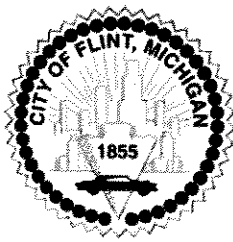
BUDGET YEAR 3

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

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

DEPARTMENT HEAD SIGNATURE: Suzanne Wilcox

Suzanne Wilcox, Director of Planning and Development



RESOLUTION NO.:

230066

PRESENTED:

MAR - 8 2023

ADOPTED:

BY THE CITY ADMINISTRATOR:

RESOLUTION AUTHORIZING FLEET SERVICES FY2023 VEHICLE 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 the fiscal appropriation amendment to the FY2023 City of Flint Fleet Services operating budget as follows in accordance with State Public Act 2 of 1968 as amended, and;

FY2023 Proposed Budget Amendment	Amended FY2023 Budget as of 2/27/2023	Proposed Amendments for FY2023 Q2	Proposed Amended FY2023 Budget	Estimated Ending Fund Balance
FLEET SERVICES FUND 661 Expenditures	\$ 2,725,000	\$3,000,000	\$5,725,000	\$5,539,161
Total Amendment		\$3,000,000		

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 Fleet Services Division.

APPROVED AS TO FORM:


William Kim (Feb 27, 2023 17:27 EST)

William Kim, City Attorney

APPROVED AS TO FINANCE:


Jane Mager (Feb 28, 2023 09:23 EST)Jane Mager for Robert J.F Widigan,
Chief Financial Officer

FOR THE CITY OF FLINT:


CLYDE D EDWARDS (Feb 28, 2023 11:58 EST)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

BUDGET AMENDMENT

Finance

DEPARTMENT: FLEET SERVICES
POST DATE:

2/21/2023

REVENUE / EXPENSE BUDGET:

YEAR	FUND	DEPT / ACTIVITY	EXPENSE	AMOUNT
				Increase/(Decrease)
FY23		661-229.000-977.500		3,000,000.00

TOTALS 3,000,000.00
DR - CR \$ 3,000,000.00

(FOR BUDGET USE ONLY)	
JE NUMBER	DATE INPUT INPUT BY

Justification for transfer: Budget amendment to allow for the immediate purchase of three (3) fire apparatus as replacements for aged and frequently inoperable apparatus.

Requested By: Christine Taga
Christine Taga (Feb 21, 2023 12:58 EST)

Aaron Cottrell
Aaron Cottrell (Feb 21, 2023 13:04 EST)

Department Head
Jan Wagner
Jan Wagner (Feb 21, 2023 14:15 EST)

Budget Administrator
CLYDE D EDWARDS
CLYDE D EDWARDS (Feb 23, 2023 01:30 EST)

Finance Director

City Administrator

Date

Date

Date



CITY OF FLINT

230067

RESOLUTION NO.: _____

PRESENTED: MAR - 8 2023

ADOPTED: _____

**Resolution to Reprogram Unspent Community Development Block Grant (CDBG) Funds
and Enter into an Agreement with the Flint Fire Department in the Amount of
\$755,000 for Purchase of a Fire Truck and .**

BY THE CITY ADMINISTRATOR:

WHEREAS, the Flint Fire Department has an urgent need for the purchase of fire trucks and has identified a source for at least one immediately; and

WHEREAS, The Department of Planning and Development, CED Division has Identified \$755,000 In unspent Community Development Block Grant (CDBG) funds that are available for reprogramming immediately; and

WHEREAS, The Planning and Development Department requests to reprogram \$755,000 to the Flint Fire Department for purchase of a fire truck; and

WHEREAS, Funds are available in the below revenue and expenditure accounts; and

From:

Dept.	Name of Account	Account Number	Grant Code	Amount
P&D	General Uncommitted	279-737.160-522.748	FHUD17CDBG	90132.00
P&D	General Uncommitted	279-737.160-963.000	FHUD17CDBG	90132.00
P&D	General Uncommitted	279-737.160-522.748	FHUD18CDBG	61875.00
P&D	General Uncommitted	279-737.160-963.000	FHUD18CDBG	61875.00
P&D	General Uncommitted	279-737.160-522.748	FHUD19CDBG	12724.68
P&D	General Uncommitted	279-737.160-963.000	FHUD19CDBG	12724.68
P&D	General Uncommitted	279-737.160-522.748	FHUD-CDBG20	79661.21
P&D	General Uncommitted	279-737.160-963.000	FHUD-CDBG20	79661.21
P&D	General Uncommitted	279-737.160-522.748	FHUD-CDBG21	55000.00
P&D	General Uncommitted	279-737.160-963.000	FHUD-CDBG21	55000.00
P&D	General Uncommitted	279-737.160-522.748	FHUD-CDBG22	1.42
P&D	General Uncommitted	279-737.160-963.000	FHUD-CDBG22	1.42
P&D	General Uncommitted	279-737.160-522.748	FHUD-CDBG23	455425.69
P&D	General Uncommitted	279-737.160-963.000	FHUD-CDBG23	455425.69



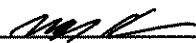
CITY OF FLINT

WHEREAS, upon adoption funds will be made available in the below revenue and expenditure Flint Fire Department accounts.

Dept.	Name of Account	Account Number	Grant Code	Amount
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-522.748	FHUD17CDBG	90132.00
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-963.000	FHUD17CDBG	90132.00
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-522.748	FHUD18CDBG	61875.00
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-963.000	FHUD18CDBG	61875.00
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-522.748	FHUD19CDBG	12724.68
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-963.000	FHUD19CDBG	12724.68
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-522.748	FHUD-CDBG20	79661.21
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-963.000	FHUD-CDBG20	79661.21
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-522.748	FHUD-CDBG21	55000.00
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-963.000	FHUD-CDBG21	55000.00
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-522.748	FHUD-CDBG22	1.42
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-963.000	FHUD-CDBG22	1.42
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-522.748	FHUD-CDBG22	470425.69
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-963.000	FHUD-CDBG22	470425.69
			TOTAL	\$755,000

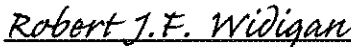
IT IS RESOLVED, That the appropriate City officials are authorized to do all things necessary to reprogram CDBG funds in the amount of \$755,000, to process necessary budget amendments making funds available to the appropriate departments and accounts as identified above, and to enter into a contract with the Flint Fire Department in the amount of \$755,000 for the purchase of a fire truck.

APPROVED AS TO FORM:


William Kim (Feb 28, 2023 15:38 EST)


William Kim, City Attorney

APPROVED AS TO FINANCES:


Robert J.F. Widigan (Feb 28, 2023 16:11 EST)

Robert J.F. Widigan, Chief
Financial Officer

ADMINISTRATION:


CLYDE D EDWARDS (Mar 1, 2023 07:56 EST)

Clyde Edwards, City Administrator

CITY COUNCIL:



CITY OF FLINT

RESOLUTION STAFF REVIEW

February 25, 2023

AGENDA ITEM TITLE: Resolution to Reprogram Unspent Community Development Block Grant (CDBG) Funds and Enter into an Agreement with the Flint Fire Department in the Amount of \$755,000 for Purchase of a Fire Truck and Additional Required Equipment.

PREPARED BY: Suzanne Wilcox, Director, Department of Planning and Development

VENDOR NAME: Flint Fire Department

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The City has an urgent need to purchase fire equipment, including a fire truck and other necessary equipment (fire pump equipment/accessories including vent saws, tool mounts, rescue cut-off tools, etc.). The City has identified a truck available through a SourceWell vendor and must make the purchase quickly. CED also needs to expend CDBG funds quickly and has identified \$755,000 in CDBG funds that are available for reprogramming. The City proposes to reallocate these funds to the Flint Fire Department for purchase of a fire truck and other necessary equipment and accessories.

FINANCIAL IMPLICATIONS: Utilizing CDBG funds to purchase a fire truck will free up funds for other necessary fleet purposes in the City and allow the City to expend its CDBG funds on an eligible activity that can spend funds quickly.

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

Upon Adoption BA will be completed to move from uncommitted accounts to Flint Fire Department specific accounts.

