



# City of Flint, Michigan

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

## Meeting Agenda – FINAL

Monday, March 9, 2026

5:30 PM

City Council Chambers

### CITY COUNCIL

Candice Mushatt, President, Ward 7  
Jonathan Jarrett, Vice President, Ward 9

Leon El-Alamin, Ward 1	Ladel Lewis, Ward 2
LaShawn Johnson, Ward 3	Judy Priestley, Ward 4
Jerri Winfrey-Carter, Ward 5	Tonya Burns, Ward 6
Dennis Pfeiffer, Ward 8	

Davina Donahue, City Clerk

\*\*\*\*\*

**CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**PRAYER OR BLESSING**

**READING OF DISORDERLY PERSONS CITY CODE SUBSECTION**

*Any person that persists in disrupting this meeting will be in violation of Flint City Code Section 31-10, Disorderly Conduct, Assault and Battery, and Disorderly Persons, and will be subject to arrest for a misdemeanor. Any person who prevents the peaceful and orderly conduct of any*

*meeting will be given one warning. If they persist in disrupting the meeting, that individual will be subject to arrest. Violators 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.*

### **APPOINTMENTS**

**260079** Appointment/Human Relations Commission [HRC]/Roy Fields, Sr.

Resolution resolving that the Flint City Council approves the appointment of Roy Fields, Sr., 2nd Ward, Flint, to the Human Relations Commission to fill the remainder of a two-year term expiring October 28, 2026, as recommended by 2nd Ward Councilmember Ladel Lewis.

### **RESOLUTIONS**

**260004.2** Amended Resolution/Vacation of Baker Street/Between North and Industrial Streets

An amended resolution resolving that Baker Street, between North Street and Industrial Street, is hereby vacated and discontinued forever as a public street, alley or public ground, that Baker Street, between North Street and Industrial Street is hereby vacated of all underground utilities, and the same is hereby placed on the assessment rolls for the purpose of taxation, AND, resolving that the City reserves all easements for public utility or public purposes, AND, resolving that City Clerk shall, within thirty (30) days of this action, record a certified copy of this resolution with the Register of Deeds for Genesee County, and forward a certified copy of said resolution to the State Treasurer. [NOTE: Resolution amended to add that the “City reserves all easements for public utility or public purposes,” as well as to add Easement Exhibit and Certified Survey attachments.]

**260073** Budget Amendment/2025-26 Annual Action Plan/U.S. Department of Housing and Urban Development Community Development Block Grant

Resolution resolving that the appropriate city officials are hereby authorized to do all things necessary to complete budget amendments to recognize revenue and appropriate expenditures based on received grant agreements for the 2026-2026 program year in CDBG (\$3,588,954.00), HOME (\$653,710.41) and ESG (\$323,965.00) funds to fiscal year 2026 and for any years those funds remain available; AND further resolving that the appropriate city officials are hereby authorized to do all things necessary to enter into subrecipient agreements equal to the revised award amounts as included in the above table, utilize administrative funds as identified.

**260074** CO #1/Sorensen Gross Company/Cedar Street Pump Station Rehabilitation

Resolution resolving that the appropriate City Officials, are to do all things necessary to enter into change order #1 with Sorensen Gross Company, for the Cedar Street Pump Station Rehabilitation, in a change order amount NOT-TO-EXCEED \$130,348.00 with a total contract amount NOT-TO-EXCEED \$5,276,244.00 for FY26 (07/01/25-6/30/26).[NOTE: Construction has taken place for the Cedar Street Pump Station Rehabilitation and has been discovered through inspections that additional work is required: electric unit heaters, steel

at panel/louver opening, CMU wall, water line replacements, asbestos abatement, exhaust fans, and boiler controls for a total cost NOT-TO-EXCEED \$130,348.00.]

**260075** CO #1/Pullman SST Inc/Ceder Street Reservoir Rehabilitation

Resolution resolving that the appropriate City Officials, are to do all things necessary to enter into change order #1 with Pullman SST Inc., for the Cedar Street Reservoir Rehabilitation, in a change order amount NOT-TO-EXCEED \$287,480.00, with a total contract amount not to exceed \$4,047,280.00 for FY26 (07/01/25-06/30/26).[NOTE Construction has taken place for the Cedar Street Reservoir Rehabilitation and has been delayed due to additional required work after inspections: hatch riser concrete repairs, expansion joint repair, south panel electrical junction box, east hatch riser concrete repairs, additional roof hatch replacement, and additional limit switches, for a total cost NOT-TO-EXCEED \$287,480.00.]

**260076** LaFontaine Ford/Eight (8) GMC Trucks

Resolution resolving that the Division of Purchase and Supplies, upon City Council's approval, is hereby authorized to issue a Purchase Order to LaFontaine Automotive Group for the purchase of eight (8) trucks in an amount NOT-TO-EXCEED \$524,431.50 for FY26 (07/01/25-06/30/2026).

**260077.2** Amended Resolution/Sorensen Gross Company LLC/Rehabilitation/Water Pollution Control Lift Sation 5

Amended resolution resolving that the proper City Officials are hereby authorized to do all things necessary to enter into a contract with Sorensen Gross Company LLC, 111 E. Court Street, Suite 1A, Flint, Michigan 48502 for the Water Pollution-Lift Station 5 Rehabilitation, in the NOT-TO-EXCEED amount of \$1,267,000.00, with a 6% contingency in the amount of \$76,020.00 for unforeseen conditions , a grand NOT-TO-EXCEED total of \$1,343,020.00 for the project duration as long as funding is available. [NOTE: This resolution was amended to add a "NOTE" to the Resolved paragraph concerning FY26 and FY27 Budget expenses, as well as to remove the Be It Further Resolved

paragraph/language, "...use of said contingency funds is subject to the review and approval of the City Administrator or their designee(s) in writing."]

**260078**      Setting of a Public Hearing/Alley Vacation/Between Leith and McClellan Streets

Resolution resolving that a public hearing to consider the vacation of the alley between Leith Street and McClellan Street will be held on the \_\_\_\_\_ day of \_\_\_\_\_, 2026, at [5:30 PM] in the City Council Chambers, 3rd Floor, Flint City Hall, 1101 S. Saginaw Street, Flint, Michigan, AND, resolving that the City Clerk shall cause notice of such hearing to be published in an official paper of general circulation not less than two (2) weeks prior before the said hearing. [NOTE: The owners of the property located at 3009 N. Saginaw Street are requesting the alley vacation for a redevelopment project that will include the addition of gas pumps, a canopy and improvements to the parking lot of the already existing liquor store.]

**260084**      Contract Amendment/Rowe Professional Services/Prime Professional/St. John Street Memorial Park Project

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to approve entering into a contract with Rowe Professional Services to act as the Prime Professional for the St. John Memorial Park Project, for an amount NOT-TO-EXCEED \$154,816.00.

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

**260071**      Rescind Resolution 250391.1-T/\$150,000.00 ARPA Funding/North Flint Reinvestment

Resolution resolving that Resolution 250391.1-T is hereby rescinded and replaced in its entirety; AND further resolving that the appropriate City Officials are authorized to do all things necessary, including executing any necessary agreements, to appropriate \$150,000 in funding to North Flint Reinvestment. Before the funds are spent, the City of Flint's ARPA administration, compliance, and implementation firm shall review and

ensure compliance with applicable U.S. Department of the Treasury Final Rule and related federal guidance.

**260082** Collective Bargaining Agreement [CBA]/City of Flint/Flint Police Officer's Association [FPOA]

Resolution resolving that the Flint City Council RATIFIES the Tentative [Collective Bargaining] Agreement between the City of Flint and FPOA. [NOTE: The City of Flint and the Flint Police Officers Association have reached a Tentative Agreement regarding a successor Collective Bargaining Agreement (CBA) to their previous CBA, which was effective through June 30, 2025.]

## **LICENSES**

**260067** Liquor License Request/Casa Amigos, LLC/2804 Richfield Road/Ward 3

Local Government Approval (Flint City Council) recommending to the Michigan Liquor Control Commission an application for a New Class C License with Sunday Sales to be located at 2804 Richfield Road, Flint, MI, 48506, Genesee County. [Applicant(s): Nancy Hernandez-Montelongo]

## **INTRODUCTION AND FIRST READING OF ORDINANCES (May Be Referred from Special Affairs)**

**250414-T** Code Amendment/Ordinance/Chapter 35/Personnel, Article V, Working Conditions

An ordinance to amend the Flint City Code of Ordinances by amending Chapter 35, Personnel; Article V, Working Conditions, by amending Section 35-89, Holidays.

## **FINAL COUNCIL COMMENTS**

*Final Council Comments shall be limited to two (2) minutes.*

## **ADJOURNMENT**

260079

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

PRESENTED: 3-04-2026

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

**RESOLUTION APPROVING THE APPOINTMENT OF ROY FIELDS SR.  
TO THE HUMAN RELATIONS COMMISSION**

**BY THE CITY CLERK:**

2<sup>nd</sup> Ward Councilmember Ladel Lewis is recommending the appointment of Roy Fields, Sr. to the Human Relations Commission to fill the remainder of a vacant term ending October 28, 2026.

Per Flint City Charter Section 3-512, the Human Relation Commission (HRC) shall be comprised of nine members, one from each ward in the city, as appointed by City Councilmembers.

Per City Charter, the Human Relations Commission has the responsibility of "reducing unlawful discrimination and increasing mutual understanding among the residents of the community."

**IT IS RESOLVED**, that the Flint City Council approves the appointment of Roy Fields, Sr., 2<sup>nd</sup> Ward, Flint, to the Human Relations Commission, to fill the remainder of a two year term expiring on October 28, 2026.

**APPROVED AS TO FORM:**

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_  
JoAnne Gurley, City Attorney

\_\_\_\_\_

# Roy Fields

Cell: 810-938-5371 | Email: 3rs.urbanreality@gmail.com

## Professional Summary

- Over 7 years as a **Bricklayer** (IU# 540497) and certified welder (AWS #21106894W) with expertise in masonry, stonework, and historical preservation.
- Certified in Mine Safety and Health Administration (MSHA), OSHA, Cathodic Protection Welding, and Michigan MUST Safety.
- Experienced in residential, commercial, and institutional construction projects, including Soaring Eagle, Flint School of Choice, Lake Lansing Middle, Hilton Garden Inn, Woodside Church, and Washtenaw ISD.
- Solutions-driven, highly motivated, detail-oriented professional with strong analytical skills and the ability to manage multiple projects efficiently.
- Excellent collaborator and team player, skilled at working with diverse teams to achieve project goals.

## Professional Experience

### **Stone Mason / Journeyman – Local 2BricklayerLACraftWorkers (BAC)**

*Lansing, MI | 06/2013 – Present*

- Read and interpret structural blueprints to determine material and equipment requirements.
- Mix grout and cement; cut and shape stones to precise dimensions.
- Lay stones according to construction plans and specifications.
- Operate cranes, hoists, and heavy machinery for stone placement.
- Smooth, polish, and repair stones; replace defective or missing stones in walls and structures.

### **Facilitator – Genesee County Land Bank**

*Flint, MI | 05/1995 – Present*

- Managed the Clean and Green Program, supervising production and assembly workers.
- Monitored quality and output of completed projects.
- Assessed lawn, tree, and shrub health to determine maintenance requirements.

### **Iron Worker – Quality Re-Steel**

*Brighton, MI | 09/2011 – 05/2012*

- Positioned and secured steel bars and mesh to reinforce concrete (rebar work).
- Operated rod-bending machines, blowtorches, and hand tools.
- Assisted in the construction of bridges, buildings, and other structures.

## **Maintenance Technician – Flint Housing Commission**

*Flint, MI | 02/2009 – 09/2013*

- Performed preventive maintenance on electrical, structural, plumbing, and equipment systems.
- Repaired windows, doors, locks, walls, and painted interiors/exterior.
- Conducted routine plumbing repairs and managed supplies and materials.

## **Community Activities & Affiliations**

- Owner/Operator – 3RS Refine, Reform, Rebuild (Community Activist, Since 10/2012)
- Lead Contractor/Supervisor Certification – MI Dept. of Community Health (03/2013)
- Construction Safety and Health Certification – OSHA (01/2012)
- Section 3 Certification – Flint Housing Commission/Mott Community College (03/2009)

## **Education & Training**

### **Education:**

- Certificate: ISP Program – Wayne State University, MI
- College Coursework: Marketing & Sales – Northwood University, MI
- High School Diploma: College Preparatory – Flint Central High School, MI

### **Training & Certifications**

- Section 3 Certification – Flint Housing Commission/Mott Community College (03/2009)
- Hydro Mobile Scaffold Operator – 07/2015
- Bricklayer Pre-Job Program – 02/2016
- Grout Certification – 02/2018
- Flashing for BAC Craft Workers – 02/2018
- Blueprint Reading (Basic) – 01/2018
- Sexual Harassment Training – 02/2018
- Foreman Training – 01/2021
- Rigging and Signaling – 01/2021
- CPWR ICRA/COVID-19 Awareness Training (Online) – 04/2020
- Historic Masonry Preservation Certificate (HMPC) – 01/2020
- AWS IMI Training Facility – 04/2022
- Refractory/Gunite Application – IMI Training Facility – 04/2022
- Mine Safety and Health Administration (MSHA) – US Dept. of Labor (04/2022)
- Concrete Repair Training – To be completed: 02/2026

## **Skills & Competencies**

- Masonry & Stone Restoration
- Welding & Cathodic Protection
- Residential & Commercial Construction
- Blueprint Interpretation & Project Planning
- OSHA & Safety Compliance
- Preventive Maintenance & Repairs
- Team Collaboration & Leadership
- Sustainable Construction Practices

260004.2

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

PRESENTED: 3-04-2026

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

**AMENDED RESOLUTION RECOMMENDING THE VACATION OF BAKER STREET  
BETWEEN NORTH STREET AND INDUSTRIAL STREET**

**BY THE CITY ADMINISTRATOR:**

**WHEREAS**, Due notice has been given to all persons interested as to the time and place of a hearing in respect to the proposed of this body to vacate Baker Street, between North Street and Industrial Street, for the purpose of the Flint Commerce Center’s Development Project, as requested by Ashley Capital; and

**WHEREAS**, Pursuant to the requirements of Section 42-25 of the Flint City Code of Ordinances, a public hearing was held on February 23, 2026, to hear objections to the proposed vacation and discontinuance of Baker Street between Industrial Street and North Street.

**IT IS RESOLVED**, that Baker Street, between North Street and Industrial Street, is hereby vacated and discontinued forever as a public street, alley or public ground, that Baker Street, between North Street and Industrial Street is hereby vacated of all underground utilities, and the same is hereby placed on the assessment rolls for the purpose of taxation.

**IT IS FURTHER RESOLVED**, that the City reserves all easements for public utility or public purposes.

**FURTHER RESOLVED**, that City Clerk shall, within thirty (30) days of this action, record a certified copy of this resolution with the Register of Deeds for Genesee County, and forward a certified copy of said resolution to the State Treasurer.

**APPROVED AS TO FORM:**

**APPROVED AS TO FINANCE:**

\_\_\_\_\_  
JoAnne Gurley, City Attorney

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

**FOR THE ADMINISTRATION:**

**FOR THE CITY COUNCIL:**

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

\_\_\_\_\_

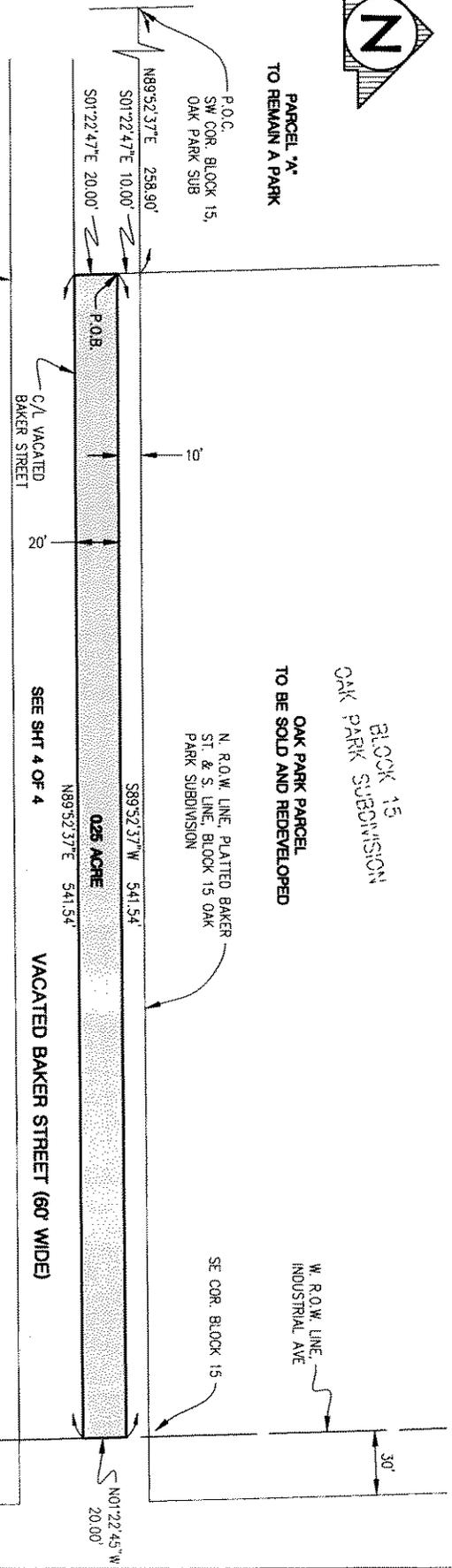
# EASEMENT EXHIBIT



PARCEL 'A'  
TO REMAIN A PARK

P.O.C.  
SW COR. BLOCK 15,  
OAK PARK SUB

NORTH STREET (VARIABLE WIDTH)



OAK PARK PARCEL  
TO BE SOLD AND REDEVELOPED

BLOCK 15  
OAK PARK SUBDIVISION

N. R.O.W. LINE, PLATTED BAKER  
ST. & S. LINE, BLOCK 15 OAK  
PARK SUBDIVISION

SE COR. BLOCK 15  
W. R.O.W. LINE,  
INDUSTRIAL AVE

SEE SHET 4 OF 4

VACATED BAKER STREET (60' WIDE)

### PROPOSED PERMANENT UTILITY EASEMENT

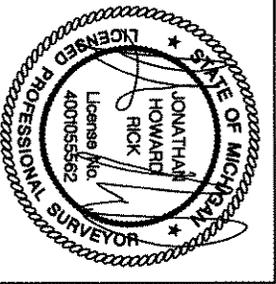
A PERMANENT EASEMENT, BEING 20 FEET WIDE, FOR THE PURPOSE OF UTILITIES BEING PART OF BLOCK 15 OF OAK PARK SUBDIVISION IN THE CITY OF FLINT, GENESEE COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID BLOCK 15 OF OAK PARK SUBDIVISION; THENCE N89°52'37"E ALONG THE SOUTH LINE OF SAID BLOCK 15, ALSO BEING THE NORTH LINE OF BAKER STREET RIGHT OF WAY AS PLATTED, 258.90 FEET; THENCE S01°22'47"E, 10.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING S01°22'47"E, 20.00 FEET TO THE CENTERLINE OF VACATED BAKER STREET; THENCE N89°52'37"E ALONG SAID CENTERLINE, 541.54 FEET; THENCE N01°22'45"W, 20.00 FEET; THENCE S89°52'37"W PARALLEL WITH THE CENTERLINE OF SAID VACATED BAKER STREET, 541.54 FEET TO THE POINT OF BEGINNING, CONTAINING 0.25 ACRE, MORE OR LESS AND SUBJECT TO ALL EASEMENTS, RESTRICTIONS AND RIGHTS OF WAY OF RECORD.

