

# **City of Flint, Michigan**

*Third Floor, City Hall  
1101 S. Saginaw Street  
Flint, Michigan 48502  
[www.cityofflint.com](http://www.cityofflint.com)*



## **Meeting Agenda - Final**

**Monday, April 10, 2023**

**4:30 PM**

**DOME AUDITORIUM**

### **SPECIAL AFFAIRS COMMITTEE**

*Ladel Lewis, Chairperson, Ward 2*

*Eric Mays, Ward 1  
Judy Priestley, Ward 4  
Tonya Burns, Ward 6  
Dennis Pfeiffer, Ward 8*

*Quincy Murphy, Ward 3  
Jerri Winfrey-Carter, Ward 5  
Allie Herkenroder, Ward 7  
Eva L. Worthing, Ward 9*

*Davina Donahue, City Clerk*

**ROLL CALL****REQUEST FOR CHANGES AND/OR ADDITIONS TO AGENDA****PUBLIC SPEAKING**

*Members of the public shall have no more than two (2) minutes to address the City Council on any subject.*

**COUNCIL RESPONSE**

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

**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.*

**RESOLUTIONS**

*[NOTE: Reso No. 230059 was POSTPONED from the March 27th Special Affairs Committee meeting to this agenda by Council action. Resos No. 230095, 230097, 230098, 230102, 230103, 230105, and 230106 were POSTPONED from the April 5th Finance Committee meeting to this agenda due to the lack of a quorum.]*

**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.]

**230095 Grant Acceptance/Michigan EGLE American Rescue Plan Grant Award/DPW-Water Pollution Control**

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to accept and appropriate [the American Rescue Plan (ARP) Grant from the State of Michigan, Department of Environment, Great Lakes, and Energy (EGLE)] grant award funding, and upon final approval from EGLE, sign to abide by the terms and conditions of the grant award agreement from EGLE, in an amount NOT-TO-EXCEED \$20,000,000.00, AND, resolving that the City Administrator, Department of Public Works Director and Water Pollution Control Manager be authorized as signatories and representatives for

all activities associated with the projects related to this grant.

**230097** CO#3/Contract/Weinstein Electric Company/Electrician Services/Fire Department Training Room Upgrades

Resolution resolving that the Division of Purchases and Supplies is authorized to issue an additional Purchase Order to Weinstein Electric Company, in an amount NOT-TO-EXCEED \$41,097.00, for electrical materials and services in relation to Fire Department Training Room upgrades, for an overall FY2023 total amount NOT-TO-EXCEED \$489,602.00 for electrician services for various city buildings.

**230098** CO#1/PVS Technologies Inc./Aqueous Ferrous Chloride

Resolution resolving that the proper City Officials are authorized to issue an additional Purchase Order to PVS Technologies, Inc., in an amount NOT-TO-EXCEED \$45,000.00, for the supply of Aqueous Ferrous Chloride to Water Pollution Control, and a grand total amount NOT-TO-EXCEED \$185,000.00.

**230102** Contract/Wade Trim, Inc./WPC Clean Water State Revolving Fund Phase III Project - Waste Unloading Project Engineering

Resolution resolving that the proper City Officials are authorized to enter into a contract with Wade Trim, Inc. for engineering services to be completed for the WPC Clean Water State Revolving Fund Phase III Project - Waste Unloading Project, in an amount NOT-TO-EXCEED \$500,000.00.

**230103** Contract/Wade Trim, Inc./WPC Clean Water State Revolving Fund Phase III Project - Battery B Secondary Clarifier Flow Control Engineering

Resolution resolving that the proper City Officials are authorized to enter into a contract with Wade Trim, Inc. for engineering services to be completed for the WPC Clean Water State Revolving Fund Phase III Project - Battery B Secondary Clarifier Flow Control Project, in an amount NOT-TO-EXCEED \$500,000.00.

**230106** Agreement/City of Flint/Genesee County Land Bank Authority/Choice Neighborhood Area Demolitions

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to implement the activities spelled out in the Choice Neighborhoods Implementation Grant Critical Community Improvement Plan and enter into a contract with the Genesee County Land Bank Authority, in the amount of \$1,500,000.00, for the purpose of demolishing publicly-owned properties in the Choice Neighborhoods area, to appropriate revenue and expenditure amounts, and to make grant funds available in the current grant accounts and for any subsequent fiscal years that funding continues to remain available by the grantor.

**230109** Public Hearing/Amendments/Rules Governing Meetings of the Flint City

## Council

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to conduct a Public Hearing on proposed amendments to the Rules Governing Meetings of the Flint City Council, to be held at \_\_\_\_\_ p.m. on \_\_\_\_\_, 2023, in the Dome Auditorium, South Building, 1101 S. Saginaw Street, Flint, in accordance with Section 1-801 of the Flint City Charter.

**APPOINTMENTS**

*[NOTE: Appts. No. 230046 and 230089 were POSTPONED from the March 22nd Governmental Operations Committee meeting to the April 5th GO Committee agenda by Council action, and subsequently POSTPONED from the April 5th GO Committee meeting to this agenda - along with Appts. No. 230107 and 230108 - due to the lack of a quorum.]*

**230046** Appointment/Hurley Board of Hospital Managers/Bishop Roger L. Jones Sr.

Resolution resolving that the Flint City Council approves the recommendation and appointment of Bishop Roger L. Jones Sr. (2222 Colfax Avenue, Flint, Michigan, 48503) to the Hurley Board of Hospital Managers, to complete a five-year term vacancy, with such term commencing immediately and expiring April 30, 2028.

**230089** [Re]Appointment/Flint Planning Commission/Robert V. Jewell (Ward 6)

Resolution resolving that the Flint City Council approves the [re]appointment of Robert V. Jewell (2506 Bagley Street, Flint, Michigan 48504) to an additional three-year term on the Flint Planning Commission as 6th Ward representative, with said term to commence on March 23, 2023, and to expire on March 23, 2026. [By way of background, Mr. Jewell's current term on the Flint Planning Commission expires March 23, 2023.]

**230107** Reappointment/Zoning Board of Appeals/Matthew Telliga

Resolution resolving that the Flint City Council approves the reappointment of Matthew Telliga (3330 Westwood Parkway, Flint, Michigan, 48503 - Ward 8) to the Zoning Board of Appeals for a three-year term beginning immediately upon adoption of the resolution and expiring March 31, 2026.

**230108** Appointment/Ethics and Accountability Board/Micah Hutchinson

Resolution resolving that the Flint City Council approves the appointment of Micah Hutchison (1851 Brookside Drive, Flint, Michigan, 48503 - Ward 7) to the Ethics and Accountability Board for the remainder of a six-year term beginning immediately upon adoption of the resolution and expiring June 26, 2026. [By way of background, Ms. Hutchison is filling a vacancy created by the 2022 resignation of Allen Gilbert.]

**ADJOURNMENT**





RESOLUTION NO.:

230059

PRESENTED:

MAR - 8 2023

ADOPTED:

**RESOLUTION TO RESPOND TO THE PUBLIC HEALTH IMPACTS OF THE PANDEMIC THROUGH  
THE CONTINUED WORK OF THE OFFICE OF PUBLIC HEALTH**

**BY THE MAYOR:**

**WHEREAS**, the City of Flint is a duly created and validly existing political subdivision of the State of Michigan under the Constitution and laws of the state of Michigan, and;

**WHEREAS**, on March 11, 2021, the President of the United States of America signed into law the "American Rescue Plan Act of 2021", also known as House Resolution 1319, an Act approved by the Congress of the United States, and which authorized the Treasury of the United States to disburse certain funds to local governments, including the City of Flint, which could be used for specific and defined purposes, and;

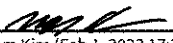
**WHEREAS**, in accordance with the American Rescue Plan Act of 2021, the City of Flint wishes to exercise its right to extend and disseminate assistance to impacted households tied to specific criteria, as authorized by the Act, to assist citizens who may have been impacted financially by the ongoing COVID-19 Pandemic, and;

**WHEREAS**, the administration recommends funding up to \$300,000 for the City of Flint's Office of Public Health to continue providing needed access to public health resources, direct navigation for city residents to many community resources on a case-by-case basis, continuance of lead mitigation services including distribution of water filtration systems, conducting the distribution of test kits for Lead and Copper Rule testing, and expanding their scope of work to include public health initiatives that focus on equity, environmental justice, food policy mental health, substance abuse, and more, and;

**WHEREAS**, resolution 220505 originally requested \$421,249.25 to help fund the Office of Public Health for one year, was amended with a reduction to \$121,249.25 and adopted December 19, 2022 with 220505.1.

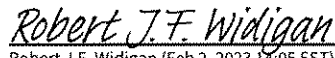
**IT IS RESOLVED** that the appropriate City officials are authorized to do all things necessary to provide funding to operate the Office of Public Health, amend the FY23 budget, and appropriate funding for revenue and expenditures in future fiscal years, for as long as funds are available from the funder. Funds will be paid from the American Rescue Plan Act fund (287). Before funds are spent, the City of Flint's ARPA administration, compliance, and implementation firm shall review and ensure compliance with the latest US Department of Treasury final rules.

**Approved as to Form:**


  
William Kim (Feb 1, 2023 17:25 EST)

**William Kim, Chief Legal Officer**

**Approved as to Finance:**

  
Robert J.F. Widigan (Feb 2, 2023 14:05 EST)

**Robert J. F. Widigan, Chief Financial Officer**

  
CLYDE D. EDWARDS (Feb 2, 2023 15:47 EST)

**Clyde D. Edwards, City Administrator**

**Flint City Council**

## **RESOLUTION STAFF REVIEW**

**Date:** 1/31/2023

**Agenda Item Title:**

**RESOLUTION TO RESPOND TO THE PUBLIC HEALTH IMPACTS OF THE PANDEMIC THROUGH  
THE CONTINUED WORK OF THE OFFICE OF PUBLIC HEALTH**

**Prepared by:**

Lottie Ferguson, Chief Resilience Officer

**Background/Summary of Proposed Action:**

The grants that previously funded the Office of Public Health, Healthy Start grant provided to the Genesee County Health Department from the Health Resources and Services Administration, an agency of the U.S. Department of Health and Human Services; and Flint Lead Exposure Registry at Michigan State University, have ended, and the office has become an essential part of public health services and referrals for the City of Flint. The Office of Public Health is often the first point of contact for residents in crisis, and the Information Desk is the first point of contact for visitors to City Hall, and includes the only person on city staff who is fluent in Spanish.

The Office of Public Health provides access to public health resources, direct navigation for city residents to many community resources on a case-by-case basis, continuance of lead mitigation services including distribution of water filtration systems, conducting the distribution of test kits for Lead and Copper Rule testing, with plans to expand their scope of work to include public health initiatives that focus on equity, environmental justice, food policy, mental health, substance abuse, and more, in continued partnership with community based organizations and the Genesee County Health Department.

This would fund operations for the Office of Public Health for one year, with the expectation that additional grant funding would be secured for office ongoing sustainability.

**Financial Implications:**

This project is included in the Mayor's American Rescue Plan Act Recovery Plan, presented to Council on June 14, 2022.

**Budgeted Expenditure:** Yes \_\_\_ No X **Please explain, if no:**

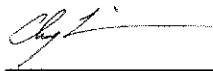
**Pre-encumbered:** Yes \_\_\_ No x

**Requisition #:** \_\_\_\_\_

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

**Staff Recommendation:** Staff recommends approval of this resolution.

**APPROVAL** \_\_\_\_\_



Account Number & Grant Code	Account Name	Amount
287-171.721-702.010 FUSDT-CSLFRF	Wages Full-Time (Non-Exempt)	\$109,727.21
287-171.721-702.020 FUSDT-CSLFRF	Salaried Employee (Exempt)	\$39,169.21
287-171.721-710.100 FUSDT-CSLFRF	Unemployment Compensation (SUTA)	\$1,869.44
287-171.721-710.200 FUSDT-CSLFRF	FICA (Social Security)	\$9,418.41
287-171.721-710.300 FUSDT-CSLFRF	Medicare	\$2,132.23
287-171.721-713.000 FUSDT-CSLFRF	Workers Compensation	\$6,854.61
287-171.721-714.300 FUSDT-CSLFRF	Employer Health Care Savings Plan (HCSP)	\$6,516.33
287-171.721-716.100 FUSDT-CSLFRF	MERS Hybrid Defined Contribution Pension	\$6,676.57
287-171.721-717.100 FUSDT-CSLFRF	MERS Hybrid Defined Benefit Pension	\$13,032.66
287-171.721-718.010 FUSDT-CSLFRF	Health Insurance Premiums	\$26,065.33
287-171.721-718.300 FUSDT-CSLFRF	Life Insurance	\$712.17
287-171.721-718.400 FUSDT-CSLFRF	Optical Insurance	\$1,348.85
287-171.721-718.500 FUSDT-CSLFRF	Dental Insurance	\$1,406.53
287-171.721-719.100 FUSDT-CSLFRF	Accrued Absences	\$2,385.76
287-171.721-752.000 FUSDT-CSLFRF	Supplies	\$5,341.26
287-171.721-801.000 FUSDT-CSLFRF	Professional Services	\$35,608.37
287-171.721-861.000 FUSDT-CSLFRF	Transportation – Mileage Reimbursement	\$3,462.02
287-171.721-863.900 FUSDT-CSLFRF	Vehicle & Equipment Intracity	\$7,121.67
287-171.721-900.000 FUSDT-CSLFRF	Printing & Publishing	\$10,682.51
287-171.721-958.000 FUSDT-CSLFRF	Education, Training, & Confer	\$6,908.02
287-171.721-977.000 FUSDT-CSLFRF	Equipment	\$3,560.84
	<b>Total</b>	<b>\$300,000</b>





230095

RESOLUTION NO.: \_\_\_\_\_

PRESENTED: APR - 5 2023

ADOPTED: \_\_\_\_\_

**RESOLUTION AUTHORIZING DPW – WATER POLLUTION CONTROL TO ACCEPT THE  
MICHIGAN EGLE AMERICAN RESCUE PLAN GRANT AWARD AND UPON FINAL  
APPROVAL TO ENTER INTO THE GRANT AGREEMENT**

**BY THE MAYOR:**

**WHEREAS,** The City of Flint, Department of Public Works, Water Pollution Control (WPC) has been preliminarily awarded the American Rescue Plan (ARP) Grant from State of Michigan, Department of Environment, Great Lakes, and Energy (EGLE); and

**WHEREAS,** The Unit Supervisor of EGLE's, Water Infrastructure Funding and Financing Section has reviewed the CWSRF Project Plan, and has found the enhanced Phase III projects acceptable; and

**WHEREAS,** The final budget for this award will be determined once the design engineering is completed and construction bids have been opened; and


**WHEREAS,** This ARP grant will be used for 100% of the costs related to the engineering and construction of the four-(4) Phase III projects with enhanced modifications as approved by EGLE, and no match is required.

