

# CITY COUNCIL

(1) ADOPTED MEETING  
MINUTES

and

(2) APPROVED AGENDA  
ITEMS

Regular City Council Meeting  
Monday, April 22, 2024

# ADOPTED MEETING MINUTES

## REGULAR CITY COUNCIL MEETING MONDAY, April 22, 2024

Presented: 5/13/2024  
Adopted: 5/28/2024

*Item No. 240174*

DRAFT



City of Flint, Michigan  
Meeting Minutes  
CITY COUNCIL

240176

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

DRAFT

Ladel Lewis, President, Ward 2  
Candice Mushatt, Vice President, Ward 7

Leon El-Alamin, Ward 1  
Judy Priestley, Ward 4  
Tonya Burns, Ward 6

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

Davina Donahue, City Clerk

Monday, April 22, 2024

7:33 PM

Council Chambers

**CALL TO ORDER**

7:33 p.m.

**ROLL CALL**

**Present:** Councilperson: Councilperson El-Alamin, Councilperson Lewis, Councilperson Murphy, Councilperson Priestley, Councilperson Mushatt and Councilperson Worthing  
**Absent:** Councilperson: Councilperson Winfrey-Carter, Councilperson Burns and Councilperson Pfeiffer

**REQUEST FOR CHANGES AND/OR ADDITIONS TO THE AGENDA**

*Councilperson Murphy asked for a ten (10) minute discussion about the Water Crisis at the end of the resolutions. Passed without objection.*

**ROLL CALL**

*Recess was taken at approximately 8:20 p.m. The meeting was Returned to Order at 8:35 p.m.*

**Present:** Councilperson: Councilperson El-Alamin, Councilperson Lewis, Councilperson Murphy, Councilperson Priestley, Councilperson Mushatt and Councilperson Worthing  
**Absent:** Councilperson: Councilperson Winfrey-Carter, Councilperson Burns and Councilperson Pfeiffer

**ROLL CALL**

*At Ease was called at approximately 8:39 p.m. The meeting was Returned to Order at 8:49 p.m.*

**Present:** Councilperson: Councilperson El-Alamin, Councilperson Lewis, Councilperson Murphy, Councilperson Priestley, Councilperson Mushatt and Councilperson Worthing  
**Absent:** Councilperson: Councilperson Winfrey-Carter, Councilperson Burns and Councilperson Pfeiffer

## CONSENT AGENDA

*Councilperson Priestley, seconded by Councilperson El-Alamin, made a Motion to Approve the Consent Agenda, with any Separations. The motion PASSED by a vote of 6,0..*

## PRESENTATION OF MINUTES

**240148** DRAFT/PROPOSED Summary Minutes/Flint City Council/Regular Meeting/April 8, 2024

DRAFT/PROPOSED Summary Minutes of the Flint City Council Regular Meeting held Monday, April 8, 2024, at 10:44 p.m., in the City Council Chambers, 3rd Floor, City Hall.

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

## APPOINTMENTS

**240147** Reappointment/Zoning Board of Appeals/John E. Hardy

Resolution resolving that the Flint City Council approves the reappointment of Hohn E. Hardy (3721 Mason Street, Flint, Michigan, 48505 - Ward 1) to the Zoning Board of Appeals for the remainder of a 3-year term commencing immediately upon adoption of this resolution and expiring August 31, 2026.

**This Matter was Approved on the Consent Agenda.**

## RESOLUTIONS

**230466.2** Adoption/2024 Revisions to Council Rules [Rules Governing Meetings of the Flint City Council

Resolution resolving that the Flint City Council adopts the [amended] 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, with proposed revisions offered and adopted by the Flint City Council on April 22, 2024.

### SEPARATED FROM MASTER RESOLUTION

**240088** Reallocation of ARPA Funds/Police Department/Police Training

Resolution resolving that the appropriate City officials are authorized to do all things necessary, including executing any agreements necessary to appropriate funding from the funding source account #187-287.000-963.000 to the City of Flint Police Department in the amount of \$100,000. Based on review and validation of the appropriate fund use by the City's compliance firm, implementation of these funds will be consistent and compliant with the US Department of Treasury requirements and previously approved authorizations. [NOTE: City Administration recommends reallocating \$100,000.00 of ARPA

funds, previously obligated for revenue replacement, to provide funding for Police Training, with PS-02 of the ARPA Allocation plan from resolution 220464.1.]

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

**240089** Reallocation of ARPA Funds/BIPOC Emerging Developer Program

Resolution resolving that the appropriate City officials are authorized to do all things and execute any agreements necessary to appropriate funding in the current and future fiscal years, as described above, for as long as the funds are available. Prior to any disbursement of funds, the City of Flint's ARPA administration, compliance, and implementation firm shall review and ensure compliance with the latest US Department of Treasury rules. [NOTE: City Administration recommends reallocating \$375,000 of ARPA funds, previously obligated for revenue replacement, to provide funding to contract with LISC for a BIPOC Emerging Developer training / predevelopment grant program. Reallocated funds will be moved from Acct #101-287.000-963.000.

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

**240106** Mandate/Disclosure of Conflicts of Interest and Contacts with Those Benefitting From or Receiving Funds from the City of Flint/Flint City Councilmembers

Resolution resolving that any Councilmember who has a conflict of interest as defined in those provisions shall disclose such conflict, and its nature, during debate on the ordinance or resolution before the City Council, and before a vote is taken, AND, resolving that that Councilmembers shall orally disclose, during debate on an ordinance or resolution before City Council, any contacts or communications, oral or written, with any entity or person, including any agents, employees or representatives, that will receive a direct benefit from the matter before the Council, AND, resolving that Councilmembers shall orally disclose, during debate on the ordinance or resolution before City Council, anything of value received within the prior twelve months from or on behalf of the entity or person, including any agents, employees or representatives, that will receive a direct benefit from the matter before the Council, AND, resolving that that no declaration need be made unless the benefit is of more than a de minimis nature and is distinguishable from the benefits to the public or a broad segment of the public.

**SEPARATED FROM MASTER RESOLUTION**

**240124** Reallocation of ARPA Funds/Youth Job Training/City of Flint Clean & Safe Summer Youth Job Training Program

Resolution resolving that the appropriate City officials are authorized to do all things necessary, including executing any necessary agreements, to appropriate funding from the funding source account #101-287.000-963.000 to City of Flint Clean & Safe Summer Youth Job Training Program in the amount of \$200,000. Based on review and validation of the

appropriate fund use by the City's compliance firm, implementation of these funds will be consistent and compliant with US Department of Treasury requirements and previously approved authorizations.

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

**240129** Grant Acceptance/Bloomberg Philanthropies/Support for Youth-Led Climate Projects

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to accept the grant funds set forth in the grant from Bloomberg Philanthropies, in the amount of \$50,000.00, to appropriate revenue and expenditure amounts, and to make the grant funds available from April 1st, 2024 through October 1st, 2024.

**SEPARATED FROM MASTER RESOLUTION**

**240130** Grant Acceptance/Michigan State Housing Development Authority [MSHDA]/Housing Readiness Updates

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to process a budget amendment to recongnize and appropriate Michigan State Housing Development Authority Grant HRI-2024-LEG in fiscal year 2024, and all subsequent years' funds are made available, in the amount of \$50,000.00, to assist small-scale, income qualified developers to increase the affordability housing stock in Flint.

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

**240131** Setting a Public Hearing/Amended Brownfield Plan/Dupont Industrial Facility/1809 James P. Cole Boulevard

Resolution resolving that a public hearing to consider the approval of the Amended Brownfield Plan for the Dupont Industrial Facility at 1809 James P. Cole Boulevard be held on the \_\_\_\_ day of \_\_\_\_\_, 2024 at 5:30 p.m., in the City Council Chambers, 3rd Floor, City Hall, 1101 S. Saginaw St., Flint, Michigan, AND, resolving that the City Clerk shall cause notice of such hearing to be published in an official paper of general circulation not less than fifteen (15) days prior to said hearing.

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

**240132** CO#1/Contract/Shannon Chemical Corporation/Phosphoric Acid 75%

Resolution resolving that the Division of Purchases & Supplies is hereby authorized to issue additional Purchase Orders to Shannon Chemical Corporation for the supply of Phosphoric Acid 75% NSF Grade for the Water Plant in an amount of \$18,481.91, for an overall FY2024 (07/01/23-06/30/24) amount not to exceed \$158,481.91. [NOTE: On August 14, 2023, Flint City

Council authorized the Water Plant's request to issue Purchase Orders in an amount NOT-TO-EXCEED \$140,000.00 for Phosphoric Acid 75% NSF for FY24 by adopting Reso No. 230265.]

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

240133

CO#3/Contract/J & M Tree Service/Tree Removals And Trimming/Critical Community Improvement Program

Resolution resolving that the appropriate City Officials are authorized to do all things necessary, to enter into [Change Order No.3] a contract with J & M Tree Service for tree trimming and removals in the area of M. L. King Blvd./5th Ave./Saginaw St., in an amount of \$54,300.00 and an total three year aggregate amount of \$432,850.00. [NOTE: On January 22, 2024, the Appropriate City Officials were authorized to enter into a change order #2 to the contract per resolution #240005 with J & M Tree Service for additional urban forestry services, in an amount not to exceed \$70,550.00 and an overall three year aggregate amount of \$378,550.00.]

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

240134

CO#1/Contract/Aldridge Trucking/Aggregates

Resolution resolving that the appropriate City Officials do all things necessary to enter into a Change Order No.1 [to the contract with] with Aldridge Trucking, Davison, Michigan, for aggregate materials (fill sand and stone) for the Water Service Center [WSC] for FY24 (07/01/23-06/30/24), in an amount NOT-TO-EXCEED \$60,000.00, which brings the Aldridge Trucking FY23-FY24 contract grand total amount NOT-TO-EXCEED \$392,000.00.

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

240135

Purchase of Additional Property/Friends of Berston/Berston Fieldhouse Development Project

Resolution resolving that the appropriate City officials are authorized to do all things necessary to purchase Parcel No. 41-06-102-020, also known as 760 Dewey Street, to support the Berston Fieldhouse Development Project from Friends of Berston.

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

240136

Reallocation of ARPA Funds/Alternative Uses Grants/Vacant Lots For Friends of Berston

Resolution resolving that the appropriate City Officials are authorized to do all things and execute any agreements necessary from funding source Acct. No. 101-287.000-963.000 to the Friends of Berston, and appropriate funding in the current and future fiscal years in the amount of \$25,000, for as long as the

funds are available. Prior to any disbursement of funds, the City of Flint's ARPA administration, compliance, and implementation firm shall review and ensure compliance with the latest US Department of Treasury rules.

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

- 240137** Reallocation of ARPA Funds/Flint Innovative Solutions (as Fiduciary) /Friends of Hasselbring Volunteer Group/Impacts of the Pandemic on Blight

Resolution resolving that the appropriate City officials are authorized to do all things and execute any agreements necessary to Flint Innovative Solutions (Friends of Hasselbring Park) and appropriate funding in the current and future fiscal years, in the amount of \$22,500, for as long as the funds are available. Prior to any disbursement of funds, the City of Flint's ARPA administration, compliance, and implementation firm shall review and ensure compliance with the latest US Department of Treasury rules.

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

- 240138** Reallocation of ARPA Funds/Sylvester Broom Empowerment Center (as Fiduciary)/North Flint Neighborhood Action Council [NFNAC]/Grants For Alternative Uses of Vacant Lots

Resolution resolving that the appropriate City officials are authorized to do all things and execute any agreements necessary from the funding source account #101-287.000-963.000 to the Sylvester Broome Empowerment Center (NFNAC) and appropriate funding in the current and future fiscal years in the amount of \$25,000, as described above, for as long as the funds are available. Prior to any disbursement of funds, the City of Flint's ARPA administration, compliance, and implementation firm shall review and ensure compliance with the latest US Department of Treasury rules.

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

- 240139** ARPA Administration Funds/ARPA Contract Coordinator and Community Center Liaison Positions/Implementation of ARPA Contracts and MOUs [Memorandums of Understanding]

Resolution resolving that the appropriate City officials are authorized to do all things necessary, including executing any necessary agreements, to appropriate funding from the funding source account #101-287.000-963.000 to funding city staff to properly administer ARPA funds in the amount of \$1,462,500. Based on review and validation of the appropriate fund use by the City's compliance firm, implementation of these funds will be consistent and compliant with US Department Treasury requirements and previously approved authorizations. [NOTE: City Administration recommends reallocating \$1,462,500 of ARPA funds, previously obligated for revenue replacement, to provide administration funding for wage/fringe of four (4) new ARPA Contract Coordinators plus supplies and training costs for those staff,



partial funding for wage/fringe of existing Finance and Planning and Development staff to manage those coordinators, and funding for one (1) new Community Center Liaison - all of these expenditures will occur between April 1, 2024 - December 31, 2026.]

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

240142

Reallocation of ARPA Funds/Communities First, Inc./Grants for Alternative Uses for Vacant Lots

Resolution resolving that the appropriate City officials are authorized to do all things and execute any agreements necessary from the funding source Acct. No. 101-287.000-963.000 to Communities First Inc. and appropriate funding in the current and future fiscal years, in the amount of \$25,000, as described above, for as long as the funds are available. Prior to any disbursement of funds, the City of Flint's ARPA administration, compliance, and implementation firm shall review and ensure compliance with the latest US Department of Treasury rules.

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

240143

Reallocation of ARPA Funds/Neighborhood Engagment Hub (as Fiduciary)/Sarvis Park Neighborhood Association/Responding to the Impacts of the Pandemic on Blight

Resolution resolving that the appropriate City officials are authorized to do all things and execute any agreements necessary from the funding source account #101-287.000-963.000 to Neighborhood Engagement Hub (Sarvis Park Neighborhood Association) and appropriate funding in the current and future fiscal years in the amount of \$25,000, as described above, for as long as the funds are available. Prior to any disbursement of funds, the City of Flint's ARPA administration, compliance, and implementation firm shall review and ensure compliance with the latest US Department of Treasury rules.

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

240144

Administrative Consent Order/City of Flint/State of Michigan/Department of Environment, Great Lakes and Energy [EGLE]/Drinking Water and Environmental Health Division

Resolution resolving that the City Council approves authorizing the City of Flint to take all actions necessary to enter into DWEHD Order No. ACO-399-03-2024 ("Administrative Consent Order between the City of Flint and EGLE"). [NOTE: The State of Michigan, Department of Environment, Great Lakes, and Energy ("EGLE"), Drinking Water and Environmental Health Division ("DWEHD") has made allegations that the City of Flint is in violation of the Michigan Safe Drinking Water Act, 1976 PA 399, as amended (Act 399), and the administrative rules promulgated thereunder, being 2009 ACS R 325.10101, et seq., Title XIV of the Public Health Service Act: Safety of Public Water Systems (Safe Drinking Water Act), Title 42 of the United States Code

(USC), Section 300f, et seq. (collectively, the "SDWA"). The City of Flint and EGLE have tentatively agreed to resolve the violations alleged by EGLE through entry of an Administrative Consent Order.]

**SEPARATED FROM MASTER RESOLUTION**

## INTRODUCTION AND FIRST READING OF ORDINANCES

**240145** Amendment/Ordinance/Chapter 33 (Parks)/Section 33-16.1 (Hours; Exceptions)

An ordinance to amend the Flint City Code of Ordinances by amending Chapter 33 (Parks), Section 33-16.1 (Hours; Exceptions).

*Ordinance 240145 was ACKNOWLEDGED FOR FIRST READING as a part of the Consent Agenda*

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

**Aye:** 6 - Councilperson El-Alamin, Councilperson Lewis, Councilperson Murphy, Councilperson Priestley, Councilperson Mushatt and Councilperson Worthing

**Absent:** 3 - Councilperson Winfrey-Carter, Councilperson Burns and Councilperson Pfeiffer

**240146** Amendment/Ordinance/Chapter 50 (Zoning)/Section 50-15 (Zoning Map)

An ordinance to amend the Code of the City of Flint by amending Chapter 50 (Zoning), by revising Section 50-15 (Zoning Map).

*Ordinance 240146 was ACKNOWLEDGED FOR FIRST READING as a part of the Consent Agenda*

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

**Aye:** 6 - Councilperson El-Alamin, Councilperson Lewis, Councilperson Murphy, Councilperson Priestley, Councilperson Mushatt and Councilperson Worthing

**Absent:** 3 - Councilperson Winfrey-Carter, Councilperson Burns and Councilperson Pfeiffer

### Passed The Consent Agenda

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

**Aye:** 6 - Councilperson El-Alamin, Councilperson Lewis, Councilperson Murphy, Councilperson Priestley, Councilperson Mushatt and Councilperson Worthing

**Absent:** 3 - Councilperson Winfrey-Carter, Councilperson Burns and Councilperson Pfeiffer

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**SEPARATED FROM MASTER RESOLUTION****230466.2** Adoption/2024 Revisions to Council Rules [Rules Governing Meetings of the Flint City Council]

Resolution resolving that the Flint City Council adopts the [amended] 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, with proposed revisions offered and adopted by the Flint City Council on April 22, 2024.

**Adopted**

*Councilperson Mushatt requested that Rule 6.1 be amended to change wording to "at request of Mayor". This amendment changes the Rules Governing Meeting of the Flint City Council, and does not amend the resolution language.*

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

**Aye:** 6 - Councilperson El-Alamin, Councilperson Lewis, Councilperson Murphy, Councilperson Priestley, Councilperson Mushatt and Councilperson Worthing

**Absent:** 3 - Councilperson Winfrey-Carter, Councilperson Burns and Councilperson Pfeiffer

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

**Aye:** 6 - Councilperson El-Alamin, Councilperson Lewis, Councilperson Murphy, Councilperson Priestley, Councilperson Mushatt and Councilperson Worthing

**Absent:** 3 - Councilperson Winfrey-Carter, Councilperson Burns and Councilperson Pfeiffer

**240106** Mandate/Disclosure of Conflicts of Interest and Contacts with Those Benefitting From or Receiving Funds from the City of Flint/Flint City Councilmembers

Resolution resolving that any Councilmember who has a conflict of interest as defined in those provisions shall disclose such conflict, and its nature, during debate on the ordinance or resolution before the City Council, and before a vote is taken, AND, resolving that that Councilmembers shall orally disclose, during debate on an ordinance or resolution before City Council, any contacts or communications, oral or written, with any entity or person, including any agents, employees or representatives, that will receive a direct benefit from the matter before the Council, AND, resolving that Councilmembers shall orally disclose, during debate on the ordinance or resolution before City Council, anything of value received within the prior twelve months from or on behalf of the entity or person, including any agents, employees or representatives, that will receive a direct benefit from the matter before the Council, AND, resolving that that no declaration need be made unless the benefit is of more than a de minimis nature and is distinguishable from the benefits to the public or a broad segment of the public.

**Adopted**

*The motion was to Amend to change the wording from "Councilmembers" to "Public Servants"*

**A motion was made by Councilperson Murphy, seconded by Councilperson El-Alamin, that this matter be Amended. The motion failed by the following vote:**

**Aye:** 4 - Councilperson El-Alamin, Councilperson Lewis, Councilperson Murphy and Councilperson Mushatt

**No:** 2 - Councilperson Priestley and Councilperson Worthing

**Absent:** 3 - Councilperson Winfrey-Carter, Councilperson Burns and Councilperson Pfeiffer

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

**Aye:** 2 - Councilperson Mushatt and Councilperson Worthing

**No:** 4 - Councilperson El-Alamin, Councilperson Lewis, Councilperson Murphy and Councilperson Priestley

**Absent:** 3 - Councilperson Winfrey-Carter, Councilperson Burns and Councilperson Pfeiffer

**240129**

**Grant Acceptance/Bloomberg Philanthropies/Support for Youth-Led Climate Projects**

Resolution resolving that the appropriate City Officials are authorized to do all things necessary to accept the grant funds set forth in the grant from Bloomberg Philanthropies, in the amount of \$50,000.00, to appropriate revenue and expenditure amounts, and to make the grant funds available from April 1st, 2024 through October 1st, 2024.

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

**Aye:** 6 - Councilperson El-Alamin, Councilperson Lewis, Councilperson Murphy, Councilperson Priestley, Councilperson Mushatt and Councilperson Worthing

**Absent:** 3 - Councilperson Winfrey-Carter, Councilperson Burns and Councilperson Pfeiffer

**240144**

**Administrative Consent Order/City of Flint/State of Michigan/Department of Environment, Great Lakes and Energy [EGLE]/Drinking Water and Environmental Health Division**

Resolution resolving that the City Council approves authorizing the City of Flint to take all actions necessary to enter into DWEHD Order No. ACO-399-03-2024 ("Administrative Consent Order between the City of Flint and EGLE"). [NOTE: The State of Michigan, Department of Environment, Great Lakes, and Energy ("EGLE"), Drinking Water and Environmental Health Division ("DWEHD") has made allegations that the City of Flint is in violation of the Michigan Safe Drinking Water Act, 1976 PA 399, as amended (Act 399), and the administrative rules promulgated thereunder, being 2009 ACS R

325.10101, et seq., Title XIV of the Public Health Service Act: Safety of Public Water Systems (Safe Drinking Water Act), Title 42 of the United States Code (USC), Section 300f, et seq. (collectively, the "SDWA"). The City of Flint and EGLE have tentatively agreed to resolve the violations alleged by EGLE through entry of an Administrative Consent Order.]

**A motion was made by Councilperson Priestley, seconded by Councilperson El-Alamin, that this matter be Adopted. The motion failed by the following vote:**

**Aye:** 4 - Councilperson Lewis, Councilperson Priestley, Councilperson Mushatt and Councilperson Worthing

**No:** 1 - Councilperson Murphy

**Abstain:** 1 - Councilperson El-Alamin

**Absent:** 3 - Councilperson Winfrey-Carter, Councilperson Burns and Councilperson Pfeiffer

**A motion was made by Councilperson Priestley, seconded by Councilperson Worthing, that this matter be POSTPONED for May 13, 2024. The motion failed by the following vote:**

**Aye:** 4 - Councilperson Lewis, Councilperson Priestley, Councilperson Mushatt and Councilperson Worthing

**No:** 1 - Councilperson Murphy

**Abstain:** 1 - Councilperson El-Alamin

**Absent:** 3 - Councilperson Winfrey-Carter, Councilperson Burns and Councilperson Pfeiffer

**A motion was made by Councilperson Priestley, seconded by Councilperson El-Alamin, that this matter be REFERRED TO COMMITTEE to the FINANCE COMMITTEE, due back on May 8, 2024. The motion carried by the following vote:**

**Aye:** 5 - Councilperson El-Alamin, Councilperson Lewis, Councilperson Priestley, Councilperson Mushatt and Councilperson Worthing

**No:** 1 - Councilperson Murphy

**Absent:** 3 - Councilperson Winfrey-Carter, Councilperson Burns and Councilperson Pfeiffer

## ADJOURNMENT

*Councilperson Priestley, seconded by Councilperson Mushatt, made a Motion to Adjourn this regular City Council Meeting at 10:10 p.m. The motion PASSED by a vote of 5:1 (Murphy).*

*Respectfully transcribed and submitted,*

*Christel Snider  
City Council Secretary*

Attachment No. 2

# APPROVED AGENDA ITEMS

REGULAR CITY COUNCIL MEETING  
MONDAY, April 22, 2024

OFFICE OF THE CITY COUNCIL



MEMORANDUM

To: Whom It May Concern  
From: Jasmine Green - City Council Secretary *JG*  
Date: April 24, 2024  
RE: CITY COUNCIL APPROVED RESOLUTIONS/ORDINANCES  
(April 22, 2024)

The attached copies of City Council APPROVED resolutions (as 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 – April 22, 2024)

230466.2	240088	240089	240124	240129	240130
240131	240132	240133	240134	240135	240136
240137	240138	240139	240142	240143	240147

ORDINANCES (as ADOPTED by City Council – April 22, 2024)

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 – April 22, 2024)

**FAILED -** *Reso No. 240106, a Resolution Mandating Disclosure of Conflicts of Interest and Contacts with Those Benefitting From or Receiving Funds From the City of Flint*

**POSTPONED INDEFINITELY -** *Reso No. 240141, a Resolution Approving Reallocation of ARPA Funds To Proceed With Grants For Youth Job Training for The Great Lakes Aquatic Habitat Network (Postponed Indefinitely in 4/22/2024 Special Affairs)*

MUNICIPAL CENTER



230466.2

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

PRESENTED: 4-17-2024

ADOPTED: 4-22-2024

**\*\*2<sup>nd</sup> REVISION 4/22/2024\*\***

**RESOLUTION ADOPTING 2024 REVISIONS 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 April 5, 2024.

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

*The following amendments to the proposed revisions were offered and passed by the Flint City Council on April 17, 2024\*\*:*

Rule 28.4 Unless otherwise specified by these rules, each member has the right to speak up to twice on the same main motion, for 3 5 minutes during the first round and 3 minutes during the second round 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.

Rule 29.4 Members of the public shall have no more than 2 3 minutes per speaker during public comment, with only one speaking opportunity per speaker.

Rule 5.6 Once a meeting has been convened, quorum is not lost so long as sufficient members are present in the Council Chambers. If quorum is lost during a meeting, the Chair shall immediately recess the meeting for up to 15 minutes at the conclusion of the then current speaker.

Rule 6.10 Items may be placed ~~on the agenda of any~~ in any committee agenda by request of any Councilmember, the Mayor, or the Clerk. Special orders must be approved by the Council President or the Committee Chair for a committee meeting. The Clerk may reassign items to an appropriate committee at his or her discretion.

*The following amendments to the proposed revisions were offered and passed by the Flint City Council on April 22, 2024\*\*:*

Rule 6.1 Matters shall be placed on the agenda of any meeting of the City Council by action of the Council President, any chairperson of any committee of the Council, or ~~by~~ at the request of the Mayor, prior to the start of the meeting.

