

# **City of Flint, Michigan**

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



## **Meeting Agenda – FINAL**

**Monday, March 11, 2024**

**5:30 PM**

**FINAL Agenda to Include Official Communications**

### **CITY COUNCIL CHAMBERS**

### **CITY COUNCIL**

*Ladel Lewis, President, Ward 2  
Candice Mushatt, Vice President, Ward 7*

*VACANT, Ward 1  
Judy Priestley, Ward 4  
Tonya Burns, Ward 6*

*Quincy Murphy, Ward 3  
Jerri Winfrey-Carter, Ward 5  
Dennis Pfeiffer, Ward 8  
Eva L. Worthing, Ward 9*

*Davina Donahue, City Clerk*

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

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

**REQUEST FOR CHANGES AND/OR ADDITIONS TO THE AGENDA****PUBLIC HEARINGS**

*Members of the public shall have no more than three (3) minutes to address the City Council during a public hearing.*

**230466.6 Public Hearing/Amending Council Rules**

A Public Hearing on the proposed Amended Rules Governing Meetings of the Flint City Council,

**PUBLIC SPEAKING**

*Members of the public shall have no more than three (3) minutes per speaker during public comment. Only one speaking opportunity per speaker. Numbered speaker slips will be provided prior to the start of the meeting to those wishing to speak during this portion of the agenda. No additional speakers or slips will be accepted after the meeting begins.*

**COUNCIL RESPONSE**

*Councilmembers may respond once to all public speakers only after all public speakers have spoken. An individual Councilmember's response shall be limited to two (2) minutes and is subject to all rules.*

**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.*

**OFFICIAL COMMUNICATIONS (From the Mayor and Other City Officials)**

**240095** Office of the Chief Financial Officer/Submission/FY2024 and FY2025 Preliminary Budget/2025 - 2026 Forecasted

Communication dated March 4, 2024, from Chief Financial Officer Phillip J. Moore to City Council, re: Submission of the 2025 Proposed Budget as required under Flint City Charter Section 7-101(A)(5).

**APPOINTMENTS (May Be Referred from Special Affairs)**

**240045** Appointment/Flint Planning Commission/Nadia Rodriguez

Resolution resolving that the Flint City Council approves the appointment of Nadia Rodriguez, of 1604 Court St, Flint, MI 48503, to the 7<sup>th</sup> Ward seat on the Flint Planning Commission, to fill the remainder of the three-year term ending on March 31, 2025.

**240048** Reappointment/City-Wide Advisory Committee/Mezon Green-Martin

Resolution resolving that the Flint City Council approves the appointment of Mezon Green-Martin, of 2110 Crocker St., Flint, MI 48503, to an at-large seat on the City-Wide Advisory Committee, to fill the remainder of a three-year term ending on May 31, 2026.

**RESOLUTIONS**

**240068** The Lighthouse Group/2022-2023 High-Value Vehicle and Equipment Policy

Resolution resolving that the appropriate City officials are authorized to make a final payment of \$19,770.20 to the Lighthouse Group for the remaining premium owed for the Hi-Value Vehicle and Equipment policy ended 12/25/23 to the Starr Surplus Lines Insurance Company. Funding is to come from account 677-267.651-955.000.

**240069** Reallocation/SBA Grant Funds

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to execute a budget amendment within the grant, in an amount not to exceed \$43,190.85 to correct all budget overages and to balance all accounts.

**240070** Reallocation of ARPA Funds/Michigan Breastfeeding Network

Resolution resolving that the appropriate City officials are authorized to do all things necessary, including executing any necessary agreements, to appropriate funding from the funding source account #101-287.000-963.000 to the Michigan Breastfeeding Network in the amount of \$115,000. Based on

review and validation of the appropriate fund use by the City's compliance firm, implementation of these funds will be consistent and compliant with US Department of Treasury requirements and previously approved authorizations.

**240071**      Reallocation of ARPA Funds/The Good Church

Resolution resolving that the appropriate City officials are authorized to do all things necessary, including executing any necessary agreements, to appropriate funding from the funding source account #101-287.000-963.000 to the Good Church in the amount of \$145,000. Based on review and validation of the appropriate fund use by the City's compliance firm, implementation of these funds will be consistent and compliant with US Department of Treasury requirements and previously approved authorizations.

**240072**      MDOT Contract No. 23-5500/Culvert Replacement/Bridge 25072

Resolution resolving that appropriate City Officials are authorized to do all things necessary to enter into MDOT Contract No. 23-5500, including local contribution of \$224,800.00 plus potential overruns in the amount of \$22,500.00 for a total of \$247,300.00. (Major Street Fund), AND, resolving that Sheldon A. Neeley, Mayor, is the duly authorized City official authorized to sign MDOT Contract 23-5500 on behalf of the City of Flint.

**240074**      Lutz Roofing Company/Water Plant Roof

Resolution resolving that the appropriate City Officials, upon City Council's approval, are hereby authorized to enter into a contract with Lutz Roofing Company for the Water Plant roof replacement project, in an amount not-to-exceed of \$436,236.00 for FY24 (07/01/23-06/30/24). This total amount includes the base bid total as well as a 10% contingency cost for the overall project.

**240076**      Rosenbauer South Dakota, LLC/Rosenbauer Fire Apparatus

Resolution resolving that the Division of Purchases & Supplies is hereby authorized to issue a Purchase Order to Rosenbauer South Dakota, LLC for the acquisition of a 2023 Rosenbauer Stock Pumper and equipment/accessories r this apparatus in an overall total not to exceed \$863,600.00 for FY2024 (07/01/23-06/30/24).

**240077**      D&N Development LLC/Residential Facade Improvements/Choice Neighborhood Critical Community Improvement Program

Resolution resolving that that appropriate City Officials are authorized to do all things necessary to enter into a contract with D&N Development LLC in the amount not to exceed, \$1,123,200 over the 12-month grant period.

**240080**      Lurvey Construction, LLC/BSI-Development Department Renovations

Resolution resolving that the appropriate City Officials, upon City Council's

approval, are hereby authorized to enter into a contract with Lurvey Construction, LLC to complete the BSI/Development interior renovations to the South Building of City Hall in a total contract cost not-to-exceed \$2,186,230.00 for FY24 (07/01/23-06/30/24) from the 249-371.100-976.000 account.

**240082**      Setting a Public Hearing/Obsolete Property Rehabilitation Exemption Certificate (OPRA)/2957 Carr Street

Resolution resolving that a public hearing to consider the approval of the Obsolete Property Rehabilitation Exemption Certificate [OPRA] Application for Waterfront Capital LLC Located at 2957 Carr Street shall be held on the \_\_\_\_\_ day of \_\_\_\_\_, 2024 at \_\_\_\_\_ p.m., in the City Council Chambers, 3rd Floor, City Hall, 1101 S.Saginaw St., Flint, Michigan, AND. further resolving that the City Clerk shall cause notice of such hearing to be published in an official paper of general circulation not less than fifteen (15) days prior to said hearing.

**240083**      Budget Amendment/Planning and Development Department/Printing & Publishing

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to process a budget amendment to the 101-701.000 (General Fund – Planning) Fund and Department Activity for Public Notices in the Planning Printing & Publishing account [\$14,637.25] and for the return of NSP Program Income in the Planning Grant Ineligible expense account [\$8,225.34] for FY24.

**240084**      Verizon Wireless/Amendment/Land Lease Agreement/935 Stevens Street

Resolution resolving that the Flint City Council approves the amended Land Lease Agreement between the City of Flint and Verizon Wireless. [NOTE: Verizon Wireless has a long-term lease of property from the City of Flint, approximately 250 square feet located at an estimated address of 935 Stevens Street, City of Flint, Genesee County, Michigan, 48503, for the purposes of constructing and operating a cellular communications tower at that location.]

**240085**      Jack Doheny Supply/Repair of the Water Service Center (WSC) VAC and TV CCTV Vehicles

Resolution resolving that the Proper City Officials, upon City Council's approval, are hereby authorized to approve the additional funding request for the amount of \$70,000 for an overall total not to exceed \$140,000.00 for FY24 (07/01/23-06/30/2024). [NOTE: The City of Flint Water Service Center, Utilities Division, is requesting additional funds be added to their existine purchase order for the repairs of their jet-vac and CCTV vehicles.]

**240086**      Grant Agreement/Patrick Leahy Bulletproof Vest Partnership Program

Resolution resolving that the appropriate City officials, upon City Council's approval, are hereby authorized to do all things necessary to enter into the

grant agreement with the Patrick Leahy Bulletproof Vest Partnership Program, amend the FY24 budget, appropriate award funding for revenue and expenditures in future fiscal years as long as the funds are available from the funder, and abide by the terms and conditions of the award from the Patrick Leahy Bulletproof Vest Partnership Program, in the amount of \$44,115.00.00, to grant code FDOJ-BVP23.

**240087** CO#1/Contract/Metron-Farnier, LLC/Additional Residential Water Meters

Resolution resolving that the Division of Purchases & Supplies, upon City Council's approval, is hereby authorized to issue additional purchase orders to Metron Farnier, in the amount not to exceed \$173,600.00 for a revised aggregate total of \$573,600.00 for FY2024 (07/01/2 3-06/30/24).

**240090** CO#1/Contract/Tetra Tech of Michigan/Battery B-Grit and Primary Tanks Improvements

Resolution resolving that the Proper City Officials, are authorized to do all things necessary to approve an increase to the purchase order with Tetra Tech of Michigan, PC, 1136 Oak Valley Drive, Suite 100, Ann Arbor, MI 48108 for the additional time needed to execute the final engineering tasks and oversight of the CWSRF Battery-B Grit and Primary Tanks Improvements project in the FY 2024 not to exceed amount of \$186,000.00, a revised contract not to exceed amount of \$1,548,600.00.

**240092** Contract/Genesee County Youth Corporation/Street Outreach Activity

Resolution resolving that the appropriate City officials are authorized to process any necessary budget adjustments and to enter into a Contract with Genesee County Youth Corporation for a Street Outreach Activity using Emergency Solutions Grant (ESG) Funds in the Amount of \$54,939.19

## **RESOLUTIONS (May Be Referred from Special Affairs)**

**240073** Reallocation of ARPA Funds/Genesee Health Plan

Resolution resolving that the appropriate City officials are authorized to do all things necessary, including executing any necessary agreements, to appropriate funding from the funding source account #101-287.000-963.000 to Genesee Health Plan in the amount of \$300,000. Based on review and validation of the appropriate fund use by the City's compliance firm, implementation of these funds will be consistent and compliant with US Department of Treasury requirements and previously approved authorizations.

**240079** A/E Collaborative/St. John Street Neighborhood Memorial Site Enhancement Project

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to enter into a contract with A/E Collaborative, LLC, and appropriate funding for revenue and expenditures in the current and future fiscal years, for as long as funds are available, in order to complete the St.

John Street Neighborhood Memorial Park Site Enhancement Project.

**240091**

**Reallocation of ARPA Funds/Office of Blight Elimination**

Resolution resolving that the appropriate City officials are authorized to do all things necessary including to execute any agreements to appropriate funding from the funding source account #101-729.002-801.000 to the Office of Blight Elimination. Based on review and validation of appropriate fund use by Ernst and Young, implementation of these funds will be consistent and compliant with US Department of Treasury requirements and previously approved authorizations. [NOTE: City Administration recommends reallocating \$941,606.00 of ARPA funds, previously obligated for revenue replacement, to provide funding for the City's Office of Blight Elimination.]

**240093**

**Rezoning of Parcels/W. Fifth Avenue/Genesee County Land Bank (GCLB)**

Resolution resolving that the appropriate City officials are hereby authorized to do all things necessary to act on the recommendation of the Planning Commission. [NOTE: The proposed rezoning of two parcels from MR-3 to MR-2 will provide for future proposed residential development of duplexes and triplexes on six contiguous lots all bordering W. Fifth Avenue between Mason St. and Garland St, and the rezoning of these two parcels would align them all to an MR-2 designation and allow the applicants to combine the parcels.]

## **FINAL COUNCIL COMMENTS**

*Final Council Comments shall be limited to two (2) minutes and are subject to all rules.*

## **ADJOURNMENT**

FOR PUBLIC HEARING NO. 230466.6  
\* Proposed Amended Council Rules (redline) \*



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

### **GENERAL**

PREAMBLE

~~OPEN MEETINGS ACT (OMA)~~

~~FREEDOM OF INFORMATION ACT (FOIA)~~

RULE 1 PARLIAMENTARY AUTHORITY

RULE 2 SUSPENSION AND AMENDMENT OF RULES

### **ORGANIZATION #1**

RULE 3 COUNCIL PRESIDENT; PRESIDING AT MEETINGS

RULE 4 APPOINTMENT OF COMMITTEES

### **ORGANIZATION #2**

RULE 5 TIME AND PLACE OF MEETINGS AND SPECIAL MEETINGS

RULE 6 ~~AGENDA FOR REGULAR MEETINGS OF COUNCIL AND ; ORDER OF  
BUSINESS AGENDAS FOR COMMITTEE MEETINGS~~

RULE 7 ~~ORDER OF BUSINESS FOR REGULAR MEETINGS OF COUNCIL~~

### **ORGANIZATION #3**

~~EXECUTIVE OR CLOSED SESSIONS~~

### **ACTION BY COUNCIL**

RULE 8 FORM OF ACTION AND ADOPTION OF A CONSENT AGENDA

RULE 9 ~~VOTING; VOTING ABSTAINING VOTES~~

RULE 10 INTRODUCTION AND ENACTMENT OF ORDINANCES AND RESOLUTIONS

### **MOTIONS #1**

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 (~~LAY ON THE TABLE~~)

RULE 16 MOTION TO VOTE IMMEDIATELY (~~CALL THE QUESTION~~)

RULE 17 MOTION TO LIMIT OR EXTEND DEBATE

### **MOTIONS #2**

RULE 18 MOTION TO POSTPONE DEFINITELY

RULE 19 MOTION TO REFER (COMMIT)

RULE 20 MOTION TO AMEND

RULE 21 MOTION TO POSTPONE INDEFINITELY

RULE 22 MOTION TO RECONSIDER

RULE 23 MOTION TO RESCIND

RULE 24 REQUEST TO WITHDRAW A MOTION

### **MOTIONS #3**

RULE 25 INCIDENTAL MOTIONS – POINT OF ORDER

RULE 26 INCIDENTAL MOTIONS – REQUEST FOR INFORMATION

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

RULE 27 MAINTENANCE OF ORDER AND DEBATE

RULE 28 RIGHT TO SPEAK IN DEBATE

RULE 29 ~~PUBLIC MEETINGS AND PARTICIPATION BY THE PUBLIC~~

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

RULE 30 ~~GENERAL CONDUCT AND STANDARDS OF CONDUCT~~

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 cChairperson from a Council cCommittee 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~~ chair 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 6.11 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
- ~~VH~~ 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
- ~~XH~~ \*\*Resolutions
- ~~XIIV~~ \*\*Liquor Licenses
- ~~XV Other Licenses~~
- ~~XIIV~~ \*\*Introduction and First Reading of Ordinances
- ~~XIIIVH~~ \*\*Second Reading and Enactment of Ordinances
- ~~XIVH~~ \*\*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 Otherwise debate,, the Chair will receive only the following motions may be made by a member holding the floor:

_____ Rule 13	to adjourn _____	Rule 19	to	refer	to
_____ Rule 14	to recess _____	Rule 20	to	amend	
_____ Rule 15	to postpone temporarily _____	Rule 21	to	postpone	
	<u>indefinitely</u>				
(lay on the table)					
_____ Rule 16	to vote immediately (previous question) _____	Rule 22			
	<u>to reconsider</u>				
_____ Rule 17	to limit debate _____	Rule 25		point of order	

<del>Rule 18</del>	<del>to postpone definitely</del>	<del>Rule 26</del>	<del>request</del>	<del>for</del>
<del>information</del>				
<del>Rule 19</del>	<del>to refer (commit)</del>			
<del>Rule 20</del>	<del>to amend</del>			
<del>Rule 21</del>	<del>to postpone indefinitely</del>			
<del>Rule 22</del>	<del>to reconsider</del>			
<del>Rule 23</del>	<del>to rescind</del>			
<del>Rule 24</del>	<del>to withdraw a motion</del>			
<del>Rule 25</del>	<del>point of order</del>			
<del>Rule 26</del>	<del>request for information</del>			

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 motionmatter.
- 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 Chair and shall not speak until recognized.