Account Number	Account Name	Amount
TBD – Upon Final State Approval	Professional Services	\$20,000,000.00

**THEREFORE, BE IT RESOLVED,** That the appropriate City Officials authorize to do all things necessary to accept and appropriate grant award funding, and upon final approval by EGLE, sign to abide by the terms and conditions of the grant award agreement from the State of Michigan Department of Environment, Great Lakes and Energy, in the total not-to-exceed amount of \$20,000,000.00; and

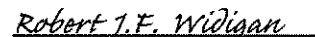
**BE IT FURTHER RESOLVED,** That the City Administrator, Department of Public Works Director, and Water Pollution Control Manager be authorized as signatories and representatives for all activities associated with the projects related to the grant listed above.

**APPROVED AS TO FORM:**

  
William Kim (Mar 20, 2023 10:06 EDT)

**William Kim, City Attorney**

**APPROVED AS TO FINANCE:**

  
Robert J.F. Widigan (Mar 20, 2023 14:25 EDT)

**Robert Widigan, Chief Financial Officer**

**FOR THE CITY OF FLINT:**

CLYDE D EDWARDS  
CLYDE D EDWARDS (Mar 22, 2023 10:45 EDT)

**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

**Allie Herkenroder, City Council President**



# CITY OF FLINT

## STAFF REVIEW FORM

**TODAY'S DATE:** March 17, 2023

**BID/PROPOSAL:** N/A – EGLE ARP Grant for CWSRF Phase III Projects

**ITEM TITLE:** EGLE ARP Grant Award Acceptance

**PREPARED BY:** Krystal Wallace, DPW – Water Pollution Control

**VENDOR NAME:** Michigan, Department of Environment, Great Lakes, and Energy (EGLE)

### BACKGROUND/SUMMARY OF PROPOSED ACTION:

The Clean Water State Revolving Fund (CWSRF) project plan was approved, adopted, and designated the authorized project representatives on June 24, 2019. The CWSRF project plan details are organized into a comprehensive 20-year Project Plan, separated into multiple Phases. Phase I is nearing 100% completion, and Phase II is nearly 50% complete. EGLE has made a determination that the four-(4) Phase III projects, inclusive of engineering and construction, upon City acceptance, be funded by ARP Grant funds outside of the CWSRF loan program in the not to exceed amount of \$20,000,000.00. The final budget will be set upon review of the engineering and construction costs per the bid award process.

This ARP Grant is funded separately from the ARPA funding awarded to the City for their designation, and will have no effect on the City's ARPA monies. This grant is sufficient to fund the four projects without any match funding or repayment. The four approved projects with enhancements are as follows: Avon Pumping Station, Battery B Grit Flow Control, Electrical Distribution Improvements, and Waste Unloading Station.

**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		\$20,000,000.00
		<b>FY2023 GRAND TOTAL</b>		<b>\$20,000,000.00</b>

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

[This is a ARP CWSRF project, Finance will create the account upon receiving a signed resolution.]

**ACCOUNTING APPROVAL:** Krystal Wallace **Date:** 03/17/2023

**WILL YOUR DEPARTMENT NEED A CONTRACT?** YES ☒ NO ☐ - Grant Agreement

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

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

**AUTHORIZED SIGNATURE:**

Jeanette Best  
(Jeanette Best, WPC Manager)

From: **Pocan, Eric (EGLE)** <POCANE@michigan.gov>

Date: Fri, Feb 17, 2023 at 3:39 PM

Subject: RE: Revised submission of Phase 3 projects enhancements

To: Jeanette Best <jbest@cityofflint.com>, Beauchamp, Dan (EGLE) <BEAUCHAMPD@michigan.gov>, Bennett, Charles (EGLE) <BENNETTC4@michigan.gov>

Cc: White, Valorie (EGLE) <WHITEV1@michigan.gov>, John Florshinger <jflorshinger@cityofflint.com>, Mike Brown <mjbrown@cityofflint.com>

Jeanette,

We have reviewed the revised scope and project estimates for the enhanced Phase 3 projects and find them acceptable. If the cost estimates change significantly as design occurs please let us know. As we discussed these projects will be covered by an ARP grant outside of the traditional CWSRF program. The city is responsible for having final plans available for permitting and bidding so bids can be opened and a final budget set and grant agreement signed in September 2023. Below is a link to the FY 23 Intended Use Plan.

<https://www.michigan.gov/egle/-/media/Project/Websites/egle/Documents/Funding/CWSRF/FY2023-IUP-Final.pdf?rev=d27ec306a5314bd7845889410351274e&hash=61F0DD18FAA2C98C518726572A4D25BE>

**Eric Pocan**

Unit Supervisor

Michigan Department of Environment, Great Lakes, and Energy

Finance Division

Water Infrastructure Funding and Financing Section

Program Management-West Unit

517-231-8630 | [pocane@Michigan.gov](mailto:pocane@Michigan.gov)

(For Deliveries): Constitution Hall – 6<sup>th</sup> Floor South, 525 West Allegan, Lansing, Michigan 48933

(For Mailings): P.O. Box 30457, Lansing, Michigan 48909-7957

DWSRF website: [www.michigan.gov/DWSRF](http://www.michigan.gov/DWSRF)

CWSRF/SWQIF website: [www.michigan.gov/CWSRF](http://www.michigan.gov/CWSRF)

**From:** Jeanette Best <jbest@cityofflint.com>

**Sent:** Thursday, February 16, 2023 4:55 PM

**To:** Pocan, Eric (EGLE) <POCANE@michigan.gov>; Beauchamp, Dan (EGLE) <BEAUCHAMPD@michigan.gov>; Bennett, Charles (EGLE) <BENNETTC4@michigan.gov>

**Cc:** White, Valorie (EGLE) <WHITEV1@michigan.gov>; John Florshinger <jflorshinger@cityofflint.com>; Mike Brown <mjbrown@cityofflint.com>

**Subject:** Revised submission of Phase 3 projects enhancements

**CAUTION: This is an External email. Please send suspicious emails to [abuse@michigan.gov](mailto:abuse@michigan.gov)**

Hi Eric, Dan, and Chuck,

I was wondering if you had a chance to review the revised version of the enhanced Phase 3 projects. We'd like to get RFPs out for engineering design but I can't do that until the projects' scopes are approved and the City is assured that the funding will be approved. If you would let me know where you are with respect to reviewing the projects, I would appreciate it. I have attached a copy of the email (converted to a word document) I sent to you on February 10 outlining the revisions. Please feel free to contact me at your convenience if you have any questions or concerns

Thank you,

*Jeanette M. Best*

City of Flint WPC Manager

G-4652 Beecher Rd.

Flint, Michigan 48532

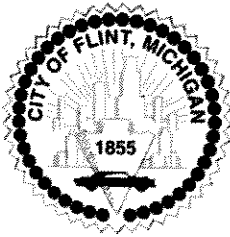
810 766-7210 ext. 3622

810 691-9811 cell

[jbest@cityofflint.com](mailto:jbest@cityofflint.com)

175	\$	1,000,000	Year	\$ 56,027	\$560,000
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END OF FINDING RANTY



PROPOSAL #22000544

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO WEINSTEIN ELECTRIC COMPANY-CHANGE ORDER #3 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. 1<sup>st</sup> 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 and a change order for Panic Button installation was approved by City Council via resolution #230072 on March 13, 2023.

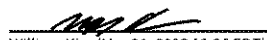
**WHEREAS**, The Fire Department is renovating training rooms requiring professional electrical services. The Fire Department is requesting \$41,0967.00 to cover these electrical costs.

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

Account Number	Account Name/ Grant Code	Amount
101-337.000-930.000	Repairs & Maintenance	\$41,097.00
	<b>FY2023 TOTAL</b>	<b>\$41,097.00</b>

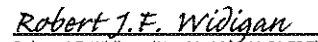
**IT IS RESOLVED**, that the Division of Purchases & Supplies is hereby authorized to issue an additional Purchase Order for FY23 (07/01/22-06/30/23) to Weinstein Electric Company in an amount not to exceed \$41,097.00 for electrical materials and services in relation to Fire Department Training Room upgrades, for an overall FY2023 grand total amount not to exceed \$489,602.00 for electrician services.

**APPROVED AS TO FORM:**

  
William Kim (Mar 21, 2023 12:26 EDT)

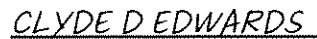
**William Kim, City Attorney**

**APPROVED AS TO FINANCE:**

  
Robert J.F. Widigan (Mar 22, 2023 12:53 EDT)

**Robert J.F Widigan, Chief Financial Officer**

**FOR THE CITY OF FLINT:**

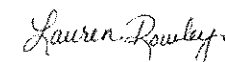
  
CLYDE D EDWARDS (Mar 23, 2023 11:54 EDT)

**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

  
**Allie Herkenroder, City Council President**

**APPROVED AS TO PURCHASING:**



**Lauren Rowley, Purchasing Manager**

230097

**RESOLUTION NO.:** \_\_\_\_\_

**PRESENTED:** APR - 5 2023

**ADOPTED:** \_\_\_\_\_



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

January 16, 2023

City of Flint  
1101 East Fifth Street  
Flint, Michigan 48502

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

Subject: Proposal for Electrical Services  
Training Room #1  
Low voltage improvements  
1101 East Fifth  
Flint, Michigan 48502  
Weinstein Electric Estimate No. 23-008

Ladies and Gentlemen:

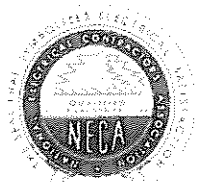
Weinstein Electric is pleased to provide you with our proposal to furnish labor and materials for the above-mentioned project. The following notes summarize key elements that form the basis of our proposal and reflect our interpretation of the project specifications and requirements:

A. GENERAL NOTES AND CLARIFICATIONS

- Install (1) power projector with universal recessed mount in existing ceiling
- Install HDMI cable and cat 6 cable from the TV to two locations
- Install New powered ceiling mounted screen
- Relocate existing TV to the south end of the room
- Provide data for owner provided WF-FI device
- (8) dual Cat 6 drops
- All necessary miscellaneous boxes, cable, couplings, conduit, fittings, supports, wire, etc. to complete the project.



Rev. 0,  
04/02/01



B. PRICING

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

LOW VOLTAGE

\$9,496.00

75" TV with mount & labor

12040.00

11,536

C. PAYMENT TERMS

Our terms are net 30 days.

SCW 3-7-2017

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

Senior Business Development



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

January 16, 2023

City of Flint  
1101 East Fifth Street  
Flint, Michigan 48502

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

Subject: Proposal for Electrical Services  
Training Room #1  
Electrical Improvements  
1101 East Fifth  
Flint, Michigan 48502  
Weinstein Electric Estimate No. 23-017

Ladies and Gentlemen:

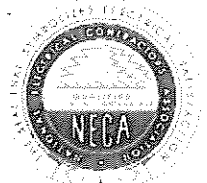
Weinstein Electric is pleased to provide you with our proposal to furnish labor and materials for the above-mentioned project. The following notes summarize key elements that form the basis of our proposal and reflect our interpretation of the project specifications and requirements:

A. GENERAL NOTES AND CLARIFICATIONS

- Install (1) Power for projector with universal mount in existing ceiling
- (6) duplex outlets
- (6) Duplex outlets with USB charging capability
- (3) Dimmers for lighting
- (14) 2BLT4 2x4 ceiling fixtures with dimming capability
- (Lot) Low voltage dimming wiring
- Electrical Permit
- All necessary miscellaneous boxes, cable, couplings, conduit, fittings, supports, wire, etc. to complete the project.