### NOTE:

THE PORTIONS OF BAKER STREET SHOWN HEREON MAY BE SUBJECT TO PRIVATE ROAD EASEMENT IN FAVOR OF EXISTING SUBDIVISION LOT OWNERS WITHIN OAK PARK SUBDIVISION.

LEGEND:  
P.O.B. = POINT OF BEGINNING  
R.O.W. = RIGHT OF WAY  
= PERMANENT EASEMENT



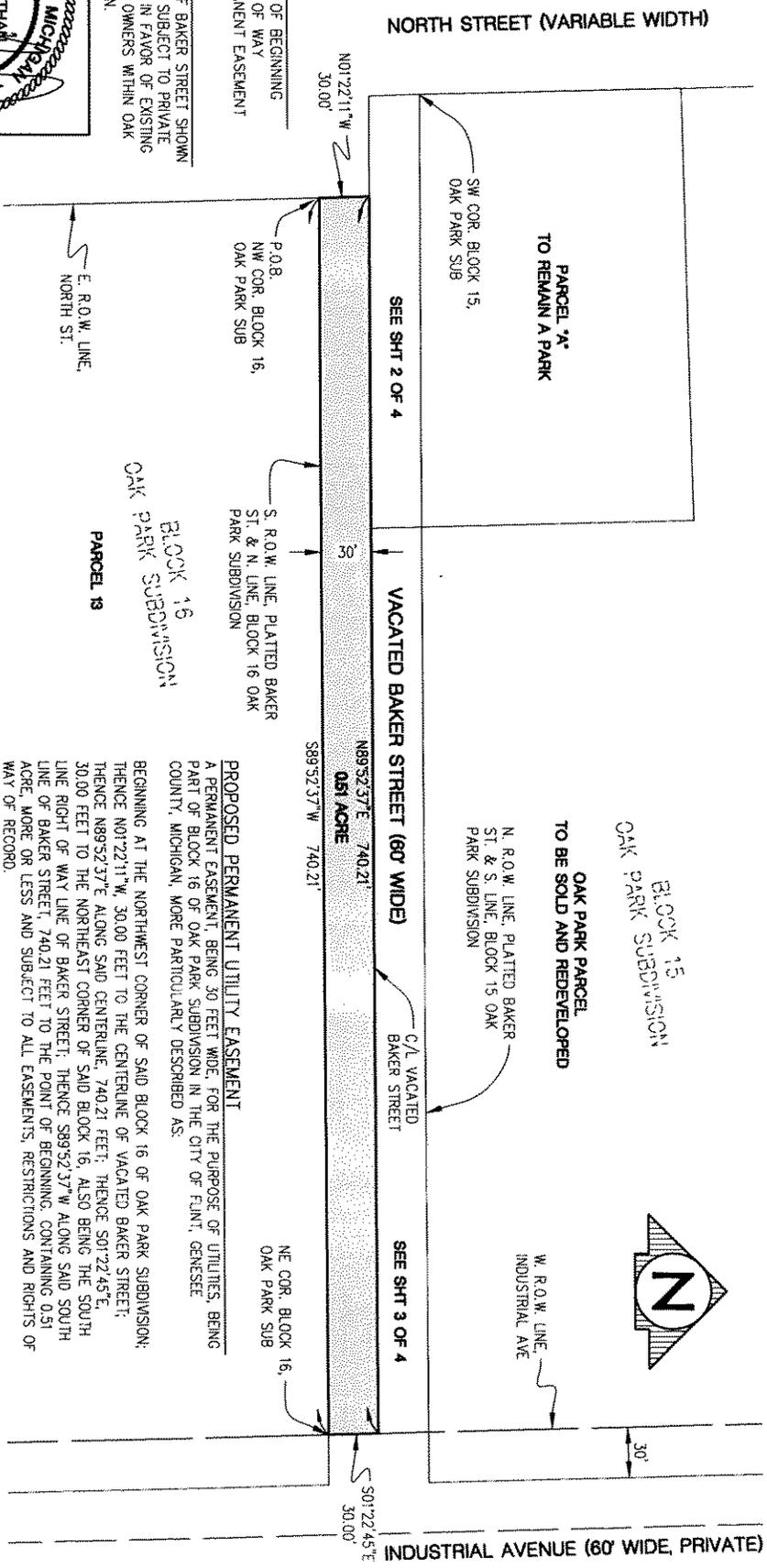
FIELD:	W.S
DRAWN:	ZpC
CHECKED:	JHR
DATE:	OCTOBER 30, 2024
SCALE:	1" = 80'
REVISED:	

**ASHLEY CAPITAL**  
CITY OF FLINT  
PART OF OAK PARK SUBDIVISION  
GENESEE COUNTY, MICHIGAN

**ROWE PROFESSIONAL SERVICES COMPANY**  
The Rowe Building  
540 S. Saginaw St., Suite 200  
Flint, MI 48902  
O: (810) 341-7500  
www.roweps.com

0	1 INCHES
0	40 FEET
0	80 FEET
SHEET: 1 OF 1	
JOB NO.: 2400194	

# EASEMENT EXHIBIT



**LEGEND:**  
 P.O.B. = POINT OF BEGINNING  
 R.O.W. = RIGHT OF WAY  
 [Symbol] = PERMANENT EASEMENT

**NOTE:**  
 THE PORTIONS OF BAKER STREET SHOWN  
 HEREON MAY BE SUBJECT TO PRIVATE  
 ROAD EASEMENT IN FAVOR OF EXISTING  
 SUBDIVISION LOT OWNERS WITHIN OAK  
 PARK SUBDIVISION.



FIELD:	W/S
DRAWN:	ZPC
CHECKED:	JHR
DATE:	OCTOBER 30, 2024
SCALE:	1" = 80'
REVISED:	

**ASHLEY CAPITAL**

PART OF OAK PARK SUBDIVISION  
 GENESEE COUNTY, MICHIGAN

CITY OF FLINT

**ROWE PROFESSIONAL  
 SERVICES COMPANY**

The Rowe Building  
 540 S. Saginaw St., Suite 200  
 Flint, MI 48502

O: (810) 341-7500  
 www.roweps.com

SHEET: 1 OF 1  
 JOB NO.: 2400194

I, JONATHAN H. RICK, BEING A SURVEYOR LICENSED IN THE STATE OF MICHIGAN, HEREBY CERTIFY THAT THIS SURVEY HAS BEEN COMPLETED IN ACCORDANCE WITH PUBLIC ACT 132 OF 1970, AS AMENDED.

### CERTIFIED SURVEY

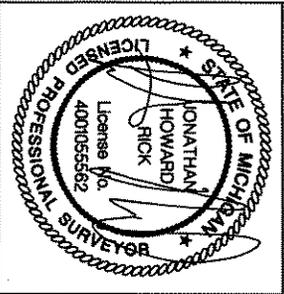
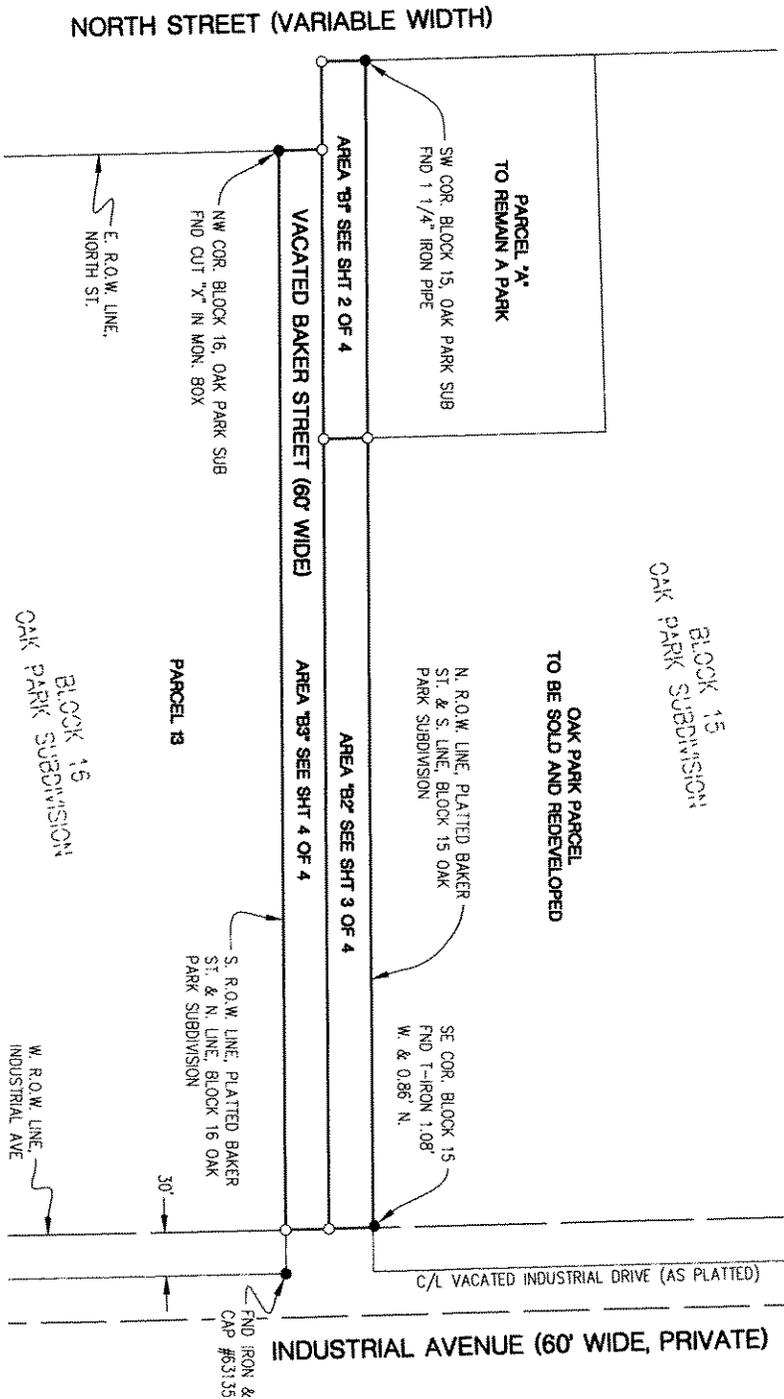


**LEGEND:**

- = SET IRON AND CAP #55562
- = FOUND IRON AS NOTED
- R.O.W. = RIGHT OF WAY

**NOTE:**

THE PORTIONS OF BAKER STREET SHOWN HEREON MAY BE SUBJECT TO PRIVATE ROAD EASEMENT IN FAVOR OF EXISTING SUBDIVISION LOT OWNERS WITHIN OAK PARK SUBDIVISION.



BEARINGS ARE REFERENCED TO MICHIGAN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE, NORTH AMERICAN DATUM 1983 (NAD83) 2011

FIELD:	WLS
DRAWN:	ZP/C
CHECKED:	JHR
DATE:	OCTOBER 30, 2024
SCALE:	1" = 100'
REVISED:	JANUARY 16, 2025

**ASHLEY CAPITAL**  
 PART OF OAK PARK SUBDIVISION  
 GENESEE COUNTY, MICHIGAN  
 CITY OF FLINT

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 Flint, MI 48502

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 WWW.ROWEPS.COM

SHEET: 1 OF 4  
 JOB NO.: 2400194

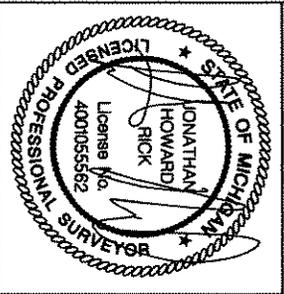
I, JONATHAN H. RICK, BEING A SURVEYOR LICENSED IN THE STATE OF MICHIGAN, HEREBY CERTIFY THAT THIS SURVEY HAS BEEN COMPLETED IN ACCORDANCE WITH PUBLIC ACT 132 OF 1970, AS AMENDED.

### CERTIFIED SURVEY



**LEGEND:**  
 ○ = SET IRON AND CAP #55562  
 ● = FOUND IRON AS NOTED  
 P.O.B. = POINT OF BEGINNING  
 R.O.W. = RIGHT OF WAY

**PROPOSED AREA "B1" AS SURVEYED**  
 PART OF BLOCK 15 OF OAK PARK SUBDIVISION IN THE CITY OF FLINT, GENESEE COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS:  
 BEGINNING AT THE SOUTHWEST CORNER OF SAID BLOCK 15 OF OAK PARK SUBDIVISION; THENCE N89°52'37"E ALONG THE SOUTH LINE OF SAID BLOCK 15, ALSO BEING THE NORTH LINE OF BAKER STREET RIGHT OF WAY AS PLATTED, 258.90 FEET; THENCE S01°22'47"E, 30.00 FEET TO THE CENTERLINE OF VACATED BAKER STREET; THENCE S89°52'37"W ALONG SAID CENTERLINE, 258.91 FEET TO THE EAST RIGHT OF WAY LINE OF NORTH STREET, ALSO BEING THE SOUTHERLY EXTENSION OF THE WEST LINE OF BLOCK 15 OF SAID SUBDIVISION; THENCE N01°21'34"W ALONG SAID WEST LINE, 30.00 FEET TO THE POINT OF BEGINNING, CONTAINING 0.19 ACRE, MORE OR LESS AND SUBJECT TO ALL EASEMENTS, RESTRICTIONS AND RIGHTS OF WAY OF RECORD.



