

OFFICE OF THE CITY COUNCIL



MEMORANDUM



TO: Whom It May Concern
FROM: Davina Donahue – City Clerk
DATE: January 26, 2023
RE: CITY COUNCIL APPROVED RESOLUTIONS/ORDINANCES
(January 23, 2023)

The attached copies of City Council APPROVED resolutions (listed below) are being distributed to you as a matter of record. If applicable, ordinances as approved by council are also detailed below.

Agenda items that were FAILED and/or DROPPED by council are noted here as well. Thank you.

RESOLUTIONS (as ADOPTED by City Council – January 23, 2023)

220542.1	230008	230009.1	230010	230011.1	230012
230013	230014	230015	230016	230017	230018
230019					

NOTE: Resolutions No. 220542.1, No. 230009.1, and No. 230011.1 amended to add a home address/change term expiration, to denote appointee as "Resident Commissioner", and to correct the name of the service provider to Orthram Incorporated, respectively.

ORDINANCES (as ADOPTED by City Council – January 23, 2023)

NOTE: Ordinance abstracts only outline what was approved by the City Council during this meeting, as every adopted ordinance is subject to veto by the Mayor.

MISC AGENDA ITEMS (as FAILED/DROPPED by City Council – January 23, 2023)

POSTPONED INDEFINITELY – Reso No. 230020 – A resolution appointing Martin Banks to the Ethics and Accountability Board, term expiring June 26, 2029.

220542.1

CITY OF FLINT



RESOLUTION NO.: _____
PRESENTED: JAN 18 2023
ADOPTED: JAN 23 2023
Resolution Recommending the Appointment of Kristin Stevenson to the
City of Flint's Building Code Board of Appeal

BY THE CITY ADMINISTRATOR:

WHEREAS, Flint City Ordinance Chapter 24 §121-123, adopted on November 15, 2021, establishes the City of Flint Building Board of Appeals as a multiple member body by the Flint City Council and identifies their functions; and

WHEREAS, §24-122 identifies the composition, appointment, and terms of office of the Building Board of Appeals, states that the Board shall consist of five (5) members and two (2) alternates, and identifies qualifications required of members; and

WHEREAS, §24-122 states that members and alternates of the BBOA shall be either a licensed contractor, a licensed architect or professional engineer, two members of the general public with knowledge/experience in building construction, maintenance, or design, a registered building official, plan reviewer, or inspector; and

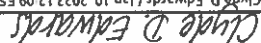
WHEREAS, Mayor Neeley recommends the appointment of Kristin Stevenson (General public,) 3418 Holly Avenue, Flint, MI 48506, for a one-year term; and

IT IS RESOLVED, Pursuant to 24-122, that the Flint City Council approves the appointment of Kristin Stevenson, to the Building Board of Appeals for a one year term commencing immediately upon adoption of this resolution and expiring January 1, 2024.

APPROVED AS TO FORM:


William Kim Jan 9 2023 11:59 EST
William Kim, Chief Legal Officer

ADMINISTRATION:


Clyde D. Edwards Jan 10 2023 12:09 EST
Clyde D. Edwards, City Administrator


CITY COUNCIL
JAN 23 2023

Kristin Stevenson

Flint, Michigan – Ward 4

Phone: (810) 853-9168 E Mail: kristinstevensstevenson@yahoo.com

Objective

It is my intent to enact positive social, economic, cultural, and environmental change through sustainable neighborhood investment and engagement strategies. For the past seven years I have worked in a professional capacity to improve the situation of an urban city through innovative partnerships and intentional public engagement. Personally, I am dedicated to living my life as a citizen rather than a consumer.

Skills

- Seven years of professional urban planning, project management, and development oversight work
- Demonstrated grant writing, management, and financial analysis ability
- Particularly adaptable in dynamic circumstances; strong ability to work both independently and within a team
- Detail oriented work ethic; effective time and varied workload management
- Proficient in Adobe Creative Suite, Microsoft Office Suite, Google Workspace
- Strong international development and historical background
- Fluent in spoken and written French

Experience

Greater Flint Health Coalition Project Manager

- Project Manager for Flint Resiliency in Communities After Stress and Trauma (ReCAST) grant
- Oversee all components of project implementation including managing partners, deliverables, and reports

City of Flint Planner II

- Project Coordinator for HUD Choice Neighborhood Initiative (CNI) in South Flint – Implementation Grant
- Ensure and evaluate progress on Housing Plan goals of constructing new, high quality, mixed income housing within the grant term. Review and assist with development financing for four construction phases
- Ensure and evaluate progress on People Plan goals of improved educational outcomes for youth, self sufficiency, and health. Provide supervisory level oversight of People Program Director and Case Managers. Work with team to develop project benchmarks and supportive services strategies. Manage People Program contract and associated budget of \$4.5 million
- Ensure and evaluate progress on Neighborhood Plan goals of comprehensive blight elimination, economic development, and increased access to recreation. Assist team in fundraising and strategizing to support broad neighborhood improvement. Guide collaborative integration of Truth, Racial Healing, and Transformation (TRHT) into community engagement efforts
- Manage \$30 million CNI Implementation Grant administration, budget, and track \$300 million of leveraged funds; draft, review, and submit quarterly data reports to HUD in collaboration with lead cross-sector grant partners, submit budget revision requests to HUD, manage contracts with lead partner, complete reimbursement drawdowns, strategize and fundraise for post grant term sustainability

City of Flint Planner I

- Project Coordinator for HUD Choice Neighborhood Initiative (CNI) in South Flint – Planning Grant
- Led Implementation Team in successful application and award of \$30 million CNI Implementation Grant; secured over \$300 million of leveraged partner projects to support application; wrote and edited Neighborhood, People, and Summary sections of grant application; planned successful HUD Site Visit with 100+ community partners in attendance
- Developed strategies for South Flint planning effort to improve upon the three core CNI goals – Housing, Neighborhood, and People; handled HUD grant administration; responsible for two-year \$500,000 budget, expenditure tracking and the use of HUD eLOCCS drawdown system; facilitated fundraising to support ineligible grant expenses
- Planned community wide meetings, events and trips; responsible for regular outreach to Atherton East residents and South Flint neighborhood groups; supervised three outreach assistants; built trust and inter-personal relationships between public housing residents, community members, CNI team, and local stakeholders; facilitated a collaborative partnership between the City of Flint and Flint Housing Commission; represented CNI project to HUD, general public, and media

Education

B.A. Composite Degree International Studies & French

September 2009 – May 2013
Hope College, Holland MI—Completed Phelps Scholars exemplary diversity program (2010); invited keynote speaker, Senior Recognition and Women of Color Dinner (2013); Member, Pi Delta Phi Gamma Mu Chapter

230008

RESOLUTION NO.:

PRESENTED: JAN 18 2023

ADOPTED: JAN 23 2023

**RESOLUTION RECOMMENDING THE APPOINTMENT OF ENRIQUE RODRIGUEZ IN
REPLACING PASTOR JEFFREY HAWKINS TO THE ETHICS AND ACCOUNTABILITY
BOARD**

BY THE MAYOR:

WHEREAS, pursuant to Sec. 3-501-3-505, of the new Flint City Charter adopted June, 2018, the Ethics and Accountability Board was created; and

WHEREAS, the Ethics and Accountability Board consists of eleven (11) members with two at-large – members appointed by the Mayor and each Council-person appointing one resident from their respective ward.

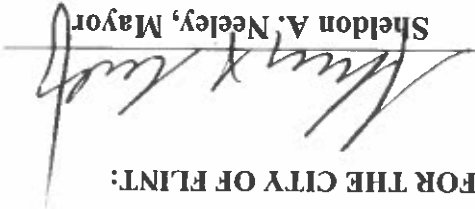
WHEREAS, Mayor Sheldon A. Neeley recommends the appointment of Enrique Rodriguez (3117 Miller Rd Flint MI 48503), to replace Pastor Jeffrey Hawkins who is resigning from the position.

NOW THEREFORE, BE IT RESOLVED, that Mayor Sheldon A. Neeley hereby appoints Enrique Rodriguez (3117 Miller Rd Flint MI 48503) to finish out the remainder three-year term of office commencing immediately and expiring June 26, 2026.

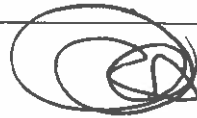
APPROVED AS TO FORM:


William Kim Chief Legal Officer

FOR THE CITY OF FLINT:


Sheldon A. Neeley, Mayor

APPROVED BY CITY COUNCIL:


JAN 23 2023

ENRIQUE J. RODRIGUEZ, B.S. MPA
3117 Miller Rd
Flint, MI 48503
Cell: 810.893.2257
enriquej12a@comcast.net

CAREER OBJECTIVE:

To utilize my administrative skills, education, and municipal city government work experience in performing executive level administration, supervisory and technical work in directing the activities of a full-service public works department.

EDUCATION:

2007	Master's in Public Administration from the University of Michigan-Flint, Horace Rackham School of Graduate Studies.
2005	Bachelor of Science in Health Care Adm., with a Minor in Communications , University of Michigan-Flint campus.
1995	Internship: Hurley Medical Center- assisted in conducting a strategic plan for the department of endocrinology/reproductive medicine.
1969	High School Diploma -Flint Southwestern H.S. 1966-1968

EMPLOYMENT EXPERIENCE:

5/13/22-12/16/22
7/2013-7/2015

City of Flint-Department of Transportation
Position Title: Right-of-Way Enforcement Officer.
Oversee and ensure compliance with licensing; issue enforcement notices, review and interpret plans and specifications, ensure compliance with licensing requirements; determine the nature of violations, issue written notices of violations, and participate in enforcement hearings as necessary; prepare written, oral tabular and graphic reports summarizing requirements and regulations, including enforcement and chain of custody documentation; inspect sidewalks, pavement breaks, curb cuts and all other work performed in the right-of-way for structural quality, general safety or conformance to specifications and codes; review plans, site layouts, specifications to ensure compliance with legal and safety

regulations; approve plans that met required specifications; monitor and follow-up where violations are found and review compliance monitoring reports.

7/1997-4/2013

CITY OF FLINT-TRANSPORTATION ENGINEERING

Title: Construction Inspector
Review, oversee, and inspect work performed by contractors during construction of complex public works projects, including streets, water mains, sidewalks, sewers, concrete curb, and other related projects; in accordance with plans and specifications; review plans and specifications of projects prior to construction and attend pre-construction meetings. Evaluate and interpret test data as it pertained to construction and maintenance projects. Prepared and maintained notes, diaries, field logs and project files pertaining to the testing and construction of all projects assigned; prepared cost estimates on construction projects; reviewed and approved contractors' permits to complete work within the right-of-way; investigate and respond orally and in writing to contractors/citizens' complaints with regards to public works services; assign new addresses/s matrix to new parcels; respond to Freedom of Info. request; assist City legal dept. in sidewalk trip and fall investigation; evaluate city streets using the State of Michigan PASER system. Perform other duties as assigned by the Department Director.

12/96-4/97

STATE OF MICHIGAN-FAMILY INDEPENDENCE AGENCY

Title: Youth Specialist
Supervisor: Rick Richards, Program Manager
Duties: Supervision of male and female State of Michigan Wards of the Court ages 12-19, who have been placed at Arbor Heights Center for reasons of delinquency and psychological evaluation. My primary duty was to ensure a safe secure environment. This was a residential program where youth lived and attended school. The goal was to assist youth in working out their problems to obtain eventual family reunification.

5/93-5/96

SPARTAN PAVING INC. **Title:** President/CEO

Responsible for the daily profitable management of all business operations; including hiring and disciplinary action; developed and implemented written employee safety and personnel policies. Business was involved in commercial asphalt & concrete paving.

Rev. 6/2021

Other duties included scheduling projects, negotiating contracts, preparing project estimates and proposals.

01/72-4/93

SUPERIOR PAVING OF GENESEE COUNTY, INC.

Title: Owner (DBA)

Responsible for the daily profitable management of all business operations, assigning job duties, hiring of all employees, obtaining building permits, and implementation of job training program. Developed safety and personnel policies for employees; business primarily involved in commercial asphalt & concrete paving. Other duties included scheduling projects, negotiate contracts, and prepare project estimates, proposals, and operation budget for major projects.

COMMUNITY AFFILIATIONS:

- Vice President of Flint Township Economic Development Corp. (EDC).
- Member-Hurley Medical Center, Institutional Review Board (March 2003- Present)
- Board Member-Latinos United for Flint (LUFF) Chairman of Research Committee.
- Member of the Board of Directors for Latinx Technology Community Center

MILITARY SERVICE:

- US Army: 1969 to 1971, Honorably Discharged, E-3 (MOS: Field Artillery).

AWARDS & CERTIFICATION:

- Recipient of Flint Township Police Citizen of the Year Award, October 20, 2001.

INTERESTS:

- My faith, family, my community, football, and basketball.

230009.1

RESOLUTION NO: _____

JAN 1 8 2023

PRESENTED: _____

JAN 2 3 2023

ADOPTED: _____

**RESOLUTION RECOMMENDING THE RE-APPOINTMENT OF GERALDINE
REDMOND TO THE FLINT HOUSING BOARD OF COMMISSIONERS
(RESIDENT COMMISSIONER)**

BY THE MAYOR:

WHEREAS, The Flint Housing Commission is governed by a board of five (5) Commissioners; the term of appointment is five (5) years, pursuant to the by-laws of the Flint Housing Commission; and

WHEREAS, Mayor Sheldon A. Neeley recommends the re-appointment of Geraldine Redmond, whose term expired on 8/31/2022. (Resides at 3800 Richfield Rd. #408, Flint MI 48506) To renew the five-year term on the Flint Housing Commission Board of Commissioners as Resident Commissioner, with such term to commence immediately and expires August 31, 2027.

THEREFORE, BE IT RESOLVED, that the Flint City Council approves the re-appointment of Geraldine Redmond to serve a five-year term on the Flint Housing Commission as Resident Commissioner, with such term commenced immediately, and expires August 31, 2027.

