



Saginaw City Council Regular Meeting Agenda

1315 S. Washington Avenue
Council Chambers, Room 205
September 11, 2023
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

PUBLIC INPUT:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

1. Presentation of gifts to the City from Sister City, Amanokrom, Ghana, Dr. Dawn Hinton, Professor of Sociology, and Dr. Joseph Ofori-Dankwa, Saginaw Valley State University, The Sankofa Project.

CONSENT AGENDA:

1. Approve the August 21, 2023 regular council meeting minutes.
2. Approve the introduction of the proposed amendments to the Council Rules of Order of the City of Saginaw.
3. Approve the transfer of City-owned properties to the Saginaw County Land Bank for the purchase price of \$1.00 each.
4. Approve the purchase with Advanced Business Communications, LLC for \$6,635 for security cameras at Fordney Park for the Technical Services Department.
5. Approve the purchase with Advanced Business Communications, LLC for \$2,896 for security cameras for the parking lot on S. Water Street for the Technical Services Department.
6. Approve the three-year contract with Mike's Wrecker Service, Inc. for general vehicle towing, storage, and parts removal services for the Police Department.
7. Approve the purchase with Bound Tree Medical, LLC for \$2,979 for CPR pocket mask kits for the Police Department.

8. Approve the purchase with Grainger, Inc. for \$5,777 for first aid kits for the Police Department.
9. Approve the purchase with Macallister Rentals for \$11,190 for two portable lighted arrow boards for the Public Services Department, Motor Pool Division.
10. Approve the purchase with Thompson Pipe Group, a sole source, for \$87,599 for a transmission water main LCP closure repair kit for the Public Services Department, Maintenance and Service Division.
11. Approve the purchase with Graybar Company for \$84,400 for a Blink TPS-180-480-2-300 level 3 fast charger for the 2022 Global M3EV electric street sweeper for the Public Services Department, Streets Division. Further, approve the acceptance of an amendment to the Grant Agreement with Michigan Department of Environmental Great Lakes and Energy for \$86,239.98.
12. Approve the contract with Martha Brown Custom Builders, LLC for \$95,740 for the 2023-2024 Sidewalk Replacement Project for the Public Services Department, Engineering Division.
13. Approve the blanket purchase with R.W. Mercer, Co. for \$2,520 for underground storage tank inspection for the Water and Wastewater Treatment Services Department, Water Treatment Division.
14. Approve the purchase with Eurofins Eaton Analytical for \$2,100 for analytical testing for the Water and Wastewater Treatment Services Department, Water Treatment Division.
15. Approve the purchase with Monarch Welding and Engineering for \$2,300 for the fabrication of a replacement part on the screenings auger for the Water and Wastewater Treatment Services Division, Wastewater Treatment Division.
16. Approve the blanket purchase with Michigan CAT for \$25,000 for repair services for the Caterpillar emergency generators and storm water pumps for the Water and Wastewater Treatment Services Department, Remote Facilities Division.
17. Approve the Agreement with Kendall Electric, a sole source, for \$5,430 for hardware/software product support through Rockwell Automation, Inc. for the Water and Wastewater Treatment Services Department, Water and Wastewater Treatment Divisions through the Instrumentation and Process Controls Division.

BOARD/COMMISSION/COMMITTEE REPORTS:

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS:

1. Approve the Council appointment of Steven Meyers to the Historic District Commission with a term to expire July 31, 2026.

ORDINANCE INTRODUCTION:

ORDINANCE CONSIDERATION AND ADOPTION:

1. An ordinance to amend the official city map to vacate the easterly 246 ft. of Congress Avenue lying west of and adjacent to the west line of North Niagara Street.

RESOLUTIONS:

1. Approve the Michigan Department of Transportation Cost Agreement 23-5317 for the reconstruction of 17th Street from Walnut Street to Janes Avenue.

UNFINISHED BUSINESS:

MISCELLANEOUS BUSINESS:

ADJOURNMENT:

Timothy Morales
City Manager

IF YOU ARE DISABLED AND NEED ACCOMMODATION TO PROVIDE YOU WITH AN OPPORTUNITY TO PARTICIPATE OR OBSERVE IN PROGRAMS, SERVICES, OR ACTIVITIES, PLEASE CALL THE SAGINAW CITY CLERK, 1315 S. WASHINGTON AVE., 759-1480.

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, AUGUST 21, 2023, AT 6:30 P.M. IN COUNCIL CHAMBERS AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Council Member Balls offered a prayer and Council Member Flores led the pledge of allegiance of the United States of America.

ROLL CALL

Mayor Moore called the meeting to order. Council Members present: Monique Silvia, Reggie Williams, Michael Balls, Annie Boensch, William Ostash, Priscilla Garcia, Michael Flores, George Copeland, Brenda Moore: 9. Council Members absent: 0.

PUBLIC INPUT

Members of the public that addressed the Council: Evelyn McGovern, Kristy Phillips, Angie Miller, Kenyatta Pryor, and Kisha Smith.

COUNCIL REMARKS

Remarks were heard from the following Council Members: Williams, Balls, Ostash, Garcia, Flores, Copeland, Silvia, Boensch, and Moore.

REPORTS FROM CITY MANAGER

City Manager Tim Morales reported updates regarding various projects.

Council Member Flores left the meeting at 7:14 p.m. and returned at 7:15 p.m.

Manager Morales introduced Jay Reithel, Michigan Department of Transportation (MDOT) Regional Planner – Bay Region and David Hoeh, DLZ Division Manager, regarding the MDOT Road Construction and Study update for the M-46 city corridor.

CONSENT AGENDA:

Moved by Council Member Silvia, seconded by Council Member Ostash to approve the consent agenda, allowing room for exceptions. Exceptions were made to items 8, 9, 12, and 13. 9 ayes, 0 nays, 0 absent. Motion approved.