**APPROVED AS TO FORM:**

**FOR THE CITY COUNCIL:**

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

\_\_\_\_\_



**PROPOSED REVISIONS**  
**to**  
**COUNCIL RULES**  
**("Clean" Copy)**

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

	<b>PREAMBLE</b>
<b>RULE 1</b>	<b>PARLIAMENTARY AUTHORITY</b>
<b>RULE 2</b>	<b>SUSPENSION AND AMENDMENT OF RULES</b>
<b>RULE 3</b>	<b>COUNCIL PRESIDENT; PRESIDING AT MEETINGS</b>
<b>RULE 4</b>	<b>APPOINTMENT OF COMMITTEES</b>
<b>RULE 5</b>	<b>TIME AND PLACE OF MEETINGS AND SPECIAL MEETINGS</b>
<b>RULE 6</b>	<b>AGENDA AND ORDER OF BUSINESS</b>
<b>RULE 7</b>	<b>CLOSED SESSIONS</b>
<b>RULE 8</b>	<b>FORM OF ACTION AND CONSENT AGENDA</b>
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## **PREAMBLE**

These rules govern the orderly conduct of Flint City Council meetings. Meetings of the Flint City Council are subject to the Open Meetings Act, Public Act 267 of 1976, MCL 15.261 through 15.275. 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.*, unless otherwise exempt under that statute.

## **PARLIAMENTARY AUTHORITY**

- Rule 1.1 All matters of procedure not specifically addressed by the 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 shall take precedence.
- Rule 1.2 The Chair shall preserve order and decorum, may call other Councilmembers to order, and may speak to points of order in preference to other Councilmembers. The Chair shall decide all questions arising under these rules and general parliamentary practice and may seek the advice of others at the Chair's discretion.
- Rule 1.3 After the Chair decides on a question, any member may "appeal from the decision," except that no appeal may be made while another appeal is pending. If the appeal is seconded, the member making the appeal has up to 1 minute to state the reason for the appeal. The Chair then has up to 1 minute to state the reason for the decision.
- Rule 1.4 The Chair then states the question as: "Shall the decision of the Chair be reversed?" There shall be no further debate on the appeal and no other member shall participate in the discussion. Unless a majority of Councilmembers-elect vote to overturn the Chair's ruling, the Chair's ruling stands.
- Rule 1.5 City Council may appoint a person to serve as Parliamentarian. At the request of any Councilmember, the parliamentarian shall rule on questions of parliamentary procedure. 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.

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

- Rule 3.1 The Council shall have a President and a Vice-President, 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 meetings of the Council as Chair 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 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.
- Rule 4.3 Finance Committee - Business conducted consists of all matters relating to City finances (e.g. spending, revenue, contracts, fees, budgets, audits, etc.).
- Rule 4.4 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.).
- Rule 4.5 Legislative Committee - Business conducted consists of all matters relating to City legislation (e.g. ordinances, policies, etc.).
- 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.
- 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 appoint those committees' chairs and members. The President shall determine the number of Councilmembers comprising these committees.

### **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 meetings of the City Council are 5:30 p.m. on the second and fourth Monday of every month, and regular meetings of the finance, governmental operations, and legislative committees shall be at 5:00 PM the Wednesday preceding.
- Rule 5.3 The Clerk shall notify Councilmembers and the public, as required by the Open Meetings Act, of special meetings or a change in the time or place of meetings.
- Rule 5.4 The Mayor shall be notified of all meetings of the City Council.
- Rule 5.5 Without a quorum, the City Council may take no action except to convene or adjourn.

- Rule 5.6 Once a meeting has been convened, quorum is not lost so long as sufficient members are present in the Council Chambers. If quorum is lost during a meeting, the Chair shall immediately recess the meeting for up to 15 minutes.
- Rule 5.7 City Council may, by resolution, adjourn all meetings for a two-week period. A pro-forma meeting of the City Council shall be scheduled immediately preceding the other Council committee meeting in that month.

### **AGENDA AND ORDER OF BUSINESS**

- Rule 6.1 Matters shall be placed on the agenda of any meeting of the City Council by action of the Council President any chairperson of any committee of the Council, or by the Mayor, prior to the start of the meeting.
- Rule 6.2 Any agenda items that require official Council action at the meeting for final adoption (i.e., resolutions, budget amendments, grant acceptances, etc.) must be accompanied by appropriate documentation and signed by the required signatories.
- Rule 6.5 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 6.6 The Chair shall choose a person to lead the Pledge of Allegiance.
- Rule 6.7 Opening Ceremonies will consist of the Pledge of Allegiance, a short prayer or blessing, and may include requests for moments of silence. 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.
- Rule 6.8 Items denoted with \*\* will only appear on an agenda if necessary. If there is no such matter to be addressed, then it will not appear on the agenda. If there are no items on a committee agenda, the committee meeting will be cancelled by the Clerk.
- Rule 6.8a Finance Committee Agenda - Roll Call, Request for Agenda Changes/Additions, \*\*Closed Session, Public Comment, \*\*Consent Agenda, \*\*Presentation of Quarterly Financial Reports, Resolutions, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.8b Legislative Committee Agenda - Roll Call, Request for Agenda Changes/Additions, Public Comment, \*\*Consent Agenda, \*\*Resolutions, Ordinances, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.8c Governmental Operations Committee Agenda - Roll Call, Request for Agenda Changes/Additions, Public Comment, \*\*Consent Agenda, \*\*Licenses, Resolutions, Appointments, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.8d Special Affairs Agenda - Roll Call, Request for Agenda Changes/Additions, \*\*Closed Session, Public Comment, \*\*Consent Agenda, Resolutions, Appointments, Ordinances, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.9 Rules 6.2, 6.3 and 6.4 also apply to Committee meetings, as does section 31.10 of the Flint Code of Ordinances, the disorderly persons ordinance.

Rule 6.10 Items may be placed on the agenda of any committee agenda by request of any Councilmember, the Mayor, or the Clerk. Special orders must be approved by the Council President or the Committee Chair for a committee meeting. The Clerk may reassign items to an appropriate committee at his or her discretion.

Rule 6.11 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 Disorderly Persons Warning
- III Request for Agenda Changes/Additions
- IV \*\*Public Hearings
- V Public Speaking
- VI Consent Agenda
- VII Presentation of Minutes
- VIII \*\*Petitions and Communications
- IX \*\*Appointments
- X \*\*Resolutions
- XI \*\*Licenses
- XII \*\*Introduction and First Reading of Ordinances
- XIII \*\*Second Reading and Enactment of Ordinances
- XIV \*\*Special Orders/Discussion Items
- XV Final Council Comments
- XVI Adjournment

#### CLOSED SESSIONS

Rule 7.1 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 7.2 **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 7.3 **LEAVING CLOSED SESSION** – The City Council may leave a closed session upon a majority vote of the Councilmembers-elect.

Rule 7.4 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 7.5 All matters discussed in closed session are privileged and not to be shared with any person outside of the closed session.

### **FORM OF ACTION AND CONSENT AGENDA**

Rule 8.1 All official action of the Council shall be by ordinance or resolution, but decisions on parliamentary procedure may be made upon motion. Other action may be made by motion, including decisions on parliamentary procedure.

Rule 8.2 The Chair has the duty to determine whether a motion is in order and may do so at any time before restating the question.

Rule 8.3 No motion may be debated by the Council until it has been restated by the Chair and it must be reduced to writing if requested by any Councilmember. All resolutions and ordinances must be in writing.

Rule 8.4 The Chair may request the adoption of a “Consent Agenda” consisting of, as listed on the agenda, (a) approval of minutes; (b) accepting and placing on file communications, (c) approving appointments, resolutions, and licenses; (d) approving ordinances for introduction and first reading or second reading and enactment.

Rule 8.5 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 the Consent Agenda shall be separated at the request of any Councilmember. After 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.

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.
- 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. This rule 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 AND RESOLUTIONS

- Rule 10.1 Upon the introduction of any ordinance or resolution, the City Clerk shall proceed as directed in Section 3-301 *et seq* of the Flint City Charter.
- Rule 10.2 After completing a public hearing for a resolution or ordinance, any Councilmember may move to enact the resolution or ordinance.
- Rule 10.3 If the ordinance or resolution 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.



## CONSIDERATION OF PROCEDURAL MOTIONS

Rule 11.1 Unless otherwise stated, until debate on a main motion (i.e. to approve or move to Council) regarding an agenda item has begun, the following motions are not in order. Otherwise, the following motions may be made by a member holding the floor:

Rule 13	to adjourn	Rule 19	to refer to committee
Rule 14	to recess	Rule 20	to amend
Rule 15	to postpone temporarily	Rule 21	to postpone indefinitely
Rule 16	to vote immediately	Rule 22	to reconsider
Rule 17	to limit debate	Rule 25	point of order
Rule 18	to postpone definitely	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, and if the same motion is made by multiple Councilmembers, the chair may address those motions at the chair's discretion.

Rule 11.3 Unless otherwise stated, there is no debate on any of these motions.

Rule 11.4 If the substance of a motion made by a Councilmember has the purpose of a motion listed above, the chair shall address it according to its purpose, regardless of how the motion is named by the Councilmember making it.

### 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.

### MOTION TO ADJOURN

Rule 13.1 A motion to adjourn is always in order. If it is made during a vote, it will not be considered until after the vote is announced.

Rule 13.2 The Chair may order an adjournment, without objection.

### MOTION TO RECESS

Rule 14.1 A motion to recess is always in order and shall state the recess length, which may be up to 36 hours.

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 of up to 15 minutes at any time.

### MOTION TO POSTPONE TEMPORARILY/RESUME CONSIDERATION

Rule 15.1 The Council may postpone temporarily any pending matter. This motion postpones the question, all amendments, and other adhering motions, until later in the meeting.

- Rule 15.2 If a decision is made to resume consideration of a matter, it shall return in the same form as when it was postponed temporarily.
- Rule 15.3 A motion to resume consideration must be made at the same meeting that the matter was postponed. If a motion to resume consideration fails or is not made, the pending matter shall be added to the next meeting agenda.

#### **MOTION TO VOTE IMMEDIATELY**

- Rule 16.1 Any Councilmember may move to vote immediately. If the motion is supported, debate will cease immediately.

#### **MOTION TO LIMIT OR EXTEND DEBATE**

- Rule 17.1 A motion to limit or extend debate is always in order. Any Councilmember may move to limit or determine the time for discussion of a pending motion or to modify or remove limitations already imposed. This motion must include a time limit for each Councilmember.
- 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.

#### **MOTION TO POSTPONE DEFINITELY**

- Rule 18.1 Any Councilmember may move to put off consideration of a pending main motion and to set a definite date/time for its consideration.
- Rule 18.2 If a date/time is not set by the maker of the motion, debate on the motion to postpone definitely shall be limited to one round of discussion, 1 minute per councilmember, and shall be limited to the date/time the main motion shall be taken up,.

#### **MOTION TO REFER TO COMMITTEE**

- Rule 19.1 Any Councilmember may move to refer an agenda item from a City Council meeting to a committee.

#### **MOTION TO AMEND**

- Rule 20.1 Any Councilmember may move to amend the underlying agenda item (i.e. resolution or ordinance) that is subject to the main motion.
- Rule 20.2 There is no limit on the number of times an underlying agenda item may be amended. At the Chair's discretion, or at the request of a Councilmember, the chair shall solicit proposed amendments to an underlying agenda item during debate on the main motion, followed by a vote on each proposed amendment after debate has been exhausted, and concluding with a vote on the finalized agenda item as amended.

#### **MOTION TO POSTPONE INDEFINITELY**

- Rule 21.1 The Council may decide to postpone consideration of a matter indefinitely.

Rule 21.2 A matter 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 matter.

### **MOTION TO RECONSIDER**

Rule 22.1 A motion to reconsider any decision on an agenda item that failed may be made, at the same City Council meeting, by any Councilmember who voted in the affirmative, or at any subsequent City Council meeting, if reconsideration is placed on the agenda at the request of any Councilmember who voted in the affirmative or by the Mayor.

Rule 22.2 No question may be reconsidered more than once at any given meeting.

Rule 22.3 If a Council decision has gone into effect, the motion to reconsider is not in order.

### **RESCINDING/REPEALING PRIOR ACTION**

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 intention to rescind a previous action must be given to the Clerk at least two days prior to the meeting at which resolution or ordinance rescinding or repealing the prior action is introduced. However, the Council may vote by two-thirds of Councilmembers-elect to waive the notice requirement.

Rule 23.3 Debate on a rescinding or repealing an action is as for any main motion.

### **WITHDRAWAL OF MOTIONS**

Rule 24.1 Any Councilmember may withdraw his or her motion before it has been restated by the Chair. A request to withdraw a motion does not require a second.

Rule 24.2 After the motion has been restated by the Chair, it may only be withdrawn by majority consent of the Councilmembers present. A request to withdraw is undebatable.

Rule 24.3 No request to withdraw may be made after the vote on the motion has commenced.

### **POINT OF ORDER**

Rule 25.1 The purpose of a point of order is to correct a breach in the rules when the Chair does not correct it, or when the Chair breaches 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, or to improperly take the floor. Multiple violations of this rule shall be cause for disciplinary action.

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, subject to an appeal pursuant to Rule 1.3.

Rule 25.4 The member making a point of order must explain their point of order in 10 seconds or less, and must cite the specific provision in Council Rules, Robert's rules, or the Flint City Charter that has allegedly been violated.

- Rule 25.5 A point of order cannot be ignored by the Chair. A ruling of “agree – 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 Chair can rule.

### **REQUEST FOR INFORMATION**

- Rule 26.1 A request for information requests information from the member holding the floor. Its purpose is to help the member making the request for information understand the process and the potential consequences of the next vote.
- Rule 26.2 A request for information that asks a question for which the requestor already knows the answer (i.e. “isn’t it true that...”, “do you realize that...”) is improper. A request for information seeking information about the speaker’s knowledge or state of mind (“do you know that...” or “why do think/feel/believe that...”) is also improper.
- Rule 26.3 A request for information cannot be ignored by the Chair, but the Chair may decide whether the request is legitimate or whether the speaker is misleadingly utilizing this motion to secure the floor for other purposes. The Chair 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.

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

- Rule 27.1 When a member is called to order, the Chair shall determine if he or she is in order.
- Rule 27.2 The Chair does not have to wait for a point of order to be raised but may rule a councilmember out of order on the Chair’s initiative.
- Rule 27.3 Councilmembers may not engage in any type of argumentative discourse with members of the audience, at any time, for any reason.
- Rule 27.4 Only the Chair may call an individual up to speak or answer questions. Other Councilmembers must petition the presiding officer to make this request.
- Rule 27.5 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, and shall address all remarks to the Chair.
- 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 must first obtain the floor by being recognized by the Chair. A Councilmember must be in their seat to request the floor.
- Rule 28.4 Unless otherwise specified by these rules, each member has the right to speak up to twice on the same main motion, for 3 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.

Rule 28.5 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. Once the timer has started, only the Chair may order that the timer be paused or adjusted, and only if a subsidiary motion has been properly made and seconded.

Rule 28.6 Councilmembers may request, from the presiding Chair, the opportunity to ask questions of staff or others during debate on any agenda item. Any such questions and responses shall count against the Councilmember's allotted time.

### **PARTICIPATION BY THE 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 or its committees, they may do so during the time designated for public comment.

Rule 29.3 Members of the public who wish to address the City Council or its committees must register before the meeting begins. A box will be placed at the entrance to the Council Chambers for collection of registrations. No additional speakers or slips will be accepted after the meeting begins.

Rule 29.4 Members of the public shall have no more than 2 minutes per speaker during public comment, with only one speaking opportunity per speaker.

Rule 29.5 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. Final Council comments shall be limited to 2 minutes.

Rule 29.6 Members of the public shall have no more than 3 minutes to speak during a public hearing. A member of the public 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. Comments during a public hearing must be germane to the public hearing.

Rule 29.7 Councilmembers may not speak during public hearings nor respond to speakers.

Rule 29.8 Any person 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, or any other violation of these rules.

Rule 29.8 Any person who is called to order shall yield the floor until the Chair shall have determined whether he or she is in order. If a person is determined to be out of order, that person must yield the floor and forfeit any remaining time.

### **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.

- Rule 30.2 Speakers should address their remarks to the chair, maintain a courteous tone, and avoid interjecting a personal note into debate.
- Rule 30.3 During meetings of the City Council, Councilmembers should refer to each other only as “Councilmember from the [number] Ward” and in a respectful manner.
- Rule 30.4 The Chair may require Councilmembers to yield the floor for failure to follow these standards, failure to be germane, for excessive repetition, for remaining silent while having the floor, or for failure to follow any other Council rule.

### **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 Chair may order discipline up to and including removal from a meeting. Any discipline issued is subject to an appeal raised pursuant to Rule 1.3. 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 Once a year, 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 appoint a committee to review and offer revisions of City Council Rules.

**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**

**PROPOSED REVISIONS**  
**to**  
**COUNCIL RULES**  
**(Redlined)**

# 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

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REVIEW OF CITY COUNCIL RULES

RULE 33

ANNUAL REVIEW OF CITY COUNCIL RULES

DRAFT

## 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 m~~Meetings of the Flint City Council 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., unless otherwise exempt under that statute.~~

### PARLIAMENTARY AUTHORITY

- Rule 1.1 All matters of procedure not ~~covered~~ specifically addressed by the Council Rules, sState, 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 shall take precedence.
- ~~Rule 1.2 The Chair shall preserve order and decorum, may call other Councilmembers to order, and may speak to points of order in preference to other Councilmembers. The Chair shall decide all questions arising under these rules and general parliamentary practice and may seek the advice of others at the Chair's discretion.~~
- ~~Rule 1.3 After the Chair decides on a question, any member may "appeal from the decision," except that no appeal may be made while another appeal is pending. If the appeal is seconded, the member making the appeal has up to 1 minute to state the reason for the appeal. The Chair then has up to 1 minute to state the reason for the decision.~~
- ~~Rule 1.4 The Chair then states the question as: "Shall the decision of the Chair be reversed?" There shall be no further debate on the appeal and no other member shall participate in the discussion. Unless a majority of Councilmembers-elect vote to overturn the Chair's ruling, the Chair's ruling stands.~~
- ~~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 1.35 City Council may appoint a person to serve as ~~its~~ Parliamentarian. At the request of any ~~member of the City Council~~ Councilmember, 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 ~~as Chair~~ and, in the absence of the President, the Vice-President shall preside. If both the President and Vice-President are absent, a ~~c~~Chairperson from a Council ~~c~~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 ~~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.).~~

Rule 4.54 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 6.8d]~~

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 ~~th~~ese 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 meetings of the City Council ~~is~~ are 5:30 p.m. on the second and fourth Monday of every month, and regular meetings of the finance, governmental operations, and legislative committees shall be at 5:00 PM the Wednesday preceding.

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 Councilmembers and the public, are informed as is required by the Open Meetings Act, of special meetings or a change in the time or place of meetings.~~

Rule 5.54 The Mayor shall be notified of all meetings of the City Council.

~~Rule 5.5 Without a quorum, the City Council may take no action except to convene or adjourn.~~

~~Rule 5.6 Once a meeting has been convened, quorum is not lost so long as sufficient members are present in the Council Chambers. If quorum is lost during a meeting, the Chair shall immediately recess the meeting for up to 15 minutes.~~

Rule 5.76 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 AND ORDER OF BUSINESS

- 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 chairperson~~ of any committee of the Council, or ~~at the request of by~~ 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 items~~ 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 6.53 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 6.64 The ~~Cpresiding officer chair~~ shall choose a person to lead the Pledge of Allegiance.
- Rule 6.75 Opening Ceremonies will consist of ~~the~~ 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 an ~~committee~~ agenda if necessary. If there is no such matter to be addressed, then it will not appear on the agenda. ~~If there are no items on a committee agenda, the committee meeting will be cancelled by the Clerk.~~
- Rule 6.8a Finance Committee Agenda - Roll Call, Request for Agenda Changes/~~and/or Additions to Agenda~~, \*\*Closed Session [~~Executive Session~~], Public Comment, \*\*Consent Agenda, \*\*Presentation of Quarterly Financial Reports, Resolutions, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.8b Legislative Committee Agenda - Roll Call, Request for Agenda Changes/~~and/or Additions to Agenda~~, Public Comment, \*\*Consent Agenda, \*\*Resolutions, Ordinances, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.8c Governmental Operations Committee Agenda - Roll Call, Request for Agenda Changes/~~and/or Additions to Agenda~~, Public Comment, \*\*Consent Agenda, \*\*Licenses, Resolutions, Appointments, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.8d Special Affairs Agenda - Roll Call, Request for Agenda Changes/~~and/or Additions to Agenda~~, \*\*Closed Session [~~Executive Session~~], Public Comment, \*\*Consent Agenda, Resolutions, Appointments, Ordinances, \*\*Special Orders/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, as does Section 31.10 of the Flint Code of Ordinances, 2 of the Disorderly Persons Ordinance applies to all committee meetings.

Rule 6.10 Items may be placed on the agenda of any committee agenda by request of any Councilmember, the Mayor, or the Clerk. Special orders must be approved by the Council President or the Committee Chair for a committee meeting. The Clerk may reassign items to an appropriate committee at his or her discretion.

### ORDER OF BUSINESS FOR REGULAR MEETINGS OF COUNCIL

Rule 67.11 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 Warning~~
  - III Request for Agenda Changes/ and/or Additions to Agenda
  - ~~IV Consent Agenda~~
  - ~~V Presentation of Minutes~~
  - ~~VIIV \*\*Public Hearings~~
  - ~~VIII Public Speaking~~
  - ~~VI Consent Agenda~~
  - ~~VII Presentation of Minutes~~
  - ~~VIIIIX \*\*Petitions and Unofficial Communications~~
  - ~~X Official Communications From Mayor and Other City Officials~~
  - ~~XI Additional Communications~~
  - ~~IXH \*\*Appointments~~
  - ~~XIII \*\*Resolutions~~
  - ~~XIIIV \*\*Liquor Licenses~~
  - ~~XV Other Licenses~~
  - ~~XIIIVI \*\*Introduction and First Reading of Ordinances~~
  - ~~XIIIIVH \*\*Second Reading and Enactment of Ordinances~~
  - ~~XIVH \*\*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.)~~
- ~~XVIX Final Council Comments~~
  - ~~XVIX Adjournment~~

### ORGANIZATION #3

### CLOSED SESSIONS

Rule 7.21 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 7.23 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 7.34 LEAVING CLOSED SESSION – The City Council may leave a closed session upon a majority vote of the Councilmembers-elect.

Rule 7.45 ~~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 7.56 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 ~~by upon~~ motion, including decisions on parliamentary procedure.

Rule 8.2 The Chair has the duty to determine whether a motion is in order and may do so at any time before restating the question.

Rule 8.3 No motion may be debated by the Council until it has been restated by the ~~presiding officer~~ Chair 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 8.43 The ~~Presiding Officer or~~ Chair may request the adoption of a "Consent Agenda" consisting of, as ~~applicable~~ listed on the agenda, (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 8.54 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~~ the Consent Agenda shall be separated ~~at the~~ 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~~ This 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 AND RESOLUTIONS

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

Rule 10.1 Upon the introduction of any ordinance or resolution, the City Clerk shall proceed as directed in Section 3-301 *et seq* of the Flint City Charter.

Rule 10.2 After completing a public hearing ~~for a resolution or ordinance has been completed~~, any Councilmember may move to enact the resolution or ordinance.

Rule 10.3 If the ordinance or resolution 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 ~~Chief Legal Officer~~ City Attorney for review and approval as to form prior to enactment.

## MOTIONS

### CONSIDERATION OF PROCEDURAL MOTIONS

Rule 11.1 ~~Unless otherwise stated, until debate on a main motion (i.e. to approve or move to Council) regarding an agenda item has begun, the following motions are not in order. When a question is under~~ Otherwise debate, the Chair will receive only the following motions may be made by a member holding the floor:

~~Rule 13~~ to adjourn ~~Rule 19~~ to refer to committee

~~Rule 14~~ to recess ~~Rule 20~~ to amend

~~Rule 15~~ to postpone temporarily ~~Rule 21~~ to postpone indefinitely

~~(lay on the table)~~

~~Rule 16~~ to vote immediately ~~(previous question)~~ ~~Rule 22~~ to reconsider

~~Rule 17~~ to limit debate ~~Rule 25~~ point of order

- ~~Rule 18~~ to postpone definitely ~~Rule 26~~ request for information
- ~~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, and if the same motion is made by multiple Councilmembers, the chair may address those motions at the chair's discretion.

Rule 11.3 Unless otherwise stated, there is no debate on any of these motions.

Rule 11.4 If the substance of a motion made by a Councilmember has the purpose of a motion listed above, the chair shall address it according to its purpose, regardless of how the motion is named by the Councilmember making it.

### **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 13.23 The Chair may order an adjournment, without objection.

#### **MOTION TO RECESS**

Rule 14.1 A motion to recess is always in order and shall state the length of the recess length, which may be up to 36 hours, 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 of up to 15 minutes at any time without objection.

**MOTION TO LAY ON THE TABLE/POSTPONE TEMPORARILY/RESUME CONSIDERATION**

- Rule 15.1 The Council may ~~decide to~~ postpone temporarily any pending matter ~~pending before it. A decision to lay upon the table~~ This motion postpones the question involved, all ~~pending~~ amendments, and other adhering motions, until later in ~~that the~~ 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 A motion to resume consideration must be made at the same meeting that the matter was postponed. 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 A motion to limit or extend debate is always in order. Any Councilmember may move ~~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~~ motion must include ~~a~~ a limit of time limit 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 Any Councilmember may move ~~The Council may decide~~ to put off consideration of a pending main motion and to ~~fix-set~~ a definite date/time for its consideration.
- Rule 18.2 If a date/time is not set by the maker of the motion, ~~D~~debate on the motion to postpone definitely shall be limited to one round of discussion, 13 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. Any Councilmember may move to refer an agenda item from a City Council meeting to a committee.~~
- 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 ~~Any Councilmember may move to A motion to amend must be germane to the main motion. amend the underlying agenda item (i.e. resolution or ordinance) that is subject to the main motion.~~
- Rule 20.2 ~~An amendment may be amended but an amendment to an amendment may not be amended. Rule 20.2 There is no limit on the number of times an underlying agenda item may be amended. At the Chair's discretion, or at the request of a Councilmember, the chair shall solicit proposed amendments to an underlying agenda item during debate on the main motion, followed by a vote on each proposed amendment after debate has been exhausted, and concluding with a vote on the finalized agenda item as amended.~~

### MOTION TO POSTPONE INDEFINITELY

- Rule 21.1 ~~The Council may decide to prevent further discussion on a question by voting to postpone consideration of a matter it indefinitely.~~
- Rule 21.2 ~~A motion matter 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 motionmatter.~~
- 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 decision on an agenda item that failed may be made, at the same City Council meeting, by any Councilmember who voted in the affirmative, or at any subsequent City Council meeting may be made by any Councilmember that voted in the affirmative on the motion in question, if reconsideration is placed on the agenda at the request of any Councilmember who voted in the affirmative or by the Mayor.~~
- 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 22.23 No question may be reconsidered more than once at any given meeting.

