

# CITY COUNCIL

(1) ADOPTED MEETING  
MINUTES

and

(2) APPROVED AGENDA  
ITEMS

Regular City Council Meeting  
Monday, Feb. 27, 2023

# ADOPTED MEETING MINUTES

## REGULAR CITY COUNCIL MEETING MONDAY, February 27, 2023

Presented: 10/23/2023  
Adopted: 10/23/2023

Item No. 230382



# City of Flint, Michigan Meeting Minutes 2 - Draft CITY COUNCIL

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

*Allie Herkenroder, President, Ward 7*  
*Ladel Lewis, Vice President, Ward 2*

*Eric Mays, Ward 1*  
*Judy Priestley, Ward 4*  
*Tonya Burns, Ward 6*

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

*Davina Donahue, City Clerk*

Monday, February 27, 2023

7:35 PM

Council Chambers

## ROLL CALL

**Present:** Councilperson: Councilperson Mays, Councilperson Lewis, Councilperson Murphy, Councilperson Priestley, Councilperson Winfrey-Carter, Councilperson Burns, Herkenroder, Councilperson Pfeiffer and Councilperson Worthing

## ROLL CALL

**Present:** Councilperson: Councilperson Lewis, Councilperson Murphy, Councilperson Priestley, Councilperson Winfrey-Carter, Councilperson Burns, Herkenroder, Councilperson Pfeiffer and Councilperson Worthing

**Absent:** Councilperson: Councilperson Mays

## RESOLUTIONS

**230037** Repeal of Public Act 436 of 2012/The Local Financial Stability and Choice Act

Resolution resolving that the City of Flint fully supports House Bill 4065 and the repeal of Public Act 436, and urges the Michigan Legislature to enact H.B. 4065 and repeal the Local Financial Stability and Choice Act 436 of 2012.

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

**Aye:** 8 - Councilperson Lewis, Councilperson Murphy, Councilperson Priestley, Councilperson Winfrey-Carter, Councilperson Burns, Vice President Herkenroder, Councilperson Pfeiffer and Councilperson Worthing

**Absent:** 1 - Councilperson Mays

## PETITIONS AND UNOFFICIAL COMMUNICATIONS

**230056** DRAFT Genesee County Solid Waste Management Plan (SWMP) Amendment/Public Hearing/Open Houses/Genesee County Metropolitan Planning Commission

Communication received February 27, 2023, re: A DRAFT copy of Genesee

County's Solid Waste Management Plan (SWMP) Amendment, as required by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to ensure that the county can properly dispose of waste for the next ten years. A Public Hearing will be held on April 5, 2023, at 1:00 p.m. in the Genesee County Administration Building, Rm. 222, 1101 Beach Street, Flint, for the purpose of obtaining comments on the plan. Three Open Houses will also be held to gather public input: April 18th @ 11:00 a.m./Flint Farmers' Market, 300 E. First Street, Flint; April 19th @ 9:00 a.m./Loose Senior Center, 707 N. Bridge Street, Linden; and April 20th @ 4:00 p.m./Montrose Township Hall, 11444 Seymour Rd, Montrose. [NOTE: A copy of the DRAFT Genesee County's Solid Waste Management Plan (SWMP) Amendment is available in the Flint City Clerk's Office, Flint City Hall, 2nd Floor, 1101 S. Saginaw Street, Flint.]

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

### **COMMUNICATIONS (from Mayor and Other City Officials)**

**230057** City of Flint/Administrative Hearings Bureau/Rules of Procedure

A copy of the City of Flint's Administrative Hearings Bureau Rules of Procedure, as made effective February 20, 2023.

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

### **RESOLUTIONS (POSTPONED)**

**220530.2** Adoption/Proposed Amendments/Rules Governing Meetings of the Council

Resolution resolving that the Flint City Council adopts the Rules Governing Meetings of the Flint City Council [As Amended], to be effective upon being made publicly available at the City Clerk's office and/or on the City's website.

**SEPARATED FROM MASTER RESOLUTION**

**230026** Solicitation of Proposals/Golf Course Leases

Resolution resolving that, in order to ensure that the City of Flint receives fair compensation for the lease of the Swartz Creek and Kearsley Lake Golf Courses, the Flint City Council requests that the City Administration publicly solicit proposals for the lease and operation of the Swartz Creek and Kearsley Lake Golf Courses and present the best proposal to the City Council for its approval.

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

**230027** Partial Settlement/Matt Baker, et al v City of Flint, et al/Genesee County Circuit Court Case No. 19-113438

Resolution resolving that the Flint City Council approves settlement in the matter of Matt Baker, et al v City of Flint, et al, Genesee County Circuit Court Case No. 19-113438, as to plaintiff Michael Ross, in the amount of \$39,000.00,

in satisfaction of any and all claims against the City and its officers arising out of said matter, with payment to be drawn from appropriated funds in Litigation and Suits Line Item 677-266.200-812.010. [NOTE: An Executive Session was held in this matter on December 7, 2022.]

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

**230029 Agreement/City of Flint/Genesee County Prosecutor's Office/Witness Protection Services Program**

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to enter into an agreement with the Genesee County Prosecutor's Office [to be used towards a witness protection services program], in an amount NOT-TO-EXCEED \$100,000.00, over a three-year grant period, June 1, 2022 to May 31, 2023.

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

**230033 Contract/Complete Towing Service/Police Department Towing and Storage Services**

Resolution resolving that the proper City Officials are authorized to enter into a contract with Complete Towing Service for Police Department Towing and Storage services, for a total NOT-TO-EXCEED \$285,000.00, for FY2023.

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

**230040.1 Amended Resolution/Forms/City Council's "Request for ARPA Funds - City Council Initial Form"**

An amended resolution resolving that the Council staff shall cease accepting any Council Forms effective immediately; AND, the Council staff shall forward copies of any Council Forms received to the City of Flint's Public Health Office; AND, that the City Council requests that the Public Health Office, based on the Council Forms received, refer submitters of those forms to the appropriate community resources for assistance. [NOTE: Resolution amended to have Council staff cease accepting the City Council's "Request for ARPA Funds - City Council Initial Form" - as opposed to re-titling the form to "City of Flint Resource Identification Referral Form".] [NOTE: In early 2022, the Flint City Council - by verbal motion - approved the use of the RAF-CCIF document to receive requests for ARPA funds from city residents.]

**SEPARATED FROM MASTER RESOLUTION**

**230043 Approval/Collective Bargaining Agreement (CBA)/City of Flint/Flint Police Officers' Association (FPOA)**

Resolution resolving that the Flint City Council ratifies the Tentative Agreement between the City of Flint and the Flint Police Officers' Association.

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

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

**230047**      **FY23 Change Order/JB's Tree and Yard Service/Master Planning Tree Removal Project**

Resolution resolving that the Division of Purchases and Supplies is authorized to issue a Purchase Order for FY2023 to JB's Tree Services LLC, in an amount NOT-TO-EXCEED \$4,484.00, for a Master Planning Tree Removal Project, and an overall FY23 vendor amount NOT-TO-EXCEED \$89,484.00.

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

**230048**      **ODP Business Solutions/New Council Chamber Chairs**

Resolution resolving that the Division of Purchases and Supplies is authorized to issue a Purchase Order for FY2023 to ODP Business Solutions (Office Depot), in an amount NOT-TO-EXCEED \$48,077.33, for chairs for the Council Chamber upgrade project, for an overall FY23 grand total NOT-TO-EXCEED \$165,924.33, AND, resolving that the Purchasing Division has the discretion to spend an additional amount of no more than 5% of the annual requested spend amount of Office Depot for unanticipated requests that may be submitted during FY2023.

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

**230049**      **Polydyne Inc./Liquid Cationic Polymer**

Resolution resolving that the Division of Purchases and Supplies is authorized to issue an additional Purchase Order for FY2023 to Polydyne, Inc., in an amount NOT-TO-EXCEED \$120,000.00, for the supply of Liquid Cationic Polymer for the Water Pollution Control Facility, for an overall FY23 grand total amount NOT-TO-EXCEED \$270,000.00.

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

**230050**      **Owner Entity and Loan Holder/HOME Investment Partnership Funds Award/800 E Court Street Village Limited Dividend Housing Association Limited Partnership**

Resolution resolving that the appropriate City Officials recognize 800 E Court Street Village Limited Dividend Housing Association Limited Partnership as the owner entity and loan holder for the 800 E Court Street modernization project and are authorized to enter into the required HOME agreements with 800 E Court Street Village Limited Dividend Housing Association Limited [Partnership].

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

**230051** Trio Paint/General Contractor Services

Resolution resolving that the Division of Purchases and Supplies is authorized to issue additional Purchase Orders for FY2023 to Trio Paint, in an amount NOT-TO-EXCEED \$625,000.00, for various large Facilities Maintenance projects, in an overall grand total amount NOT-TO-EXCEED \$725,000.00 for FY2023.

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

**Passed The Consent Agenda**

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

**Aye:** 7 - Councilperson Murphy, Councilperson Priestley, Councilperson Winfrey-Carter, Councilperson Burns, Vice President Herkenroder, Councilperson Pfeiffer and Councilperson Worthing

**Absent:** 2 - Councilperson Mays and Councilperson Lewis

**SEPARATED FROM MASTER RESOLUTION**

**220530.2** Adoption/Proposed Amendments/Rules Governing Meetings of the Council

Resolution resolving that the Flint City Council adopts the Rules Governing Meetings of the Flint City Council [As Amended], to be effective upon being made publicly available at the City Clerk's office and/or on the City's website.

*Amended to remove Rule No. 5.6*

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

**Aye:** 7 - Councilperson Murphy, Councilperson Priestley, Councilperson Winfrey-Carter, Councilperson Burns, Vice President Herkenroder, Councilperson Pfeiffer and Councilperson Worthing

**Absent:** 2 - Councilperson Mays and Councilperson Lewis

*Amended to remove Rule 6.10*

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

**Aye:** 8 - Councilperson Lewis, Councilperson Murphy, Councilperson Priestley, Councilperson Winfrey-Carter, Councilperson Burns, Vice President Herkenroder, Councilperson Pfeiffer and Councilperson Worthing

**Absent:** 1 - Councilperson Mays

**220530.3** Amended Resolution/Adoption/Proposed Amendments/Rules Governing

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**Meetings of the Council**

An amended resolution resolving that the Flint City Council adopts the Rules Governing Meetings of the Flint City Council [As Amended], to be effective upon being made publicly available at the City Clerk's office and/or on the City's website.

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

**Aye:** 6 - Councilperson Lewis, Councilperson Murphy, Councilperson Priestley, Vice President Herkenroder, Councilperson Pfeiffer and Councilperson Worthing

**No:** 1 - Councilperson Winfrey-Carter

**Abstain:** 1 - Councilperson Burns

**Absent:** 1 - Councilperson Mays

**230040.1** Amended Resolution/Forms/City Council's "Request for ARPA Funds - City Council Initial Form"

An amended resolution resolving that the Council staff shall cease accepting any Council Forms effective immediately; AND, the Council staff shall forward copies of any Council Forms received to the City of Flint's Public Health Office; AND, that the City Council requests that the Public Health Office, based on the Council Forms received, refer submitters of those forms to the appropriate community resources for assistance. [NOTE: Resolution amended to have Council staff cease accepting the City Council's "Request for ARPA Funds - City Council Initial Form" - as opposed to re-titling the form to "City of Flint Resource Identification Referral Form".] [NOTE: In early 2022, the Flint City Council - by verbal motion - approved the use of the RAF-CCIF document to receive requests for ARPA funds from city residents.]

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

**Aye:** 7 - Councilperson Lewis, Councilperson Murphy, Councilperson Priestley, Councilperson Burns, Vice President Herkenroder, Councilperson Pfeiffer and Councilperson Worthing

**No:** 1 - Councilperson Winfrey-Carter

**Absent:** 1 - Councilperson Mays

**230040.2** 2nd Amendment/Resolution/Forms/City Council's "Request for ARPA Funds - City Council Initial Form"

A second amendment to a resolution resolving that the Council staff shall cease accepting any Council Forms effective immediately; AND, the Council staff shall forward copies of any Council Forms received to the City of Flint's Public Health Office; AND, that the City Council requests that the Public Health Office, based on the Council Forms received, refer submitters of those forms to the appropriate community resources for assistance. [NOTE: Resolution amended



to have Council staff cease accepting the City Council's "Request for ARPA Funds - City Council Initial Form" - as opposed to re-titling the form to "City of Flint Resource Identification Referral Form".] [NOTE: In early 2022, the Flint City Council - by verbal motion - approved the use of the RAF-CCIF document to receive requests for ARPA funds from city residents.] [NOTE: Resolution amended to remove the last two "Resolved" paragraphs.]

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

**Aye:** 7 - Councilperson Lewis, Councilperson Murphy, Councilperson Priestley, Councilperson Burns, Vice President Herkenroder, Councilperson Pfeiffer and Councilperson Worthing

**No:** 1 - Councilperson Winfrey-Carter

**Absent:** 1 - Councilperson Mays

## **INTRODUCTION AND FIRST READING OF ORDINANCES (May Be Referred from S.A.)**

**230052**      Amendment/Ordinance/Chapter 35 (Personnel)/Section 35-112.04 (Adoption-Job Description & Qualifications)/City Administrator

An ordinance to amend the Flint City Code of Ordinances by amending Chapter 35 (Personnel); Section 35-112.04 (Adoption - Job Description and Qualifications), City Administrator.

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

**Aye:** 5 - Councilperson Lewis, Councilperson Murphy, Vice President Herkenroder, Councilperson Pfeiffer and Councilperson Worthing

**No:** 3 - Councilperson Priestley, Councilperson Winfrey-Carter and Councilperson Burns

**Absent:** 1 - Councilperson Mays

## **ADJOURNMENT**

*Councilperson Pfeiffer, seconded by Councilperson Priestley, made a motion to adjourn this meeting at 10:22 p.m. The motion passed by a vote of 7:1 (Murphy) (Absent: Mays).*

# APPROVED AGENDA ITEMS

REGULAR CITY COUNCIL MEETING

MONDAY, February 27, 2023

OFFICE OF THE CITY COUNCIL



MEMORANDUM

TO: Whom It May Concern
FROM: Davina Donahue – City Clerk
DATE: March 3, 2023
RE: CITY COUNCIL APPROVED RESOLUTIONS/ORDINANCES
(February 27, 2023)

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

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

RESOLUTIONS (as ADOPTED by City Council – February 27, 2023)

220530.3 230026 230027 230029 230033 230037
230040.2 230043 230047 230048 230049 230050
230051

NOTE: Resolution No. 220530.3 AMENDED to remove Rule 5.6 and Rule 6.10; Resolution No. 230040.2 AMENDED to remove the last two "Resolved" paragraphs.

ORDINANCES (as ADOPTED by City Council – February 27, 2023)

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

MISC AGENDA ITEMS (as FAILED/DROPPED by City Council – February 27, 2023)

POSTPONED INDEFINITELY -

220530.3



PROCLAMATION NO.: \_\_\_\_\_

PRESENTED: FEB 27 2023

ADOPTED: FEB 27 2023

**RESOLUTION ADOPTING AMENDMENT TO COUNCIL RULES**

Section 3-103(B) of the Flint City Charter provides that “[t]he City Council shall determine its own rules of procedure, may compel attendance of members, and may punish its own members for misconduct.”

Pursuant to Section 1-801 of the Flint City Charter, a public hearing regarding proposed rules to the Rules Governing Meetings of the Flint City Council was held on February 13, 2023.

**BE IT RESOLVED**, that the Flint City Council adopts the attached Rules Governing Meetings of the Flint City Council, to be effective upon being made publicly available at the City Clerk’s office and/or on the City’s website.

**FOR THE CITY COUNCIL:**

A handwritten signature in black ink, consisting of a stylized 'D' and other illegible characters, is written over a horizontal line.

**APPROVED AS TO FORM:**

A handwritten signature in black ink, appearing to read "William Y. Kim", is written over a horizontal line.

