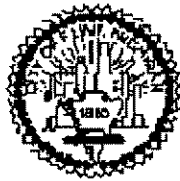


# **City of Flint, Michigan**

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



## **Meeting Agenda - DRAFT**

**Monday, January 22, 2024**

**4:30 PM**

**CITY COUNCIL CHAMBERS**

### **SPECIAL AFFAIRS COMMITTEE**

*Candice Mushatt, Vice President, Ward 7*

*Eric Mays, Ward 1  
Quincy Murphy, Ward 3  
Jerri Winfrey-Carter, Ward 5  
Dennis Pfeiffer, Ward 8*

*Ladel Lewis, Ward 2  
Judy Priestley, Ward 4  
Tonya Burns, Ward 6  
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 three (3) minutes to address the City Council on any subject.*

**COUNCIL RESPONSE**

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

**CONSENT AGENDA**

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

**RESOLUTIONS****230319**      ARPA Funds Award/James E. Kennedy Family Life Center/Impacts of the Pandemic on Blight/Ward 1

Resolution resolving that the appropriate City officials are authorized to do all things necessary to provide funding to the James E. Kennedy Family Life Center and appropriate funding for revenue and expenditures in future fiscal years, for as long as funds are available from the funder. Funds will be paid from the American Rescue Plan Act fund (287). Before funds are spent, the City of Flint's ARPA administration, compliance, and implementation firm shall review and ensure compliance with the latest US Department of Treasury final rules. [NOTE: In the amount of \$50,000.00; for the "Kennedy Center Cleaners" Project.]

**230466**      Setting a Public Hearing/Amended Council Rules/Implementation of Amended Council Rules with Immediate Effect

Resolution resolving that that the appropriate City Officials are authorized to do all things necessary to conduct a public hearing on the attached proposed amended Rules Governing Meetings of the Flint City Council, to be held at the meeting of the Flint City Council on January 8, 2024, or at any subsequent meeting of the Flint City Council as circumstances may warrant, AND, resolving that the proposed amended Rules Governing Meetings of the Flint City Council are adopted, on an emergency basis with immediate effect, for a period not to exceed sixty (60) days, pending completion of the

required procedure.

**230479**      Contract/Eastern Asphalt/Resurfacing of City Park Parking Lots

Resolution resolving that the appropriate City Officials, upon City Council's approval, are hereby authorized to enter into a contract with Eastern Asphalt for the resurfacing of (4) City Park Parking Lots, in an amount not to-exceed \$263,897.61 for FY24 (07/01/23-06/30/24). 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 Treasury final Rules. Funding for this project shall come from the American Rescue Plan Act fund (287).

**230480**      Contact/Nationwide Construction Group/Installation of Bollards in City Parks

Resolution resolving that the appropriate City Officials, upon City Council's approval, are hereby authorized to enter into a contract with Nationwide Construction Group for Installation of Bollards in (11) parks in an amount not-to-exceed \$890,971.61 for FY24 (07/01/23-06/30/24). 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 Treasury final Rules. Funding for this project shall come from the American Rescue Plan Act fund (287).

**240000**      Assistance/City of Flint Residents/Foreclosures and Possible Evictions

Resolution resolving that the appropriate City Officials are authorized to execute an agreement with Legal Servies of Eastern Michigan to provide assistance including - but not limited to - rental payments, down payments towards the reestablishment of homeownership, etc. to households facing foreclosure, eviction or relocation due to the Genesee County bulk property purchase, in an amount up to \$2,000.00 per household, for a total of \$150,000.00.

**240007**      Flock Safety/Public Safety Surveillance Cameras

Resoluition resolving that the appropriate City officials are hereby authorized to do all things necessary to enter into a five year agreement with Flock Group Inc. for the use of their cameras in an annual amount of \$180,000.00 and pending adoption of FY25 (07/01/2024-06/30/25), FY26 (07/01/2025-06/30/26), FY27 (07/01/2026-06/30/27), FY28 (07/01/2027-06/30/28) and FY29 (07/01/2028-06/30/29) budgets for a combined five and a half (5.5) year total of \$990,000.00.

**240010**      Charitable Gaming License/Back to the Bricks

Resolution resolving that Back to the Bricks is recongnized as a non-profit organization operating in the city of Flint for the purpose of obtaining a charitable gaming license, issued by the State of Michigan Charitable Gaming Division, relative to conducting charity and fundraising events, as allowed by Act 382 of Public Act 1972, as amended.

**240012**      Parliamentarian/Flint City Council

Resolution resolving that the appropriate City Officials do all things necessary to enter into an agreement with Professional Registered Parliamentarian Maurice S. Henderson to provide training and parliamentary services to the Flint City Council, at an hourly rate of \$175.00, for a total of up to sixteen (16) hours, and a total expense of up to \$2,800.00, with funding to come from Acct. No. 101-101.000-958.000.

**APPOINTMENTS****240011**      Reappointment/Board of Review/Susaye L. Brewer/Ward 5

Resolution resolving that the Flint City Council approves the reappointment of Susaye L. Brewer (421 Garland Street, Apt. 302, Flint, Michigan, 48503) to serve on the Board of Review for a three-year term, commencing upon resolution approval and expiring December 31, 2026, as requested by 5th Ward Councilperson Jerri Winfrey-Carter.

**240013**      Appointment/Board of Review/Kathy Moore

Resolution resolving that the Flint City Council approves the appointment of Kathy Moore to the Board of Review for a three year term, commencing upon approval of this resolution and expiring December 31, 2026.

**ADJOURNMENT**



230319

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

PRESENTED: \_\_\_\_\_ SEP 20 2023

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

**RESOLUTION AWARDDING ARPA FUNDS TO ASSIST JAMES E. KENNEDY FAMILY LIFE CENTER IN RESPONDING TO IMPACTS OF THE PANDEMIC ON BLIGHT IN WARD 1**

**BY THE MAYOR:**

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


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

On October 24, 2022, the Flint City Council adopted an ARPA Allocation Plan for allocating the \$60,351,968.00 of the City's remaining ARPA funding. The category of Neighborhood Improvement (\$13,735,000 total) consisted of \$9,660,000 to be funded, including \$1,210,000 for neighborhood cleanup to provide blight removal assistance to Flint communities. The administration recommends funding \$50,000 to the James E. Kennedy Family Life Center for their "Kennedy Center Cleaners" Project. Funding is to come from the following account:

Account Number	Account Name / Grant Code	Amount
287-732.718-801.000	FUSDT-CSLFRF	\$50,000

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

**Approved as to Form:**

  
William Kim (Sep 13, 2023 17:26 EDT)  
William Kim, Chief Legal Officer

CLYDE D EDWARDS  
CLYDE D EDWARDS (Sep 14, 2023 10:46 EDT)  
Clyde D. Edwards, City Administrator

**Approved as to Finance:**

Phillip Moore  
Phillip Moore (Sep 14, 2023 09:43 EDT)  
Phillip Moore, Interim Chief Financial Officer

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

## RESOLUTION STAFF REVIEW

**Date:** September 13, 2023

**Agenda Item Title:**

**RESOLUTION AWARDING ARPA FUNDS TO ASSIST JAMES E. KENNEDY FAMILY LIFE CENTER IN RESPONDING TO IMPACTS OF THE PANDEMIC ON BLIGHT IN WARD 1**

**Prepared by:**

Latrese Brown, Community Liaison and Emily Doerr, Director – Planning and Development

**Background/Summary of Proposed Action**

On October 24, 2022, the Flint City Council adopted an ARPA Allocation Plan for allocating the remaining \$60,351,968.00 of the City's remaining ARPA funding. The category of Neighborhood Improvement (\$13,735,000 total) consisted of \$9,660,000 to be funded, including \$1,210,000 for neighborhood cleanup funding to provide blight removal assistance to neighborhood organizations. A Notice of Funds Available was put out to the community and 15 applications for such programs were received with the total requests valuing \$793,815.00.

Through the utilization of a specific rubric and review/scoring process, 7 of the 15 applications have been chosen by the Mayor for recommendation for funding. 3 of those applications are being recommended for direct funding while the other 4 would be funded through Neighborhood Engagement Hub as the fiduciary as well as projects to be determined in 2 wards. These selected organizations address community priorities, meet eligibility requirements, are backed by evidence of effectiveness, promote equitable outcomes, leverage other dollars, and are financially sustainable.

**Financial Implications:**

American Rescue Plan Act funds must be obligated by 12/31/24 and fully expended by 12/31/26.

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

Account Number	Account Name / Grant Code	Amount
287-732.718-801.000	FUSDT-CSLFRF	\$50,000

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

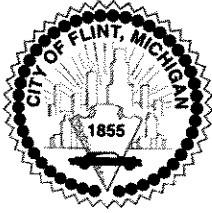
**Requisition #:** \_\_\_\_\_

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

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

**APPROVAL**   
Emily Doerr (Sep 13, 2023 15:08 EDT)

230466



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

PRESENTED: \_\_\_\_\_ DEC 1 8 2023

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

**RESOLUTION SETTING PUBLIC HEARING ON AMENDING COUNCIL RULES  
AND IMPLEMENTING AMENDED COUNCIL RULES WITH IMMEDIATE EFFECT**

Section 3-103(B) of the Flint City Charter empowers the City Council to determine its own rules of procedure. Section 1-801 of the Flint City Charter requires before such rules may be adopted, a public hearing must be held, with notice containing the title and an abstract of proposed rule of that public hearing given at least two weeks in advance, while Section 1-801(H) of the Flint City Charter also provides that a proposed rule may be given immediate effective for a period not to exceed sixty (60) days, pending completion of the required procedure;

In the past year, despite meetings that often last for eight or more hours, the Flint City Council and its committees have failed to complete all business listed on its agendas. Arguments about parliamentary procedure have predominated over substantive items of City business. Multiple special meetings have been called in order to address time-sensitive items of City business that were not addressed during regularly scheduled meetings, creating additional burdens on Councilmembers, City staff, and the public;

Attached are proposed amendments to the Rules Governing Meetings of the Flint City Council, and adoption of these rules on an emergency basis is required to address the ensure that City business is addressed in a timely, efficient, and effective manner.

**IT IS RESOLVED**, that the appropriate City Officials are authorized to do all things necessary to conduct a public hearing on the attached proposed amended Rules Governing Meetings of the Flint City Council, to be held at the meeting of the Flint City Council on January 8, 2024, or at any subsequent meeting of the Flint City Council as circumstances may warrant.

**IT IS FURTHER RESOLVED**, that the attached proposed amended Rules Governing Meetings of the Flint City Council are adopted, on an emergency basis with immediate effect, for a period not to exceed sixty (60) days, pending completion of the required procedure.

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_

**APPROVED AS TO FORM:**

\_\_\_\_\_

**William Kim, City Attorney**



## RESOLUTION STAFF REVIEW FORM

<b>AGENDA ITEM TITLE:</b>	Resolution setting public hearing about amending Council Rules and implementing amended Council Rules with immediate effect				<b>BID / PROP #:</b>	N/A			
<b>PREPARED BY:</b>	William Kim, City Attorney				<b>DATE:</b>	11/30/2023			
<b>VENDOR NAME:</b>	N/A								
<b>BACKGROUND/SUMMARY OF PROPOSED ACTION/FINANCIAL IMPLICATIONS:</b>									
<p>The substantive changes in the attached proposed amended Council Rules are listed below:</p> <ul style="list-style-type: none"> <li>Rule 1.3: Only speakers on an appeal are appellant and Chair, limited to 1 minute each. Explicitly incorporating Roberts Rules of Order provision prohibiting appeal while appeal is pending.</li> <li>Rule 5.5 &amp; 5.6: Specifying what Council can do without quorum, and automatically recessing the meeting if quorum is lost.</li> <li>Rule 6.2: Clarifying how additions/changes to the agenda are addressed/processed.</li> <li>Rule 6.3: Clarifying ability of Council to take up any item in a committee.</li> <li>Rule 6.8: Authorizing clerk to cancel committee meetings with nothing on the agenda.</li> <li>Rule 8.2: Clarifying powers of Chair by explicitly incorporating Roberts Rules of Order provision allowing Chair to rule on whether motion is in order.</li> <li>Rule 11.1: Clarifying how procedural motions may be raised.</li> <li>Rule 11.3: Clarifying debate on procedural motions.</li> <li>Rule 11.4: Clarifying Chair's authority to interpret motions to fit within the rules.</li> <li>Rule 14.1: Specifying allowable recesses of up to 36 hours (as allowed under the OMA).</li> <li>Rule 14.3: Authorizing Chair to order recess of up to 15 minutes.</li> <li>Rule 16.1: Clarifying requirement to vote immediately.</li> <li>Rule 17.1: Clarifying that a motion to limit or extend debate is always in order.</li> <li>Rule 18.2: Limiting debate to 1 minute per councilmember on motion to postpone definitely.</li> <li>Rule 20: Clarifying how to amend underlying an agenda item.</li> <li>Rule 25.2: Prohibiting using points of order to take the floor.</li> <li>Rule 25.4: Requiring explanation of the point of order in 10 seconds with citation to specific rules.</li> <li>Rule 26.2: Clarifying improper requests for information.</li> <li>Rule 27.2: Explicitly incorporating Roberts Rules of Order provision empowering Chair to call members to order.</li> <li>Rule 28.4: Limiting default debate on main motions to 2 rounds of 3 minutes.</li> <li>Rule 28.5: Clarifying pausing of the debate clock.</li> <li>Rule 29.3: Extending the registration requirement for public comment at City Council meetings to all committees.</li> <li>Rules 30.2-30.4: Code of conduct for councilmembers during debate.</li> </ul>									
<b>BUDGETED EXPENDITURE?</b>	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	<b>PRE-ENCUMBERED?</b>	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
<b>IS A CONTRACT NEEDED?</b>	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	<b>CONTRACT LENGTH</b>	N/A			
<b>EST. AMT. BY BUDGET YEAR:</b>	N/A				<b>OTHER IMPLICATIONS</b>	None			



