

# **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**

**Wednesday, May 17, 2023**

**5:00 PM**

**GENESEE COUNTY ADMINISTRATION BUILDING**

### **FINANCE COMMITTEE**

*Judy Priestley, Chairperson, Ward 4*

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

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

*Davina Donahue, City Clerk*

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

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

**COUNCIL RESPONSE**

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

**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****230134**      Update/City of Flint Exempt Employee Compensation Schedule

Resolution resolving that the Flint City Council approves the Exempt Compensation Schedule, effective upon the enactment of this resolution, and authorizes the appropriate City Officials to do all things necessary to implement the schedule.

**230141**      Repaving Work/Stewart Avenue

Resolution resolving that the appropriate City Officials do all things necessary to complete the repaving/resurfacing of Stewart Avenue.

**230143**      Grant Acceptance/Michigan Clean Water Corps

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to abide by the terms of the Michigan Clean Water Corps (MiCorps) Grant No. VSCP-2023-11, through the Michigan Department of Environment, Great Lakes, and Energy (EGLE), in the amount of \$3,731.40, for [a grant period of four (4) months: June 1st to September 30, 2023], to appropriate revenue and expenditure amounts using Grant Code SEGLE-STRM23, and to make the grant funds available in the current and any subsequent fiscal years that funding continues to remain available by the grantor. [NOTE: The grant is awarded to the City's Office of Public Health to support the efforts of MiCorps, through EGLE, by coordinating a volunteer

clean-up of Thread Creek.]

**230144** Grant Acceptance/US Federal Communications Commission

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to abide by the terms of the Affordable Connectivity Grant No. ACOGP2340048-00 [through the US Federal Communications Commission], in the amount of \$100,000.00, for [a grant period of two years: May 15, 2023 to May 14, 2025], to appropriate revenue and expenditure amounts using Grant Code FFCC-AGAP23, and to make the grant funds available in the current and any subsequent fiscal years that funding continues to remain available by the grantor. [NOTE: The grant is awarded to the City's Office of Public Health to support the efforts of US Federal Communications Commission to increase awareness of and enrollment in the Affordable Connectivity Program.]

**230145** Contract/Smart Homes-Smart Offices/City of Flint Police Department Intelligence Center

Resolution resolving that the proper City Officials are authorized to enter into a contract with Smart Homes/Smart Offices for furnishing and installing audio visual equipment and installation of commercial television displays, video switching, distribution, and the installation of sound [for the Flint Police Department's Intelligence Center] for FY2023, in an amount NOT-TO-EXCEED \$121,397.69.

**230146** CO#6/Contract/BS&A Software/Software Applications

Resolution authorizing the appropriate City Officials to do all things necessary to enter into Change Order No. 6 to the contract with BS&A Software to provide software applications for the period of May 1, 2023, through May 1, 2024, in the amount of \$139,048.00, and a total contract amount of \$999,300.00, under the same terms and conditions.

**230147** CO#2/Contract/William E. Walter/Industrial HVAC Services

Resolution resolving that the Economic Development Corporation (EDC) is authorized to increase its Oak Business Center purchase order for FY2023 to William E. Walter to cover invoices for unanticipated plumbing/HVAC expenses, in an amount NOT-TO-EXCEED \$3,500.00, for an overall FY2023 grand total NOT-TO-EXCEED \$336,926.00.

**230148** Michigan Department of Transportation (MDOT)/U.S. Highway 23 Hill Road Overpass Repairs

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to pay Michigan Department of Transportation Invoice No. 591-11098151, in the amount of \$474,690.84. [NOTE: MDOT has submitted an invoice to the City to repair damage caused to the Hill Road overpass on U.S. Highway 23 by a City vehicle].

**230149** ARPA Funding Allocation/City Hall Environmental Remediation

Resolution resolving that the appropriate City Officials are authorized to appropriate up to \$500,000.00 from the ARPA (American Rescue Plan Act) Contingency allocation, as set forth in the ARPA Allocation Plan, with the City of Flint's ARPA administration, compliance and implementation firm reviewing and ensuring compliance with the latest US Department of Treasury final rules before funds are distributed.

**230150** Rehmann Robson, LLC/City of Flint/FY2023 Audit

Resolution resolving that the appropriate City Officials, pending adoption of the FY2024 [COF] Budget are authorized to do all things necessary to engage the services of Rehmann Robson, LLC, for FY2023 auditing services, in the amount of \$259,000.00, plus out-of-pocket expenses NOT-TO-EXCEED \$10,000.00.

**230151** Approval//2023-2025 Consolidated Plan/2023-2024 Annual Action Plan of the Consolidated Plan/U.S. Department of Housing and Urban Development (HUD)

Resolution resolving that City Officials to approve the funding amounts and projects and authorize entering into contracts for the agencies as listed for the City of Flint's FY2023-2024 Community Development Block Grant (CDBG) Program, in the amount of \$4,019,558.00, FY2023-2024 HOME Investment Partnerships Program, in the amount of \$963,438.00, and FY2023-2024 Emergency Solutions Grant (ESG) Program, in the amount of \$356,897.00, and include any program income which might become available as a result of receipt of these funds.

**230152** Adoption and Implementation/2023-2024 Master Fee Schedule

Resolution resolving that the Biennial Master Fee Schedule, which includes Water and Wastewater Volumetric Rates and Service Charges, be approved and implemented as outlined, and kept on file with the City Clerk, AND, resolving that the Biennial Master Fee Schedule can and will be modified, should the need arise, at any time during the biennial timeframe for Fiscal Year 2024, AND, resolving that the appropriate City Officials are authorized to do all things necessary to implement and collect the user fees, effective July 1, 2023.

## **ADJOURNMENT**

230134



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

PRESENTED: \_\_\_\_\_ MAY - 3 2023

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

### RESOLUTION APPROVING UPDATE TO THE CITY OF FLINT'S EXEMPT EMPLOYEE COMPENSATION SCHEDULE

Section 35-64 of the Flint Code of Ordinances provides that "The compensation to be paid officers and employees of the City shall be as from time to time established in schedules by the City Council. The schedules are not set out in this Code, but are on file in the City Clerk's office.";

The compensation schedule for exempt (e.g. non-union) employees has not been updated since July 1, 1999;

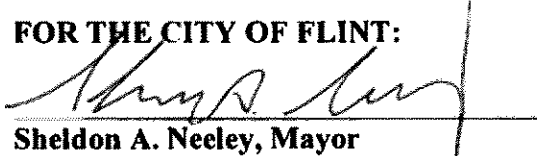
Based on the U.S. Bureau of Labor Statistics' Consumer Price Index, the cumulative price increase from 1999 to 2023 was 81.17%, meaning that \$1 in 1999 is worth \$1.81 in today's money (or that \$1 in today's money only buys 55.196% of what it bought in 1999);

The lack of updates to the City's exempt compensation schedule has placed the City at a significant competitive disadvantage in recruiting and retaining exempt employees, because the City's exempt wage scale is over two decades out of date and the City's wages are often significantly below market rates for comparable roles in other Michigan governments;

The proposed exempt compensation schedule, attached here, updates the exempt compensation schedule to make the City more competitive in recruitment and retention of exempt employees;

**IT IS RESOLVED** that the Flint City Council approves the attached exempt compensation schedule, effective upon the enactment of this resolution, and authorizes the appropriate City officials to do all things necessary to implement this schedule.

FOR THE CITY OF FLINT:



Sheldon A. Neeley, Mayor

FOR THE CITY COUNCIL:

\_\_\_\_\_

APPROVED AS TO FORM:



William Kim (Apr 28, 2023 09:55 EDT)

William Y. Kim, City Attorney

APPROVED AS TO FINANCE:



Jane Mager (Apr 28, 2023 13:12 EDT)

Jane Mager, acting Chief Financial Officer

City of Flint Exempt Compensation Schedule

Human Resources/Labor Relations Department

LEVEL	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10
10	H \$15.25	\$15.63	\$16.02	\$16.42	\$16.83	\$17.25	\$17.69	\$18.13	\$18.58	\$19.05
	A \$31,720.00	\$32,513.00	\$33,325.83	\$34,158.97	\$35,012.94	\$35,888.27	\$36,785.48	\$37,705.11	\$38,647.74	\$39,613.93
12	H \$17.25	\$17.68	\$18.12	\$18.58	\$19.04	\$19.52	\$20.00	\$20.50	\$21.02	\$21.54
	A \$35,880.00	\$36,777.00	\$37,696.43	\$38,638.84	\$39,604.81	\$40,594.93	\$41,609.80	\$42,650.04	\$43,716.30	\$44,809.20
14	H \$19.25	\$19.73	\$20.22	\$20.73	\$21.25	\$21.78	\$22.32	\$22.88	\$23.45	\$24.04
	A \$40,040.00	\$41,041.00	\$42,067.03	\$43,118.70	\$44,196.67	\$45,301.58	\$46,434.12	\$47,594.98	\$48,784.85	\$50,004.47
16	H \$21.25	\$21.78	\$22.33	\$22.88	\$23.46	\$24.04	\$24.64	\$25.26	\$25.89	\$26.54
	A \$44,200.00	\$45,305.00	\$46,437.63	\$47,598.57	\$48,788.53	\$50,008.24	\$51,258.45	\$52,539.91	\$53,853.41	\$55,199.74
18	H \$23.25	\$23.83	\$24.43	\$25.04	\$25.66	\$26.31	\$26.96	\$27.64	\$28.33	\$29.04
	A \$48,360.00	\$49,569.00	\$50,808.23	\$52,078.43	\$53,380.39	\$54,714.90	\$56,082.77	\$57,484.84	\$58,921.96	\$60,395.01
20	H \$25.25	\$25.88	\$26.53	\$27.19	\$27.87	\$28.57	\$29.28	\$30.01	\$30.76	\$31.53
	A \$52,520.00	\$53,833.00	\$55,178.83	\$56,558.30	\$57,972.25	\$59,421.56	\$60,907.10	\$62,429.78	\$63,990.52	\$65,590.28
24	H \$21.00	\$21.74	\$22.50	\$23.28	\$24.10	\$24.94	\$25.81	\$26.72	\$27.65	\$28.62
	A \$43,680.00	\$45,208.80	\$46,791.11	\$48,428.80	\$50,123.80	\$51,878.14	\$53,693.87	\$55,573.16	\$57,518.22	\$59,531.36
26	H \$25.50	\$26.39	\$27.32	\$28.27	\$29.26	\$30.29	\$31.35	\$32.44	\$33.58	\$34.75
	A \$53,040.00	\$54,896.40	\$56,817.77	\$58,806.40	\$60,864.62	\$62,994.88	\$65,199.70	\$67,481.69	\$69,843.55	\$72,288.08
28	H \$30.00	\$31.05	\$32.14	\$33.26	\$34.43	\$35.63	\$36.88	\$38.17	\$39.50	\$40.89
	A \$62,400.00	\$64,584.00	\$66,844.44	\$69,184.00	\$71,605.44	\$74,111.63	\$76,705.53	\$79,390.23	\$82,168.88	\$85,044.79
30	H \$34.50	\$35.71	\$36.96	\$38.25	\$39.59	\$40.98	\$42.41	\$43.89	\$45.43	\$47.02
	A \$71,760.00	\$74,271.60	\$76,871.11	\$79,561.59	\$82,346.25	\$85,228.37	\$88,211.36	\$91,298.76	\$94,494.22	\$97,801.51
32	H \$39.00	\$40.37	\$41.78	\$43.24	\$44.75	\$46.32	\$47.94	\$49.62	\$51.36	\$53.15
	A \$81,120.00	\$83,959.20	\$86,897.77	\$89,939.19	\$93,087.07	\$96,345.11	\$99,717.19	\$103,207.29	\$106,819.55	\$110,558.23
34	H \$43.50	\$45.02	\$46.60	\$48.23	\$49.92	\$51.66	\$53.47	\$55.34	\$57.28	\$59.29
	A \$90,480.00	\$93,646.80	\$96,924.44	\$100,316.79	\$103,827.88	\$107,461.86	\$111,223.02	\$115,115.83	\$119,144.88	\$123,314.95
36	H \$48.00	\$49.68	\$51.42	\$53.22	\$55.08	\$57.01	\$59.00	\$61.07	\$63.21	\$65.42
	A \$99,840.00	\$103,334.40	\$106,951.10	\$110,694.39	\$114,568.70	\$118,578.60	\$122,728.85	\$127,024.36	\$131,470.21	\$136,071.67
38	H \$52.50	\$54.34	\$56.24	\$58.21	\$60.24	\$62.35	\$64.54	\$66.79	\$69.13	\$71.55
	A \$109,200.00	\$113,022.00	\$116,977.77	\$121,071.99	\$125,309.51	\$129,695.34	\$134,234.68	\$138,932.90	\$143,795.55	\$148,828.39

Approved On: \_\_\_\_\_

City of Flint Exempt Compensation Schedule

Human Resources/Labor Relations Department

PT/SPECIAL PROJECTS	LVL	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7	STEP 8	STEP 9	STEP 10	
	1	H	\$32.00	\$32.80	\$33.62	\$34.46	\$35.32	\$36.21	\$37.11	\$38.04	\$38.99	\$39.96
		A	\$66,560.00	\$68,224.00	\$69,929.60	\$71,677.84	\$73,469.79	\$75,306.53	\$77,189.19	\$79,118.92	\$81,096.90	\$83,124.32
		H	\$40.00	\$41.00	\$42.03	\$43.08	\$44.15	\$45.26	\$46.39	\$47.55	\$48.74	\$49.95
		A	\$83,200.00	\$85,280.00	\$87,412.00	\$89,597.30	\$91,837.23	\$94,133.16	\$96,486.49	\$98,898.65	\$101,371.12	\$103,905.40

Approved On: \_\_\_\_\_



## CITY OF FLINT

### RESOLUTION STAFF REVIEW FORM

**TODAY'S DATE:** 4/27/2023

**BID/PROPOSAL#:** N/A

**AGENDA ITEM TITLE:** RESOLUTION APPROVING UPDATE TO THE CITY OF FLINT'S EXEMPT COMPENSATION SCHEDULE

**PREPARED BY:** Eddie Smith, HR/LR  
(Please type name and Department)

**VENDOR NAME:** N/A

#### BACKGROUND/SUMMARY OF PROPOSED ACTION:

In the past year, the City has enacted (or has submitted for final approval by the City Council) amended collective bargaining agreements with the City's six employee labor unions. Those amended collective bargaining agreements have updated or will update the compensation schedules in a manner that increases wages (and/or provided other bonuses) for all City employees represented by those unions. These updates have been in addition to multiple amendments that have occurred since 1999.

In contrast, the exempt employee compensation schedule has not been updated since 1999. Since that time, the cumulative price increase due to inflation has been 81.17%, meaning that \$1.00 in 1999 terms is worth \$1.81 in today's money (or that \$1 in today's money only buys 55.196% of what it bought in 1999). This has put the City at a competitive disadvantage in recruiting and retaining exempt employees as wages are often significantly below market rates for comparable roles in other Michigan governments.

The proposed exempt compensation schedule increases the total salary that exempt employees could be paid. This will allow the City to be more competitive in the recruitment and retention of exempt employees.

**FINANCIAL IMPLICATIONS:** Once employees are reclassified on the new exempt compensation schedule, a commensurate increase in personnel costs is expected due to the increase in wages. Current projections are that applying the proposed compensation schedule to the City's current exempt employees will increase personnel costs by no more than \$400,000.00 annually (of which less than \$340,000.00 would be paid out of the City's general fund).

**BUDGETED EXPENDITURE?** YES ☐ NO ☒

**IF NO, PLEASE EXPLAIN:** Projects show that increased personnel costs will be funded in the short term (through FY 2024) by monies budgeted for unfilled positions. In the longer term, increases will need to be included in future budgets (FY 2025+).





## CITY OF FLINT

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WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☐ NO ☒

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

DEPARTMENT HEAD SIGNATURE: Eddie L. Smith  
Eddie Smith, HR/LR Director

230141

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

PRESENTED: \_\_\_\_\_ MAY 17 2023

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

**RESOLUTION AUTHORIZING APPROPRIATE CITY OF FLINT OFFICIALS TO DO  
ALL THINGS NECESSARY TO REPAVE/RESURFACE STEWART AVENUE FROM N.  
SAGINAW STREET ON THE WEST TO ANDREW STREET ON THE EAST**

**BY THE CITY COUNCIL:**

Stewart Avenue is in dire need of repaving from North Saginaw Street on the West to Andrew Street on the East.

**IT IS RESOLVED**, that the appropriate City Officials are authorized to do all things necessary to complete the repaving/resurfacing of Stewart Avenue.

**APPROVED AS TO FORM:**

**APPROVED BY CITY COUNCIL:**

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

230143



SUBMISSION NO.: \_\_\_\_\_

PRESENTED: MAY 17 2023

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

**RESOLUTION TO ACCEPT THE MICHIGAN CLEAN WATER CORP STREAM CLEAN-UP GRANT FROM THE MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY, IN THE AMOUNT OF \$3,731.40 AND AMEND THE FY23 BUDGET**

**BY THE MAYOR:**

**Whereas,** The City of Flint was awarded funding from the Michigan Department of Environment, Great Lakes, and Energy (EGLE) (award no.: VSCP-2023-11), and

**Whereas,** the Michigan Clean Water Corps (MiCorps) was created through Michigan Executive Order #2003-15 to assist EGLE in protecting Michigan's waterways, and

**Whereas,** the amount awarded is \$3,731.40, and

**Whereas,** the grant period is for four (4) months, from June 1<sup>st</sup>, 2023 to September 30<sup>th</sup>, 2023, with a final report due by October 31, 2023, and


**Whereas,** the grant is awarded to the Office of Public Health at the City of Flint to support the efforts of MiCorps, through EGLE, by coordinating a volunteer clean-up of Thread Creek;

Account Number & Grant Code	Account Name	Amount
296-171.724-752.000	Supplies	\$1,201.00
296-171.724-801.000	Professional Services	\$1,430.00
296-171.724-880.100	Comm. Related Activities Non-Political	\$600.00
296-171.724-969.100	Indirect Cost Allocation	\$500.40
	Total:	\$3,731.40

**IT IS RESOLVED** that the appropriate City officials are authorized to do all things necessary to abide by the terms of the MiCorps grant #VSCP-2023-11, through EGLE, in the amount of \$3,731.40 for four (4) months, to appropriate revenue and expenditure amounts using grant code **SEGLE-STRM23**, and to make the grant funds available in the current and any subsequent fiscal years that funding continues to remain available by the grantor.

**ADMINISTRATION:**

**Approved as to Form:**

  
William Kim (May 11, 2023 15:23 EDT)


**William Kim, City Attorney**

**For the City of Flint:**

  
CLYDE D EDWARDS (May 11, 2023 15:36 EDT)


**Clyde Edwards, City Administrator**

**Approved as to Finances:**

  
Jane Mager (May 11, 2023 15:35 EDT)

**Jane Mager, Acting Chief Financial Officer**

**Approved by City Council:**

  
**Allie Herkenroder, City Council President**

## RESOLUTION STAFF REVIEW

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**DATE:** May 5, 2023

**Agenda Item Title:** RESOLUTION TO ACCEPT THE MICHIGAN CLEAN WATER CORP STREAM CLEAN-UP GRANT FROM THE MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY, IN THE AMOUNT OF \$3,731.40 AND AMEND THE FY23 BUDGET

**Prepared By:** Faith Groesbeck

**Background/Summary of Proposed Action:**

This resolution is to accept an award granted to the City of Flint's Office of Public Health (OPH) from the Michigan Department of EGLE for activities through MiCorps's Volunteer Stream Cleanup Grant.

These funds were allocated to MiCorps through executive order #2003-15 to assist EGLE in protecting and monitoring Michigan's waterways. The purpose of the Volunteer Stream Clean-up grant is to "support local units of government in efforts to clean up garbage from Michigan's rivers, streams, and creeks" and is funded through fees generated from the sale of specialty water quality protection license plates.

The grant is a collaborative project between the Flint River Watershed Coalition, the Flint Neighborhood Engagement Hub and the South Side Neighborhood Coalition. The funds support our community partners and volunteers in a clean-up event. The City of Flint Blight program has generously offered to haul away non-tire trash pulled from the river. Once a date is set, City of Flint staff, City of Flint Councilmembers, and the community will be notified of this volunteer opportunity.

Research has shown that service to community and spending time in nature both benefit mental health. As the health of humans and nature are interconnected, protecting our source water benefits public health. The relationships nurtured in the writing and execution of this grant will facilitate collaboration on future projects and friendship.

**Financial Implications**

The FY24 budget will increase by \$3,731.40 for Fund 296 Department 171.724, with grant code SEGLE-STRM23, and are to be spent in full by September 30, 2023.

**Budgeted Expenditure?** No. The grant was awarded after the budget was created for FY24.


**Account No.:** Fund 296 Department 171.724 **Grant Code:** SEGLE-STRM23

**Pre-encumbered?** n/a Yes No **X** Requisition #

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

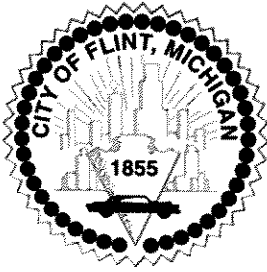
**Staff Recommendation:**

Approval of this resolution is recommended.

**Staff Person:**   
Faith Groesbeck (May 11, 2023 14:51 EDT)

**Approval:** 

230144



SUBMISSION NO.: \_\_\_\_\_

PRESENTED: \_\_\_\_\_ MAY 17 2023

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

**RESOLUTION APPROVING A BUDGET AMENDMENT AND AUTHORIZATION FOR  
THE CITY OF FLINT TO ACCEPT A \$100,000.00 GRANT FROM THE US FEDERAL  
COMMUNICATIONS COMMISSION**

**BY THE MAYOR:**

**Whereas,** The City of Flint was awarded funding from the Federal Communications Commission (award no.: ACOGP2340048-00), and

**Whereas,** the amount awarded is \$100,000, and

**Whereas,** the grant will extend for two (2) years, from May 15, 2023 to May 14, 2025, and

**Whereas,** the cumulative awarded amount may be \$100,000, and

**Whereas,** the grant is awarded to the Office of Public Health at the City of Flint to support the efforts of the US Federal Communications Commission to increase awareness of and enrollment in the Affordable Connectivity Program;

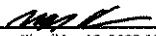
Account Number & Grant Code	Account Name	Amount
296-171.723-702.010	Wages - Full-Time (Non-Exempt)	\$24,536.00
296-171.723-702.020	Salaried Employee (Exempt)	\$3,527.24
296-171.723-705.000	Sick, Vacation And Accrued Leave Pay	\$0.00
296-171.723-706.000	Holiday Pay	\$1,485.00
296-171.723-708.100	Cash In Lieu Of Benefits (Insurance Opt)	\$0.00
296-171.723-710.100	Unemployment Compensation (SUTA)	\$450.00
296-171.723-710.200	FICA (Social Security)	\$2,100.00
296-171.723-710.300	Medicare	\$500.00
296-171.723-713.000	Workers Compensation	\$2,000.00
296-171.723-714.300	Employer Health Care Savings Plan (HCSP)	\$900.00
296-171.723-716.100	MERS Hybrid Defined Contribution Pension	\$950.00
296-171.723-717.100	MERS Hybrid Defined Benefit Pension	\$1,200.00
296-171.723-718.010	Health Insurance Premiums	\$5,392.76
296-171.723-718.300	Life Insurance	\$75.00
296-171.723-718.400	Optical Insurance	\$35.00
296-171.723-718.500	Dental Insurance	\$200.00
296-171.723-719.100	Accrued Absences	\$300.00
296-171.723-752.000	Supplies	\$20,000.00
296-171.723-801.000	Professional Services	\$14,274.00
296-171.723-900.000	Printing & Publishing	\$7,000.00
296-171.723-900.100	Marketing	\$2,500.00

296-171.723-902.000	Postage	\$1,000.00
296-171.723-903.000	Copying Services	\$1,500.00
296-171.723-958.000	Education, Training, & Conferences	\$75.00
296-171.723-969.100	Indirect Cost Allocation	\$10,000.00
	Total:	\$100,000.00

**IT IS RESOLVED** that the appropriate City officials are authorized to do all things necessary to abide by the terms of the Affordable Connectivity grant #ACOGP2340048-00 in the amount of \$100,000.00 for two (2) years total, to appropriate revenue and expenditure amounts using grant code **FFCC-AGAP23**, and to make the grant funds available in the current and any subsequent fiscal years that funding continues to remain available by the grantor.