William Y. Kim, City Attorney

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

**GENERAL**

PREAMBLE

OPEN MEETINGS ACT (OMA)

FREEDOM OF INFORMATION ACT (FOIA)

RULE 1 PARLIAMENTARY AUTHORITY

RULE 2 SUSPENSION AND AMENDMENT OF RULES

**ORGANIZATION #1**

RULE 3 COUNCIL PRESIDENT; PRESIDING AT MEETINGS

RULE 4 APPOINTMENT OF COMMITTEES

**ORGANIZATION #2**

RULE 5 TIME AND PLACE OF MEETINGS AND SPECIAL MEETINGS

RULE 6 AGENDA FOR REGULAR MEETINGS OF COUNCIL; AGENDAS FOR COMMITTEE MEETINGS

RULE 7 ORDER OF BUSINESS FOR REGULAR MEETINGS OF COUNCIL

**ORGANIZATION #3**

EXECUTIVE OR CLOSED SESSIONS

**ACTION BY COUNCIL**

RULE 8 FORM OF ACTION AND ADOPTION OF A CONSENT AGENDA

RULE 9 VOTING; VOTING – ABSTAINING VOTES

RULE 10 INTRODUCTION AND ENACTMENT OF ORDINANCES

**MOTIONS #1**

RULE 11 CONSIDERATION OF MOTIONS

RULE 12 SUPPORT FOR MOTIONS

RULE 13 MOTION TO ADJOURN

RULE 14 MOTION TO RECESS

- RULE 15 MOTION TO POSTPONE TEMPORARILY (LAY ON THE TABLE)  
RULE 16 MOTION TO VOTE IMMEDIATELY (CALL THE QUESTION)  
RULE 17 MOTION TO LIMIT OR EXTEND DEBATE

**MOTIONS #2**

- RULE 18 MOTION TO POSTPONE DEFINITELY  
RULE 19 MOTION TO REFER (COMMIT)  
RULE 20 MOTION TO AMEND  
RULE 21 MOTION TO POSTPONE INDEFINITELY  
RULE 22 MOTION TO RECONSIDER  
RULE 23 MOTION TO RESCIND  
RULE 24 REQUEST TO WITHDRAW A MOTION

**MOTIONS #3**

- RULE 25 INCIDENTAL MOTIONS – POINT OF ORDER  
RULE 26 INCIDENTAL MOTIONS – REQUEST FOR INFORMATION

**PUBLIC PARTICIPATION AND MAINTENANCE OF ORDER**

- RULE 27 MAINTENANCE OF ORDER AND DEBATE  
RULE 28 RIGHT TO SPEAK IN DEBATE  
RULE 29 PUBLIC MEETINGS AND PARTICIPATION BY PUBLIC

**CONDUCT, ETHICS AND DISCIPLINARY ACTIONS**

- RULE 30 GENERAL CONDUCT AND STANDARDS OF CONDUCT  
RULE 31 ETHICS  
RULE 32 DISCIPLINARY ACTIONS

**REVIEW OF CITY COUNCIL RULES**

- RULE 33 ANNUAL REVIEW OF CITY COUNCIL RULES

## GENERAL

### PREAMBLE

These are rules governing the orderly conduct of Flint City Council meetings in accordance with Robert's Rules of Order and certain laws.

### OPEN MEETINGS ACT (OMA)

City Council meetings are subject to the Open Meetings Act, Public Act 267 of 1976, MCL 15.261 through 15.275.

### FREEDOM OF INFORMATION ACT (FOIA)

All documents of the meetings of the Flint City Council (i.e. agendas, minutes, attachments, transcripts, recordings) are public documents subject to the FOIA, MCL 15.231 *et seq.*

### PARLIAMENTARY AUTHORITY

- Rule 1.1 All matters of procedure not covered specifically by Council Rules, State, or Local law, shall be governed by Robert's Rules of Order 12<sup>th</sup> Ed. If a conflict arises between Council Rules and Robert's Rules of Order, Council Rules take precedence.
- Rule 1.2 The President or Chair (Presiding Officer) shall decide all questions arising under these rules and general parliamentary practice, subject to appeal. The Chair shall first decide the question, and any member may "appeal from the decision." If the appeal is seconded, the Chair shall state their decision, that it has been appealed from, and then states the question as: "Shall the decision of the Chair be reversed?" The Chair can then state the reasons for their decision, after which it is open to debate. Beginning with the member who made the appeal and concluding with the Chair, each member may speak once regarding the appeal for three (3) minutes per Councilmember. Unless a majority of Councilmembers-elect vote to overturn the Chair's ruling, the Chair's ruling stands.
- Rule 1.3 City Council may appoint a person to serve as its Parliamentarian. At the request of any member of the City Council, the parliamentarian shall rule on questions of parliamentary procedure. If a Parliamentarian so rules, the Parliamentarian's ruling may be appealed. An appeal of a Parliamentarian's ruling must be seconded and is undebatable. Overturning a Parliamentarian's ruling requires a two-thirds vote of the Councilmembers-elect.

### SUSPENSION AND AMENDMENT OF RULES

- Rule 2.1 Any individual rule may be suspended on the vote of two-thirds of the Councilmembers-elect, to allow for consideration of business that would not otherwise be allowed under the rules. A motion to suspend a rule is not debatable.

Rule 2.2 The rules may be amended in accordance with Section 1-801 of the Flint City Charter.

## **ORGANIZATION #1**

### **COUNCIL PRESIDENT; PRESIDING AT MEETINGS**

Rule 3.1 The Council shall have a President and a Vice-President, each chosen by a majority of the Councilmembers-elect for a term which shall end on the second Monday in November, or until a successor is elected.

Rule 3.2 The President shall preside at the meetings of the Council and, in the absence of the President, the Vice-President shall preside. If both the President and Vice-President are absent, a Chairperson from a Council Committee shall preside in the following order: Finance, Governmental Operations, Legislative.

### **COMMITTEES**

Rule 4.1 The President, unless otherwise directed by the Council, shall appoint all committee chairs and vice-chairs for a one-year term which shall end on the second Monday in November or until a successor is appointed.

Rule 4.2 The standing committees of the City Council are Finance, Governmental Operations, Legislative, and Special Affairs. The Council President may determine in which order they are addressed.

Rule 4.3 Finance Committee - Business conducted consists of all matters relating to City finances (e.g. spending, revenue, contracts, fees, budgets, audits, etc.). Finance Committee shall meet at 5:00 pm on the Wednesdays a week before regular Council meetings. [Note - see Rule 6.8A]

Rule 4.4 Legislative Committee - Business conducted consists of all matters relating to City legislation (e.g. ordinances, policies, etc.). Legislative Committee shall meet after Finance Committee. [Note - see Rule 6.8B]

Rule 4.5 Governmental Operations Committee - Business conducted consists of all matters relating to governmental function (e.g. multi-member bodies, policies and procedures, matters related to City government and City departments, etc.). Governmental Operations Committee shall meet after Legislative Committee. [Note - see Rule 6.8C]

Rule 4.6 Special Affairs Committee - Reserved for any standing committee agenda item needing additional discussion or information, as well as for any emergency agenda submission. Special Affairs Committee shall meet at 4:30 p.m. right before regular Council meetings on the 2nd and 4th Mondays of the month. [Note - see Rule 6.8E]



- Rule 4.7 All standing committees of Council shall be comprised of all members of Council who are not under disciplinary actions/restrictions.
- Rule 4.8 The President, at their discretion, may create ad hoc committees and shall appoint these committees' chairs and members. The President shall determine the number of Councilmembers comprising these committees.

## **ORGANIZATION #2**

### **TIME AND PLACE OF MEETINGS AND SPECIAL MEETINGS**

- Rule 5.1 All meetings of the City Council and all committees of the Council shall take place in the Council Chambers on the third floor of City Hall or at such other places as the Council may determine.
- Rule 5.2 The regular meeting of the City Council is 5:30 p.m. on the second and fourth Monday of every month.
- Rule 5.3 The Flint City Council may schedule other committee meetings as deemed necessary.
- Rule 5.4 In the event of a call for a special meeting or a change in the time or place of a meeting, the Clerk shall be notified and shall see that each Councilmember and the public are informed as is required by the Open Meetings Act.
- Rule 5.5 The Mayor shall be notified of all meetings of the City Council.
- Rule 5.6 City Council may, by resolution, adjourn all meetings for a two-week period. A special, pro-forma meeting of the City Council shall be scheduled immediately preceding the other Council committee meeting in that month.

### **AGENDA FOR REGULAR MEETINGS OF COUNCIL**

- Rule 6.1 Matters shall be placed on the agenda of any meeting of the City Council by action of the Council President or any presiding Chair of any committee of the Council, or at the request of the Mayor or Clerk, prior to the start of the meeting. After roll call, the presiding officer shall ask for "any additions or changes to the agenda". Agenda changes or additions need to be approved by the presiding officer, and any unopposed agenda changes or additions may be adopted by consent.
- Rule 6.2 Any agenda matters that require official Council action at the meeting for final adoption (i.e., resolutions, budget amendments, grant acceptances, etc.) must be accompanied by the appropriate documentation such as staff review reports, etc., and must be signed by the required signatories.
- Rule 6.3 The deadline for contacting City Council staff for the purpose of adding matters to an agenda shall be by 12:00 pm (noon) on Thursdays.

- Rule 6.4 The presiding officer shall choose a person to lead the Pledge of Allegiance.
- Rule 6.5 Opening Ceremonies will consist of Pledge of Allegiance, a short prayer or blessing, and may include requests for moments of silence for deceased or ailing individuals. Spiritual leaders (of many faiths) may be invited and scheduled to offer a short prayer after the Pledge of Allegiance. The City Clerk will be responsible for making these arrangements.

### **AGENDAS FOR COMMITTEE MEETINGS**

- Rule 6.8 Items denoted with \*\* will only appear on a committee agenda if necessary. If there is no such matter to be addressed, then it will not appear on the agenda.
- Rule 6.8a Finance Committee Agenda - Roll Call, Request for Changes and/or Additions to Agenda, \*\*Closed Session [Executive Session], \*\*Consent Agenda, \*\*Presentation of Quarterly Financial Reports, Resolutions, \*\*Special Order/Discussion Items, Adjournment
- Rule 6.8b Legislative Committee Agenda - Roll Call, Request for Changes and/or Additions to Agenda, \*\*Resolutions, Ordinances, \*\*Consent Agenda/Discussion Items, Adjournment
- Rule 6.8c Governmental Operations Committee Agenda - Roll Call, Request for Changes and/or Additions to Agenda, \*\*Consent Agenda, \*\*Licenses, Resolutions, Appointments, \*\*Special Order /Discussion Items, Adjournment
- Rule 6.8d Special Affairs Agenda - Roll Call, Request for Changes and/or Additions to Agenda, \*\*Closed Session [Executive Session], \*\*Consent Agenda, \*\*Special Order, Resolutions, Appointments, Ordinances, Discussion Items, Adjournment
- Rule 6.9 Rules 6.1, 6.2, 6.3 and 6.4 concerning regular Council meetings also apply to Committee meetings. Section 31.12 of the Disorderly Persons Ordinance applies to all committee meetings.

### **ORDER OF BUSINESS FOR REGULAR MEETINGS OF COUNCIL**

- Rule 7.1 The order of business at Regular Meetings of the City Council shall be as follows:
- I Call to Order, Roll Call and opening ceremonies
  - II Reading of Disorderly Persons Section
  - III Request for Changes and/or Additions to Agenda
  - IV Consent Agenda
  - V Presentation of Minutes
  - VII Public Hearings
  - VIII Public Speaking
  - IX Petitions and Unofficial Communications
  - X Official Communications – From Mayor and Other City Officials
  - XI Additional Communications

- XII Appointments
- XIII Resolutions
- XIV Liquor Licenses
- XV Other Licenses
- XVI Introduction and First Reading of Ordinances
- XVII Second Reading and Enactment of Ordinances
- XVIII Special Orders/Discussion Items  
(Any Councilmember may request that a Special Order be placed on the agenda, but it must first be approved by the Council President, or the Committee Chair if raised during a Committee meeting.)
- XIX Final Council Comments
- XX Adjournment

**ORGANIZATION #3**

**CLOSED SESSIONS**

Rule 7.2 Pursuant to the Open Meetings Act, the Flint City Council may meet in Closed Session for one or more of the following purposes:

- (1) To consider the dismissal, suspension, or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of, a public officer, employee, staff member, or individual agent, if the named person requests a closed hearing.
- (2) For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement if either negotiating party requests a closed hearing.
- (3) To consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.
- (4) To consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, but only if an open meeting would have a detrimental financial effect on the litigating or settlement position of the public body.
- (5) To review and consider the contents of an application for employment or appointment to a public office if the candidate requests that the application remain confidential. However, all interviews by a public body for employment or appointment to a public office shall be held in an open meeting pursuant to this act.
- (6) To consider material exempt from discussion or disclosure by state or federal statute.

- Rule 7.3 GOING INTO CLOSED SESSION – A 2/3 roll call vote of the Councilmembers-Elect is required to meet in closed session for purposes (3) through (6), as listed in Rule 7.2. A majority vote of the Councilmembers-Elect is sufficient for purposes (1) and (2), as listed in Rule 7.2. The roll call vote and the purpose or purposes for meeting in closed session shall be recorded in the minutes of the meeting at which the vote is taken.
- Rule 7.4 LEAVING CLOSED SESSION – The City Council may leave a closed session upon a majority vote of the Councilmembers-elect.
- Rule 7.5 DECISIONS ON MATTERS DISCUSSED IN CLOSED SESSION TO BE MADE DURING OPEN SESSION - All determinations, actions, votes, or dispositions of motions, proposals, recommendations, resolutions, orders, ordinances, bills, or measures by which the City Council effectuate or formulates public policy must be made during an open session.
- Rule 7.6 All matters discussed in closed session are privileged and not to be shared with any person outside of the closed session.

### ACTION BY COUNCIL

#### FORM OF ACTION AND ADOPTION OF A CONSENT AGENDA

- Rule 8.1 All official action of the Council as required by the City Charter shall be by ordinance or resolution, but decisions on parliamentary procedure may be made upon motion. Other action may be made upon motion, including decisions on parliamentary procedure.
- Rule 8.2 No motion may be debated by the Council until it has been stated by the presiding officer and it must be reduced to writing if requested by the presiding officer or any Councilmember. All resolutions and ordinances must be in writing.
- Rule 8.3 The Presiding Officer or Chair may request the adoption of a “Consent Agenda” consisting of, as applicable, (a) approval of minutes listed on the agenda; (b) accepting and placing on file all communications listed on the agenda, (c) approving all appointments, resolutions, and licenses listed on the agenda; (d) approving ordinances for introduction and first reading or second reading and enactment, as listed on the agenda.
- Rule 8.4 After a motion to adopt a Consent Agenda is made and seconded, the Presiding Officer or Chair shall ask for separations. Any agenda item on a Consent Agenda shall be separated at the request of any Councilmember. After any separations, there is no debate on approving the Consent Agenda - it shall be voted on or adopted without objection.

## VOTING

- Rule 9.1 The determination of any question at a regular City Council meeting shall require a roll call vote, unless there is unanimous consent of the members present. Any request for unanimous consent by the Chair shall include two calls for objections to the request for unanimous consent.
- Rule 9.2 The determination of any question at a committee meeting shall be by voice vote unless a member objects, in which case a roll call vote shall be taken.
- Rule 9.3 The voting on all roll calls shall be rotated so that the Councilmember representing the First Ward shall cast the first vote on the first roll call of any meeting, the Councilmember from the Second Ward shall cast the first vote on the second roll call at any meeting, and so on throughout the meeting so that the first vote on a roll call shall be solicited from the succeeding Councilmember. Following the first vote on any roll call, the remaining Councilmembers shall be called in consecutive order until all nine Councilmembers have been afforded an opportunity to vote on any question.
- Rule 9.4 A Councilmember must be seated at their designated seating place to vote. Proxy votes are not allowed.
- Rule 9.5 INTERRUPTION OF VOTES – Interruptions during the taking of a vote are permitted only before any member has actually voted, unless, as sometimes occurs in ballot voting, other business is being transacted during voting or tabulating.
- Rule 9.6 RULE AGAINST EXPLANATION BY MEMBERS DURING VOTING - A member has no right to “explain his vote” during voting, which would be the same as debate at such a time.
- Rule 9.7 CHANGING ONE'S VOTE – A member has a right to change his vote up to the time the result is announced by the Chair. A request to change a vote after the Chair’s announcement requires the unanimous consent of the body, without debate, and may only be made immediately after the Chair’s announcement.
- Rule 9.8 ABSTAINING VOTES – To “abstain” means to not vote at all. Any explanation of an abstention may not exceed 10 seconds.
- Rule 9.9 ABSTAINING FROM VOTING ON A QUESTION OF DIRECT PERSONAL INTEREST – No member should vote on a question in which he/she has a direct personal or pecuniary interest not common to the other members of the organization. Voting on questions which affect oneself – the rule on abstaining from voting on a question of direct personal interest does not mean that a member should not vote for him/herself for an office or other position to which members generally are eligible, or should not vote when other members are included with him in a motion.

## INTRODUCTION AND ENACTMENT OF ORDINANCES

(Any City Councilmember or the Mayor may introduce an Ordinance)

- Rule 10.1 Upon the introduction of any ordinance, the City Clerk shall proceed as directed in Section 3-301 *et seq* of the Flint City Charter.
- Rule 10.2 After a public hearing has been completed, any Councilmember may move to enact the ordinance.
- Rule 10.3 If the ordinance is amended to the extent that there has been inadequate notice to the public of the content of the ordinance, it shall not be enacted until the procedures of Section 3-301 *et seq* of the Flint City Charter are complied with.
- Rule 10.4 Every ordinance must state the date that it becomes effective. After the vote on the enactment of the ordinance, any Councilmember may move that it be given immediate effect upon publication, rather than the date stated. Any effective date earlier than thirty days after enactment requires a two-thirds vote of the Councilmembers-elect.
- Rule 10.5 Every ordinance shall be submitted to the City Attorney for review and approval as to form prior to enactment.