## **Proposed Amended Council Rules (clean)**

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

	PREAMBLE
RULE 1	PARLIAMENTARY AUTHORITY
RULE 2	SUSPENSION AND AMENDMENT OF RULES
RULE 3	COUNCIL PRESIDENT; PRESIDING AT MEETINGS
RULE 4	APPOINTMENT OF COMMITTEES
RULE 5	TIME AND PLACE OF MEETINGS AND SPECIAL MEETINGS
RULE 6	AGENDA AND ORDER OF BUSINESS
RULE 7	CLOSED SESSIONS
RULE 8	FORM OF ACTION AND CONSENT AGENDA
RULE 9	VOTING
RULE 10	INTRODUCTION AND ENACTMENT OF ORDINANCES AND RESOLUTIONS
RULE 11	CONSIDERATION OF PROCEDURAL MOTIONS
RULE 12	SUPPORT FOR MOTIONS
RULE 13	MOTION TO ADJOURN
RULE 14	MOTION TO RECESS
RULE 15	MOTION TO POSTPONE TEMPORARILY
RULE 16	MOTION TO VOTE IMMEDIATELY
RULE 17	MOTION TO LIMIT OR EXTEND DEBATE
RULE 18	MOTION TO POSTPONE DEFINITELY
RULE 19	MOTION TO REFER (COMMIT)
RULE 20	MOTION TO AMEND
RULE 21	MOTION TO POSTPONE INDEFINITELY
RULE 22	MOTION TO RECONSIDER
RULE 23	MOTION TO RESCIND
RULE 24	REQUEST TO WITHDRAW A MOTION
RULE 25	INCIDENTAL MOTIONS – POINT OF ORDER
RULE 26	INCIDENTAL MOTIONS – REQUEST FOR INFORMATION
RULE 27	MAINTENANCE OF ORDER AND DEBATE
RULE 28	RIGHT TO SPEAK IN DEBATE
RULE 29	PARTICIPATION BY THE PUBLIC
RULE 30	STANDARDS OF CONDUCT
RULE 31	ETHICS
RULE 32	DISCIPLINARY ACTIONS
RULE 33	ANNUAL REVIEW OF CITY COUNCIL RULES

## **PREAMBLE**

These rules govern the orderly conduct of Flint City Council meetings. Meetings of the Flint City Council are subject to the Open Meetings Act, Public Act 267 of 1976, MCL 15.261 through 15.275. All documents of the meetings of the Flint City Council (i.e. agendas, minutes, attachments, transcripts, recordings) are public documents subject to the FOIA, MCL 15.231 *et seq.*, unless otherwise exempt under that statute.

## **PARLIAMENTARY AUTHORITY**

- Rule 1.1 All matters of procedure not specifically addressed by the Council Rules, state, or local law, shall be governed by Robert's Rules of Order 12<sup>th</sup> Ed. If a conflict arises between Council Rules and Robert's Rules of Order, Council Rules shall take precedence.
- Rule 1.2 The Chair shall preserve order and decorum, may call other Councilmembers to order, and may speak to points of order in preference to other Councilmembers. The Chair shall decide all questions arising under these rules and general parliamentary practice and may seek the advice of others at the Chair's discretion.
- Rule 1.3 After the Chair decides on a question, any member may "appeal from the decision," except that no appeal may be made while another appeal is pending. If the appeal is seconded, the member making the appeal has up to 1 minute to state the reason for the appeal. The Chair then has up to 1 minute to state the reason for the decision.
- Rule 1.4 The Chair then states the question as: "Shall the decision of the Chair be reversed?" There shall be no further debate on the appeal and no other member shall participate in the discussion. Unless a majority of Councilmembers-elect vote to overturn the Chair's ruling, the Chair's ruling stands.
- Rule 1.5 City Council may appoint a person to serve as Parliamentarian. At the request of any Councilmember, the parliamentarian shall rule on questions of parliamentary procedure. The Parliamentarian's ruling may be appealed. An appeal of a Parliamentarian's ruling must be seconded and is undebatable. Overturning a Parliamentarian's ruling requires a two-thirds vote of the Councilmembers-elect.

## **SUSPENSION AND AMENDMENT OF RULES**

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

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

- Rule 3.1 The Council shall have a President and a Vice-President, chosen by a majority of the Councilmembers-elect for a term which shall end on the second Monday in November, or until a successor is elected.
- Rule 3.2 The President shall preside at meetings of the Council as Chair and, in the absence of the President, the Vice-President shall preside. If both the President and Vice-

President are absent, a chairperson from a Council committee shall preside in the following order: Finance, Governmental Operations, Legislative.

### **COMMITTEES**

- Rule 4.1 The President shall appoint all committee chairs and vice-chairs for a one-year term which shall end on the second Monday in November or until a successor is appointed.
- Rule 4.2 The standing committees of the City Council are Finance, Governmental Operations, Legislative, and Special Affairs.
- Rule 4.3 Finance Committee - Business conducted consists of all matters relating to City finances (e.g. spending, revenue, contracts, fees, budgets, audits, etc.).
- Rule 4.4 Governmental Operations Committee - Business conducted consists of all matters relating to governmental function (e.g. multi-member bodies, policies and procedures, matters related to City government and City departments, etc.).
- Rule 4.5 Legislative Committee - Business conducted consists of all matters relating to City legislation (e.g. ordinances, policies, etc.).
- Rule 4.6 Special Affairs Committee - Reserved for any standing committee agenda item needing additional discussion or information, as well as for any emergency agenda submission. Special Affairs Committee shall meet at 4:30 p.m. right before regular Council meetings on the 2nd and 4th Mondays of the month.
- Rule 4.7 All standing committees of Council shall be comprised of all members of Council who are not under disciplinary actions/restrictions.
- Rule 4.8 The President, at their discretion, may create ad hoc committees and appoint those committees' chairs and members. The President shall determine the number of Councilmembers comprising these committees.

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

- Rule 5.1 All meetings of the City Council and all committees of the Council shall take place in the Council Chambers on the third floor of City Hall or at such other places as the Council may determine.
- Rule 5.2 The regular meetings of the City Council are 5:30 p.m. on the second and fourth Monday of every month, and regular meetings of the finance, governmental operations, and legislative committees shall be at 5:00 PM the Wednesday preceding.
- Rule 5.3 The Clerk shall notify Councilmembers and the public, as required by the Open Meetings Act, of special meetings or a change in the time or place of meetings.
- Rule 5.4 The Mayor shall be notified of all meetings of the City Council.
- Rule 5.5 Without a quorum, the City Council may take no action except to convene or adjourn.

- Rule 5.6 Once a meeting has been convened, quorum is not lost so long as sufficient members are present in the Council Chambers. If quorum is lost during a meeting, the Chair shall immediately recess the meeting for up to 15 minutes.
- Rule 5.7 City Council may, by resolution, adjourn all meetings for a two-week period. A pro-forma meeting of the City Council shall be scheduled immediately preceding the other Council committee meeting in that month.

### **AGENDA AND ORDER OF BUSINESS**

- Rule 6.1 Matters shall be placed on the agenda of any meeting of the City Council by action of the Council President any chairperson of any committee of the Council, or by the Mayor, prior to the start of the meeting.
- Rule 6.2 Any agenda items that require official Council action at the meeting for final adoption (i.e., resolutions, budget amendments, grant acceptances, etc.) must be accompanied by appropriate documentation and signed by the required signatories.
- Rule 6.5 The deadline for contacting City Council staff for the purpose of adding matters to an agenda shall be by 12:00 pm (noon) on Thursdays.
- Rule 6.6 The Chair shall choose a person to lead the Pledge of Allegiance.
- Rule 6.7 Opening Ceremonies will consist of the Pledge of Allegiance, a short prayer or blessing, and may include requests for moments of silence. Spiritual leaders (of many faiths) may be invited and scheduled to offer a short prayer after the Pledge of Allegiance. The City Clerk will be responsible for making these arrangements.
- Rule 6.8 Items denoted with \*\* will only appear on an agenda if necessary. If there is no such matter to be addressed, then it will not appear on the agenda. If there are no items on a committee agenda, the committee meeting will be cancelled by the Clerk.
- Rule 6.8a Finance Committee Agenda - Roll Call, Request for Agenda Changes/Additions, \*\*Closed Session, Public Comment, \*\*Consent Agenda, \*\*Presentation of Quarterly Financial Reports, Resolutions, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.8b Legislative Committee Agenda - Roll Call, Request for Agenda Changes/Additions, Public Comment, \*\*Consent Agenda, \*\*Resolutions, Ordinances, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.8c Governmental Operations Committee Agenda - Roll Call, Request for Agenda Changes/Additions, Public Comment, \*\*Consent Agenda, \*\*Licenses, Resolutions, Appointments, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.8d Special Affairs Agenda - Roll Call, Request for Agenda Changes/Additions, \*\*Closed Session, Public Comment, \*\*Consent Agenda, Resolutions, Appointments, Ordinances, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.9 Rules 6.2, 6.3 and 6.4 also apply to Committee meetings, as does section 31.10 of the Flint Code of Ordinances, the disorderly persons ordinance.

Rule 6.10 Items may be placed on the agenda of any committee agenda by request of any Councilmember, the Mayor, or the Clerk. Special orders must be approved by the Council President or the Committee Chair for a committee meeting. The Clerk may reassign items to an appropriate committee at his or her discretion.

Rule 6.11 The order of business at Regular Meetings of the City Council shall be as follows:

- I Call to Order, Roll Call and Opening Ceremonies
- II Disorderly Persons Warning
- III Request for Agenda Changes/Additions
- IV \*\*Public Hearings
- V Public Speaking
- VI Consent Agenda
- VII Presentation of Minutes
- VIII \*\*Petitions and Communications
- IX \*\*Appointments
- X \*\*Resolutions
- XI \*\*Licenses
- XII \*\*Introduction and First Reading of Ordinances
- XIII \*\*Second Reading and Enactment of Ordinances
- XIV \*\*Special Orders/Discussion Items
- XV Final Council Comments
- XVI Adjournment

#### **CLOSED SESSIONS**

Rule 7.1 Pursuant to the Open Meetings Act, the Flint City Council may meet in Closed Session for one or more of the following purposes:

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

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

Rule 7.2 **GOING INTO CLOSED SESSION** – A 2/3 roll call vote of the Councilmembers-Elect is required to meet in closed session for purposes (3) through (6), as listed in Rule 7.2. A majority vote of the Councilmembers-Elect is sufficient for purposes (1) and (2), as listed in Rule 7.2. The roll call vote and the purpose or purposes for meeting in closed session shall be recorded in the minutes of the meeting at which the vote is taken.

Rule 7.3 **LEAVING CLOSED SESSION** – The City Council may leave a closed session upon a majority vote of the Councilmembers-elect.

Rule 7.4 All determinations, actions, votes, or dispositions of motions, proposals, recommendations, resolutions, orders, ordinances, bills, or measures by which the City Council effectuate or formulates public policy must be made during an open session.

Rule 7.5 All matters discussed in closed session are privileged and not to be shared with any person outside of the closed session.

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

Rule 8.1 All official action of the Council shall be by ordinance or resolution, but decisions on parliamentary procedure may be made upon motion. Other action may be made by motion, including decisions on parliamentary procedure.

Rule 8.2 The Chair has the duty to determine whether a motion is in order and may do so at any time before restating the question.

Rule 8.3 No motion may be debated by the Council until it has been restated by the Chair and it must be reduced to writing if requested by any Councilmember. All resolutions and ordinances must be in writing.

Rule 8.4 The Chair may request the adoption of a “Consent Agenda” consisting of, as listed on the agenda, (a) approval of minutes; (b) accepting and placing on file communications, (c) approving appointments, resolutions, and licenses; (d) approving ordinances for introduction and first reading or second reading and enactment.

Rule 8.5 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 the Consent Agenda shall be separated at the request of any Councilmember. After separations, there is no debate on approving the Consent Agenda - it shall be voted on or adopted without objection.

### **VOTING**

Rule 9.1 The determination of any question at a regular City Council meeting shall require a roll call vote, unless there is unanimous consent of the members present.

Rule 9.2 The determination of any question at a committee meeting shall be by voice vote unless a member objects, in which case a roll call vote shall be taken.

Rule 9.3 The voting on all roll calls shall be rotated so that the Councilmember representing the First Ward shall cast the first vote on the first roll call of any meeting, the





Councilmember from the Second Ward shall cast the first vote on the second roll call at any meeting, and so on throughout the meeting so that the first vote on a roll call shall be solicited from the succeeding Councilmember. Following the first vote on any roll call, the remaining Councilmembers shall be called in consecutive order until all nine Councilmembers have been afforded an opportunity to vote on any question.

- Rule 9.4 A Councilmember must be seated at their designated seating place to vote. Proxy votes are not allowed.
- Rule 9.5 INTERRUPTION OF VOTES – Interruptions during the taking of a vote are permitted only before any member has actually voted, unless, as sometimes occurs in ballot voting, other business is being transacted during voting or tabulating.
- Rule 9.6 RULE AGAINST EXPLANATION BY MEMBERS DURING VOTING - A member has no right to “explain his vote” during voting.
- Rule 9.7 CHANGING ONE'S VOTE – A member has a right to change his vote up to the time the result is announced by the Chair. A request to change a vote after the Chair’s announcement requires the unanimous consent of the body, without debate, and may only be made immediately after the Chair’s announcement.
- Rule 9.8 ABSTAINING VOTES – To “abstain” means to not vote at all. Any explanation of an abstention may not exceed 10 seconds.
- Rule 9.9 ABSTAINING FROM VOTING ON A QUESTION OF DIRECT PERSONAL INTEREST – No member should vote on a question in which he/she has a direct personal or pecuniary interest not common to the other members of the organization. This rule does not mean that a member should not vote for him/herself for an office or other position to which members generally are eligible, or should not vote when other members are included with him in a motion.

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

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

## **CONSIDERATION OF PROCEDURAL MOTIONS**

Rule 11.1 Unless otherwise stated, until debate on a main motion (i.e. to approve or move to Council) regarding an agenda item has begun, the following motions are not in order. Otherwise, the following motions may be made by a member holding the floor:

Rule 13	to adjourn	Rule 19	to refer to committee
Rule 14	to recess	Rule 20	to amend
Rule 15	to postpone temporarily	Rule 21	to postpone indefinitely
Rule 16	to vote immediately	Rule 22	to reconsider
Rule 17	to limit debate	Rule 25	point of order
Rule 18	to postpone definitely	Rule 26	request for information

Rule 11.2 If more than one of the above motions are made, they shall be considered in the order listed, and if the same motion is made by multiple Councilmembers, the chair may address those motions at the chair's discretion.