FIELD:	W.S.
DRAWN:	ZPC
CHECKED:	JHR
DATE:	OCTOBER 30, 2024
SCALE:	1" = 30'
REVISED:	JANUARY 16, 2025

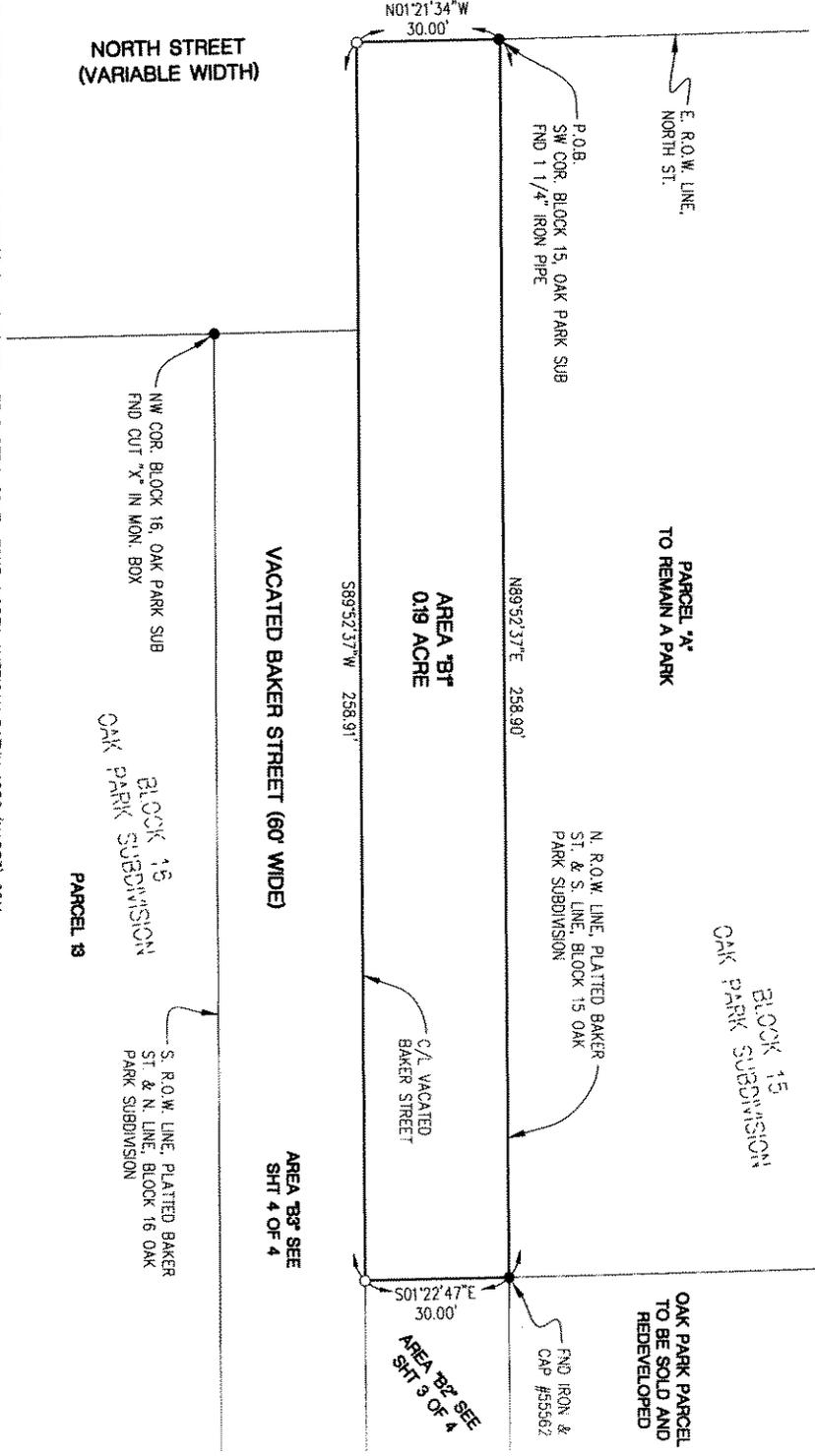
BEARINGS ARE REFERENCED TO MICHIGAN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE, NORTH AMERICAN DATUM 1983 (NAD83) 2011

**ASHLEY CAPITAL**  
 CITY OF FLINT

**ROWE PROFESSIONAL SERVICES COMPANY**  
 The Rowe Building  
 540 S. Saginaw St., Suite 200  
 Flint, MI 48502

O: (810) 341-7500  
 WWW.ROWEPS.COM

0	1 INCHES
0	15
0	30 FEET
SHEET:	2 OF 4
JOB NO.:	2400194



BEARINGS ARE REFERENCED TO MICHIGAN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE, NORTH AMERICAN DATUM 1983 (NAD83) 2011

I, JONATHAN H. RICK, BEING A SURVEYOR LICENSED IN THE STATE OF MICHIGAN, HEREBY CERTIFY THAT THIS SURVEY HAS BEEN COMPLETED IN ACCORDANCE WITH PUBLIC ACT 132 OF 1970, AS AMENDED.

# CERTIFIED SURVEY

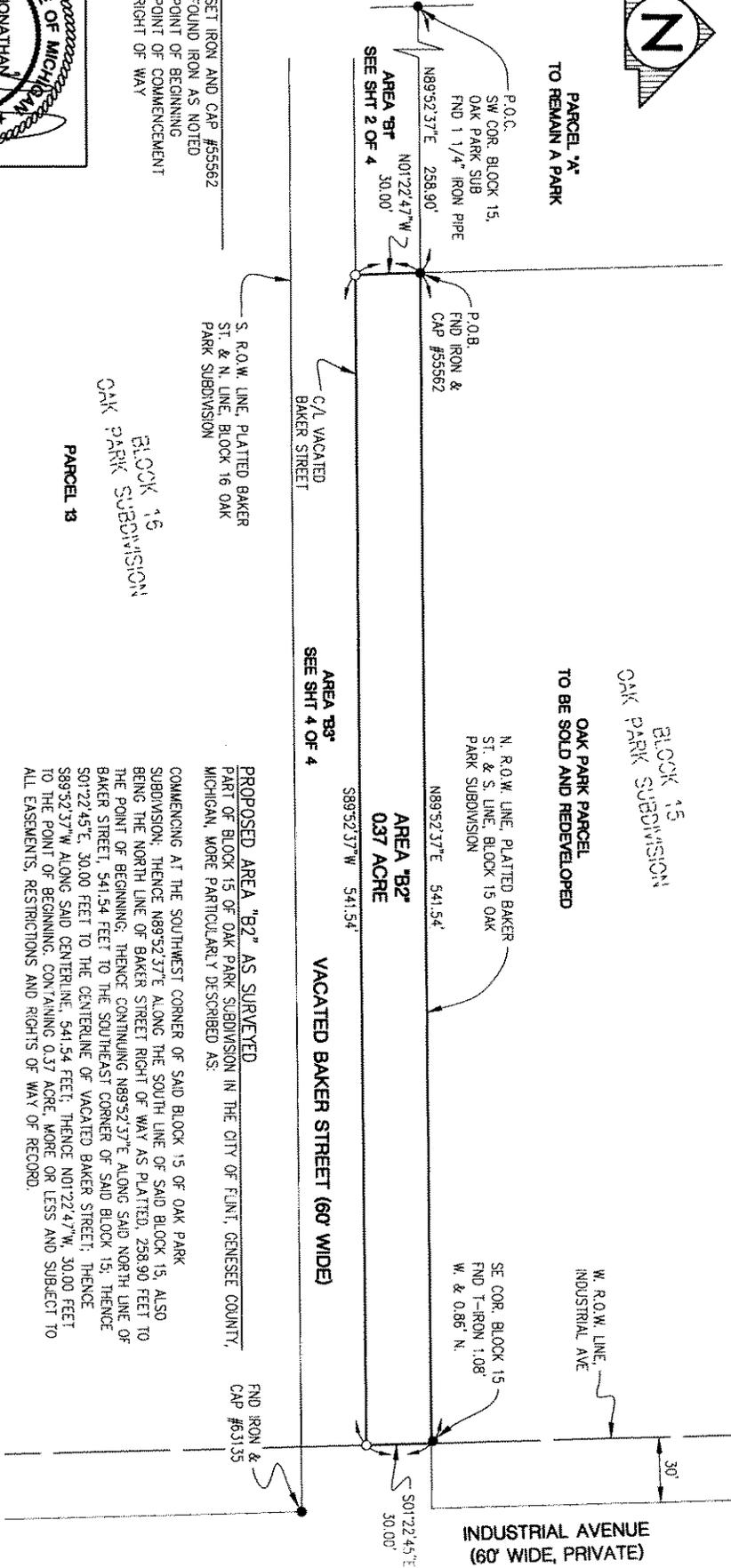


**PARCEL "A"**  
TO REMAIN A PARK

**PARCEL "B"**  
TO BE SOLD AND REDEVELOPED

BLOCK 15  
OAK PARK SUBDIVISION

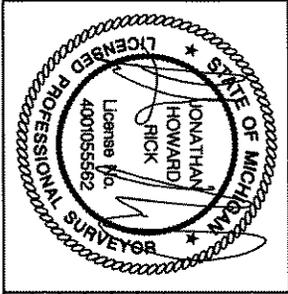
NORTH STREET (VARIABLE WIDTH)



**LEGEND:**

- = SET IRON AND CAP #55562
- = FOUND IRON AS NOTED
- P.O.C. = POINT OF BEGINNING
- R.O.W. = RIGHT OF WAY

**PROPOSED AREA "B2" AS SURVEYED**  
PART OF BLOCK 15 OF OAK PARK SUBDIVISION IN THE CITY OF FLINT, GENEESE COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS:  
COMMENCING AT THE SOUTHWEST CORNER OF SAID BLOCK 15 OF OAK PARK SUBDIVISION; THENCE N89°52'37"E ALONG THE SOUTH LINE OF SAID BLOCK 15, ALSO BEING THE NORTH LINE OF BAKER STREET RIGHT OF WAY AS PLATTED; 258.90 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING N89°52'37"E ALONG SAID NORTH LINE OF BAKER STREET, 541.54 FEET TO THE SOUTHEAST CORNER OF SAID BLOCK 15; THENCE S01°22'45"E, 30.00 FEET TO THE CENTERLINE OF VACATED BAKER STREET; THENCE S89°52'37"W ALONG SAID CENTERLINE, 541.54 FEET; THENCE N01°22'47"W, 30.00 FEET TO THE POINT OF BEGINNING, CONTAINING 0.37 ACRE, MORE OR LESS AND SUBJECT TO ALL EASEMENTS, RESTRICTIONS AND RIGHTS OF WAY OF RECORD.



FIELD:	W.S.
DRAWN:	ZPC
CHECKED:	JHR
DATE:	OCTOBER 30, 2024
SCALE:	1" = 60'
REVISED:	JANUARY 16, 2025

BEARINGS ARE REFERENCED TO MICHIGAN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE, NORTH AMERICAN DATUM 1983 (NAD83) 2011

**ASHLEY CAPITAL**

PART OF OAK PARK SUBDIVISION  
GENEESE COUNTY, MICHIGAN

CITY OF FLINT

**ROWE PROFESSIONAL SERVICES COMPANY**

The Rowe Building  
540 S. Saginaw St., Suite 200  
Flint, MI 48902

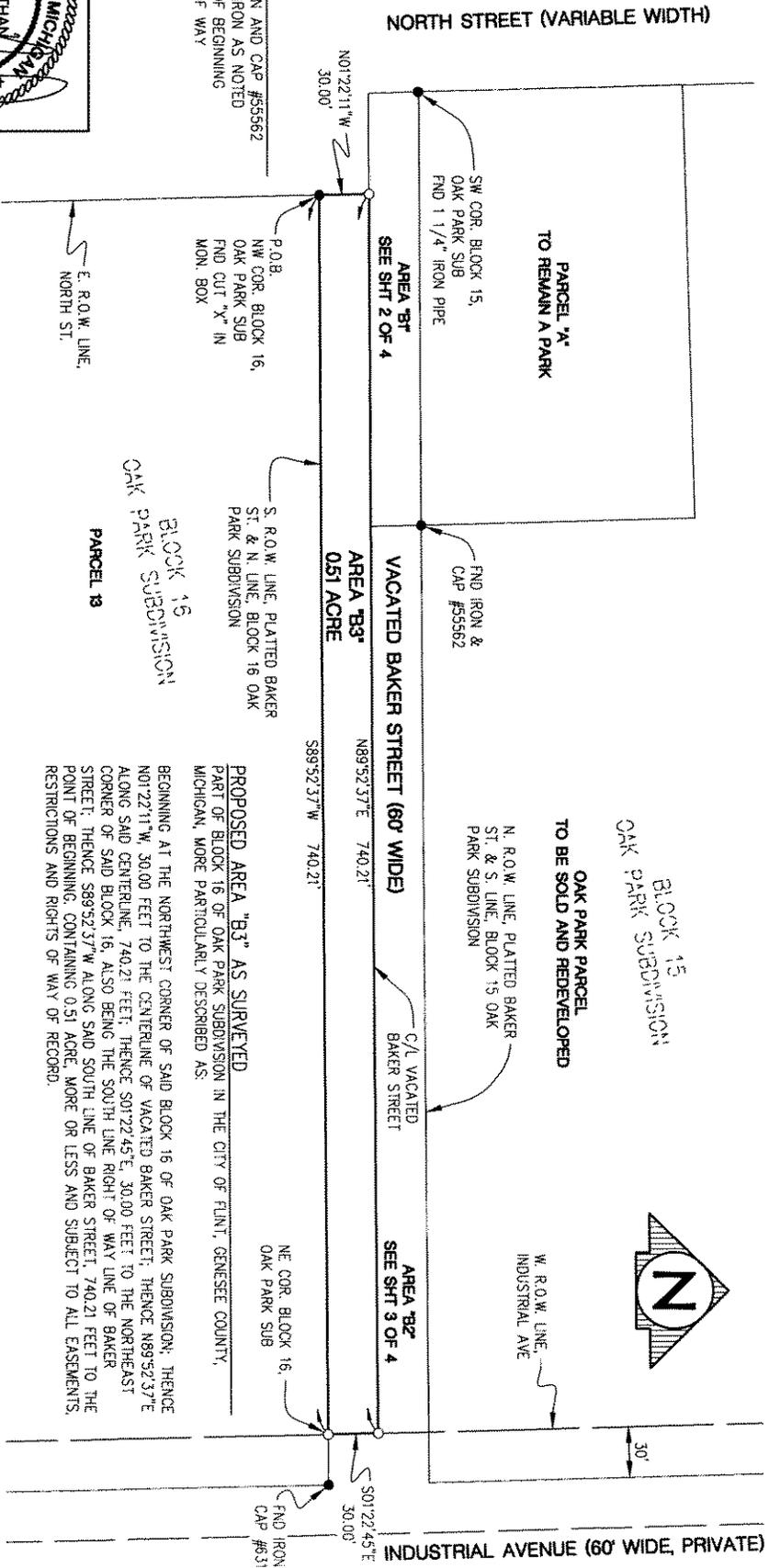
C: (810) 341-7500  
WWW.ROWEPSSC.COM

0 30 60 1 INCHES  
0 30 60 FEET

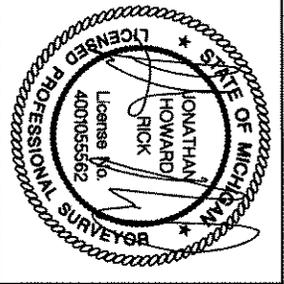
SHEET: 3 OF 4  
JOB NO.: 2400194

I, JONATHAN H. RICK, BEING A SURVEYOR LICENSED IN THE STATE OF MICHIGAN, HEREBY CERTIFY THAT THIS SURVEY HAS BEEN COMPLETED IN ACCORDANCE WITH PUBLIC ACT 132 OF 1970, AS AMENDED.

# CERTIFIED SURVEY



**LEGEND:**  
 ○ = SET IRON AND CAP #55562  
 ● = FOUND IRON AS NOTED  
 P.O.B. = POINT OF BEGINNING  
 R.O.W. = RIGHT OF WAY



BEARINGS ARE REFERENCED TO MICHIGAN STATE PLANE COORDINATE SYSTEM, SOUTH ZONE, NORTH AMERICAN DATUM 1983 (NAD83) 2011

FIELD:	W/S
DRAWN:	ZPC
CHECKED:	JHR
DATE:	OCTOBER 30, 2024
SCALE:	1" = 80'
REVISED:	JANUARY 16, 2025

**ASHLEY CAPITAL**  
 PART OF OAK PARK SUBDIVISION  
 GENESEE COUNTY, MICHIGAN  
 CITY OF FLINT

**ROWE PROFESSIONAL SERVICES COMPANY**  
 The Rowe Building  
 540 S. Saginaw St., Suite 200  
 Flint, MI 48502

0 40 80 FEET  
 SHEET: 4 OF 4  
 JOB NO.: 2400194

**PROPOSED AREA "B3" AS SURVEYED**  
 PART OF BLOCK 16 OF OAK PARK SUBDIVISION IN THE CITY OF FLINT, GENESEE COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS:  
 BEGINNING AT THE NORTHWEST CORNER OF SAID BLOCK 16 OF OAK PARK SUBDIVISION; THENCE N01°22'11"W, 30.00 FEET TO THE CENTERLINE OF VACATED BAKER STREET; THENCE N89°52'37"E ALONG SAID CENTERLINE, 740.21 FEET; THENCE S01°22'45"E, 30.00 FEET TO THE NORTHEAST CORNER OF SAID BLOCK 16; ALSO BEING THE SOUTH LINE RIGHT OF WAY LINE OF BAKER STREET; THENCE S89°52'37"W ALONG SAID SOUTH LINE OF BAKER STREET, 740.21 FEET TO THE POINT OF BEGINNING, CONTAINING 0.51 ACRE, MORE OR LESS AND SUBJECT TO ALL EASEMENTS, RESTRICTIONS AND RIGHTS OF WAY OF RECORD.



RESOLUTION NO.: 260073

PRESENTED: 3-4-2026

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

**Resolution Authorizing Budget Amendment and Amendments to Subrecipient Awards for the 2025-26 Annual Action Plan for the U.S. Department of Housing and Urban Development Community Development Block Grant, HOME Investment Partnerships Program and Emergency Solutions Grant and to Enter into Amended Agreements for the 2025-26 Program Year Based on Actual Award Amounts**

**BY THE CITY ADMINISTRATOR:**

**WHEREAS,** The City of Flint Annual Action Plan Resolution 250147-T authorized accepting and appropriating estimated grant awards of Title I Community Development Block Grant (CDBG) entitlement funds in the amount of \$3,143,208, HOME Investment Partnerships Program (HOME) entitlement funds in the amount of \$626,222.08, and Emergency Solutions Grant (ESG) in the amount of \$335,614.00 for federal fiscal year 2025-26, for the period of July 1, 2025, through June 30, 2026, as well as any subsequent years that HUD continues to make any balances available to the City; pursuant to submission of an application to the U.S. Department of Housing and Urban Development (HUD).