**ADMINISTRATION:**

**Approved as to Form:**

  
William Kim (May 12, 2023 10:42 EDT)

**William Kim, City Attorney**

**Approved as to Finances:**

  
Jane Mager (May 12, 2023 10:46 EDT)

**Jane Mager, Acting Chief Financial Officer**

**For the City of Flint:**

  
CLYDE D EDWARDS (May 12, 2023 12:05 EDT)

**Clyde Edwards, City Administrator**

**Approved by City Council:**

**Allie Herkenroder, City Council President**

## RESOLUTION STAFF REVIEW

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**DATE:** May 9<sup>th</sup>, 2023

**Agenda Item Title:** RESOLUTION APPROVING A BUDGET AMENDMENT AND AUTHORIZATION FOR THE CITY OF FLINT TO ACCEPT A \$100,000.00 GRANT FROM THE US FEDERAL COMMUNICATIONS COMMISSION

**Prepared By:** Faith Groesbeck

**Background/Summary of Proposed Action:**

This resolution is to accept an award granted to the City of Flint's Office of Public Health (OPH) from the Federal Communications Commission to conduct activities for the Affordable Connectivity Program.

The overarching goal of the Affordable Connectivity Program (ACP) is to increase awareness of and enrollment in the Affordable Connectivity Program, which subsidizes the cost of Internet and computing equipment for qualifying, low-income households. The Public Health Navigators of the City of Flint's Office of Public Health have been navigating resources for residents since 2018, making this program fit well with current activities.

An analysis of ACP data by zip code, revealed that the highest program participation was where annual median household income was lowest and lowest participation was where it was highest, as would be expected. This finding was coupled with American Community Survey data (2015 – 2019) to show that the lowest percentage of households with an Internet subscription is in wards 1 and 7, where it is 50.4%, compared to 81.9% statewide and 83% for all United States households. This information will help the OPH to target efforts where the need is greatest.

ACP data showed that the ratio of subsidized devices per capita by zip code ranged from between 8 per thousand to 2 per 100 household. The low participation rate within this aspect of the program may be because of a lack of awareness or that, even when subsidized, the remaining cost for equipment is still out of reach for many residents. Having in-home computing equipment is essential to public health because it can increase the ability to search for quality care and other services. For these reasons, the grant was written to increase the affordability of computing devices, in collaboration with community partners, as an incentive for participating in civic, digital and health literacy education. The wards with the lowest percentage of households with one or more computing devices are in wards 5 (67%) and 1 (69.7%), compared to 80.7% of households citywide.

Although targeted to geographic locations and populations with the greatest need, the grant also allows funds advertising that will reach the entire City of Flint and the surrounding areas. People with Internet access and in-home computing devices are better able to be civically engaged, locate quality healthcare services, access healthcare records and results, make appointments to receive vaccines, avail themselves of telemedicine, and so much more. By moving the needle on connectivity, we will move the needle on population health.

**Financial Implications**

The FY23 budget will increase by \$100,000 for Fund 296 Department 171.712, with grant code FFCC-AGAP23, with the ability to roll over any remaining funds to subsequent fiscal years, until the end of the grant period on May 14, 2025.

**Budgeted Expenditure?** No. The grant was awarded after the budget was created for FY23.

**Account No.:** Fund 296 Department 171.723 **Grant Code:** FFCC-AGAP23

**Pre-encumbered?** n/a Yes No **X** Requisition #



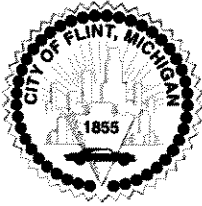
**Other Implications (i.e., collective bargaining):**

**Staff Recommendation:**

Approval of this resolution is recommended.

**Staff Person:**   
Faith Groesbeck [May 12, 2023 10:24 EDT]

**Approval:** 



RESOLUTION NO.: 230145

PRESENTED: MAY 17 2023

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

**BY THE CITY ADMINISTRATOR:**

**RESOLUTION TO SMART HOMES / SMART OFFICES (SHSO) TO PROVIDE AUDIOVISUAL (AV) INSTALLATION FOR THE CITY OF FLINT POLICE DEPARTMENT INTELLIGENCE CENTER / REAL TIME CRIME CENTER. COMPLETE SYSTEM ENGINEERING, INSTALLATION, SETUP, TESTING AND CLIENT TRAINING.**


**WHEREAS**, The City of Flint Police Department's Intelligence Center has utilized monitors and computers inside the Intelligence Center to connect to camera systems throughout the city of Flint for security related, crime suppression and evidence purposes.

**WHEREAS**, Smart Homes / Smart Offices has provided a proposal to The City of Flint Police Department through the Michigan MiDEAL contract pricing for audio visual equipment and installation of commercial television displays, video switching, distribution and the installation of sound.

GL/ACCOUNT #	ACCOUNT NAME /GRANT CODE	AMOUNT REQUESTED
287-305.701-977.800	EQUIPMENT-ARPA	\$121,397.69
	FY 2023 TOTAL:	\$121,397.69

**IT IS RESOLVED**, that the proper city of Flint officials are hereby authorized to enter into a contract with Smart Homes / Smart Offices for furnishing and installing audio visual equipment and installation of commercial television displays, video switching, distribution, and the installation of sound for FY23 (07/01/22 – 06/30/23) in an amount not to exceed \$121,397.69

**APPROVED AS TO FORM:**

  
William Kim (May 12, 2023 09:50 EDT)

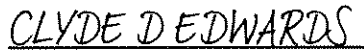
**William Kim, City Attorney**

**APPROVED AS TO FINANCE:**

  
Jane Mager (May 12, 2023 09:12 EDT)

**Jane Mager, Acting Chief Financial Officer**

**FOR THE CITY OF FLINT:**


  
CLYDE D EDWARDS (May 12, 2023 11:58 EDT)

**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

  
**Allie Herkenroder, City Council President**

**APPROVED AS TO PURCHASING:**

  
Christopher Mumby, Purchasing Manager



## CITY OF FLINT

### RESOLUTION STAFF REVIEW FORM

**TODAY'S DATE:** 05/11/2023

**BID/PROPOSAL#:** Mi-DEAL

**AGENDA ITEM TITLE:** Audio Visual Installation – Intel Center

**PREPARED BY:** Candice Smith - Police Department

**VENDOR NAME:** Smart Homes/Smart Offices (Smart Homes Inc)

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

The Police Department is requesting the Purchasing Department approve a Purchase Order for the installation of audio visual equipment and installation of commercial television displays, video switching, distribution and the installation of sound. Smart Homes is giving contract pricing through Michigan MiDeal. This will be for FY23 (07/01/22 through 06/30/23).

**FINANCIAL IMPLICATIONS:** None

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

Dept.	Name of Account	Account Number	Grant Code	Amount
Police	Equipment-ARPA	287-305.701-977.800	FUSDT-CSLFRF	\$121,397.69
		<b>FY-23 GRAND TOTAL</b>		<b>\$121,397.69</b>

**PRE-ENCUMBERED?** YES ☐ NO ☒ **REQUISITION NO:** 23-0007139

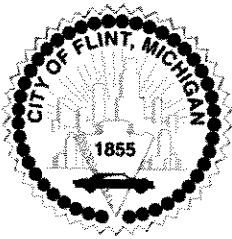
**ACCOUNTING APPROVAL:** Candice Smith  
Candice Smith (May 11, 2023 10:40 EDT) **Date:** \_\_\_\_\_

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

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

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

**DEPARTMENT HEAD SIGNATURE:** Jeff Antcliff  
jeff antcliff (May 11, 2023 10:42 EDT)  
(Jeff Antcliff – Deputy Chief of Police)

RESOLUTION NO.: 230146PRESENTED: MAY 17 2023

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

**PROPOSED TITLE****BY THE CITY ADMINISTRATOR:**

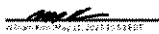
WHEREAS, On November 9, 2016, the City of Flint entered into a two-year agreement in the amount of \$244,961.00 with BS&A Software through May 1, 2018, for the continued used of various software applications that the City utilizes for financial data processing (Resolution # 160468). On Just 11, 2018, City Officials authorized entering into Change Order #1 to extend the agreement through May 1, 2019 for the amount of \$117,911.00 (resolution (180287). On July 08, 2019, City Officials authorized entering into Change Order #2 to extend the agreement through May 1, 2020, for the amount of \$120,738.00 (Resolution #190254) for a total contract amount of \$483,610.00. On August 24, 2020, City Officials authorized entering into Change Order #3 to extend the agreement through May 1, 2021, for amount of \$123,032.00 (Resolution# 200349). On May 24, 2021 City Officials authorized entering into Change Order #4 to extend the agreement through May 1, 2022 for the amount of \$124,752.00 (Resolution# 210234); On June 13, 2022 City Officials authorized entering into Change Order #5 to extend the agreement through May 1, 2023 for the amount of \$128,868.00 (Resolution# 220215) and

WHEREAS, The Information Services Division is requesting is requesting to enter into Change Order #6 to extend to extend the agreement with BS&A through May 1, 2024 under the same terms of the agreement for the amount of \$139,048.00. Funding for these services is to come from the following account, with \$23,174.67 in FY2023 and \$115,873.33 in FY2024, pending the adoption of the budget.

Account Number	Account Name	Amount
636-228.000-814.600	Computer Software	FY23 Total: \$23,174.67
		FY24 Total: \$115,873.33

**GRAND TOTAL FY23/FY24: \$139,048.00**

IT IS RESOLVED, that the Appropriate City Officials, are authorized to do all things necessary to enter into Change Order #6 to the contract with BS&A Software to provide software applications for the period May 1, 2023 through May 1, 2024, for the amount of \$139,048.00 and a total contract amount of \$999,300.00 under the same terms and conditions.

**APPROVED AS TO FORM:**  
William Kim, May 11, 2023 10:53 EDT**William Kim, City Attorney****APPROVED AS TO FINANCE:**  
Jane Mager, May 11, 2023 10:40 EDT**Jane Mager , Acting Chief Financial Officer****FOR THE CITY OF FLINT:**  
CLYDE D EDWARDS (May 11, 2023 17:28 EDT)**APPROVED BY CITY COUNCIL:****Allie Herkenroder, City Council President**



## CITY OF FLINT

### STAFF REVIEW FORM

**TODAY'S DATE:** 04/25/2023

**BID/PROPOSAL#** [REDACTED]

**AGENDA ITEM TITLE:** BS&A Software

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

**VENDOR NAME:** BS&A

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

The Information Technology Division is requesting to enter into Change Order #6 to extend the agreement with BS&A through May 1, 2024 under the same terms of the original agreement for the amount of \$139,048.00. Funding for these services is to come from software account 636-228.000-814.600. BS&A Software provides the applications that the City uses for city financial data processing and is a sole proprietor. In order to continue using BS&A Software, a service agreement needs to be paid for 2023/2024.

**FINANCIAL IMPLICATIONS:**

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

Dept.	Name of Account	Account Number	Grant Code	Amount
IT	Software	636-228.000-814.600		\$139,048.00
		<b>FY23 GRAND TOTAL</b>		<b>\$23,174.67</b>
		<b>FY24 GRAND TOTAL</b>		<b>\$115,873.33</b>

**PRE-ENCUMBERED?** YES ☒ NO ☐ **REQUISITION NO:** 23007025

**ACCOUNTING APPROVAL:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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



## CITY OF FLINT

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

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

BUDGET YEAR 1 \$23,174.67

BUDGET YEAR 2 \$115,873.33


BUDGET YEAR 3

BUDGET YEAR 4

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

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

DEPARTMENT HEAD SIGNATURE: \_\_\_\_\_

  
Jeff Keen, Apr 27, 2023 13:10 EDT

Jeff Keen, IT Director

**DEPARTMENT HEAD MUST SIGN**

**BS& A Software**

14965 Abbey Lane  
Bath, MI 48808

**INVOICE**

Invoice Number: 146457  
Invoice Date: May 1, 2023  
Page: 1

Voice: 517-641-8900  
Fax: 517-641-8960

**Bill To:**

CITY OF FLINT  
FINANCE DEPARTMENT  
PO BOX 246  
FLINT, MI 48501  
GENESEE

Customer ID	Customer PO	Payment Terms	
FLINCTYGENE	2		
Sales Rep ID	Shipping Method	Ship Date	Due Date
			5/31/23

Quantity	Description	Unit Price	Amount
1.00	BS&A Online Services - Annual Service/Support Fee per contract for the coverage dates of May 1st, 2023-May 1st, 2024	6,255.00	6,255.00
1.00	BS&A Online Services Employee Web Portal - annual service/support fee per contract for the coverage dates of May 1st, 2023-May 1st, 2024	9,784.00	9,784.00
1.00	Payroll System - annual service/support fee per contract for the coverage dates of May 1st, 2023-May 1st, 2024	9,784.00	9,784.00
1.00	Human Resource System - annual service/support fee per contract for the coverage dates of May 1st, 2023-May 1st, 2024	8,895.00	8,895.00
1.00	Time Sheets System - annual service/support fee per contract for the coverage dates of May 1st, 2023-May 1st, 2024	5,422.00	5,422.00
1.00	Community Development ( Building ) System -annual service/support fee per contract for the coverage dates of May 1st, 2023-May 1st, 2024	9,692.00	9,692.00
1.00	Accounts Payable System - annual service/support fee per contract for the coverage dates of May 1st, 2023-May 1st, 2024	7,676.00	7,676.00
1.00	Assessing System - annual service/support fee per contract for the coverage dates of May 1st, 2023-May 1st, 2024	9,537.00	9,537.00
1.00	Cash Receipting System - annual service/support fee per contract for the coverage dates of May 1st, 2023-May 1st, 2024	7,676.00	7,676.00
1.00	Delinquent Personal Property System - annual service/support	2,201.00	2,201.00

Subtotal	Continued
Sales Tax	Continued
Total Invoice Amount	Continued
Payment/Credit Applied	
<b>TOTAL</b>	<b>Continued</b>

Check/Credit Memo No:

**BS& A Software**14965 Abbey Lane  
Bath, MI 48808**INVOICE**

Invoice Number: 146457

Invoice Date: May 1, 2023

Page: 2

Voice: 517-641-8900

Fax: 517-641-8960

**Bill To:**CITY OF FLINT  
FINANCE DEPARTMENT  
PO BOX 246  
FLINT, MI 48501  
GENESEE

Customer ID	Customer PO	Payment Terms	
FLINCTYGENE	2		
Sales Rep ID	Shipping Method	Ship Date	Due Date
			5/31/23

Quantity	Description	Unit Price	Amount
	fee per contract for the coverage dates of May 1st, 2023-May 1st, 2024		
1.00	Fixed Assets System - annual service/support fee per contract for the coverage dates of May 1st, 2023-May 1st, 2024	7,676.00	7,676.00
1.00	General Ledger/Budgeting System - annual service/support fee per contract for the coverage dates of May 1st, 2023-May 1st, 2024	9,039.00	9,039.00
1.00	Miscellaneous Receivables System- annual service/support fee per contract for the coverage dates of May 1st, 2023-May 1st, 2024	7,676.00	7,676.00
1.00	Purchase Order System- annual service/support fee per contract for the coverage dates of May 1st, 2023-May 1st, 2024	7,676.00	7,676.00
1.00	Utility Billing System - annual service/support fee per contract for the coverage dates of May 1st, 2023-May 1st, 2024	21,987.00	21,987.00
1.00	Tax System - annual service/support fee per contract for the coverage dates of May 1st, 2023-May 1st, 2024	8,072.00	8,072.00

Subtotal	139,048.00
Sales Tax	
Total Invoice Amount	139,048.00
Payment/Credit Applied	
<b>TOTAL</b>	<b>139,048.00</b>

Check/Credit Memo No:





RESOLUTION NO.: 230147

PRESENTED: MAY 17 2023

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

Proposal #21000540

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO WILLIAM E. WALTER FOR INDUSTRIAL HVAC SERVICES – FY 2023  
CHANGE ORDER NO. 2**

WHEREAS, The Division of Purchases and Supplies solicited proposals for city-wide industrial HVAC services for a (3) year period, FY21– FY 23. William E. Walter, 1917 Howard Ave, Flint, MI, was awarded a contract as the responsive bidder out of two solicitations for said requirements.

WHEREAS, City Council authorized entering into year three of the three-year contract with William E. Walter for FY23 for an overall amount not to exceed 208,168.00 via Resolution #220340 on August 22, 2022.

WHEREAS, City Council authorized change order No. 1 to the three-year **contract** with William E. Walter for FY23 for an overall amount not to exceed \$333,426.00 via resolution #230032 on February 13, 2023.

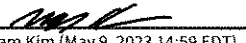
WHEREAS, The Economic Development Corporation (EDC) is requesting additional funding for William E. Walter for the Oak Business Center unanticipated HVAC and plumbing services in the amount of \$3,500.

Funding is made available in the following accounts:

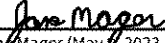
Account Number	Account Name	Amount
223-728.304-930.000	Repairs and Maintenance	\$ 3,500.00
	<b>FY23 GRAND TOTAL</b>	<b>\$336,926.00</b>

**IT IS RESOLVED**, that the EDC is hereby authorized to increase its Oak Business Center purchase order for FY23 (7-1-22 – 6-30-23) to William E. Walter to cover invoices for unanticipated plumbing/HVAC expenses in the amount not to exceed \$3,500 for an overall FY23 grand total not to exceed \$336,926.00.

**APPROVED AS TO FORM:**

  
William Kim (May 9, 2023 14:59 EDT)  
William Kim, City Attorney

**APPROVED AS TO FINANCE:**

  
Jane Mager (May 9, 2023 15:05 EDT)  
Jane Mager,  
Acting Chief Financial Officer


**FOR THE CITY OF FLINT:**

CLYDE D EDWARDS  
CLYDE D EDWARDS (May 11, 2023 10:30 EDT)  
Clyde Edwards, City Administrator

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_

**APPROVED AS TO PURCHASING:**

  
Christopher Mumby, Interim Purchasing Manager

## RESOLUTION STAFF REVIEW

**TODAY'S DATE:** May 8, 2023

**BID/PROPOSAL#** #21000540

**AGENDA ITEM TITLE:** RESOLUTION TO WILLIAM E. WALTER FOR INDUSTRIAL HVAC SERVICES – FY 2023 CHANGE ORDER NO. 2

**PREPARED BY** G.R. Dunlap  
Department of Planning and Development – CED Division

**VENDOR NAME:** William E. Wanter

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

The original Oak Business Center P.O was for \$4,168. Due to unanticipated repair costs, the P.O. now has a balance of only \$78.92 with an outstanding invoice to be paid of approximately \$1,500.

To pay the invoice and allow for additional unexpected expenses, I'm proposing a \$3,500 increase to the P.O.. But to do so requires that the City's overall contract amount for William Walter be increased by the same amount - \$3,500. Therefore, this reso authorizes change order No. 2 to the William Walter contract.

**FINANCIAL IMPLICATIONS:**

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

Dept.	Name of Account	Account Number	Grant Code	Amount
	Repairs and maintenance	223-728.304-930.000	N/A	\$3,500
		<b>FY22/23 GRAND TOTAL</b>		<b>\$3,500</b>

**PRE-ENCUMBERED?** YES ☐ NO ☒ **REQUISITION NO:** 000000

ACCOUNTING APPROVAL: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_

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

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

BUDGET YEAR 1

BUDGET YEAR 2

BUDGET YEAR 3

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

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

DEPARTMENT HEAD SIGNATURE:

Glenda R. Dunlap  
For Planning and Development, Director



RESOLUTION NO.: 230148

PRESENTED: MAY 17 2023

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

**Resolution Authorizing Payment to MDOT for repairs to U.S. Hwy. 23 Hill Road Overpass**

BY THE CITY ADMINISTRATOR:

The Michigan Department of Transportation (MDOT) has submitted to the City of Flint an invoice to repair damage caused by a City of Flint vehicle to the Hill Road overpass on U.S. Highway 23. The amount owed for the repairs did not exceed the City's excess liability insurance policy deductible. Funding is available in the following account:

202-450.202-801.000	Major Street Fund	\$474,690.84
---------------------	-------------------	--------------

**IT IS RESOLVED**, that the appropriate officials are authorized to do all things necessary to pay MDOT Invoice #591-11098151 in the amount of \$474,690.84. Funding will come from Major Street Funds general ledger account number 202-450.202-801.000.

APPROVED AS TO FINANCE:

APPROVED AS TO FORM:

Jane Mager  
Jane Mager (May 10, 2023 13:03 EDT)

Jane Mager  
Acting Chief Financial Officer

William Kim  
William Kim (May 10, 2023 15:14 EDT)

William Kim  
City Attorney

CLYDE D EDWARDS  
CLYDE D EDWARDS (May 11, 2023 10:35 EDT)

Clyde Edwards  
City Administrator

2023-KRN

# RESOLUTION STAFF REVIEW FORM

**TODAY'S DATE:** May 10, 2023

**BID/PROPOSAL#** N/A

**AGENDA ITEM TITLE:** Resolution authorizing payment for repairs to the Hill Rd. over US23 bridge

**PREPARED BY** Kathryn Neumann for Rodney McGaha, Director of Transportation

**VENDOR NAME:** State of Michigan (MDOT)

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

A truck owned by the City of Flint accidentally struck the Hill Road overpass located over U.S. Highway 23. The amount owed for the repairs did not exceed the City's excess liability insurance policy deductible.

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

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

Dept.	Name of Account	Account Number	Grant Code	Amount
202	Major Street Fund	450.202-801.000		\$ 474,690.84
<b>FY23 GRAND TOTAL</b>				<b>\$ 474,690.84</b>

**PRE-ENCUMBERED?** YES ☒ NO ☐ **REQUISITION NO:** 230007135

**ACCOUNTING APPROVAL:** Kirstie Troup Kirstie Troup May 10, 2023 12:53 EDT **Date:** \_\_\_\_\_

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

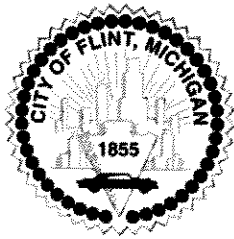
*(If yes, please indicate how many years for the contract)*

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

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

**DEPARTMENT HEAD SIGNATURE:**

Rodney McGaha  
Rodney McGaha (May 10, 2023 12:55 EDT)  
Rodney McGaha, Director of Transportation



RESOLUTION NO.:

230149

PRESENTED:

MAY 17 2023

ADOPTED:

**RESOLUTION ALLOCATING ARPA FUNDING FOR ENVIRONMENTAL  
REMEDiation AT CITY HALL**


The Flint City Council adopted the ARPA Allocation Plan on October 22, 2022 (agenda resolution #220464.1); and

There is an urgent need to investigate and potentially mitigate hazardous environmental conditions such as mold within Flint City Hall. The Administration is requesting that \$500,000.00 be allocated for the purpose of building improvements to address these health and safety concerns.

Prior to any funds being expended, all procurement will follow the City's purchasing ordinance and requests for proposals will be solicited for building improvements; and

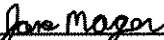
IT IS RESOLVED, that the appropriate officials are hereby authorized to appropriate up to \$500,000.00 from the ARPA Contingency allocation, as set forth in the ARPA Allocation Plan referenced above. Before funds are distributed, the City of Flint's ARPA administration, compliance, and implementation firm shall review and ensure compliance with the latest US Department of the Treasury final rules. Funds will be paid from the American Rescue Plan Act fund (287).