Dept.	Name of Account	Account Number	Grant Code	Amount
P&D	General Uncommitted	279-737.101-522.748	FHUD17CDBG	90132.00
P&D	General Uncommitted	279-737.101-963.000	FHUD17CDBG	90132.00
P&D	General Uncommitted	279-737.101-522.748	FHUD18CDBG	61875.00
P&D	General Uncommitted	279-737.101-963.000	FHUD18CDBG	61875.00
P&D	General Uncommitted	279-737.101-522.748	FHUD19CDBG	12724.68
P&D	General Uncommitted	279-737.101-963.000	FHUD19CDBG	12724.68
P&D	General Uncommitted	279-737.101-522.748	FHUD-CDBG20	79661.21
P&D	General Uncommitted	279-737.101-963.000	FHUD-CDBG20	79661.21
P&D	General Uncommitted	279-737.101-522.748	FHUD-CDBG21	55000.00



CITY OF FLINT

P&D	General Uncommitted	279-737.101-963.000	FHUD-CDBG21	55000.00
P&D	General Uncommitted	279-737.101-522.748	FHUD-CDBG22	1.42
P&D	General Uncommitted	279-737.101-963.000	FHUD-CDBG22	1.42
P&D	General Uncommitted	279-737.101-522.748	FHUD-CDBG23	470425.69
P&D	General Uncommitted	279-737.101-963.000	FHUD-CDBG23	470425.69
			TOTAL	\$755,000

TO:

Dept.	Name of Account	Account Number	Grant Code	Amount
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-522.748	FHUD17CDBG	90132.00
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-963.000	FHUD17CDBG	90132.00
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-522.748	FHUD18CDBG	61875.00
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-963.000	FHUD18CDBG	61875.00
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-522.748	FHUD19CDBG	12724.68
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-963.000	FHUD19CDBG	12724.68
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-522.748	FHUD-CDBG20	79661.21
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-963.000	FHUD-CDBG20	79661.21
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-522.748	FHUD-CDBG21	55000.00
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-963.000	FHUD-CDBG21	55000.00
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-522.748	FHUD-CDBG22	1.42
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-963.000	FHUD-CDBG22	1.42
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-522.748	FHUD-CDBG23	470425.69
FIRE	FIRE CDBG UNCOMMITTED	279-737.160-963.000	FHUD-CDBG23	470425.69
			TOTAL	\$755,000

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

ACCOUNTING APPROVAL: Carissa Dotson

Date: February 28, 2023

FINANCE APPROVAL: Jane Mager
Jane Mager (Mar 2, 2023 11:53 EST)

Date: 03/01/2023

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) n/a

BUDGET YEAR 1



CITY OF FLINT

BUDGET YEAR 2

BUDGET YEAR 3

OTHER IMPLICATIONS (*i.e., collective bargaining*): N/A

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

DEPARTMENT HEAD SIGNATURE:

Suzanne Wilcox

Suzanne Wilcox, Director



RESOLUTION NO.: _____

PRESENTED: MAR - 8 2023

ADOPTED: _____

**Resolution Authorizing Change Order #3 to My Brother's Keeper of
Genesee County ESG-CV Contract 21-091 to Add \$30,000 in Admin Funds
for a New Total Contract Amount of \$333,307 and Extend the Term of the
Contract Until September 8, 2023**

BY THE CITY ADMINISTRATOR:

WHEREAS, The City of Flint is a recipient of Coronavirus Aid, Relief, and Economic Security (CARES) Act (P.L. 116-136) in the amount of \$2,441,943 for ESG. These funds must be used to prevent, prepare for, and respond to coronavirus among individuals and families who are homeless or receiving homeless assistance, and to support additional homeless assistance and homelessness prevention activities to mitigate the impacts created by coronavirus.

WHEREAS, At its meeting on August 10, 2021, the Flint City Council authorized allocations to several agencies, including \$167,210 to My Brother's Keeper for shelter operations and essential services. At its meeting on October 20, 2021, the Flint City Council authorized Change Order #1 in the amount of \$50,000 to My Brother's Keeper for shelter operations and essential services. Change Order #2 (Resolution #220224) authorized an additional \$86,097 for staff hazard pay, furniture for social distancing, HVAC upgrade and security cameras.

WHEREAS, My Brother's Keeper has indicated a need for additional funds. Staff is recommending an additional \$30,000.00 be awarded to My Brother's Keeper for staff costs.

WHEREAS, ESG-CV Admin funding is available to be allocated to eligible agencies/activities.

WHEREAS, Per the requirements of CPD Notice 21-08, issued July 19, 2021, by the U.S. Department of Housing and Urban Development, The Community and Economic Development Division will publish on the City's website, a notification of CARES Act Award to My Brother's Keeper and how funds will be used.




CITY OF FLINT

WHEREAS, Funding is available in the following accounts:

Dept.	Name of Account	Account Number	Grant Code	Amount
P&D	ESG Shelter Operations	282-733.000-531.000	FHUD-ESGCA	\$30,000
P&D	ESG Shelter Operations	282-733.000-801.000	FHUD-ESGCA	\$30,000


IT IS RESOLVED, That the appropriate City officials are authorized to do all things necessary to enter into Change Order #3 to Contract 21-091 with My Brother's Keeper of Genesee County to Add \$30,000 in Admin Funds for a New Total Contract Amount of \$333,307 and Extend the Term of the Contract Until September 8, 2023

APPROVED AS TO FORM:


William Kim (Feb 28, 2023 16:14 EST)

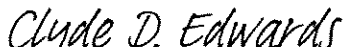
William Kim, City Attorney

APPROVED AS TO FINANCES:


Robert J.F. Widigan (Mar 1, 2023 11:23 EST)

Robert J.F. Widigan, Chief
Financial Officer

ADMINISTRATION:


Clyde D. Edwards (Mar 1, 2023 07:57 EST)

Clyde Edwards, City Administrator

CITY COUNCIL:



CITY OF FLINT

RESOLUTION STAFF REVIEW

February 14, 2023

AGENDA ITEM TITLE: Resolution Authorizing Change Order #3 to My Brother's Keeper of Genesee County CARES Contract 21-091 to Add \$30,000 in Admin Funds for a New Total Contract Amount of \$333,307 and Extend the Term of the Contract Until September 8, 2023

PREPARED BY: Department of Planning and Development – Community and Economic Development Division – K. L. Miller

VENDOR NAME: My Brother's Keeper

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The City of Flint is a recipient of Coronavirus Aid, Relief, and Economic Security (CARES) Act (P.L. 116-136) in the amount of \$2,441,943 for Emergency Solutions Grant funding (ESG). These funds must be used to prevent, prepare for, and respond to coronavirus among individuals and families who are homeless or receiving homeless assistance, and to support additional homeless assistance and homelessness prevention activities to mitigate the impacts created by coronavirus.

At its meeting on August 10, 2021, the Flint City Council authorized allocations to several agencies (Resolution #210368.1), including \$167,210 to My Brother's Keeper for shelter operations and essential services. This same resolution allocated \$1,372,539 in shelter operations, with agencies to be identified later. At its meeting on October 20, 2021, the Flint City Council authorized Change Order #1 (Resolution #210519) in the amount of \$50,000 to My Brother's Keeper for shelter operations and essential services. The City has been working with shelter agencies to identify uses for these funds and My Brother's Keeper has indicated a need for additional funds. Change Order #2 (Resolution #220224) authorized an additional \$86,097 for staff hazard pay, furniture for social distancing, HVAC upgrade and security cameras. Staff is recommending an additional \$30,000 in admin funds be awarded to My Brother's Keeper of Genesee County, Inc for staff costs and to extend the term of the contract until September 8, 2023.

Per the requirements of CPD Notice 21-08, issued July 19, 2021, by the U.S. Department of Housing and Urban Development, the City has published on its website, on the Community and Economic Development page, how it is using its ESG-CV funds.

FINANCIAL IMPLICATIONS: Funds for this purpose are reserved to provide services to the homeless population in Flint and serve to prevent, prepare for or respond to coronavirus. Funds determined to be ineligible, paid and drawn, must be repaid using general fund dollars.



CITY OF FLINT

BUDGETED EXPENDITURE? YES ☐ NO ☐ IF NO, PLEASE EXPLAIN: N/A

Dept.	Name of Account	Account Number	Grant Code	Amount
P&D	My Brother's Keeper	282-733.000-531.000	FHUD-ESGCA	\$30,000
P&D	My Brother's Keeper	282-733.000-801.000	FHUD-ESGCA	\$30,000

PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO: 230006732

ACCOUNTING APPROVAL: *Carissa Dotson*

Date: 2/28/23

FINANCE APPROVAL: *Jan Mager* Date: 03/01/2023
Jan Mager (Mar 1 2023 11:52 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) n/a

BUDGET YEAR 1

BUDGET YEAR 2

BUDGET YEAR 3

OTHER IMPLICATIONS (i.e., collective bargaining): N/A

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

DEPARTMENT HEAD SIGNATURE:

Suzanne Wilcox

Suzanne Wilcox, Director



CITY OF FLINT

230069

RESOLUTION NO.: _____

PRESENTED: MAR - 8 2023

ADOPTED: _____

**Resolution to Reprogram Unspent Community Development Block Grant (CDBG) Funds and
Enter into an Agreement with the Flint Fire Department in the Amount of \$100,000
to Purchase Fire Protective Equipment for Flint Firefighters**

BY THE CITY ADMINISTRATOR:

WHEREAS, the Flint Fire Department has an urgent need purchase additional turnout gear for its Flint firefighters; and

WHEREAS, The Department of Planning and Development, CED Division has Identified \$100,000 In unspent Community Development Block Grant (CDBG) funds that are available for reprogramming immediately; and

WHEREAS, The Planning and Development Department requests to reprogram \$100,000 to the Flint Fire Department for purchase of fire protective equipment; and

WHEREAS, Funds are available in the below revenue and expenditure accounts; and

From:

Dept.	Name of Account	Account Number	Grant Code	Amount
P&D	General Uncommitted	279-737.101-522.748	FHUD-CDBG23	100,000.00
P&D	General Uncommitted	279-737.101-963.000	FHUD-CDBG23	100,000.00
			TOTAL	\$100,000.00

WHEREAS, Funds will be made available in the below Flint Fire Department revenue and expenditure accounts;

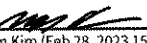
Dept.	Name of Account	Account Number	Grant Code	Amount
FIRE	Fire CDBG Uncommitted	279-737.160-522.748	FHUD-CDBG23	100,000.00
FIRE	Fire CDBG Uncommitted	279-737.160-963.000	FHUD-CDBG23	100,000.00
			TOTAL	\$100,000.00



CITY OF FLINT

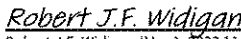
IT IS RESOLVED, That the appropriate City officials are authorized to do all things necessary to reprogram CDBG funds in the amount of \$100,000, to process necessary budget amendments making funds available to the appropriate departments and accounts as identified above, and to enter into a contract with the Flint Fire Department in the amount of \$100,000 for the purchase of fire protective equipment.

