

**City of Flint**  
**Receivership Transition Advisory Board Agenda**  
**Thursday, June 11 2015**  
**1:00 PM**

Flint City Hall  
Council Chambers – 3<sup>rd</sup> Floor  
1101 S. Saginaw St.  
Flint, Michigan 48502

**I. CALL TO ORDER**

- A. Roll Call
- B. Introduction of Board Members
- C. Approval of Agenda

**II. ORIENTATION**

- A. Emergency Manager Order No. 3 (5 minutes)
- B. Emergency Manager (Final) Order No. 20 (5 minutes)
- C. Local Financial Stability and Choice Act (5 minutes)
- D. Open Meetings Act (5 minutes)
- E. Freedom of Information Act (5 minutes)
- F. Media (5 minutes)
- G. Governor's Appointment Letter (5 minutes)
- H. RTAB Web Page Link
- I. Public Meeting Packet

**III. BOARD ORGANIZATION**

- A. Resolution #2015-1 – Posting Notice Designation (attachment #1)
- B. Resolution #2015-2 – Rules of Procedure (attachment #2)

- C. Standards of Conduct, Conflicts of Interest, and Ethics Policy #2015-1 (attachment #3)
- D. 2015 Meeting Schedule (attachment #4)

#### **IV. NEW BUSINESS**

##### **A. Approval of Resolutions & Ordinances for City Council Meetings**

- 1. Resolutions from Regular City Council meeting of May 11, 2015 (attachment #5)
- 2. Resolutions from Regular City Council meeting of May 27, 2015 (attachment #6)
  - a. Resolution #150431 – Budget Amendment - CDBG Funds/HOME Investment Partnership Program Funds (attachment #6b)
  - b. Resolution #150432 – Additional Purchase Order to Etna Supply Co. (attachment #6c)
  - c. Resolution #150433 – Change Order to #1 to Contract with Ace-Saginaw Paving Co. (attachment #6d)
  - d. Resolution #150434 – Change Order to #3 to Contract with Rowe Engineering (attachment #6e)
  - e. Resolution #150435 – Change Order #2 to Purchase Order #14-465 to Central Concrete (attachment #6f)
  - f. Resolution #150436 and #150436.1 – Grant Agreement with Charles Stewart Mott Foundation (attachment #6g)

##### **B. City Administrator Items**

- 1. Budget to Actual – April 2015 (attachment #7)
- 2. Chief Financial Officer Appointment (attachment #8)
- 3. Other

#### **V. PUBLIC COMMENT**

#### **VI. ADJOURNMENT**

*Attachment #1*RICK SNYDER  
GOVERNORSTATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSINGNICK A. KHOURI  
STATE TREASURER**RECEIVERSHIP TRANSITION ADVISORY BOARD  
FOR  
THE CITY OF FLINT****RESOLUTION 2015-1****DESIGNATING CERTAIN PERSONS TO GIVE NOTICE  
OF MEETINGS OF THE  
RECEIVERSHIP TRANSITION ADVISORY BOARD  
FOR THE CITY OF FLINT**

WHEREAS, Section 23(1) of Public Act 436 of 2012, the Local Financial Stability and Choice Act ("the Act"), provides that "[b]efore removing a local government from receivership, the governor may appoint a receivership transition advisory board to monitor the affairs of the local government until the receivership is terminated"; And

WHEREAS, Section 23(2) of the Act provides that "[a] receivership transition advisory board shall consist of the state treasurer or his or her designee, the director of the department of technology, management, and budget or his or her designee, and, if the local government is a school district, the superintendent of public instruction or his or her designee. The governor also may appoint to a receivership transition advisory board 1 or more other individuals with relevant professional experience, including 1 or more residents of the local government"; And

WHEREAS, on April 29, 2015, the Governor appointed a Receivership Transition Advisory Board for the City of Flint ("the Board"); And

WHEREAS, Section 23(6) of the Act provides that "[a] receivership transition advisory board is a public body as that term is defined in section 2 of the open meetings act, 1976 PA 267,

MCL 15.262, and meetings of a receivership transition advisory board are subject to the open meetings act, 1976 PA 267, MCL 15.261 to 15.275. A receivership transition advisory board is also a public body as that term is defined in section 2 of the freedom of information act, 1976 PA 442, MCL 15.232, and a public record in the possession of a receivership transition advisory board is subject to the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246"; And

WHEREAS, Section 5(1) of Public Act 267 of 1976, the Open Meetings Act, provides that "[a] meeting of a public body shall not be held unless public notice is given as provided in this section by a person designated by the public body"; And

WHEREAS, the Attorney General of Michigan concluded in Opinion No. 5183 (1977), that the "requirement that a person be 'designated' to carry out the posting of public notice means that such person be formally chosen by resolution noticed in the minutes of the public body."

NOW THEREFORE, be it resolved by the Board as follows:

1. That the following persons be, and the same hereby are, designated collectively, individually, or in any combination thereof, to give notice of meetings of the Board pursuant to Section 5(1) of Public Act 267 of 1976, the Open Meetings Act:
  - a. Angela Dempkowski
  - b. Penny Ducat
  - c. Christina McAlvey
  - d. Wendy Lamphier
  - e. Inez Brown
  - f. Maxine Murray
2. That the minutes of the Board meeting at which this Resolution is adopted take notice of the adoption of this Resolution.

3. That, to the fullest extent permitted by law, the giving of any notice of a meeting of the Board by any of the foregoing persons, or by any other person previously designated by the Board, before the effective date of this Resolution is valid to the same extent had the notice been given after the effective date of this Resolution.
4. This Resolution shall have immediate effect.

DRAFT

IN WITNESS WHEREOF, the members of the Receivership Transition Advisory Board for the City of Flint, or their designees, have signed and adopted this Resolution.

FLINT RECEIVERSHIP TRANSITION ADVISORY BOARD

By \_\_\_\_\_  
Frederick Headen, Board Member

By \_\_\_\_\_  
Brian Larkin, Board Member

By \_\_\_\_\_  
David McGhee, Board Member

By \_\_\_\_\_  
Robert McMahan, Board Member

By \_\_\_\_\_  
Beverly Walker-Griffiea, Board Member

Date: \_\_\_\_\_  
Flint, Michigan



Attachment #2

RICK SNYDER  
GOVERNORSTATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSINGNICK A. KHOURI  
STATE TREASURER**RECEIVERSHIP TRANSITION ADVISORY BOARD  
FOR  
THE CITY OF FLINT****RESOLUTION 2015-2****ADOPTING RULES OF PROCEDURE**

WHEREAS, Section 23(1) of Public Act 436 of 2012, the Local Financial Stability and Choice Act (the "Act"), provides that "[b]efore removing a local government from receivership, the governor may appoint a receivership transition advisory board to monitor the affairs of the local government until the receivership is terminated"; And

WHEREAS, Section 23(2) of the Act provides that "[a] receivership transition advisory board shall consist of the state treasurer or his or her designee, the director of the department of technology, management, and budget or his or her designee, and, if the local government is a school district, the superintendent of public instruction or his or her designee. The governor also may appoint to a receivership transition advisory board 1 or more other individuals with relevant professional experience, including 1 or more residents of the local government";

WHEREAS, on April 29, 2015, the Governor appointed a Receivership Transition Advisory Board for the City of Flint (the "Board"); And

WHEREAS, Section 23(4) of the Act provides, in part, that "[a]t its first meeting, a receivership transition advisory board shall adopt rules of procedure to govern its conduct, meetings, and periodic reporting to the governor"; And

WHEREAS, the members of the Board wish to adopt Rules of Procedure in accordance with the Act to govern the conduct, meetings, and periodic reporting of the Board.

NOW THEREFORE, be it resolved by the Board as follows:

1. That the Rules of Procedure presented to the Board at its first meeting on June 11, 2015, hereby are adopted.
2. That the minutes of the Board meeting at which this Resolution is adopted take notice of the adoption of this Resolution.
3. This Resolution shall have immediate effect.



IN WITNESS WHEREOF, the members of the Receivership Transition Advisory Board for the City of Flint, or their designees, have signed and adopted this Resolution.

FLINT RECEIVERSHIP TRANSITION ADVISORY  
BOARD

By \_\_\_\_\_  
Frederick Headen, Board Member

By \_\_\_\_\_  
Brian Larkin, Board Member

By \_\_\_\_\_  
David McGhee, Board Member

By \_\_\_\_\_  
Robert McMahan, Board Member

By \_\_\_\_\_  
Beverly Walker-Griffiea, Board Member

Date: \_\_\_\_\_  
Flint, Michigan

**RECEIVERSHIP TRANSITION ADVISORY BOARD  
FOR  
THE CITY OF FLINT**

**Rules of Procedure**

**ARTICLE I**

**Adoption and Purpose**

The Receivership Transition Advisory Board for the City of Flint, Michigan ("the Board") adopts these Rules of Procedure ("Rules") to govern its organization and operations pursuant to Section 23(4) of Public Act 436 of 2012, the Local Financial Stability and Choice Act, ("the Act").

The purpose of the Board is to provide guidance and oversight to City of Flint (the "City") officials concerning operational, financial, budgetary, and other matters within the statutory purview of the Board that are relevant to the success of the City. In furtherance of this purpose, the Board may exercise those powers granted under Section 23(4) of the Act, together with those assigned by the Appointment Letter dated April 29, 2015.

**ARTICLE II**

**Members - Term of Office**

The membership of the Board, its term of office, and the method of its selection shall be as set out in Sections 23(2) and (3) of the Act. A vacancy on the Board may, but need not, be filled by the Governor of the State of Michigan in the same manner as the original appointment. Each member of the Board shall take and subscribe to the constitutional oath of office under Section 1 of Article XI of the Constitution of Michigan of 1963. The oath shall be filed with the Office of the Great Seal of the Secretary of State of the State of Michigan.

**ARTICLE III**

**Officers**

Section 1. Officers. The officers of the Board shall be the Chairperson and, if applicable, the Vice-Chairperson, and one or more other officers.

Section 2. Chairperson. The State Treasurer of the State of Michigan (the "State Treasurer"), or his or her designee appointed to represent the State Treasurer, shall be the Chairperson of the Board. The Chairperson shall preside at all meetings of the Board.

Section 3. Vice-Chairperson. The Chairperson may select a Vice-Chairperson and one or more other officers who shall serve at the pleasure of the Chairperson. The Vice-Chairperson shall preside at all meetings of the Board upon request of the Chairperson, including in the absence

of the Chairperson. The Vice-Chairperson shall have the other duties and responsibilities as delegated by the Chairperson as permitted by law.

Section 4. Absence of Chairperson and Vice-Chairperson. Whenever the Chairperson and Vice-Chairperson, if one has been selected, are unable to attend a meeting of the Board, the members present at that meeting shall designate a temporary presiding officer from among the members present, who shall preside at the meeting.

Section 5. Vice Chairperson Vacancy. Should the office of Vice-Chairperson become vacant and the Chairperson desires to appoint a replacement, the Chairperson shall select a successor from the Board membership.

Section 6. Sub-Committees. The Chairperson may designate and appoint Board members to one or more sub-committees to advise the Board. The Chairperson, or his or her designee, shall chair the sub-committees and preside at all meetings of a sub-committee.

Section 7. Retention of Professionals. The Board may request from the Michigan Department of Treasury ("the Department") professional services it considers necessary. If a request is authorized by the Department, the Department shall determine the qualifications necessary. "Professional services" means services that require a high degree of intellectual skill, an advanced degree, or professional licensing or certification. Those providing the professional services are distinguished based on their specialized knowledge, experience, and expertise. Professional services include, but are not limited to, accounting, actuarial, appraisal, auditing, investment advisor, and legal services. Any use of or contract for legal services requires prior approval by the Department of Attorney General.

Section 8. Compensation and reimbursement. Members of the Board shall serve without compensation for their service on the Board. However, a member may be reimbursed for actual and necessary expenses, including customary expenses related to travel, meals, and lodging which are incurred in connection with his or her official duties. A member shall provide original copies of all receipts for meals, lodging, and travel with any request for reimbursement. Any reimbursement for expenses shall be reviewed and approved in writing by the Board before being submitted to the Department.

## ARTICLE IV

### Meetings

Section 1. Public Meetings. All meetings of the Board shall be held in compliance with Public Act 267 of 1976, the Open Meetings Act.

Section 2. Regular and Special Meetings. Regular Meetings of the Board shall be held monthly, or at the call of the Chairperson, at the times and places determined by the Chairperson. Special Meetings of the Board shall be held at such times and such places as may be determined by the Board at any Regular or Special Meeting, or at any other times and places as determined by the Chairperson. The call for a Regular Meeting, specifying the time and place of the meeting and the suggested agenda shall be delivered in person, mailed, faxed, or emailed to each member of the Board prior to the date of such meeting. The call for a Special Meeting specifying the time and

place for such meeting may be emailed or given by telephone to the business or home address or cell phone of each member of the Board not less than 18 hours before the time of the meeting. Notice, posting and other procedures for the call of Regular or Special Meetings shall be performed in accordance with Public Act 267 of 1976, the Open Meetings Act.

Section 3. Quorum. A majority of the members of the Board shall constitute a quorum of the Board for the transaction of business at a meeting, or the exercise of a power or function of the Board, but a lesser number may adjourn a meeting of the Board.

Section 4. Attendance. Members of the Board shall make all reasonable efforts to attend meetings of the Board. If a member is unable to attend a Regular or Special Meeting, he or she shall inform the Chairperson prior to the meeting. Any absence shall be noted in the minutes for that meeting. A member who is present at a meeting may by motion request that one or more members who are unable to attend the meeting be granted an excused absence from that meeting.

Section 5. Telephonic Attendance at Meetings. A member of the Board may attend and participate in a meeting of the Board by the use of telecommunications or other electronic equipment so long as all persons participating in the meeting may hear each word and if the meeting is otherwise conducted in compliance with Public Act 267 of 1976, the Open Meetings Act.

Section 6. Action by the Board. The Board shall only take the actions approved by a resolution or motion of the Board which had a concurring vote of a majority of the members of the Board.

Section 7. Manner of Voting. Voting on a resolution shall be by a roll call vote. Voting on all other questions at a meeting of the Board shall be by voice vote, unless a member requests a roll call vote. In the case of a roll call vote, the individual yeas and nays shall be entered in the minutes of that meeting.

Section 8. Minutes. Minutes of all the Board meetings, including all votes, shall be kept on file by the Department. Proposed minutes for a Board meeting shall be prepared within eight business days of the meeting. The minutes shall be corrected and approved at the succeeding meeting. If corrected, the minutes shall show both the original entry and the correction. The minutes for each meeting of the Board shall be open and available to the public in compliance with Public Act 267 of 1976, the Open Meetings Act, and Public Act 442 of 1976, the Freedom of Information Act.

Section 9. Submission of Agenda Items. An item that a City official is required to submit to the Board for consideration, or other items submitted at the discretion of the Board, shall be transmitted to the Department at least 11 calendar days prior to the Board meeting at which the item is to be considered. An item not submitted in accordance with the preceding sentence may be added to an agenda at the discretion of the Board.

Section 10. Resolutions and Effective Date. All resolutions shall be in writing, be numbered sequentially by year, and be kept on file at the Department. A resolution shall become effective on the day of its adoption immediately upon adjournment of the meeting at which it was adopted, unless otherwise stated in the resolution.

Section 11. Public Comment. Each Board agenda shall provide for public comment. The Board may by motion establish a uniform maximum amount of time each member of the public shall have to offer comment and such motion, if approved by the Board, shall remain in effect at subsequent Regular and Special Meetings until modified or rescinded by the Board. A member of the public who addresses the Board during public comment shall first state his or her name and the municipality in which he or she resides. No person shall have the right to speak more than once upon the same subject until all other persons wishing to speak upon that subject have had the opportunity to do so. Public comment in the form of written correspondence submitted to the Board shall be noted on the record by the Chairperson during public comment, but only after all members of the public wishing to speak have done so. Members of the Board may, but need not, respond to questions posed or statements made during public comment.

## ARTICLE V

### Liability of Members, Officers, and Employees

Section 1. Immunity. Section 7 of Public Act 170 of 1964 generally permits governmental immunity as a defense to a member's alleged negligence in violating his or her duties and responsibilities, so long as the member:

A. Is acting, or reasonably believes he or she is acting, within the scope of his or her authority; and

B. The conduct of the member does not amount to gross negligence that is the proximate cause of the injury or damage. As used in this Section, "gross negligence" means conduct so reckless as to demonstrate a substantial lack of concern for whether an injury results.

## ARTICLE VI

### Miscellaneous Provisions

Section 1. Parliamentary Procedure. To the extent practicable, the Board shall conduct its meetings procedurally in accordance with the latest edition of *Roberts Rules of Order*.

Section 2. Fiscal Year. The fiscal year of the Board shall be the same as the fiscal year of the State.

Section 3. Execution of Documents. The Board may authorize by resolution the execution of documents or certificates on behalf of the Board by the members of the Board and other authorized officers of the Board as it considers appropriate.