Rule 22.43 If a Council decision ~~of the Council~~ has gone into effect, the motion to reconsider ~~shall~~ is not be in order.

### MOTION TO RESCINDING/REPEALING PRIOR ACTION

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 intention ~~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~~ resolution or ordinance rescinding or repealing the prior action is introduced. 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.~~ Debate on a rescinding or repealing an action is as for any main motion.

### MOTIONS #3

#### REQUEST TO WITHDRAWAL OF A MOTIONS

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 ~~A request to withdraw a motion does not require a second.~~ need not obtain concurrence of any other person.

Rule 24.2 After the motion has been ~~placed before the assembly~~ restated by the Chair, it may only be withdrawn by majority consent of ~~all the~~ 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~~ Chair does not correct it, or when the ~~presiding officer~~ Chair ~~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, ~~or to improperly take the floor.~~ Multiple violations of this rule shall be cause for disciplinary action.

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, subject to an appeal pursuant to Rule 1.3.

Rule 25.4 The member making a point of order must explain their point of order in 10 seconds or less, and must cite the specific provision in Council Rules, Robert's rules, or the Flint City Charter that has allegedly been violated.

Rule 25.54 A point of order cannot be ignored by the ~~presiding officer~~Chair. 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~~Chair 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. Its purpose is to help the member making the request for information understand the process and the potential consequences of the next vote.

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. “isn’t it true that...”, “do you realize that...”) is improper. A request for information seeking information about the speaker’s knowledge or state of mind (“do you know that...” or “why do think/feel/believe that...”) is also improper. (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~~Chair, but the ~~presiding officer~~Chair — ~~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~~Chair 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~~is called to order, the Chair shall determine ~~whether if~~ he or she is in order. ~~Every question of order shall be decided by the Chair subject to an appeal.~~

Rule 27.2 The Chair does not have to wait for a point of order to be raised but may rule a councilmember out of order on the Chair’s initiative.

Rule 27.32 ~~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 27.43 Only the ~~presiding officer~~Chair may call an individual up ~~to the podium (and/or table)~~ to speak or answer questions. Other Councilmembers ~~would have to~~must petition the presiding officer to make this request.
- Rule 27.54 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, and~~ shall address all remarks to ~~members of the Council~~the Chairand 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 first obtain the floor by being recognized by the presiding Chair. A Councilmember must be in their seat ~~when requesting to be recognized~~request the floor.
- Rule 28.4 Unless otherwise specified by these rules, each member has the right to speak up to twice on the same ~~question on the same day~~main motion, for ~~3~~ 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.~~
- Rule 28.5 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. Once the timer has started, only the Chair may order that the timer be paused or adjusted, and only if a subsidiary motion has been properly made and seconded.
- Rule 28.64 Councilmembers may request, from the presiding Chair, the opportunity to ask questions of ~~Administrative staff~~Staff, etc. or others; during debate on any agenda item. Any such questions and responses shall ~~be incorporated as part~~ count against of the Councilmember's allotted time.

### PUBLIC MEETINGS AND PARTICIPATION BY THE 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 or its committees, they may do so ~~at the regular City Council meeting~~during the time designated for public comment.
- Rule 29.3 Members of the public who wish to address the City Council or its committees must register before the meeting begins. A box will be placed at the entrance to the Council Chambers for collection of registrations. No additional speakers or slips will be accepted after the meeting begins. 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 29.43 Members of the public shall have no more than 23 minutes per speaker during public comment, ~~with 0.~~ 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 29.59 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.~~
- Rule 29.64 Members of the public shall have no more than 3 minutes to speak during a public hearing. 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. Comments during a public hearing must be germane to the public hearing.
- Rule 29.75 ~~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 29.87 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, or any other violation of these rules.
- Rule 29.8 Any person who is called to order shall ~~thereupon~~ yield the floor until the ~~President Chair~~ 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 is be determined by the Council to be out of order, that person must yield the floor and forfeit shall not be permitted to continue at the same meeting except on special leave of the Council any remaining time.~~
- ~~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.



Rule 30.2 Speakers should address their remarks to the chair, maintain a courteous tone, and avoid interjecting a personal note into debate.

Rule 30.3 During meetings of the City Council, Councilmembers should refer to each other only as "Councilmember from the [number] Ward" and in a respectful manner.

Rule 30.4 The Chair may require Councilmembers to yield the floor for failure to follow these standards, failure to be germane, for excessive repetition, for remaining silent while having the floor, or for failure to follow any other Council rule.

### **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 1.32. 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~~ Once a year, 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

**RULES GOVERNING  
MEETINGS OF THE  
FLINT CITY COUNCIL  
AS ADOPTED 4-22-2024**

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

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## **PREAMBLE**

These rules govern the orderly conduct of Flint City Council meetings. Meetings of the Flint City Council are subject to the Open Meetings Act, Public Act 267 of 1976, MCL 15.261 through 15.275. 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.*, unless otherwise exempt under that statute.

## **PARLIAMENTARY AUTHORITY**

- Rule 1.1 All matters of procedure not specifically addressed by the 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 shall take precedence.
- Rule 1.2 The Chair shall preserve order and decorum, may call other Councilmembers to order, and may speak to points of order in preference to other Councilmembers. The Chair shall decide all questions arising under these rules and general parliamentary practice and may seek the advice of others at the Chair's discretion.
- Rule 1.3 After the Chair decides on a question, any member may "appeal from the decision," except that no appeal may be made while another appeal is pending. If the appeal is seconded, the member making the appeal has up to 1 minute to state the reason for the appeal. The Chair then has up to 1 minute to state the reason for the decision.
- Rule 1.4 The Chair then states the question as: "Shall the decision of the Chair be reversed?" There shall be no further debate on the appeal and no other member shall participate in the discussion. Unless a majority of Councilmembers-elect vote to overturn the Chair's ruling, the Chair's ruling stands.
- Rule 1.5 City Council may appoint a person to serve as Parliamentarian. At the request of any Councilmember, the parliamentarian shall rule on questions of parliamentary procedure. 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.

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

- Rule 3.1 The Council shall have a President and a Vice-President, 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 meetings of the Council as Chair 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 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.
- Rule 4.3 Finance Committee - Business conducted consists of all matters relating to City finances (e.g. spending, revenue, contracts, fees, budgets, audits, etc.).
- Rule 4.4 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.).
- Rule 4.5 Legislative Committee - Business conducted consists of all matters relating to City legislation (e.g. ordinances, policies, etc.).
- 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.
- 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 appoint those committees' chairs and members. The President shall determine the number of Councilmembers comprising these committees.

## 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 meetings of the City Council are 5:30 p.m. on the second and fourth Monday of every month, and regular meetings of the finance, governmental operations, and legislative committees shall be at 5:00 PM the Wednesday preceding.
- Rule 5.3 The Clerk shall notify Councilmembers and the public, as required by the Open Meetings Act, of special meetings or a change in the time or place of meetings.
- Rule 5.4 The Mayor shall be notified of all meetings of the City Council.
- Rule 5.5 Without a quorum, the City Council may take no action except to convene or adjourn.
- Rule 5.6 Once a meeting has been convened, quorum is not lost so long as sufficient members are present in the Council Chambers. If quorum is lost during a meeting, the Chair shall recess the meeting at the conclusion of the then-current speaker.
- Rule 5.7 City Council may, by resolution, adjourn all meetings for a two-week period. A pro-forma meeting of the City Council shall be scheduled immediately preceding the other Council committee meeting in that month.

## AGENDA AND ORDER OF BUSINESS

- Rule 6.1 Matters shall be placed on the agenda of any meeting of the City Council by action of the Council President, any chairperson of any committee of the Council, or at the request of the Mayor, prior to the start of the meeting.
- Rule 6.2 Any agenda items that require official Council action at the meeting for final adoption (i.e., resolutions, budget amendments, grant acceptances, etc.) must be accompanied by appropriate documentation and 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 Chair shall choose a person to lead the Pledge of Allegiance.
- Rule 6.5 Opening Ceremonies will consist of the Pledge of Allegiance, a short prayer or blessing, and may include requests for moments of silence. 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.
- Rule 6.6 Items denoted with \*\* will only appear on an agenda if necessary. If there is no such matter to be addressed, then it will not appear on the agenda. If there are no items on a committee agenda, the committee meeting will be cancelled by the Clerk.
- Rule 6.6a Finance Committee Agenda - Roll Call, Request for Agenda Changes/Additions, \*\*Closed Session, Public Comment, \*\*Consent Agenda, \*\*Presentation of Quarterly Financial Reports, Resolutions, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.6b Legislative Committee Agenda - Roll Call, Request for Agenda Changes/Additions, Public Comment, \*\*Consent Agenda, \*\*Resolutions, Ordinances, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.6c Governmental Operations Committee Agenda - Roll Call, Request for Agenda Changes/Additions, Public Comment, \*\*Consent Agenda, \*\*Licenses, Resolutions, Appointments, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.6d Special Affairs Agenda - Roll Call, Request for Agenda Changes/Additions, \*\*Closed Session, Public Comment, \*\*Consent Agenda, Resolutions, Appointments, Ordinances, \*\*Special Orders/Discussion Items, Adjournment
- Rule 6.7 Rules 6.2 and 6.3 also apply to Committee meetings, as does section 31.10 of the Flint Code of Ordinances, the disorderly persons ordinance.
- Rule 6.8 Items may be placed in any committee agenda by request of any Councilmember, the Mayor, or the Clerk. Special orders must be approved by the Council President or the Committee Chair for a committee meeting. The Clerk may reassign items to an appropriate committee at his or her discretion.
- Rule 6.9 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 Disorderly Persons Warning
  - III Request for Agenda Changes/Additions
  - IV \*\*Public Hearings

- V Public Speaking
- VI Consent Agenda
- VII Presentation of Minutes
- VIII \*\*Petitions and Communications
- IX \*\*Appointments
- X \*\*Resolutions
- XI \*\*Licenses
- XII \*\*Introduction and First Reading of Ordinances
- XIII \*\*Second Reading and Enactment of Ordinances
- XIV \*\*Special Orders/Discussion Items
- XV Final Council Comments
- XVI Adjournment

**CLOSED SESSIONS**

Rule 7.1 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 7.2 **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 7.3 **LEAVING CLOSED SESSION** – The City Council may leave a closed session upon a majority vote of the Councilmembers-elect.

- Rule 7.4 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 7.5 All matters discussed in closed session are privileged and not to be shared with any person outside of the closed session.

### **FORM OF ACTION AND CONSENT AGENDA**

- Rule 8.1 All official action of the Council shall be by ordinance or resolution, but decisions on parliamentary procedure may be made upon motion. Other action may be made by motion, including decisions on parliamentary procedure.
- Rule 8.2 The Chair has the duty to determine whether a motion is in order and may do so at any time before restating the question.
- Rule 8.3 No motion may be debated by the Council until it has been restated by the Chair and it must be reduced to writing if requested by any Councilmember. All resolutions and ordinances must be in writing.
- Rule 8.4 The Chair may request the adoption of a "Consent Agenda" consisting of, as listed on the agenda, (a) approval of minutes; (b) accepting and placing on file communications, (c) approving appointments, resolutions, and licenses; (d) approving ordinances for introduction and first reading or second reading and enactment.
- Rule 8.5 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 the Consent Agenda shall be separated at the request of any Councilmember. After 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.
- 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.
- 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. This rule 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 AND RESOLUTIONS**

- Rule 10.1 Upon the introduction of any ordinance or resolution, the City Clerk shall proceed as directed in Section 3-301 *et seq* of the Flint City Charter.
- Rule 10.2 After completing a public hearing for a resolution or ordinance, any Councilmember may move to enact the resolution or ordinance.
- Rule 10.3 If the ordinance or resolution 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.

### **CONSIDERATION OF PROCEDURAL MOTIONS**

- Rule 11.1 Unless otherwise stated, until debate on a main motion (i.e. to approve or move to Council) regarding an agenda item has begun, the following motions are not in order. Otherwise, the following motions may be made by a member holding the floor:

Rule 13	to adjourn	Rule 19	to refer to committee
Rule 14	to recess	Rule 20	to amend
Rule 15	to postpone temporarily	Rule 21	to postpone indefinitely
Rule 16	to vote immediately	Rule 22	to reconsider
Rule 17	to limit debate	Rule 25	point of order
Rule 18	to postpone definitely	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, and if the same motion is made by multiple Councilmembers, the chair may address those motions at the chair's discretion.
- Rule 11.3 Unless otherwise stated, there is no debate on any of these motions.
- Rule 11.4 If the substance of a motion made by a Councilmember has the purpose of a motion listed above, the chair shall address it according to its purpose, regardless of how the motion is named by the Councilmember making it.

#### **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.

#### **MOTION TO ADJOURN**

- Rule 13.1 A motion to adjourn is always in order. If it is made during a vote, it will not be considered until after the vote is announced.
- Rule 13.2 The Chair may order an adjournment, without objection.

#### **MOTION TO RECESS**

- Rule 14.1 A motion to recess is always in order and shall state the recess length, which may be up to 36 hours.
- 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 of up to 15 minutes at any time.

#### **MOTION TO POSTPONE TEMPORARILY/RESUME CONSIDERATION**

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

#### **MOTION TO VOTE IMMEDIATELY**

- Rule 16.1 Any Councilmember may move to vote immediately. If the motion is supported, debate will cease immediately.

### **MOTION TO LIMIT OR EXTEND DEBATE**

- Rule 17.1 A motion to limit or extend debate is always in order. Any Councilmember may move to limit or determine the time for discussion of a pending motion or to modify or remove limitations already imposed. This motion must include a time limit for each Councilmember.
- 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.

### **MOTION TO POSTPONE DEFINITELY**

- Rule 18.1 Any Councilmember may move to put off consideration of a pending main motion and to set a definite date/time for its consideration.
- Rule 18.2 If a date/time is not set by the maker of the motion, debate on the motion to postpone definitely shall be limited to one round of discussion, 1 minute per councilmember, and shall be limited to the date/time the main motion shall be taken up,.

### **MOTION TO REFER TO COMMITTEE**

- Rule 19.1 Any Councilmember may move to refer an agenda item from a City Council meeting to a committee.

### **MOTION TO AMEND**

- Rule 20.1 Any Councilmember may move to amend the underlying agenda item (i.e. resolution or ordinance) that is subject to the main motion.
- Rule 20.2 There is no limit on the number of times an underlying agenda item may be amended. At the Chair's discretion, or at the request of a Councilmember, the Chair shall solicit proposed amendments to an underlying agenda item during debate on the main motion, followed by a vote on each proposed amendment after debate has been exhausted, and concluding with a vote on the finalized agenda item as amended.

### **MOTION TO POSTPONE INDEFINITELY**

- Rule 21.1 The Council may decide to postpone consideration of a matter indefinitely.
- Rule 21.2 A matter 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 matter.

### **MOTION TO RECONSIDER**

- Rule 22.1 A motion to reconsider any decision on an agenda item that failed may be made, at the same City Council meeting, by any Councilmember who voted in the affirmative, or at any subsequent City Council meeting, if reconsideration is placed on the agenda at the request of any Councilmember who voted in the affirmative or by the Mayor.
- Rule 22.2 No question may be reconsidered more than once at any given meeting.
- Rule 22.3 If a Council decision has gone into effect, the motion to reconsider is not in order.

## **RESCINDING/REPEALING PRIOR ACTION**

- 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 intention to rescind a previous action must be given to the Clerk at least two days prior to the meeting at which resolution or ordinance rescinding or repealing the prior action is introduced. However, the Council may vote by two-thirds of Councilmembers-elect to waive the notice requirement.
- Rule 23.3 Debate on a rescinding or repealing an action is as for any main motion.

## **WITHDRAWAL OF MOTIONS**

- Rule 24.1 Any Councilmember may withdraw his or her motion before it has been restated by the Chair. A request to withdraw a motion does not require a second.
- Rule 24.2 After the motion has been restated by the Chair, it may only be withdrawn by majority consent of the Councilmembers present. A request to withdraw is undebatable.
- Rule 24.3 No request to withdraw may be made after the vote on the motion has commenced.

## **POINT OF ORDER**

- Rule 25.1 The purpose of a point of order is to correct a breach in the rules when the Chair does not correct it, or when the Chair breaches 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, or to improperly take the floor. Multiple violations of this rule shall be cause for disciplinary action.
- 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, subject to an appeal pursuant to Rule 1.3.
- Rule 25.4 The member making a point of order must explain their point of order in 10 seconds or less, and must cite the specific provision in Council Rules, Robert's rules, or the Flint City Charter that has allegedly been violated.
- Rule 25.5 A point of order cannot be ignored by the Chair. A ruling of "agree – 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 Chair can rule.

## **REQUEST FOR INFORMATION**

- Rule 26.1 A request for information requests information from the member holding the floor. Its purpose is to help the member making the request for information understand the process and the potential consequences of the next vote.
- Rule 26.2 A request for information that asks a question for which the requestor already knows the answer (i.e. "isn't it true that...", "do you realize that...") is improper. A request for information seeking information about the speaker's knowledge or state of mind ("do you know that..." or "why do think/feel/believe that...") is also improper.

- Rule 26.3 A request for information cannot be ignored by the Chair, but the Chair may decide whether the request is legitimate or whether the speaker is misleadingly utilizing this motion to secure the floor for other purposes. The Chair 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.

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

- Rule 27.1 When a member is called to order, the Chair shall determine if he or she is in order.
- Rule 27.2 The Chair does not have to wait for a point of order to be raised but may rule a councilmember out of order on the Chair’s initiative.
- Rule 27.3 Councilmembers may not engage in any type of argumentative discourse with members of the audience, at any time, for any reason.
- Rule 27.4 Only the Chair may call an individual up to speak or answer questions. Other Councilmembers must petition the presiding officer to make this request.
- Rule 27.5 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, and shall address all remarks to the Chair.
- 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 must first obtain the floor by being recognized by the Chair. A Councilmember must be in their seat to request the floor.
- Rule 28.4 Unless otherwise specified by these rules, each member has the right to speak up to twice on the same main motion, for 5 minutes during the first round and 3 minutes during the second 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.
- Rule 28.5 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. Once the timer has started, only the Chair may order that the timer be paused or adjusted, and only if a subsidiary motion has been properly made and seconded.
- Rule 28.6 Councilmembers may request, from the presiding Chair, the opportunity to ask questions of staff or others during debate on any agenda item. Any such questions and responses shall count against the Councilmember’s allotted time.

### **PARTICIPATION BY THE 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 or its committees, they may do so during the time designated for public comment.

- Rule 29.3 Members of the public who wish to address the City Council or its committees must register before the meeting begins. A box will be placed at the entrance to the Council Chambers for collection of registrations. No additional speakers or slips will be accepted after the meeting begins.
- Rule 29.4 Members of the public shall have no more than 3 minutes per speaker during public comment, with only one speaking opportunity per speaker.
- Rule 29.5 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. Final Council comments shall be limited to 2 minutes.
- Rule 29.6 Members of the public shall have no more than 3 minutes to speak during a public hearing. A member of the public 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. Comments during a public hearing must be germane to the public hearing.
- Rule 29.7 Councilmembers may not speak during public hearings nor respond to speakers.
- Rule 29.8 Any person 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, or any other violation of these rules.
- Rule 29.9 Any person who is called to order shall yield the floor until the Chair shall have determined whether he or she is in order. If a person is determined to be out of order, that person must yield the floor and forfeit any remaining time.

### **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.
- Rule 30.2 Speakers should address their remarks to the chair, maintain a courteous tone, and avoid interjecting a personal note into debate.
- Rule 30.3 During meetings of the City Council, Councilmembers should refer to each other only as “Councilmember from the [number] Ward” and in a respectful manner.
- Rule 30.4 The Chair may require Councilmembers to yield the floor for failure to follow these standards, failure to be germane, for excessive repetition, for remaining silent while having the floor, or for failure to follow any other Council rule.

### **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 Chair may order discipline up to and including removal from a meeting. Any discipline issued is subject to an appeal raised

pursuant to Rule 1.3. 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 Once a year, 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 appoint a committee to review and offer revisions of City Council Rules.

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

5<sup>TH</sup> AMENDMENT ADOPTED: APRIL 22, 2024



240088

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

PRESENTED: 3-06-2024

ADOPTED: 4-22-2024

**RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS TO THE CITY OF FLINT POLICE DEPARTMENT FOR POLICE TRAINING**

In 2022 and 2023, the City of Flint received funds pursuant to the American Rescue Plan Act of 2021 (ARPA), which could be used by the City for specific and defined purposes. In 2023, the City of Flint obligated all of the ARPA funding received, of which approximately \$40 million was obligated as "revenue replacement" on December 20, 2023;

City Administration recommends reallocating \$100,000.00 of ARPA funds, previously obligated for revenue replacement, to provide funding for Police Training, with PS-02 of the ARPA Allocation plan from resolution 220464.1.

Reallocated funds will be moved from Acct #101-287.000-963.000 as follows:

Fund	Account Name / Grant Code	Amount
101-345.002-958.000	Police Training	\$100,000.00

**IT IS RESOLVED** that the appropriate City officials are authorized to do all things necessary, including executing any agreements necessary to appropriate funding from the funding source account #187-287.000-963.000 to the City of Flint Police Department in the amount of \$100,000. Based on review and validation of the appropriate fund use by the City's compliance firm, implementation of these funds will be consistent and compliant with the US Department of Treasury requirements and previously approved authorizations.

For the City:

CLYDE D EDWARDS  
CLYDE D EDWARDS (Feb 20, 2024 16:49 EST)

Clyde D. Edwards, City Administrator

Approved as to Form:

William Kim  
William Kim (Feb 20, 2024 14:33 EST)

William Kim, City Attorney

For the City Council:

[Signature]

Approved as to Finance:

Phillip Moore  
Phillip Moore (Feb 20, 2024 14:30 EST)

Phillip Moore, Chief Financial Officer





**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	28,400,000.00	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.

## Flint City Council Proposed ARPA Allocation Plan

		<u>Council Proposed Allocation with Remaining Funds</u>	<u>Community Grants</u>
<b>Neighborhood Improvement</b>			
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	9,880,000.00
<b>Economic Development</b>			
ED-02	Loans to Businesses	375,000.00	
ED-03	Clean-up Bulck 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
	Youth Job Training		
<b>Total Economic Development</b>		2,500,000.00	2,500,000.00
		8,275,000.00	3,000,000.00
<b>Public Safety</b>			
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	
	Clear Cold Cases in Conjunction with Detroit Crime Commission (Moved to Revenue Replacement)	300,000.00	
PS-06	Add 500 streetlights, Replace 2000 Lights With LED Bulbs	0.00	
PS-07	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	
		3,970,000.00	1,000,000.00
<b>Public Health and Youth Development</b>			
PH-04	Food Access and Food System Support (Ex. Food Pantries, Urban Gardens)		
PH-05	Mental Health Referrals and Services and Support Homelessness	1,000,000.00	1,000,000.00
	Water Affordability Project	1,000,000.00	1,000,000.00
	Youth Wellness (education, leadership, recreation)	500,000.00	
proposed	Health Care Access, Equity & Research	250,000.00	
proposed		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 C	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	
Commission (Moved from Public Safety)	350,000.00	
Purchase Vehicles for Detective Bureau (Moved from		
Public Safety)	450,000.00	
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>\$ 18,180,000.00</b>

240089



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

PRESENTED: 3-06-2024

ADOPTED: 4-22-2024

**RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS TO RESOLUTION TO PROCEED WITH ARPA-FUNDED BIPOC EMERGING DEVELOPER PROGRAM IN PARTNERSHIP WITH LISC**

In 2022 and 2023, the City of Flint received funds pursuant to the American Rescue Plan Act of 2021 (ARPA), which could be used by the City for specific and defined purposes. In 2023, the City of Flint obligated all of the ARPA funding received, of which approximately \$40 million was obligated as "revenue replacement" on December 20, 2023;

City Administration recommends reallocating \$375,000 of ARPA funds, previously obligated for revenue replacement, to provide funding to contract with LISC for a BIPOC Emerging Developer training / predevelopment grant program.

Reallocated funds will be moved from Acct #101-287.000-963.000 as follows:

Fund	Account Name / Grant Code	Amount
101-728.012-801.000	Economic Development division – budgeted line item for investing in growing the small business ecosystem	\$375,000

**IT IS RESOLVED** that the appropriate City officials are authorized to do all things and execute any agreements necessary to appropriate funding in the current and future fiscal years, as described above, for as long as the funds are available. Prior to any disbursement of funds, the City of Flint’s ARPA administration, compliance, and implementation firm shall review and ensure compliance with the latest US Department of Treasury rules.

**For the City:**

CLYDE D EDWARDS  
CLYDE D EDWARDS (Feb 26, 2024 12:55 EST)  
**Clyde D. Edwards, City Administrator**

**For the City Council:**

JG

**Approved as to Form:**

William Kim  
William Kim (Feb 26, 2024 10:49 EST)  
**William Kim, City Attorney**

**Approved as to Finance:**

Phillip Moore  
Phillip Moore (Feb 26, 2024 10:49 EST)  
**Phillip Moore, Chief Financial Officer**

**RESOLUTION STAFF REVIEW**

**Date:** February 23, 2024

**Agenda Item Title:**

**RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS TO RESOLUTION TO PROCEED WITH ARPA-FUNDED BIPOC EMERGING DEVELOPER PROGRAM IN PARTNERSHIP WITH LISC**

**Prepared by:**

Emily Doerr, Director of Business and Community Services (formerly named Planning and Development)

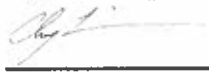
**Background/Summary of Proposed Action:**

The City of Flint’s Planning and Development Department will contract with LISC (Flint Office) to create the Flint BIPOC Emerging Developer Program and Predevelopment grant fund for 15 participants. This partnership will ensure that Flint emerging developers at all points of the continuum of experience would greatly benefit from an ecosystem of supports that span real estate development finance, training, technical assistance, operations support, coaching, and deal access and enables LISC to: Administer an emerging developer training program to build the capacity of 5-10 BIPOC developers of color, and provide capital products to these developers to participate in the revitalization of Flint. LISC Flint’s Emerging Developer Program directly responds to these needs by 1) expanding access to capital, 2) offering holistic training and capacity building, 3) providing targeted technical assistance, 4) and building connections in the industry through coaching and building of relationships.