APPROVED AS TO FORM:

FOR THE CITY OF FLINT:

William Kim, Chief Legal Officer

Sheldon A. Neeley, Mayor

APPROVED BY CITY COUNCIL:



JAN 2 3 2023

Geraldine Redmond NCC

3800 Richfield Rd. #408, Flint MI 48506

810-449-5842 (cell)

Professional Summary—

- ◆ NAHRO, Board Certified (NCC)
- ◆ Knowledgeable of HUD rules & regulations
- => Certified Commissioner
- ◆ Selected Resident Commissioner of the Year!
- ◆ City of Flint—Elections Chairperson
- ◆ Dedicated & Making things happen!
- ◆ Well-diverse in educating clients, coordinating plans, & program referrals
- ◆ Great Attendance Record
- ◆ Maintain effective relationships with community partners
- ◆ Knowledgeable of Grant Writing

Objective

Re-appointment to Flint Housing Commission as Resident Commissioner

Education

1970 Northwestern High School
1972 Baker University—Accounting Degree

Awards

2022 - Volunteer Spotlight—Hurley Medical Center-(See Attached)

Work Experience

Current—Hurley Medical Center—AARP

- ◆ Admitting Department -check patients information for admitting

Public Health Navigator—City of Flint Mayor's Office

- ◆ Planned, organized & developed community health activities.
- ◆ Communicated with residents & developed Health Programs
- ◆ Prepared Public Health displays
- ◆ Worked Flint Water Crisis

Public Health Technician—Genesee County Health Department—Flint, MI

- ◆ Operated various office equipment
- ◆ Provided clients with assistance in completing forms & understanding information
- ◆ Reviewed & maintained clinical records
- ◆ Scheduled client appointments for WIC & other resources
- ◆ Performed laboratory screening procedures for clients
- ◆ Clerical Office Assistant-Genesee County Equity & Diversity—Flint, MI
- ◆ Established criteria to determine eligibility & verified with appropriate documentation
- ◆ Prepared & maintained files for accuracy & completion

Volunteer Work

Board Member-Flint Housing Commission-President

Board Member-Healthier Black Elders

Board Member-Hurley Foundation

Board Member-Beecher Board of Education

230010

RESOLUTION NO.:

PRESENTED: JAN 1 8 2023

ADOPTED: JAN 2 3 2023

**RESOLUTION APPOINTING DR. BEVERLY WALKER-GRIFFEA TO THE BISHOP
INTERNATIONAL AIRPORT AUTHORITY REPLACING WYNTIS HALL**

BY THE MAYOR:

The Bishop International Airport Authority is made of nine members, appointed to three year terms. Pursuant to 6-101 (B)(3) of the Flint City Charter, appointments shall be made by the Mayor with the approval of the City Council; and

Mayor Sheldon A. Neeley recommends the appointment of Dr. Beverly Walker-Griffea (resides at 1520 E. Second Street, Flint MI 48503.) to replace Wyntis Hall on the Bishop International Airport Authority, term to expire January 2nd, 2023.

By way of background, Wyntis Hall was appointed to a three-year term which expired on January 2nd, 2023.

BE IT RESOLVED that the Flint City Council approves the appointment of Dr. Beverly Walker-Griffea, to serve on the Bishop International Airport Authority, term to expire January 2nd, 2026, replacing Wyntis Hall whose term expired on January 2nd, 2023.

APPROVED AS TO FORM:

William Kim, Chief Legal Officer

FOR THE CITY OF FLINT:

Sheldon A. Neeley, Mayor

APPROVED BY CITY COUNCIL:

JAN 2 3 2023

Beverly Walker-Griffa, Ph.D.
1520 E. Second Street Flint, MI 48503
b.walkergriffa@mcc.edu
810-762-0453

President
Mott Community College, Flint, MI 2014 - Present

A comprehensive, multi-campus community college serving 8337 credit and 2152 non-credit students, 64 Second Chance Pell students annually; total budget of \$74 million; 131 full-time faculty, 394 part-time faculty, 270 professional and support staff.

Reports to the Mott Community College Board of Trustees and provides national, state, and local leadership that positions the College as the community college leader in diversity, equity, and inclusion; a committed employee culture; a student-centered environment; stewardship and sustainability; workforce collaborations/partnerships and implementing compliance measures. Provides strategy development to ensure that the College has available mission focused resources to include successful millage campaigns and securing supplemental revenue sources from foundations, grants, and donor revenue. Ensures employees and students have state-of-the-art technology that is future forward and maximizes student success and organizational effectiveness. Develops strong working relationships with educators, business leaders, clergy, non-profit leaders, political leaders, and legislators to garner involvement and support.

Responsibilities:

- Execute the policies of the MCC Board of Trustees and communicate effectively with Board members.
- Lead with grace, humility, courage and confidence as an active, engaged, bridge-builder to ensure that all College areas are working together in support of the institution's mission, beliefs, and priorities.
- Provide strategic vision and direction that continues the MCC tradition of serving as a stable foundation, an anchor institution, and a safe-haven for the community and region.
- Ensure effective College infrastructures are in place, supported, and enhanced to accommodate innovation and increase sustainability.
- Engage in risk taking that allows for addressing emerging industry needs through entrepreneurship, workforce, and economic development activity.
- Create and maintain an environment that supports employee and student success.
- Keep Mott Community College recognized as a top community college for student success.
- Maintain a positive, collaborative labor relations environment.

Senior Vice President for Student Services
Montgomery College, Rockville, MD 2011 – 2014

A comprehensive, multi-campus community college serving in excess of 60,000 credit and noncredit students annually; the largest community college in Maryland; total budget of \$218 million; 541 full-time faculty, 1358 part-time faculty, 1213 professional, and support staff.

Reports to the President as Chief Student Services Officer; provides leadership, vision and outcomes that

foster student access, retention and completion. Assures consistency, quality, and compliance in the delivery of a common student experience from the first time a potential student contacts Montgomery College through their completion of study. Serves as the chief presidential advisor for the development, revision, and accurate implementation of student related policy and procedure. Leads college efforts and partnerships that involve public and private secondary school, four-year college and university partnerships, community, and business partnerships.

Responsibilities:

- Reengineered and guided a comprehensive student services division.
- Led and motivated a Student Services team that serves approximately 27,000 credit students annually with 260 full-time employees.
- Restructured and oversaw athletics to meet NJCAA multi-campus Division III eligibility and policy.
- Built, advocated, and oversaw a \$28.7 million budget.
- Developed, executed, and assessed student access, retention and completion initiatives that promoted a successful common student experience.
- Spearheaded innovative student initiatives with K-12 and university partners.
- Advanced college initiatives and partnerships with state, county, and community officials.
- Provided vision and guidance for college efforts that support closing the achievement gap of African American and Hispanic students.
- Fostered Board relations and prepared Board reports pertaining to division and student issues.
- Promoted college initiatives and partnerships nationally, statewide, and locally.
- Formulated mutually beneficial global initiatives with the University of Gondar, Ethiopian senior leadership.
- Increased division resources through entrepreneurship strategies.
- Facilitated and planned major division construction projects.
- Acted as president in her absence.

Vice President for Student Affairs

Virginia Peninsula Community College, Hampton, VA 2006 – 2011

A comprehensive, multi-campus community college, one of 23 in the Virginia Community College System, serving in excess of 16,000 credit students annually; total budget of \$35.2 million; 105 full-time faculty, 350 part-time faculty, 220 classified and support staff.

Reports to the President as Chief Student Affairs Officer; provides leadership and vision in strategic planning, facility planning, and continuous improvement of student services; facilitates partnerships with internal and external communities.

Responsibilities:

- Led student access and success initiatives.
- Guided Student Affairs team that serves approximately 16,000 students with 7 departments and 37 full-time employees.
- Developed and provided division oversight for a \$2.25 million budget.
- Developed relationships with community officials.

- Strengthened relationships with K-12 and university partners.
- Increased resources through grant acquisitions.
- Planned and facilitated construction projects.
- Prepared and provided Board Reports.

Dean of Student Development

Houston Community College System-Central College, Houston, TX 2001 – 2006

A comprehensive, multi-campus community college, one of five in the System; 13, 400 credit students annually; total budget of \$25 million; 182 full-time faculty, 400 part-time faculty, over 350 classified and support staff.

Reports to the President as Chief Student Affairs Officer; provided leadership and vision in strategic planning, facility planning, and continuous improvement of student services; provided leadership for establishing student success strategies; facilitated partnerships with internal and external communities.

Responsibilities:

- Ensured access and success to a diverse student population.
- Led a student development team that served 13,400 students with 12 departments and 84 full-time staff members.
- Developed and provided oversight for the division's \$3.1 million budget.
- Developed and strengthened relationships with community and school partners.
- Coordinated with peers in a five-college-system consistent student services.
- Fundraising initiatives through grant acquisitions and participation in a system-wide bond initiative.
- Planned and supervised Student Affairs construction projects, including opening a new campus.
- Provided Board updates.

Interim Dean of Instruction for Health and Environmental Sciences,

Health & Environmental Sciences Div., Spokane Community College, Spokane, WA 2000 – 2001

A comprehensive community college, one of three colleges in the System, serving in excess of 11,000 students; total budget of over \$24 million, 205 full-time faculty, 404 part-time faculty.

Responsible for a Division team that supported the allied health, nursing and environmental sciences teaching and learning needs for the community; provided leadership and vision in program planning, facility planning, and partnerships with local industry.

Responsibilities:

- Guided a division team that taught over 2000 students; employed 38 full-time faculty, 56 adjunct faculty, 6 classified staff members.
- Led the division's 18 instructional programs in four departments.
- Facilitated the fulfillment of program accreditation requirements.
- Developed new funding sources.
- Spearheaded the creation of new instructional programs.
- Implemented team-building strategies.

- Developed and maintained oversight of a \$2 million budget.
- Participated in collective bargaining negotiations.

OTHER PROFESSIONAL POSITIONS:

September 1995 to August 2000, Single Parent Counselor, Department of Institutional Diversity, Spokane Community College, Spokane, WA (509) 533-7030. Served as Department Chair, 1998 - 2000.

August 1992 to August 1995, Graduate Teaching and Graduate Research Assistant, Child Development Center, Texas Woman's University, Denton, TX. (940) 898-2685.

September 1987 to April 1992, Academic Advisor/Instructor, Old Dominion University, Norfolk, VA. (757) 683-3710.

September 1986 to July 1987, Graduate Assistant, Residence Life, Virginia State University, Petersburg, VA. (804) 524-5902.

September 1985 to June 1986, Financial Aid Intern, The College Board Southwestern Regional Office, Austin, TX. (512) 721-1800.

September 1983 to September 1985, University Representative, High School and College Relations, Oklahoma State University, Stillwater, OK. (405) 744-5358.

TEACHING EXPERIENCE:

MCC Presidential Seminars: Interactive five-week virtual courses that provide students with current information from guest speakers, intimate discussions, and personal reflection opportunities.

Understanding the Birth, Resilience and Renaissance of Tulsa's Greenwood District: The

Significance of Black Wall Street - 2021

Interactive virtual course with guest speakers, discussions, and personal reflection opportunities. Seminar designed to examine the origins of Tulsa, Oklahoma and the Greenwood District, the rise of Black Wall Street, the causes and devastation of the 1921 Massacre, the rebuild of a greater Greenwood, the decline and aftereffects of integration and the healing and restoration of a silenced history and compare that to Flint, MI's history.

Conversations of Consequence; Water for Life; Leadership Lessons - 2016 Joint interactive class with Montgomery College, MD. Discussions and guest speakers discuss and explore the physical, psychological, and financial impact on residents of Flint, MI and Washington, DC, both of whom were affected by a public health water crisis.

Tenured Faculty Member, Counselor, Spokane Community College, 1998 – 2000. Taught numerous Student Success, Child Development, and Career Development courses at several

HIGHER EDUCATION PROFESSIONAL BOARDS: **Michigan Community College Association**

Chair, Michigan Community College Association Board of Directors—2022 - Present

Chair, Michigan Community College Association Presidents' Committee—2021 - Present
Vice Chair, Michigan Community College Association Board of Directors—2021 - 2022 Michigan Community College Association Executive Board—2015 - Present

American Association of Community Colleges
Chair Commission on College Readiness, 2016 – 2019, Member 2019 - 2020 Chair, Commission on Leadership/Professional Development, 2017 - 2018 Co-chair, Commission on Academic, Student and Community Development, 2016 - 2017 Board of Directors 2016 – 2019
Commission on Diversity, Inclusion and Equity, Member, 2013 - 2015, 2003 - 2005

American Association for Women in Community College
Immediate Past President, 2017 - 2019
President, 2015 - 2017
Vice President for Resources and Development, 2008 - 2015 Region III
Director, 2006 - 2008
Region VI Director, 2004 - 2006

Oklahoma State University
OSU Foundation Trustees—2021 - Present
OSU Foundation Board of Governors—2020 – Present
OSU Foundation Development Committee – 2021 - Present OSU
Foundation Budget Committee—2020 – Present
Chair, Oklahoma State University, Division of Institutional Diversity Advisory Council — 2016 - Present
Flint Promise Zone
Member, Flint Promise Zone Authority—2021 – Present
Flint Promise Design Committee—2017 - 2021

Other Higher Education Professional Boards

PALNET Governing Board, 2014 - 2017
President's Roundtable, Member, 2014 - Present
Southern Association of Colleges and Schools Commission on Colleges Accreditation Team Member, 2009 - 2010
Co-Chair, Community Colleges of Spokane, People of Color Committee, 1998 - 2000 Vice President, Single Parent Outreach Connection Board, 1996 - 1999 Displaced Homemaker Advisory Committee, 1996 - 1998

COMMUNITY BOARDS/INVOLVEMENT:

Chair, Flint & Genesee Group Governance Committee, 2021 - Present (Formerly the Flint & Genesee Chamber of Commerce)
Greater Flint Health Coalition Executive Committee, 2021 - Present
Chair, Connections Committee, Alpha Kappa Alpha Sorority, Inc., Zeta Beta Omega Chapter, 2021 - 2022
Secretary, Great Lakes Water Authority, 2023

Chair, Legal Committee, Great Lakes Water Authority, 2021 - Present Chair, Great Lakes Water Authority, 2020 - 2021

Genesee & Shiasawsee Education Advisory Group, 2020 - Present

Flint & Genesee Chamber of Commerce Genesee Global Action Team, 2020-Present

President, The Ivy House, 2019 - Present

Great Lakes Water Authority, 2019 - Present

Michigan Community College Association Executive Committee, 2018 -Present Alpha

Kappa Alpha Sorority, Inc., Zeta Beta Omega Chapter, 2016 - Present Flint Rotary Club,

2016 - Present

McLaren Health Care-Flint, 2016 - Present

Flint & Genesee Chamber of Commerce Operating Board, 2016 - 2018; 2020 - Present

Flint City Water Response Team, 2016 - 2017

Grand Blanc Chamber of Commerce, Dancing With The Local Stars 2016 Carriage Town

Ministries, 2015 - Present

Metro Community Development Board 2015 - Present Regional

Leadership Council, 2015 - Present

Prima Civitas Board, 2015 - 2016

State Reentryship Transitional Advisory Board, 2015 - 2016

Board of Directors for the Greater Flint Health Coalition, 2014 - Present Flint Chapter

of the NAACP, 2014 - 2020

Hundred Club, 2014 - Present

Montgomery Sister Cities Board, 2013 - 2014 Leadership

Montgomery, 2013

Mental Health Association Board, 2012 - 2014 City of

Hampton, Town and Gown, 2010.