**APPROVED AS TO FORM:**

  
William Kim (May 15, 2023 14:24 EDT)

William Kim, City Attorney

**APPROVED AS TO FINANCE:**

  
Jane Mager (May 15, 2023 14:15 EDT)

Jane Mager, Acting Chief Financial Officer

**FOR THE CITY OF FLINT:**

CLYDE D EDWARDS  
CLYDE D EDWARDS (May 15, 2023 15:34 EDT)

Clyde Edwards, City Administrator

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_

230150



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

PRESENTED: MAY 17 2023

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

**BY THE CITY ADMINISTRATOR:**

**RESOLUTION AUTHORIZING THE CITY OF FLINT TO ENTER INTO AN AGREEMENT  
FOR AUDITING SERVICES WITH REHMANN ROBSON, LLC. FOR THE FY2023 AUDIT**


Whereas the Department of Purchases and Supplies has solicited a proposal for auditing services for the fiscal year ending 2023 at the request of the Department of Finance; and

Rehmann Robson, LLC., 5800 Gratiot, Saginaw, MI, was the sole bidder with a proposal of \$259,000 plus out-of-pocket expenses for a one-year contract. Funding for this request will come from Professional Services account number 101-101.000-801.000; and

**IT IS RESOLVED** that the appropriate City Officials, pending adoption of the FY2024 budget, are authorized to do all things necessary to engage the services of Rehmann Robson, LLC. for FY2023 auditing services for the amount of \$259,000.00, plus out-of-pocket expenses not to exceed \$10,000.00.

APPROVED AS TO FORM:

APPROVED AS TO FINANCE:

  
William Kim (May 3, 2023 17:43 EDT)

William Kim, City Attorney

  
Jane Mager (May 3, 2023 17:41 EDT)

Jane Mager, Acting Chief Financial Officer

FOR THE CITY OF FLINT:

APPROVED BY CITY COUNCIL:

  
CLYDE D EDWARDS (May 8, 2023 13:35 EDT)

Clyde Edwards, City Administrator



## CITY OF FLINT

### STAFF REVIEW FORM

**TODAY'S DATE:** May 2, 2023

**AGENDA ITEM TITLE:** Auditing Services for FYE2023

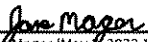
**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

State law requires the City to have an outside agency perform an annual audit that follows government accounting standards. At the request of the Dept. of Finance, the Purchasing Division solicited bids for auditing services for FY23. Rehmann Robson, LLC. was the sole bidder. The proposal submitted by Rehmann for a one-year agreement is \$259,000, plus an additional \$10,000 max for out-of-pocket expenses.

Pending the adoption of the FY24 budget, funding will be available in Professional Services account #101-101.000-801.000 to cover an amount not to exceed \$269,000.00. Any requests for additional funding will require prior Council approval.

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

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

**DEPARTMENTAL APPROVAL:**   
Jane Mager (May 2, 2023 17:41 EDT)  
Jane Mager, Acting Chief Financial Officer





SEALED PROPOSALS RECEIVED IN THE DIVISION OF PURCHASES & SUPPLIES  
**For Annual Financial Audit Services**  
P23-519  
Approximate Annual Quantities – Not Guaranteed  
Furnish as requested for the period 7/1/23 – 6/30/24

**Bidder #1: Rehmann Robson, LLC**  
**Saginaw, MI**

**Option 1** – A one year option for the year ended June 30, 2023, for \$259,000, plus out-of-pocket expenses.

**Option 2** – A three-year option for the years ended June 30, 2023-2025, the fees would be as follows plus out-of-pocket expenses:

<b>2023</b>	<b>\$255,000</b>
<b>2024</b>	<b>\$268,000</b>
<b>2025</b>	<b>\$281,000</b>

**Option 3** – A five-year option for the years ended June 30, 2023-2027, the fees would be as follows, plus out-of-pocket expenses:

<b>2023</b>	<b>\$251,000</b>
<b>2024</b>	<b>\$260,000</b>
<b>2025</b>	<b>\$269,500</b>
<b>2026</b>	<b>\$279,500</b>
<b>2027</b>	<b>\$289,500</b>

\*\* Out-of-pocket expenses are not expected to exceed \$10,000 per year. Additional major programs, if required, would be billed separately at \$8,500 each. Fees will be increased by 15% if the City does not have the necessary internal or external staff to appropriately prepare for the audit.

**A SPECIAL NOTE FROM THE PURCHASING DIVISION**

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



April 25, 2023

# PROFESSIONAL AUDITING SERVICES

PROPOSAL FOR

**City of Flint**

**#23000519 – Annual Financial Audit Services**

Submitted by:

**Douglas Deeter, CPA, Principal**

[doug.deeter@rehmann.com](mailto:doug.deeter@rehmann.com)

Statement of Confidentiality The information in this proposal is confidential and proprietary. It has been made available to the above stated company/person solely for their consideration in evaluation of this proposal. In no event shall all or any portion of this proposal be disclosed or disseminated by the above stated company/person without the express written permission of Rehmann. © 2023 Rehmann All Rights Reserved.

April 25, 2023

Jarin McGee  
Chief Buyer  
City of Flint  
Finance Department - Division of Purchases and Supplies  
1101 S. Saginaw St., Room 203  
Flint, MI 48502

Rehmann Robson LLC ("Rehmann") greatly appreciates the opportunity to submit our proposal to audit the financial statements of City of Flint ("the City") for the year ending June 30, 2023. As a leading professional services firm serving the governmental industry, you can be confident that we are well positioned to serve the City. Our team will leverage industry experience, skills and knowledge of issues impacting the City to provide high-quality services in a timely, efficient manner.

Our mission is to bring energy, focus and integrity to every interaction — relentlessly pursuing expertise to accelerate your goals. This means that you will:

- Have your audits managed and performed by full-time governmental professionals
- Work with a team known for excellence and efficiency in government financial reporting
- Have access to customized training and value-added services
- Benefit from our extensive and unique use of technology
- Understand and appreciate our approach of budgeting *better hours* rather than *more hours*

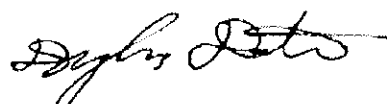
As a result of the large volume of governmental audits our team performs, we are intimately familiar with your industry – Rehmann understands your unique challenges, we know what to expect and we will share best practices. This depth will allow us to serve you from the very beginning with minimal disruption while maintaining a high level of engagement effectiveness and efficiency.

We look forward to hearing from you regarding your decision. In the meantime, please contact us with any questions you may have. This proposal is a firm, irrevocable offer for 120 days to provide independent auditing services at the prices quoted herein.

Thank you for considering Rehmann.

Sincerely,

**Rehmann Robson LLC**



Douglas Deeter, CPA  
Principal



## WHAT YOU'LL FIND INSIDE

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# **EXHIBIT A – COMPLETE PROPOSAL SUBMITTAL WITH DETAILED SUMMARY OF PRICING**

## ❖ EXHIBIT A - SUBMITTAL WITH DETAILED SUMMARY OF PRICING

**PROPOSAL NO. 23000519**  
**ANNUAL FINANCIAL AUDIT SERVICES**

**EXHIBIT A – STATEMENT OF WORK**

The Contractor shall perform a financial audit of annual comprehensive financial report (ACFR) for each of the fiscal years during the contract term. The City's 2021/22 audited ACFR is available for examination at Flint City Hall, as well as on the City's website, [www.cityofflint.com](http://www.cityofflint.com), on the Finance Department page.

**1. SCOPE OF THE WORK****1.1 Time and Progress**

TIME IS OF THE ESSENCE in respect to the work contemplated hereunder, and the Firm agrees to do the work in conformity with the provisions set forth herein and to prosecute all work with all due diligence, so as to complete any work required under the contract within the shortest reasonable period of time.

The requested timetable for the audit is specified as follows:

<u>Date</u>	<u>Task</u>
April 25, 2023	Proposal Closes
TBD	Council Meeting
TBD	Contract Award
TBD	Schedules Finalized
TBD	Final Report

All schedules will be audited, approved, and released no later than ~~November 4th~~ so the MD&A and other aspects of the ACFR can be finalized by December 20th.

Please note this timeline is not meant to hold the Firm responsible for conditions over which it has no control, but it is intended to provide the City with information on how the project might progress using high quality standards necessary to implement a quality project.

THIS TIMETABLE SHOULD NOT BE VIEWED AS FIRM. IT REPRESENTS THE BEST PROJECTION BASED ON VARIABLES KNOWN AT THIS TIME. The schedule shall be finalized each year based on information known at that time.

**1.2 Audits****1.2.1. Annual Financial Audit**

The Firm shall conduct the City's annual financial audit in accordance with generally accepted auditing standards as set forth by the American Institute of Certified Public Accountants and, if applicable, the provisions of the Single Audit Act of 1996 and the provisions of U.S. Office of Management and Budget

(OMB) Uniform Guidance (formerly OMB Circular A-133), Audits of states, local governments, and non-profit organizations.

#### 1.2.2. Single Audit

The Firm shall conduct the City's Federal Single Audit (if required) in accordance with the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200 (Uniform Guidance.) The Firm will issue the Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards, Independent Auditor's Report on Compliance for Each Major Federal Program and Report on Internal Control over Compliance Required by the Uniform Guidance, and Schedule of Findings and Questioned Costs.

#### 1.2.2. Internal Controls

In connection with the audit of the financial statements, the Firm shall consider, test, and report on internal controls in accordance with Generally Accepted Auditing Standards (GAAS), Government Auditing Standards and, when applicable, the Uniform Guidance.

The Firm will make an immediate, written report of all findings, adjustments, irregularities and/or illegal acts, or indications of illegal acts of which they become aware to the Director of Finance.

### 1.3. Report Preparation

#### 1.3.1. ACFR Preparation

The Firm shall prepare the ACFR based on information provided by the city and audited by the firm. The ACFR shall include all relevant GASB Statements and financial schedules in the Statistical Section of the ACFR. The Firm

1.3.2. Required Reports – based on the audit work performed, the Firm shall prepare the following reports:

- A. The SAS 114 Governance/Management letter;
- B. The Form 496 Auditing Procedures Report and timely file with the Michigan Department of Treasury;
- C. The Data Collection Form, if applicable, and timely file via the Federal Audit Clearinghouse;
- D. The Michigan Form F-65 - Annual Local Unit Fiscal Report, if requested, and timely file with the Michigan Department of Treasury.

### 1.4. Other Assistance

City Finance Department staff will prepare necessary audit schedules as mutually agreed upon between the parties. City staff shall be available during the audit to assist the Firm by providing information and explanation. Since the Firm is preparing the ACFR and the Single Audit report, all available supporting documentation will be provided to the Firm, and City Finance Department staff will be responsible the transmittal letter, the MD&A, the Schedule of Federal Expenditures, and the non-financial statistical section, as applicable.

The Firm shall also assist the City with loading ACFR data into Workiva's platform, WDesk, or another similar program, to allow for "tagging" according to the XBRL taxonomy. The ACFR data will be in MS Word and Excel/CSV format. The ACFR must be able to be represented in an XBRL format using the most current taxonomy available.

The Firm shall provide guidance and assistance to the City staff in understanding and implementing GASB standards impacting the City. Assistance may include advice on presentation, disclosure issues, or assistance with responding to GFOA reviewer comments.

At the request of City Administration or City Council, the Firm may be required to present the audit results and the ACFR at a City Council meeting at no additional cost.

The Firm shall retain all books, records and other working papers relative to this contract for five (5) years after final payment. The City, its authorized agents, and/or state and federal Firms shall full have full access to and the right to examine any of said material during said period.

### 1.5 Administration and Customer Service

#### 1.5.1 Key Account Representative

The Firm will provide a principal or partner-level individual as the City's key account representative. This primary point of contact will work in collaboration with the City and will address the City's service and billing needs.

#### 1.5.2 Staffing

The Firm will assign staff in alignment with the individual's experience, skills, and training. The Firm must provide consistent, high-quality staffing to assure timely and excellent results. In the event the Firm pulls staff from a City project to meet the Firm's other contracted obligations, the Firm will take all required steps to assure that City work does not suffer as a result.

#### 1.5.3 Communication & Responsiveness

The Firm will provide the City consistent, prompt services. The Firm will be available and return communications promptly (within 24 business hours) by telephone, video conference and/or email. The Firm will participate in meetings as requested by the City.

#### 1.5.4 Quality of Services

The Firm will provide the City with best quality audit services, in compliance with all applicable, state, federal and local laws and regulations. The Firm will stay current on all such requirements and best professional practices and will apply this knowledge the services provided to the City. The Firm will work with care and diligence.

### 1.6 Special Considerations

The City of Flint will send its comprehensive annual financial report to the Government Finance Officers Association of the United States and Canada for review in its Certificate of Achievement for Excellence in Financial Reporting program.



1. Failure to use this bid form shall result in bid disqualification.
2. Failure to bid on all items shall result in an "incomplete bid" determination.
3. List value-added considerations on a separate sheet of paper.
4. All bid pricing to include shipping and freight charges.

**THIS PAGE MUST BE COMPLETED AND INCLUDED WITH THE BID**

The undersigned hereby certifies, on behalf of the respondent named in this Certification (the "Respondent"), that the information provided in this offer submitted to the City of Flint, Department of Purchase and Supplies is accurate and complete, and that I am duly authorized to submit same. I hereby certify that the Respondent has reviewed all documents and requirements included in this offer and accept its terms and conditions.

Terms: 120 DaysFed. ID #: 38-3635706Company (Respondent): Rehmann Robson LLCAddress: 5800 GratiotSuite 201City, State & Zip Code: Saginaw, MI 48638Phone / Fax Number: 989.799.9580 FAX: 989.799.0227Email: doug.deeter@rehmann.comPrint Name and Title: Douglas Deeter, CPA

(Authorized Representative)

Signed: 

(Authorized Representative)

## **MANDATORY REQUIREMENTS**

Rehmann's role as the City's independent external auditor is to deliver assurance services in an efficient manner, without disruption to your staff, while maintaining a high level of quality.

### **INDEPENDENCE**

Rehmann is independent (as defined under the independence standards in auditing standards generally accepted in the United States of America and the U.S. General Accounting Office's *Government Auditing Standards*) of City of Flint and all of its component units. We are aware of no professional relationships involving the City or any of its agencies or component units within the last five years which would represent potential conflicts of interest; however, we will provide the City with written notice of any pertinent professional relationships entered into during the term of our contract.

### **LICENSE TO PRACTICE**

Rehmann and each certified public accountant to be assigned to the engagement are properly licensed to practice public accounting in the State of Michigan.

### **PEER REVIEW**

The AICPA's peer review program requires that a CPA firm have an independent audit of its quality control documents, systems and procedures every three years. A copy of our most recent peer review report, which included a review of specific government engagements and for which Rehmann received a rating of *pass*, can be found here: [www.rehmann.com/peer-review-report](http://www.rehmann.com/peer-review-report)

### **AGENCY / DESK REVIEWS**

The firm has no record of substandard work. Rehmann has received no negative comments from the numerous routine field and desk reviews which have taken place on the audits submitted to the various state departments and single audit clearing house over the last several years.

## FIRM EXPERIENCE

Founded in 1941 as a single accounting firm, Rehmann has evolved into a fully integrated financial services and advisory firm that provides accounting and assurance, comprehensive technology, accounting and human resource solutions, specialized consulting and wealth management services. Our goal is to meet the demands of today's governments by offering a greater scope of resources and experience, all while employing a forward-thinking service model that guarantees complete client satisfaction and confidence.

### GOVERNMENTAL INDUSTRY EXPERIENCE

Rehmann has a cross-functional team of professionals with extensive governmental industry experience. This unique group is dedicated specifically to serving clients in the public sector on a year-round basis and includes 75+ full-time professionals skilled in assurance services and accounting solutions for governmental entities. Other departments within our firm also work with public sector clients providing technology and human resource solutions.

WE SERVE

**1,000** PUBLIC SECTOR  
ENTITIES FIRM-WIDE



**182.7** MILLION

Total revenue  
in 2022



**950+**

Number of  
associates



**OFFICES**

Located throughout  
Michigan, Ohio and Florida

### YOUR REHMANN OFFICE

Rehmann is committed to serving the City. Accordingly, your audits will be managed and performed by governmental audit and financial reporting professionals from our Saginaw office with technical standards support from Grand Rapids office executives. Two principals (the signing engagement principal and a concurring review principal), one manager, two seniors, and three to four staff auditors will be assigned to the City's audit. All individuals assigned to your audits will be full-time employees of Rehmann, assuring that you receive the local, personalized service you deserve.

**Rehmann**

## EXPERIENCE AUDITING FEDERAL AWARDS

The professionals of Rehmann's public sector group are primarily focused on governmental accounting, auditing and consulting, so all members of the City's engagement team will have extensive experience in auditing federal programs. Each year, Rehmann audits organizations administering hundreds of millions of dollars in federal awards; that means the City will consistently receive meaningful comments and advice on how to enhance your financial management of those programs.

### Single Audits Performed by Rehmann (for fiscal years ending in 2021)

TYPE OF ENTITY	NUMBER OF CLIENTS AUDITED	TOTAL FEDERAL EXPENDITURES
City	13	\$ 110,573,420
County	21	279,203,342
School	52	179,355,644
Other government	11	34,323,994
Not-for-profit	24	195,387,744
Higher education	17	351,375,476
Tribal government	2	58,266,517
<b>Grand Total</b>	<b>140</b>	<b>\$ 1,208,486,137</b>

## EXCELLENCE IN GOVERNMENTAL FINANCIAL REPORTING

Rehmann's experience in assisting clients to receive (and keep receiving) the GFOA Certificate of Achievement for Excellence in Financial Reporting is extensive. Many of our executives volunteer their time as GFOA reviewers. On average, we assist **30 clients annually** in receiving the GFOA or ASBO Certificate, including cities, counties, school districts and other entities.

For first time submitters, we provide sample financial reports, the checklist used by the GFOA reviewers and spreadsheets for the statistical section. More importantly, we explain the process and identify the additional information that needs to be gathered, where it can be found and what the City will need to prepare. Whether a first-time submitter or long-time certificate recipient, Rehmann will provide a range of assistance with the statistical section, MD&A tables and transmittal letter narratives. We are also available to assist in addressing the prior year GFOA review comments.

## CERTIFICATIONS AND MEMBERSHIPS

Rehmann is actively involved in industry associations that provide access to professionals with governmental and not-for-profit experience across the country.



More importantly, Rehmann professionals are involved in leading these organizations in the following ways:

- **CMHA:** Affiliate member, and regularly provides speakers for training
- **AICPA:** Member of the Government Audit Quality Center (GAQC)
- **MICPA:** Member/past chair of the governmental taskforce, and regularly provide speakers to train other CPAs across the state
- **GFOA:** Multiple special review committee members, and an advisor to the CAAFR Committee
- **MGFOA:** Multiple former board members and current member of the Standards Committee
- **AGA:** Multiple current and former AGA board members

### CERTIFIED GOVERNMENT FINANCIAL MANAGERS



The Certified Government Financial Manager (CGFM) designation is a mark of excellence in government financial management, which signifies the highest level of education, experience and ethical standards in the government environment. Rehmann has 10 professionals with the designation.

### CHARTERED GLOBAL MANAGEMENT ACCOUNTANTS



The Chartered Global Management Accountant (CGMA) designation was developed to recognize accounting professionals who have attained a proven track record of management accounting experience in business, industry or government. Rehmann has 30+ professionals with this designation.

# THOUGHT LEADERSHIP AND EDUCATION

## ACCESS TO CUSTOMIZED TRAINING FOR THE CITY

Drawing on our extensive background of providing auditing and consulting services to governmental and related not-for-profit entities, Rehmann has developed a wide array of training sessions specifically targeted to the public sector. Following are several options we have for government financial managers:

### Governmental webinar series

Rehmann hosts webinars regularly to keep our clients and prospects updated on issues related to the public sector. Topics that may be covered at our governmental seminar series include accounting, auditing and financial reporting, the risk of fraud, pension updates, grants management, uniform guidance and subrecipient monitoring.

### Publications

Rehmann will keep the City informed about important issues with regular communication and through our publications. Our monthly email newsletter, *Empower*, covers technical changes and addresses relevant, practical issues – authored by our dedicated team of Rehmann advisors.

## CONTINUING PROFESSIONAL EDUCATION

To maintain our competitive edge and to stay ahead of the curve on technical quality, we place significant emphasis on continuing professional education with appropriate focus on industry specialization and relative responsibility levels. **All professionals designated as CPAs meet or exceed the State and GAO's CPE hour requirements through a variety of external and internal programs.**

For each industry association listed in this proposal, Rehmann professionals attend the majority of the training opportunities they offer, frequently as presenters. Internally each year, Rehmann sponsors multiple in-person and virtual training opportunities, governmental technical updates and updates on auditing standards with an emphasis on engagement planning, risk assessment, and analytical review techniques. Rehmann logs each CPE course that associates attend through our centralized CPE tracking software. Detailed CPE reports are readily available for specific individuals upon request.

## SIMILAR ENGAGEMENTS



Over the past year, Rehmann has invested  
**125,000 HOURS**  
in public sector client engagements providing  
assurance services and accounting solutions



Rehmann serves a variety of other public sector entities including libraries, tribal governments, road commissions, transit authorities, public authorities, community mental health and affiliated providers, housing projects, medical care facilities and others.

## STAFF QUALIFICATIONS AND EXPERIENCE

**One Team. One Focus. Your Success** – Your engagement will be managed by full-time governmental auditors, and your Rehmann team will have the optimal combination of skills and experience to support your success. As a result, these professionals will be able to work with you as peers, sharing knowledge and best practices, and meeting your completion deadline. Another continuing benefit will be ready access to these professionals to answer questions, discuss options and receive timely technical assistance. The Rehmann client service delivery model ensures you will have *direct access* to all members of your Rehmann team.

### **Engagement Principal | Douglas Deeter, CPA**

Doug will be integrally involved in planning and overseeing your audits, ensuring we are meeting and exceeding your needs. He will provide access to additional resources available within the firm and through our industry networks.

### **Concurring Principal | Paul Matz, CPA, CGFM**

Paul will be available as a backup for Doug or for partner rotation in future periods, if desired.

### **Manager | Jason Salzwedel, CPA**

Jason has significant experience serving governmental entities and will be responsible for overseeing the engagement, completing audit procedures and supervising staff. He will maintain active communication with the City throughout the year.

### **Senior auditor**

We will assign one of our experienced senior auditors (in-charge) to conduct and supervise the audit procedures. The specific individual assigned will be determined once the exact timing of the engagement is finalized. Whoever is assigned will be involved on a full-time basis for the duration of the audit for each annual audit and we will seek to assign the same in-charge for the entire audit contract term.

### **Staff auditors**

Our staff accountants have one to five years of experience and will perform many of the audit procedures, as directed by the engagement executives. The final decision of which individual staff we will assign to your audits will be made when we prepare our schedule.

### **Client ambassador | Nicole Burgeson, Director of Client Services & Business Development**

Nikki will serve as the City's client ambassador. In this role, Nikki will conduct client satisfaction assessments and communicate client-defined service improvements and new service standards back to the Rehmann team. Nikki will maintain an objective role to ensure we are doing all that we can to exceed your expectations.

Biographical resumes of these executives are included on the following pages.





## DOUGLAS DEETER, CPA

PRINCIPAL

Governmental and Not-for-Profit Services

📞 989.797.8374

✉️ [doug.deeter@rehmann.com](mailto:doug.deeter@rehmann.com)

🎓 **Lake Superior State University**  
BS, accounting  
BS, business administration

I enjoy working directly with clients and providing them with the tools and resources they need to be successful.

### CURRENT ROLE

Doug is a leader in the firm's governmental and not-for-profit assurance and consulting practice. He provides a range of assurance and outsourcing services to numerous governmental and not-for-profit clients.