**Financial Implications:** ARPA funds must be obligated by 12/31/24 and fully expended by 12/31/26.

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

**Pre-encumbered:** Yes \_\_\_ No  X  **Requisition #:** \_\_\_\_\_

**Finance Signature:**  \_\_\_\_\_

**Other Implications:** No other implications are known at this time.

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

**APPROVAL**   
Emily Doerr (Feb 23, 2024 16:34 EST)  
**Emily Doerr, Director, Business and Community Services**

# LISC FLINT EMERGING DEVELOPER PROGRAM

LISC Flint is requesting City of Flint ARPA funding to launch the LISC Flint Emerging Developer Program for emerging real estate developers, including people of color. This program will provide both training and predevelopment funding.

LISC is well positioned to address these obstacles and comprehensively support the growth of BIPOC affordable housing developers, drawing upon our years of experience in affordable housing, as well as our established training programs for developer of color. LISC is also advancing equity for BIPOC developers through similar programs in Twin Cities, Los Angeles, New York City, Detroit, and other markets

- The objective of the LISC Flint Emerging Developer program is to facilitate development in a way that does not reinforce a history of exploitation, but rather centers the assets of these small non-profit, for-profit and faith-based anchor institutions in the development process and unlocks value for them and the Flint community they serve.



# LISC FLINT

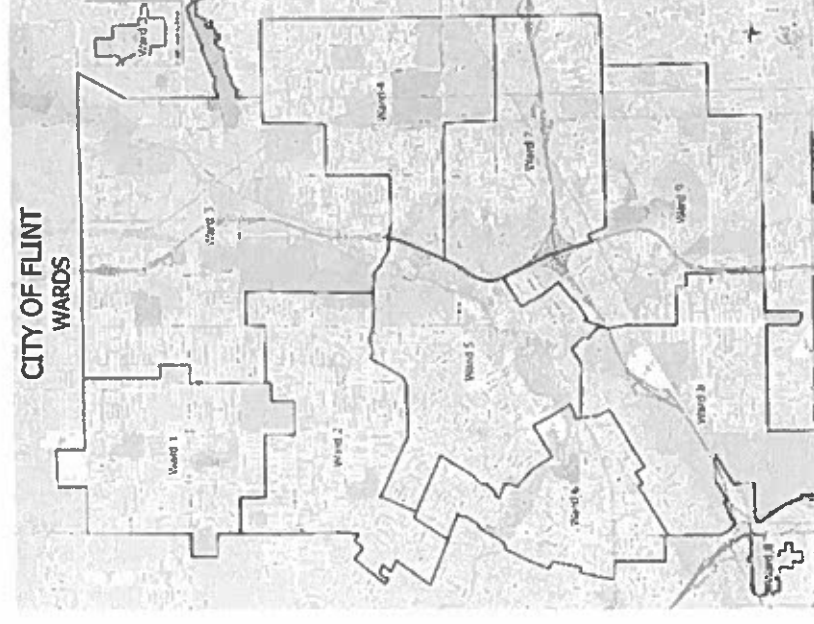
LISC FLINT

# LISC Flint Emerging Developer Program

## Purpose/Impact:

The goal of the LISC Flint Emerging Developer Program will be two-fold; to 1. increase the development capacity of participating Emerging BIPOC developers, and 2. strengthen the organizational capacity of participating BIPOC developers to grow their businesses and organizations.

- Administer an intensive training program to build the capacity of 5-10 Emerging BIPOC developers of color and;
- Work with program participants and stakeholder partners to determine barriers to advancing projects beyond predevelopment;
- Provide capital products to BIPOC developers of color to participate in the revitalization of Flint;
- Along the way, LISC plans to capture and share its experience with the industry more broadly through “Diversity-Equity-Inclusion (DEI) Learning Labs” to influence and inform others to make similar changes, driving a more systemic impact.



# LISC Emerging Developer

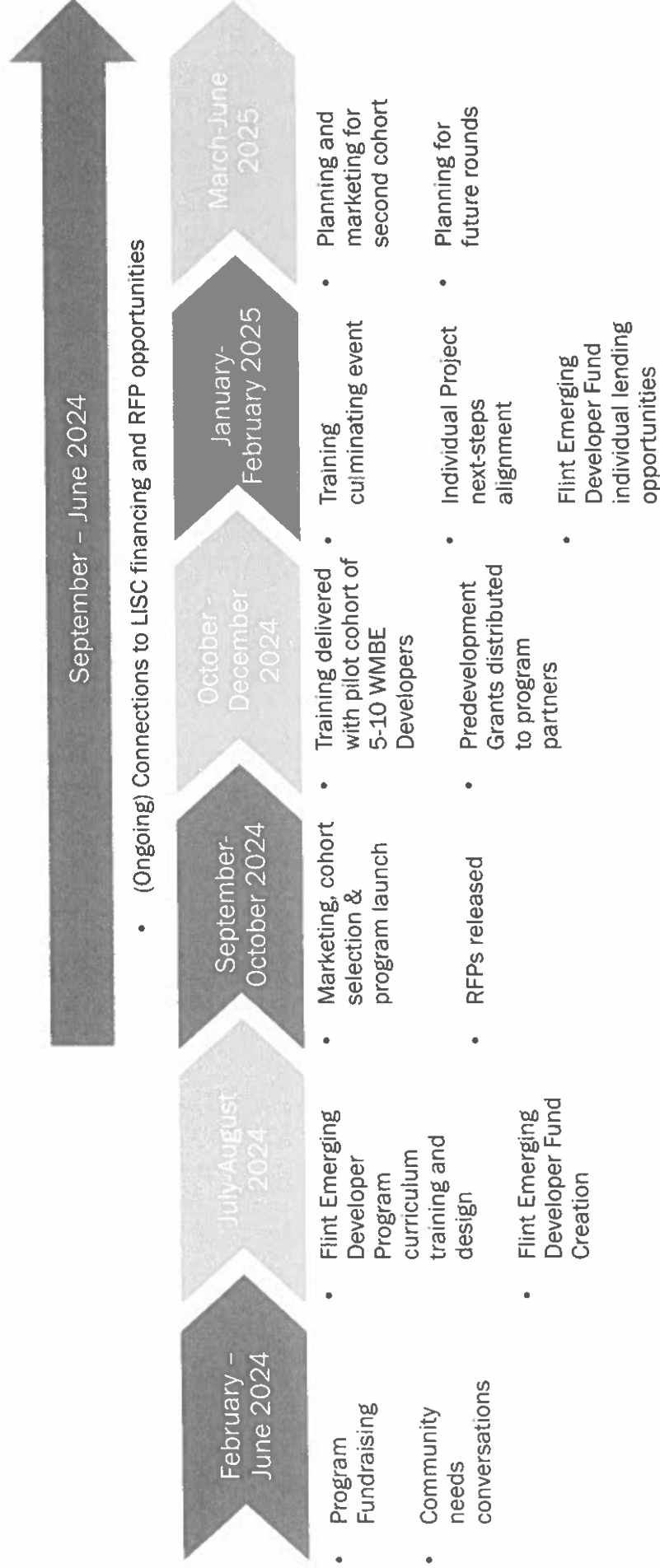
Initial Fund utilizing ARPA Funding will be Non-Recoverable due to restrictions

Budget Uses LISC Flint	ARPA Eligible Expenses
Funds for Emerging Developer Pre-development Grants	\$300,000
LISC Flint Administration/Program Delivery	\$75,000
<b>TOTAL</b>	<b>\$375,000</b>

LISC FLINT



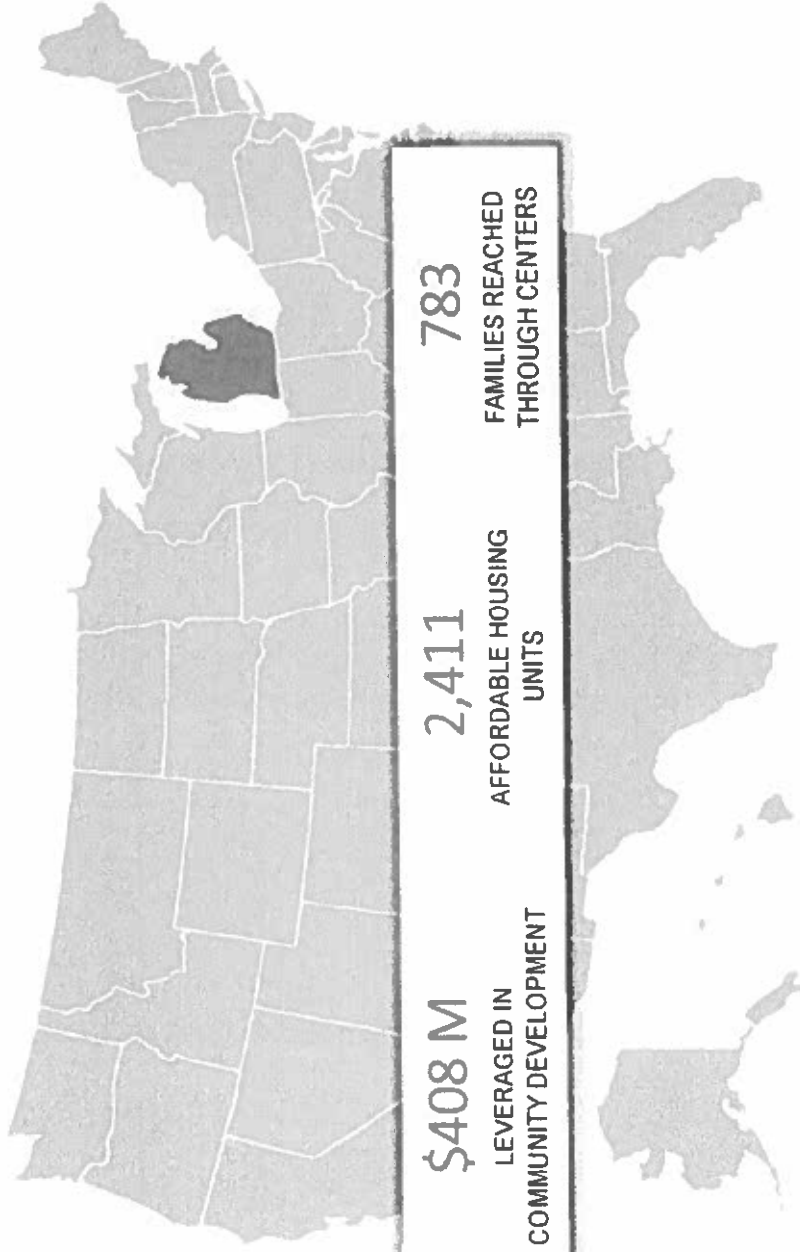
# Projected Timeline: 2024-2025



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# LISC | FLINT

A national organization with a local approach



LISC FLINT

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## Contacts

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LISC Flint Executive Director, Juan Zuniga [jzuniga@lisc.org](mailto:jzuniga@lisc.org)

LISC FLINT



240124

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

PRESENTED: 4-03-2024

ADOPTED: 4-22-2024

**RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS FOR YOUTH JOB TRAINING TO CITY OF FLINT CLEAN & SAFE SUMMER YOUTH JOB TRAINING PROGRAM FOR \$200,000**

In 2022 and 2023, the City of Flint received funds pursuant to the American Rescue Plan Act of 2021 (ARPA), which could be used by the City for specific and defined purposes. In 2023, the City of Flint obligated all of the ARPA funding received, of which approximately \$40 million was obligated as “revenue replacement;”

City Administration recommends reallocating \$200,000 of ARPA funds, previously obligated for revenue replacement, to provide funding to City of Flint Clean & Safe Summer Youth Job Training Program to provide summer jobs for youth ages 15-19 to eradicate idle time and keep them safe from crime by providing 5-weeks of summer employment paid through the ARPA Youth Job Training category for 5-7 non-profit organizations to host the participants.

Reallocated funds will be moved from #101-287.000-963.000 as follows:

Account	Description	Amount
101-728.018-801.000	City of Flint Clean & Safe Summer Youth Job Training Program/Youth Job Training	\$200,000

IT IS RESOLVED that the appropriate City officials are authorized to do all things necessary, including executing any necessary agreements, to appropriate funding from the funding source account #101-287.000-963.000 to City of Flint Clean & Safe Summer Youth Job Training Program in the amount of \$200,000. Based on review and validation of the appropriate fund use by the City's compliance firm, implementation of these funds will be consistent and compliant with US Department of Treasury requirements and previously approved authorizations.

For the City:

CLYDE D EDWARDS / A0138  
CLYDE D EDWARDS / A0138 (Mar 29, 2024 12:57 EDT)  
Clyde D. Edwards, City Administrator

For the City Council:

[Signature]

Approved as to Form:

[Signature]  
William Kim (Mar 29, 2024 12:34 EDT)  
William Kim, City Attorney

Approved as to Finance:

Phillip Moore  
Phillip Moore (Mar 29, 2024 12:37 EDT)  
Phillip Moore, Chief Financial Officer

**RESOLUTION STAFF REVIEW**

**Date: 3/28/2024**

**Agenda Item Title:** RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS FOR YOUTH JOB TRAINING TO CITY OF FLINT CLEAN & SAFE SUMMER YOUTH JOB TRAINING PROGRAM FOR \$200,000

**Prepared by:** Shelly Sparks-Green

**Background/Summary of Proposed Action:**

City of Flint Clean & Safe Summer Program – is a program created by Mayor Sheldon Neeley for the purpose of controlling youth crime activities during the summer months of June – August 2024. This initiative is part of a larger crime fighting platform that is funded through the Department of Justice CVIPI grant in partnership with the City of Flint Police and Fire departments. CVIPI has funded several organizations that focus on crime reduction and gun violence including Peacekeepers, Mans Movement, WOW Outreach, and Hurley Trauma Recovery Center.

***Funding Purpose:*** City of Flint Clean & Safe Summer Youth Job Training Program will provide summer jobs for youth ages 15-19 to eradicate idle time and keep them safe from crime by providing 5-weeks of summer employment paid through the ARPA Youth Job Training category for 5-7 non-profit organizations to host 10 participants each at their site. Each organization will be awarded up to \$35,000 for administrative reporting and program costs. The youth participants will be paid \$11.00 per hour for 29 hours each week. The program will start on June 17, 2024, and end on July 19, 2024.

Qualifying Youth - Eligible applicants must live within the city limits of Flint, be at or below 300% of Federal Poverty Limits, and have a hardship that is a direct result of COVID-19. Documentation for income verification is required. Must be between the ages of 15-19.

300% of Federal Poverty Guidelines – Adjusted for Family Size

<b>Family Size</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8+</b>
<b>Income</b>	<b>\$40,770</b>	<b>\$54,930</b>	<b>\$69,090</b>	<b>\$83,250</b>	<b>\$97,410</b>	<b>\$111,570</b>	<b>\$125,730</b>	<b>\$139,890</b>

Qualifying Organizations: Each organization will be required to submit a two-page application, proof of non-profit status, must be insured, have been in business for 2 years or more, and have qualified staff to be selected as a host for the Clean & Safe Summer Youth Job Training site.

The host organizations will be responsible for the promotion and hiring of the summer youth participants and reporting under the standard ARPA reporting requirements. The applications will be disseminated to schools and other youth facilities through the host organizations and City of Flint social media websites and online portals.

Account	Description	Amount
101-728.018-801.000	City of Flint Clean & Safe Summer Youth Job Training Program/Youth Job Training	\$200,000

**Financial Implications:**

American Rescue Plan Act funds must be fully expended by 12/31/26.

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

**Pre-encumbered:** Yes \_\_\_ No X **Requisition #:** N/A

**Other Implications:** No other implications are known at this time.

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

**APPROVAL** Shelly Sparks-Green  
Shelly.Sparks-Green@flintmi.gov Mar 29, 2024 12:53 EDT

**Name, Title, Department**



240129

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

PRESENTED: 4-17-2024

ADOPTED: 4-22-2024

**RESOLUTION TO ACCEPT A GRANT FROM BLOOMBERG PHILANTHROPIES**

**BY THE CITY ADMINISTRATOR:**

**Whereas**, Bloomberg Philanthropies in partnership with United Cities and Local Government and the Bloomberg Center for Public Innovation at Johns Hopkins University has awarded funding to the City through their Youth Climate Action Fund Initiative; and

**Whereas**, the total amount of funding is \$50,000; and

**Whereas**, the funding shall be used to support youth-led climate projects through the distribution of US\$1,000-5,000 micro-grants; and

**Whereas**, the City has a 6 month time period from receiving funds to fully utilize;

Dept.	Name of Account	Account Number	Grant Code	Amount
Mayor's Office	Salaries	296-171.726-702.020	PBLMB-YCAF24	\$6000
	Communications	296-171.726-702.010	PBLMB-YCAF24	\$1000
	Supplies	296-171.726-752.000	PBLMB-YCAF24	\$1000
	Professional Services	296-171.726-801.000	PBLMB-YCAF24	\$42000
		<b>FY24 GRAND TOTAL</b>		<b>\$50000</b>

**IT IS RESOLVED** that the appropriate City officials are authorized to do all things necessary to accept the grant funds set forth in the grant from Bloomberg Philanthropies in the amount of \$50,000.00 to appropriate revenue and expenditure amounts and to make the grant funds available from April 1st, 2024 through October 1st, 2024.



**Approved as to Form:**

  
William Kim (Apr 9, 2024 16:40 EDT)

04/09/2024

**William Kim, Chief Legal Officer**

CLYDE D EDWARDS / A0147 04/09/2024  
CLYDE D EDWARDS / A0147 (Apr 9, 2024 17:49 EDT)

**Clyde D. Edwards, City Administrator**

**Approved as to Finance:**

  
Phillip Moore (Apr 9, 2024 15:42 CDT)

04/09/2024

**Paul Chief Financial Officer**

  
Flint City Council





## **STAFF REVIEW**

**TODAY'S DATE:** April 9th, 2024

**AGENDA ITEM TITLE:** RESOLUTION TO ACCEPT A GRANT FROM BLOOMBERG PHILANTHROPIES

**PREPARED BY:** Seamus Bannon

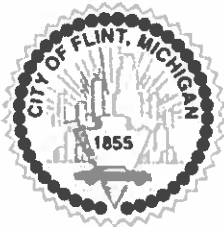
**VENDOR NAME:** N/A

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

Bloomberg Philanthropies in partnership with United Cities and Local Government and the Bloomberg Center for Public Innovation at Johns Hopkins University has awarded funding to the City through their Youth Climate Action Fund Initiative. The total amount of funding is \$50,000.00. The funding shall be used to support youth-led climate projects through the distribution of US\$1,000-5,000 micro-grants. The City has a 6 month time period from receiving funds to fully utilize the dollars. The application process and eligibility to receive a micro-grant will be determined post receiving funds.

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

N/A



**POSSIBLE BENEFIT TO  
THE CITY OF FLINT**

**(RESIDENTS AND/OR CITY OPERATIONS) INCLUDE PARTNERSHIPS AND COLLABORATIONS:**

The funding shall be used to support youth-led climate projects through the distribution of US\$1,000-5,000 micro-grants.

**FINANCIAL IMPLICATIONS:**

none

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

The FY24 budget was set before this award was given

Dept.	Name of Account	Account Number	Grant Code	Amount
Mayor's Office	Salaries	296-171.726-702.020	PBLMB-YCAF24	\$6000
Mayor's Office	Communications	296-171.726-702.010	PBLMB-YCAF24	\$1000
Mayor's Office	Supplies	296-171.726-752.000	PBLMB-YCAF24	\$1000
Mayor's Office	Professional Services	296-171.726-801.000	PBLMB-YCAF24	\$42000
<b>FY24 GRAND TOTAL</b>				<b>\$50000</b>

**PRE-ENCUMBERED? YES  NO  REQUISITION NO: N/A**

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

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

04/09/2024



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

**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**

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

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

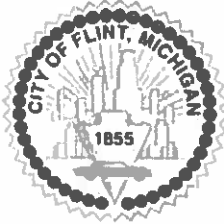
**DEPARTMENT HEAD SIGNATURE:**

*Seamus Bannon* Grants Management Officer

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(Name, Title)

240130



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

PRESENTED: 4-17-2024

ADOPTED: 4-22-2024

**RESOLUTION TO ACCEPT GRANT HRI-2024-49-LEG FROM MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY IN SUPPORT OF HOUSING READINESS UPDATES TO ZONING AND SITE PLAN REVIEW PROCESSES**

The City of Flint does not have an adequate diversity of housing supply. In order to develop these various types of housing opportunities, potential developers with limited capital must navigate this process and deplete funds while awaiting municipal review. Historically, Flint has seen small-scale development concepts fail to be built due to at best laborious and confusing requirements.

To respond to the need for a quicker process and for Flint to foster a relationship more-like-partners with its developers, The Division of Business Services that includes Zoning and Site Plan Review, applied for and was awarded grant HRI-2024-49-LEG in the amount of \$50,000.00 from The Michigan State Housing Development Authority.

In its application, Flint requested to use the funding to complete a preliminary review of zoning and site-plans to significantly reduce the amount of time through zoning and permitting. Per the terms of the grant, Flint will use its funding to support its Zoning Text Amendments and feedback on site plan review flow.

The Department of Business and Community Services acknowledges that both prospective small-scale developers and the City of Flint will benefit from the increased availability of diverse housing stock.

Upon adoption, funding will be made available in

Account Number	Account Name / Grant Code	Amount
296-704.749-569.000	Revenue/SMSHDA-HR124	\$50,000.00
296-704.749-963.000	Expense/Uncommitted SMSHDA-HR124	\$50,000.00

IT IS RESOLVED that appropriate City Officials are authorized to do all things necessary to process a budget amendment to recognize and appropriate Michigan State Housing Development Authority grant HRI-2024-49-LEG in fiscal year 2024 and all subsequent years funds are made available in the amount of \$50,000.00 to assist small-scale, income qualified developers to increase the affordability housing stock in Flint.

For the City:

CLYDE D EDWARDS / A0141  
CLYDE D EDWARDS / A0141 (Apr 1, 2024 10:56 EDT)  
Clyde D. Edwards, City Administrator

For the City Council:

[Signature]

Approved as to Form:

[Signature]  
William Kim (Apr 1, 2024 09:59 EDT)  
William Kim, City Attorney

Approved as to Finance:

Phillip Moore  
Phillip Moore (Apr 1, 2024 09:55 EDT)  
Phillip Moore, Chief Finance Officer

**RESOLUTION STAFF REVIEW**

**Date:** March 29, 2024

**Agenda Item Title:**

**RESOLUTION TO ACCEPT GRANT HRI-2024-49-LEG FROM MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY IN SUPPORT OF HOUSING READINESS UPDATES TO ZONING AND SITE PLAN REVIEW PROCESSES**

**Prepared by:**

Emily Doerr, Director of Business and Community Services (formerly named Planning and Development)

**Background/Summary of Proposed Action:**

Flint doesn't have enough affordable housing. When trying to attract developers and when speaking to developers trying to navigate the process, we hear complaints that the process is confusing and costs a lot of money. Developers say that the time they wait to know if things are approved and sometimes even viable can cripple them or worse.

Flint can't assist in every way but it does recognize that small-scale developers who have backed out have had to do so because it just took too long to get through the process. To respond, Flint applied for a MSHDA grant that it hopes will help by providing a preliminary review of its zoning and plans so that the small-scale developer's resources aren't expended while waiting.

Flint was awarded \$50,000.00. This resolution authorizes acceptance of the grant and a budget amendment to establish both revenue and expense in the general ledger.

**Financial Implications:** Funds must be used in the manner in which Flint applied. The grant term is 2/5/24 – 2/4/26. Funds must be expended during this time. Upon completion of the grant, a summary of what the \$50,000 supported included grant reporting is required. Reimbursement requires Financial Status Report and quarterly updates through MSHDA IGX grant management.

**Budgeted Expenditure:** Yes \_\_\_ No X **Please explain, if no: This reso requests amendment**

Account Number	Account Name / Grant Code	Amount
296-704.749-569.000	Revenue/SMSHDA-HRI24	\$50,000.00
296-704.749-963.000	Expense/Uncommitted SMSHDA-HRI24	\$50,000.00

**Pre-encumbered:** Yes \_\_\_ No x

**Requisition #:** \_\_\_\_\_

**Accounting Review:** \_\_\_\_\_

Carissa Dotson  
Carissa Dotson (Apr 1, 2024 09:24 EDT)

**Other Implications:** No other implications are known at this time.

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

**APPROVAL** Emily Doerr  
Emily Doerr (Apr 1, 2024 09:22 EDT)

**Emily Doerr, Director, Business and Community Services**



STATE OF MICHIGAN

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY  
LANSING

GRETCHEN WHITMER  
GOVERNOR

AMY HOVEY  
CHIEF EXECUTIVE OFFICER  
AND EXECUTIVE DIRECTOR

February 9, 2024

Emily Doerr  
City of Flint  
edoerr@cityofflint.com

**RE: Announcement of Funding Award, Grant #HRI-2024-49-LEG**

Dear Emily Doerr:

Congratulations! The Michigan State Housing Development Authority (MSHDA) has approved your request for a Housing Readiness Incentive grant in the amount of \$50,000. The purpose of this letter is to inform you of the documentation needed to initiate this grant.

**Executing the Grant Agreement**

Please navigate to MSHDA's grants management system, IGX, at [mgs.michigan.gov](https://mgs.michigan.gov) and sign into your IGX account. Navigate to the "My Tasks" table and click on your grant number. Your grant number is HRI-2024-49-LEG. On the left-hand navigation bar, click "Grant Documents." Fill out the required page and click "Submit Signed Grant."