**WHEREAS,** The City of Flint in Its Annual Action Plan Resolution 250147-T authorized administrative allocations and subrecipient awards according to the estimated award amounts; and

**WHEREAS,** the City of Flint received its actual grant awards and received a 2% increase in CDBG Entitlement Funds in the amount of \$3,588,954.00, a 4% increase in HOME Entitlement funds in the amount of \$653,710.41 and a reduction of 3% in Emergency Solution Grant funds in the amount of \$323,965.00; and

**WHEREAS,** the City of Flint in Its Citizen Participation Plan stated subrecipient awards would be adjusted proportionately according to fully executed grant agreements; and

**WHEREAS,** the table below calculates increases and decreases based on proportional changes and includes the revised award amounts un the 'Revised' Award column in the table below; therefore

ACCOUNT NAME	ACCOUNT NUMBER	GRANT CODE	Authorized in 250147-T	Revised Award	Allocation Changes
CDBG 2026 Revenue Acct.	279-737.999-522.748	FHUD-CDBG26	\$3,501,819.70	\$3,588,954.00	2%
Administration/Planning (CDBG)	279-737.000-963.000	FHUD-CDBG26	\$700,363.94	\$717,790.80	\$17,426.86
City of Flint Blight - CODE ENFORCEMENT	279-737.140-963.000	FHUD-CDBG26	\$539,556.80	\$552,982.36	\$13,425.56
Best Practices Consulting Services LLC	279-737.411-805.429	FHUD-CDBG26	\$45,000.00	\$46,119.72	\$1,119.72
Catholic Charities of Shiawassee and Genesee Counties NESK	279-737.498-805.054	FHUD-CDBG26	\$168,626.00	\$172,821.85	\$4,195.85
Friends of Berston	279-737.359-805.057	FHUD-CDBG26	\$313,000.00	\$320,788.25	\$7,788.25
Insight Research Institute	279-737.413-805.067	FHUD-CDBG26	\$260,000.00	\$266,469.47	\$6,469.47



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

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

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

City of Flint, Lead Based Paint, Public Health	279-737.721-805.335	FHUD-CDBG26	\$350,000.00	\$358,708.90	\$8,708.90
Genesee County Habitat for Humanity - CWE	279-737.502-805.327	FHUD-CDBG26	\$250,000.00	\$256,220.64	\$6,220.64
Genesee County Habitat for Humanity - OOR	279-737.502-805.327	FHUD-CDBG26	\$350,000.00	\$358,708.90	\$8,708.90
Neighborhood Engagement Hub	279-737.267-805.126	FHUD-CDBG26	\$55,332.36	\$56,709.17	\$1,376.81
Big Brothers big Sisters of Flint and Genesee County	279-737.272-805.105	FHUD-CDBG26	\$50,000.00	\$51,244.13	\$1,244.13
Center for Higher Educational Achievement	279-737.284-805.109	FHUD-CDBG26	\$80,000.00	\$81,990.61	\$1,990.61
Faith Foundation Resources	279-737.315-805.101	FHUD-CDBG26	\$70,000.00	\$71,741.78	\$1,741.78
Genesee County Habitat for Humanity	279-737.502-805.119	FHUD-CDBG26	\$15,000.00	\$15,373.24	\$373.24
Legal Services of Eastern Michigan (LSEM)	279-737.422-805.111	FHUD-CDBG26	\$20,000.00	\$20,497.65	\$497.65
Voices for Children Advocacy Center	279-737.516-805.105	FHUD-CDBG26	\$70,000.00	\$71,741.78	\$1,741.78
YWCA of Greater Flint	279-737.530-805.101	FHUD-CDBG26	\$70,000.00	\$71,741.78	\$1,741.78
ESG Match	\$94,940.60	FHUD-CDBG26			
Catholic Charities of Shiawassee & Genesee Counties HP	279-737.498-805.054	FHUD-CDBG26	\$31,400.00	\$32,181.31	\$781.31
My Brother's Keeper of Genesee County, Inc SHELTER	279-737.440-805.054	FHUD-CDBG26	\$15,000.00	\$15,373.24	\$373.24
Reach Resource Services - Shelter	279-737.392-805.071	FHUD-CDBG26	\$6,000.00	\$6,149.30	\$149.30
Shelter of Flint Shelter	279-737.480-805.054	FHUD-CDBG26	\$26,540.60	\$27,201.00	\$660.40
YWCA of Greater Flint Shelter	279-737.530-805.071	FHUD-CDBG26	\$10,000.00	\$10,248.83	\$248.83
Reach Resource Services - Outreach	279-737.392-805.054	FHUD-CDBG26	\$6,000.00	\$6,149.30	\$149.30
HOME 2026 Revenue Acct.	<b>279-735.999-530.000</b>	FHUD-HOME26	\$629,222.08	\$653,710.41	4%
City of Flint - HOME Admin(10% Cap)	279-735.000-963.000	FHUD-HOME26	\$62,922.08	\$65,370.91	\$2,448.83
CHDO RESERVE TBD	279-737.104-963.000	FHUD-HOME26	\$94,383.31	\$98,056.56	\$3,673.25
Habitat for Humanity of Genesee County DPA	279-735.271-805.303	FHUD-HOME26	\$471,916.69	\$490,282.94	\$18,366.25
ESG 2026 Revenue Acct.	279-733.999-531.000	FHUD-ESG26	\$335,614.00	\$323,965.00	-3%
City of Flint Administration (ESG)	279-733.000-963.000	FHUD-ESG26	\$25,171.05	\$24,297.38	(\$873.67)



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

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

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

Catholic Charities of Shiawassee & Genesee Counties	279-733.301-805.101	FHUD-ESG26	\$56,400.00	\$54,442.38	(\$1,957.62)
Catholic Charities of Shiawassee & Genesee Counties RR	279-733.301-805.101	FHUD-ESG26	\$18,600.00	\$17,954.40	(\$645.60)
My Brother's Keeper of Genesee County, Inc	279-733.450-805.101	FHUD-ESG26	\$40,000.00	\$38,611.62	(\$1,388.38)
Reach Resource Services	279-733.390-805.105	FHUD-ESG26	\$30,000.00	\$28,958.71	(\$1,041.29)
Shelter of Flint	279-733.482-805.101	FHUD-ESG26	\$66,368.40	\$64,064.78	(\$2,303.62)
YWCA of Greater Flint	279-733.530-805.101	FHUD-ESG26	\$35,000.00	\$33,785.17	(\$1,214.83)
Reach Resource Services	279-733.390-805.105	FHUD-ESG26	\$30,000.00	\$28,958.71	(\$1,041.29)
TBD	<b>279-733.101-963.000</b>	FHUD-ESG26	\$34,074.55	\$32,891.84	(\$1,182.71)
				<b>Net Change</b>	<b>\$99,973.63</b>

**IT IS RESOLVED**, that appropriate city officials are hereby authorized to do all things necessary to complete budget amendments to recognize revenue and appropriate expenditures based on received grant agreements for the 2025-2026 program year in CDBG (\$3,588,954.00), HOME (\$653,710.41) and ESG (\$323,965.00) funds to fiscal year 2026 and for any years those funds remain available; and

**IT IS FURTHER RESOLVED** that appropriate city officials are hereby authorized to do all things necessary to enter into subrecipient agreements equal to the revised award amounts as included in the above table, utilize administrative funds as identified

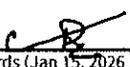
**APPROVED AS TO FORM:**

  
 JoAnne Gurley (Jan 14, 2026 16:06:08 EST)  
 JoAnne Gurley, City Attorney

**APPROVED AS TO FINANCES:**

  
 Phillip Moore (Jan 15, 2026 08:36:07 EST)  
 Phillip Moore, Chief  
 Financial Officer

**FOR THE CITY OF FLINT:**

  
 CD Edwards (Jan 15, 2026 11:06:22 EST)  
 Clyde Edwards, City Administrator

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_



**CITY OF FLINT**

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

*Effective: August 1, 2025*

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

**TODAY'S DATE:** 10/17/2025

**BID/PROPOSAL#** Citizen Participation Process

**AGENDA ITEM TITLE:** Resolution Authorizing Budget Amendment and Proportional Changes to Subrecipient Agreements and Administrative Oversight per Actual CDBG, HOME and ESG 2025-2026 grant awards

**PREPARED BY:** Business & Community Services/Operations Division

**VENDOR NAME:** Various non-profit subrecipient agencies and City of Flint Administrative Oversight

**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?

This resolution adjusts allocations directly proportionate to previously awarded subrecipient allocations and authorizes Flint to recognize revenue and appropriate additional funds according to actual grant agreement amounts versus the estimated amounts as authorized in Annual Action Plan resolution 250147-T adopted 5/12/25. Subrecipient are not procured. Rather, funds awarded to Flint must be allocated through a citizen participation plan that includes requests for proposals, risk assessments, staff reviews, CWAC review, public hearings, a comment period and required publication and consultations. This process selects subrecipients who are tasked with carrying out all grant requirements on behalf of the City of Flint. To be compliant with regulatory requirements, changes in allocations must be directly proportionate to awarded funds as the City indicated in its publications in MLIVE and through the City website.



# CITY OF FLINT

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

Effective: August 1, 2025

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### 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)

The Department conducted requests for proposals and a review that includes grant eligibility, risk assessments, and a public process. These are subrecipients vs procured vendors.

Cooperative Contract (MIDeal, Sourcewell, GSA, or other municipality)

\*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

Administration reviewed the amounts allocated and awarded through Annual Action Plan resolution 250147-T. This resolution does not change awarded subrecipients, it proportionately increases or decreases subrecipient agreements and administrative allocations according to actual grant awards. AAP resolution 250147-T did not authorize the Department of Business and Community Services to enter into agreements based on actual grant awards or to establish or reduce awarded funds based on fully executed grant agreements.

### Section III.

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



# CITY OF FLINT

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

*Effective: August 1, 2025*

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AAP resolution 250147-T was submitted prior to Congressional appropriations. The resolution authorized a total of \$3,501,819.70 in CDBG but the actual grant award was \$3,588,954.00 – an increase of approximately 2%. The AAP resolution awarded \$629,222.08 in HOME funds but the actual grant award was \$653,710.41 – an increase of approximately 4%. The resolution also authorized \$335,614.00 in HESG funds but the actual grant award was \$323,965.00 – a reduction of approximately 3%. In its Citizen Participation advertisement, Flint stated it would increase or decrease allocations directly proportionate to awarded funds. This resolution does not change any public benefit previously reported, it adjusts all CDBG line items up by 2%, all HOME line items up by 4% and reduces HESG line items by 3%.

From the staff review accompanying AAP Resolution 250147-T:

Adopting this resolution will provide critical funding for programs that directly improve the quality of life for Flint residents across our neighborhoods including facility improvements to community centers and public spaces; to Blight by addressing code violations and maintaining neighborhood standards to improve safety, increase property values and restore community pride; to Housing by repairing existing homes to address health and safety concerns and preserve or increase affordable housing for current residents; to address Homelessness by supporting vulnerable families with emergency assistance and supportive services to maintain stable housing and prevent displacement; to implement Down Payment Assistance and create pathways to homeownership for first-time buyers. This comprehensive approach addresses our community’s most pressing needs while creating jobs, attracting investment, and building a foundation for sustainable growth. By investing in both physical infrastructure and human services, we’re not just improving buildings, we’re strengthening the fabric of our neighborhoods and creating opportunities for all Flint residents to thrive.

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

#### **IF ARPA related Expenditure:**

Has this request been reviewed by E&Y Firm: YES  NO  IF NO, PLEASE EXPLAIN: Not an ARPA related expenditure

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

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



# CITY OF FLINT

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

Effective: August 1, 2025

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This resolution does not change selected subrecipients. Rather, this resolution authorizes the Department of Business and Community Services to adjust awarded CDBG, HOME and ESG dollars in an amount directly proportionate to changes in the adopted resolution versus the actual grant awards. Per the Citizen Participation Plan that includes the MLive Advertisement, Flint must increase or decrease each line item proportionately. The total increase in CDBG is 2% (\$87,134.30), in HOME is 4% (\$24,488.33) and the reduction in ESG is 3% (\$11,649.00).

**BUDGETED EXPENDITURE?** YES  NO  **IF NO, PLEASE EXPLAIN:** Resolution 250147-T only authorized acceptance of estimated CDBG, HOME and ESG awards and authorized entry into contracts according to those estimated amounts. To establish the additional funds in CDBG and HOME and account for the reduction in ESG, a budget amendment is required. This resolution will also authorize changes to awarded amounts in an amount proportionate to actual grant awards through HUD CPD.

Account Name	Account Number	Grant Code	Reso 250147-T	Revised Award/Contract	Allocation Changes
CDBG 2026 Revenue Acct.	279-737.999-522.748	FHUD-CDBG26	\$3,501,819.70	\$3,588,954.00	2%, \$87,134.30
Administration/Planning (CDBG)	279-737.000-963.000	FHUD-CDBG26	\$700,363.94	\$717,790.80	\$17,426.86
City of Flint Blight - CODE ENFORCEMENT	279-737.140-963.000	FHUD-CDBG26	\$539,556.80	\$552,982.36	\$13,425.56
Best Practices Consulting Services LLC	279-737.411-805.429	FHUD-CDBG26	\$45,000.00	\$46,119.72	\$1,119.72
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Friends of Berston	279-737.359-805.057	FHUD-CDBG26	\$313,000.00	\$320,788.25	\$7,788.25
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Neighborhood Engagement Hub	279-737.267-805.126	FHUD-CDBG26	\$55,332.36	\$56,709.17	\$1,376.81
Big Brothers big Sisters of Flint and Genesee County	279-737.272-805.105	FHUD-CDBG26	\$50,000.00	\$51,244.13	\$1,244.13
Center for Higher Educational Achievement	279-737.284-805.109	FHUD-CDBG26	\$80,000.00	\$81,990.61	\$1,990.61



## CITY OF FLINT

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*Effective: August 1, 2025*

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Faith Foundation Resources	279-737.315-805.101	FHUD-CDBG26	\$70,000.00	\$71,741.78	\$1,741.78
Genesee County Habitat for Humanity	279-737.502-805.119	FHUD-CDBG26	\$15,000.00	\$15,373.24	\$373.24
Legal Services of Eastern Michigan (LSEM)	279-737.422-805.111	FHUD-CDBG26	\$20,000.00	\$20,497.65	\$497.65
Voices for Children Advocacy Center	279-737.516-805.105	FHUD-CDBG26	\$70,000.00	\$71,741.78	\$1,741.78
YWCA of Greater Flint	279-737.530-805.101	FHUD-CDBG26	\$70,000.00	\$71,741.78	\$1,741.78
Catholic Charities of Shiawassee & Genesee Counties HP	279-737.498-805.054	FHUD-CDBG26	\$31,400.00	\$32,181.31	\$781.31
My Brother's Keeper of Genesee County, Inc SHELTER	279-737.440-805.054	FHUD-CDBG26	\$15,000.00	\$15,373.24	\$373.24
Reach Resource Services - Shelter	279-737.392-805.071	FHUD-CDBG26	\$6,000.00	\$6,149.30	\$149.30
Shelter of Flint Shelter	279-737.480-805.054	FHUD-CDBG26	\$26,540.60	\$27,201.00	\$660.40
YWCA of Greater Flint Shelter	279-737.530-805.071	FHUD-CDBG26	\$10,000.00	\$10,248.83	\$248.83
Reach Resource Services - Outreach	279-737.392-805.054	FHUD-CDBG26	\$6,000.00	\$6,149.30	\$149.30
HOME 2026 Revenue Acct.	<b>279-735.999-530.000</b>	FHUD-HOME26	\$629,222.08	\$653,710.41	4%, \$24,488.33
City of Flint - HOME Admin(10% Cap)	279-735.000-963.000	FHUD-HOME26	\$62,922.08	\$65,370.91	\$2,448.83
CHDO RESERVE TBD	279-737.104-963.000	FHUD-HOME26	\$94,383.31	\$98,056.56	\$3,673.25
Habitat for Humanity of Genesee County DPA	279-735.271-805.303	FHUD-HOME26	\$471,916.69	\$490,282.94	\$18,366.25
ESG 2026 Revenue Acct.	279-733.999-531.000	FHUD-ESG26	\$335,614.00	\$323,965.00	-3%, (\$11,649.00)
City of Flint Administration (ESG)	279-733.000-963.000	FHUD-ESG26	\$25,171.05	\$24,297.38	(\$873.67)
Catholic Charities of Shiawassee & Genesee Counties	279-733.301-805.101	FHUD-ESG26	\$56,400.00	\$54,442.38	(\$1,957.62)
Catholic Charities of Shiawassee & Genesee Counties RR	279-733.301-805.101	FHUD-ESG26	\$18,600.00	\$17,954.40	(\$645.60)
My Brother's Keeper of Genesee County, Inc	279-733.450-805.101	FHUD-ESG26	\$40,000.00	\$38,611.62	(\$1,388.38)
Reach Resource Services	279-733.390-805.105	FHUD-ESG26	\$30,000.00	\$28,958.71	(\$1,041.29)



# CITY OF FLINT

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

Effective: August 1, 2025

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Shelter of Flint	279-733.482-805.101	FHUD-ESG26	\$66,368.40	\$64,064.78	(\$2,303.62)
YWCA of Greater Flint	279-733.530-805.101	FHUD-ESG26	\$35,000.00	\$33,785.17	(\$1,214.83)
Reach Resource Services	279-733.390-805.105	FHUD-ESG26	\$30,000.00	\$28,958.71	(\$1,041.29)
TBD	279-733.101-963.000	FHUD-ESG26	\$34,074.55	\$32,891.84	(\$1,182.71)
				<b>FY26 TOTAL</b> Allocation Changes	99,973.63

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)*:

PRE-ENCUMBERED? YES  NO  REQUISITION NO:

ACCOUNTING APPROVAL: Carissa Dotson Date: 11/04/2025

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)

	<u>NAME</u>	<u>PHONE NUMBER</u>
1	Rod Slaughter	(810) 766-7426 x3019
2		
3		



**CITY OF FLINT**

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

*Effective: August 1, 2025*

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

*Seamus Bannon*

11/05/2025

DEPARTMENT HEAD SIGNATURE:

Seamus Bannon (Nov 5, 2025 12:07:32 EST)

(Name, Title)

*CD Edwards*

01/15/2026

**ADMINISTRATION APPROVAL:**

CD Edwards (Jan 15, 2026 11:06:22 EST)

*(\$20,000 or above spending authorizations)*



RESOLUTION NO.: 260074  
 PRESENTED: 3-4-2026  
 ADOPTED: \_\_\_\_\_

BY THE CITY ADMINISTRATOR:

**WHEREAS**, The Department of Finance solicited proposals (#24000505) as part of the City of Flint's EPA order for the rehabilitation of the Cedar Street Pump Station Rehabilitation for the Department of Public Works & Utilities Water Treatment Plant.