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

Rule 28.3 A Councilmember who desires to speak, ~~on any matter before the City Council~~, must 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 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.:

24006B

PRESENTED:

FEB 21 2024

ADOPTED:

**RESOLUTION AUTHORIZING FINAL PAYMENT TO THE LIGHTHOUSE GROUP  
FOR THE 2022-2023 HIGH-VALUE VEHICLE AND EQUIPMENT POLICY**

**BY THE MAYOR:**

**WHEREAS**, on December 19, 2022, the Flint City Council approved the Lighthouse Group to secure coverage through the Starr Surplus Lines Insurance Group for high-valued vehicles and equipment insurance for the period 12/25/22-12/25/23 on resolution 220544 for the amount of \$168,861.58; and

**WHEREAS**, a final audit of the policy by the Starr Surplus Lines Insurance Company has revealed an additional \$19,770.20 is owed to cover the premium for \$3,857,000 valued equipment and vehicles added to the policy between 12/25/22-12/25/23. This brings the total amount of the policy for that period to \$188,631.78; and

**WHEREAS**, the Department of Finance is requesting authorization to make a \$19,770.20 payment to Lighthouse Group from Insurance Fund GL #677-267.651-955.000;


**IT IS RESOLVED**, that the appropriate City officials are authorized to make a final payment of \$19,770.20 to the Lighthouse Group for the remaining premium owed for the Hi-Value Vehicle and Equipment policy ended 12/25/23 to the Starr Surplus Lines Insurance Company. Funding is to come from account 677-267.651-955.000.

**APPROVED AS TO FORM:**

  
William Kim (Feb 9, 2024 17:33 EST)

**William Kim**  
City Attorney

**APPROVED AS TO FINANCE:**

  
Phillip Moore (Feb 9, 2024 18:01 EST)

**Phillip Moore**  
Chief Financial Officer

**FOR THE CITY OF FLINT:**

  
CLYDE D EDWARDS (Feb 13, 2024 11:29 EST)

**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

## RESOLUTION STAFF REVIEW

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**DATE:** February 9, 2024

**Agenda Item Title:** Lighthouse Group – High-Value Vehicle Property Insurance Coverage 2022-2023 Final Invoice \$19,770.20

**Prepared By:** V. Foster, Department of Finance

**Background/Summary of Proposed Action:**

Starr Surplus Lines Insurance Company through the Lighthouse Group provided the City with its High-Valued Vehicle and Contractor's Equipment insurance coverage for the period 12/25/22-12/25/23.

During the term of the policy, the City added \$3,857,000 in high-valued vehicles and equipment to the policy. This resulted in an additional premium of \$19,770.20 owed.

The original policy for \$168,861.58 for the period 12/25/22-12/25/23 was approved by resolution #220544 on 12/19/22.

**Budgeted Expenditure?** X Yes No Please explain if no:

**Account No.:** 677-267.651-955.000

**Pre-encumbered?** Yes X No Requisition #

**Staff Recommendation:** The Finance Department is requesting to make a final payment of \$19,770.20 to finalize the high-value vehicle and equipment policy for the period ending 12/25/23.

**Recommendation:**   
Phillip Moore: Feb 9, 2024 10:01 EST  
Phillip Moore, Chief Financial Officer



# Lighthouse

AN ALERA GROUP COMPANY

City Of Flint  
Finance Department  
1101 S Saginaw St  
Room 203  
Flint, MI 48602

Customer	City Of Flint
Acct #	156582
Date	12/27/2023
Customer Service	Cori Niemi Meghan Koster
Page	1 of 1

Payment Information	
Invoice Summary	\$ 19,770.20
Payment Amount	
Payment for	Invoice#4239850
ITC11819022	

Thank You

Please detach and return with payment



Customer: City Of Flint

Invoice	Effective	Transaction	Description	Amount
4239850	10/17/2023	Policy change	Policy #ITC11819022 12/25/2022-12/25/2023 Starr Surplus Lines Insurance Co  Inland Marine - Add 2023 John Deere SLT-Brokerage Pays - Add 2023 John Deere Due Date: 1/1/2024	19,288.00 482.20
				<b>Total</b> \$ 19,770.20
Lighthouse Group Now Accepts Digital Payments!  Access the ePayPolicy portal at <a href="https://lighthousegroup.eppolicy.com">lighthousegroup.eppolicy.com</a> It's fast, simple, and secure! Easily pay your premiums via ACH or credit card!				
Lighthouse, an Alera Group Company			(800)344-3631	Date
56 Cesar E Chavez Ave SW Ste 300				12/27/2023
Grand Rapids, MI 49503				



Vickie Foster &lt;vfoster@cityofflint.com&gt;

**FW: City of Flint Invoices**

1 message

Cort Niemi <CNIEMI@lighthousegroup.com>  
To: Vickie Foster <vfoster@cityofflint.com>  
Cc: Carly Sullivan <CSullivan@lighthousegroup.com>

Tue, Feb 6, 2024 at 11:26 AM

Good Morning Vickie,

I wanted to give you a quick follow up to this invoice. Basically, this is an "audit" for units we added during the 2022-2023 term ending on 12/25/23. The carrier doesn't charge us additional premium for mid-term additions.

The calculation they provided is below for your reference.

Just so you have it handy, here's how it was calculated:

Expiring TIV - \$13,643,325

Renewal TIV - \$17,500,875

Difference - \$3,857,500

Expiring Rate – \$1.15 per \$100 of TIV

Adjustment Rate – Annual Reporting with Annual Adjustment at \$0.50 per \$100 of TIV

Audit Premium Calculation -  $\$3,857,500 \times \$0.50/\$100 = \$19,287.75$

Also, here's the premium/rate as defined in the policy for reference:

**Premium/Rates:**

Vehicle Physical Damage:	\$13,643,325.00 Deposit and Minimum Annual (Excluding TRIA)
Rate(s):	\$1.15 per \$100 of total insurable values
Reporting:	Annual Reporting / Annual Adjustment (Depreciation of values mid-term is not permitted).
Adjustment Rate(s):	\$0.50 per \$100 of total insurable values
TIV at Policy Inception:	\$13,643,325 as per the Schedule on file with us.

2/9/24, 5:07 PM

City of Flint Mail - FW: City of Flint Invoices

**Cort J. Niemi, CPCU, CAWC | Vice President**  
D 810.579.5112  
C 810.965.1818

CA License #6003856  
[www.lighthousegroup.com](http://www.lighthousegroup.com)



 **City of Flint - Annual Adjustment.pdf**  
359K



RESOLUTION NO.: 220544  
PRESENTED: DEC 19 2022  
ADOPTED: DEC 19 2022

**RESOLUTION AUTHORIZING LIGHTHOUSE GROUP TO  
PROVIDE HIGH VALUED VEHICLE AND EQUIPMENT COVERAGE**

**BY THE MAYOR:**

WHEREAS, the City of Flint's High-value Vehicle and Equipment coverage is currently provided by Starr Surplus Lines Insurance through the City's insurance broker, The Lighthouse Group; and

WHEREAS, the Lighthouse Group, in consultation with the Department of Finance, has evaluated the current coverage amounts and updated the necessary vehicle and equipment list. The Lighthouse Group is recommending the current coverage be continued with the Starr Surplus Lines Insurance Company for total premium not to exceed \$168,861.58. This amount includes terrorism coverage and surplus lines tax. Funding is budgeted in account 677-267.651-955.000; and

Account Number	Account Name	Amount
677-267.651-955.000	Risk & Benefit Insurance	168,861.58

**IT IS RESOLVED**, that the appropriate City officials are authorized to enter into a contract with The Lighthouse Group to provide High-Valued Vehicle and Equipment coverage through Starr Surplus Lines Insurance at a cost not to exceed \$168,861.58.

**APPROVED AS TO FORM:**

*William Kim*  
William Kim (Dec 15, 2022 17:31 EST)  
**William Kim, City Attorney**

**APPROVED AS TO FINANCE:**

*Robert J.F. Widigan*  
Robert J.F. Widigan (Dec 14, 2022 08:35 EST)  
**Robert J.F. Widigan, Chief Financial Officer**

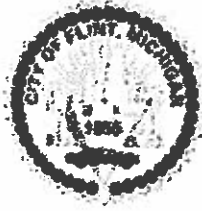
**ADMINISTRATION:**

*CLYDE D. EDWARDS*  
CLYDE D. EDWARDS (Dec 16, 2022 12:32 EST)  
**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

APPROVED BY  
CITY COUNCIL  
**DEC 19 2022**





**RESOLUTION NO.:**

240069

**PRESENTED:**

FEB 21 2024

**ADOPTED:**

**RESOLUTION TO REALLOCATE SBA GRANT FUNDS**

**BY THE CITY ADMINISTRATOR:**

**WHEREAS**, in November 2021, the City of Flint was awarded grant number: SBAHQ22CNP0021, for \$1,000,000.00, over a two-year period. The funding is allocated through the Small Business Administration for the Community Navigator Pilot Program (Performance period December 1, 2021 – November 30, 2023), and

**WHEREAS**, city council adopted resolution 210594 to accepted the Community Navigator Pilot Program grant, and

**WHEREAS**, as of February of 2024, funds in the amount of \$69,067.88 remain unspent, and

**WHEREAS**, the City of Flint will require the reallocation of \$43,190.85 in excess funds from professional services into wages and fringes to balance budget lines within the grant prior to closing.

Account Number	Grant Code - Account Name	Amount
282-172.730-702.020	FSBA-ARPA21 - Salaried Employee	\$29,291.66
282-172.730-705.000	FSBA-ARPA21 - Sick, Vacation, & Accrued Leave	\$1,246.30
282-172.730-706.000	FSBA-ARPA21 - Holiday Pay	\$806.36
282-172.730-707.000	FSBA-ARPA21 - Temp. & Seasonal Employee	\$1,214.96
282-172.730-710.100	FSBA-ARPA21 - Unemployment Compensation	\$176.51
282-172.730-710.200	FSBA-ARPA21 - FICA(Social Security)	\$1,565.41
282-172.730-710.300	FSBA-ARPA21 - Medicare	\$270.90
282-172.730-713.000	FSBA-ARPA21 - Workers Compensation	\$875.52
282-172.730-714.300	FSBA-ARPA21 - Employer HCSP	\$718.32
282-172.730-716.100	FSBA-ARPA21 - MERS Hybrid DC Pension	\$1,004.36
282-172.730-717.100	FSBA-ARPA21 - MERS Hybrid DB Pension	\$2,098.24
282-172.730-718.010	FSBA-ARPA21 - Health Insurance Premiums	\$163.03
282-172.730-719.100	FSBA-ARPA21 – Accrued Absences	\$40.97

282-172.730-801.000	FSBA-ARPA21 Professional Services	(\$43,190.85)
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**IT IS RESOLVED** that the appropriate City Officials are authorized to do all things necessary to execute a budget amendment within the grant, in an amount not to exceed \$43,190.85 to correct all budget overages and to balance all accounts.

**Approved as to Form:**

  
William Kim (Feb 13, 2024 17:15 EST)

**William Kim, Chief Legal Officer**

**Approved as to Finance:**

  
Phillip Moore (Feb 13, 2024 20:14 EST)

**Phillip Moore, Chief Financial Officer**

**For the City of Flint:**

  
CLYDE D EDWARDS (Feb 14, 2024 08:10 EST)

**Clyde D. Edwards, City Administrator**

**Approved by Council:**

\_\_\_\_\_

**RESOLUTION STAFF REVIEW**

**Date: February 13, 2024**

**Agenda Item Title:**

**RESOLUTION TO REALLOCATE SBA GRANT FUNDS**

**Prepared by:**

Steven Filary – Administration Grant Finance Coordinator

**Background/Summary of Proposed Action:**

The purpose of this resolution is to amend the budget for grant number SBAHQ22CNP0021 to reallocate excess funds in the amount of \$43,190.85 from professional services into wage and fringe lines.

Included in this process:

- A budget amendment

Excluded from this process:

- No known exclusions

**Financial Implications:**

The \$43,190.85 will be transferred from the Professional Services line to the wage and fringe lines listed below.

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

**Pre-encumbered:** Yes ☐ No ☒ **Requisition #:** \_\_\_\_\_ **Other Implications:** No

other implications are known at this time.

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

**APPROVAL**   
Steven Filary (Feb 13, 2024 16:58 EST)

Account Number	Grant Code Account Name	Amount
282-172.730-702.020	Grant Code - Account Name	\$29,291.66
282-172.730-705.000	FSBA-ARPA21 - Salaried Employee	\$1,246.30
282-172.730-706.000	FSBA-ARPA21 - Sick, Vacation, & Accrued Leave	\$806.36
282-172.730-707.000	FSBA-ARPA21 - Holiday Pay	\$1,214.96
282-172.730-710.100	FSBA-ARPA21 - Temp. & Seasonal Employee	\$176.51
282-172.730-710.200	FSBA-ARPA21 - Unemployment Compensation	\$1,565.41

282-172.730-710.300	FSBA-ARPA21 - FICA(Social Security)	\$270.90
282-172.730-713.000	FSBA-ARPA21 - Medicare	\$875.52
282-172.730-714.300	FSBA-ARPA21 - Workers Compensation	\$718.32
282-172.730-716.100	FSBA-ARPA21 - Employer HCSP	\$1,004.36
282-172.730-717.100	FSBA-ARPA21 - MERS Hybrid DC Pension	\$2,098.24
282-172.730-718.010	FSBA-ARPA21 - MERS Hybrid DB Pension	\$163.03
282-172.730-719.100	FSBA-ARPA21 - Health Insurance Premiums	\$40.97
282-172.730-801.000	FSBA-ARPA21 – Accrued Absences	(\$43,190.85)

Administration 03/06/2020



240070

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

PRESENTED: FEB 21 2024

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

**RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS FROM  
HEALTHCARE EQUITY, AND RESEARCH TO MICHIGAN BREASTFEEDING  
NETWORK \$115,000**

In 2022 and 2023, the City of Flint received funds pursuant to the American Rescue Plan Act of 2021 (ARPA), which could be used by the City for specific and defined purposes. In 2023, the City of Flint obligated all of the ARPA funding received, of which approximately \$40 million was obligated as "revenue replacement;"

The City Administration recommends reallocating \$115,000 of ARPA funds, previously obligated for revenue replacement, to provide funding to the Michigan Breastfeeding Network for the YOLO clinic model to continue creating a medical home that integrates continuity of care with equitable access to clinical interventions such as prenatal screening for both physical and mental health conditions.

Reallocated funds will be moved from Acct #101-287.000-963.000 as follows:

Account #	Description	Amount
101-612.009-801.000	Michigan Breastfeeding Network	\$115,000

IT IS RESOLVED that the appropriate City officials are authorized to do all things necessary, including executing any necessary agreements, to appropriate funding from the funding source account #101-287.000-963.000 to the Michigan Breastfeeding Network in the amount of \$115,000. Based on review and validation of the appropriate fund use by the City's compliance firm, implementation of these funds will be consistent and compliant with US Department of Treasury requirements and previously approved authorizations.

For the City:

CLYDE D. EDWARDS  
CLYDE D EDWARDS (Feb 16, 2024 09:42 EST)

Clyde D. Edwards, City Administrator

For the City Council:

Approved as to Form:

William Kim  
William Kim (Feb 16, 2024 08:12 EST)

William Kim, City Attorney

Approved as to Finance:

Phillip Moore  
Phillip Moore (Feb 16, 2024 05:53 EST)

Phillip Moore, Chief Financial Officer

## **RESOLUTION STAFF REVIEW**

**Date:** 2/08/2024

### **Agenda Item Title:**

**RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS TO MICHIGAN  
BREASTFEEDING NETWORK \$400,000**

**Prepared by:** Shelly Sparks-Green

### **Background/Summary of Proposed Action:**

YOLO Lactation and Doula Services is founded and owned by Shonte' Terhune-Smith who has been dedicated to improving maternal and infant health for BIPOC families in Flint for close to a decade. Shonte' serves as a childbirth educator, lactation professional, and birth and postpartum doula for care from conception through postpartum. Within the City of Flint, the YOLO clinic specifically addresses Black maternal health concerns such as preeclampsia, postpartum mood disorders, and postpartum hemorrhage in order to provide comprehensive care that is otherwise overlooked for many Black women.