Rev. 0,  
04/02/01





B. PRICING

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

ELECTRICAL	\$8,286.00
------------	------------

C. 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  
Senior Business Development



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

January 16, 2023

City of Flint  
1101 East Fifth Street  
Flint, Michigan 48502

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

Subject: Proposal for Electrical Services  
Training Room #2  
Electrical improvements  
1101 East Fifth  
Flint, Michigan 48502  
Weinstein Electric Estimate No. 23-017a

Ladies and Gentlemen:

Weinstein Electric is pleased to provide you with our proposal to furnish labor and materials for the above-mentioned project. 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

- Install (1) power to projector with universal mount in existing ceiling
- (7) duplex outlets
- (7) Duplex outlets with USB charging capability
- (3) Dimmers for lighting
- (18) 2BLT4 2x2 ceiling fixtures with dimming capability
- (Lot) Low voltage dimming wiring
- (2) combo exit/EM lights
- Electrical Permit
- All necessary miscellaneous boxes, cable, couplings, conduit, fittings, supports, wire, etc. to complete the project.



Rev. 0,  
04/02/01



B. PRICING

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

ELECTRICAL	\$9,839.00
------------	------------

C. 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  
Senior Business Development



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

January 16, 2023

City of Flint  
1101 East Fifth Street  
Flint, Michigan 48502

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

Subject: Proposal for Electrical Services  
Training Room #2  
Low voltage improvements  
1101 East Fifth  
Flint, Michigan 48502  
Weinstein Electric Estimate No. 23-009

Ladies and Gentlemen:

Weinstein Electric is pleased to provide you with our proposal to furnish labor and materials for the above-mentioned project. 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

- Install (1) Power projector with universal mount in existing ceiling
- Install HDMI cable and cat 6 cable from the at two locations
- Install New powered ceiling mounted screen
- Provide and install 55"TV to the East end of the room
- Provide data for owner provided WF-FI device
- (6) dual Cat 6 drops
- All necessary miscellaneous boxes, cable, couplings, conduit, fittings, supports, wire, etc. to complete the project.



Rev. 0.  
04/02/01

W:\Proposals\2023 Proposals\23-009 city of Flint Fire Station #1 Training room #2 Low Voltage .doc

Page 1



B. PRICING

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

LOW VOLTAGE

\$9,396.00

75" TV with mount & cable

2040.00

C. PAYMENT TERMS

11,436

Our terms are net 30 days.

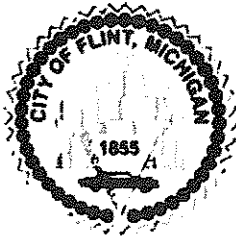
Accounts 30 days and over will be subject to a finance charge of 1.5% per month, which is an annual percentage rate of 18.0% to be applied to the unpaid balance. <sup>56000</sup> 3-7-2027

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  
Senior Business Development

RESOLUTION NO.: 230034PRESENTED: FEB 08 2023ADOPTED: 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. 1<sup>st</sup> 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
	<b>FY2023 TOTAL</b>	<b>\$384,832.00</b>



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

William Kim, City Attorney

APPROVED AS TO FINANCE:

*Robert J.F. Widigan*  
Robert J.F. Widigan (Jan 31, 2023 09:53 EST)

Robert J.F. Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:

*CLYDE D. EDWARDS*  
CLYDE D. EDWARDS (Feb 1, 2023 11:30 EST)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

*[Signature]*

APPROVED AS TO PURCHASING:

*Lauren Rowley*

Lauren Rowley, Purchasing Manager



RESOLUTION NO.:

230012

PRESENTED:

MAR - 8 2023

ADOPTED:

MAR 13 2023

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. 1<sup>st</sup> 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
	<b>FY2023 TOTAL</b>	<b>\$23,673.00</b>


**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:

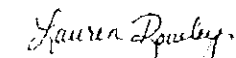
  
CLYDE D. EDWARDS (Mar 1, 2023 07:54 EST)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

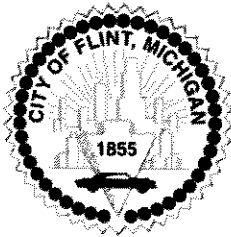


APPROVED AS TO PURCHASING:



Lauren Rowley, Purchasing Manager





RESOLUTION NO.:

230098

PRESENTED:

APR - 5 2023

ADOPTED:

BID 23000002

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO PVS TECHNOLOGIES INC. FOR AQUEOUS FERROUS CHLORIDE**  
**CHANGE ORDER 1 – FY 2023**

**WHEREAS,** The Division of Purchases and Supplies solicited bids for aqueous ferrous chloride for FY 2022 and FY 2023 as requested by Water Pollution Control. Ferrous Chloride is required for phosphorus removal during the wastewater treatment process, and said removal is stipulated by the National Pollution Discharge Elimination System (NPDES) permit.

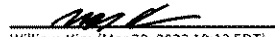
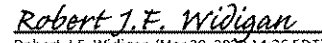

**WHEREAS,** PVS Technologies Inc., was the sole responsive bidder for this solicitation and the award was recommended by WPC. On July 11, 2022 City Council adopted resolution 220265 to fulfill this purchase request in the not to exceed amount of \$140,000.00.

**WHEREAS,** WPC is requesting this change order to procure additional ferrous chloride due to the October 1, 2022 NPDES permit renewal effectuation of which modified the limit for phosphorus in the final effluent water that is discharged to the Flint River, resulting in increased use of the chemical.

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

Account Number	Account Name/ Grant Code	Amount
590-550.100-753.000	WPC-Treatment Chemicals	\$45,000.00
	<b>FY 2023 Change Order 1 TOTAL</b>	<b>\$45,000.00</b>

**IT IS RESOLVED,** that the Proper City Officials are hereby authorized to issue an additional Purchase Order for FY 2023 to PVS Technologies, Inc. in the not-to-exceed amount of \$45,000.00 for the supply of Aqueous Ferrous Chloride to Water Pollution Control, a Fiscal Year Grand Total not-to-exceed amount of \$185,000.00

**APPROVED AS TO FORM:**  
William Kim (Mar 20, 2023 10:12 EDT)**William Kim, City Attorney****APPROVED AS TO FINANCE:**  
Robert J.F. Widigan (Mar 20, 2023 14:26 EDT)**Robert J.F Widigan, Chief Financial Officer****FOR THE CITY OF FLINT:**  
CLYDE D EDWARDS (Mar 21, 2023 10:59 EDT)**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: 03/15/2023

BID/PROPOSAL: B-23000002

AGENDA ITEM TITLE: Aqueous Ferrous Chloride

PREPARED BY: Don Lewis

VENDOR NAME: PVS Technologies Inc.

### BACKGROUND/SUMMARY OF PROPOSED ACTION:

Water Pollution Control uses Ferrous Chloride to remove the phosphorus from the wastewater as required by their Michigan National Pollutant Discharge Elimination System (NPDES) Permit. Phosphorus is considered a pollutant for waterways, and must be removed prior to discharging WPC final effluent water into the Flint River. Excess phosphorus causes increased growth of algae, algal toxins, and large aquatic plants, which can result in eutrophication (decreased levels of dissolved oxygen).

WPC requires additional Aqueous Ferrous Chloride is required to maintain Phosphorus removal and compliance with the NPDES permit. The FeCl<sub>2</sub> required to treat and remove it was underestimated due to unforeseen amounts of Phosphorous that were created and/or added to WPC process, also the amount of Phosphorus received at the Water Pollution Control facility to be treated is uncertain.

FINANCIAL IMPLICATIONS: None

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

Dept.	Name of Account	Account Number	Grant Code	Amount
DPW-WPC	Treatment Chemicals	590-550.100-753.000		\$45,000.00
			Previously Purchased	\$140,000.00
			FY 2023 Total Amount	\$185,000.00

PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO: 230006855

ACCOUNTING APPROVAL: *L. Hall* Date: 03/15/2023

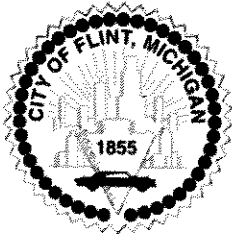
WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☐ NO ☒

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

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

AUTHORIZED SIGNATURE: *Jeanette Best*

(Jeanette Best, WPC Manager)



RESOLUTION NO.: 230103  
PRESENTED: APR - 5 2023  
ADOPTED: \_\_\_\_\_

PROPOSAL MI Deal 00837

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO WADE TRIM, INC. FOR**  
**WASTE UNLOADING STATION PROJECT ENGINEERING**  
**MICHIGAN ARP GRANT FOR CWSRF PHASE III**

**WHEREAS,** The State of Michigan has an approved Mi-Deal for Wade Trim, Inc. engineering services.

**WHEREAS,** The Department of Public Works, Water Pollution Control was approved for the American Rescue Program grant from the State of Michigan for the Clean Water State Revolving Fund Phase III projects.


**WHEREAS,** Wade Trim, Inc. is a qualified engineering firm that is recommended by WPC to be awarded the contract for the Clean Water State Revolving Fund Phase III Project - Waste Unloading Project Engineering in the amount of \$500,000.00.

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

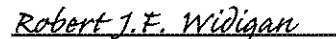
Account Number	Account Name/ Grant Code	Amount
TBD- CWSRF Project	WPC-Professional Services	\$500,000.00
	<b>FY2023 TOTAL</b>	<b>\$500,000.00</b>

**IT IS RESOLVED,** that the Proper City Officials are hereby authorized to enter into a contract with Wade Trim, Inc. FY23 (07/01/22-06/30/23) for engineering services to be completed for the WPC Clean Water State Revolving Fund Phase III Project - Waste Unloading Project in an amount not-to-exceed \$500,000.00.

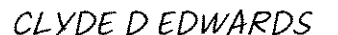
**APPROVED AS TO FORM:**

  
William Kim (Mar 20, 2023 10:12 EDT)  
**William Kim, City Attorney**

**APPROVED AS TO FINANCE:**

  
Robert J.F. Widigan (Mar 20, 2023 14:26 EDT)  
**Robert J.F Widigan, Chief Financial Officer**


**FOR THE CITY OF FLINT:**

  
CLYDE D EDWARDS (Mar 21, 2023 10:59 EDT)  
**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:** 01/25/2023  
**BID/PROPOSAL:** Mi-Deal Contract 00837  
**ITEM TITLE:** Engineering Services for Waste Unloading Station  
**PREPARED BY:** John Florshinger, DPW – Water Pollution Control  
**VENDOR NAME:** Wade Trim, Inc.

### BACKGROUND/SUMMARY OF PROPOSED ACTION:

Engineering services to provide design for Construction of one new receiving station for hauled waste trucks in the general vicinity of the existing East Sludge Storage Tank. This will include site improvements for truck access (outside only), new building (this building can be prefabricated FRP as previously conceived), and new receiving equipment in the building including fine screen, grit trap, solids grinder, flow meter, automated valve, waste dumpster, wash down equipment, controls, and electrical. This building will be designed and constructed to allow easy access for equipment maintenance and removal, and the site should consider spill prevention during the unloading process. Flow from this station will be directed automatically to the existing unused sludge tanks that are adjacent to this area for holding prior to pumping, which should be partitioned to allow for a smaller volume from what exists in the tank now as described below. The piping from the new pumps in the basement to the East Sludge Storage Tank and two digester tanks will be designed and installed.

**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		\$500,000.00
FY2023 GRAND TOTAL				\$500,000.00

**PRE-ENCUMBERED?** YES ☐ NO ☒ **REQUISITION NO:** 230006689

[This is a ARP CWSRF project, Finance will create the account upon receiving a signed resolution.]

**ACCOUNTING APPROVAL:** *L. Halla* **Date:** 03/27/2023

**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)

From: **Pocan, Eric (EGLE)** <POCANE@michigan.gov>

Date: Fri, Feb 17, 2023 at 3:39 PM

Subject: RE: Revised submission of Phase 3 projects enhancements

To: Jeanette Best <jbest@cityofflint.com>, Beauchamp, Dan (EGLE) <BEAUCHAMPD@michigan.gov>, Bennett, Charles (EGLE) <BENNETTC4@michigan.gov>

Cc: White, Valorie (EGLE) <WHITEV1@michigan.gov>, John Florshinger <jflorshinger@cityofflint.com>, Mike Brown <mjbrown@cityofflint.com>

Jeanette,

We have reviewed the revised scope and project estimates for the enhanced Phase 3 projects and find them acceptable. If the cost estimates change significantly as design occurs please let us know. As we discussed these projects will be covered by an ARP grant outside of the traditional CWSRF program. The city is responsible for having final plans available for permitting and bidding so bids can be opened and a final budget set and grant agreement signed in September 2023. Below is a link to the FY 23 Intended Use Plan.