## MOTIONS

### CONSIDERATION OF MOTIONS

- Rule 11.1 When a question is under debate, the Chair will receive only the following motions:
- |         |  |
|---------|--|
| Rule 13 | to adjourn                                 |
| Rule 14 | to recess                                  |
| Rule 15 | to postpone temporarily (lay on the table) |
| Rule 16 | to vote immediately (previous question)    |
| Rule 17 | to limit debate                            |
| Rule 18 | to postpone definitely                     |
| Rule 19 | to refer (commit)                          |
| Rule 20 | to amend                                   |
| Rule 21 | to postpone indefinitely                   |
| Rule 22 | to reconsider                              |
| Rule 23 | to rescind                                 |
| Rule 24 | to withdraw a motion                       |
| Rule 25 | point of order                             |
| Rule 26 | request for information                    |
- Rule 11.2 If more than one of the above motions are made, they shall be considered in the order listed.

## **SUPPORT FOR MOTIONS**

- Rule 12.1 No motion may be considered or debated unless it has been seconded by at least one other Councilmember and has been properly stated by the Chair. The Chair does not have to recognize a member before that member may second a motion.
- Rule 12.2 Nominations need not be seconded.

### **MOTIONS #1**

#### **MOTION TO ADJOURN**

- Rule 13.1 A motion to adjourn is always in order. If it is made during the count of a vote, it will not be considered until after the vote is announced.
- Rule 13.2 A motion to adjourn is not debatable. However, the issue of the time to reconvene may be debated if it is introduced by the maker of the motion or by amendment.
- Rule 13.3 The Chair may order adjournment, without objection.

#### **MOTION TO RECESS**

- Rule 14.1 A motion to recess shall state the length of the recess and is not debatable.
- Rule 14.2 When a recess is taken while any question is pending, the consideration of the question shall be resumed upon the reassembling of the Council.
- Rule 14.3 The Chair may order a recess without objection.

#### **MOTION TO LAY ON THE TABLE**

- Rule 15.1 The Council may decide to postpone temporarily any matter pending before it. A decision to lay upon the table postpones the question involved, all pending amendments, and other adhering motions, until later in that meeting.
- Rule 15.2 If a decision is made to resume consideration of a matter or to take up from the table, it shall return in exactly the same form as when it was postponed temporarily. A motion to resume consideration must be made at the same meeting.
- Rule 15.3 If a motion to resume consideration fails or is not made, the pending matter shall be added to the next meeting agenda.
- Rule 15.4 A motion to postpone temporarily or to resume consideration is not debatable

**MOTION TO VOTE IMMEDIATELY (CALL THE QUESTION)**

- Rule 16.1 Any Councilmember may move to vote immediately. If the motion is supported, debate will cease immediately. A two-thirds vote of the Councilmembers-present (but no less than a majority of the Councilmembers-Elect) is required for the motion to carry.
- Rule 16.2 A motion to vote immediately is not debatable.

**MOTION TO LIMIT OR EXTEND DEBATE**

- Rule 17.1 The Council may decide, by majority vote, to limit or determine the time for discussion of a pending motion or to modify or remove limitations already imposed. This may include a limit of time for each Councilmember to speak to the issue.
- Rule 17.2 If each Councilmember has a limited time to speak, this time limit shall include any questions asked and/or answered at the Councilmembers request.
- Rule 17.3 A motion to limit or extend debate is not debatable.

**MOTIONS #2**

**MOTION TO POSTPONE DEFINITELY**

- Rule 18.1 The Council may decide to put off consideration of a pending main motion and to fix a definite date/time for its consideration.
- Rule 18.2 Debate on the motion to postpone definitely shall be limited to one round of discussion, 3 minutes per councilmember, and shall be limited to the reasons for the postponement and the date/time the main motion shall be taken up.

**MOTION TO REFER (TO COMMITTEE)**

- Rule 19.1 If a motion to refer a matter to a committee or other agency has been made, the Council shall proceed to decide the question of the referral.
- Rule 19.2 There shall be no further debate on the merits of the main motion or amendments to the main motion until the referral motion is decided.
- Rule 19.3 Debate on the motion to refer shall be limited to one round of discussion, 3 minutes per councilmember.

**MOTION TO AMEND**

- Rule 20.1 A motion to amend must be germane to the main motion .
- Rule 20.2 An amendment may be amended but an amendment to an amendment may not be amended.



### **MOTION TO POSTPONE INDEFINITELY**

- Rule 21.1 The Council may decide to prevent further discussion on a question by voting to postpone it indefinitely.
- Rule 21.2 A motion that has been postponed indefinitely cannot come up again at the same meeting. If it is reintroduced at a later meeting, it shall be treated as a new motion.
- Rule 21.3 Debate on the motion to postpone indefinitely shall be limited to one round of discussion, 3 minutes per councilmember.

### **MOTION TO RECONSIDER**

- Rule 22.1 A motion to reconsider any decision of the City Council may be made by any Councilmember that voted in the affirmative on the motion in question.
- Rule 22.2 A motion to reconsider may be made at the same meeting or not later than the next succeeding regular meeting of the Council if notice has been given to the Council prior to the start of the meeting.
- Rule 22.3 No question may be reconsidered more than once.
- Rule 22.4 If a decision of the Council has gone into effect, the motion to reconsider shall not be in order.

### **MOTION TO RESCIND**

- Rule 23.1 Action to rescind, repeal or annul a previous action may be by resolution unless the previous action is an ordinance. Action to repeal a published ordinance may only be by ordinance regardless of whether the ordinance has gone into effect.
- Rule 23.2 Notice of a motion to rescind a previous action must be given to the Clerk at least two days prior to the meeting at which the motion is to be made. However, the Council may vote by two-thirds of Councilmembers-elect to waive the notice requirement.
- Rule 23.3 Motions to rescind may be reconsidered regardless of whether the vote was affirmative or negative.

### **MOTIONS #3**

### **REQUEST TO WITHDRAW A MOTION**

- Rule 24.1 Any Councilmember may withdraw his or her motion before it has been restated by the Chair and placed before the assembly. The Councilmember need not obtain concurrence of any other person.

- Rule 24.2 After the motion has been placed before the assembly, it may only be withdrawn by majority consent of all Councilmembers present. A request to withdraw is undebatable.
- Rule 24.3 No request to withdraw a motion may be made after the vote on the motion has commenced.

#### **INCIDENTAL MOTIONS – POINT OF ORDER**

- Rule 25.1 The purpose of a point of order is to correct a breach in the rules when the presiding officer does not correct it, or when the presiding officer makes a breach of the rules.
- Rule 25.2 A point of order should not be used for minor infractions that do not affect the substantive rights of the City Council or its members.
- Rule 25.3 A point of order does not need a second, can interrupt a speaker, is not debatable, and is decided by the chair.
- Rule 25.4 A point of order cannot be ignored by the presiding officer. A ruling of “agreement – out of order” or “disagree – denied” must be given. All debate and/or talking shall cease immediately when a point of order is raised, so the presiding officer can rule.
- Rule 25.5 Any member has the right to appeal the presiding officer’s decision on a point of order as set forth in Rule 1.2. Another member must second the appeal, or the appeal fails.

#### **INCIDENTAL MOTIONS – REQUEST FOR INFORMATION**

- Rule 26.1 A request for information requests information from the member holding the floor.
- Rule 26.2 Its purpose is to help the member making the request for information understand the process and the potential consequences of the next vote. A request for information that asks a question for which the requestor already knows the answer (i.e. an answer in the form of a question) is improper.
- Rule 26.3 A request for information cannot be ignored by the presiding officer, but the presiding officer – upon hearing the request – may decide whether the request is legitimate and can proceed, or whether the speaker is misleadingly utilizing this motion to secure the floor for other purposes. The Presiding Officer must rule with either “Proceed” or “Denied”.
- Rule 26.4 Using a request for information as an opportunity to gain the floor is not allowed. Multiple abuses of use of requests for information is cause for disciplinary action.

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

### **MAINTENANCE OF ORDER AND DEBATE**

(The public and City Council are both subject to the disorderly persons ordinance section 31-11 and the general code of conduct. Additionally, the Chair or Presiding Officer has a responsibility and duty to enforce these rules and sanctions for the purpose of maintenance of order. Only the Chair or Presiding Officer may determine and rule on who/what is in or out of order.)

- Rule 27.1 When a member has been called to order, the Chair shall determine whether he or she is in order. Every question of order shall be decided by the Chair, subject to an appeal.
- Rule 27.2 During any portion of any meeting, Councilmembers may not engage in any type of argumentative discourse with members of the audience, at any time, for any reason.
- Rule 27.3 Only the presiding officer may call an individual up to the podium (and/or table) to speak or answer questions. Other Councilmembers would have to petition the presiding officer to make this request.
- Rule 27.4 Mobile devices shall be set to silent mode prior to any meeting being called to order.

### **RIGHT TO SPEAK IN DEBATE**

- Rule 28.1 Every Councilmember and every person granted the privilege of speaking to the City Council, on any matter before the City Council, shall address all remarks to members of the Council and shall not speak until recognized.
- Rule 28.2 When two or more Councilmembers address the Chair at the same time, the Chair shall name the Councilmember who is first to speak.
- Rule 28.3 A Councilmember who desires to speak, on any matter before the City Council, must obtain the floor by being recognized by the presiding Chair. A Councilmember must be in their seat when requesting to be recognized. Unless otherwise specified by these rules each member has the right to speak up to twice on the same question on the same day, for 5 minutes during each round, but cannot make a second speech on the same question so long as any member who has not spoken on that question desires the floor. A member who has spoken twice on a particular question on the same day or who has exhausted their allocated time has exhausted his/her right to debate on that question for that day. The Clerk shall utilize a timer and track members' time. There is no right to "sum up" or "conclude" after the expiration of a members' allotted time.
- Rule 28.4 Councilmembers may request, from the presiding Chair, the opportunity to ask questions of Administrative Staff, etc., during debate on any agenda item. Any

such questions and responses shall be incorporated as part of the Councilmember's allotted time.

### **PUBLIC MEETINGS AND PARTICIPATION BY PUBLIC**

- Rule 29.1 All meetings of the Council shall be open to the public in accordance with law.
- Rule 29.2 If a member of the public wishes to address the City Council, they may do so at the regular City Council meeting. He or she shall submit, prior to the start of the meeting, a statement in writing containing his or her name and address and the topic to be covered. A box will be placed at the entrance to the Council Chambers for the collection of the statements.
- Rule 29.3 Members of the public shall have no more than 3 minutes per speaker during public comment. Only one speaking opportunity per speaker. Numbered speaker slips will be provided prior to the start of a meeting to those wishing to speak during this portion of the agenda. No additional speakers or slips will be accepted after the meeting begins. City Councilmembers may not speak as a member of the public at this time. Public speakers may not allocate or "donate" their allotted time to another person.
- Rule 29.4 If a member of the public is addressing the Council at a scheduled public hearing, he or she shall stand to obtain recognition by the President at the opening of the hearing or at the conclusion of the remarks of the previous speaker.
- Rule 29.5 Members of the public shall have no more than 3 minutes to address the City Council during a public hearing.
- Rule 29.6 Councilmembers may not speak during public hearings nor may they respond to speakers.
- Rule 29.7 Any person speaking at a Council meeting may be called to order by the President or any Councilmember for failure to be germane, for vulgarity, or for speaking in excess of the allotted time.
- Rule 29.8 Any person who is called to order shall thereupon yield the floor until the President shall have determined whether he or she is in order. Every question of order shall be decided by the President subject to an appeal by any Councilmember to the Council. If a person so engaged in presentation shall be determined by the Council to be out of order, that person shall not be permitted to continue at the same meeting except on special leave of the Council.
- Rule 29.9 Councilmembers may respond once to all public speakers only after all public speakers have spoken. An individual Councilmember's response shall be limited to 2 minutes and is subject to all rules. Final Council comments shall be limited to 2 minutes and are subject to all rules.

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

### **GENERAL CONDUCT AND STANDARDS OF CONDUCT**

- Rule 30.1 Every Councilmember is subject to the established rules or general conduct and the standards of conduct as may be adopted by the City Council.

### **ETHICS**

- Rule 31.1 Every Councilmember is subject to the established ethics rules of the City of Flint Charter and Ethics Ordinance.

### **DISCIPLINARY ACTIONS**

- Rule 32.1 Every Councilmember is subject to the established rules and disciplinary actions for violations of rules and city ordinances.

- Rule 32.2 For any repeated violation of these rules, the Presiding Officer or Chair may order discipline up to and including removal from a meeting. Any discipline issued is subject to an appeal raised pursuant to Rule 1.2. If a Councilmember is removed from a meeting, they may not return to participate in any other committee or Council meetings held on the same day.

### **REVIEW OF CITY COUNCIL RULES**

- Rule 33.1 Every December, the City Council shall place an item on the Special Affairs Committee agenda for a review of these rules.
- Rule 33.2 At his/her own discretion, the Council President may at any time appoint a committee and its members to review and offer revisions of City Council Rules.
- Rule 33.3 It is the responsibility and duty of the Council President, Vice President, and all the Committee Chairs to ensure that these rules are adhered to and to apply the recommended disciplinary actions if they are not. Failure to do so is itself a violation of the rules and can subject the violator to disciplinary actions.

RULES ORIGINALLY ADOPTED: MAY 10, 1976

1<sup>ST</sup> AMENDMENT ADOPTED: MAY 24, 2010

2<sup>ND</sup> AMENDMENT ADOPTED: APRIL 27, 2015

3<sup>RD</sup> AMENDMENT ADOPTED: JUNE 12, 2017

4<sup>TH</sup> AMENDMENT ADOPTED: FEBRUARY 27, 2023

230026

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

PRESENTED: FEB 08 2023

ADOPTED: FEB 27 2023

**RESOLUTION REQUESTING SOLICITATION OF PROPOSALS TO LEASE  
SWARTZ CREEK GOLF COURSE AND KEARSLEY LAKE GOLF COURSE**

**BY THE CITY COUNCIL:**

The City of Flint owns the Swartz Creek Golf Course, located at 1902 Hammerberg Road, Flint, and the Kearsley Lake Golf Course, located at G-4266 E. Pierson Road, Flint; and

In 2013, the City of Flint leased the Swartz Creek Golf Course and the Kearsley Lake Golf Course to Flint City Golf, LLC, with said lease ending in 2023.

**IT IS RESOLVED**, that, in order to ensure that the City of Flint receives fair compensation for the lease of the Swartz Creek and Kearsley Lake Golf Courses, the Flint City Council requests that City Administration publicly solicit proposals for the lease and operation of the Swartz Creek and Kearsley Lake Golf Courses and present the best proposal to the City Council for its approval.

**APPROVED AS TO FORM:**

**FOR THE CITY:**

\_\_\_\_\_  
William Kim, Chief Legal Officer

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

**APPROVED BY CITY COUNCIL:**



\_\_\_\_\_  
FEB 27 2023

230027



RESOLUTION NO.: \_\_\_\_\_  
PRESENTED: FEB 08 2023  
ADOPTED: FEB 27 2023

**RESOLUTION APPROVING PARTIAL SETTLEMENT OF  
BAKER ET AL v CITY OF FLINT ET AL., 19-113438**

**BY THE CITY ADMINISTRATOR:**

Executive Session was held in this matter on December 7, 2022; and

Although the City of Flint admits no liability in the claims filed by Michael Ross;

**IT IS RESOLVED** that the City Council approves settlement in the matter of *Matt Baker, et al, v City of Flint et al.*, GCCC Case No. 19-113438, as to plaintiff Michael Ross, in the amount of \$39,000.00, in satisfaction of any and all claims against the city and its officers arising out of said matter.

Payment shall be drawn from appropriated funds in the Litigation and Suits line item 677-266.200-812.010.

**For the City**

**For the City Council**

  
Clyde Edwards (Jan 31, 2023 22:14 EST)

**Clyde Edwards, City Administrator**

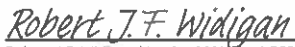


**APPROVED AS TO FORM:**

**APPROVED AS TO FINANCE:**

  
William Kim (Jan 30, 2023 16:32 EST)

**William Kim, City Attorney**

  
Robert J.F. Widigan (Jan 31, 2023 08:49 EST)

**Robert J.F. Widigan, Chief Financial Officer**



# CITY OF FLINT

## RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: 1/30/2023

BID/PROPOSAL# N/A

AGENDA ITEM TITLE: Resolution Approving Settlement of Megan Brewer and Travis Copeland v City of Flint et al. (Michael Ross)

PREPARED BY William Y. Kim, Department of Law  
(Please type name and Department)

VENDOR NAME: N/A

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

Resolution approving settlement of *Baker et al v City of Flint et al.*, GCCC Case No. 19-113438, and resolving the claims of Plaintiff Michael Ross for \$39,000.00. City Council was briefed on this case during closed session on December 7, 2022.