APPROVED AS TO FORM:


William Kim (Feb 28, 2023 15:51 EST)

William Kim, City Attorney

APPROVED AS TO FINANCES:


Robert J.F. Widigan (Mar 1, 2023 11:24 EST)

Robert J.F. Widigan, Chief
Financial Officer

ADMINISTRATION:


CLYDE D EDWARDS (Mar 1, 2023 07:56 EST)

Clyde Edwards, City Administrator

CITY COUNCIL:



CITY OF FLINT

RESOLUTION STAFF REVIEW

February 28, 2023

AGENDA ITEM TITLE: Resolution to Reprogram Unspent Community Development Block Grant (CDBG) Funds and Enter into an Agreement with the Flint Fire Department in the Amount of \$100,000 to Purchase Fire Protective Equipment for Flint Firefighters

PREPARED BY: Suzanne Wilcox, Director, Department of Planning and Development

VENDOR NAME: Flint Fire Department

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The City has an urgent need to purchase additional turnout gear as well as other fire protective equipment for its Flint firefighters. CED also needs to expend CDBG funds quickly and has identified \$75,000 in CDBG funds that are available for reprogramming. The City proposes to reallocate these funds to the Flint Fire Department for purchase of firefighter turnout gear, AEDs, and thermal cameras; equipment that will help protect firefighters. The Flint Fire Department has a vendor (Municipal Emergency Services) through which this equipment is available and has already approved a separate purchase in the amount of \$100,000, so an additional resolution is necessary to authorize these expenditures. This resolution makes CDBG funds available for the Flint Fire Dept to purchase this equipment.

FINANCIAL IMPLICATIONS: Utilizing CDBG funds to purchase fire protective equipment will free up other FFD funds for necessary activities and allow the City to expend its CDBG funds on an eligible activity that can spend funds quickly.

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

Upon Adoption BA will be completed to move from CED accounts to FFD specific accounts.

FROM:

Dept.	Name of Account	Account Number	Grant Code	Amount
P&D	General Uncommitted	279-737.101-522.748	FHUD-CDBG23	100,000.00
P&D	General Uncommitted	279-737.101-963.000	FHUD-CDBG23	100,000.00
			TOTAL	\$100,000.00



CITY OF FLINT

TO:

Dept.	Name of Account	Account Number	Grant Code	Amount
FIRE	Fire CDBG Uncommitted	279-737.160-522.748	FHUD-CDBG23	100,000.00
FIRE	Fire CDBG Uncommitted	279-737.160-963.000	FHUD-CDBG23	100,000.00
			TOTAL	\$100,000.00

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

ACCOUNTING APPROVAL: Carissa Dotson

Date: February 28, 2023

FINANCE APPROVAL: Jane Mager
Jane Mager (Mar 1, 2023 11:52 EST)

Date: 03/01/2023

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) n/a

BUDGET YEAR 1

BUDGET YEAR 2

BUDGET YEAR 3

OTHER IMPLICATIONS (i.e., collective bargaining): N/A

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

DEPARTMENT HEAD SIGNATURE:

Suzanne Wilcox

Suzanne Wilcox, Director



RESOLUTION NO.: _____

PRESENTED: _____ MAR - 8 2023

ADOPTED: _____

**Resolution Authorizing Change Order #1 to Carriage Town Ministries
CARES Contract 22-003 to Add \$97,000.00 for a New Total Contract
Amount of \$186,595.00 and Extend Term of the Contract Until of
September 8, 2023**

BY THE CITY ADMINISTRATOR:

WHEREAS, The City of Flint is a recipient of Coronavirus Aid, Relief, and Economic Security (CARES) Act (P.L. 116-136) in the amount of \$2,441,943.00 for ESG. These funds must be used to prevent, prepare for, and respond to coronavirus among individuals and families who are homeless or receiving homeless assistance, and to support additional homeless assistance and homelessness prevention activities to mitigate the impacts created by coronavirus.

WHEREAS, At its meeting on May 9, 2022, the Flint City Council authorized an allocation (Resolution #220178) of \$87,595 to Carriage Town Ministries for shelter operations and essential services.

WHEREAS, Carriage Town Ministries has indicated a need for additional funds. Staff is recommending an additional \$97,000 be awarded to Carriage Town Ministries for a facility generator.

WHEREAS, ESG-CV Shelter operations funding is available to be allocated to eligible agencies/activities.

WHEREAS, Per the requirements of CPD Notice 21-08, issued July 19, 2021, by the U.S. Department of Housing and Urban Development, The Community and Economic Development Division will publish on the City's website, a notification of CARES Act Award to My Brother's Keeper and how funds will be used.




CITY OF FLINT

WHEREAS, Funding is available in the following accounts:

Dept.	Name of Account	Account Number	Grant Code	Amount
P&D	ESG Shelter Operations	282-733.101-531.000	FHUD-ESGCA	\$97,000.00
P&D	ESG Shelter Operations	282-733.101-963.000	FHUD-ESGCA	\$97,000.00


IT IS RESOLVED, That the appropriate City officials are authorized to do all things necessary to enter into Change Order #1 to Contract 22-003 with Carriage Town Ministries to Add \$97,000.00 for a New Total Contract Amount of \$186,595.00 and Extend Term of the Contract Until of September 8, 2023

APPROVED AS TO FORM:


William Kim (Feb 27, 2023 16:56 EST)

William Kim, Chief Attorney

APPROVED AS TO FINANCES:


Robert J.F. Widigan (Feb 28, 2023 16:00 EST)

Robert J.F. Widigan, Chief
Financial Officer

ADMINISTRATION:


CLYDE D EDWARDS (Mar 1, 2023 07:58 EST)

Clyde Edwards, City Administrator

CITY COUNCIL:

Allie Herkenroder, City Council President



CITY OF FLINT

RESOLUTION STAFF REVIEW

February 14, 2023

AGENDA ITEM TITLE: Resolution Authorizing Change Order #1 to Carriage Town Ministries CDBG – CARES ACT Contract 22-003 to Add \$97,000.00 for a New Total Contract Amount of \$186,595.00 and Extend Term of the Contract Until of September 8, 2023

PREPARED BY: Department of Planning and Development – Community and Economic Development Division – K. L. Miller

VENDOR NAME: Carriage Town Ministries

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The City of Flint is a recipient of Coronavirus Aid, Relief, and Economic Security (CARES) Act (P.L. 116-136) in the amount of \$2,441,943 for Emergency Solutions Grant funding (ESG). These funds must be used to prevent, prepare for, and respond to coronavirus among individuals and families who are homeless or receiving homeless assistance, and to support additional homeless assistance and homelessness prevention activities to mitigate the impacts created by coronavirus.

At its meeting on May 9, 2022, the Flint City Council authorized an allocation (Resolution #220178) of \$87,595 to Carriage Town Ministries for shelter operations and essential services. At its meeting on August 10, 2021, resolution 210368.1 allocated \$1,372,539 in shelter operations, with agencies to be identified later. The City has been working with shelter agencies to identify uses for these funds and Carriage Town Ministries has indicated a need for additional funds. Staff is recommending an additional \$97,000 be awarded to Carriage Town Ministries for a facility generator.

Per the requirements of CPD Notice 21-08, issued July 19, 2021, by the U.S. Department of Housing and Urban Development, the City has published on its website, on the Community and Economic Development page, how it is using its ESG-CV funds.

FINANCIAL IMPLICATIONS: Funds for this purpose are reserved to provide services to the homeless population in Flint and serve to prevent, prepare for or respond to coronavirus. Funds determined to be ineligible, paid and drawn, must be repaid using general fund dollars.

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



CITY OF FLINT

*****Upon Adoption BA will be completed to move from uncommitted accounts to CTM specific accounts. *****

Dept.	Name of Account	Account Number	Grant Code	Amount
P&D	ESG Shelter Operations TBD	282-733.101-531.000	FHUD-ESGCA	\$97,000
P&D	ESG Shelter Operations TBD	282-733.101-963.000	FHUD-ESGCA	\$97,000
P&D	Carriage Town Ministries	282-733.302-531.000	FHUD-ESGCA	\$97,000
P&D	Carriage Town Ministries	282-733.302-805.101	FHUD-ESGCA	\$97,000

PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO: 230006757

ACCOUNTING APPROVAL: *Carissa Dotson*

Date: 2/15/23

FINANCE APPROVAL: *[Signature]* Date: 02/27/2023

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) n/a

BUDGET YEAR 1

BUDGET YEAR 2

BUDGET YEAR 3

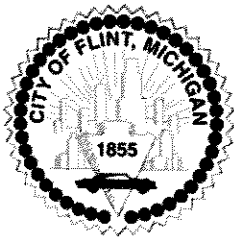
OTHER IMPLICATIONS (i.e., collective bargaining): N/A

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

DEPARTMENT HEAD SIGNATURE:

Suzanne Wilcox

Suzanne Wilcox, Director



RESOLUTION NO.:

230071

PRESENTED:

MAR - 8 2023

ADOPTED:

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO ONIX NETWORKING CORPORATION FOR GOOGLE WORKSPACE ENTERPRISE
SOFTWARE- CHANGE ORDER #1 FY2023**

WHEREAS, The Information Systems Division has utilized Onix Networking Corporation for providing Google Workspace licensing citywide. The licensing provides access to GMAIL, Google Applications and Google Workspace for city users.