Rule 11.3 Unless otherwise stated, there is no debate on any of these motions.

Rule 11.4 If the substance of a motion made by a Councilmember has the purpose of a motion listed above, the chair shall address it according to its purpose, regardless of how the motion is named by the Councilmember making it.

## **SUPPORT FOR MOTIONS**

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

Rule 12.2 Nominations need not be seconded.

## **MOTION TO ADJOURN**

Rule 13.1 A motion to adjourn is always in order. If it is made during a vote, it will not be considered until after the vote is announced.

Rule 13.2 The Chair may order an adjournment, without objection.

## **MOTION TO RECESS**

Rule 14.1 A motion to recess is always in order and shall state the recess length, which may be up to 36 hours.

Rule 14.2 When a recess is taken while any question is pending, the consideration of the question shall be resumed upon the reassembling of the Council.

Rule 14.3 The Chair may order a recess of up to 15 minutes at any time.

## **MOTION TO POSTPONE TEMPORARILY/RESUME CONSIDERATION**

Rule 15.1 The Council may postpone temporarily any pending matter. This motion postpones the question, all amendments, and other adhering motions, until later in the meeting.

- Rule 15.2 If a decision is made to resume consideration of a matter, it shall return in the same form as when it was postponed temporarily.
- Rule 15.3 A motion to resume consideration must be made at the same meeting that the matter was postponed. If a motion to resume consideration fails or is not made, the pending matter shall be added to the next meeting agenda.

#### **MOTION TO VOTE IMMEDIATELY**

- Rule 16.1 Any Councilmember may move to vote immediately. If the motion is supported, debate will cease immediately.

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

- Rule 17.1 A motion to limit or extend debate is always in order. Any Councilmember may move to limit or determine the time for discussion of a pending motion or to modify or remove limitations already imposed. This motion must include a time limit for each Councilmember.
- Rule 17.2 If each Councilmember has a limited time to speak, this time limit shall include any questions asked and/or answered at the Councilmembers request.

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

- Rule 18.1 Any Councilmember may move to put off consideration of a pending main motion and to set a definite date/time for its consideration.
- Rule 18.2 If a date/time is not set by the maker of the motion, debate on the motion to postpone definitely shall be limited to one round of discussion, 1 minute per councilmember, and shall be limited to the date/time the main motion shall be taken up,.

#### **MOTION TO REFER TO COMMITTEE**

- Rule 19.1 Any Councilmember may move to refer an agenda item from a City Council meeting to a committee.

#### **MOTION TO AMEND**

- Rule 20.1 Any Councilmember may move to amend the underlying agenda item (i.e. resolution or ordinance) that is subject to the main motion.
- Rule 20.2 There is no limit on the number of times an underlying agenda item may be amended. At the Chair's discretion, or at the request of a Councilmember, the chair shall solicit proposed amendments to an underlying agenda item during debate on the main motion, followed by a vote on each proposed amendment after debate has been exhausted, and concluding with a vote on the finalized agenda item as amended.

#### **MOTION TO POSTPONE INDEFINITELY**

- Rule 21.1 The Council may decide to postpone consideration of a matter indefinitely.

- Rule 21.2 A matter that has been postponed indefinitely cannot come up again at the same meeting. If it is reintroduced at a later meeting, it shall be treated as a new matter.

### **MOTION TO RECONSIDER**

- Rule 22.1 A motion to reconsider any decision on an agenda item that failed may be made, at the same City Council meeting, by any Councilmember who voted in the affirmative, or at any subsequent City Council meeting, if reconsideration is placed on the agenda at the request of any Councilmember who voted in the affirmative or by the Mayor.
- Rule 22.2 No question may be reconsidered more than once at any given meeting.
- Rule 22.3 If a Council decision has gone into effect, the motion to reconsider is not in order.

### **RESCINDING/REPEALING PRIOR ACTION**

- Rule 23.1 Action to rescind, repeal or annul a previous action may be by resolution unless the previous action is an ordinance. Action to repeal a published ordinance may only be by ordinance regardless of whether the ordinance has gone into effect.
- Rule 23.2 Notice of intention to rescind a previous action must be given to the Clerk at least two days prior to the meeting at which resolution or ordinance rescinding or repealing the prior action is introduced. However, the Council may vote by two-thirds of Councilmembers-elect to waive the notice requirement.
- Rule 23.3 Debate on a rescinding or repealing an action is as for any main motion.

### **WITHDRAWAL OF MOTIONS**

- Rule 24.1 Any Councilmember may withdraw his or her motion before it has been restated by the Chair. A request to withdraw a motion does not require a second.
- Rule 24.2 After the motion has been restated by the Chair, it may only be withdrawn by majority consent of the Councilmembers present. A request to withdraw is undebatable.
- Rule 24.3 No request to withdraw may be made after the vote on the motion has commenced.

### **POINT OF ORDER**

- Rule 25.1 The purpose of a point of order is to correct a breach in the rules when the Chair does not correct it, or when the Chair breaches the rules.
- Rule 25.2 A point of order should not be used for minor infractions that do not affect the substantive rights of the City Council or its members, or to improperly take the floor. Multiple violations of this rule shall be cause for disciplinary action.
- Rule 25.3 A point of order does not need a second, can interrupt a speaker, is not debatable, and is decided by the chair, subject to an appeal pursuant to Rule 1.3.
- Rule 25.4 The member making a point of order must explain their point of order in 10 seconds or less, and must cite the specific provision in Council Rules, Robert's rules, or the Flint City Charter that has allegedly been violated.

- Rule 25.5 A point of order cannot be ignored by the Chair. A ruling of “agree – out of order” or “disagree – denied” must be given. All debate and/or talking shall cease immediately when a point of order is raised, so the Chair can rule.

### **REQUEST FOR INFORMATION**

- Rule 26.1 A request for information requests information from the member holding the floor. Its purpose is to help the member making the request for information understand the process and the potential consequences of the next vote.
- Rule 26.2 A request for information that asks a question for which the requestor already knows the answer (i.e. “isn’t it true that...”, “do you realize that...”) is improper. A request for information seeking information about the speaker’s knowledge or state of mind (“do you know that...” or “why do think/feel/believe that...”) is also improper.
- Rule 26.3 A request for information cannot be ignored by the Chair, but the Chair may decide whether the request is legitimate or whether the speaker is misleadingly utilizing this motion to secure the floor for other purposes. The Chair must rule with either “Proceed” or “Denied”.
- Rule 26.4 Using a request for information as an opportunity to gain the floor is not allowed. Multiple abuses of use of requests for information is cause for disciplinary action.

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

- Rule 27.1 When a member is called to order, the Chair shall determine if he or she is in order.
- Rule 27.2 The Chair does not have to wait for a point of order to be raised but may rule a councilmember out of order on the Chair’s initiative.
- Rule 27.3 Councilmembers may not engage in any type of argumentative discourse with members of the audience, at any time, for any reason.
- Rule 27.4 Only the Chair may call an individual up to speak or answer questions. Other Councilmembers must petition the presiding officer to make this request.
- Rule 27.5 Mobile devices shall be set to silent mode prior to any meeting being called to order.

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

- Rule 28.1 Every Councilmember and every person granted the privilege of speaking to the City Council, on any matter, and shall address all remarks to the Chair.
- Rule 28.2 When two or more Councilmembers address the Chair at the same time, the Chair shall name the Councilmember who is first to speak.
- Rule 28.3 A Councilmember who desires to speak must first obtain the floor by being recognized by the Chair. A Councilmember must be in their seat to request the floor.
- Rule 28.4 Unless otherwise specified by these rules, each member has the right to speak up to twice on the same main motion, for 3 minutes during each round, but cannot make a

second speech on the same question so long as any member who has not spoken on that question desires the floor.

Rule 28.5 The Clerk shall utilize a timer and track members' time. There is no right to "sum up" or "conclude" after the expiration of a members' allotted time. Once the timer has started, only the Chair may order that the timer be paused or adjusted, and only if a subsidiary motion has been properly made and seconded.

Rule 28.6 Councilmembers may request, from the presiding Chair, the opportunity to ask questions of staff or others during debate on any agenda item. Any such questions and responses shall count against the Councilmember's allotted time.

### **PARTICIPATION BY THE PUBLIC**

Rule 29.1 All meetings of the Council shall be open to the public in accordance with law.

Rule 29.2 If a member of the public wishes to address the City Council or its committees, they may do so during the time designated for public comment.

Rule 29.3 Members of the public who wish to address the City Council or its committees must register before the meeting begins. A box will be placed at the entrance to the Council Chambers for collection of registrations. No additional speakers or slips will be accepted after the meeting begins.

Rule 29.4 Members of the public shall have no more than 2 minutes per speaker during public comment, with only one speaking opportunity per speaker.

Rule 29.5 Councilmembers may respond once to all public speakers only after all public speakers have spoken. An individual Councilmember's response shall be limited to 2 minutes. Final Council comments shall be limited to 2 minutes.

Rule 29.6 Members of the public shall have no more than 3 minutes to speak during a public hearing. A member of the public shall stand to obtain recognition by the President at the opening of the hearing or at the conclusion of the remarks of the previous speaker. Comments during a public hearing must be germane to the public hearing.

Rule 29.7 Councilmembers may not speak during public hearings nor respond to speakers.

Rule 29.8 Any person at a Council meeting may be called to order by the President or any Councilmember for failure to be germane, for vulgarity, or for speaking in excess of the allotted time, or any other violation of these rules.

Rule 29.8 Any person who is called to order shall yield the floor until the Chair shall have determined whether he or she is in order. If a person is determined to be out of order, that person must yield the floor and forfeit any remaining time.

### **STANDARDS OF CONDUCT**

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

- Rule 30.2 Speakers should address their remarks to the chair, maintain a courteous tone, and avoid interjecting a personal note into debate.
- Rule 30.3 During meetings of the City Council, Councilmembers should refer to each other only as “Councilmember from the [number] Ward” and in a respectful manner.
- Rule 30.4 The Chair may require Councilmembers to yield the floor for failure to follow these standards, failure to be germane, for excessive repetition, for remaining silent while having the floor, or for failure to follow any other Council rule.

### **ETHICS**

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

### **DISCIPLINARY ACTIONS**

- Rule 32.1 Every Councilmember is subject to the established rules and disciplinary actions for violations of rules and city ordinances.
- Rule 32.2 For any repeated violation of these rules, the Chair may order discipline up to and including removal from a meeting. Any discipline issued is subject to an appeal raised pursuant to Rule 1.3. If a Councilmember is removed from a meeting, they may not return to participate in any other committee or Council meetings held on the same day.

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

- Rule 33.1 Once a year, the City Council shall place an item on the Special Affairs Committee agenda for a review of these rules.
- Rule 33.2 At his/her own discretion, the Council President may appoint a committee to review and offer revisions of City Council Rules.

RULES ORIGINALLY ADOPTED: MAY 10, 1976

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

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

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

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

**Proposed Amended Council Rules (redline)**



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

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### **MOTIONS #3**

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RULE 31 ETHICS

RULE 32 DISCIPLINARY ACTIONS

DRAFT

## GENERAL

### PREAMBLE

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

#### OPEN MEETINGS ACT (OMA)

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

#### FREEDOM OF INFORMATION ACT (FOIA)

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

### PARLIAMENTARY AUTHORITY

Rule 1.1 All matters of procedure not covered specifically addressed by the Council Rules, State, or Local law, shall be governed by Robert's Rules of Order 12<sup>th</sup> Ed. If a conflict arises between Council Rules and Robert's Rules of Order, Council Rules shall take precedence.

Rule 1.2 The Chair shall preserve order and decorum, may call other Councilmembers to order, and may speak to points of order in preference to other Councilmembers. The Chair shall decide all questions arising under these rules and general parliamentary practice and may seek the advice of others at the Chair's discretion.

Rule 1.3 After the Chair decides on a question, any member may "appeal from the decision," except that no appeal may be made while another appeal is pending. If the appeal is seconded, the member making the appeal has up to 1 minute to state the reason for the appeal. The Chair then has up to 1 minute to state the reason for the decision.

Rule 1.4 The Chair then states the question as: "Shall the decision of the Chair be reversed?" There shall be no further debate on the appeal and no other member shall participate in the discussion. Unless a majority of Councilmembers-elect vote to overturn the Chair's ruling, the Chair's ruling stands.

Rule 1.2 The President or Chair (Presiding Officer) shall decide all questions arising under these rules and general parliamentary practice, subject to appeal. The Chair shall first decide the question, and any member may "appeal from the decision." If the appeal is seconded, the Chair shall state their decision, that it has been appealed from, and then states the question as: "Shall the decision of the Chair be reversed?" The Chair can then state the reasons for their decision, after which it is open to debate. Beginning with the member who made the appeal and concluding with the Chair, each member may speak once regarding the appeal for three (3) minutes per Councilmember. Unless a majority of Councilmembers-elect vote to overturn the Chair's ruling, the Chair's ruling stands.

- Rule 1.35 City Council may appoint a person to serve as its Parliamentarian. At the request of any member of the City Council Councilmember, the parliamentarian shall rule on questions of parliamentary procedure. ~~If a Parliamentarian so rules, the~~ The Parliamentarian's ruling may be appealed. An appeal of a Parliamentarian's ruling must be seconded and is undebatable. Overturning a Parliamentarian's ruling requires a two-thirds vote of the Councilmembers-elect.