FINANCIAL IMPLICATIONS: Payment shall be drawn from appropriated funds in the Litigation and Suits line item 677-266.200-812.010

BUDGETED EXPENDITURE? YES  NO  IF NO, PLEASE EXPLAIN:

WILL YOUR DEPARTMENT NEED A CONTRACT? YES  NO

STAFF RECOMMENDATION: (PLEASE SELECT):  APPROVED  NOT APPROVED

DEPARTMENT HEAD SIGNATURE:   
William Kim (Jan 30, 2023 16:32 EST)  
(PLEASE TYPE NAME, TITLE)





RESOLUTION NO.:

230029

PRESENTED:

FEB 08 2023

ADOPTED:

FEB 27 2023

**RESOLUTION AUTHORIZING THE CITY OF FLINT TO ENTER INTO AN AGREEMENT WITH THE GENESEE COUNTY PROSECUTOR'S OFFICE**

**BY THE CITY ADMINISTRATOR:**

**WHEREAS,** The Charles Stewart Mott Foundation awarded the City of Flint grant number 2022-10600 in the amount of \$850,000 to support public safety; and

**WHEREAS,** the resolution to accept the award was adopted by City Council on July 25th, 2022; and

**WHEREAS,** it was agreed that \$100,000 would be used towards witness protection; and


**WHEREAS,** witness protection is vital for fighting and preventing crimes by thwarting efforts to intimidate informants and increases the likelihood that witnesses to a crime feel safe enough to collaborate with law enforcement; and

**WHEREAS,** the Genesee County Prosecutor's Office will be responsible for the administration of setting up the expenditures through their infrastructure already in place through the witness services program.

Account Number	Grant Code	Account Name	Amount
296-301.821-801.000	PCSM-PSS22	Professional Services	\$100,000.00
		<b>TOTAL</b>	<b>\$100,000.00</b>

**IT IS RESOLVED** that the appropriate City Officials are authorized to do all things necessary to enter into an agreement with Genesee County Prosecutor's Office in the amount not-to-exceed \$100,000 over the three-year grant period, June 1, 2022 – May 31, 2023.

**Approved as to Form:**

  
William Kim (Jan 31, 2023 10:11 EST)  
William Kim, Chief Legal Officer

**Approved as to Finance:**

  
Robert J.F. Widigan (Jan 31, 2023 15:16 EST)  
Robert Widigan, Chief Financial Officer

**For the City of Flint:**

CLYDE D EDWARDS  
CLYDE D EDWARDS (Feb 1, 2023 13:09 EST)  
Clyde D. Edwards, City Administrator

**Approved by City Council**





**RESOLUTION NO.:**

**PRESENTED:**

**ADOPTED:**

**RESOLUTION STAFF REVIEW**

**Date:** January 30, 2023

**Agenda Item Title:**

**RESOLUTION AUTHORIZING THE CITY OF FLINT TO ENTER INTO AN AGREEMENT WITH THE GENESEE COUNTY PROSECUTOR'S OFFICE**

**Prepared by:**

Seamus Bannon, CVIPI Program Director

**Background/Summary of Proposed Action:**

The purpose of this resolution is to enter into an agreement with the Genesee County Prosecutor's Office (GCPO) for witness protection. The GCPO will be responsible for the administration of setting up the expenditures through their infrastructure already in place through the witness services program.

Excluded from this process:

- No known exclusions

**Financial Implications:**

The \$100,000.00 will be encumbered from the Professional Services in the grant budget: PCSM-PSS22.

Account Number	Grant Code	Account Name	Amount
296-301.821-801.000	PCSM-PSS22	Professional Services	\$100,000.00
		<b>TOTAL</b>	<b>\$100,000.00</b>

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

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

No other implications are known at this time.

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

**APPROVAL** Terence Green  
Terence Green (Jan 31, 2023 10:00 EST)

**DATE** 01/31/2023

**Terrance Green-Chief of Police**



RESOLUTION NO.: 230033

PRESENTED: FEB 08 2023

ADOPTED: FEB 27 2023

PROPOSAL #23000502

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO COMPLETE TOWING SERVICE FOR POLICE DEPARTMENT TOWING AND STORAGE SERVICES**

WHEREAS, The Division of Purchases and Supplies solicited proposals for towing and storage services on behalf of the City of Flint Police Department.

WHEREAS, The Police Chief has recommended, that the sole responsive bidder, Complete Towing Service, 3401 N. Dort Hwy, Flint, MI, be awarded the contract for these said services for FY2023.

WHEREAS, The Police Department is requesting a contract with Complete Towing Service, in a FY23 amount not to exceed \$285,000.00 for these stated services.

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

Account Number/Grant Code	Account Name	Amount
101-303.206-801.000	Professional Services	\$285,000.00
	<b>FY2023 GRAND TOTAL</b>	<b>\$285,000.00</b>

IT IS RESOLVED, that the Proper City Officials can hereby enter into a contract with Complete Towing Service for Police Department Towing and Storage services, for a total not to exceed \$285,000.00, for FY23 (07/01/22-06/30/23).

APPROVED AS TO FORM:

  
William Kim (Feb 1, 2023 10:22 EST)  
William Kim, City Attorney

APPROVED AS TO FINANCE:

  
Robert J.F. Widigan (Feb 1, 2023 12:08 EST)  
Robert J.F Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:

CLYDE D EDWARDS  
CLYDE D EDWARDS (Feb 1, 2023 17:23 EST)  
Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

  
FEB 27 2023

APPROVED AS TO PURCHASING:

  
Lauren Rowley, Purchasing Manager



# CITY OF FLINT

## RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: 01/31/2023

BID/PROPOSAL#: 23-502

AGENDA ITEM TITLE: Towing & Storage

PREPARED BY: Candice Smith - Police Department

VENDOR NAME: Complete Towing

### BACKGROUND/SUMMARY OF PROPOSED ACTION:

The City of Flint Police Department has to contract out towing and storage services and a bid was sent and out and Complete Towing was the sole bidder. We are requesting Services in FY23 in the amount of \$285,000.00

### FINANCIAL IMPLICATIONS:

BUDGETED EXPENDITURE? YES  NO  IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant Code	Amount
Police	Professional Services	101-303.206-801.000		\$285,000.00
<b>FY-23 TOTAL</b>				<b>\$285,000.00</b>

PRE-ENCUMBERED? YES  NO  REQUISITION NO: 23-0006584

ACCOUNTING APPROVAL: Candice Smith Date: \_\_\_\_\_  
(and) (Smith) Jan 31 2023 10:33 EST

WILL YOUR DEPARTMENT NEED A CONTRACT? YES  NO

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

STAFF RECOMMENDATION: (PLEASE SELECT):  APPROVED  NOT APPROVED

DEPARTMENT HEAD SIGNATURE: Terence Green  
Terence Green Jan 31 2023 10:33 EST  
(Terence Green – Chief of Police)



**Sheldon Neeley**  
**Mayor**

**FLINT POLICE DEPARTMENT**  
 CITY OF FLINT, MICHIGAN



**Terence Green**  
**Chief of Police**

**MEMORANDUM**

**TO:** Lauren Rowley, Purchasing

**DATE:** January 31, 2022

**FROM:** Terence Green, Chief of Police *tg*

**SUBJECT: RECOMMENDATION - TOWING & STORAGE SERVICES - PROPOSAL #23-502**

I have reviewed the bid received for Towing and Storage services. I am recommending the only bidder, Complete Towing, in the amount of \$285,000.00 for FY-23.

I am requesting that a resolution be presented to Council for the Flint Police Department to enter into a contract for the above-mentioned amount.

If you have any questions or concerns, feel free to give me a call at (810) 237-6810.

*Terence Green*  
 Terence Green (Jan 31, 2022 11:33 EST)

**Terence Green**  
**Chief of Police**

230037



PROCLAMATION NO.: \_\_\_\_\_

PRESENTED: FEB 08 2023

ADOPTED: FEB 27 2023

**RESOLUTION SUPPORTING THE REPEAL OF PUBLIC ACT 436 OF 2012, THE LOCAL FINANCIAL STABILITY AND CHOICE ACT**

The Local Financial Stability and Choice Act, Public Act 436 of 2012 (“P.A. 436”), was enacted to provide for the appointment of Emergency Managers to local municipalities and school districts experiencing financial distress; and

P.A. 436 authorizes an emergency manager to, among other things, amend a local government’s budget; sell, lease, or assign assets; apply for state loans on the municipalities’ behalf; suspend collective bargaining agreements; modify or terminate existing contracts; exercise power over the local pension board; consolidate or eliminate departments of local government; and decide whether to fill or create staff positions; irrespective of the local government’s charters and law; and

These broad powers conferred on an Emergency Manager, not subject to local review or control, had devastating financial consequences for many municipalities, including the City of Flint; and

While under the control of state-appointed Emergency Managers, the Flint Water Crisis occurred, water rates for residents ballooned to some of the highest in the nation; and Flint’s residents were deprived of their right to challenge their government when Charter-mandated offices were disbanded; and

On February 1, 2023, HB 4065 was introduced in the Michigan House of Representatives, which would, if enacted, repeal the entirety of P.A. 436.

**BE IT RESOLVED**, that the City of Flint fully supports H.B. 4065 and the repeal of P.A. 436, and urges the Michigan Legislature to enact H.B. 4065 and repeal the Local Financial Stability and Choice Act 436 of 2012.

**FOR THE MAYOR:**

**FOR THE CITY COUNCIL:**

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

  
\_\_\_\_\_

**APPROVED AS TO FORM:**

\_\_\_\_\_  
William Y. Kim, City Attorney

230040.2



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

PRESENTED: FEB 27 2023

ADOPTED: FEB 27 2023

**RESOLUTION REGARDING CITY COUNCIL'S "REQUEST FOR ARPA FUNDS (CITY COUNCIL INITIAL FORM)"**

Under the American Rescue Plan Act (ARPA), the City of Flint received grant funding from the Coronavirus Local Fiscal Recovery Fund through the US Department of Treasury in the amount of \$94,726,664.00, to address public health and economic impacts of the COVID-19 public health emergency, respond to workers performing essential work during the COVID-19 public health emergency, provide government services to the extent of the reduction in revenue due to the COVID-19 public health emergency, and to make necessary investments in infrastructure.

In early 2022, the Flint City Council, by verbal motion, approved of the use of a form entitled "Request for ARPA funds (City Council Initial Form)" ("Council Form"). Residents have since submitted the Council Form to City Council staff for purposes that have never been defined by resolution or ordinance.

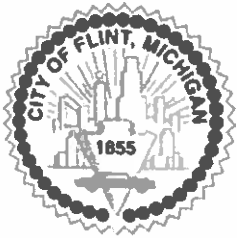
On October 24, 2022, the Flint City Council approved Resolution 220464.1, adopting an ARPA allocation plan for the remaining \$60,351,968.00 in ARPA funding that remained available at that time and requesting that the appropriate City officials implement the allocation plan, identifying and submitting specific grantees or expenditures for Council approval.

**IT IS RESOLVED** that Council staff shall cease accepting any Council Forms effective immediately.

**For the City Council**

**APPROVED AS TO FORM:**

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



RESOLUTION NO.: 230043  
PRESENTED: FEB 13 2023  
ADOPTED: FEB 27 2023

**RESOLUTION TO APPROVE COLLECTIVE BARGAINING  
AGREEMENT BETWEEN THE CITY OF FLINT AND THE FLINT  
POLICE OFFICERS' ASSOCIATION**

**BY THE CITY ADMINISTRATOR:**

The City of Flint and the Flint Police Officers' Association have negotiated a successor Collective Bargaining Agreement to the CBA that expired on April 30, 2022.

**WHEREAS**, the parties have reached a Tentative Agreement regarding a successor Collective Bargaining Agreement. The Tentative Agreement is attached.

**WHEREAS**, on January 11, 2023, the membership of Flint Police Officers' Association has ratified the Tentative Agreement.

**WHEREAS**, City Administrator Clyde Edwards recommends that the Flint City Council ratify the Tentative Agreement.

**THEREFORE, IT IS RESOLVED** that the Flint City Council **RATIFIES** the Tentative Agreement between the City of Flint and the Flint Police Officers' Association.

**APPROVED AS TO FORM:**

  
William Kim (Feb 9, 2023 15:08 EST)

**William Kim, Chief Legal Officer**

**APPROVED AS TO FINANCE:**

  
Robert J.F. Widigan (Feb 9, 2023 16:48 EST)

**Robert J.F. Widigan, Chief Financial Officer**

**FOR THE CITY OF FLINT:**

  
CLYDE D. EDWARDS  
CLYDE D. EDWARDS (Feb 10, 2023 17:04 EST)

**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**



**FEB 27 2023**





230047

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

PRESENTED: FEB 2 2 2023

ADOPTED: FEB 2 7 2023

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO JB'S TREE & YARD SERVICES LLC- FY23 CHANGE ORDER**

**WHEREAS**, The Division of Purchases and Supplies solicited proposals for urban forestry services which include maintaining trees in Right-of-ways, tree trimming, and removal of dead trees. The Department of Public Works recommended awarding multiple vendors who solicited bids for Urban Forestry Contracts, including JB's Tree Services LLC.

**WHEREAS**, City Council adopted Resolution #210353 on August 4, 2021, authorizing the contractual agreement with JB's Tree Services for an annual amount of \$85,000.00 each year for DPW for FY22, FY23, and FY24.

**WHEREAS**, The Planning and Zoning Division received a quote from JB's Tree Service for a special project which included the removal of (3) trees with stump grinding and removal. The Project was partially funded by the Neighborhood Engagement Hub, and the City's paid portion amounts to \$4,484.00, in which Planning and Development is requesting.

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

Account Number	Account Name/ Grant Code	Amount
*296-721.000-802.000	Contractual Services/LRM-MPLAN21	\$4,484.00
	<b>FY2023 TOTAL</b>	<b>\$4,484.00</b>

**IT IS RESOLVED**, that the Division of Purchases & Supplies is hereby authorized to issue a Purchase Order for FY23 (07/01/22-06/30/23) to JB's Tree Services LLC in an amount not-to-exceed \$4,484.00 for a Master Planning Tree Removal Project, for an overall FY23 vendor amount not to exceed \$89,484.00.

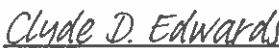
**APPROVED AS TO FORM:**

  
William Kim (Feb 10, 2023 09:21 EST)  
\_\_\_\_\_  
**William Kim, City Attorney**

**APPROVED AS TO FINANCE:**

  
Jane Mager (Feb 13, 2023 11:06 EST)  
\_\_\_\_\_  
**Jane Mager, Deputy CFO**

**FOR THE CITY OF FLINT:**

  
Clyde D. Edwards (Feb 15, 2023 15:49 EST)  
\_\_\_\_\_  
**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

  
\_\_\_\_\_  
**FEB 2 7 2023**

**APPROVED AS TO PURCHASING:**

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



# CITY OF FLINT

## RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: 01/27/2023

BID/PROPOSAL#

**AGENDA ITEM TITLE:** JB's Tree & Yard Service to remove three large trees, with stumps ground out and tree trimming. All wood and debris hauled off of site.

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

**VENDOR NAME:** JB's Tree & Yard Service

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

The Planning and Zoning Division has received a quote to hire JB's Tree and Yard Service to remove three trees, with stumps ground out and tree trimming. All wood and debris hauled off site. The job requires special services which most companies do not provide, this is why we had a challenge finding 3 quotes. The City of Flint has an established working relationship with JB's Tree and Yard Service. JB's Tree and Yard Service submitted a low cost to perform the work as well demonstrated the ability to complete the project to our specifications and their work meets our standards. Also \$2,381 of total cost for this work is being paid by the Neighborhood Engagement Hub.

**FINANCIAL IMPLICATIONS:** \$4,484.00 from the Ruth Mott Neighborhood Planning Grant.

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

Dept.	Name of Account	Account Number	Grant Code	Amount
Master Plan	Contractual Services	296-721.000-802.000	LRM-NPLAN21	\$4,484.00
<b>FY/22/23 GRAND TOTAL</b>				4,484.00

**PRE-ENCUMBERED?** YES  NO  REQUISITION NO: 230006702

**ACCOUNTING APPROVAL:** Mary Jarvis Date: 01/27/2023



# CITY OF FLINT

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

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

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


**BUDGET YEAR 1**

**BUDGET YEAR 2**

**BUDGET YEAR 3**

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

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

**DEPARTMENT HEAD SIGNATURE:**  Suzanne Wilcox,  
Director, Dept of Planning and Dev.

*(PLEASE TYPE NAME, TITLE)*

---

## JB'S TREE AND YARD SERVICE

**JB's Tree & Yard Service**  
5320 Smith Dr.  
Flushing, MI. 48433  
810-230-2700  
810-659-2500  
jbstreeservices@gmail.com

Attention: Michelle Kachelski [michelle@nehflint.org](mailto:michelle@nehflint.org)  
Neighborhood Engagement Hub 810 964-3150  
3216 Martin Luther King Ave.  
Flint MI. 48505  
Attention: Dr. Wells-Strozier [dr.wells-strozier@mychea.org](mailto:dr.wells-strozier@mychea.org)  
City of Flint Planning Development 810 766-7426  
1101 Saginaw St.  
Flint MI 48502

1912 Maryland Ave & 1923 Delaware Ave. Flint MI 48506 10/14/2022

Description	Quantity	Cost
Remove three large trees, with stumps ground out and tree trimming. All wood and debris hauled off of site.		6,865.00
Neighborhood Engagement Hub		2,381.00
City of Flint Planning Development		4,484.00
<b>Total</b>		<b>6,865.00</b>

Thank You!