Section 4. Ethical Duties. Members of the Board shall be subject to the provisions of Public Act 196 of 1973, the State Ethics Act, as well as any ethics policy adopted by the Board.

Section 5. Conflict of Interest. Members of the Board shall be subject to the provisions of Public Act 317 of 1968 and Public Act 318 of 1968, as well as any ethics policy adopted by the Board.

Section 6. Conflict with the Act. To the extent that there is any conflict between these Rules and the Act or the underlying statutes, the Act and the underlying statutes shall control.

Section 7. Adoption of Policies. The Board may adopt one or more policies supplementary to these Rules to govern the conduct of members of the Board concerning standards of conduct, conflicts of interest, and ethics. A policy shall be identified by the year of its adoption and a sequential number.

Section 8. Annual Evaluation. The Board shall conduct, or cause to be conducted a formal annual evaluation of the City's operational and financial progress by identifying strengths, weaknesses, benchmarks achieved, and benchmarks not yet achieved, including a list of specific recommendations, potential resources available to assist City officials, residents, and other stakeholders concerning how the long-term sustainability of the City may be promoted and ensured. An annual evaluation may be presented in any form that the Board so chooses.

Section 9. Principal Address. The principal address of the Board shall be 430 West Allegan Street, Lansing, Michigan 48922, or such other address as hereafter may be determined by the Board.

## ARTICLE VII

### Amendment and Suspension of Rules of Procedure

Section 1. Amendment. These Rules may be amended by resolution adopted by the affirmative vote of a majority of the members of the Board. A proposed amendment shall be in writing, shall specify the words to be added to or stricken from these Rules by the proposed amendment, and be provided to members of the Board in advance of the meeting at which the proposed amendment is to be considered.

Section 2. Suspension. Any and all of the provisions of these Rules, except those required by State law, may be suspended by the affirmative vote of a majority of the members of the Board.

Date: \_\_\_\_\_  
Flint, Michigan

**RECEIVERSHIP TRANSITION ADVISORY BOARD**  
**FOR**  
**THE CITY OF FLINT**

Policy No. 2015-1

**Standards of Conduct, Conflicts of Interest, and Ethics Policy**

This Standards of Conduct, Conflict of Interest, and Ethics Policy (this "Policy") for the members of the Receivership Transition Advisory Board is designed to maintain the standards of conduct of the Board, and to assure compliance with applicable law.

The Board is committed to conducting its business in accordance with the highest ethical standards. It is the policy of the Board to conduct its business fairly, ethically, and in compliance with applicable law.

This Policy requires not only the avoidance of misconduct, but also the avoidance of acts or omissions by a Board member that give the appearance of misconduct or impropriety, as well as the obligation to report misconduct. Board members shall not enter into any activity or incur any expense or liability which would compromise the Board's commitment to these high standards.

**I. Disclosure of Substantial Financial Interests.** All Board members must disclose any relevant substantial financial interests held that could create the appearance of impropriety. This must be done at any point during a member's term, at the next scheduled meeting of the Board, after an apparent conflict arises.

**II. Conflicts of Interest.** A Board member's duty to the Board demands avoiding and disclosing actual and apparent conflicts of interest. A conflict of interest exists where the interests or benefits of a Board member or any of his or her affiliates conflicts with the interests or benefits of the Board or the City. A Board member also has a conflict of interest if, in the course of performing his or her duties for the Board, such Board member's judgment and discretion is or may be influenced by considerations of personal gain or benefit, or gain or benefit to a third party other than the Board or the City.

A. A Board member shall not engage in any conduct that constitutes a conflict of interest and shall immediately advise the Board in writing of any incident or circumstance that may present the existence of a conflict of interest. The Board shall immediately notify in writing the State Treasurer and the Mayor of any potential conflicts of interest.

B. A Board member with a conflict of interest related to any matter before the Board shall disclose the conflict of interest before the Board takes any action with respect to such matter, which disclosure shall become a part of the record of the Board's official proceedings. The Board member shall refrain from doing all of the following with respect to the matter that is the basis of the conflict of interest:

1. Voting in the Board's proceedings related to the matter.

2. Participating in the Board's discussion of and deliberation on the matter.
3. Discussing the matter with any other Board member.

C. A Board member shall not directly or indirectly through an affiliate:

1. Do business with the City.
2. Have any contracts with the City.
3. Respond to any request for proposals of the City.
4. Seek any no-bid contracts (pending or future) of the City or
5. Have any affiliates who are officers or employees of the City.

D. Board members shall not have or acquire financial interest in any property or asset owned by the City, or have an interest in any provider of goods and services to the City, unless such interest comes through ownership of publicly traded shares constituting not more than 1.0 percent ownership in such provider.

**III. Confidential Information.** During and after a Board member's service with the Board, members shall not knowingly disclose to third parties, or appropriate for their own use or the use of others, any confidential information obtained during his or her service with the Board.

**IV. Fair Dealing.** The Board is committed to conducting its business fairly and in accordance with the highest ethical standards. No Board member shall:

- a. Use unfair techniques, such as misrepresentation of material facts or improper concealment of information, to gain an advantage;
- b. Offer or accept a bribe, kickback or improper favor in order to secure a business advantage;
- c. Knowingly use his or her official position, in violation of applicable law, to improperly influence a decision of the Board, the Mayor, the Council or any other employees of the City; and
- d. Attempt to influence any decision to fill a City employment position with an immediate family member.

**V. Reporting of Illegal or Unethical Behavior and Violations of this Code.** A Board member shall report promptly any actual, attempted, or apparent violation of this Policy. If a violation is observed or reported, or is indicated by records or other information of which a Board member becomes aware, then the matter shall be immediately reported to the State Treasurer and Mayor. In no event shall the Board take or threaten any action against another Board member for making



a complaint or disclosing information in good faith concerning an actual, attempted, or apparent violation of this Policy.

**VI. Definitions.** As used in this Policy:

a. "Affiliate" means a person who directly or indirectly owns or controls, is owned or controlled by, or is under common ownership or control with, another person.

b. "Confidential information" means any information concerning the Board's and the City's assets, employees, property, affairs, customers, service providers, processes, technology, data, financial information and any other information or data concerning the operation of the Board or the City that is not public information.

c. "Immediate family member" means a person's spouse, child, sibling, or parent (including step-children, stepsiblings, stepparents, and adoptive relationships) or a relative of any degree residing in the same household as that person.

d. "Substantial financial interest" means an interest that will result in an immediate or future financial gain.

Date: \_\_\_\_\_  
Flint, Michigan

**City of Flint  
Receivership Transition Advisory Board  
2015 Meeting Schedule  
2:00 P.M.**

Flint City Hall  
Council Chambers  
1101 S. Saginaw Street  
Flint, MI 48502

June 11, 2015

July 15, 2015

August 12, 2015

September 9, 2015

October 14, 2015

November 12, 2015 (Thursday)

December 9, 2015

## City of Flint, Michigan

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



### Meeting Minutes 2 - Draft

Monday, May 11, 2015

6:05 PM

Council Chambers

### CITY COUNCIL

*Joshua M. Freeman, President, Ward 4*  
*Wantwaz D. Davis, Vice President, Ward 5*

*Eric Mays, Ward 1*

*Kerry Nelson, Ward 3*

*Monica Galloway, Ward 7*

*Jacqueline Poplar, Ward 2*

*Herbert J. Winfrey, Ward 6*

*Victoria VanBuren, Ward 8*

*Scott Kincaid, Ward 9*

*Inez M. Brown, City Clerk*

**CALL TO ORDER**

*President Freeman called this City Council meeting to order at 6:05 p.m.*

**ROLL CALL**

Present: Councilperson: Councilperson Poplar, Councilperson Nelson, Freeman, Davis, Councilperson Winfrey, Councilperson Galloway, Councilperson VanBuren, Councilperson Kincaid and Councilperson Mays

**ALSO PRESENT**

*City Clerk Inez Brown; City Attorney Peter Bade; State Rep. Sheldon Neeley*

**PLEDGE OF ALLEGIANCE**

*Councilperson VanBuren led the Pledge of Allegiance.*

**PRESENTATION OF COMMITTEE/COUNCIL MINUTES**

150380      Summary Minutes/Flint City Council/Regular Meeting/April 27, 2015

Summary Minutes of the Flint City Council regular meeting held Monday, April 27, 2015, at 6:18 p.m., in the City Council Chambers, 3rd Floor, City Hall.

*Councilperson Mays noted that the minutes be approved "with corrections".*

A motion was made by Councilperson Mays, seconded by Councilperson Kincaid, that this matter be Placed on File. The motion carried by the following vote:

Aye: 9 - Councilperson Poplar, Councilperson Nelson, Chairperson Freeman, Vice President Davis, Councilperson Winfrey, Councilperson Galloway, Councilperson VanBuren, Councilperson Kincaid and Councilperson Mays

**SPECIAL ORDER AND UNFINISHED BUSINESS**

*None*

**PUBLIC HEARINGS**

*None*

**PETITIONS AND UNOFFICIAL COMMUNICATIONS**

150220      Notice of Hearing/Michigan Public Service Commission (MPSC)

Notice of Hearing received March 20, 2015, re: The Michigan Public Service Commission (Consumers Energy Co.) will hold a Public Hearing on Case No. U-17825 at 9 a.m. Thursday, April 2, 2015, at 7109 W. Saginaw Highway, Lansing.

This Matter was Placed on File on the Consent Agenda.

- 150223      Genesee County Sheriff's Office/Flint Fire Department/2015 SKYWARN Training
- Notice from the Genesee County Sheriff's Office and Flint Fire Department, received March 24, 2015, re: Workshops offering free training in severe weather conditions and what to look for will be held at 7 p.m. Tuesday, March 24, 2015, and at 10 a.m. Saturday, April 28, 2015, in the Genesee County Administration Building, 1101 Beach Street, 3rd Floor, Flint.
- This Matter was Placed on File on the Consent Agenda.
- 150225      Meeting Notice/Agenda/Minutes/Attachments/Genesee-Shiawassee Michigan Works/Workforce Development Board (WDB)
- Meeting Notice received March 25, 2015, for the Michigan Works-Workforce Development Board of Genesee and Shiawassee counties, re: Its next monthly meeting will be held at 8 a.m. Friday, March 27, 2015, at the Insight Institute of Neurosurgery & Neuroscience, 4800 S. Saginaw Street, Flint. Also included are an agenda for the meeting, minutes from previous meetings and other documents.
- This Matter was Placed on File on the Consent Agenda.
- 150228      Press Release/Flint Area Community Housing Resource Board/'Building Greater Flint Communities'
- Press Release received March 26, 2015, from the Flint Area Community Housing Resource Board, re: The Flint Area Community Housing Resource Board is hosting a free Fair Housing Conference from 8:30 a.m. to 2 p.m. Tuesday, April 14, 2015, at Bethel United Methodist Church, 1309 N. Ballenger Highway. Topics include Landlord/Tenant Rights and Responsibilities, Foreclosure/Tax Assistance, Home Improvement Grants, and Building Strong Communities.
- This Matter was Placed on File on the Consent Agenda.
- 150230      Notice to Local Unit(s) of Government of Land Use Restriction/Former Amoco Station, 3317 MLK Avenue
- Communication received from ARCADIS of Michigan, LLC, to Inez M. Brown, City Clerk, re: Please find the attached notice to Local Unit(s) of Government of Land Use Restriction for the former Amoco Service Station #05861, 3317 MLK Avenue, Flint.
- This Matter was Placed on File on the Consent Agenda.
- 150238      Notice of Meeting/Karegnondi Water Authority (KWA)
- Notice received April 1, 2015, for a meeting of the Karegnondi Water Authority that will be held at 2 p.m. Wednesday, May 20, 2015, in the Sanilac County Board of Commissioner's Chambers, 60 West Sanilac Avenue, Sandusky.

This Matter was Placed on File on the Consent Agenda.

**150239**      Email Notification/Save the Date/Household Hazardous Waste & Electronic Waste Collection Dates

Communication dated April 1, 2015, from Genesee County, re: A Household Hazardous Waste & Electronic Waste Collection Day has been set for 10 a.m. to 2 p.m. May 2, 2015, at the following locations: Water Service Center, 3310 E. Court St., Flint; and Carman Ainsworth High School, 1300 N. Linden Road, Flint. For more information, call (810) 762-7744.

This Matter was Placed on File on the Consent Agenda.

**150311**      Damage Claim

RENETA, RICHARD., 2722 Begole Street, Flint (Ward 6)

This Matter was Placed on File on the Consent Agenda.

**150312**      Notice/Mass Transportation Authority (MTA)/Strategic Plan

Notice received via email April 14, 2015, re: The Mass Transportation Authority (MTA) will outline its 2016-2026 Strategic Plan at three locations in April: from 6 to 7:30 p.m. Tuesday, April 21, 2015, at the Fenton Township Hall, 12060 Mantawauka Drive, Fenton; from 6 to 7:30 p.m. Wednesday, April 22, 2015, at the Vienna Township Hall, 3400 W. Vienna Road, Clio; and from 6 to 7:30 p.m. at the Davison Township Hall, 1280 N. Irish Road, Davison.

This Matter was Placed on File on the Consent Agenda.

**150316**      News Release/Genesee County Land Bank (GCLB)/Maintenance of Properties

Genesee County Land Bank News Release dated April 15, 2015, re: The GCLB has partnered with 57 local groups in a Clean and Green Program that kicks off at 1 p.m. Thursday, April 16, 2015, at GCCARD, 601 N. Saginaw Street, Flint. Through the Clean & Green program, the local groups will help GCLB maintain -- cleaning and beautifying -- 3,400 vacant properties in and around the City of Flint every three weeks in 2015.

This Matter was Placed on File on the Consent Agenda.

**150335**      Cancellation Notice/Genesee-Shiawassee Michigan Works/Workforce Development Board (WDB)

Notice received March 25, 2015, for the Michigan Works-Workforce Development Board of Genesee and Shiawassee counties, re: The meeting scheduled for April has been cancelled. The next meeting is scheduled for 8 a.m. Friday, May 29, 2015, at the Insight Institute of Neurosurgery & Neuroscience, 4800 S. Saginaw Street, Flint.

This Matter was Placed on File on the Consent Agenda.

- 150362      Petition for Appeal/Michigan Tax Tribunal/God's City of Refuge International Ministries of the Apostolic Faith, Inc. v City of Flint/MTT Docket No. 15-000131 (Parcel No. 46-25-351-029)

Communication received April 20, 2015, re: Petition for Appeal filed with the Michigan Tax Tribunal by God's City of Refuge International Ministries of the Apostolic Faith, Inc., regarding subject property (Parcel No. 46-25-351-029) as it relates to their valuation, taxable value, and exemption.

**This Matter was Placed on File on the Consent Agenda.**

- 150363      Annual Financial Statements/Auditor's Report/Bishop International Airport Authority (BIAA)

Communication dated April 20, 2015, from Dionne Griffin, Deputy Airport director, BIAA, to Flint City Clerk, re: Enclosed please find the Financial Statements for Bishop International Airport Authority for the calendar year ended December 31, 2014, and the associated report from independent auditors Yeo and Yeo, PC.

**This Matter was Placed on File on the Consent Agenda.**

- 150364      Flyer/Genesee County Habitat for Humanity/Habitat Olympics 2015

Flyer received April 21, 2015, re: The annual Habitat Olympics will take place from 9 a.m. to 6:30 p.m. Friday, May 1, 2015, at Diplomat Specialty Pharmacy, 4100 S. Saginaw Street, Flint. For more information, call (810) 766-9089, ext. 203, or send email to [tdiener@geneseehabitat.org](mailto:tdiener@geneseehabitat.org).

**This Matter was Placed on File on the Consent Agenda.**

## COMMUNICATIONS FROM CITY OFFICIALS

- 150221      Flyer/City of Flint/Workshops/Draft Zoning Code

Flyer received March 23, 2015, from [masterplaninfo@cityofflint.com](mailto:masterplaninfo@cityofflint.com), re: Workshops for the general public to review the City of Flint's Draft Zoning Ordinances will be held in each ward during April as follows: Ward 1 -- 5:30 to 7:30 p.m. Thursday, April 16, 2015, at Brownell-Holmes STEM Academy, 6302 Oxley Drive; Ward 2 -- 10 a.m. to noon Saturday, April 11, 2015, at St. Luke's N.E.W. Life Center, 3115 Lawndale Ave.; Ward 3 -- 10 a.m. to noon Saturday, April 18, 2015, at Antioch Church, 1402 E. Stewart Ave.; Ward 4 -- 5:30 to 7:30 p.m. Monday, April 20, 2015, at Asbury United Methodist Church, 1653 Davison Road; Ward 5 -- 5:30 to 7:30 p.m. Tuesday, April 21, 2015, at Catholic Charities, 517 E. Fifth Ave.; Ward 6 -- 5:30 to 7:30 p.m. Thursday, April 9, 2015, at Calvary United Methodist Church, 2111 Flushing Road; Ward 7 -- 5:30 to 7:30 p.m. Thursday, April 30, 2015, at Woodside Church, 1509 E. Court Street; Ward 8 -- 5:30 to 7:30 p.m. Thursday, April 23, 2015, at Flint Southwestern Academy, 1420 W. 12th Street; and Ward 9 -- 5:30 to 7:30 p.m. Tuesday, April 28, 2015, at VISTA/McKinley Center, 249 Peer Ave.