### **SUSPENSION AND AMENDMENT OF RULES**

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

### **ORGANIZATION #1**

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

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

### **COMMITTEES**

- Rule 4.1 The President, ~~unless otherwise directed by the Council,~~ shall appoint all committee chairs and vice-chairs for a one-year term which shall end on the second Monday in November or until a successor is appointed.
- Rule 4.2 The standing committees of the City Council are Finance, Governmental Operations, Legislative, and Special Affairs. ~~The Council President may determine in which order they are addressed.~~
- Rule 4.3 Finance Committee - Business conducted consists of all matters relating to City finances (e.g. spending, revenue, contracts, fees, budgets, audits, etc.). ~~Finance Committee shall meet at 5:00 pm on the Wednesdays a week before regular Council meetings. [Note - see Rule 6.8a]~~
- Rule 4.4 Governmental Operations Committee - Business conducted consists of all matters relating to governmental function (e.g. multi-member bodies, policies and procedures, matters related to City government and City departments, etc.).
- Rule 4.54 Legislative Committee - Business conducted consists of all matters relating to City legislation (e.g. ordinances, policies, etc.). ~~Legislative Committee shall meet after Finance Committee. [Note - see Rule 6.8b]~~

- Rule 4.5 ~~Governmental Operations Committee Business conducted consists of all matters relating to governmental function (e.g. multi member bodies, policies and procedures, matters related to City government and City departments, etc.). Governmental Operations Committee shall meet after Legislative Committee. [Note see Rule 6.8c]~~
- Rule 4.6 Special Affairs Committee - Reserved for any standing committee agenda item needing additional discussion or information, as well as for any emergency agenda submission. Special Affairs Committee shall meet at 4:30 p.m. right before regular Council meetings on the 2nd and 4th Mondays of the month. ~~[Note see Rule 6.8d]~~
- Rule 4.7 All standing committees of Council shall be comprised of all members of Council who are not under disciplinary actions/restrictions.
- Rule 4.8 The President, at their discretion, may create ad hoc committees and ~~shall~~ appoint ~~those~~ committees' chairs and members. The President shall determine the number of Councilmembers comprising these committees.

## **ORGANIZATION #2**

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

- Rule 5.1 All meetings of the City Council and all committees of the Council shall take place in the Council Chambers on the third floor of City Hall or at such other places as the Council may determine.
- Rule 5.2 The regular meetings of the City Council ~~is~~ are 5:30 p.m. on the second and fourth Monday of every month, and regular meetings of the finance, governmental operations, and legislative committees shall be at 5:00 PM the Wednesday preceding.
- Rule 5.3 ~~The Flint City Council may schedule other committee meetings as deemed necessary.~~
- Rule 5.4 ~~In the event of a call for a special meeting or a change in the time or place of a meeting, the Clerk shall be notified and shall see that each Councilmembers and the public, are informed as is required by the Open Meetings Act, of special meetings or a change in the time or place of meetings.~~
- Rule 5.54 The Mayor shall be notified of all meetings of the City Council.
- Rule 5.5 ~~Without a quorum, the City Council may take no action except to convene or adjourn.~~
- Rule 5.6 ~~Once a meeting has been convened, quorum is not lost so long as sufficient members are present in the Council Chambers. If quorum is lost during a meeting, the Chair shall immediately recess the meeting for up to 15 minutes.~~
- Rule 5.76 City Council may, by resolution, adjourn all meetings for a two-week period. A special, pro-forma meeting of the City Council shall be scheduled immediately preceding the other Council committee meeting in that month.

## AGENDA FOR REGULAR MEETINGS OF COUNCIL AND ORDER OF BUSINESS

- Rule 6.1 Matters shall be placed on the agenda of any meeting of the City Council by action of the Council President or any presiding Chair chairperson of any committee of the Council, or at the request of by the Mayor or Clerk, prior to the start of the meeting. After roll call, the presiding officer shall ask for "any additions or changes to the agenda". Agenda changes or additions need to be approved by the presiding officer, and any unopposed agenda changes or additions may be adopted by consent.
- Rule 6.2 Any agenda matters-items that require official Council action at the meeting for final adoption (i.e., resolutions, budget amendments, grant acceptances, etc.) must be accompanied by the appropriate documentation such as staff review reports, etc., and must be signed by the required signatories.
- Rule 6.53 The deadline for contacting City Council staff for the purpose of adding matters to an agenda shall be by 12:00 pm (noon) on Thursdays.
- Rule 6.64 The Cpresiding officer-hair shall choose a person to lead the Pledge of Allegiance.
- Rule 6.75 Opening Ceremonies will consist of the Pledge of Allegiance, a short prayer or blessing, and may include requests for moments of silence for deceased or ailing individuals. Spiritual leaders (of many faiths) may be invited and scheduled to offer a short prayer after the Pledge of Allegiance. The City Clerk will be responsible for making these arrangements.

## AGENDAS FOR COMMITTEE MEETINGS

- Rule 6.8 Items denoted with \*\* will only appear on an committee agenda if necessary. If there is no such matter to be addressed, then it will not appear on the agenda. If there are no items on a committee agenda, the committee meeting will be cancelled by the Clerk.
- Rule 6.8a Finance Committee Agenda - Roll Call, Request for Agenda Changes/-and/or Additions to Agenda, \*\*Closed Session-[Executive Session], Public Comment, \*\*Consent Agenda, \*\*Presentation of Quarterly Financial Reports, Resolutions, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.8b Legislative Committee Agenda - Roll Call, Request for Agenda Changes/-and/or Additions to Agenda, Public Comment, \*\*Consent Agenda, \*\*Resolutions, Ordinances, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.8c Governmental Operations Committee Agenda - Roll Call, Request for Agenda Changes-and/or-/Additions to Agenda, Public Comment, \*\*Consent Agenda, \*\*Licenses, Resolutions, Appointments, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.8d Special Affairs Agenda - Roll Call, Request for Agenda Changes/-and/or Additions to Agenda, \*\*Closed Session-[Executive Session], Public Comment, \*\*Consent Agenda, , Resolutions, Appointments, Ordinances, \*\*Special Orders/Discussion Items, Adjournment

Rule 6.9 Rules ~~6.1, 6.2, 6.3 and 6.4 concerning regular Council meetings~~ also apply to Committee meetings, as does ~~Section 31.10 of the Flint Code of Ordinances, 2 of the dDisorderly Ppersons Oordinance~~ applies to all committee meetings.

Rule 6.10 Items may be placed on the agenda of any committee agenda by request of any Councilmember, the Mayor, or the Clerk. Special orders must be approved by the Council President or the Committee Chair for a committee meeting. The Clerk may reassign items to an appropriate committee at his or her discretion.

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

Rule ~~6.7.11~~ The order of business at Regular Meetings of the City Council shall be as follows:

- I Call to Order, Roll Call and Opening Ceremonies
- II Reading of Disorderly Persons Section Warning
- III Request for Agenda Changes/ and/or Additions to Agenda
- ~~IV~~ Consent Agenda
- ~~V~~ Presentation of Minutes
- ~~VHIV~~ **\*\*Public Hearings**
- VIII Public Speaking
- VI Consent Agenda
- VII Presentation of Minutes
- ~~VIIIIX~~ **\*\*Petitions and Unofficial Communications**
- ~~X~~ Official Communications From Mayor and Other City Officials
- ~~XI~~ Additional Communications
- ~~IXH~~ **\*\*Appointments**
- ~~XHH~~ **\*\*Resolutions**
- ~~XHIV~~ **\*\*Liquor Licenses**
- ~~XV~~ Other Licenses
- ~~XIIVI~~ **\*\*Introduction and First Reading of Ordinances**
- ~~XIIIVH~~ **\*\*Second Reading and Enactment of Ordinances**
- ~~XIVHH~~ **\*\*Special Orders/Discussion Items**
- (Any Councilmember may request that a Special Order be placed on the agenda, but it must first be approved by the Council President, or the Committee Chair if raised during a Committee meeting.)
- ~~XVIX~~ Final Council Comments
- ~~XVIX~~ Adjournment

### **ORGANIZATION #3**

### **CLOSED SESSIONS**

Rule 7.21 Pursuant to the Open Meetings Act, the Flint City Council may meet in Closed Session for one or more of the following purposes:

- (1) To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named person requests a closed hearing.

- (2) For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing.
- (3) To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.
- (4) To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only if an open meeting would have a detrimental financial effect on the litigating or settlement position of the public body.
- (5) To review and consider the contents of an application for employment or appointment to a public office if the candidate requests that the application remain confidential. However, all interviews by a public body for employment or appointment to a public office shall be held in an open meeting pursuant to this act.
- (6) To consider material exempt from discussion or disclosure by state or federal statute.

Rule 7.23 GOING INTO CLOSED SESSION – A 2/3 roll call vote of the Councilmembers-Elect is required to meet in closed session for purposes (3) through (6), as listed in Rule 7.2. A majority vote of the Councilmembers-Elect is sufficient for purposes (1) and (2), as listed in Rule 7.2. The roll call vote and the purpose or purposes for meeting in closed session shall be recorded in the minutes of the meeting at which the vote is taken.

Rule 7.34 LEAVING CLOSED SESSION – The City Council may leave a closed session upon a majority vote of the Councilmembers-elect.

Rule 7.45 DECISIONS ON MATTERS DISCUSSED IN CLOSED SESSION TO BE MADE DURING OPEN SESSION – All determinations, actions, votes, or dispositions of motions, proposals, recommendations, resolutions, orders, ordinances, bills, or measures by which the City Council effectuate or formulates public policy must be made during an open session.

Rule 7.56 All matters discussed in closed session are privileged and not to be shared with any person outside of the closed session.

### ACTION BY COUNCIL

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

Rule 8.1 All official action of the Council as required by the City Charter shall be by ordinance or resolution, but decisions on parliamentary procedure may be made upon motion. Other action may be made by upon motion, including decisions on parliamentary procedure.

Rule 8.2 The Chair has the duty to determine whether a motion is in order and may do so at any time before restating the question.



Rule 8.3 No motion may be debated by the Council until it has been restated by the presiding officer Chair and it must be reduced to writing if requested by the presiding officer or any Councilmember. All resolutions and ordinances must be in writing.

Rule 8.43 The ~~Presiding Officer or Chair~~ may request the adoption of a "Consent Agenda" consisting of, as applicable ~~listed on the agenda~~, (a) approval of minutes ~~listed on the agenda~~; (b) accepting and placing on file all communications ~~listed on the agenda~~; (c) approving all appointments, resolutions, and licenses ~~listed on the agenda~~; (d) approving ordinances for introduction and first reading or second reading and enactment, ~~as listed on the agenda~~.

Rule 8.54 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 the Consent Agenda shall be separated ~~at the~~ at the request of any Councilmember. After any separations, there is no debate on approving the Consent Agenda - it shall be voted on or adopted without objection.

### VOTING

Rule 9.1 The determination of any question at a regular City Council meeting shall require a roll call vote, unless there is unanimous consent of the members present. ~~Any request for unanimous consent by the Chair shall include two calls for objections to the request for unanimous consent.~~

Rule 9.2 The determination of any question at a committee meeting shall be by voice vote unless a member objects, in which case a roll call vote shall be taken.

Rule 9.3 The voting on all roll calls shall be rotated so that the Councilmember representing the First Ward shall cast the first vote on the first roll call of any meeting, the Councilmember from the Second Ward shall cast the first vote on the second roll call at any meeting, and so on throughout the meeting so that the first vote on a roll call shall be solicited from the succeeding Councilmember. Following the first vote on any roll call, the remaining Councilmembers shall be called in consecutive order until all nine Councilmembers have been afforded an opportunity to vote on any question.

Rule 9.4 A Councilmember must be seated at their designated seating place to vote. Proxy votes are not allowed.

Rule 9.5 INTERRUPTION OF VOTES – Interruptions during the taking of a vote are permitted only before any member has actually voted, unless, as sometimes occurs in ballot voting, other business is being transacted during voting or tabulating.

Rule 9.6 RULE AGAINST EXPLANATION BY MEMBERS DURING VOTING - A member has no right to "explain his vote" during voting, ~~which would be the same as debate at such a time.~~

Rule 9.7 CHANGING ONE'S VOTE – A member has a right to change his vote up to the time the result is announced by the Chair. A request to change a vote after the Chair's announcement requires the unanimous consent of the body, without debate, and may only be made immediately after the Chair's announcement.

- Rule 9.8      ABSTAINING VOTES – To “abstain” means to not vote at all. Any explanation of an abstention may not exceed 10 seconds.
- Rule 9.9      ABSTAINING FROM VOTING ON A QUESTION OF DIRECT PERSONAL INTEREST – No member should vote on a question in which he/she has a direct personal or pecuniary interest not common to the other members of the organization. ~~Voting on questions which affect oneself—the~~ This rule on abstaining from voting on a question of direct personal interest does not mean that a member should not vote for him/herself for an office or other position to which members generally are eligible, or should not vote when other members are included with him in a motion.

## INTRODUCTION AND ENACTMENT OF ORDINANCES AND RESOLUTIONS

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

## MOTIONS

### CONSIDERATION OF PROCEDURAL MOTIONS

- Rule 11.1      Unless otherwise stated, until debate on a main motion (i.e. to approve or move to Council) regarding an agenda item has begun, the following motions are not in order. When a question is under Otherwisedebate,, the Chair will receive only the following motions may be made by a member holding the floor:

- |                          |   |         |                |          |    |
|--------------------------|---|---------|----------------|----------|----|
| <del>_____</del> Rule 13 | to adjourn_____                               | Rule 19 | to             | refer    | to |
|                          | <u>committee</u>                              |         |                |          |    |
| <del>_____</del> Rule 14 | to recess_____                                | Rule 20 | to             | amend    |    |
| <del>_____</del> Rule 15 | to postpone temporarily _____                 | Rule 21 | to             | postpone |    |
|                          | <u>indefinitely</u>                           |         |                |          |    |
| (lay on the table)       |   |         |                |          |    |
| <del>_____</del> Rule 16 | to vote immediately (previous question) _____ | Rule    | 22             |          |    |
|                          | <u>to reconsider</u>                          |         |                |          |    |
| <del>_____</del> Rule 17 | to limit debate_____                          | Rule 25 | point of order |          |    |

- ~~\_\_\_\_\_~~ Rule 18 to postpone definitely ~~\_\_\_\_\_~~ Rule 26 request ~~\_\_\_\_\_~~ for information
- ~~\_\_\_\_\_~~ Rule 19 to refer (commit)
- ~~\_\_\_\_\_~~ Rule 20 to amend
- ~~\_\_\_\_\_~~ Rule 21 to postpone indefinitely
- ~~\_\_\_\_\_~~ Rule 22 to reconsider
- ~~\_\_\_\_\_~~ Rule 23 to rescind
- ~~\_\_\_\_\_~~ Rule 24 to withdraw a motion
- ~~\_\_\_\_\_~~ Rule 25 point of order
- ~~\_\_\_\_\_~~ Rule 26 request for information

Rule 11.2 If more than one of the above motions are made, they shall be considered in the order listed, and if the same motion is made by multiple Councilmembers, the chair may address those motions at the chair's discretion.