**JB's Tree and Yard Service - "We'll Go Out on the Limb for You"**



# Quote Summary Form

## Finance Department - Division of Purchases & Supplies

**Instructions:** Use this form to summarize verbal or written quotes under and to recommend a vendor for award. Purchaser must request a minimum of three quotes; if a vendor declines to quote, indicate so under "Total Quote Amount". Check appropriate box below and complete form.

### PURSUANT TO SECTION 18-21.6

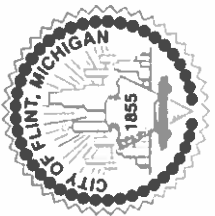
#### SMALL PURCHASES

\$10,000 OR LESS

- Equipment, Materials or Supplies (Goods)** Verbal or Written - attach Summary Form to Requisition request
- Small Public Works Projects** (construction, alteration, repair or improvement) Verbal or Written

Forward this form to the Purchasing Division for approval prior to executing a Purchase Order at: [jmcclane@cityofflint.com](mailto:jmcclane@cityofflint.com)

Item/Project Requested	Vendor	Contact Person	Phone and/or Email	Total Quote Amount, Incl. Freight /Shipping
Requestor Name	Yard and Tree Services Dequan Allen, Planner I			
			Budget Account Number Department/Division	296-721.000-802.000 Planning and Zoning Division
1	1/26/2023 JB's Tree & Yard Services	Michelle Barlow Office Manager	(810) 230-2700	\$ 4,484.00
2				\$
3				\$
4				\$
5				\$



# Quote Summary Form

## DIVISION OF PURCHASES & SUPPLIES

<b>Recommended Vendor:</b>	<b>JB's Tree &amp; Yard Services</b>	<b>Requisition Number:</b>	<b>230006702</b>
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If you do not accept the low quote, explain reason (i.e., could not deliver in time needed, etc):

The Planning and Zoning Division has received a quote to hire JB's Tree and Yard Service to remove three trees, with stumps ground out and tree trimming. All wood and debris hauled off site. The job requires special services which most companies do not, this is why we had a challenge finding 3 quotes. The City of Flint has an established working relationship with JB's Tree and Yard Service, JB's Tree and Yard Service submitted a low cost to perform the work as well demonstrated the ability to complete the project to our specifications and their work meets our standards. Also \$2,381 of total cost for this work is being paid by the Neighborhood Engagement Hub.

<b>Requestor Signature:</b>	<i>Dequan Allen</i>	<b>Date</b>	1-26-2023
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<b>Purchasing Approval:</b>		<b>Date</b>	
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RESOLUTION NO.: 210353

PRESENTED: AUG - 4 2021

ADOPTED: AUG 10 2021

PROPOSAL #22000707

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO JB'S TREE & YARD SERVICES FOR URBAN FORESTRY SERVICES**

WHEREAS, the Street division is responsible for maintaining trees in the Right-of-Ways (ROW), including the removal of dead trees and regular tree trimming. The Purchasing division solicited bids for urban forestry services and received five bids. The Department of Public Works recommends the award for urban forestry services is split between four lowest responsive bidders, including awarding JB's Tree & Yard Services in the amount of \$85,000 for FY2022, FY2023, and FY2024, totaling \$255,000.

Account Number	Account Name	Amount
202-449.215-801.000	Professional Services	\$36,750.000
203-449.215-801.000	Professional Services	48,250.000
	<b>FY2022 GRAND TOTAL</b>	<b>\$85,000.00</b>

IT IS RESOLVED, that the appropriate City Officials are authorized to do all things necessary to enter into a contract with JB's Tree & Yard Services for urban forestry services for the amount of \$85,000.00 per year for FY2022, FY2023, and FY2024, pending the adoption of the FY2023 and FY2024 budgets, for a total of \$255,000.00.

APPROVED AS TO FORM:

*Angela Wheeler*  
Angela Wheeler, Chief Legal Officer

APPROVED AS TO FINANCE:

*Shelbi Frayer*  
Shelbi Frayer, Chief Financial Officer

FOR THE CITY OF FLINT:

*Clyde D Edwards*  
Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL

*Kate Fields*  
Kate Fields, City Council President

APPROVED AS TO PURCHASING:

*Jennifer Ryan*  
Jennifer Ryan, Deputy Finance Director



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: July 16, 2021

BID/PROPOSAL# 22-707

AGENDA ITEM TITLE: Tree trimming, removals and emergencies

PREPARED BY Kathryn Neumann for John Daly, Director of Transportation & Infrastructure

VENDOR NAME: JB's Tree & Yard Services LLC

BACKGROUND/SUMMARY OF PROPOSED ACTION:

Bids were received for the Urban Forestry Services for a three year period. The City of Flint is responsible for trees in the right-of-way and Street Maintenance is in charge of managing them. There are several trees that have died and need to be removed, as well as regular tree trimming to keep the remaining trees healthy. JB's Tree & Yard Services LLC was one of four low bidders for the Urban Forestry Services bid and the Street Maintenance Division is recommending an award to them.

FINANCIAL IMPLICATIONS:

BUDGETED EXPENDITURE? YES [X] NO [ ] IF NO, PLEASE EXPLAIN:

Table with 5 columns: Dept., Name of Account, Account Number, Grant Code, Amount. Rows include Dept. 202 and 203 for Tree Maintenance, and a total row for FY22 GRAND TOTAL amounting to \$85,000.00.

PRE-ENCUMBERED? YES [X] NO [ ] REQUISITION NO: 210004376

ACCOUNTING APPROVAL: Kirstie Troyer Date:

WILL YOUR DEPARTMENT NEED A CONTRACT? YES [X] NO [ ]

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

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

DEPARTMENT HEAD SIGNATURE: [Signature] (John Daly, Director of Transportation)





RESOLUTION NO.: 330048  
 PRESENTED: FEB 22 2023  
 ADOPTED: FEB 27 2023

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO ODP BUSINESS SOLUTIONS FOR NEW COUNCIL CHAMBER CHAIRS**

**WHEREAS**, The City of Flint is currently utilizing Oakland County's cooperative contract with Office Depot (ODP Business Solutions) for city-wide office supplies.

**WHEREAS**, City Council authorized a contract extension with Office Depot for FY23 in an overall amount not to exceed \$117,847.00 via Resolution # 220365 on September 12, 2022.

**WHEREAS**, City Council allocated \$500,000.00 in ARPA funding towards the Council Chamber Upgrade project. ODP has supplied the City with a quote for (250) chairs for this project, for a cost of \$48,077.33. This request has been vetted through Ernst & Young for federal ARPA procurement compliance.

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

Account Number	Account Name/ Grant Code	Amount
296-101.464-930.100	Renovations/FUSDT-CSLFRF	\$48,077.33
	<b>FY2023 TOTAL</b>	<b>\$48,077.33</b>

**IT IS RESOLVED**, that the Division of Purchases & Supplies is hereby authorized to issue a Purchase Order for FY23 (07/01/22-06/30/23) to ODP Business Solutions (Office Depot), in an amount not-to-exceed \$48,077.33 for chairs for the Council Chamber upgrade project for an overall FY23 grand total not to exceed \$165,924.33.

**BE IT FURTHER RESOLVED**, that the Purchasing Division has the discretion to spend an additional amount of no more than 5% of the annual requested spend amount of Office Depot for unanticipated requests that may be submitted during FY2023.

**APPROVED AS TO FORM:**

  
 William Kim (Feb 15, 2023 09:03 EST)  
 William Kim, City Attorney

**APPROVED AS TO FINANCE:**

  
 Jane Mager (Feb 15, 2023 09:06 EST)  
 Jane Mager, Deputy CFO

**FOR THE CITY OF FLINT:**

  
 Clyde D. Edwards (Feb 15, 2023 16:03 EST)  
 Clyde Edwards, City Administrator

**APPROVED BY CITY COUNCIL:**

  
 FEB 27 2023

**APPROVED AS TO PURCHASING:**

  
 Lauren Rowley, Purchasing Manager



# CITY OF FLINT

## STAFF REVIEW FORM

TODAY'S DATE: February 10, 2023

BID/PROPOSAL#

AGENDA ITEM TITLE: Chairs

PREPARED BY Kathryn Neumann for Lee Osborne, Facilities Maintenance Supervisor

VENDOR NAME: ODP

### BACKGROUND/SUMMARY OF PROPOSED ACTION:

City Council Chambers will be undergoing renovations. Part of the renovations will be to remove and replace the chairs. ODP is the City's vendor for office supplies and has supplied a quote for said chairs.

FINANCIAL IMPLICATIONS: There is money in the accounts listed below

BUDGETED EXPENDITURE? YES  NO  IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant Code	Amount
296	Renovations	101.464-930.100	FUSDT-CSLFRF	\$48,077.83
			<b>FY23 GRAND TOTAL</b>	<b>\$ 48,077.83</b>

PRE-ENCUMBERED? YES  NO  REQUISITION NO: 230005679

ACCOUNTING APPROVAL: Kathryn Neumann Date: \_\_\_\_\_  
Kathryn Neumann, Feb 10, 2023 08:37 EST

WILL YOUR DEPARTMENT NEED A CONTRACT? YES  NO   
(If yes, please indicate how many years for the contract) 3 YEARS

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

STAFF RECOMMENDATION: (PLEASE SELECT):  APPROVED  NOT APPROVED

DEPARTMENT HEAD SIGNATURE: Lee Osborne  
Lee Osborne [Feb 10, 2023 08:41 EST]  
(Lee Osborne, Facilities Maintenance Operations Manager)

**FLINT CITY**  
LAUREN ROWLEY  
1101 S SAGINAW ST  
FLINT MI 48502

Jean Francis Vellozzo  
Business Dev Manager  
248.372.1651 ph  
jeanfrancis.vellozzo@workspaceinteriorsod.com

**100 set of 2 Arm Chairs + 25 set of 2 chairs w/o arms**

Item	Qty	Product	Sell Price:	Unit	Extended
1	1	<b>INSTALL RT</b> Labor to Receive Deliver and Install per proposal		\$2,833.33	\$2,833.33
					All work during Regular Business Hours No stair carry Area to be free and clear Non-Union Labor
2	100	<b>HMG1</b> Motivate 4-Leg Stack Chair-Set/2		\$367.85	\$36,785.00
		Select Arm Type	.F	Fixed Arm	
		Select Caster Option	.E	Standard Nylon Glide	
		Select Shell Color	.RE	Regatta	
		Select Frame Color	.PLAT	Platinum Metallic	
3	25	<b>HMG1</b> Motivate 4-Leg Stack Chair-Set/2		\$338.36	\$8,459.00
		Select Arm Type	.N	No Arm	
		Select Caster Option	.E	Standard Nylon Glide	
		Select Shell Color	.RE	Regatta	
		Select Frame Color	.PLAT	Platinum Metallic	
				<b>Total:</b>	<b>\$48,077.33</b>



RESOLUTION NO.: 220365

PRESENTED: SEP - 7 2022

ADOPTED: SEP 12 2022

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO OFFICE DEPOT FOR OFFICE SUPPLIES**

WHEREAS, the Purchasing division entered into a three-year agreement (FY2019-2021) for office supplies from Office Depot through the Oakland County, MI America Saves cooperative procurement contract. Oakland County has extended the contract for FY2022 and FY2023.

WHEREAS, Flint City Council approved the FY2022 contract extension via Resolution #210349 on August 10, 2021.

WHEREAS, The Division of Purchases and Supplies recommends extending the City's contract with Office Depot for FY2023 for an amount of \$117,847.00.

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

Account Number	Account Name/Department	Amount
202-449.201-752.000	Supplies-DPW, Streets	3,000.00
202-447.201-752.000	Supplies-DPW Transportation	2,000.00
101-191.100-752.000	Supplies-Finance	2,000.00
590-550.100-752.000	Supplies-WPC	6,000.00
591-536.100-752.000	Supplies-Water Plant, Admin.	1,500.00
591-545.200-752.000	Supplies-Water Plant, Office	4,000.00
661-229.000-752.000	Supplies-Fleet	3,000.00
590-540.208-752.000	Supplies-WSC	2,750.00
591-540.208-752.000	Supplies-WSC	2,750.00
101-262.000-752.000	Supplies-Clerk, N. Building	4,000.00
101-262.000-752.000	Supplies-Clerk, Elections	6,000.00
101-101.000-752.000	Supplies-Clerk, City Council	3,500.00
101-215.200-752.000	Supplies-Clerk, Licensing	4,500.00
101-266.000-752.000	Supplies-Law	1,850.00
249-371.000-752.000	Supplies-Dev, BSI	6,000.00
101-305.000-752.000	Supplies-Police, Chief	1,500.00
101-303.200-752.000	Supplies-Police, Records I.D.	4,500.00
101-310.200-752.000	Supplies-Police, Criminal I.B.	3,500.00
101-301.202-752.000	Supplies-Police, Juvenile	450.00
265-310.206-752.000	Supplies-Police, SIU	1,000.00
101-315.000-752.000	Supplies-Police, Ops Bureau	3,500.00
207-315.204-752.000	Supplies-COPS Office	3,000.00
101-701.000-752.000	Supplies-Masterplan, Planning	2,000.00
101-703.000-752.000	Supplies-Zoning, Med Marij.	7,000.00
296-721.000-752.000 LRM-NPLAN21	Supplies-Masterplan, Neighborhood Planning Grant	2,000.00



Account Number	Account Name/Department	Amount
296-704.801-752.000 FHUD18CHOICE	Supplies-Neighborhood Choice Implementation	5,000.00
101-257.000-752.000	Supplies-Assessment	3,000.00
208-752.102-752.000	Supplies-Parks	400.00
279-737.000-752.000 FHUD-CDBG21	Supplies-CED, CDBG Office	5,000.00
202-450.100-752.000	Supplies-Trans Admin Office	1,400.00
226-528.201-752.000	Supplies-Trans Admin Sanitation	500.00
636-228.000-752.000	Supplies-IT, IS Office	3,000.00
296-301.732-752.000 FDOJ-SAKI19	Supplies-Police, Saki Grant Office	2,447.00
101-233.000-752.000	Supplies-Finance, Purchasing	1,300.00
101-253.200.752-000	Supplies-CSC	1,500.00
101-253.202-752.000	Supplies-CSC	1,500.00
101-253.203.752-000	Supplies-CSC	1,500.00
101.253-204-752.000	Supplies-CSC	500.00
101-270.000-752.000	Supplies-CSC Personnel	2,000.00
101-337.000-752.000	Supplies- Fire Dept.	\$7,500.00
<b>FY2023 GRAND TOTAL</b>		<b>\$117,847.00</b>

IT IS RESOLVED, that the appropriate City Officials are authorized to do all things necessary to extend the contract with Office Depot to provide office supplies for FY2023(07/01/22-06/30/23) for the amount of \$117,847.00 under the same terms and conditions.

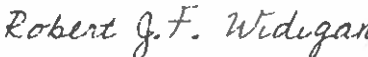
BE IT FURTHER RESOLVED, that the Purchasing division has the discretion to spend an additional amount of no more than 5% of the annual requested spend amount of Office Depot for unanticipated requests that may be submitted during FY2023.

**APPROVED AS TO FORM:**

  
WILLIAM KIM, CITY ATTORNEY

**William Kim, City Attorney**

**APPROVED AS TO FINANCE:**

  
ROBERT J.F. WIDIGAN, CHIEF FINANCIAL OFFICER

**Robert J.F. Widigan, Chief Financial Officer**

**FOR THE CITY OF FLINT:**

  
CLYDE D. EDWARDS, CITY ADMINISTRATOR

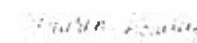
**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

APPROVED BY  
 CITY COUNCIL

  
**SEP 12 2022**

**APPROVED AS TO PURCHASING:**

  
LAUREN ROWLEY, PURCHASING MANAGER

**Lauren Rowley, Purchasing Manager**



220464.1

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

PRESENTED: OCT 24 2022

ADOPTED: OCT 24 2022

**RESOLUTION ADOPTING ARPA ALLOCATION PLAN**

**BY THE CITY COUNCIL:**

Under the American Rescue Plan Act (ARPA), the City of Flint received grant funding from the Coronavirus Local Fiscal Recovery Fund through the US Department of Treasury in the amount of \$94,726,664.00, to address public health and economic impacts of the COVID-19 public health emergency, respond to workers performing essential work during the COVID-19 public health emergency, provide government services to the extent of the reduction in revenue due to the COVID-19 public health emergency, and to make necessary investments in infrastructure.

\$34,374,696.00 of the City's ARPA funding has already been allocated and/or spent for these purposes. The remaining \$60,351,968.00 must be spent by December 31, 2026, to cover eligible costs incurred during the period that begins on March 3, 2021 and ends on December 31, 2024.

**IT IS RESOLVED** that the Flint City Council adopts the ARPA Allocation Plan, listed below, as its plan for allocating the remaining \$60,351,968.00 of the City's remaining ARPA funding

	Previously Authorized Allocations of ARPA Funds	Allocation of Remaining ARPA Funds	Community Grants (incl in Remaining ARPA Funds Allocations)
Neighborhood Improvement	26,400,000.00	13,735,000.00	9,660,000.00
Economic Development	0.00	8,275,000.00	3,000,000.00
Public Safety	600,000.00	3,720,000.00	1,000,000.00
Public Health	1,250,000.00	5,250,000.00	4,500,000.00
Infrastructure	1,800,000.00	400,000.00	0.00
Revenue Replacement	404,334.00	21,122,618.00	0.00
Contingency	0.00	5,000,000.00	0.00
Premium Pay	2,769,712.00	0.00	0.00
Administration	1,150,650.00	2,849,350.00	0.00
<b>Grand Totals</b>	<b>\$34,374,696.00</b>	<b>\$60,351,968.00</b>	<b>\$18,160,000.00</b>


**IT IS FURTHER RESOLVED** that the appropriate City officials are asked to implement this allocation plan, including identifying and submitting specific grantees or expenditures for Council approval, in accordance with the requirements of City, State, and Federal law.