Newport News Redevelopment and Housing Authority Transition Board, 2010. Little

Zion Baptist Church Director of Education, 2010.

Jordan's Crossing Homeowner's Association Secretary, 2008 – 2011.

Oklahoma State University, Houston Alumni Chapter, Scholarship Chairperson, 2004 - 2006. Wheeler

Avenue Baptist Church:

Communication Team Leader 2004 - 2006

AWANA three and four-year-old Lead Teacher 2005 - 2006 Sister Circle Leader 2005 - 2006

Women's Guild Member 2004 - 2006

Spokane Public School, District 81, Citizens Advisory Committee and Alternative Parent

Participation Learning Experience Executive Board Member, 2000 - 2001 Success By Six Advisory

Board, 1999 - 2001

PROFESSIONAL AWARDS:

- Inducted, Diversity Hall of Fame, Oklahoma State University, 2022

- Distinguished Alumni Award, Texas Woman's University, 2022

- Distinguished Alumni Award, Oklahoma State University, 2019

- American Association for Women in Community Colleges Mildred Bulpitt Woman of the Year, 2019

- Genesee County Bar Association Golden Apple Award, 2019

- Genesee District Library Award of Excellence, 2019

- Flint Chapter of the NAACP Distinguished Leadership Award, 2018
- Motherly Intercession Essential Piece Award, 2017
- Phi Delta Kappa Sorority, Gamma Delta Chapter Hall of Living Legends, 2017
- Zeta Phi Beta Sorority, Zeta Beta Zeta Chapter Finer Woman Within the Community Award, 2017
- Zonta Club of Flint Genesee Regional Women's Hall of Fame, 2017
- Association of African Women in Flint Award of Excellence, 2015
- Community Colleges of Spokane Faculty Excellence Award, 2000
- Nominated for Community Colleges of Spokane Gary Decio Award for Equity Excellence (1998-2000)
- Community Colleges of Spokane Faculty Excellence Award, 1998
- Spokane Community College Club Advisor of the Year, 1998
- American Association of Women in Community Colleges, National Model Program for the Spokane Community College Single Parent Program, 1998
- National Institute for Staff and Organizational Development Teaching and Leadership Excellence Award, 1998
- National Association for Women in Education Graduate Student Presentation Award, 1998
- Virginia Association of Student Personnel Administrator's New Professional Award, 1988-1989

EDUCATION:

Texas Woman's University

Denton, TX

Doctor of Philosophy, Child Development

Virginia State University

Petersburg, VA

Master of Education, Guidance and Counseling

Oklahoma State University

Stillwater, OK

Bachelor of Science, Radio/Television/Film: News and Public Affairs

PUBLICATIONS

Author of Chapter, "Chapter Five: A Clarion Call," *Urban Voices: Engaging and Changing Our Communities*, published by Rowman & Littlefield Publishers, Inc., July 2022.

"Combating Systemic Racial Discrimination While Creating Real and Sustained Change: A Clarion Call for Community Colleges," *Perspectives*, published September 2020.

RESOLUTION NO.: 230011.1

PRESENTED: JAN 18 2023

ADOPTED: JAN 23 2023



RESOLUTION TO ENTER CONTRACT WITH ORTHRAM INCORPORATED TO
CONDUCT FORENSIC GENETIC ANALYSIS FOR THE CITY OF FLINT
FY-22 NATIONAL SEXUAL ASSAULT KIT INITIATIVE GRANT FROM THE
DEPARTMENT OF JUSTICE

BY THE CITY ADMINISTRATOR:

WHEREAS, the City of Flint Police Department received a U.S. Department of Justice (DOJ) Grant under the FY23 National Sexual Assault Kit Initiative (SAKI), in the amount of \$2,500,000.00, which the City of Flint Council approved under resolution 220453 on 10 24 2022; and

WHEREAS, the primary focus of SAKI is intended to help law enforcement officers and prosecutors in the City of Flint address challenges associated with unsubmitted SAKs in order to reduce the number of unsubmitted SAKs in their jurisdiction. This will give the City of Flint the evidence and tools to solve and reduce violent crimes associated with sexual assault, while achieving long term goal of improving the criminal justice response to sexual assault, and providing victim centered services.

WHEREAS, Orthram Incorporated, located at 2829 Technology Forest Blvd., Ste. 100, The Woodlands, TX 77381 will provide laboratory testing of genome sequencing to forensic evidence, for the use of Forensic Genetic Genealogy (FGG) for the Flint Police Department SAKI Unit.

WHEREAS, Orthram Incorporated, will enter a performance-based contract over the duration of the grant program, to provide FGG analysis as a partner in collaboration with the City of Flint Police Department SAKI Unit.

Account Number	Grant Code Account Name	Amount
296-301-732-801.000	Professional Services	\$80,850.00
	(10/1/2022 - 9/30/25) TOTAL	\$80,850.00

IT IS RESOLVED that the appropriate City Officials are authorized to do all things necessary to enter into an agreement with Orthram Incorporated to provide laboratory testing of genome sequencing to forensic evidence, for the use of Forensic Genetic Genealogy (FGG) for the Flint Police Department SAKI Unit, in the amount not-to-exceed \$80,850.00 over the three-year grant period, October 1, 2022 - September 30, 2025.

Approved as to Form:

William Kim, Chief Legal Officer

Approved as to Finance:

Robert Widigan, Chief Financial Officer

For the City of Flint:

Clyde D. Edwards, City Administrator

Approved by Council:



JAN 23 2023

RESOLUTION NO.:

PRESENTED:

ADOPTED:



RESOLUTION STAFF REVIEW

Date: January 6, 2023

Agenda Item Title: RESOLUTION TO ENTER CONTRACT WITH ORTHRAM INCORPORATED TO CONDUCT FORENSIC GENETIC GENEALOGY ANALYSIS FOR THE CITY OF FLINT FY-22 NATIONAL SEXUAL ASSAULT KIT INITIATIVE GRANT FROM THE DEPARTMENT OF JUSTICE

Prepared by:

Carissa Bush, SAKI Financial Assistant

Background/Summary of Proposed Action:

The purpose of this resolution is to award a contract with Orthram Incorporated to fulfill a component of the SAKI grant and will conduct Forensic Genetic Genealogy (FGG). The task of Orthram conducting additional analysis of DNA extraction and determining FGG could assist both law enforcement officers and prosecution of sexual assault.

Excluded from this process:

- No known exclusions

Financial Implications:

The \$80,850.00 will be encumbered from the Professional Services in the Flint SAKI budget: 15PBJA-22-GG-03768

Account Number	Grant Code Account Name	Amount
296-301-732-801.000	Procurement Contract	\$80,850.00
	TOTAL	\$379,590.00

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

Terrance Green

Terrance Green (Jan 10, 2023 06:17 EST)

Terrance Green-Chief of Police

DATE 01/10/2023



BY THE CITY ADMINISTRATOR:

RESOLUTION TO JACK DOHENY SUPPLY

WHEREAS, The DPW Department, Water Service Center, requires parts, services, and repairs for the highly specialized vector trucks used for sewer maintenance, cleaning and upkeep as well as excavations for the water systems.

WHEREAS, Jack Doheny Supply, Northville, MI, is currently a sole source vendor for the parts, services and repairs for these vehicles.

WHEREAS, The Water Service Center requested a Purchase Order that was issued on August 8, 2022 in the amount of \$43,000.00 for FY2023. Due to unforeseen repairs and higher expenses to maintain the vector trucks for the city, an additional \$40,000.00 Purchase Order for FY2023 is being requested.

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

Account Number	Account Name/ Grant Code	Amount
591-540.202-752.000	Supplies	\$23,000.00
590-540.208-752.000	Supplies	\$60,000.00
FY2023 GRAND TOTAL		\$83,000.00

IT IS RESOLVED, that the Division of Purchases & Supplies is hereby authorized to issue a Purchase Order to Jack Doheny Supply in an FY23 amount not to exceed \$40,000.00, in addition to the \$43,000.00 Purchase Order to Jack Doheny Supply already issued for FY23, for an overall FY23 (07/01/22-06/30/23) grand total amount not to exceed \$83,000.00 for vector parts, services and repairs for WSC.

APPROVED AS TO FORM:

William Kim (Jan 9, 2023 11:24 EST)

William Kim, City Attorney

FOR THE CITY OF FLINT:

CLYDE D EDWARDS
(Jan 10, 2023 13:20 EST)

Clyde Edwards, City Administrator

APPROVED AS TO PURCHASING:

Lauren Rowley

Lauren Rowley, Purchasing Manager

APPROVED AS TO FINANCE:

Robert J.F. Widigan
(Jan 10, 2023 09:58 EST)

Robert J.F. Widigan, Chief Financial Officer

APPROVED BY CITY COUNCIL:

[Signature]

JAN 23 2023

RESOLUTION NO.:

PRESENTED: JAN 18 2023

ADOPTED: JAN 23 2023

230013



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: 1/03/23

BID/PROPOSAL#

AGENDA ITEM TITLE: Vector 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 funding be added to existing purchase order. The WSC is now responsible for repairs which is an additional expense not originally budgeted for. Jack Doheny is the closet dealer which services this equipment.

FINANCIAL IMPLICATIONS: None

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

Dept.	Name of Account	Account Number	Grant Code	Amount
2493	Supplies	591-540.202-752.000	N/A	15,000.00
2496	Supplies	590-540.208-752.000	N/A	25,000.00
FY23 GRAND TOTAL				40,000.00

PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO: 23-0006597

ACCOUNTING APPROVAL: Cheri Priest (Jan 3, 2023 14:20 EST) Date: January 3, 2023

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

DEPARTMENT HEAD SIGNATURE:

Entrice Mitchell, Sewer Maintenance Supervisor

Signature: Entrice Mitchell

Email: jmittchell@cityofflint.com



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: 7/15/22

BID/PROPOSAL#

AGENDA ITEM TITLE: Vector Accessories

PREPARED BY: Cheri Priest, Utilities - Water Service Center

VENDOR NAME: Jack Doheny Supply

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The WSC requests a purchase order be issued for the purchase of vector accessories as our vectors are currently leased through this vendor. These vehicles are highly specialized and the vendors that service this make and model are extremely limited. Jack Doheny is the closet dealer which also services this equipment.

FINANCIAL IMPLICATIONS: None

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

Dept.	Name of Account	Account Number	Grant Code	Amount
2493	Supplies	591-540.202-752.000	N/A	8,000.00
2496	Supplies	590-540.208-752.000	N/A	35,000.00
FY23 GRAND TOTAL				43,000.00

PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO: 23-0006056

ACCOUNTING APPROVAL: Cheri Priest Date: 7/15/22

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

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



CITY OF FLINT
Department of Public Works & Utilities

Sheldon A. Neeley
Mayor

Michael J. Brown
Director

September 2, 2021

TO: Lauren Rowley

Purchasing Manager

FROM:

Entice Mitchell

Sewer Maintenance Supervisor

SUBJECT: JACK DOHENY – SOLE SOURCE

Jack Doheny is the only vendor located within the state of Michigan that provides products for and services these types of trucks. We would have to go some distance out of state to reach any other similar vendors to provide supplies or service the trucks, which is neither time nor cost effective. I am requesting \$38,000.00/year for their products.

Let me know if you have any questions or concerns.

EM/bd

230013

RESOLUTION NO.:
PRESENTED: JAN 18 2023
ADOPTED: JAN 23 2023

RESOLUTION AUTHORIZING CHANGE ORDER #2 FOR CONTINUED
ARCHAEOLOGICAL SERVICES

BY THE CITY ADMINISTRATOR

WHEREAS, In June 2019, Commonwealth Heritage Group was selected as the sole source vendor to provide archaeological excavation and monitoring services as part of the service line replacement project to identify and replace, if necessary, services line in an area designated as the State Historic and Preservation (SPHO) zone in an amount not to exceed \$41,000.00; and

WHEREAS, In March 2020, change order #1 was needed for additional archaeological services in an amount not to exceed \$33,000, for a total contract amount of \$74,000.00; and

WHEREAS, The City of Flint is in the final phase of service line replacement and excavations which include additional archaeological zones. It is necessary to enter into change order #2 to continue archaeological services in an amount not to exceed \$63,020.00 (includes \$4176.43 outstanding invoices), for a total contract price of \$137,020.00.

THEREFORE BE IT RESOLVED, that the appropriate City Officials do all things necessary to authorize change order #2 continued archaeological services with Commonwealth Heritage Group in an amount not to exceed \$63,020.00 and a total contract amount of \$137,020.00. Funds are available from account 496-540.760-802.064 FEPAWIIN-1.