<https://www.michigan.gov/egle/-/media/Project/Websites/egle/Documents/Funding/CWSRF/FY2023-IUP-Final.pdf?rev=d27ec306a5314bd7845889410351274e&hash=61F0DD18FAA2C98C518726572A4D25BE>

**Eric Pocan**

Unit Supervisor

Michigan Department of Environment, Great Lakes, and Energy

Finance Division

Water Infrastructure Funding and Financing Section

Program Management-West Unit

517-231-8630 | pocane@michigan.gov

(For Deliveries): Constitution Hall – 6<sup>th</sup> Floor South, 525 West Allegan, Lansing, Michigan 48933

(For Mailings): P.O. Box 30457, Lansing, Michigan 48909-7957

DWSRF website: [www.michigan.gov/DWSRF](http://www.michigan.gov/DWSRF)

CWSRF/SWQIF website: [www.michigan.gov/CWSRF](http://www.michigan.gov/CWSRF)

**From:** Jeanette Best <jbest@cityofflint.com>

**Sent:** Thursday, February 16, 2023 4:55 PM

**To:** Pocan, Eric (EGLE) <POCANE@michigan.gov>; Beauchamp, Dan (EGLE) <BEAUCHAMPD@michigan.gov>; Bennett, Charles (EGLE) <BENNETTC4@michigan.gov>

**Cc:** White, Valorie (EGLE) <WHITEV1@michigan.gov>; John Florshinger <jflorshinger@cityofflint.com>; Mike Brown <mjbrown@cityofflint.com>

**Subject:** Revised submission of Phase 3 projects enhancements

**CAUTION: This is an External email. Please send suspicious emails to [abuse@michigan.gov](mailto:abuse@michigan.gov)**

Hi Eric, Dan, and Chuck,

I was wondering if you had a chance to review the revised version of the enhanced Phase 3 projects. We'd like to get RFPs out for engineering design but I can't do that until the projects' scopes are approved and the City is assured that the funding will be approved. If you would let me know where you are with respect to reviewing the projects, I would appreciate it. I have attached a copy of the email (converted to a word document) I sent to you on February 10 outlining the revisions. Please feel free to contact me at your convenience if you have any questions or concerns

Thank you,

*Jeanette M. Best*

City of Flint WPC Manager

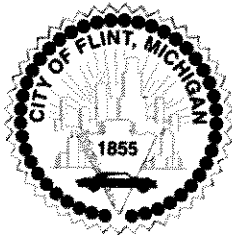
G-4652 Beecher Rd.

Flint, Michigan 48532

810 766-7210 ext. 3622

810 691-9811 cell

[jbest@cityofflint.com](mailto:jbest@cityofflint.com)



RESOLUTION NO.: 230103

**PRESENTED:** APR - 5 2023

**ADOPTED:** \_\_\_\_\_

**PROPOSAL MI Deal 00837**

**BY THE CITY ADMINISTRATOR:**

**RESOLUTION TO WADE TRIM, INC. FOR**  
**BATTERY B SECONDARY CLARIFIER FLOW CONTROL PROJECT ENGINEERING**  
**MICHIGAN ARP GRANT FOR CWSRF PHASE III**

**WHEREAS**, The State of Michigan has an approved Mi-Deal for Wade Trim, Inc. engineering services.

**WHEREAS,** The Department of Public Works, Water Pollution Control was approved for the American Rescue Program grant from the State of Michigan for the Clean Water State Revolving Fund Phase III projects.


**WHEREAS**, Wade Trim, Inc. is a qualified engineering firm that is recommended by WPC to be awarded the contract for the Clean Water State Revolving Fund Phase III Project - Battery B Secondary Clarifier Flow Control Engineering in the amount of \$500,000.00.

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

Account Number	Account Name/ Grant Code	Amount
TBD- CWSRF Project	WPC-Professional Services	\$500,000.00
	<b>FY2023 TOTAL</b>	<b>\$500,000.00</b>

**IT IS RESOLVED,** that the Proper City Officials are hereby authorized to enter into a contract with Wade Trim, Inc. FY23 (07/01/22-06/30/23) for engineering services to be completed for the WPC Clean Water State Revolving Fund Phase III Project - Battery B Secondary Clarifier Flow Control Project in an amount not-to-exceed \$500,000.00.

**APPROVED AS TO FORM:**

  
William Kim (Mar 20, 2023 10:10 EDT)

**William Kim, City Attorney**

**APPROVED AS TO FINANCE:**

Robert J.F. Widigan  
Robert J.F. Widigan (Mar 20, 2023 14:26 EDT)

**Robert J.F. Widigan, Chief Financial Officer**

**FOR THE CITY OF FLINT:**

CLYDE D EDWARDS  
CLYDE D EDWARDS (Mar 21, 2023 11:00 EDT)

**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

**Allie Herkenroder, City Council President**

**APPROVED AS TO PURCHASING:**

Lauren Rowley

**Lauren Rowley, Purchasing Manager**



## STAFF REVIEW FORM

**TODAY'S DATE:** 01/25/2023

**BID/PROPOSAL:** **Mi-Deal Contract #00837**

**ITEM TITLE:** Engineering Services for Battery B Secondary Clarifier Flow Control

**PREPARED BY:** John Florshinger, DPW – Water Pollution Control

**VENDOR NAME:** Wade Trim, Inc.

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

Engineering services to provide design and construction oversight for rehabilitation of the Battery B secondary clarifiers flow control. Improvements proposed include flow control for the influent to the existing four clarifiers via improvements to the existing system of valves and meters that is not functional. This will include replacement of the existing flow control valves and flowmeter for each of the four feed pipes to the clarifiers, including the influent isolation gates. The vault structure will be improved for easier access including a new ventilation and heating system, new lighting, and a new sump pumping system. The vault will also be examined for structural deficiencies and necessary concrete rehabilitation and repairs will be specified. The existing removable concrete panels over the vault will also be examined for replacement with new FRP (fiberglass reinforced plastic) panels and/or new cast-in-place concrete with aluminum hatches for equipment access. A new electrical feed to this vault will be installed as well.

**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		\$500,000.00
		<b>FY2023 GRAND TOTAL</b>		<b>\$500,000.00</b>

**PRE-ENCUMBERED?** YES ☐ NO ☒ **REQUISITION NO:** 230006688

[This is a ARP CWSRF project, Finance will create the account upon receiving a signed resolution.]

ACCOUNTING APPROVAL: *L. Mella* Date: 03/17/2023

**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 H. Best  
(Jeanette Best, WPC Manager)

From: Pocan, Eric (EGLE) <POCANE@michigan.gov>

Date: Fri, Feb 17, 2023 at 3:39 PM

Subject: RE: Revised submission of Phase 3 projects enhancements

To: Jeanette Best <jbest@cityofflint.com>, Beauchamp, Dan (EGLE) <BEAUCHAMPD@michigan.gov>, Bennett, Charles (EGLE) <BENNETTC4@michigan.gov>

Cc: White, Valorie (EGLE) <WHITEV1@michigan.gov>, John Florshinger <jflorshinger@cityofflint.com>, Mike Brown <mjbrown@cityofflint.com>

Jeanette,

We have reviewed the revised scope and project estimates for the enhanced Phase 3 projects and find them acceptable. If the cost estimates change significantly as design occurs please let us know. As we discussed these projects will be covered by an ARP grant outside of the traditional CWSRF program. The city is responsible for having final plans available for permitting and bidding so bids can be opened and a final budget set and grant agreement signed in September 2023. Below is a link to the FY 23 Intended Use Plan.

<https://www.michigan.gov/egle/-/media/Project/Websites/egle/Documents/Funding/CWSRF/FY2023-IUP-Final.pdf?rev=d27ec306a5314bd7845889410351274e&hash=61F0DD18FAA2C98C518726572A4D25BE>

**Eric Pocan**

Unit Supervisor

Michigan Department of Environment, Great Lakes, and Energy

Finance Division

Water Infrastructure Funding and Financing Section

Program Management-West Unit

517-231-8630 | [pocane@michigan.gov](mailto:pocane@michigan.gov)

(For Deliveries): Constitution Hall – 6<sup>th</sup> Floor South, 525 West Allegan, Lansing, Michigan 48933

(For Mailings): P.O. Box 30457, Lansing, Michigan 48909-7957

DWSRF website: [www.michigan.gov/DWSRF](http://www.michigan.gov/DWSRF)

CWSRF/SWQIF website: [www.michigan.gov/CWSRF](http://www.michigan.gov/CWSRF)

**From:** Jeanette Best <jbest@cityofflint.com>

**Sent:** Thursday, February 16, 2023 4:55 PM

**To:** Pocan, Eric (EGLE) <POCANE@michigan.gov>; Beauchamp, Dan (EGLE) <BEAUCHAMPD@michigan.gov>; Bennett, Charles (EGLE) <BENNETTC4@michigan.gov>

**Cc:** White, Valorie (EGLE) <WHITEV1@michigan.gov>; John Florshinger <jflorshinger@cityofflint.com>; Mike Brown <mjbrown@cityofflint.com>

**Subject:** Revised submission of Phase 3 projects enhancements

**CAUTION: This is an External email. Please send suspicious emails to [abuse@michigan.gov](mailto:abuse@michigan.gov)**

Hi Eric, Dan, and Chuck,

I was wondering if you had a chance to review the revised version of the enhanced Phase 3 projects. We'd like to get RFPs out for engineering design but I can't do that until the projects' scopes are approved and the City is assured that the funding will be approved. If you would let me know where you are with respect to reviewing the projects, I would appreciate it. I have attached a copy of the email (converted to a word document) I sent to you on February 10 outlining the revisions. Please feel free to contact me at your convenience if you have any questions or concerns

Thank you,

*Jeanette M. Best*

City of Flint WPC Manager

G-4652 Beecher Rd.

Flint, Michigan 48532

810 766-7210 ext. 3622

810 691-9811 cell

[jbest@cityofflint.com](mailto:jbest@cityofflint.com)





RESOLUTION NO.: \_\_\_\_\_

PRESENTED: \_\_\_\_\_ APR - 5 2023

ADOPTED: \_\_\_\_\_

**Resolution Authorizing Change Order #3 to Contract 21-090 with Genesee County Youth Corporation to Add \$108,936.12 for a New Total Contract Amount of \$565,309.12**

**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 August 10, 2021, the Flint City Council authorized allocations to several agencies, including \$281,373.00 to Genesee County Youth Corporation for shelter operations and essential services and Rapid Rehousing services.

**WHEREAS**, At its meeting on November 14, 2022, the Flint City Council authorized Change Order #2 to increase the contract by \$43,000.00 in admin funds to cover staff costs and extend the term to September 8, 2023.

**WHEREAS**, Genesee County Youth Corporation has indicated a need for additional funds. Staff is recommending an additional \$108,936.12 be awarded to Genesee County Youth Corporation for Rapid Rehousing, new boiler, and additional building repairs.

**WHEREAS**, ESG-CV 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 Genesee County Youth Corporation 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-CV	282-733.101-531.000	FHUD-ESGCA	\$108,936.12
P&D	ESG-CV	282-733.101-963.000	FHUD-ESGCA	\$108,936.12

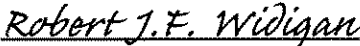
**IT IS RESOLVED**, That the appropriate City officials are authorized to process any necessary budget adjustments and to enter into Change Order #3 to Contract 21-090 with Genesee County Youth Corporation in the amount of \$108,936.12 for a new total contract amount of \$565,309.12

**APPROVED AS TO FORM:**

  
William Kim (Mar 24, 2023 10:22 EDT)


William Kim, City Attorney 03/24/2023

**APPROVED AS TO FINANCES:**

  
Robert J.F. Widigan (Mar 24, 2023 11:34 EDT)

Robert J.F. Widigan, Chief 03/24/2023  
Financial Officer

**ADMINISTRATION:**

  
CLYDE D EDWARDS (Mar 24, 2023 12:33 EDT)

Clyde Edwards, City Administrator 03/24/2023

**CITY COUNCIL:**

\_\_\_\_\_



## CITY OF FLINT

### RESOLUTION STAFF REVIEW

March 20, 2023

**AGENDA ITEM TITLE:** Resolution Authorizing Change Order #3 to Contract 21-090 with Genesee County Youth Corporation to Add \$108,936.12 for a New Total Contract Amount of \$565,309.12

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

**VENDOR NAME:** Genesee County Youth Corporation

**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 \$281,373 to Genesee County Youth Corporation for shelter operations and essential services and Rapid Rehousing services. This same resolution 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 Genesee County Youth Corporation has indicated a need for additional funds. An additional \$132,000 was awarded to Genesee County Youth Corporation for building repairs, cleaning products, N95 masks, sanitizers, carpeting, new bedding and additional costs to cover purchase of new vehicle. The contract was increased by \$43,000 in admin funds to cover staff costs. Staff is recommending an additional \$108,936.12 be awarded to Genesee County Youth Corporation for Rapid Rehousing, new boiler, and additional building repairs.

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

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

Dept.	Name of Account	Account Number	Grant Code	Amount
P&D	ESG-CV	282-733.101-531.000	FHUD-ESGCA	\$108,936.12
P&D	ESG-CV	282-733.101-963.000	FHUD-ESGCA	\$108,936.12
P&D	Genesee County Youth Corp.	282-733.390-531.000	FHUD-ESGCA	\$108,936.12
P&D	Genesee County Youth Corp.	282-733.390-805.101	FHUD-ESGCA	\$108,936.12

PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO: 230006493

ACCOUNTING APPROVAL: Carissa Dotson Date: 03/22/2023  
Carissa Dotson (Mar 22, 2023 16:31 EDT)

FINANCE APPROVAL: [Signature] Date: 03/22/2023

ENVIRONMENTAL APPROVAL: [Signature] Date: 03/23/2023

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

03/23/2023

Suzanne Wilcox, Director



## CITY OF FLINT

230106

RESOLUTION NO.: \_\_\_\_\_

PRESENTED: \_\_\_\_\_ APR - 5 2023

ADOPTED: \_\_\_\_\_

**RESOLUTION AUTHORIZING CITY OFFICIALS TO ENTER INTO AN AGREEMENT WITH THE  
GENESEE COUNTY LAND BANK IN THE AMOUNT OF \$1,500,000 TO  
DEMOLISH PUBLICLY OWNED PROPERTIES IN THE CHOICE NEIGHBORHOOD AREA**

**BY THE CITY ADMINISTRATOR:**

**WHEREAS,** The City of Flint was awarded a \$30 million grant from the U.S. Department of Housing and Urban Development from the Choice Neighborhoods Implementation (CNI) Grant program for the purpose of revitalizing the area surrounding Atherton East and South Flint, as well as the location of new proposed housing.

