



# City of Flint, Michigan

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

**Meeting Agenda – FINAL**  
**Wednesday, January 7, 2026**  
**5:00 PM**

**City Council Chambers**

## **FINANCE COMMITTEE**

**Judy Priestley, Chairperson, Ward 4**

**Leon El-Alamin, Ward 1**  
**LaShawn Johnson, Ward 3**  
**Tonya Burns, Ward 6**  
**Dennis Pfeiffer, Ward 8**

**Ladel Lewis, Ward 2**  
**Jerri Winfrey-Carter, Ward 5**  
**Candice Mushatt, Ward 7**  
**Jonathan Jarrett, Ward 9**

**Davina Donahue, City Clerk**

\*\*\*\*\*

### **ROLL CALL**

### **READING OF DISORDERLY PERSONS CITY CODE SUBSECTION**

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

### **REQUEST FOR AGENDA CHANGES/ADDITIONS**

### **PUBLIC COMMENT**

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

*Members of the public shall have no more than three (3) minutes per speaker during public comment, with only one speaking opportunity per speaker.*

## **COUNCIL RESPONSE**

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

## **CONSENT AGENDA**

*Per the amended Rules Governing Meetings of the Flint City Council (as adopted by the City Council on Monday, April 22, 2024), the Chair may request the adoption of a "Consent Agenda". After a motion to adopt a Consent Agenda is made and seconded, the Chair shall ask for separations. Any agenda item on a Consent Agenda shall be separated at the request of any Councilmember. After any separations, there is no debate on approving the Consent Agenda – it shall be voted on or adopted without objection.*

## **RESOLUTIONS**

**260000**      BS&A Software Upgrade/Addition of Business Licensing and Special Assessments Applications

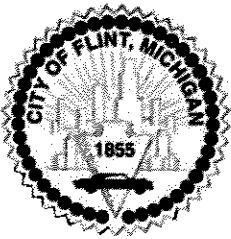
Resolution resolving that the appropriate personnel are hereby authorized for the purchase and implementation of the upgrade and additional software modules, as described herein, for an amount not to exceed \$327,225.00 in total. The first payment of \$84,150.00 is to be expensed in FY26, with the remaining \$518,075.00 to be expensed in FY27. An additional \$25,000.00 for contingencies is also included for FY27, pending adoption of the FY27 budget. Funding for all years is to come from the Computer Software general ledger account 636-228.000-814.600. Further resolving that the appropriate City officials are authorized to execute all necessary agreements and documents to effectuate this resolution.

## **SPECIAL ORDERS/DISCISSION ITEMS**

**260011** Discussion Item/ Concerning an update on the City's ACO projects.

A Discussion Item as requested by Councilmember Burns concerning an update on the City's ACO projects.

## **ADJOURNMENT**



RESOLUTION NO.: 260000

PRESENTED: 1-7-2026

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

**RESOLUTION AUTHORIZING BS&A SOFTWARE  
UPGRADE TO THE CLOUD PLATFORM AND THE ADDITION OF  
BUSINESS LICENSING AND SPECIAL ASSESSMENTS APPLICATIONS**

**BY THE CITY ADMINISTRATOR:**

WHEREAS, the City utilizes BS&A Software as an integrated software system to support essential municipal operations, including financial, personnel, community development, property, and utility billing functions; and

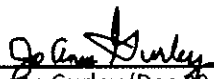
WHEREAS, it is necessary to upgrade existing software modules to ensure continued efficiency, security, compliance, and compatibility with current technology standards; and

WHEREAS, the City's current software provider, BS&A Software, has submitted a proposal that includes updating the existing applications to a cloud-based system. The proposal also provides for the addition of Licensing and Special Assessment applications. The total cost for implementation, training, and support is \$602,225.00, plus an additional contingency of \$25,000.00 is authorized for FY27. The total contract amount shall not exceed \$627,225.00.


IT IS RESOLVED that the appropriate personnel are hereby authorized for the purchase and implementation of the upgraded and additional software modules, as described herein, for an amount not to exceed \$627,225.00 in total. The first payment of \$84,150.00 is to be expensed in FY26, with the remaining \$518,075.00 to be expensed in FY27. An additional \$25,000.00 for contingencies is also included for FY27, pending adoption of the FY27 budget. Funding for all years is to come from the Computer Software general ledger account 636-228.000-814.600.

BE IT FURTHER RESOLVED that the appropriate City officials are authorized to execute all necessary agreements and documents to effectuate this resolution.