APPROVED AS TO FORM:

William Kim, Chief Legal Officer

FOR THE CITY OF FLINT:

Clyde Edwards, City Administrator

APPROVED AS TO FINANCE:

Robert J.F. Widgean, Finance Director

APPROVED BY CITY COUNCIL:

JAN 23 2023





CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: January 9, 2023

BID/PROPOSAL#

AGENDA ITEM TITLE: Change Order #2 for Service Line Replacement Archaeological Support

PREPARED BY: Yolanda Gray, Department of Public Works Accounting Supervisor

VENDOR NAME: Commonwealth Heritage Group

BACKGROUND/SUMMARY OF PROPOSED ACTION:

In June 2019, Commonwealth Heritage Group was selected as the sole source vendor to render services in an amount not to exceed \$41,000, for archaeological excavation and monitoring services as part of the service line replacement project to identify and replace, if necessary, service lines in an area designated as the State Historic and Preservation (SPHO) zone. The City of Flint is required to have an archaeologist on site while working is being done to identify any human remains or artifacts that may be found and would then need to be properly returned to the Chippewa tribe for proper reburial. In March 2020 change order #1 was required for additional archaeological services in an amount not to exceed \$33,000 for a total contract price of \$74,000. The City of Flint is in the final phase of service line replacement and excavations have occurred in archaeological zones. It is necessary for Commonwealth to continue archaeological services in an amount not to exceed \$63,020 (includes \$4176.43 outstanding invoices), for a total contract price of \$137,020

FINANCIAL IMPLICATIONS:

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

Fund	Name of Account	Account Number	Grant Code	Amount
496	LSL Archaeological	496-540.760-802.064	FAPA18WIIN-1	\$63,020.00
FY23GRAND TOTAL				\$63,020.00

PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO:230006612

ACCOUNTING APPROVAL: Yolanda Gray

Date: 1-9-23

WILL YOUR DEPARTMENT NEED A CONTRACT? YES ☐ NO ☒

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

DEPARTMENT HEAD SIGNATURE:

Michael J. Brown, Director of Public Works

**Ongoing Archaeological Support
Services for the City of Flint FASTstart
Water Service Line Replacement
Project, Genesee County, Michigan
Flint Proposal No. 19000581 – Amendment 2**



**3215 Central Avenue
Dexter, Michigan 48130
December 14, 2022**

Commonwealth Proposal J-1079.1, Amendment 2

This proposal contains pricing and other information confidential and proprietary to Commonwealth Heritage Group, LLC. Disclosure of this proposal's contents to organizations or persons other than City of Flint and the project proponent is not authorized without the specific written permission of Commonwealth Heritage Group, LLC. All technical specifications and costs in this proposal are valid for 120 days following the date of this proposal.

COMPANY PROFILE

Commonwealth Heritage Group, LLC. (Commonwealth; FEIN 38-3024655), a Michigan-based corporation founded in 1988, is a professional consulting firm providing historic preservation, cultural resource, and landscape architecture services through the disciplines of archaeology, preservation planning, landscape architecture, geoarchaeology, geophysics, architectural history, and historical research. Commonwealth provides a full range of cost-effective Cultural Resource Management (CRM) and Historic Preservation services throughout the United States from our regional offices.

Commonwealth's multi-disciplinary professional staff includes prehistoric, historic, urban, and industrial archaeologists; geoarchaeologists and geophysicists; preservation planners; historians; and architectural historians, all of whom meet or exceed the Secretary of the Interior's Professional Qualifications Standards for their respective disciplines. A support staff of CAD, IT, and geospatial specialists, field and laboratory assistants, and administrative personnel further augments Commonwealth's professional expertise. Our team leaders are Registered Professional Archaeologists (RPA) and licensed Landscape Architects, and many of our staff have undergone Hazardous Waste Operations and Emergency Response (HAZWOPER) training. Commonwealth is a founding member of the American Cultural Resources Association (ACRA), the national trade association of the CRM industry.

Nationwide, Commonwealth's nine offices and laboratories maintain state-of-the-art equipment and technology allowing us to quickly process data collected in the field and generated in the lab. Up-to-date software allows us to customize deliverables to be compatible with your needs and software applications including the latest versions of ESRI ArcGIS software, including ArcGIS Desktop with ArcGIS Online for cross platform data management and mobilization, with additional use of Adobe Illustrator for high-quality graphics production. Our state-of-the-art Trimble GPS units and total stations allow for real-time, in-field data input and transmission. The integration of a highly trained team and cutting-edge equipment allows us to successfully complete projects of any size accurately, on time, and within budget.

Commonwealth consistently delivers quality products at the best value to our clients. We routinely build relationships with state and federal agencies, State Historic Preservation Offices, the public, and other entities in the CRM field to ensure an atmosphere of friendly and professional cooperation. These relationships and experiences allow us to design innovative and practical solutions for even the most complex of CRM projects. When you hire Commonwealth, you can be assured an extremely qualified, dedicated, and experienced team will do their part to help you effectively accomplish your project goals. Commonwealth is a registered small business and was approved as a Title VI Equal Opportunity Employer in 1995 by the Michigan Department of Equal Opportunity.

EXPERIENCE

Commonwealth is a full-service heritage management and consulting firm serving clients for projects of all sizes for more than 30 years. Commonwealth clients include, but are not limited to, private sector energy and mining companies, federal and state land management agencies, transportation departments, and municipal utilities.

RECENT MONITORING

Pertinent to this proposal, Commonwealth successfully completed multiple months of archaeological monitoring for the City of Flint and for three contractors involved in water service line replacement for Worth Township, Sanilac County, Michigan. Additionally, Commonwealth conducted multiple months of archaeological monitoring for Consumers Energy after the discovery of Native American human remains in Manistee, Michigan, and coordinated with federally recognized Tribes to assist in development of a Memorandum of Agreement, and respectfully analyzed and documented the remains and transported the remains back to the descendent Tribe. Commonwealth's lead human osteologist, Dr. Emily Mueller Epstein (see below and Appendix A) was the Principal Investigator and human remains analyst for both of these recent monitoring projects, was in the field conducting monitoring for the majority of them and will serve the same role on the City of Flint's monitoring project.

KEY STAFF

For this contract, Dr. Ethan Epstein, Dr. Emily Epstein, and Ms. Sarah Posin will be the key staff ensuring the quality and timeliness of the project efforts. Each staff member brings technical and regional expertise to our team.

Project Manager

Dr. Ethan Epstein serves as Regional Director of Archaeology in Commonwealth's Dexter, Michigan office. He has over 17 years of experience in archaeology. His specialties and experience include precontact, early postcontact, and historic period archaeology of the Upper Great Lakes and Great Basin regions, as well as the northern Great Plains. His cultural resource management experience has served both private- and public-sector clients, including the USFS, USACE, NPS, BLM, National Guard, state transportation and natural resource departments, utility companies, pipeline and transmission line partnerships, municipalities, and real estate development firms. Dr. Epstein has significant experience conducting deep testing, has been listed on the Register of Professional Archaeologists, and is recognized by the Director of the Wisconsin Historical Society as a qualified burial excavator under Wisconsin Statute and Wisconsin Administrative Code.

Principal Investigator

Dr. Emily Mueller Epstein (Ph.D., University of Wisconsin-Milwaukee [UWM]) is a principal investigator and lab director for Commonwealth Heritage Group, LLC (Commonwealth). With 17 years of experience in archaeology, Dr. Mueller Epstein's specialties include Great Basin pre-and post-contact archaeology, bioarchaeology, historic cemeteries, and the analysis of osseous material (both fauna and human skeletal remains). She has nearly 20 years of training and experience as an analyst of human and a non-human faunal remains in both field and laboratory settings in addition to experience cataloging archaeological collections and associated paper records. Dr. Mueller Epstein meets the definition of a qualified museum

professional establishments in 36 CFR 79.4(h) and the Office of Personal Management Classification and Qualifications for the Museum Curator Series, 1015. She has been listed on the Register of Professional Archaeologists and is recognized by the Director of the Wisconsin Historical Society as a qualified skeletal analyst and burial excavator under Wisconsin Statute 157.70(4) and Wisconsin Administrative Code HS 2.02(12) and 2.04(6)(b).

Project Archaeologist

Ms. Sarah Posin has nine years of archaeological experience working on historic and prehistoric archaeological sites throughout the Eastern United States, especially the Ohio River Valley and the Southeast. She brings to Commonwealth Heritage Group her previous experience with a variety of projects as a field director and crew leader on pipeline and reservoir recertification surveys, as well as numerous Phase I surveys. She also has been responsible for authoring portions of and complete technical reports. She is also an osteologist with experience excavating and analyzing prehistoric and historic human burials and was instrumental in assisting the State of West Virginia in complying with their Native American Graves Protection and Repatriation Act (NAGPRA) responsibilities.

TECHNICAL SCOPE OF WORK

PROJECT DESCRIPTION

The City of Flint is replacing lead and galvanized steel service lines to residences—primarily single-family homes—in Flint, Michigan during Phase VI of the FASTStart Water Service Line Replacement Project (Project). The project location includes the City of Flint, Michigan; SHPO Addresses for Water Service Line Replacements (Project Area, as provided by City of Flint), as enumerated in the City of Flint RFP of June 25, 2019. Project funding was authorized by the Water Infrastructure Improvement for the Nation (WIIN) Act of 2016. The Project's federal nexus requires compliance with Section 106 of the National Historic Preservation Act (NHPA). Commonwealth proposes to assist the lead federal agency (US EPA or USACE) with fulfilling their Section 106 obligations, including those outlined by the Michigan SHPO. Commonwealth is already supporting the City of Flint under this contract, and this proposal is to provide ongoing archaeological support services for the City as outlined in the original proposal dated July 12, 2019. All assumptions and scope tasks remain as they were, with the only changes being additional properties in the program, revised rates and travel cost estimates, and the total Not-to-Exceed Fee, listed below.

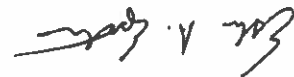
COST ESTIMATE

All charges for professional services for the Phase VI of the FASTStart Water Service Line Replacement Project will be limited to a "Not-to-Exceed Fee," unless the City authorizes additional charges in writing and the "Not-to-Exceed Fee" shall be submitted with and made a part of this Proposal.

Therefore, Commonwealth's TOTAL Not-to-Exceed Fee without additional written confirmation from City of Flint is the original \$41,000 plus an additional \$33,000, (see 19-042A, C/O#1, attached) of which \$4,176.43 remains unpaid to Commonwealth, plus an additional \$62,970 for newly requested work (cost breakout below) for a total of \$137,020. These additional costs include

\$6,970 for project reporting, and 50 days of monitoring, \$56,000, based on 50 additional homeowners participating and the completion of one property per day.

Sincerely,



Ethan A. Epstein, PhD
Regional Director
Commonwealth Heritage Group, LLC.

Commonwealth 2023 Hourly Rates	
Category	Hourly Rate
Regional Director Archaeology Principal Investigator Graphics/GIS SOI-Qualified Archaeological Monitor Project Archaeologist	\$96.72 \$87.90 \$75.72 \$80.00 \$66.21
Other Direct Costs (ODCs)	
2. Transportation Miles @ \$0.58/mile Company Truck @ \$75/day Gas (for rental vehicles only) Commercial Rentals—at cost, per day (or week, etc.)	Rate \$0.625/mile \$100/day cost (\$30/day estimate) cost (\$100/day estimate)
3. Meals and Lodging Lodging—cost Per Diem M&IE	cost (\$100/day estimate) \$55/day
4. Other Direct Costs GPS Units—\$35day/\$175week/\$800month	\$35day/\$175week/\$800month

COMMONWEALTH

HERITAGE GROUP



Ethan A. Epstein, Ph.D.
Regional Director Archaeology/Project Manager
3215 Central Street, Dexter, Michigan 48130
(715) 482-0273 e.ethan.epstein@chg-inc.com

Education

Ph.D.	University of Wisconsin-Milwaukee	Anthropology	2016
M.S.	University of Wisconsin-Milwaukee	Anthropology	2007
B.B.A.	University of Iowa	Finance	1984

Experience Profile

Dr. Epstein serves as Regional Director of Archaeology in Commonwealth's Dexter, Michigan office. He has over 17 years of experience in archaeology. His specialties and experience include precontact, early postcontact, and historic period archaeology of the Upper Great Lakes and Great Basin regions, as well as the northern Great Plains. His cultural resource management experience has served both private- and public-sector clients, including the USFS, USACE, NPS, BLM, National Guard, state transportation and natural resource departments, utility companies, pipeline and transmission line partnerships, municipalities, and real estate development firms. Dr. Epstein has significant experience conducting mechanized deep testing, has been listed on the Register of Professional Archaeologists, and is recognized by the Director of the Wisconsin Historical Society as a qualified burial excavator under Wisconsin Statute and Wisconsin Administrative Code.

Professional Societies

Society for American Archaeology
Wisconsin Archaeological Survey
Conference on Michigan Archaeology

Specialized Training

Dr. Epstein specializes in lithic (flaked stone tool) analysis, which was the basis of both his master's thesis and Doctoral dissertation. In addition, Dr. Epstein has successfully completed formal training in the legal aspects and implementation of Section 106 investigations, Section 106. An Introduction, National Preservation Institute, 2016.

Representative Projects

River Raisin National Battlefield Park Archaeological Overview and Assessment Michigan
Principal Investigator. Commonwealth Heritage Group, Inc. (Commonwealth) conducted an archaeological overview and assessment and developed precontact and postcontact site location models for five priority areas in the River Raisin National Battlefield Park in Michigan. The overview and assessment constitutes a support document for archaeological resource management by the United States Department of the Interior National Park Service (NPS)

Cultural Resource Survey for Upper Detroit Parks

Principal Investigator. To meet Section 106 requirements, Commonwealth Heritage Group, Inc. (Commonwealth) conducted Phase I archaeological survey and mechanized deep trench testing along the Detroit River in support of the USEPA's habitation evaluation and restoration project.

Tennessee
Cultural Resource Survey and Assessment
 Principal Investigator. To meet Section 106 requirements, Commonwealth Heritage Group, Inc. (Commonwealth) conducted Phase I survey, Phase II testing, and mechanized deep trench excavation for the US Army Corps of Engineers at the Lock C multicomponent sites along the Cumberland River in Tennessee.