1. Approve the August 7, 2023 regular council meeting minutes.
2. Approve the appointment of Kaylene VanWagner as officer delegate and Nicole McLeod as alternate officer delegate, and Alex Shephard as employee delegate and Jen Tafel as alternate employee delegate, to attend the Municipal Employees Retirement System's 77th Annual Meeting.
3. Approve the Interlocal Agreement with Saginaw County for administration of the 2023-2024 Byrne Justice Assistance Grant for \$41,671. Further, approve a budget adjustment to recognize these funds.
4. Approve the one-year extension of the Professional Services Agreement with the Child Abuse and Neglect Council for a Victim's Services Advocate at the Police Department.
5. Approve the purchase with Kustom Signals, Inc. for \$2,195 for a ProLaser 4 Traffic Safety light detection and ranging device for the Police Department.

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6. Approve the grant award of \$75,000 from the 2021 and 2022 State Homeland Security Grants for a Lenco BearCat Armored Rescue Vehicle for the Police Department, Emergency Services Team. Further, approve a budget adjustment for FY 2024 to recognize these funds.
 7. Approve the purchase with Lenco Industries, Inc. for \$281,814 for a Lenco BearCat Armored Rescue Vehicle for the Police Department, Emergency Services Team.
 8. Approve the HOME Grant Agreement for \$528,208 from the Department of Housing and Urban Development for the HOME Investment Partnership Program for FY 2024.
 9. Approve the HOME Subrecipient Agreements for \$245,831 and a Memorandum of Understanding for \$282,377 for home rehabilitation projects FY 2024.
 10. Approve the Emergency Solutions Grant Agreement for \$191,987 from the Department of Housing and Urban Development for FY 2024.
 11. Approve the Emergency Solutions Grant Subrecipient Agreements for \$191,987 to nine specific organizations providing shelters and transitional housing for the homeless for FY 2024.
 12. Approve the Community Development Block Grant Agreement for \$2,160,004 from the Department of Housing and Urban Development for FY 2024.
 13. Approve the Community Development Block Grant Subgrantee Agreements for \$684,700 and Memorandums of Understandings for \$1,179,583 to specific organizations for housing, economic development, public improvements, and public service activities for FY 2024.
 14. Approve the donation of a park bench from Arthur Hill High School Class of 1968 for the Public Services Department, Parks and Facilities Division.
 15. Approve the blanket purchase with Larry's Auto Supply for \$5,000 for shop supplies for the Public Services Department, Motor Pool Division.
 16. Ratification of the purchase with Jack Doheny Company for \$9,381 for repair to a 2019 Vactor sewer jet for the Public Services Department, Motor Pool Division.
 17. Approve the contract with Rohde Brothers Excavating, Inc. for \$638,891 for the Symphony Lane reconstruction project for the Public Services Department, Engineering Division.
 18. Approve the Community Development Block Grant contract with Lois Kay Contracting, Co. for \$710,033 for the 3rd and 10th Street Mill and Resurface and ADA Ramps projects for the Public Services Department, Engineering Division.
 19. Approve the contract with Lois Kay Contracting, Co. for \$376,954 for the 2023 Mill and Resurface project for the Public Services Department, Engineering Division.
 20. Approve the Commercial Sales Agreement with Johnson Controls, a sole source, for \$4,540 for the Wastewater Treatment Plant, Instrumentation and Process Controls Division.

21. Approve the purchase with Allied Instrumentation, a sole source, for \$4,475 for two controllers for the chemical feed system for the Water and Wastewater Treatment Services Department, Wastewater Treatment and Pumping Division.
22. Approve the purchase with Endress+Hauser for \$13,661 for two composite samplers for the Water and Wastewater Treatment Services Department, Wastewater Treatment and Pumping and the Remote Facilities Divisions.

Moved by Council Member Balls, seconded by Mayor Pro Tem Boensch to approve consent agenda items 8, 9, 12, and 13 as presented. 9 ayes, 0 nays, 0 absent. Motion approved.

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS

Moved by Council Member Silvia, seconded by Council Member Copeland to approve the Mayoral appointment of Robert Gilmour and Theresa Lister to the Saginaw Arts & Enrichment Commission both with a term to expire June 30, 2026. 9 ayes, 0 nays, 0 absent. Motion approved.

ORDINANCE INTRODUCTION

Moved by Mayor Pro Tem Boensch, seconded by Council Member Williams to introduce an ordinance to amend the official city map to vacate a portion of an alley running northwesterly to southeasterly through William Gallagher's subdivision of lot 11 in block 9 of Gallagher's plat of Salina, in the City of Saginaw. 9 ayes, 0 nays, 0 absent. Motion approved.

RESOLUTIONS

Moved by Council Member Balls, seconded by Council Member Copeland to adopt the resolution approving the Michigan Natural Resources Trust Fund Grant Declaration and Notice for the Saginaw Riverwalk Iron Belle Trail through Wickes Park Improvements. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Council Member Copeland, seconded by Mayor Pro Tem Boensch to adopt the resolution to authorize the submission of the Michigan Community Centers Grant Application. 9 ayes, 0 nays, 0 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Copeland, seconded by Council Member Flores to adjourn the meeting at 7:51 p.m. 9 ayes, 0 nays, 0 absent. Motion approved.

Submitted by,

Janet Santos, MiPMC/MMC
City Clerk

From: Timothy Morales, City Manager

Subject: Council Rules of Order Amendment

Prepared by: Council Rules of Order Work Group

Recommendation:

I recommend introduction of the proposed amendments to the City Council Rules of Order.

Justification:

On May 22, 2023, Council approved a motion to “have the Mayor and staff assemble a work group of three council members and appropriate staff to review the Council Rules of Order in its totality over the next six months.” The work group assigned to the task were: Mayor Pro Tem Boensch, Council Member Williams, Council Member Garcia, City Attorney Lusk, and City Clerk Santos.

The Work Group met several times to review all input received. Careful consideration was given to legal language that complies with the City Charter, the Open Meeting Act, parliamentary procedures, city ordinances, professionalism, etc.