The YOLO Clinic is a hub for serving those that have been impacted by COVID-19 during pregnancy and postpartum and at greater risk for high blood pressure, preeclampsia, and postpartum hemorrhage all of which have increased during and after COVID-19 infection. The YOLO clinic model creates a medical home that integrates continuity of care with equitable access to clinical interventions such as prenatal screening for both physical and mental health conditions.

#### **Activities:**

1. Develop prenatal birth and breastfeeding plans with families.
2. Monitor blood pressure during the prenatal and postpartum period to prevent postpartum preeclampsia
3. Make referrals to culturally concordant providers
4. Provide postpartum care support within 48 hours after discharge, specifically geared towards women that lack access to postpartum care.
5. Screening for postpartum depression with referrals
6. Provide prenatal and postpartum, education and mental support for fathers

#### **Outcomes:**

1. Grow and sustain a developing model within Flint that centers Black maternal health and the prevention of Black maternal mortality through a lens of early and frequent clinic visits, screening, and referrals for intervention as needed
2. Support equitable access to skilled, culturally relevant prenatal and postpartum care to address ongoing health disparities for Black families in Flint, especially for those disproportionately affected by COVID-19
3. Reduce maternal and infant mortality rates in the city of Flint.

Account #	Description	Amount
101-612.009-801.000	Michigan Breastfeeding Network	\$115,000

**Financial Implications:**

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

**Budgeted Expenditure:** Yes ☐ No ☒ **Please explain, if no:**  
**Pre-encumbered:** Yes ☐ No ☒ **Requisition #:** N/A  
**Other Implications:** No other implications are known at this time.  
**Staff Recommendation:** Staff recommend approval of this resolution.

**APPROVAL** Shelly Sparks-Green  
Shelly Sparks-Green (Feb 15, 2024 16:26:57)  
**Shelly Sparks-Green, Chief Resilience Officer**



240071

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

PRESENTED: FEB 21 2024

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

**RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS HEALTHCARE  
EQUITY, AND RESEARCH TO THE GOOD CHURCH \$145,000**

In 2022 and 2023, the City of Flint received funds pursuant to the American Rescue Plan Act of 2021 (ARPA), which could be used by the City for specific and defined purposes. In 2023, the City of Flint obligated all of the ARPA funding received, of which approximately \$40 million was obligated as "revenue replacement;"

The City Administration recommends reallocating \$145,000 of ARPA funds, previously obligated for revenue replacement, to provide funding to the Good Church to offset the cost of operating the Good Laundry laundromat for the first year, a full-service laundromat housed in the basement of Good Church. Good Landry will be a low-cost laundry service for the community, specifically targeting residents within a 3-mile radius. It is our passion to eliminate Hygiene Poverty and its terrible effects from our immediate community.

Reallocated funds will be moved from Acct #101-287.000-963.000 as follows:

Account #	Description	Amount
101-612.009-801.000	Good Church	\$145,000

**IT IS RESOLVED** that the appropriate City officials are authorized to do all things necessary, including executing any necessary agreements, to appropriate funding from the funding source account #101-287.000-963.000 to the Good Church in the amount of \$145,000. Based on review and validation of the appropriate fund use by the City's compliance firm, implementation of these funds will be consistent and compliant with US Department of Treasury requirements and previously approved authorizations.

For the City:

CLYDE D EDWARDS  
CLYDE D EDWARDS (Feb 16, 2024 09:43 EST)

Clyde D. Edwards, City Administrator

For the City Council:

Approved as to Form:

William Kim  
William Kim (Feb 16, 2024 08:19 EST)

William Kim, City Attorney

Approved as to Finance:

Phillip Moore  
Phd. p Moore (Feb 16, 2024 05:54 EST)

Phillip Moore, Chief Financial Officer



## **RESOLUTION STAFF REVIEW**

**Date:** 2/08/2024

### **Agenda Item Title:**

RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS TO THE GOOD CHURCH FOR \$145,000

**Prepared by:** Shelly Sparks-Green

### **Background/Summary of Proposed Action:**

*Background:* Many don't have any idea how COVID -19 impacted cities like Flint when dealing with access to clean clothing. Our guess is that not very many people, if any, thought about this during the pandemic. The reality is that many families on the North Side of Flint don't have washers and dryers in their homes. Already facing the challenges of Hygiene Poverty, they were faced with isolation, social distancing, and for many, loss of income during the pandemic making it even more impossible to do laundry stress free.

This brings to the surface a few issues for families dealing with hygiene poverty, lack of transportation, traveling cost and the cost of washing for a family unit. Parents who cannot provide hygiene essentials for their children feel an elevated level of emotional strain. Studies show that having access to clean clothes builds a person's sense of self-worth and dignity. When a family has access to laundry facilities, chances of securing steady employment and reducing their children's absenteeism from school boost. Wearing clean clothes provides children and youth with confidence and defends against bullying, stigmatizing, ridicule, and rejection. Clean clothes can mean the difference between a family's sense of confidence or feelings of defeat. Parents who cannot provide hygiene essentials for their children feel an elevated level of emotional strain. Studies show that having access to clean clothes builds a person's sense of self-worth and dignity.

It is our passion to eliminate Hygiene Poverty and its terrible effects from our immediate community. Hygiene poverty is not being able to afford many everyday hygiene essentials. It is a growing crisis, however often overlooked. It is running rampant in the United States. The reality is that it restricts people's options, leaving them to decide between paying bills or paying for hygiene essentials. Many residents on the North side of Flint experience this type of poverty particularly related to laundry. Hygiene Poverty affects health as well as the capacity of millions of Americans to succeed at school, work, or virtually anyplace. Many residents in the north Flint area do not have laundry units in their homes and often must travel well over 4 miles to get to the nearest Laundromat.

*Project:* Good Laundry will be a full-service laundromat housed in the basement of Good Church. This much needed service will be a welcome addition to the commitment of the Good Church to provide the impoverished community with services that promote a healthy community. Good Landry will be a low-cost laundry service for the community, specifically targeting residents within a 3-mile radius. The Good Church family expressed that when a family has access to laundry facilities, chances of securing steady employment and reducing their children's absenteeism from school boost. Wearing clean clothes provides children and youth with

confidence and defends against bullying, stigmatizing, ridicule, and rejection. Clean clothes can mean the difference between a family's sense of confidence or feelings of defeat. Good Laundry is looking to service that exact population. While it will be open to the public, we are targeting the families who have been directly impacted by health crisis such as COVID-19 and The Flint Water Crisis.

*Funding Purpose:* The funds will be used to purchase 17 machines (washers and dryers) for the facility. The machines normally would cost \$10,000 each but through a partnership Good Laundry will be able to purchase them for \$6,000 each for a total of \$102,000. The remaining balance of \$43,000 will go toward card readers, water lines and any other additional installation charges. Laundry services cost an average of \$3 - \$4 a load and the Good Laundry, being housed in the church facility with no additional rental cost, will allow Good Church the ability to provide these services to the community at a lower cost of \$1.50 - \$2.00 a load. The profits from the laundry services will pay for any additional utilities and support programming to the community.

*History:* Good Church is a multicultural community that impacts as many lives as we can with the life-giving message and love of Jesus. As a People and as a multicultural church, they are seeking to enrich the lives of others that we encounter daily. Over the past two years they have purchased several properties and have impacted the community through their Serve Flint program, with over 400 volunteers completing major community blight problems and home repairs for community homeowners, free of charge impacting 20 neighborhood homes, and 30 vacant lots. We have received over 100,000 in private donations in the past two years. However, in-kind donations have been a major contributor to getting this project complete.

+Mission Carpentry 120,000 In kind  
Gordan Draper (Consultant) 75,000  
Jackson Colin Associates (Construction Management) 250,000 In Kind  
Jackson Colin Associates (Project Manager) 100,000 In Kind  
Good Church 75,000 In Kind  
Communities First 20,000 In Kind  
50+ Construction Volunteers 200,000 In Kind  
Financial Planning/Development Volunteer services \$160,000

Account #	Description	Amount
101-612.009-801.000	Good Church	\$145,000

**Financial Implications:**

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

**Budgeted Expenditure:** Yes ☐ No ☒ **Please explain, if no:**  
**Pre-encumbered:** Yes ☐ No ☒ **Requisition #:** N/A  
**Other Implications:** No other implications are known at this time.  
**Staff Recommendation:** Staff recommend approval of this resolution.

**APPROVAL** Shelly Sparks-Green  
Shelly Sparks-Green Feb 15 2024 10:21 EST  
**Shelly Sparks-Green, Chief Resilience Officer**



240072

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

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

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

Resolution Authorizing Appropriate City of Flint Officials to Do All Things Necessary to enter into MDOT Contract 23-5500, culvert replacement on C02 of bridge 25072 (2568) which carries Highway M-54 (Dort Hwy) over Gilkey Creek

BY THE CITY ADMINISTRATOR:

MDOT has submitted to the City of Flint Contract 23-5500, Job No. 202002CON, 202002PE/PES; 202002ROW for the purpose of fixing the rights and obligations of the parties in agreeing to the following: culvert replacement on C02 of 25072 (2568) which carries Highway M-54 (Dort Hwy) over Gilkey Creek, including watermain, sanitary sewer, embankment, earth excavation, erosion control, drainage, curb and gutter, hot mix asphalt paving, turf establishment, underdrain, steel sheet piling, riprap, reinforced concrete, and maintaining traffic; all together with necessary related work, located within the corporate limits of the City of Flint.

The present estimated project cost is \$9,906,200.00, with a Federal share of \$8,108,200.00, Michigan Department of Transportation (MDOT) \$1,573,200.00 and the local share of \$224,800.00 (City of Flint), which is the project cost after a deduction of Federal aid and State aid. The State of Michigan allows overruns without City of Flint authorization, so the City of Flint has allowed an additional \$22,500.00 to be used if necessary. Funding is available in the following account:

202-450.202-801.000	Major Street Fund	\$247,300.00
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**IT IS RESOLVED**, that appropriate City Officials are authorized to do all things necessary to enter into MDOT Contract No. 23-5500, including local contribution of \$224,800.00 plus potential overruns in the amount of \$22,500.00 for a total of \$247,300.00. (Major Street Fund)

**IT IS FURTHER RESOLVED**, I, Sheldon A. Neeley, Mayor, am the duly authorized City official authorized to sign MDOT Contract 23-5500 on behalf of the City of Flint.

APPROVED AS TO FINANCE:

Philip Moore  
Philip Moore (Feb 7, 2024 14:56 EST)

Phillip Moore, Chief Financial Officer

APPROVED AS TO FORM:

William Kim  
William Kim (Feb 7, 2024 16:01 EST)  
William Kim, City Attorney

CLYDE D EDWARDS  
CLYDE D EDWARDS (Feb 13, 2024 11:29 EST)  
Clyde Edwards, City Administrator

2024-KRN

## RESOLUTION STAFF REVIEW FORM

**TODAY'S DATE:** February 7, 2024

**BID/PROPOSAL#** N/A

**AGENDA ITEM TITLE:** MDOT Contract 23-5500, Job No. 202002CON, 202002PE/PES, 202002ROW – Culvert replacement work on highway M-54 (Dort Hwy)

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

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

### BACKGROUND/SUMMARY OF PROPOSED ACTION:

The purpose of this resolution is for fixing the rights and obligations of the parties in agreeing to the following: culvert replacement on C02 of 25072 (2568) which carries Highway M-54 (Dort Hwy) over Gilkey Creek, including watermain, sanitary sewer, embankment, earth excavation, erosion control, drainage, curb and gutter, hot mix asphalt paving, turf establishment, underdrain, steel sheet piling, riprap, reinforced concrete, and maintaining traffic; all together with necessary related work, located within the corporate limits of the City of Flint

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

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

Dept.	Name of Account	Account Number	Grant Code	Amount
202	Major Street Fund	450.202-801.000		\$ 247,300.00
		<b>FY24 GRAND TOTAL</b>		<b>\$ 247,300.00</b>

**PRE-ENCUMBERED?** YES ☒ NO ☐ **REQUISITION NO:** 240008221

**ACCOUNTING APPROVAL:** Kathryn Neumann  
Kathryn Neumann (Feb 7, 2024 13:59 EST) **Date:** \_\_\_\_\_

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

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

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

**DEPARTMENT HEAD SIGNATURE:**

Rodney McGaha  
Rodney McGaha (Feb 7, 2024 14:53 EST)  
Rodney McGaha, Director of Transportation

	<u>TOTAL ESTIMATED COST</u>	<u>FEDERAL AID</u>	<u>BALANCE AFTER FEDERAL AID</u>	<u>DEPT'S SHARE</u>	<u>CITY'S SHARE</u>
Constr. & CE	\$8,099,700	\$6,629,600	\$1,470,100	\$1,286,300	\$183,800
PE	\$1,056,500	\$ 864,700	\$ 191,800	\$ 167,800	\$ 24,000
ROW	<u>\$ 750,000</u>	<u>\$ 613,900</u>	<u>\$ 136,100</u>	<u>\$ 119,100</u>	<u>\$ 17,000</u>
TOTAL	\$9,906,200	\$8,108,200	\$1,798,000	\$1,573,200	\$224,800

The PE costs will be apportioned in the same ratio as the actual construction award and the CE costs will be apportioned in the same ratio as the actual direct construction costs.

Participation, if any, by the CITY in the acquisition of trunkline right-of-way shall be in accordance with 1951 P.A. 51 Subsection 1d, MCL 247.651d. An amount equivalent to the federal highway funds for acquisition of right-of-way, as would have been available if application had been made thereof and approved by the Federal government, shall be deducted from the total PROJECT COST prior to determining the CITY'S share. Such deduction will be established from the applicable Federal-Aid matching ratio current at the time of acquisition.

6. The DEPARTMENT shall maintain and keep accurate records and accounts relative to the cost of the PROJECT. The DEPARTMENT may submit progress billings to the CITY on a monthly basis for the CITY'S share of the cost of work performed to date, less all payments previously made by the CITY. No monthly billings of a lesser amount than \$1,000 shall be made unless it is a final or end of fiscal year billing. All billings will be labeled either "Progress Bill Number \_\_\_\_\_", or "Final Billing". Payment is due within 30 days of receipt of invoice. Upon completion of the PROJECT, payment of all items of PROJECT COST and receipt of all Federal Aid, the DEPARTMENT shall make a final billing and accounting to the CITY.

7. In order to fulfill the obligations assumed by the CITY under the provisions of this contract, the CITY shall make prompt payments of its share of the PROJECT COST upon receipt of progress billings from the DEPARTMENT as herein provided. The CITY shall be billed for their share of the preliminary engineering costs upon award of the PROJECT. All payments will be made within 30 days of receipt of billings from the DEPARTMENT. Billings to the CITY will be based upon the CITY'S share of the actual costs incurred less Federal Aid earned as the work on the PROJECT progresses.

8. Pursuant to the authority granted by law, the CITY hereby irrevocably pledges a sufficient amount of funds received by it from the Michigan Transportation Fund to meet its obligations as specified herein. If the CITY shall fail to make any of its required payments when due, as specified herein, the DEPARTMENT shall immediately notify the CITY of the fact of such default and the amount thereof, and, if such default is not cured by payment within ten (10) days, the DEPARTMENT is then authorized and directed to withhold from the first of such monies thereafter allocated by law to the CITY from the Michigan Transportation Fund



PROPOSAL: P24000529  
BY THE CITY ADMINISTRATOR:

RESOLUTION NO.: 240074

PRESENTED: FEB 21 2024

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

**RESOLUTION TO LUTZ ROOFING COMPANY FOR WATER PLANT ROOF**

**WHEREAS**, The City of Flint Division of Purchases and Supplies solicited proposals for Roof Replacement for the City of Flint Water Plant. Of the (5) proposals received, Lutz Roofing Company was the lowest qualified bidder for this project with a base bid of \$396,600.00.