WHEREAS, on August 8, 2022, City Council authorized the agreement renewal with Onix via Resolution #220325 for an amount not to exceed \$97,056.00 for FY23.


WHEREAS, The Information Systems Division is requesting an additional \$6,500.00 for Onix Networking Corporation to support the cost of additional users, as well as the archival for previous users needed for retention requirements.

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

Account Number	Account Name/ Grant Code	Amount
636-228.000-814.600	IT-Software	\$6,500.00
	FY2023 TOTAL	\$6,500.00

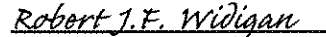
IT IS RESOLVED, that the Division of Purchases & Supplies is hereby authorized to issue a Purchase Order for FY23 (07/01/22-06/30/23) to Onix Networking Corporation in an amount not-to-exceed \$6,500.00 Google Workspace Licensing for an overall FY23 Grand Total not to exceed \$103,556.00.

APPROVED AS TO FORM:


William Kim (Feb 27, 2023 16:04 EST)

William Kim, City Attorney

APPROVED AS TO FINANCE:


Robert J.F. Widigan (Feb 28, 2023 15:59 EST)

Robert J.F Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:

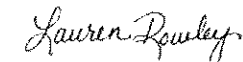

CLYDE D EDWARDS (Mar 1, 2023 07:55 EST)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:


Allie Herkenroder, City Council President

APPROVED AS TO PURCHASING:



Lauren Rowley, Purchasing Manager



CITY OF FLINT

STAFF REVIEW FORM

TODAY'S DATE: 02/22/23

BID/PROPOSAL# [REDACTED]

AGENDA ITEM TITLE: Google Workspace Enterprise Renewal

PREPARED BY Monique Cole, Information Technology
(Please type name and Department)

VENDOR NAME: Onix Networking Corporation

BACKGROUND/SUMMARY OF PROPOSED ACTION:

Google licensing has changed and they now charge for Archived User, as well as active users. Because of this, we are requesting additional funds to meet our projected license cost for the rest of FY23. Onix Networking is our Google software/licensing Vendor.

The current agreement with Onix Networking is set up for an annual renewal.

FINANCIAL IMPLICATIONS:

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

Dept.	Name of Account	Account Number	Grant Code	Amount
IT	Software	636-228.000-814.600		\$6,500.00
		FY23 GRAND TOTAL		\$6,500.00

PRE-ENCUMBERED? YES ☒ NO ☐ **REQUISITION NO:** 230006583

ACCOUNTING APPROVAL: _____ **Date:** _____

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 \$6,500.00



CITY OF FLINT

BUDGET YEAR 2

BUDGET YEAR 3

BUDGET YEAR 4

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

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

DEPARTMENT HEAD SIGNATURE:


JEFF KEEN, IT Director

Jeff Keen, IT Director
(PLEASE TYPE NAME, TITLE)

DEPARTMENT HEAD MUST SIGN



DATE: 2/21/2023 12:00:00 AM

SALES ORDER NUMBER: 00007512

ONIX CONTACT:

Eric Mansell

eric.mansell@onixnet.com

MI - City of Flint

Jeff Keen

(810) 766-7155 x2218

jkeen@cityofflint.com

DOMAIN: cityofflint.com

BILL TO ADDRESS: PO Box 246, Flint, MI, USA 48501

SHIP TO ADDRESS: 1101 S Saginaw St., Room 20, Flint, MI, USA 48501

SALES ORDER

PRODUCT SKU	DESCRIPTION	PRICE	QUANTITY	EXTENDED PRICE
GAPPS-ENT-STD-1USER-1MO	Google Workspace Enterprise Standard License, 1 user, 1 Month; Prorated 5 months to current term end: 7/2/2023	\$50.00	100	\$5,000.00
GAPPS-AU-ENT-STD-1USER-1MO	Google Workspace Archived User Enterprise Standard - 1MO; Prorated 5 months to current term end: 7/2/2023	\$10.00	150	\$1,500.00
		CURRENCY: USD	Total Due Now:	\$6,500.00
			Total:	\$6,500.00

ADDRESS PURCHASE ORDERS TO:

Onix Networking Corp.
1991 Crocker Road, Suite 600.
Westlake, OH 44145

DFAS: WInS (Web Invoicing System)

GSA Finance Electronic Invoicing System

Cage Code: 0ZZJ6

D&B Number: 80-7896121

Federal ID Number: 34-1729033

All prices are in US Dollars.

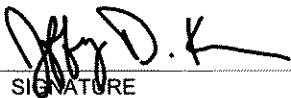
Payment terms are Net 30 days from receipt of product and/or beginning of maintenance or support. The sales order does not include sales taxes. If sales taxes are applicable to this order, they will be included on the invoice.

This Sales Order, and any resulting sale or contract, is subject to and incorporates by reference the Onix Customer Agreement for the Product SKU(s) listed above. The Terms govern customer's access to and use of these services and products and shall not be superseded by any terms contained in a purchase order or any other agreement, unless agreed to and signed by both parties.

Submission of an order to Onix Networking Corp. by returning this Sales Order with signature and by submitting an order to Onix Networking Corp. by any other means, including a purchase order, constitutes a non-cancelable purchase.

Onix Networking Corp. - Confidential Information

By signing this Sales Order, I acknowledge that I am authorized to execute this order on behalf of customer and have carefully read, understand and fully agree to the terms and conditions.


SIGNATURE

IT Director

TITLE

Jeffrey D. Keen

PRINT NAME

2/21/2023

DATE

RESOLUTION NO.: 220325PRESENTED: AUG - 3 2022ADOPTED: AUG - 8 2022

BY THE CITY ADMINISTRATOR:

RESOLUTION TO ONIX NETWORKING CORPORATION FOR GOOGLE WORKSPACE ENTERPRISE SOFTWARE

WHEREAS, The Information Systems Division has utilized Onix Networking Corporation for providing Google Workspace licensing citywide. The licensing provides access to GMAIL, Google Applications and Google Workspace for city users.

WHEREAS, The Information Systems Division is requesting the renewal of the current agreement with Onix Networking Corporation for FY 2023, term dates as 07/03/22-07/03/23.

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

Account Number	Account Name/ Grant Code	Amount
636-228.000-814.600	SOFTWARE	\$ 97,056.00
	FY 2023 GRAND TOTAL	\$ 97,056.00

IT IS RESOLVED, that the Appropriate City Officials, are hereby authorized to renew the contractual agreement with Onix Networking Corporation for FY23 (terms outlined as 07/03/22-07/03/23), in an overall amount not-to-exceed \$97,056.00.

APPROVED AS TO FORM:

Joanne Gurley
Joanne Gurley (Aug 24, 2022 10:27 EDT)

Joanne Gurley, City Attorney

APPROVED AS TO FINANCE:

Robert J.F. Widigan
Robert J.F. Widigan (Aug 25, 2022 09:31 EDT)

Robert J.F Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:

CLYDE D. EDWARDS
CLYDE D EDWARDS (Aug 23, 2022 12:43 EDT)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

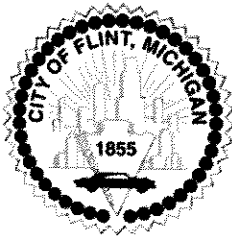
APPROVED BY
CITY COUNCIL

AUG - 8 2022

APPROVED AS TO PURCHASING:

Lauren Rowley

Lauren Rowley, Purchasing Manager



PROPOSAL #22000544

BY THE CITY ADMINISTRATOR:

RESOLUTION TO WEINSTEIN ELECTRIC COMPANY-CHANGE ORDER #2 FOR FY2023

WHEREAS, The Division of Purchases & Supplies solicited proposals for qualified electrician services needed for various city buildings and projects as needed by the Facilities Maintenance Division. Weinstein Electric, 213 W. 1st Avenue, Flint, MI was the sole responsive bidder for this proposal, and \$40,000.00 per year for each year for FY2022 and FY2023 was approved By City Council via Resolution #210356 on August 10, 2021.

WHEREAS, Due to numerous large improvement projects happening in various city facilities requiring electrical services, a change order for \$424,832.00 was requested by Facilities Maintenance and approved by City Council via Resolution #230034 on February 13, 2023.


WHEREAS, one of the projects mentioned above was for panic button installation around various City departments. The Resolution only covered labor for the installation of these panic buttons, and materials were not included in that cost. Facilities Maintenance is requesting Change Order # 2 in the amount of \$23,673.00 for FY23 to cover the cost of panic button materials and supplies.

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

Account Number	Account Name/ Grant Code	Amount
636-228.000-977.000	Data Processing Fund	\$23,673.00
	FY2023 TOTAL	\$23,673.00

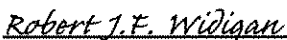
IT IS RESOLVED, that the Division of Purchases & Supplies is hereby authorized to issue an additional Purchase Order for FY23 (07/01/22-06/30/23) to Weinstein Electric Company in an amount not to exceed \$23,673.00 for materials and supplies needed for panic button installation, for an overall FY2023 grand total amount not to exceed \$448,505.00 for electrician services.