**WHEREAS,** The program entails implementing the approved Transformation Plan through the demolition and replacement of the obsolete Atherton East public housing development (Housing), implementation of several neighborhood strategies to revitalize the area (Neighborhoods), and ensuring that residents in the Choice Neighborhood areas are comprehensively assisted with improved access to basic services (People); and

**WHEREAS,** The Neighborhoods component of the CNI Grant was allocated HUD resources in the amount of \$4,200,000 dollars, and the specific activities are detailed in HUD-approved Critical Community Improvements (CCI) Plan; and

**WHEREAS,** one of the approved activities in the CCI Plan is demolition of commercial and residential properties in the north and south Flint Choice areas and the CCI Plan calls for entering into an agreement with the Genesee County Land Bank in the amount of \$1.5 million dollars to demolish publicly owned properties; and

**WHEREAS,** Funding is available in the following accounts and upon adoption of this resolution a Budget Adjustment will be completed to move funds to new accounts specified below:

FROM:

Dept.	Name of Account	Account Number	Grant Code	Amount
P&D	Unallocated Budget	296-704.801-963.000	FHUD18CHOICE	1,500,000

TO:

P&D	Professional Services	296-704.801-801.000	FHUD18CHOICE	1,500,000
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## City Council



## CITY OF FLINT

### RESOLUTION STAFF REVIEW FORM

**TODAY'S DATE:** 3/27/23

**BID/PROPOSAL#** N/A

**AGENDA ITEM TITLE:** RESOLUTION AUTHORIZING CITY OFFICIALS TO ENTER INTO AN AGREEMENT WITH THE GENESEE COUNTY LAND BANK IN THE AMOUNT OF \$1,500,000 TO DEMOLISH PUBLICLY OWNED PROPERTIES IN THE CHOICE NEIGHBORHOOD AREA

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

**VENDOR NAME:** Genesee County Land Bank Authority

#### BACKGROUND/SUMMARY OF PROPOSED ACTION:

The City of Flint was awarded a \$30 million grant from the U.S. Department of Housing and Urban Development from the Choice Neighborhoods Implementation (CNI) Grant program for the purposes revitalizing the area surrounding Atherton East and South Flint, as well as the location of the new proposed housing. The program entails implementing the approved Transformation Plan through the demolition and replacement of the obsolete Atherton East public housing development (Housing), implementation of several neighborhood strategies to revitalize the area (including targeted blight elimination, support for retail and economic development, improving the existing housing stock and expanded efforts to increase access to recreation and community resources (Neighborhoods), and ensuring that residents in the Choice Neighborhood areas are comprehensively assisted with improved access to basic services, quality of life, and economic achievement, (including but not limited to workforce development, case management, health services, literacy support, and educational programming) (People Plan).

The Neighborhoods component of the CNI Grant was allocated HUD resources in the amount of \$4,200,000 dollars, and the specific activities are detailed in HUD-approved Critical Community Improvements (CCI) Plan. The Plan called for entering into an agreement with the Genesee County Land Bank in the amount of \$1.5 million dollars for commercial and residential demolition in north and south Flint and HUD has authorized this activity, subject to the following parameters:

- Properties must be prioritized by their proximity and impact on the targeted Choice Neighborhoods housing sites
- Properties must have a completed an environmental review subject to 24 CFR Part 58 prior to demolition.
- All properties to be demolished must be owned by the Land Bank or the City. No private properties may be demolished with CNI funds
- The GCLB must maintain vacant lots it owns until sold or other ownership arrangements are made
- There must be a written agreement between the City and the Land Bank

The attached resolution authorizes entering into a written agreement in the amount of \$1.5 million dollars as required and authorized by the U.S. Department of Housing and Urban Development.



## CITY OF FLINT

### FINANCIAL IMPLICATIONS:

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

Dept.	Name of Account	Account Number	Grant Code	Amount
FROM:				
P&D	Unallocated Budget	296-704.801-963.000	FHUD18CHOICE	1,500,000
TO:				
P&D	Professional Services	296-704.801-801.000	FHUD18CHOICE	1,500,000
		FY22/23 GRAND TOTAL		

PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO: 230006900

ACCOUNTING APPROVAL: Carissa Dotson Date: 03/29/2023  
Carissa Dotson (Mar 29, 2023 10:55 EDT)

FINANCE APPROVAL: [Signature] Date: 03/29/2023

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

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



230109

**RESOLUTION:**

**PRESENTED:**

**APR 10 2023**

**ADOPTED:**

**RESOLUTION TO APPROVE A PUBLIC HEARING REGARDING AMENDMENTS TO  
THE RULES GOVERNING MEETINGS OF THE FLINT CITY COUNCIL**

**BY THE CITY COUNCIL:**

Section 3-103(B) of the Flint City Charter empowers the Flint City Council to determine its own rules of procedure; and

The Flint City Council has held meetings and hearings open to the public to discuss proposed amendments to the Rules Governing Meetings of the Flint City Council, with additional proposed amendments attached to this resolution; and

Section 1-801 of the Flint City Charter requires that a Public Hearing be held before such rules may be adopted, and that public notice containing the title and an abstract of proposed rules be given at least two weeks in advance of a public hearing.

**IT IS RESOLVED**, that the appropriate City Officials are authorized to do all things necessary to conduct a Public Hearing on the proposed amendments to the Rules Governing Meetings of the Flint City Council, to be held at \_\_\_\_\_ p.m. on \_\_\_\_\_, 2023, in the Dome Auditorium, Basement Level, 1101 S. Saginaw Street, Flint, Michigan, in accordance with Section 1-801 of the Flint City Charter.

**APPROVED AS TO FORM:**

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_  
William Kim, Chief Legal Officer

# **RULES GOVERNING MEETINGS OF THE FLINT CITY COUNCIL**

## **GENERAL**

PREAMBLE

OPEN MEETINGS ACT (OMA)

FREEDOM OF INFORMATION ACT (FOIA)

RULE 1 PARLIAMENTARY AUTHORITY

RULE 2 SUSPENSION AND AMENDMENT OF RULES

## **ORGANIZATION #1**

RULE 3 COUNCIL PRESIDENT; PRESIDING AT MEETINGS

RULE 4 APPOINTMENT OF COMMITTEES

## **ORGANIZATION #2**

RULE 5 TIME AND PLACE OF MEETINGS AND SPECIAL MEETINGS

RULE 6 AGENDA FOR REGULAR MEETINGS OF COUNCIL; AGENDAS FOR COMMITTEE MEETINGS

RULE 7 ORDER OF BUSINESS FOR REGULAR MEETINGS OF COUNCIL

## **ORGANIZATION #3**

EXECUTIVE OR CLOSED SESSIONS

## **ACTION BY COUNCIL**

RULE 8 FORM OF ACTION AND ADOPTION OF A CONSENT AGENDA

RULE 9 VOTING; VOTING – ABSTAINING VOTES

RULE 10 INTRODUCTION AND ENACTMENT OF ORDINANCES

## **MOTIONS #1**

RULE 11 CONSIDERATION OF MOTIONS

RULE 12 SUPPORT FOR MOTIONS

RULE 13 MOTION TO ADJOURN

RULE 14 MOTION TO RECESS

- RULE 15 MOTION TO POSTPONE TEMPORARILY (LAY ON THE TABLE)  
RULE 16 MOTION TO VOTE IMMEDIATELY (CALL THE QUESTION)  
RULE 17 MOTION TO LIMIT OR EXTEND DEBATE

**MOTIONS #2**

- RULE 18 MOTION TO POSTPONE DEFINITELY  
RULE 19 MOTION TO REFER (COMMIT)  
RULE 20 MOTION TO AMEND  
RULE 21 MOTION TO POSTPONE INDEFINITELY  
RULE 22 MOTION TO RECONSIDER  
RULE 23 MOTION TO RESCIND  
RULE 24 REQUEST TO WITHDRAW A MOTION

**MOTIONS #3**

- RULE 25 INCIDENTAL MOTIONS – POINT OF ORDER  
RULE 26 INCIDENTAL MOTIONS – REQUEST FOR INFORMATION

**PUBLIC PARTICIPATION AND MAINTENANCE OF ORDER**

- RULE 27 MAINTENANCE OF ORDER AND DEBATE  
RULE 28 RIGHT TO SPEAK IN DEBATE  
RULE 29 PUBLIC MEETINGS AND PARTICIPATION BY PUBLIC

**CONDUCT, ETHICS AND DISCIPLINARY ACTIONS**

- RULE 30 GENERAL CONDUCT AND STANDARDS OF CONDUCT  
RULE 31 ETHICS  
RULE 32 DISCIPLINARY ACTIONS

**REVIEW OF CITY COUNCIL RULES**

- RULE 33 ANNUAL REVIEW OF CITY COUNCIL RULES

## GENERAL

### PREAMBLE

These are rules governing the orderly conduct of Flint City Council meetings in accordance with Robert's Rules of Order and certain laws.

### OPEN MEETINGS ACT (OMA)

City Council meetings are subject to the Open Meetings Act, Public Act 267 of 1976, MCL 15.261 through 15.275.

### FREEDOM OF INFORMATION ACT (FOIA)

All documents of the meetings of the Flint City Council (i.e. agendas, minutes, attachments, transcripts, recordings) are public documents subject to the FOIA, MCL 15.231 *et seq.*

### PARLIAMENTARY AUTHORITY

- Rule 1.1 All matters of procedure not covered specifically by Council Rules, State, or Local law, shall be governed by Robert's Rules of Order 12<sup>th</sup> Ed. If a conflict arises between Council Rules and Robert's Rules of Order, Council Rules take precedence.
- Rule 1.2 The President or Chair (Presiding Officer) **SHALL (IS REQUIRED TO)** ~~shall~~ decide all questions arising under these rules and general parliamentary practice, subject to appeal. **WHILE ON ALL QUESTIONS OF ORDER, AND OF INTERPRETATION OF THE RULES, AND OF PRIORITY OF BUSINESS, IT IS THE DUTY OF THE CHAIRMAN** ~~The Chair shall~~ **TO** first decide the question, ~~and IT IS THE PRIVILEGE OF~~ any member ~~may~~ **TO** "appeal from the decision." If the appeal is seconded, the ChairMAN ~~shall~~ **states** ~~their~~ **HIS** decision, **AND** that it has been appealed from, and then states the question as **THUS: "Shall the decision of the Chair be reversed STAND AS THE JUDGMENT OF COUNCIL?"** The ChairMAN can then, **WITHOUT LEAVE OF THE CHAIR**, state the reasons for ~~their~~ **HIS** decision, after which it is open to debate. ~~Beginning with the member who made the appeal and concluding with the Chair, each member may speak once regarding the appeal for three (3) minutes per Councilmember. Unless~~ **THE APPEAL SHALL BE DETERMINED BY** a majority of Councilmembers-elect ~~vote to overturn the Chair's ruling, the Chair's ruling stands~~ **THE COUNCIL PERSONS-ELECT.**
- Rule 1.3 City Council may appoint a person to serve as its Parliamentarian. At the request of any member of the City Council, the parliamentarian shall rule on questions of parliamentary procedure. If a Parliamentarian so rules, the Parliamentarian's ruling may be appealed. An appeal of a Parliamentarian's ruling must be seconded and is undebatable. Overturning a Parliamentarian's ruling requires a two-thirds vote of the Councilmembers-elect.

## **SUSPENSION AND AMENDMENT OF RULES**

- Rule 2.1 Any individual rule may be suspended on the vote of two-thirds of the Councilmembers-elect, to allow for consideration of business that would not otherwise be allowed under the rules. A motion to suspend a rule is not debatable.
- Rule 2.2 The rules may be amended in accordance with Section 1-801 of the Flint City Charter.

## **ORGANIZATION #1**

### **COUNCIL PRESIDENT; PRESIDING AT MEETINGS**

- Rule 3.1 The Council shall have a President and a Vice-President, each chosen by a majority of the Councilmembers-elect for a term which shall end on the second Monday in November, or until a successor is elected.
- Rule 3.2 The President shall preside at the meetings of the Council and, in the absence of the President, the Vice-President shall preside. If both the President and Vice-President are absent, a Chairperson from a Council Committee shall preside in the following order: Finance, Governmental Operations, Legislative.