The proposed changes as follows:

- Section 2, Notice and Minutes – Changes were made to generally refer to meeting notices and minutes complying with the OMA. That way, as the OMA is changed by the legislature, further changes to the Rules of Order will not be needed.
- Section 3, Audience – Language was amended to more appropriately address when an individual can be asked to remove a hat or head covering.
- Section 4, Disorderly Conduct – Language was removed from under the Audience, Public Hearings, and Public Input Sections regarding breaches of peace and disorderly behavior. This new section was created to have one specific area that addresses and defines disorderly conduct and applies to any individual in attendance; an endnote citing applicable sections of the City Code further defines prohibited behavior.
- Section 5, Order of Business – Clarifying language was added reflecting that the agenda is prepared by the City Manager.
- Section 6, Public Hearings – Language was struck allowing extensions of speaker time. Clarifying language was added reflecting that debate does not occur during public hearings.
- Section 7, Public Input – Language was struck allowing extensions of speaker time.

- Section 9, Reports from Manager – Language was added to provide definition to area of the agenda.
- Section 10, Unfinished Business – Language was added to provide definition to area of the agenda.
- Section 11, Miscellaneous Business – Language was added to provide definition to area of the agenda.
- Section 12, Presiding Officer – Language was added to clarify the presiding officer's role.
- Section 16, Parliamentary Rules – Clarifying language was added regarding recognition to speak, voting, conflicts of interest, and when a roll call vote is needed.
- Section 18, Council Vacancy – Clarifying language was added regarding members' obligation to notify the City Clerk regarding a change of address.
- Section 19, Election of Mayor – Clarifying language was added regarding the process for electing a mayor.
- Section 22, Continuing Education – Clarifying language was added with regards to the reimbursement of travel expenses.
- Section 23, Boards & Commissions Participation – Clarifying language was added to include community-based board and commissions.
- Section 24, Remote Participation – During the Covid-19 pandemic, State law allowed remote participation/virtual meetings in certain instances. Those provisions of the OMA have since sunset, and all corresponding references in the rule of order are being struck.
- Section 25, Authorization for Contacting City Staff – Language was added emphasizing the restrictions set forth in the City Charter.
- Section 26, Use of City Email and Electronic Devices – Language was added clarifying members' responsibility with regards to the use of the City email account and City-issued devices.

According to "Section 17: Amendments," "these rules may be amended by the affirmative vote of six Council members, notice having been given in writing of proposed amendments at a previous meeting." A copy of the amendments has been provided to Council for review and to be introduced at this regular meeting of the City Council.

Council Action:

Motion to approve the recommendation of the City Manager.

CITY OF SAGINAW

COUNCIL RULES OF ORDER

Section 1: Schedule

1. The Council shall meet at least twice monthly.

Section 2: Notice and Minutes

1. The City Clerk is designated as the person who shall give notice of all meetings of the Council ~~whether regular, rescheduled regular (recessed for more than 36 hours) or special meeting~~ and shall keep minutes thereof. **All meeting notices shall be posted, and minutes taken and maintained,** as required by 1976 PA 267 ("Open Meetings Act").
- ~~2. Notices of meetings shall be posted in the Office of the City Clerk in the City Hall.~~
- ~~3. The Clerk shall give the required notice of all meetings of the Committee of the Whole and the Clerk shall be given sufficient advance notice of the Committee of the Whole meeting to permit compliance with 1976 PA 267, as amended.~~

Section 3: Audience

1. Except in the case of closed sessions, all City Council meetings are open to the public.
2. When in the Council Chamber, or location in which a special meeting is held, members of the public shall **be asked to** show their respect for the City by:
 - a. Maintaining order;
 - b. Remaining quiet and refraining from speaking, cheering, booing or **participating in other** obnoxious behavior; **and**
 - ~~c. Removing hats, if they are men; and~~
 - d. Turning all electronic devices off or to "silent" modes.**
- 3. Members of the public may be requested to remove their hats or head coverings; members of the public who assert a religious or other constitutional right to the wearing of such hat or head covering will be allowed to continue to wear same.**
- ~~4. A person may be removed from a Council meeting for a breach of the peace committed at the meeting, but the presiding officer may admonish any person guilty of lesser misconduct.~~

Section 4: Disorderly Conduct

- 1. The presiding officer may call to order any person who is being disorderly by speaking out of order or otherwise disrupting the proceedings, such as by failing to be germane, speaking longer than the allotted time, or speaking vulgarities/profanities. Such person shall be seated until the presiding officer determines whether the person is in order. If the person so engaged in presentation is called out of order, he or she shall not be permitted to continue to speak at the same meeting except by special leave of the Council. If the person, after being called to order, shall continue to be disorderly and disrupt the meeting in such a manner as to be in violation of City ordinance, the presiding officer may order law enforcement to remove the person from the meeting. No person shall be removed from a public meeting except for disorderly conduct, as established by City ordinance, committed at the meeting.ⁱ**
- 2. During any portion of any City Council meeting, including Public Input, Public Hearings, and Council Remarks, the presiding officer shall not permit personally abusive attacks or slanderous or profane remarks about any person. Nothing herein is intended to limit or restrain negative,**

positive, or neutral comment about the manner in which an individual employee, officer, official, or Council member carries out their duties in public office or employment.

Section 45 : Order of Business

1. **An agenda for each Council meeting shall be prepared by the City Manager.** The regular order of business shall be as follows:
 - a. Roll Call
 - b. Announcements
 - c. Public Hearings
 - d. Public Input
 - e. Remarks of Council
 - f. Reports from Manager
 - g. Consent Agenda
 - h. Board/Commission/Committee Reports
 - i. Appointment of Board/Commission/Committee Members
 - j. Ordinance Introduction
 - k. Ordinance ~~Consideration and~~ Adoption
 - l. Resolutions
 - m. Unfinished Business
 - n. Miscellaneous Business
 - o. Adjournment
2. The presiding officer may refer to any order of business upon a motion by any Council member, duly supported and approved by a majority of the members present. In the case of a tie vote, the regular order of business will be followed.