This Matter was Placed on File on the Consent Agenda.

**150222**      Press Release/City of Flint/Water Repairs/Victoria Avenue

Press Release dated March 24, 2015, from Jason Lorenz, City of Flint Public Information Officer, re: Residents in the area of Victoria Avenue, between Fenton Road and Grand Traverse, will likely have little to no service for most of the day, Tuesday, March 24, 2015, as water repairs in the area will affect water flow.

This Matter was Placed on File on the Consent Agenda.

**150224**      Press Release/City of Flint/Statement on Purchasing Water from Detroit/Emergency Manager Gerald Ambrose

Press Release dated March 24, 2015, from Jason Lorenz, City of Flint Public Information Officer, re: City of Flint Emergency Manager Gerald Ambrose responded to a motion by the Flint City Council at its March 23, 2015, meeting to "do all things necessary" to return to Detroit for its drinking water, saying the idea was "Incomprehensible." He added that it would cost more than \$12 million a year to return to Detroit, with no guarantee that the water would be any safer than water from the Flint River.

This Matter was Placed on File on the Consent Agenda.

**150226**      Letter/Genesee County Historical Society/Carriage Town

Communication to City of Flint Emergency Manager Gerald Ambrose, from Genesee County Historical District President David White, received March 23, 2015, re: The letter states that the Historical Society opposes deleting the western half of Carriage Town, west of Grand Traverse Street, as was approved by the Carriage Town Historic District Study Committee in a four-page report. He also states that the Historical Society wants Atwood Stadium and the Indian Burial Ground of 1700 to be preserved for future generations. The letter closes by asking Mr. Ambrose to vote "no" on the recommendations.

This Matter was Placed on File on the Consent Agenda.

**150227**      Press Release/City of Flint/Water Main Break Season

Press Release dated March 25, 2015, from Jason Lorenz, City of Flint Public Information Officer, re: Residents are reminded that water main break season is now in full effect. Possible breaks can be reported by filing a report online at [www.cityofflint.com](http://www.cityofflint.com), or by calling the Water Service Center at (810) 766-7202.

This Matter was Placed on File on the Consent Agenda.

**150229**      Press Release/City of Flint/Curbside Yard Waste Removal

Press Release dated March 26, 2015, from Jason Lorenz, City of Flint Public Information Officer, re: Curbside yard waste removal will resume beginning



Monday, April 6, 2015. For more information, contact Republic Services at (800) 438-0966, or visit the city's web site at [www.cityofflint.com](http://www.cityofflint.com).

This Matter was Placed on File on the Consent Agenda.

**150231 Media Advisory/City of Flint/Update on Water Quality**

Media Advisory dated March 27, 2015, from Jason Lorenz, City of Flint Public Information Officer, re: The City of Flint's Department of Public Works will give an update on the city's water quality at 2 p.m. Friday, March 27, 2015, in the Mayor's Conference Room, 2nd Floor, City Hall, Flint.

This Matter was Placed on File on the Consent Agenda.

**150232 Press Release/City of Flint/Mailing/Water Quality Update**

Press Release dated March 27, 2015, from Jason Lorenz, City of Flint Public Information Officer, re: The City of Flint will mail residents a Water Quality Update notifying them that water testing results for the month of March show that Flint water meets all Michigan Department of Environmental Quality and U.S. Environmental Protection Agency standards for safety. The notice will also identify recent water safety accomplishments.

This Matter was Placed on File on the Consent Agenda.

**150233 Notice/Flint City Council/City Council Meetings/April 2015**

Public Notice posted March 27, 2015, re: City Council meetings are scheduled for 6 p.m. April 13, 2015, and April 27, 2015. Both meetings will be preceded by Committee-of-the-Whole Committee meetings, which start at 4:30 p.m. Council meetings are held in City Council Chambers, 3rd Floor, City Hall.

This Matter was Placed on File on the Consent Agenda.

**150234 Press Release/City of Flint/Closure of City Hall**

Press Release dated March 30, 2015, from Jason Lorenz, City of Flint Public Information Officer, re: Flint City Hall will be closed on Friday, April, 2015, in observance of Good Friday.

This Matter was Placed on File on the Consent Agenda.

**150235 Press Release/Flint Mayor Dayne Walling/'Commit to Fit' Kickoff**

Press release received March 30, 2015, from Jason Lorenz, City of Flint Information Officer, re: The 2nd Annual "Commit to Fit" Mayor's Wellness Challenge kicks off with a press conference at noon Friday, April 1, 2015, at Diplomat Pharmacy, 4100 S. Saginaw Street, Flint.

This Matter was Placed on File on the Consent Agenda.

**150236 Public Notice/Flint Historic District Commission/Regular Meeting**

Public Notice received March 30, 2015, re: Notice and agenda for a regular meeting of the Historic District Commission scheduled for 5:30 p.m. Thursday, April 2, 2015, in the City Council Chambers' Committee-of-the-Whole-Room, 3rd Floor, City Hall.

This Matter was Placed on File on the Consent Agenda.

**150237** Public Notice/Flint City Council/City Council Committee Meetings/April 2015

Public Notice posted March 31, 2015, re: The Flint City Council will hold four committee meetings during the month of April 2015, beginning with Finance and Administration at 4:30 p.m. on Wednesday, April 8, 2015. All meetings will take place in the City Council Committee Room, City Council Chambers, 3rd Floor, City Hall.

This Matter was Placed on File on the Consent Agenda.

**150245** Notice of Meeting/Agenda/Master Plan Steering Committee

Agenda and other materials received April 2, 2015, from masterplaninfo@cityofflint.com, re: A Master Plan Steering Committee meeting is scheduled for 5:30 p.m. Tuesday, April 7, 2015, in Room B1 of the Flint Public Library, 1026 E. Kearsley Street, Flint.

This Matter was Placed on File on the Consent Agenda.

**150246** Public Notice/Flint City Council/Finance & Administration Committee Meeting

Public Notice posted April 2, 2015, re: The Flint City Council will hold a Finance & Administration Committee Meeting at 4:30 p.m. Wednesday, April 8, 2015, in the City Council Committee Room, City Council Chambers, 3rd Floor, City Hall.

This Matter was Placed on File on the Consent Agenda.

**150247** Public Notice/Flint Historic District' Commission/Meeting Cancellation

Public Notice received April 2, 2015, re: The Flint Historic District Commission regular meeting scheduled for Thursday, April 2, 2015, has been cancelled.

This Matter was Placed on File on the Consent Agenda.

**150248** Public Notice/Flint City Council/Public Safety Committee Meeting

Public Notice posted April 2, 2015, re: The Flint City Council will hold a Public Safety Committee Meeting Wednesday, April 8, 2015, in the City Council Committee Room, City Council Chambers, 3rd Floor, City Hall. The meeting will begin at approximately 6 p.m., or following a Finance & Administration Committee meeting that starts at 4:30 p.m.

This Matter was Placed on File on the Consent Agenda.

**150254** Traffic Engineering/Note for Bulletin/Street-Sidewalk-Lane Closures

Notes for Bulletin (5) dated March 2015, for street, sidewalk, or lane closures, re: (1) Grace Street gas main tie-in-March 25); (2) Court Street gas leak repair-March 26); (3) Stockdale Street gas line replacement-March 26-March 28); (4) Second Street (concrete barrier removal-March 28); and (5) Stockdale Street (gas line replacement-March 30-April 4).

**This Matter was Placed on File on the Consent Agenda.**

**150308      Newsletter/City of Flint/Planning & Development**

Newsletter received April 13, 2015, from City of Flint Planning & Development, re: Newsletter with information about upcoming Draft Zoning Workshops, Clean-up Resources and a Public Needs Hearing Update for money awarded to the City of Flint through its Community Development Block Grant, HOME Investment Partnership grant and Emergency Solutions Grant programs.

**This Matter was Placed on File on the Consent Agenda.**

**150309      Press Release/Proclamation/University of Michigan-Flint/Incoming Chancellor Susan Borrego**

Press release received April 13, 2015, from Jason Lorenz, Public Information Officer, re: Mayor Dayne Walling issued a proclamation making Friday, April 17, 2015, Dr. Susan Borrego Day, during a ceremony from 11:30 a.m. to 1 p.m. Tuesday, April 14, 2015, at the Flint Farmers Market.

**This Matter was Placed on File on the Consent Agenda.**

**150313      Press Release/Flint Mayor Dayne Walling/'Commit to Fit' Family Walk**

Press release received April 14, 2015, from Jason Lorenz, City of Flint Information Officer, re: Flint Mayor Dayne Walling will participate in a Family Walk, an event scheduled as part of the "Commit to Fit" program, from 6:30 to 7:30 p.m. Wednesday, April 15, 2015, at Max Brandon Park, Flint. For more information, visit [www.commit2fit.com](http://www.commit2fit.com).

**This Matter was Placed on File on the Consent Agenda.**

**150317      Media Advisory/City of Flint/Chevy Commons Phase I Construction Celebration Ceremony & Walking Tour**

Media Advisory dated April 16, 2015, from Jason Lorenz, City of Flint Public Information Officer, re: A Construction Celebration Ceremony and Walking Tour for the first phase of Chevy Commons construction will take place at 10:30 a.m. Friday, April 17, 2015, at the Chevy Commons site on Chevrolet Avenue.

**This Matter was Placed on File on the Consent Agenda.**

**150327      Public Notice/Election Commission Meeting**

Public Notice from the City Clerk, posted April 15, 2015, re: The Election Commission of the City of Flint will meet at 10 a.m. Thursday, April 16, 2015, in

City Council Chambers to approve election workers and to authorize the establishment of an Absentee Ballot Counting Board for the May 5, 2015, Special Election.

This Matter was Placed on File on the Consent Agenda.

150328

City of Flint/Quarterly Report/Emergency Manager Gerald Ambrose

Communication to R. Kevin Clinton, State Treasurer, from City of Flint Emergency Manager Gerald Ambrose, dated April 15, 2015, re: "Attached please find the quarterly report of the Emergency Manager for the City of Flint, for the period January 1, 2015, through April 15, 2015, as required by Section 9 (5) of Public Act 436 of 2012." The report addresses the financial condition of the City of Flint.

This Matter was Placed on File on the Consent Agenda.

150329

Press Release/City of Flint/Improvements/Water Treatment Plant

Press Release dated April 16, 2015, from Jason Lorenz, City of Flint Public Information Officer, re: The City of Flint is proceeding with design and installation of a Granulated Active Charcoal Filter (GAC) at the Water Treatment Plant, which was recommended by contractor Veolia as a means to help assure that city water will continue to be within Environmental Protection Agency (EPA) guidelines. Installation is expected to be completed by mid-July. Questions or complaints about city water may be directed to (810) 787-6537.

This Matter was Placed on File on the Consent Agenda.

150330

Public Notice/Flint City Council/Public Works Committee Meeting

Public Notice posted April 17, 2015, re: The Flint City Council will hold a Public Works Committee Meeting at 4:30 p.m. Wednesday, April 22, 2015, in the City Council Committee Room, City Council Chambers, 3rd Floor, City Hall, Flint.

This Matter was Placed on File on the Consent Agenda.

150332

Public Notice/Flint City Council/City Council Committee Meeting/Planning & Development

Public Notice posted April 17, 2015, re: The Flint City Council will hold a Planning and Development Committee Meeting at 6 p.m. Wednesday, April 22, 2015, in the Committee Room in City Council Chambers, 3rd Floor, City Hall.

This Matter was Placed on File on the Consent Agenda.

150333

Press Release/City of Flint/Warning

Press release received April 17, 2015, from Jason Lorenz, City of Flint Public Information Officer, re: The City of Flint is warning residents that criminals are impersonating city water personnel and offering to provide water services for a fee. To report potential scammers, call Customer Service at (810) 766-7470.

This Matter was Placed on File on the Consent Agenda.

**150334 Press Release/City of Flint/Celebration/Phase I Construction/Chevy Commons**

Press release dated April 17, 2015, from Jason Lorenz, City of Flint Public Information Officer, re: Environmental Protection Agency Region 5 Administrator Susan Hedman, U.S. Senator Debbie Stabenow, Congressman Dan Kildee, Genesee County Treasurer Deb Cherry and City of Flint Mayor Dayne Walling participated in a Construction Celebration Ceremony and Walking Tour for the first phase of Chevy Commons construction at the site on Chevrolet Avenue.

This Matter was Placed on File on the Consent Agenda.

**150360 Public Notice/Flint City Council/City Council Ad Hoc Committee Meeting/'Rules Governing Meetings of the Council'**

Public Notice posted April 9, 2015, re: The Flint City Council will hold an Ad Hoc Committee Meeting on "Rules Governing Meetings of the Council" at 4 p.m. Friday, April 10, 2015, in the Committee Room in City Council Chambers, 3rd Floor, City Hall.

This Matter was Placed on File on the Consent Agenda.

**150361 Notice/Flint City Council/Special City Council Meeting**

Public Notice posted April 16, 2015, re: The Flint City Council will hold a Special Meeting at 5 p.m. Monday, April 20, 2015, in City Council Chambers, 3rd Floor, 1101 S. Saginaw Street, Flint.

This Matter was Placed on File on the Consent Agenda.

**150366 Press Release/City of Flint/Councilman Wantwaz D. Davis/Town Hall Meeting**

Press Release from Councilman Wantwaz D. Davis, dated April 22, 2015, re: Councilman Davis will host a town hall meeting on the quality of City of Flint water and a statewide ballot proposal at 5:30 p.m. Friday, April 24, 2015, at Doyle Ryder Elementary School, 1040 N. Saginaw Street, Flint.

This Matter was Placed on File on the Consent Agenda.

**150367 Public Notice/Flint City Council/City Council Committee Meetings/May 2015**

Public Notice posted April 23, 2015, re: The Flint City Council will hold four committee meetings during the month of May 2015, beginning with Finance and Administration at 4:30 p.m. on Wednesday, May 6, 2015. All meetings will take place in the City Council Committee Room, City Council Chambers, 3rd Floor, City Hall.

This Matter was Placed on File on the Consent Agenda.

**150368 Notice/Flint City Council/City Council Meetings/May 2015**

Public Notice posted April 23, 2015, re: City Council meetings are scheduled for 6 p.m. May 11, 2015, and May 27, 2015. Both meetings will be preceded by Committee-of-the-Whole Committee meetings, which start at 4:30 p.m. Council meetings are held in City Council Chambers, 3rd Floor, City Hall.

**This Matter was Placed on File on the Consent Agenda.**

**150369      Public Notice/Flint City Council/Committee-of-the-Whole Meeting**

Public Notice posted April 24, 2015, re: The Flint City Council's Committee-of-the-Whole will meet at 4:30 p.m. Monday, April 27, 2015, in the City Council Committee Room, Council Chambers, 3rd Floor, City Hall, 1101 S. Saginaw Street, Flint.

**This Matter was Placed on File on the Consent Agenda.**

**150370      Public Notice/Flint City Council/City Council Meeting**

Public Notice posted April 24, 2015, re: The Flint City Council will meet at 6 p.m. Monday, April 27, 2015, in City Council Chambers, 3rd Floor, City Hall, 1101 S. Saginaw Street, Flint.

**This Matter was Placed on File on the Consent Agenda.**

**150372      Public Notice/Flint Historic District Commission/Regular Meeting**

Public Notice received April 30, 2015, re: Notice and agenda for a regular meeting of the Historic District Commission scheduled for 5:30 p.m. Thursday, May 7, 2015, in the City Council Chambers' Committee-of-the-Whole-Room, 3rd Floor, City Hall.

**This Matter was Placed on File on the Consent Agenda.**

**150373      Notice of Meeting/Agenda/Master Plan Steering Committee**

Agenda and other materials received May 1, 2015, from masterplaninfo@cityofflint.com, re: A Master Plan Steering Committee meeting is scheduled for 5:30 p.m. Tuesday, May 5, 2015, in Room B1 of the Flint Public Library, 1026 E. Kearsley Street, Flint.

**This Matter was Placed on File on the Consent Agenda.**

**150374      Public Notice/Flint City Council/Finance & Administration Committee Meeting**

Public Notice posted May 4, 2015, re: The Flint City Council will hold a Finance & Administration Committee Meeting at 4:30 p.m. Wednesday, May 6, 2015, in the City Council Committee Room, City Council Chambers, 3rd Floor, City Hall.

**This Matter was Placed on File on the Consent Agenda.**

**150375      Public Notice/Flint City Council/Public Safety Committee Meeting**

Public Notice posted May 4 2015, re: The Flint City Council will hold a Public Safety Committee Meeting Wednesday, May 6 2015, in the City Council Committee Room, City Council Chambers, 3rd Floor, City Hall. The meeting will begin at approximately 6 p.m., or following a Finance & Administration Committee meeting that starts at 4:30 p.m.

This Matter was Placed on File on the Consent Agenda.