Rule 11.3 Unless otherwise stated, there is no debate on any of these motions.

Rule 11.4 If the substance of a motion made by a Councilmember has the purpose of a motion listed above, the chair shall address it according to its purpose, regardless of how the motion is named by the Councilmember making it.

### **SUPPORT FOR MOTIONS**

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

Rule 12.2 Nominations need not be seconded.

### **MOTIONS #1**

### **MOTION TO ADJOURN**

Rule 13.1 A motion to adjourn is always in order. If it is made during the count of a vote, it will not be considered until after the vote is announced.

Rule 13.2 A motion to adjourn is not debatable. However, the issue of the time to reconvene may be debated if it is introduced by the maker of the motion or by amendment.

Rule 13.23 The Chair may order an adjournment, without objection.

### **MOTION TO RECESS**

Rule 14.1 A motion to recess is always in order and shall state the length of the recess length, which may be up to 36 hours and is not debatable

Rule 14.2 When a recess is taken while any question is pending, the consideration of the question shall be resumed upon the reassembling of the Council.

Rule 14.3 The Chair may order a recess of up to 15 minutes at any time without objection.

**MOTION TO LAY ON THE TABLE/POSTPONE TEMPORARILY/RESUME  
CONSIDERATION**

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

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

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

**MOTION TO LIMIT OR EXTEND DEBATE**

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

**MOTIONS #2**

**MOTION TO POSTPONE DEFINITELY**

- Rule 18.1     Any Councilmember may move  
~~The Council may decide to put off consideration of a pending main motion and to fix set a definite date/time for its consideration.~~
- Rule 18.2     If a date/time is not set by the maker of the motion, Debate on the motion to postpone definitely shall be limited to one round of discussion, 13 minutes per councilmember, and shall be limited to the reasons for the postponement and the date/time the main motion shall be taken up.

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

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

### **MOTION TO AMEND**

- Rule 20.1 Any Councilmember may move to A motion to amend must be germane to the main motion. ~~amend the underlying agenda item (i.e. resolution or ordinance) that is subject to the main motion.~~
- Rule 20.2 ~~An amendment may be amended but an amendment to an amendment may not be amended.~~ Rule 20.2 There is no limit on the number of times an underlying agenda item may be amended. At the Chair's discretion, or at the request of a Councilmember, the chair shall solicit proposed amendments to an underlying agenda item during debate on the main motion, followed by a vote on each proposed amendment after debate has been exhausted, and concluding with a vote on the finalized agenda item as amended.

### **MOTION TO POSTPONE INDEFINITELY**

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

### **MOTION TO RECONSIDER**

- Rule 22.1 ~~A motion to reconsider any decision of the City Council~~ decision on an agenda item that failed may be made, at the same City Council meeting, by any Councilmember who voted in the affirmative, or at any subsequent City Council meeting may be made by any Councilmember that voted in the affirmative on the motion in question, if reconsideration is placed on the agenda at the request of any Councilmember who voted in the affirmative or by the Mayor.-
- Rule 22.2 ~~A motion to reconsider may be made at the same meeting or not later than the next succeeding regular meeting of the Council if notice has been given to the Council prior to the start of the meeting.~~

- Rule 22.23 No question may be reconsidered more than once at any given meeting.
- Rule 22.43 If a Council decision of the Council has gone into effect, the motion to reconsider shall is not be in order.

### **MOTION TO RESCINDING/REPEALING PRIOR ACTION**

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

### **MOTIONS #3**

#### **REQUEST TO WITHDRAWAL OF A MOTIONS**

- Rule 24.1 Any Councilmember may withdraw his or her motion before it has been restated by the Chair ~~and placed before the assembly. The Councilmember~~ A request to withdraw a motion does not require a second. ~~need not obtain concurrence of any other person.~~
- Rule 24.2 After the motion has been ~~placed before the assembly~~ restated by the Chair, it may only be withdrawn by majority consent of ~~all the~~ Councilmembers present. A request to withdraw is undebatable.
- Rule 24.3 ~~No request to withdraw a motion may be made after the vote on the motion has commenced.~~

#### **INCIDENTAL MOTIONS — POINT OF ORDER**

- Rule 25.1 The purpose of a point of order is to correct a breach in the rules when the ~~presiding officer~~ Chair ~~does not correct it, or when the presiding officer~~ Chair ~~makes a breaches~~ of the rules.
- Rule 25.2 A point of order should not be used for minor infractions that do not affect the substantive rights of the City Council or its members, or to improperly take the floor. Multiple violations of this rule shall be cause for disciplinary action.
- Rule 25.3 A point of order does not need a second, can interrupt a speaker, is not debatable, and is decided by the chair, subject to an appeal pursuant to Rule 1.3.
- Rule 25.4 The member making a point of order must explain their point of order in 10 seconds or less, and must cite the specific provision in Council Rules, Robert's rules, or the Flint City Charter that has allegedly been violated.

Rule 25.54 A point of order cannot be ignored by the ~~presiding officer~~Chair. A ruling of "agreement – out of order" or "disagree – denied" must be given. All debate and/or talking shall cease immediately when a point of order is raised, so the ~~presiding officer~~Chair can rule.

Rule 25.5 ~~Any member has the right to appeal the presiding officer's decision on a point of order as set forth in Rule 1.2. Another member must second the appeal, or the appeal fails.~~

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

Rule 26.1 A request for information requests information from the member holding the floor. Its purpose is to help the member making the request for information understand the process and the potential consequences of the next vote.

Rule 26.2 ~~Its purpose is to help the member making the request for information understand the process and the potential consequences of the next vote.~~ A request for information that asks a question for which the requestor already knows the answer (i.e. "isn't it true that...", "do you realize that...") is improper. A request for information seeking information about the speaker's knowledge or state of mind ("do you know that..." or "why do think/feel/believe that...") is also improper. (i.e. an answer in the form of a question) is improper.

Rule 26.3 A request for information cannot be ignored by the ~~presiding officer~~Chair, but the ~~presiding officer~~Chair ~~upon hearing the request~~ may decide whether the request is legitimate and ~~can proceed~~, or whether the speaker is misleadingly utilizing this motion to secure the floor for other purposes. The ~~Presiding Officer~~Chair must rule with either "Proceed" or "Denied".

Rule 26.4 Using a request for information as an opportunity to gain the floor is not allowed. Multiple abuses of use of requests for information is cause for disciplinary action.

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

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

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

Rule 27.1 When a member ~~has been~~is called to order, the Chair shall determine whether ~~if~~ he or she is in order. ~~Every question of order shall be decided by the Chair subject to an appeal.~~

Rule 27.2 The Chair does not have to wait for a point of order to be raised but may rule a councilmember out of order on the Chair's initiative.

Rule 27.32 ~~During any portion of any meeting, Councilmembers may not engage in any type of argumentative discourse with members of the audience, at any time, for any reason.~~

Rule 27.43 Only the ~~presiding officer~~Chair may call an individual up to the podium (and/or table) to speak or answer questions. Other Councilmembers ~~would have to~~must petition the presiding officer to make this request.

Rule 27.54 Mobile devices shall be set to silent mode prior to any meeting being called to order.

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

Rule 28.1 Every Councilmember and every person granted the privilege of speaking to the City Council, on any matter ~~before the City Council, and~~ shall address all remarks to ~~members of the Council~~the Chairand shall not speak until recognized.

Rule 28.2 When two or more Councilmembers address the Chair at the same time, the Chair shall name the Councilmember who is first to speak.

Rule 28.3 A Councilmember who desires to speak, ~~on any matter before the City Council,~~ must first obtain the floor by being recognized by the ~~presiding~~ Chair. A Councilmember must be in their seat when ~~requesting to be recognized~~request the floor.

Rule 28.4 Unless otherwise specified by these rules, each member has the right to speak up to twice on the same question ~~on the same day~~main motion, for ~~3~~ 5-minutes during each round, but cannot make a second speech on the same question so long as any member who has not spoken on that question desires the floor. A member who has spoken twice ~~on a particular question on the same day or who has exhausted their allocated time has exhausted his/her right to debate on that question for that day.~~

Rule 28.5 The Clerk shall utilize a timer and track members' time. There is no right to "sum up" or "conclude" after the expiration of a members' allotted time. Once the timer has started, only the Chair may order that the timer be paused or adjusted, and only if a subsidiary motion has been properly made and seconded.

Rule 28.64 Councilmembers may request, from the presiding Chair, the opportunity to ask questions of ~~Administrative staff~~Staff, etc. ~~or others,~~ during debate on any agenda item. Any such questions and responses shall be ~~incorporated as part~~count against of the Councilmember's allotted time.

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

Rule 29.1 All meetings of the Council shall be open to the public in accordance with law.

Rule 29.2 If a member of the public wishes to address the City Council or its committees, they may do so at the ~~regular City Council meeting~~during the time designated for public comment.

Rule 29.3 Members of the public who wish to address the City Council or its committees must register before the meeting begins. A box will be placed at the entrance to the Council Chambers for collection of registrations. No additional speakers or slips will be accepted after the meeting begins. ~~He or she shall submit, prior to the start of the meeting, a statement in writing containing his or her name and address and the topic~~



to be covered. A box will be placed at the entrance to the Council Chambers for the collection of the statements.

- Rule 29.43 Members of the public shall have no more than 23 minutes per speaker during public comment, with 0. Only one speaking opportunity per speaker. Numbered speaker slips will be provided prior to the start of a meeting to those wishing to speak during this portion of the agenda. No additional speakers or slips will be accepted after the meeting begins. City Councilmembers may not speak as a member of the public at this time. Public speakers may not allocate or "donate" their allotted time to another person.
- Rule 29.59 Councilmembers may respond once to all public speakers only after all public speakers have spoken. An individual Councilmember's response shall be limited to 2 minutes and is subject to all rules. Final Council comments shall be limited to 2 minutes and are subject to all rules.
- Rule 29.64 Members of the public shall have no more than 3 minutes to speak during a public hearing. If a member of the public is addressing the Council at a scheduled public hearing, he or she shall stand to obtain recognition by the President at the opening of the hearing or at the conclusion of the remarks of the previous speaker. Comments during a public hearing must be germane to the public hearing.
- Rule 29.75 Members of the public shall have no more than 3 minutes to address the City Council during a public hearing.
- Rule 29.6 Councilmembers may not speak during public hearings nor may they respond to speakers.
- Rule 29.87 Any person speaking at a Council meeting may be called to order by the President or any Councilmember for failure to be germane, for vulgarity, or for speaking in excess of the allotted time, or any other violation of these rules.
- Rule 29.8 Any person who is called to order shall thereupon yield the floor until the President Chair shall have determined whether he or she is in order. Every question of order shall be decided by the President subject to an appeal by any Councilmember to the Council. If a person so engaged in presentation shall be determined by the Council to be out of order, that person must yield the floor and forfeit shall not be permitted to continue at the same meeting except on special leave of the Council any remaining time.
- Rule 29.9 Councilmembers may respond once to all public speakers only after all public speakers have spoken. An individual Councilmember's response shall be limited to 2 minutes and is subject to all rules. Final Council comments shall be limited to 2 minutes and are subject to all rules.

### CONDUCT, ETHICS AND DISCIPLINARY ACTIONS

#### GENERAL CONDUCT AND STANDARDS OF CONDUCT

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

- Rule 30.2 Speakers should address their remarks to the chair, maintain a courteous tone, and avoid interjecting a personal note into debate.
- Rule 30.3 During meetings of the City Council, Councilmembers should refer to each other only as "Councilmember from the [number] Ward" and in a respectful manner.
- Rule 30.4 The Chair may require Councilmembers to yield the floor for failure to follow these standards, failure to be germane, for excessive repetition, for remaining silent while having the floor, or for failure to follow any other Council rule.

### **ETHICS**

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

### **DISCIPLINARY ACTIONS**

- Rule 32.1 Every Councilmember is subject to the established rules and disciplinary actions for violations of rules and city ordinances.
- Rule 32.2 For any repeated violation of these rules, the ~~Presiding Officer or~~ Chair may order discipline up to and including removal from a meeting. Any discipline issued is subject to an appeal raised pursuant to Rule 1.32. If a Councilmember is removed from a meeting, they may not return to participate in any other committee or Council meetings held on the same day.

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

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

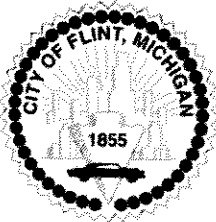
RULES ORIGINALLY ADOPTED: MAY 10, 1976

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

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

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

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



RESOLUTION NO.:

230479

PRESENTED:

JAN - 3 2024

ADOPTED:

PROPOSAL: P24000511

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO EASTERN ASPHALT FOR THE RESURFACING OF (4) PARKS PARKING LOTS**

**WHEREAS**, The City of Flint Division of Purchases and Supplies solicited proposals for Resurfacing (16) City of Flint Parks Parking Lots on behalf of the Department of Planning and Economic Development. Eastern Asphalt was the awarded qualified bidder for this solicitation, but due to cost constraints at this time, (4) parking lots will be completed.

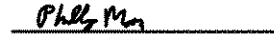

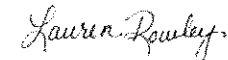
**WHEREAS**, Flint City Council allocated funding of the American Rescue Plan Act dollars (ARPA) to (3) parks projects including the parks parking lot resurfacing project, via Resolution #230426 on November 17, 2023.

**WHEREAS**, The Administration is requesting \$263,897.61 (which includes a 19% contingency) in parks-allocated ARPA funding to complete the parks parking lot resurfacing project in (4) city parks for FY24 (07/01/23-06/30/24).