Section 65: Public Hearings

1. Speakers must limit their remarks to the subject of the Hearing.
2. Each speaker shall begin by stating their name.
3. The main presenter, or their designated representative, will be allowed ten (10) minutes for their presentation ~~unless the Council shall by majority vote extend that time.~~ Each additional speaker addressing the issue is limited to three (3) minutes ~~unless the Council shall by majority vote extend that time.~~
4. Speakers may ask general questions about the subject of the hearing, but shall not ask questions of specific Council members. **The presiding officer, Council members, or City staff shall not engage in debate with speakers or other members of the public. Council members may not ask questions of a speaker during a public hearing.**
5. The purpose of a **pPublic hHearing** is to address Council. Speakers shall address their remarks to the Council as a whole and not to individual Council members, City staff or the audience.
6. Council members shall maintain a neutral or objective manner as much as possible.
7. ~~At the conclusion of a speaker's remarks, the Mayor or presiding officer, or Council members or City staff, with recognition by the presiding officer, may answer specific questions posed by the speaker and/or clarify points as deemed necessary. The presiding officer, Council members or City staff shall not engage in debate with speakers or other members of the public.~~

- ~~8. The purpose of a Public Hearing is to discuss City business and not to deal with individual personalities. Consequently, during any portion of any City Council meeting, including Public Hearings, the Council shall not permit personally abusive attacks or slanderous or profane remarks about any person. Nothing herein is intended to limit or restrain negative, positive or neutral comment about the manner in which an individual employee, officer, official or Council member carries out their duties in public office or employment.~~
- ~~9. Violation of these rules will be considered a breach of order, for which the speaker's appearance will be terminated. Refusal to yield the floor will be considered a breach of peace and subject the violator to removal from Council Chambers.~~

Section 76: Public Input

1. Speakers shall limit their remarks to business that is within the City of Saginaw's jurisdiction.
2. Any person, other than Council members or the City Manager, desiring to address the Council shall file with the Clerk by 1 p.m. on the day of the Council meeting a request for public input in writing, by telephone, ~~or by fax~~ **or email**. The request shall include the requestor's name, residence address, and subject of the appearance. For special meetings and meetings held at times other than 6:30 p.m., the deadline is 6 business hours prior to the meeting.
3. Each speaker is limited to three (3) minutes ~~unless the Council shall by majority vote extend that time.~~
4. Speakers during Special Single-Subject meetings must limit their remarks to the single-subject of the meeting.
5. The purpose of public input is to address Council. ~~Speakers shall address their remarks to the Council as a whole. Remarks shall not be addressed to individual Council members, City staff, or the audience.~~
6. Speakers may ask general questions about the subject of their presentation. All such questions will be referred to City Staff for appropriate follow up. ~~Speakers shall not ask questions of specific Council members.~~
7. Council members shall maintain a neutral or objective manner ~~as much as possible.~~
8. At the conclusion of a speaker's input, the ~~Mayer~~ or presiding officer shall, if applicable, refer questions to City staff and thank the speaker for their remarks. The presiding officer or Council members shall not engage in debate with speakers or other members of the public.
- ~~9. The purpose of a City Council meeting is to discuss City business and not to deal with individual personalities. Consequently, during any portion of any City Council meeting, including Pubic Input, the Council shall not permit personally abusive attacks or slanderous or profane remarks about any person. Nothing herein is intended to limit or restrain negative, positive or neutral comment about the manner in which an individual employee, officer, official or Council member carries out their duties in public office or employment.~~
- ~~10. Violation of these rules will be considered a breach of order, for which the speaker's input will be terminated. Refusal to yield the floor will be considered a breach of peace and subject the violator to removal from Council Chambers.~~

Section 87: Council Remarks

1. Upon recognition by the presiding officer, members of Council may make remarks to other Council members, City staff, and the public.
2. Council remarks shall be limited to three (3) minutes and shall relate to issues affecting the City of Saginaw and within the jurisdiction of City government.

Section 9: Reports from Manager

1. The City Manager shall report on, and City Council may ask questions regarding, various City projects and activities otherwise of interest to the City.

Section 10: Unfinished Business

1. Action items postponed or otherwise delayed for consideration from a prior meeting shall be brought forward for consideration.

Section 11: Miscellaneous Business

1. Miscellaneous Business is an opportunity for members of Council to bring additional action items, not otherwise specifically listed on the agenda, forward for consideration via motion and vote or Council consent.

Section 128: Presiding Officer

1. The presiding officer shall **enforce these rules of procedure**, preserve order, and shall decide all questions of order, subject to an appeal to the Council. When a member has made an appeal of the decision of the presiding officer and has been properly seconded, the presiding officer shall call for a vote ~~to sustain the chair~~. The presiding officer shall have a vote in case of appeal of their own decision. A tie vote shall sustain the presiding officer on the principle that the decision of the presiding officer stands until reversed by a majority.
2. The **presiding officer is solely charged with addressing the public, and the Mayor** ~~or~~ presiding officer should expedite business and guide the discussion so as to allow full expression of views, but also move business along as quickly as possible.
3. Except as otherwise ordered by the Council, it shall be the duty of the presiding officer to refer all petitions, communications or other business that may come before the Council to the City Manager or appropriate committee, commission, or official.
4. Discussion on all subjects shall be free and open and under moderation of the presiding officer. The presiding officer shall request a member who is repetitive to yield the floor and when necessary, a move for the previous question shall be made to terminate debate. The presiding officer may address the Council and make a motion for Council consideration in the same manner as any other Council member.

Section 139: Committee of the Whole

1. When the Council shall resolve into the Committee of the Whole, the Mayor shall preside therein, and these rules shall be observed in the Committee of the Whole, so far as they are applicable.
2. When the Council meets as the Committee of the Whole at a time other than during a regular or special meeting of the Council, it shall not make any determination nor adopt any recommendation for transmission to the Council at such meeting. It may recess such

meeting to a regular or special Council meeting, at which it shall not make any determination or adopt any recommendation as the Committee of the Whole prior to the conclusion of the fourth order of business, "Public Input."

Section ~~14~~10: Closed Session

1. If the Council is to meet in closed session, the applicable provision of MCL 15.267 and 268, as amended, shall be observed.