Return the Grant Agreement via IGX within 30 days of this letter. If you have any technical difficulties, please contact your Grant Manager, Marcel Jackson at [Jacksonm45@michigan.gov](mailto:Jacksonm45@michigan.gov) or 517-335-3437.

**Financial Status Report and Quarterly Updates**

Please follow the policies included in Exhibit A in your grant agreement to properly complete Financial Status Reports (FSRs) and Quarterly Updates. Each FSR and quarterly update must be submitted via IGX by the designated authorized signatory; if this person is different than the Authorized Official, MSHDA approval is required. FSRs and progress reports must be submitted 30 days after the end of a calendar quarter.

Emily Doerr  
February 9, 2024  
Page Two of Two

Any deviations from the terms or conditions of the Grant Agreement must be requested and approved by MSHDA. If you have questions, please contact me at [Jacksonm45@michigan.gov](mailto:Jacksonm45@michigan.gov) or 517-335-3437.

Sincerely,

*Marcel Jackson*

Marcel Jackson, Community Development Analyst  
Office of Housing Strategies  
Partnerships and Engagement Division

C: Karen Gagnon, Office of Housing Strategies Manager

**HOUSING DEVELOPMENT FUND GRANT AGREEMENT  
HOUSING READINESS INCENTIVE  
ENHANCEMENT GRANT # HRI-2024-49-LEG**

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY  
735 East Michigan Avenue, Lansing, Michigan 48912

THIS ENHANCEMENT GRANT AGREEMENT ("Agreement") made and entered into as of February 05, 2024, by and between City of Flint, a local unit of government, whose address is 1101 S Saginaw St Flint, Michigan 48502-1420 (the "Grantee"), and the Michigan State Housing Development Authority, a public body corporate and politic of the State of Michigan, whose address is 735 East Michigan Avenue, Lansing, Michigan 48912 (the "Authority").

**RECITALS**

- A. Enacted on July 31, 2023, 119 PA 2023 (the "Act") appropriated funding to the Michigan Department of Labor and Economic Opportunity for "Enhancement Grants" intended to be allocated to the Michigan State Housing Development Authority ("Authority") to award and administer special grants to eligible grantees.
- B. Funds appropriated pursuant to the Act are to be used to support initiatives and expand opportunities for low- and moderately low-income housing, including but not limited to improving the Grantee's ability to provide housing services, building capacity, initiate and coordinate housing development, and to provide gap funding for housing projects falling at 120% or less of the local region's Area Median Income.
- C. The Authority is responsible for administering Enhancement Grants, ensuring that funds are distributed in accordance with 119 PA 2023.
- D. The Authority, as a public body, is charged with the responsibility of regulating the use of funds advanced by it to assure that such funds are being used for authorized purposes and in a manner that are in accordance with the Act and the Authority's General Rules (R 125.101, et seq., as amended) (the "Rules").
- E. The Grantee has represented to the Authority that it is not debarred, is authorized to conduct business in the State of Michigan, that the signatory executing this Agreement is authorized to bind the Grantee to the terms of this Agreement and fully intends to distribute funds in accordance with the Act for housing-related purposes as described in Exhibit A attached and incorporated in this Agreement.
- F. This Enhancement Grant, HRI-2024-49-LEG, in an amount not to exceed Fifty Thousand (\$50,000.00) (the "Grant") is for housing-related activities more specifically described in Exhibit A (the "Program").

NOW, THEREFORE, in consideration of and as a condition to receiving the Grant, the Grantee agrees that:

1. The terms and conditions set forth herein are a reasonable and appropriate means to assure the use of funds in accordance with the Act, the Rules, and the Authority's Authorizing Resolutions.
2. All aspects of the Grantee's plan for the use of the Grant are specifically described in the Program attached hereto as Exhibit A, which Program is incorporated herein, and the Grantee will operate the Program as described in Exhibit A.



3. All actions of the Grantee and requirements of the Grantee's Program are subject to the terms of this Agreement, the provisions of the Act and the Rules of the Authority.

4. The activities of the Grantee will be subject to the review of and, in the discretion of the Authority, audit by Authority staff to ensure compliance with this Agreement, the Act and the Authority's Rules, and the Grantee will provide any books, records or documents in such form and at such place as the Authority may request.

5. The Grantee agrees to draw down Grant proceeds only when and, in such amounts, as may be necessary to pay for the activities as Authorized in the Act or otherwise described in Exhibit A.

6. All requests for the disbursement of Grant proceeds shall be submitted to the Chief Executive Officer and Executive Director of the Authority or their designee, shall be made in writing, and shall include the amount of Grant proceeds to be disbursed, a description of the purposes for which the proceeds are to be used, copies of invoices, billings, or such other documentation as may be necessary to demonstrate project costs, and such other information as the Chief Executive Officer and Executive Director or their designee may request.

7. If an advance or a portion of the Grant for a specific purpose is not used for that purpose due to conditions that make it impossible to use as provided herein, or if the Grantee decides not to use the money, upon such decision, the sum shall be returned to the Authority immediately.

8. Grant proceeds are to be used for housing-related activities. Accordingly, the Grantee shall, prior to disbursement of funds, prepare and submit to the Authority a detailed budget of work to be completed.

9. Any of Grantee's activities that are assisted using grant proceeds and the selection of persons for participation in the Program shall not discriminate against any person on the grounds of race, color, creed, religion, height, weight, sex, sexual orientation, age (except for a Development specifically designed for elderly occupants), national origin, handicap, or marital or familial status except as provided by law. The Grantee shall comply with all requirements imposed by Title VIII of the Civil Rights Act of 1968 (as amended by the Fair Housing Amendments Act of 1988), the Americans with Disabilities Act, the Elliott-Larsen Civil Rights Act, and the Michigan Persons with Disabilities Civil Rights Act.

10. Unless otherwise specified in Exhibit A, within 30 days from the Authority's request, the Grantee shall provide to the Authority a report including, but not limited to, all receipts, expenditures, project activities and accomplishments including a comparison of the final budget to the approved budget, and supporting documentation for claimed expenditures.

11. The Grantee assumes responsibility for any and all costs to implement the Grantee's Program exceeding the amount of the Grant.

12. All documents and reports delivered to the Grantee under this Agreement shall become and be the property of the Grantee.

13. In the event of a violation of any of the provisions of this Agreement, the Authority will notify the Grantee in writing of the violation and the Grantee will have a 30-day period in which to correct the violation. In the event the violation is not corrected to the satisfaction of the Authority within the time prescribed herein, Authority actions could include but may not be limited to:

- a. immediately terminate the Grant, without further notice, in a writing signed by the Authority's Chief Executive Officer and Executive Director or their designee; and
- b. recapture grant funding; and
- c. pursue any other remedy provided at law or in the Act.

14. The Grantee hereby agrees that an election by the Authority to pursue any one remedy shall not be construed to preclude or be a waiver of the right to pursue any other remedy available to it.

15. The term of this Agreement shall commence on February 05, 2024 and shall terminate, unless extended by the Authority, on February 04, 2026.

16. The invalidity of any clause, part, or provision of this Agreement shall not affect the validity of the remaining portion hereof.

17. This Agreement may be signed in several counterparts and all so executed shall constitute one agreement, binding on all parties hereto.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

SIGNATURE PAGES TO FOLLOW

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year shown above.

**City of Flint**

By: \_

Its:

*Signature Page*  
*Enhancement Grant # HRI-2024-49-LEG*

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year shown above.

**MICHIGAN STATE HOUSING  
DEVELOPMENT AUTHORITY**

By: \_\_\_

Its:

Exhibit A  
 ENHANCEMENT GRANT # HRI-2024-49-LEG  
 Grantee: City of Flint

**Public Purpose:**

This project will increase housing supply and affordability in several ways. The biggest barrier to entry for emerging and small-scale developers is start up costs. Typical developments require large amounts of upfront funding in order to get a project off the ground, and pre-development activities such as zoning and entitlements can stretch out the process, costing new developers valuable time and resources. By analyzing zoning in this neighborhood and getting the already existing plans pre-reviewed, the City will significantly shorten the pre-development process for small-scale housing projects. The City's goal is for developers using pre-reviewed plans to have the ability for much-shortened building permit timing. Because the City's Building Inspectors would pre-review the "missing middle" housing types, which provide more homes per parcel than single-family housing, the City anticipates that new construction in this neighborhood will be attainable to the 80-120% AMI income bands without the developer needing to accumulate as much subsidy.

**Disbursement and Use of Funds:**

Up to two disbursements are available per grant. Upon request by the recipient and MSHDA's receipt of an executed contract, a recipient may receive an advance for the lesser of: 1) 50% of the total grant amount; or 2) the amount of the executed contract (if the grantee is engaging a third party). After the initial 50% disbursement, the second will be a reimbursement upon completion of the proposed activities, after verification that the initial payment has been fully expended, in accordance with the project purpose. A grantee may have two disbursements without an advance. If the first disbursement is a reimbursement, there is not a maximum amount.

The grant cannot be increased or deviated from the boilerplate language. Grant funds can only be used for expenditures that occur on or after the effective date of February 05, 2024, through February 04, 2026.

**Progress Reports and Final Reporting:**

A final narrative report that summarizes the changes made as a result of the eligible activities during the grant term is required. An accounting of Grantee's actual expenditure of all funds on the Project over the grant period is required, including the breakdown of Grantee's actual use of Grant funds on the Project within each applicable category of the Budget, and corresponding copies of supporting documentation of such expenditures, such as receipts, general ledgers, or other evidence of expenditure activity statements; the Grantee's estimated percentage of completion of the Project; and any other information deemed relevant by Grantee to support the grant activities actually performed. Each Financial Status Report ("FSR") and Quarterly Update must be submitted on the MSHDA IGX grant management system by the designated authorized signatory. A FSR is required for payment disbursement. Quarterly Updates must be submitted 30 days after the end of a calendar quarter.

Reporting requirements include the following:

1. Summary of Changes
2. Two Financial Status Reports
3. Calendar year Quarterly Updates

**Budget:**

Component/Activity	Approved MSHDA Funds	Leveraged Funds (OPTIONAL)	Total Budget
Zoning Text Amendments	\$50,000.00	\$375,000.00	
Administrative Costs	\$0.00	\$0.00	
<b>Total</b>	<b>\$50,000.00</b>	<b>\$375,000.00</b>	<b>\$425,000.00</b>



CITY OF FLINT

240131

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

PRESENTED: 4-17-2024

ADOPTED: 4-22-2024

**Resolution recommending Setting a Public Hearing regarding the Approval of the Amended Brownfield Plan for Dupont Industrial Facility at 1809 James P. Cole Blvd**

**BY THE CITY ADMINISTRATOR:**

The City of Flint desires to provide due notice to all persons interested as to the time and place of a hearing in respect to the proposed action of this body to approve the Amended Brownfield Plan for Dupont Industrial Facility at 1809 James P. Cole Blvd.

Pursuant to the requirements of section 42-25 of the Flint City Code, a public hearing is required so that members of the Flint City Council may meet and hear objections to the proposed Amended Brownfield Plan for Dupont Industrial Facility at 1809 James P. Cole Blvd.

**IT IS RESOLVED**, that a public hearing to consider the approval of the Amended Brownfield Plan for Dupont Industrial Facility at 1809 James P. Cole Blvd shall be held on the \_\_\_\_\_ day of \_\_\_\_\_, 2024 at 5:30 p.m., in the City Council Chambers, 3<sup>rd</sup> Floor, City Hall, 1101 S. Saginaw St., Flint, Michigan.

**IT IS FURTHER RESOLVED**, that the City Clerk shall cause notice of such hearing to be published in an official paper of general circulation not less than fifteen (15) days prior to said hearing.

**APPROVED AS TO FORM:**

**APPROVED AS TO FINANCE**

  
William Kim (Apr 9, 2024 16:40 EDT)

  
Phillip Moore (Apr 9, 2024 15:39 CDT)

**William Kim, City Attorney**

**Phillip Moore, Chief Financial Officer**

**ADMINISTRATION:**

**CITY COUNCIL:**

CLYDE D EDWARDS  
CLYDE D EDWARDS (Apr 9, 2024 17:04 EDT)

**Clyde Edwards, City Administrator**

  
**Flint City Council**



# CITY OF FLINT

## RESOLUTION STAFF REVIEW FORM

**TODAY'S DATE:** February 12, 2024

**BID/PROPOSAL#** n/a

**AGENDA ITEM TITLE:** Resolution recommending Setting a Public Hearing regarding the Approval of the Amended Brownfield Plan for Dupont Industrial Facility at 1809 James P. Cole Blvd

**PREPARED BY** Emily Doerr Director, Department of Business and Community Services (formerly known as Planning and Development)

**VENDOR NAME:** n/a

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

This resolution is for City Council to set a public hearing regarding the approval of the Amended Brownfield Plan from James P. Cole Ventures LLC for the Dupont Industrial Facility at 1809 James P. Cole Blvd. The Flint Brownfield Redevelopment Authority approved the Brownfield Plan for the originally proposed project on December 8, 2020 and City Council approved that Brownfield Plan on June 14, 2021. As a portion of the original property has been sold to another developer and the market and site conditions dictated a redesign of the originally proposed project, the originally approved Brownfield Plan has been amended to incorporate the necessary changes for approval by the FBRA and City Council to allow the project to move forward.

**FINANCIAL IMPLICATIONS:**

<b>Estimated Jobs – Construction:</b>	33.8 FTE Jobs over 10 month estimated construction period
<b>Estimated Jobs – Permanent:</b>	TBD based on tenants recruited for occupancy estimated to be 52.1 FTE jobs based on building square footage
<b>Project Timeline:</b>	Developer intends to start redevelopment activities after final approval of all incentives

**BUDGETED EXPENDITURE?** YES  NO  IF NO, PLEASE EXPLAIN: n/a

Dept.	Name of Account	Account Number	Grant Code	Amount
<b>FY24GRAND TOTAL</b>				

**PRE-ENCUMBERED?** YES  NO  **REQUISITION NO:** [REDACTED]

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



# CITY OF FLINT

*(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)* n/a**


**BUDGET YEAR 1**

**BUDGET YEAR 2**

**BUDGET YEAR 3**

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

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

**DEPARTMENT HEAD SIGNATURE:**   
Emily Doerr / AOC 2024.14.48 FD1  
\_\_\_\_\_  
*Emily Doerr, Director, Business and Community Services*



OFFICE OF THE CITY COUNCIL



**CITY OF FLINT  
NOTICE OF PUBLIC HEARING**

**BROWNFIELD REDEVELOPMENT AMENDED PLAN: DUPONT  
INDUSTRIAL FACILITY at 1809 JAMES P. COLE BLVD**

Pursuant to Flint City Charter §1-405 and Public Act 381 of 1996, notice is hereby given that the Flint City Council will hold a Public Hearing on a Brownfield Redevelopment Plan, for a project described in said Amended Brownfield Plan as the **Dupont Industrial Facility at 1809 James P. Cole Blvd**, for the purpose of receiving and considering comments and written communications from interested persons.

The Public Hearing will be held on \_\_\_\_\_ at \_\_\_\_\_ p.m., in the City Council Chambers, 3<sup>rd</sup> Floor, Flint City Hall, 1101 S. Saginaw Street, Flint, Michigan, 48502. All aspects of the Brownfield Redevelopment Plan will be open for discussion at the hearing.

The purpose of this Amended Brownfield Redevelopment Plan is to satisfy the requirements of PA 381 for including the eligible property, designated as the Dupont Industrial Facility at 1809 James P. Cole, Flint, Genesee County, Michigan, in the City of Flint's Brownfield Plan.

Note: The Flint Brownfield Redevelopment Authority approved the Brownfield Plan for the originally proposed project on December 8, 2020 and City Council approved that Brownfield Plan on June 14, 2021. As a portion of the original property has been sold to another developer and the market and site conditions dictated a redesign of the originally proposed project, the originally approved Brownfield Plan has been amended to incorporate the necessary changes for approval by the FBRA and City Council to allow the project to move forward.

Copies of the Amended Brownfield Redevelopment Plan for the Dupont Industrial Facility at 1809 James P. Cole are available for public inspection at the Flint City Clerk's Office, 2<sup>nd</sup> Floor, Flint City Hall, 1101 S. Saginaw Street, Flint. Copies are also available for inspection in the Planning and Development Department – Division of Community and Economic Development Office by appointment.

Questions or concerns regarding this public notice may be directed to the Flint City Clerk.

Dated: \_\_\_\_\_

**Davina G. Donahue**  
City Clerk  
(810) 766-7418  
[ddonahue@cityofflint.com](mailto:ddonahue@cityofflint.com)

240132



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

PRESENTED: 4-17-2024

ADOPTED: 4-22-2024

**RESOLUTION TO SHANNON CHEMICAL CORPORATION FOR PHOSPHORIC ACID 75%  
CHANGE ORDER #1 FOR WATER PLANT**

**WHEREAS**, The Division of Purchases & Supplies solicited bids for Phosphoric Acid 75% NSF Grade for the period of FY22-FY23 on behalf of the Water Plant. Shannon Chemical Corporation, Malvern, PA was the responsive and awarded bidder for the two-year period.

**WHEREAS**, The Water Plant requested to extend the bid through FY24, agreed upon by Shannon Chemical Corporation, for the supply of the essential water treatment chemical which is utilized to create a protective coating on pipes to prevent contaminants such as lead from entering into the water supply as required by the EPA and EGLE.

**WHEREAS**, on August 14, 2023, Flint City Council authorized the Water Plant's request to issue Purchase Orders in an amount not to exceed \$140,000.00 for Phosphoric Acid 75% NSF for FY24, by adopting Resolution #230265.

**WHEREAS**, The Water Plant is requesting an additional \$18,481.91 to cover outstanding invoices for the supply of this chemical that is needed, which exceeds the amount originally requested for FY24.

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

Account #/Grant Code	Description	Amount
591-545.200-753.000	Treatment Chemicals	\$18,481.91
	<b>FY2024 GRAND TOTAL:</b>	<b>\$18,481.91</b>

**IT IS RESOLVED**, that the Division of Purchases & Supplies is hereby authorized to issue additional Purchase Orders to Shannon Chemical Corporation for the supply of Phosphoric Acid 75% NSF Grade for the Water Plant in an amount of \$18,481.91, for an overall FY2024 (07/01/23-06/30/24) amount not to exceed \$158,481.91.

**FOR THE CITY OF FLINT:**

CLYDE D EDWARDS / A0146

CLYDE D EDWARDS / A0146 (Apr 9, 2024 17:05 EDT)

**Clyde Edwards, City Administrator**

**APPROVED BY CITY COUNCIL:**

**APPROVED AS TO FORM:**

William Kim

William Kim (Apr 9, 2024 16:32 EDT)

**William Kim, City Attorney**

**APPROVED AS TO FINANCE:**

Phillip Moore

Phillip Moore (Apr 9, 2024 15:32 CDT)

**Phillip Moore, Chief Finance Officer**

**APPROVED AS TO PURCHASING:**

Lauren Rowley

**Lauren Rowley, Purchasing Manager**



# CITY OF FLINT STAFF REVIEW FORM

**TODAY'S DATE:** April 8, 2024

**BID/PROPOSAL#**

**AGENDA ITEM TITLE:** PHOSPHORIC ACID-EMERGENCY REQUISITION

**PREPARED BY:** MELANIE POISSON

**VENDOR NAME:** SHANNON CHEMICAL

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

PHOSPHORIC ACID is essential for water treatment to create a protective coating on pipes which can prevent contaminants such as lead from entering the water supply as well as to maintain all EPA and EGLE requirements.

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

Council Resolution 230265 states that Shannon Chemical has been selected, via bidding process, to provide phosphoric acid to the City of Flint through FY24. Utilizing account 591-545.200-753.000, \$140,000.00 was provided for this purpose. Additionally, an emergency PO was established for the amount of \$40,000 had been approved and subsequently liquidated. The funds from that emergency PO is being requested to fulfill this emergency request.

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

The phosphoric acid will aid in the treatment of Flint water which is provided to the residents of the City of Flint.

**FINANCIAL IMPLICATIONS:**

Amount requested is \$18,481.91.

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

Dept.	Name of Account	Account Number	Grant Code	Amount
DPW-WTP	Treatment Chemicals	591-545.200-753.000		\$18,481.91
<b>FY24 GRAND TOTAL</b>				<b>\$18,481.91</b>

**PRE-ENCUMBERED?** YES  NO  **REQUISITION NO:** 240008487



# CITY OF FLINT STAFF REVIEW FORM

ACCOUNTING APPROVAL: *Yoland Gray* Date: *4-8-24*  
Yoland Gray (DPW Accounting Supervisor)

WILL YOUR DEPARTMENT NEED A CONTRACT? YES  NO

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

STAFF RECOMMENDATION: (PLEASE SELECT):  APPROVED  NOT APPROVED

DEPARTMENT HEAD SIGNATURE: *Scott Dungee* Date: *4-8-24*  
(Scott Dungee, Water Plant Supervisor)



Shannon Chemical Corporation  
 Post Office Box 376  
 Malvern, Pennsylvania 19355  
 PH 610 363 9091  
 FX 610 321 6100

# INVOICE

INVOICE NO.	INVOICE DATE
46184	3/14/24

SOLD TO

SHIP TO

City of Flint  
 P.O. Box 246  
 Accounts Payable  
 Flint, MI 48501

City of Flint  
 Water Plant  
 4500 North Fort Highway  
 Flint, MI 48505

P.O. NUMBER		ORDER DATE	SHIP DATE	SHIP VIA	FOR
24-006316			3/14/24	SCC Transportation	Exton, PA
SALES PERSON	TERMS		PAYMENT DUE	NOTES	
	Net 30 Days		Apr 13, 2024		
PRODUCT	ORDER	SHIP	DESCRIPTION	PRICE	AMOUNT
SLI-PHOS75		1430.53000	SLI-PHOS 75 One Bulk Tank Wagon Product Wht- 18,740# Lot #24C14-01	27.44000	39,253.74
FREIGHT			Prepaid Frt. @ N C Copy of weight slip attached		

To receive invoices via email please send accounts payable contact information to [taylor@shannonchem.com](mailto:taylor@shannonchem.com)

To continue receiving paper invoices, please disregard this memo.

Thank you!

	SUBTOTAL	39,253.74
	SHIPPING	
	<b>TOTAL</b>	<b>\$39,253.74</b>



RESOLUTION NO.: 230265  
 PRESENTED: AUG - 9 2023  
AUG 14 2023  
 ADOPTED: \_\_\_\_\_

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO SHANNON CHEMICAL CORPORATION FOR PHOSPHORIC ACID 75%**

WHEREAS, The Division of Purchases & Supplies solicited bids for Phosphoric Acid 75% NSF Grade for the period of FY22-FY23 on behalf of the Water Plant Shannon Chemical Corporation, Malvern, PA was the responsive and awarded bidder for the two year period

WHEREAS, The Water Plant requested to extend the bid for FY24, agreed upon by Shannon Chemical Corporation, for the supply of this essential water treatment chemical which is utilized to create a protective coating on pipes to prevent contaminates such as lead from entering into the water supply as required by the EPA and EGLE

GL/ACCOUNT #	ACCOUNT NAME /GRANT CODE	AMOUNT REQUESTED
591-545.200-753.000	Treatment Chemicals	\$140,000.00
	FY2024 TOTAL:	\$140,000.00

IT IS RESOLVED, that the Division of Purchases & Supplies is hereby authorized to issue a purchase order to Shannon Chemical Corporation for the supply of Phosphoric Acid 75% NSF grade, in an amount not to exceed \$140,000.00 for FY24 (07 01 23-06 30 24)

APPROVED AS TO FORM

  
William Kim (Aug 1 2023 07:41:01)

William Kim, City Attorney

APPROVED AS TO FINANCE

  
Jane Mager (Aug 9 2023 09:29:01)

Jane Mager, Acting Chief Financial Officer

FOR THE CITY OF FLINT:

  
CLYDE D EDWARDS (Aug 1 2023 11:45:01)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:



240133



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

PRESENTED: 4/17/2024

ADOPTED: 4-22-2024

Proposal 22000707

BY THE CITY ADMINISTRATOR:

**RESOLUTION AND CHANGE ORDER TO J & M TREE SERVICE  
FOR TREE REMOVAL & TRIMMING IN CHOICE NEIGHBORHOOD FOR CRITICAL  
COMMUNITY IMPROVEMENT PROGRAM**

**WHEREAS** The Division of Purchases & Supplies solicited bids for urban forestry services and awarded contracts to the four lowest, responsive bidders for FY22-FY24, in which J & M Tree Services, 4618 Milton Dr., Flint, Michigan was one of the awarded bidders.

**WHEREAS** On January 22, 2024, the Appropriate City Officials were authorized to enter into a change order #2 to the contract per resolution #240005 with J & M Tree Service for additional urban forestry services, in an amount not to exceed \$70,550.00 and an overall three year aggregate amount of \$378,550.00.

**WHEREAS** The Division of Business & Community Services received a grant for a tree project in the area of Martin Luther King/5<sup>th</sup> Ave./Saginaw St. There are multiple trees that need to be removed and others that need to be trimmed. Quotations were solicited from the current urban forestry contractors that work with The Department of Public Works and J & M Tree Service was the lowest responsive bidder. Funding for said services will come from the following account:

**WHEREAS**, the City of Flint was awarded a \$30 million grant from the U.S. Department of Housing and Urban Development from the Choice Neighborhood Implementation (CNI) Grant program to revitalize the area surrounding Atherton East and South Flint, as well as the location of new proposed housing; **WHEREAS**, the primary strategy of the City of Flint's CNI grant is to implement the approved Transformation Plan through the demolition and replacement of the obsolete Atherton East public housing development (Housing), implementation of several neighborhood strategies to revitalize the area (Neighborhoods), and ensuring that residents in the Choice Neighborhood areas are comprehensively assisted with improved access to basic services (People);

Account Number	Account Name	Grant Code	Amount
296-704.801-801.000	Other Grants Fund	FHUD18CHOICE	\$54,300.00
	<b>FY24 GRAND TOTAL</b>		<b>\$54,300.00</b>

**IT IS RESOLVED**, that the appropriate City Officials are authorized to do all things necessary to enter into a contract with J & M Tree Service for tree trimming and removals in the area of M. L. King Blvd./5<sup>th</sup> Ave./Saginaw St., in an amount of \$54,300.00 and an total three year aggregate amount of \$432,850.00.