**FOR THE CITY OF FLINT:**

**APPROVED BY CITY COUNCIL**

\_\_\_\_\_  
Sheldon Neeley, Mayor

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
William Kim (Oct 21, 2022 14:43 EDT)  
William Kim, City Attorney

APPROVED BY  
CITY COUNCIL  
OCT 24 2022 

# Flint City Council Proposed ARPA Allocation Plan

	<u>Council Proposed Allocation with Remaining Funds</u>	<u>Community Grants</u>
Neighborhood Improvement		
HB-02 Neighborhood Clean Up	2,210,000.00	1,210,000.00
HB-03 Alternative Uses for Vacant Lots	250,000.00	500,000.00
HB-04 Homeowner Education	50,000.00	50,000.00
HB-05 Home Repair & Improvement Grants	5,000,000.00	5,000,000.00
HB-06 Community Development Gap Financing	1,400,000.00	1,400,000.00
PH-02 Improve Parks and Community Centers (Moved from Public Health)		
<b>Total Neighborhood Improvement</b>	4,825,000.00	1,500,000.00
	13,735,000.00	9,660,000.00
Economic Development		
ED-02 Loans to Businesses	375,000.00	
ED-03 Clean-up Buick City	3,250,000.00	
ED-04 Property Disposition	175,000.00	
ED-05 Improve Technology For Economic Development	600,000.00	
ED-06 Oak Business Center	875,000.00	
ED-06 Business Grants Covid Recovery	500,000.00	500,000.00
ED-06 Youth Job Training	2,500,000.00	2,500,000.00
<b>Total Economic Development</b>	8,275,000.00	3,000,000.00
Public Safety		
PS-01 Hiring Bonuses (Police and Fire)	0.00	
PS-02 Police Training	100,000.00	
PS-03 Purchase 20 Cameras	200,000.00	
PS-04 Purchase 15 Vehicles for Detective Bureau (Moved to Revenue Replacement)		
PS-05 Witness Protection Program	0.00	
PS-06 Clear Cold Cases in Conjunction with Detroit Crime Commission (Moved to Revenue Replacement)	300,000.00	
PS-07 Add 500 streetlights, Replace 2000 Lights With LED Bulbs	0.00	
PS-08 PAL Pilot Project (500 children)	2,800,000.00	
PS-09 Pilot for Dispute Resolution	250,000.00	
PS-10 Gun Bounty	250,000.00	1,000,000.00
PS-11 Speed Humps (Moved to Revenue Replacement)	0.00	
PS-12 Third Party Review of 911 Response to City Calls	0.00	
Secured Lot for City Employees, including Police	0.00	
<b>Total Public Safety</b>	70,000.00	1,000,000.00
	3,970,000.00	1,000,000.00
Public Health and Youth Development		
PH-04 Food Access and Food System Support (Ex. Food Pantries, Urban Gardens)	1,000,000.00	1,000,000.00
PH-05 Mental Health Referrals and Services and Support Homelessness	1,000,000.00	1,000,000.00
Water Affordability Project	500,000.00	
proposed Youth Wellness (education, leadership, recreation)	250,000.00	
proposed Health Care Access, Equity & Research	500,000.00	500,000.00
<b>Total Public Health</b>	2,000,000.00	2,000,000.00
	5,250,000.00	4,500,000.00

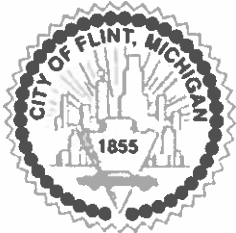


# Flint City Council Proposed ARPA Allocation Plan

	<u>Council Proposed Allocation with Remaining Funds</u>	<u>Community Grants</u>
Infrastructure		
Water Main Miller Road		
Total Infrastructure	400,000.00	
	400,000.00	0.00
Revenue Replacement		
Speed Humps (74,570 spent) (Moved from Public Safety)	13,142,188.00	
Sidewalk Repair	125,430.00	
City Public Health Office (moved from Public Health & Youth E	2,000,000.00	
Excavator (moved from Infrastructure)	425,000.00	
Dump Truck (moved from Infrastructure)	320,000.00	
Skid Steer (moved from Infrastructure)	150,000.00	
Renovate Council Chambers	140,000.00	
Additional Fire Department Equipment	500,000.00	
Ward Priorities (30,000/Ward)	1,000,000.00	
Clear Cold Cases in Conjunction with Detroit Crime	270,000.00	
PS-06 Commission (Moved from Public Safety)	350,000.00	
PS-04 Purchase Vehicles for Detective Bureau (Moved from Public Safety)	450,000.00	
HB-09 Removal of City Owned Trees (Moved from Neighborhood In	2,000,000.00	
Total Revenue Replacement	20,872,618.00	0.00
Contingency		
Future Reserves		
Total Contingency	5,000,000.00	
	5,000,000.00	0.00
Premium Pay		
Premium Pay		
Total Premium Pay	0.00	
	0.00	0.00
Administration		
Total Administration	2,849,350.00	
	2,849,350.00	0.00
<b>Grand Totals</b>	<b>\$ 60,351,968.00</b>	<b>\$ 18,160,000.00</b>

## Flint City Council ARPA Allocation Plan

	<b>Council Proposed Plan with Remaining Funds</b>	<b>Community Grants</b>
Total Neighborhood Improvement	13,735,000.00	9,660,000.00
Total Economic Development	8,275,000.00	3,000,000.00
Total Public Safety	3,970,000.00	1,000,000.00
Total Public Health	5,250,000.00	4,500,000.00
Total Infrastructure	400,000.00	0.00
Total Revenue Replacement	20,872,618.00	0.00
Total Contingency	5,000,000.00	0.00
Total Premium Pay	0.00	0.00
Total Administration	2,849,350.00	0.00
<b>Grand Totals</b>	<b>\$ 60,351,968.00</b>	<b>\$ 18,160,000.00</b>



RESOLUTION NO.: 230049  
 PRESENTED: FEB 22 2023  
 ADOPTED: FEB 27 2023

PROPOSAL #22000018

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO POLYDYNE INC. FOR LIQUID CATIONIC POLYMER-  
CHANGE ORDER #1 FY2023**

**WHEREAS**, The Division of Purchases & Supplies solicited bids for liquid cationic polymer for FY22 and FY23 as required by the Water Pollution Control Facility. This polymer is required for use in the WPCF as part of the sludge dewatering process in the solids disposal program, and fulfills the requirement if the National Pollution Discharge Elimination System (NPDES) permit.

**WHEREAS**, One (1) sole bid was received by Polydyne, Inc., Riceboro, GA and the award was recommended by WPC. City Council adopted resolution #220322 on August 3, 2022, authorizing a Purchase Order not to exceed \$150,000.00 for FY23 for Polydyne, Inc.

**WHEREAS**, The Water Pollution Control Facility is requesting additional funds for Polydyne, Inc. for FY23. Due to the additional and updated dewatering processes, additional polymer amounts are required for the remainder of FY2023.

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

Account Number	Account Name/ Grant Code	Amount
590-550.100-753.000	Treatment Chemicals	\$120,000.00
	<b>FY2023 TOTAL</b>	<b>\$120,000.00</b>

**IT IS RESOLVED**, that the Division of Purchases & Supplies is hereby authorized to issue an additional Purchase Order for FY23 (07/01/22-06/30/23) to Polydyne, Inc. in an amount not-to-exceed \$120,000.00 for the supply of Liquid Cationic Polymer for the Water Pollution Control Facility, for an overall FY23 Grand Total amount not to exceed \$270,000.00.

**APPROVED AS TO FORM:**

  
 William Kim (Feb 11, 2023 11:54 EST)

**William Kim, City Attorney**

**APPROVED AS TO FINANCE:**

  
 Jane Mager (Feb 13, 2023 11:05 EST)

**Jane Mager, Deputy CFO**

**FOR THE CITY OF FLINT:**

  
 Clyde D. Edwards (Feb 15, 2023 15:48 EST)

**Clyde Edwards, City Administrator**

**APPROVED BY CITY-COUNCIL:**

  
**FEB 27 2023**

**APPROVED AS TO PURCHASING:**



**Lauren Rowley, Purchasing Manager**



# CITY OF FLINT

## RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: 02/03/2023

BID/PROPOSAL# P220000/B

AGENDA ITEM TITLE: LIQUID CATIONIC POLYMER (EMULSION)

PREPARED BY **Don Lewis (DPW)**

(Please type name and Department)

VENDOR NAME: Polydyne Inc.

### BACKGROUND/SUMMARY OF PROPOSED ACTION:

The Water Pollution Control Facility operates a sludge dewatering process as part of its solids disposal program. Liquid Emulsion type cationic polymer is required to dewater sludge prior to transport to landfill. Solids disposal is necessary to operate the plant and fulfill the requirements of WPC's National Pollution Discharge Elimination System (NPDES) permit. Due to additional and updated dewatering processes additional polymer amounts are required.

FINANCIAL IMPLICATIONS: NA

BUDGETED EXPENDITURE? YES  NO  IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant Code	Amount
DPW	Polydyne Inc. Treatment	550.100-753.000		\$120,000.00
	Chemicals	Previous Purchase Order		\$150,000.00
<b>FY23 Revised Total</b>				<b>\$270,000.00</b>

PRE-ENCUMBERED? YES  NO  REQUISITION NO: 230006725

ACCOUNTING APPROVAL: *[Signature]* Date: 02/03/2023

WILL YOUR DEPARTMENT NEED A CONTRACT? YES  NO

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

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

BUDGET YEAR 22/23 \$120,000.00

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

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

DEPARTMENT HEAD SIGNATURE: *[Signature]* 2/3/23  
Mike Brown DPW Director and/or Jeanette Best WPC Manager



RESOLUTION NO.: 220322

PRESENTED: AUG - 3 2022

ADOPTED: AUG - 8 2022

PROPOSAL# 22000018  
BY THE CITY ADMINISTRATOR:

**RESOLUTION TO POLYDYNE INC. FOR LIQUIDIC CATIONIC POLYMER**

WHEREAS, The Division of Purchases & Supplies solicited bids for liquid cationic polymer for FY22 and FY23 as required by the Water Pollution Control Facility.

WHEREAS, One (1) sole bid was received by Polydyne Inc., Riceboro, GA and a bid award was recommended by WPC.

WHEREAS, The Water Pollution Control Facility requires the use of this polymer for the sludge dewatering process as part of its solids disposal program. This polymer is required to dewater sludge prior to transport to the landfill and fulfills the requirement of the National Pollution Discharge Elimination System (NPDES) permit.

Funding will come from the following account(s):

Account Number	Account Name/ Grant Code	Amount
590-550.100-753.000	Treatment Chemicals	\$ 150,000.00
	<b>FY23 TOTAL</b>	<b>\$ 150,000.00</b>

IT IS RESOLVED, that The Division of Purchases & Supplies is hereby authorized to issue a Purchase Order to Polydyne Inc. for FY23 (07/01/22-06/30/23), and an amount not-to-exceed \$150,000.00, for the supply of Liquid Cationic Polymer for the Water Pollution Control Facility.

APPROVED AS TO FORM:

Joanne Gurley  
CITY OF FLINT, MICHIGAN

Joanne Gurley, City Attorney

APPROVED AS TO FINANCE:

Robert J.F. Widigan  
CITY OF FLINT, MICHIGAN

Robert J.F. Widigan, Chief Financial Officer

FOR THE CITY OF FLINT:

CLYDE D. EDWARDS  
CITY OF FLINT, MICHIGAN

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

APPROVED AS TO PURCHASING:

Lauren Rowley  
CITY OF FLINT, MICHIGAN

Lauren Rowley, Purchasing Manager

APPROVED BY  
CITY COUNCIL  
AUG - 8 2022



RESOLUTION NO.: 230050  
 PRESENTED: FEB 22 2023  
 ADOPTED: FEB 27 2023

**RESOLUTION RECOGNIZING 800 E COURT STREET VILLAGE LIMITED DIVIDEND HOUSING ASSOCIATION LIMITED PARTNERSHIP AS THE OWNER ENTITY AND LOAN HOLDER FOR THE 2021-22 ACTION PLAN \$300,000 HOME INVESTMENT PARTNERSHIP (HOME) FUNDS AWARD MADE TO MCFARLAN CHARITABLE CORPORATION FOR THEIR MODERNIZATION PROJECT LOCATED AT 800 E COURT STREET**

**BY THE CITY ADMINISTRATOR:**

**WHEREAS**, Resolution 210370, adopted August 10, 2021, authorized awarding HOME Investment Partnership (HOME) funds and entering into a contract with McFarlan Charitable Corporation, in the amount of \$300,000, for renovations of the housing units located at 800 E Court Street; and

**WHEREAS**, the project also received Low Income Housing Tax Credits (LIHTC) from the Michigan State Housing Development Authority (MSHDA) for the renovations; and

**WHEREAS**, MSHDA requires that a Limited Dividend Housing Association Limited Partnership be created to receive the tax credits; and

**WHEREAS**, 800 E Court Street Village Limited Dividend Housing Association Limited Partnership will be the owner entity and loan holder for the HOME Investment Partnership (HOME) funds.

**WHEREAS**, it is necessary that the City of Flint recognize the owner entity for the purpose of accepting the HOME loan and entering into a contract for the renovations.

**IT IS RESOLVED** that the appropriate City officials recognize 800 E Court Street Village Limited Dividend Housing Association Limited Partnership as the owner entity and loan holder for the 800 E Court Street modernization project and are authorized to do all things necessary to enter into the required HOME agreements with 800 E Court Street Village Limited Dividend Housing Association Limited

Account Number	Grant Code	Account Name	Amount
279-735.429-805.276	FHUD-HOME22	Construction of Housing	\$300,000

**APPROVED AS TO FORM:**

  
 William Kim (Feb 14, 2023 10:24 EST)  
 William Kim, Chief Legal Officer


**APPROVED AS TO FINANCE:**

  
 Jane Mager (Feb 14, 2023 12:13 EST)  
 Robert J. Widigan, Chief Financial Officer

**FOR THE CITY OF FLINT:**

  
 Clyde D. Edwards (Feb 16, 2023 10:45 EST)

**APPROVED BY CITY COUNCIL:**

  
 FEB 27 2023

Clyde Edwards, City Administrator



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: 2/10/23

AGENDA ITEM TITLE: RESOLUTION RECOGNIZING 800 E COURT STREET VILLAGE LIMITED DIVIDEND HOUSING ASSOCIATION LIMITED PARTNERSHIP AS THE OWNER ENTITY AND LOAN HOLDER FOR THE 2021-22 ACTION PLAN \$300,000 HOME INVESTMENT PARTNERSHIP (HOME) FUNDS AWARD MADE TO MCFARLAN CHARITABLE CORPORATION FOR THEIR MODERNIZATION PROJECT LOCATED AT 800 E COURT STREET

PREPARED BY: Suzanne Wilcox, Director, DPD

VENDOR NAME: 800 E Court Street Village Limited Dividend Housing Association Limited Partnership / McFarlan Charitable Corporation

BACKGROUND/SUMMARY OF PROPOSED ACTION: In August 2021, the City of Flint awarded the McFarlan Charitable Corporation \$300,000 in HOME Investment Partnership funds to undertake renovations at the housing complex located at 800 E Court Street. This award was made via Resolution #210370. The project also received Low Income Housing Tax Credits (LIHTC) from the Michigan State Housing Development Authority (MSHDA) for the renovations; MSHDA requires that a Limited Dividend Housing Association (LDHA) be created to receive the tax credits. The LDHA that will be the owner entity and loan holder for the tax credit funds must be the same owner entity and loan holder for the HOME Investment Partnership funds. The entity which will be the owner and loan holder for the project is 800 E. Court Street Village Limited Dividend Housing Association Limited Partnership. This resolution recognizes that contracts approved to be entered into with McFarlan Charitable Corporation shall be entered into with the ownership entity, 800 E Court Street Limited Dividend Housing Association Limited Partnership.

FINANCIAL IMPLICATIONS: This project leverages existing funds and delivers no impact on the City's General Fund accounts. The project is expected to close in March 2023 and will provide quality housing to seniors in the City of Flint.

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

Table with 5 columns: Dept., Name of Account, Account Number, Grant Code, Amount. Rows include DPD Construction of Housing with account numbers 279-735.429-530.000 and 279-735.429-805.276, both with grant code FHUD-HOME22 and amount \$300,000.00.