**APPROVED AS TO FORM:**

  
~~Joanne Gurley (Dec 30, 2025 13:52:32 EST)~~  
Joanne Gurley, City Attorney

**APPROVED AS TO FINANCE:**

  
~~Phillip Moore (Dec 26, 2025 13:25:58 EST)~~  
Phillip Moore, Chief Financial Officer

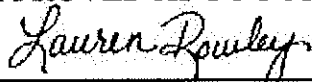
**FOR THE CITY OF FLINT:**

  
~~Clyde D. Edwards / A0585 (Dec 30, 2025 15:12:16 EST)~~  
Clyde D. Edwards, City Administrator

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_

**APPROVED AS TO PURCHASING:**

  
Lauren Rowley, Purchasing Manager



## CITY OF FLINT

### **\*\* STAFF REVIEW FORM \*\***

*Effective: November 14, 2025*

*(Do Not Alter or modify this form without written permission from the City Administrator)*

**TODAY'S DATE:** December 23, 2025

**BID/PROPOSAL#**

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

**PREPARED BY:** V. Foster

**VENDOR NAME:** BS&A Software

**Section I: BACKGROUND/SUMMARY OF PROPOSED ACTION:**

**Vendor Compliance (This vendor has been properly vetted and the responses are below):**

|                    |  |   |                             |
|--------------------|--|---|-----------------------------|
| Federal government | (All documentation current, no violations) | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| State government   | (All documentation current, no violations) | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |
| City of Flint      | (All documentation current, no violations) | <input checked="" type="checkbox"/> YES | <input type="checkbox"/> NO |

**The requesting authority is validating that this vendor has been in full compliance with all past contract provisions and has not violated the terms of any contract with the City of Flint.**

**NOTE: Preparer MUST include a response to the conditions below:**

- Did we do an assessment of first consideration to internal City of Flint staff and resources (explain)?
- Why was this vendor chosen?
- What history does this vendor have with the City of Flint?
- What steps will be taken to do a post-performance of the vendor?

The Information Technology Division is requesting to upgrade the City's BS&A software systems from the .NET version to a cloud-based solution. The current .NET version of BS&A was purchased in the early 2000's, with HR and Payroll applications added in 2012.

The City currently utilizes BS&A's .net modules for Financial Management (General Ledger, Accounts Payable, Purchase Order, Cash Receipting, Accounts Receivable, and Fixed Assets), Personnel Management (Payroll, Human Resources, and Timesheets), Community Development (Building Department), Property (Assessing, Tax, and Delinquent Personal Property Tax), and Utility Billing. This purchase request includes the addition of the Business License (Community Development) and Special Assessments (Property) applications.

BS&A Software's Assessments application is the only system approved by the State of Michigan's Tax Commission for Assessor and Equalization directors to use that meets Computer Assisted Mass Appraisal



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(CAMA) standards. CAMA is used to manage property data, perform valuations, and ensure fairness in taxation.

The current .NET application was released in 2008, making the system outdated with limited reporting capabilities. Future versions of BS&A Cloud are included in the annual subscriptions.

Reduced Liability - The current system requires the City to purchase and maintain its own physical servers to support the applications.

Security and Stability - An upgrade to the Cloud version offers significant technological and security enhancements. Backups will occur automatically at regular intervals. The upgrade will require users to utilize multi-factor authentication to access the system.

The total cost of the upgrade and the two additional applications will be \$602,225, which includes database setup, implementation, 108 days of training, and support.

Once the contract is executed, the City will be invoiced for \$84,150 (FY26 expense). The additional \$332,575 will not be invoiced until the city goes live on Cloud, anticipated to be approximately 12 months after contract execution (FY27 expense), and includes support for the first year. The remaining \$185,500 will be invoiced once the training has been fully completed. Upgrade completion is expected to be in late FY27 or early FY28. Current pricing is valid through 2/1/26.

An additional \$25,000 is requested for FY27 as a contingency to cover any additional training hours and travel expenses that may be needed to complete the upgrade.

#### **\*\*\*\*\* BELOW DESCRIBE THE VENDOR REVIEW PROCESS (VENDOR EVALUATION METHOD)**

All division heads work collaboratively with the administration and the IT Division to monitor and evaluate the upgrade and implementation of each software module. The IT Division will be responsible for providing regular updates and a final vendor evaluation once the project has been completed.