**WHEREAS**, Sorensen Gross Company was the lowest qualified bidder and was approved to enter into a contract not to exceed \$5,145,896.00

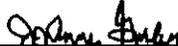
**WHEREAS**, Construction has taken place for the Cedar Street Pump Station Rehabilitation and has been discovered through inspections that additional work is required: electric unit heaters, steel at panel/louver openings, CMU wall, water line replacements, asbestos abatement, exhaust fans, and boiler controls for a total cost not to exceed \$130,348.00.

**WHEREAS**, The Water Treatment Plant is requesting an authorization to enter into change order #1 with Sorensen Gross Company in the amount not to exceed \$130,348.00, with funding coming from the following account:

Account Number	Account Name/ Grant Code	Amount
496-536.702-802.076	Cedar Street Pump Station - SARP	\$130,348.00
	<b>FY2026 GRAND TOTAL</b>	<b>\$130,348.00</b>

**BE IT RESOLVED**, That the Appropriate City Officials, are to do all things necessary to enter into change order #1 with Sorensen Gross Company., for the Cedar Street Pump Station Rehabilitation, in a change order amount not to exceed \$130,348.00, with a total contract amount not to exceed \$5,276,244.00 for FY26 (07/01/25-6/30/26).

APPROVED AS TO FORM:

  
 JoAnne Gurley (Feb 6, 2026 15:41:04 EST)  
 JoAnne Gurley, Chief Legal Officer

APPROVED AS TO FINANCE:

  
 Phillip Moore (Feb 9, 2026 15:48:28 EST)  
 Phillip Moore, Chief Financial Officer

FOR THE CITY OF FLINT:

  
 Clyde D. Edwards / A0605 (Feb 10, 2026 11:52:16 EST)  
 Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:



## **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:** February 2, 2026

**BID/PROPOSAL#** 24000505

**AGENDA ITEM TITLE:** Change Order #1 Cedar Street Pump Station Rehabilitation

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

**VENDOR NAME:** Sorensen Gross

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

The City of Flint solicited proposal #24000505 as part of the City of Flint's EPA order for the rehabilitation of the Cedar Street Pumpstation. Sorensen Gross was the lowest qualified bidder and was awarded a contract not to exceed \$5,145,896.00. Construction has taken place and is delayed due to additional work required not to exceed \$130,348.00 for a total contract price not to exceed \$5,276,244.00, with funds available from State ARPA funds (SARP). The additional work is:

**CE #11R1 – Electric Unit Heaters in Chlorine Room:** Cost to provide and install electric unit heaters in the Chlorine Room. Currently, no heat is provided in the Chlorine Room and it is requested for the system operation during the winter. \$36,271.00

**Benefit to the City:** Prevents freezing conditions and ensures reliable winter operation of critical chlorine system equipment.

**Why Necessary:** The later design change introducing a new wall eliminated passive heat from adjacent spaces, creating a risk of freezing conditions in the chlorine room.

Installing dedicated unit heaters protects chemical systems, maintains safe disinfection capability, and avoids costly emergency failures during cold weather.

**CE #13 – Steel at Panel/Louver Openings:** Costs to provide and install steel plates and tube supports at the panel/louver openings. \$17,933.00

**Benefit to the City:** Improves structural stability and long-term durability of building openings exposed during construction.

**Why Necessary:** Installing proper steel reinforcement prevents deformation, weather intrusion, and future structural repair costs.

**CE #17 – New CMU Wall:** Costs to construct a new CMU wall to support the existing beam while the chimney is removed. The existing structural configuration did not match record drawings. \$3,309.00

**Benefit to the City:** Maintains structural integrity of the building during chimney removal and prevents potential structural movement.



## CITY OF FLINT

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

*Effective: November 14, 2025*

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

**Why Necessary:** Field conditions differed from drawings, requiring additional structural support to ensure safe and code-compliant construction.

**CE #18 – Water Line Replacements:** Cost to provide and install new water service lines within the Pump Station basement, including demolition of existing galvanized and copper lines that are corroded but not in the original scope. \$19,393.00

**Benefit to the City:** Improves water system reliability and eliminates corroded piping that could fail or impact water quality.

**Why Necessary:** Replacing deteriorated lines now prevents leaks, service disruption, and more costly emergency repairs in the future.

**CE #19 – Additional Asbestos Abatement:** Additional costs for asbestos removal at 19 windows, environmental testing, and lead abatement for blue water piping.

**Benefit to the City:** Protects worker safety, public health, and regulatory compliance during construction activities.

**Why Necessary:** Proper abatement is legally required and prevents liability, project delays, and environmental violations.

**CE #20 – Exhaust Fans 1 & 2 Power:** Costs to install power feeds for exhaust fans 1 & 2. \$8,484.00

**Benefit to the City:** Ensures proper ventilation and safe air quality within the facility.

**Why Necessary:** Providing dedicated power allows exhaust systems to operate reliably, reducing moisture, corrosion, and hazardous air buildup.

**RFQ 11 – Boiler Controls:** Cost to replace solenoid valves with new thermostats and controls for the Hydronic Heating System. The original scope retained existing infrastructure, but the City requested replacement with basement water line work. \$41,290.00

**Benefit to the City:** Improves heating system efficiency, reliability, and operational control.

**Why Necessary:** Upgrading aging controls reduces maintenance issues, prevents winter failures, and supports long-term facility performance.

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

Federal government	(All documentation current, no violations)	<input 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.**



## CITY OF FLINT

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

Effective: November 14, 2025

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

**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 City of Flint solicited proposal #24000505 as part of the City of Flint's EPA order for the rehabilitation of the Cedar Street Pump Station Rehabilitation. Sorensen Gross was the lowest qualified bidder and was awarded a contract not to exceed \$5,145,896.00. Sorensen Gross has provided services for the City of Flint Department of Public Works on prior projects: WIIN Dort Pump Station Rehabilitation project and the SRF Clarifier & B Grit Rehabilitation. After the completion of the respective project, a close out meeting will be scheduled with the vendor to ensure all services have met the specified requirements

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

A RFQ or RFP is requested to find the most qualified vendor. After a RFQ or RFP is presented the vendor is evaluated to review if all scope of services information was provided. The vendor will be from the most qualified and costs. After the vendor is selected screening will take place for federal, state and local compliance requirements. Regular meetings will take place to review the services and progress of the project.

#### 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)
  - \*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**



**CITY OF FLINT**

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

*Effective: November 14, 2025*

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

Fiscal Year	Account	PO Number	FY PO Amount	FY Expensed	Resolution
2025	496-536-702.802.076	24-007453	5,145,896.00	4,333,329	230243

**Section III:**

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

Explained in background summary.

**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?
- 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 awarded amount for the Cedar Street Pump Station was \$5,145,896.00 and 84% was spent. The justification of spending this amount is due to this project being an ongoing construction service. There will be 100% of the awarded amount expensed from the 496-536.702-802.076 SARP account.



**CITY OF FLINT**

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

*Effective: November 14, 2025*

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

BUDGETED EXPENDITURE? YES  NO  IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant Code	Amount
	Cedar Street Pump Sorensen	496-536.702-802.076	SARP	130,348.00
		<b>FY26 GRAND TOTAL</b>		<b>130,348.00</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 \_\_\_\_\_

BUDGET YEAR 2 \_\_\_\_\_

BUDGET YEAR 3 \_\_\_\_\_

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

PRE-ENCUMBERED? YES  NO  REQUISITION NO:

ACCOUNTING APPROVAL: Yolanda Gray  
Yolanda Gray (Feb 4, 2026 13:15:26 EST) Date: \_\_\_\_\_

WILL YOUR DEPARTMENT NEED A CONTRACT? YES  NO

**Section V: RESOLUTION DEFENSE TEAM:**



**CITY OF FLINT**

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

*Effective: November 14, 2025*

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

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

	NAME	PHONE NUMBER
1	Marwan Salahuddin	
2	Scott Dungee	
3		

STAFF RECOMMENDATION: (PLEASE SELECT):  APPROVED  NOT APPROVED

*Marwan Salahuddin*

DEPARTMENT HEAD SIGNATURE:

Marwan Salahuddin (Feb 4, 2026 13:22:16 EST)

(Name, Title)

ADMINISTRATION APPROVAL:

*CD Edwards*  
CD Edwards (Feb 4, 2026 14:58:23 EST)

*(\$20,000 or above spending authorizations)*



RESOLUTION NO.: 260075

PRESENTED: 3-4-2026

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

BY THE CITY ADMINISTRATOR:

**WHEREAS**, The Department of Finance solicited proposals (#24000504) as part of the City of Flint's EPA order for the rehabilitation of the Cedar Street Reservoir Rehabilitation for the Department of Public Works & Utilities Water Treatment Plant.

**WHEREAS**, Pullman SST Inc., was the sole bidder and was approved to enter into a contract not to exceed \$3,759,800.00.

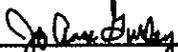
**WHEREAS**, Construction has taken place for the Cedar Street Reservoir Rehabilitation and has been delayed due to additional required work after inspections: hatch riser concrete repairs, expansion joint repair, south panel electrical junction box, east hatch riser concrete repairs, additional roof hatch replacement, and additional limit switches, for a total cost not to exceed \$287,480.00.

**WHEREAS**, The Water Treatment Plant is requesting an authorization to enter into change order #1 with Pullman SST Inc., in the amount not to exceed \$287,480.00, with funding coming from the following account:

Account Number	Account Name/ Grant Code	Amount
496-536.702-802.067	Cedar Street Reservoir - SARP	\$287,480.00
	<b>FY2026 GRAND TOTAL</b>	<b>\$287,480.00</b>

**BE IT RESOLVED**, That the Appropriate City Officials, are to do all things necessary to enter into change order #1 with Pullman SST Inc., for the Cedar Street Reservoir Rehabilitation, in a change order amount not to exceed \$287,480.00, with a total contract amount not to exceed \$4,047,280.00 to for FY26 (07/01/25-6/30/26).

APPROVED AS TO FORM:

  
\_\_\_\_\_  
JoAnne Gurley (Feb 6, 2026 16:55:09 EST)  
JoAnne Gurley, Chief Legal Officer

APPROVED AS TO FINANCE:

  
\_\_\_\_\_  
Phillip Moore (Feb 9, 2026 07:41:00 EST)  
Phillip Moore, Chief Financial Officer

FOR THE CITY OF FLINT:

  
\_\_\_\_\_  
Clyde D. Edwards / A0604 (Feb 9, 2026 15:31:42 EST)  
Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:



## 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:** February 2, 2026

**BID/PROPOSAL#** 24000504

**AGENDA ITEM TITLE:** Change Order #1 Cedar Street Reservoir Rehabilitation

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

**VENDOR NAME:** Pullman SST Inc.

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

The City of Flint solicited proposal #24000504 as part of the City of Flint's EPA order for the rehabilitation of the Cedar Street Reservoir Rehabilitation. Pullman SST Inc., was the only qualified bidder and was awarded a contract not to exceed \$3,759,800.00. Construction has taken place and is delayed due to additional work required at a cost not to exceed \$287,400.00 for a total contract amount not to exceed \$4,047,280.00, with funding available from State ARPA funds (SARP). The additional work is the following:

**CE #2 – Hatch Riser Concrete Repairs:** Costs to replace the deteriorated concrete at the Reservoir #1 east hatch riser. The extent of the concrete repairs was much greater than anticipated after exploratory digging and surface testing. \$49,400.00

**Benefit to the City:** Prevents further structural deterioration and safety hazards by restoring compromised concrete.

**Why Necessary:** Exploratory work revealed deeper deterioration that could lead to structural failure or infiltration if not addressed. Repairing now avoids higher emergency repair costs and protects critical water infrastructure.

**CE #3 – Expansion Joint Repair Alternative:** Additional costs to convert the original base bid item "expansion joint repairs" to the use of the proposed Combiflex system. During inspection, it was determined that the existing joint sealant was intact. However, a sealing cover system needed to be installed over the existing joint sealant. \$18,030.00

**Benefit to the City:** Provides long-term waterproofing and reduces maintenance needs.

**Why Necessary:** A protective sealing cover was required to maintain watertight integrity and prevent leakage or structural damage. The Combiflex system extends service life and minimizes future repair costs.

**CE #5 – South Panel Electrical Junction Box:** Costs to replace the south panel electrical junction box. \$9,000.00

**Benefit to the City:** Improves electrical safety and operational reliability of reservoir systems.

**Why Necessary:** A failing junction box could cause equipment malfunction, outages, or safety risks. Replacement ensures uninterrupted and safe operation.

**CE #16 – East Hatch Riser Concrete Repairs:** Costs to replace the entire east hatch riser roof and extend down



# CITY OF FLINT

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

Effective: November 14, 2025

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

three feet (3') on all perimeter walls located at the north reservoir. The extent of the concrete repairs was much greater than anticipated after exploratory digging and surface testing. \$198,600.00

Benefit to the City: Restores full structural integrity of a major water storage asset.

Why Necessary: Deterioration was significantly more extensive than anticipated, requiring full replacement.

Addressing now prevents failure, leakage, and much higher reconstruction costs later.

**CE #18 – Additional Roof Hatch Replacement:** Costs to provide and install a roof hatch that was not previously identified for replacement. \$8,950.00

Benefit to the City: Ensures safe, secure, and compliant roof access.

Why Necessary: The hatch condition was only discovered during construction. Replacement prevents contamination risk, safety hazards, and future emergency repair.

**CE #23 – Additional Limit Switches:** Costs to install and provide four (4) additional limit switches at the reservoir roof hatches. This is due to two (2) new hatches and two (2) existing malfunctioning limit switches. \$3,500.00

Benefit to the City: Enhances safety monitoring and operational control of hatch systems.

Why Necessary: Two new hatches and two malfunctioning switches required reliable position indication. This prevents equipment damage, safety incidents, and future troubleshooting

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

Federal government	(All documentation current, no violations)	<input 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 City of Flint solicited proposal #24000504 as part of the City of Flint's EPA order for the rehabilitation of the Cedar Street Reservoir Rehabilitation. Pullman SST Inc., was the only qualified bidder and was awarded a contract not to exceed \$3,759,800.00. Pullman has provided services for the City of Flint Department of Public Works on prior project: WIIN Dort Reservoir Rehabilitation project. After the completion of the respective project, a close out meeting will be scheduled with the vendor to ensure all services have met the specified requirements



**CITY OF FLINT**

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

*Effective: November 14, 2025*

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

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

A RFQ or RFP is requested to find the most qualified vendor. After a RFQ or RFP is presented the vendor is evaluated to review if all scope of services information was provided. The vendor will be from the most qualified and costs. After the vendor is selected screening will take place for federal, state and local compliance requirements. Regular meetings will take place to review the services and progress of the project.

**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, Sourcwell, GSA, or other municipality)

\*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
2025	496-536-702.802.067	24-007453	3,759,800.00	3,036,083.00	230243

**Section III:**

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

Explained in background summary.



**CITY OF FLINT**

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

*Effective: November 14, 2025*

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

**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?
- 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 awarded amount for the Cedar Street Reservoir was \$3,759,800.00 and 81% was spent. The justification of spending this amount is due to this project being an ongoing construction service. There will be 100% of the awarded amount expensed from the 496-536.702-802.067 SARP account.