APPROVED AS TO FORM:


William Kim (Feb 27, 2023 15:02 EST)

William Kim, City Attorney

APPROVED AS TO FINANCE:


Robert J.F. Widigan (Feb 28, 2023 15:57 EST)

Robert J.F Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:


CLYDE D EDWARDS (Mar 1, 2023 07:54 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: February 22, 2023

BID/PROPOSAL# 22-544

AGENDA ITEM TITLE: panic buttons material

PREPARED BY Kathryn Neumann for Lee Osborne

VENDOR NAME: Weinstein Electric Company

BACKGROUND/SUMMARY OF PROPOSED ACTION:

On February 13, 2023, Weinstein Electric was approved for a purchase order by City Council to install wired panic buttons throughout departments in the City Hall complex. The resolution only covered the labor for installing, the material price was priced separately and was not included. The Maintenance Division is requesting a change order to add the purchase of the material so the panic buttons can get ordered and installed.

FINANCIAL IMPLICATIONS: There is money in the account listed below.

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

Dept.	Name of Account	Account Number	Grant Code	Amount
636	Data Processing Fund	228.000-9770.00		\$ 23,673.00
FY23 GRAND TOTAL				\$23,673.00

PRE-ENCUMBERED? YES ☒ NO ☐ **REQUISITION NO:** 230006789

ACCOUNTING APPROVAL: Kathryn Neumann
Kathryn Neumann (Feb 22, 2023 13:50 EST) **Date:** _____

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

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

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

DEPARTMENT HEAD SIGNATURE: Lee Osborne
Lee Osborne (Feb 22, 2023 14:56 EST)
Lee Osborne, Facilities Maintenance Operations Supervisor



213 West First Avenue • Flint, Michigan 48503
Tel. (810) 232-5934 • Fax (810) 232-3218

December 31, 2022

City of Flint
1101 East Fifth Street
Flint, Michigan 48502

Attention: Mr. Lee Osborne
Email/Fax: LOsborne@cityofflint.com

Subject: Proposal for Electrical Services • Material Only
City of Flint • City Hall
New Duress Smart System
310 East 5th Street
Flint, Michigan
Weinstein Electric Estimate No. 22-812

Ladies and Gentlemen:

Weinstein Electric is pleased to provide you with our proposal to furnish electrical services for the above-mentioned project. We have based our proposal on the following:

- Per site a visit with Mr. Lee Osborne of the City of Flint and Mr. Steven H. Cook of Weinstein Electric Company.

In addition to the item(s) listed above, the following notes summarize key elements that form the basis of our proposal and reflect our interpretation of the project specifications and requirements:

A. GENERAL NOTES AND CLARIFICATIONS

- Provide (20) new input modules, and (20) panic buttons being installed in the following (20) locations:
 - (1) The Blight Office
 - (1) The Ombudsman Office
 - (2) Planning and economic development office
 - (1) Planning Imagine Flint office
 - (1) Income Tax office
 - (1) Human Resources office
 - (1) Office across from Human resources
 - (1) Code enforcement
 - (1) Zoning office
 - (1) information desk at the Main entrance to City Hall
 - (4) Licensing Department
 - (1) Finance Department
 - (2) City council office
 - (2) Law/Legal department
 - Provide (20,000') #16/2 THHN wire
- Provide all necessary miscellaneous boxes, cable, couplings, conduit, fittings, supports, wire, etc. to complete the project

B. MATERIAL AND SERVICES EXCLUDED FROM OUR PROPOSAL

- Any and all overtime is excluded from our proposal, as the proposal is based on straight time services, Monday through Friday.

C. PRICING

Based on the aforementioned, the price of our proposal is as follows:

- MATERIAL ONLY TOTAL\$23,673.00

D. PAYMENT TERMS

Our terms are net 30 days.

Accounts 30 days and over will be subject to a finance charge of 1.5% per month, which is an annual percentage rate of 18.0% to be applied to the unpaid balance.

We reserve the right to assess the cumulative impact of change orders on this project.

Weinstein Electric appreciates the opportunity to provide you with this proposal and looks forward to continued involvement with your future projects. If you have any questions after you review the proposal or if we may be of further assistance, please feel free to contact our office at (810) 232-5934.

Sincerely,
WEINSTEIN ELECTRIC COMPANY



Steven H. Cook
Vice President



RESOLUTION NO.:

230034

PRESENTED:

FEB 08 2023

ADOPTED:

2/13/2023

PROPOSAL #22000544

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO WEINSTEIN ELECTRIC FOR ELECTRICAL SERVICES- CHANGE ORDER #1 FOR
FY2023**

WHEREAS, The Division of Purchases & Supplies solicited proposals for qualified electrician services needed for various city buildings and projects as-needed by the Facilities Maintenance Division. Weinstein Electric, 213 w. 1st Avenue, Flint, MI was the sole responsive bidder for this proposal, and \$40,000.00 per year for each year for FY2022 and FY2023 was approved by City Council via Resolution #210356 on August 10, 2021.

WHEREAS, Numerous ongoing projects are currently underway in various city facilities, requiring more electrical services needed than originally anticipated. Specific projects include but are not limited to, Brennan Center and Hasselbring upgrades, City Hall elevator upgrade, City Hall Panic Button installation, McKenzie Conference room lighting and electrical upgrades, electrical components to the gates at 12th Street yards, electricity improvements to a traffic engineering storage barn, Brivo key card additions, Audio/Visual upgrades to Brennan Senior Center and (ARPA Funded) and audio/visual upgrades to Hasselbring Community Center.

WHEREAS, the Facilities Maintenance Division is requesting an additional \$384,832.00 for Weinstein Electric FY2023 to fund these electrical projects.

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

Account Number	Account Name/ Grant Code	Amount
296-752.161-801.000	Other Grant Fund/PCSM-HSC122	\$55,881.00
296-752.121-801.000	Other Grant Fund/PCSM-BSC122	\$121,987.00
444-230.200-976.000	Public Improvement Fund	48,167.00
444-230.200-976.000	Public Improvement Fund	4,920.00
636-228.000-977.000	Data processing Fund	\$23,657.00
101-230.000-801.000	Professional Services	\$30,000.00
202-449.201-801.000	Professional Services	\$1,908.06
101-230.200-801.000	Professional Services	\$1,965.88
661-229.222-956.000	Misc. Expense	\$1,908.06
202-449.201-801.000	Professional Services	\$12,117.00
661-229.000-956.000	Misc. Expense	\$2,249.50
202-449.201-801.000	Professional Services	\$2,249.50
*287-752.120-801.000	Professional Services/CC FUSDT- CSLFRF	\$43,422.00
*296-752.161-801.000	Professional Services/PCSM-HSC122	\$34,400.00
	FY2023 TOTAL	\$384,832.00



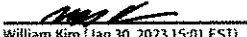
RESOLUTION NO.: _____

PRESENTED: _____

ADOPTED: _____

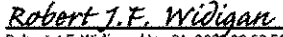
IT IS RESOLVED, that the Division of Purchases & Supplies is hereby authorized to issue Purchase Orders for FY23 (07/01/22-06/30/23) to Weinstein Electric for various qualified electrician services in an amount not-to-exceed \$384,832.00 for an overall FY2023 Grand total not to exceed \$424,832.00.

APPROVED AS TO FORM:


William Kim (Jan 30, 2023 15:01 EST)


William Kim, City Attorney

APPROVED AS TO FINANCE:


Robert J.F. Widigan (Jan 31, 2023 08:53 EST)

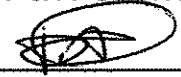
Robert J.F Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:

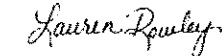

CLYDE D EDWARDS (Feb 1, 2023 13:30 EST)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:



APPROVED AS TO PURCHASING:



Lauren Rowley, Purchasing Manager



RESOLUTION NO.:

230073

PRESENTED:

MAR - 8 2023

ADOPTED:

BY THE CITY ADMINISTRATOR:

RESOLUTION TO HALT FIRE, INC. FOR QUINT FIRE APPARATUS

WHEREAS, The Division of Purchases and Supplies has utilized the Sourcwell cooperative purchasing platform to complete a two-tier competitively solicited quotation process for the procurement of a Quint Fire Apparatus with a 75' ladder on behalf of the City of Flint Fleet Services and Fire Department.

WHEREAS, Halt Fire, Inc., 50168 W. Pontiac Trail, Wixom, MI 48393 is a Sourcwell awarded dealer of Pierce Manufacturing fire apparatus who was responsive to the City's request for quotations and has a history of excellent service to the City. Upon the Fire Department and Fleet's evaluation of the quote, this apparatus has the most immediate availability and has a number of features preferred by the Fire Department.


WHEREAS, this apparatus has immediate availability on a first-come, first-served basis. Therefore, Fleet Services is recommending a Purchase Order be issued to Halt Fire, Inc. in an amount not-to-exceed \$1,082,831.00 for this Quint Fire Apparatus.

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

Account Number	Account Name/ Grant Code	Amount
661-229.000-977.500	VEHICLES	\$1,082,831.00
	FY2023 TOTAL	\$1,082,831.00

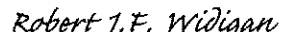
IT IS RESOLVED, that the Division of Purchases & Supplies is hereby authorized to issue a Purchase Order to Halt Fire, Inc. for the purchase of a Quint Fire Apparatus for FY23 (07/01/22-06/30/23) in an amount not-to-exceed \$1,082,831.00.