FY23 GRAND TOTAL \$300,000.00

PRE-ENCUMBERED? YES xx NO REQUISITION NO: 220005208

ACCOUNTING APPROVAL: Carissa Dotson Date: 02/14/23

FINANCE APPROVAL: [Signature] Date: 02/14/2023

**WILL YOUR DEPARTMENT NEED A CONTRACT?**

YES  NO

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

2 YEARS

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

**BUDGET YEAR 1**      \$150,000

**BUDGET YEAR 2**      \$150,000

**BUDGET YEAR 3**

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

**STAFF RECOMMENDATION: (PLEASE SELECT):**  **APPROVED**

**NOT APPROVED**

**DEPARTMENT HEAD SIGNATURE:**

  
(PLEASE TYPE NAME, TITLE)

Director, Dept of Planning and Development





RESOLUTION NO.: 210370  
PRESENTED: AUG - 4 2021  
ADOPTED: AUG 10 2021

**Resolution Authorizing Submission of the  
2021-22 Annual Action Plan of the Consolidated Plan  
to the U.S. Department of Housing and Urban Development,  
and Approval of the Proposed Uses and Funding Recommendations  
for Community Development Block Grant, HOME Investment Partnerships  
and Emergency Solutions Grant Funds for the 2021-22 Program Year**

**BY THE MAYOR:**

The City of Flint anticipates it will receive Title I Community Development Block Grant (CDBG) entitlement funds in the amount of \$3,984,460.00, HOME Investment Partnerships (HOME) entitlement funds in the amount of \$895,223.00, and Emergency Solutions Grant (ESG) in the amount of \$325,606.00 for federal fiscal year 2020-21, covering the period of July 1, 2021, through June 30, 2022, as well as any subsequent years that HUD continues to make any balances available to the City; pursuant to submission of an application to the U.S. Department of Housing and Urban Development (HUD).

The City of Flint anticipates receipt of program income in an amount of approximately \$3,984,460.00 from CDBG and \$895,223.00 from HOME repayments of rehabilitation housing loans and other eligible activities.

In order to receive this funding, the U.S. Department of Housing and Urban Development requires the City of Flint to submit an annual Action Plan of the Consolidated Plan as a component of the 5-year Consolidated Plan. This plan includes the annual Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) application.

City Administration finalized funding recommendations to for the proposed Action Plan in May 2021.

**It is resolved,** that City Officials approve the funding amounts and projects and authorize entering into contracts for the agencies listed below for the City's FY 2021-22 Community Development Block Grant program in the amount of \$3,984,460.00 FY 2021-22 HOME Investment Partnerships program in the amount of \$895,223.00, and FY 2021-22 Emergency Solutions Grant program in the amount of \$325,606.00, and include any program income which might become available as a result of receipt of these funds.



**CDBG USES**

**ADMINISTRATION/PLANNING** **\$796,892.00**

**PUBLIC SERVICES**

African Drum and Dance- Kai-fecc Performing Arts	\$10,000.00
Asbury CDC- Community Kitchen Programming	\$25,000.00
Big Brothers Big Sisters- Youth Program	\$26,100.00
Boys & Girls Club- Great Futures Start Here	\$40,000.00
Brennan Elm Park Senior Corp- Golden Age Transition	\$25,000.00
Center for Higher Ed. Achievement- Senior Computer/Financial Literacy	\$25,000.00
Center for Higher Ed. Achievement- Adult Literacy	\$45,000.00
Faith Foundation Resources- HYPE Program	\$37,500.00
Flint Genesee Literacy Network - MCC	\$35,000.00
GCCARD- Home Delivered Meals	\$20,000.00
Genesee County Habitat for Humanity- Homeownership Counseling	\$23,000.00
Hasselbring Senior Center- Motivated-Mindful Motion (3M)	\$44,069.00
Legal Services of Eastern Mich.- Special Services Advocacy	\$20,000.00
Legal Services of Eastern Mich.- Fair Housing Center	\$20,000.00
Neighborhood Engagement Hub (NEH)- Community Tool Shed Program	\$75,000.00
R.L. Jones – Public Outreach Services	\$10,000.00
Tapology- S.T.O.N.E. Movers Program	\$ 5,000.00
United Way of Genesee County- Youth Recreation	\$60,000.00
Voices for Children Advocacy Center- Voices for Children CASA	\$20,000.00
<u>YWCA- SAFE Center</u>	<u>\$32,000.00</u>

**TOTAL PUBLIC SERVICE** **\$597,669.00**

**ECONOMIC DEVELOPMENT**

Asbury Community Development- Community Kitchen	\$150,000.00
Best Practices – Microenterprise	\$ 45,000.00
Ferris Wheel Innovation Center DBA 100K Ideas- 100K Ideas	\$ 35,000.00
<u>Flint River Watershed Coalition- Flint River/Swartz Creek Confluence</u>	<u>\$200,000.00</u>

**TOTAL ECONOMIC DEVELOPMENT** **\$ 430,000.00**



**FACILITY IMPROVEMENTS**

Catholic Charities- St. Michaels Upgrades	\$ 50,000.00
Evergreen Community Development- FDC Boiler Replacement	\$107,000.00
Flint Institute of Science and History- Earth Climber Exhibit	\$ 50,000.00
Flint Odyssey House- 1108 Lapcer Rd Fire Alarm Upgrade	\$ 16,000.00
Greater Flint Health Coalition – 120 W. First Sidewalk Improvements	\$125,000.00
Latinx Technology and Community Center- LTCC Renovation	\$ 50,000.00
<u>Shelter of Flint- Shelter Upgrades</u>	<u>\$ 75,000.00</u>
<b>TOTAL FACILITY IMPROVEMENTS</b>	<b>\$473,000.00</b>

**HOUSING**

Genesee County Habitat for Humanity- Owner-Occupied Housing Repair	\$350,000.00
Genesee County Habitat for Humanity- Emergency Repair Program	\$200,000.00
<u>GCCARD- Emergency Home Repairs</u>	<u>\$51,899.00</u>
<b>TOTAL HOUSING</b>	<b>\$601,899.00</b>

**BLIGHT ELIMINATION ACTIVITIES**

COF Blight Division- Code Enforcement	\$500,000.00
Genesee County Land Bank- Demolition	\$500,000.00
<u>Sylvester Broome Empowerment Village- Demolition for Sportsplex</u>	<u>\$ 85,000.00</u>
<b>TOTAL BLIGHT ACTIVITIES</b>	<b>\$1,085,000.00</b>

**TOTAL CDBG USES**

**\$3,984,460.00**

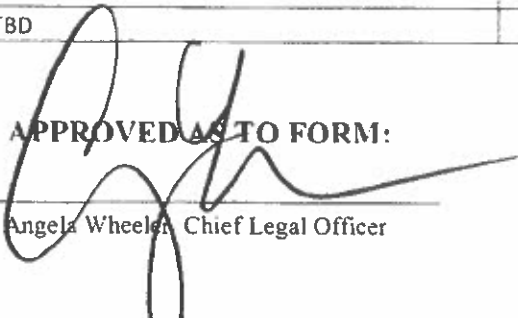
**HOME USES**

City of Flint- HOME Admin (10% Cap)	\$ 89,522.30
TBD- Multi-Family Development	\$ 180,700.70
<u>McFarlan Charitable Corporation- 800 E. Court Modernization</u>	<u>\$ 300,000.00</u>
Communities First- Orchard Lane (CHDO Project)	\$325,000.00
<b>TOTAL HOME USES:</b>	<b>\$ 895,223.00</b>



Sylvester Broome Empowerment Village- Demolition for Sportsplex	274-748.499-805.076	FHUD-CDBG22	85,000.00
City of Flint- HOME Admin (10% Cap)	274-749.100-502.749	FHUD-HOME22	89,522.30
City of Flint- HOME Admin (10% Cap)	274-749.100-963.100	FHUD-HOME22	89,522.30
TBD Multi-Family	274-749.370-502.749	FHUD-HOME22	180,700.70
TBD Multi Family	274-749.370-805.276	FHUD-HOME22	180,700.70
McFarlan Charitable Corporation- 800 E Court Modernization	274-749.429-502.749	FHUD-HOME22	300,000.00
McFarlan Charitable Corporation- 800 E Court Modernization	274-749.429-805.276	FHUD-HOME22	300,000.00
Communities First- Orchard Lane/CHDO Project	274-749.275-502.749	FHUD-HOME22	325,000.00
Communities First- Orchard Lane/CHDO Project	274-749.275-805.276	FHUD-HOME22	325,000.00
Administration (ESG)	274-750.100-502.750	FHUD-ESG22	24,420.00
Administration (ESG)	274-750.100-963.100	FHUD-ESG22	24,420.00
Carriage Town Ministries	274-750.302-502.750	FHUD-ESG22	30,000.00
Carriage Town Ministries	274-750.302-805.101	FHUD-ESG22	30,000.00
Genesee County Youth Corp	274-750.390-502.750	FHUD-ESG22	33,355.00
Genesee County Youth Corp	274-750.390-805.105	FHUD-ESG22	33,355.00
My Brother's Keeper - In Safe Hands/Shelter	274-750.450-502.750	FHUD-ESG22	30,005.00
My Brother's Keeper - In Safe Hands/Shelter	274-750.450-805.101	FHUD-ESG22	30,005.00
Shelter of Flint- Emergency Shelter	274-750.482-502.750	FHUD-ESG22	72,000.00
Shelter of Flint- Emergency Shelter	274-750.482-805.101	FHUD-ESG22	72,000.00
YWCA- SAFE House/Shelter	274-750.530-502.750	FHUD-ESG22	30,003.60
YWCA- SAFE House/Shelter	274-750.530-805.101	FHUD-ESG22	30,003.60
TBD	274-750.101-502.750	FHUD-ESG22	105,822.40
TBD	274-750.101-963.100	FHUD-ESG22	105,822.40

**APPROVED AS TO FORM:**

  
 Angela Wheeler, Chief Legal Officer


**APPROVED AS TO FINANCES:**

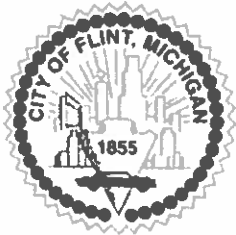
  
 Shelbi Frayer, Chief Financial Officer

**FOR THE CITY OF FLINT:**

  
 Sheldon A. Neeley, Mayor

**APPROVED BY CITY COUNCIL:**

  
 Kate Fields, City Council President



RESOLUTION NO.: 230051  
 PRESENTED: FEB 22 2023  
 ADOPTED: FEB 27 2023

PROPOSAL #23000507

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO TRIO PAINT FOR FACILITIES MAINTENANCE GENERAL CONTRACTOR SERVICES-  
CHANGE ORDER #1 FY2023**

**WHEREAS**, The Division of Purchases & Supplies solicited proposals for General Contractor Services as requested by the Facilities Maintenance Division for (3) years. Trio Paint, Burton, Michigan was the sole responsive bidder for this solicitation.

**WHEREAS**, On September 21, 2023, City Council adopted Resolution #220400 authorizing the three-year contract, in an annual amount not to exceed \$100,000.00 per year (FY23, FY24, and FY25) for each fiscal year.

**WHEREAS**, The Facilities Maintenance Division is overseeing multiple large facility improvement projects requiring General Contracting Services, leading the Division to request a change order for these services, in which Trio Paint has provided multiple quotes. Projects are to include Fire Department training rooms (2), Fire department kitchen renovations (2), Brennan Center and Hasselbring improvements (partial ARPA spend), City Council chamber upgrades (ARPA spend) and various as-needed City facility improvements.

**WHEREAS**, The Facilities Maintenance Division is requesting an additional \$625,000.00 for FY2023 to complete the stated projects.

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

Account Number	Account Name/ Grant Code	Amount
101-337.000-930.000	Repairs & Maintenance (FIRE DEPT)	\$150,000.00
*296-752.161-801.000	Professional Services/ PCSM-HSCI22 (HASSELBRING)	\$150,000.00
*296-752.121-801.000	Professional Services /PCSM-BSCI22 (BRENNAN)	\$99,408.00
*287-752.120-801.000	Professional Services/FUSDT-CSLFRF (ARPA)	\$25,592.00
*287-101.464-930.100	Renovations (City Council)/FUSDT-CSLFRF (ARPA)	\$200,000.00
	<b>FY2023 TOTAL</b>	<b>\$625,000.00</b>

**IT IS RESOLVED**, that the Division of Purchases & Supplies is hereby authorized to issue additional Purchase Orders for FY23 (07/01/22-06/30/23) to Trio Paint in an amount not-to-exceed \$625,000.00 for various large Facilities Maintenance projects in an overall grand total amount not to exceed \$725,000.00 for FY2023.

APPROVED AS TO FORM:

  
 William Kim (Feb 15, 2023 09:03 EST)  
 William Kim, City Attorney

APPROVED AS TO FINANCE:

  
 Jane Mager (Feb 15, 2023 09:05 EST)  
 Jane Mager, Deputy CFO



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

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

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

**FOR THE CITY OF FLINT:**

*Clyde D. Edwards*

Clyde D. Edwards (Feb 15, 2023 16:02 EST)

**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

**FEB 27 2023**

**APPROVED AS TO PURCHASING:**

*Lauren Rowley*

**Lauren Rowley, Purchasing Manager**



CITY OF FLINT

STAFF REVIEW FORM

TODAY'S DATE: 2/14/2023

BID/PROPOSAL# [redacted]

AGENDA ITEM TITLE: Remodel of two training rooms and two kitchens

PREPARED BY Jasmine Green/ Fire Admin Dept.
(Please type name and Department)

VENDOR NAME: Trio Paint

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The administration is requesting to use \$150,000.00 for the remodeling of Fire Station 1's two Training Rooms, the remodeling of Fire Station 3 and Fire Station 6 kitchens.

FINANCIAL IMPLICATIONS:

BUDGETED EXPENDITURE? YES [checked] NO [ ] IF NO, PLEASE EXPLAIN:

Table with 5 columns: Dept., Name of Account, Account Number, Grant Code, Amount. Includes a row for FY23 GRAND TOTAL with amount \$150,000.00.

PRE-ENCUMBERED? YES [ ] NO [ ] REQUISITION NO: [redacted]

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



## CITY OF FLINT

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

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

**BUDGET YEAR 1**

**BUDGET YEAR 2**

**BUDGET YEAR 3**

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

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

**DEPARTMENT HEAD SIGNATURE:**   
(PLEASE TYPE NAME/TITLE)

**DEPARTMENT HEAD MUST SIGN**



ATTN:  
Lee Osborne!



Fire P.O.

California  
PAINTS

FRANK & LAMBERT  
PAINTS  
Never compromise

G-4172 S. Saginaw St. Burton MI Ph. (810) 742-5491 Fax 810-339-6546 Triopaint.com

City of Flint - Fire Dept #1

1.4.23

<u>Item Name</u>	<u>Product</u>	<u>Quantity</u>	<u>Price per Gallon</u>	<u>Extension</u>
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Demo: 8x16 Tin Ceiling & NR ISO  
 Approx 1,250 sq ft  
 Vert Blinds & Window Film  
 General Clean up & Moving

\$1,380

Abatement: 9x9 Floor tile Removal (CASE)  
 Approx 1,250

Air testing, Neg pressure, Final clean  
 Final Air Quality test.

\$4,790

Painting: Prep all Grazed Blinds & Vinyl walls  
 Bonding Primer, Rust primer, Caulking, Patching  
 P-1 P-2, Fire Red 2 coats each  
 Rusty Metal Hangers 36" x 4"

\$4,475

Window Blinds: Chalk/Iron Grey 32 Blk trim  
 Qty 4 @ 80x90 ish, Installed

\$1,875



California  
PAINTS

PRATT & LAMBERT  
PAINTS  
No compromise

1172 S. Saginaw St. Burton MI. Ph. (810) 742-5491 Fax 810-339-6346 Triopaint.com

City of Flint Fire Station 1 1-4-23

Item Name      Product      Quantity      Price per Gallon      Extension

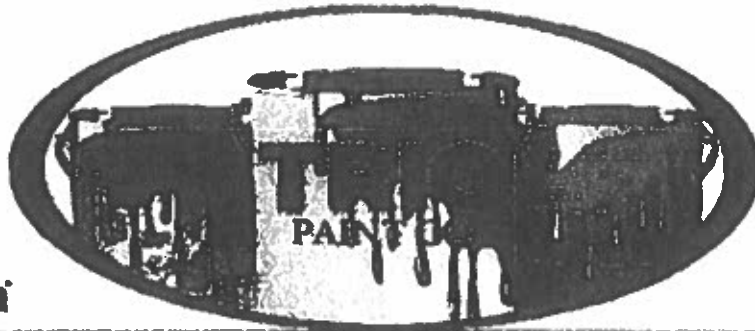
Flooring: Prep Floor smooth  
Prime/Seal 1 coat  
7240.07 Carpet Tile  
135 yds, 160<sup>sq</sup> ft Base  
Metal Trim as needed.      \$6,950

Ceiling: Install new 2x2 Grid system  
2x2 by Raven 7/8 Tees  
6-8" x 40" softish window well  
Prep for Light Lay out? per  
Lee Osborne  
\$7,245<sup>01</sup>

~~Paint~~

Total \$26,700 / 30,000  
Not to exceed!  
PS 2

City of  
Flint



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File Station #3 Kitchen

1-23-23

Item Name      Product      Quantity      Price per Gallon      Extension

Demo:      Ceilings, Cabinets, Base, Trims,  
Vent Blinds, Misc. etc

Ceiling:      2x2, PVC Coated, New Snd.