**WHEREAS**, The City of Flint Department of Public Works, Water Plant Division, is requesting to enter into contract with Lutz Roofing Company for the replacement of the Water Plant roof as it is in desperate need of repair, for a total contract amount not to exceed \$436,236.00 for FY24 which includes the Lutz Roofing base bid of \$396,600.00 plus a 10% contingency of \$39,660.00 for any vapor barrier replacements or unforeseeable repairs needed to complete the project.

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

Account Number	Account Name/ Grant Code	Amount
591-545.300-801.000	PROFESSIONAL SERVICES	\$436,236.00
	<b>FY24 GRAND TOTAL</b>	<b>\$436,236.00</b>

**IT IS RESOLVED**, That the Appropriate City Officials, upon City Council's approval, are hereby authorized to enter into a contract with Lutz Roofing Company for the Water Plant roof replacement project, in an amount not-to-exceed of \$436,236.00 for FY24 (07/01/23-06/30/24). This total amount includes the base bid total as well as a 10% contingency cost for the overall project.


**APPROVED AS TO FORM:**

  
William Kim (Feb 13, 2024 09:01 EST)  
William Kim, City Attorney

**APPROVED AS TO FINANCE:**

  
Phillip Moore (Feb 12, 2024 14:47 EST)  
Phillip Moore, Chief Financial Officer

**FOR THE CITY OF FLINT:**

  
CLYDE D EDWARDS (Feb 13, 2024 11:26 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:** February 8, 2024

**AGENDA ITEM TITLE:** Resolution to Lutz Roofing Company for Water Plant Roof Replacement

**PREPARED BY:** Yolanda Gray, Department of Public Works & Utilities

**VENDOR NAME:** Lutz Roofing Company

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

The Department of Purchases & Supplies received proposals for the Water Plant roof replacement. Bids were received from five (5) contractors. Lutz Roofing Company proposal was the lowest qualified. The Department of Public Works & Utilities – Water Plant is requesting a total amount of \$436,260.00 to complete the roofing project. This total includes the proposal bid of \$396,600.00 and an additional 10 percent of \$39.660.00 to cover potential vapor barrier repair costs. Funding is available in the account 591-545.300-801.000.

**FINANCIAL IMPLICATIONS:**

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

Dept.	Name of Account	Account Number	Grant Code	Amount
	Professional Services	591-545.300-801.000		\$436,260.00
		<b>FY24 GRAND TOTAL</b>		<b>\$436,260.00</b>

**PRE-ENCUMBERED?** YES ☒ NO ☐ **REQUISITION NO:** 240008171

**ACCOUNTING APPROVAL:** Yolanda Gray **Date:** 2-8-24

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

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

**DEPARTMENT HEAD SIGNATURE:** Scott Dungee 2-8-24  
(PLEASE TYPE NAME, TITLE)



# Bid Results

City of Flint - Water Treatment  
Roof Section: Dorr Campus (Various Sections)

1/8/2024

Contractor	Issued Pre-Bid Invites	Received Bid Plans / Specs	Did Complete Form	Pre-Bid Attendance	Received Addenda	Base Bid	Add. Attn. #1	Add. Attn. #2	Vapor Barrier Repair	Final Repair
Royal Roofing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$444,600	\$1,140,900	\$439,800	\$3	N/A
Lutz Roofing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$396,600	\$1,005,000	\$439,000	\$5	N/A
Schreiber Roofing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$536,145	\$1,050,411	\$595,524	\$7	N/A
Schena Roofing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$417,471	\$1,900,018	\$541,139	\$4.50	\$1,800
National Roofing	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$694,553	\$1,362,482	\$882,623	\$5.50	\$2,800

Special Notes:

Notes:



**Sheldon Neeley**  
Mayor

**CITY OF FLINT, MICHIGAN**  
**Department of Public Works**  
**Water Plant**

**Clyde Edwards**  
City Administrator

**Scott Dungee**  
Water Plant Supervisor

**February 8, 2024**

**To: Lauren Rowley, Purchasing**

**From: Scott Dungee, Water Plant Supervisor**

**RE: Proposal #24000529 Flint Water Plant Roof Replacement**

I have carefully reviewed the bid received for the Water Plant Roof Replacement. I am recommending Lutz Roofing Company be awarded the contract. Lutz Roofing Company was the lowest most qualified bidder. The total complete proposal is \$396,600.00. It would be beneficial to add 10 percent contingency of \$39,660.00 to cover any vapor barrier repair costs. The total amount of the contract with contingency is \$436,260.00.

If you have any questions or concerns, feel free to contact me at 787-6537 ext. 3506.

**BID FORM B**  
**City of Flint**  
**Roof Replacement – Water Treatment Plant**  
**Priority Roof Sections**

To: Lauren Rowley  
City of Flint  
1101 Saginaw St  
Flint, MI 48502

**Bid Due Date: Wednesday, January 3, 2024 at 10:00am EST.**

**Sealed bids are to be submitted to the above address by the time and date listed above. Bids received after the Due Date and Time will not be considered.**

Pursuant to notices given, the undersigned proposes to furnish all materials and labor necessary to complete the replacement as described below and in strict accordance to the plans and specifications dated 11-15-23. I, the undersigned, having familiarized myself with the attached Contract Documents do hereby propose to furnish all labor, equipment, materials, drayage, tolls, supervision, etc. and to complete all work as specified in these Documents and Specifications. By my submission of this Bidding Proposal, I acknowledge the receipt of the Package containing the following: General Conditions & Requirements, General Instructions to Builders, Detailed Specifications, Detailed Rooftop Diagrams, and Detailed Specification Drawings. To provide supervision, labor, materials and equipment for roof repairs of the following items, per the attached:

**Base Bid:**

**Priority #1: Sections D, I, J & Q**

The base bid shall include the removal and replacement of the existing roofing system in its entirety. New roof system is to consist of a redundant layer, SRS rubber modified roofing system per specifications provided. This shall include all necessary flashings, copings, pitch pockets, and necessary materials in accordance with the specifications, scope of work, and details provided in the bid documents. Work is to be completed by June 30<sup>th</sup>, 2024.

All labor, materials, services and equipment necessary for completion of the work shown on the drawings and in the specifications.

**Total Bid Price: \$396,600.00 DOLLARS (\$ 396,600.00 )**

**Add Alt. #1:**

**Priority #2: Sections C, F, G, H, N & O**

The base bid shall include the removal and replacement of the existing roofing system in its entirety. New roof system is to consist of a redundant layer, SRS rubber modified roofing system per specifications provided. This shall include all necessary flashings, copings, pitch pockets, and necessary materials in accordance with the specifications, scope of work, and details provided in the bid documents. Work is to be completed by June 30<sup>th</sup>, 2024.

All labor, materials, services and equipment necessary for completion of the work shown on the drawings and in the specifications.

**Total Bid Price: \$1,005,000.00 DOLLARS (\$ 1,005,000.00 )**

Company Name Luiz Roofing

**Add Alt. #2: Priority #3: Sections A**

The base bid shall include the removal and replacement of the existing roofing system in its entirety. New roof system is to consist of a redundant layer, SBS rubber modified roofing system per specifications provided. This shall include all necessary flashings, copings, pitch pockets, and necessary materials in accordance with the specifications, scope of work, and details provided in the bid documents. Work is to be completed by June 30<sup>th</sup>, 2024.

All labor, materials, services and equipment necessary for completion of the work shown on the drawings and in the specifications.

Four Hundred Thirty Nine Thousand & 00/100 DOLLARS (\$ 439,000.00 )

**\*\*\*Note: Important Info**

5% Bid Bond

100% Performance Bond

Bid Compliance Form Completion Required

Extra work may be necessary other than required by the plans and specifications, extra work will be completed according to the written instructions of the Owner for the following unit prices:

Unit Cost Items: Repair to existing vapor barrier - \$5.00 per sq. ft.

Addenda Numbers 11 dated 12/26/2023 are hereby acknowledged

Respectfully Submitted,

SIGNATURE:



TITLE:

Project Manager

BUSINESS NAME:

Loetz Roofing

CONTRACTOR ADDRESS:

4121 22 Mile Street, MI 48317

DATE: 01/06/2024

# ROOF REPLACEMENT SPECIFICATIONS

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## ROOF PROJECT 2023/24

**City of Flint – Water Plant  
Priority Roof Sections**

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**Note:**

**Pre-bid:** Wednesday, December 20, 2023 at 10:00am EST  
4500 Dort Hwy.  
Flint, Mi 48506

**Questions By:** Thursday, December 21, 2023 at 10:00am EST  
Lauren Rowley  
LRowley@cityofflint.com

**Quotes Due:** Wednesday, January 3, 2024 at 1:00pm EST  
Sealed Bid, hard-copy; Bid Form and Bid Compliance Form

**Hard-copy, sealed bids will be accepted by:**

Lauren Rowley, Purchasing  
City of Flint

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Sourcewell Contract #:113021

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO ROSENBAUER SOUTH DAKOTA, LLC FOR THE PURCHASE OF A ROSENBAUER  
FIRE APPARATUS**

**WHEREAS**, The City of Flint Fire Department and Fleet Division have utilized Sourcewell cooperative contract # 113021 for the purchase of a Rosenbauer Fire apparatus through Front Line Services, Inc., Freeland Michigan, an OEM dealer for Rosenbauer fire apparatuses and related equipment.

**WHEREAS**, The Flint City Council adopted Resolution #230151 on June 5<sup>th</sup>, 2023, approving the 2023-2025 City Consolidated Plan which accepted \$863,600.00 in CDBG funding for the acquisition of a fire apparatus for the City of Flint Fire Department.

**WHEREAS**, The Fleet Division and Fire Department are requesting the use of these CDBG funds in an amount not to exceed \$863,600.00 for FY24 for the acquisition of a new 2023 Rosenbauer Stock Pumper and all needed additional equipment for said apparatus for operation by the Fire Department.

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

Account Number	Account Name/ Grant Code	Amount
*279-737.160-977.500	VEHICLE/FHUD-CDBG24	\$863,600.00
	<b>FY2024 TOTAL</b>	<b>\$863,600.00</b>

**IT IS RESOLVED**, that the Division of Purchases & Supplies is hereby authorized to issue a Purchase Order to Rosenbauer South Dakota, LLC for the acquisition of a 2023 Rosenbauer Stock Pumper and equipment/accessories for this apparatus in an overall total not to exceed \$863,600.00 for FY2024 (07/01/23-06/30/24).


**APPROVED AS TO FORM:**

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

**APPROVED AS TO FINANCE:**

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

**FOR THE CITY OF FLINT:**

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

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_

**APPROVED AS TO PURCHASING:**

  
\_\_\_\_\_  
Lauren Rowley, Purchasing Manager



## CITY OF FLINT

### STAFF REVIEW FORM

**TODAY'S DATE:** 1/30/2024

**BID/PROPOSAL#** Sourcewell Contract

**AGENDA ITEM TITLE:** Fire Apparatus - Pumper

**PREPARED BY** Christine Tagg, Fleet Services

**VENDOR NAME:** Front Line Services, Inc.

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

After discussion with the Flint Fire Department, Fleet Services is requesting a Purchase Order be issued with Front Line Services, Inc. in the amount of \$863,600.00 for the purchase of Rosenbauer Stock Pumper #18669 apparatus commonly known as a "Pumper". This selection was made based on the following criteria:

Availability | Price

This apparatus is currently complete, pending customization options selected by the Flint Fire Department. The apparatus has many features preferred by the Fire Department.

Front Line Services is a Freeland, Michigan-based dealer of Rosenbauer Fire Apparatus that also provides OEM parts, maintenance, and repairs if necessary.

**FINANCIAL IMPLICATIONS:** \$863,600.00

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

Dept.	Name of Account	Account Number	Grant Code	Amount
3331	Vehicle	279-737.160-977.500		\$863,600.00
		FY23 GRAND TOTAL		\$863,600.00

**PRE-ENCUMBERED?** YES ☒ NO ☐ **REQUISITION NO:** 240008160

**ACCOUNTING APPROVAL:** Christine Tagg  
Christine Tagg (Jan 30, 2024 07:25 EST) **Date:** January 30, 2024





## CITY OF FLINT

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

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

**BUDGET YEAR 1** \$863,600.00

**BUDGET YEAR 2**

**BUDGET YEAR 3**

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

**STAFF RECOMMENDATION:** ☒ **APPROVED** ☐ **NOT APPROVED**

**DEPARTMENT HEAD SIGNATURE:** Marquita Blair  
Marquita Blair (Jan 30, 2024 08:19 EST)  
(Marquita Blair, Fleet Administrator)



## ***Proposal For Fire Apparatus***

City of Flint  
Fleet Director Marquita Blair  
Fire Chief Theron Wiggins

January 25, 2024

Per your request, I am pleased to offer the following;

**Rosenbauer Stock Pumper # 18669. Unit is completed per the enclosed specification. Price for the truck as is with \$ 20,000 allowance for storage (shelves, roll out trays, etc) is \$ 685,000**

### **Pricing for Requested Changes to the Above (See attached lists)**

- 1) Full Equipment List (includes equipment, brackets and installation). \$ 9,186
- 2) Loose Equipment List (items to be shipped loose) \$ 22,829
- 3) Service List (items requested to be added or changed) \$ 63,817
- 4) Misc Allowances (items to be purchased from another vendor. These will be recalculated with actual prices and any difference refunded. \$ 79,800

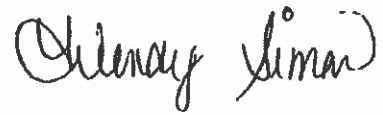
***TOTAL FOR ALL \$ 860,632***

**COMPLETION:** Once accepted (by Sourcewell Contract or City of Flint Purchase Order), all parties shall meet and review the Requested Changes Lists for final placement, overall design, part number, etc. All requests will be documented and signed off by the City of Flint. Once completed, the vehicle will take 90-120 days to be completed and delivered to the City.

All warranties shall commence when the truck is delivered to the City of Flint.

***The amount named in this proposal shall remain firm for a period of 30 days from the date of same. However, being a stock unit, it is being offered subject to prior sale.***

**Respectfully Submitted,**

A handwritten signature in black ink that reads "Wendy Simon". The script is cursive and fluid, with the first name "Wendy" and last name "Simon" clearly distinguishable.