## **COMMITTEES**

- Rule 4.1 The President, unless otherwise directed by the Council, shall appoint all committee chairs and vice-chairs for a one-year term which shall end on the second Monday in November or until a successor is appointed.
- Rule 4.2 The standing committees of the City Council are Finance, Governmental Operations, Legislative, and Special Affairs. The Council President may determine in which order they are addressed.
- Rule 4.3 Finance Committee - Business conducted consists of all matters relating to City finances (e.g. spending, revenue, contracts, fees, budgets, audits, etc.). Finance Committee shall meet at 5:00 pm on the Wednesdays a week before regular Council meetings. [Note - see Rule 6.8A]
- Rule 4.4 Legislative Committee - Business conducted consists of all matters relating to City legislation (e.g. ordinances, policies, etc.). Legislative Committee shall meet after Finance Committee. [Note - see Rule 6.8B]
- Rule 4.5 Governmental Operations Committee - Business conducted consists of all matters relating to governmental function (e.g. multi-member bodies, policies and procedures, matters related to City government and City departments, etc.). Governmental Operations Committee shall meet after Legislative Committee. [Note - see Rule 6.8C]

- Rule 4.6 Special Affairs Committee - Reserved for any standing committee agenda item needing additional discussion or information, as well as for any emergency agenda submission. Special Affairs Committee shall meet at 4:30 p.m. right before regular Council meetings on the 2nd and 4th Mondays of the month. [Note – see Rule 6.8E]
- Rule 4.7 All standing committees of Council shall be comprised of all members of Council who are not under disciplinary actions/restrictions.
- Rule 4.8 The President, at their discretion, may create ad hoc committees and shall appoint these committees' chairs and members. The President shall determine the number of Councilmembers comprising these committees.

## **ORGANIZATION #2**

### **TIME AND PLACE OF MEETINGS AND SPECIAL MEETINGS**

- Rule 5.1 All meetings of the City Council and all committees of the Council shall take place in the Council Chambers on the third floor of City Hall or at such other places as the Council may determine.
- Rule 5.2 The regular meeting of the City Council is 5:30 p.m. on the second and fourth Monday of every month.
- Rule 5.3 The Flint City Council may schedule other committee meetings as deemed necessary.
- Rule 5.4 In the event of a call for a special meeting or a change in the time or place of a meeting, the Clerk shall be notified and shall see that each Councilmember and the public are informed as is required by the Open Meetings Act.
- Rule 5.5 The Mayor shall be notified of all meetings of the City Council.
- Rule 5.6 City Council may, by resolution, adjourn all meetings for a two-week period. A special, pro-forma meeting of the City Council shall be scheduled immediately preceding the other Council committee meeting in that month.

### **AGENDA FOR REGULAR MEETINGS OF COUNCIL**

- Rule 6.1 Matters shall be placed on the agenda of any meeting of the City Council by action of the Council President or any presiding Chair of any committee of the Council, or at the request of the Mayor or Clerk, prior to the start of the meeting. After roll call, the presiding officer shall ask for "any additions or changes to the agenda". Agenda changes or additions need to be approved by the presiding officer, and any unopposed agenda changes or additions may be adopted by consent.
- Rule 6.2 Any agenda matters that require official Council action at the meeting for final adoption (i.e., resolutions, budget amendments, grant acceptances, etc.) must be

accompanied by the appropriate documentation such as staff review reports, etc., and must be signed by the required signatories.

- Rule 6.3 The deadline for contacting City Council staff for the purpose of adding matters to an agenda shall be by 12:00 pm (noon) on Thursdays.
- Rule 6.4 The presiding officer shall choose a person to lead the Pledge of Allegiance.
- Rule 6.5 Opening Ceremonies will consist of Pledge of Allegiance, a short prayer or blessing, and may include requests for moments of silence for deceased or ailing individuals. Spiritual leaders (of many faiths) may be invited and scheduled to offer a short prayer after the Pledge of Allegiance. The City Clerk will be responsible for making these arrangements.

### **AGENDAS FOR COMMITTEE MEETINGS**

- Rule 6.8 Items denoted with \*\* will only appear on a committee agenda if necessary. If there is no such matter to be addressed, then it will not appear on the agenda.
- Rule 6.8a Finance Committee Agenda - Roll Call, Request for Changes and/or Additions to Agenda, \*\*Closed Session [Executive Session], \*\*Consent Agenda, \*\*Presentation of Quarterly Financial Reports, Resolutions, \*\*Special Order/Discussion Items, Adjournment
- Rule 6.8b Legislative Committee Agenda - Roll Call, Request for Changes and/or Additions to Agenda, \*\*Resolutions, Ordinances, \*\*Consent Agenda/Discussion Items, Adjournment
- Rule 6.8c Governmental Operations Committee Agenda - Roll Call, Request for Changes and/or Additions to Agenda, \*\*Consent Agenda, \*\*Licenses, Resolutions, Appointments, \*\*Special Order /Discussion Items, Adjournment
- Rule 6.8d Special Affairs Agenda - Roll Call, Request for Changes and/or Additions to Agenda, \*\*Closed Session [Executive Session], \*\*Consent Agenda, \*\*Special Order, Resolutions, Appointments, Ordinances, Discussion Items, Adjournment
- Rule 6.9 Rules 6.1, 6.2, 6.3 and 6.4 concerning regular Council meetings also apply to Committee meetings. Section 31.12 of the Disorderly Persons Ordinance applies to all committee meetings.

### **ORDER OF BUSINESS FOR REGULAR MEETINGS OF COUNCIL**

- Rule 7.1 The order of business at Regular Meetings of the City Council shall be as follows:
- I Call to Order, Roll Call and opening ceremonies
  - II Reading of Disorderly Persons Section
  - III Request for Changes and/or Additions to Agenda
  - IV Consent Agenda

- V Presentation of Minutes
- VII Public Hearings
- VIII Public Speaking
- IX Petitions and Unofficial Communications
- X Official Communications – From Mayor and Other City Officials
- XI Additional Communications
- XII Appointments
- XIII Resolutions
- XIV Liquor Licenses
- XV Other Licenses
- XVI Introduction and First Reading of Ordinances
- XVII Second Reading and Enactment of Ordinances
- XVIII Special Orders/Discussion Items  
(Any Councilmember may request that a Special Order be placed on the agenda, but it must first be approved by the Council President, or the Committee Chair if raised during a Committee meeting.)
- XIX Final Council Comments
- XX Adjournment

### **ORGANIZATION #3**

### **CLOSED SESSIONS**

Rule 7.2 Pursuant to the Open Meetings Act, the Flint City Council may meet in Closed Session for one or more of the following purposes:

- (1) To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named person requests a closed hearing.
- (2) For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing.
- (3) To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.
- (4) To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only if an open meeting would have a detrimental financial effect on the litigating or settlement position of the public body.
- (5) To review and consider the contents of an application for employment or appointment to a public office if the candidate requests that the application remain confidential. However, all interviews by a public body for employment



or appointment to a public office shall be held in an open meeting pursuant to this act.

- (6) To consider material exempt from discussion or disclosure by state or federal statute.

- Rule 7.3      GOING INTO CLOSED SESSION – A 2/3 roll call vote of the Councilmembers-Elect is required to meet in closed session for purposes (3) through (6), as listed in Rule 7.2. A majority vote of the Councilmembers-Elect is sufficient for purposes (1) and (2), as listed in Rule 7.2. The roll call vote and the purpose or purposes for meeting in closed session shall be recorded in the minutes of the meeting at which the vote is taken.
- Rule 7.4      LEAVING CLOSED SESSION – The City Council may leave a closed session upon a majority vote of the Councilmembers-elect.
- Rule 7.5      DECISIONS ON MATTERS DISCUSSED IN CLOSED SESSION TO BE MADE DURING OPEN SESSION - All determinations, actions, votes, or dispositions of motions, proposals, recommendations, resolutions, orders, ordinances, bills, or measures by which the City Council effectuate or formulates public policy must be made during an open session.
- Rule 7.6      All matters discussed in closed session are privileged and not to be shared with any person outside of the closed session.

### **ACTION BY COUNCIL**

#### **FORM OF ACTION AND ADOPTION OF A CONSENT AGENDA**

- Rule 8.1      All official action of the Council as required by the City Charter shall be by ordinance or resolution, but decisions on parliamentary procedure may be made upon motion. Other action may be made upon motion, including decisions on parliamentary procedure.
- Rule 8.2      No motion may be debated by the Council until it has been stated by the presiding officer and it must be reduced to writing if requested by the presiding officer or any Councilmember. All resolutions and ordinances must be in writing.
- Rule 8.3      The Presiding Officer or Chair may request the adoption of a “Consent Agenda” consisting of, as applicable, (a) approval of minutes listed on the agenda; (b) accepting and placing on file all communications listed on the agenda; (c) approving all appointments, resolutions, and licenses listed on the agenda; (d) approving ordinances for introduction and first reading or second reading and enactment, as listed on the agenda.
- Rule 8.4      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.

### VOTING

- Rule 9.1 The determination of any question at a regular City Council meeting shall require a roll call vote, unless there is unanimous consent of the members present. Any request for unanimous consent by the Chair shall include two calls for objections to the request for unanimous consent.
- Rule 9.2 The determination of any question at a committee meeting shall be by voice vote unless a member objects, in which case a roll call vote shall be taken.
- Rule 9.3 The voting on all roll calls shall be rotated so that the Councilmember representing the First Ward shall cast the first vote on the first roll call of any meeting, the Councilmember from the Second Ward shall cast the first vote on the second roll call at any meeting, and so on throughout the meeting so that the first vote on a roll call shall be solicited from the succeeding Councilmember. Following the first vote on any roll call, the remaining Councilmembers shall be called in consecutive order until all nine Councilmembers have been afforded an opportunity to vote on any question.
- Rule 9.4 A Councilmember must be seated at their designated seating place to vote. Proxy votes are not allowed.
- Rule 9.5 INTERRUPTION OF VOTES – Interruptions during the taking of a vote are permitted only before any member has actually voted, unless, as sometimes occurs in ballot voting, other business is being transacted during voting or tabulating.
- Rule 9.6 RULE AGAINST EXPLANATION BY MEMBERS DURING VOTING - A member has no right to “explain his vote” during voting, which would be the same as debate at such a time.
- Rule 9.7 CHANGING ONE'S VOTE – A member has a right to change his vote up to the time the result is announced by the Chair. A request to change a vote after the Chair’s announcement requires the unanimous consent of the body, without debate, and may only be made immediately after the Chair’s announcement.
- Rule 9.8 ABSTAINING VOTES – To “abstain” means to not vote at all. Any explanation of an abstention may not exceed 10 seconds.
- Rule 9.9 ABSTAINING FROM VOTING ON A QUESTION OF DIRECT PERSONAL INTEREST – No member should vote on a question in which he/she has a direct personal or pecuniary interest not common to the other members of the organization. Voting on questions which affect oneself – the rule on abstaining from voting on a question of direct personal interest does not mean that a member should not vote for him/herself for an office or other position to which members

generally are eligible, or should not vote when other members are included with him in a motion.

### **INTRODUCTION AND ENACTMENT OF ORDINANCES**

(Any City Councilmember or the Mayor may introduce an Ordinance)

- Rule 10.1      Upon the introduction of any ordinance, the City Clerk shall proceed as directed in Section 3-301 *et seq* of the Flint City Charter.
- Rule 10.2      After a public hearing has been completed, any Councilmember may move to enact the ordinance.
- Rule 10.3      If the ordinance is amended to the extent that there has been inadequate notice to the public of the content of the ordinance, it shall not be enacted until the procedures of Section 3-301 *et seq* of the Flint City Charter are complied with.
- Rule 10.4      Every ordinance must state the date that it becomes effective. After the vote on the enactment of the ordinance, any Councilmember may move that it be given immediate effect upon publication, rather than the date stated. Any effective date earlier than thirty days after enactment requires a two-thirds vote of the Councilmembers-elect.
- Rule 10.5      Every ordinance shall be submitted to the Chief Legal Officer for review and approval as to form prior to enactment.

### **MOTIONS**

#### **CONSIDERATION OF MOTIONS**

- Rule 11.1      When a question is under debate, the Chair will receive only the following motions:
- |         |  |
|---------|--|
| Rule 13 | to adjourn                                 |
| Rule 14 | to recess                                  |
| Rule 15 | to postpone temporarily (lay on the table) |
| Rule 16 | to vote immediately (previous question)    |
| Rule 17 | to limit debate                            |
| Rule 18 | to postpone definitely                     |
| Rule 19 | to refer (commit)                          |
| Rule 20 | to amend                                   |
| Rule 21 | to postpone indefinitely                   |
| Rule 22 | to reconsider                              |
| Rule 23 | to rescind                                 |
| Rule 24 | to withdraw a motion                       |
| Rule 25 | point of order                             |
| Rule 26 | request for information                    |

- Rule 11.2 If more than one of the above motions are made, they shall be considered in the order listed.

### **SUPPORT FOR MOTIONS**

- Rule 12.1 No motion may be considered or debated unless it has been seconded by at least one other Councilmember and has been properly stated by the Chair. The Chair does not have to recognize a member before that member may second a motion.
- Rule 12.2 Nominations need not be seconded.

### **MOTIONS #1**

#### **MOTION TO ADJOURN**

- Rule 13.1 A motion to adjourn is always in order. If it is made during the count of a vote, it will not be considered until after the vote is announced.
- Rule 13.2 A motion to adjourn is not debatable. However, the issue of the time to reconvene may be debated if it is introduced by the maker of the motion or by amendment.
- Rule 13.3 The Chair may order adjournment, without objection.

#### **MOTION TO RECESS**

- Rule 14.1 A motion to recess shall state the length of the recess and is not debatable.
- Rule 14.2 When a recess is taken while any question is pending, the consideration of the question shall be resumed upon the reassembling of the Council.
- Rule 14.3 The Chair may order a recess without objection.