Section ~~15~~11: Agenda

1. The City Manager shall prepare an agenda for each meeting of the Council and deliver a copy of the same to each Council member not sooner than seven days, nor less than three days prior to the scheduled meeting.
2. The agenda shall contain a summary of each item of business to come before the Council. Any items originated by the City Manager, or member of the administrative service of the City, or City board, bureau, or commission, not on the agenda may be considered under "Miscellaneous Business."

Section ~~16~~12: Parliamentary Rules

1. Oral motions shall be stated by the presiding officer or, at their direction, by the Clerk. Written motions shall be read by the Clerk. All motions shall be seconded before being considered. At the request of a Council member, any motion shall be reduced to writing.
2. During the Council discussion and debate, no member shall speak until recognized for that purpose by the presiding officer. After such recognition, the member shall confine discussion to the motion at hand and to its merits and shall not be interrupted except by a point of order or privilege raised by another member. Speakers should address their remarks to the presiding officer, maintain a courteous tone and avoid interjecting a personal note into debate. No member shall speak more than once on the same question, unless every member desiring to speak to that question shall have had the opportunity to do so.
32. Any member may call for a division of the question or the presiding officer may direct the same. In either case, it shall be divided providing it comprehends questions so distinct that, if one is taken away, the other will stand as an entire question for decision.
4. Election to Council carries with it the obligation to vote. Council members present at a council meeting shall vote on every matter before the body, unless prohibited from voting by law. A council member who is present and does not respond to a roll call vote shall be counted as voting with the prevailing side and shall be so recorded, unless otherwise prohibited by law from voting. Conflict of interest, as defined by law, shall be the sole reason for a member to abstain from voting. The opinion of the City Attorney shall be binding on the Council with respect to the existence of a conflict of interest. A vote may be postponed, if necessary, to obtain the opinion of the City Attorney. The right to vote is limited to the members of Council present at the time the vote is taken. Voting by proxy or by telephone is not permitted. All votes must be held and determined in public; no secret ballots are permitted.
53. On any voice vote for which the majority is not clear, or for which the Clerk is unable to determine which members have voted "yea" or "nay," or for which there is any "nay" vote, a roll call vote shall be recorded. Any vote may be recorded by roll call upon the request of the presiding officer.

64. When a **main motion** ~~question~~ is under discussion, no **other** motion shall be entertained except:
- to amend
 - to refer
 - to postpone
 - to lay on the table
 - to move the previous question
 - to adjourn.
75. A motion to adjourn shall always be in order, except when a vote is being taken or when a member has the floor, provided that there shall be some intervening business proposed between two motions to adjourn. Motions to adjourn, to lay on the table, for the previous question, and all motions relating to questions of order shall be decided without debate.
86. Should any member of Council wish to end debate, they, upon recognition by the presiding officer, may "move to call the previous question" and restate the original question. This motion must be seconded and adopted by a two-thirds vote. Adoption shall preclude all amendments and debate on the **main motion** ~~question~~.
97. When a **motion** ~~question~~ has been acted upon, it shall be in order for a member who voted with the prevailing side to move to reconsider thereof at the same, or at the next succeeding regular meeting; but no question shall be twice reconsidered without the consent of two-thirds of the Council.
- ~~8. When taking roll call votes, roll will be called in a rotating order rather than alphabetical order, with the order of rotation noted by the Clerk.~~
109. The rules of parliamentary practice comprised in **the latest edition of** "Roberts Rules of Order, Revised" shall govern the Council in all cases to which they are applicable, provided they are not in conflict with the constitution or laws of the State of Michigan, the Charter of the City of Saginaw, or these rules. **The City Clerk shall serve as parliamentarian.**

Section 1713: Staff

1. It shall be the duty of the Manager and City Attorney to attend all regular meetings of the Council.
2. The Chief of Police or a member of the police force in full uniform shall attend the sessions of the Council, and shall execute its command and shall serve any process issued by authority of the Council, as may be directed to them by the presiding officer, and keep order in the Council chamber.

Section 1814: Council Vacancy

1. **Members shall notify the City Clerk's office within seven (7) days of any change in residency within the territorial limits of the City. Members who move outside the territorial limits of the City are no longer qualified to serve on City Council and shall immediately resign with written notice to the City Clerk's office.**
2. When a vacancy shall occur on the City Council, the Council shall forthwith accept written applications from interested citizens to fill said vacancy. Applications shall be on a form approved by the Council, obtainable at the City Clerk's office and shall be filed with the City Clerk no later than 4 p.m. on a date established by the Mayor in consultation with the City Clerk. The period for receiving applications shall be open for at least seven (7) days.

2. The City Clerk shall certify on the application as to the qualification of the applicant:
 - a. That the applicant is a registered voter in the City of Saginaw; and
 - b. That the applicant is not in default to the City of Saginaw in accordance with Section 91 of the City Charter.
3. The City Clerk shall transmit all certified applications to the City Council prior to the Committee of the Whole meeting. The Council shall invite those persons whose certified application it has received to attend said Committee of the Whole meeting to address the Council and submit to questions of the Council.
4. The Committee of the Whole shall adjourn to a regular or special Council meeting and following "Miscellaneous Business," may proceed to nominate a candidate/s.
5. The vote on candidates shall be by roll call vote with each Council member naming the candidate of their choice. In the event no candidate receives five votes on the first ballot, candidates receiving no votes or a number of votes less than the candidate receiving the second highest number of votes shall be eliminated. If the two top candidates are tied, those with a fewer number of votes shall be eliminated. Candidates tied for second place shall remain in the running and voting shall continue until a candidate receives five votes.
6. Should all candidates be tied for first place, voting shall continue until the tie is broken and the process outlined in the preceding paragraph shall be followed.
7. The candidate appointed shall take office at the next regular or special Council meeting.