**150376** Press Release/'Love Your City Month'

Press Release dated May 1, 2015, from Jason Lorenz, City of Flint Information Officer, re: The City of Flint announces a citywide cleanup effort for the month of May, which has been dubbed "Love Your City Month." The schedule is as follows: May 2 -- A Household Hazardous Waste and Electronics Collection, from 10 a.m. to 2 p.m. at the City of Flint Water Service Center, 3310 E. Court Street; May 4-8 -- Unlimited Curbside Large Item Pickup; May 11-15 -- Unlimited Bagged Refuse Pickup; May 18-22 -- Unlimited Bundled Brush Pickup; and June 6 -- Free Tire Disposal from 9 a.m. to 3 p.m. at Environmental Rubber Recycling, 6515 N. Dort Highway. In addition, residents are asked to do their part in their neighborhoods.

This Matter was Placed on File on the Consent Agenda.

**150377** Media Conference Call/AmeriCorps/Corporation for National and Community Service/New AmeriCorps Project for Flint

Press Release dated May 5, 2015, from AmeriCorps Corporation for National and Community Service, re: A media conference call with Mayor Dayne Walling Wendy Spencer, Chief Executive Officer of AmeriCorps, to announce the new AmeriCorps project for Flint will begin at 11 a.m. Wednesday, May 6, 2015. Reservations are necessary and may be made by calling (888) 769-9725.

This Matter was Placed on File on the Consent Agenda.

**150378** Press Release/City of Flint/Valve Exercise

Press Release dated May 5, 2015, from Jason Lorenz, City of Flint Public Information Officer, re: The City of Flint will be exercising valves during the week of May 4, 2015, beginning in the area of Dupont and Flushing and moving westward. The work may cause diminished service or discolored water as sediment in the system is stirred up. Questions or complaints about city water may be directed to (810) 787-6537.

This Matter was Placed on File on the Consent Agenda.

**150379** Traffic Engineering/Note for Bulletin/Street-Sidewalk-Lane Closures

Notes for Bulletin (11) dated April-May 2015, for street, sidewalk, or lane closures, re: (1) Saginaw Street (Saginaw Street Construction Project Phase 1-April 14-May 15); (2) Saginaw Street (Dryden Building power washing-April 16-May 1); (3) Church Street (work on Federal Building-April 20-May 8); (4) Chevrolet Avenue (Kettering ground-breaking ceremony-April 28); (5)

Pasadena Avenue (gas main replacement-April 29-May 1); (6) Mohawk Avenue (pipe installation-April 30); (7) Hawthorne, Parkside, Miller, Westwood Parkway, Hampden, Oxford, Crooked Lane, Overhill, Colchester, Briar Hill, Lincoln and Radcliffe (Cinco De Mayo Road Race 2015-May 2); (8) Crapo, Kearsley, Court, Brookside, Vernon, Calumet, Woodlawn, Woodside, Lafayette and Pierce (Flintstone Challenge 5K Run/Walk-May 3); (9) Fifth Street (election ballot/equipment return-May 5); (10) Vincent Avenue (sewer repair-May 5) and (11) Browning Avenue (water repair-May 6).

This Matter was Placed on File on the Consent Agenda.

### Passed The Consent Agenda

A motion was made by Councilperson Mays, seconded by Councilperson Nelson, including all the preceding items marked as having been adopted on a Consent Agenda. The motion carried by the following vote:

Aye: 9 - Councilperson Poplar, Councilperson Nelson, Chairperson Freeman, Vice President Davis, Councilperson Winfrey, Councilperson Galloway, Councilperson VanBuren, Councilperson Kincaid and Councilperson Mays

### ADDITIONAL COMMUNICATION

*None*

### PUBLIC SPEAKERS

*Because the Emergency Manager's order concerning the Council agenda was rescinded, President Freeman returned the Public Speakers agenda item to its original spot - with no Council objections.*

*The following individuals addressed the City Council: [1] Jerrick Tipton (Provisioning Centers); [2] Cassandra Krause (Provisioning Centers); [3] R.L. Mitchell (EM Order No. 3); [4] Chris DelMorone (trees, street lights, jobs); [5] Shirley Taylor (surveyors, homelessness); [6] Jack Panek (miscellaneous); [7] Paul Herring (Juneteenth Festival, DDA); [8] Bethany Hazard (water); [9] Claire McClinton (miscellaneous); [10] Gertrude Marshall (loan, debt)*

### COUNCIL REFERRALS

150389 Update/Michigan Compassion Center

Referral by Councilperson Mays to CITY ADMINISTRATOR/ADMIN. He would like to know the specifics regarding the closure of Michigan Compassion Center, 1222 Glenwood Avenue, and why they aren't being allowed to operate as a medical marihuana dispensary.

Referred for Response to the CITY ADMINISTRATOR

REFERRED TO COMMITTEE to the PLANNING & DEVELOPMENT COMMITTEE

150413 Inquiry/Outstanding Ombudsman Complaints

Referral by Councilperson Mays to CITY ADMINISTRATOR/CITY



ATTORNEY/ADMIN. He asks whether there is a procedure in place to allow the City Council to pull old complaints from the records of the Ombudsman's office to be addressed before they are lost or dormant.

Referred for Response to the CITY ADMINISTRATOR

REFERRED TO COMMITTEE to the FINANCE & ADMINISTRATION COMMITTEE

## APPOINTMENTS

None

## LICENSES

None

## BONDS

None

## RESOLUTIONS

None

## RESOLUTIONS - MAY BE REFERRED FROM COTW

150336.2 Amended Resolution/Submission/2015-16 Annual Action Plan of the Consolidated Plan/2015-16 Program Year

An amended resolution resolving that City Officials approve the funding amounts and projects for the agencies as listed for the City's FY2015-16 Community Development Block Grant program in the amount of \$3,617,741.00, HOME Investment Partnership program in the amount of \$666,059.00, and Emergency Solutions Grant program in the amount of \$323,533.00, and include any program income which might become available as a result of receipt of these funds. [NOTE: Resolution amended to correct coverage period from July 1, 2014, through June 30, 2015, to July 1, 2015, through June 30, 2016.]

Adopted

*Councilperson Mays, seconded by Councilperson Davis, made a motion to have a Special City Council meeting on Wednesday, April 29, 2015, in order to discuss the block grant allocations of the action plan. The motion FAILED by a vote of 2:7 (Poplar, Nelson, Freeman, Winfrey, Galloway, VanBuren, and Kincaid).*

Substituted

A motion was made by Councilperson Kincaid, seconded by Councilperson Nelson, that this matter be Adopted. The motion carried by the following vote:

Aye: 7 - Councilperson Poplar, Councilperson Nelson, Chairperson Freeman, Councilperson Winfrey, Councilperson Galloway, Councilperson VanBuren and Councilperson Kincaid

No: 2 - Vice President Davis and Councilperson Mays

150388

Support/Passage of Michigan House of Representatives Bill No. 4233/State Police Motor Vehicle Pursuit Policy Act

Resolution resolving that the Flint City Council supports the passage of Michigan House of Representatives Bill No. 4233 (State Police Motor Vehicle Pursuit Policy Act).

A motion was made by Councilperson Kincaid, seconded by Councilperson Nelson, that this matter be Adopted. The motion carried by the following vote:

Aye: 9 - Councilperson Poplar, Councilperson Nelson, Chairperson Freeman, Vice President Davis, Councilperson Winfrey, Councilperson Galloway, Councilperson VanBuren, Councilperson Kincaid and Councilperson Mays

## **LIQUOR LICENSES**

*None*

## **ORDINANCES - First Reading**

*None*

## **ORDINANCES - Second Reading**

*None*

## **COUNCIL DISCUSSION**

*Councilperson Mays discussed the fact that future resolutions will have final approval through the Receivership Transition Advisory Board (RTAB).*

## **ADJOURNMENT**

*This City Council meeting was Adjourned at 8:14 p.m. due to a lack of a quorum.*



*Attachment # 6*

**City of Flint, Michigan  
Meeting Minutes 2 - Final  
CITY COUNCIL**

Third Floor, City Hall  
1101 S. Saginaw Street  
Flint, Michigan 48502  
www.cityofflint.com

*Joshua M. Freeman, President, Ward 4 .  
Wantwaz D. Davis, Vice President, Ward 5*

*Eric Mays, Ward 1                      Jacqueline Poplar, Ward 2  
Kerry Nelson, Ward 3                Herbert J. Winfrey, Ward 6  
Monica Galloway, Ward 7            Victoria VanBuren, Ward 8  
Scott Kincaid, Ward 9*

*Inez M. Brown, City Clerk*

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Wednesday, May 27, 2015

6:01 PM

Council Chambers

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**ROLL CALL**

**Present:** Councilperson: Councilperson Poplar, Councilperson Nelson, Freeman,  
Councilperson Winfrey, Councilperson Galloway, Councilperson VanBuren,  
Councilperson Kincaid and Councilperson Mays

**Absent:** Councilperson: Davis

**PUBLIC HEARINGS**

150387      Public Hearing/Obsolete Property Rehabilitation Exemption Certificate  
Application/URC 600 South, L.L.C.

A Public Hearing to consider an Obsolete Property Rehabilitation Exemption Certificate Application for URC 600 South, L.L.C.'s 600 S. Saginaw Street Project will be held Wednesday, May 27, 2015, at 6:00 p.m., in City Council Chambers, 3rd Floor, City Hall, 1101 S. Saginaw Street, Flint.

**HEARING HELD**

**RESOLUTIONS**

150390      Contract/Echologics, LLC/Water Main & Pipe Leak Detection Assessment Services

Resolution resolving that the proper city officials, upon the City Council's approval, are hereby authorized to enter into a contract with Echologics, LLC, for acoustical watermain and pipe leak detection assessment services, as requested by Utilities/Water Service Center, an an amount NOT-TO-EXCEED \$895,850.00 [Water Fund Acct. No. 591-540.300-801.000].

**This Matter was ADOPTED BY THE MASTER RESOLUTION on the Consent Agenda.**

150391      Resolution/Establishing the Interest Rate Charged on Past Due Water & Sewer Bill Balances

Resolution resolving that the interest charged on City of Flint past due water and sewer bill amounts shall be 0.5 percent per month charged no sooner than ten (10) days after the due date, provided that the guidelines for late payment interest for financially challenged customers include: waiver of late payment interest for low-income customers who provide proof as to their eligibility for Food Stamps or that their income is at or below the most current Federal Poverty Guidelines; waiver of penalty for customers who are not in arrears on the schedule defined in their payment arrangements; and waiver of late payment interest for veterans, senior citizens and other persons, whether a homestead property owner or not, who would qualify for the Michigan Homestead Property Tax Deferral based on the income threshold in MCL 211.51 (2). [NOTE: The City of Flint relies on timely payment of water/sewer bills to provide for water and sewer system needs, (but also) recognizes the financial challenges certain customers face.]

**SEPARATED FROM MASTER RESOLUTION**

**150396 Public Hearing Date/Industrial Facilities Exemption Certificate (IFEC) General Motors LLC/Body Shop/3100 Van Slyke**

Resolution resolving that such a hearing to consider an Industrial Facilities Exemption Certificate (IFEC) (P.A. 198 of 1974, as amended) for General Motors LLC, shall be held on the 22nd day of June 2015, in City Council Chambers, Flint City Hall, 1101 S. Saginaw Street, and that the City Clerk shall cause notice of such hearing to be published in an official paper of general circulation not less than ten (10) days prior to said hearing, AND, resolving that at said hearing the above referred to and any other interested parties shall have the opportunity to be heard relative to said application. [NOTE: The exemption certificate is for General Motors' Body Shop at 3100 Van Slyke.] [City Administrator Submission No. CA0072015.]

This Matter was ADOPTED BY THE MASTER RESOLUTION on the Consent Agenda.

**150397 CO#1/Contract/Nan McKay & Associates/Rental Inspection Services**

Resolution resolving that the proper city officials, upon the City Council's approval, are hereby authorized to enter into change order #1 to the contract (for rental inspection services) with Nan McKay & Associates to extend the contract until June 30, 2016, and add an additional \$100,000.00 to said contract for FY2016, for a revised contractual amount NOT-TO-EXCEED \$400,000.00, as requested by Building Inspections [Building Inspection Fund Acct. No. 542-371.100-801.000]. [City Administrator Submission No. CA0062015.]

This Matter was ADOPTED BY THE MASTER RESOLUTION on the Consent Agenda.

**150437 Charitable Gaming License/State of Michigan Lottery Charitable Gaming Division/Flint Children's Museum/Raffle**

Resolution recognizing the Flint Children's Museum as a non-profit organization operating in the City of Flint for the purpose of obtaining a charitable gaming license, issued by the Michigan Lottery Charitable Gaming Division, relative to conducting a 50/50 raffle during their SUMMER FUNdraiser on June 12, 2015, at the Flint Golf Club, Flint, Michigan.

This Matter was ADOPTED BY THE MASTER RESOLUTION on the Consent Agenda.

## **RESOLUTIONS - MAY BE REFERRED FROM FINANCE & ADMINISTRATION COMMITTEE**

- 150431** Reprogramming of Funds/Community Development Block Grant [CDBG] Funds/HOME Investment Partnership Program Funds

Resolution authorizing the appropriate City Officials to do all things necessary to process a budget amendment, in the amount of \$115,311.73, from FHOMEPRIOR accounts, \$197,241.678 from FHUD13HOME accounts, and \$250,000.00 from FHUD14CDBG accounts, and make said funds available for reprogramming. [NOTE: Said funds are available for reprogramming due to developer GDC Smith Village's completion of construction for the 39-unit Smith Village Development.]

**SEPARATED FROM MASTER RESOLUTION**

- 150432** Etna Supply Co./Additional Couplings-Connectors, Curb Boxes, Fittings, and Hydrant Repair Parts

Resolution authorizing the Department of Purchases and Supplies, upon City Council approval, to issue an additional purchase order to Etna Supply Co. for additional water service supply parts, couplings/connectors, curb boxes, fittings and fire hydrant repair parts, as requested by DPW Utilities/Water Service Center, in an amount NOT-TO-EXCEED \$49,000.00 for a revised aggregate FY15 total of \$114,000.00 [Water Fund Acct. No. 591-540.202-726.000].

This Matter was ADOPTED BY THE MASTER RESOLUTION on the Consent Agenda.

- 150433** CO#1/Contract/Ace-Saginaw Paving Co./Additional Asphalt Paving Materials

Resolution authorizing the proper City Officials, upon City Council approval, to enter into change order to #1 to the contract with Ace-Saginaw Paving Co. for additional asphalt paving materials, as requested by Street Maintenance, in an amount NOT-TO-EXCEED \$57,650.00, for a revised contract amount of \$240,411.00 [Local Street Fund, Major Street Fund].

This Matter was ADOPTED BY THE MASTER RESOLUTION on the Consent Agenda.

- 150434** CO#3/Contract/Rowe Engineering/Additional Professional Engineering Services/Iroquois and Dupont Streets Watermain Project

Resolution authorizing the proper City Officials, upon City Council approval, to enter into change order to #3 to the contract with Rowe Engineering for additional professional engineering services for the construction and installation design of the new Iroquois and Dupont Streets watermain project, as requested by DPW Utilities/Water Service Center, in an amount NOT-TO-EXCEED \$210,000.00, for a revised aggregate FY15 total of \$525,000.00 [Water Fund Acct. No. 591-540.300-801.000].

This Matter was **ADOPTED BY THE MASTER RESOLUTION** on the Consent Agenda.

150435

CO#2/Purchase Order/Central Concrete/Additional Concrete

Resolution authorizing the Department of Purchases and Supplies, "upon the Finance Department's approval", to issue change order #2 to Purchase Order No. 14-465 to Central Concrete for additional concrete to fulfill requests for sidewalk repairs, pavement breaks and any other urgent repairs, as requested by Street Maintenance, in an amount NOT-TO-EXCEED \$34,000.00, for an aggregate amount of \$137,004.00 [Local Street Fund, Major Street Fund].

This Matter was **ADOPTED BY THE MASTER RESOLUTION** on the Consent Agenda.

### Passed The Consent Agenda

A motion was made by Councilperson Kincaid, seconded by Councilperson Poplar, including all the preceding items marked as having been adopted on a Consent Agenda. The motion carried by the following vote:

Aye: 8 - Councilperson Poplar, Councilperson Nelson, Chairperson Freeman, Councilperson Winfrey, Councilperson Galloway, Councilperson VanBuren, Councilperson Kincaid and Councilperson Mays

Absent: 1 - Vice President Davis

150436

Acceptance of Funds/Charles Stewart Mott Foundation/Harrison Street Improvements

Resolution authorizing the appropriate City Officials to do all things necessary to enter into a grant agreement with the Charles Stewart Mott Foundation to fund construction of improvements to Harrison Street, in an amount NOT-TO-EXCEED \$40,576.00, and to create appropriate revenue and expense accounts under grant code LCSMOTT16HAR, AND, to comply with all terms and conditions of the grant award including, but not limited to, allocating an expense appropriation within the Department of Transportation, 202 Major Street Fund Acct. No. 202-441.702-801.000 (FY16 Budget), to be applied toward the local share of the total project cost.