#### **MOTION TO LAY ON THE TABLE**

- Rule 15.1 The Council may decide to postpone temporarily any matter pending before it. A decision to lay upon the table postpones the question involved, all pending amendments, and other adhering motions, until later in that meeting.
- Rule 15.2 If a decision is made to resume consideration of a matter or to take up from the table, it shall return in exactly the same form as when it was postponed temporarily. A motion to resume consideration must be made at the same meeting.
- Rule 15.3 If a motion to resume consideration fails or is not made, the pending matter shall be added to the next meeting agenda.
- Rule 15.4 A motion to postpone temporarily or to resume consideration is not debatable

### **MOTION TO VOTE IMMEDIATELY (CALL THE QUESTION)**

- Rule 16.1 Any Councilmember may move to vote immediately. If the motion is supported, debate will cease immediately. A two-thirds vote of the Councilmembers-present (but no less than a majority of the Councilmembers-Elect) is required for the motion to carry.
- Rule 16.2 A motion to vote immediately is not debatable.

### **MOTION TO LIMIT OR EXTEND DEBATE**

- Rule 17.1 The Council may decide, by majority vote, to limit or determine the time for discussion of a pending motion or to modify or remove limitations already imposed. This may include a limit of time for each Councilmember to speak to the issue.
- Rule 17.2 If each Councilmember has a limited time to speak, this time limit shall include any questions asked and/or answered at the Councilmembers request.
- Rule 17.3 A motion to limit or extend debate is not debatable.

### **MOTIONS #2**

#### **MOTION TO POSTPONE DEFINITELY**

- Rule 18.1 The Council may decide to put off consideration of a pending main motion and to fix a definite date/time for its consideration.
- Rule 18.2 Debate on the motion to postpone definitely shall be limited to one round of discussion, 3 minutes per councilmember, and shall be limited to the reasons for the postponement and the date/time the main motion shall be taken up.

#### **MOTION TO REFER (TO COMMITTEE)**

- Rule 19.1 If a motion to refer a matter to a committee or other agency has been made, the Council shall proceed to decide the question of the referral.
- Rule 19.2 There shall be no further debate on the merits of the main motion or amendments to the main motion until the referral motion is decided.
- Rule 19.3 Debate on the motion to refer shall be limited to one round of discussion, 3 minutes per councilmember.

#### **MOTION TO AMEND**

- Rule 20.1 A motion to amend must be germane to the main motion .
- Rule 20.2 An amendment may be amended but an amendment to an amendment may not be amended.

### **MOTION TO POSTPONE INDEFINITELY**

- Rule 21.1 The Council may decide to prevent further discussion on a question by voting to postpone it indefinitely.
- Rule 21.2 A motion that has been postponed indefinitely cannot come up again at the same meeting. If it is reintroduced at a later meeting, it shall be treated as a new motion.
- Rule 21.3 Debate on the motion to postpone indefinitely shall be limited to one round of discussion, 3 minutes per councilmember.

### **MOTION TO RECONSIDER**

- Rule 22.1 A motion to reconsider any decision of the City Council may be made by any Councilmember that voted in the affirmative on the motion in question.
- Rule 22.2 A motion to reconsider may be made at the same meeting or not later than the next succeeding regular meeting of the Council if notice has been given to the Council prior to the start of the meeting.
- Rule 22.3 No question may be reconsidered more than once.
- Rule 22.4 If a decision of the Council has gone into effect, the motion to reconsider shall not be in order.

### **MOTION TO RESCIND**

- Rule 23.1 Action to rescind, repeal or annul a previous action may be by resolution unless the previous action is an ordinance. Action to repeal a published ordinance may only be by ordinance regardless of whether the ordinance has gone into effect.
- Rule 23.2 Notice of a motion to rescind a previous action must be given to the Clerk at least two days prior to the meeting at which the motion is to be made. However, the Council may vote by two-thirds of Councilmembers-elect to waive the notice requirement.
- Rule 23.3 Motions to rescind may be reconsidered regardless of whether the vote was affirmative or negative.

### **MOTIONS #3**

#### **REQUEST TO WITHDRAW A MOTION**

- Rule 24.1 Any Councilmember may withdraw his or her motion before it has been restated by the Chair and placed before the assembly. The Councilmember need not obtain concurrence of any other person.

- Rule 24.2 After the motion has been placed before the assembly, it may only be withdrawn by majority consent of all Councilmembers present. A request to withdraw is undebatable.
- Rule 24.3 No request to withdraw a motion may be made after the vote on the motion has commenced.

#### **INCIDENTAL MOTIONS – POINT OF ORDER**

- Rule 25.1 The purpose of a point of order is to correct a breach in the rules when the presiding officer does not correct it, or when the presiding officer makes a breach of the rules.
- Rule 25.2 A point of order should not be used for minor infractions that do not affect the substantive rights of the City Council or its members.
- Rule 25.3 A point of order does not need a second, can interrupt a speaker, is not debatable, and is decided by the chair.
- Rule 25.4 A point of order cannot be ignored by the presiding officer. A ruling of “agreement – out of order” or “disagree – denied” must be given. All debate and/or talking shall cease immediately when a point of order is raised, so the presiding officer can rule.
- Rule 25.5 Any member has the right to appeal the presiding officer’s decision on a point of order as set forth in Rule 1.2. Another member must second the appeal, or the appeal fails.

#### **INCIDENTAL MOTIONS – REQUEST FOR INFORMATION**

- Rule 26.1 A request for information requests information from the member holding the floor.
- Rule 26.2 Its purpose is to help the member making the request for information understand the process and the potential consequences of the next vote. A request for information that asks a question for which the requestor already knows the answer (i.e. an answer in the form of a question) is improper.
- Rule 26.3 A request for information cannot be ignored by the presiding officer, but the presiding officer – upon hearing the request – may decide whether the request is legitimate and can proceed, or whether the speaker is misleadingly utilizing this motion to secure the floor for other purposes. The Presiding Officer must rule with either “Proceed” or “Denied”.
- Rule 26.4 Using a request for information as an opportunity to gain the floor is not allowed. Multiple abuses of use of requests for information is cause for disciplinary action.

## **PUBLIC PARTICIPATION AND MAINTENANCE OF ORDER**

### **MAINTENANCE OF ORDER AND DEBATE**

(The public and City Council are both subject to the disorderly persons ordinance section 31-11 and the general code of conduct. Additionally, the Chair or Presiding Officer has a responsibility and duty to enforce these rules and sanctions for the purpose of maintenance of order. Only the Chair or Presiding Officer may determine and rule on who/what is in or out of order.)

- Rule 27.1 When a member has been called to order, the Chair shall determine whether he or she is in order. Every question of order shall be decided by the Chair, subject to an appeal.
- Rule 27.2 During any portion of any meeting, Councilmembers may not engage in any type of argumentative discourse with members of the audience, at any time, for any reason.
- Rule 27.3 Only the presiding officer may call an individual up to the podium (and/or table) to speak or answer questions. Other Councilmembers would have to petition the presiding officer to make this request.
- Rule 27.4 Mobile devices shall be set to silent mode prior to any meeting being called to order.

### **RIGHT TO SPEAK IN DEBATE**

- Rule 28.1 Every Councilmember and every person granted the privilege of speaking to the City Council, on any matter before the City Council, shall address all remarks to members of the Council and shall not speak until recognized.
- Rule 28.2 When two or more Councilmembers address the Chair at the same time, the Chair shall name the Councilmember who is first to speak.
- Rule 28.3 A Councilmember who desires to speak, on any matter before the City Council, must obtain the floor by being recognized by the presiding Chair. A Councilmember must be in their seat when requesting to be recognized. Unless otherwise specified by these rules each member has the right to speak up to twice on the same question on the same day, for 5 minutes during each round, but cannot make a second speech on the same question so long as any member who has not spoken on that question desires the floor. A member who has spoken twice on a particular question on the same day or who has exhausted their allocated time has exhausted his/her right to debate on that question for that day. The Clerk shall utilize a timer and track members' time. There is no right to "sum up" or "conclude" after the expiration of a members' allotted time.
- Rule 28.4 Councilmembers may request, from the presiding Chair, the opportunity to ask questions of Administrative Staff, etc., during debate on any agenda item. Any



such questions and responses shall be incorporated as part of the Councilmember's allotted time.

### **PUBLIC MEETINGS AND PARTICIPATION BY PUBLIC**

- Rule 29.1 All meetings of the Council shall be open to the public in accordance with law.
- Rule 29.2 If a member of the public wishes to address the City Council, they may do so at the regular City Council meeting. He or she shall submit, prior to the start of the meeting, a statement in writing containing his or her name and address and the topic to be covered. A box will be placed at the entrance to the Council Chambers for the collection of the statements.
- Rule 29.3 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. No additional speakers or slips will be accepted after the meeting begins. City Councilmembers may not speak as a member of the public at this time. Public speakers may not allocate or "donate" their allotted time to another person.
- Rule 29.4 If a member of the public is addressing the Council at a scheduled public hearing, he or she shall stand to obtain recognition by the President at the opening of the hearing or at the conclusion of the remarks of the previous speaker.
- Rule 29.5 Members of the public shall have no more than 3 minutes to address the City Council during a public hearing.
- Rule 29.6 Councilmembers may not speak during public hearings nor may they respond to speakers.
- Rule 29.7 Any person speaking at a Council meeting may be called to order by the President or any Councilmember for failure to be germane, for vulgarity, or for speaking in excess of the allotted time.
- Rule 29.8 Any person who is called to order shall thereupon yield the floor until the President shall have determined whether he or she is in order. Every question of order shall be decided by the President subject to an appeal by any Councilmember to the Council. If a person so engaged in presentation shall be determined by the Council to be out of order, that person shall not be permitted to continue at the same meeting except on special leave of the Council.
- Rule 29.9 Councilmembers may respond once to all public speakers only after all public speakers have spoken. An individual Councilmember's response shall be limited to 2 minutes and is subject to all rules. Final Council comments shall be limited to 2 minutes and are subject to all rules.

## **CONDUCT, ETHICS AND DISCIPLINARY ACTIONS**

### **GENERAL CONDUCT AND STANDARDS OF CONDUCT**

- Rule 30.1 Every Councilmember is subject to the established rules or general conduct and the standards of conduct as may be adopted by the City Council.

### **ETHICS**

- Rule 31.1 Every Councilmember is subject to the established ethics rules of the City of Flint Charter and Ethics Ordinance.

### **DISCIPLINARY ACTIONS**

- Rule 32.1 Every Councilmember is subject to the established rules and disciplinary actions for violations of rules and city ordinances.
- Rule 32.2 For any repeated violation of these rules, the Presiding Officer or Chair may order discipline up to and including removal from a meeting. Any discipline issued is subject to an appeal raised pursuant to Rule 1.2. If a Councilmember is removed from a meeting, they may not return to participate in any other committee or Council meetings held on the same day.

### **REVIEW OF CITY COUNCIL RULES**

- Rule 33.1 Every December, the City Council shall place an item on the Special Affairs Committee agenda for a review of these rules.
- Rule 33.2 At his/her own discretion, the Council President may at any time appoint a committee and its members to review and offer revisions of City Council Rules.
- Rule 33.3 It is the responsibility and duty of the Council President, Vice President, and all the Committee Chairs to ensure that these rules are adhered to and to apply the recommended disciplinary actions if they are not. Failure to do so is itself a violation of the rules and can subject the violator to disciplinary actions.

RULES ORIGINALLY ADOPTED: MAY 10, 1976

1<sup>ST</sup> AMENDMENT ADOPTED: MAY 24, 2010

2<sup>ND</sup> AMENDMENT ADOPTED: APRIL 27, 2015

3<sup>RD</sup> AMENDMENT ADOPTED: JUNE 12, 2017

4<sup>TH</sup> AMENDMENT ADOPTED: FEBRUARY 27, 2023

230046



RESOLUTION NO.: \_\_\_\_\_

PRESENTED: FEB 22 2023

ADOPTED: \_\_\_\_\_

**RESOLUTION RECOMMENDING THE APPOINTMENT OF BISHOP ROGER L JONES SR.  
TO THE HURLEY BOARD OF HOSPITAL MANAGERS FILLING AN OPEN VACANCY.**

**BY THE MAYOR:**

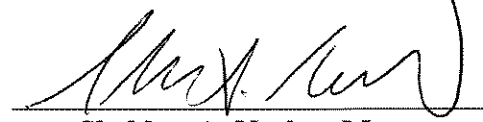
Mayor Sheldon A. Neeley recommends the appointment of Bishop Roger L. Jones Sr. to complete the five-year term on the Hurley Board of Hospital Managers, with such term to commence immediately, and expires April 30<sup>th</sup>, 2028.

**THEREFORE, BE IT RESOLVED** that the Flint City Council approves the appointment of Bishop Roger L. Jones Sr (2222 Colfax Ave, Flint MI, 48503) to complete the vacancy term on the Hurley Board of Hospital Managers, with such term commenced immediately, and expires April 30, 2028.

**APPROVED AS TO FORM:**

  
William Kim, Chief Legal Officer

**FOR THE CITY OF FLINT:**

  
Sheldon A. Neeley, Mayor

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_  
For the Council

**Bishop Roger L. Jones**  
**Jurisdictional Prelate, Michigan Southeast Jurisdiction**

Roger L. Jones was born June 30, 1937. At age 17, he preached his first sermon and at age 20 he was ordained as an Elder in the Church of God in Christ.

In 1955, he graduated from Booker T. Washington High School in Rocky Mount, North Carolina. He received his Associates Degree from Saints College Church of God in Christ, Lexington, Mississippi in 1960.