Section ~~19~~15: Election of Mayor

1. In the event of the election of Mayor, the City Clerk shall serve as temporary Chair of the Council meeting until a Mayor is elected.
2. The Clerk shall entertain nomination~~s~~ for the office of Mayor. Those persons nominated are excluded from voting as Council members may not vote on any question in which they have a financial interest, such as the additional monthly salary paid to the Mayor.
3. Upon roll call vote, each Council member will indicate their choice. The candidate receiving the greatest number of votes is elected. In the case of three or more candidates, the candidate/s with the fewer number of votes will be eliminated from the contest. **If the two top candidates are tied, those with a fewer number of votes shall be eliminated, and voting shall continue until one candidate receives a majority of votes.**
4. The same procedures outlined in the above paragraphs will be followed for the election of the Mayor Pro Tem, except candidates may vote for themselves because there is no financial interest involved.

Section ~~20~~16: Suspension

1. These rules or any part thereof may be temporarily suspended at any session, except insofar as they embody mandatory provisions of state law or the charter, by a majority vote of the members present.

Section ~~21~~17: Amendment

1. These rules may be amended by the affirmative vote of six Council members, notice having been given in writing of proposed amendment/s at a previous meeting.

Section ~~22~~18: Continuing Education

1. Members of Council are expected to attend and complete the Michigan Municipal League's newly elected official training, as well as any internal orientation and/or training offered at the City. ~~Members of Council are encouraged to continue their professional development by attending educational conferences sponsored by the Michigan Municipal League or other appropriate entity; however, members agree to travel reimbursement in accordance with City policy and regulations. Members will be personally responsible for the costs associated with attendance at education conferences under the following circumstances:~~
 - a. ~~Members will be personally responsible for any difference in cost between late registration and regular registration caused as a result of the actions or inactions of that member. This may include additional costs incurred as a result of having to stay at an off-site hotel, including the difference in cost of the hotel and mileage to and from the conference.~~
 - b. ~~Members will be personally responsible for all costs of registration and travel, including mileage and meals, if, at the time of registration, they are in default to the City.~~
 - c. ~~If a meal is provided as a part of the conference, members will be personally responsible for the cost of any meals consumed off the premises.~~
 - d. ~~Members will be personally responsible for any costs associated in participating in social activities not officially part of the conference.~~

Section ~~23~~19: Boards & Commissions Participation

1. Members of Council are ~~encouraged to participate in and join other City or community-based Boards, Commissions, or Authorities~~ ~~expected to attend meetings of at least one City Board, Commission, or Authority, and to join the Board, Commission, or Authority when appropriate.~~ ~~All questions pertaining to the compatibility or conflicts with such memberships shall be referred to the City Attorney.~~

Section ~~24~~20: Remote Participation

1. Should a member of City Council be absent from a meeting due to military duty, the absent member shall be allowed to participate in, and vote on, business before the Council via telephone or video conference or other means that ensures two-way communication.
- ~~2. Should a member of City Council be absent from a meeting due to a medical condition, the absent member shall be allowed to participate in, and vote on, business before the Council via telephone or video conference or other means that ensures two-way communication. A medical condition is defined as an illness, injury, disability, or other health-related condition.~~
- ~~3. Should City Council be unable to meet in person due to the declaration of a statewide or local state of emergency or disaster, made pursuant to law or charter or local ordinance, by the governor or a local official, governing body, or chief administrative officer, that would risk the personal health or safety of members of the public or City Council if the meeting were held in person, members of City Council shall be allowed to participate in, and vote on, business before the Council via telephone or video conference or other means that ensures two-way communication.~~
42. For each member of City Council attending the meeting remotely, a public announcement must be made during roll call that the member is attending the meeting remotely. ~~If the member is attending the meeting remotely for a purpose other than military duty, the member's announcement must further identify their physical location (City and State) from which he or she is attending remotely. The remote attendance of the member of City~~

Council shall be recorded in the minutes of the meeting. Where technology has been provided, or is otherwise available, to members of City Council that allows them to participate remotely via video conference, their cameras shall remain on to be seen and heard during the course of the meeting.

~~53.~~ Should a member of the City Council be absent for one of the reasons cited above, notice of the absence of that member shall be posted to the Council page of the City website with alternative contact information (such as City email address, etc.) posted to same sufficiently in advance of a meeting to allow the public to provide input to that member of any business that comes before the Council.

~~64.~~ At a meeting that accommodates members absent due to military duty ~~or a medical condition~~, only those members absent due to military duty ~~or a medical condition~~ may participate remotely. Any member who is not on military duty ~~or does not have a medical condition~~ must be physically present to participate.

~~7. Paragraphs 2 and 3, above, shall sunset on December 31, 2021.~~

Section 25: Authorization for Contacting City Staff.

1. In accordance with Section 30 of the City Charter, members of Council shall not make direct inquiries of any appointive officer or other City employee, nor shall they direct the work of such appointive officers and employees or otherwise issue orders to same. Inquiries to appointive officers and employees shall be made solely through the City Manager, either through direct communication with the City Manager or discussion from the Council table.

Section 26: Use of City Email and Electronic Devices.

1. Council members shall use only the City electronic mail system for their electronic communications for City business. Council members shall be mindful that all electronic communications pertaining to City business are subject to disclosure under Michigan's Freedom of Information Act, including communications sent from personal email accounts and cellular phones.
2. City documents and emailed documents are property of the City of Saginaw. Under no circumstances does a member of Council have the right to give out copies of documents or emailed documents to any member of the public. A member of the public desiring to see a City document or email should be directed to the City website for submission of a FOIA request.
3. City-issued electronic devices and email accounts are intended to be used only for City-related purposes. Personal use is discouraged and should occur infrequently and shall be incidental to the intended use of the electronic device and email account.
4. Council members shall not install any hardware or software on the electronic device without prior approval through the City Manager's office.
5. Council members shall have the use of the electronic device during the member's term of office, and such right shall terminate at the same time as the member's term of office ends, at which time the electronic device and all associated equipment shall be returned to the City. Council members shall be personally responsible for paying the City the value of any electronic device or associated equipment they failed to return at the end of their term.