APPROVED AS TO FORM:


William Kim (Feb 27, 2023 20:23 EST)

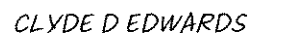
William Kim, City Attorney

APPROVED AS TO FINANCE:


Robert J.F. Widigan (Feb 28, 2023 16:34 EST)

Robert J.F Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:

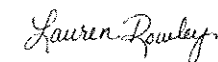

CLYDE D EDWARDS (Mar 1, 2023 07:52 EST)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:


Allie Herkenroder, City Council President

APPROVED AS TO PURCHASING:



Lauren Rowley, Purchasing Manager



CITY OF FLINT

STAFF REVIEW FORM

TODAY'S DATE: 2/23/2023

BID/PROPOSAL#

AGENDA ITEM TITLE: Fire Apparatus - Quint

PREPARED BY Aaron Cottrell, Fleet Services
(Please type name and Department)

VENDOR NAME: Halt Fire, Inc.

BACKGROUND/SUMMARY OF PROPOSED ACTION:

After evaluation and discussion with the Flint Fire Department, Fleet Services is recommending a Purchase Order be issued with Halt Fire, Inc. in the amount of \$1,082,831.00 for the purchase of a Pierce Saber Custom Chassis fire apparatus commonly known as a "quint" with a 75' ladder. This selection was made based on the following criteria:

Availability | Service History | Price

This apparatus is currently on loan to the Appleton Fire School and will be available in August 2023. The apparatus has many features preferred by the Fire Department, and the vendor has a history of exemplary service with the City of Flint. New orders through manufacturers for this apparatus type are averaging 30-36 months for completion.

Halt Fire, Inc. is a Wixom, Michigan-based dealer that also provides OEM parts, maintenance, and repairs if necessary.

FINANCIAL IMPLICATIONS: \$1,082,831.00

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

Dept.	Name of Account	Account Number	Grant Code	Amount
3331	Vehicle	661-229.000-977.500		\$1,082,831.00
		FY23 GRAND TOTAL		\$1,082,831.00

PRE-ENCUMBERED? YES ☒ NO ☐ **REQUISITION NO:** 230006783



CITY OF FLINT

ACCOUNTING APPROVAL: Aaron Cottrell Date: February 23, 2023

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 \$1,082,831.00

BUDGET YEAR 2 \$

BUDGET YEAR 3 \$

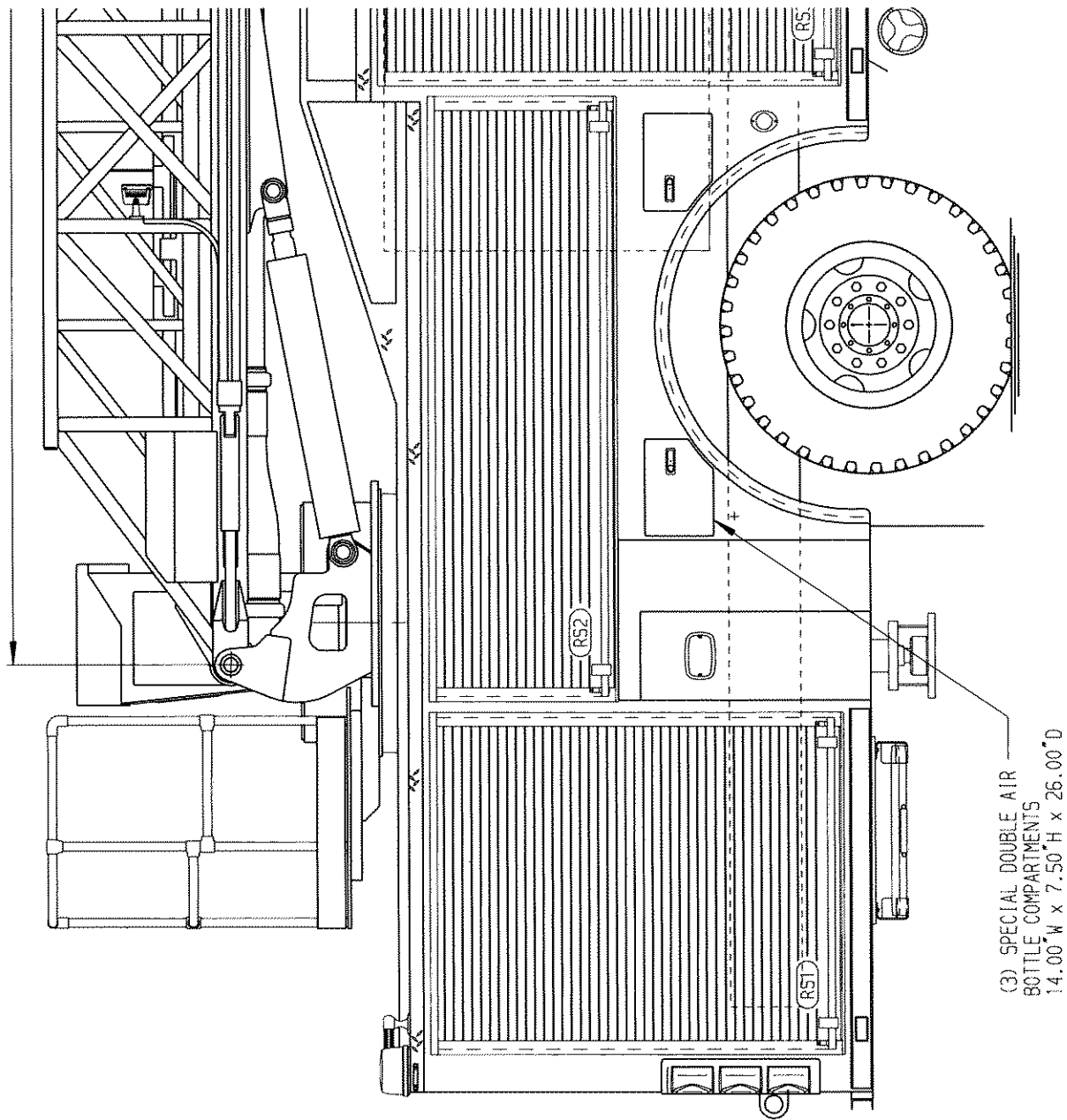
OTHER IMPLICATIONS (i.e., collective bargaining):

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

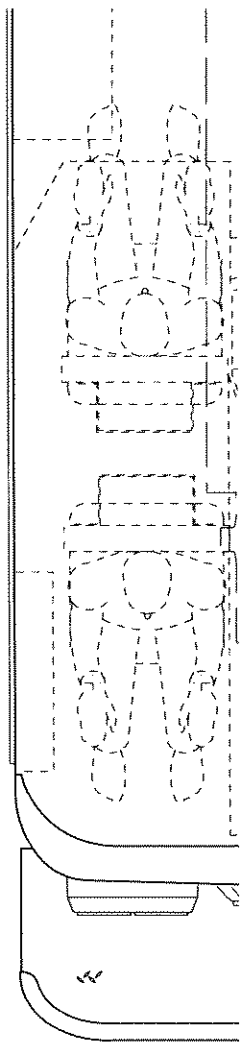
DEPARTMENT HEAD SIGNATURE: Aaron Cottrell
Aaron Cottrell (Feb 27, 2023 19:34 EST)

(Aaron R. Cottrell, Fleet Administrator)

DEPARTMENT HEAD MUST SIGN



(3) SPECIAL DOUBLE AIR
BOTTLE COMPARTMENTS
14.00" W x 7.50" H x 26.00" D



From: tlilley@haltfire.net
To: [AARON COTTRELL](#)
Subject: 75" ladder pricing
Date: Wednesday, February 22, 2023 1:41:03 PM
Attachments: [37236 saber 75 HAL quint ppr customer copy AB 022223.pdf](#)
[37236 Saber 75 HAL Quint specs AB 022223.pdf](#)
[37236 stock unit photo book.pdf](#)
[37236AD.pdf](#)

Aaron,

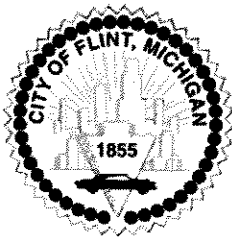
Here are the files for stock unit #37236. This is a Saber 75' quint and has a tentative availability of August 2023. Vehicle is priced at \$1,082,831.00 per the enclosed files and includes:

- One (1) inspection trip for three (3) people to Appleton
- Delivery back to Michigan
- Post delivery inspection
- Three (3) new chassis training sessions
- Three (3) aerial training sessions
- Sourcewell consortium fee

Lettering allowance option: A lettering allowance of \$6000 can be added to proposed vehicle.

All stock units are sold on a "First come, First serve" basis and can be sold at any time. Only a customer purchase order or a signed contract agreement will hold the vehicle. Any conditions that state "pending or subject to approval" will not be accepted.

Ted Lilley
Sales Representative
Halt Fire, Inc.
248.830.8893
TLilley@HaltFire.net



RESOLUTION NO.:

230074

PRESENTED:

MAR - 8 2023

ADOPTED:

BY THE CITY ADMINISTRATOR:

RESOLUTION TO HALT FIRE, INC. FOR HEAVY RESCUE FIRE APPARATUS

WHEREAS, The Division of Purchases and Supplies has utilized the Sourcwell cooperative purchasing platform to complete a two-tier competitively solicited quotation process for the procurement of a 33' Non Walk-in Heavy Rescue Fire Apparatus on behalf of the City of Flint Fleet Services and Fire Department.

WHEREAS, Halt Fire, Inc., 50168 W. Pontiac Trail, Wixom, MI 48393 is a Sourcwell awarded dealer of Pierce Manufacturing fire apparatus who was responsive to the City's request for quotations and has a history of excellent service to the City. Upon the Fire Department and Fleet's evaluation of the quote, this apparatus has the most immediate availability and has a number of features preferred by the Fire Department.