**APPROVED AS TO FORM:**

  
William Kim (Apr 9, 2024 16:51 EDT)

William Kim  
Chief Legal Officer

**APPROVED AS TO FINANCE:**

  
Phillip Moore (Apr 9, 2024 15:41 CDT)

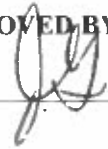
Phillip Moore  
Chief Finance Officer

**FOR THE CITY OF FLINT:**

  
CLYDE D EDWARDS / A0130 (Apr 10, 2024 22:30 EDT)

Clyde Edwards, City Administrator

**APPROVED BY CITY COUNCIL:**





# CITY OF FLINT

## RESOLUTION STAFF REVIEW FORM

**TODAY'S DATE:** 3/12/2024

**BID/PROPOSAL#** [REDACTED]

**AGENDA ITEM TITLE:** Choice Neighborhood Critical Community Improvement Tree Maintenance

**PREPARED BY** Ashly Harris, Business and Community Services (810)766-7426

**VENDOR NAME:** J&M Tree Service

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

In July 2018, the City was awarded a \$30 million grant from the U.S. Department of Housing and Urban Development (HUD) for the implementation of the Transformation Plan under the South Flint Choice Neighborhoods Initiative. This initiative is spearheaded by the Department of Business and Community Services, in partnership with the Flint Housing Commission, facilitating the relocation of Atherton East Townhomes and the execution of projects envisioned in the South Flint Community Plan.

Within the framework of the Choice Neighborhood Initiative grant, \$4.5 million has been allocated for Critical Community Improvements aimed at neighborhood enhancement. This includes beautification efforts, housing rehabilitation, and the creation of attractive common gathering spaces. This project focuses on tree trimming and removal to improve the area's appearance.

J & M Tree Service, a company with over 25 years of experience in Flint and a current contract with the Department of Public Works, will undertake this task. The Department of Community Services will leverage this existing contract by issuing a change order for the necessary work in the Choice Neighborhood target area, negating the need for a new contract. This approach streamlines the process, allowing for the efficient execution of beautification projects within the initiative.

**FINANCIAL IMPLICATIONS:** \$54,300

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

Dept.	Name of Account	Account Number	Grant Code	Amount
Bus/Comm Svcs	Professional Services	296-704.801-801.000	FHUD18CHOICE	\$54,300.00
<b>FY19/20 GRAND TOTAL</b>				<b>\$54,300.00</b>





# CITY OF FLINT

PRE-ENCUMBERED? YES  NO  REQUISITION NO: 240008275

ACCOUNTING APPROVAL: Carissa Dotson Date: 04/09/2024  
Carissa Dotson (Apr 9, 2024 09:05 EDT)

FINANCE APPROVAL: Philly M Date: 04/09/2024  
Phillip Moore (Apr 9, 2024 15:41 CDT)

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 \$53,400

BUDGET YEAR 2

BUDGET YEAR 3

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

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

DEPARTMENT HEAD SIGNATURE: Emily Doerr  
Emily Doerr (Apr 9, 2024 16:47 EDT)  
*(Emily Doerr, Director Business and Community Services)*

240005



Proposal 22000707

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

PRESENTED: JAN 1 / 2024

ADOPTED: JAN 22 2024

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO J & M TREE SERVICE CHANGE ORDER #2  
FOR ADDITIONAL TREE REMOVALS AND TRIMMING**

The Street Maintenance Division is responsible for maintaining trees in the Right-of-Ways (ROW), including the removal of dead trees, emergencies, and regular tree trimming. The Division of Purchases & Supplies solicited bids for urban forestry services and awarded contracts to the four lowest, responsive bidders for FY22-FY24, in which J & M Tree Services, 4618 Milton Dr., Flint, Michigan was one of the awarded bidders

On November 28, 2022, the Appropriate City Officials were authorized to enter into a change order #1 to the contract per resolution #220492 with J & M Tree Service for additional urban forestry services, in an amount not to exceed \$23,000.00 and an overall FY23 contract total not to exceed \$118,000.00. The three year aggregate amount was \$308,000.00 and

Due to contractual issues with one of the awarded vendors, a contract was terminated, resulting in the need for redistribution of funding to the remaining awarded contractors, J & M being one of them. The Department of Public Works, Street Maintenance Division is requesting additional urban forestry services in the amount not to exceed \$70,550.00. Funding for said services will come from the following accounts

Account Number	Account Name	Amount
202-449 215-801 000	Major Street Fund	\$24,260.00
203-449.215-801 000	Local Street Fund	\$46,290.00
<b>FY24 GRAND TOTAL</b>		<b>\$70,550.00</b>

**IT IS RESOLVED**, that the appropriate City Officials are authorized to do all things necessary to enter into change order #2 to the contract with J & M Tree Service for additional urban forestry services, in an amount not to exceed \$70,550.00 and a revised three year aggregate amount of \$378,550.00.

APPROVED AS TO FORM:

  
CLC/KIM W/22011/22011/202418 2024

William Kim  
Chief Legal Officer

APPROVED AS TO FINANCE:

  
Phillip Moore 01/11/2024 10:19:51

Phillip Moore  
Chief Finance Officer

FOR THE CITY OF FLINT:

  
CLC/EDWARDS (Jan 5, 2024 10:19:51)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:



APPROVED AS TO PURCHASING:



Lauren Rowley, Purchasing Manager

**CONTRACTUAL BID  
J & M TREE SERVICE**

**4618 MILTON DR  
FLINT, MICHIGAN 48507  
PHONE (810) 238-3234 FAX (810) 743-6338**

Forrest@jmtreeservice85.comcastbiz.net www.jmtreeservice.com

Jan 16, 2024

City of Flint

1101 S Saginaw St, Flint MI 48502

Attn: Diana L Johnson, Neighborhood Planner- Choice Neighborhoods Initiative,  
Dept Planning & Development, Email: [djohnson@cityofflint.com](mailto:djohnson@cityofflint.com)

Main Contact: Heather Griffen, Waste Services Coordinator, DPW

Email: [hgriffin@cityofflint.com](mailto:hgriffin@cityofflint.com) , Ph 810-766-7135, ext. 2605, Cell 810-423-7179

Re: Tree Services in the Choice Grant Area, Choice Neighborhood Initiative

30 removals, 39 trims, 1 stand-alone stump

All trims & removals include removal of all wood and brush.

Tree removals include: grinding the stumps, removing mulch from stumps,  
and restorative work (top soil added where needed, grass seed, and straw covering).

For reference, work order ID's included in the total bid are listed after notes.

**Total bid: \$ 54,300.00\***

**Notes:**

Exceptions to pricing in quote:

Please note- Gas & Diesel Cost:

If gas prices escalate to \$4.00+ a gallon, a surcharge will be added.

If diesel prices escalate to \$5.50+ a gallon, a surcharge will be added.

If gas and/or diesel prices continue to escalate, the surcharge will be re-evaluated to keep up with the increase in prices.

For the following work orders:

I found all these trims to be what looked like new plants and/or pruning trims instead of regular trims. Per the instructions that pruning trims were not to be included, I did NOT include these in the quote.

ID: 3914, 3944, 3945, 3948, 3949, 3950

Also NOT included in the quote: 12 work orders that were listed as pruning trims.

ID: 3915, 3916, 3917, 3918, 3919, 3920, 3921, 3922, 3923, 3924, 3925, 3926

For reference- Work included in quote listed by work order ID:

ML King:

ID 3940: 3 removals \$ 3375.00

ID 3942: 1 stump 375.00

ID 3941: 1 removal 1950.00

ID 3943: 2 removals	2250.00
ID 3946: 1 trim	400.00
ID 3947: 1 removal	1125.00
ID 3959: 1 removal, 1 trim	1725.00
ID 3952: 1 trim	900.00
ID 3953: 2 trims	1350.00
ID 3954: 2 trims (F1- 13", F2- 12")	400.00
ID 3956: 1 trim	400.00
ID 3957: 1 trim	1000.00
ID 3969: 1 trim (F1- 12")	125.00
<u>Crosby:</u>	
ID 3929: 1 trim	400.00
ID 3930: 1 trim	400.00
<u>Wood St:</u>	
ID 3902: 1 removal, 1 trim	1775.00
<u>Avenue B:</u>	
ID 3904: 1 removal, 1 trim	1875.00
ID 3903: 1 trim (this one needs a big lead removed with the trim)	700.00
<u>Avenue A:</u>	
ID 3901: 1 trim	600.00
ID 3900: 1 removal, 1 trim	1725.00
ID 3899: 1 removal	1125.00
<u>Root St:</u>	
ID 3897: 1 removal, 1 trim	1625.00
ID 3934: 1 removal, 1 trim	2025.00
<u>Mary St:</u>	
ID 3887: 1 removal	1325.00
ID 3888: 1 removal	1325.00
ID 3889: 1 removal	475.00
ID 3890: 1 trim	400.00
ID 3891: 2 removals, 3 trims	4250.00
ID 3892: 1 removal	1325.00
ID 3893: 1 trim	400.00
ID 3894: 1 trim	400.00
ID 3909: 1 removal	1125.00
ID 3896: 1 removal	1125.00
ID 3895: 1 removal, 2 trims	2525.00
<u>Chippewa St:</u>	
ID 3898: 2 trims	900.00
ID 3912: 2 removals	2450.00
<u>Saginaw St:</u>	
ID 3939: 7 trims	4900.00
ID 3938: 1 removal, 2 trims	750.00
<u>E 5<sup>th</sup> Ave:</u>	

ID 3937: 3 tree removals, 1 bush removal

1700.00

ID 3935: 1 removal, 1 trim

1300.00

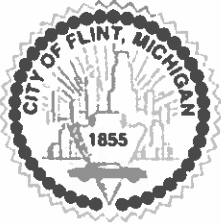
Please return a signed copy of the bid and we will schedule the work to be done.

---

We are licensed and fully insured, submitted upon request. **Thank you for the opportunity to submit a bid.** If you have any questions or concerns, please do not hesitate to contact me at the number listed above.

Thank you,  
Forrest "Mike" Spitzer,  
Owner- J&M Tree Service

240134



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

PRESENTED: 4/17/2024

ADOPTED: 4-22-2024

BID# 23000001

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO ALDRIDGE TRUCKING FOR AGGREGATES  
CHANGE ORDER #1 (WATER SERVICE CENTER)**

WHEREAS, The City of Flint Division of Purchases & Supplies solicited bids for various aggregates for the City of Flint Department of Public Works for 2 years (FY2023 and FY2024), and Aldridge Trucking was the recommended awarded vendor.

WHEREAS, City Council adopted resolution #230214 on July 31, 2023 to authorize the contract with Aldridge for FY24 for a total amount not-to-exceed \$176,000.00 for multiple divisions of the DPW. Of that total, Water Service Center was approved for \$110,000.00.

WHEREAS, The Water Service Center is requesting to enter into a change order for Aldridge Trucking for FY24 for an additional \$60,000.00, as the Water and Sewer Department had aggregate repair needs that were greater than expected.

The additional funding will come from the following account(s):

Account Number	Account Name	Amount
590-540.208-752.000	SUPPLIES	\$24,000.00
591-540.202-752.000	SUPPLIES	\$36,000.00
	<b>FY24 CHANGE ORDER TOTAL</b>	<b>\$60,000.00</b>

IT IS RESOLVED, that the appropriate city officials are to do all things necessary to enter into a Change Order with Aldridge Trucking, Davison, Michigan, for aggregate materials (fill sand & stone) for WSC for FY24 (07/01/23-06/30/24) in an amount not-to-exceed \$60,000.00, which brings The Aldridge Trucking FY23-FY24 contract grand total amount not-to-exceed \$392,000.00.

APPROVED AS TO FORM:

  
William Kim (Apr 8, 2024 16:13 EDT)

William Kim, City Attorney

APPROVED AS TO FINANCE:

  
Phillip Moore (Apr 8, 2024 15:12 CDT)

Phillip Moore, Chief Financial Officer

FOR THE CITY OF FLINT:

CLYDE D EDWARDS / A0143  
CLYDE D EDWARDS / A0143 (Apr 8, 2024 16:22 EDT)

Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:



APPROVED AS TO PURCHASING:



Lauren Rowley  
Purchasing Manager



CITY OF FLINT

RESOLUTION STAFF REVIEW FORM

TODAY'S DATE: 3/29/24

BID/PROPOSAL# 23-001

AGENDA ITEM TITLE: FY 2024 Aggregates

PREPARED BY: Cheri Priest, Water Service Center

VENDOR NAME: Aldridge Trucking

BACKGROUND/SUMMARY OF PROPOSED ACTION:

The WSC requests additional funds be added to our existing purchase order #24 6224. The funds on the current PO are exhausted and additional funding is required for aggregate purchases through the end of this fiscal year.

FINANCIAL IMPLICATIONS: None

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

Dept.	Name of Account	Account Number	Grant Code	Amount
2496	Supplies	590-540.208-752.000		24,000.00
2493	Supplies	591-540.202-752.000		36,000.00
FY24 GRAND TOTAL				\$60,000.00

PRE-ENCUMBERED? YES X NO

REQUISITION NO: 24-0008471

ACCOUNTING APPROVAL: Cheri Priest  
Cheri Priest (Mar 30, 2024 12:30 EDT)

Date: 03/30/2024

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

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

230014



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

PRESENTED: JUL 19 2023

ADOPTED: JUL 31 2023

Proposal 2300001

BY THE CITY ADMINISTRATOR:

**RESOLUTION TO ALDRIDGE TRUCKING FOR AGGREGATES**

On August 8, 2022, Flint City Council authorized the Division of Purchases & Supplies to issue purchase orders for the first year of a two year bid to Aldridge Trucking, 7210 Burpee Ave., Grand Blanc, Michigan for the supply of various aggregates in the FY23 amount not to exceed \$156,000.00; and

The Department of Public Works is requesting purchases orders for the second year for the period ending June 30, 2024. Funding will come from the following accounts:

Account Number	Account Name	Amount
202-449.201-752.000	Supplies	\$ 24,500.00
203-449.201-752.000	Supplies	\$ 8,500.00
590-540.208-752.000	Supplies	\$ 44,000.00
591-540.202-752.000	Supplies	\$ 66,000.00
590-550.202-775.000	Repairs & Maint.	\$ 30,000.00
591-545.201-752.000	Supplies	\$ 3,000.00
	<b>FY24 GRAND TOTAL</b>	<b>\$176,000.00</b>

**IT IS RESOLVED**, that upon City Council's approval, the Division of Purchases & Supplies is hereby authorized to issue purchase orders to Aldridge Trucking for various aggregates, in the FY24 amount not to exceed \$176,000.00 and a total two year aggregate amount of \$332,000.00.

APPROVED AS TO FORM:

William Kim (Jul 7, 2023 09:32 EDT)  
William Kim  
Chief Legal Officer

APPROVED AS TO FINANCE:

Jane Mager (Jul 7, 2023 08:48 EDT)  
Jane Mager  
Acting Chief Finance Officer

FOR THE CITY OF FLINT:

CLYDE D EDWARDS  
CLYDE D EDWARDS (Jul 7, 2023 10:44 EDT)  
Clyde Edwards, City Administrator

APPROVED BY CITY COUNCIL:

APPROVED AS TO PURCHASING:

Christopher Mumby, Interim Purchasing Manager





**CITY OF FLINT**  
Department of  
Public Works & Utilities

Clyde Edwards  
City Administrator

Michael J Brown  
Director

Entrice Mitchell  
Sewer Systems Supervisor

Paul Simpson  
Water Distribution Supervisor

Sheldon Neeley  
Mayor

**MEMORANDUM**

**TO:** Lauren Rowley  
Purchasing Manager

**FROM:** Entrice Mitchell *EM*  
Sewer Maintenance Supervisor

**DATE:** July 18, 2022

**SUBJECT:** Bid Recommendation – Aggregates B#23-001

Recommend that Bid# 23-001 for various aggregates be awarded to Aldridge Trucking. This vendor was the only vendor that correctly bid the unit of measures listed on the bid specifications (yard), making them the overall low bidder, even though the material is ordered by the ton.

240135



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

PRESENTED: 4/17/2024

ADOPTED: 4-22-2024

**RESOLUTION TO APPROVE THE PURCHASE OF 1 ADDITIONAL PROPERTY FROM FRIENDS OF BERSTON FOR BERSTON FIELDHOUSE DEVELOPMENT PROJECT**

The Berston Field House Development project requires that certain parcels fall under the ownership of the City of Flint.

Resolution 230300 adopted September 18, 2023 authorized the purchase of 22 parcels to support the Berston Field House development project. Parcel 41-06-102-020 (also known as 760 E. Dewey Street) was omitted but is also required to continue the development.

The Friends of Berston Nonprofit currently owns the parcel but will complete a Quitclaim Deed to the City of Flint in support of this development.

The Department of Business and Community Services Division requests the purchase of parcel 41-06-102-020 (also known as 760 E. Dewey Street) from Friends of Berston using funds available in

Account Number	Account Name / Grant Code	Amount
101-701.000-971.000	Land Acquisition	\$100

**IT IS RESOLVED** that the appropriate City officials are authorized to do all things necessary to purchase parcel 41-06-102-020 also known as 760 East Dewey Street to support the Berston Fieldhouse Development Project from Friends of Berston

**For the City:**

CLYDE D EDWARDS / A0140  
CLYDE D EDWARDS / A0140 (Apr 1, 2024 10:54 EDT)  
**Clyde D. Edwards, City Administrator**

**For the City Council:**

[Signature]

**Approved as to Form:**

[Signature]  
William Kim (Mar 29, 2024 17:36 EDT)  
**William Kim, City Attorney**

**Approved as to Finance:**

Phillip Moore  
Phillip Moore (Mar 29, 2024 17:18 EDT)  
**Phillip Moore, Chief Financial Officer**

**RESOLUTION STAFF REVIEW**

**Date:** March 29, 2024

**Agenda Item Title:**

**RESOLUTION TO APPROVE THE PURCHASE OF 1 PROPERTY  
FROM FRIENDS OF BERSTON FOR BERSTON FIELDHOUSE DEVELOPMENT PROJECT**

**Prepared by:**

Emily Doerr, Director of Business and Community Services (previously known as Planning and Development)

**Background/Summary of Proposed Action:**

The Berston Development Project requires that Flint own certain parcels. Resolution 230300 authorized the acquisition of 22 of these parcels however the parcel at 41-06-102-020 (also known as 760 East Dewey) was omitted. The Friends of Berston nonprofit holds the deed to the parcel but with council approval will quit claim the deed to Flint to support Berston's redevelopment. Funds are available and have been requisitioned. This resolution authorizes the acquisition of land.

**Financial Implications:** No known financial implications.

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

**Account:** 101-701.000-971.000 (\$100.00)

**Pre-encumbered:** Yes X No x      **Requisition #:** 240008467

**Other Implications:** No other implications are known at this time.

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

**Accounting Approval:** Carissa Dotson  
Carissa Dotson (Mar 29, 2024 14:25 EDT)

**APPROVAL** Emily Doerr  
Emily Doerr (Mar 29, 2024 14:28 EDT)  
**Emily Doerr, Director, Business and Community Services**

230300



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

PRESENTED: SEP - 6 2023

ADOPTED: SEP 18 2023

**RESOLUTION TO APPROVE THE PURCHASE OF 15 PROPERTIES FROM FRIENDS OF BERSTON AND 7 PROPERTIES FROM THE GENESEE COUNTY LAND BANK FOR BERSTON FIELDHOUSE DEVELOPMENT PROJECT**

Whereas the City of Flint desires to acquire the land described in the 15 attached deeds from Friends of Berston and the 7 deeds attached from the Genesee County Land Bank for Phase I of the Berston Fieldhouse Development Project (see attachments).

Whereas the City of Flint has secured a Neighborhood Planning grant from the Ruth Mott Foundation that is supportive of this type of neighborhood coordination and development in North Flint and this is an eligible activity for the grant funds.

Account Number	Account Name / Grant Code	Amount
296-721.000-971.000	LRM-NPLAN21	\$3,450

**IT IS RESOLVED** that the appropriate City officials are authorized to do all things necessary to provide funding to Friends of Berston and the Genesee County Land Bank to purchase these properties for this development project. Funds will be paid from the Neighborhood Planning grant fund (296).

For the City:

CLYDE D EDWARDS

CLYDE D EDWARDS (Aug 30, 2023 14:40 EDT)

Clyde D. Edwards, City Administrator

For the City Council:

Approved as to Form:

William Kim  
William Kim (Aug 30, 2023 13:55 EDT)

William Kim, City Attorney

Approved as to Finance:

Jane Mager  
Jane Mager (Aug 30, 2023 14:00 EDT)

Jane Mager, acting Chief Financial Officer

## RESOLUTION STAFF REVIEW

**Date:** August 29, 2023

**Agenda Item Title:**

RESOLUTION TO APPROVE THE PURCHASE OF 15 PROPERTIES FROM FRIENDS OF BERSTON AND 7 PROPERTIES FROM THE GENESEE COUNTY LAND BANK FOR BERSTON FIELDHOUSE DEVELOPMENT PROJECT

**Prepared by:**

Emily Doerr, Director of Planning and Development

**Background/Summary of Proposed Action:**

There are 15 properties that the Friends of Berston nonprofit has deeded to the City of Flint via quit claim deed and the Flint City Council just needs to approve the purchase of each one for \$100 each or \$1500 total – see attached deeds.

- 3319 North St. & V/L Spencer St (41-06-101-002, 41-06-127-002, and 41-06-127-001) \$100
- V/L E Dewey St (41-06-102-006) \$100
- V/L E Dewey St (41-06-102-007) \$100
- V/L E Dewey St (41-06-102-008) \$100
- V/L E Dewey St (41-06-102-010) \$100
- 728 E Dewey St (41-06-102-011) \$100
- V/L E Dewey St (41-06-102-012) \$100
- V/L E Dewey St (41-06-102-017) \$100
- V/L E Dewey St (41-06-102-018) \$100
- V/L E Dewey St (41-06-102-019) \$100
- V/L E Dewey St (41-06-102-023) \$100
- V/L (715) E Jamieson St (41-06-102-024) \$100
- V/L (721) E Jamieson St (41-06-102-025) \$100
- V/L (723) E Jamieson St (41-06-102-026) \$100
- V/L E Jamieson St (41-06-102-027) \$100

In addition, there are 7 properties that the Genesee County Land Bank has approved to sell to the City of Flint for the Berston Fieldhouse Development Project at the June and August board meetings for a total of \$1,950 between the seven (7) of them – see attached deeds.

The following parcels were approved to be sold at the June 2023 Board meeting:

- VL E Dewey St. (Parcel Number: 41-06-102-013) \$250.00
- VL E Dewey St. (Parcel Number: 41-06-102-015) \$250.00
- VL E Dewey St. (Parcel Number: 41-06-102-016) \$250.00

The following parcels were approved to be sold at the August 2023 Board meeting:

- VL E Jamieson St. (Parcel Number: 41-06-102-032) \$250.00
- 745 E Jamieson St. (Parcel Number: 41-06-102-033) \$250.00
- VL E Jamieson St. (Parcel Number: 41-06-102-036) \$250.00
- VL E Jamieson St. (Parcel Number: 41-06-102-044) \$450.00

**Financial Implications:** There are funds available for purchasing these properties and it is an eligible expense for the grant funds.

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

**Pre-encumbered:** Yes \_\_\_ No x **Requisition #:** \_\_\_\_\_

**Other Implications:** No other implications are known at this time.

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

**APPROVAL**   
Emily Doerr (APR 2023 13.53 ED1)  
\_\_\_\_\_  
**Emily Doerr, Director, Planning and Development**

240136



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

PRESENTED: 4/17/2024

ADOPTED: 4-22-2024

**RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS TO AWARD GRANTS FOR ALTERNATIVE USES OF VACANT LOTS FOR FRIENDS OF BERSTON**

**BY THE CITY ADMINISTRATOR:**

In 2022 and 2023, the City of Flint received funds pursuant to the American Rescue Plan Act of 2021 (ARPA), which could be used by the City for specific and defined purposes. In 2023, the City of Flint obligated all of the ARPA funding received, of which approximately \$40 million was obligated as “revenue replacement” on December 20, 2023;


City Administration recommends reallocating \$25,000 of ARPA funds, previously obligated for revenue replacement, to provide funding for the category of Neighborhood Improvement (\$13,735,000 total) consisting of \$9,660,000 to be funded, including \$1,210,000 for neighborhood cleanup to provide blight removal assistance to Flint communities. The administration recommends funding \$25,000 for Friends of Berston.

Reallocated funds will be moved from Acct #101-287.000-963.000 follows:

Fund	Project Purpose	Account Name / Grant Code	Amount
Friends of Berston	Site Improvement	101-729 002-801 000	\$25,000


**IT IS RESOLVED** that the appropriate City officials are authorized to do all things and execute any agreements necessary from the funding source account #101-287.000-963.000 to the Friends of Berston and appropriate funding in the current and future fiscal years in the amount of \$25,000, as described above, for as long as the funds are available. Prior to any disbursement of funds, the City of Flint’s ARPA administration, compliance, and implementation firm shall review and ensure compliance with the latest US Department of Treasury rules.

**Approved as to Form:**

  
\_\_\_\_\_  
William Kim (Apr 13, 2024 18:55 EDT)


**William Kim, City Attorney**

**Approved as to Finance:**

  
\_\_\_\_\_  
Phillip Moore (Apr 15, 2024 08:11 EDT)

**Phillip Moore, Chief Financial Officer**

**For the City:**

  
\_\_\_\_\_  
CLYDE D EDWARDS / A0153 (Apr 15, 2024 09:51 EDT)

**Clyde D. Edwards, City Administrator**

**For the City Council:**

  
\_\_\_\_\_



## RESOLUTION STAFF REVIEW

Date: April 12, 2024

### Agenda Item Title:

### **RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS TO AWARD GRANTS FOR ALTERNATIVE USES OF VACANT LOTS FOR FRIENDS OF BERSTON**

### Prepared by:

Latrese Brown, Community Liaison

### Background/Summary of Proposed Action:

**Friends of Berston: Requesting \$25,000 for Site Improvement Project:** The current Berston Field House is almost 100 years old and during that time it has never enlarged its building footprint, even though the programs provided at this facility have changed and expanded. The building project being developed includes a 57,000 sf addition to include a new large tournament size gymnasium with locker rooms, a walking track, and a fitness center.