**Wendy Simon**



### EQUIPMENT LIST TO SUPPLY AND INSTALL

Qty	Vendor	Part Number	Description
2	Kochek	KS34-P18-P09	Storz Wrenches Set w/ - Combo NST & Storz
2	Kochek	K05-P18	Square hydrant wrenches - Long
1	Elkhart	00453002	Gated Wye 2.5" x (2) 1.5"
2	Kochek	36R2525-H52	Double Male - 2.5"
2	Kochek	35R2525-H52	Double Female 2.5"
2	Leatherhead	PA*-6	Pick head axe
2	Leatherhead	FA*-6	Flat head axe
2	Leatherhead	LB-36	36" Halligan bar
1	Firehooks	BC-18	Small bolt cutters
1	Firehooks	BC-36	Large Bolt cutters
1	Firehooks	CM-2	Rubber mallet
2	Firehooks	NH-6'	6ft Pike pole -wood
1	Firehooks	NH-8'	8ft pike pole (one additional, 1 on truck already)
1	Firehooks	NH-10'	10ft pike pole (one additional, 1 on truck already)
1	Firehooks	SHV-S27	scoop shovel



### EQUIPMENT LIST (Ship Loose, No Installation Needed)

Qty	Vendor	Part Number	Description
8	Snap-tite	DJ600	100"ft sect. of 4 inch w/ 4" Storz
14	Snap-tite	8D	50"ft sect. of 1.75"
8	Snap-tite	8D	50"ft sect. of 2.5"
4	Elkhart	USE CONFIGURATOR	1.75" Nozzles per Existing
1	Elkhart	USE CONFIGURATOR	2.5" Nozzle - same as above
2	TFT	AB1SP-NX -Not a PN AX1SP-NX	Intake Valve - 6" NST (F) RL x 4" Storz
1	Kochek	SS4L445	Hydrant adapter - 4.5" (F) LH NST x 4" storz
6			Traffic vest
1			200ft Water Life safety rope - w/ bag
4			PFD
2			Throw Rings



## SERVICE CHANGES

Qty	Description
1	Add Vista Screen to Officer
2	Underslung Steps for Running Board
1	Set of Breakaway Strirup steps for under cab
1	Add plates to the 4 steps on the pass side
1	Add 4 steps to D/S front face with handrails
1	Add 4 steps on rear of truck, to the right of the ladders to get to hosebed
1	Strirrup step under rear tailboard, right side
1	Horizontal handrail above the ladder compartment @rear
2	Angled handrails on rear crew doors, 1 per side. To be red powder coated to match existing.
1	Manual DeckGun w/ Manual Extend a gun w/ Stacked Tips
1	Add Dunnage around deck gun w/o lid
1	Make Crosslay floor a solid piece (not slotted)
1	Make hosebed floor a solid piece (not slotted)
1	Add reflective tape to the front bumper - Colors TBD
1	Add lids to both the hard suction compartments

- 1 Brow Light to front chassis - FRC 20k 12v Spectra
- 2 SM/Bottom Raise FRC pole lights to the BOC - 20k lumens w/ Remote switching on pump panel
- 2 Corner hose bed lights - at the front of the hard suction compartments, hold the new top doors short of the front of the body and put some pedestal lights there

- 1 New Raised lid on front bumper

- 1 Configure hose bed for hose load

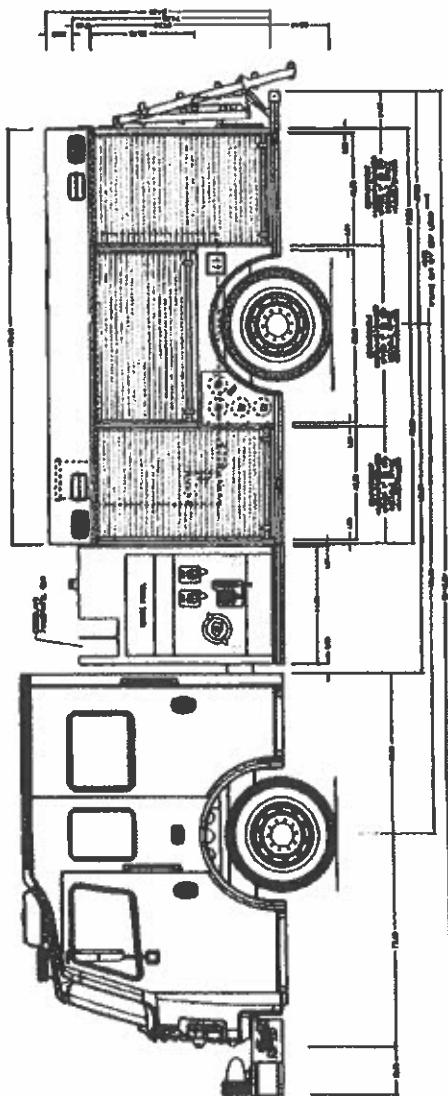
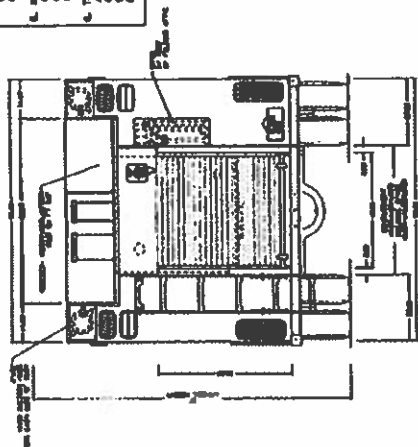


## ALLOWANCES

4	Scott SCBA's each with an extra cylinder	\$36,800
1	Gear Washer/Dryer from MES	\$43,000



1. SPECIFIC WEIGHT & R UNIFORM CONSTRUCTION. UNLAWFUL WEIGHTS MAY BE 4" ABOVE WEIGHTS SHOWN.
2. DO NOT SCALE DRAWING.
3. ALL DIMENSIONS ARE APPROXIMATE AND SUBJECT TO ENGINEERING CHANGES.
4. DIMENSIONS NOT OR MAY NOT SHOW ALL DIMENSIONS AS INDICATED IN THE WRITTEN ACTUAL SPECIFICATIONS.
5. DIMENSIONS OF AN IDEAL ON THE DRAWING DOES NOT CONSTITUTE A WARRANTY OF ANY KIND WITH THE FINAL RELEASED UNIT.
6. THE EXISTING BASE COEFFICIENT WILL BE APPROXIMATELY 1.00. FROM THE WEIGHT COEFFICIENT DIMENSIONS FOR ALL OF DIMENSIONS AS SHOWN. 4" LESS FOR BASED DIMENSIONS.

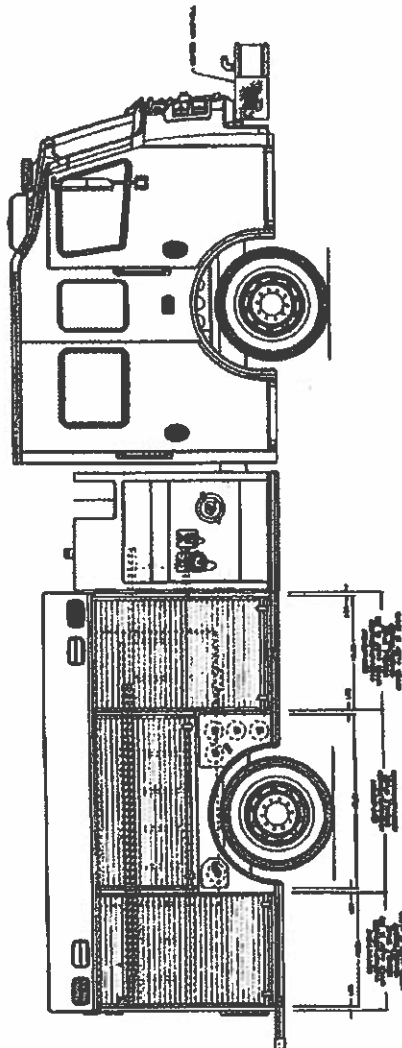


SMALL 50  
400 1000 1000  
1000 1000 1000

SMALL 50  
400 1000 1000  
1000 1000 1000

PRODUCTION APPROVED

APPROVED BY:	
CHASSIS: COMMANDER 9011	
PUMP: MATTEOUS 1600 GPM	
TANK: POLY/750/2000AM	
PANEL MAT: LINE X	
COMP INTERIOR: SPATULA COAT	
MAXIMUM HEIGHT	NONE
MAXIMUM LENGTH	NONE
BODY WIDTH	90"
R-SERIES FXR DEMO	
R-SERIES FXR 3/10"	
R-SERIES FXR 3/10"	





240077

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

PRESENTED: FEB 21 2024

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

**RESOLUTION TO ENTER CONTRACT WITH D&N DEVELOPMENT LLC FOR  
RESIDENTIAL FAÇADE IMPROVEMENTS PROVIDED TO FAMILIES PARTICIPATING IN  
THE CHOICE NEIGHBORHOOD CRITICAL COMMUNITY IMPROVEMENT PROGRAM**

**BY THE CITY ADMINISTRATOR:**

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

**WHEREAS**, the primary strategy of the City of Flint's CNI grant is to implement the approved Transformation Plan through the demolition and replacement of the obsolete Atherton East public housing development (Housing), implementation of several neighborhood strategies to revitalize the area (Neighborhoods), and ensuring that residents in the Choice Neighborhood areas are comprehensively assisted with improved access to basic services (People);

**WHEREAS**, D&N Development LLC was awarded the BID for the Residential Façade Improvements and is a Service Disabled Veteran Small Business located in Flint, MI.


**WHEREAS**, D&N Development's mission is to provide oversight and implementation of the Choice Residential Façade Improvement program. This program will focus on exterior improvements to privately owned properties.

**WHEREAS**, D&N Development will enter a performance-based contract throughout twelve (12) months, to complete property assessments, collaborate consultations with homeowners as well as implementation of exterior improvements and repairs to include sourcing materials, oversee construction, and adhere to HUD Choice regulatory standards.

Account Code	Description	Amount
296-704.801- 963.00	Professional Services: Residential Façade Improvements	\$1,123,200

**IT IS RESOLVED** that appropriate City Officials are authorized to do all things necessary to enter into a contract with D&N Development LLC in the amount not to exceed, \$1,123,200 over the 12-month grant period.

**Approved as to Form:**

  
William Kim (Feb 14, 2024 16:17 EST)  
William Kim, Chief Legal Officer

**Approved as to Finance:**

  
Phillip Moore (Feb 15, 2024 15:18 EST)  
Phillip Moore, Chief Financial Officer

**For the City of Flint:**

CLYDE D EDWARDS  
CLYDE D EDWARDS (Feb 15, 2024 16:58 EST)  
Clyde D. Edwards, City Administrator

**Approved by Council:**



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

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

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

**RESOLUTION STAFF REVIEW**

**Date:** February 6, 2024

**Agenda Item Title:**

**RESOLUTION TO ENTER CONTRACT WITH D&N DEVELOPMENT LLC FOR RESIDENTIAL FAÇADE IMPROVEMENTS PROVIDED TO FAMILIES PARTICIPATING IN THE CHOICE NEIGHBORHOOD CRITICAL COMMUNITY IMPROVEMENT PROGRAM**

**Prepared by:**

Mikesha Loring, Business and Community Services

**Background/Summary of Proposed Action:**

The purpose of this resolution is to award a contract to D&N Development for the Choice Neighborhood Critical Community Improvement Residential Façade Improvement. D&N Development was awarded the BID through the RFP process.

Included in this process:

- Exterior improvements to privately owned properties.
- Provide a detailed property assessment in collaboration with homeowners.
- Sourcing materials and overseeing construction.

Excluded from this process:

- No known exclusions

**Financial Implications:**

FUNDS ARE AVAILABLE IN 296-704.801-963.000 FHUD18CHOICE and will be made available in 296-704.801-801.000 FHUD18CHOICE upon adoption.

Budgeted Expenditure: Yes   X   No        Please explain, if no:

Pre-encumbered: Yes   X   No    Requisition #: \_\_\_\_\_

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

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

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



## CITY OF FLINT

### STAFF REVIEW FORM

**TODAY'S DATE:** 02 / 05 / 2024

**BID/PROPOSAL#** P24-530

**AGENDA ITEM TITLE:** Choice Neighborhood Critical Community Improvement (CCI) Residential Façade Improvement

**PREPARED BY:** Mikesha Loring, Business and Community Services  
(Please type name and Department)

**VENDOR NAME:** D & N Development LLC

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

D & N Development is a Service-Disabled Veteran Small Business located in Flint, MI that specializes in many contract services from interior design to industrial demolition & environmental rehabilitation. This project will provide oversight and implementation of the Choice Residential Façade Improvement program. The CCI program will focus on exterior improvements to privately owned properties. The contractor will be responsible for detailed property assessments and collaborative consultations with homeowners as well as the implementation of exterior improvements and repairs to include sourcing materials, overseeing construction, and adhering to HUD Choice- regulatory standards.

BLI 1480 Critical Community Improvements, necessary component of the Choice Implementation Grant.

**FINANCIAL IMPLICATIONS:** \$1,123,200.

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

**FUNDS ARE AVAILABLE IN:**

Dept.	Name of Account	Account Number	Grant Code	Amount
Business & Community Services	Uncommitted	296-704.801-963.000	FHUD18CHOICE	\$1,123,200

**TO BE MOVED TO:**

Dept.	Name of Account	Account Number	Grant Code	Amount
Business & Community Services	Professional Services	296-704.801-801.000	FHUD18CHOICE	\$1,123,200



## CITY OF FLINT

		<b>FY24 GRAND TOTAL</b>	<b>\$1,123,200</b>
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PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO: 34400343

ACCOUNTING: Carissa Dotson Date: 02/14/2024  
Carissa Dotson (Feb 14, 2024 15:55 EST)

FINANCE APPROVAL: [Signature] Date: 02/14/2024

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☒ NO ☐  
(If yes, please indicate how many years for the contract) 1 YEARS

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

BUDGET YEAR 1 \$1,123,200

BUDGET YEAR 2

BUDGET YEAR 3

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

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

DEPARTMENT HEAD SIGNATURE: Emily Doerr  
Emily Doerr (Feb 14, 2024 16:15 EST)  
(PLEASE TYPE NAME, TITLE)

**DEPARTMENT HEAD MUST SIGN**



PROPOSAL #: 24000525  
BY THE CITY ADMINISTRATOR:

RESOLUTION NO.: 240080  
PRESENTED: FEB 21 2024  
ADOPTED: \_\_\_\_\_

**RESOLUTION TO LURVEY CONSTRUCTION, LLC FOR BSI/DEVELOPMENT DEPARTMENT  
RENOVATIONS**

**WHEREAS**, The City of Flint Division of Purchases & Supplies solicited proposals for BSI Department Renovations in the South Building of City Hall. Lurvey Construction, LLC, Flint, Michigan was the lowest qualified bidder for this proposal.

**WHEREAS**, BSI and Development are requesting to proceed into contract with Lurvey Construction, LLC. to complete an extensive interior renovation to the BSI/Development area within City Hall. The upgrades will improve conditions for employees, City of Flint residents and business owners to provide a safer, more energy efficient and customer-service-like atmosphere in this outdated area of the South Building City Hall.

**WHEREAS**, the total cost of the project \$2,186,230.00 will include design, engineering and construction of interior of the South Building as outlined in the Proposal.

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

Account Number	Account Name/ Grant Code	Amount
249-371.100-976.000	BUILDING ADDITIONS & IMPROVEMENTS	\$2,186,230.00
	<b>FY24 GRAND TOTAL</b>	<b>\$ 2,186,230.00</b>

**IT IS RESOLVED**, that the Appropriate City Officials, upon City Council's approval, are hereby authorized to enter into a contract with Lurvey Construction, LLC to complete the BSI/Development interior renovations to the South Building of City Hall in a total contract cost not-to-exceed \$2,186,230.00 for FY24 (07/01/23-06/30/24) from the 249-371.100-976.000 account.