The Funds will come from the following account(s):

Account Number	Account Name/ Grant Code	Amount
*287-738.001-801.000	PROFESSIONAL SERVICES/FUSDT-CSLFRF	\$263,897.61
	<b>FY24 GRAND TOTAL</b>	<b>\$263,897.61</b>

**IT IS RESOLVED**, That the Appropriate City Officials, upon City Council's approval, are hereby authorized to enter into a contract with Eastern Asphalt for the resurfacing of (4) City Park Parking Lots, in an amount not-to-exceed \$263,897.61 for FY24 (07/01/23-06/30/24). 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 Treasury final Rules. Funding for this project shall come from the American Rescue Plan Act fund (287).

**APPROVED AS TO FORM:**  
William Kim (Dec 20, 2023 14:38 EST)**William Kim, City Attorney****APPROVED AS TO FINANCE:**  
Phillip Moore (Dec 20, 2023 13:55 EST)**Phillip Moore, Chief Financial Officer****FOR THE CITY OF FLINT:**  
CLYDE D EDWARDS (Dec 21, 2023 13:24 EST)**Clyde Edwards, City Administrator****APPROVED BY CITY COUNCIL:****APPROVED AS TO PURCHASING:****Lauren Rowley, Purchasing Manager**



## CITY OF FLINT

### RESOLUTION STAFF REVIEW FORM

**TODAY'S DATE:** 12/18/23

**BID/PROPOSAL#** P#24000511

**AGENDA ITEM TITLE:** Resolution Authorizing the Division of Community Development to Enter into an agreement with Eastern Asphalt to repair 4 city parks within the City of Flint.

**PREPARED BY** Emily Doerr, Director of Planning and Development

**VENDOR NAME:** Eastern Asphalt

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

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

Eastern Asphalt to provide parking lot improvements for Clara Hilborn, Ophelia Bonner, Cook, and Durant Parks.

**FINANCIAL IMPLICATIONS:**

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

Dept.	Name of Account	Account Number	Grant Code	Amount
Planning and Development	Professional Services	287-738.001-801.000	FUSDT-CSLFRF	\$263,897.91
		<b>FY23/24 GRAND TOTAL</b>		

**PRE-ENCUMBERED?** YES ☒ NO ☐ **REQUISITION NO:** 240007999

**ACCOUNTING APPROVAL:** Carissa Dotson **Date:** 12/19/2023

**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)**



## CITY OF FLINT

---

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

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

**DEPARTMENT HEAD SIGNATURE:** Emily Doerr Director, Dept of Planning and Development  
(PLEASE TYPE NAME, TITLE)



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

**Sheldon A. Neeley**  
Mayor

**Emily Doerr**  
Director

# Memo

**From:** Emily Doerr, Planning and Development

**To:** Lauren Rowley, Purchasing Manager:

**Date:** October 11<sup>th</sup>, 2023

**Re:** Bid Recommendation – Parking Lot Resurfacing for City Parking Lots

---

Based on the bid tabulation for proposals received, Eastern Asphalt is the best bidder based on recommendations and bid responses. I recommend proceeding with the approval of Eastern Asphalt, to complete the base bid of \$221,350.50. In addition, given the shape of the parks, it would be beneficial to add a contingency of 19 percent, or \$42,547.11, to cover any unexpected cost, as needed. The total amount of the contract with the contingency is \$263,897.61.

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



**SEALED PROPOSALS RECEIVED IN THE DIVISION OF PURCHASES & SUPPLIES**

**Parking Lot Resurfacing Project – 16 Parks**

**P24-511**

Approximate Annual Quantities – Not Guaranteed  
Furnish as requested for the period 7/1/23 – 6/30/24

**Bidder #1: Asphalt Specialists  
Pontiac, MI**

**Total: \$600,500.00**

**Bidder #2: Chippewa Asphalt  
Flint, MI**

**Total: \$598,000**

**Bidder #3: Eastern Asphalt  
Flint, MI**

**Total: \$1,088,404.25**

**Bidder #4: LGC Global  
Detroit, MI**

<b>Total (with Option 1 for Broome Park)</b>	<b>\$1,518,683</b>
<b>Total (with Option 2 for Broome Park)</b>	<b>\$1,255,902</b>
<b>Total (with Option 3 for Broome Park)</b>	<b>\$1,248,097</b>

**A SPECIAL NOTE FROM THE PURCHASING DIVISION**

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



G-5172 N. Dort Hwy.  
 Flint, MI 48505  
 (810) 787-5500 (810) 787-8222

Project: #1 - Clara Hilborn Park  
 Job Address:  
 Client:  
 Client Contact:  
 Billing Address:  
 (if not same as above)  
 Phone #:  
 E-mail:

September 25, 2023

Line item cost breakdown:		Qty:	Unit:	Unit Prices:		Total:
Scope of Work						
1	Remove substandard existing asphalt	9,000	SF	\$ 1.05	\$	9,450.00
	* Removal is based on a 4 inch maximum asphalt depth.					
2	Clear brush and debris 5 feet back from edge of lot	1	LS	\$ 1,500.00	\$	1,500.00
3	Installation of new asphalt leveling course	1,000	SY	\$ 19.85	\$	19,850.00
	* Asphalt cross section to be 2.5" of MDOT 3C					
4	Installation of new asphalt wearing course	1,000	SY	\$ 14.50	\$	14,500.00
	* Asphalt cross section to be 1.5" of MDOT 13A					
5	Pavement Marking	1	LS	\$ 600.00	\$	600.00
	* As per original layout					
Total Job:				\$		45,900.00

**\* Job is based on completing project in 1 continuous phase unless noted.**

*\* This Proposal is good for 30 days after date of submission. Supplier requires us to sign quote on asphalt within 30 days to hold their prices.*

Non Job Specific Exclusions: Alligator cracks, designed contraction or expansion joints. Concrete repair or remediation. Excavation or replacement of base course or sub-base material unless noted. Engineering, removal or relocation of any existing utilities, permits & fees (except those listed), hazardous materials, gas utilities, phone utilities, cable, temporary utilities, backwater valves, meters, retaining/screen walls and/or excavation/backfill of retaining walls, weed or vegetation removal, export of any fill material unless noted, landscaping, slope re-vegetation, fence, wall or barricade removal, Local municipality ROW permit, landscape pathway, seal. All items of work required to complete the sitework on this project which are not specifically included in this proposal, are excluded.

Respectfully Submitted,

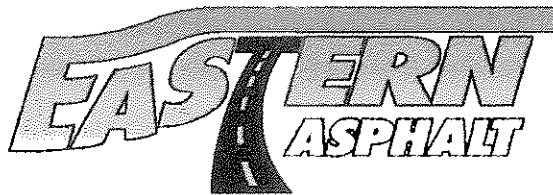
Accepted by:

Date:

*Tod L. Molesworth*

Tod L. Molesworth, Estimator  
 Office: 810-787-5500  
 Cell: 810-357-3457  
 Email: tod@easternasphalt.com





C-6172 N. Dort Hwy.  
Flint, MI 48505  
(810) 787-5500 (810) 787-8222

Project: #11 - Durant Park  
Job Address:  
Client:  
Client Contact:  
Billing Address:  
(if not same as above)  
Phone #:  
E-mail:

September 25, 2023

Line item cost breakdown:		Qty:	Unit:	Unit Prices:		Total:
Scope of Work						
1	Remove substandard existing asphalt * Removal is based on a 4 inch maximum asphalt depth.	8,775	SF	\$	0.75	\$ 6,581.25
2	Remove and replace concrete entrance * New concrete to be 6" in depth	325	SF	\$	24.00	\$ 7,800.00
3	Installation of new asphalt leveling course * Asphalt cross section to be 2.5" of MDOT 3C	975	SY	\$	18.09	\$ 17,637.75
4	Installation of new asphalt wearing course * Asphalt cross section to be 1.5" of MDOT 13A	975	SY	\$	13.23	\$ 12,899.25
5	Pavement Marking * As per original layout	1	LS	\$	600.00	\$ 600.00
Total Job:				\$	45,518.25	

**\* Job is based on completing project in 1 continuous phase unless noted.**

*\* This Proposal is good for 30 days after date of submission. Supplier requires us to sign quote on asphalt within 30 days to hold their prices.*

Non Job Specific Exclusions: Alligator cracks, designed contraction or expansion joints. Concrete repair or remediation. Excavation or replacement of base course or sub-base material unless noted. Engineering, removal or relocation of any existing utilities, permits & fees (except those listed), hazardous materials, gas utilities, phone utilities, cable, temporary utilities, backwater valves, meters, retaining/screen walls and/or excavation/backfill of retaining walls, weed or vegetation removal, export of any fill material unless noted, landscaping, slope re-vegetation, fence, wall or barricade removal, Local municipality ROW permit, landscape pathway, seal. All items of work required to complete the sitework on this project which are not specifically included in this proposal, are exclude:

Respectfully Submitted,

Accepted by;

Date:

*Tod L. Molesworth*

Tod L. Molesworth, Estimator  
Office: 810-787-5500  
Cell: 810-367-3467  
Email: [tod@easternasphalt.com](mailto:tod@easternasphalt.com)



G-5172 N. Don Hwy.  
Flint, MI 48505  
(810) 787-5500 (810) 787-8222

Project: #6 - Ophelia Bonner  
Job Address:  
Client:  
Client Contact:  
Billing Address:  
(if not same as above)  
Phone #:  
E-mail:

September 25, 2023

Line Item cost breakdown:		Qty:	Unit:	Unit Prices:		Total:
Scope of Work						
1	Pulverize existing deteriorated asphalt	3,005	SY	\$	7.30	\$ 21,936.50
	* Pulverize (grind) existing asphalt, balance, grade and compact for paving.					
2	Installation of new asphalt leveling course	3,005	SY	\$	14.86	\$ 44,654.30
	* Asphalt cross section to be 2.5" of MDOT 3C					
3	Installation of new asphalt wearing course	3,005	SY	\$	10.33	\$ 31,041.65
	* Asphalt cross section to be 1.5" of MDOT 13A					
4	Pavement Marking	1	LS	\$	858.55	\$ 858.55
	* As per original layout					
Total Job:				\$	98,491.00	

\* Job is based on completing project in 1 continuous phase unless noted.  
\* Proposal above does NOT include any curb replacement as old asphalt curb will not survive the construction process.

*Alternate*

1	Installation of new mountable concrete curb	815	LF	\$ 31.25	\$	25,468.75
	* Mountable concrete curb is best for snow removal.					

*\* This Proposal is good for 30 days after date of submission. Supplier requires us to sign quote on asphalt within 30 days to hold their prices.*

Non Job Specific Exclusions: Alligator cracks, designed contraction or expansion joints. Concrete repair or remediation. Excavation or replacement of base course or sub-base material unless noted. Engineering, removal or relocation of any existing utilities, permits & fees (except those listed), hazardous materials, gas utilities, phone utilities, cable, temporary utilities, backwater valves, meters, retaining/screen walls and/or excavation/backfill of retaining walls, weed or vegetation removal, export of any fill material unless noted, landscaping, slope re-vegetation, fence, wall or barricade removal, Local municipality ROW permit, landscape pathway, seal. All items of work required to complete the sitework on this project which are not specifically included in this proposal, are exclude.

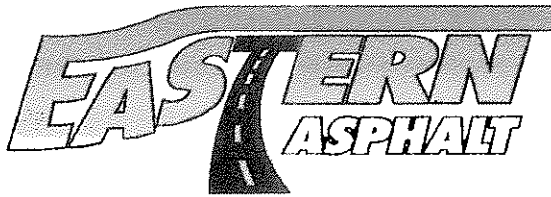
Respectfully Submitted,

Accepted by:

Date:

*Tod L. Molesworth*

Tod L. Molesworth, Estimator  
Office: 810-787-5500  
Cell: 810-367-3457  
Email: tod@easternasphalt.com



G-5172 N. Dort Hwy.  
Flint, MI 48505  
(810) 787-5500 (810) 787-8222

Project: #12 - Cook Park  
Job Address:  
Client:  
Client Contact:  
Billing Address:  
(if not same as above)  
Phone #:  
E-mail:

September 25, 2023

Line Item cost breakdown:		Qty:	Unit:	Unit Prices:		Total:
Scope of Work						
1	Remove and replace concrete entrance	375	SF	\$ 28.00	\$	10,500.00
	* New concrete to be 6" in depth					
2	Rebuild catch basin and adjust manhole set in the entrance	2	EA	\$ 2,000.00	\$	4,000.00
	* Asphalt cross section to be 2.5" of MDOT 3C					
3	Installation of new asphalt wearing course	925	SY	\$ 17.45	\$	16,141.25
	* Asphalt cross section to be 2.0" of MDOT 13A					
4	Pavement Marking	1	LS	\$ 800.00	\$	800.00
	* As per original layout					
Total Job:				\$		31,441.25

**\* Job is based on completing project in 1 continuous phase unless noted.**

*\* This Proposal is good for 30 days after date of submission. Supplier requires us to sign quote on asphalt within 30 days to hold their prices.*

Non Job Specific Exclusions: Alligator cracks, designed contraction or expansion joints. Concrete repair or remediation. Excavation or replacement of base course or sub-base material unless noted. Engineering, removal or relocation of any existing utilities, permits & fees (except those listed), hazardous materials, gas utilities, phone utilities, cable, temporary utilities, backwater valves, meters, retaining/screen walls and/or excavation/backfill of retaining walls, weed or vegetation removal, export of any fill material unless noted, landscaping, slope re-vegetation, fence, wall or barricade removal, Local municipality ROW permit, landscape pathway, seal. All items of work required to complete the sitework on this project which are not specifically included in this proposal, are excluded.

Respectfully Submitted,

Accepted by:

Date:

*Tod L. Molesworth*

Tod L. Molesworth, Estimator  
Office: 810-787-5500  
Cell: 810-357-3457  
Email: [tod@easternasphalt.com](mailto:tod@easternasphalt.com)



PROPOSAL: P24000509

BY THE CITY ADMINISTRATOR:

RESOLUTION NO.:

230480

PRESENTED:

JAN - 3 2024

ADOPTED:

**RESOLUTION TO NATIONWIDE CONSTRUCTION GROUP FOR THE INSTALLATION OF BOLLARDS  
IN (11) PARKS**

**WHEREAS**, The City of Flint Division of Purchases and Supplies solicited proposals for the Installation of Bollards in (11) City of Flint Parks on behalf of the Department of Planning and Economic Development. Nationwide Construction Group was awarded the lowest responsive bidder for this solicitation.