6. Council members shall be responsible for maintaining the electronic device in good condition, and to reasonably protect it from theft, loss, or damage. City policies applicable to City staff with regard to damaged or lost equipment shall apply.
7. Council members may not use the electronic device in connection with election or re-election efforts or campaigning, either for the member or any other candidate for public office or ballot initiative.
8. Council members shall not use the electronic device, or the internet access or email provided with it, for any commercial, illegal, or illicit purpose or activity, or for financial gain. Council members shall not use the electronic device to download or store inappropriate or obscene material. Council members shall not knowingly violate copyright laws or site guidelines in connection with internet access. Council members shall not knowingly use the electronic device, or the internet access or e-mail provided with it, to propagate any virus, worm, "Trojan horse," "trap door," or "back door" program code or to knowingly disable, disrupt, or overload the computer system or network, or to circumvent any system designed to protect the privacy or security of another user, computer system, communications network, or organization. Council members may be required to participate in IT security training offered by the City.
9. Council members shall not use the electronic device for any purpose that violates the Open Meetings Act, MCL 15.261, et seq.
10. The electronic device shall at all times remain City property, and therefore subject to return to the City upon request, for inspection, repair, installation of additional hardware or software or other applications, and the like, or to ensure compliance with these rules.

i i City ordinances pertaining to disorderly conduct include:

§ 130.16 CAUSING OR RISKING PUBLIC INCONVENIENCE, ANNOYANCE OR ALARM.

No person shall purposely cause, recklessly create a risk of, or knowingly contribute to inconvenience, annoyance, or alarm to any person in a public place by:

- (A) Engaging in fighting or threatening the physical safety of another;
- (B) Engaging in physically violent or tumultuous behavior; or
- (C) Jostling or roughly crowding persons unnecessarily.

§ 130.17 FAILURE OR REFUSAL OF DISORDERLY PERSONS OR BYSTANDERS TO DISPERSE UPON OFFICIAL ORDER.

When any person is participating in a course of conduct described in §130.16 which is likely to cause substantial harm or serious inconvenience, annoyance, or alarm, a peace officer may order the participant and others in the immediate vicinity to disperse. No person shall refuse or knowingly fail to obey such an order.

§ 130.20 DISRUPTING MEETINGS AND PROCESSIONS.

No person shall, with purpose to prevent or disrupt a lawful meeting, procession, or gathering:

- (A) Do any act tending to obstruct or interfere with it physically; or
- (B) Make any utterance, gesture, or display designed to outrage the sensibilities of the group.

§ 130.30 HARASSING, ALARMING, OR OFFENSIVE CONDUCT.

No person with purpose to harass or alarm another shall:

- (A) Use lewd, disorderly, threatening, profane, or obscene words or physical gestures in a fighting or taunting manner that is reasonably likely to provoke another person of common intelligence to retaliate in a physically violent or disorderly manner;
- (B) Frighten or attempt to frighten another by threat, physical gesture or menace of unlawful bodily harm that places the other in fear for their personal safety; or
- (C) Subject another to an offensive and/or unwelcome touching.

From: Tim Morales, City Manager

Subject: Transfer of City Owned, Vacant Residential Properties to Saginaw County Land Bank.

Prepared by: Cassi Zimmerman, Director of Planning and Economic Development

Manager's Recommendation:

It is recommended that the City of Saginaw transfer the following City-Owned properties to the Saginaw County Land Bank for the purchase price of \$1.00 each. Further, the City Manager or his designee be authorized to sign any documents to complete the transaction.

PROPERTY ADDRESS	PARCEL #	Property Description
3502 BUNDY ST	12 0017 00100	W. 220 FT.OF LOT 1,BLK. 1,THE BATTELLE ADDITION TO EAST SAGINAW.
3501 EAST ST	12 0018 00000	LOT 2,EXC.W.112 FT & EXC E'LY 10 FT TAKEN FOR EAST ST R.O.W. BLK 1 THE BATTELLE ADDITION TO EAST SAGINAW
3504 BUNDY ST	12 0018 00100	W.112 FT.OF LOT 2,BLK.1,THE BATTELLE ADDITION TO EAST SAGINAW
3509 EAST ST	12 0019 00000	LOT 3,LOT 4 EXC S 60 FT. BLK.1 THE BATTELLE ADDITION TO EAST SAGINAW ALSO EXC E'LY 10 FT OF THE JUST DESC PARCELTAKEN FOR EAST ST R.O.W.
3525 EAST ST	12 0023 00000	LOT 5 BLK 1 EXC E'LY 10 FT TAKEN FOR EAST ST R.O.W. THE BATTELLE ADDITION TO EAST SAGINAW ALSO E 1/2 OF VACATED BUNDY ST LYING ADJACENT THERETO
3533 EAST ST	12 0024 00000	E 120 FT OF LOT 6,E 120 FT OF N 47.4 FT OF LOT 7 BLK 1 THE BATTELLE ADDITION TO EAST SAGINAW ALSO EXCEPTING THE 10 FT OF THE JUST DESC PARCEL TAKEN FOR EAST ST R.O.W.
3528 BUNDY ST	12 0024 00100	LOT 6 EXC E 120 FT, LOT 7 EXC E 120 FT & EXC S 25.20 FT, ALSO E 1/2 OF VACATED BUNDY ST LYING ADJ THERETO, BLK 1, THE BATTELLE ADDITION TO EAST SAGINAW
3535 RUSSELL ST	12 0043 00000	LOT 4,EXC.N.1/2 OF W.1/2,BLK.3,THE BATTELLE ADDITION TO EAST SAGINAW
3536 DOUGLASS ST	12 0043 00100	N.1/2 OF W.1/2 OF LOT 4,BLK.3,THE BATTELLE ADDITION TO EAST SAGINAW
3550 DOUGLASS ST	12 0044 00000	W.1/2 OF LOT 5,BLK.3,THE BATTELLE ADDITION TO EAST SAGINAW
3603 RUSSELL ST	12 0045 00000	E.1/2 OF LOT 5,BLK.3,THE BATTELLE ADDITION TO EAST SAGINAW
3611 RUSSELL ST	12 0046 00000	LOT 6,BLK.3,THE BATTELLE ADDITION TO EAST SAGINAW
3628 DOUGLASS ST	12 0047 00200	W 1/2 OF LOT 7, BLK 3, BATTELLE'S ADDITION
3637 RUSSELL ST	12 0048 00000	LOT 8,EXC.THE SLY 60 FT TAKEN FOR ST PAUL DRIVE, BLK 3, THE BATTELLE ADDITION TO EAST SAGINAW.
3603 DOUGLASS ST	12 0049 00000	N.60 FT.OF LOT 1,BLK.4,THE BATTELLE ADDITION TO EAST SAGINAW
3611 DOUGLASS ST	12 0050 00000	LOT 1,EXC.N.60 FT.& EXC.S.70 FT.,BLK.4,THE BATTELLE ADDITION TO EAST SAGINAW
3617 DOUGLASS ST	12 0050 00100	N.60 FT.OF S.70 FT.OF LOT 1,BLK 4,THE BATTELLE ADDITION TO EAST SAGINAW