Painting:      Prep clean, 2 coats P.1, P.2 trim.

Flooring:      prep. (MB) floor Glue over 12x12  
with LVT color: size (TBD).

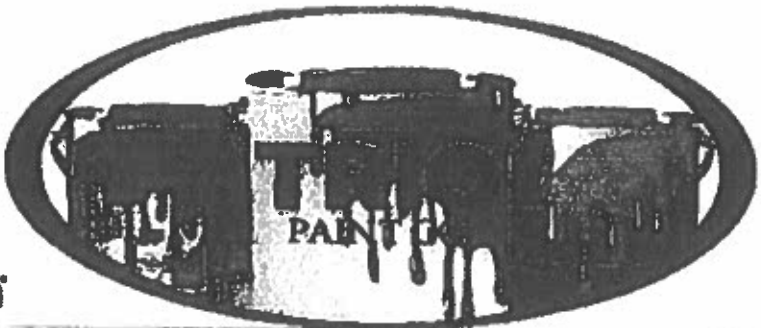
Blinds:      Solar shades 32

Milwork      Built in Cabinets, Floating upper.  
Stainless Top Build Design per Lee-D.

\$ 46,890

Quoted.

City of Flint



G-4172 S. Saginaw St. Burton MI. Ph. (810) 742-5491 Fax 810-339-6546 Triopaint.com

Fire station # 6 Kitchen 1-23-23

<u>Item Name</u>	<u>Product</u>	<u>Quantity</u>	<u>Price per Gallon</u>	<u>Extension</u>
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Demo :	Ceiling, Cabinets, Base, trim. Dials, misc ETC.			
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Ceilings :	2x2, PVC Coated, New Grid			
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Painting :	Prep clean, 2 coats P-1, P-2 trim			
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Flooring :	LVT color: size TBD.			
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Blinds :	Solar Shades 390			
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Millwork :	Built in Cabinets, Flocing upper Stainless tops Build, Design per Lec O.			
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\$ 48,675

Quoted



# CITY OF FLINT

## RESOLUTION STAFF REVIEW FORM

**TODAY'S DATE:** January 25, 2023

**BID/PROPOSAL#** P23000507

**AGENDA ITEM TITLE:** Upgrades to Hasselbring Senior Center

**PREPARED BY** Kathryn Neumann for Lee Osborne, Facilities Maintenance Operations Manager

**VENDOR NAME:** Trio Paint

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

Through competitive bidding, Trio Paint is the City's general contractor. Hasselbring was given grants to pay for upgrades/updates throughout the building. Some of the updates will be as follows: upgrading all of the lighting to LED lighting for greater efficiency. A new air purifying system will be installed for better air quality. Hands free toilets and faucets. New insulation, ceiling tiles, painting and new window shades are just few of the things that will be done.

**FINANCIAL IMPLICATIONS:** There is money in the account listed below.

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

Dept.	Name of Account	Account Number	Grant Code	Amount
296	Other Grants Fund	752.161-801.000	PCSM-HSCI22	\$ 150,000.00
<b>FY23 GRAND TOTAL</b>				<b>\$ 150,000.00</b>

**PRE-ENCUMBERED?** YES  NO  **REQUISITION NO:** 230006665

**ACCOUNTING APPROVAL:** [Signature] **Date:** \_\_\_\_\_

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

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

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

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

**DEPARTMENT HEAD SIGNATURE:** Lee Osborne  
lee.osborne | Jan 25, 2023 09:19 EST  
*(Lee Osborne, Facilities Maintenance Operations Manager)*



G-4172 S. Saginaw St. Burton MI. Ph. (810) 742-5491 Fax 810-339-6546  
Triopoint.com

**City of Flint**  
1101 S Saginaw  
Flint, MI  
48502

**1-17-23**

**Scope of Job**

**Hasselbring Senior Center  
Presented to Beverly Lewis**

**Description of Work**

- **Building-wide**
  - **Prep, prime, caulk (where needed) walls and door frames**
  - **Apply 2 coats of paint to walls and door frames where specified**
  - **Remove and replace ceiling tiles and tees**
  - **Install R19 insulation above ceiling tiles**
  - **Window treatments of 3% solar shades where specified**
  
- **Main Office**
  - **Remove old and install new solar shades**
  - **Refer to building-wide specs**
  
- **Directors Office**
  - **Refer to building-wide specs**
  
- **Finance Office**
  - **Remove old and install new solar shades**
  - **Refer to building wide specs**
  
- **Snack Room**
  - **Refer to building-wide specs**

- **Exercise Room**
  - **Refer to building-wide specs**
- **Exercise Hallway**
  - **Refer to building-wide specs**
- **Bathrooms**
  - **Refer to building-wide specs**
- **Computer Lab**
  - **Refer to building-wide specs**
- **Card Room**
  - **Refer to building-wide specs**
- **Pool Room**
  - **Refer to building-wide specs**
- **Conference Room**
  - **Remove old and install new solar shades**
  - **Refer to building-wide specs**
- **Service Center**
  - **Refer to building-wide specs**

**Budgeted \$122,800.00 not to exceed \$150,000.00**

**\*\*\*Flooring was not in original walk through and is not included in pricing. Flooring can be added and would be reflected in adjusted pricing.**



# CITY OF FLINT

## RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: January 27, 2023

BID/PROPOSAL# P23000507

AGENDA ITEM TITLE: Upgrades to Brennan Community Center

PREPARED BY Kathryn Neumann for Lee Osborne, Facilities Maintenance Operations Manager

VENDOR NAME: Trio Paint

### BACKGROUND/SUMMARY OF PROPOSED ACTION:

Through competitive bidding, Trio Paint is the City's general contractor. Brennan Community Center was given grant money to pay for upgrades/updates throughout the building. New insulation, ceiling tiles, painting and new window shades. Upgrading all of the lighting to LED lighting for greater efficiency. A new air purifying system will be installed for better air quality. Hands free toilets and faucets. Updates to the gymnasium by stripping and applying polyurethane on bleachers and floors are just few things that will be done.

FINANCIAL IMPLICATIONS: There is money in the account listed below.

BUDGETED EXPENDITURE? YES  NO  IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant Code	Amount
296	Other Grants Fund	752.121-801.000	PCSM-BSC122	\$ 99,408.00
287	ARPA	752.120-801.000	FUSDT-CSLFRF	\$25,592.00
<b>FY23 GRAND TOTAL</b>				<b>\$ 125,000.00</b>

PRE-ENCUMBERED? YES  NO  REQUISITION NO: 230006666

ACCOUNTING APPROVAL: [Signature] Date: \_\_\_\_\_

WILL YOUR DEPARTMENT NEED A CONTRACT? YES  NO

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

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

STAFF RECOMMENDATION: (PLEASE SELECT):  APPROVED  NOT APPROVED

DEPARTMENT HEAD SIGNATURE: Lee Osborne  
lee.osborne (Jan 27, 2023 14:57 EST)

(Lee Osborne, Facilities Maintenance Operations Manager)





G-4172 S. Saginaw St. Burton MI. Ph. (810) 742-5491 Fax 810-339-6546

**City of Flint**  
**1101 S Saginaw**  
**Flint, MI**  
**48502**

**1-17-23**

**Scope of Job**

- **Brennan Center**

**Description of Work**

- **Exercise Room (Spec # 1,2,4,5,7)**
  - Remove existing 2x4 ceiling tiles and check for mold
  - Snap in T bars to make existing grid into 2x2
  - Drop in new 2x2 Tcglular Tiles
  - Install new LVT flooring (style TBD)
  - Clean, prep, and prime as needed
  - Paint 2 coats on all walls and door frames
- **Gymnasium (Spec # 4,5,8)**
  - Cover floor with heavy duty plastic
  - Clean, prep, and prime as needed on ceiling and walls
  - Spray Dry Fall ceiling paint on existing ceiling
  - Spray and back roll 2 coats on all walls
  - Paint 2 coats on door frames
  - Wash bleachers and floor with heavy duty degreasing cleaner
  - Scuff sand bleachers and gym floor for better adhesion
  - Wipe floors and bleachers with denatured alcohol for better adhesion
  - Apply a maintenance coat of heavy duty polyurethane on bleachers and floor

- **Community Room/Kitchen (Spec # 1,3,4)**
  - Remove existing 2x4 ceiling tiles
  - Snap in T bars to make existing grid into 2x2
  - Drop in new 2x2 Tegular Tiles
  - Build cover skirting to cover plumbing
  - Build/install a new island
  
- **First office (Spec #4,5,10)**
  - Remove existing 2x4 ceiling tiles
  - Snap in T bars to make existing grid into 2x2
  - Drop in new 2x2 Tegular Tiles
  - Clean, prep, and prime as needed
  - Paint 2 coats on all walls and door frames
  - Remove existing window covering
  - Install new 3% Solar shades (Charcoal with gray and black trim)
  
- **Second Office (Spec #1,5,11,14)**
  - Remove existing 2x4 ceiling tiles
  - Snap in T bars to make existing grid into 2x2
  - Drop in new 2x2 Tegular Tiles
  - Clean, prep, and prime as needed
  - Paint 2 coats on all walls and door frames
  - Remove existing window covering
  - Install new 3% Solar shades (Charcoal with gray and black trim)
  - Clean, prep, and prime as needed in bathroom
  - Paint 2 coats on trim and walls in bathroom
  
- **Arts and Crafts (Spec #3,4,5,8)**
  - Remove existing 2x4 ceiling tiles
  - Snap in T bars to make existing grid into 2x2
  - Drop in new 2x2 Tegular Tiles
  - Remove existing carpet
  - Install new LVT flooring (style TBD)
  - Clean, prep, and prime as needed
  - Paint 2 coats on all door frames and walls

- **Game Room (Spec #3,5)**
  - Remove existing 2x4 ceiling tiles
  - Snap in T bars to make existing grid into 2x2
  - Drop in new 2x2 Tegular Tiles
  - Clean, prep, and prime as needed
  - Paint 2 coats on door frames and walls
  
- **Hallway Bathrooms (Spec #6)**
  - Clean, prep, and prime as needed
  - Paint 2 coats on door frames and walls

**Budgeted \$110,725.00 not to exceed \$125,000.00**



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: January 24, 2023

BID/PROPOSAL# P23000507

AGENDA ITEM TITLE: Renovations to City Council Chambers

PREPARED BY Kathryn Neumann for Lee Osborne, Facilities Maintenance Operations Manager

VENDOR NAME: Trio Paint

BACKGROUND/SUMMARY OF PROPOSED ACTION:

Through competitive bidding, Trio Paint is the City's general contractor. They have given a proposal to completely renovate the City Council Chambers. All of the steel and wood chairs will be removed (new chairs will come from Office Depot) and the chambers will be gutted. New flooring, painting and bathroom upgrades are a few of the many items that are included in the renovations.

FINANCIAL IMPLICATIONS: There is money in the account listed below.

BUDGETED EXPENDITURE? YES [X] NO [ ] IF NO, PLEASE EXPLAIN:

Table with 5 columns: Dept., Name of Account, Account Number, Grant Code, Amount. Row 1: 287, ARPA Fund, 101.464-930.100, FUSDT-CSLFRF, \$ 200,000.00. Row 2: (blank), (blank), (blank), (blank), (blank). Row 3: (blank), (blank), (blank), FY23 GRAND TOTAL, \$ 200,000.00

PRE-ENCUMBERED? YES [X] NO [ ] REQUISITION NO: 230006686

ACCOUNTING APPROVAL: Kathryn Neumann (Jan 24, 2023 16:25 EST) Date: \_\_\_\_\_

WILL YOUR DEPARTMENT NEED A CONTRACT? YES [X] NO [ ] (If yes, please indicate how many years for the contract)

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

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

DEPARTMENT HEAD SIGNATURE: Lee Osborne (Jan 24 2023 16:52 EST) (Lee Osborne, Facilities Maintenance Operations Manager)



G-4172 S. Saginaw St. Burton MI. Ph. (810) 742-5491 Fax 810-339-6546  
Triopaint.com

**City of Flint**  
1101 S Saginaw  
Flint, MI  
48502

1-17-23

**Scope of Job**

- 3<sup>rd</sup> Floor Council Chambers

**Description of Work**

- **Demo work**
  - o Remove approximately 500 steel and wood chairs
  - o Remove approximately 100 linear feet of knee wall
  - o Remove and demo base molding and trim
  - o Remove wallpaper and pictures (save pictures)
  - o Build up floor platform (size to be determined)
  - o Remove, clean and properly store existing blinds
  - o Clean site
- **Flooring**
  - o Strip wax and clean floor, prep for moisture barrier
  - o Apply one coat Zephyr moisture barrier (spec to follow)
  - o Trowel on Zephyr Pressure Sensitive Glue carpet (spec to follow)
  - o Install 2x2 carpet squares (F1) on a 1/4 turn pattern (7240-07) roughly 4,000 sq ft
  - o Trowel on Zephyr Pressure Sensitive LVT Glue
  - o Install approximately 2,000 sq ft LVT 6"-8"x48" (style TBD)

- **Painting**

- Clean, prep, caulk, patch, and prime as needed
- Cover where needed to prep for spray application
- Spray 2 coats on entire ceiling of dry fall ceiling paint (color TBD), spec to follow
- Paint 2 coats on arches (color TBD), spec to follow
- Paint 2 coats Aquaborne Ceramic Satin (spec) on all door frames and specified doors (P2)
- Paint 2 coats Aquaborne Ceramic Satin (spec) on all walls in 1 hallway (P1)
- Paint 2 coats on all walls in 30x24 conference room (P1)

- **Bathrooms (qty 2)**

- Install auto flush kits, spec to follow
- Install new ADA approved bathroom partitions, layout per Lee O., color TBD
- Prep and polish floors
- Clean, prep, patch and caulk as needed
- Paint 2 coats bright white on ceilings
- Paint 2 coats on door frames (P2)
- Paint 2 coats on all walls (P1)

- **Millwork**

- Build and install a 13 space multi-use desk
- Approximately 50 ft of plastic laminate
- 16' Radius, and 32' diameter
- 1 pencil drawer per seat
- Color TBD, specs to follow
- Clerk, Lee, Lauren, Scott, Trio, Steve to o.k. specs

**Budgeted at \$172,000.00**

**Not to exceed \$200,000.00**



SHELDON NEELEY  
MAYOR

## CITY OF FLINT OFFICE OF FINANCE

August 17, 2022

**TO:** Lauren Rowley  
Purchasing Manager

**FROM:** Lee Osborne *lee*  
Facilities Maintenance Operations Manager

**SUBJECT:** RECOMMENDATION – GENERAL CONTRACTOR SERVICES,  
PROPOSAL #23-507

I have carefully reviewed the proposal received for General Contractor Services. I am recommending the sole bidder, Trio Paint, in the three year annual amount not to exceed \$100,000.00.

If you have any questions or concerns, feel free to give me a call at ext. 2641.

/km

Signature: *lee osborne*  
lee osborne [Aug 17 2022 10:23 EDT]

Email: [losborne@cityofflint.com](mailto:losborne@cityofflint.com)



RESOLUTION NO.: 220400

PRESENTED: SEP 21 2022

ADOPTED: SEP 26 2022

PROPOSAL #23000507

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO TRIO PAINT FOR FACILITIES MAINTENANCE GENERAL CONTRACTING SERVICES**

WHEREAS, The Division of Purchases & Supplies solicited proposals for General Contracting Services as requested by the Facilities Maintenance Division for three (3) years .

WHEREAS, Trio Paint, Burton Michigan was the sole responsive bidder for this solicitation.

WHEREAS, the Facilities Maintenance Division is requesting an awarded contract to assist in various Facilities Maintenance projects as needed for FY23-FY25, as they are short-staffed and Trio is qualified to help with many projects such as painting, blind installations, carpet replacements, carpentry and other general labor in all city properties.

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

Account Number	Account Name/ Grant Code	Amount
444-230.200-976.000	Public Improvement Fund	\$100,000.00
	<b>FY2023 GRAND TOTAL</b>	<b>\$100,000.00</b>

IT IS RESOLVED, that the Appropriate City Officials are hereby authorized to enter into a three-year contract with Trio Paint for FY23 (07/01/22-06/30/23), FY24 (07/01/23-06/30/24) and FY25 (07/01/24-06/30/25) for an annual amount not to exceed \$100,000.00 for each fiscal year.

APPROVED AS TO FORM:

  
William Kim (Sep 13 2022 15:47:00)

**William Kim, City Attorney**

APPROVED AS TO FINANCE:

  
Robert J.F. Widigan (Sep 12 2022 05:33:00)


**Robert J.F Widigan, Chief Financial Officer**

FOR THE CITY OF FLINT:

  
Clyde D. Edwards (Sep 13 2022 11:14:00)

**Clyde Edwards, City Administrator**

APPROVED BY CITY COUNCIL:

APPROVED BY  
CITY COUNCIL  
  
SEP 26 2022

APPROVED AS TO PURCHASING:

  
Lauren Rowley (Sep 13 2022 11:14:00)

**Lauren Rowley, Purchasing Manager**