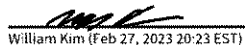
WHEREAS, this apparatus has immediate availability on a first-come, first-served basis. Therefore, Fleet Services is recommending a Purchase Order be issued to Halt Fire, Inc. in an amount not-to-exceed \$818,580.00 for this Non Walk-in Heavy Rescue Fire Apparatus.

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

Account Number	Account Name/ Grant Code	Amount
661-229.000-977.500	VEHICLES	\$818,580.00
	FY2023 TOTAL	\$818,580.00

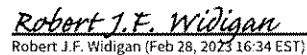
IT IS RESOLVED, that the Division of Purchases & Supplies is hereby authorized to issue a Purchase Order to Halt Fire, Inc. for the purchase of a Heavy Rescue Fire Apparatus for FY23 (07/01/22-06/30/23) in an amount not-to-exceed \$818,580.00.

APPROVED AS TO FORM:


William Kim (Feb 27, 2023 20:23 EST)

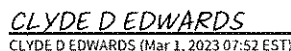
William Kim, City Attorney

APPROVED AS TO FINANCE:


Robert J.F. Widigan (Feb 28, 2023 16:34 EST)

Robert J.F Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:


CLYDE D EDWARDS (Mar 1, 2023 07:52 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

STAFF REVIEW FORM

TODAY'S DATE: 2/23/2023

BID/PROPOSAL#

AGENDA ITEM TITLE: Special Service Fire Apparatus – Rescue (Non Walk-In)

PREPARED BY Aaron Cottrell, Fleet Services
(Please type name and Department)

VENDOR NAME: Halt Fire, Inc.

BACKGROUND/SUMMARY OF PROPOSED ACTION:

After evaluation and discussion with the Flint Fire Department, Fleet Services is recommending a Purchase Order be issued with Halt Fire, Inc. in the amount of \$818,580.00 for the purchase of a Pierce Saber Custom Chassis fire apparatus commonly known as a "Non Walk-in Heavy Rescue". This selection was made based on the following criteria:

Availability | Service History | Features | Price

This apparatus is currently scheduled for completion in July 2023. The apparatus has many features preferred by the Fire Department, and the vendor has a history of exemplary service with the City of Flint. New orders through manufacturers for this type of apparatus are averaging 30-36 months for completion.

Halt Fire, Inc. is a Wixom, Michigan-based dealer that also provides OEM parts, maintenance, and repairs if necessary.

FINANCIAL IMPLICATIONS: \$818,580.00

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

Dept.	Name of Account	Account Number	Grant Code	Amount
3331	Vehicle	661-229.000-977.500		\$818,580.00
		FY23 GRAND TOTAL		\$818,580.00

PRE-ENCUMBERED? YES ☒ NO ☐ **REQUISITION NO:** 230006785

ACCOUNTING APPROVAL: Aaron Cottrell **Date:** February 23, 2023



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 \$818,580.00

BUDGET YEAR 2 \$

BUDGET YEAR 3 \$

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

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

DEPARTMENT HEAD SIGNATURE: 
Aaron Cottrell (Feb 27, 2023 19:41 EST)

(Aaron R. Cottrell, Fleet Administrator)

DEPARTMENT HEAD MUST SIGN

From: tlilley@haltfire.net
To: [AARON COTTRELL](#)
Subject: Heavy Rescue Sourcewell pricing
Date: Wednesday, February 22, 2023 1:38:04 PM
Attachments: [39703 saber NWI rescue ppr customer copy AB 022223.pdf](#)
[39703 saber NWI rescue specs AB 022223.pdf](#)
[221104 39703 AD.pdf](#)

Aaron,

Here are the files for stock unit #39703. This is a Saber non walkin rescue and has a tentative completion date of July 2023. Vehicle is priced at \$818,580.00 per the enclosed files and includes:

- One (1) inspection trip for three (3) people to Florida
- Delivery back to Michigan
- Post delivery inspection
- Three (3) new chassis training sessions
- Sourcewell consortium fee

Lettering allowance option: A lettering allowance of \$6000 can be added to proposed vehicle.

All stock units are sold on a "First come, First serve" basis and can be sold at any time. Only a customer purchase order or a signed contract agreement will hold the vehicle. Any conditions that state " pending or subject to approval" will not be accepted.

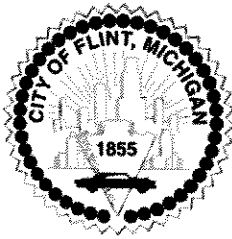
Ted Lilley

Sales Representative

Halt Fire, Inc.

248.830.8893

TLilley@HaltFire.net



RESOLUTION NO.:

230075

PRESENTED:

MAR - 8 2023

ADOPTED:

BY THE CITY ADMINISTRATOR:

RESOLUTION TO HALT FIRE, INC. FOR PUMPER FIRE APPARATUS

WHEREAS, The Division of Purchases and Supplies has utilized the Sourcwell cooperative purchasing platform to complete a two-tier competitively solicited quotation process for the procurement of a Pumper Fire Apparatus on behalf of the City of Flint Fleet Services and Fire Department.

WHEREAS, Halt Fire, Inc., 50168 W. Pontiac Trail, Wixom, MI 48393 is a Sourcwell awarded dealer of Pierce Manufacturing fire apparatus who was responsive to the City's request for quotations and has a history of excellent service to the City. Upon the Fire Department and Fleet's evaluation of the quote, this stock apparatus has the most immediate availability and will have a number of features preferred by the Fire Department.


WHEREAS, these stock apparatuses have immediate availability on a first-come, first-served basis. Therefore, Fleet Services is recommending a Purchase Order be issued to Halt Fire, Inc. in an amount not-to-exceed \$690,000.00 for a Pumper Fire Apparatus.

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

Account Number	Account Name/ Grant Code	Amount
661-229.000-977.500	VEHICLES	\$690,000.00
	FY2023 TOTAL	\$690,000.00

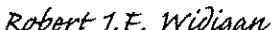
IT IS RESOLVED, that the Division of Purchases & Supplies is hereby authorized to issue a Purchase Order to Halt Fire, Inc. for the purchase of a Pumper Fire Apparatus for FY23 (07/01/22-06/30/23) in an amount not-to-exceed \$690,000.00.

APPROVED AS TO FORM:


William Kim (Feb 27, 2023 20:23 EST)

William Kim, City Attorney

APPROVED AS TO FINANCE:


Robert J.F. Widigan (Feb 28, 2023 16:33 EST)

Robert J.F. Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:


CLYDE D EDWARDS (Mar 1, 2023 07:52 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

STAFF REVIEW FORM

TODAY'S DATE: 2/23/2023

BID/PROPOSAL#

AGENDA ITEM TITLE: Fire Apparatus - Pumper

PREPARED BY Aaron Cottrell, Fleet Services
(Please type name and Department)

VENDOR NAME: Halt Fire, Inc.

BACKGROUND/SUMMARY OF PROPOSED ACTION:

After evaluation and discussion with the Flint Fire Department, Fleet Services is recommending a Purchase Order be issued with Halt Fire, Inc. in the amount of \$690,000.00 for the purchase of a Pierce Saber Custom Chassis fire apparatus commonly known as a "Pumper". This selection was made based on the following criteria:

Availability | Service History | Price

This apparatus is currently scheduled for completion in August 2023. The apparatus has many features preferred by the Fire Department, and the vendor has a history of exemplary service with the City of Flint. New orders through manufacturers for this type of apparatus are averaging 14-24 months for completion.

Halt Fire, Inc. is a Wixom, Michigan-based dealer that also provides OEM parts, maintenance, and repairs if necessary.

FINANCIAL IMPLICATIONS: \$690,000.00

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

Dept.	Name of Account	Account Number	Grant Code	Amount
3331	Vehicle	661-229.000-977.500		\$690,000.00
		FY23 GRAND TOTAL		\$690,000.00