The new addition will also include a connecting link to the existing building that has an elevator and stairway to access all floor levels of the new addition and the old building. It also includes a large new entry that contains a Hall of Fame highlighting the achievements of previous participants at Berston. The existing building will be totally remodeled, including its mechanical and electrical systems and will provide classrooms for after-school education, computer access for those in the community, art classes and bicycle training and repair. The one existing gym will be remodeled into a flexible community center and the other gym will be remodeled into two dance studios serving the young and old in the Flint area. The old locker rooms will become the new location for the boxing center and the upper level will be converted into the Berston administrative offices. The project also includes expansion of the Berston site from 6.85 acres to 14.60 acres by purchasing an abandoned church property to the northeast and vacant residential property to the south. With this additional property Berston will move the current softball field and outdoor basketball courts, add much needed on-site parking, add a Little League baseball field, a football/soccer/lacrosse field, pickleball courts, playgrounds, a splashpad and add an outdoor amphitheater venue for summer concerts. This particular grant will be used solely for site improvements and the demolition of the existing abandoned buildings on the site to build the new baseball diamond and soccer field.

**History:** Friends of Berston (FOB) was formed in 2014 as a non-profit, housed in the historic Berston Field house to keep the facility operational. At that time, the City of Flint was no longer financially able to keep its recreational and community centers open, due to its insolvency. Berston Field House was built in 1923 on land donated by children of Flint land developer and philanthropist, Neil J. Berston. Mr. Berston, at the turn of the century, had the foresight to buy and transform farmland into the residential neighborhoods surrounding what is now Berston Field House. The field house was named in honor of this generous visionary, and after 94 years of existence, the building remains structurally sound as is Berston's place in the community among its patrons who range from the very young to senior citizens. The field house is just north of downtown Flint. When initially built, Berston was a state-of-the-art field house. As stated earlier, it is still structurally sound, but in need of some renovations. Friends of Berston, through the hard work of its

board of directors and its previous executive director, Bryant Nolden (who initially was its volunteer director for about 6 years) secured funding from private foundations and individual donors.

Friends of Berston’s Mission Statement is: Enhancing the impact of Berston through quality education, athletics, the arts, and comprehensive social services. This mission is in keeping with all that Berston Field House has been in the past for the community in which it is situated. In the past, it offered a wide range of sports which included swimming—the pool was removed several years ago. It had a branch of the Flint Public Library inside, as well as a small medical clinic to assist those who were unable to afford medical services. Friends of Berston does not want to just maintain Berston for now but plans to restore it to its former glory for future generations to enjoy as well.

Currently, patrons can participate in sports, a variety of dance classes which includes senior line dance classes, arts and crafts, and even chess. Plans are in place to house a success center within the field house where patrons in need of honing their literacy skills can come for assistance. Friends of Berston truly intends to carry on the tradition of Berston Field House for all its patrons.

<b>Fund</b>	<b>Project Purpose</b>	<b>Account Name / Grant Code</b>	<b>Amount</b>
Friends of Berston	Site Improvement	<b>101-729 002-801 000</b>	\$25,000

**Financial Implications:** ARPA funds must be obligated by 12/31/24 and fully expended by 12/31/26.

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

**Pre-encumbered:** Yes \_\_\_ No x      **Requisition #:** \_\_\_\_\_

**Other Implications:** No other implications are known at this time.

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

**APPROVAL** Shelly Sparks-Green  
Shelly Sparks-Green (Apr 15, 2024 09:23 EDT)  
**Shelly Sparks-Green, Chief Resilience Officer**



## CITY OF FLINT STAFF REVIEW FORM

**TODAY'S DATE:** 4/12/2024

**BID/PROPOSAL#** A0153

**AGENDA ITEM TITLE: RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS TO AWARD GRANTS FOR ALTERNATIVE USES OF VACANT LOTS FOR FRIENDS OF BERSTON**

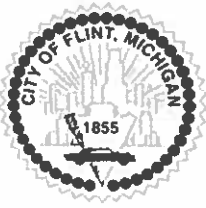
**PREPARED BY:** Latrese Brown

**VENDOR NAME:** Friends of Berston

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

Friends of Berston (FOB) was formed in 2014 as a non-profit, housed in the historic Berston Field house to keep the facility operational. At that time, the City of Flint was no longer financially able to keep its recreational and community centers open, due to its insolvency. Berston Field House was built in 1923 on land donated by children of Flint land developer and philanthropist, Neil J. Berston. Mr. Berston, at the turn of the century, had the foresight to buy and transform farmland into the residential neighborhoods surrounding what is now Berston Field House. The field house was named in honor of this generous visionary, and after 94 years of existence, the building remains structurally sound as is Berston's place in the community among its patrons who range from the very young to senior citizens. The field house is just north of downtown Flint. When initially built, Berston was a state-of-the-art field house. As stated earlier, it is still structurally sound, but in need of some renovations. Friends of Berston, through the hard work of its board of directors and its previous executive director, Bryant Nolden (who initially was its volunteer director for about 6 years) secured funding from private foundations and individual donors.

Friends of Berston's Mission Statement is: Enhancing the impact of Berston through quality education, athletics, the arts, and comprehensive social services. This mission is in keeping with all that Berston Field House has been in the past for the community in which it is situated. In the past, it offered a wide range of sports which included swimming—the pool was removed several years ago. It had a branch of the Flint Public Library inside, as well as a small medical clinic to assist those who were unable to afford medical services. Friends of Berston does not want to just maintain Berston for now but plans to restore it to its former glory for future generations to enjoy as well.



## CITY OF FLINT STAFF REVIEW FORM

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

Has received previous ARPA funding to help with expansion of Berston Field House.

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

The building project being developed includes a 57,000 sf addition to include a new large tournament size gymnasium with locker rooms, a walking track, and a fitness center. The new addition will also include a connecting link to the existing building that has an elevator and stairway to access all floor levels of the new addition and the old building. It also includes a large new entry that contains a Hall of Fame highlighting the achievements of previous participants at Berston. The existing building will be totally remodeled, including its mechanical and electrical systems and will provide classrooms for after-school education, computer access for those in the community, art classes and bicycle training and repair. The one existing gym will be remodeled into a flexible community center and the other gym will be remodeled into two dance studios serving the young and old in the Flint area. The old locker rooms will become the new location for the boxing center and the upper level will be converted into the Berston administrative offices. The project also includes expansion of the Berston site from 6.85 acres to 14.60 acres by purchasing an abandoned church property to the northeast and vacant residential property to the south. With this additional property Berston will move the current softball field and outdoor basketball courts, add much needed on-site parking, add a Little League baseball field, a football/soccer/lacrosse field, pickleball courts, playgrounds, a splashpad and add an outdoor amphitheater venue for summer concerts.



# CITY OF FLINT STAFF REVIEW FORM

**FINANCIAL IMPLICATIONS:**

In 2022 and 2023, the City of Flint received funds pursuant to the American Rescue Plan Act of 2021 (ARPA), which could be used by the City for specific and defined purposes. In 2023, the City of Flint obligated all of the ARPA funding received, of which approximately \$40 million was obligated as “revenue replacement;”

City Administration and Flint City Council recommend reallocating \$25,000 of ARPA funds, previously obligated for revenue replacement, to provide funding to Friends of Bertson for site revitalization at Berston Field House.

After a thorough analysis from E&Y consulting team, the proposed program complies with relevant Treasury rules and aligns with the Flint ARPA Plan.

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

Dept.	Name of Account	Account Number	Grant Code	Amount
Mayor's Office	Friends of Berston	101-729 002-801 000	Vacant Lots	\$25,000
<b>FY24 GRAND TOTAL</b>				<b>\$25,000</b>

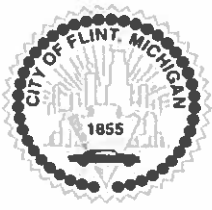
**PRE-ENCUMBERED? YES  NO  REQUISITION NO:**

ACCOUNTING APPROVAL: Phillip Moore (Apr 15, 2024 08:11 EDT) Date: 04/15/2024

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

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

**BUDGET YEAR 1 \$**




# CITY OF FLINT STAFF REVIEW FORM

BUDGET YEAR 2

BUDGET YEAR 3

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

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

DEPARTMENT HEAD SIGNATURE:  Chief Resilience Officer  
Shelly Sparks-Green (Apr 15, 2024 09:23 EDT)  
*(Name, Title)*

240137



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

PRESENTED: 4-17-2024

ADOPTED: 4-22-2024

**RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS TO AWARD ARPA FUNDS TO FLINT INNOVATIVE SOLUTIONS SERVING AS THE FIDUCIARY FOR FRIENDS OF HASSELBRING VOLUNTEER GROUP IN RESPONDING TO THE IMPACTS OF THE PANDEMIC ON BLIGHT**

In 2022 and 2023, the City of Flint received funds pursuant to the American Rescue Plan Act of 2021 (ARPA), which could be used by the City for specific and defined purposes. In 2023, the City of Flint obligated all of the ARPA funding received, of which approximately \$40 million was obligated as "revenue replacement" on December 20, 2023;

City Administration recommends reallocating \$22,500 of ARPA funds, previously obligated for revenue replacement, to provide funding for the category of Neighborhood Improvement (\$13,735,000 total) consisting of \$9,660,000 to be funded, including \$1,210,000 for neighborhood cleanup to provide blight removal assistance to Flint communities. The administration recommends funding \$22,500 for Flint Innovative Solutions serving as the fiduciary for the Friends of Hasselbring Park volunteer group.

Reallocated funds will be moved from Acct #101-287.000-963.000 as follows:

Fund	Project Purpose	Account Name / Grant Code	Amount
Flint Innovative Solutions	Utility Vehicle	<u>101 - 729 002 - 801 000</u>	\$22,500

**IT IS RESOLVED** that the appropriate City officials are authorized to do all things and execute any agreements necessary to Flint Innovative Solutions (Friends of Hasselbring Park) and appropriate funding in the current and future fiscal years in the amount of \$22,500 as described above, for as long as the funds are available. Prior to any disbursement of funds, the City of Flint's ARPA administration, compliance, and implementation firm shall review and ensure compliance with the latest US Department of Treasury rules.

**For the City:**

CLYDE D EDWARDS A0156  
CLYDE D EDWARDS A0156 (Apr 16, 2024 14:59 EDT)  
**Clyde D. Edwards, City Administrator**

**For the City Council:**

[Signature]

**Approved as to Form:**

[Signature]  
William Kim (Apr 16, 2024 13:48 EDT)  
**William Kim, City Attorney**

**Approved as to Finance:**

Phillip Moore  
Phillip Moore (Apr 16, 2024 14:07 EDT)  
**Phillip Moore, Chief Financial Officer**

## RESOLUTION STAFF REVIEW

Date: April 16, 2024

### Agenda Item Title:

**RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS TO AWARD ARPA FUNDS TO FLINT INNOVATIVE SOLUTIONS SERVING AS THE FIDUCIARY FOR FRIENDS OF HASSELBRING VOLUNTEER GROUP IN RESPONDING TO THE IMPACTS OF THE PANDEMIC ON BLIGHT**

Prepared by: Latrese Brown, Community Liaison

### Background/Summary of Proposed Action:

Flint Innovative Solutions: *Funding request and purpose:* **Requesting \$22,500 for Utility Vehicle.** Requesting funding to purchase a utility vehicle that will be used within the park to assist with park clean-ups and events. The utility vehicle will also be used during park events to transport equipment. The current volunteer base is older and the utility vehicle will help them manage park activities. In addition, a trailer will be purchased to transport the vehicle to and from the park. Additional funding has been sought to purchase items for volunteers, shirts, food, and gardening equipment. The requested ATV will assist members of the Friends of Hasselbring Park to better serve community groups and members who chose to utilize the park for events.

The Friends of the Hasselbring Park (FHP) manage the ongoing maintenance of Hasselbring Park and coordinate park programming including concerts, food giveaways, back to school events for youth, sporting events, family reunions and the famous “Hasselbring Hustlers”, a group of snazzy seniors who enjoy sharing their love of dance with the community!

The leader of FHP is Bonnie Grass. She manages maintenance efforts and has sought funding for park maintenance and upkeep through grant applications. There is a dedicated group of volunteers that support Ms. Grass in executing programming.

### History:

Friends of Hasselbring Park was established in 2017 with the purpose of serving the nearby community by providing inclusive programming that engages youth to seniors. The mission of the organization is to rebuild and restore opportunities for community engagement in north Flint.

Programming includes events that incorporate the baseball diamonds, soccer fields, a playground, senior citizen community center, and picnic areas. Past events included food giveaways, trunk or treat Halloween activities and sport tournaments. The community group helped staff COVID-related programming in 2020 and 2021.

An estimated 6 formal events have been held each year serving a minimum of 300 people per year. The number of served people does not include outside community groups who have utilized Hasselbring Park for programming purposes.




Fund	Project Purpose	Account Name / Grant Code	Amount
Flint Innovative Solutions	Utility Vehicle	<u>101 - 729 002 - 801 000</u>	\$22,500

**Financial Implications:**

American Rescue Plan Act funds must be fully expended by 12/31/26.

**Budgeted Expenditure:** Yes \_\_\_ No X Please explain, if no:  
**Pre-encumbered:** Yes \_\_\_ No X Requisition #: N/A  
**Other Implications:** No other implications are known at this time.  
**Staff Recommendation:** Staff recommends approval of this resolution.

**APPROVAL**   
Shelly Sparks-Green (Apr 16, 2024 14:42 EDT)  
**Shelly Sparks-Green, Chief Resilience Officer**



## CITY OF FLINT STAFF REVIEW FORM

**TODAY'S DATE:** 4/16/2024

**BID/PROPOSAL#** A0156

**AGENDA ITEM TITLE: RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS TO AWARD ARPA FUNDS TO FLINT INNOVATIVE SOLUTIONS SERVING AS THE FIDUCIARY FOR FRIENDS OF HASSELBRING VOLUNTEER GROUP IN RESPONDING TO THE IMPACTS OF THE PANDEMIC ON BLIGHT**

**PREPARED BY:** Latrese Brown

**VENDOR NAME:** Innovative Solutions ( Friends of Hasselbring)

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

Friends of Hasselbring Park was established in 2017 with the purpose of serving the nearby community by providing inclusive programming that engages youth to seniors. The mission of the organization is to rebuild and restore opportunities for community engagement in north Flint.

Programming includes events that incorporate the baseball diamonds, soccer fields, a playground, senior citizen community center, and picnic areas. Past events included food giveaways, trunk or treat Halloween activities and sport tournaments. The community group helped staff COVID-related programming in 2020 and 2021.

An estimated 6 formal events have been held each year serving a minimum of 300 people per year. The number of served people does not include outside community groups who have utilized Hasselbring Park for programming purposes.

The Friends of Hasselbring are requesting funding to purchase a utility vehicle that will be used within the park to assist with park clean-ups and events. The utility vehicle will also be used during park events to transport equipment. The current volunteer base is older and the utility vehicle will help them manage park activities. In addition, a trailer will be purchased to transport the vehicle to and from the park. Additional funding has been sought to purchase items for volunteers, shirts, food, and gardening equipment. The requested ATV will assist members of the Friends of Hasselbring Park to better serve community groups and members who chose to utilize the park for events.



## CITY OF FLINT STAFF REVIEW FORM

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

N/A

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

The Friends of the Hasselbring Park (FHP) manage the ongoing maintenance of Hasselbring Park and coordinate park programming including concerts, food giveaways, back to school events for youth, sporting events, family reunions and the famous “Hasselbring Hustlers”. This request would be a benefit to the entire City of Flint.

**FINANCIAL IMPLICATIONS:**

In 2022 and 2023, the City of Flint received funds pursuant to the American Rescue Plan Act of 2021 (ARPA), which could be used by the City for specific and defined purposes. In 2023, the City of Flint obligated all of the ARPA funding received, of which approximately \$40 million was obligated as “revenue replacement;”

City Administration and Flint City Council recommend reallocating \$22,500 of ARPA funds, previously obligated for revenue replacement, to provide funding to the Friends of Hasselbring for their utility truck to help maintain Hasselbring Park funded through Innovative Solutions as the fiduciary.

After a thorough analysis from E&Y consulting team, the proposed program complies with the relevant



## CITY OF FLINT STAFF REVIEW FORM

Treasury rules and aligns with the Flint ARPA Plan.

BUDGETED EXPENDITURE? YES  NO  IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant Code	Amount
Mayor's Office	Innovative Solutions	101-729 002-801 000	Vacant Lots	\$22,500
<b>FY24 GRAND TOTAL</b>				<b>\$22,500</b>

PRE-ENCUMBERED? YES  NO  REQUISITION NO:

ACCOUNTING APPROVAL: Phillip Moore Phillip Moore (Apr 16, 2024 14:07 EDT) Date: 04/16/2024

WILL YOUR DEPARTMENT NEED A CONTRACT? YES  NO

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: Shelly Sparks-Green Shelly Sparks-Green (Apr 16, 2024 14:42 EDT)  
Shelly Sparks-Green , Chief Resilience Officer

240138



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

PRESENTED: 4-17-2024

ADOPTED: 4-22-2024

**RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS TO AWARD GRANTS FOR ALTERNATIVE USES OF VACANT LOTS FOR SYLVESTER BROOME EMPOWERMENT CENTER ACTING AS THE FIDUCIARY FOR THE NORTH FLINT NEIGHBORHOOD ACTION COUNCIL**

**BY THE CITY ADMINISTRATOR:**

In 2022 and 2023, the City of Flint received funds pursuant to the American Rescue Plan Act of 2021 (ARPA), which could be used by the City for specific and defined purposes. In 2023, the City of Flint obligated all of the ARPA funding received, of which approximately \$40 million was obligated as “revenue replacement” on December 20, 2023;

City Administration recommends reallocating \$25,000 of ARPA funds, previously obligated for revenue replacement, to provide funding for the category of Neighborhood Improvement (\$13,735,000 total) consisting of \$9,660,000 to be funded, including \$1,210,000 for neighborhood cleanup to provide blight removal assistance to Flint communities. The administration recommends funding \$25,000 for Sylvester Broome Empowerment Center.

Reallocated funds will be moved from Acct #101-287.000-963.000 follows:

Fund	Project Purpose	Account Name / Grant Code	Amount
Sylvester Broome Empowerment Center	Neighborhood Clean-up Project	101-729 002-801 000	\$25,000

**IT IS RESOLVED** that the appropriate City officials are authorized to do all things and execute any agreements necessary from the funding source account #101-287.000-963.000 to the Sylvester Broome Empowerment Center (NFNAC) and appropriate funding in the current and future fiscal years in the amount of \$25,000, as described above, for as long as the funds are available. Prior to any disbursement of funds, the City of Flint’s ARPA administration, compliance, and implementation firm shall review and ensure compliance with the latest US Department of Treasury rules.

**Approved as to Form:**

  
William Kim (Apr 16, 2024 15:30 EDT)

**William Kim, City Attorney**

**Approved as to Finance:**

  
Phillip Moore (Apr 16, 2024 15:43 EDT)


**Phillip Moore, Chief Financial Officer**

**For the City:**

  
Clyde D. Edwards / A0155  
Clyde D. Edwards / A0155 (Apr 16, 2024 15:56 EDT)

**Clyde D. Edwards, City Administrator**

**For the City Council:**



## **RESOLUTION STAFF REVIEW**

**Date:** April 16, 2024

### **Agenda Item Title:**

#### **RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS TO AWARD GRANTS FOR ALTERNATIVE USES OF VACANT LOTS FOR SYLVESTER BROOME EMPOWERMENT CENTER ACTING AS THE FIDUCIARY FOR THE NORTH FLINT ACTION COUNCIL**

### **Prepared by:**

Latrese Brown, Community Liaison

### **Background/Summary of Proposed Action:**

#### **Sylvester Broome Empowerment Center: *Requesting \$25,000 for F.L.I.N.T Project:***

Fighting Litter In Neighborhoods Together (F.L.I.N.T) will be a project spearheaded by the North Flint Neighborhood Action Council with the assistance of ten (10) North Flint Block Clubs, Neighborhood Associations, and Community Groups who will partner with us in this endeavor.

F.L.I.N.T will focus on neighborhood cleanups across wards 1 & 3 with their catchment area being Pulaski/Caniff St to the South, Clio Rd to the West, Carpenter Rd to the North, and the Flint River to the East. These clean-ups will include cutting grass, brush hogging high weeds, picking up litter, and boarding abandoned homes.

The NFNAC will also utilize Crime Prevention Through Environmental Design Tools (CPTED). CPTED strategies are aimed at reducing victimization, deterring offender decisions that precede criminal acts, and building a sense of community among inhabitants so they can gain territorial control of areas, reduce crime, and minimize fear of crime. The F.L.I.N.T clean-ups will have a dual purpose in making them aesthetically pleasing while also reducing the opportunity for criminal activity. Resident input will ensure areas of most concern are taken care of.

### **History:**

The North Flint Neighborhood Action Council (NFNAC) is building on its strong foundation of resident leadership, accountable partnerships, and results-focused action. The NFNAC brings together residents and stakeholders in some of the most economically disenfranchised areas of Flint to plan, implement, and sustain comprehensive revitalization efforts that improve the lives of residents.

The NFNAC's process focuses on both learning and doing, as community members in the Anchor Zones of Wards 1 and 3 build knowledge and skills; strengthen relationships between residents, neighborhood organizations, and cross-sector partners; and access the resources needed to create positive change in their neighborhoods.

Fund	Project Purpose	Account Name / Grant Code	Amount
Sylvester Broome Empowerment Center	Neighborhood Clean-up Project	101-729 002-801 000	\$25,000

**Financial Implications:** ARPA funds must be obligated by 12/31/24 and fully expended by 12/31/26.

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

**Pre-encumbered:** Yes \_\_\_ No x **Requisition #:** \_\_\_\_\_

**Other Implications:** No other implications are known at this time.

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

**APPROVAL** Shelly Sparks-Green  
Shelly Sparks-Green (Apr 16, 2024 15:47 EDT)  
**Shelly Sparks-Green, Chief Resilience Officer**





## CITY OF FLINT STAFF REVIEW FORM

**TODAY'S DATE:** 4/16/2024

**BID/PROPOSAL#** A0155

**AGENDA ITEM TITLE: RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS TO AWARD GRANTS FOR ALTERNATIVE USES OF VACANT LOTS FOR SYLVESTER BROOME EMPOWERMENT CENTER ACTING AS THE FIDUCIARY FOR THE NORTH FLINT ACTION COUNCIL**

**PREPARED BY:** Latrese Brown

**VENDOR NAME:** Sylvester Broome Empowerment Center ( North Flint Neighborhood Action Council)

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

The North Flint Neighborhood Action Council (NFNAC) is building on its strong foundation of resident leadership, accountable partnerships, and results-focused action. The NFNAC brings together residents and stakeholders in some of the most economically disenfranchised areas of Flint to plan, implement, and sustain comprehensive revitalization efforts that improve the lives of residents.

The NFNAC's process focuses on both learning and doing, as community members in the Anchor Zones of Wards 1 and 3 build knowledge and skills; strengthen relationships between residents, neighborhood organizations, and cross-sector partners; and access the resources needed to create positive change in their neighborhoods.

Fighting Litter In Neighborhoods Together (F.L.I.N.T) will be a project spearheaded by the North Flint Neighborhood Action Council with the assistance of ten (10) North Flint Block Clubs, Neighborhood Associations, and Community Groups who will partner with us in this endeavor.

F.L.I.N.T will focus on neighborhood cleanups across wards 1 & 3 with their catchment area being Pulaski/Caniff St to the South, Clio Rd to the West, Carpenter Rd to the North, and the Flint River to the East. These clean-ups will include cutting grass, brush hogging high weeds, picking up litter, and boarding abandoned homes.



## CITY OF FLINT STAFF REVIEW FORM

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

Slyvester Broome Empowerment Center has received 5 grants from the City of Flint from 2021 - 2024. The amounts for these 5 grants are as follows; \$45,000, \$3,500, \$5,000, \$15,500, and \$35,000 totaling \$104,000.

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

This project will help to remove blight in Wards 1 and 3. With the removal of blight, this project will help to beautify those neighborhoods as well as decrease the crime rates in those areas. Crime rates will be decreased by utilizing the Crime Prevention Through Environmental Design Tools (CPTED).

### FINANCIAL IMPLICATIONS:

In 2022 and 2023, the City of Flint received funds pursuant to the American Rescue Plan Act of 2021 (ARPA), which could be used by the City for specific and defined purposes. In 2023, the City of Flint obligated all of the ARPA funding received, of which approximately \$40 million was obligated as "revenue replacement;"

City Administration and Flint City Council recommend reallocating \$25,000 of ARPA funds, previously obligated for revenue replacement, to provide funding to the North Flint Neighborhood Action Council for the neighborhood clean-up projects in Wards 1 and 3 funded through the Sylvester Broome Empowerment Center as the fiduciary.

After a thorough analysis from E&Y consulting team, the proposed program complies with the relevant Treasury rules and aligns with the Flint ARPA Plan.