Doug is a member of the firm's government audit quality control subcommittee, which ensures compliance with technical standards and firm-wide consistency. A thought leader in the industry, Doug leads training courses throughout the firm on new governmental standards.

### SERVICE AREAS

- Governmental and not-for-profit auditing and consulting
- Federal award compliance and auditing
- K-12 and ISD/ESD audits
- Tribal governments and casinos
- Outsourced controllership and human resource services

### EXPERIENCE

Doug's career began in 1999. He has been with Rehmann for 18 years overall. Throughout his career, Doug has served tribal governments and casinos, cities, counties, intermediate and local school districts, townships, community mental health authorities and not-for-profit organizations. Additionally, Doug has significant experience working as a controller/chief financial officer.

### A CLOSER LOOK

- Doug has spoken at state conferences on topics including internal controls, accounting standards and fraud.
- Passionate about helping others succeed, Doug is a mentor in Rehmann's leadership development program.
- Doug is a member of the Government Finance Officers Association, Michigan Government Finance Officers Association, AICPA and MICPA.



## PAUL R. MATZ, CPA, CGFM

PRINCIPAL | DIRECTOR OF PUBLIC SECTOR QUALITY MANAGEMENT  
Governmental and Not-for-Profit Services

📞 231.739.9441

✉️ paul.matz@rehmann.com

🎓 Calvin College  
BS, accountancy

I focus on being responsive, proactive, and staying ahead of deadlines. As a result, our clients see us as part of their team — not just their auditor.

### CURRENT ROLE

Paul, the firm's director of public sector quality management, is the primary business advisor for a multitude of governmental and not-for-profit clients, leading financial statement audit and single audit engagements. With a concentration on serving the public sector, Paul is committed to helping clients improve their operations by sharing best practices.

Paul serves on Rehmann's government audit quality control subcommittee, ensuring compliance with technical standards and firm-wide consistency.

### SERVICE AREAS

- Governmental and not-for-profit auditing and consulting
- Federal award compliance auditing
- GASB standards implementation
- School district auditing and consulting

### EXPERIENCE

Paul joined Rehmann in 2009, during which time he has concentrated exclusively in the governmental and not-for-profit sector. With deep knowledge in the industry, Paul has assisted governments in various stages and is able to draw upon that experience to provide fresh ideas to his clients. Paul's public accounting career began in 2001 and he is licensed as a CPA in both Michigan and Florida.

Paul has extensive experience working with local and intermediate school districts, counties, cities, road commissions and a variety of not-for-profit organizations.

### A CLOSER LOOK


- Keeping up-to-date on the latest industry standards, Paul is a member of the AGA West Michigan Chapter, the AICPA and MICPA — and he attends national and local continuing professional education programs.
- Actively involved in his community, Paul serves as the board treasurer for Western Michigan Christian High School.
- Paul makes it a priority to proactively discuss new and changing standards with his clients; most recently his clients have recognized an easy implementation of pension-related GASB pronouncements.



## **JASON D. SALZWEDEL, CPA**

MANAGER

Governmental and Not-for-Profit Services

 989.799.9580

 [jason.salzweidel@rehmann.com](mailto:jason.salzweidel@rehmann.com)

 **Northwood University**  
BBA, accounting

We develop an in-depth understanding of our clients' operations and think strategically from their perspective in order to serve as proactive business advisors.

### **CURRENT ROLE**

Jason plans, conducts and manages audit engagements. He leads detail tests of complex audit areas and communicates with clients throughout the engagement to answer questions that may arise.

Jason also helps clients navigate new standards by determining the impact to each client and outlining action steps in preparation of implementation.

### **SERVICE AREAS**

- Governmental and not-for-profit auditing and consulting
- Federal award compliance auditing
- GASB standards implementation

### **EXPERIENCE**

Prior to joining Rehmann in 2019, Jason worked for a local accounting firm. Due to his experience, Jason has led internal training on various auditing topics. In addition, Jason trains associates on processes and GAAP requirements to ensure an efficient engagement and accurate financial reporting.

Jason has worked with counties, cities, townships, and various other governmental and not-for-profit organizations.

### **A CLOSER LOOK**

- To stay current on industry changes and continue expanding his knowledge, Jason is an active member of the AICPA and the MICPA.
- Jason is passionate about teaching others and has been involved in leading many training opportunities throughout his career.



## NICOLE S. BURGESON

DIRECTOR OF SALES

📞 989.797.8320

✉️ nikki.burgeson@rehmann.com

🎓 Ferris State University  
BS, Business

### CURRENT ROLE

Nikki is a Principal with Rehmann and is based in the Saginaw office. She leads the firm's team of professional sales associates and is also responsible for new business development for Rehmann's east region, including the Midland and Saginaw offices.

### SERVICE AREAS

- Business development
- Sales team leadership
- New product and service development
- Client ambassador

### EXPERIENCE

Nikki began her career in business development and sales in 1993. Before joining Rehmann in 2012, Nikki was an account executive for a major payment solutions provider, where she was nationally recognized for her achievements in growth. She was also vice president of business development for a Great Lakes Bay Area financial institution. Nikki's business experience has given her a unique ability to listen to client and prospect issues and introduce them to a Rehmann client service executive who can provide financially rewarding solutions.

In her role as a client ambassador, Nikki conducts client satisfaction assessments, participates in brainstorming sessions for client service improvements and resolves service challenges. She works with the Rehmann client service executive to develop strategic plans that meet client-defined expectations for performance and service. Nikki maintains an objective role to ensure we are exceeding our clients' expectations.

### PROFESSIONAL ORGANIZATIONS

- Bay Future, Inc. | board member
- Stevens Center for Family Business | programming committee
- United Way of Bay County | past board president

## SPECIFIC AUDIT APPROACH

Rehmann is committed to delivering high-quality assurance services in a timely, efficient manner.

### DELIVERABLES

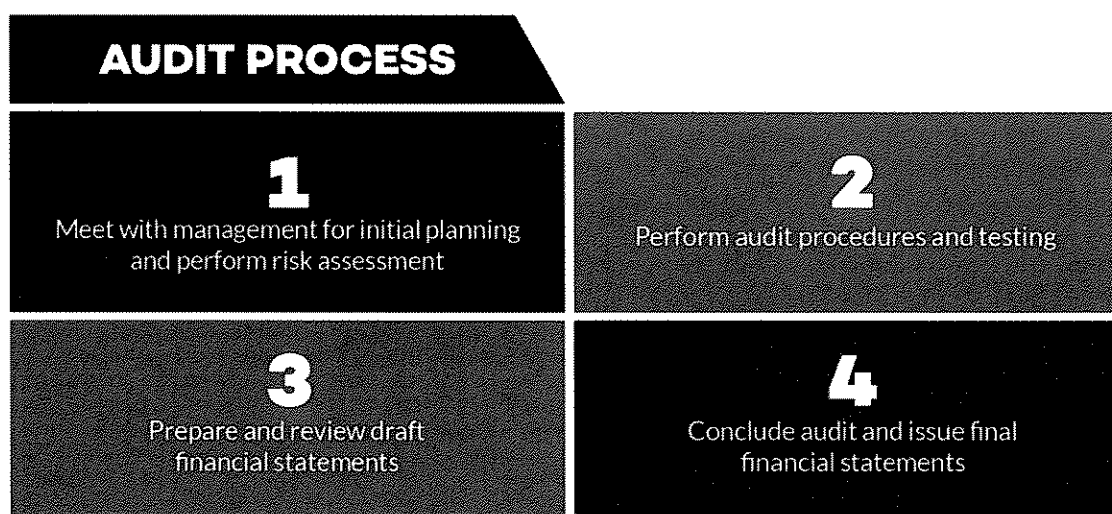
- Financial and single audit for the year ending June 30, 2023
- Preliminary notice of finding as potential audit issues are identified
- Preparation of a management letter of comments and recommendations
- Exit conference with management
- Presentations to the City Council
- Availability for ongoing technical assistance throughout the year

The format and presentation of the financial statements will conform to the applicable standards set forth by:

- Governmental Accounting Standards Board (GASB)
- American Institute of Certified Public Accountants (AICPA)
- Government Finance Officers Association (GFOA)
- U.S. Office of Management and Budget
- Michigan Department of Treasury

### APPROACH

We will complete our work in four inter-related phases. A brief overview of our audit approach is provided below; a detailed explanation of the audit process and Rehmann's approach can be provided upon request.



#### Phase 1: Planning and risk assessment

Your Rehmann team will hold a planning meeting with the City prior to the start of the engagement to schedule our audit procedures, arrange for downloads of information, document internal controls over financial reporting and compliance, and review other materials. We will also begin preparing the format of the financial statements in Microsoft Excel.

Once the City has a reasonably-adjusted trial balance available, our team will analytically review the draft financial statements and document our assessment of audit risk by areas. We will use this information to tailor our standard audit programs to correlate with our risk assessment of the City's accounting and financial processing environment.

### **Phase 2: Audit procedures and testing**

Working from the reasonably-adjusted trial balance, we will begin year-end audit procedures (also referred to as audit "fieldwork"). These procedures may include on-site fieldwork, remote audit procedures, or a mix of both. Our lead schedules and audit workpapers will be created based on the City's draft financial statements. Each audit area will be tested through a combination of analytical, substantive and sampling procedures, consistent with the tailored audit programs developed in Phase 1.

As these procedures are completed, our team will review the workpapers, quality control documents, and checklists as part of our formal system of quality control. All comments and issues generated by these reviews will be resolved in the field.

### **Phase 3: Prepare and review draft financial statements**

Financial statement preparation continues through the entire audit process; once the financial statements and related notes have been compiled, they will also be processed through our formal quality control process.

In addition, we will summarize our recommendations and observations in writing and schedule an exit meeting with the City's management team to discuss our findings, including internal control and program compliance observations and recommendations.

### **Phase 4: Conclude audit and issue final financial statements**

After management has reviewed the draft financial statements and any audit findings or recommendations, we will perform conclusion and issuance procedures. Once complete, we will provide final versions of the financial statements and reports.

## **SCHEDULE**

Our anticipated schedule of audit milestone dates is intended to comply with your filing date. An initial estimate of such dates is as follows:

DESCRIPTION	DATE(S)
Planning phase	September 4, 2023 - September 6, 2023
Primary audit procedures (fieldwork)	October 2, 2023 - November 17, 2023
Draft reports	November 3, 2023
Final reports	December 20, 2023

Additionally, the following items will be required of the City:

1. City finance staff will meet with Rehmann by August 31, 2023 to develop a mutually agreed upon milestone timeline for the entire audit process that will allow for the issuance of the City's reports no later than December 20, 2023.
2. Once this timeline is set, if the City is not able to meet certain milestones in the agreed upon timeline and the audit cannot be issued by December 20, 2023, then the audit will not be completed and issued until subsequent to December 31, 2023 (i.e., it is understood that Rehmann staff will be unavailable during the holidays (December 21-31)).
3. The City will provide reasonably adjusted trial balances, schedule of expenditures of federal awards, general ledger detail and substantially all reconciled supporting documentation two weeks before the agreed upon fieldwork date.
4. The City staff (and outside contractors, if any) will be responsive to all audit requests and provide necessary information in a timely manner.

## **QUALITY CONTROL**

In order to ensure that all engagements meet our high-quality standards, we have implemented a firm-wide system of quality control. The significant components of this system, as they relate to your audit, are as follows:

- All workpapers and audit programs are reviewed by the associates' immediate supervisors, and ultimately, the engagement principal.
- Draft financial statements and other reports are given a detailed review by an associate not connected with their preparation.
- Finally, the financial statements and other reports are reviewed for format, presentation and compliance with all applicable professional guidance and technical pronouncements by the engagement principal and two top-level executives independent of the engagement team.

Through this quality control process, we are able to assure our clients that their financial reports have been subjected to the most stringent review of technical compliance and reporting excellence available.

## **SIGNIFICANT EXECUTIVE INVOLVEMENT**

You can expect substantial involvement from your engagement executives. When our most experienced people are investing a significant amount of time in an engagement, we will conduct the audit with optimal efficiency. In addition, we've experienced that frequent executive interaction with our clients strengthens our relationship, gives us a deeper understanding of your needs, and fully leverages the knowledge and experience of your Rehmann team.

## **EFFECTIVE USE OF TECHNOLOGY**

Rehmann enhances our client experience using technology. Whether the City desires fieldwork to be completed onsite or offsite, rest assured that Rehmann has the capability to seamlessly meet your needs. Our enhanced audit technology includes:

- Data extraction, automation, and advanced data analysis tools to provide management with valuable insights
- Advanced analytics, artificial intelligence, and machine learning software to provide greater accuracy and efficiency

- Work from anywhere, anytime tools — a highly secure Virtual Private Network (VPN) enables Rehmann associates to access network data remotely, in a completely protected way
- Convenience for clients — Rehmann's cloud-based document exchange platform allows for secure, paperless document transfer from clients to their engagement team accessible anytime, anywhere. This platform also incorporates a digital document workflow to track status of requests and the audit.
- Ability to work with your IT department to obtain the audit documentation from your systems remotely, if desired
- Collaboration tools for communication — associates use secure tools for video conferencing and phone calls



## DETAILED SUMMARY OF PRICING

Based on your request for proposal, the estimated fees are as follows:

**Option 1** – a one-year option for the year ended June 30, 2023, for \$259,000, plus out-of-pocket expenses.

We are also offering a three-year contract option or a five-year contract option, which would provide cost savings to the City over several years. For context, the Government Finance Officers Association has issued a best practice, *Audit Procurement*, that states, “governmental entities should enter into multi-year agreements of at least five years in duration when obtaining the services of independent auditors”.

**Option 2** - a three-year option for the years ended June 30, 2023-2025, the fees would be as follows, plus out-of-pocket expenses:

2023	\$ 255,000
2024	268,000
2025	281,000

**Option 3** - a five-year option for the years ended June 30, 2023-2027, the fees would be as follows, plus out-of-pocket expenses:

2023	\$ 251,000
2024	260,000
2025	269,500
2026	279,500
2027	289,500

The estimated fee for the audit of the financial statements will be charged at rates commensurate with the value of our professional services rendered and are not expected to exceed the cost options noted above, plus out-of-pocket costs such as mileage, food and hotels for the staff assigned to the City's audit while they are on-site at the City performing the audit. Out-of-pocket expenses are not expected to exceed \$10,000, per year.

This proposal is based on professional standards in effect as of the date of our proposal. Our fees are based on the assumption that the City will provide a reasonably adjusted trial balance at the beginning of our audit and that current standards remain applicable. Should the City require assistance in obtaining a reasonably adjusted trial balance or professional standards significantly change making our estimate unreasonable, we will work with the City in arriving at a new fee that is commensurate with the additional work and hours required prior to performing such services.

Our fees for the single audit, which are included in the pricing, contemplate a single audit with up to three major programs. Additional major programs, if required, would be billed separately at \$8,500 each, depending on the size and complexity of the related compliance requirements to be tested. Rehmann will notify City Council in writing as soon as practical after identification of the need for testing of additional major programs in accordance with the Uniform Guidance and in advance of incurring these fees.

Our proposal assumes that the City will have an appropriate level of staff (either City employees or supplemental employees provided by outside contractors) to provide the necessary resources to have the audit completed in a timely manner and that we will receive a reasonably adjusted trial balance with all accounts reconciled and supported by appropriate documentation two weeks before we start audit fieldwork. This level of advanced preparation is essential to an efficient audit process, as trying to audit a moving target is inherently difficult and costly. Based on the assumption that the City will have the necessary staff to appropriately prepare for the audit, our fees quoted above include an audit preparation discount of 15%. In any year of this proposal where the City does not have the necessary staff (internal or external) to appropriately prepare for the audit, the above fees will be increased by 15%. This is in addition to any change orders that the City may separately approve for our assistance in preparing a reasonable adjusted trial balance.

The City will be required to implement Governmental Accounting Standards Board Statement #96 (GASB 96), *Subscription-Based Information Technology Arrangements*, any additional assistance the City requires from Rehmann related to the implementation of this new standard will be considered an additional service outside the scope of the audit and will result in a fee in addition to the items noted in the above paragraph. A fee for this service will be discussed with the City Council prior to commencement of any additional services and a change order will be issued.

We will provide the City with ACFR data to allow the City to load ACFR data in Workiva's platform, WDesk, or other similar program, to tag the ACFR according to the XBRL taxonomy.

Per Addendum #01, F-65 preparation will be completed by the City. Should the City determine they would like assistance with preparation of the F-65, a change order will be issued at that time.

## NEXT STEPS

Thank you for the opportunity to propose services to the City. We are confident Rehmann will meet and exceed your expectations. Please contact us with any questions you may have.

**Douglas Deeter, CPA | 989.799.9580 | [doug.deeter@rehmann.com](mailto:doug.deeter@rehmann.com)**



# Rehmann

## **EXHIBIT B – QUALIFICATIONS AND LICENSES REQUIREMENTS**

**❖ EXHIBIT B - QUALIFICATIONS AND LICENSES REQUIREMENTS****Please give a synopsis of your qualifications and experience with this service:**

Rehmann provides audit services to hundreds of public sector entities. We have a cross-functional team of professionals with extensive governmental industry experience. This group is dedicated specifically to serving clients in the public sector on a year-round basis and includes 75+ full-time professionals skilled in assurance services and accounting solutions for governmental entities. Over the past year, Rehmann has invested 125,000 hours in public sector client engagements providing assurance services and accounting solutions.

**Please list Licenses:**

Rehmann and each certified public accountant to be assigned to the engagement are properly licensed to practice public accounting in the State of Michigan.

**How long have you been in business?**

Founded in 1941 as a single accounting firm, Rehmann has evolved into a fully integrated financial services and advisory firm that provides accounting and assurance, comprehensive technology, accounting and human resource solutions, specialized consulting and wealth management services. Our goal is to meet the demands of today's governments by offering a greater scope of resources and experience, all while employing a forward-thinking service model that guarantees complete client satisfaction and confidence.

**Have you done business with the City of Flint?**

Yes.

**If yes, please state the project name.**

Financial statement audit and single audit from 2019-2022.

## **EXHIBIT C – DISCLOSURE OF SUPPLIER RESPONSIBILITY STATEMENT**

**❖ EXHIBIT C – DISCLOSURE OF SUPPLIER RESPONSIBILITY STATEMENT**

1. List any convictions of any person, subsidiary, or affiliate of the company, arising out of obtaining, or attempting to obtain a public or private contract, or subcontract, or in the performance of such contract or subcontract.

n/a

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2. List any convictions of any person, subsidiary, or affiliate of this company for offenses such as embezzlement, theft, fraudulent schemes, etc. or any other offense indicating a lack of business integrity or business honesty which affect the responsibility of the contractor.

n/a

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3. List any convictions or civil judgments under state or federal antitrust statutes.

n/a

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4. List any violations of contract provisions such as knowingly (without good cause) to perform, or unsatisfactory performance, in accordance with the specifications of a contract.

n/a

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5. List any prior suspensions or debarments by any government agency.

n/a

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6. List any contracts not completed on time.

n/a

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7. List any documented violations of federal or state labor laws, regulations or standards, or occupational safety and health rules.

n/a

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## **EXHIBIT D – LIST OF REFERENCES**

**❖ EXHIBIT D – LIST OF REFERENCES: (3) SIMILAR SCOPE OF WORK FROM  
THE LAST 5 YEARS**

Providing the following contact information enables the City of Flint to contact those accounts as references.

**Reference #1:**

Company/Municipality: City of Lapeer  
Contact Person: Kelly Hanna Title: Director of Financial Services  
Address: 576 Liberty Park  
City: Lapeer State: MI Zip: 48446  
Telephone: 810.245.4203 Fax: 810.667.7157  
Email: khanna@ci.lapeer.mi.us  
Type of Project: Financial statement audit led by Doug Deeter

Project Timeline (Dates): Client since: 2021 Budget: Total staff hours: 300

**Reference #2:**

Company/Municipality: City of Grand Blanc  
Contact Person: Wendy Jean-Buhrer Title: City Manager  
Address: 203 E. Grand Blanc Rd  
City: Grand Blanc State: MI Zip: 48439  
Telephone: 810.694.1118 Fax: N/A  
Email: citymanager@cityofgrandblanc.com  
Type of Project: Financial statement audit led by Doug Deeter

Project Timeline (Dates): Client since: 2006 Budget: Total staff hours: 275



**❖ EXHIBIT D – LIST OF REFERENCES: (3) SIMILAR SCOPE OF WORK FROM  
THE LAST 5 YEARS (CONTINUES)**

**Reference #3:**Company/Municipality: Ingham CountyContact Person: Gregg Todd Title: Controller/AdministratorAddress: Hilliard Building, 121 E. MapleCity: Mason, MI 48854 State: MI Zip: 48854Telephone: 517.676.7203 Fax: 517.676.7306Email: gtodd@ingham.orgType of Project: Financial statement and single audit led by Doug DeeterProject Timeline (Dates): Client since: 2022 Budget: Total staff hours: 1200

## **EXHIBIT E – CERTIFICATE OF INSURANCE**

**❖ EXHIBIT E – CERTIFICATE OF INSURANCE****INSURANCE REQUIREMENTS**

The Contractor shall notify all insurance agents and companies retained by the Contractor that these insurance requirements shall be included in any Agreement between the Contractor and the City of Flint.

The Contractor shall purchase and maintain, at its sole expense and as long as it is providing services to the City, the following insurance coverage:

Commercial General Liability - Occurrence form, including coverage for bodily injury, personal injury, property damage (broad form), premises/operations, blanket contractual, and products/completed operations. Coverage shall be endorsed to include the City as an additional insured for work performed by the Contractor in accordance with the Agreement.

**Minimum Limits:**

- \$1,000,000 per occurrence/\$2,000,000 general aggregate
- \$2,000,000 aggregate for products and completed operations
- \$1,000,000 personal and advertising injury

Automobile - Michigan "no-fault" coverage, and residual automobile liability, comprehensive form, covering owned, hired, and non-owned automobiles. Coverage shall be endorsed to include the City as an additional insured for work performed by the Contractor in accordance with the Agreement.

**Minimum Limits:**

- No-fault coverages - statutory
- \$500,000 per person/\$1,000,000 per accident - bodily injury
- \$500,000 per occurrence - property damage
- A combined single limit of \$1,000,000 per occurrence

Workers' Compensation and Employer's Liability- Statutory coverage or proof acceptable to the City of approval as a self-insurer by the State of Michigan.

**❖ EXHIBIT E – CERTIFICATE OF INSURANCE (CONTINUES)**

## Minimum Limits:

- Workers' Compensation - statutory
- Employer's Liability - \$100,000 each accident/\$100,000 disease - each employee
- \$500,000 disease - policy limit

Professional Liability – Covering acts, errors or omissions of a professional nature committed or alleged to have been committed by the Contractor or any of its subcontractors. Coverage shall be effective upon the date of the Agreement and shall remain effective for a period of three (3) years after the date of final payment thereunder. Such coverage shall be endorsed to include any subcontractors hired by the City.

## Minimum Limits:

- \$1,000,000 per occurrence, \$1,000,000 annual aggregate

Insurance coverage shall cover all claims against the City of Flint, its officials and employees, arising out of the work performed by the Contractor or any subcontractors under the Agreement. Should any work be subcontracted, it shall be the responsibility of the Contractor to maintain Independent Contractor's Protective Liability Insurance with limits equal to those specified above for Commercial General Liability Insurance. In addition, the Contractor shall provide proof of Workers' Compensation Insurance for all subcontractors in compliance with the required statutory limits of the State of Michigan.

Said policies of insurance shall be with companies licensed to do business in the State of Michigan and in a form satisfactory to the City. All insurance companies must maintain a rating of B+, VIII or better from AM. Best Company. Certificates of insurance with a thirty-(30) day cancellation clause shall be filed with and approved by the City at least five (5) days in advance of commencing work under the Agreement. Cancellation, material restriction, non-renewal or lapse of any of the required policies shall be grounds for immediate termination of the Agreement by the City.