PRE-ENCUMBERED? YES ☒ NO ☐ **REQUISITION NO:** 230006784

ACCOUNTING APPROVAL: Aaron Cottrell **Date:** February 23, 2023



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 \$690,000.00

BUDGET YEAR 2 \$

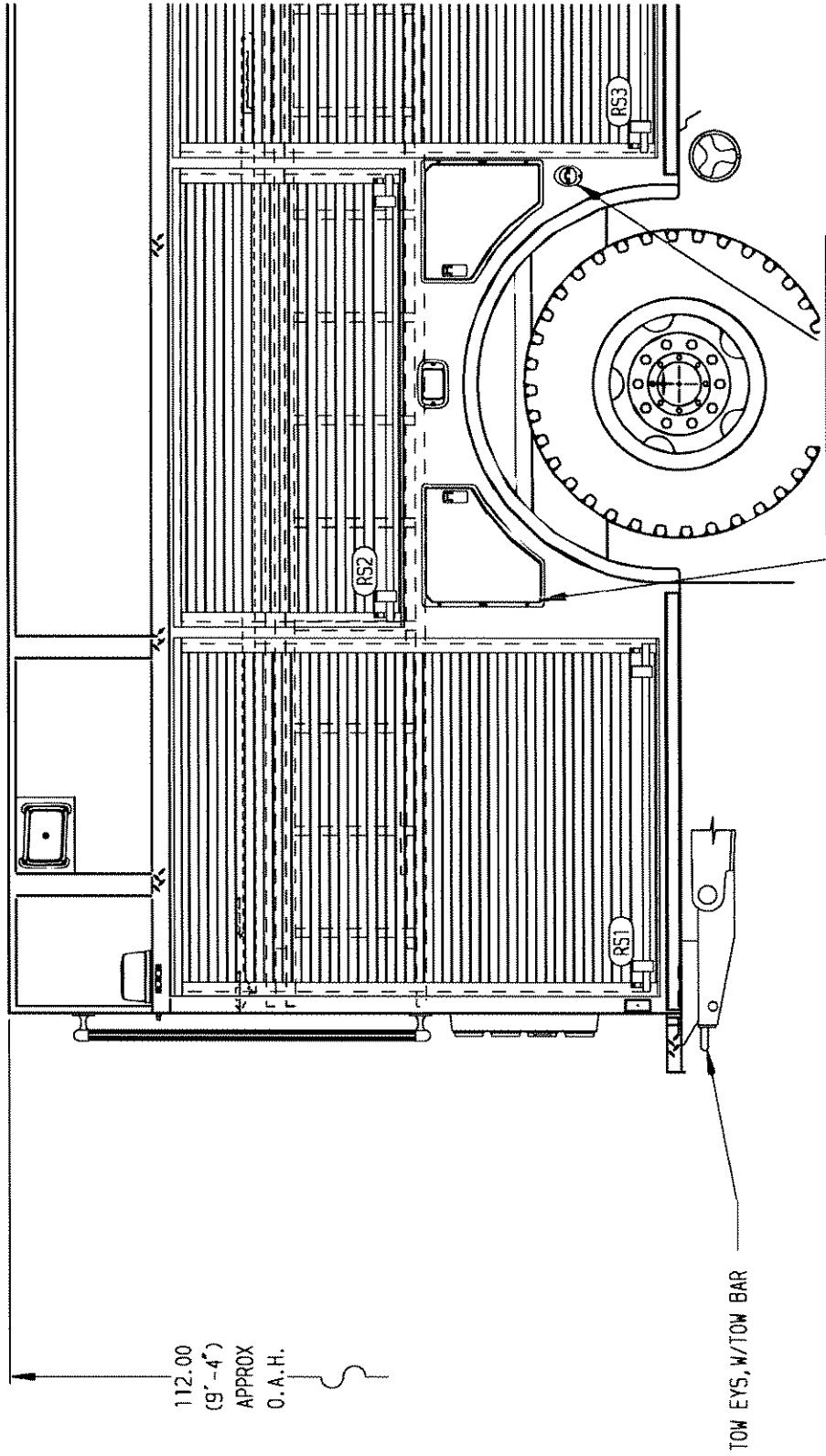
BUDGET YEAR 3 \$

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

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

DEPARTMENT HEAD SIGNATURE: 
Aaron Cottrell (Feb 27, 2023 19:48 EST)
(Aaron R. Cottrell, Fleet Administrator)

DEPARTMENT HEAD MUST SIGN



(2) TRIPLE AIR BOTTLE COMPARTMENTS
WITH STAINLESS STEEL DOORS

(1) WELDON 9186-8580-29
L.E.D. DIRECTIONAL/MARKER
LIGHT EACH SIDE

PROVISIONS FOR HUSKY 3
FOAM SYSTEM

(1) FRP L.E.D. FLOODLIGHTS

From: tlilley@haltfire.net
Sent: Wednesday, February 22, 2023 1:57 PM
To: AARON COTTRELL
Subject: Stock pumper for March

Aaron,

The cryptic messages coming out of Pierce indicate that “we should have a similar unit next month”. As I mentioned, they aren’t supposed to put out any information until the units are publicly advertised.

Based on this, I would expect the truck to have similar options but could have more. After speaking with our in-house sales coordinator, I would suggest that you budget \$690,000. If the next truck is very similar, you’ll look like a hero to the city council. If it’s outfitted with more options, you should still be covered.

I hope this helps.

Ted

Ted Lilley
Sales Representative
Halt Fire, Inc.
248.830.8893
TLilley@HaltFire.net

230077



RESOLUTION NO.: _____

PRESENTED: MAR - 8 2023

ADOPTED: _____

**RESOLUTION TO RENAME WEST BOULEVARD PARK TO ST. JOHN STREET
NEIGHBORHOOD MEMORIAL PARK**

BY THE CITY ADMINISTRATOR:

WHEREAS, the City of Flint owns park property situated between West Boulevard Drive and the Flint River that is currently called West Boulevard Park; and


WHEREAS, there is strong interest from the community, and there is a developed plan to use this park property for the purposes of a memorial park; and

WHEREAS, the City has previously allocated funding by way of resolution for the purpose of establishing a memorial park at the location; and

WHEREAS, the City is the landowner, and the parcels are not deed restricted in a way that would prevent this name change; therefore

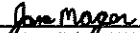
IT IS RESOLVED that the appropriate City officials are authorized to do all things necessary to rename West Boulevard Park to St. John Street Neighborhood Memorial Park.

APPROVED AS TO FORM:


William Kim (Feb 27, 2023 16:06 EST)

William Kim, City Attorney

APPROVED AS TO FINANCE:


Jane Mager (Feb 27, 2023 16:19 EST)

Jane Mager, Deputy CFO

ADMINISTRATION:


CLYDE D EDWARDS (Feb 28, 2023 11:40 EST)

Clyde Edwards, City Administrator

CITY COUNCIL:

Allie Herkenroder, President



TODAY'S DATE: February 27, 2023

BID/PROPOSAL# N/A

AGENDA ITEM TITLE: RESOLUTION TO RENAME WEST BOULEVARD PARK TO ST. JOHN STREET NEIGHBORHOOD MEMORIAL PARK

PREPARED BY: Roy Lash, Planning and Development Dept., 810.766.7426 x3009

VENDOR NAME:

BACKGROUND/SUMMARY OF PROPOSED ACTION:

There is strong interest from the community to rename this park and create a memorial park called St. John Street Neighborhood Memorial Park. The City has worked with neighborhood groups to develop an improvement plan for this project, and have already allocated funding for improvements to this property for this purpose.

The city is the current landowner, and the parcels are not deed restricted regarding name. The name of this park will be renamed: St. John Street Neighborhood Memorial Park.

FINANCIAL IMPLICATIONS: None

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

Dept.	Name of Account	Account Number	Grant Code	Amount
		FY22/23 GRAND TOTAL		

PRE-ENCUMBERED? YES ☐ NO ☒ **REQUISITION NO:** N/A



CITY OF FLINT

ACCOUNTING APPROVAL: Mary Jarvis Date: 02/27/2023

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☐ NO ☒

(If yes, please indicate how many years for the contract)

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: Suzanne Wilcox
(Suzanne Wilcox, Director of Planning and Development)

230052

ORDINANCE NO. _____

IT IS HEREBY ORDAINED BY THE PEOPLE OF THE CITY OF FLINT:

Sec. 1. An Ordinance to amend the Flint City Code of Ordinances by amending Chapter 35, Personnel, by adding Sections 35-112.04 Job Description and Qualifications – City Administrator, which shall read in its entirety as follows:

§35-112.04. JOB DESCRIPTION AND QUALIFICATION – CITY ADMINISTRATOR

Pursuant to section 1-501(b) of the Flint City Charter, the attached job description and qualifications **FOR CITY ADMINISTRATOR** are adopted by reference ~~and attached hereto~~.

Sec. 2. This ordinance shall become effective immediately upon publication.

Adopted this _____ day of _____, _____.

FOR THE CITY:

For the City Council

Sheldon A. Neeley, Mayor

APPROVED AS TO FORM:

William Kim (Nov 28, 2022 19:16 EST)

William Kim, Acting City Attorney

CITY OF FLINT
Position Description

<u>Class Title:</u>	City Administrator	<u>Job Code Number:</u>	N/A
<u>Originally Established:</u>	August 2014		Appointed

SALARY RANGE: \$99,000-\$150,000

GENERAL STATEMENT OF DUTIES:

Performs high level administrative work directing and supervising the day-to-day operations of City government.

SUPERVISION RECEIVED AND EXERCISED:

Reports directly to the Mayor. Exercises appointment and supervision authority over all executive-branch City employees.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

1. Oversees the development, implementation, and review of public policy and strategic planning.
2. Prepares and administers the City's operating and capital improvements budget and assembles financial and management information.
3. Recommends appointment of department heads and other principal officers.
4. Oversees activities of appointed and contractual employees and vendors.
5. Confers with City department heads to assemble pertinent data for the Mayor and City Council.
6. Coordinates and prepares correspondence, reports, speeches, resolutions, and other materials for public dissemination and/or responding to citizen or official inquiries.
7. Submit agenda items for City Council and Council Committee meetings; advising and making recommendations to Councilmembers consistent with policy objectives.
8. Attend public meetings and events as needed; gives presentations and information to the public regarding matters of City business.
9. Establish and maintain working relationships with outside governmental and non-governmental agencies and community groups.

MINIMUM REQUIREMENTS:

1. Graduation from an accredited four-year college or university, degree in public administration, political science, business management or a related field preferred; Master's degree in public administration preferred, ICMA-CM Credentialed Manager preferred.
2. Five (5) years of experience as a city manager or municipal administrator or equivalent, with supervisory experience of a professional staff at the department head level.
3. Knowledge of modern public administration practices, including municipal finance, human resources, public works, public safety, and community and economic development.
4. Experience in preparing and administering municipal budgets and programs.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

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

CLASSIFICATION HISTORY:

Revised: 8/26/14; 3/29/18; 12/12/22.

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