**SEPARATED FROM MASTER RESOLUTION**

150387.1

Approval/Obsolete Property Rehabilitation Exemption Certificate/URC 600 South, LLC/600 S. Saginaw Street Project

Resolution resolving that the Flint City Council hereby approves and grants a

12-year Obsolete Property Rehabilitation Act exemption for URC 600 South LLC's 600 S. Saginaw Street Project, located within the URC 600 South District (which consists of real property at 600 S. Saginaw St. and 550 S. Saginaw St.), with the exemption period beginning December 31, 2015.

SEPARATED FROM MASTER RESOLUTION

## SEPARATED FROM MASTER RESOLUTION

### 150391 Resolution/Establishing the Interest Rate Charged on Past Due Water & Sewer Bill Balances

Resolution resolving that the interest charged on City of Flint past due water and sewer bill amounts shall be 0.5 percent per month charged no sooner than ten (10) days after the due date, provided that the guidelines for late payment interest for financially challenged customers include: waiver of late payment interest for low-income customers who provide proof as to their eligibility for Food Stamps or that their income is at or below the most current Federal Poverty Guidelines; waiver of penalty for customers who are not in arrears on the schedule defined in their payment arrangements; and waiver of late payment interest for veterans, senior citizens and other persons, whether a homestead property owner or not, who would qualify for the Michigan Homestead Property Tax Deferment based on the income threshold in MCL 211.51 (2). [NOTE: The City of Flint relies on timely payment of water/sewer bills to provide for water and sewer system needs, (but also) recognizes the financial challenges certain customers face.]

Adopted

Substituted

A motion was made by Councilperson Kincaid, seconded by Councilperson Mays, that this matter be POSTPONED for July 1, 2015. The motion carried by the following vote:

Aye: 8 - Councilperson Poplar, Councilperson Nelson, Chairperson Freeman, Councilperson Winfrey, Councilperson Galloway, Councilperson VanBuren, Councilperson Kincaid and Councilperson Mays

Absent: 1 - Vice President Davis

### 150431 Reprogramming of Funds/Community Development Block Grant [CDBG] Funds/HOME Investment Partnership Program Funds

Resolution authorizing the appropriate City Officials to do all things necessary to process a budget amendment, in the amount of \$115,311.73, from FHOMEPRIOR accounts, \$197,241.678 from FHUD13HOME accounts, and \$250,000.00 from FHUD14CDBG accounts, and make said funds available for reprogramming. [NOTE: Said funds are available for reprogramming due to developer GDC Smith Village's completion of construction for the 39-unit Smith Village Development.]

A motion was made by Councilperson Kincaid, seconded by Councilperson Poplar, that this matter be Adopted. The motion carried by the following vote:

**Aye:** 8 - Councilperson Poplar, Councilperson Nelson, Chairperson Freeman, Councilperson Winfrey, Councilperson Galloway, Councilperson VanBuren, Councilperson Kincaid and Councilperson Mays

**Absent:** 1 - Vice President Davis

**150436**      **Acceptance of Funds/Charles Stewart Mott Foundation/Harrison Street Improvements**

Resolution authorizing the appropriate City Officials to do all things necessary to enter into a grant agreement with the Charles Stewart Mott Foundation to fund construction of improvements to Harrison Street, in an amount NOT-TO-EXCEED \$40,576.00, and to create appropriate revenue and expense accounts under grant code LCSMOTT16HAR, AND, to comply with all terms and conditions of the grant award including, but not limited to, allocating an expense appropriation within the Department of Transportation, 202 Major Street Fund Acct. No. 202-441.702-801.000 (FY16 Budget), to be applied toward the local share of the total project cost.

**Adopted**

**Substituted**

**A motion was made by Councilperson Winfrey, seconded by Councilperson Kincaid, that this matter be Amended. The motion carried by the following vote:**

**Aye:** 8 - Councilperson Poplar, Councilperson Nelson, Chairperson Freeman, Councilperson Winfrey, Councilperson Galloway, Councilperson VanBuren, Councilperson Kincaid and Councilperson Mays

**Absent:** 1 - Vice President Davis

**150436.1**      **Amended Resolution/Acceptance of Funds/Charles Stewart Mott Foundation/Harrison Street Improvements**

An amended resolution authorizing the appropriate City Officials to do all things necessary to enter into a grant agreement with the Charles Stewart Mott Foundation to fund construction of improvements to Harrison Street, in an amount NOT-TO-EXCEED \$40,576.00, and to create appropriate revenue and expense accounts under grant code LCSMOTT16HAR, AND, to comply with all terms and conditions of the grant award including, but not limited to, allocating an expense appropriation within the Department of Transportation, 202 Major Street Fund Acct. No. 202-441.702-801.000 (FY16 Budget), to be applied toward the local share of the total project cost. [NOTE: Resolution amended to change "By the Flint City Council" to "By the Mayor".]

**A motion was made by Councilperson Kincaid, seconded by Councilperson Nelson, that this matter be ADOPTED AS AMENDED. The motion carried by the following vote:**

**Aye:** 8 - Councilperson Poplar, Councilperson Nelson, Chairperson Freeman, Councilperson Winfrey, Councilperson Galloway, Councilperson VanBuren, Councilperson Kincaid and Councilperson Mays

**Absent:** 1 - Vice President Davis



- 150387.1** Approval/Obsolete Property Rehabilitation Exemption Certificate/URC 600 South, LLC/600 S. Saginaw Street Project

Resolution resolving that the Flint City Council hereby approves and grants a 12-year Obsolete Property Rehabilitation Act exemption for URC 600 South LLC's 600 S. Saginaw Street Project, located within the URC 600 South District (which consists of real property at 600 S. Saginaw St. and 550 S. Saginaw St.), with the exemption period beginning December 31, 2015.

A motion was made by Councilperson Kincaid, seconded by Councilperson Poplar, that this matter be Adopted. The motion failed by the following vote:

**Aye:** 3 - Councilperson Poplar, Chairperson Freeman and Councilperson Kincaid

**No:** 5 - Councilperson Nelson, Councilperson Winfrey, Councilperson Galloway, Councilperson VanBuren and Councilperson Mays

**Absent:** 1 - Vice President Davis

## **ORDINANCES - First Reading**

- 150392** Amendment/Ordinance/Chapter 46 (Utilities)/Article III (Rates & Charges)/Division I (Water)

An ordinance to amend Chapter 46 (Utilities) of the Code of the City of Flint by amending Article III (Rates & Charges), Division I (Water) by amending and restating existing Section 46-52.2 (When Bills Due; Interest on Past Due Amount).

A motion was made by Councilperson Kincaid, seconded by Councilperson Poplar, that this matter be **ACKNOWLEDGED FOR FIRST READING**. The motion carried by the following vote:

**Aye:** 6 - Councilperson Poplar, Councilperson Nelson, Councilperson Winfrey, Councilperson Galloway, Councilperson VanBuren and Councilperson Kincaid

**No:** 2 - Chairperson Freeman and Councilperson Mays

**Absent:** 1 - Vice President Davis

Attachment #6a

150391

RESOLUTION NO.: CA0092015

PRESENTED: MAY 20 2015

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

**RESOLUTION TO ESTABLISH THE INTEREST RATE CHARGED ON WATER AND  
SEWER BILL BALANCES THAT ARE PAST DUE**

Chapter 46, Utilities; Article III, Rates and Charges; Division 1, Water; Section 46-52.2 of the Flint City Code of Ordinances has been amended and restated so that the interest charged on past due water and sewer bill amounts is established by resolution and shall be applied to any unpaid balance.

The City of Flint relies on timely payment of water/sewer bills to provide for the water and sewer system needs and recognizes the financial challenges certain customers face.

IT IS RESOLVED that the interest charged on City of Flint past due water and sewer bill amounts shall be 0.5% per month charged no sooner than ten (10) days after the due date, provided that the guidelines for late payment interest for financially challenged customers include:

- waiver of late payment interest for low-income customers who provide proof as to their eligibility for food stamps, or that their income is at or below the most current Federal Poverty Guidelines;
- waiver of penalty for customers who are not in arrears on the schedule defined in their payment arrangements; and
- waiver of late payment interest for veterans, senior citizens, and other persons, whether a homestead property owner or not, who would qualify for the Michigan Homestead Property Tax Deferment based on the income threshold in MCL 211.51 (2).

APPROVED AS TO FORM:

  
Peter M. Bade, City Attorney

  
Natasha L. Henderson, City Administrator

APPROVED AS TO FINANCE:

  
Dawn Steele, Deputy Finance Director

  
Dayne Walling, Mayor

APPROVED BY COUNCIL:

## RESOLUTION STAFF REVIEW

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**DATE:** 05-12-15

**Agenda Item Title:** Resolution to establish the interest charged on past due water and sewer bill amounts and provide for certain waivers.

**Prepared By:** Albert Mooney – Interim City Treasurer

**Background/Summary of Proposed Action:** Staff has reached out to Dr. Roger D. Colton, co-founder of Fisher, Sheehan & Colton, an economics consulting firm near Boston that specializes in working with public finance, economics, and poverty law. Dr. Colton has provided guidance on several simple steps the City of Flint might take to address some affordability concerns for water and wastewater rates. The attached resolution will follow certain aspects included in his recommendations and lower the interest rate charged on late balances from 1.5% per month to 0.5% per month and provide waivers of late charges for low-income customers who provide proof as to their eligibility for food stamps. Waivers also will be provided to customers who are not in arrears on the schedule defined in their payment arrangements and for those with proof their income is at or below the most current Federal Poverty Guidelines.

### 2015 POVERTY GUIDELINES FOR THE 48 CONTIGUOUS STATES AND THE DISTRICT OF COLUMBIA

Persons in family/household	Poverty guideline
1	\$11,770
2	15,930
3	20,090
4	24,250
5	28,410
6	32,570
7	36,730

Lastly, customers listed below who would qualify for deferring property tax payments (this includes all customers, not just property owners) who substantiate their eligibility would be granted waivers.

SENIOR CITIZEN (62 YEARS OR OLDER), BLIND PERSONS, PARAPLEGICS, QUADRIPLEGICS, TOTALLY AND PERMANENTLY DISABLED, ELIGIBLE SERVICEMEN, ELIGIBLE VETERANS, OR ELIGIBLE WIDOWS.

In order to be eligible for the waivers (pursuant to the law on property tax deferments), the person must:

- a) have total income, including Social Security, tax exempt pensions, and all other income except the first \$300 of gifts, lottery, bingo, or gambling winnings, that totals \$40,000 or less; and
- b) live at the property address as their primary residence.

**Financial Implications:** The City bills out approximately \$155,000 per month in penalties. Reducing the interest rate to one-third of the rate without consideration of the waivers will reduce the total to \$51,666 per month. A certain portion of the penalties is not collected from bad debt incurred by tenants and billed as water liens that is written off when the county forecloses on the properties. It is reasonable to assume that the loss of interest revenue will total over \$80,000 per month. There will be some revenue loss that is offset by added water/sewer revenue realized as additional customers are now better able to manage their water/sewer bill balances such that they remain paying customers.

**Budgeted Expenditure?** Yes No ☒ Please explain if no: No expenditures are required.


**Account No.:** N/A

**Pre-encumbered?** Yes No ☒ Requisition # N/A

**Other Implications (i.e., collective bargaining):**  
None

**Staff Recommendation:** It is the Finance Department's recommendation to provide approval of the resolution to establish the interest charged on past due water and sewer bill amounts and provide for certain waivers.

**Staff Person:**

  
Albert C. Mooney

**Approval:**

  
City Administration

Attachment #66

150431

RESOLUTION SUBMISSION NO.: CA0032015

PRESENTED: 5/12/15

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

RESOLUTION

**Resolution to Reprogram Community Development Block Grant Funds in the amount of \$250,000.00 and HOME Investment Partnership Program Funds in the amount of \$312,553.41 and Make Said Funds Available in the City's BS&A System**

**BY THE MAYOR:**

The Community and Economic Development Division has identified \$250,000.00 in Community Development Block Grant (CDBG) funds and \$312,553.41 in HOME Investment Partnership funds (HOME) that are available reprogramming due to the developer, GDC Smith Village (contract 12-087), completing the construction of the 39 unit Smith Village Development. Funds are identified as follows:

Grant Year	Revenue Account	Expense Account	Amount
FHOMEPRIOR	274-749.181-502.749	274-749.181-805.276	\$115,311.73
FHUD13HOME	274-749.181-502.749	274-749.181-805.276	\$197,241.68
FHUD14CDBG	274-748.181-502.748	274-748.181-805.051	\$250,000.00

**IT IS RESOLVED**, that appropriate City Of Flint officials are authorized to do all things necessary to process a budget amendment to move \$115,311.73 from FHOMEPRIOR accounts 274-749.181-805.276 and 274-749.181-502.749 to FHOMEPRIOR accounts 274-749.104-700.100 and 274-749.104-502.749 and make said funds available for reprogramming, and;

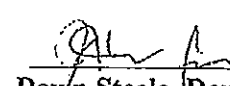
**FURTHER RESOLVED**, that appropriate City of Flint officials are authorized to do all things necessary to process a budget amendment to move \$197,241.68 from FHUD13HOME accounts 274-749.181-805.276 and 274-749.181-502.749 to FHUD13HOME accounts 274-749.104-700.100 and 274-749.104-502.749 and make said funds available for reprogramming, and;

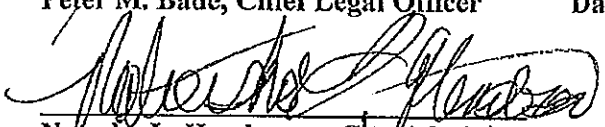
**FURTHER RESOLVED**, that appropriate City of Flint officials are authorized to do all things necessary to process a budget amendment to move \$250,000.00 from FHUD14CDBG accounts 274-748.181-805.051 and 274-748.181-502.748 to FHUD14CDBG 274-748.101-700.100 and 274-748.101-502.748 and make said funds available for reprogramming.

**APPROVED AS TO FORM:**

  
Peter M. Bade, Chief Legal Officer

**APPROVED AS TO FINANCE:**

  
Dayn Steele, Deputy Finance Director

  
Natasha L. Henderson, City Administrator

## RESOLUTION STAFF REVIEW

Date: May 5, 2015

**Agenda Item Title:** Resolution to Reprogram Community Development Block Grant Funds in the amount of \$250,000.00 and HOME Investment Partnership Funds in the amount of \$312,553.41 and Make Said Funds Available in the City's BS&A System

Prepared by:  
Carissa Dotson

Summary of Proposed Action:

The developer, GDC Smith Village (12-087), has completed the construction of the 39 unit Smith Village Development. The contractual balance remaining is \$562,553.41 (\$115,311.73 in FHOMEPRIOR, \$197,241.68 in FHUD13HOME, and \$250,000.00 in FHUD14CDBG). To make identified funds available for reprogramming, a budget amendment must be processed to move identified funds to the uncommitted accounts in each respective grant year.

Financial Implications:  
None

Pre-encumbered?: Yes XXX No \_\_\_\_\_ Requisition: 140000599, 562,553.41

Account #:

From: FHOMEPRIOR 274-749.181-502.749 & 274-749.181-805.276: \$115,311.73 to FHOMEPRIOR 274-749.104-700.100 and 274-749.104-502.749

From: FHUD13HOME 274-749.181-502.749 & 274-749.181-805.276: \$197,241.68 to FHUD13HOME 274-749.104-700.100 and 274-749.104-502.749

From: FHUD14CDBG 274-748.181-502.748 & 274-748.181-805.051: \$250,000.00 to FHUD14CDBG 274-748.101-700.100 and 274-748.101-502.748

Reviewed and approved by C. Dotson

*Carissa Dotson 5.6.15*

Funds Available for Use:

Reviewed and approved by S. Wilcox

N/A

Other implications (i.e. collective bargaining):

No other implications are known at this time.

Staff Recommendation: Recommend Approval

APPROVAL

*[Signature]*  
Tracy Atkinson  
Chief Officer

# **RESOLUTION REVIEW FORM**

FROM: DCED  
Department

DATE NO. 15-5161  
Law Office Login #

RESOLUTION NAME: **Resolution to Reprogram Community Development Block Grant Funds in the amount of \$250,000.00 and HOME Investment Partnership Program Funds in the amount of \$312,553.41 and Make Said Funds Available in the City's BS&A System**

Date in:

## **1. RESOLUTION REVIEW - DCED CHIEF OFFICER**

The attached RESOLUTION is approved by the Chief Officer of the Department. By signing, the Chief Officer approves this resolution to be processed for signatures.

By: Tracy B. Atkinson  
Chief Officer

DATE: 5/7/15  
(Date)

Date in:

## **2. RESOLUTION REVIEW - PLANNING AND DEVELOPMENT DIRECTOR**

The attached RESOLUTION is approved by the Director of the Department. By signing, the Director approves this resolution to be processed for signatures.