The City reserves the right to request a complete certified copy of the policies for the above coverage's.

Any reduction or exhaustion in the limits of required insurance coverage shall not be deemed to limit the indemnification afforded in accordance with the Agreement or any amendments thereto.

Depending on the subject matter of the transaction, the City may require other insurance coverage in addition to the coverage's contained herein.

***THE BID NUMBER IS TO APPEAR ON ALL INSURANCE CERTIFICATES***

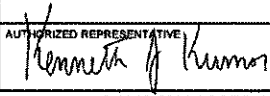
# CERTIFICATE OF INSURANCE

## GENERAL, AUTO, UMBRELLA

ACORD		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 12/29/2022													
<p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</p> <p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</p>																	
<b>PRODUCER</b> Hyland - Toledo 811 Madison Ave Toledo OH 43604		<b>CONTACT NAME:</b> Kathy Hall, CIC, CPIA <b>PHONE:</b> (419) 248-5665 <b>FAX:</b> (419) 248-5665 <b>EMAIL:</b> kathy.hall@hyland.com		<b>INSURER(S) AFFORDING COVERAGE</b> <table border="1"> <tr> <td>INSURER A: Chertier Oak Fire Insurance Co</td> <td>25615</td> </tr> <tr> <td>INSURER B: Travelers Prop Cas Co of Amer</td> <td>25674</td> </tr> <tr> <td>INSURER C: Travelers Casualty &amp; Surety Co</td> <td>19038</td> </tr> <tr> <td>INSURER D: The Travelers Indemnity Company</td> <td>25658</td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>		INSURER A: Chertier Oak Fire Insurance Co	25615	INSURER B: Travelers Prop Cas Co of Amer	25674	INSURER C: Travelers Casualty & Surety Co	19038	INSURER D: The Travelers Indemnity Company	25658	INSURER E:		INSURER F:	
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INSURER D: The Travelers Indemnity Company	25658																
INSURER E:																	
INSURER F:																	
<b>INSURED</b> Rehmann, LLC Rehmann Technology Solutions, LLC Rehmann Robson LLC 5800 Grotto Rd., Suite 201 Saginaw MI 48638		<b>License#:</b> 23504 <b>RE/MAGRO-01</b>															
<b>COVERAGES</b>		<b>CERTIFICATE NUMBER:</b> 1677141615		<b>REVISION NUMBER:</b>													
<p>THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.</p>																	
LINE	TYPE OF INSURANCE	ADDL. INSUR.	POLICY NUMBER	POLICY EFF. DATE (MM/DD/YYYY)	POLICY EXP. DATE (MM/DD/YYYY)	LIMITS											
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER:		P6304R219004COF22	11/1/2022	11/1/2023	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMPOF AGG \$2,000,000 \$											
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY		BA757923372243G	11/1/2022	11/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$											
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> RETENTION \$10,000	<input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE	CUP4R2282482243	11/1/2022	11/1/2023	EACH OCCURRENCE \$9,000,000 AGGREGATE \$9,000,000 \$											
D	WORKERS COMPENSATION AND EMPLOYERS LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/OWNER EXCLUDED? (Mandatory in MI) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y/M <input type="checkbox"/> N/A	UB-5R434496-23-43-G	1/1/2023	1/1/2024	PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000											
C	Crime ERISA		105909519	11/1/2022	11/1/2023	Employee Theft 2,000,000 Emp Theft/Client Prop 5,000,000 ERISA 1,500,000											
<p>DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)            Employees Theft (including Money and Securities) - \$2M, Employee Theft of Client Property - \$5M, Forgery or Alteration - \$500,000, On Premises - \$100,000, Money Orders and Counterfeit Currency Fraud - \$100,000, In Transit - \$100,000</p>																	
<b>CERTIFICATE HOLDER</b>			<b>CANCELLATION</b>														
FOR INFORMATIONAL PURPOSES			SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.														
			AUTHORIZED REPRESENTATIVE <i>Nicholas P. Hyland</i>														
© 1988-2015 ACORD CORPORATION. All rights reserved.																	
ACORD 25 (2016/03) The ACORD name and logo are registered marks of ACORD																	

# CERTIFICATE OF INSURANCE

## PROFESSIONAL LIABILITY

ACORD <sup>®</sup>		CERTIFICATE OF LIABILITY INSURANCE		DATE (MM/DD/YYYY) 04/28/22		
<p>THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.</p> <p>IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).</p>						
<b>PRODUCER</b> Affinity Insurance Services 1100 Virginia Drive, Suite 250 Fort Washington, PA 19034			<b>CONTACT</b> NAME: PHONE (A/C, No, Ext): E-MAIL: ADDRESS: INSURER(S) AFFORDING COVERAGE: _____ NAIC # _____ INSURER A: Continental Casualty Company (CNA) INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:			
<b>INSURED</b> Rehmann, LLC 5800 Gratiot Avenue Saginaw, MI 48638						
<b>COVERAGES</b>		<b>CERTIFICATE NUMBER:</b>		<b>REVISION NUMBER:</b>		
<p>THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.</p>						
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD. WVO	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> CLAIMS-MADE <input type="checkbox"/> OCCUR <input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER POLICY <input type="checkbox"/> POLYJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:					EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS HIRE AUTOS NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <b>EXCESS LIAB</b> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED. RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in MI) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A					PER STATUTE <input type="checkbox"/> OTH ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability Insurance		ABF-275319302	05/01/22	05/01/23	\$10,000,000 per claim and in the annual aggregate
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Additional Insureds: Baker Tilly Rehmann Robson LLC; C-PAS, LLC; Dawson Wealth Management, LLC (01/01/2010); Kathryn Laethem (08/01/2005); Kerby Bailey LLC; Kerby Bailey & Associates, Inc; Rehmann Accounting, LLC; Rehmann Capital Advisory Group, LLC; Rehmann Capital Financial Group, LLC; Rehmann Consulting LLC; Rehmann Corporate Investigative Services, LLC; Rehmann Financial, LLC; Rehmann Financial Group, LLC; Rehmann Healthcare, LLC; Rehmann Insurance Group, LLC; Rehmann Payroll; Rehmann P.S.O. LLC; Rehmann Recruiting, LLC; Rehmann Robson, LLC; Rehmann Robson PC; Robson Accounting, Inc.; Jay B. Berger (01/01/2008) for services rendered on behalf / direction of Rehmann Financial Group, LLC; Detroit Public School (06/05/2008); Rehmann International Wealth Managers LLC, but only for services rendered prior to 3/1/12.						
<b>CERTIFICATE HOLDER</b>			<b>CANCELLATION</b>			
Rehmann, LLC 5800 Gratiot Avenue Saginaw, MI 48638			SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: 			

ACORD 25 (2014/01)

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# Rehmann

## **EXHIBIT F – NON-BIDDER’S RESPONSE**

## ❖ EXHIBIT F – NON-BIDDER'S RESPONSE

VENDOR'S NAME: Rehmann Robson LLC**NON-BIDDER'S RESPONSE**

For the purpose of facilitating your firm's response to our invitation to bid, the City of Flint is interested in ascertaining reasons for prospective bidder's failure to respond to "Invitations to Bid". If your firm is not responding to this bid, please indicate the reason(s) by checking any appropriate item(s) below and return this form to the above address.

We are **not** responding to this "Invitation to Bid" for the following reason(s):

\_\_\_\_\_ Items or materials requested not manufactured by us or not available to our company.

\_\_\_\_\_ Our items and/or materials do not meet specifications.

\_\_\_\_\_ Specifications not clearly understood or applicable (too vague, too rigid, etc.).

\_\_\_\_\_ Quantities too Small.

\_\_\_\_\_ Insufficient time allowed for preparation of bid.

\_\_\_\_\_ Incorrect address used. Our correct mailing address is:

\_\_\_\_\_

\_\_\_\_\_ Our branch / division handles this type of bid. We have forwarded this bid on to them but for the future the correct name and mailing address is: \_\_\_\_\_

\_\_\_\_\_ **OTHER:** \_\_\_\_\_

\_\_\_\_\_

**Thank you for your participation in this bid.**

**AFFIDAVIT FOR INDIVIDUAL**

STATE OF \_\_\_\_\_

S.S.

COUNTY OF \_\_\_\_\_



\_\_\_\_\_ being duly sworn,  
deposes and says that they are the person making the above bid; and that said bid is genuine and not sham or collusive, and is not made in the interest of or on behalf of any person not therein named, and that they have not directly or indirectly induced or solicited any bidder to put in a sham bid; that they have not directly or indirectly induced or solicited any other person or corporation to refrain from bidding, and that they have not in any manner sought by collusion to secure themselves any advantage over other bidders.

Subscribed and sworn to before me at \_\_\_\_\_, in said County and State,

this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_,

\_\_\_\_\_  
\*Notary Public, \_\_\_\_\_ County, \_\_\_\_\_

My Commission expires \_\_\_\_\_, 20\_\_\_\_

## **CITY OF FLINT, MICHIGAN AFFIDAVIT**

## FOR CORPORATION

STATE OF MichiganCOUNTY OF SaginawS.S. 

Douglas Deeter, CPA being duly sworn, deposes and says that she/he/they  
is Principal of Rehmann Robson LLC

(Official Title)

(Name of Corporation)

a corporation duly organized and doing business under the laws of the State of Michigan  
the corporation making the within and foregoing bid; that they executed said bid in behalf of said corporation by  
authority of its Board of Directors; that said bid is genuine and not sham or collusive and is not made in the  
interests of or on behalf of any person not herein named, and that they have not and said bidder has not directly  
or indirectly induced or solicited any other person or corporation to refrain from bidding; that they have not and  
said bidder has not in any manner sought by collusion to secure to themselves or to said corporation an advantage  
over other bidders.

Subscribed and sworn to before me at \_\_\_\_\_, in said County and State,

this 24 day of April, A.D. 2023  
\*Notary Public, Saginaw County, MIMy Commission expires 12-2, 2027**Brenda J. Fitzmaurice**

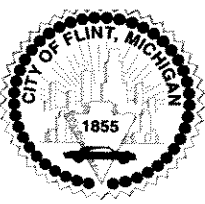
Notary Public - State of Michigan

County of Saginaw

Commission Expires December 02, 2027

Residing In The County Of Saginaw

## **ADDENDUM #01**



# City of Flint

## Department of Purchases & Supplies

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Sheldon A. Neeley

TO: All Proposers  
FROM: Jarin McGee, Chief Buyer  
DATE: April 18, 2023  
SUBJECT: Addendum #01 – Proposal #23-519 – Annual Financial Audit Services

This addendum has been published to address the following questions:

1. Is the request for multiple years or only for fiscal year ending 6/30/23?  
A. This RFP is just for the fiscal year ending 6/30/23.
2. If multiple years, what are the years the City is requesting a proposal for?  
A. The Finance Department may choose to extend the contract by one (1) fiscal year. This is not a multi-year proposal.
3. When has the current auditor historically started fieldwork? Has the fieldwork been in-person, remote or hybrid?  
A. Typically, field work begins in October. Fieldwork has been hybrid the past two years.
4. Please provide the fees paid for both the Financial Statement Audit and the Single Audit for the June 30, 2022 audit.  
A. \$252,500 Audit and \$7,500 Single Audit.
5. The RFP indicates in section 1.3.2 that the F-65 is a required report, if requested. Has the F-65 historically been prepared by the City or the Auditor?  
A. City prepares the F-65.
6. When is it anticipated that the City will be ready for audit fieldwork/when will the trial balance be ready to be audited?  
A. September.
7. How many journal entries are normally made after giving the auditors the initial trial balance for fieldwork?  
A. Approximately 15.
8. How many journal entries are normally proposed by the auditors?  
A. Information is not readily available at the moment.
9. How many major programs are expected for the single audit for fiscal year 2023?  
A. 3, possibly 4.
10. What are your expectations for GASB 96 implementation, and has the City started analyzing the potential impact of this new standard?  
A. Implemented prior year, FYE2022.

All other bidding terms, requirements, and conditions continue as indicated in the remaining original bid documents.

The Chief Buyer, Jarin McGee, is an officer for the City of Flint with respect to this RFP.

**In the submission of their proposal, Proposer must acknowledge receipt of this addendum. Proposer shall acknowledge this addendum by signing and returning one copy of this notice with their submission.**

Company Name: Rehmann Robson LLC

5800 Gratiot, Suite 201

~~Address:~~ \_\_\_\_\_



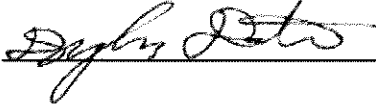
# City of Flint

## Department of Purchases & Supplies

City / State / Zip: Saginaw, MI 48638

Telephone: 989.799.9580 Fax: 989.799.0227 Email: doug.deeter@rehmann.com

Print Name: Douglas Deeter, CPA Title: Principal

Signature:  Date: 4-25-23

Thank you.

PEACE OF MIND

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CONFIDENCE

TRUSTWORTHY

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RESOLUTION NO.:

230151

PRESENTED:

MAY 17 2023

ADOPTED:

**Resolution Authorizing Approval of the 2023-25 Consolidated Plan,  
including the 2023-24 Annual Action Plan of the Consolidated Plan and  
Proposed Uses and Funding Recommendations for the U.S. Department of  
Housing and Urban Development Community Development Block Grant,  
HOME Investment Partnerships and Emergency Solutions Grant Funds for  
the 2023-24 Program Year**

**BY THE CITY ADMINISTRATOR:**

The City of Flint anticipates it will receive Title I Community Development Block Grant (CDBG) entitlement funds in the amount of \$4,019,558.00 (HUD CDBG grant agreement number: B-23-MC-26-0018), HOME Investment Partnerships (HOME) entitlement funds in the amount of \$963,438.00 (HUD HOME grant agreement number: M-23-MC-26-0204), and Emergency Solutions Grant (ESG) in the amount of \$356,897.00 (HUD ESG grant agreement number: E-23-MC-260018) for federal fiscal year 2023-24, covering the period of July 1, 2023, through June 30, 2024, as well as any subsequent years that HUD continues to make any balances available to the City; pursuant to submission of an application to the U.S. Department of Housing and Urban Development (HUD).

The City of Flint anticipates receipt of program income in an amount of approximately \$50,000.00 from CDBG and \$10,000.00 from HOME repayments of rehabilitation housing loans and other eligible activities.

In order to receive this funding, the U.S. Department of Housing and Urban Development requires the City of Flint to submit a multi-year Consolidated Plan, including an annual Action Plan as a component of the Consolidated Plan. Also included as an appendix to the Consolidated Plan is the amended Citizens Participation Plan. The Consolidated Plan includes the annual Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) application.

City Administration finalized funding recommendations for the proposed Action Plan in April 2023.

**It is resolved,** that City Officials approve the funding amounts and projects and authorize entering into contracts for the agencies listed below for the City's FY 2023-24 Community Development Block Grant program in the amount of \$4,019,558.00 FY 2023-24, HOME Investment Partnerships program in the amount of \$963,438.00, and FY 2023-24 Emergency Solutions Grant





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

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

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

Solutions Grant program in the amount of \$356,897.00 and include any program income which might become available as a result of receipt of these funds.

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

**ADMINISTRATION/PLANNING (20% Cap) \$803,911.60**

**PUBLIC SERVICES**

Big Brothers Big Sisters - Community Based Mentoring	\$50,531.00
YWCA - SAFE Center	\$50,000.00
CHEA Post - Incarcerated Adult Education	\$85,000.00
Neighborhood Engagement Hub - Community Toolshed	\$75,000.00
Boys and Girls Club – Great Futures Start Here	\$70,000.00
COF Office of Public Health – Healthy Homes Save Lives	\$75,000.00
Metro Comm. Dev, Inc. -Homebuyer Counseling and Fair Housing Proj.	\$40,000.00
<b>TOTAL PUBLIC SERVICE</b>	<b>\$445,531.00</b>

**ECONOMIC DEVELOPMENT**

Best Practices Consulting Services - Flint Small Business Initiative	\$60,000.00
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>\$60,000.00</b>

**FACILITY IMPROVEMENTS**

COF Fire Dept – Acquisition of New Fire Apparatus	\$863,600.00
COF Transportation – Sidewalk Improvements	\$175,000.00
COF Facilities – Haskell Comm Center Improvements	\$ 50,000.00
COF Planning - St. John Park Kayak Launch	\$150,000.00
Greater Flint Arts Council – Elevator Repairs for Accessibility	\$175,000.00
LatinX – Community Resource Center and Park	\$120,000.00
St. Luke New Life Center – Roof Repair	\$25,600.00
Flint River Watershed Coalition – Confluence Improvements	\$200,000.00
<b>TOTAL FACILITY IMPROVEMENTS</b>	<b>\$1,759,200.00</b>

**HOUSING**

Carriage Town Ministries – Liberty House Ramp	\$ 16,380.00
MADE Institute – North Flint Neighborhood Stabilization and Impr.	\$ 70,000.00
<b>TOTAL HOUSING</b>	<b>\$ 86,380.00</b>

**BLIGHT ELIMINATION ACTIVITIES**

COF Blight Division – Demolition	\$400,000.00
COF Blight Division – Comprehensive Code Enforcement	\$464,535.40



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

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

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

**TOTAL BLIGHT**

**ACTIVITIES** **\$864,535.40**

**TOTAL CDBG USES** **\$4,019,558.00**

**HOME INVESTMENT PARTNERSHIP PROGRAM (HOME)**

City of Flint- HOME Admin (10% Cap)	\$ 96,343.80
Norstar RAD Consulting Solutions LLC – Clark Commons III LDHA	\$650,000.00
Communities First, Inc. – Orchard Manor (CHDO)	\$207,094.20
Communities First, Inc. – Orchard Manor CHDO Operating	\$ 10,000.00
<b><u>TOTAL HOME USES:</u></b>	<b><u>\$963,438.00</u></b>

**EMERGENCY SOLUTIONS GRANT (ESG)**

**COF ESG ADMINISTRATION (7.5% cap)** **\$26,767.28**

**SHELTER (OPERATIONS AND ESSENTIAL SERVICES)**

Shelter of Flint - Family Emergency Shelter/Shelter	\$82,138.20
GCCY - REACH/Shelter	\$45,000.00
YWCA - Safehouse/Shelter	\$47,000.00
My Brother's Keeper - In Safe Hands/Shelter	\$40,000.00
<b><u>TOTAL SHELTER</u></b>	<b><u>\$214,138.20</u></b>

**HOMELESSNESS PREVENTION**

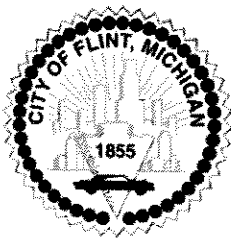
Catholic Charities One Stop - Homelessness Prevention	\$37,500.00
<b><u>TOTAL HOMELESSNESS PREVENTION</u></b>	<b><u>\$37,500.00</u></b>

**RAPID RE-HOUSING**

Catholic Charities One Stop - Rapid Rehousing	\$37,500.00
<b><u>TOTAL RAPID RE-HOUSING</u></b>	<b><u>\$37,500.00</u></b>

**DATA COLLECTION**

TBD	\$40,991.52
<b><u>TOTAL DATA COLLECTION</u></b>	<b><u>\$40,991.52</u></b>
<b><u>TOTAL ESG USES</u></b>	<b><u>\$356,897.00</u></b>



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

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

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

**It is Resolved,** that funds

estimated in an amount up to \$50,000 in CDBG program income received from loan repayments and other eligible activities, shall be made available for use as part of the FY 2023-24 Community Development Block Grant program and the budget amended as received;

**Further Resolved,** that funds in an estimated amount of up to \$10,000 in HOME program income received from proceeds of sale and housing loans, shall be made available for use as part of the FY 2023-24 HOME Investment Partnerships program and the budget amended as received;

**Further Resolved,** that all sub recipient agencies shall conform to the standards and bidding procedures maintained by the City of Flint and such bid processes shall be approved as to form by the Chief Legal Officer of the City of Flint. Sub recipients may not obligate any funds, incur any costs, nor implement any physical activities until the Division of Community and Economic Development has completed the Environmental Review Record and/or received a release of funds from the U.S. Department of HUD and has issued a written notice to proceed to the subrecipient.

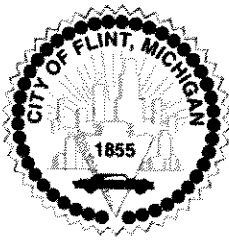
**Further Resolved,** following notification that HUD has approved the 2023-24 Annual Action Plan through execution of a Grant Agreement with the City of Flint, the appropriate City Officials are authorized to do all things necessary to enter into sub-grantee agreements with the various agencies listed above.