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

Dept.	Name of Account	Account Number	Grant Code	Amount
	Cedar Street Reservoir Pullman	496-536.702-802.076	SARP	287,480.00
		<b>FY26 GRAND TOTAL</b>		<b>287,480.00</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 \_\_\_\_\_**



**CITY OF FLINT**

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

Effective: November 14, 2025

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

BUDGET YEAR 2 \_\_\_\_\_

BUDGET YEAR 3 \_\_\_\_\_

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

PRE-ENCUMBERED? YES  NO  REQUISITION NO:

*Yolanda Gray*

ACCOUNTING APPROVAL: Yolanda Gray (Feb 4, 2026 13:17:39 EST) Date: \_\_\_\_\_

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)

	NAME	PHONE NUMBER
1	Marwan Salahuddin	
2	Scott Dungee	
3		

STAFF RECOMMENDATION: (PLEASE SELECT):  APPROVED  NOT APPROVED

*Marwan Salahuddin*

DEPARTMENT HEAD SIGNATURE: Marwan Salahuddin (Feb 4, 2026 13:23:16 EST)  
(Name, Title)

*C. Edwards*

ADMINISTRATION APPROVAL: Clyde D. Edwards (Feb 4, 2026 14:38:12 EST)  
\$20,000 or above spending authorizations)



RESOLUTION NO.: 260076

PRESENTED: 3-4-2026

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

**BY THE CITY ADMINISTRATOR:**

**RESOLUTION TO LAFONTAINE FORD FOR THE PURCHASE OF EIGHT (8) GMC TRUCKS**

The City of Flint Water Service Center, Utilities Division, requests a purchase order be issued to LaFontaine Automotive Group of Highland for the purchase of eight trucks (see attached quotes). These vehicles will replace 7 trucks, (3) 2013's (7041, 7042, 7043), (2) 2017's (7064 & 7064) and (2) 2015's (E14-7757 & 7062). Pricing is per MiDeal contract#240000001210. These trucks are used daily in both water and sewer departments to transport tools and equipment to various job sites. All old vehicles will be auctioned off in accordance with City of Flint procedures. The cost of the new vehicles includes necessary outfitting.

This is a qualified purchase under MiDeal State Contract #240000001206. There is adequate funding for said purchases from the listed accounts:

591-540.202-977.500	Vehicle	\$307,083.40
590-540.208-977.500	Vehicle	\$217,348.10
	<b>FY 26 TOTAL:</b>	<b>\$524,431.50</b>

**IT IS RESOLVED**, that The Division of Purchases and Supplies, upon City Council's approval, is hereby authorized to issue a Purchase Order to LaFontaine Automotive Group for the purchase of eight (8) trucks in an amount not to exceed \$524,431.50 for FY26 (07/01/25-06/30/2026).

**FOR THE CITY OF FLINT:**

  
Clyde D. Edwards / A06689 (Feb 18, 2026 16:25:34 EST)  
**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_

**APPROVED AS TO FORM:**

  
Joanne Gurley (Feb 18, 2026 11:35:06 EST)  
**Joanne Gurley, City Attorney**

**APPROVED AS TO FINANCE:**

  
Phillip Moore (Feb 13, 2026 10:31:57 EST)  
**Phillip Moore, Chief Financial Officer**

**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 30, 2025

**BID/PROPOSAL#**

**AGENDA ITEM TITLE:** New Vehicle Purchase – Lafontaine Automotive Group

**PREPARED BY:** Cheri Priest for Entrice "Jiggy" Mitchell, Sewer Systems Supervisor  
Howard "Dan" Hudson, Water Distribution Supervisor

**VENDOR NAME:** Lafontaine Automotive Group

**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?**

These vehicles are used in the day-to-day functions of the water and sewer departments in the performance of their duties. These vehicles are used to transport tools and supplies needed for the water mains and sewer construction crews. This purchase will replace 7 trucks – (3) 2013's (7041, 7042 & 7043) – water, (2) 2017's (7064 & 7065) and (2) 2015 (E14-7757 & 7062) – sewer. The sewer department will be keeping truck # 7063 for use as a spare when the regular vehicles are down for maintenance or repairs. This vendor was chosen as a MiDeal #240000001210 vendor, and the trucks are currently in stock. The water and sewer departments has used Lafontaine Automotive in the past and have received excellent customer service from them.



## CITY OF FLINT

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

Effective: November 14, 2025

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

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

Will be based on:

Product/Service Quality: Did the vendor comply with specifications, was there any defect or warranty claims?

Cost Management: Did the vendor adhere to the agreed pricing?

Delivery & Timeliness: Was the service or product provided in the specified time frame?

Service & Support: Was the vendor responsive? If there was a problem, was the issue resolved?

Risk Management: If there is a contract, did they adhere to contract requirements?

#### **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)

\*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)



# CITY OF FLINT

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

Effective: November 14, 2025

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

### 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
2025	590-540.208-977.000	25-8382	221,641.00	221,641.00	250163-T*
2025	590-540.208-977.000	25-8368	104,190.00	104,190.00	250163-T*
2024	591-540.100-977.000 590-540.100-977.000	24-6690	315,308.00	315,308.00	230411
2023	591-540.202-863.000 590-540.208-863.000	23-5902	136,080.00	136,080.00	230174
	*It appears that this resolution covered 2 PO's but for the total number of vehicles				

### Section III.

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

Having working equipment and vehicles allows water service center personnel to provide more reliable services as new trucks break down far less often resulting in fewer response delays. New vehicles reduce costly repairs and downtime, saving money over time. The WSC tries to adhere to a 5-year vehicle rotation but that is not always possible. There are some vehicles in our fleet that are almost 30 years old and in some cases is impossible to find repair parts.



# CITY OF FLINT

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

Effective: November 14, 2025

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### 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?
- 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.

\$1,300,000.00 has been allocated for sewer department vehicle purchases

This purchase represents 16.7% of the \$1,300,000.00

Lafontaine Ford - \$217,348.10

\$1,000,000.00 has been allocated for water department vehicle purchases.

This amount represents 19.19% of the \$1,600,000.00 (I transferred \$600,000.00 into vehicle account 1-21-26)

Lafontaine Ford - \$307,083.40

I have included some previous purchases for Lafontaine even though they did not use the below GL#’s.

BUDGETED EXPENDITURE? YES  NO  IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant Code	Amount
2493	Vehicle	591-540.202-977.500	N/A	\$307,083.40
2496	Vehicle	590-540.208-977.500		\$217,348.10
<b>FY26 GRAND TOTAL</b>				<b>\$524,431.50</b>



**CITY OF FLINT**

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

Effective: November 14, 2025

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

BUDGET YEAR 1 \_\_\_\_\_

BUDGET YEAR 2 \_\_\_\_\_

BUDGET YEAR 3 \_\_\_\_\_

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

PRE-ENCUMBERED? YES  NO  REQUISITION NO: 260011070

ACCOUNTING APPROVAL: Cheri Priest Date: 01/22/2026

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)

	<u>NAME</u>	<u>PHONE NUMBER</u>
1	Howard "Dan" Hudson	810-365-7448
2	Entrice "Jiggy" Mitchell	810-691-4345
3		

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

DEPARTMENT HEAD SIGNATURE: Entrice Mitchell 01/22/2026  
Entrice Mitchell, Sewer Systems Supervisor

DEPARTMENT HEAD SIGNATURE: Howard D. Hudson 01/22/2026  
Howard Hudson, Water Distribution Supervisor

ADMINISTRATION APPROVAL: C.D. Edwards (Jan 22, 2026 09:56:04 EST)  
\$20,000 or above spending authorizations)



RESOLUTION NO.: 260077.2

PRESENTED: 3-04-2026

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

Bid Proposal: 26000522  
Tracking: A0608

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO SORENSEN GROSS COMPANY LLC FOR  
THE REHABILITATION OF WATER POLLUTION CONTROL LIFT STATION 5**

**WHEREAS**, The Department of Public Works, Water Pollution Control (WPC is the City’s wastewater treatment facility) encountered vandalism on June 4, 2025. An assailant used a stolen front loader to damage many structures throughout the City including WPC’s Lift Station 5 located at the corner of Brownell Boulevard and Dayton Street.

**WHEREAS**, The Department of Purchases and Supplies solicited proposals to rehabilitate the Lift Station which was near collapse and is currently temporarily braced. Functionality will diminish if the facility is not rehabilitated including upgrades that must meet current building codes. The estimated project period is from May 2026 through December 2026.

**WHEREAS**, The Department of Purchases and Supplies solicited bids for said rehab, and Sorensen Gross Company LLC was the lowest, most qualified, responsive Bidder. Below is the cost for this building rehabilitation project:

Account Number	Account Name/ Grant Code	Description	Amount
590-550.300-974.000	Land Improvements	Station 5 Rehabilitation	\$207,000.00
590-550.300-976.000	Building Additions & Improvements	Station 5 Rehabilitation	\$710,000.00
590-550.300-977.000	Capital Improvements – Equipment	Station 5 Rehabilitation	\$350,000.00
590-550.300-801.000	Professional Services	6% Contingency	\$76,020.00
		<b>FY 2026 - 2027 TOTAL</b>	<b>\$1,343,020.00</b>

**IT IS RESOLVED**, that the Proper City Officials are hereby authorized to do all things necessary to enter into a contract with Sorensen Gross Company LLC, 111 E. Court Street, Suite 1A, Flint, Michigan 48502 for the Water Pollution – Lift Station 5 Rehabilitation, in the not-to-exceed amount of \$1,267,000.00, with a 6% contingency in the amount of \$76,020.00 for unforeseen conditions, a grand not-to-exceed total of \$1,343,020.00 for the project duration as long as funding is available. (NOTE: It is estimated that \$700,000.00 will be expensed in FY2026 and \$567,000.00 during FY2027 pending budget adoption.)

APPROVED AS TO FORM:

APPROVED AS TO FINANCE:

\_\_\_\_\_  
Joanne Gurley, City Attorney

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

FOR THE CITY OF FLINT:

APPROVED BY CITY COUNCIL:

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

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:** January 29, 2026

**BID/PROPOSAL#** 26000522

**AGENDA ITEM TITLE:** Lift Station #5 Rehabilitation

**PREPARED BY:** Jeanette Best, WPC/DPW Manager

**VENDOR NAME:** Sorensen Gross Company

### 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?

Early in the morning of June 4, 2025 Water Pollution Control's lift station 5 suffered a critical structural failure. Someone in a stolen backhoe rammed the building repeatedly and other structures throughout the City. Since then, WPC staff, along with a structural engineer from Tetra Tech, have braced, secured, and evaluated the 20' by 17' brick building. Currently, the Station is functional, conveying sewage in as normal operation. However, the brick building, originally built in the 1950s, must be replaced and brought up to current codes. All the electrical, HVAC, and pump controls must be replaced. This lift station is critical to keep the sewage moving through the collection system and prevent basement backups.

The reconstruction project was advertised for bids and two contractors bid on it. The lowest complete bid was by Sorensen Gross Company. This construction company has worked on several CWSRF Projects at the WPCF over the past several years. Their work has always been satisfactory and on budget.

CDE/ authorized administration version November 14, 2025



# CITY OF FLINT

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

Effective: November 14, 2025

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

WPC will use the vendor evaluation scorecard that was updated on November 14, 2025 as the final evaluation process.

#### 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)

\*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
2024	590-550.200-976.000	24-006997	\$11,400.00	\$11,400.00	N/A
	590-550.300-976.000		\$29,654.00	\$29,654.00	
22 - 26	590-550.421-802.076	23-005829	\$7,408,057.00	\$7,549,430.57	210379

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

Reconstruction of Lift Station 5 will ensure proper operation of the collection system that send wastewater to the WPCF. This rebuild will also update an old structure and outdated electrical and process controls to increase longevity of the facility to protect the neighborhood residents from sewer backups.

### 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?
- 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.

CDE/ authorized administration version November 14, 2025





**CITY OF FLINT**

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

*Effective: November 14, 2025*

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

**Section V: RESOLUTION DEFENSE TEAM:**

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

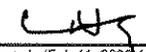
	<b>NAME</b>	<b>PHONE NUMBER</b>
<b>1</b>	Jeanette Best	810 691-9811
<b>2</b>	John Florshinger	810 577-8909
<b>3</b>		

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

**DEPARTMENT HEAD SIGNATURE:**

 <hr/> <i>(Jeanette Best, WPC/DPW manager)</i>	 <small>Marwan Salahuddin (Feb 11, 2025 09:08:07 EST)</small> <hr/> <i>(Marwan Salahuddin, Deputy DPW Director)</i>
---	--

**ADMINISTRATION APPROVAL:**


---

CD Edwards (Feb 11, 2025 10:55:19 EST)

*(\$20,000 or above spending authorizations)*



RESOLUTION NO.: 260078  
PRESENTED: 3-04-2026  
ADOPTED: \_\_\_\_\_

**RESOLUTION TO APPROVE HOLDING A PUBLIC HEARING FOR THE  
VACATION OF THE ALLEY BETWEEN  
LEITH STREET AND MCCLELLAN STREET**

AO619

**BY THE CITY ADMINISTRATOR:**

The City of Flint desires to provide due notice to all persons interested as to the time and place of a hearing in respect to the proposed action of the Flint City Council to vacate the alley between Leith and McClellan Streets while reserving easements for public utility or other public purposes, in accordance with Chapter 42 of the Flint City Code.

The owners of the property located at 3009 N. Saginaw Street are requesting the vacation of the alley for a redevelopment project that will include the addition of gas pumps, a canopy and improvements to the parking lot of the already existing liquor store.

The Planning Commission held a public hearing on March 11, 2025, and recommended approval therewith.

Pursuant to Section 42-25 of the Flint City Code, City Council shall hold a public hearing to hear any objections to the proposed vacation and discontinuance of the above-described alley, for a time not less than four weeks on when objections are to be heard.

The Planning and Development Department requests that this Honorable Body approve holding a public hearing for the vacation of the alley between Leith Street and McClellan Street while reserving easements for public utility or other public purposes, as requested by the property owners of 3009 N. Saginaw Street.

**THEREFORE, IT IS RESOLVED** that a public hearing to consider the vacation of the alley between Leith Street and McClellan Street shall be held on the \_\_\_\_\_ day of \_\_\_\_\_, 2026 at \_\_\_\_\_, in the City Council Chambers, 3rd Floor, City Hall, 1101 S. Saginaw St., Flint, Michigan.

**IT IS FURTHER RESOLVED** that the City Clerk shall cause notice of such hearing to be published in an official paper of general circulation not less than two (2) weeks prior before the said hearing.

**APPROVED AS TO FORM:**

JoAnne Gurley  
JoAnne Gurley, Chief Legal Officer

**APPROVED AS TO FINANCE:**

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



**FOR THE CITY OF FLINT:**

*Clyde D. Edwards*  
Clyde Edwards, City Administrator

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

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

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

**APPROVED BY CITY COUNCIL:**

\_\_\_\_\_

**CITY OF FLINT**  
**DEPT. OF BUSINESS AND COMMUNITY SERVICES**  
Planning & Zoning Division

**Memorandum**

**To:** Clyde Edwards, City Administrator  
Flint City Council

**From:** Montel Menifee, Deputy Director of Business Services

**Subject:** Alley Vacation Petition Regarding 3009 N. Saginaw St

Applicant Vito Pampalona on behalf of property owner Amar Shango petitioned to vacate a section of City of Flint right-of-way (alley) which is bound by the following properties:

- 3009 N. Saginaw St
- 3017 N. Saginaw St
- 630 E McClellan St
- 40-01-232-026 Leith St

On March 11<sup>th</sup>, 2025, the Planning Commission recommended approval of the proposed vacation petition and further certified their findings in the Final Report on April 22<sup>nd</sup>, 2025.

The vacation petition was requested in order for the property owner to eventually combine the vacant parcel of land located at 40-01-232-026 Leith St with 3009 N. Saginaw St, so that they may expand their parking area in regard to a future addition of fuel pumps and a canopy on the property.

It should be noted that there are no public utilities within the proposed area to be vacated, therefore no easement is required.



**CITY OF FLINT**  
**DEPARTMENT OF BUSINESS & COMMUNITY SERVICES**  
Planning & Zoning Division

**Sheldon Neeley,**  
Mayor

## Staff Report

<b>Board / Commission:</b>	City of Flint Planning Commission
<b>Meeting Date:</b>	Tuesday, March 11th, 2025
<b>Location:</b>	1101 S Saginaw St, Flint, MI 48502
<b>File Number:</b>	PC 25-01
<b>Petition Type:</b>	Alley Vacation
<b>Applicant:</b>	Vito Pampalona ( <i>on behalf of Amar Shango</i> )
<b>Location:</b>	Alley adjoining lots 542, 543, 544, 545, 546, 547 & 548 of Hillcrest Subdivision
<b>Parcel ID (PID)</b>	N/A
<b>Ward:</b>	2
<b>Current Zoning:</b>	No currently zoned, is currently Public Right-of-Way (ROW)
<b>Future Zoning:</b>	CC, City Corridor

### **Request:**

The applicant Vito Pampalona on behalf of 3009 N Saginaw Investments, LLC is seeking a positive recommendation from the City of Flint Planning Commission to the City of Flint, City Council for approval by resolution to vacate the subject public right-of-way (*alley*) located between Leith St and E. McClellan St and which adjoins lots 542, 543, 544, 545, 546, 547 & 548 of Hillcrest Subdivision.

### **Property Background:**

The subject alley being vacated was platted as part of the Hillcrest Subdivision (1910). The area west of the alley was comprised of residential homes many of which have been demolished and are now vacant parcels of land, and the area to the east of the alley was and is still comprised of the commercial businesses which front N. Saginaw St.

### **Project Background:**

The subject vacation petition regards the redevelopment of an existing and operational liquor store; the redevelopment will include the addition of gas pumps, a canopy, and expansion and improvements to the parking lot.