Michigan
Phase I Investigation of a Block on Selden Street
 Principal Investigator. To meet Section 106 requirements, Commonwealth Heritage Group, Inc. (Commonwealth) conducted investigations for the Detroit Building Authority. Mechanized trenching resulted in the identification of 42 features including building foundations and several lesser concentrations of cultural material distributed across 16 newly identified sites corresponding to 16 parcels from an 1897 Sanborn map of downtown Detroit.

Michigan
Archaeological Contingency Plans for the Gordie Howe Bridge Project
 Principal Investigator. Commonwealth Heritage Group, Inc. (Commonwealth) developed contingency evaluation, mobilization, and remediation plans for inadvertent discovery at the Windsor-Detroit Bridge Authority's (WDBA) Gordie Howe International Bridge project in Detroit.

Michigan
I-94 Modernization Project
 Principal Investigator. To meet Section 106 requirements, Commonwealth Heritage Group, Inc. (Commonwealth) examined the land use history and archaeological potential within sections of the I-94 corridor and adjacent highway corridors for the Michigan Department of Transportation.

Ottawa National Forest Phase II Investigation
Michigan
 Principal Investigator. To meet Section 106 requirements, Commonwealth Heritage Group, Inc. (Commonwealth) conducted a Phase II cultural resource investigation of the precontact period McDonald site in the Ottawa National Forest.

Ottawa National Forest Cultural Resource Survey and Monitoring
Michigan
 Principal Investigator. To meet Section 106 requirements, Commonwealth Heritage Group, Inc. (Commonwealth) conducted Phase I archaeological surveys of 59 areas totaling 7,740 acres of National Forest holdings and monitored 58 archaeological sites in Michigan's Upper Peninsula.

Hiaatha National Forest Cultural Resource Survey
Michigan
 Principal Investigator. To meet Section 106 requirements, Commonwealth Heritage Group, Inc. (Commonwealth) conducted Phase I archaeological survey of 34,500 acres of National Forest holdings in Michigan's Upper Peninsula.

Chequamegon-Nicolet National Forest Cultural Resource Survey
Wisconsin
 Principal Investigator. To meet Section 106 requirements, Commonwealth conducted Phase I archaeological survey of 30,700 acres of National Forest holdings in northern Wisconsin.

Ottawa National Forest Cultural Resource Survey
Michigan
 Co-Principal Investigator. To meet Section 106 requirements, Commonwealth conducted Phase I archaeological survey of 7,710 acres of National Forest holdings in Michigan's Upper Peninsula.

Chequamegon-Nicolet National Forest Cultural Resource Survey
Wisconsin
Co-Principal Investigator. To meet Section 106 requirements, Commonwealth conducted Phase I archaeological survey of 6,787 acres of National Forest holdings in northern Wisconsin.

Chequamegon-Nicolet National Forest Cultural Resource Survey
Wisconsin
Co-Principal Investigator. To meet Section 106 requirements, Commonwealth conducted Phase I archaeological survey of 8,470 acres of National Forest holdings in Northern Wisconsin.

Cultural Resource Survey of Area G of Camp Ripley
Minnesota
Principal Investigator. Dr. Epstein worked on this Phase I archaeological survey of 2,912 acres of Minnesota National Guard holdings in Central Minnesota.

Ottawa Bergland Presque Isle Cultural Resource Survey
Michigan
Co-Principal Investigator. To meet Section 106 requirements, Commonwealth conducted Phase I archaeological survey of 6,675 acres of National Forest holdings in Michigan's Upper Peninsula.

Camp Cooks and Eckerman Area Culture Resource Inventory Survey
Michigan

Principal Investigator. Commonwealth conducted Phase I archaeological survey of 20,515 acres of Hiawatha National Forest holdings in Michigan's Upper Peninsula. This project was completed in support of Section 106 requirements.

Strandlund Site
Minnesota
Co-field Director. Dr. Epstein worked with Ms. R. Jones for the excavation of this prehistoric riverfront faunal bed/campsite.

Phase I Investigation Kohler Golf Course Development
Wisconsin
Field Director. Dr. Epstein oversaw investigations completed for a 250-acre stratified Archaic through Woodland archaeological site located on the shores of Lake Michigan.

Phase III investigations at Wolters Site
Wisconsin
Dr. Epstein directed the field component of the investigations of this stratified Archaic to Late Woodland period site, located along the banks of the Oconomowoc River.

US Highway 45 Phase I investigation

Wisconsin
Field Director. A 28-mile-long investigation of the US Highway 45 corridor in Racine and Kenosha counties.

Skillet Creek Mounds
Wisconsin

Field Director. Dr. Epstein responsibilities included overseeing the mechanical stripping and removal of features from these seven mounds, 22-acre, locale. Cultural periods identified include the Paleolithic, Woodland, and historic Euro American.

Midewin National Tallgrass Prairie Illinois	
Field Director. Dr. Epstein oversaw over 3,000 acres of Phase I and Phase II investigation and cultural resource inventory. As a result of the survey, cultural periods identified included the Archaic through Post-Contact and historic Euro American periods.	
<i>Selected Publications and Presentations</i>	
Epstein, Emily M., Ethan Epstein, and Rick Wells	2012
<i>Archaeology:</i>	
"Stone Spheres from the Steens Mountain and Surrounding Region," <i>Current Happenings in Archaeology</i> .	
Epstein, Ethan, and Emily M. Epstein	2010
"Preliminary Results of Investigations at the Roaring Triangulation (35HA 385) Site, Catlow Uplands of Southeastern Oregon," Paper presented at the 32nd Great Basin Anthropological Conference.	
Ethan Epstein and Emily M. Epstein	2008
"Chipped Stone and Animal Bones at Mortar Riddle Site (35HA2627) Steens Mountain: Change Over Time," Paper presented at the 31st Great Basin Anthropological Conference, 2008.	
Ethan Epstein and Emily M. Epstein	2006
"Steens Mountain Mortar Riddle Site (35HA2627)". Paper presented at the 30th Great Basin Anthropological Conference.	
<i>Public Outreach Experience</i>	
2018	Hosted Friends of the Park group on-site during the ongoing archaeological investigations for the Upper Detroit Riverfront Parks Habitat Restoration Project. Addressed community concerns regarding park access during field work and the preservation of cultural resources in the park should they be encountered. Provided contextual historical information, presented Commonwealth's historical research, discussed our field methods, and provided a hands-on opportunity for Friends to examine artifacts.
2018	"Can Late Paleo-Indian responses to Changing Resource Availability Inform Modern Political Policy?", Huron Valley Chapter of the Michigan Archaeological Society.
2012	Co-hosted an on-site "Archaeology Day" for City of Kenosha teens sponsored by area religious organizations.
2006-2010	Co-hosted and trained Bureau of Land Management archaeology volunteers in groups ranging up to 30 people.
2007	"The Mortar Riddle: Economic Adaptation and Mobility in a Great Basin, Upland Wetland Environment," Wisconsin Archaeological Society, Ritzenthaler Lecture, Oshkosh.
<i>Teaching Experience</i>	
2007-2009	University of Wisconsin-Milwaukee, Teacher's Assistant. Instructed Laboratory Components for Human Evolution, Archaeological Analysis and Report Writing, Zooarchaeology, and Archaeological Survey and Report Writing.
<i>Patents and Inventions</i>	
2018	Developed mechanized process for thawing frozen ground, creating "seasonal" excavation conditions and enabling the placement of shovel test units during winter months.



Emily Mueller Epstein, Ph.D.
Principal Investigator/Lab Director
3215 Central Street, Dexter, Michigan 48130
P: (517) 262-4157 E: emily.epstein@chg-inc.com

Education

Ph.D.	University of Wisconsin-Milwaukee	2017
M.S.	University of Wisconsin-Milwaukee	2007
B.S.	University of Oregon	2001

Experience Profile

Emily Mueller Epstein (Ph.D., University of Wisconsin-Milwaukee [UWM]) is a principal investigator and lab director for Commonwealth Heritage Group, Inc. (Commonwealth). With 17 years of experience in archaeology, Dr. Mueller Epstein's specialties include Great Basin pre- and post-contact archaeology, bioarchaeology, historic cemeteries, and the analysis of osseous material (both fauna and human skeletal remains). She is listed in the Register of Professional Archaeologists and is recognized by the Director of the Wisconsin Historical Society as a qualified skeletal analyst and burial excavator under Wisconsin Statute 157.70(4) and Wisconsin Administrative Code HS 2.02(12) and 2.04(6)(b).

Prior to joining Commonwealth, Dr. Mueller Epstein held teaching appointments at the City College of Chicago and at the UWM for courses in and human anatomy and physiology. While working as lab supervisor with UWM-Cultural Resource Management Services (UWM-CRMS), she compiled the methods and wrote the standard operating procedures used to stabilize, inventory, and analyze over 600 adult and juvenile human burials recovered from the Milwaukee County Poor Farm Cemetery in 2013 and those used for the stabilization and inventory of more than 1,000 individuals recovered from the same site in the early 1990s. During the 2013 field project, Dr. Mueller Epstein was responsible for tracking 20 individual burials, associated grave goods, and coffin hardware per day. She identified and completed analysis of juvenile and fetal crania recovered from the cemetery that exhibited post-mortem medical investigation, which was featured in an edited volume on the bioarchaeology of dissection and autopsy published in 2017. She has presented her research on a non-destructive technique she developed for assessing perinatal dental remains for evidence of live birth. Dr. Mueller Epstein completed analyses of Woodland and historic Wisconsin dog burials, one of which was featured in an issue of the *Wisconsin Archaeologist*. She completed zooarchaeological analyses for other historic and precontact archaeological sites while employed with UWM-CRMS, in addition to evaluating inadvertent findings of osseous material from construction projects.

Dr. Mueller Epstein's dissertation focused on household settlement and subsistence during Late Archaic climatic oscillations in the northern Great Basin. She completed the identification and analysis of faunal samples, totaling over 30,000 individual specimens recovered from four sites on Steens Mountain in Harney County, Oregon. Most of the specimens represented large mammals, including bighorn sheep, mule deer, and pronghorn antelope. She also identified freshwater mussel, fish, birds, and reptiles in the samples. She was successful in demonstrating the presence of unique house architecture, a variant subsistence and settlement pattern based on the analysis of faunal remains, flaked stone, and ground stone artifacts. Her analysis of beads and ornaments recovered from a hunter-gatherer household site is featured in an edited volume published by Oxbow Books in 2017.

Professional Societies

Society for American Archaeology
Midwest Archaeological Conference
Association of Oregon Archaeologists
Committee on Michigan Archaeology

Dexter, MI (HQ) | Tuscaloosa, AL | Tempe, AZ | Tucson, AZ | Gainesville, FL | Lakeland, FL | Columbus, GA
Traverse City, MI | Littleton, MA | Minneapolis, MN | Farboro, NC | Buffalo, NY | Columbus, OH
West Chester, PA | Memphis, TN | Ogden, UT | Chantilly, VA | Milwaukee, WI
www.commonwealthheritagegroup.com

Licensure
Skeletal Analyst qualified to conduct analyses of human burials excavated in Wisconsin (2013–present)
Archaeologist qualified to excavate human burials in Wisconsin (2014–present)

Specialized Training
National Preservation Institute Training (Section 106: An Introduction [2017]) - Curation

Representative Projects

Archaeological Monitoring for the City of Flint's FASTStart Water Service Line Replacement
City of Flint – Michigan
Principal Investigator. To comply with the Michigan State Historic Preservation Office requirements, the City of Flint has contracted Commonwealth to monitor mechanical excavations carried out as part of the water service line replacement project.

Hydroelectric Projects Reservoir Shoreline Survey for Historic Properties
HDR– Michigan
Principal Investigator. HDR contracted Commonwealth to assess historic properties and erosional surfaces along nearly 15 miles of river shoreline in support of the Village of Constantine's compliance with Federal Energy Regulatory Commission licensing requirements. Dr. Mueller Epstein was responsible for the projects technical quality that involved land and water-based assessment methods.

Archaeological Survey, Testing, and Analysis of Human Remains
Consumers Energy – Michigan
Principal Investigator. Following the inadvertent discovery of human remains during a U.S. Army Corps of Engineers-permitted mitigation project, Consumers Energy contracted Commonwealth to conduct on shore survey and testing to assess the project area for historic resources. Dr. Mueller Epstein also completed an analysis of human remains inadvertently discovered during the project.

Re-Inventory/Management Recommendations on the Historic St. Louis Arsenal
Missouri
To comply with Section 106 requirements concerning federally owned collections, Commonwealth inventoried collections and made curatorial management recommendations for the General Services Administration. As a qualified museum professional, Dr. Mueller Epstein completed the inventory of collections and assessed conditions of the intended on-site curatorial facility.

Stockbridge-Munsee Community Curation Facility Development Services
Wisconsin
Lab Director. Commonwealth worked with the Stockbridge-Munsee Tribe to draft archaeological curation policies, procedures, and recommendations so that the Tribe's Historic Preservation Office planned curation facility meets Section 106 requirements. Dr. Mueller Epstein was responsible for inspections, inventories, and development of a revised Curation Policy Manual.

Hydroelectric Projects Reservoir Shoreline Survey for Historic Properties
Consumers Energy Company – Michigan
Principal Investigator. To comply with Federal Energy Regulatory Commission licensing requirements, Consumers Energy contracted Commonwealth to assess historic properties and erosional surfaces along nearly 150 miles of river shoreline in Michigan for Consumers. Dr. Mueller Epstein was responsible for the projects technical quality that involved land and water-based assessment methods.

Villa Maria Cemetery Relocation
Minnesota
Minnesota state law requires archaeological excavation in certain cemetery relocation projects, as was the case for the Villa Maria Cemetery. To comply with the state regulations, Commonwealth excavated burials to facilitate their conveyance to a cemetery location by local funeral directors. Dr. Mueller Epstein conducted skeletal analysis in the

field to assure individual burial identity.