**Further Resolved,** upon receipt of the official award document from HUD, CDBG funds, the estimated revenues shall be increased to recognize receipt of such funds and an appropriation in the amount of \$4,019,558.00 shall be made to the Division of Community and Economic Development to fund the FY 2023-24 Community Development Block Grant program;

**Further Resolved,** upon receipt of the official award document from HUD, HOME funds, the estimated revenues shall be increased to recognize receipt of such funds and an appropriation in the amount of \$963,438.00 shall be made to the Division of Community and Economic Development to fund the FY 2023-24 HOME Investment Partnerships program;

**Further Resolved,** upon receipt of the official award document from HUD, ESG funds, the estimated revenues shall be increased to recognize receipt of such funds and an appropriation in the amount of \$356,897.00 shall be made to the Division of Community and Economic Development to fund the FY 2023-24 Emergency Solutions Grant program;

**Further resolved,** that the appropriate officials are hereby authorized to do all things necessary to set up the appropriate accounts in the 279 Fund;

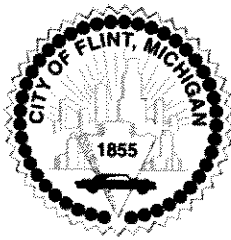


**RESOLUTION NO.:** \_\_\_\_\_

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

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

<b>Account Name</b>	<b>Account Number</b>	<b>Grant Code</b>	<b>Amount</b>
ADMINISTRATION/PLANNING (CDBG)	279-737.000-522.748	FHUD-CDBG24	803,911.60
ADMINISTRATION/PLANNING (CDBG)	279-737.000-963.000	FHUD-CDBG24	803,911.60
Big Brothers Big sisters – Community Based Mentoring	279-737.272-522.748	FHUD-CDBG24	50,531.00
Big Brothers Big sisters – Community Based Mentoring	279-737.272-805.105	FHUD-CDBG24	50,531.00
YWCA SAFE Center	279-737.530-522.748	FHUD-CDBG24	50,000.00
YWCA SAFE Center	279-737.530-805.101	FHUD-CDBG24	50,000.00
CHEA - Post Incarcerated Adult Education	279-737.284-522.748	FHUD-CDBG24	85,000.00
CHEA - Post Incarcerated Adult Education	279-737.284-805.109	FHUD-CDBG24	85,000.00
Neighborhood Engagement HUB – Community Toolshed	279-737.267-522.748	FHUD-CDBG24	75,000.00
Neighborhood Engagement HUB – Community Toolshed	279-737.267-805.126	FHUD-CDBG24	75,000.00
Boys and Girls Club	279-737.535-522.748	FHUD-CDBG24	70,000.00
Boys and Girls Club	279-737.535-805.105	FHUD-CDBG24	70,000.00
COF Office of Public Health - Healthy Homes Save Lives	279-737.193-522.748	FHUD-CDBG24	75,000.00
COF Office of Public Health - Healthy Homes Save Lives	279-737.193-963.000	FHUD-CDBG24	75,000.00
Metro Comm. Dev, Inc. -Homebuyer Counseling and Fair Housing Proj	279-737.442-522.748	FHUD-CDBG24	40,000.00
Metro Comm. Dev, Inc. -Homebuyer Counseling and Fair Housing Proj	279-737.442-805.101	FHUD-CDBG24	40,000.00
Best Practices Consulting Services – Flint Small Business Initiative	279-737.411-522.748	FHUD-CDBG24	60,000.00
Best Practices Consulting Services – Flint Small Business Initiative	279-737.411-805.429	FHUD-CDBG24	60,000.00
Acquisition of Fire Apparatus – COF Fire Department	279-737.160-522.748	FHUD-CDBG24	863,600.00
Acquisition of Fire Apparatus – COF Fire Department	279-737.160-963.000	FHUD-CDBG24	863,600.00
COF Transportation – Sidewalk Improvements	279-737.235-522.748	FHUD-CDBG24	175,000.00
COF Transportation – Sidewalk Improvements	279-737.235-963.000	FHUD-CDBG24	175,000.00
COF Facilities – Haskell Comm Center Improvements	279-737.154-522.748	FHUD-CDBG24	50,000.00
COF Facilities – Haskell Comm Center Improvements	279-737.154-805.057	FHUD-CDBG24	50,000.00
COF Planning - St. John Park Kayak Launch	279-737.214-522.748	FHUD-CDBG24	150,000.00
COF Planning - St. John Park Kayak Launch	279-737.214-805.057	FHUD-CDBG24	150,000.00
Greater Flint Arts Council – Elevator Repairs for Accessibility	279-737.408-522.748	FHUD-CDBG24	175,000.00
Greater Flint Arts Council – Elevator Repairs for Accessibility	279-737.408-805.051	FHUD-CDBG24	175,000.00
LatinX – Community Resource Center and Park	279-737.412-522.748	FHUD-CDBG24	120,000.00
LatinX – Community Resource Center and Park	279-737.412-805.056	FHUD-CDBG24	120,000.00
St. Luke New Life Center – Roof Repair	279-737.493-522.748	FHUD-CDBG24	25,600.00
St. Luke New Life Center – Roof Repair	279-737.493-805.056	FHUD-CDBG24	25,600.00

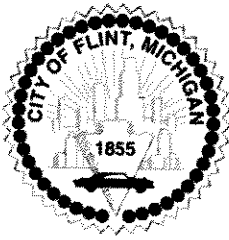


**RESOLUTION NO.:** \_\_\_\_\_

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

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

Flint River Watershed Coalition – Confluence Improvements	279-737.468-522.748	FHUD-CDBG24	200,000.00
Flint River Watershed Coalition – Confluence Improvements	279-737.468-805.331	FHUD-CDBG24	200,000.00
Carriage Town Ministries – Liberty House Ramp	279-737.498-522.748	FHUD-CDBG24	16,380.00
Carriage Town Ministries – Liberty House Ramp	279-737.498-805.054	FHUD-CDBG24	16,380.00
MADE Institute – North Flint Neighborhood Stabilization and Impr	279-737.276-522.748	FHUD-CDBG24	70,000.00
MADE Institute – North Flint Neighborhood Stabilization and Impr	279-737.276-805.076	FHUD-CDBG24	70,000.00
COF Blight Division – Demolition	279-737.150-522.748	FHUD-CDBG24	400,000.00
COF Blight Division – Demolition	279-737.150-805.076	FHUD-CDBG24	400,000.00
COF Blight Division – Comprehensive Code Enforcement	279-737.140-522.748	FHUD-CDBG24	464,535.40
COF Blight Division – Comprehensive Code Enforcement	279-737.140-963.000	FHUD-CDBG24	464,535.40
City of Flint- HOME Admin (10% Cap)	279-735.000-530.000	FHUD-HOME24	96,343.80
City of Flint- HOME Admin (10% Cap)	279-735.000-963.000	FHUD-HOME24	96,343.80
Norstar RAD Consulting Solutions LLC – Clark Commons III LDHA	279-735.447-530.000	FHUD-HOME24	650,000.00
Norstar RAD Consulting Solutions LLC – Clark Commons III LDHA	279-735.447-805.276	FHUD-HOME24	650,000.00
Communities First, Inc. – Orchard Manor (CHDO)	279-735.275-530.000	FHUD-HOME24	207,094.20
Communities First, Inc. – Orchard Manor (CHDO)	279-735.275-805.276	FHUD-HOME24	207,094.20
Communities First, Inc. – Orchard Manor CHDO Operating	279-735.275-530.000	FHUD-HOME24	10,000.00
Communities First, Inc. – Orchard Manor CHDO Operating	279-735.275-805.453	FHUD-HOME24	10,000.00
<b>Administration (ESG)</b>	279-733.000-531.000	FHUD-ESG24	26,767.28
<b>Administration (ESG)</b>	279-733.000-963.000	FHUD-ESG24	26,767.28
Shelter of Flint – Family Emergency Shelter - Shelter	279-733.482-531.000	FHUD-ESG24	82,138.20
Shelter of Flint – Family Emergency Shelter - Shelter	279-733.482-805.101	FHUD-ESG24	82,138.20
Genesee County Youth Corp – REACH - Shelter	279-733.390-531.000	FHUD-ESG24	45,000.00
Genesee County Youth Corp – REACH - Shelter	279-733.390-805.105	FHUD-ESG24	45,000.00
YWCA- SAFE House - Shelter	279-733.530-531.000	FHUD-ESG24	47,000.00
YWCA- SAFE House - Shelter	279-733.530-805.101	FHUD-ESG24	47,000.00
My Brother's Keeper - In Safe Hand - Shelter	279-733.450-531.000	FHUD-ESG24	40,000.00
My Brother's Keeper - In Safe Hand - Shelter	279-733.450-805.101	FHUD-ESG24	40,000.00
Catholic Charities One Stop - Homelessness Prevention	279-733.301-531.000	FHUD-ESG24	37,500.00
Catholic Charities One Stop - Homelessness Prevention	279-733.301-805.101	FHUD-ESG24	37,500.00
Catholic Charities – Rapid Rehousing	279-733.301-531.000	FHUD-ESG24	37,500.00
Catholic Charities – Rapid Rehousing	279-733.301-805.101	FHUD-ESG24	37,500.00
TBD Data Collection	279-733.101-531.000	FHUD-ESG24	40,991.52
TBD Data Collection	279-733.101-963.000	FHUD-ESG24	40,991.52



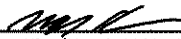
RESOLUTION NO.: \_\_\_\_\_

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

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

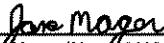
Further Resolved, that the appropriate city officials are hereby authorized to do all things necessary to move remaining unspent and available CDBG, HOME and ESG funds to fiscal year 2024 and any years funds remain available.

**APPROVED AS TO FORM:**

  
William Kim (May 8, 2023 18:41 EDT)

**William Kim, City Attorney**

**APPROVED AS TO FINANCES:**

  
Jane Mager (May 8, 2023 09:23 EDT)

**Jane Mager**  
**Acting Chief Financial Officer**

**BY THE CITY ADMINISTRATOR:**

CLYDE D EDWARDS  
CLYDE D EDWARDS (May 8, 2023 13:35 EDT)

**Clyde D. Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

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



## CITY OF FLINT

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### RESOLUTION STAFF REVIEW

April 23, 2023

**AGENDA ITEM TITLE:**

**Resolution Authorizing Approval of the 2023-25 Consolidated Plan, including the 2023-24 Annual Action Plan of the Consolidated Plan and Proposed Uses and Funding Recommendations for the U.S. Department of Housing and Urban Development Community Development Block Grant, HOME Investment Partnerships and Emergency Solutions Grant Funds for the 2023-24 Program**

**PREPARED BY**

Suzanne Wilcox, Director, Department of Planning and Development, Community and Economic Development Division

**VENDOR NAME:** N/A

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

Approval of the attached resolution authorizes submission of the 2023-24 Annual Action Plan along with the 2023-25 Consolidated Plan, including funding recommendations for Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME) Programs and Emergency Solutions Grant (ESG).

HUD has notified the City of Flint that its estimated 2022-23 allocations will be:

CDBG (B-23-MC-26-0018)	\$4,019,558.00
HOME (M-23-MC-26-0204)	\$963,438.00
ESG (E-23-MC-260018)	<u>\$356,897.00</u>
	\$5,339,893.00

City Administration finalized its recommendations in April of 2023. The final proposed recommendations are included in the attached resolution.

The Division of Community and Economic Development published a notice of opportunity to comment on April 21, 2023. A 30-day public comment period was held from April 21, 2023, to May 22, 2023, and a public hearing was held on May 2, 2023, to receive citizen comments and concerns regarding the proposed Year Annual Action Plan. The city will submit its 2023-24 Annual Action Plan to HUD by May 31, 2023.

HUD regulation 24 CFR 570.302 requires the City, prior to release of grant funds, to annually submit an Action Plan describing all activities and programs to be funded with CDBG, HOME and ESG funds for the upcoming fiscal year. The Division of Community and Economic Development requires approval of the attached resolution prior to entering into contracts with the agencies. Upon submission of the Plan, HUD has 45 days to review and approve the documents, prior to entering into contracts with the proposed sub recipients.



## CITY OF FLINT

### FINANCIAL IMPLICATIONS:

With HUD approval of the proposed 1-year Action Plan, the City of Flint will receive access to an estimated \$4,019,558.00 in CDBG funds, \$963,438.00 in HOME funds, and \$356,897.00 in ESG funds to carry out housing, demolition, public services, homeless, and other eligible programs.

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

Account Name	Account Number	Grant Code	Amount
ADMINISTRATION/PLANNING (CDBG)	279-737.000-522.748	FHUD-CDBG24	803,911.60
ADMINISTRATION/PLANNING (CDBG)	279-737.000-963.000	FHUD-CDBG24	803,911.60
Big Brothers Big sisters – Community Based Mentoring	279-737.272-522.748	FHUD-CDBG24	50,531.00
Big Brothers Big sisters – Community Based Mentoring	279-737.272-805.105	FHUD-CDBG24	50,531.00
YWCA SAFE Center	279-737.530-522.748	FHUD-CDBG24	50,000.00
YWCA SAFE Center	279-737.530-805.101	FHUD-CDBG24	50,000.00
CHEA - Post Incarcerated Adult Education	279-737.284-522.748	FHUD-CDBG24	85,000.00
CHEA - Post Incarcerated Adult Education	279-737.284-805.109	FHUD-CDBG24	85,000.00
Neighborhood Engagement HUB – Community Toolshed	279-737.267-522.748	FHUD-CDBG24	75,000.00
Neighborhood Engagement HUB – Community Toolshed	279-737.267-805.126	FHUD-CDBG24	75,000.00
Boys and Girls Club	279-737.535-522.748	FHUD-CDBG24	70,000.00
Boys and Girls Club	279-737.535-805.105	FHUD-CDBG24	70,000.00
COF Office of Public Health - Healthy Homes Save Lives	279-737.193-522.748	FHUD-CDBG24	75,000.00
COF Office of Public Health - Healthy Homes Save Lives	279-737.193-963.000	FHUD-CDBG24	75,000.00
Metro Comm. Dev, Inc. -Homebuyer Counseling and Fair Housing Proj	279-737.442-522.748	FHUD-CDBG24	40,000.00
Metro Comm. Dev, Inc. -Homebuyer Counseling and Fair Housing Proj	279-737.442-805.101	FHUD-CDBG24	40,000.00
Best Practices Consulting Services – Flint Small Business Initiative	279-737.411-522.748	FHUD-CDBG24	60,000.00
Best Practices Consulting Services – Flint Small Business Initiative	279-737.411-805.429	FHUD-CDBG24	60,000.00
Acquisition of Fire Apparatus – COF Fire Department	279-737.160-522.748	FHUD-CDBG24	863,600.00
Acquisition of Fire Apparatus – COF Fire Department	279-737.160-963.000	FHUD-CDBG24	863,600.00
COF Transportation – Sidewalk Improvements	279-737.235-522.748	FHUD-CDBG24	175,000.00
COF Transportation – Sidewalk Improvements	279-737.235-963.000	FHUD-CDBG24	175,000.00
COF Facilities – Haskell Comm Center Improvements	279-737.154-522.748	FHUD-CDBG24	50,000.00
COF Facilities – Haskell Comm Center Improvements	279-737.154-805.057	FHUD-CDBG24	50,000.00





## CITY OF FLINT

COF Planning - St. John Park Kayak Launch	279-737.214-522.748	FHUD-CDBG24	150,000.00
COF Planning - St. John Park Kayak Launch	279-737.214-805.057	FHUD-CDBG24	150,000.00
Greater Flint Arts Council – Elevator Repairs for Accessibility	279-737.408-522.748	FHUD-CDBG24	175,000.00
Greater Flint Arts Council – Elevator Repairs for Accessibility	279-737.408-805.051	FHUD-CDBG24	175,000.00
LatinX – Community Resource Center and Park	279-737.412-522.748	FHUD-CDBG24	120,000.00
LatinX – Community Resource Center and Park	279-737.412-805.056	FHUD-CDBG24	120,000.00
St. Luke New Life Center – Roof Repair	279-737.493-522.748	FHUD-CDBG24	25,600.00
St. Luke New Life Center – Roof Repair	279-737.493-805.056	FHUD-CDBG24	25,600.00
Flint River Watershed Coalition – Confluence Improvements	279-737.468-522.748	FHUD-CDBG24	200,000.00
Flint River Watershed Coalition – Confluence Improvements	279-737.468-805.331	FHUD-CDBG24	200,000.00
Carriage Town Ministries – Liberty House Ramp	279-737.498-522.748	FHUD-CDBG24	16,380.00
Carriage Town Ministries – Liberty House Ramp	279-737.498-805.054	FHUD-CDBG24	16,380.00
MADE Institute – North Flint Neighborhood Stabilization and Impr	279-737.276-522.748	FHUD-CDBG24	70,000.00
MADE Institute – North Flint Neighborhood Stabilization and Impr	279-737.276-805.076	FHUD-CDBG24	70,000.00
COF Blight Division – Demolition	279-737.150-522.748	FHUD-CDBG24	400,000.00
COF Blight Division – Demolition	279-737.150-805.076	FHUD-CDBG24	400,000.00
COF Blight Division – Comprehensive Code Enforcement	279-737.140-522.748	FHUD-CDBG24	464,535.40
COF Blight Division – Comprehensive Code Enforcement	279-737.140-963.000	FHUD-CDBG24	464,535.40
City of Flint- HOME Admin (10% Cap)	279-735.000-530.000	FHUD-HOME24	96,343.80
City of Flint- HOME Admin (10% Cap)	279-735.000-963.000	FHUD-HOME24	96,343.80
Norstar RAD Consulting Solutions LLC – Clark Commons III LDHA	279-735.447-530.000	FHUD-HOME24	650,000.00
Norstar RAD Consulting Solutions LLC – Clark Commons III LDHA	279-735.447-805.276	FHUD-HOME24	650,000.00
Communities First, Inc. – Orchard Manor (CHDO)	279-735.275-530.000	FHUD-HOME24	207,094.20
Communities First, Inc. – Orchard Manor (CHDO)	279-735.275-805.276	FHUD-HOME24	207,094.20
Communities First, Inc. – Orchard Manor CHDO Operating	279-735.275-530.000	FHUD-HOME24	10,000.00
Communities First, Inc. – Orchard Manor CHDO Operating	279-735.275-805.453	FHUD-HOME24	10,000.00
Administration (ESG)	279-733.000-531.000	FHUD-ESG24	26,767.28
Administration (ESG)	279-733.000-963.000	FHUD-ESG24	26,767.28
Shelter of Flint – Family Emergency Shelter - Shelter	279-733.482-531.000	FHUD-ESG24	82,138.20



## CITY OF FLINT

Shelter of Flint – Family Emergency Shelter - Shelter	279-733.482-805.101	FHUD-ESG24	82,138.20
Genesee County Youth Corp – REACH - Shelter	279-733.390-531.000	FHUD-ESG24	45,000.00
Genesee County Youth Corp – REACH - Shelter	279-733.390-805.105	FHUD-ESG24	45,000.00
YWCA- SAFE House - Shelter	279-733.530-531.000	FHUD-ESG24	47,000.00
YWCA- SAFE House - Shelter	279-733.530-805.101	FHUD-ESG24	47,000.00
My Brother's Keeper - In Safe Hand - Shelter	279-733.450-531.000	FHUD-ESG24	40,000.00
My Brother's Keeper - In Safe Hand - Shelter	279-733.450-805.101	FHUD-ESG24	40,000.00
Catholic Charities One Stop - Homelessness Prevention	279-733.301-531.000	FHUD-ESG24	37,500.00
Catholic Charities One Stop - Homelessness Prevention	279-733.301-805.101	FHUD-ESG24	37,500.00
Catholic Charities – Rapid Rehousing	279-733.301-531.000	FHUD-ESG24	37,500.00
Catholic Charities – Rapid Rehousing	279-733.301-805.101	FHUD-ESG24	37,500.00
TBD Data Collection	279-733.101-531.000	FHUD-ESG24	40,991.52
TBD Data Collection	279-733.101-963.000	FHUD-ESG24	40,991.52

PRE-ENCUMBERED? YES ☐ NO ☐ REQUISITION NO:

PLANNING & DEVELOPMENT ACCOUNTING SUPERVISOR: *Carissa Dotson* 5/5/23

FINANCE APPROVAL:  Date: 05/08/2023

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

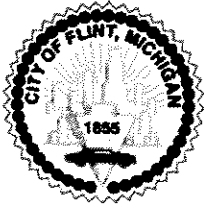
BUDGET YEAR 3

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

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

DEPARTMENT HEAD SIGNATURE: \_\_\_\_\_

*Suzanne Wilcox, Director, Planning and Development*



230152

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

PRESENTED: MAY 17 2023

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

**RESOLUTION TO ADOPT THE 2023-2024 MASTER FEE SCHEDULE**

**BY THE MAYOR AND CITY COUNCIL:**

Pursuant to the Home Rule Cities Act, *MCL 117 et seq*, a local unit of government may defray the cost of services by collection of user fees; and

User fees are charged for services that benefit the individual or entity charged, and avoid municipal subsidization of services not provided to the general public; and

It is the desire of the City of Flint to ensure that user fees reflect the cost of services in fiscal year 2024.

**IT IS RESOLVED** that the Biennial Master Fee Schedule, which includes Water and Wastewater Volumetric Rates and Service Charges, attached hereto and made a part hereof, be approved and implemented as outlined, and kept on file with the City Clerk.

**IT IS FURTHER RESOLVED** that the attached Biennial Master Fee Schedule can and will be modified, should the need arise, at any time during the biennial timeframe for fiscal year FY2024.

**BE IT FURTHER RESOLVED** that the appropriate City Officials be and are hereby authorized to do all things necessary to implement and collect the attached user fees, effective July 1, 2023.

**APPROVED AS TO FORM:**

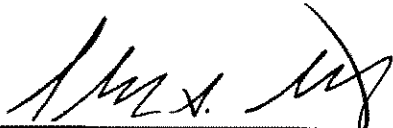
**APPROVED AS TO FINANCE:**

  
William Kim (May 11, 2023 10:53 EDT)

**William Kim, City Attorney**

  
Jane Mager (May 11, 2023 11:36 EDT)

**Jane Mager, Acting Chief Financial Officer**

  
Sheldon A. Neeley, Mayor

**CITY COUNCIL:**

\_\_\_\_\_

**City of Flint Master Fee Schedule**

Division	Service Name / Fee Type	Fee
<b>TRANSPORTATION, DEVELOPMENT, and ZONING DEPARTMENT</b>		
Electrical	Registration Fee: Electrical Contractor	\$ 30.00
Plumbing	Registration Fee: Plumbing Contractor	\$ 15.00
Mechanical	Registration Fee: Mechanical Contractor	\$ 15.00
Engineering	Photocopies:	
	Letter/Legal	\$ 1.00
	Ledger	\$ 2.00
	Blueprints:	
	12" x 24"	\$ 2.00
	18" x 36"	\$ 4.00
	24" x 36"	\$ 6.00
	Large (per sq. ft.)	\$ 1.00
	Right-of-Way (ROW) Permit and Inspection	\$ 100.00
	Right-of-Way (ROW) Failure to pull permit	\$ 300.00
Permit Fees	Garbage Receptacles: Large Moveable	\$ 45.00
Permit Fees-Building: New Construction, Alterations, Renovations, Remodeling (based on cost of same)	Cost of Project:	Minimum \$140.00 per inspection
	Up to \$2,000	\$ 140.00
	\$2,001 - \$50,000	\$ 140.00
	Plus, per \$1,000 or part thereof over \$2,000	\$ 27.00
	\$50,001 - \$500,000	\$ 1,100.00
	Plus, per \$1,000 or part thereof over \$50,000	\$ 23.00
	\$500,001 - \$1,000,000	\$ 7,850.00
	Plus, per \$1,000 or part thereof over \$500,000	\$ 18.00
	\$1,000,001 and over	\$ 12,850.00
	Plus, per \$1,000 or part thereof over \$1,000,000	\$ 11.00
	Re-inspection, if necessary	\$ 140.00
Permit Fees-Fence	<\$1,000 in cost, requiring only one inspection	\$140.00 (All fence permits requiring 1 inspection)
	>\$1,000 in cost, same as for new construction Plus, per \$1,000 or part thereof over \$2,000	
Permit Fees-Signs	All Types: \$1.00 to \$2,000	\$ 140.00
	\$2,001 to \$50,000	\$ 140.00
	Plus, per \$500 over \$2,000	\$ 27.00
	\$50,001 and over	\$ 1,623.00
	Plus, per \$500 over \$50,001	\$ 12.00
	Trailers or Temporary Signs: Over 6 square feet in area, per move or relocation between site.	\$ 155.00
Permit Fees-Signs (cont'd)	Signs erected over public property, additional fee per square foot of area (one side)	\$ 18.00
	Signs, Types 3 & 4 on public property (excluding charitable purposes):	
	Annual Privilege Fee	\$ 225.00
	Plus, per square foot of area	\$ 1.00
Permit Fees-Reroofing or Residing	Value <\$5,000 requiring one inspection	\$ 140.00
	Value >\$5,000, same as new construction	\$ 140.00
	Plus, per \$1,000 or part thereof over \$2,000	\$ 27.00
	Removal of Aluminum Siding	\$ 140.00
Permit Fees-Certificate of Use & Occupancy	Issued w/Building Permit for:	
	Change in Use	\$ 140.00
	Same or Existing Prior Use	\$ 140.00
Permit Fees- Inspections	Fee per Hour (special requests & survey inspections, during regular working hours.)	\$ 200.00
Permit Fees- Demolition or Moving	Minimum Fee	\$ 140.00
	Plus, per 1,000 cubic of structure	\$ 9.00
	Special services or procedures-fee established by building official.	
	Residential Garages	\$ 140.00
Permit Fees- Miscellaneous	Temporary structures, per 6 months	\$ 270.00
Permit Fees-Parking Lot & Driveway Construction (all types)	1,000 square feet and over: Same Fee as for New Construction	same as new
Permit Fees- Swimming Pools	Same Fee as for New Construction	same as new
Permit Fees-Tank Removal	Above Ground & Underground Storage Tanks	\$ 140.00
Permit Fees-Trades	Hourly Rate for Technical Trades	\$ 200.00
Permit Fees-Appeals	Building Code Board of Appeals	\$ 350.00