In 1963, the young Elder founded Greater Holy Temple COGIC with approximately 25 members and in the same year the ministry purchased a \$40,000 facility. Under his leadership the membership of the church grew over 200% between 1963 and 1964.

At its peak, Greater Holy Temple COGIC has served over 900 members in the \$1.9 million edifice, built in 1978. Bishop Jones has worked diligently to serve the community and fellow church ministries.

His State and National accomplishments are as follows:

District Superintendent: Appointed by Bishop J. S. Bailey – 1965  
Chairman of State Finance & Expediting Committee  
Vice-Chairman & Chairman, State Elders Council  
Consecrated Bishop of the 3<sup>rd</sup> Ecclesiastical Jurisdiction of Southwest MI – 1985  
Elected Chairman International Trustee Board 1977-1996  
Currently serves as 1<sup>st</sup> Vice Chairman, Board of Bishops for Church Of God In Christ and Prelate of Michigan Southeast Jurisdiction

Bishop Jones is the author of two must reads, “When Life Hurts, Dreams Fade, Hope Again” and “Deliverance in Spiritual Warfare”.

Bishop Jones is a compassionate and nurturing spiritual father to many. God is doing a new thing in his life. He has come through many dangers, toils and snares, but God has given him the victory and a vision that shall come to pass.



230089

## CITY OF FLINT

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RESOLUTION NO.: \_\_\_\_\_

PRESENTED: MAR 22 2023

ADOPTED: \_\_\_\_\_

**Resolution Recommending the Appointment of Robert V. Jewell,  
Ward 6, to the Flint Planning Commission**

**BY THE MAYOR:**

**WHEREAS**, The Michigan Planning Enabling Act 33 of 2008, authorizes the City of Flint to adopt an ordinance creating a planning commission with all the powers and duties for which the Act provides; and

**WHEREAS**, The City of Flint has adopted an ordinance creating a planning commission and Article VII, §2-28 of the City of Flint Code of Ordinances identifies the composition, appointment, and terms of office of the Flint Planning Commission and states that the Commission shall consist of nine (9) members and the term of office shall be three years; and

**WHEREAS**, Article VII, §2-28 of the City of Flint Code of Ordinances states that appointments shall be made by the Mayor, subject to the approval of a majority vote of the City Council; and

**WHEREAS**, Robert V. Jewell of 2506 Bagley St, Flint, MI 48504, has served as the 6<sup>th</sup> Ward representative to the Flint Planning Commission and his term expires March 23, 2023; and

**WHEREAS**, Mayor Neeley recommends the reappointment of Robert V. Jewell to the Flint Planning Commission for a three-year term.

**IT IS RESOLVED**, Pursuant to §2-28 of the Flint City Code of Ordinances, that the Flint City Council approves the reappointment of Robert V. Jewell, 2506 Bagley Street, Flint, MI 48502, Ward 6, to the Flint Planning Commission for a three year term to commence on March 23, 2023 and to expire on March 23, 2026.

**APPROVED AS TO FORM:**

\_\_\_\_\_  
William Kim, City Attorney

**ADMINISTRATION:**

\_\_\_\_\_  
Clyde D. Edwards, City Administrator

**CITY COUNCIL:**

\_\_\_\_\_  
City Council



## CITY OF FLINT

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RESOLUTION NO.: \_\_\_\_\_

PRESENTED: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

**Resolution Recommending the Appointment of Robert V. Jewell,  
Ward 6, to the Flint Planning Commission**

**BY THE MAYOR:**

**WHEREAS**, The Michigan Planning Enabling Act 33 of 2008, authorizes the City of Flint to adopt an ordinance creating a planning commission with all the powers and duties for which the Act provides; and

**WHEREAS**, The City of Flint has adopted an ordinance creating a planning commission and Article VII, §2-28 of the City of Flint Code of Ordinances identifies the composition, appointment, and terms of office of the Flint Planning Commission and states that the Commission shall consist of nine (9) members and the term of office shall be three years; and

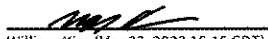
**WHEREAS**, Article VII, §2-28 of the City of Flint Code of Ordinances states that appointments shall be made by the Mayor, subject to the approval of a majority vote of the City Council; and

**WHEREAS**, Robert V. Jewell of 2506 Bagley St, Flint, MI 48504, has served as the 6<sup>th</sup> Ward representative to the Flint Planning Commission and his term expires March 23, 2023; and

**WHEREAS**, Mayor Neeley recommends the reappointment of Robert V. Jewell to the Flint Planning Commission for a three-year term.

**IT IS RESOLVED**, Pursuant to §2-28 of the Flint City Code of Ordinances, that the Flint City Council approves the reappointment of Robert V. Jewell, 2506 Bagley Street, Flint, MI 48502, Ward 6, to the Flint Planning Commission for a three year term to commence on March 23, 2023 and to expire on March 23, 2026.

**APPROVED AS TO FORM:**

  
William Kim (Mar 22, 2023 15:15 CDT)

**William Kim, City Attorney**

**ADMINISTRATION:**

  
Clyde D. Edwards (Mar 22, 2023 11:41 EDT)

**Clyde D. Edwards, City Administrator**

**CITY COUNCIL:**

\_\_\_\_\_  
**City Council**



## CITY OF FLINT

### RESOLUTION STAFF REVIEW FORM

**TODAY'S DATE:** March 21, 2023

**BID/PROPOSAL#** n/a

**AGENDA ITEM TITLE:** Resolutions recommending approval of the appointments of Rob Jewell and Robert Wesley to the City of Flint Planning Commission. **TWO RESOLUTIONS ATTACHED.**

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

**VENDOR NAME:** n/a

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

The Michigan Planning Enabling Act 33 of 2008, authorizes the City of Flint to adopt an ordinance creating a planning commission with all the powers and duties for which the Act provides, and the City of Flint has enacted such an ordinance. The Flint Code of Ordinances identifies the composition, appointment and terms of the office and states that the Commission shall consist of nine (9) members serving terms of three (3) years. The appointments are to be made by the Mayor and are subject to the approval of a majority vote of the Flint City Council.

Currently Ward 5 and Ward 6 representatives (Robert Wesley, and Robert V. Jewell, respectively) serve as the representatives for their wards. Both of their terms expire March 23<sup>rd</sup>, 2023 and both are willing to continue serving their wards as Planning Commission representatives. The attached resolutions, presented by the Mayor, authorize the reappointments of Robert V. Jewell and Robert Wesley to the Flint Planning Commission for three year terms beginning March 23, 2023 and expiring March 23, 2026.

**BUDGETED EXPENDITURE?** YES ☐ NO ☒ **IF NO, PLEASE EXPLAIN:** n/a

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

**PRE-ENCUMBERED?** YES ☒ NO ☐ **REQUISITION NO:** [REDACTED]

**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) n/a**

**BUDGET YEAR 1**

**BUDGET YEAR 2**



## CITY OF FLINT

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**BUDGET YEAR 3**

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

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

**DEPARTMENT HEAD SIGNATURE:**  Director, Dept of Planning and Dev.  
(PLEASE TYPE NAME, TITLE)



230107

RESOLUTION:

PRESENTED: APR - 5 2023

ADOPTED:

**RESOLUTION RECOMMENDING THE REAPPOINTMENT OF  
MATTHEW TELLIGA TO THE ZONING BOARD OF APPEALS**

**BY THE CLERK:**

Matthew Telliga's term on the Zoning Board of Appeals expired March 31, 2023, although he continues to serve; and

8<sup>th</sup> Ward City Councilmember Dennis Pfeiffer recommends the reappointment of Matthew Telliga to the Zoning Board of Appeals for an additional three-year term.

**IT IS RESOLVED**, that the Flint City Council approves the reappointment of Matthew Telliga (3330 Westwood Parkway, Flint, Michigan, 48503 – Ward 8) to the Zoning Board of Appeals for a three-year term, beginning immediately upon adoption of this resolution and expiring March 31, 2026.

**APPROVED AS TO FORM:**

**APPROVED BY CITY COUNCIL:**

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William Kim, Chief Legal Officer

# Matthew D. Telliga

3330 Westwood Pkwy Flint, MI 48503 | 810.287.1637 | Telliga03@comcast.net

## Education

Bachelor of Business Administration (with Academic Distinction)

University of Michigan-Flint

Flint Southwestern High School with High Honors

## PROFESSIONAL EXPERIENCE –Retired Sales Executive

### **Ortho McNeil Division of Johnson and Johnson**

Territory Manager in Pharmaceutical Pain Management Division, increased territory by 50% in first year. Training expertise in: Opioids, PPIs, Antibiotics and Pain Management

### **Standard Register Corporation**

Account Executive Strategic Healthcare Accounts

Responsible for Sales of Document Management, Document Security, Print Management, Consulting and Business Solutions Sales Volume leader entire career with over \$30 million in personal sales, Received President's Award as leading sales in Nation

## Community Involvement/Leadership

Chairman, City of Flint Zoning Board of Appeals 2019-present

### **Recent Community Involvement/Leadership**

Commissioner/Vice Chairman ZBA City of Flint 2017-2019

Flint Institute of Music, Board of Trustees 1999-2019

Councilman, City of Grand Blanc, 2011-2015 Committees served: Public Safety, Department of Public Works

Zoning Board of Appeals City of Grand Blanc 2011-2015

Fire Commissioner, Grand Blanc Area Fire Department

2 Term Chair, University of Michigan Flint Board of Governors, 10 years on Board

University of Michigan Ann Arbor, Member Alumni Board of Directors

230108

**RESOLUTION:**

**PRESENTED:** APR - 5 2023

**ADOPTED:**

**RESOLUTION RECOMMENDING THE APPOINTMENT OF  
MICAH HUTCHISON TO THE ETHICS AND ACCOUNTABILITY BOARD**

**BY THE CITY COUNCIL:**

The Ethics and Accountability Board was established in June 2018 pursuant to Sections 3-501 through 3-505 of the Flint City Charter; and

Eleven members were appointed at that time to staggered terms, with councilmembers appointing one member each and the mayor appointing two members; and

In June of 2020, Allen Gilbert was reappointed to the Ethics and Accountability Board for a six-year term expiring June 26, 2026. However, Mr. Gilbert resigned in December 2022; and

7<sup>th</sup> Ward Councilmember Allie Herkenroder has recommended the appointment of Micah Hutchison (1851 Brookside Drive, Flint, Michigan, 48503) to fill the vacancy created by Mr. Gilbert's resignation from the Board.

**IT IS RESOLVED**, that the Flint City Council approves the appointment of Micah Hutchison (1851 Brookside Drive, Flint, Michigan, 48503) to the Ethics and Accountability Board for the remainder of a six-year term, commencing immediately upon adoption of this resolution and expiring June 26, 2026, as recommended by 7<sup>th</sup> Ward Councilmember Allie Herkenroder.

**APPROVED AS TO FORM:**

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William Kim, Chief Legal Officer

**APPROVED BY CITY COUNCIL:**

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# Micah Hutchison

1851 Brookside Drive  
Flint, MI 48503  
412.216.7688  
micaanne@gmail.com

## Experience

### **Genesee Conservation District, Flint, MI- Produce Safety Technician** September 2018- present

As a Produce Safety Technician I am part of a collaborative effort between the Michigan Department of Agriculture and Rural Development (MDARD), Michigan State University Extension (MSUE) and local Conservation Districts. Together, we are the Michigan On-Farm Produce Safety Team and we work to educate growers on the new Food Safety Modernization Act (FSMA) Produce Safety Rule (PSR) through on-farm education, Grower Training events, workshops, newsletters, and On-Farm Readiness Reviews.

- Offer on-farm technical assistance to produce growers on the implementation of the Food Safety Modernization Act Produce Safety Rule
- Assist with the development of on-farm food safety plans
- Observe and evaluate on-farm practices
- Create farm action plans
- Educate produce growers on risk management and risk mitigation.
- Educate growers on Produce Safety through Produce Safety Alliance Grower Training classes, workshops, and personalized on-farm education

### **Edible Flint, Flint, MI- Training Coordinator** January 2017- September 2018

- Coordinated the 11-wk Introduction to Urban Gardening Training Program
- Promoted brand awareness through Social Media accounts on Twitter, Instagram, Facebook and Pinterest
- Maintained the Edible Flint website; [edibleflint.org](http://edibleflint.org)
- Meeting Facilitation
- Workshop development and implementation

### **Weichert Realtors- Grant Hamady, Burton, MI — Realtor** November 2014 - January 2017

### **Old Navy, Cambridge, MA — Assistant Store Manager** November 2007 - October 2011

- Recruited, trained and supervised store employees.
- Drove brand vision, credit card applications and sales by maximizing team performance.
- Developed, monitored and reviewed staff performance, including yearly evaluations.
- Created long-term and short-term development plans for associates and lower tiered managers.

## Skills and Core Competencies

Planning

Plan implementation

Volunteer management

Education

Operations management

Developing direct reports

Onboarding and training

Customer service

Merchandising standards

Visual communication

Cash management

People management

Social media

## Licenses and Certificates

Real Estate License, Michigan  
2014

Master Gardener Volunteer,  
Genesee County, MI

2016

## Gap in Employment

For 3 years I had the pleasure to be a stay-at-home mother and full-time caregiver to my aging

father.

## EDUCATION

Oregon State University- Horticulture

June 2020- present

Wayne State University, Detroit, MI — *Bachelor of Arts*

September 1999 - December 2004