By: Megan Hunter  
Planning and Development Director

DATE: 5/7/15  
(Date)

Date in:

## **3. RESOLUTION REVIEW - LEGAL**

The attached RESOLUTION is submitted to the Legal Department for Approval as to FORM ONLY:

The Legal Department has reviewed the RESOLUTION as to Form on 5-12-15, and by signing this form approves as to FORM ONLY.  
(Date)

By: Peter M. Bade  
Chief Legal Officer

DATE: 5-12-15

Date in:

## **4. RESOLUTION REVIEW - FINANCE**

The attached RESOLUTION is submitted to the FINANCE Department for approval as to FINANCE COMPLIANCE:  
The Finance Department reviewed this RESOLUTION, on 5-12-15 and by signing this form approves as to FINANCE COMPLIANCE.  
(Date)

By: Dawn Steele  
Deputy Finance Director

DATE: 5-12-15

Attachment #6 c

150432

(Proposal No. 15000546)

SUBMISSION NO: CA0112015

PRESENTED: 5-20-15

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

RESOLUTION FOR ADDITIONAL COUPLINGS/CONNECTORS, CURB BOXES, FITTINGS AND  
HYDRANT REPAIR PARTS WITH ETNA SUPPLY CO.

BY THE MAYOR

RESOLUTION

On October 17, 2014, the Emergency Manager by resolution number EME5712014 authorized the Department of Purchases & Supplies to issue a purchase order to the Etna Supply Co., 529 - 23<sup>rd</sup> St. SE, Grand Rapids, Michigan for water service supply parts couplings/connectors, curb boxes, fittings and fire hydrant repair parts as requested by the DPW Utilities/Water Service Center in the amount of \$65,000.00; and


The DPW Utilities/Water Service Center has exhausted the purchase order for said parts and has requested the need for additional water service supply parts couplings/connectors, curb boxes, fittings and fire hydrant repair parts for the current fiscal year in the amount of \$49,000.00. Funding for said supplies will come from the following account: 591-540.202-726.000; and

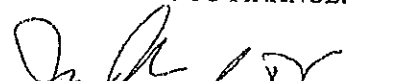
IT IS RESOLVED, that the Department of Purchases & Supplies, upon the City Council's approval, is hereby authorized to issue an additional purchase order to Etna Supply Co. for additional water service supply parts couplings/connectors, curb boxes, fittings and fire hydrant repair parts in an amount not to exceed \$49,000.00 for a revised aggregate FY15 total of \$114,000.00. (Water Fund)


APPROVED AS TO FORM:

APPROVED AS TO FINANCE:

APPROVED PURCHASING:

  
Peter M. Bade,  
City Attorney

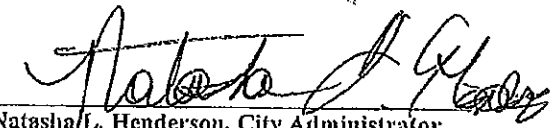
  
Dawn Steele,  
Deputy Finance Director

  
Derrick Jones,  
Purchasing Manager

DISPOSITION: ADMINISTRATION

REFER TO COUNCIL ☒

FAIL ☐

SIGNED: 

Natasha L. Henderson, City Administrator

DISPOSITION: CITY COUNCIL

ENACT ☐

FAIL ☐

FY15 - BDB



## RESOLUTION STAFF REVIEW

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**DATE:** 4-21-15

**Agenda Item Title:** Water Service/Water Main Repair Parts

**Prepared By:** Cheri Priest, Water Service Center

**Background/Summary of Proposed Action:** The City of Flint Water Service Center requests that a purchase order be issued to Etna Supply for the additional purchases of repair parts for mains and service. Etna is the current vendor and the current purchase order has been exhausted.

**Financial Implications:** Adequate funding has been allocated in the below listed account.

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

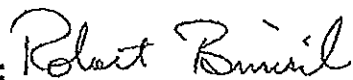
**Account No.:** 591-540.202-726-000 \$49,000.00

**Pre-encumbered?** Yes ☒ No ☐ Requisition # 150000186

**Other Implications (i.e., collective bargaining):** None

**Staff Recommendation:** Recommend Approval

**Staff Person:**



(Dept Head or other authorized staff)

Attachment #6d

150433

(Proposal No. 15000529)

SUBMISSION NO.: CA0122015

PRESENTED: 5-20-15

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

RESOLUTION TO ACE-SAGINAW FOR ADDITIONAL ASPHALT PAVING MATERIALS

BY THE MAYOR


RESOLUTION

On August 19, 2014, the Emergency Manager authorized the Proper City Officials to enter into a contract with Ace-Saginaw Paving Co., 115 S. Averill Ave., Flint, MI for asphalt paving materials in an amount not to exceed \$182,761.00 as requested by Street Maintenance Department; and

Street Maintenance has requested an additional amount of said material for the remaining FY15 fiscal year in an amount not to exceed \$57,650.00. Funding for said services will come from the following accounts: 203-449.201-782.000 (\$50,000.00), 202-449.203-782.000 (\$5,700.00), 203-449.203-782.000 (\$1,950.00); and

IT IS RESOLVED, that the Department of Purchases and Supplies, upon City Council's approval, is hereby authorized to issue change order #1 to the contract with Ace-Saginaw Paving Co. for additional asphalt paving materials in amount not to exceed \$57,650.00 for a revised contractual amount of \$240,411.00. (Local Street Fund, Major Street Fund)

APPROVED PURCHASING DEPT.

  
Derrick Jones, Purchasing Manager

APPROVED AS TO FINANCE:

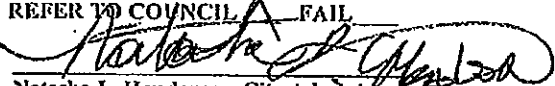
  
Dawn Steele, Deputy Finance Director

APPROVED AS TO FORM:

  
Peter M. Bade, City Attorney

DISPOSITION: ADMINISTRATION

REFER TO COUNCIL ☒ FAIL

  
Natasha L. Henderson, City Administrator

DISPOSITION: CITY COUNCIL

ENACT \_\_\_\_\_ FAIL \_\_\_\_\_

FY16-DFJ

## RESOLUTION STAFF REVIEW

---

**DATE:** May 7, 2015

**Agenda Item Title:** Purchase of asphalt materials from Ace Asphalt for paving and patching of City streets.

**Prepared By:** Betty Wideman for Kay Muhammad

**Background/Summary of Proposed Action:** The purchase of asphalt materials for the remainder FY15 necessary to begin paving, continue pothole patching and permanently repairing water cuts.

**Financial Implications:** None

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

**Account No.:** 203-449.201-782.000 - \$50,000; 202-449.203-782.000 - \$5,700; and  
203-449.203-782.000 - \$1950

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**Pre-encumbered?** Yes ☒ No ☐ Requisition # 150000353

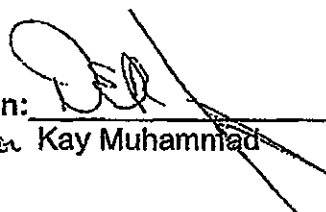
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**Other Implications (i.e., collective bargaining):**

Without this purchase order the Street Maintenance Division will not be able continue patching, paving or permanently repair water cuts for the remainder of the fiscal year.

**Staff Recommendation:** Recommend Approval

**Staff Person:**

  
Kay Muhammad

Attachment #6e

150434

(Proposal No. 844)

SUBMISSION NO.: CA0132015

PRESENTED: 5-20-15

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

**RESOLUTION FOR CONTRACT CHANGE ORDER #3 TO ROWE ENGINEERING SERVICES FOR  
THE NEW IROQUOIS & DUPONT WATERMAIN DESIGN**

BY THE MAYOR

**RESOLUTION**

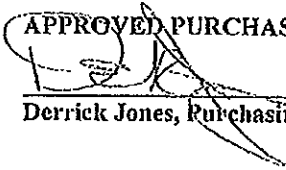
On October 17, 2014, the Emergency Manager by resolution number BME5672014 authorized the Proper City Officials to enter into change order #2 to contract #F13149 with Rowe Engineering, PO Box 3748, Flint, Michigan for professional engineering services in the amount of \$190,000.00 and a new contract total amount of \$315,000.00; and


The DPW Utilities/Water Service Center has requested the need for additional professional engineering services for the construction and installation design of the new Iroquois and Dupont Street watermain project in the amount of \$210,000.00. Funding for said services will come from the following account: 591-540.300-801.000; and

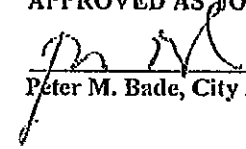
IT IS RESOLVED, that the Appropriate City Officials, upon the City Council's approval, are hereby authorized to issue a change order #3 to Rowe Engineering for additional professional engineering services for the construction and installation design of the new Iroquois and Dupont Street watermain project in an amount not to exceed \$210,000.00 for a revised aggregate FY15 total of \$525,000.00. (Water Fund)

APPROVED PURCHASING DEPT. APPROVED AS TO FINANCE:

APPROVED AS TO FORM:

  
Derrick Jones, Purchasing Manager

  
Dawn Steele, Deputy Finance Director

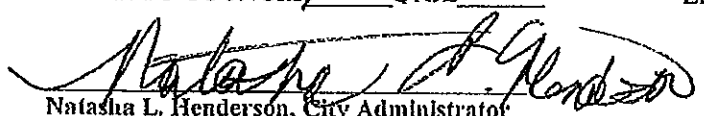
  
Peter M. Bade, City Attorney

**DISPOSITION: ADMINISTRATION**

**DISPOSITION: CITY COUNCIL**

REFER TO COUNCIL ☒ FAIL \_\_\_\_\_

ENACT \_\_\_\_\_ FAIL \_\_\_\_\_

  
Natasha L. Henderson, City Administrator

**DISPOSITION: RECEIVERSHIP TRANSITION ADVISORY BOARD (RTAB)**

ENACT \_\_\_\_\_ REFER TO COUNCIL \_\_\_\_\_ FAIL \_\_\_\_\_

SIGNED: \_\_\_\_\_

FY15 - BDB

## RESOLUTION STAFF REVIEW

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**DATE:** 5-11-15

**Agenda Item Title:** Water Main Replacement – Iroquois Avenue

**Prepared By:** Cheri Priest, Water Service Center

**Background/Summary of Proposed Action:** The City of Flint Water Service Center requests that that change order #3 be issued to Rowe Engineering for additional engineering services for the above project. See attached specification sheet for proposal details.

**Financial Implications:** Adequate funding has been allocated in the below listed account.

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

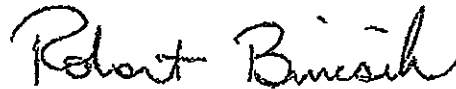
**Account No.:** 591-540.100-300-000

**Pre-encumbered?** Yes ☒ No ☐ Requisition #150000360

**Other Implications (i.e., collective bargaining):** None

**Staff Recommendation:** Recommend Approval

**Staff Person:**



(Dept Head or other authorized staff)

Attachment # 68

150435

(Bid No. 15000001)

SUBMISSION NO.: CA0142015

PRESENTED: 5-20-15

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

RESOLUTION TO CENTRAL CONCRETE FOR ADDITIONAL CONCRETE

BY THE MAYOR

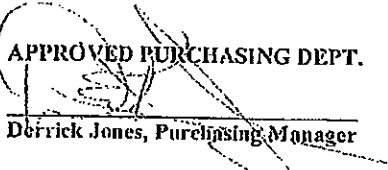
RESOLUTION

On October 27, 2014, the Emergency Manager authorized the Department of Purchases and Supplies to issue change order no.1 to purchase order #14-465 with Central Concrete, 4067 Commerce Dr., Flushing, MI for concrete in an amount not to exceed \$24,500.00 for an aggregate amount of \$103,004.00 as requested by various departments; and

Street Maintenance has requested an additional amount of concrete for the remaining FY15 fiscal year in an amount not to exceed \$34,000.00 to fulfill request for sidewalks, pavement breaks and any other right-away repairs. Funding for said services will come from the following accounts: 202-449.201-726.000 (\$10,000.00), 203-449.201-726.000 (\$8,000.00), 203-449.211-726.000 (\$6,000.00), 202-449.211-726.000 (\$10,000.00); and

IT IS RESOLVED, that the Department of Purchases and Supplies, upon the Finance Department's approval, is hereby authorized to issue change order #2 to purchase order #14-465 to Central Concrete for additional concrete in amount not to exceed \$34,000.00 for an aggregate amount of \$137,004.00. (Local Street Fund, Major Street Fund)

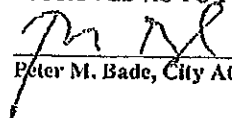
APPROVED PURCHASING DEPT.

  
Derrick Jones, Purchasing Manager

APPROVED AS TO FINANCE:

  
Dawn Steele, Deputy Finance Director

APPROVED AS TO FORM:

  
Peter M. Bade, City Attorney

DISPOSITION: ADMINISTRATION

REFER TO COUNCIL ☒ FAIL ☐

  
Natasha L. Henderson, City Administrator

DISPOSITION: CITY COUNCIL

ENACT ☐ FAIL ☐

FY16-DFJ

## RESOLUTION STAFF REVIEW

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DATE: 4-29-15

Agenda Item Title: Central Concrete

Prepared By: Betty Wideman for Kay Muhammad

Background/Summary of Proposed Action: Purchase of concrete for the remainder of FY15 for sidewalk repairs, pavement break repairs, and any other concrete repairs in the City's right-of-way.

Financial Implications: None

Budgeted Expenditure? Yes ☒ No ☐ Please explain if no:

Account No.: 202-449.201-726.000 - \$10000; 203-449.201-726.000 - \$8000;  
202-449.211-726.000 - \$10000; 203-449.211-726.000 - \$6000

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Pre-encumbered? Yes ☒ No ☐ Requisition # 150000185

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Other Implications (i.e., collective bargaining):

Without this purchase order the Street Maintenance Division will not be able to repair sidewalks, pavement breaks or any other concrete repairs within the City's right-of-way during the remainder of the spring/summer construction season.

Staff Recommendation: Recommend Approval

Staff Person: Kay Muhammad  
Kay Muhammad

**Aye:** 8 - Councilperson Poplar, Councilperson Nelson, Chairperson Freeman, Councilperson Winfrey, Councilperson Galloway, Councilperson VanBuren, Councilperson Kincaid and Councilperson Mays

**Absent:** 1 - Vice President Davis

150436

**Acceptance of Funds/Charles Stewart Mott Foundation/Harrison Street Improvements**

Resolution authorizing the appropriate City Officials to do all things necessary to enter into a grant agreement with the Charles Stewart Mott Foundation to fund construction of improvements to Harrison Street, in an amount NOT-TO-EXCEED \$40,576.00, and to create appropriate revenue and expense accounts under grant code LCSMOTT16HAR, AND, to comply with all terms and conditions of the grant award including, but not limited to, allocating an expense appropriation within the Department of Transportation, 202 Major Street Fund Acct. No. 202-441.702-801.000 (FY16 Budget), to be applied toward the local share of the total project cost.

**Adopted**

**Substituted**

**A motion was made by Councilperson Winfrey, seconded by Councilperson Kincaid, that this matter be Amended. The motion carried by the following vote:**

**Aye:** 8 - Councilperson Poplar, Councilperson Nelson, Chairperson Freeman, Councilperson Winfrey, Councilperson Galloway, Councilperson VanBuren, Councilperson Kincaid and Councilperson Mays

**Absent:** 1 - Vice President Davis

150436.1

**Amended Resolution/Acceptance of Funds/Charles Stewart Mott Foundation/Harrison Street Improvements**

An amended resolution authorizing the appropriate City Officials to do all things necessary to enter into a grant agreement with the Charles Stewart Mott Foundation to fund construction of improvements to Harrison Street, in an amount NOT-TO-EXCEED \$40,576.00, and to create appropriate revenue and expense accounts under grant code LCSMOTT16HAR, AND, to comply with all terms and conditions of the grant award including, but not limited to, allocating an expense appropriation within the Department of Transportation, 202 Major Street Fund Acct. No. 202-441.702-801.000 (FY16 Budget), to be applied toward the local share of the total project cost. [NOTE: Resolution amended to change "By the Flint City Council" to "By the Mayor".]

**A motion was made by Councilperson Kincaid, seconded by Councilperson Nelson, that this matter be ADOPTED AS AMENDED. The motion carried by the following vote:**

**Aye:** 8 - Councilperson Poplar, Councilperson Nelson, Chairperson Freeman, Councilperson Winfrey, Councilperson Galloway, Councilperson VanBuren, Councilperson Kincaid and Councilperson Mays

**Absent:** 1 - Vice President Davis



150436

EM SUBMISSION NO.: CA0162015PRESENTED: 5-21-15

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

BY THE FLINT CITY COUNCIL:

**RESOLUTION ENTERING INTO AN AGREEMENT WITH CHARLES STEWART  
MOTT FOUNDATION TO ACCEPT GRANT FUNDS FOR HARRISON STREET  
IMPROVEMENTS**

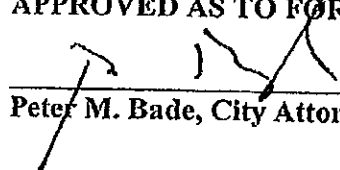
The City of Flint applied for a grant from the Charles Stewart Mott Foundation in the amount of \$203,800, in order to fund construction of improvements to Harrison Street.