## CITY OF FLINT STAFF REVIEW FORM

BUDGETED EXPENDITURE? YES  NO  IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant Code	Amount
Mayor's Office	Sylvester Broome Empowerment Center	101-729 002-801 000	Vacant Lots	\$25,000
		<b>FY24 GRAND TOTAL</b>		<b>\$25,000</b>

PRE-ENCUMBERED? YES  NO  REQUISITION NO:

ACCOUNTING APPROVAL: *Phillip Moore* Date: 04/16/2024  
Phillip Moore (Apr 16, 2024 15:43 EDT)

WILL YOUR DEPARTMENT NEED A CONTRACT? YES  NO

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: *Shelly Sparks-Green*  
Shelly Sparks-Green (Apr 16, 2024 15:47 EDT)

*Shelly Sparks-Green, Chief Resilience Officer*

240139



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

PRESENTED: 4-17-2024

ADOPTED: 4-22-2024

**RESOLUTION TO USE ARPA ADMINISTRATION FUNDS TO HIRE FOUR ARPA CONTRACT COORDINATOR POSITIONS, MANAGEMENT TIME OF THOSE COORDINATORS, SUPPLIES/TRAINING COSTS, AND ONE COMMUNITY CENTER LIAISON FOR IMPLEMENTATION OF ARPA CONTRACTS AND MOUs**

In 2022 and 2023, the City of Flint received funds pursuant to the American Rescue Plan Act of 2021 (ARPA), which could be used by the City for specific and defined purposes. In 2023, the City of Flint obligated all of the ARPA funding received, of which approximately \$40 million was obligated as “revenue replacement” on December 20, 2023;

City Administration recommends reallocating \$1,462,500 of ARPA funds, previously obligated for revenue replacement, to provide administration funding for wage/fringe of 4 new ARPA Contract Coordinators plus supplies and training costs for those staff, partial funding for wage/fringe of existing Finance and P&D staff to manage those coordinators, and funding for 1 new Community Center Liaison – all of these expenditures will occur between April 1, 2024 - December 31, 2026.

Reallocated funds will be moved from Acct #101-287.000-963.000 as follows:

Account Number	Account Name / Grant Code	Increment	Total Amount
TBD - Multiple	Administration		
	2 new coordinators (wage / fringe) within Finance for 2.5 years to monitor internal city ARPA in timely manner	\$84,500 per year per person	\$422,500
	Portion of existing Budgets and Grants Manager (wage/fringe) for 2.5 years to manage work of 2 coordinators	\$25,000 per year	\$62,500
	Portion of existing Procurement Director (wage/fringe) for 2.5 years to manage procurement work of 2 coordinators	\$25,000 per year	\$62,500
	2 new coordinators (wage/fringe) within Business and Community Services for 2.5 years to process external agency payment requests in timely manner	\$84,500 per year per person	\$422,500
	Portion of existing Business and Community Services Program Manager staff time (wage/fringe) for	\$75,000 per year	\$187,500

Account Number	Account Name / Grant Code	Increment	Total Amount
	2.5 years to manage work of 2 coordinators		
	Portion of existing Business and Community Services Finance staff time (wage/fringe) for 2.5 years to provide finance support to 2 coordinators	\$37,000 per year	\$92,500
	Office supplies and training costs for staff over 2.5 years	\$10,000 per year	\$25,000
	One Community Center Liaison (wage/fringe) for 2.5 years to help administer federal funds awarded to all 6 community centers	\$75,000 per year	\$187,500
	<b>TOTAL</b>		<b>\$1,462,500</b>

**IT IS RESOLVED** that the appropriate City officials are authorized to do all things necessary, including executing any necessary agreements, to appropriate funding from the funding source account #101-287.000-963.000 to funding city staff to properly administer ARPA funds in the amount of \$1,462,500. Based on review and validation of the appropriate fund use by the City's compliance firm, implementation of these funds will be consistent and compliant with US Department Treasury requirements and previously approved authorizations.


**For the City:**

CLYDE D EDWARDS / A0150  
CLYDE D EDWARDS / A0150 (Apr 11, 2024 13:10 EDT)  
**Clyde D. Edwards, City Administrator**

**For the City Council:**

  
 \_\_\_\_\_

**Approved as to Form:**

  
William Kim (Apr 11, 2024 12:36 EDT)  
**William Kim, City Attorney**

**Approved as to Finance:**

Philly Moore  
Phillip Moore (Apr 11, 2024 11:33 EDT)  
**Phillip Moore, Chief Financial Officer**

## RESOLUTION STAFF REVIEW

**TODAY'S DATE:** April 9, 2024

**BID/PROPOSAL#** n/a

**AGENDA ITEM TITLE: RESOLUTION TO USE ARPA ADMINISTRATION FUNDS TO HIRE FOUR ARPA CONTRACT COORDINATOR POSITIONS, MANAGEMENT TIME OF THOSE COORDINATORS, SUPPLIES/TRAINING COSTS, AND ONE COMMUNITY CENTER LIAISON FOR IMPLEMENTATION OF ARPA CONTRACTS AND MOUs**

**PREPARED BY:** Emily Doerr, Director of Business and Community Services (formerly known as Planning and Development)

**VENDOR NAME:**

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

It is crucial that the City of Flint builds its internal capacity to manage internal and external ARPA contracts to ensure all funds are spent on eligible activities and that the city's documentation is prepared for a federal audit in 2027. This resolution allows for financial resources to fund:

- 5 new positions (4 ARPA Contract Coordinators – 2 within Finance to monitor / manage internal ARPA expenditures and 2 within Business and Community Services to process payment requests submitted every month by external agencies – as well as a Community Center Liaison to help administer federal funds awarded to all 6 community centers);
- As well as support wages of 4 existing staff who will manage and/or provide procurement and financial systems support (Budgets and Grants Manager, Procurement Director, plus Business and Community Services Operations Program Manager and Finance staff).

**PREVIOUS ALLOCATIONS (INCLUDE ALL ACCOUNTS USED FOR THIS PURPOSE)/ PROVIDE RESOLUTION OR CONTRACT INFORMATION THAT APPLIES:** n/a

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

Using ARPA administrative funds to fund city staff (rather than spending all of the admin funds on E&Y) will allow for our nonprofit partners that are awarded ARPA funds to get their contracts in place and their payment requests processed in a speedy manner – the goal is under 30 days. Additionally having additional staff support for internal ARPA awards – specifically Blight Elimination and Public Safety – will ensure that the funds are all procured properly and spent on eligible activities so the city can pass future federal audits.

**FINANCIAL IMPLICATIONS:** ARPA funds must be obligated by 12/31/24 and fully expended by 12/31/26. There will need to be a distribution of wages and fringes to properly associate the expenditures from unallocated to all necessary wages and fringe lines created for this purpose. For now, these funds remain in the unallocated GL line.

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

With the adoption of this resolution, funds will be reallocated from the unallocated GL reserved for ARPA funds listed in the table below.

Dept.	Name of Account	Account Number	Grant Code	Amount
Finance	Unallocated Budget Appropriations	101-287.000-963.000	N.A.	\$1,462,500
		<b>FY24 GRAND TOTAL</b>		\$1,462,500

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

**ACCOUNTING APPROVAL:** \_\_\_\_\_ **Date:** CL

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

**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:**

Emily Doerr  
Emily Doerr, Director, Business and Community Services



240142

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

PRESENTED: 4-17-2024

ADOPTED: 4-22-2024

**RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS TO AWARD GRANTS FOR ALTERNATIVE USES OF VACANT LOTS FOR COMMUNITIES FIRST INC.**

**BY THE CITY ADMINISTRATOR:**

In 2022 and 2023, the City of Flint received funds pursuant to the American Rescue Plan Act of 2021 (ARPA), which could be used by the City for specific and defined purposes. In 2023, the City of Flint obligated all of the ARPA funding received, of which approximately \$40 million was obligated as “revenue replacement” on December 20, 2023;

City Administration recommends reallocating \$25,000 of ARPA funds, previously obligated for revenue replacement, to provide funding for the category of Neighborhood Improvement (\$13,735,000 total) consisting of \$9,660,000 to be funded, including \$1,210,000 for neighborhood cleanup to provide blight removal assistance to Flint communities. The administration recommends funding \$25,000 for Communities First.

Reallocated funds will be moved from Acct #101-287.000-963.000 follows:

Fund	Project Purpose	Account Name / Grant Code	Amount
Vacant Lots	Food Truck Park	101-729 002-801 000	\$25,000

**IT IS RESOLVED** that the appropriate City officials are authorized to do all things and execute any agreements necessary from the funding source account #101-287.000-963.000 to Communities First Inc. and appropriate funding in the current and future fiscal years in the amount of \$25,000, as described above, for as long as the funds are available. Prior to any disbursement of funds, the City of Flint’s ARPA administration, compliance, and implementation firm shall review and ensure compliance with the latest US Department of Treasury rules.



**For the City:**

CLYDE D EDWARDS / A0154  
CLYDE D EDWARDS / A0154 (Apr 15, 2024 09:48 EDT)  
**Clyde D. Edwards, City Administrator**

**For the City Council:**



**Approved as to Form:**

  
William Kim (Apr 12, 2024 15:45 EDT)  
**William Kim, City Attorney**

**Approved as to Finance:**

Philly Moo  
Phillip Moore (Apr 15, 2024 08:09 EDT)  
**Phillip Moore, Chief Financial Officer**

## **RESOLUTION STAFF REVIEW**

**Date:** April 12, 2024

### **Agenda Item Title:**

**RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS TO AWARD GRANTS FOR ALTERNATIVE USES OF VACANT LOTS FOR COMMUNITIES FIRST INC.**

### **Prepared by:**

Latrese Brown, Community Liaison

### **Background/Summary of Proposed Action:**

**Communities First Inc.: Funding request and purpose:** **Requesting \$25,000 for Food Truck Park Project:** Located a couple blocks west of downtown in the Grand Traverse Neighborhood, there is a vacant lot where a building once stood. With these funds, Communities First, Inc. (CFI) proposes the transformation of this underutilized space into the third and final phase of our project – Foodie Commons @ the Flowershop.

Envisioned as Flint’s first dedicated food truck park, Foodie Commons will offer supports for small businesses, flexible community gathering spaces for events like neighborhood meetings and amenities for all seasons. Combined with CFI’s committed renovations to the abandoned flower shop building and parking lot next door, the development of this vacant lot will offer Flint a permanent food truck park, covered seating, an outdoor entertainment space, a grass lawn that can be used by families for free play and exercise as well as host innovative programming like our annual Movies Under the Stars event. Paved pathways and intentional seating will also ensure that the space is accessible for everyone.

CFI anticipates the space will welcome 1,600+ community members in its first year of operation. Additional project outcomes will include: Engaging at least 10 food truck operators who are Flint residents and/or include historically underrepresented demographics in entrepreneurship like women, racial/ethnic minorities, etc. Technical assistance and resource support utilized by 10 small business owners. \$75,000+ in revenue generated in food truck sales. 10+ free programs and events offered annually to the Flint community such as artistic performances, cross-cultural explorations, resource fairs, and more. Collaboration with at least 5 community organizations who will host events of their own on the site. With the support of these funds, this investment will have a positive, rippling effect on the local economy and strengthen cultural life in Flint.

**History:** The mission of Communities First, Inc. is to build healthy, vibrant communities through economic development, affordable housing, and innovative programming. Founded in 2010 by Glenn and Essence Wilson, Communities First, Inc. has grown extensively in just a few short

years. As Flint natives who are passionate about their hometown, it only made sense to focus their efforts on the Flint area. The combination of their skills with those of a dedicated board of directors has allowed Communities First Inc. to do great work in the Flint community. Past projects: The first project that the organization took on was the Oak Street Senior Apartments, formerly known as Oak School in Flint, Michigan. This \$5.1 million project has opened the doors for future projects and is a great starting point for Communities First, Inc. Desired Outcome: This project seeks to alleviate the profound demand for quality, safe, affordable housing, especially for those affected by the COVID-19 pandemic, while also providing housing for middle-income levels.

Fund	Project Purpose	Account Name / Grant Code	Amount
Vacant Lots	Food Truck Park	101-729 002-801 000	\$25,000

**Financial Implications:** ARPA funds must be obligated by 12/31/24 and fully expended by 12/31/26.

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

**Pre-encumbered:** Yes \_\_\_ No x **Requisition #:** \_\_\_\_\_

**Other Implications:** No other implications are known at this time.

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

**APPROVAL** Shelly Sparks-Green  
Shelly Sparks-Green (Apr 15, 2024 09:23 EDT)  
**Shelly Sparks-Green, Chief Resilience Office**



## CITY OF FLINT STAFF REVIEW FORM

**TODAY'S DATE:** 4/12/2024

**BID/PROPOSAL#** A0154

**AGENDA ITEM TITLE: RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS TO AWARD GRANTS FOR ALTERNATIVE USES OF VACANT LOTS FOR COMMUNITIES FIRST INC.**

**PREPARED BY:** Latrese Brown

**VENDOR NAME:** Communities First Inc.

**BACKGROUND/SUMMARY OF PROPOSED ACTION:**

The mission of Communities First, Inc. is to build healthy, vibrant communities through economic development, affordable housing, and innovative programming. Founded in 2010 by Glenn and Essence Wilson, Communities First, Inc. has grown extensively in just a few short years. As Flint natives who are passionate about their hometown, it only made sense to focus their efforts on the Flint area. The combination of their skills with those of a dedicated board of directors has allowed Communities First Inc. to do great work in the Flint community. Past projects: The first project that the organization took on was the Oak Street Senior Apartments, formerly known as Oak School in Flint, Michigan. This \$5.1 million project has opened the doors for future projects and is a great starting point for Communities First, Inc. Desired Outcome: This project seeks to alleviate the profound demand for quality, safe, affordable housing, especially for those affected by the COVID-19 pandemic, while also providing housing for middle-income levels.



## CITY OF FLINT STAFF REVIEW FORM

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

Communities First Inc. has previously received funds from ARPA grant dollars for community housing projects.

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

Envisioned as Flint's first dedicated food truck park, Foodie Commons will offer support for small businesses, flexible community gathering spaces for events like neighborhood meetings, and amenities for all seasons. Combined with CFI's committed renovations to the abandoned flower shop building and parking lot next door, the development of this vacant lot will offer Flint a permanent food truck park, covered seating, an outdoor entertainment space, a grass lawn that can be used by families for free play and exercise as well as host innovative programming like our annual Movies Under the Stars event. Paved pathways and intentional seating will also ensure that the space is accessible for everyone.

CFI anticipates the space will welcome 1,600+ community members in its first year of operation. Additional project outcomes will include: Engaging at least 10 food truck operators who are Flint residents and/or include historically underrepresented demographics in entrepreneurship like women, racial/ethnic minorities, etc. Technical assistance and resource support utilized by 10 small business owners. \$75,000+ in revenue generated in food truck sales. 10+ free programs and events offered annually to the Flint community such as artistic performances, cross-cultural explorations, resource fairs, and more. Collaboration with at least 5 community organizations who will host events of their own on the site. With the support of these funds, this investment will have a positive, rippling effect on the local economy and strengthen cultural life in Flint.



# CITY OF FLINT STAFF REVIEW FORM

**FINANCIAL IMPLICATIONS:**

In 2022 and 2023, the City of Flint received funds pursuant to the American Rescue Plan Act of 2021 (ARPA), which could be used by the City for specific and defined purposes. In 2023, the City of Flint obligated all of the ARPA funding received, of which approximately \$40 million was obligated as “revenue replacement;”

City Administration and Flint City Council recommend reallocating \$25,000 of ARPA funds, previously obligated for revenue replacement, to provide funding to Communities First Inc. for Food Truck Park.

After a thorough analysis from E&Y consulting team, the proposed program complies with relevant Treasury rules and aligns with the Flint ARPA Plan.

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

Dept.	Name of Account	Account Number	Grant Code	Amount
Mayor's Office	Communities First Inc.	101-729 002-801 000	Vacant Lots	\$25,000
		<b>FY24 GRAND TOTAL</b>		<b>\$25,000</b>

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

ACCOUNTING APPROVAL: Phillip Moore (Apr 15, 2024 08:09 EDT) Date: 04/15/2024

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

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

**BUDGET YEAR 1 \$**



# CITY OF FLINT STAFF REVIEW FORM

BUDGET YEAR 2

BUDGET YEAR 3

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

STAFF RECOMMENDATION: (PLEASE SELECT):  APPROVED  NOT APPROVED

DEPARTMENT HEAD SIGNATURE:   
Shelly Sparks-Green (Apr 15, 2024 09:23 EDT)  
*Shelly Sparks-Green , Chief Resilience Officer*

240143



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

PRESENTED: 4-17-2024

ADOPTED: 4-22-2024

**RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS TO AWARD FUNDS TO THE NEIGHBORHOOD ENGAGEMENT HUB TO SERVE AS THE FIDUCIARY FOR SARVIS PARK NEIGHBORHOOD ASSOCIATION IN RESPONDING TO IMPACTS OF THE PANDEMIC ON BLIGHT**

**BY THE CITY ADMINISTRATOR:**

In 2022 and 2023, the City of Flint received funds pursuant to the American Rescue Plan Act of 2021 (ARPA), which could be used by the City for specific and defined purposes. In 2023, the City of Flint obligated all of the ARPA funding received, of which approximately \$40 million was obligated as “revenue replacement” on December 20, 2023;

City Administration recommends reallocating \$25,000 of ARPA funds, previously obligated for revenue replacement, to provide funding for the category of Neighborhood Improvement (\$13,735,000 total) consisting of \$9,660,000 to be funded, including \$1,210,000 for neighborhood cleanup to provide blight removal assistance to Flint communities. The administration recommends funding \$25,000 for the Neighborhood Engagement Hub to provide blight removal assistance to serve as the fiduciary for Sarvis Park Neighborhood Association.

Reallocated funds will be moved from Acct #101-287.000-963.000 follows:

Fund	Project Purpose	Account Name / Grant Code	Amount
NEH - Sarvis Park Neighborhood Association	Park Revitalization	101-729 002-801 000	\$25,000

**IT IS RESOLVED** that the appropriate City officials are authorized to do all things and execute any agreements necessary from the funding source account #101-287.000-963.000 to Neighborhood Engagement Hub (Sarvis Park Neighborhood Association) and appropriate funding in the current and future fiscal years in the amount of \$25,000, as described above, for as long as the funds are available. Prior to any disbursement of funds, the City of Flint’s ARPA administration, compliance, and implementation firm shall review and ensure compliance with the latest US Department of Treasury rules.




**For the City:**

CLYDE D EDWARDS / A0152  
CLYDE D EDWARDS / A0152 (Apr 15, 2024 09:55 EDT)  
**Clyde D. Edwards, City Administrator**

**For the City Council:**



**Approved as to Form:**

  
William Kim (Apr 12, 2024 15:47 EDT)  
**William Kim, City Attorney**

**Approved as to Finance:**

  
Phillip Moore (Apr 15, 2024 08:13 EDT)  
**Phillip Moore, Chief Financial Officer**

## **RESOLUTION STAFF REVIEW**

**Date:** February 19, 2024

### **Agenda Item Title:**

**RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS TO AWARD FUNDS TO THE NEIGHBORHOOD ENGAGEMENT HUB TO SERVE AS THE FIDUCIARY FOR SARVIS PARK NEIGHBORHOOD ASSOCIATION IN RESPONDING TO IMPACTS OF THE PANDEMIC ON BLIGHT**

**Prepared by:** Latrese Brown, Community Liaison

### **Background/Summary of Proposed Action:**

**Sarvis Park Neighborhood Association:** *Funding request and purpose:* Requesting \$25,000 for project to revitalize Sarvis Park funded through Neighborhood Engagement Hub as the fiduciary; Sarvis Park Neighborhood Association (SPNA) was established in August 2020 amid the present COVID19 Pandemic. Their group's mission is to restore pride and the value of the real estate in our area while bridging the generational gap through community engagement. One of their main focuses is utilizing the local natural resources we often take for granted. They aim to bring the community together and encourage positive fellowship. The neighborhood is the adopter of Sarvis Park and has developed a vision for the park, which they aim to implement in the next 3-5 years. The vision includes blight elimination and placemaking strategies.

### **Project Activities:**

- Install bollards to fill the perimeter between the fencing and existing bollards to prohibit vehicle access and illegal dumping. \$10,000
  
- Sidewalk maintenance along the perimeter of the park. Replace broken slabs, clear overgrowth, and clean up fair-condition slabs. \$10,000
  
- Restore the Nature Nook by removing dead trees and overgrowth. Install seating and plant landscaping. \$25,000

### **Project Outcomes:**

Residents and visitors (in general) can walk the park's perimeter for exercise. Additional eyes on the park will prevent possible crime and blight. Cars and other vehicles will no longer damage the park grounds. The wooded area of the park will be more inviting and open.

### **History:**

Sarvis Park Neighborhood Association (SPNA) became park adopters. They started small and secured bleachers, picnic tables, and fresh mulch for our local park. They established viable partnerships with the Michigan State Police, Flint Children's Museum, Neighborhood Engagement Hub, Crime Stoppers, Local Law Enforcement, Keep Genesee County Beautiful, American Red Cross, the City of Flint, WOW Outreach, and many more. They also established a few dozen business partnerships. They have been able to create neighborly activities in their park and surrounding neighborhoods such as monthly Community Conversations, "Community Day" event, the "Clio Road Clean up," a quarterly SPNA newsletter, the Sarvis Park Candy Hunt, Music in the Park series, installing fire detectors in our communities homes, mindfulness painting, and other collaborations. All events have been major successes.

Fund	Project Purpose	Account Name / Grant Code	Amount
NEH - Sarvis Park Neighborhood Association	Park Revitalization	<u>101-729 002-801 000</u>	\$25,000

**Financial Implications:**

American Rescue Plan Act funds must be fully expended by 12/31/26.

**Budgeted Expenditure:** Yes \_\_\_ No X **Please explain, if no:**  
**Pre-encumbered:** Yes \_\_\_ No X **Requisition #:** N/A  
**Other Implications:** No other implications are known at this time.  
**Staff Recommendation:** Staff recommends approval of this resolution.

**APPROVAL**   
Shelly Sparks-Green (Apr 15, 2024 09:21 EDT)  
**Shelly Sparks-Green, Chief Resilience Officer**



## CITY OF FLINT STAFF REVIEW FORM

**TODAY'S DATE:** 4/12/2024

**BID/PROPOSAL#** A0152

**AGENDA ITEM TITLE: RESOLUTION APPROVING REALLOCATION OF ARPA FUNDS TO AWARD FUNDS TO THE NEIGHBORHOOD ENGAGEMENT HUB TO SERVE AS THE FIDUCIARY FOR SARVIS PARK NEIGHBORHOOD ASSOCIATION IN RESPONDING TO IMPACTS OF THE PANDEMIC ON BLIGHT**

**PREPARED BY:** Latrese Brown

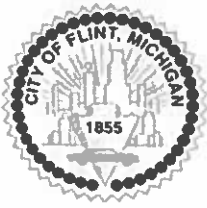
**VENDOR NAME:** Sarvis Park Neighborhood Association

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

Sarvis Park Neighborhood Association (SPNA) became park adopters. They started small and secured bleachers, picnic tables, and fresh mulch for their local park. They established viable partnerships with the Michigan State Police, Flint Children's Museum, Neighborhood Engagement Hub, Crime Stoppers, Local Law Enforcement, Keep Genesee County Beautiful, American Red Cross, the City of Flint, WOW Outreach, and many more. They also established a few dozen business partnerships. They have been able to create neighborly activities in their park and surrounding neighborhoods such as monthly Community Conversations, "Community Day" event, the "Clio Road Clean up," a quarterly SPNA newsletter, the Sarvis Park Candy Hunt, Music in the Park series, installing fire detectors in our communities homes, mindfulness painting, and other collaborations. All events have been major successes.

*Project Activities include:*

Installing bollards to fill the perimeter between the fencing and existing bollards to prohibit vehicle access and illegal dumping. Sidewalk maintenance along the perimeter of the park. Replace broken slabs, clear overgrowth, and clean up fair-condition slabs. Sarvis Park will also restore the Nature Nook by removing dead trees and overgrowth. Install seating and plant



## CITY OF FLINT STAFF REVIEW FORM

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

N/A

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

Residents and visitors (in general) can walk the park's perimeter for exercise. Additional eyes on the park will prevent possible crime and blight. Cars and other vehicles will no longer damage the park grounds. The wooded area of the park will be more inviting and open for Flint residents.

**FINANCIAL IMPLICATIONS:**

In 2022 and 2023, the City of Flint received funds pursuant to the American Rescue Plan Act of 2021 (ARPA), which could be used by the City for specific and defined purposes. In 2023, the City of Flint obligated all of the ARPA funding received, of which approximately \$40 million was obligated as "revenue replacement;"

City Administration and Flint City Council recommends reallocating \$25,000 of ARPA funds, previously obligated for revenue replacement, to provide funding to Sarvis Park Neighborhood Association for the project to revitalize Sarvis Park funded through the Neighborhood Engagement Hub as the fiduciary.

After a thorough analysis from E&Y consulting team, the proposed program complies with relevant Treasury rules and aligns with the Flint ARPA Plan.



# CITY OF FLINT STAFF REVIEW FORM

BUDGETED EXPENDITURE? YES  NO  IF NO, PLEASE EXPLAIN:

Dept.	Name of Account	Account Number	Grant Code	Amount
Mayor's Office	Sarvis Park Neighborhood Association	101-729 002-801 000	Vacant Lots	\$25,000
		<b>FY24 GRAND TOTAL</b>		<b>\$25,000</b>

PRE-ENCUMBERED? YES  NO  REQUISITION NO:

ACCOUNTING APPROVAL:  Date: 04/15/2024  
Phillip Moore (Apr 15, 2024 08:13 EDT)

WILL YOUR DEPARTMENT NEED A CONTRACT? YES  NO

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:  Chief Resilience Officer  
Shell Sparks-Green (Apr 15, 2024 09:21 EDT)  
*(Name, Title)*

240147

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

PRESENTED: 4-17-2024

ADOPTED: 4-22-2024

**RESOLUTION APPROVING THE REAPPOINTMENT OF JOHN E. HARDY TO THE ZONING BOARD OF APPEALS**

**BY THE CLERK:**

John E. Hardy's term on the Zoning Board of Appeals (Ward 2) ended on August 31, 2018, although he continued to serve.; and

Mr. Hardy was appointed in 2018 by the 2<sup>nd</sup> Ward Councilperson. Since that time, Mr. Hardy's address was redistricted from the 2<sup>nd</sup> Ward to the 1<sup>st</sup> Ward.; and

1<sup>st</sup> Ward City Councilperson, Leon El-Alamin recommends the reappointment of John E. Hardy (3721 Mason Street, Flint, MI 48505-Ward 1) to the Zoning Board of Appeals.

**IT IS RESOLVED** that the Flint City Council approves the reappointment of John E. Hardy to the Zoning Board of Appeals, for a three-year term that begins immediately upon adoption of this resolution and ends on August 31, 2026.

**APPROVED AS TO FORM:**

**APPROVED BY CITY COUNCIL:**

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

  
\_\_\_\_\_