**WHEREAS**, Flint City Council allocated funding of the American Rescue Plan Act dollars (ARPA) to (3) parks projects including the bollard installation, via Resolution #230426 on November 17, 2023.


**WHEREAS**, The Administration is requesting \$890,970. (which includes a 5% contingency) in parks-allocated ARPA funding to complete the bollard installation project for FY24 (07/01/23-06/30/24).

The Funds will come from the following account(s):

Account Number	Account Name/ Grant Code	Amount
*287-738.001-801.000	PROFESSIONAL SERVICES/FUSDT-CSLFRF	\$890,970.61
	<b>FY24 GRAND TOTAL</b>	<b>\$ 890,971.61</b>


**IT IS RESOLVED**, That the Appropriate City Officials, upon City Council's approval, are hereby authorized to enter into a contract with Nationwide Construction Group for Installation of Bollards in (11) parks in an amount not-to-exceed \$890,971.61 for FY24 (07/01/23-06/30/24). 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 Treasury final Rules. Funding for this project shall come from the American Rescue Plan Act fund (287).

**APPROVED AS TO FORM:**

  
William Kim (Dec 20, 2023 14:37 EST)


**William Kim, City Attorney**

**APPROVED AS TO FINANCE:**

  
Phillip Moore (Dec 20, 2023 13:54 EST)

**Phillip Moore, Chief Financial Officer**

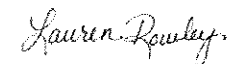
**FOR THE CITY OF FLINT:**

  
CLYDE D EDWARDS (Dec 21, 2023 13:24 EST)

**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

**APPROVED AS TO PURCHASING:**



**Lauren Rowley, Purchasing Manager**



## CITY OF FLINT

### RESOLUTION STAFF REVIEW FORM

**TODAY'S DATE:** 12/18/23

**BID/PROPOSAL#** P#24000509

**AGENDA ITEM TITLE:** Resolution Authorizing the Division of Community Development to Enter into an agreement with Nationwide Construction Group to prepare install bollards in 11 city parks.

**PREPARED BY** Emily Doerr, Director of Planning and Development

**VENDOR NAME:** Nationwide Construction Group

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

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

Nationwide Construction Group agrees to provide bollard installation services for the protection of parks located at Clara Hilborn, Bassett, Iroquois, Ophelia Bonner, Dewey, Longway, Polk, Dort, Broome, Sarvis, and Thread Lake Parks (collectively referred to as the "Parks").

**FINANCIAL IMPLICATIONS:**

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

Dept.	Name of Account	Account Number	Grant Code	Amount
Planning and Development	Professional Services	287-738.001-801.000	FUSDT-CSLFRF	\$890,970.61
<b>FY23/24 GRAND TOTAL</b>				

**PRE-ENCUMBERED?** YES ☐ NO ☐ **REQUISITION NO:** 240007997

**ACCOUNTING APPROVAL:** Carissa Dotson **Date:** 12/19/2023

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



## CITY OF FLINT

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**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*)**

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

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

**DEPARTMENT HEAD SIGNATURE:** Emily Doerr Director, Dept of Planning and Development  
(PLEASE TYPE NAME, TITLE)



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

**Sheldon A. Neeley**  
Mayor

**Emily Doerr**  
Director

# Memo

**From:** Emily Doerr, Planning and Development

**To:** Lauren Rowley, Purchasing Manager:

**Date:** September 14, 2023

**Re:** Bid Recommendation – Installation of Bollards for Eleven Parks

---

Based on the bid tabulation for proposals received, Nationwide Construction Group is the apparent low bidder. I recommend proceeding with the approval of Nationwide Construction Group, to complete the base bid of \$848,543.44. In addition, given the shape of the parks, it would be beneficial to add a contingency of 5 percent, or \$42,427.17, to cover any unexpected cost, as needed. The total amount of the contract with the contingency is \$890,970.61.

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



**NATIONWIDE**  
**CONSTRUCTION GROUP**  
An RMD Holdings, Ltd. Company  
An Equal Opportunity Employer

Corporate Office - 69951 Lowe Plank Road, Richmond, MI 48062  
Mailing Address - PO Box 458, Richmond MI 48062  
Phone (586) 749-6900 (Fax (586) 749-6900  
www.nationwide-companies.com

September 11, 2023

Re: City of Flint -- Installation of Bollards for 11 Parks - RFP #24000509

Nationwide Construction Group respectfully submits the following quote to furnish and install the following at the above referenced location:

Sheet	Total Sell	COUNT	PER EA
Clara Hilborn	\$101,385.13	594	\$170.68
Bassett	\$40,898.02	219	\$186.75
Martin	\$14,100.29	82	\$171.95
Iroquois	\$45,331.80	276	\$164.25
Whaley	\$53,291.22	326	\$163.47
Delaware	\$26,988.20	190	\$142.04
Longway	\$237,918.69	1430	\$166.38
Polk	\$20,847.34	120	\$173.73
Dort	\$20,241.15	114	\$177.55
Broome	\$257,128.63	1450	\$177.33
Thread Lake	\$12,180.69	63	\$193.34
<b>Totals</b>	<b>\$848,543.44</b>	<b>4,864</b>	<b>\$174.45</b>

- 6" x 8" x 8'; #1 Southern Yellow Pine; Smooth four Sides; .15 CA-C; Band Route / Chamfer Top; Earth Driven or Earth Set and Tamped.

**TOTAL BASE BID: \$848,543.44; \$174.45 per Each.**

**Terms and Conditions:**

1. Nationwide Const. Group is not responsible for locating, repairing or replacing any private underground utilities, sprinkler lines etc.
2. Any clearing, grading or staking of fence and or property line to be done by others.
3. All material, tax and labor included.
4. Any unforeseen conditions below grade which hinders post driving/digging operations will be subject to additional hourly rates.
5. This proposal does not include allowances for any bonds or dues.
6. This proposal is based on (Open Shop/Base Wages), if different please advise.
7. Spoils from posts holes to be spread on site

Thank you for letting us quote your project needs, if there are any questions, please do not hesitate to call me at (586) 206-9587.  
Respectfully Submitted

*S Wasik*

Scott Wasik  
Project Manager  
RMD Holdings/dba/Nationwide Construction Group - 69951 Lowe Plank Rd





**SEALED PROPOSALS RECEIVED IN THE DIVISION OF PURCHASES & SUPPLIES**

**Installation of Bollards – 11 Parks**

**P24-511**

Approximate Annual Quantities – Not Guaranteed  
Furnish as requested for the period 7/1/23 – 6/30/24

**Bidder #1: Ingram Roofing  
Rochester, MI**

**Price per Bollard Install w/ pea gravel: \$300  
Quantity: 6775  
Total Price: \$2,032,500.00**

**Bidder #2: Nationwide Construction Group  
Richmond, MI**

**Price per Bollard Install: \$174.45  
Quantity: 4,864  
Total Price: \$848,533.44**

**A SPECIAL NOTE FROM THE PURCHASING DIVISION**

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

240000

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

PRESENTED: JAN - 8 2024

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

**RESOLUTION TO ASSIST RESIDENTS WHO LOST OWNERSHIP OF THEIR PROPERTY DUE  
TO THE GENESEE COUNTY BULK FORECLOSURE PROCESS**

**BY THE CITY COUNCIL:**

At the annual Genesee County public auction for foreclosed properties, 190 occupied homes located within the city of Flint were purchased by a single developer, leaving these residents at risk for eviction; and

The City Council understands there is a critical need for residents who may be in the process of paying rent or relocating, or who may be vulnerable to eviction due to said foreclosures and will work with Legal Services of Eastern Michigan to facilitate this assistance; and

The Flint City supports doing all things necessary to spend up to \$150,000.00 in ARPA Funding (Revenue Replacement), in an amount up to \$2,000.00 per household, in order to provide assistance to any resident who is facing eviction or is vulnerable to relocation due to this bulk property purchase, including – but not limited to – rental payments, down payments towards the reestablishment of homeownership, etc.

Account Number	FUSDT-Revenue Replacement/ARPA	\$150,000.00
TBD	FUSDT – CSLFRF/ARPA	\$150,000.00
	FY Grand Total	\$150,000.00

IT IS RESOLVED, that the appropriate City Officials are authorized to execute an agreement with Legal Services of Eastern Michigan to provide assistance including – but not limited to – rental payments, down payments towards the reestablishment of homeownership, etc. to households facing foreclosure, eviction or relocation due to the Genesee County bulk property purchase, in an amount up to \$2,000.00 per household, for a total of \$150,000.00.

**APPROVED AS TO FORM:**

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

**FOR THE CITY:**

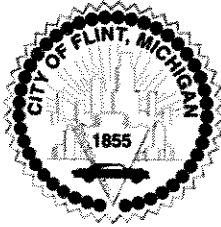
\_\_\_\_\_  
Clyde Edwards, City Administrator

**APPROVED AS TO FINANCE:**

\_\_\_\_\_  
Phillip Moore, Chief Financial Officer

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_



240007  
RESOLUTION NO.: \_\_\_\_\_

PRESENTED: JAN 17 2024

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

## RESOLUTION TO FLOCK SAFETY FOR PUBLIC SAFETY SURVEILLANCE CAMERAS

### BY THE CITY ADMINISTRATOR:


**WHEREAS,** The Flint Police Department is requesting approval of the use of Flock Group Inc. cameras for May 2023 through December of 2023 in the amount of \$90,000.00. Flock Group Inc. is the sole source utilized by the Flint Police Department as they can view, search and archive footage and receive notifications. The system has patented "Shot spotter technology" and the system is a useful tool for investigations.

**WHEREAS,** The Flint Police Department is requesting approval to enter into a five year agreement with Flock Safety Services to acquire the use of their cameras. The agreement would start in December of 2023 and end in December of 2028, the amount of each year would be \$180,000.00.

Account Number	Account Name/Grant Code	Amount
101-315.000-801.000	Professional Services	\$180,000.00
265-310.206-801.000	Professional Services	\$90,000.00


**IT IS RESOLVED,** that the appropriate City officials are hereby authorized to do all things necessary, upon City Council's approval, to enter into a five year agreement with Flock Group Inc. for the use of their cameras in an annual amount of \$180,000.00 and pending adoption of FY25 (07/01/2024-06/30/25), FY26 (07/01/2025-06/30/26), FY27 (07/01/2026-06/30/27), FY28 (07/01/2027-06/30/28) and FY29 (07/01/2028-06/30/29) budgets for a combined five and a half (5.5) year total of \$990,000.00.

### APPROVED AS TO FORM:

  
William Kim (Jan 4, 2024 12:25 EST)


William Kim, Chief Legal Officer

### APPROVED AS TO FINANCE:

  
Phillip Moore (Jan 4, 2024 16:30 EST)

Phillip Moore, Chief Financial Officer

### FOR THE CITY OF FLINT:

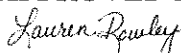
  
CLYDE D EDWARDS (Jan 5, 2024 10:38 EST)

Clyde D. Edwards, City Administrator

### APPROVED BY CITY COUNCIL:

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

### APPROVED AS TO PURCHASING:



Lauren Rowley, Purchasing Manager



## CITY OF FLINT

### RESOLUTION STAFF REVIEW FORM

**TODAY'S DATE:** 01/03/2024

**BID/PROPOSAL#:**

**AGENDA ITEM TITLE:** FLOCK FALCON SURVEILLANCE CAMERA RENEWAL

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

**VENDOR NAME:** FLOCK GROUP INC.

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

The Police Department is requesting the approval of a purchase order for Flock Group Inc. for the renewal of the service from May 2023 through December 2023 (\$90,000.00). Flock Safety is a public safety operating system that helps communities and law enforcement in over 1,500 cities working together to eliminate crime, protect privacy and mitigate bias. The Police Department has been using the Flock Group since April 2021 and is the Sole Source utilized by the Police Department. The Police Department is also requesting approval to enter into a five-year agreement with Flock for the use of the cameras from December 2023 through December 2028 (\$180,000.00) bringing the total amount to \$270,000.00

**FINANCIAL IMPLICATIONS:** None

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

Dept.	Name of Account	Account Number	Grant Code	Amount
Police	Professional Services	101-315.000-801.000		\$180,000.00
Police	Professional Services	265-310.206-801.000		\$90,000.00
		<b>FY-24 GRAND TOTAL</b>		<b>\$270,000.00</b>

**PRE-ENCUMBERED?** YES ☒ NO ☐ **REQUISITION NO:** 24-0008088

**ACCOUNTING APPROVAL:** Candice Smith  
Candice Smith (Jan 3, 2024 15:07 EST) **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:** Terence Green  
Terence Green (Jan 3, 2024 17:19 EST)  
(Terence Green – Chief of Police)

**Flock Safety + MI - Flint PD**

Flock Group Inc.  
1170 Howell Mill Rd. Suite 210  
Atlanta, GA 30318

MAIN CONTACT:  
Alex Graber  
alex.graber@flocksafety.com  
414-881-9494

flock safety

# flock safety

## EXHIBIT A ORDER FORM

Customer: MI - Flint PD  
 Legal Entity Name: MI - Flint PD  
 Accounts Payable Email: tgreco@cityofflint.com  
 Address: 1101 S Saginaw Flint, Michigan 48502

Initial Term: 60 Months  
 Renewal Term: 24 Months  
 Payment Terms: Net 30  
 Billing Frequency: Annual Plan - First Year Invoiced at Signing.  
 Retention Period: 30 Days

### Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
<b>Flock Safety Platform</b>			<b>\$180,000.00</b>
<b>Flock Safety Flock OS</b>			
FlockOS™	Included	1	Included
<b>Flock Safety LPR Products</b>			
Flock Safety Falcon 4	Included	62	Included
<b>Flock Safety Audio Products</b>			
Flock Safety Raven 8 - 1mi	Included	1	Included

### Professional Services and One Time Purchases

Item	Cost	Quantity	Total
<b>One Time Fees</b>			

Subtotal Year 1: \$180,000.00  
 Annual Recurring Subtotal: \$180,000.00  
 Discounts: \$205,000.00  
 Estimated Tax: \$0.00  
 Contract Total: \$900,000.00

*Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This Agreement will automatically renew for successive renewal terms of the greater of one year or the length set forth on the Order Form (each, a "Renewal Term") unless either Party gives the other Party notice of non-renewal at least thirty (30) days prior to the end of the then-current term.*

**Billing Schedule**

Billing Schedule	Amount (USD)
Year 1	
At Contract Signing	\$180,000.00
Annual Recurring after Year 1	\$180,000.00
Contract Total	\$900,000.00

\*Tax not included

**Discounts**

Discounts Applied	Amount (USD)
Flock Safety Platform	\$205,000.00
Flock Safety Add-ons	\$0.00
Flock Safety Professional Services	\$0.00

**Product and Services Description**

Flock Safety Platform Items	Product Description	Terms
Flock Safety Falcon ®	An infrastructure-free license plate reader camera that utilizes Vehicle Fingerprint® technology to capture vehicular attributes.	The Term shall commence upon first installation and validation of Flock Hardware.
Flock Safety Raven®	An audio detection device that provides real-time alerting to law enforcement based on programmed audio events.	The Term shall commence upon first installation and validation of Flock Hardware.