These improvements include adding a dedicated bike lane, pedestrian islands, protective planters and markings, on-street parking, and reducing active traffic lanes. These improvements will make the street safer for all users and will align with the both Master Plan and the Capital Improvement Plan. The Charles Stewart Mott Foundation approved the grant in the full amount (Charles Stewart Mott Foundation Grant No. 2014-00685). In order to accept these funds, the City must enter into a grant agreement with the Charles Stewart Mott Foundation.

**IT IS RESOLVED**, appropriate City of Flint officials are hereby authorized to do all things necessary to accept and administer the grant for Harrison Street, including entering into a grant agreement with the Charles Stewart Mott Foundation for this purpose and creating appropriate revenue and expense accounts under grant code LCSMOTT16HAR.

**BE IT FURTHER RESOLVED**, appropriate City of Flint Officials are authorized to do all things necessary to comply with all terms and conditions of the grant award including, but not limited to, allocating an expense appropriation in an amount not-to-exceed \$40,576 within the Department of Transportation, 202 Major Street Fund, account number 202-441.702-801.000 (FY16 budget) to be applied toward the local share of the total project cost.

APPROVED AS TO FORM:

  
Peter M. Bade, City Attorney

APPROVED AS TO FINANCE:

  
Dawn Steele, Deputy Finance Director**DISPOSITION: ADMINISTRATION**REFER TO COUNCIL ☒ FAIL \_\_\_\_\_  
Natasha L. Henderson, City Administrator**DISPOSITION: CITY COUNCIL**

ENACT \_\_\_\_\_ FAIL \_\_\_\_\_

## RESOLUTION STAFF REVIEW FORM

**DATE:** May 18, 2015

**Agenda Item Title:** RESOLUTION ENTERING INTO AN AGREEMENT WITH CHARLES STEWART MOTT FOUNDATION TO ACCEPT GRANT FUNDS FOR HARRISON STREET IMPROVEMENTS

**Prepared By:** Jonathan Moore, Planning and Development Management Assistant

**Background/Summary of Proposed Action:**

The City of Flint applied for a grant from the Charles Stewart Mott Foundation in the amount of \$203,800, in order to fund construction of improvements to Harrison Street. The City must execute and return the grant agreement by June 1, 2015.

As part of the Master Plan implementation, the City adopted a Capital Improvement Plan (CIP) in 2014 that identifies a variety of obligatory infrastructure improvements. The CIP is aligned with the City's Master Plan and prioritizes infrastructure projects that can further many of the sustainability objectives in the Master Plan including the development of roadway projects that incorporate a Complete Streets approach. Complete Streets is a transportation model that enables safe access for all users including pedestrians, transit riders, bicyclists and motorists. One of the streets in the Master Plan specifically highlighted for a Complete Streets transformation is Harrison.

Grant funds would be used for construction of a protected bike lane with pedestrian islands at intersections and a strip of stamped asphalt, intermittently spaced with concrete planters running parallel with the traffic lanes. The pedestrian islands will give a safe refuge to those who have trouble crossing the street in one traffic-light cycle; particularly the elderly, those with disabilities, and families with small children. On-street parking will provide an additional safety buffer between users and added convenience for Downtown visitors. The goal of this project is to increase pedestrian and vehicular safety and bicycle access while improving visual appeal and more closely knitting UM-Flint and the Health & Wellness District into the broader Downtown. Through this project we can create a more sustainable environment by allowing for other forms of non-motorized transportation, reducing carbon emissions and helping improve the health of residents, workers, and visitors. Grant funds will be paid upon receipt of the City's acceptance. The grant code will be LCSMOTT16HAR and all appropriate accounts will be created under this code.

**Financial Implications:**

This grant leverages existing Transportation funds going towards Harrison Street. Transportation is using \$119,176 in Major Street funds for construction engineering and resurfacing construction.

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

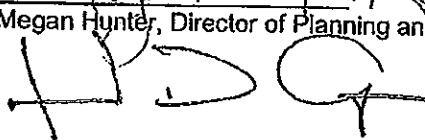
**Pre-encumbered:** Yes ☒ No ☐

**Staff Recommendation:**

The Director of Department of Planning and Development/Chief Planning Officer recommends approval of this resolution.

**Staff Person:**

  
Megan Hunter, Director of Planning and Development



HOWARD CROFT, DIRECTOR OF PUBLIC WORKS

## RESOLUTION REVIEW FORM

FROM: Planning and Development Department

NO. 15 - 5174

### RESOLUTION NAME:

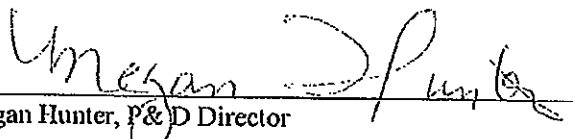
RESOLUTION ENTERING INTO AN AGREEMENT WITH CHARLES STEWART MOTT FOUNDATION TO  
ACCEPT GRANT FUNDS FOR HARRISON STREET IMPROVEMENTS

### 2. RESOLUTION REVIEW - DEPARTMENT DIRECTOR

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

The attached Resolution and Staff Review is approved by the Director of the affected department. By signing, the Director approves this resolution to be processed for signatures and to be fully executed.

BY:

  
Megan Hunter, P&D Director

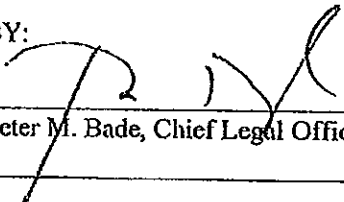
Date: 5/19/15

### 1. RESOLUTION REVIEW - LEGAL

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

The attached Resolution and Staff Review is submitted to the Legal Department for approval. The Legal Department reviewed this Resolution as to form and content and by signing this form approves as to form and content.

BY:

  
Peter M. Bade, Chief Legal Officer

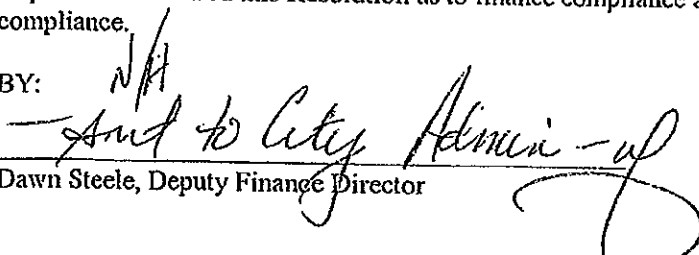
Date: 05.21.15

### 2. RESOLUTION REVIEW - FINANCE

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

The attached Resolution and Staff Review is submitted to the Finance Department for approval. The Finance Department reviewed this Resolution as to finance compliance and by signing this form approves as to finance compliance.

BY:

  
Dawn Steele, Deputy Finance Director

Date: 5/19/15



May 1, 2015

The Honorable Dayne Walling, Mayor  
City of Flint  
1101 S. Saginaw Street  
Flint, MI 48502-1420

Project: Harrison Street Bike Lane  
(Grant No. 2014-00685)

Dear Mayor Walling:

We are pleased to inform you that the Charles Stewart Mott Foundation has approved a grant in the amount of \$203,800 to the City of Flint for the above-referenced project for the period March 1, 2015 through December 31, 2015.

Grant Payments

This grant will be paid upon receipt of your acceptance.

The Mott Foundation reserves the right to discontinue, modify, or withhold any payments that might otherwise be due under this grant, to require a refund of any unexpended grant funds, or both, if, in the Mott Foundation's judgment, any of the following occur:

1. Grant funds have been used for purposes other than those contemplated by this commitment letter.
2. Such action is necessary to comply with the requirements of any law or regulation affecting either your organization's or the Mott Foundation's responsibilities under the grant.
3. Your organization's performance under the grant has not been satisfactory. The Mott Foundation in its sole and absolute discretion will determine whether performance has been satisfactory.

The Mott Foundation's judgment on these matters will be final and binding.

Mott Foundation Contact Person and Resources

Please direct all correspondence and questions relating to this grant to Alicia Kitsuse, Program Officer.

For general information regarding Mott Foundation grant procedures, copies of reporting forms, and other grant related questions, we encourage you to visit the For Grantees section of our website at <http://www.Mott.org/GrantResources>. Here you can also download copies of financial, narrative, and other forms in Word, Excel, and PDF formats that can be completed electronically.

Another resource available on the Mott Foundation's website is the Grantee Dashboard. The Dashboard provides real-time information on your grant's reporting requirements and due dates. By using the Dashboard you may view a copy of this commitment letter, enable or disable report reminders, and upload required reports directly to the Mott Foundation. For more information about the Dashboard, contact your program officer or login at <http://www.Mott.org/Login>. Login information will be emailed automatically to your grant's primary project contact, Megan Hunter, who can add additional users.

Use of Grant

Under United States law, Mott Foundation grant funds may be expended only for charitable, scientific, literary, religious, or educational purposes, as specified in section 170(c)(2)(B) of the Internal Revenue Code of 1986, as amended. This grant is to be expended solely in support of the objectives detailed in your proposal dated February 13, 2015.

Your organization shall not, directly or indirectly, engage in, support or promote violence or terrorist activities.

Your organization confirms that this project is under its complete control. Your organization further confirms that it has and will exercise control over the process of selecting any consultant, that the decision made or that will be made on any such selection is completely independent of the Mott Foundation, and further, that there does not exist an agreement, written or oral, under which the Mott Foundation has caused or may cause the selection of a consultant.

Mott Foundation grant funds may not be used for lobbying expenditures.

Mott Foundation grant funds may not be used for re-granting to secondary organizations.

Your organization may charge this grant only for expenditures incurred or services performed during the grant period specified in this letter.



Your organization may charge this grant only for line item expenditures that were included in your approved budget as referenced in the "Reports" section of this letter. The addition of new line items must have the prior written approval of the Mott Foundation.

#### Grant Accounting

Your organization is required to maintain financial records for expenditures and receipts relating to this grant, retaining these records and other supporting documentation for five years after the grant's termination date.

Your organization is also required to permit the Mott Foundation to have reasonable access to your files, records, and personnel during the term of this grant and for five years thereafter for the purpose of making financial audits, verifications, or program evaluations.

#### Reports

**The Mott Foundation requires the following report be submitted for this grant:**

**For the period ending December 31, 2015, a report is due February 1, 2016.**

**The report must include the following parts, which must be submitted together:**

1. A narrative report summarizing what was accomplished by the expenditure of funds, including a description of progress made toward achieving the goals of the project.
2. A financial report showing the approved budget, expenditures against each line item since the start of the grant, and balances remaining (or overruns) for each line item. For the final report, you must explain all overrun variances that exceed both one thousand dollars (\$1,000) and ten percent (10%) of the budgeted line item amount.

**Your organization must report against the approved budget of \$244,376 submitted on February 19, 2015 (which may be greater than the amount of the Mott Foundation grant). If the approved budget covers multiple years, each report should include cumulative expenditures since the beginning of the grant period. The report must also include a summary of all funding received for this project (listed by source and grant period).**

Copies of reporting forms can be downloaded from the For Grantees section of our website at <http://www.Mott.org/Forms>. In addition, your required reports can be submitted online via the Grantee Dashboard section of our website, login at <http://www.Mott.org/Login>.



#### Undisbursed Funds

Your organization is required to return any undisbursed project funds on a prorata basis to the Mott Foundation within two months after the end of this grant. The prorata refund is computed by multiplying the total undisbursed project funds by the ratio of Mott Foundation funding to total funding received for this project for the grant period. Any refund of less than \$100 will be waived.

#### Compliance with Laws

Your organization may not use any portion of the grant funds to undertake any activity for any purpose other than one specified in section 170(c)(2)(B) of the Internal Revenue Code. Further, the Mott Foundation reserves the right to discontinue, modify, or withhold any payments that might otherwise be due under this grant or to require a refund of any unexpended grant funds if, in the Mott Foundation's judgment, such action is necessary to comply with the requirements of any law or regulation.

#### Public Information

The Mott Foundation will include information on this grant in its periodic public reports. The Mott Foundation also welcomes grantees to make announcements of grants upon return of this signed commitment letter. A copy of any release should be sent to the Mott Foundation's Communications Department prior to its dissemination. The department is available to provide assistance in your communications efforts.

#### Acceptance

This letter contains the entire agreement between your organization and the Charles Stewart Mott Foundation, and there are no conditions or stipulations, oral or written, governing the use of the grant funds other than those contained in this letter.

If your organization agrees to the grant conditions as stated, please return, in the enclosed envelope, one complete copy of this letter with the **original signature** of an appropriate representative of your organization in the space provided. In countersigning this letter, this individual represents to the Mott Foundation that he/she has the authority to sign this letter on the organization's behalf.

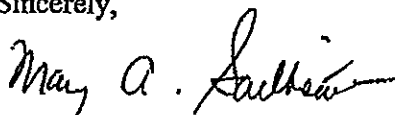
This grant may be withdrawn if the Mott Foundation has not received your acceptance within one month from the date of this letter.



The Honorable Dayne Walling  
May 1, 2015  
Page 5 (#2014-00685)

On behalf of the Mott Foundation, I would like to extend our best wishes for the success of this endeavor.

Sincerely,



Mary A. Gailbreath  
Vice President-Administration and Secretary/Treasurer

MAG:jap

Our organization acknowledges that appropriate personnel have read and understand this letter, that its terms and conditions are acceptable to us, and that we will comply with those terms and conditions.

Name of Grantee \_\_\_\_\_

Printed Name of Authorized Signer \_\_\_\_\_

Authorized Signature \_\_\_\_\_  
(This must be an original signature of an authorized representative of the organization.)

Title \_\_\_\_\_

Date Signed \_\_\_\_\_





05/22/2015

**BUDGET REPORT**  
Calculations as of 04/30/2015

Attachment #7

DESCRIPTION	2014-15 AMENDED BUDGET	2014-15 ACTIVITY THRU 04/30/15	
<b>Fund 101 - General Fund</b>			
<b>REVENUES</b>			
Drawings from fund balance	-3,444,273		
Property Taxes	4,970,000	4,492,064	90%
Special assessment taxes	16,656	16,656	100%
Income taxes	13,000,000	10,067,539	77%
Interest and dividend income	491,500	200,245	41%
State revenues	18,663,177	12,159,165	65%
Charges for service rendered	7,585,465	6,675,956	88%
Other revenues	784,603	332,824	42%
Proceeds from sale of capital assets	500	500	100%
Proceeds from loan	0	7,000,000	
Fines and forfeitures	1,862,746	1,250,989	67%
Transfers in	3,777,998	3,473,665	92%
License and Permits	1,306,926	604,323	46%
Total Revenues	49,015,297	46,273,926	
<b>EXPENDITURES</b>			
General government	20,657,068	16,429,323	80%
Legislative	429,775	330,363	77%
Judicial	3,964,721	3,376,685	85%
Police	12,995,896	10,477,120	81%
Emergency dispatch	2,489,900	2,016,982	81%
Fire	5,856,259	4,798,605	82%
Community development	798,478	600,934	75%
Facilities and Maintenance	1,410,499	1,046,384	74%
Transfers out	412,701	275,134	67%
Total Appropriations	49,015,297	39,351,529	
NET OF REVENUES/APPROPRIATIONS	0	6,922,398	

**Fund 202 - Major Street Fund****REVENUES**

Drawings from fund balance	1,173,390		0%
Federal revenues	87,680	87,680	100%
State revenues	6,886,680	5,039,841	73%
Charges for service rendered	26,506	19,730	74%
Other revenues	216,931	24,942	11%
Total Revenues	8,391,187	5,172,193	

General government	1,442,892	1,206,433	84%
Transportation	6,829,672	3,434,298	50%
Debt services - interest	8,551	8,550	100%
Debt services - principal	110,072	110,070	100%
Total Appropriations	8,391,187	4,759,351	

NET OF REVENUES/APPROPRIATIONS	0	412,842	
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**Fund 203 - Local Street Fund****REVENUES**

Drawings from fund balance	265,227		0%
State revenues	1,941,703	1,303,403	67%
Other revenues	625,843	9,923	2%
Total Revenues	2,832,773	1,313,326	

General government	314,770	281,076	89%
Transportation	2,518,003	1,553,176	62%
Total Appropriations	2,832,772	1,834,252	

NET OF REVENUES/APPROPRIATIONS	1	-520,926	
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### Fund 205 - Public Safety

#### REVENUES

Drawings from fund balance	2,669,999		0%
Property Taxes	3,688,275	3,688,275	100%
Total Revenues	6,358,274	3,688,275	

Police	2,635,328	2,212,217	84%
Fire	3,722,946	3,168,861	85%
Total Appropriations	6,358,274	5,381,078	

NET OF REVENUES/APPROPRIATIONS	0	-1,692,803	
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### Fund 207 - Police Fund

#### REVENUES

Drawings from fund balance	42,502		0%
Property Taxes	1,250,306	1,250,306	100%
Other revenues	93,180		0%
Total Revenues	1,385,988	1,250,306	