#### **PROCUREMENT (MUST BE SPECIFIED)**

**Please specify how this vendor was identified: (Check one)**

- ☒ Sole Source (Please attach sole source statement to requisition)
- ☐ Competitive Bid Process (Please attach bid tabulation/documents to requisition)
- ☐ Cooperative Contract (MIDeal, Sourcewell, GSA, or other municipality)



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\*Contract must be attached to your requisition and contract must appear on the vendor's quote for goods/services

[ ] (3) Quotes (please attach all quotes to your requisition)

#### **Section II. PREVIOUS ALLOCATIONS (INCLUDE ALL ACCOUNTS USED FOR THIS PURPOSE)/ PROVIDE RESOLUTION OR CONTRACT INFORMATION THAT APPLIES**

| Fiscal Year | Account                          | PO Number | FY PO Amount | FY Expensed  | Resolution |
|-------------|----------------------------------|-----------|--------------|--------------|------------|
| FY21        | Computer Software (support only) | 21-003702 | \$124,752.00 | \$124,752.00 | 190254     |
| FY22        | Computer Software (support only) | 22-004701 | \$128,868.00 | \$128,868.00 | 190254     |
| FY23        | Computer Software (support only) | 23-005845 | \$139,048.00 | \$139,048.00 | 230146     |
| FY24        | Computer Software (support only) | 24-007501 | \$146,137.00 | \$146,137.00 | 240153     |
| FY26        | Computer Software (support only) | 25-008789 | \$150,699.00 | \$150,699.00 | 250252-T   |

#### **Section III.**

#### **POSSIBLE BENEFIT TO THE CITY OF FLINT (RESIDENTS AND/OR CITY OPERATIONS) INCLUDE PARTNERSHIPS AND COLLABORATIONS:**

In addition to improved reporting and functionality for all applications city-wide, the new system upgrade features payment sources not currently available to residents and also includes "tap-to-pay" features.

#### **Section IV: FINANCIAL IMPLICATIONS:**

IF ARPA related Expenditure:

Has this request been reviewed by E&Y Firm: YES ☐ NO ☐ IF NO, PLEASE EXPLAIN:

**NOTE: Accountant MUST include the following information:**

- What is the total amount budgeted for this purpose?
- What percentage is being spent with this vendor?



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- What is the justification for spending this amount of money with this vendor?
- What percentage is being spent out of each line item used in this request?
- List all the known budgeted funds from that line item.

The total IT Computer Software budget is \$700,000. This purchase request for \$84,150, 12% of the total FY26 budget. The Computer Software expense account also supports Cloudflare, Palo Alto, VMWARE, Gmail, Virtue, Adobe, Dell Technologies (Windows), and various smaller software expenses.

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

| Dept.                   | Name of Account   | Account Number      | Grant Code | Amount             |
|-------------------------|-------------------|---------------------|------------|--------------------|
| IT                      | Computer Software | 636-228.000-814.600 |            | \$84,150.00        |
| <b>FY26 GRAND TOTAL</b> |                   |                     |            | <b>\$84,150.00</b> |

**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** \$84,150.00

**BUDGET YEAR 2** \$518,075.00

**BUDGET YEAR 3** \$

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

**PRE-ENCUMBERED?** YES ☒ NO ☐ **REQUISITION NO:** 260011065

**ACCOUNTING APPROVAL:** V. Foster **Date:** 12/23/25

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

#### **Section V: RESOLUTION DEFENSE TEAM:**

**(Place the names of those who can defend this resolution at City Council)**

|          | <b>NAME</b>   | <b>PHONE NUMBER</b> |
|----------|---------------|---------------------|
| <b>1</b> | Jeff Keen     | 766-7222            |
| <b>2</b> | Phillip Moore | 766-7266            |
| <b>3</b> |               |                     |







## CITY OF FLINT

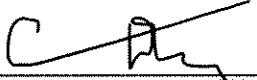
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STAFF RECOMMENDATION: (PLEASE SELECT): ☒ **APPROVED** ☐ **NOT APPROVED**

DEPARTMENT HEAD SIGNATURE:    
Jeff Keen (Dec 26, 2025 12:01:42 EST) Phillip Moore (Dec 26, 2025 13:25:58 EST)  
Jeff Keen, IT Director Phillip Moore, Chief Financial Officer

**ADMINISTRATION APPROVAL:**   
\$20,000 or above spending authorizations) Clyde D. Edwards / A0585 (Dec 30, 2025 15:12:16 EST)

**Proposal for:**  
**City of Flint, Genesee County, MI**  
**December 22, 2025**  
**Quoted by: Andrew Galvin**

**Software and Services for BS&A Cloud**



*Thank you for the opportunity to quote our software and services.*

*At BS&A, we are focused on delivering unparalleled service, solutions, support, and customer satisfaction. You'll see this in our literature, but it's not just a marketing strategy... it's a mindset deeply embedded in our DNA. Our goal is to provide such remarkable customer service that our customers feel compelled to remark about it.*

*We are extremely proud of the many long-term customer relationships we have built. Our success is directly correlated with putting the customer first and consistently choosing to **listen**. Delivering unparalleled customer service is the foundation of our company.*