**City of Flint Master Fee Schedule**

Division	Service Name / Fee Type	Fee
Permit Fees-Plan Examination (based on cost of project)	\$0 - \$50,000	\$ 330.00
	\$50,001 - \$500,00	\$ 336.00
	Plus, per \$1,000 or part thereof over \$50,000	\$ 9.00
	Over \$500,000	\$ 4,386.00
	Plus, per \$1,000 or part thereof over \$500,000	\$ 2.00
	Plan examination, mechanical, plumbing, electrical or site work only, per hour	\$ 200.00
	Simple alteration and additions, per hour	\$ 200.00
	Plan examination done by outside agency, City Administrative Charge	N/A
Permit Fees-Refund Policy	Administrative Fee for all cancelled or transferred permits	\$ 75.00
	Additional work already performed, per hour.	\$ 200.00
Permit Fees-Re-Submissions	Construction Projects/Approval of pre-manufactured units, per hour (1 hour minimum)	same as new
Permit Fees-Penalties	(for work begun prior to obtaining proper permit)	
	Up to \$5,000	\$ 412.00
	Over \$5,000	\$ 825.00
Permit Fees-Rentals	Rental License & Registration Fee (one-time)	\$ 250.00
	Inspection Fee (compliance w/IPMC) (tri-annual)	
	Multi-Family Dwellings:	
	Base Fee	\$ 105.00
	Per Building (after one)	\$ 38.00
	Per Unit (after one, less than 5)	\$ 90.00
	Per Unit (five through fifty)	\$ 75.00
	Per Unit (51 & over)	\$ 45.00
	Single Family Dwellings	\$ 225.00
	Two-Family Dwellings	\$ 300.00
	Vacant Property Registration	\$ 250.00
Permit Fees-Rentals (cont'd)	Inspection Fee (compliance w/IPMC) (additional inspections after two or complaint inspection)	\$ 75.00
	Penalty fees for non-registration and inspection:	
	1 & 2 Family	\$ 450.00
	3-10 Units	\$ 600.00
	Over 10 Units	\$ 1,000.00
Building Inspections	Complaint Inspection	\$ 150.00
Permit Fees-Basic Building Code	Disconnect sanitary sewer service line & water service line:	
	Water svc line 2" or less in diameter	\$ 169.00
	Water svc line >2" in diameter	\$ 720.00
	Sanitary sewer svc line 12" or less in diam.	\$ 169.00
	Sanitary sewer svc line >12" in diam.	\$ 720.00
Permit Fees-Mechanical Fees	Minimum Fee	\$ 140 per inspection
	Permit Base Fee	\$ 75.00
	Water Heaters	\$ 15.00
Permit Fees-Mechanical: Heating Equipment	Furnaces & Boilers	\$ 60.00
	Central Air Conditioning & Heat Pump	\$ 57.00
	Duct System/Hydronic Piping	\$ 57.00
	Power Exhaust/Plus Base Fee	\$ 14.00
	Exhaust Fan (for Bathroom & Kitchen Hoods)	\$ 14.00
	Flue Damper/Vent Damper Plus Base Fee	\$ 14.00
	Humidifiers/Plus Base Fee	\$ 14.00
	Electronic Air Cleaner/Plus Base Fee	\$ 14.00
	Condensate Pumps/Plus Base Fee	\$ 14.00
	Gas Piping, New Installation, Each Outlet	\$ 14.00
	Chimney	\$ 39.00
Permit Fees-Mechanical: Solid Fuel	Complete Wood Stoves, Fireplace Inserts, Add-on Furnaces	\$ 52.00
Permit Fees-Mechanical: Solar Equipment	Solar Equipment System	\$ 57.00
	Additional Panels	\$ 14.00
	Solar Domestic Hot Water System	\$ 57.00
	Additional Panels	\$ 14.00
Permit Fees- LPC & Fuel Oil Tanks	LPC & Fuel Oil Tanks, Piping Fee Included	\$ 39.00
Permit Fees-Engineering	Sidewalk and Approach Permit	\$ 42.00
	Excavation Permit	\$ 28.00
	Curb Cut Permit / LFT	\$ 7.00
	Storm Sewer Tap Inspection (2)	\$ 236.00
	Sanitary Wye Connection	\$ 482.00
	Grade Stakes	Time and Material
	Pavement Break: (Per Sq. Ft. Area) Add additional \$100.00 for Major Roads	
	0-16	\$ 828.00
	17-49	\$ 1,243.00

New

**City of Flint Master Fee Schedule**

Division	Service Name / Fee Type	Fee
	50-81	\$ 1,656.00
	82-100	\$ 2,208.00
	101-144	\$ 2,611.00
	145 and over	\$ 3,036.00
<b>Permit Fees-Small Cell Wireless Facilities</b>	<u>Permit Application Fee</u>	
	(a) For each small cell wireless facility attached to an existing utility pole; or	\$ 200.00
	(b) For each small cell wireless facility and new utility pole	\$ 300.00
	<u>Annual Permit Fee</u>	
	(a) For each small cell wireless facility attached to an existing utility pole; or	\$ 20.00
	(b) For each small cell wireless facility attached to a utility pole erected by or on behalf of the permit holder	\$ 125.00
<b>Mechanical Fees-Incinerators</b>	Incinerators	\$ 57.00
<b>Mechanical Fees-Inspections</b>	Hourly Rate	\$ 200.00
<b>Mechanical Fees-Re-Inspections</b>	Re-inspections or Final Inspection	\$ 140.00
<b>Mechanical Fees-Special Inspection</b>	Special Inspection Pertaining to Sale of Bldg	\$ 200.00
<b>Mechanical Fees-Insurance</b>	Insurance Inspections	\$ 200.00
<b>Mechanical Fees-Overtime</b>	Overtime Inspection: 1st hour	\$ 300.00
	Overtime Inspection: each additional hour	\$ 150.00
<b>Mechanical Fees-Equipment</b>	Inspected equipment...supplemental permit...minimum	\$ 140.00
<b>Mechanical Fees-Refunds</b>	Refunds/Transfers	\$ 75.00
<b>Mechanical Fees-Refrigeration</b>	Evaporator Coils under 5 h.p. (per cooler unit)	\$ 60.00
	Evaporator Coils 5 h.p. & over (per cooler unit)	\$ 84.00
<b>Mechanical Fees-Compressor</b>	15 h.p. to 50 h.p. (each compressor)	\$ 84.00
	Over 50 h.p. (each compressor)	\$ 114.00
<b>Mechanical Fees-Chillers</b>	Each Chiller	\$ 193.00
<b>Mechanical Fees-Cooling Towers</b>	Each Cooling Tower	\$ 110.00
<b>Mechanical Fees-Duct System/Piping</b>	Duct System/Hydronic Piping, Gaseous Hydrogen, Fire Suppression/Protection System:	
	Under \$3,000	\$ 60.00
	\$3,000 - \$7,999	\$ 93.00
	\$8,000 - \$10,999	\$ 130.00
	\$11,000 - \$15,000	\$ 151.00
	Each additional \$3,000 over \$15,000	\$ 25.00
<b>Mechanical Fees-Ventilation/Exhaust</b>	Fans under 1,500 cfm	\$ 14.00
	1,500 cfm to 10,000 cfm	\$ 60.00
	Over 10,000 cfm	\$ 114.00
<b>Mechanical Fees-Heat Recovery</b>	Heat Recovery & Wall Fan Coils	\$ 22.00
<b>Mechanical Fees-Commercial Range</b>	Commercial Range Hoods	\$ 57.00
<b>Mechanical Fees-Other Hoods</b>	Other Specified Hoods	\$ 51.00
<b>Mechanical Fees-Barbecues</b>	Commercial Barbecues	\$ 60.00
<b>Mechanical Fees-Exhaust</b>	Power Exhaust/Plus Base Fee	\$ 14.00
<b>Mechanical Fees-Exhaust Fan</b>	Exhaust Fan (for Bathroom)	\$ 14.00
<b>Mechanical Fees-Flue/Vent Damper</b>	Flue Damper/Vent Damper Plus Base Fee	\$ 14.00
<b>Mechanical Fees-Humidifier</b>	Humidifiers/Plus Base Fee	\$ 14.00
<b>Mechanical Fees-Air Cleaners</b>	Electronic Air Cleaner/Plus Base Fee	\$ 14.00
<b>Mechanical Fees-Condensate Pump</b>	Condensate Pumps/Plus Base Fee	\$ 14.00
<b>Mechanical Fees-Gas Piping</b>	New installation, each outlet	\$ 14.00

**City of Flint Master Fee Schedule**

Division	Service Name / Fee Type	Fee
<b>Mechanical Fees-Chimney</b>	Chimney, includes Breaching	\$ 39.00
	Minimum Fee	\$ 140 per inspection
	Permit Base Fee	\$ 75.00
<b>Plumbing Fees-Minimum</b>	Water Heaters	\$ 15.00
	Fixtures, each	\$ 19.00
	Stacks, Vents	\$ 28.00
	Reduced pressure zone backflow preventor (ea)	\$ 19.00
<b>Plumbing Fees-Water Distribution System</b>	Distance from meter:	
	<1 inch	\$ 54.00
	1 inch	\$ 84.00
	2 inches	\$ 126.00
	3 inches	\$ 168.00
	4 inches	\$ 213.00
	>4 inches	\$ 273.00
<b>Plumbing Fees-Sewer (Sanitary &amp; Storm)</b>	Up to 150 ft lines:	
	6 inches or less	\$ 140.00
	8 inches	\$ 166.00
	10 inches	\$ 180.00
	12 inches	\$ 200.00
	14 inches	\$ 208.00
	16 inches	\$ 217.00
	18 inches	\$ 237.00
	Over 18 inches	\$ 247.00
	Per foot over 150 feet	\$ 1.00
<b>Plumbing Fees-Sump Line</b>	Sump line is special rate	\$ 140.00
<b>Plumbing Fees-Residential Sewer</b>	Residential sewer, repair only, no base fee	\$ 140.00
<b>Plumbing Fees-Manhole</b>	Manhole & Catch Basins	\$ 43.00
<b>Plumbing Fees-Sewage Sumps</b>	Sewage Sumps, Ejections	\$ 20.00
<b>Plumbing Fees-Connections</b>	Connection of building drains to building sewer	\$ 24.00
<b>Plumbing Fees-Heat Recliner</b>	For industrial/commercial water heater, no base fee	\$ 140.00
<b>Plumbing Fees-Lawn Sprinkler</b>	Lawn Sprinkler System, no base fee	\$ 140.00
<b>Plumbing Fees-Water Softener</b>	Water Softener & Water Conditioner, no base fee	\$ 140.00
<b>Plumbing Fees</b>	Medical Gas	\$75 plus \$7.50 per connection
<b>Plumbing Fees-Inspection</b>	Hourly Rate	\$ 200.00
<b>Plumbing Fees-Re-inspection</b>	Re-inspections or Final Inspection	\$ 140.00
<b>Plumbing Fees-Special Inspection</b>	Special Inspection Pertaining to Sale of Bldg	\$ 200.00
<b>Plumbing Fees-Insurance</b>	Insurance Inspections	\$ 200.00
<b>Plumbing Fees-Overtime</b>	Overtime Inspection: 1st hour	\$ 300.00
	Overtime Inspection: each additional hour	\$ 150.00
<b>Plumbing Fees-Equipment</b>	Supplemental Permit, minimum	\$ 140.00
<b>Plumbing Fees-Refund</b>	Refunds/Transfers	\$ 75.00
<b>Electrical Fees</b>	Residential/Commercial:	
	Minimum Fee	\$ 140 per inspection
	Permit Base Fee	
<b>Electrical-Circuits</b>	First & Second (each)	\$ 15.00
	Third & Over (each)	\$ 12.00
<b>Electrical-Service/Power</b>	Service for Light, Heat or Power:	
	Up to 100 amp switch	\$ 22.00
	Over 100 to 200 amp switch	\$ 51.00
	Over 200 to 400 amp switch	\$ 87.00
	Over 400 to 1,000 amp switch	\$ 144.00
	Over 1,000 to 2,000 amp switch	\$ 226.00
	Over 2,000 amp switch	\$ 240.00
<b>Electrical-Signs</b>	Each Sign	\$ 22.00
	Each Additional Sign	\$ 11.00

**City of Flint Master Fee Schedule**

<b>Division</b>	<b>Service Name / Fee Type</b>	<b>Fee</b>
<b>Electrical - Fixtures/Plugs</b>	Fixtures & Plugs each	\$ 3.00
<b>Electrical-Power Units (hp)</b>	Over 1/4 hp to 1.0 hp	\$ 26.00
	Over 1.0 hp to 10 hp	\$ 63.00
	Over 10 hp to 20 hp	\$ 77.00
	Over 20 hp to 30 hp	\$ 87.00
	Over 30 hp to 40 hp	\$ 102.00
	Over 40 hp to 50 hp	\$ 114.00
	Over 50 hp to 75 hp	\$ 150.00
	Over 75 hp to 100 hp	\$ 177.00
	Over 100 hp 50 150 hp	\$ 202.00
	Over 150 hp	\$ 226.00
<b>Electrical-Trailer Parks</b>	Per Site	\$ 26.00
<b>Electrical-Feeders</b>	Feeders, Mains, Bus Ducts 50 feet or fraction	\$ 15.00
<b>Electrical Fees-Inspection</b>	Hourly Rate	\$ 200.00
<b>Electrical Fees-Re-inspection</b>	Re-inspections or Final Inspection	\$ 140.00
<b>Electrical Fees-Special Inspection</b>	Special Inspection Pertaining to Sale of Structure	\$ 200.00
<b>Electrical Insurance</b>	Insurance Inspections	\$ 200.00
<b>Electrical Fees-Overtime Inspections</b>	Per existing policy:	
	Overtime Inspection: 1st hour	\$ 300.00
	Overtime Inspection: each additional hour	\$ 150.00
<b>Electrical Fees-Supplemental</b>	Supplemental Permit, minimum fee	\$ 140.00
<b>Electrical Fees-Refunds/Transfers</b>	Minimum Fee	\$ 75.00
	Hourly Rate, work already performed	\$ 200.00
<b>Building Inspections</b>	Copies of Rental License	\$ 9.00
<b>Building Inspections</b>	Copies of V/N	\$ 9.00
<b>Building Inspections</b>	Copies, per sheet (over the counter)	\$ 9.00
<b>Street Fees</b>	Temporary Street Closure - Special Events	
	1-25 Barricades	\$ 25.00
	26-50 Barricades	\$ 50.00
	51-75 Barricades	\$ 75.00
	76-100	\$ 100.00
	100 Plus Barricades	\$ 150.00
<b>Consumer Pavement Break</b>	Concrete Driveways/Sidewalks (Sq. Ft.)	\$ 7.00
	Asphalt Driveways (Sq. Ft.)	\$ 12.00
	Saw Cutting (Lineal Ft.)	\$ 5.00
	Concrete Streets (Sq. Ft.)	\$ 17.00
	Concrete Streets (Majors)(Sq. Ft.)	\$ 20.00
	Asphalt Streets (Sq. Ft.)	\$ 15.00
	Asphalt Streets (Majors)(Sq. Ft.)	\$ 17.00
	Concrete/Asphalt Streets (Sq. Ft.)	\$ 16.00
	Concrete/Asphalt Streets (Majors)(Sq. Ft.)	\$ 18.00
	Concrete Curb (Lineal Ft.)	\$ 20.00
<b>Street Restoration Inspection</b>	Post inspection to verify backfill material for street restoration	\$ 70.00
<b>Curb Construction-Reconstruction</b>	Per lineal foot	\$ 7.00
	Application fee (includes permit administration, pre- and post-inspection only)	\$ 25.00
<b>Drive Approach Construction-Reconstruction</b>	Application fee (includes permit administration, pre- and post-inspection only)	\$ 25.00
	Additional on-site review (hourly rate)	\$ 25.00
<b>Sidewalk Installation-Reconstruction Permit</b>	Application fee (includes permit administration, pre- and post-inspection only)	\$ 25.00
	Fee for 1-2 squares under 200 sq feet; additional squares \$5 each	\$ 75.00
<b>Street Cut</b>	Excavation permit for Street Cut, plus additional \$1.50 per square foot for a road cut	\$ 100.00
	Excavation fee per address (includes permit, specifications for cutting and backfilling, saw cutting, pavement restoration, and inspections)	\$ 100.00
	Inspection fee (pre and post inspection permit)	\$ 25.00
	Blanket inspection fee per address for subcontractors	\$ 25.00
	Directional Boring Permit	\$ 45.00



**City of Flint Master Fee Schedule**

Division	Service Name / Fee Type	Fee
Street Maintenance ROW Inspection Fees	Concrete Sidewalks Inspection (\$0.75 per sq. ft. for each 125 sq ft.)	\$ 93.75
	Asphalt Driveway Inspection (\$0.50 per sq. ft. for each 100 sq ft)	\$ 50.00
	Saw cutting Inspection (\$5 per Ln/Ft per ea. 14 ft.)	\$ 70.00
	Concrete Streets (\$2.50 per sq. ft for ea. 100 sq. ft)	\$ 250.00
	Concrete Major Streets (\$3.00 per sq. ft for ea. 100 sq. ft)	\$ 300.00
	Asphalt Streets (\$2.50 per sq. ft. for ea. 100 sq. ft)	\$ 250.00
	Asphalt Streets (\$3 per sq. ft for ea. 100 sq. ft)	\$ 300.00
	Concrete/Asphalt Streets (\$2.50 per sq. ft. up to 100 sq. ft)	\$ 250.00
	Concrete/Asphalt Major Streets (\$3 per sq. ft. up to 100 sq. ft)	\$ 300.00
	Concrete Curb (\$20 per Ln/ft up to 8 Ln/ft)	\$ 160.00
	Directional Boring (<100) (\$0.90 per Ln/ft up to 48 Ln/ft)	\$ 43.20
	Directional Boring (>100) (\$0.50 per Ln/ft between 49-360 Ln/ft)	\$ 180.00
Street Maintenance Permit Violation Fees (failure to get permit or inspection)	Excavation without services location (M-ss Dig)	\$ 250.00
	Excavation in green space, removal of sidewalks, and/or driveway approach without permit	\$ 250.00
	Backfilling in green space, pouring of concrete and/or asphalt for sidewalks, and/or driveway approach without inspection (removal of fill or materials may be ordered)	\$ 100.00
	Street excavation or cutting of street without permit or preconstruction inspection	\$ 500.00
	Street (Major) excavation or cutting of street without permit or preconstruction inspection	\$ 1,000.00
	Backfilling of street cut, pouring of concrete and/or asphalt without inspection and/or approval by ROW Enforcement Officer (removal of fill or materials may be ordered)	\$ 750.00
	Failure/improper traffic control and/or work zone safety violations (per day or occurrence)	\$ 500.00
FIRE DEPARTMENT		
n/a	Fire Incident or Ambulance Run Report	\$ 5.00
n/a	Code enforcement - per hour	\$ 70.00
n/a	CPR/AED Training Certification (Non-City Employees)	\$ 65.00
n/a	CPR/AED Training, City Employee Certification (City Employee)	\$ 50.00
n/a	First Aid/CPR/AED Training Certification, Non-City Employee	\$ 85.00
n/a	First Aid/CPR/AED Training Certification, City Employee	\$ 70.00
n/a	AHA-Skills Testing	\$ 10.00
n/a	Classes - blood born pathogen Non-City Employee	\$ 20.00
n/a	Classes - blood born pathogens, City Employee	\$ 16.00
n/a	EMS Classes	\$ 1,975.00
n/a	Firefighter I & II Classes with Sponsor (includes HazMat Operations)	\$ 2,000.00
n/a	Firefighter I & II Classes without Sponsor (cost includes SCBA use and Turnout Gear use)	\$ 3,670.00
n/a	Continuing Education Credits (per credit)	\$ 10.00
n/a	Hazardous Materials Cleanup (on PI accident scene). Cost includes only oil, gasoline, and radiator fluid. All other HazMat is driver's responsibility)	\$ 200.00
n/a	Vehicle Fire Response	\$ 250.00
n/a	Consumers Energy Standby	\$ 304.00
n/a	False Alarm Response, 1st	\$ -
n/a	False Alarm Response, 2nd	\$ 100.00
n/a	False Alarm Response, 3rd	\$ 250.00
n/a	False Alarm Response, 4th	\$ 500.00
n/a	False Alarm Response, 5th	\$ 1,000.00
n/a	Extrication	\$ 565.00
n/a	Candle Watch Fee	\$ 70.00
n/a	DHS inspection	\$ 139.00
n/a	Fire Prev Insp - Assembly	\$ 104.00
n/a	Fire Prev Insp - Business	\$ 125.00
n/a	Fire Prev Insp - Education	\$ 150.00
n/a	Fire Prev Insp - Factory/Industry	\$ 150.00
n/a	Fire Prev Insp - High Hazard	\$ 215.00
n/a	Fire Prev Insp - Institutional	\$ 215.00
n/a	Fire Prev Insp - Mercantile	\$ 215.00
n/a	Fire Prev Insp - Mixed Use	\$ 215.00
n/a	Group Fire Prev Insp - Reinspections	\$ 35.00

New

New

Increased from \$73. Scope of service materials included changed

Reduced from \$500

Increased from \$292

**City of Flint Master Fee Schedule**

Division	Service Name / Fee Type	Fee	
n/a	Medical Asst.	\$ 45.00	
n/a	Group Home, Senior Care and Assisted Living Facilities	\$ 150.00	
n/a	Private Ambulance Assist, per call (up to 4 Fire personnel)	\$ 150.00	
n/a	Office Training Course	\$ 90.00	
n/a	Structure Fires	\$ 500.00	
n/a	Downed Power Line Security	\$ 390.00	Increased from \$200
n/a	Paramed Support for Private Amb.	\$ 100.00	
n/a	Paramed Response for Vehicle Injury Accident	\$ 100.00	
n/a	FF/EMT hourly rate	\$ 60.00	
n/a	Sergeant hourly rate	\$ 69.00	
n/a	Lieutenant hourly rate	\$ 79.00	Increase from \$69
n/a	Captain hourly rate	\$ 89.00	
n/a	Battalion Chief hourly rate	\$ 93.00	
n/a	Fire Apparatus Operator hourly rate	\$ 65.00	
n/a	Fire Pumper (Engine) hourly rate	\$ 100.00	New
n/a	Rescue Truck (Squad) hourly rate	\$ 100.00	New
n/a	Ladder Truck hourly rate	\$ 150.00	New
n/a	Rescue Boat (includes Squad, Pumper, and Manpower)	\$ 569.00	New
<b>POLICE DEPARTMENT</b>			
Patrol	Preliminary Breath Test	\$ 13.00	
Patrol	Prostitution Sting Fee (City Portion Only)	\$ 675.00	
Patrol	Prostitution Sting Fee (County Portion Only)	\$ 225.00	
Patrol	Drunk Driving OUID Arrest	\$ 471.00	
Patrol	Drunk Driving OUID Arrest With Accident	\$ 236.00	
Patrol	Drunk Driving Blood Test	\$ 314.00	
Patrol	Drunk Driving SOS Hearing	\$ 353.00	
Patrol	Drunk Driving Court Hearing	\$ 353.00	
Patrol	Police Officer (Overtime)	\$ 47.03	
Patrol	Sergeant (Overtime)	\$ 50.35	
Patrol	Police Lieutenant (Overtime)	\$ 58.92	
Patrol	Police Captain (Overtime)	\$ 65.40	
Records & Identification	Provision Center Employment Application Fee	\$ 150.00	
Records & Identification	Accident / Incident Reports	\$ 13.00	
Records & Identification	Copies of Complaints	\$ 13.00	
Records & Identification	Criminal Expungement	\$ 100.00	
Records & Identification	Fingerprinting (\$31 City, \$43.25 State of MI)	\$ 74.25	
Records & Identification	Notary Fee	\$ 10.00	
Records & Identification	Sex Offender Registration (City Portion only)	\$ 20.00	
Records & Identification	Sex Offender Registration (State Portion only)	\$ 30.00	
Records & Identification	Towing Fee (per tow)	\$ 100.00	
Records & Identification	Towing Fee (per large tow)	\$ 275.00	
Records & Identification	Towing Fee (motorcycle)	\$ 110.00	
Records & Identification	Storage Fees on Vehicles Towed (charge per day)	\$ 25.00	
Records & Identification	Administrative Cost on impound vehicle or motorcycle	\$ 50.00	
Records & Identification	Towing Fee (stolen vehicle/stolen motorcycle)	\$ 90.00	
Records & Identification	Record check	\$ 13.00	
<b>CITY CLERK</b>			
Licensing	Alcoholic Liquor Sales	\$ 1,000.00	
Licensing	Ambulance Company - per Vehicle	\$ 150.00	
Licensing	Ambulance Attendant New License	\$ 60.00	
Licensing	Ambulance Attendant - Renewal	\$ 40.00	
Licensing	Amusement Arcade	\$ 407.00	
Licensing	Amusement Ride Bond (cash)	\$ 1,000.00	
Licensing	Amusement Rides 1st Day	\$ 190.00	
Licensing	Amusement Rides Additional Day	\$ 73.00	
Licensing	Auctioneer (Daily <90 Days)	\$ 40.00	
Licensing	Auctioneer (Yearly)	\$ 135.00	
Licensing	Auto Body Shop/Mechanic Garages	\$ 425.00	Retitled
Licensing	Bowling Alleys	\$ 300.00	
Licensing	Cable Communications	3% of Gross	New
Licensing	Card Room 1st 3 Tables	\$ 65.00	
Licensing	Card Room Additional Tables	\$ 65.00	
Licensing	Club	\$ 466.00	
Licensing	Convenience Stores	\$ 400.00	
Licensing	Convenience Stores (Renewal)	\$ 200.00	
Licensing	Dance Hall	\$ 305.00	
Licensing	Dance (Public/Teen)	\$ 305.00	
Licensing	Dance Permit (Liquor)	\$ 347.00	
Licensing	Gasoline Station (1st 2 Pumps)	\$ 75.00	
Licensing	Gasoline Station (additional pumps)	\$ 10.00	
Licensing	Going Out Of Business Sale (30 Days)	\$ 100.00	