Police	1,358,912	1,052,016	77%
Total Appropriations	1,358,912	1,052,016	

NET OF REVENUES/APPROPRIATIONS	27,076	198,290	
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### Fund 208 - Park/Recreation Fund

#### REVENUES

Drawings from fund balance	97,000		0%
Property Taxes	312,546	312,546	100%
Other revenues	4,930	4,895	99%
Transfers in	99,413	66,093	66%
Total Revenues	513,889	383,535	

Community development	513,889	351,367	68%
Total Appropriations	513,889	351,367	

NET OF REVENUES/APPROPRIATIONS	0	32,167	
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**Fund 219 - Street Light**

## REVENUES

Drawings from fund balance	-184,581		0%
Special assessment taxes	2,738,986	2,718,531	99%
Total Revenues	2,554,405	2,718,531	

General government	91,210	75,893	83%
Transportation	2,463,195	1,826,516	74%
Total Appropriations	2,554,405	1,902,409	

NET OF REVENUES/APPROPRIATIONS	0	816,121	
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**Fund 226 - Rubbish Collection Fund**

## REVENUES

Drawings from fund balance	-845,736		0%
Property Taxes	5,517,813	5,516,768	100%
Charges for service rendered	1,022	11,093	1085%
License and Permits	1,120	1,400	125%
Total Revenues	4,674,219	5,529,261	

General government	173,143	205,660	119%
Transportation	49,755	7,255	15%
Public works	4,451,320	3,611,443	81%
Total Appropriations	4,674,218	3,824,357	

NET OF REVENUES/APPROPRIATIONS	1	1,704,904	
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**Fund 265 - Drug Law Enforcement Fund**

## REVENUES

Drawings from fund balance	374,063		0%
Other revenues	16,500	3,818	23%
Fines and forfeitures	101,000	3,850	4%
Total Revenues	491,563	7,668	

Police	477,563	303,802	64%
Total Appropriations	477,563	303,802	

NET OF REVENUES/APPROPRIATIONS	14,000	-296,134	
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**Fund 274 - HUD CDBG, ESG, & HOME GRANTS****REVENUES**

Federal revenues	11,834,239	3,111,359	26%
		250,540	
Total Revenues	11,834,239	3,361,899	
General government	215,350	140,590	65%
Fire	14,766	9,757	66%
Building inspections	842,485	148,711	18%
Community development	10,332,391	2,648,012	26%
Transportation	204,964	6,158	3%
Facilities and Maintenance	35,000		0%
Unclassified	189,283	9,685	5%
Total Appropriations	11,834,239	2,962,912	
NET OF REVENUES/APPROPRIATIONS	0	398,987	

**Fund 296 - Other Grants Fund****REVENUES**

Federal revenues	1,727,809	360,705	21%
State revenues	2,708,384	1,646,362	61%
Other revenues	903,490	741,962	82%
Fines and forfeitures	4,214	4,214	100%
Local grants	114,927	114,927	100%
Total Revenues	5,458,824	2,868,170	
General government	19,662	5,121	26%
Police	3,249,069	1,981,135	61%
Community development	1,366,784	139,017	10%
Public works	50,000		0%
Facilities and Maintenance	773,310	24,886	3%
Unclassified		250,540	
Total Appropriations	5,458,824	2,400,699	
NET OF REVENUES/APPROPRIATIONS	0	467,472	

## Fund 402 - Public Improvement Fund

### REVENUES

Drawings from fund balance	767,957		0%
Property Taxes	1,703,000	1,556,201	91%
Other revenues	380,000	328,358	86%
Total Revenues	2,850,957	1,556,201	

Facilities and Maintenance	721,900	372,854	52%
Debt services - interest	407,104	400,191	98%
Debt services - principal	195,000	200,000	103%
Transfers out	1,526,953	1,311,456	86%
Total Appropriations	2,850,957	2,284,502	

NET OF REVENUES/APPROPRIATIONS	0	-728,301	
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## Fund 542 - Building Inspection Fund

### REVENUES

Drawings from fund balance	-463,786		0%
Charges for service rendered	50,000	38,920	78%
Transfers in	313,561	209,041	67%
License and Permits	2,187,558	2,252,798	103%
Total Revenues	2,087,333	2,500,759	

General government	504,425	559,449	111%
Building inspections	1,582,908	774,168	49%
Total Appropriations	2,087,333	1,333,617	

NET OF REVENUES/APPROPRIATIONS	0	1,167,141	
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## Fund 590 - Sewer Fund

### REVENUES

Drawings from fund balance	-445,071		0%
Charges for service rendered	30,352,249	24,081,126	79%
Other revenues	93,646	89,614	96%
Transfers in	800,000	800,000	100%
Total Revenues	30,800,825	24,970,739	

General government	3,765,455	3,462,144	92%
Public works	1,990,000	187,000	9%
Debt services - interest	695		0%
Debt services - principal	6,016	4,996	83%
Transfers out	1,860,000	2,195,000	118%
Utilities	23,178,658	12,811,432	55%
Total Appropriations	30,800,825	18,660,572	

NET OF REVENUES/APPROPRIATIONS	0	6,310,168	
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## Fund 591 - Water Fund

### REVENUES

Drawings from fund balance	2,528,798		0%
Charges for service rendered	36,096,500	27,051,431	75%
Other revenues	37,000	30,656	83%
Gain on sale of fixed assets	200,000	225,646	113%
Total Revenues	38,862,298	27,307,733	

General government	4,255,508	3,785,890	89%
Public works	2,760,000	49,245	2%
Transfers out	1,660,571	753,333	45%
Utilities	26,803,749	13,808,917	52%
Total Appropriations	35,479,828	18,397,385	

NET OF REVENUES/APPROPRIATIONS	3,382,470	8,910,348	
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## CITY OF FLINT

Dayne Walling  
Mayor

Natasha L. Henderson  
City Administrator

TO: Jody Lundquist

FROM: Dayne Walling, Mayor  
Natasha Henderson, City Administrator

C: Peter M. Bade, Chief Legal Officer  
Anthony Chubb, Interim Human Resources Director

RE: Appointment of Chief Financial Officer

DATE: June 1, 2015

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In accordance with Emergency Manager Order 3 and the provisions of Public Act 436 of 2012, we approve your appointment as Chief Financial Officer of the City of Flint.

Your appointment is effective upon the approval of the Receivership Transition Advisory Board (RTAB). We will be seeking RTAB approval of your appointment at the board's meeting on Thursday, June 11, 2015.

The terms and conditions of your employment are set forth in the attached Terms & Conditions of Appointment.

We are very pleased that you have joined our team and look forward to working with you.

SAP: Bade\City Administrator\Memos\Appointment of CFO.docx



**City of Flint, Michigan**  
**Office of the City Administrator**

# Memo

**To:** R-TAB  
**From:** Natasha L. Henderson, City Administrator  
**Date:** June 1, 2015  
**Re:** Chief Financial Officer Appointment

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**Chief Financial Officer Appointment**

I am pleased to request your approval of the appointment of Jody Lundquist as the Chief Financial Officer for the City of Flint. Ms. Lundquist is expected to begin her employment with the City on June 15, 2015. Accordingly, I have attached her resume for your information.

Signed,



Natasha L. Henderson

**City of Flint, Michigan**  
**Office of the City Administrator**

# Memo

**To:** Dayne Walling, Mayor  
**From:** Natasha L. Henderson, City Administrator  
**Date:** May 4, 2015  
**Re:** Chief Financial Officer (CFO) Appointment

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**Chief Financial Officer (CFO) Appointment**

I am pleased to request your approval of the appointment of Ms. Jody Lundquist as the CFO. She currently serves as the Finance Director/Treasurer of Benton Harbor, Michigan, which exposes her to the financial challenges present in a distressed community. Further, she has been instrumental in developing financial processes to ensure the fiscal stability of Benton Harbor as an appointed member of the restructuring team of the Emergency Manager. I believe it is imperative that the candidate serving as the next CFO of this community have experience with turnaround cities, and she has exemplified that in her professional experiences. It should also be noted that Ms. Lundquist founded, owned and operated an independent company that required her to deal with Housing and Urban Development (HUD) regulations, which is a valuable asset, having working knowledge of the remediation of foreclosed property and the inspections of such properties. Given the aforementioned experience Ms. Lundquist has exemplified, I am confident in recommending her appointment. Accordingly, I have attached her resume for your information.

Signed

A handwritten signature in black ink, appearing to read 'Natasha L. Henderson', written over a horizontal line.

Natasha L. Henderson

(2)

## JODY NICOLE LUNDQUIST

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218 N. Sunnybank Rd. • St. Joseph, MI 49085 • 602.622.0106 • jody.lundquist@gmail.com

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March 25, 2015

Michigan Municipal League  
ATTN: Flint CFO Search  
1675 Green Road  
Ann Arbor, MI 48105

Dear Ms. Parker:

I am writing to express my interest in the Chief Financial Officer position for the City of Flint. I am an experienced professional with a strong background in finance and community-focused organizations currently serving as the Finance Director and Treasurer for the City of Benton Harbor.

The City of Benton Harbor (the "City") has a population of approximately 10,000 and a total operating budget of \$12.2 million. As you may have seen in the news, the City was under the leadership of a state-appointed emergency manager since 2010. I was hired in November 2012 by the City's emergency manager to be a part of the restructuring team.

In order to establish a more structurally sound budget, it was necessary to make tough decisions regarding expenses while seeking out and developing community relationships as additional sources of revenue. I implemented a variety of internal controls, policies and procedures, and financial planning practices that were simply absent upon my arrival in 2012. I created sophisticated cash flow models and began providing pertinent timely data crucial to monitoring and improving the City's financial position. By making sweeping reforms to the Finance Department, the City has benefited from more consistent, accurate and timely data; improved cash management capabilities; and stronger audited financial statements that are monitored closely by the State, elected officials and the public.

As a community emerging from financial distress, I have worked to re-establish the City's reputation with community stakeholders and business partners. I have also established a higher level of communication amongst departments, elected officials and residents regarding the interconnectivity and value of all City services with the City's overall financial position. As a team-leader, communicating our vision and purpose has aided in the understanding of how each function benefits the entire organization and has been crucial in developing a strong culture of dedication to the services we provide to the community. By reinforcing this commitment to service and the role of the individual to the whole, I have created a culture that inspires staff to strive for excellence and encourages pursuit of further professional development.

In each position I have held, I have demonstrated my resourcefulness, problem-solving skills, ability to adapt, build relationships, and lead diverse teams in a variety of settings. I hope to speak with you further about the ways in which my experience and skill will make a valuable and positive contribution to the City of Flint. Please do not hesitate to contact me if you have any questions. Thank you for your consideration.

Sincerely,

  
Jody N. Lundquist

## JODY NICOLE LUNDQUIST

218 N. Sunnybank Rd. • St. Joseph, MI 49085 • 602.622.0106 • jody.lundquist@gmail.com

### PROFESSIONAL EXPERIENCE

#### **CITY OF BENTON HARBOR—Benton Harbor, MI**

11/2012–Present

##### *Finance Director/Treasurer*

###### **ACCOMPLISHMENTS:**

- Hired by the City's Emergency Manager as an integral member of the restructuring team.
- Developed budget and sophisticated cash flow analysis leading to FYE2013 operating surplus of \$1.3 million, implemented spending controls to increase available cash resources, instituted purchase order system, and reduced accounts payable turn over from nearly 90 days to under 30 days.
- Prepared deficit elimination plan, five year forecast, EVIP, and CVTCS reports for submission to State Treasury.
- Implemented wide array of internal control policies and procedures thereby eliminating audit findings and improving the effectiveness and accuracy of day-to-day Finance Department operations.
- Administered the transition of the City's pension system for 103 active retirees and \$11 million in net assets to the Municipal Employees' Retirement System.
- Renegotiated \$480,000 annual trash contract to include residential yard waste removal.

###### **PRIMARY RESPONSIBILITIES:**

- Plan, organize and administer all financial activities of the city with a total annual budget of \$16.5 million in accordance with GASB and other state and local regulations, including budget preparation, coordinating annual audit, monthly bank reconciliation and submission of all necessary state and federal reporting.
- Responsible for the preparation and issuance of tax bills for the City's total annual tax rolls of \$6.1 million. Administer bi-weekly distributions to local taxing authorities per state statute.
- Monitor and ensure collection of all City revenues and accounts receivable including average monthly utility billing of \$300,000.
- Manage payroll processing for 70 employees and total annual gross payroll expense of \$2.5 million. Ensure timely and accurate payroll tax reporting and monthly benefits reconciliation.
- Administer the accurate and timely processing of the City's accounts payable with an average of 130 disbursements made each month for a total value of \$930,000.
- Supervise the work of 6 employees assigned to financial services and utility billing.
- Advise elected officials and citizens of City financial matters at Town Hall and City Commission meetings; maintain open door policy to problem-with and answer questions from elected officials, citizens, directors and staff; and respond to inquiries from a variety of media outlets.

#### **LUNDQUIST ENTERPRISES, LLC—Phoenix, AZ**

6/2010-12/2011

##### *Owner*

- Founded and operated independently owned remediation service company to prepare foreclosed homes for market.
- Successfully marketed Company to obtain contracts from property preservation companies managing the maintenance and sale of HUD homes throughout Arizona.
- Oversaw and executed property inspections, landscape maintenance, and remediation services on over 100 properties per month as contracted by HUD resulting in YTD gross revenue of approximately \$50,000.
- Managed and delegated work quality and output for six separate subcontractors in completion of client work orders.
- Performed bookkeeping, accounts payable, and budgeting function to maintain operating cash flow during 30 day invoicing period on payment of contracted work.

#### **C.W. & MODENE NEELY CHARITABLE FOUNDATION—Gilbert, AZ**

5/2008-4/2011

##### *Executive Administrator*

- Reviewed grant applications, researched organizations, and conducted site visits to aid board review and make decisions on outstanding requests.
- Maintained ongoing correspondence with all grant applicants and recipients, tracked reporting by grant recipients, and facilitated the distribution of over \$11 million in grant awards.
- Recorded parliamentary procedures of all board meetings in written minutes for subsequent board review and approval.
- Researched relevant philanthropic news through industry journals, newsletters, and tax publications in order to stay abreast of pertinent legal and tax changes with the potential to impact private foundations.
- Performed official record keeping function of all financial and nonfinancial information to remain in compliance with Foundation bylaws, and state and federal private foundation regulation of tax-exempt organizations.

EIDE BAILLY, LLP—Phoenix, AZ

1/2009–4/2010

*Tax Associate*

- Prepared federal and state tax returns for individuals, S-corporations, C-corporations, partnerships, trusts, and non-profit clients.
- Researched and consulted on various tax matters; utilized tax-related software to conduct research as well as prepare and process returns.
- Responded to inquiries from the IRS and other tax authorities regarding reconciliation of filings, liabilities, and other associated matters.
- Maintained a good working relationship with clients and worked effectively with client management staff at all levels to gather information, perform tax services, and resolve tax issues encountered in preparation process.
- Gained an understanding of client operations, process, and business objectives and utilized that knowledge on client engagements.

RNM ENTERPRISES, LLC—Gilbert, AZ

2/2007–1/2009

*Accountant*

- Created and maintained accounts on Quickbooks for three LLCs as well as five trust shares including a survivor's trust, a non-exempt qualified marital trust, and three generation skipping trusts.
- Worked closely with trustees to execute family trust agreement and subsequently performed accounting and financial reporting function for administration of each trust share; remained vigilant of fiduciary role and governing trust documents; actively attended numerous meetings with legal counsel, CPAs, and bank representatives.
- Performed accounts payable function for all general and payroll expenses for each LLC and trust.
- Monitored bank account balances totaling over \$15 million in cash and securities, performed reconciliations, and prepared weekly reports for management review.

**EDUCATION**

ARIZONA STATE UNIVERSITY WEST—Glendale, AZ

May 2008

Post-Baccalaureate Certificate in Accountancy

GPA: 4.0/4.0

ARIZONA STATE UNIVERSITY POLYTECHNIC—Mesa, AZ

May 2005

B.S., Agribusiness

**VOLUNTEER ACTIVITIES**

BERRIEN COUNTY TREASURERS' ASSOCIATION—*Treasurer*

EIDE BAILLY VOLUNTEER COUNCIL

*Co-Chair*—United Way Campaign

- Planned and executed events to raise awareness and enthusiasm resulting in exceeded goals for office participation and total pledged contributions.

*Olympics Ambassador*—Team Leader

- Planned, coordinated, and implemented activities to develop and strengthen relationships across firm departments.

*Green Committee Member*

- Promoted events for reducing environmental impact in and out of the office.

*Business Development Committee*

- Attended numerous events at local chamber of commerce offices and Phoenix Business Journal events.

**PROFESSIONAL SKILLS**

- Proficient in Microsoft Office Suite, BS&A Software for Municipalities, Darwinet, QuickBooks, Peachtree, Citrix Engagement, ProFX Tax Preparation, Creative Solutions Depreciation, RIA Checkpoint, and TurboTax.
- Conversational in French.