**APPROVED AS TO FORM:**

  
William Kim (Feb 13, 2024 09:07 EST)

William Kim, City Attorney

**APPROVED AS TO FINANCE:**

  
Phillip Moore (Feb 12, 2024 14:59 EST)

Phillip Moore, Chief Financial Officer

**FOR THE CITY OF FLINT:**

CLYDE D EDWARDS  
CLYDE D EDWARDS (Feb 13, 2024 11:27 EST)

Clyde Edwards, City Administrator

**APPROVED BY CITY COUNCIL:**

**APPROVED AS TO PURCHASING:**



Lauren Rowley, Purchasing Manager





## CITY OF FLINT

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WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☒ NO ☐

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

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

BUDGET YEAR 1

BUDGET YEAR 2

BUDGET YEAR 3

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

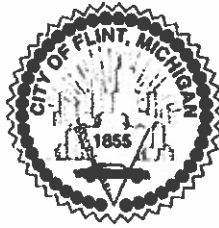
STAFF RECOMMENDATION: (PLEASE SELECT): ☒ APPROVED ☐ NOT APPROVED

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

  
Emily Doerr, Director, Planning and Development

Emily Doerr, Director, Planning and Development





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

**BSI Renovations**

**P24-525**

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

**Bidder #1: Lurvey Construction  
Flint, MI**

Interior Renovations	\$2,186,230
Exterior Renovations	\$798,180
Bid Alternative (Exterior)	\$1,534,200
<b>Total (for both)</b>	<b>\$2,984,410</b>
<b>Total with alternative</b>	<b>\$4,518,610</b>

**Bidder #2: Sorensen Gross  
Flint, MI**

Interior Renovations	\$2,621,410
Exterior Renovations	\$940,300
Bid Alternative (Exterior)	\$1,780,000
<b>Total</b>	<b>\$3,561,710</b>
<b>Total with alternative</b>	<b>\$5,341,710</b>

**A SPECIAL NOTE FROM THE PURCHASING DIVISION**

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

**LURVEY CONSTRUCTION - THE BELOW BREAKDOWN IS FOR ACCOUNTING PURPOSES ONLY.**

First Building & Safety Division - Building Renovations Scoping Report  
 October 20, 2023  
 HRC Job Number 20230606  
 Page 7 of 14

**SUMMARY OF PRICING - BID FORM****TASK #1 - INTERIOR RENOVATIONS**

Item	Quantity	Unit Price	Total Cost
<b>DESIGN</b>			
1. <u>Schematic Design Phase</u>			
Architectural/Engineering Design Fees	1 @	Lump Sum =	\$ <u>13,400</u>
General Contractor Admin Fees	1 @	Lump Sum =	\$ <u>No Cost</u>
2. <u>Design Development Phase</u>			
Architectural/Engineering Design Fees	1 @	Lump Sum =	\$ <u>23,500</u>
General Contractor Admin Fees	1 @	Lump Sum =	\$ <u>No Cost</u>
3. <u>Construction Documents Phase</u>			
Architectural/Engineering Design Fees	1 @	Lump Sum =	\$ <u>47,200</u>
General Contractor Admin Fees	1 @	Lump Sum =	\$ <u>No Cost</u>

**CONSTRUCTION**

4. GC Construction General Conditions	1 @	Lump Sum =	\$ <u>217,960</u>
Includes supervision, quality control, temporary facilities, temporary utilities, temporary protection, construction equipment, safety, SWPPP, daily cleanup and final clean, dumpsters, surveying, building layout, start up and close out costs, site and building testing, general liability and builder's risk insurance, performance and payment bonds.			
5. Architectural/Engineering Construction Services	1 @	Lump Sum =	\$ <u>Included</u>
6. Demolition & Hazardous Material Abatement	1 @	Lump Sum =	\$ <u>226,200</u>
7. Walls & Ceilings	1 @	Lump Sum =	\$ <u>260,400</u>
8. Doors & Windows	1 @	Lump Sum =	\$ <u>161,000</u>
9. Millwork	1 @	Lump Sum =	\$ <u>87,500</u>
10. Finishes	1 @	Lump Sum =	\$ <u>236,950</u>
11. Electrical (Incl. Fixture Allowance)	1 @	Lump Sum =	\$ <u>225,220</u>
12. Mechanical	1 @	Lump Sum =	\$ <u>252,700</u>
13. Plumbing	1 @	Lump Sum =	\$ <u>124,100</u>
13. IT, Security, Card Access, & Phones	1 @	Lump Sum =	\$ <u>56,800</u>
14. Miscellaneous: Paint, Caulk, Toilet Accessories, And Signage	1 @	Lump Sum =	\$ <u>62,500</u>
15. FF&E: Window Treatments, Furniture, and Display Monitors	1 @	Lump Sum =	\$ <u>140,800</u>
16. Contingency (Mandatory)	1 @	Lump Sum =	\$ <u>50,000.00</u>

**Total Amount of Bid - TASK #1****\$ 2,186,230****SEE ATTACHED CLARIFICATION SHEET.**

**TASK #2 – EXTERIOR RENOVATIONS**

Item	Quantity	Unit Price	Total Cost
<b>DESIGN</b>			
1. <u>Schematic Design Phase</u>			
Architectural/Engineering Design Fees	1	@ Lump Sum =	\$ 2,200
General Contractor Admin Fees	1	@ Lump Sum =	\$ No Cost
2. <u>Design Development Phase</u>			
Architectural/Engineering Design Fees	1	@ Lump Sum =	\$ 3,400
General Contractor Admin Fees	1	@ Lump Sum =	\$ No Cost
3. <u>Construction Documents Phase</u>			
Architectural/Engineering Design Fees	1	@ Lump Sum =	\$ 16,900
General Contractor Admin Fees	1	@ Lump Sum =	\$ No Cost
<b>CONSTRUCTION</b>			
4. GC Construction General Conditions	1	@ Lump Sum =	\$ 58,680
Includes supervision, quality control, temporary facilities, temporary utilities, temporary protection, construction equipment, safety, SWPPP, daily cleanup and final clean, dumpsters, surveying, building layout, start up and close out costs, site and building testing, general liability and builder's risk insurance, performance and payment bonds.			
5. Architectural/Engineering Construction Services	1	@ Lump Sum =	\$ Included
6. Remove and Replace Bridge	1	@ Lump Sum =	\$ 311,900
7. Remove & Replace Exterior Doors	1	@ Lump Sum =	\$ 30,400
8. Window Repairs	1	@ Lump Sum =	\$ 232,200
7. Marble Wall Panel Repairs	1	@ Lump Sum =	\$ 56,200
9. Miscellaneous: Caulk	1	@ Lump Sum =	\$ 11,300
18. Contingency (Mandatory)	1	@ Lump Sum =	\$ 75,000.00

**Total Amount of Bid – TASK #2** **\$ 798,180**

**Bid Alternate #1-2 (Add to Task #2 Base Bid Amount)**

Replace all windows and enamel panels at the entire building – appearance and configuration to match existing. New windows and panels are to comply with Michigan Energy Code requirements. **\$1,534,200**

Contingency: The contingency allowances included within the bid document are to be utilized at the discretion of the City to cover unforeseen work that was not included in the project scope. The successful bidder shall obtain prior approval from the City, or its designee, prior to completing work using contingency funds.

**SEE ATTACHED CLARIFICATION SHEET.**

**BILLABLE HOURLY WAGE RATE TABLE**  
Provide separate rate tables for Prime Contractor and all Subcontractors

Company: Lurvey Construction - Industry Standard Rates to be provided upon clarification and award.

Position	Hourly Rate
Principal in Charge	\$ _____
Project Superintendent	\$ _____
Project Manager	\$ _____
Registered Architect	\$ _____
Professional Engineer	\$ _____
Field Representative	\$ _____
Structural Engineer	\$ _____
Mechanical/Electrical Engineer	\$ _____
CAD/Draftsperson	\$ _____
Clerical	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Reimbursables:

Provide a list of items for which you would require reimbursement and the percentage mark-up, if any, which you would add to reimbursable expenses. Please refer to AIA B133-2014 as amended, Article 11 for clarifications on allowable reimbursable expenses.

Percentage Markup 6 %

Not-To-Exceed Cost of Reimbursable Expenses \$ 304,300\*

\* Above represents current general condition costs and reimbursables plus 10% contingency for schedule extensions based on our review of AIA B133-2014 there are multiple items not applicable or need to be agreed to based on the contractual relationship.



CITY OF FLINT

240082

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

PRESENTED: 3-06-2024

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

**RESOLUTION TO SET A PUBLIC HEARING REGARDING THE OBSOLETE PROPERTY REHABILITATION EXEMPTION CERTIFICATE (PA 146 OF 2000 AS AMENDED) APPLICATION FOR 2957 CARR STREET**

**BY THE CITY ADMINISTRATOR:**

The City of Flint desires to provide due notice to all persons interested as to the time and place of a hearing in respect to the proposed action of this body to approve the Obsolete Property Rehabilitation Exemption Certificate Application for Waterfront Capital LLC Located at 2957 Carr Street.

Pursuant to the requirements of section 42-25 of the Flint City Code, a public hearing is required so that members of the Flint City Council may meet and hear objections to the proposed Obsolete Property Rehabilitation Exemption Certificate Application for Waterfront Capital LLC Located at 2957 Carr Street.

**IT IS RESOLVED**, that a public hearing to consider the approval of the Obsolete Property Rehabilitation Exemption Certificate Application for Waterfront Capital LLC Located at 2957 Carr Street shall be held on the \_\_\_\_\_ day of \_\_\_\_\_, 2024 at \_\_\_\_\_ p.m., in the City Council Chambers, 3<sup>rd</sup> Floor, City Hall, 1101 S. Saginaw St., Flint, Michigan.

**IT IS FURTHER RESOLVED**, that the City Clerk shall cause notice of such hearing to be published in an official paper of general circulation not less than fifteen (15) days prior to said hearing.

**APPROVED AS TO FORM:**

**APPROVED AS TO FINANCE**

  
William Kim (Feb 22, 2024 11:34 EST)  
**William Kim, City Attorney**

  
Phillip Moore (Feb 22, 2024 07:36 EST)  
**Phillip Moore, Chief Financial Officer**

**ADMINISTRATION:**

**CITY COUNCIL:**

  
CLYDE D EDWARDS (Feb 23, 2024 11:14 EST)  
**Clyde Edwards, City Administrator**

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



## CITY OF FLINT

### RESOLUTION STAFF REVIEW FORM

**TODAY'S DATE:** February 20, 2024

**BID/PROPOSAL#** n/a

**AGENDA ITEM TITLE: RESOLUTION TO SET A PUBLIC HEARING REGARDING THE OBSOLETE PROPERTY REHABILITATION EXEMPTION CERTIFICATE (PA 146 OF 2000 AS AMENDED) APPLICATION FOR 2957 CARR STREET**

**PREPARED BY** Emily Doerr Director, Department of Business and Community Services (formerly known as Planning and Development)

**VENDOR NAME:** n/a

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

This resolution is for City Council to set a public hearing regarding the Obsolete Property Rehabilitation Exemption Certificate (PA 146 of 2000 as Amended – referred to as "OPRA") application for 2957 Carr Street.

The application was submitted by owner Waterfront Capital LLC for a 4-year tax abatement. All proper steps have been followed. This tax abatement is an economic development tool to encourage redevelopment which will increase commercial activity and create employment.

The resolution requesting Council approval is a separate packet which includes: the resolution creating the OPRA District approved by City Council on 5/13/19; the minutes from the City of Flint Zoning Board of Appeals meeting on March 15, 2022 during which a zoning variance for 2957 Carr Street was approved; the application submitted by Waterfront Capital LLC for the August 8<sup>th</sup> 2023 City of Flint Economic Development Corporation meeting; and the approved minutes of the City of Flint EDC from August 8<sup>th</sup>.

**FINANCIAL IMPLICATIONS:** The applicant will invest atleast \$450,000 and atleast 5 jobs will be created or retained in the northeast part of the city.

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

Dept.	Name of Account	Account Number	Grant Code	Amount
		FY23/24 GRAND TOTAL		



## CITY OF FLINT

PRE-ENCUMBERED? YES ☐ NO ☒ REQUISITION NO:

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☐ NO ☒

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

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

BUDGET YEAR 1

BUDGET YEAR 2

BUDGET YEAR 3

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

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

DEPARTMENT HEAD SIGNATURE: Emily Doerr  
Emily Doerr (Feb 2, 2024 18:36 EST)  
(PLEASE TYPE NAME, TITLE)

RESOLUTION NO.: 240083PRESENTED: 3-06-2024

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

**RESOLUTION AUTHORIZING APPROPRIATE CITY OFFICIALS TO PROCESS A  
BUDGET ADMENDMENT TO THE PLANNING PRINTING & PUBLISHING ACCOUNT  
AND THE PLANNING GRANT INELIGIBLE EXPENSE ACCOUNT**

**BY THE CITY ADMINISTRATOR:**

The Planning and Development Department is requesting a budget amendment to the Planning Printing & Publishing account in the amount of \$14,637.25 and the Planning Grant Ineligible Expense account in the amount of \$8,225.34. The City of Flint received checks totaling \$47,321.00 from Cinnaire Title Services on behalf of Clark Commons parcel purchases. The revenue was entered into account number 101-701.000-673.100, Sale of City Land on 02/01/24. The Planning and Development Department would like to make some of the funds available for Public Notices in the Planning Printing & Publishing account and for the return of NSP Program Income in the Planning Grant Ineligible Expense account with a budget amendment to these accounts. The increased budget will have no effect on the FY24 fund balance as it will be using the revenue from the sale of property.

YEAR	FUND	DEPT/ACTIVITY	EXPENSE	DESCRIPTION	AMOUNT	
					Dr.	Cr.
2024	101	701.000	900.000	PRINTING & PUBLISHING		14,637.25
2024	101	701.000	964.100	GRANT INELIGIBLE EXPENSE		8,225.34

**IT IS RESOLVED**, that appropriate City Officials are authorized to do all things necessary to process a budget amendment to the 101-701.000 (General Fund – Planning) Fund and Department Activity as listed above for FY24.

**APPROVED AS TO FORM:**

  
William Kim (Feb 21, 2024 13:35 EST)  
\_\_\_\_\_  
William Kim, City Attorney

**APPROVED AS TO FINANCE:**

  
Phillip Moore (Feb 21, 2024 12:17 EST)  
\_\_\_\_\_  
Phillip Moore, Chief Financial Officer

**FOR THE CITY OF FLINT:**

CLYDE D. EDWARDS  
CLYDE D EDWARDS (Feb 21, 2024 13:45 EST)  
\_\_\_\_\_  
Clyde D. Edwards, City Administrator

**APPROVED BY CITY COUNCIL:**

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





## CITY OF FLINT

### RESOLUTION STAFF REVIEW FORM

**TODAY'S DATE:** 02/21/2024

**BID/PROPOSAL#:**

**AGENDA ITEM TITLE:** Request for a budget amendment to the Planning Printing & Publishing account and the Planning Grant Ineligible Expense account.

**PREPARED BY:** Mary Jarvis, Planning and Development Accounting Coordinator

**VENDOR NAME:** N/A

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

Request for a budget amendment to the Planning Printing & Publishing account in the amount of \$14,637.25 and the Planning Grant Ineligible Expense account in the amount of \$8,225.34. The City received checks totaling \$47,321.00 from Cinnaire Title Services on behalf of Clark Commons. The revenue was entered in to account number 101-701.000-673.100, Sale of City Land ON 02/01/24. The Planning and Development Department would like to make some of the funds available for Public Notices in the Planning Printing & Publishing account and for the return of NSP Program Income in the Planning Grant Ineligible Expense account with a budget amendment to these accounts. The increased budget will have no effect on the FY24 fund balance as it will be using the revenue from the sale of property.

**FINANCIAL IMPLICATIONS:** A budget amendment to move funds from the Revenue account for the Sale of City Land to the Planning Printing & Publishing account and the Planning Grant Ineligible Expense account (return of program income).

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

Dept.	Name of Account	Account Number	Grant Code	Amount
PLAN	Printing & Publishing	101-701.000-900.000	N/A	\$8,225.34
PLAN	Grant Ineligible Expense for return of PI	101-701.000-964.100	N/A	\$14,637.25
		<b>FY23/24 GRAND TOTAL</b>		<b>\$22,862.59</b>

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

**ACCOUNTING APPROVAL:** Carissa Dotson Carissa Dotson Feb 21, 2024 10:15 EST **Date:** 02/21/2024



## CITY OF FLINT

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

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

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

**BUDGET YEAR 1**

**BUDGET YEAR 2**

**BUDGET YEAR 3**

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

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

**DEPARTMENT HEAD SIGNATURE:**   
Emily Doerr (Feb 01, 2024 11:56 EST)

Emily Doerr, Planning and Development, Director

240084



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

PRESENTED: 3-06-2024

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

**RESOLUTION APPROVING LAND LEASE AGREEMENT WITH VERIZON  
WIRELESS FOR 935 STEVENS STREET**

**BY THE MAYOR:**

**WHEREAS**, Verizon Wireless seeks to enter into a long-term lease of property from the City of Flint, approximately 250 square feet located at an estimated address of 935 Stevens Street, City of Flint, Genesee County, Michigan, 48503, for the purposes of constructing and operating a cellular communications tower at that location; and

**WHEREAS**, Verizon Wireless and the City of Flint have agreed to amend the terms of a Land Lease Agreement, attached here by reference, by which the City shall be paid \$1,100/mon. commencing on January 1, 2024, with that amount increasing by 5% each year for a period of ten (10) additional five (5) year renewal terms; and

**IT IS RESOLVED**, that the Flint City Council approves the amended Land Lease Agreement between the City of Flint and Verizon Wireless.