**CITY OF FLINT**  
**DEPARTMENT OF BUSINESS & COMMUNITY SERVICES**  
Planning & Zoning Division

**Sheldon Neeley,**  
Mayor

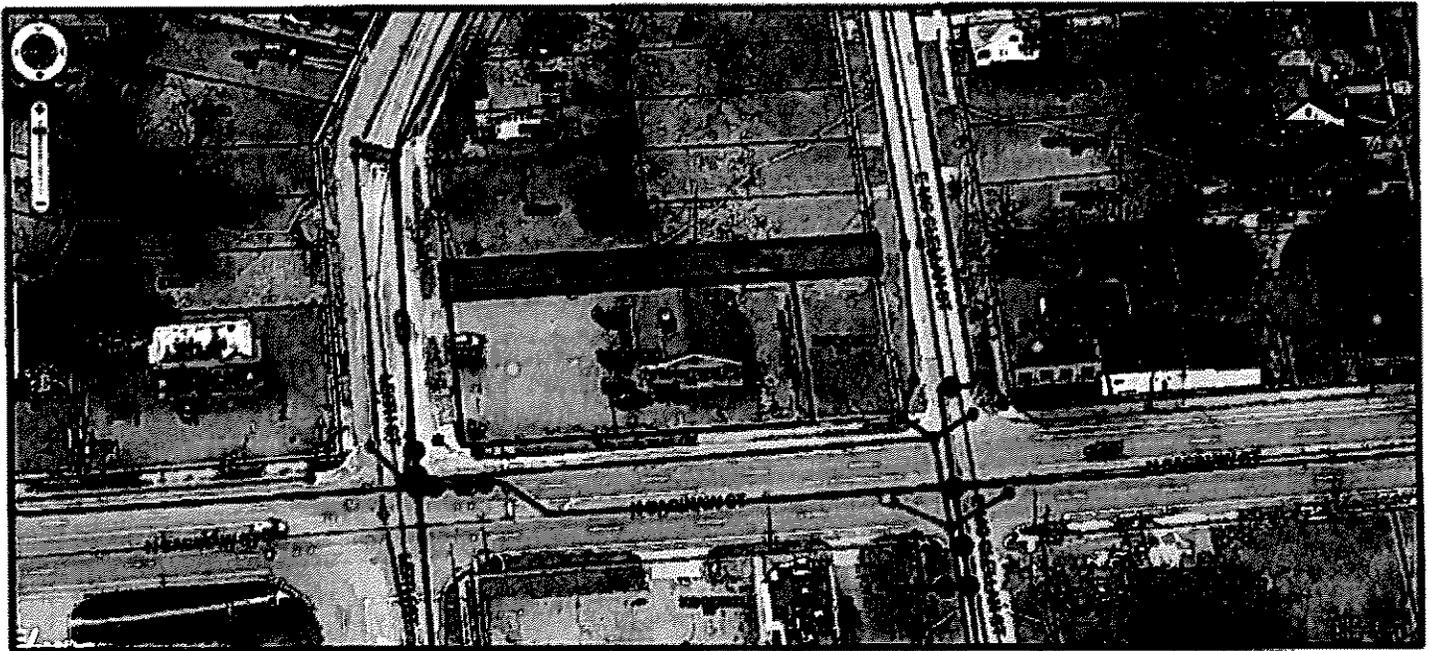
**Utility Infrastructure**

**Public & Private Infrastructure**

No utility infrastructure exists within the subject alley.

**Department Reviews:**

Department	Status	Comments
Water Department	Approved	None
Sewer Department	Approved	None
Traffic Engineering	Approved	None
City Engineering	Approved	None



The purple box in the figure above is a generalized delineation of the area of interest regarding the subject vacation petition.

CITY OF FLINT 1101 SOUTH SAGINAW ST. ROOM S105 FLINT, MICHIGAN 48502  
OFFICE: 810-766-7355 WEBSITE: [www.cityofflint.com](http://www.cityofflint.com)

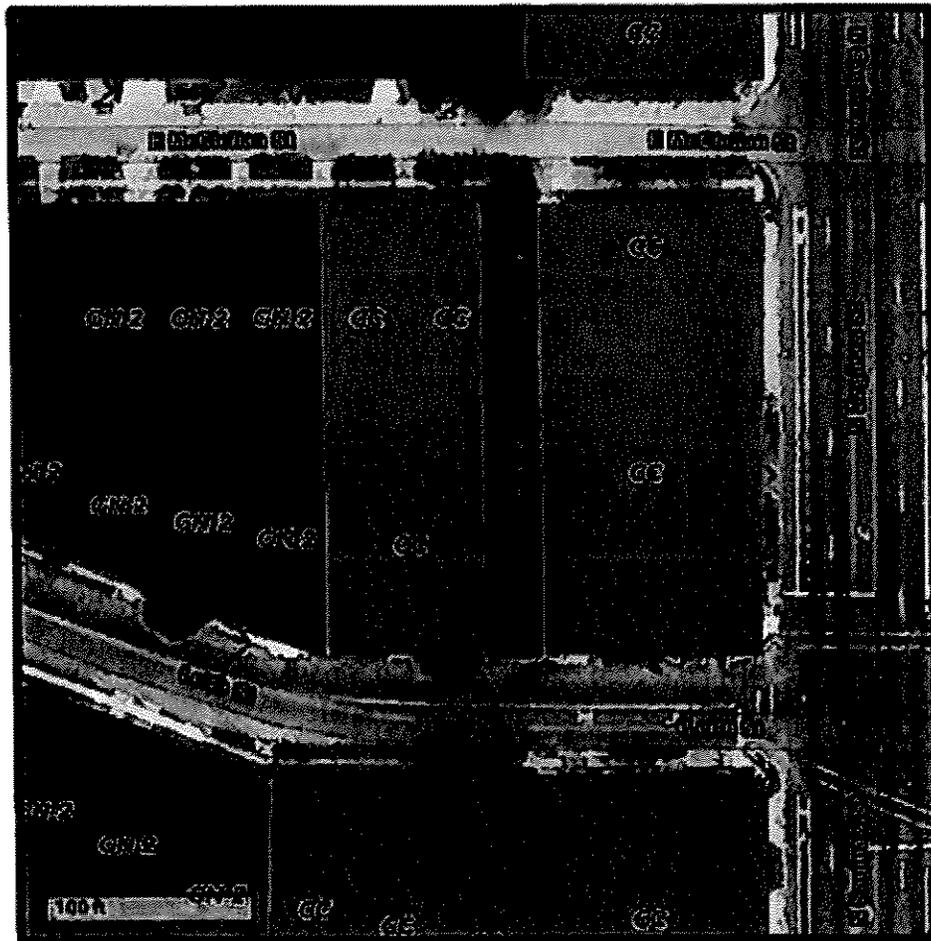


**CITY OF FLINT**  
**DEPARTMENT OF BUSINESS & COMMUNITY SERVICES**  
 Planning & Zoning Division

**Sheldon Nealey,**  
 Mayor

**Land Use/Compatibility:** The property is currently City of Flint owned public right-of-way and is surrounded by the following zoning districts:

Direction	Existing Zoning	Comprehensive Plan Land Use
North	Right-of-Way (E McClellan St)	Right-of-Way (E McClellan St)
South	Right-of-Way (Leith St)	Right-of-Way (Leith St)
East	CC, City Corridor	CC, City Corridor
West	CC, City Corridor	CC, City Corridor



The purple box in the figure above is a generalized delineation of the area of interest regarding the subject vacation petition.

CITY OF FLINT 1101 SOUTH SAGINAW ST. ROOM S105 FLINT, MICHIGAN 48502  
 OFFICE: 810-766-7355 WEBSITE: [www.cityofflint.com](http://www.cityofflint.com)



**CITY OF FLINT**  
**DEPARTMENT OF BUSINESS & COMMUNITY SERVICES**  
Planning & Zoning Division

**Sheldon Neeley,**  
Mayor

**Exhibits Attached to this Report:**

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- Exhibit A – PC 25-01 Vacation Application
- Exhibit B – Vacated Right-of-Way Survey
- Exhibit C – Department Review Forms
- Exhibit D – Hillcrest Subdivision

**Recommendation**

---

The Planning Commission's duty on a street vacation is to make a recommendation to City Council for approval or denial of the petition by resolution based on the merits of the application, planning principles, input from various City departments, utility companies, and transportation agencies.

Staff finds that the petition to vacate, the City of Flint Right-of-Way (*alley*) between Leith St and E. McClellan St, PC 25-01, has satisfied the applicable review criteria to make a positive recommendation to City Council for approval by resolution

**[this space intentionally left blank]**



**CITY OF FLINT**  
**DEPARTMENT OF BUSINESS & COMMUNITY SERVICES**  
Planning & Zoning Division

**Sheldon Nealey,**  
Mayor

**Plan Commission Action PC 25-01 | City of Flint Alley Vacation**

---

The City of Flint Planning Commission is hereby making a positive recommendation  
to the City of Flint, City Council, to ~~recommend~~ approve, petition PC 25-01, to vacate, the City  
of Flint right-of-way (*alley*) adjoining lots 542, 543, 544, 545, 546, 547, & 548 of the Hillcrest Subdivision  
regarding proposed improvements and expansion to the parking lot for the property located at 3009 N.  
Saginaw St on this 11 day of March 2025.

Robert Wesley  
Plan Commission President

Brian Achett  
Zoning Coordinator



**CITY OF FLINT**  
DEPARTMENT OF BUSINESS & COMMUNITY SERVICES  
Planning & Zoning Division

**Sheldon Neeley,**  
Mayor

**PC 25-01 Sample Motions**

**Positive Recommendation:**

I motion to make a positive recommendation to City Council for approval by resolution regarding the subject vacation petition PC 25-01, to vacate the City owned alley located between Leith St and E. McClellan St, as the subject vacation petition, **has satisfied** the applicable review criteria.

**Positive Recommendation with Condition:**

I motion to make a positive recommendation with condition(s) to City Council for approval by resolution regarding the subject vacation petition PC 25-01, to vacate the City owned alley located between Leith St and E. McClellan St, as the subject vacation petition, **has satisfied** the applicable review criteria; the recommended condition of approval is as follows:

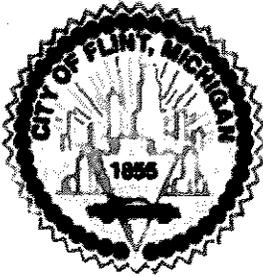
**Negative Recommendation:**

I motion to make a negative recommendation to City Council to deny the subject vacation petition PC 25-01, to vacate the City owned alley located between Leith St and E. McClellan St, as the subject vacation petition, **has not satisfied** the applicable review criteria; the Commission findings supporting its' negative recommendation is(are) as follows:

**Postponement:**

I motion to postpone the hearing of the subject alley vacation petition, PC 25-01, the proposed vacation of the City owned alley located between Leith St and E. McClellan St till the next regularly scheduled meeting as the subject vacation petition, PC 25-01, **has not satisfied** the applicable review criteria and further information is needed as follows:

1. ...
2. ...
3. ...
4. ...



# Exhibit A

City of Flint

Department of Business and Community Services

1101 S Saginaw Street Room 8105, Flint, MI 48902

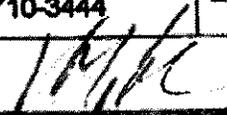
Phone: (810)786-7428

<https://www.cityofflint.com/departments/bca/>

Fee: \$1002
Date Rec'd: _____
Application #: _____
Meeting Date: _____

Application for Street, Alley, or Other Public Ground Vacation		
<input type="checkbox"/> Street Vacation	<input checked="" type="checkbox"/> Alley Vacation	<input type="checkbox"/> Other Public Ground Vacation
Property Information	Street/Alley/Other Public Ground to be Vacated:	
	Alley	
	Nearest Cross Streets:	
	Located between:	Saginaw St & Leith St. <small>(street) (street)</small>
	Legal Description:	
	Alley adjoining Lots 542, 543, 544, 545, 546, 547 & 548. Hillcrest Subdivision according to the plat thereof as recorded in Liber 4, Page 23, Genesee County Records. (See attached survey)	
	Acreage:	
	0.074 acres	
	Address(es) & Parcel I.D. Number(s) (if applicable):	
	Alley adjoining the following parcels:  3009 N. Saginaw St., Parcel #40-01-232-027 (Lots 544, 545, 546, 547 & 548) Vacant Lot Leith St., Parcel #40-01-232-027 (Lots 540 & 542)	
Zoning District (if applicable): CC- City Corridor		
Reason for Vacation	Improvements to parking lot and addition of gas canopy.	

# Exhibit A

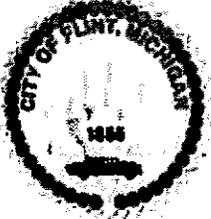
Applicant Information				
<b>Applicant</b>	Name:	Vito Pampalona		
	Firm:	Pampalona Companies		
	Address:	850 W. University Dr., Suite D		
	City:	Rochester		
	State:	MI	Zip Code:	48307
	Phone:	(248) 710-3444	Email:	vito@pampalonaco.com
	Applicant Signature:			
Applicant Notarization				
The above information and attached exhibits, to my knowledge and belief, are true and correct.				
<u>Vito M Pampalona</u> Printed Name of Applicant		 Signature of Applicant		
<u>Sarah Head</u> Notary Public's Name (printed)		 Signature of Notary		
<u>9/11/29</u> My Commission Expires		<u>Michigan Oakland County</u> State; County		
Subscribed and sworn to before me this <u>14</u> day of <u>JANUARY</u>				
<u>2025</u> (Year)		<small>           SARAH HEAD            NOTARY PUBLIC STATE OF MI            COUNTY OF OAKLAND            MY COMMISSION EXPIRES Sep 12, 2025            ACTING IN COUNTY OF <u>Oakland</u> </small>		

# Exhibit A

Owner Information				
<b>Property Owner</b> <input checked="" type="checkbox"/> Same as applicant	Name:	AMAR Shango		
	Firm:	3009 Saginaw Investments, LLC		
	Address:	3009 Saginaw St.		
	City:	Flint		
	State:	MI	Zip Code:	48905
	Phone:		Email:	
	Designee of Agency Authorizing Vacation:			
	Designee Signature:			

**Please note:**  
The non-refundable fee made payable to the City of Flint must accompany your application.  
For fees, please reference the City of Flint Mayor Fee Schedule.

[this space intentionally left blank]



# Exhibit A

**City of Flint**  
**Department of Business and Community Services**  
 1101 S Saginaw Street Room 8105, Flint, MI 48502  
 Phone: (810)796-7426  
<https://www.cityofflint.com/departments/bcs/>

## Affidavit & Consent of Owner

Project \_\_\_\_\_

Docket \_\_\_\_\_  
(If Applicable)

**Complete and submit if applicant is different from the property owner.**

I (we) Amac Group (3009 Saginaw Investments, LLC)  
NAME(S)

After being first duly sworn, depose and say:

1. That I/we are the owner(s) of the real estate located at 3009 N Saginaw St, Parcel #10-01-2 B 2-02.7  
(Please include the Address(es) and Parcel Identification Number(s) (PID))  
(For requests that pertain to multiple parcels of real property attach (s) notarized exhibit(s) to this affidavit)
2. That I/we have read and examined the Application, and are familiar with its contents.
3. That I/we have no objection to, and consent to such request as set forth in the application.
4. Such request being made by the applicant  is  is not) a condition to the sale or lease of the above reference property.

[Signature]  
(AFFIRMED)

LISA K COUPE  
 NOTARY PUBLIC, MICHIGAN  
 COUNTY OF SAINT CLAIR  
 My Commission Expires August 19, 2026  
 Acting In the County of Genessee

STATE OF MICHIGAN

COUNTY OF Genessee ) SS:

Subscribed and sworn to before me this 22 day of January, 2023  
(Day) (Month) (Year)

Lisa K Coupe  
(Print)

Seal:

Lisa K Coupe, Notary Public  
(Signature)

My Commission expires: August 19, 2026

County of Residence: St Clair

# Exhibit A



**March 3, 2025**

**RE: PC 25-01**

**Planning Commission**

**City of Flint**

**1101 S. Saginaw Street**

**Flint, MI 48502**

**Subject: Planning Commission Meeting Representation**

**Dear Planning Commission,**

**At the behest of Brian Aceff, Zoning Coordinator, please consider this letter serving as authorization for Jason Fleis, PE, of the Umlor Group, to join in the representation of Pampalona Companies as the applicant for the Alley Vacation application known as PC 25-01 at the March 11<sup>th</sup>, 2025, meeting. I, Vito Pampalona, will also be in attendance.**

**Thank you for your consideration.**

**Sincerely,**

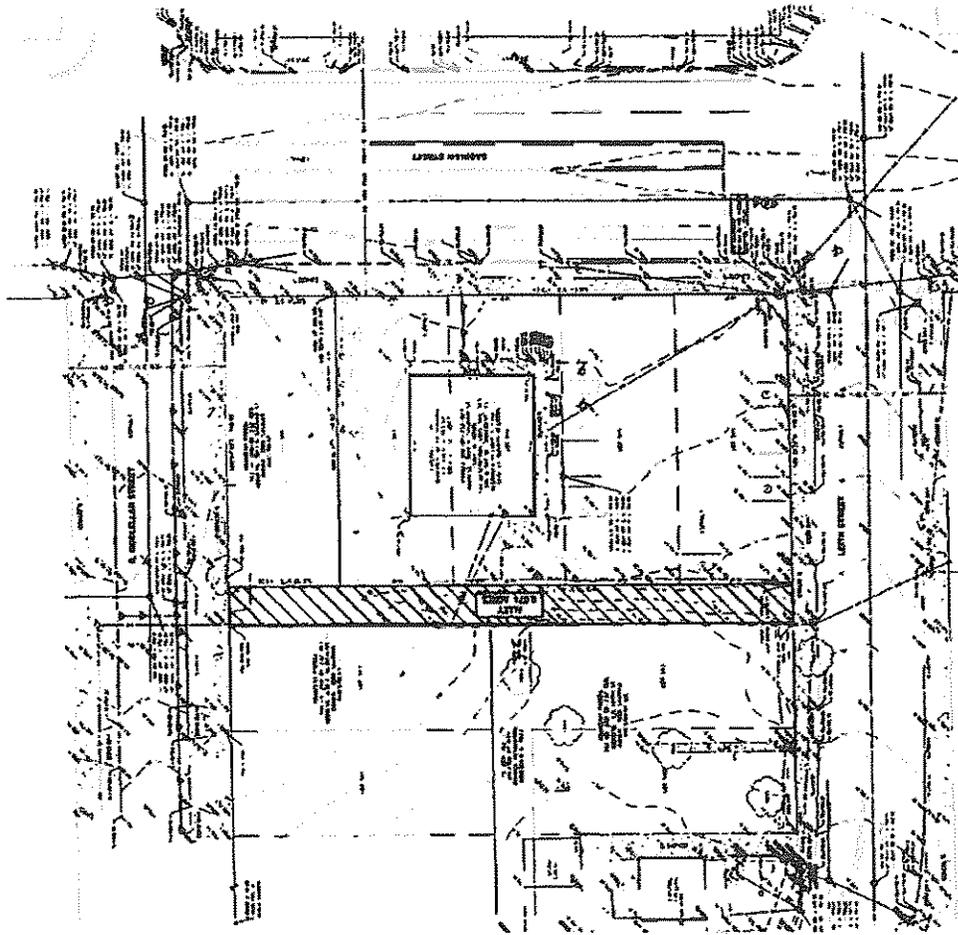
A handwritten signature in black ink, appearing to read "Vito M. Pampalona", is written over a faint, larger version of the same signature.