Milwaukee County Poor Farm Cemetery (MCPFC) Project

Wisconsin

Dr. Mueller Epstein compiled methods and wrote the standard operating procedures used to stabilize, inventory, and analyze over 600 adult and juvenile human burials recovered from the historic cemetery. She completed the analysis of a formally interred dog and made taxonomic identifications of non-human mammals recovered from general fill areas at the site. Emily also excavated adult and juvenile human burials.

Greater Sage-Grouse Habitat Improvement

Burns District Bureau of Land Management - Washington

The Burns District BLM conducted Phase I archaeological survey of 1,703.4 acres identified for sage grouse habitat restoration to comply with Section 106. The project area includes Glass Buttes, a documented obsidian source and the location of cinnabar mining. During the project, 33 precontact sites exhibited evidence for raw obsidian procurement. Historic sites included mining equipment as well as evidence of 1930s era camp life.

Selected Reports and Publications

Epstein, Emily Mueller

2020a

Epstein, Emily Mueller

2019a *Cultural Resources Investigation for the Freedom Road Rehabilitation Project Review, Farmington, Oakland County, Michigan, R-1399. Commonweath Heritage Group, Inc., Dexter, Michigan.*

2019b *Cultural Resources Investigation for the Van Horn Road Categorical Exclusion, Wayne County, Michigan, R-1389. Commonweath Heritage Group, Inc., Dexter, Michigan.*

2019c *Cultural Resources Sensitivity Letter Report for Geddes I Solar, LLC Site in Saginaw County, Michigan, R-1392. Commonweath Heritage Group, Inc., Dexter, Michigan.*

2019d *Cultural Resources Sensitivity Project for CCR Macbeth Site, Muskegon County, Michigan, R-1382. Commonweath Heritage Group, Inc., Dexter, Michigan.*

2019e *Phase I Archaeological Survey, Testing, and Analysis of Human Remains at the Consumers Energy Jones Street Remediation Project, Site, Manistee, Michigan, R-1363. Commonweath Heritage Group, Inc., Dexter, Michigan.*

2019f *Archaeology Survey for the Constantine Hydroelectric Project Relicensing (FERC No. 10661), St. Joseph County, Michigan, R-1386. Commonweath Heritage Group, Inc., Dexter, Michigan.*

Epstein, Emily Mueller

2018a *Cultural Resources Sensitivity Project for CCR MI Solar Sites-Bundle 2, Barry, Branch, Calhoun, Genesee, Ingham, and Montcalm Counties, Michigan R1353. Commonweath Heritage Group, Inc., Dexter, Michigan.*

2018b *Cultural Resource Sensitivity Study for the Muskegon County Solar Project, Muskegon, Michigan R1347. Commonweath Heritage Group, Inc., Dexter, Michigan.*

2018c *ER18-116 Hines Park Ann Arbor Non-Motorized Trail Connector, Sec. 4, T2S, R9E, City of Westland, Wayne County (FHW4) R1341. Commonweath Heritage Group, Inc., Dexter, Michigan.*

2018d *Phase I Archaeological Investigation for the Veteran's Administration Housing Project, Cheshirefield Township, Macomb County, Michigan R1334. Commonweath Heritage Group, Inc., Dexter, Michigan.*

2018e *RES America Summit Lake Wind (Barr Project No. 22071001.01 R1337. Commonweath Heritage Group, Inc., Dexter, Michigan.*

- 2018f 42,446.50-acre Wind Farm Cultural Resources Assessment R1324. Commonwealith Heritage Group, Inc., Dexter, Michigan.
- 2018g Phase I Archaeological Investigation for Section 17 and 17 of the Iron Belle Trail, Richfield Township, Genesee County, Michigan, R1333. Commonwealith Heritage Group, Inc., Dexter, Michigan.
- 2018h ER18-180 Phase I Archaeological Investigation for the Old River Trail Pathway, Delta Township, Eaton County, Michigan, R1326. Commonwealith Heritage Group, Inc., Dexter, Michigan.
- 2018i Implementation of the Historic Property Management Plan: 2018 Monitoring, Calkins Bridge Hydroelectric Project, Allegan County, Michigan ER 99-217, FERC. Commonwealith Heritage Group, Inc., Dexter, Michigan.
- 2018j ER18-200 Phase I Archaeological Investigation for the City of Grandville Kayak Launch, Grandville Township, Michigan, R1331. Commonwealith Heritage Group, Inc., Dexter, Michigan.
- 2018k Phase I Archaeological Survey of the Proposed Wetland Habitat and Storm Water Project for Chandler Park, City of Detroit, R-1321. Commonwealith Heritage Group, Inc., Dexter, Michigan
- 2018l Stockbridge-Munsee Community Curration Facility Development Services, R-1314. Commonwealith Heritage Group, Inc., Dexter, Michigan
- 2018m Periodic Shoreline Inspection and Assessment of Cultural Resources in the Hydroelectric Pond Embankments Along the Au Sable, Manistee, and Muskegon Rivers, R-1310. Commonwealith Heritage Group, Inc., Dexter, Michigan
- Epstein, Emily Mueller and Scott Slagor
2018 2,108-acre Cultural Resources Assessment, R1325. Commonwealith Heritage Group, Inc., Dexter, Michigan.
- Epstein, Emily Mueller, and Kelly M. Hagemmaier
2017 Section 106 Compliance: Phase I Archaeological Survey of the Proposed Eden on Rouge Assisted Living and Memory Care Facility, 44100 Connection Way, Canton, Michigan, R-1290. Commonwealith Heritage Group, Inc., Jackson, Michigan.
- Epstein, Emily Mueller, and Robert Watson
2017 Phase I Archaeological Investigations the United States Coast Guard Auxiliary, Operated Grand Marais Marquette County, Michigan. Commonwealith Heritage Group, Inc. Milwaukee, Wisconsin.
- Hagemmaier, Kelly M., Emily Mueller Epstein, and Elhan Epstein
2017 Phase I Archaeological Survey of the Proposed French Paper Company Dam Relicensing, City of Niles, Niles and Berrien Townships, Berrien County, Michigan, Vol. II Archaeological Resources. Commonwealith Heritage Group, Inc., Jackson, Michigan.
- Epstein, Emily Mueller
2017a Games, Exchange, and Stone: Hunter-Gatherer Beads at Home. In *Not Just for Show: The Archaeology of Beads, Beadwork, and Personal Ornaments* edited by Daniella Bar-Yosef Meyer, pp. 81 – 92. Oxbow Books, Oxford. Link to the publisher: <https://www.oxbowbooks.com/oxbow/not-just-for-show.html>
- 2017b Unnoticed All His Worth, a Dog Burial at the Milwaukee County Poor Farm Cemetery. Paper presented at the 50th Annual Society for Historical Archaeology, January 6, 2017, Fort Worth, Texas (with Patricia B. Richards). Link to conference abstracts: <https://sha.org/wp-content/uploads/2015/05/2017-Conference-on-Historical-and-Underwater-Archaeology-Abstract-Book.pdf>
- Robert J. Watson, Emily Mueller Epstein, Robert J. Jeske, David Strange, and Kathryn C. Egan-Bruhly

- 2016 *Archaeological Investigations and Burial Analysis at St. Peter and Paul Parish Cemetery* (47BTR0024). City of Independence Trempealeau County, Wisconsin. Commonweath Heritage Group, Inc., Milwaukee, Wisconsin.
- Richards, Patricia B., Carrie R. Jones, Emily Mueller Epstein, Nick W. Richards, Brooke L. Drew, and Thomas J. Zych 2016 You Couldn't Identify Your Grandmother If She Were in That Party: The Bioarchaeology of Postmortem Investigation at the Milwaukee County Poor Farm Cemetery. In *The Bioarchaeology of Dissection and Autopsy in the United States*, edited by Kenneth C. Nystrom, pp. 237-257. Springer International Press, Switzerland. Available online: http://link.springer.com/chapter/10.1007%2F978-3-319-26836-1_11
- Richards, Patricia B., Eric. Burant, Brooke L. Drew, Emily Mueller Epstein, Carrie R. Jones, Nick W. Richards, and Thomas J. Zych 2015 *Nine for Morral Men Doomed to Die: The Archaeology and Osteology of the 2013 Milwaukee County Poor Farm Cemetery Project (Froeder Tract - 47M10527)*. The University of Wisconsin - Milwaukee Cultural Resource Management Program. Archaeological Research Laboratory Report of Investigations No. 381.
- Epstein, Emily Mueller, Brienne Charles, and Brooke Drew 2015 *Neonatal Line Assessment among Milwaukee County Institution Grounds (MCIG) Perinates to Determine Viability*. Paper presented at the 2015 Society for American Anthropology Annual Meeting, San Francisco, California.
- Epstein, Emily Mueller 2012 Faunal Analysis. Contribution to Phase II Archaeological Investigation of the McHugh Site (47WFP294), *A Nineteenth-Century Irish Farmstead in Wauwata County, Wisconsin*. Brooke L. Drew and John D. Richards, Editors. UWM Archaeological Research Laboratory Report of Investigations, No. 187. Manuscript on file, Cultural Resource Management Services, Anthropology Department, University of Wisconsin, Milwaukee.
- Epstein, Emily Mueller 2010 Analysis of *Canis sp.* Remains Recovered from the Richter Site (47DR80), a North Bay Phase Middle Woodland Occupation on Washington Island, Wisconsin.



Education

M.Sc. University of Sheffield
B.A. Marshall University

Human Osteology and Funerary
Anthropology

2010
2007

Experience Profile

Ms. Posin has 10 years of archaeological experience working on pre- and postcontact archaeological sites throughout the eastern regions of the United States, particularly the Ohio River Valley and the Southeast. Prior to her employment at Commonwealth Heritage Group, Inc. (Commonwealth) she worked on a variety of projects as a field director and crew leader on pipeline and reservoir reconnection surveys, as well as numerous Phase I surveys. She has also been responsible for authoring several technical reports. Ms. Posin is also an osteologist, with experience excavating and analyzing pre- and postcontact human burials and has been instrumental in assisting the State of West Virginia in complying with their Native American Graves Protection and Repatriation Act responsibilities. Additionally, she is recognized by the Wisconsin Historical Society as a qualified skeletal analyst and burial excavator under Wisconsin Statute 157.70(4) and Wisconsin Administrative Code HS 2.02(12) and 2.04(6)(b).

Professional Societies

The Register of Professional Archaeologists
The American Institute of Archaeology
Fellow, Conference on Michigan Archaeology

Representative Projects

Phase II Archaeological Investigations at Fort Eustis, Newport News, Virginia
Project Archaeologist. Ms. Posin provided assistance to the field directors and supervised fieldwork consisting of close-interval shovel testing and test unit excavation during NRHP eligibility evaluation at three sites on Fort Eustis property. Additionally, she assisted with laboratory processing and analysis of prehistoric and historic artifacts recovered during the field investigations.

Phase IB Archaeological Survey, Eversource Lines 373, 385, and 391 Grounding Project, Rochester to Derry, New Hampshire
Field Director and Report Author. Ms. Posin supervised fieldwork consisting of shovel testing around transmission line structures within archaeologically sensitive areas where grounding line replacement is to occur. No new sites were encountered, and no adverse effects were observed at existing sites.

Phase II Archaeological Investigation for the Western New York National Cemetery

Genesee County, New York
Co-Field Director. Ms. Posin supervised fieldwork consisting of close-interval shovel testing and test unit excavation within a 60-acre project area, which is to be part of a cemetery for veterans in Western New York. Additionally, she assisted with laboratory processing and analysis of over 5,000 artifacts recovered during the field investigations.

OTHER LOCATIONS

Alexandria, VA (703) 354-9737 Columbus, OH (614) 549-6190 Littleton, MA (978) 793-2579 Milwaukee, WI (414) 446-4121 Ogden, UT (801) 394-0013 Tarboro, NC (252) 641-1444 Traverse City, MI (517) 262-3376 West Chester, PA (610) 436-9000

Phase I Archaeological Investigation for Sections 16 and 17 of Iron Belle Trail, Richfield Township, Genesee County, Michigan
Project Archaeologist. Ms. Posin also served as the lead author of the letter report submitted for an approximately 1.36-mile long bicycling trail creation and improvements. One site, the remains of a razed mid-twentieth-century structure, was recorded and recommended not eligible for the National Register of Historic Places (NRHP).

Cultural Resource Reconnaissance Red Pine and Aspen Stands Survey, Hiawatha National Forest Michigan
Project Archaeologist. In addition to her lead role, Ms. Posin is a contributing report author for a survey of nearly 34,000 acres in the western unit of the Hiawatha National Forest. She served as a logistical liaison between field crews and upper-level staff, reviewing and helping process field data.

Cultural Resource Reconnaissance Red Pine Survey, Hiawatha National Forest Michigan
Project Archaeologist and Field Director. Ms. Posin is also a contributing report author for a survey of nearly 31,000 acres in the western unit of the Hiawatha National Forest. She served as a logistical liaison between field crews and upper-level staff, reviewing and helping process field data.

Phase I Archaeological Survey of Preferred Alternative 4A, US 340 Improvement Study West Virginia
Project Archaeologist and Field Director. Ms. Posin is the lead author of the survey report for approximately 5-mile long improvements to US 340 and the proposed bypass around the historic community of Rippon. Twenty new archaeological sites and seven isolated finds were identified; all were recommended not eligible for the NRHP.

Phase I Archaeological Investigation of Dixboro Trail Michigan
Project Coordinator. Ms. Posin also served as the lead author of the letter report submitted for an approximately 2-mile-long trail. No resources were identified or recommended eligible for the NRHP.

Phase I Archaeological Investigation of Iron Belle Trail, Irish Road to Genesee Road Michigan
Project Archaeologist. Ms. Posin also served as the lead author of the letter report submitted for an approximately 3.75-mile long bicycling trail creation and improvements. One site, the remains of the mid-twentieth-century Kiwanis Health Camp, was recorded and recommended not eligible for the NRHP.

Professional Archaeologists and is recognized by the Director of the Wisconsin Historical Society as a qualified skeletal analyst and burial excavator under Wisconsin Statute 157.70(4) and Wisconsin Administrative Code HS 2.02(12) and 2.04(6)(b).