**APPROVED BY CITY COUNCIL:**

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

**APPROVED BY THE MAYOR:**

CLYDE D EDWARDS  
CLYDE D EDWARDS (Feb 23, 2024 17:03 EST)  
Clyde Edwards, City Administrator

**APPROVED AS TO FORM:**

William Kim (Feb 23, 2024 12:40 EST)  
William Kim, City Attorney



## RESOLUTION STAFF REVIEW FORM

<b>AGENDA ITEM TITLE:</b>	<b>VERIZON WIRELESS LEASE AGREEMENT FOR 935 STEVENS STREET</b>	<b>BID/PROPOSAL #:</b>	<b>N/A</b>		
<b>PREPARED BY: (NAME &amp; DEPARTMENT)</b>	<b>LEGAL DEPARTMENT</b>	<b>DATE:</b>	<b>02/21/2024</b>		
<b>VENDOR NAME:</b>	<b>VERIZON WIRELESS</b>				
<b>BACKGROUND/SUMMARY OF PROPOSED ACTION/FINANCIAL IMPLICATIONS:</b>					
This resolution seeks to amend an existing long-term lease between the City and Verizon Wireless wherein the City will receive a starting rate of \$13,200 with a 5% increase each year over a period of 10 five-year renewal terms.					
<b>BUDGETED EXPENDITURE?</b>	Yes	No	<b>PRE-ENCUMBERED?</b>	Yes	No
		x			x
<b>IS A CONTRACT NEEDED?</b>	Yes	No	<b>LENGTH OF CONTRACT</b>	<b>JANUARY 2024-JANUARY 2029</b>	
	x				
<b>IF APPLICABLE, ESTIMATE AMOUNT BY BUDGET YEAR:</b>	<b>N/A</b>				
<b>OTHER IMPLICATIONS (I.E. COLLECTIVE BARGAINING)</b>	<b>N/A</b>				

### STAFF RECOMMENDS APPROVAL

DEPARTMENT HEAD SIGNATURE:

  
William Kim (Feb 23, 2024 12:40 EST)

## FIRST AMENDMENT TO LAND LEASE AGREEMENT

This First Amendment to Land Lease Agreement ("First Amendment") is made, and shall be effective, as of the last date of the signatures below ("Effective Date"), between City of Flint ("LESSOR"), and Cellco Partnership d/b/a Verizon Wireless ("LESSEE"). LESSOR and LESSEE (or their predecessors in interest) entered into that certain Land Lease Agreement dated April 3, 2018, as may have been previously amended and/or assigned, (the "Agreement"), pursuant to which LESSEE is leasing or licensing from LESSOR a portion of that certain property located at 935 Stevens Street, Flint, Michigan 48503, as more particularly described in the Agreement. LESSOR and LESSEE may be referenced in this First Amendment individually as a "Party" or collectively as the "Parties."

In consideration of the mutual covenants and promises contained in this First Amendment, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties agree to amend the Agreement as follows:

1. Term. Notwithstanding anything contained in the Agreement to the contrary, the Agreement shall expire on December 31, 2023. Commencing on January 1, 2024, the Agreement shall be extended for 5 years ("Initial Extension Term"). The term of the Agreement shall thereafter automatically extend for 10 additional terms of 5 years each (each, an "Additional Extension Term"), unless LESSEE terminates the Agreement by giving LESSOR notice of such termination at least 30 days prior to the expiration of the Initial Extension Term or then-current Additional Extension Term.

2. Rent. Commencing on January 1, 2024, the monthly rent during the Initial Extension Term shall be \$1,100.00 to be paid on the first day of the month in advance to LESSOR or such other person as LESSOR may designate in writing at least 30 days in advance of any rental payment date. Thereafter, commencing on January 1, 2029, monthly rent for each Additional Extension Term shall increase by 5% upon commencement of each Additional Extension Term.

3. Rent Credit. This First Amendment provides for a reduction in rent, effective January 1, 2024. The Parties acknowledge and agree that LESSEE shall be entitled to a credit in the event of any overpayment of rent resulting from said reduction in rent. Such credit shall be applied against LESSEE's rent due under the Agreement.

4. Continued Effect. Except as amended hereby, all of the other terms and conditions of the Agreement shall remain in full force and effect. In the event of a conflict between any term and provision of the Agreement and this First Amendment, the terms and provisions of this First Amendment shall control. In addition, except as otherwise stated in this First Amendment, all initially capitalized terms shall have the same respective defined meaning stated in the Agreement. All captions are for reference purposes only and shall not be used in the construction or interpretation of this First Amendment.

5. Ratification and Reaffirmation. LESSOR and LESSEE do hereby ratify, reaffirm, adopt, contract for and agree to be, or continue to be, bound by all of the terms and conditions of the above-referenced Agreement. Except as modified by this First Amendment, all of the terms and conditions of the Agreement are incorporated by reference herein as if set forth at length. It is



acknowledged and agreed that the execution of this First Amendment by the Parties is not intended to and shall not constitute a release of either Party from any obligation or liability which said Party has to the other pursuant to the Agreement.

[SIGNATURE PAGE TO FOLLOW]



**IN WITNESS WHEREOF**, this First Amendment is effective and entered into as of the date last written below.

**LESSOR:**

**The City of Flint**

**APPROVED AS TO FORM:**

**FOR THE CITY OF FLINT:**

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

\_\_\_\_\_  
**Sheldon A. Neeley, Mayor**

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_

**LESSEE:**

**Cellco Partnership  
d/b/a Verizon Wireless**

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

Name: Sergei Mislevy

Title: Executive Director-Network Engineering/Real Estate

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





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

PRESENTED: 3/6/2024

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

**BY THE CITY ADMINISTRATOR:****RESOLUTION TO JACK DOHENY SUPPLY FOR ADDITIONAL FUNDS FOR THE REPAIR OF THE WSC VAC AND TV CCTV VEHICLES**

**WHEREAS,** The City of Flint Water Service Center, Utilities Division, is requesting additional funds be added to their existing purchase order for the repairs of their jet-vac and CCTV vehicles. These repairs are made in conjunction with the Fleet Administrator. This vendor is the current authorized dealer for these vehicles and should be considered a sole source. Our current repair needs are much greater than anticipated.

**WHEREAS,** The City of Flint Water Service Center, Utilities Division, is requesting the proposed amount of \$70,000.00 for these services for a revised Water Service Center total of \$140,000.00. Funding for said services will come from the following accounts:

590-540.208-977.000	Equipment	\$55,000.06
591-540.202-977.000	Equipment	\$15,000.00

**IT IS RESOLVED,** that the Proper City Officials, upon City Council's approval, are hereby authorized to approve the additional funding request for the amount of \$70,000 for an overall total not to exceed \$140,000.00 for FY24 (07/01/23-06/30/2024).

**APPROVED AS TO FORM:**

William Kim  
William Kim (Feb 22, 2024 15:56 EST)

**William Kim, City Attorney****APPROVED AS TO FINANCE:**

Phillip Moore  
Phillip Moore (Feb 23, 2024 08:54 EST)

**Phillip Moore, Chief Financial Officer****FOR THE CITY OF FLINT:**

CLYDE D EDWARDS  
CLYDE D EDWARDS (Feb 23, 2024 11:05 EST)

**Clyde Edwards, City Administrator****APPROVED BY CITY COUNCIL:****APPROVED AS TO PURCHASING:**

Lauren Rowley

**Lauren Rowley, Purchasing Manager**





## CITY OF FLINT

### RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: 02/17/24

BID/PROPOSAL#

AGENDA ITEM TITLE: Vactor Repairs and Accessories

PREPARED BY: Cheri Priest, Utilities - Water Service Center

VENDOR NAME: Jack Doheny Supply

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

The WSC requests additional funds be added to our existing purchase order. The repairs on our vactors and TV truck have been much more than anticipated. These vehicles are highly specialized and we are limited to facilities that can handle these repairs.

FINANCIAL IMPLICATIONS: None

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

Dept.	Name of Account	Account Number	Grant Code	Amount
2493	Equipment	591-540.202-977.000	N/A	15,000.00
2496	Equipment	590-540.208-977.000	N/A	55,000.00
FY24 GRAND TOTAL				70,000.00

PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO: 24-0008252

ACCOUNTING APPROVAL: Cheri Priest Date: 02/20/2024  
Cheri Priest (Feb 20, 2024 12:48 EST)

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

DEPARTMENT HEAD SIGNATURE: Entrice Mitchell  
Entrice Mitchell, Sewer Maintenance Supervisor



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

PRESENTED: 3-6-2024

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

**Resolution Authorizing Entering into a Grant Agreement with Patrick Leahy  
Bulletproof Vest Partnership Program Funded by the Department of Justice**

**BY THE CITY ADMINISTRATOR:**

**WHEREAS,** The City of Flint Police Department has been awarded grant funds, in the amount of \$44,115.00, from the Patrick Leahy Bulletproof Vest Partnership Program for the purpose of purchasing bulletproof vests; and

**WHEREAS,** The Patrick Leahy Bulletproof Vest Partnership (BVP) Program, funded by the Department of Justice, with a local match required, the federal portion of the costs for body armor purchased under the BVP Program may not exceed 50 percent; and

**WHEREAS,** Funding from this grant allows for National Institute of Justice compliant armored vests for the City of Flint Police Department, the objective is to protect the lives of law enforcement officers;

Account Number	Grant Code	Account Name	Amount
296-301.736-977.000	FDOJ-BVP23	Equipment	\$44,115.00
101-315.000-977.000		Equipment	\$44,115.00

**IT IS RESOLVED,** that the appropriate City officials, upon City Council's approval, are hereby authorized to do all things necessary to enter into the grant agreement with the Patrick Leahy Bulletproof Vest Partnership Program. Amend the FY24 budget, appropriate award funding for revenue and expenditures in future fiscal years as long as the funds are available from the funder, and abide by the terms and conditions of the award from the Patrick Leahy Bulletproof Vest Partnership Program, in the amount of \$44,115.00.00, to grant code FDOJ-BVP23

**APPROVED AS TO FORM:**

William Kim  
William Kim (Feb 20, 2024 14:33 EST)

**William Kim, Chief Legal Officer**

**APPROVED AS TO FINANCE:**

Phillip Moore  
Phillip Moore (Feb 20, 2024 14:28 EST)

**Phillip Moore, Chief Financial Officer**

**FOR THE CITY OF FLINT:**

Clyde D Edwards  
CLYDE D EDWARDS (Feb 20, 2024 16:47 EST)

**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_  
**, City Council President**

 An official website of the United States government, Department of Justice.  
[Here's how you know](#) ✓



[Home](#) / [Patrick Leahy Bulletproof Vest Partnership \(BVP\) Program](#)

# Patrick Leahy Bulletproof Vest Partnership (BVP) Program

## Overview

Created by the Bulletproof Vest Partnership Grant Act of 1998, the Patrick Leahy Bulletproof Vest Partnership (BVP) Program, administered by the Bureau of Justice Assistance (BJA), reimburses states, units of local government, and federally recognized Indian tribes for up to 50 percent of the cost of body armor vests purchased for law enforcement officers. See the [BVP Fact Sheet](#) for additional information.



## Funding

The annual BVP application period typically begins in April and closes six weeks from the opening date.

NEW: The fiscal year 2023 BVP awards have been announced. See the complete list of [FY 2023 BVP awards](#). BVP award history can be found at [BVP Award History by Jurisdiction](#).

## Learn More

See the [main BVP website](#) for additional information about this program, to access the [application system](#), for [answers to frequently asked questions](#), and more.

**Date Modified: September 29, 2023**

**Date Created: March 2, 2012**



U.S. DEPARTMENT OF JUSTICE  
OFFICE OF JUSTICE PROGRAMS

MI	BATTLE CREEK CITY	\$12,790.00
MI	BAY CITY	\$10,596.00
MI	BAY COUNTY	\$469.88
MI	BELDING CITY	\$1,251.00
MI	BENZIE COUNTY	\$1,639.00
MI	BERKLEY CITY	\$7,225.00
MI	BERRIEN COUNTY	\$1,668.06
MI	BEVERLY HILLS VILLAGE	\$1,275.00
MI	BIRCH RUN VILLAGE	\$685.86
MI	BIRMINGHAM CITY	\$12,307.50
MI	BLOOMFIELD TOWNSHIP	\$2,205.00
MI	BRIDGMAN CITY	\$1,250.00
MI	BRIGHTON CITY	\$2,015.00
MI	BROWN CITY	\$1,840.00
MI	BROWNSTOWN CHARTER TOWNSHIP	\$4,800.00
MI	CALHOUN COUNTY	\$768.70
MI	CANTON CHARTER TOWNSHIP	\$10,560.00
MI	CAPAC VILLAGE	\$2,562.50
MI	CASS COUNTY	\$6,265.00
MI	CENTER LINE CITY	\$4,356.00
MI	CHARLEVOIX CITY	\$1,850.00
MI	CHARLOTTE CITY	\$1,934.00
MI	CHELSEA CITY	\$2,975.00
MI	CLARE COUNTY	\$2,695.00
MI	CLAWSON CITY	\$2,337.50
MI	CLINTON CHARTER TOWNSHIP	\$3,725.00
MI	CLINTON COUNTY	\$7,600.00
MI	COLUMBIA TOWNSHIP	\$850.00
MI	CROSWELL CITY	\$2,520.00
MI	DEARBORN CITY	\$2,044.20
MI	DELTA COUNTY	\$6,347.50
MI	DEWITT CHARTER TOWNSHIP	\$3,150.00
MI	DICKINSON COUNTY	\$9,608.00
MI	DRYDEN TOWNSHIP	\$1,757.78
MI	DURAND CITY	\$3,400.00
MI	EAST GRAND RAPIDS CITY	\$1,102.50
MI	EAST LANSING CITY	\$5,175.00
MI	EATON COUNTY	\$533.95
MI	EATON RAPIDS CITY	\$309.50
MI	EMMET COUNTY	\$3,723.50
MI	EMMETT CHARTER TOWNSHIP	\$1,130.02
MI	ERIE TOWNSHIP	\$475.00
MI	ESSEXVILLE CITY	\$3,400.00
MI	EVART CITY	\$1,212.50
MI	FARMINGTON CITY	\$7,212.50
MI	FARMINGTON HILLS CITY	\$6,450.00
MI	FLAT ROCK CITY	\$1,437.50
MI	FLINT CITY	\$44,115.00
MI	FRANKLIN VILLAGE	\$2,037.50

Dear BVP applicant,

The Bureau of Justice Assistance (BJA) is pleased to inform you that your jurisdiction will receive an award under the Fiscal Year (FY) 2023 Patrick Leahy Bulletproof Vest Partnership (BVP) program. These funds have been posted to your account in the BVP System. A complete list of FY 2023 BVP awards is now available at the following link: <https://bja.ojp.gov/funding/fy23-bvp-awards.pdf>.

**Important: Jurisdictions must be registered and include updated banking information in the System for Award Management (SAM) (<https://www.sam.gov/SAM/>) to receive reimbursement. For more information about renewing and updating your existing SAM registration, or registering in SAM as a new entity, please visit: <https://sam.gov/content/help>. The SAM Helpdesk can be reached at 866-606-8220.**

The FY 2023 award may be used for National Institute of Justice (NIJ) compliant armored vests which were ordered after April 1, 2023. The deadline to request payments from the FY 2023 award is August 31, 2025, or until all available funds have been requested. Awards will not be extended past that date, and any unused funds will be forfeited.

As a reminder, body armor vests purchased with BVP funds must have been tested through the National Institute of Justice (NIJ) Compliance Testing Program and found to comply with the most current NIJ body armor standards, appear on the NIJ Compliant Products List as of the date the body armor was ordered, be uniquely fitted, and be made in the United States. In addition, applicants must have a written mandatory wear policy for uniformed patrol officers in place at the time of application.

In addition, the federal portion of the costs for body armor vests purchased under the BVP Program may not exceed 50 percent. However, jurisdictions may request a financial or natural disaster hardship waiver during the payment request process and receive up to 100 percent of the cost of each body armor vest submitted for reimbursement. Additional information regarding match waivers can be found in the BVP FAQs, and detailed instructions on the process for requesting a waiver and the documentation required can be found in the Submitting Payment Requests in BVP User Guide.

Please contact the BVP Helpdesk at 1-877-758-3787 or email [vests@usdoj.gov](mailto:vests@usdoj.gov) if you have any questions regarding the above information. Please also visit the BVP website for additional information regarding the BVP Program.