**Vito M. Pampalona**

**President**

**Pampalona Companies**

Exhibit B



NO.	DESCRIPTION	AREA (SQ. FT.)	AREA (SQ. YD.)
1	Building Footprint	10,000	115.5
2	Parking Spaces	2,000	231.0
3	Driveways	500	57.8
4	Other	100	11.6
<b>TOTAL</b>		<b>12,500</b>	<b>145.9</b>



LEGAL DESCRIPTION PER TITLE COMMITMENT

FLOOD ZONE NOTE  
This site is located in Flood Zone AE-1, which is subject to flooding from storm surge and high tides. The flood zone boundary is shown on the attached Flood Hazard Map.

PARKING SPACE COUNT  
The total number of parking spaces is 2,000. The spaces are distributed as follows: 1,000 in the main parking lot and 1,000 in the secondary parking lot.

ACCESS NOTE  
The site is accessible from S. Herring Street via a driveway located on the east side of the property.





Sheldon Neesley,  
Mayor

# Exhibit C

**CITY OF FLINT**  
DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES  
Zoning Division

PLAN REVIEW & COMPLIANCE ROUTING FORM				
Project Information				
Project Number	PC 25-01			
Project Name	Alley Vacation (Saginaw St Gas Canopy and Pumps)			
Address of Project:	3009 N Saginaw St			
Routing Date:	1/29/2025			
Project Contact:	Vito Pampalona   vito@pampalonaco.com   (248) 710-3444			
Instructions:	<p>Plan Review: After the attached application and submitted plans have been reviewed, please complete the Reviewing Agency Comments section of the form, and submit a copy to the City of Flint Zoning Coordinator</p> <p>For city departments: complete this form as a fillable PDF. Add label to the end of file name as APPROVED, APPROVED WCONDITIONS, or PENDING.</p>			
Reviewing Agency Comments				
Agency Name:	CITY ENGINEERING - CITY OF FLINT			
Reviewed By (Name & Title):	ABDUL A. KHANOKER, Ph.D., P.E. - CITY ENGINEER			
Review Type: (Check all that apply)	<input type="checkbox"/> Water	<input type="checkbox"/> Sanitary Sewer	<input type="checkbox"/> Stormwater	<input type="checkbox"/> Fire
	<input type="checkbox"/> Zoning	<input checked="" type="checkbox"/> City Engineering		<input type="checkbox"/> Building
Agency Review Decision:	<input checked="" type="checkbox"/> Approved as Submitted		<input type="checkbox"/> Approved with Conditions (List conditions in the comments)	<input type="checkbox"/> Pending (List items to be addressed by applicant)
Date & Time of Decision:	01/29/2025 1:30 PM <i>A. A. Khanoker</i>			
Comments:	Final Design should be submitted.			

# Exhibit C



Sheldon Neasey,  
Mayor

**CITY OF FLINT**  
DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES  
Zoning Division

**PLAN REVIEW & COMPLIANCE ROUTING FORM**  
Project Information

Project Number	PC 25-02
Project Name	Alley Creation
Address of Project:	Alley bet. Leith St & McClellan St
Routing Date:	1-24-25
Project Contact:	
Instructions:	<p>Plan Review: After the attached application and submitted plans have been reviewed, please complete the Reviewing Agency Comments section of the form, and submit a copy to the City of Flint Zoning Coordinator</p> <p>For city departments, complete this form as a fillable PDF. Add label to the end of file name as APPROVED, APPROVED W/CONDITIONS, or PENDING.</p>

**Reviewing Agency Comments**

Agency Name:	Transportation				
Reviewed By (Name & Title):	Rod Michalski Director				
Review Type: (Check all that apply)	<input type="checkbox"/> Water	<input type="checkbox"/> Sanitary Sewer	<input type="checkbox"/> Stormwater	<input type="checkbox"/> Fire	<input checked="" type="checkbox"/> Traffic / Right-of-Way
	<input type="checkbox"/> Zoning	<input type="checkbox"/> City Engineering		<input type="checkbox"/> Building	
Agency Review Decision:	<input checked="" type="checkbox"/> Approved as Submitted		<input type="checkbox"/> Approved with Conditions (List conditions in the comments)		<input type="checkbox"/> Pending (List items to be addressed by applicant)
Date & Time of Decision:	1-29-25 @ 12:30 pm				
Comments:					



**CITY OF FLINT**  
**DEPARTMENT OF BUSINESS AND COMMUNITY SERVICES**  
 Zoning Division

# Exhibit C

PLAN REVIEW & COMPLIANCE ROUTING FORM	
Project Information	
<b>Project Number</b>	PC 25-01
<b>Project Name</b>	Alley Vacation (Saginaw St Gas Canopy and Pumps)
<b>Address of Project:</b>	3009 N Saginaw St
<b>Routing Date:</b>	1/29/2025
<b>Project Contact:</b>	Vito Pampalona   vito@pampalonaco.com   (248) 710-3444
<b>Instructions:</b>	<p>Plan Review: After the attached application and submitted plans have been reviewed, please complete the Reviewing Agency Comments section of the form, and submit a copy to the City of Flint Zoning Coordinator</p> <p>For city departments: complete this form as a fileable PDF. Add label to the end of file name as <b>APPROVED, APPROVED WCONDITIONS, or PENDING.</b></p>
Reviewing Agency Comments	
<b>Agency Name:</b>	City of Flint
<b>Reviewed By (Name &amp; Title):</b>	Brian Acheff - Zoning Coordinator (On behalf of DPW)
<b>Review Type: (Check all that apply)</b>	<input checked="" type="checkbox"/> Water <input checked="" type="checkbox"/> Sanitary Sewer <input checked="" type="checkbox"/> Stormwater <input type="checkbox"/> Fire <input type="checkbox"/> Traffic / Right-of-Way
	<input type="checkbox"/> Zoning <input type="checkbox"/> City Engineering <input type="checkbox"/> Building
<b>Agency Review Decision:</b>	<input checked="" type="checkbox"/> Approved as Submitted <input type="checkbox"/> Approved with Conditions (List conditions in the comments) <input type="checkbox"/> Pending (List items to be addressed by applicant)
<b>Date &amp; Time of Decision:</b>	2/27/2025
<b>Comments:</b>	No comments.

# HILLCREST

APPROXIMATE LOCATION OF PLANT BY ADDRESS IN HILLCREST COUNTY

**DESCRIPTION**  
 This is a map of the Hillcrest area showing the location of the plant. The map is divided into blocks and streets. The plant is located in the block bounded by [Street Name] and [Street Name].

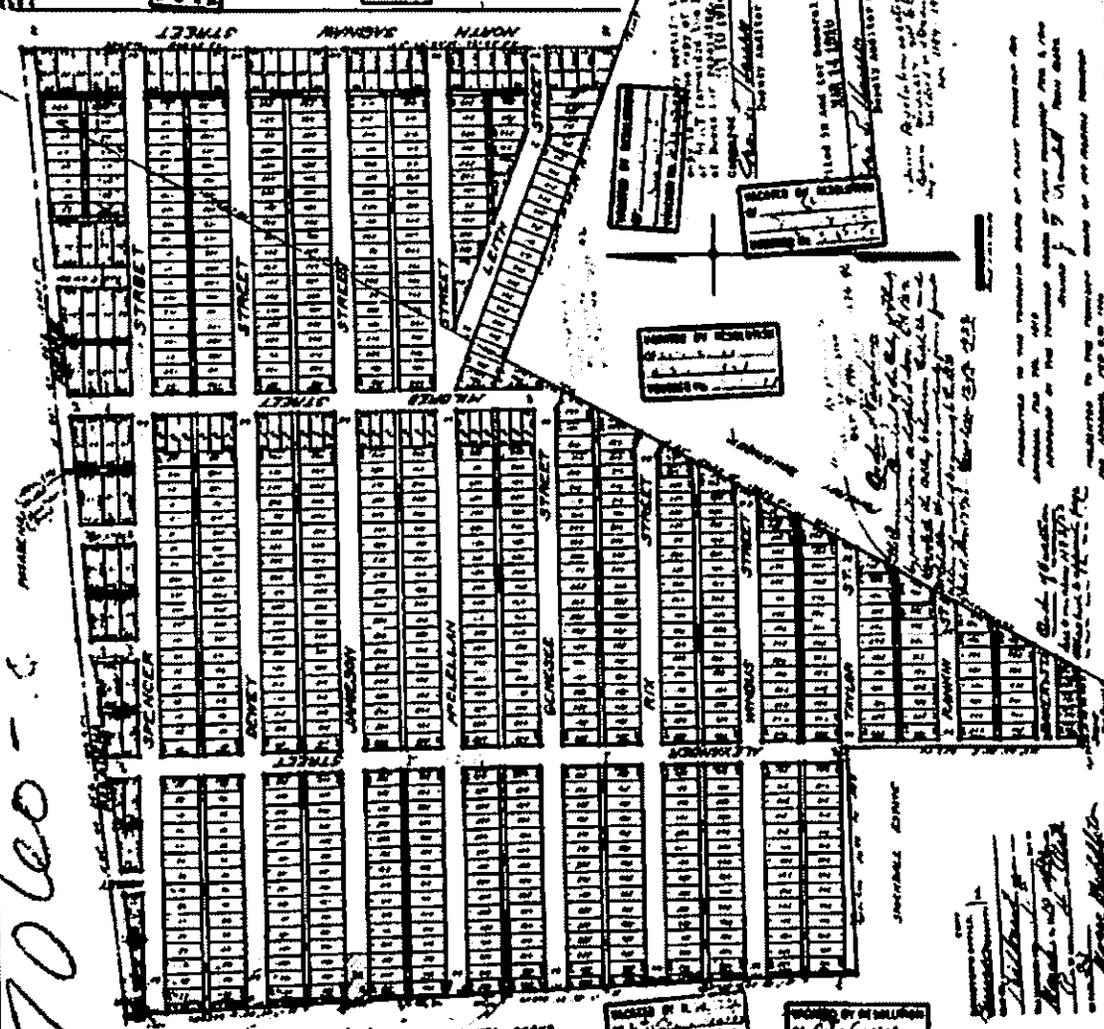
### DESTINATION

At the time of the survey, the plant was located in the block bounded by [Street Name] and [Street Name]. The plant was located in the block bounded by [Street Name] and [Street Name].

### SURVEYS CERTIFICATE

I hereby certify that the [Street Name] addressed to is correct. I have been advised by [Name] that the plant is located in the block bounded by [Street Name] and [Street Name].

7060-6



MADE BY [Name]  
 [Address]  
 [City, State]



RESOLUTION NO.:

260084

PRESENTED:

3-04-2026

ADOPTED:

AO615

**RESOLUTION TO AMEND ROWE PROFESSIONAL SERVICES' CONTRACT TO ACT AS THE PRIME PROFESSIONAL FOR THE ST. JOHN STREET MEMORIAL PARK PROJECT**

**BY THE CITY ADMINISTRATOR:**

**WHEREAS**, the City of Flint received a grant from Michigan Department of Natural Resources/Spark (MDNR) for St. John Memorial Park improvements in 2023 for \$1,000,000; and

**WHEREAS**, A/E Collaborative LLC was the lowest qualified bidder but did not complete the architectural and construction services; and

**WHEREAS**, Rowe Professional Services worked with the City in securing permits from Michigan Department of Environment, Great Lakes and Energy (EGLE) for this project; and

**WHEREAS**, through MiDeals cooperative, Rowe has submitted a proposal to amend their contract to act as the Prime Professional to assist with the bidding process, submittal and review process, project management of construction contractors; and

**WHEREAS**, Rowe will also provide survey and site grading, permitting, geotechnical, and construction engineering services; and

**WHEREAS**, these professional services are slated to cost \$154,816 for Rowe to assist with this project, and to complete the park improvements within the grant deadline.

Dept.	Name of Account	Account Number	Grant Code	Amount
Parks	Professional Services	296-751.719-801.000	SMDNR-SPRK23	154,816.00

**THEREFORE, IT IS RESOLVED** that the appropriate City officials are authorized to do all things necessary to approve entering into a contract with Rowe Professional Services to act as the Prime Professional for the St. John Memorial Park project for an amount Not-to-Exceed \$154,816.

**APPROVED AS TO FORM:**

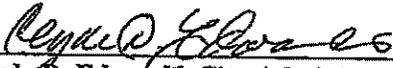
**APPROVED AS TO FINANCE:**

*JoAnne Gurley*  
\_\_\_\_\_  
JoAnne Gurley, City Attorney

\_\_\_\_\_  
Philip Moore, Chief Financial Officer



FOR THE CITY OF FLINT:

  
\_\_\_\_\_  
Clyde D. Edwards, City Administrator

APPROVED BY CITY COUNCIL:

\_\_\_\_\_



## 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: 2-27-2026

BID/PROPOSAL#

AGENDA ITEM TITLE:

RESOLUTION TO AMMEND CONTRACT WITH ROWE PROFESSIONAL SERVICES COMPANY TO ACT AS THE PRIME PROFESSIONAL THROUGH THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES (MDNR) FOR THE ST. JOHN MEMORIAL PARK PROJECT

PREPARED BY: Diana Degner

VENDOR NAME: Rowe Professional Services Company

#### **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?

- Yes, an assessment was conducted, and it was determined that the project falls outside the scope of work that can be completed by internal City of Flint staff and resources.
- The vendor was chosen based on the evaluation criteria outlined in the RFP, including qualifications, pricing, and proposed timeline. The selected vendor met all the necessary requirements to become an approved contractor with the City of Flint
- Rowe has done business with the City of Flint before and holds a great reputation as a vendor.



# CITY OF FLINT

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

Effective: November 14, 2025

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- As part of the City's standard permitting process, all vendors are required to undergo a post-permit inspection before any payment is issued. In addition to the post-permit inspection, the vendor's performance will be reviewed based on adherence to project timelines, budget, quality of work, and communication. This evaluation will inform future contracting decisions.

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

The vendor review process is evaluated according to the following criteria:

1. Experience and Qualifications
2. Cost Proposal
3. References and Reputation
4. Project Schedule and Timeline
5. Pricing
6. Prior Experience and Project Examples

### 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)

\*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



## CITY OF FLINT

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

Effective: November 14, 2025

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

#### Section III.

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

##### Improved Quality & Timely Completion

- Experienced project management increases the likelihood of delivering a high-quality, durable installation on schedule.

##### Professional Project Oversight

- Dedicated project management reduces strain on city staff.
- Clear timelines, milestones, risk management, and budget tracking improve accountability.

#### 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?
- 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.



**CITY OF FLINT**

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

*Effective: November 14, 2025*

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

• \$154,816

• 100%

• They will provide complete oversight on a constrained timeline

• 100%

BUDGETED EXPENDITURE? YES  NO  IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant Code	Amount
Parks	Professional Services	296-751.719-801.000	SMDNR -SPRK2 3	154,816.00
<b>FY26 GRAND TOTAL</b>				<b>154,816.00</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 1 154,816.00

BUDGET YEAR 2 \_\_\_\_\_



**CITY OF FLINT**

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

Effective: November 14, 2025

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

BUDGET YEAR 3 \_\_\_\_\_

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

PRE-ENCUMBERED? YES  NO  REQUISITION NO: 260011218

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

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)

	NAME	PHONE NUMBER
1	Rod Slaughter	Ext. 3019
2	Diana Degner	810-265-3024
3		

STAFF RECOMMENDATION: (PLEASE SELECT):  APPROVED  NOT APPROVED

DEPARTMENT HEAD SIGNATURE: \_\_\_\_\_  
(Name, Title)

ADMINISTRATION APPROVAL: Clyde D. Edwards  
\$20,000 or above spending authorizations)