**City of Flint Master Fee Schedule**

<b>Division</b>	<b>Service Name / Fee Type</b>	<b>Fee</b>
Licensing	Hall For Hire	\$ 250.00
Licensing	Hotel (1st 100 Rooms)	\$ 208.00
Licensing	Hotel (each additional Room)	\$ 7.00
Licensing	Junk Dealer	\$ 500.00
Licensing	Junk Yard/Storage	\$ 400.00
City Clerk	Lobbyist Registration Form (charge for each form filed)	\$ 125.00
City Clerk	Supplement to Lobbyist Registration Form (each filing)	\$ 15.00
City Clerk	Quarterly Lobbyist Reports (for each completed form)	\$ 25.00
Licensing	Parking Lot 11-25 Spaces	\$ 147.00
Licensing	Parking Lot 26-50 Spaces	\$ 147.00
Licensing	Parking Lot 51-100 Spaces	\$ 147.00
Licensing	Parking Lot 101-150 Spaces	\$ 147.00
Licensing	Parking Lot 151-250 Spaces	\$ 154.00
Licensing	Parking Lot 251-350 Spaces	\$ 164.00
Licensing	Parking Lot >350 Spaces	\$ 370.00
Licensing	Pawnbroker	\$ 400.00
Licensing	Peddler Processing Fee	\$ 15.00
Licensing	Peddler Yearly	\$ 191.00
Licensing	Peddler 6 Months	\$ 191.00
Licensing	Peddler 3 Months	\$ 191.00
Licensing	Peddler 1 Month	\$ 191.00
Licensing	Peddler Daily	\$ 191.00
Licensing	Peddler w/Vehicle	\$ 248.00
Licensing	Pool Room 1st 4 Tables	\$ 296.00
Licensing	Pool Room Additional Tables	\$ 112.00
Licensing	Precious Metal & Gem Dealer	\$ 229.00
Licensing	Second Hand Dealer	\$ 350.00
Licensing	Sidewalk Contractor	\$ 250.00
Licensing	Sign Hanger	\$ 200.00
Licensing	Skating Rink	\$ 279.00
Licensing	Snow Removal Vehicle	\$ 175.00
Licensing	Theater (per seat, \$300 max)	\$ 0.58
Licensing	Use of Streets	\$ 242.00
Licensing	Adult Entertainment Establishment	\$ 886.00
City Clerk	Copy of City Charter	\$ 15.00
City Clerk	City of Flint Code Book	\$ 300.00
City Clerk	Code Supplements	\$ 33.00
Elections	Photocopies - letter (8 1/2 x 11)	\$ 2.00
Elections	Photocopies - legal ( 8 1/2 x 14)	\$ 3.00
Elections	Voter Info (by Ward) - Excel file	\$ 40.00
Elections	Voter Info (City Wide) - Excel file	\$ 140.00
Elections	Precinct Guides	\$ 15.00
Elections	Ward Maps - Large	\$ 25.00
<b>ASSESSMENT OFFICE</b>		
n/a	Record Reproduction (non FOIA)	\$ 3.00
n/a	Tax Maps	\$ 23.00
n/a	Tax Maps (Full Set)	\$ 1,590.00
n/a	Deed Certification	\$ 20.00
n/a	Research Hourly Rate (1 hr minimum) (non FOIA)	\$ 91.00
n/a	Creating or Combining 2 Platted Parcels	\$ 50.00
n/a	Each additional parcel	\$ 50.00
n/a	Failure to File Property Transfer Affidavit:	
n/a	Residential \$5 per day up to \$200, beginning after 45 days	\$ 5.00 per day
n/a	Commercial \$20 per day up to \$1,000 beginning after 45 days	\$ 20.00 per day
<b>FINANCE &amp; PAYROLL</b>		
n/a	Copies of Paychecks	\$ 4.00
n/a	Copies of Other (non-Paycheck) materials	\$ 1.00
n/a	Duplicate 1099s	\$ 12.00
n/a	Duplicate W2s	\$ 12.00
n/a	Insurance Form Completion	\$ 20.00
<b>LAW OFFICE</b>		
n/a	FOIA per page copy charge	\$ 0.10
n/a	FOIA Labor Rates	\$ 23.53
n/a	Film Permit Fee	\$ 100.00
n/a	Student Film Permit Fee	\$ 25.00
<b>TREASURER</b>		
n/a	Mortgage Company Tax Roll	\$ 50.00
n/a	Research Fee (non FOIA)	\$ 53.00
n/a	Income Tax Admin Review Fee	\$ 28.00
n/a	School District Summer Tax Levy (Other Districts)	\$ 250.00

**City of Flint Master Fee Schedule**

Division	Service Name / Fee Type	Fee
n/a	Bounced Check Fee	\$ 50.00
n/a	Duplicate Bill	\$ 1.00
n/a	Affidavit Filing	\$ 25.00
n/a	Shutoff Posting Fee Single Account	\$ 25.00
n/a	Shutoff Posting Fee for Buildings with Multiple Accounts	\$ 40.00
<b>PLANNING &amp; ZONING</b>		
n/a	Site Plan Review: Resid 3+ houses	\$ 1,002.00
n/a	Site Plan Review: Comm/Ind	\$ 1,002.00
n/a	PUD or Mixed Use Dvt: Preliminary	\$ 1,002.00
n/a	PUD or Mixed Use Dvt: Final	\$ 626.00
n/a	Revisions / Review	\$ 501.00
n/a	Special Approval / Conditional Use	\$ 1,002.00
n/a	Street or Alley Vacations	\$ 1,002.00
n/a	Street Name Change	\$ 1,002.00
n/a	Zoning Appeal/Variances/Interp: Comm.	\$ 1,002.00
n/a	Zoning Appeal/Variances/Interp: Resid.	\$ 626.00
n/a	Copies of Master Plan/ Zoning Ord/Large Format Maps	\$ 22.00
n/a	Zoning Change	\$ 1,253.00
n/a	Certificate of Zoning Compliance, per parcel	\$ 375.00
n/a	Signed Written Confirmation, per parcel	\$ 125.00
n/a	Zoning Lots: Resid prin parcel+1 parcel	\$ 188.00
n/a	Zoning Lots: Resid: each add'l parcel	\$ 251.00
n/a	Zoning Lots: Comm. prin parcel+1 parcel	\$ 251.00
n/a	Zoning Lots: Comm.: each add'l parcel	\$ 376.00
n/a	Real Property Acquisition	\$ 501.00
n/a	Real Property Disposition Processing Fee	\$ 501.00
n/a	Real Property Disp. Fee: Comm/ Ind.	\$ 1,002.00
n/a	Master Plan Update Surcharge	-
n/a	Zoning Review of Bldg Permit	\$ 31.00
<b>CODE ENFORCEMENT</b>		
n/a	Administrative Hearings Bureau Costs	\$ 250.00
n/a	State Justice System Assessment (required by State statute)	\$ 10.00
n/a	Default Fee	\$ 100.00
n/a	Motion Fee	\$ 20.00
n/a	Blight Violation Fine	\$ 250.00 - \$10,000.00
n/a	Cleanup Costs and Labor	\$ 35.00/hr
<b>PLANNING &amp; DEVELOPMENT - MARIHUANA</b>		
Planning & Zoning	Background Check (expedited)	\$ 75.00
Planning & Zoning	Marihuana Location Confirmation Certificate (per parcel)	\$ 50.00
Planning & Zoning	Application (non refundable)	\$ 1,500.00
Planning & Zoning	Marihuana Site Plan Review Application	\$ 1,002.00
Planning & Zoning	Marihuana Site Plan Review Revisions	\$ 500.00
Planning & Zoning	Marihuana Zoning Board of Appeals Variance & Appeal Request	\$ 1,500.00
Planning & Zoning	Marihuana Zoning Violation (per offense)	\$ 500.00
Planning & Zoning	Marihuana Annual License	\$ 5,000.00
Police	Public Safety Quarterly Inspections - Police Dept.	\$ 250.00
Fire	Public Safety Quarterly Inspections - Fire Dept.	\$ 250.00
<b>PARKS &amp; RECREATION</b>		
n/a	Park Rental Fee	\$ 40.00
<b>STREET LIGHTING FEES</b>		
n/a	Streetlighting Fee - FY24	\$ 72.18
<b>WASTE COLLECTION FEES</b>		
n/a	Collection Fee - FY24	\$ 202.56
<b>WATER SERVICE CENTER</b>		
n/a	Hourly Labor Rate	\$ 50.00
n/a	Meter Inspection	\$ 75.00
n/a	Meter Test Requested by Customer	\$ 150.00
n/a	Lost or Stolen Meter Charge 5/8" x 3/4", 1", 1.5", and 2"	Cost of Meter + \$75.00
n/a	Transponder	Cost of Transponder + \$50.00
n/a	3"	Cost of Meter + \$100.00
n/a	4"	Cost of Meter + \$150.00
n/a	6" S1000	Cost of Meter + \$200.00
n/a	8" Enduro 2800	Cost of Meter + \$300.00
n/a	VN Register	Cost of Meter + \$50.00
n/a	1.5" - 3/4" Line Reduction (meter reduction)	\$ 150.00

Increased/consolidated  
reduced to match State court fees  
Conform to Blight violation ordinance  
Cleanup costs, inclusive of labor & ancillary costs

New

Increased from \$35. Deposit no longer required

No change

No change

**City of Flint Master Fee Schedule**

Division	Service Name / Fee Type	Fee	
n/a	1.5" - 1" Line Reduction (meter reduction)	\$ 275.00	
n/a	2" - 1" Line Reduction (meter reduction)	\$ 325.00	
n/a	Water Service Turn On or Off: Regular	\$ 75.00	
n/a	Water Service Turn Off: Emergency: Shop	\$ 100.00	
n/a	Water Service Turn-Off: Non Payment	\$ 75.00	
n/a	Water Service Turn-On: Non Payment Same Day	\$ 100.00	
n/a	Water Service Turn-On: Non Payment Next Day	\$ 75.00	
n/a	Water Service Turn On or Off: Regular: Shop	\$ 65.00	
n/a	Frozen Meter Charge	Cost of Meter + \$50.00	
n/a	Hydrant Meter Charge 5/8" (deposit \$779)	Deposit + \$50 install fee + \$50 monthly service charge + \$50 removal fee + Cost of Water.	
n/a	Hydrant Meter Charge 1" (deposit \$1,050)		
n/a	Hydrant Meter Charge 3" (deposit \$2,323)		
n/a	Hydrant Meter Late Fee (assessed each month not returned)	\$250 per month	
n/a	No Show Appointment	\$ 50.00	
n/a	Thaw Frozen Lines	\$ 325.00	
n/a	Cut & Plug 2" Water	\$ 506.00	
n/a	Main Taps & Tie Ins	T&M	
n/a	New Main and Service Line Inspection	T&M	
n/a	Seasonal Meter Installation or Removal	\$ 50.00	
n/a	Service Line Installation	\$ 200.00	
n/a	Cut & Plug 3" and larger, also includes sewer-charge	T&M	
n/a	Risor Repair 1.5" (deposit will be applied to T&M)	\$150 deposit plus T&M	
n/a	Risor Repair 2.0" (deposit will be applied to T&M)	\$150 deposit plus T&M	
n/a	Risor with Check & Waste Repair 3/4" Water	\$ 222.00	Increase from \$193
n/a	Crawl space entry	\$ 100.00	
n/a	Check and Waste Repair 3/4"	\$ 201.00	Increase from \$175
n/a	Check and Waste Repair 1"	\$ 213.00	Increase from \$185
n/a	Check and Waste Repair 1.5" (deposit applied to T&M)	\$150 deposit plus T&M	
n/a	Check and Waste Repair 2.0" (deposit applied to T&M)	\$150 deposit plus T&M	
n/a	Annual Fire Line 2" line or smaller	\$ 250.00	
n/a	Annual Fire Line 3" line or larger	\$ 500.00	
n/a	Bacteriological Sample Test Non Customers	\$ 72.00	
n/a	Make sure off meter room found on-turned off & stuffed curb box	\$ 75.00	
n/a	Blow Out for Turn On from MSO Stuffed Curb Box: Shop	\$ 90.00	
n/a	Make sure off shop stuffed	\$ 90.00	
n/a	Excavation for Turn-On from Non-Pay Turn-off	T&M \$250 per hour	
n/a	Bacteriological Sample Test Customers	No Fee	
n/a	Water Deposit Fee for Renters	\$ 250.00	
<b>WATER - SEWER BILL RATES</b>			
	<b>Metered Water-per 100 cubic feet (748 gallons)</b>		
n/a	City - 0 to 35 CCF (one CCF =748 gallons)	\$6.19 per CCF	
n/a	City - 35 to 2,000 CCF (one CCF =748 gallons)	\$5.94 per CCF	
n/a	City - Over 2,000 CCF (one CCF =748 gallons)	\$4.76 per CCF	
n/a	NonCity - 0 to 35 CCF (one CCF =748 gallons)	\$9.29 per CCF	
n/a	NonCity - 35 to 2,000 CCF (one CCF =748 gallons)	\$8.94 per CCF	
n/a	NonCity - Over 2,000 CCF (one CCF =748 gallons)	\$7.14 per CCF	
	<b>Water "Readiness to Serve" Service Charges</b>		
n/a	Residential City - Meter Size 5/8"x3/4"	\$ 28.69	
n/a	Residential City - Meter Size 1"	\$ 58.15	
n/a	Residential City - Meter Size 1 1/2"	\$ 58.15	
n/a	Residential City - Meter Size 2"	\$ 58.15	
n/a	Residential Non-City - Meter Size 5/8"x3/4"	\$ 34.17	
n/a	Residential Non-City - Meter Size 3/4"	\$ 65.95	
n/a	Residential Non-City - Meter Size 1"	\$ 87.08	
n/a	Residential Non-City - Meter Size 1 1/2"	\$ 85.02	
n/a	Residential Non-City - Meter Size 2"	\$ 85.02	
n/a	Commercial-Indust. City - Meter Size 5/8"x3/4"	\$ 55.79	
n/a	Commercial-Indust. City - Meter Size 3/4"	\$ 69.37	
n/a	Commercial-Indust. City - Meter Size 1"	\$ 78.48	
n/a	Commercial-Indust. City - Meter Size 1 1/2"	\$ 112.60	
n/a	Commercial-Indust. City - Meter Size 2"	\$ 157.40	
n/a	Commercial-Indust. City - Meter Size 3"	\$ 310.83	
n/a	Commercial-Indust. City - Meter Size 4"	\$ 547.05	
n/a	Commercial-Indust. City - Meter Size 6"	\$ 1,075.75	
n/a	Commercial-Indust. City - Meter Size 8"	\$ 1,560.05	
n/a	Commercial-Indust. City - Meter Size 10"	\$ 2,153.48	
n/a	Commercial-Indust. City - Meter Size 12"	\$ 2,605.31	

**City of Flint Master Fee Schedule**

Division	Service Name / Fee Type	Fee
n/a	Commercial-Indust. City - Meter Size 16"	\$ 3,242.25
n/a	Commercial-Indust. City - Meter Size 20"	\$ 3,501.98
n/a	Comm.-Indust. Non-City - Meter Size 5/8"x3/4"	\$ 83.74
n/a	Comm.-Indust. Non-City - Meter Size 3/4"	\$ 95.84
n/a	Commercial-Indust. Non-City - Meter Size 1"	\$ 117.74
n/a	Commercial-Indust. Non-City - Meter Size 1 1/2"	\$ 169.06
n/a	Commercial-Indust. Non-City - Meter Size 2"	\$ 236.28
n/a	Commercial-Indust. Non-City - Meter Size 3"	\$ 468.65
n/a	Commercial-Indust. Non-City - Meter Size 4"	\$ 820.71
n/a	Commercial-Indust. Non-City - Meter Size 6"	\$ 1,613.34
n/a	Commercial-Indust. Non-City - Meter Size 8"	\$ 2,340.24
n/a	Commercial-Indust. Non-City - Meter Size 10"	\$ 3,247.30
n/a	Commercial-Indust. Non-City - Meter Size 12"	\$ 3,907.77
n/a	Commercial-Indust. Non-City - Meter Size 16"	\$ 4,863.28
n/a	Commercial-Indust. Non-City - Meter Size 20"	\$ 5,709.67
<b>Sewage Flow per 100 cubic feet (748 gallons) - based on metered water</b>		
n/a	Residential City - per CCF (one CCF =748 gallons)	\$4.312 per CCF
n/a	Residential Non-City - per CCF	\$4.735 per CCF
<b>Sewer "Readiness to Serve" Service Charges</b>		
n/a	Residential City - Meter Size 5/8"x3/4"	\$ 28.69
n/a	Residential City - Meter Size 1"	\$ 64.28
n/a	Residential City - Meter Size 1 1/2"	\$ 64.28
n/a	Residential City - Meter Size 2"	\$ 64.28
n/a	Residential Non-City - Meter Size 5/8"x3/4"	\$ 39.18
n/a	Residential Non-City - Meter Size 3/4"	\$ 60.35
n/a	Residential Non-City - Meter Size 1"	\$ 85.02
n/a	Residential Non-City - Meter Size 1 1/2"	\$ 85.02
n/a	Residential Non-City - Meter Size 2"	\$ 85.02
n/a	Commercial-Indust. City - Meter Size 5/8"x3/4"	\$ 55.90
n/a	Commercial-Indust. City - Meter Size 1"	\$ 91.20
n/a	Commercial-Indust. City - Meter Size 1 1/2"	\$ 148.40
n/a	Commercial-Indust. City - Meter Size 2"	\$ 211.19
n/a	Commercial-Indust. City - Meter Size 3"	\$ 471.62
n/a	Commercial-Indust. City - Meter Size 4"	\$ 777.14
n/a	Commercial-Indust. City - Meter Size 6"	\$ 1,571.80
n/a	Commercial-Indust. City - Meter Size 8"	\$ 2,312.79
n/a	Commercial-Indust. City - Meter Size 10"	\$ 3,141.97
n/a	Commercial-Indust. City - Meter Size 12"	\$ 3,688.72
n/a	Commercial-Indust. City - Meter Size 16"	\$ 4,870.53
n/a	Commercial-Indust. City - Meter Size 20"	\$ 5,734.96
n/a	Commercial-Indust. Non-City - Meter Size 5/8"	\$ 62.57
n/a	Commercial-Indust. Non-City - Meter Size 3/4"	\$ 79.28
n/a	Commercial-Indust. Non-City - Meter Size 1"	\$ 105.56
n/a	Commercial-Indust. Non-City - Meter Size 1 1/2"	\$ 177.43
n/a	Commercial-Indust. Non-City - Meter Size 2"	\$ 250.24
n/a	Commercial-Indust. Non-City - Meter Size 3"	\$ 562.93
n/a	Commercial-Indust. Non-City - Meter Size 4"	\$ 953.89
n/a	Commercial-Indust. Non-City - Meter Size 6"	\$ 1,905.74
n/a	Commercial-Indust. Non-City - Meter Size 8"	\$ 2,849.27
n/a	Commercial-Indust. Non-City - Meter Size 10"	\$ 3,792.41
n/a	Commercial-Indust. Non-City - Meter Size 12"	\$ 4,449.17
n/a	Commercial-Indust. Non-City - Meter Size 16"	\$ 5,919.11
n/a	Commercial-Indust. Non-City - Meter Size 20"	\$ 7,032.44
n/a	Back Billing Rate (can be adjusted by Consumers Energy readings for actual usage patterns)	
n/a	All charges per rate schedule in effect at 7 units/mo.	
n/a	Including fee for emergency back up.	
n/a	Sanitary or Storm Sewer Tap Inspection	\$ 150
n/a	Sewer Inspection Fee	\$ 150
<b>WASTEWATER RATES - COMMERCIAL/INDUSTRIAL CUSTOMERS</b>		
n/a	INSIDE	
n/a	Volume	\$ 1.609
n/a	Suspended Solids	\$ 0.493
n/a	Biological/Chemical Oxygen Demand	\$ 1.048
n/a	Phosphorous	\$ 1.485
n/a	Industrial Charge	\$ 0.032
n/a	IPP Commercial	\$ 4.344
n/a	OUTSIDE	
n/a	Volume	\$ 1.829
n/a	Suspended Solids	\$ 0.489
n/a	Biological/Chemical Oxygen Demand	\$ 1.180
n/a	Phosphorous	\$ 1.509

**City of Flint Master Fee Schedule**

<b>Division</b>	<b>Service Name / Fee Type</b>	<b>Fee</b>	
n/a	Industrial Charge	\$ 0.032	
n/a	IPP Commercial	\$ 4.767	
<b>CED</b>			
n/a	Brownfield Plan Application Fee	\$ 2,000.00	
n/a	Tax Abatement Applications	\$ 1,000.00	
n/a	Section 108 Loan Application Fee	\$ 2,000.00	
n/a	Section 108 Processing Fee (should the application be approved, the \$2,000 application fee will be applied towards the processing fee)	\$ 1% of approved loan amount	
n/a	PILOT Application fee	\$ 1,002.00	
n/a	Specification Writing for Residential Rehabilitation	\$ 300.00	
<b>SPECIAL EVENTS</b>			
n/a	Event Application Fee	\$ 50.00	New
n/a	Event Application Late Fee (less than 90 days before event)	\$ 100.00	New
n/a	Inflatables, Bounce Houses, or Petting Zoo	\$ 35.00	New
n/a	Noise Permit	\$ 35.00	New
n/a	Tent permit (less than 120 sq. ft.)	\$ 35.00	New
n/a	Tent permit (over 120 sq. ft.)	\$ 50.00	New
n/a	Generators/Utility Use (per day)	\$ 35.00	New
n/a	Food Trucks/Concessions, per vendor *food license required	\$ 35.00	New
n/a	Carnival Rides	\$ 100.00	New
n/a	Fireworks Permit	\$ 125.00	New
n/a	Trash Removal (deposit)	\$ 250.00	New
n/a	Commercial Event Without Admission Charges (exclusive of other fees such as the application fee, water usage, tents, etc.)	\$ 500.00	New
n/a	Commercial Events with Admission Charge (exclusive of other fees such as the application fee, water usage, tents, etc.)	\$ 1,000.00	New
<b>Blight Court Ordered Evictions</b>			
n/a	Trash Removal Fee	\$18 per cubic yard, plus labor and equipment costs	New