Project Archaeologist

Mrs. Sarah Posin has nine years of archaeological experience working on historic and prehistoric archaeological sites throughout the Eastern United States, especially the Ohio River Valley and the Southeast. She brings to Commonwealth Heritage Group her previous experience with a variety of projects as a field director and crew leader on pipeline and reservoir recertification surveys, as well as numerous Phase I surveys. She also has been responsible for authoring portions of and complete technical reports. She is also an osteologist with experience excavating and analyzing prehistoric and historic human burials and was instrumental in assisting the State of West Virginia in complying with their Native American Graves Protection and Repatriation Act (NAGPRA) responsibilities.

TECHNICAL SCOPE OF WORK

PROJECT DESCRIPTION

The City of Flint is replacing lead and galvanized steel service lines to residences—primarily single-family homes—in Flint, Michigan during Phase VI of the FASTStart Water Service Line Replacement Project (Project). The project location includes the City of Flint, Michigan; SHPO Addresses for Water Service Line Replacements (Project Area, as provided by City of Flint), as enumerated in the City of Flint RFP of June 25, 2019. Project funding was authorized by the Water Infrastructure Improvement for the Nation (WIIN) Act of 2016. The Project's federal nexus requires compliance with Section 106 of the National Historic Preservation Act (NHPA). Commonwealth proposes to assist the lead federal agency (US EPA or USACE) with fulfilling their Section 106 obligations, including those outlined by the Michigan SHPO. Commonwealth is already supporting the City of Flint under this contract, and this proposal is to provide ongoing archaeological support services for the City as outlined in the original proposal dated July 12, 2019. All assumptions and scope tasks remain as they were, with the only change being to the total Not-to-Exceed Fee, listed below.

COST ESTIMATE

All charges for professional services for the Phase VI of the FASTStart Water Service Line Replacement Project will be limited to a "Not-to-Exceed Fee," unless the City authorizes additional charges in writing and the "Not-to-Exceed Fee" shall be submitted with and made a part of this Proposal.

Therefore, Commonwealth's TOTAL Not-to-Exceed Fee without additional written confirmation from City of Flint is the original \$41,000 plus an additional \$33,000, for a total of \$74,000.

Sincerely,



Brandon M. Gabler, PhD, RPA
Regional Director/VP of Operations
Commonwealth Heritage Group, Inc.

230014

PROCLAMATION NO.:

JAN 18 2023

PRESENTED:

JAN 23 2023

ADOPTED:



**RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING
BETWEEN THE CITY OF FLINT AND POLICE OFFICERS LABOR COUNCIL-
FLINT POLICE DEPARTMENT LIEUTENANTS AND CAPTAINS FOR LUMP-SUM
PAYMENTS FOR RECENTLY PROMOTED LIEUTENANTS**

Pursuant to the Flint City Charter, §4-406 (D), "[t]he Mayor shall submit to City Council for approval all collective bargaining contracts and amendments thereto before they become effective," and

The City of Flint, by its Human Resources/Labor Relations department, and the Police Officers Labor Council-Flint Police Department Lieutenants and Captains have discussed and tentatively agreed on the attached Memorandum of Understanding ("MOU"); and

This MOU permits three (3) recently promoted Lieutenants to receive lump sum payments of Three-Thousand Dollars (\$3000) they were eligible for had they been promoted after the July 25, 2022, ratification of the Collective Bargaining Agreement ("CBA") between the City of Flint and the Police Officers Labor Council-Flint Police Department Sergeants; and

The eligible persons who would receive the payment are as follows:

- a. Esther Campbell
- b. Christopher Bigelow
- c. Robert Frost

BE IT RESOLVED that the Flint City Council hereby approves the subject MOU granting Three-Thousand Dollar (\$3000) lump sum payments to Esther Campbell, Christopher Bigelow and Robert Frost who would have received the lump sum had they been promoted after the July 25, 2022, ratification of the CBA between the City of Flint and the Police Officers Labor Council-Flint Police Department Sergeants.

FOR THE CITY:

CLYDE D EDWARDS
CLYDE D EDWARDS (Jan 13, 2023 13:28 EST)
Clyde D. Edwards, City Administrator

FOR THE CITY COUNCIL:

[Signature]
JAN 23 2023

APPROVED AS TO FORM:

[Signature]
William Y. Kim (Jan 12, 2023 17:15 EST)
William Y. Kim, City Attorney



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: 01/10/2023

BID/PROPOSAL# [REDACTED]

AGENDA ITEM TITLE: Recently Promoted Lieutenant Lump Sums

PREPARED BY Terence Green, Police Chief

Flint Police Department

VENDOR NAME:

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The City and Union are parties to a Collective Bargaining Agreement ("CBA") with an initial effective term through June 30, 2021, and The parties are currently in negotiations for a successor CBA; and The parties wish to provide recently promoted Lieutenants with lump sum payments they would have been eligible for had they promoted to Lieutenant after the July 25, 2022, ratification of the CBA between the City of Flint and the Police Officers Labor Council – Flint Police Department Sergeants; and The parties commit their agreement to writing in this MOU:

The following persons shall receive the following lump sum payments:

a. Esther Campbell – three thousand dollars (\$3,000).
b. Christopher Bigelow – three thousand dollars (\$3,000).
c. Robert Frost – three thousand dollars (\$3,000).

FINANCIAL IMPLICATIONS: \$9,000

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

Dept.	Name of Account	Account Number	Grant Code	Amount



CITY OF FLINT

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

(PLEASE TYPE NAME, TITLE)

Approved as to budget: Jane Mager
Jane Mager (Jan 11, 2023 14:54 EST)
Jane Mager, acting Deputy Chief Financial Officer

MEMORANDUM OF UNDERSTANDING

CITY OF FLINT

-and-

POLICE OFFICERS LABOR COUNCIL

FLINT POLICE DEPARTMENT LIEUTENANTS AND CAPTAINS

Recently Promoted Lieutenant Lump Sums

This Memorandum of Understanding ("MOU"), made on _____, 2022, is between the City of Flint ("City") and the Police Officers Labor Council – Flint Police Department Lieutenants and Captains ("Union").

RECITALS

The City and Union are parties to a Collective Bargaining Agreement ("CBA") with an initial effective term through June 30, 2021; and

The parties are currently in negotiations for a successor CBA; and

The parties wish to provide recently promoted Lieutenants with lump sum payments they would have been eligible for had they promoted to Lieutenant after the July 25, 2022, ratification of the CBA between the City of Flint and the Police Officers Labor Council – Flint Police Department Sergeants; and

The parties commit their agreement to writing in this MOU;

NOW, THEREFORE, the parties agree as follows:

1. Eligible Individuals and Amounts. The following persons shall receive the following lump sum payments:

a. Esther Campbell – three thousand dollars (\$3,000).

b. Christopher Bigelow – three thousand dollars (\$3,000).

c. Robert Frost – three thousand dollars (\$3,000).

2. The Lump Sum payments to the persons identified in paragraph 1 are subject to the following:

a. The Lump Sum payments will be paid via separate check during the first full pay period following the effective date of this Agreement.

b. The Lump Sum payments will be subject to usual payroll taxes and withholdings.

c. The Lump Sum payments are not included as wages for the purpose of computing Final Average Compensation.

3. This MOU does not affect the wages or benefits of Eligible Individuals following their permanent promotion to the rank of Lieutenant.

IN WITNESS WHEREOF, the parties executed this Memorandum of Understanding on the day and year first above written.

This MOU is not effective until approved by the Flint City Council.

City of Flint ("City")

**Police Officers Labor Council
Flint Police Department Lieutenants and
Captains ("Union")**

Approved as to form:

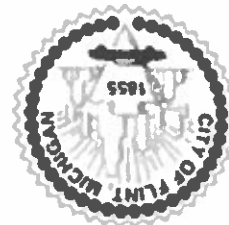
William Kim, City Attorney

230015

RESOLUTION NO.:

PRESENTED: JAN 18 2023

ADOPTED: JAN 23 2023



RESOLUTION AUTHORIZING THE CITY OF FLINT TO ENTER IN AN AGREEMENT WITH THE YWCA GREATER FLINT MAKING THEM A SUB-GRANTEE OF THE CITY'S FY-22 SEXUAL ASSAULT KIT INITIATIVE GRANT FROM THE DEPARTMENT OF JUSTICE

BY THE CITY ADMINISTRATOR:

WHEREAS, The City of Flint Police Department received a U.S. Department of Justice (DOJ) Grant under the FY23 National Sexual Assault Kit Initiative (SAKI), in the amount of \$2,500,000.00, which the City of Flint Council approved under resolution 220453 on 10/24/2022; and

WHEREAS, the primary focus of SAKI is intended to help law enforcement officers and prosecutors in the City of Flint address challenges associated with unsubmitted SAKs in order to reduce the number of unsubmitted SAK's in their jurisdiction. This will give the City of Flint the evidence and tools to solve and reduce violent crimes associated with sexual assault, while achieving long term goal of improving the criminal justice response to sexual assault, and providing victim centered services.

WHEREAS, the YWCA Greater Flint Mission is to eliminate racism, empower women and promote peace, justice, freedom, and dignity for all.

WHEREAS, the YWCA Greater Flint will enter a performance-based contract over the duration of the grant program, by providing a Victim Advocate as a partner in collaboration with the City of Flint Police Department SAKI Unit.

Account Number	Grant Code Account Name	Amount
296-301-732-801.000	Professional Services	\$142,272.00
(10/1/2022 - 9/30/25) TOTAL		\$142,272.00

IT IS RESOLVED that the appropriate City Officials are authorized to do all things necessary to enter into an agreement with the YWCA Greater Flint in the amount not-to-exceed \$142,272.00.00 over the three-year grant period, October 1, 2022 – September 30, 2025.

Approved as to Form:

William Kim (Jan 10, 2023 10:35 EST)
William Kim, Chief Legal Officer

For the City of Flint:

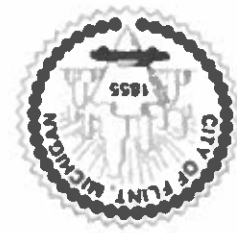
Clyde D. Edwards (Jan 10, 2023 11:37 EST)
Clyde D. Edwards, City Administrator

Approved as to Finance:

Robert J. F. Widigan (Jan 10, 2023 10:28 EST)
Robert J. F. Widigan, Chief Financial Officer

Approved by Council:

JAN 23 2023



RESOLUTION NO.:
PRESENTED:
ADOPTED:

RESOLUTION STAFF REVIEW

Date: January 6, 2022

Agenda Item Title: RESOLUTION AUTHORIZING THE CITY OF FLINT TO ENTER IN AN AGREEMENT WITH THE YWCA GREATER FLINT MAKING THEM A SUB-GRANTEE OF THE CITY'S FY-22 SEXUAL ASSAULT KIT INITIATIVE GRANT FROM THE DEPARTMENT OF JUSTICE

Prepared by: Carissa Bush, SAKI Financial Assistant

Background/Summary of Proposed Action:

The purpose of this resolution is to award an agreement to the YWCA of Greater Flint for victim services. The YWCA has been providing services to Genesee County since 1908. This contract will leverage and offer the entire suite of services the YWCA Greater Flint offers to victims of sexual assault. The YWCA of Greater Flint has partnered with the Flint SAKI Unit for over seven years due to grant funds awarded through the Department of Justice.

Locally, the YWCA Greater Flint has been serving the Flint and Genesee community for decades and has been a place of hope, healing and renewal. Serving 2,600 annually, the YWCA Greater Flint has offered safe places for women and children, while also advocating for race and gender equity.

Excluded from this process:
• No known exclusions

Financial Implications:
The \$142,272.00 will be encumbered from the Professional Services and Training line in the Flint SAKI budget: 15PBJA-22-GG-03768

Account Number	Grant Code Account Name	Amount
296-301-732-801.000	Professional Services	\$142,272.00
TOTAL		\$142,272.00

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.

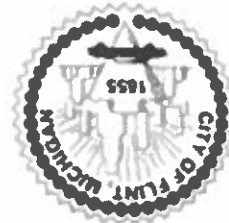
Department Head Signature Terence Green (Jan 10, 2023 06:18 EST)
(Terrence Green-Chief of Police)
DATE 01/10/2023

830016

RESOLUTION NO.:

PRESENTED: JAN 18 2023

ADOPTED: JAN 23 2023



RESOLUTION AUTHORIZING THE CITY OF FLINT TO ENTER IN AN AGREEMENT WITH THE GENESSEE COUNTY PROSECUTOR'S OFFICE MAKING THEM A SUB-GRANTEE OF THE CITY'S FY-22 SEXUAL ASSAULT KIT INITIATIVE GRANT FROM THE DEPARTMENT OF JUSTICE

BY THE CITY ADMINISTRATOR:

WHEREAS, The City of Flint Police Department received a U.S. Department of Justice (DOJ) Grant under the FY23 National Sexual Assault Kit Initiative (SAKI), in the amount of \$2,500,000.00, which the City of Flint Council approved under resolution 220453 on 10/24/2022; and

WHEREAS, the primary focus of SAKI is intended to help law enforcement officers and prosecutors in the City of Flint address challenges associated with unsubmitted SAKs in order to reduce the number of unsubmitted SAKs in their jurisdiction. This will give the City of Flint the evidence and tools to solve and reduce violent crimes associated with sexual assault, while achieving long term goal of improving the criminal justice response to sexual assault, and providing victim centered services.

WHEREAS, Genesee County Prosecutor's Mission is to provide, under the Michigan Constitution, prosecution of violations of state criminal law in Genesee County, which includes the City of Flint.

WHEREAS, the Genesee County Prosecutor's Office will enter a performance-based contract over the duration of the grant program, to prosecute sexual assault cases as a partner in collaboration with the City of Flint Police Department SAKI Unit.

Account Number	Grant Code Account Name	Amount
296-301-732-801.000	Professional Services	\$375,540.00
296-301-732-801.000	Training	\$4,050.00
(10/1/2022 - 9/30/25) TOTAL		\$379,590.00

IT IS RESOLVED that the appropriate City Officials are authorized to do all things necessary to enter into an agreement with Genesee County Prosecutor's Office in the amount not-to-exceed \$379,590.00 over the three-year grant period, October 1, 2022 – September 30, 2025.