In addition, please visit BJA's Officer Robert Wilson III Preventing Violence Against Law Enforcement Officers and Ensuring Officer Resilience and Survivability (VALOR) Initiative website to obtain other information regarding officer safety: VALOR Officer Safety and

[Wellness Initiative | Overview | Bureau of Justice Assistance \(ojp.gov\)](#). The VALOR Initiative is a comprehensive set of programs that deliver no-cost officer safety, wellness, resilience training, resources, and technical assistance to law enforcement throughout the country. VALOR brings together the latest research and practices to address current and emerging officer safety and wellness issues/threats. Please see the VALOR Initiative Overview-Booklet for a detailed synopsis of this important initiative: [BJA VALOR INITIATIVE \(ojp.gov\)](#).

Sincerely, BVP Program Support Team

Bureau of Justice Assistance



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*BJA offers many resources, training and technical assistance, and policy development services to support local, state, and tribal governments in achieving safer communities.*



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[www.bja.ojp.gov](https://www.bja.ojp.gov)

240087



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

PRESENTED: 3/6/2024

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

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO METRON-FARNIER, LLC, CHANGE ORDER #1 FOR ADDITIONAL  
RESIDENTIAL WATER METERS**

**WHEREAS**, The City of Flint Water Service Center, Utilities Division, is requesting additional funds be added to their existing purchase order for the purchase of residential water meters. Metron-Farnier (which is already in place in the meter reading system) is the sole source vendor of Metron water meters utilized and distributed by the City of Flint Water Service Center.

**WHEREAS**, On July 19, 2023, Resolution # 230210 was adopted authorizing a purchase order in an amount not to exceed \$400,000.00 for the purchase of Metron-Farnier water meters. The Water Service Center is requesting an additional \$173,600.00 in this change order to replenish our Metron meter stock for the remainder of this fiscal year.

Funding for said purchases will come from the following account:

591-540.200-752.000	Supplies	\$76,600.00
590-540.207-752.000	Supplies	\$97,000.00
	<b>FY2024 GRAND TOTAL:</b>	<b>\$173,600.00</b>

**IT IS RESOLVED**, that the Division of Purchases & Supplies, upon City Council's approval, is hereby authorized to issue additional purchase orders to Metron Farnier, in the amount not to exceed \$173,600.00 for a revised aggregate total of \$573,600.00 for FY2024 (07/01/23-06/30/24)

APPROVED AS TO FORM:

William Kim  
William Kim (Feb 22, 2024 13:34 EST)

William Kim, City Attorney

APPROVED AS TO FINANCE:

Phillip Moore  
Phillip Moore (Feb 23, 2024 08:52 EST)

Phillip Moore, Chief Finance Officer

FOR THE CITY OF FLINT:

CLYDE D EDWARDS  
CLYDE D EDWARDS (Feb 23, 2024 11:06 EST)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

APPROVED AS TO PURCHASING:

Lauren Rowley

Lauren Rowley, Purchasing Manager





## CITY OF FLINT

### STAFF REVIEW FORM

TODAY'S DATE: 02/20/24

BID/PROPOSAL#

AGENDA ITEM TITLE: WATER METERS

PREPARED BY: Cheri Priest, Utilities-Water Service Center

VENDOR NAME: Metron-Farnier LLC

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

The Water Service Center is requesting additional funds be added to our existing purchase order for the purchase of residential water meters. We prefer to keep the current vendor as they have provided excellent services and products and changing vendors will require an additional meter reading system in addition to what is currently in use. We have had issues with meter failures in our latest meter change out program with the vendor (Badger Meter) being unable to advise what the failure issue is.

**FINANCIAL IMPLICATIONS:**

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

Dept.	Name of Account	Account Number	Grant Code	Amount
Sewer	Supplies	590-540.207-752.000		97,000.00
Water	Supplies	591-540.200-752.000		76,600.00
FY24 GRAND TOTAL				\$173,600.00

PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO: 24-0008265

ACCOUNTING APPROVAL: Cheri Priest Date: 02/20/2024  
Cheri Priest Feb 20, 2024 12:57 EST

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☐ NO ☒

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

DEPARTMENT HEAD SIGNATURE: Paul Simpson  
Paul Simpson Feb 23, 2024 13:02 EST  
Paul Simpson, Water Distribution Supervisor



230210

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

PRESENTED: JUL 19 2023

ADOPTED: JUL 31 2023

Proposal #23000525

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO PURCHASE RESIDENTIAL AND COMMERCIAL WATER METERS**

WHEREAS, The Division of Purchases and Supplies requests a purchase order be issued to Metron-Farnier, LLC, 5661 Airport Blvd., Suite B, Boulder, CO 80301 for the purchase of water meters, as requested by the Department of Public Works, and:

WHEREAS, Metron-Farnier, LLC is the most responsible vendor for this product. Funding for said purchases will come from the following account:

591-540.200-752.000	Supplies	\$200,000.00
590-540.207-752.000	Supplies	\$200,000.00

IT IS RESOLVED, that the Proper City Officials, upon City Council's approval, are hereby authorized to issue a purchase order to Metron-Farnier, LLC for water meter purchases in an amount not to exceed \$400,000.00.

APPROVED AS TO FORM:

William Kim  
William Kim (Jul 13, 2023 15:23 EDT)  
William Kim, City Attorney

APPROVED AS TO FINANCE:

Jane Mager  
Jane Mager (Jul 19, 2023 18:44 EDT)  
Jane Mager, Acting Chief Financial Officer

FOR THE CITY OF FLINT:

Clyde D. Edwards  
Clyde D. Edwards (Jul 13, 2023 20:56 EDT)  
Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

[Signature]

APPROVED AS TO PURCHASING:

Christopher Mumby  
Christopher Mumby, Acting Purchasing Manager



Sole Source

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

PRESENTED: 3-06-2024

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

240090

**RESOLUTION TO TETRA TECH OF MICHIGAN FOR  
WATER POLLUTION CONTROL ENGINEERING OF THE  
BATTERY B-GRIT AND PRIMARY TANKS IMPROVEMENTS CHANGE ORDER 1**

**BY THE CITY ADMINISTRATOR:**

Tetra Tech of Michigan is the sole source of the Water Pollution Control, CWSRF Battery-B Grit and Primary Tanks Improvements engineering. Water Pollution Control, a Division of Public Works, is Publicly Owned Treatment Works facility and is responsible for processing the City's wastewater.

City Council approved to enter into contract for the purpose of engineering the CWSRF Battery-B Grit and Primary Tanks Improvements on December 14, 2020, Resolution 200506. Worldwide material shortages produced the difficulty in procuring replacement parts of the Battery-B Grit and Primary Tanks Improvements thus caused the work to progress at a delayed pace. Estimated costs (quotation attached) for the additional time needed to execute the final engineering tasks and oversight are stated on the table below:

Description	Account Number	Total
CWSRF Engineering (Clean Water State Revolving Fund)	590-550.421-802.078	\$186,000.00
	Original Contract Amount	\$1,362,600.00
	Revised Contract Amount	\$1,548,600.00


**IT IS RESOLVED**, that the Proper City Officials, are authorized to do all things necessary to approve an increase to the purchase order with Tetra Tech of Michigan, PC, 1136 Oak Valley Drive, Suite 100, Ann Arbor, MI 48108 for the additional time needed to execute the final engineering tasks and oversight of the CWSRF Battery-B Grit and Primary Tanks Improvements project in the FY 2024 not to exceed amount of \$186,000.00, a revised contract not to exceed amount of \$1,548,600.00.

**APPROVED AS TO FORM:**

  
William Kim (Feb 21, 2024 17:15 EST)


**William Kim, Chief Legal Officer**

**APPROVED AS TO FINANCE:**

  
Phillip Moore (Feb 21, 2024 17:28 EST)

**Phillip Moore, Chief Financial Officer**

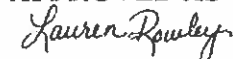
**FOR THE CITY OF FLINT:**

  
CLYDE D EDWARDS (Feb 23, 2024 11:15 EST)

**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

**APPROVED AS TO PURCHASING:**



**Lauren Rowley, Purchasing Manager**



## CITY OF FLINT

### STAFF REVIEW FORM

**TODAY'S DATE:** 02/20/24

**BID/PROPOSAL:** Sole Source

**ITEM TITLE:** WPC Battery-B Grit and Primary Tanks Improvements Engineering Services

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

**VENDOR NAME:** Tetra Tech Michigan PC

#### BACKGROUND/SUMMARY OF PROPOSED ACTION:

WPC experienced unforeseen supply chain delays due to worldwide material shortages. The difficulty in procuring replacement parts of the Battery-B Grit and Primary Tanks Improvements caused the work to progress at a delayed pace. The contract has engineering oversight provided by Tetra Tech of Michigan. Their approved amount for this project will require additional funds for the extension of time to oversee the completion of the construction portion of the project inclusive of creating as-built drawings and verifying the execution of the punch list.

It is recommended that Tetra Tech Michigan PC the sole source engineer for the WPC Battery-B Grit and Primary Tanks Improvements be awarded an additional amount of not to exceed \$186,000.00 for the purpose state above.

**FINANCIAL IMPLICATIONS:** None

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

Dept.	Name of Account	Account Number	Grant Code	Amount
DPW-WPC	CWSRF Engineering Services	590-550.421-802.078		\$186,000.00
	<b>Additional FY 2024 TOTAL</b>			<b>\$186,000.00</b>

**PRE-ENCUMBERED?** YES ☐ NO ☒ **REQUISITION NO:** 240008206

**ACCOUNTING APPROVAL:** *K. Wallace* **Date:** 02/20/2024

**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:** *Jeanette M. Best*  
(Jeanette M. Best, WPC/DPW Manager)



TETRA TECH, INC.

1136 Oak Valley Drive, Suite 100, Ann Arbor, MI 48108  
Telephone: 810.956.9300  
Fax: 810.956.9281

## REQUEST TO CHANGE AUTHORIZATION (RCA)

PROJECT NAME: Flint WPC Grit Battery B System and Primary Tank Improvements DATE: February 7, 2024  
PROJECT NUMBER: 200-156238-21001 RCA NO.: 1  
PROJECT MANAGER: John Y. Barber  
PERSON INITIATING REQUEST: John Y. Barber

### DESCRIPTION OF ADDITIONAL WORK ITEM

Project delays due to supply chain issues and Battery A Grit gate failure. The updated construction schedule submitted by Sorensen Gross Company at the January 2024 progress meeting has a revised final completion date of July 1, 2024. Final completion date extended by 166 days (115 working days) from January 18, 2024, to July 1, 2024.

We have assumed the following work tasks will be required due to the extension of the final completion date.

1. Contract Administration/Project Management/Construction Administration – 258 hours
2. Monthly progress meetings (5) – 20 hours
3. RFI's, Work Change Directives, Change Orders (4) – 32 hours
4. Resident Project Representative (RPR) (115 working days at 8 hrs/day) – 920 hours plus vehicle costs
5. Additional RPR services. Original budget for RPR services was 2200 hours. New budget for RPR services with time extension is 4,500 hours plus additional vehicle travel costs

### REASON(S) FOR ADDITIONAL WORK

Final Completion date extended from January 18, 2024, to July 1, 2024.

### REFERENCE

Contract 20-051 between Tetra Tech, Inc. and the City of Flint dated December 21, 2020.

### ESTIMATED ENGINEERING FEE

Not to Exceed Amount of \$186,000.00.

AUTHORIZING TT UNIT OFFICER

*John Y. Barber*

DATE

February 7, 2024

CUSTOMER CONCURRENCE:

DATE:



CITY OF FLINT

240092

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

PRESENTED: 3-06-2024

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

**Resolution to Authorize Entering into a Contract with Genesee County Youth Corporation for a Street Outreach Activity using Emergency Solutions Grant (ESG) Funds in the Amount of \$54,939.19**

**BY THE CITY ADMINISTRATOR:**

**WHEREAS**, The City of Flint is a recipient of Emergency Solutions Grant (ESG) in the amount of \$334,935.00 approximately. These funds must be used to aid individuals and families who are homeless or receiving homeless assistance, and to support additional homeless assistance and homelessness prevention activities.

**WHEREAS**, At its meeting on June 27, 2022, the Flint City Council authorized allocations to several agencies (Resolution #221090.1), including \$37,897.68 to Genesee County Youth Corporation for shelter operations.

**WHEREAS**, Genesee County Youth Corporation has indicated a need for additional funds. Staff are recommending an additional \$54,939.19 be awarded to Genesee County Youth Corporation for street outreach activities.

**WHEREAS**, ESG funding is available to be allocated to eligible agencies/activities.

**WHEREAS**, Per the requirements of CPD Notice 21-08, issued July 19, 2021, by the U.S. Department of Housing and Urban Development, The Community and Economic Development Division will publish on the City's website, a notification of ESG Award to Genesee County Youth Corporation and how funds will be used.

**WHEREAS**, Funding is available in the following accounts:

Dept.	Name of Account	Account Number	Grant Code	Amount
P&D	ESG	279-733.101-531.000	FHUD-ESG23	\$54,939.19
P&D	ESG	279-733.101-805.101	FHUD-ESG23	\$54,939.19




## CITY OF FLINT

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**IT IS RESOLVED,** That the appropriate City officials are authorized to process any necessary budget adjustments and to enter into a Contract with Genesee County Youth Corporation for a Street Outreach Activity using Emergency Solutions Grant (ESG) Funds in the Amount of \$54,939.19


**APPROVED AS TO FORM:**

  
William Kim (Feb 21, 2024 10:51 EST)  
William Kim, City Attorney 02/21/2024

**APPROVED AS TO FINANCES:**

  
Phillip Moore (Feb 22, 2024 12:49 EST)  
Phillip Moore, Chief Financial Officer 02/22/2024

**ADMINISTRATION:**

  
Clyde D. Edwards (Feb 23, 2024 17:13 EST)  
Clyde Edwards, City Administrator 02/23/2024

**CITY COUNCIL:**

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## CITY OF FLINT

### RESOLUTION STAFF REVIEW

February 7, 2024

**AGENDA ITEM TITLE:** Resolution to Authorize Entering into a Contract with Genesee County Youth Corporation for a Street Outreach Activity using Emergency Solutions Grant (ESG) Funds in the Amount of \$54,939.19

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

**VENDOR NAME:** Reach Resource Services

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

The City of Flint is a recipient of Emergency Solutions Grant (ESG) in the amount of \$334,935.00 approximately. These funds must be used to aid individuals and families who are homeless or receiving homeless assistance, and to support additional homeless assistance and homelessness prevention activities.

At its meeting on June 27, 2022, the Flint City Council authorized allocations to several agencies (Resolution #221090.1), including \$37,897.68 to Genesee County Youth Corporation for shelter operations. The City has been working with shelter agencies to identify uses for these funds and Genesee County Youth Corporation has indicated a need for additional funds. Staff are recommending an additional \$54,939.19 be awarded to Genesee County Youth Corporation for street outreach activities.

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

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





## CITY OF FLINT

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

\*\*\*\* Upon Adoption BA will be completed to move from uncommitted accounts to Shelter of Flint specific accounts. \*\*\*\*

Dept.	Name of Account	Account Number	Grant Code	Amount
P&D	ESG	279-733.101-531.000	FHUD-ESG23	\$54,939.19
P&D	ESG	279-733.101-805.101	FHUD-ESG23	\$54,939.19
P&D	GCYC	279-733.390-531.000	FHUD-ESG23	\$54,939.19
P&D	GCYC	279-733.390-801.101	FHUD-ESG23	\$54,939.19

PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO: 240008271

ACCOUNTING APPROVAL: Carissa Dotson Date: 2/20/24

FINANCE APPROVAL: [Signature] Date: 02/21/2024

ENVIRONMENTAL APPROVAL: [Signature] Date: 02/21/2024

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☒ NO ☐

(If yes, please indicate how many years for the contract) 1 YEARS

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

BUDGET YEAR 1

BUDGET YEAR 2

BUDGET YEAR 3

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

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

DEPARTMENT HEAD SIGNATURE:

[Signature]  
Emily Doerr (Feb 21, 2024 09:43 EST)

02/21/2024

Emily Doerr, Director