One-Time Fees	Service Description
Installation on existing infrastructure	One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief.
Professional Services - Standard Implementation Fee	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.
Professional Services - Advanced Implementation Fee	One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief.

**FlockOS Features & Description****Package: Essentials**

FlockOS Features	Description
Community Cameras (Full Access)	Access to all privately owned Flock devices within your jurisdiction that have been shared with you.
Unlimited Users	Unlimited users for FlockOS
State Network (LP Lookup Only)	Allows agencies to look up license plates on all cameras opted in to the statewide Flock network.
Nationwide Network (LP Lookup Only)	Allows agencies to look up license plates on all cameras opted in to the nationwide Flock network.
Direct Share - Surrounding Jurisdiction (Full Access)	Access to all Flock devices owned by law enforcement that have been directly shared with you. Have ability to search by vehicle fingerprint, receive hot list alerts, and view devices on the map.
Time & Location Based Search	Search full, partial, and temporary plates by time at particular device locations
License Plate Lookup	Look up specific license plate location history captured on Flock devices
Vehicle Fingerprint Search	Search footage using Vehicle Fingerprint™ technology. Access vehicle type, make, color, license plate state, missing / covered plates, and other unique features like bumper stickers, decals, and roof racks.
Flock Insights/Analytics page	Reporting tool to help administrators manage their LPR program with device performance data, user and network audits, plate read reports, hot list alert reports, event logs, and outcome reports
ESRI Based Map Interface	Flock Safety's maps are powered by ESRI, which offers the ability for 3D visualization, viewing of floor plans, and layering of external GIS data, such as City infrastructure (i.e., public facilities, transit systems, utilities), Boundary mapping (i.e., precincts, county lines, beat maps), and interior floor plans (i.e., hospitals, corporate campuses, universities)
Real-Time NCIC Alerts on Flock ALPR Cameras	Alert sent when a vehicle entered into the NCIC crime database passes by a Flock camera
Unlimited Custom Hot Lists	Ability to add a suspect's license plate to a custom list and get alerted when it passes by a Flock camera



By executing this Order Form, Customer represents and warrants that it has read and agrees all of the terms and conditions contained in the Terms of Service located at <https://www.flocksafety.com/terms-and-conditions>

The Parties have executed this Agreement as of the dates set forth below.

FLOCK GROUP, INC.

Customer: MI - Flint PD

By: \_\_\_\_\_

By:  \_\_\_\_\_

Name: James LaCamp Mark Smith  
\_\_\_\_\_

Name: Terence Green  
\_\_\_\_\_

Title: \_\_\_\_\_

Title: Chief of Police  
\_\_\_\_\_

Date: \_\_\_\_\_

Date: 12-20-23  
\_\_\_\_\_

PO Number: \_\_\_\_\_

240010



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

PRESENTED: JAN 17 2024

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

**RESOLUTION RECOGNIZING BACK TO THE BRICKS, AS A NONPROFIT  
ORGAINZATION OPERATING IN THE CITY OF FLINT FOR THE PURPOSE OF  
OBTAINING A CHARITABLE GAMING LICENSE, ISSUED BY THE MICHIGAN  
LOTTERY CHARITABLE GAMING ORGANIZATION.**

Back to the Bricks Inc., a non-profit organization, whose purpose is to keep produce family - focused events the educate the public about Flint, Michigan's automobile heritage and its impact upon the global automotive industry.

The City of Flint, being the local governing body with authority to grant local charitable gaming licenses that also conform to requirements set forth by the State of Michigan, Edible Flint., a non-profit organization, having made proper application for a Charitable Gaming License to conduct a raffle Feb 8, 2024 thru Feb. 11, 2024 at the Dort Financial Center 3501 Lapeer Road, Flint, MI 48503. Ticket prices are \$20.00 for 1 ticket. This resolution is submitted in accordance with the qualification process pursuant to the State of Michigan, Bureau of State Lottery, as allowed by Act 382 of the Public Act of 1972, as amended.

**NOW THEREFORE BE IT RESOLVED**, that Back to the Bricks Inc., is recognized as a non-profit organization operating in the City of Flint for the purpose of obtaining a charitable gaming license, issued by the State of Michigan Lottery Charitable Gaming Division, relative to conducting charity and fundraising events, as allowed by Act 382 of the Public Act of 1972, as amended.

**FOR THE CITY:**

**FOR THE CITY COUNCIL:**

Clyde D. Edwards  
Clyde D. Edwards (Jan 17, 2024 13:18 EST)

**Clyde Edwards, City Administrator**

**APPROVED AS TO FORM:**

William Kim  
William Kim (Jan 17, 2024 12:37 EST)

**William Kim, City Attorney**

3400/2

RESOLUTION: \_\_\_\_\_

PRESENTED: JAN 22 2024

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

**RESOLUTION TO HIRE A CITY COUNCIL PARLIAMENTARIAN**

**BY CITY COUNCIL:**

The Flint City Council desires to hire a parliamentarian to provide training and assist the Council with order and procedures during its meetings; and

Maurice S. Henderson, a Professional Registered Parliamentarian, has the experience to work with the City Council in this capacity; and

The City Council wishes to enter into an agreement with Maurice S. Henderson to provide training to the Council in parliamentary procedures and rules of order, as well as to work as a parliamentarian during City Council meetings. This agreement will include a four (4) hour training date, as well as parliamentarian services for three (3) council meeting dates at four (4) hours per council meeting. Mr. Henderson's hourly rate is \$175.00, for a total agreement amount up to \$2,800.00. Funding will come from Acct. No. 101-101.000-958.000.

**IT IS RESOLVED**, that the appropriate City Officials do all things necessary to enter into an agreement with Professional Registered Parliamentarian Maurice S. Henderson to provide training and parliamentary services to the Flint City Council, at an hourly rate of \$175.00, for a total of up to sixteen (16) hours, and a total expense of up to \$2,800.00, with funding to come from Acct. No. 101-101.000-958.000.

**APPROVED AS TO FORM:**

**APPROVED AS TO FINANCE:**

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

\_\_\_\_\_  
Phillip Moore, Chief Financial Officer

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_

240011

**RESOLUTION:**

**PRESENTED:** JAN 17 2024

**ADOPTED:**

**Resolution Approving the ReAppointment of  
Susaye Brewer to the Board of Review**

**BY THE CLERK:**

Susaye Brewer's term on the Board of Review expired December 31, 2023; and

5th Ward City Councilmember Jerri Winfrey-Carter recommends the reappointment of Susaye Brewer (421 Garland St., Apt # 302, Flint, MI 48503) to the Board of Review.

**IT IS RESOLVED**, the Flint City Council approves the reappointment of Susaye Brewer to the Board of Review for a three-year term, commencing upon approval of this resolution, and expiring December 31, 2026.

**APPROVED AS TO FORM:**

**APPROVED BY CITY COUNCIL:**

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William Kim, Chief Legal Officer

**Susaye L. Brewer**

**PO Box #13586 Flint, MI 48501`**

**susayelynn@gmail.com (810)336-9897**

***Serving, engaging, advocating, and assisting my community is my mission and charge. It is my passion to uplift, anchor, bridge the gap, and build, or rebuild "community togetherness" with Families, Families with Special Needs, Residents, Young People, and Community Partners. Through community, collaborations it is my goal to help resource, restore, rebuild, and revitalize under-resourced and under-served communities. My action plan is to be the change that I desire to see by uplifting and transforming communities to be inclusive and accepting, where ALL PEOPLE bloom in the quality of life that they design. In addition, I am also an Activist Advocate (a voice) for issues such as discrimination against Disability Rights.***

**Project Manager**

***Independent Consultant***

- Assists in setting visions and strategies.
- Take care of everything behind the scenes so "we" can focus on business.
- Manage project lifecycles and ensure that deliverables fall within the applicable scope and budget.
- Build long-term relationships.
- Volunteer management
- Organize, promote, and manage meetings and events.
- Identify and manage vendors, contracts, and sponsors.
- Coordinate events from innovative, execution to expiration
- Responsible for bringing "Community Togetherness" and "Impact."

**Regional Parent Mentor (Genesee County), Michigan Alliance for Families**

***The ARC of Michigan, Lansing, Michigan***

- Outreach reaching out to underserved families.
- Provide information, resources, and referrals to families and statewide partners.
- Provide informal support, mentoring, and links with the community to families of children with disabilities.
- Participate with and mentor families in the community in policy-making activities representing the collective parent voice and perspective.
- Coordinate, facilitate, and present learning opportunities in a wide variety of topics related to Early Intervention, Special Education, and Transition.
- Work in collaboration with staff and evaluators to document impact, make recommendations for improvement, and identify community needs
- Identify, recruit, and mentor parent leaders to serve on PAC's, LICC's, MICC, SEAC, or on other boards, committees, and/or parent support groups.

**Interim Director/Administrative Assistant*****I.M.P.A.C.T Pregnancy Resource Center, Kingdom of Heaven Ministries, Flint, Michigan***

- Started for 3 months as a volunteer Administrative Assistant in 2014
- Energetically I have overseen the operational aspects of the pregnancy resource site.
- Provided office management, data entry, and clerical duties.
- Responsible for providing compassionate and caring support services to clients (we call them friends) which included mentoring/training child-rearing activities, shared resources, and enrichment.
- Accountable for the overall mission, values, and goals of the center and responsible for maintaining and developing positive community relationships with site volunteers, community members, organizations, and churches. Additional responsibilities included spear-heading fund and friend raisers which included the planning and implementing church and donor-focused relations (hosted events, marketing, public relational duties)
- Provided peer counseling to expecting mothers in crisis and provided resources to meet the needs of those ladies who found refuge at the Impact Center.
- Provided outreach including parenting classes, material needs assistance, and referrals.
- Provided educational and emotional support during our client's (friend's) pregnancy.

**Special Abilities Life & Mindset Coach*****Jamia's Place, Swartz Creek Michigan***

- Assisted with the process of moving forward in life by setting goals and achieving them.
- Offered partnerships without being non-judgmental.
- Partnered with them in re-discovering themselves through understanding their passion, values, and goals, focusing on individual's strengths and gifts.
- Created tools and person-centered ways for individuals to think about their lives.

**Awareness Advocate with the Deaf Community*****Communication Access Center, Flint, Michigan***

- Facilitated services with the Deaf/Deafblind community.
- Assisted at grassroots levels on the redevelopment and rebranding of Mission.
- Created awareness, advocacy education, and community service.
- Promoted communication, access, and opportunity for persons Deaf, Hard of Hearing, or Deafblind.
- Responsible for overseeing the organization's activities and financial policies.

**Employment Specialist for the Deaf/Job Developer, Job Coach for Disabled and Special Needs*****New Horizons Rehabilitation Services of Flint and Auburn Hills, Michigan***

- Provided job placements specializing in customized placements.
- Assisted employers with placement including group or individual job placements.
- Oversee school-to-work programs for high school and/or transition students.
- Facilitated interviews, provided job readiness skills, and assessed skills and abilities.
- Assist with finding and keeping a job.
- Recruited, screened & trained, and provided follow-up services to ensure satisfaction.

**Certified:**

- Leadership in Policy Advocacy by The Michigan Developmental Disability Council & Administration, by ARC Michigan - 2017
- Job Customization and Job Coaching for people with Disabilities and Special Needs by Michigan State University & New Horizons Rehabilitation Services
- 

**Attributes Include:**

**Facilitator-** Love presenting learning opportunities, and cultivating partnerships, relationships, and friendships.

**People-oriented-** Enjoy interacting with adults and young people.

**Dependable -** Appreciates and values taking on tasks, problem-solving, and making positive differences.

**Fluent in Second Languages (Bilingual/Bicultural):** ASL Sign Language / BSL Sign Language

***Affiliations:***

- The Oatmeal Club – Youth Group - January 2017 – Currently Serving
- Communication Access Center- Executive Board Member - December 2010-2014
- Genesee County Literacy Coalition - September 2019 - Currently Serving
- Michigan Alliance for Families PTI – December 2022 - December 2023
- Uplifting Journey – 2017-Currently Serving

340013

**RESOLUTION:**

**PRESENTED:** JAN 22 2024

**ADOPTED:**

**Resolution Approving the Appointment of  
Kathy Moore to the Board of Review**

**BY THE CLERK:**

1st Ward City Councilmember Eric Mays recommends the appointment of Kathy Moore (5908 Leslie Drive, Flint, MI 48504) to the Board of Review.

**IT IS RESOLVED**, the Flint City Council approves the appointment of Kathy Moore to the Board of Review for a three-year term, commencing upon approval of this resolution, and expiring December 31, 2026.

**APPROVED AS TO FORM:**

**APPROVED BY CITY COUNCIL:**

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William Kim, Chief Legal Officer