Approved as to Form:

William Kim, Chief Legal Officer

For the City of Flint:

Clyde D. Edwards
Clyde D. Edwards (Jan 11, 2023 12:12 EST)
Clyde D. Edwards, City Administrator

Approved as to Finance:

Robert J. F. Widigan, Chief Financial Officer

Approved by Council:

JAN 23 2023

RESOLUTION NO.:

PRESENTED:

ADOPTED:



RESOLUTION STAFF REVIEW

Date: January 5, 2023

Agenda Item Title: RESOLUTION AUTHORIZING THE CITY OF FLINT TO ENTER IN AN AGREEMENT WITH THE GENEESE COUNTY PROSECUTOR'S OFFICE MAKING THEM A SUB-GRANTEE OF THE CITY'S FY-22 SEXUAL ASSAULT KIT INITIATIVE GRANT FROM THE DEPARTMENT OF JUSTICE

Prepared by:
Carissa Bush, SAKI Financial Assistant

Background/Summary of Proposed Action:

The purpose of this resolution is to award an agreement to Genesee County Prosecutor's Office for prosecutorial services that are dedicated to sexual assault cases. Genesee County Prosecutor's Office is the designated Flint/Genesee County Prosecutor under the Michigan Constitution to perform prosecution of violations: include violent crimes like sexual assault. The City of Flint and the Prosecutor's Office have worked in a collaborative effort for over seven years due to grant funds awarded through the Department of Justice.

Excluded from this process:
● No known exclusions

Financial Implications:
The \$379,590.00 will be encumbered from the Professional Services in the Flint SAKI budget: 15PBJA-22-GG-03768

Account Number	Grant Code Account Name	Amount
296-301-732-801.000	Professional Services	\$375,540.00
296-301-732-801.000	Training	\$4,050.00
	TOTAL	\$379,590.00

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 Terrance Green Terrance Green Jan 10, 2023 06:18 EST
DATE 01/10/2023
Terrance Green-Chief of Police

230017

RESOLUTION NO.:

JAN 18 2023

PRESENTED:

JAN 23 2023

ADOPTED:



BY THE CITY ADMINISTRATOR:

RESOLUTION AUTHORIZING FY2023 SECOND QUARTER BUDGET AMENDMENT

WHEREAS, the City of Flint's operating budget is monitored on an ongoing basis by the Finance Department and City department heads and changes to an approved operating budget are required from time to time. And;

WHEREAS, the Department of Finance is recommending certain appropriation amendments to the FY2023 City of Flint operating budget as follows in accordance with State Public Act 2 of 1968 as amended. And;

WHEREAS, both amendments within 101 are moving from one direct cost line item to another, there will be no effect on the FY2023 total budget or fund balance.

FY2023 Proposed First Quarter Budget Amendments	Amended FY2023 Budget as of 1/11/2023	Proposed Amendments for FY2023 Q2	Proposed Amended FY2023 Budget	Estimated Ending Fund Balance
GENERAL FUND 101 Expenditures	\$ 65,056,151	\$123,000	\$ 65,056,151	\$ 4,787,375
Total Amendment		\$123,000		

IT IS RESOLVED, that the appropriate officials are hereby authorized to do all things necessary to incorporate the approved appropriation changes into the FY2023 operating budget of the City of Flint.

APPROVED AS TO FORM:

William Kim (Jan 12, 2023 09:40 EST)

William Kim, City Attorney

FOR THE CITY OF FLINT:

Clyde D. Edwards (Jan 12, 2023 09:55 EST)

Clyde Edwards, City Administrator

APPROVED AS TO FINANCE:

Jane Mager (Jan 12, 2023 09:48 EST)

Jane Mager for Robert J.F. Widigan,
Chief Financial Officer

APPROVED BY CITY COUNCIL:

[Signature]

JAN 23 2023



CITY OF FLINT

STAFF REVIEW FORM

TODAY'S DATE: 01/09/2023

BID/PROPOSAL# n/a

AGENDA ITEM TITLE: FY23 – second quarter budget amendment (CSC Postage)

PREPARED BY V. Foster for Amanda Trujillo, Customer Service Center-Treasury

BACKGROUND/SUMMARY OF PROPOSED ACTION

The USPS has increased postage rates twice within the past six months. As a result, the Treasury Division is requesting to amend the FY23 budget to cover additional postage costs incurred for utility billing/mailers and reminder notices. Due to position vacancies, funding is available in wage accounts.

Dept. Name of Account	Account Number	Increase Amount	Decrease Amount
CSC-Water Collection Salaried Employee Wages (exempt)	101-253.202-702.020		8,000.00
CSC – Water Collection Full-Time Wages (exempt)	101-253.202-702.010		29,000.00
CSC - Sewer Collection Wages (non-exempt)	101-253.203-702.010		3,000.00
CSC-Delinquent Collections Wages (non-exempt)	101-253.204-702.010		8,000.00
CSC - Treasury Operations Postage	101-253.200-902.000	8,000.00	
CSC – Water Collection Postage	101-253.202-902.000	18,000.00	
CSC – Sewer Collection Postage	101-253.203-902.000	18,000.00	
CSC – Delinquent Collections Postage	101-253.204-902.000	4,000.00	
Total		48,000.00	48,000.00

ACCOUNTING APPROVAL: *V. Foster* Date: 1-10-23

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

STAFF RECOMMENDATION: APPROVED

DEPARTMENT HEAD SIGNATURE: *Amanda Trujillo* Amanda Trujillo, Treasurer

01/09/2023

REVENUE AND EXPENDITURE REPORT FOR CITY OF FLINT
PERIOD ENDING 06/30/2023

GL NUMBER	DESCRIPTION	2022-23	YTD BALANCE	UNENCUMBERED	ENCUMBERED	DEPARTMENT	% BOST USED
		AMENDED BUDGET	06/30/2023	BALANCE	YEAR-TO-DATE		
101-253,200-902,000	POSTAGE	30,000.00	17,904.41	11,025.59	1,070.00	CUSTOMER SERVICES-TREASURY OPERATIONS	63.25
101-253,201-902,000	POSTAGE	1,000.00	0.00	1,000.00	0.00	CUSTOMER SERVICES-INCOME TAX	0.00
101-253,202-702,020	SALARIED EMPLOYEE (EXEMPT)	39,795.00	16,932.32	22,862.68	0.00	CUSTOMER SERVICES-WATER COLLECTION	42.55
101-253,202-902,000	POSTAGE	55,000.00	31,763.77	(1,573.07)	24,809.30	CUSTOMER SERVICES-WATER COLLECTION	102.86
101-253,202-702,010	WAGES - FULL-TIME (NON-EXEMPT)	291,300.00	113,808.97	177,491.03	0.00	CUSTOMER SERVICES-WATER COLLECTION	39.07
101-253,203-902,000	POSTAGE	55,000.00	31,763.76	(1,573.06)	24,809.30	CUSTOMER SERVICE-SEWER COLLECTION	102.86
101-253,203-702,010	WAGES - FULL-TIME (NON-EXEMPT)	291,429.00	113,799.00	177,630.00	0.00	CUSTOMER SERVICE-SEWER COLLECTION	39.05
101-253,204-902,000	POSTAGE	3,000.00	5,133.19	(2,133.19)	0.00	DELINQUENT COLLECTIONS	171.11
101-253,204-702,010	WAGES - FULL-TIME (NON-EXEMPT)	80,769.00	32,928.94	47,840.06	0.00	DELINQUENT COLLECTIONS	40.77

[illegible]



CITY OF FLINT

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PRE-ENCUMBERED? YES ☒ NO ☐ REQUISITION NO: 23-005424

ACCOUNTING APPROVAL: Jane Mager Jane Mager (Jan 9, 2023 16:54 EST) Date: _____

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 2022/2023

BUDGET YEAR 2

BUDGET YEAR 3

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

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

DEPARTMENT HEAD SIGNATURE: Robert J. F. Wilgarr Robert J. F. Wilgarr (Jan 9, 2023 16:59 EST)
(PLEASE TYPE NAME, TITLE)

230018

RESOLUTION NO.:
PRESENTED: JAN 18 2023
ADOPTED: JAN 23 2023

RESOLUTION RECOMMENDING THE APPOINTMENT OF SHARON REEVES TO THE
MASS TRANSPORTATION AUTHORITY BOARD OF DIRECTORS REPLACING QUINCY
MURPHY

BY THE MAYOR:

WHEREAS, Mayor, Sheldon A. Neeley recommends the appointment of Sharon Reeves (1601
Woodlea Dr Flint, MI 48507) to the Mass Transportation Authority Board of Directors replacing Quincy
Murphy who is stepping down; and
THEREFORE, BE IT RESOLVED that the Flint City Council approves the appointment of
Sharon Reeves to serve a two-year term on the Mass Transportation Authority Board of Directors,
commencing immediately and expiring March 31, 2025.

APPROVED AS TO FORM:

William Kim, Chief Legal Officer

FOR THE CITY OF FLINT:

Sheldon A. Neeley, Mayor

APPROVED BY CITY COUNCIL:

JAN 23 2023

Sharon P. Reeves

1601 Woodslee Dr Flint, MI 48507// 810.610.6913 //sharonpreeves67@gmail.com

Experience

Legislative Director/Policy Advisor

Oversee state house representatives daily functions. Provide and implement project management of strategic planning for self and staff. Research and create bill ideas and drafts. Assist state representative in providing dialogue in areas of interest of political policies and procedures.

Materials Technician

General Motors Corporation, Lansing, MI
May, 2012-Current (LOA)
Manage logistics and movement of material components for automotive production facility; Coordinate moving, delivering, storing and controlling materials in an optimum manner to keep assembly production lines functioning at minimum cost.

Education/Outreach Coordinator

Salem Housing, Flint, MI
November, 2007-May, 2012
Coordinated outcome-focused educational initiatives and programming geared towards preparing clients to become homeowners; developed five-year plans and instructed courses for financial literacy, renter's rights, and homeowners responsibilities; Successfully assisted in writing grants to fund family self-sufficiency and property beautification programs.

Property Manager

Redevelopment Services Corp, Flint, MI
October, 1997-November, 2007
Coordinated all phases of residential and commercial property management; Maintained financial records and staffing budget; Handled all phases of management for administrative team; Completed all phases of hiring and training for administrative team.

Education

Diploma 1985-Flint Central High School
Associates Applied Science- Mott Community College
Program completed with honors
August, 2016
Associates Business Management- Mott Community College
Program completed with honors
August, 2016

Community Involvement

Genesee County Board of Canvassers-Current-Flint, MI
Co Chair Women's Council UAW Region 1D-Flint, MI
Chair, Ruben Burks, Women's Council UAW Region 1D-Flint, MI
Past Secretary, Civil and Human Rights Committee UAW Local 652-Lansing, MI
Past Elections Committee Member, UAW Local 652-Lansing MI
Past Executive Board Member, Neighborhood Engagement Hub-Flint, MI
Field Director, 2012 Presidential Campaign-North End Campaign Headquarters-Flint, MI

References available upon request

230019

RESOLUTION NO.:
PRESENTED: JAN 18 2023
ADOPTED: JAN 23 2023



**RESOLUTION RECOMMENDING THE APPOINTMENT OF RODNEY LONTINE TO THE
DOWNTOWN DEVELOPMENT AUTHORITY BOARD**

BY THE MAYOR:

Mayor Sheldon A. Neeley recommends the appointment of Rodney Lontine (200 East First St. Flint MI 48502) to fill a vacancy position on the Downtown Development Authority Board for a four-year term; and

WHEREAS, Mayor Sheldon A. Neeley recommends the appointment of Rodney Lontine (200 East First St. Flint MI 48502) to complete the four-year term on the Downtown Development Authority Board, with such term commencing immediately, and expires June 30, 2027.

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

APPROVED AS TO FORM:

William Kam, Chief Legal Officer

FOR THE CITY OF FLINT:

Sheldon A. Neeley, Mayor

APPROVED BY CITY COUNCIL:

JAN 23 2023

RODNEY LONTINE

A Colorado native, Rodney Lontine graduated from Western State Colorado University with a Bachelor of Arts degree in Business Administration, and a minor in Fine Arts. Mr. Lontine brings an exceptional record of executive leadership, arts programming, fundraising, performance and marketing success to the position.

Mr. Lontine is currently the **President and Chief Executive Officer of the Flint Institute of Music (FIM)**. FIM is made up of the Flint Symphony Orchestra (FSO), Flint School of Performing Arts (FSPA), Flint Repertory Theatre (REP), the Whiting Auditorium and Capitol Theatre. The FSO, in its 106th season is one of the finest orchestras of its size in the nation. FSPA is Michigan's largest community school of the arts and among the largest in the United States. REP is a professional regional theatre. The Whiting Auditorium is a 2,043-capacity concert hall and the Capitol Theatre is a 1,500 capacity multi-discipline proscenium stage theatre.

Prior to joining the Flint Institute of Music in Flint, MI, he served as Executive Director and Chief Operating Officer for the Museum of Outdoor Arts (MOA) for nearly twenty years. In that role, Mr. Lontine was responsible for growing and directing a multi-million dollar arts, education and entertainment institution including Fiddler's Green Amphitheatre, a world-class 18,000 capacity outdoor Amphitheatre. The Museum's programs include art exhibition, education, and a veritable "who's who" of professionals from National Recording Artists, Orchestra, Dance, Opera, Film and Music Festivals. Rodney worked with both Live Nation and AEG Live in promoting and hosting concerts and music festivals.

Preceding his time at MOA, Mr. Lontine co-founded one of the largest advertising agencies in Colorado, Garrison • Lontine Advertising, with offices in Denver, Dallas and Boston. Clients included the Coca-Cola Company, Nestle, Little Caesars Enterprises, TCB and the G. Heileman Brewing Company. Mr. Lontine grew the agency from start-up to \$18 million in billings in 5 years.

200 East First Street • Flint, Michigan 48502 USA rlontine@yahoo.com • 720-939-7292