3623 DOUGLASS ST	12 0050 00200	S.10 FT.OF LOT 1,LOT 2,EXC.S. 90.1 FT.,BLK.4,THE BATTELLE ADDITION TO EAST SAGINAW
3631 DOUGLASS ST	12 0051 00000	S.90.1 FT.OF LOT 2,BLK.4,THE BATTELLE ADDITION TO EAST SAGINAW
3641 DOUGLASS ST	12 0052 00000	LOT 3,BLK.4,THE BATTELLE ADDITION TO EAST SAGINAW
3320 BUNDY ST	12 0167 00000	LOT 10,BLK.10,DERBYS ADDITION TO THE VILLAGE OF SALINA
3315 RUSSELL ST	12 0197 00000	LOT 4,BLK.13,DERBYS ADDITION TO THE VILLAGE OF SALINA
3320 DOUGLASS ST	12 0203 00000	LOT 10,BLK.13,DERBYS ADDITION TO THE VILLAGE OF SALINA
3334 DOUGLASS ST	12 0204 00000	LOT 12,BLK.13,DERBYS ADDITION TO THE VILLAGE OF SALINA
3017 RUSSELL ST	12 0288 00000	LOT 4,BLK.1,HARKNESS & FOX ADDITION TO THE VILLAGE OF SALINA,ALSO KNOWN AS HARKNESS & FOX ADDITION TO SALINA
3017 GRANT ST	12 0302 00000	LOT 4,BLK.2,HARKNESS & FOX ADDITION TO THE VILLAGE OF SALINA,ALSO KNOWN AS HARKNESS & FOX ADDITION TO SALINA
3428 RUSSELL ST	12 0527 00000	LOT 10,BLK.2,RUST & HAYS ADDITION
3425 BUNDY ST	12 0528 00000	LOT 1,EXC.SLY.2 FT.,BLK.3,RUST & HAYS ADDITION
3423 GLASBY ST	12 0537 00000	LOT 1,BLK.4,RUST & HAYS ADDITION
3415 GLASBY ST	12 0539 00000	LOT 3,BLK.4,RUST & HAYS ADDITION
3421 EAST ST	12 0548 00000	LOT 2 BLK 5 EXC E 10 FT TAKEN FOR EAST ST R.O.W. RUST & HAY'S ADDITION
608 GALLAGHER ST	12 1374 00000	LOT 7,BLK.13,SALINA
3429 BUNDY ST	12 1397 00000	LOTS 1 & 2,WILSON#S ADDITION,EXC.S.60 FT.TAKEN FOR SOUTHVIEW ST.,SLY.2 FT.OF LOT 1,BLK.3,RUST & HAY#S ADDITION
3430 GRANT ST	12 1399 00000	LOTS 7 & 8,WILSON#S ADDITION, EXC.S.60FT.TAKEN FOR SOUTHVIEW ST.
3431 GRANT ST	12 1402 00000	LOT 9,WILSONS ADDITION
3437 GRANT ST	12 1403 00000	LOT 10,WILSONS ADDITION
3438 RUSSELL ST	12 1408 00000	LOT 15,WILSONS ADDITION
3432 RUSSELL ST	12 1409 00000	LOT 16,WILSONS ADDITION
3108 RIVER ST	12 1450 00100	WLY.1/2 OF A PARCEL OF LAND IN W.1/2 OF S.E.FRL.1/4 OF SEC.35,T.12 N.,R.4 E. VIZ.COMG.AT A POINT ON W.LINE OF DOUGLASS ST.,130 FT.N.OF N.LINE FLAGLER & YORK'S SECOND ADDITION TO SALINA,THENCE W.PARL.WITH SAID N.LINE TO E. LINE RIVER ST.,THENCE N.ON SAID E.LINE,50 FT.,THENCE E. TO W.LINE DOUGLASS ST. THENCE S.50 FT. TO POINT OF BEG.
3403 DOUGLASS ST	12 1469 00000	PART OF N.E.FRL.1/4 OF SEC.2,T. 11,N.R.4,E.DESCRIBED AS FOLLOWS COMG.AT A POINT IN WLY.LINE OF DOUGLASS ST.30 FT.SLY.OF ITS INTERSECTION WITH NLY.LINE OF SAID SEC.2,THENCE SLY.ON WLY. LINE OF DOUGLASS ST.60 FT., THENCE WLY.PARL.WITH NLY.LINE OF SAID SEC.2,TO CENTER LINE OF RIVER ST.EXTENDED,THENCE NLY.ON SAID CENTER LINEEXTENDED,60 FT TO SLY.LINE OF BRADLEY ST., THENCE ELY.ONSAID SLY.STREET LINE TO PLACE OF BEG.EXC.THAT PART TAKENFOR R.R.RIGHT OF WAY ALSO EXC.ELY.120 FT.,ALSO THAT PORTION OF VACATED BRADLEY ST.& VACATED RIVER ST.LYING ADJACENT THERETO.

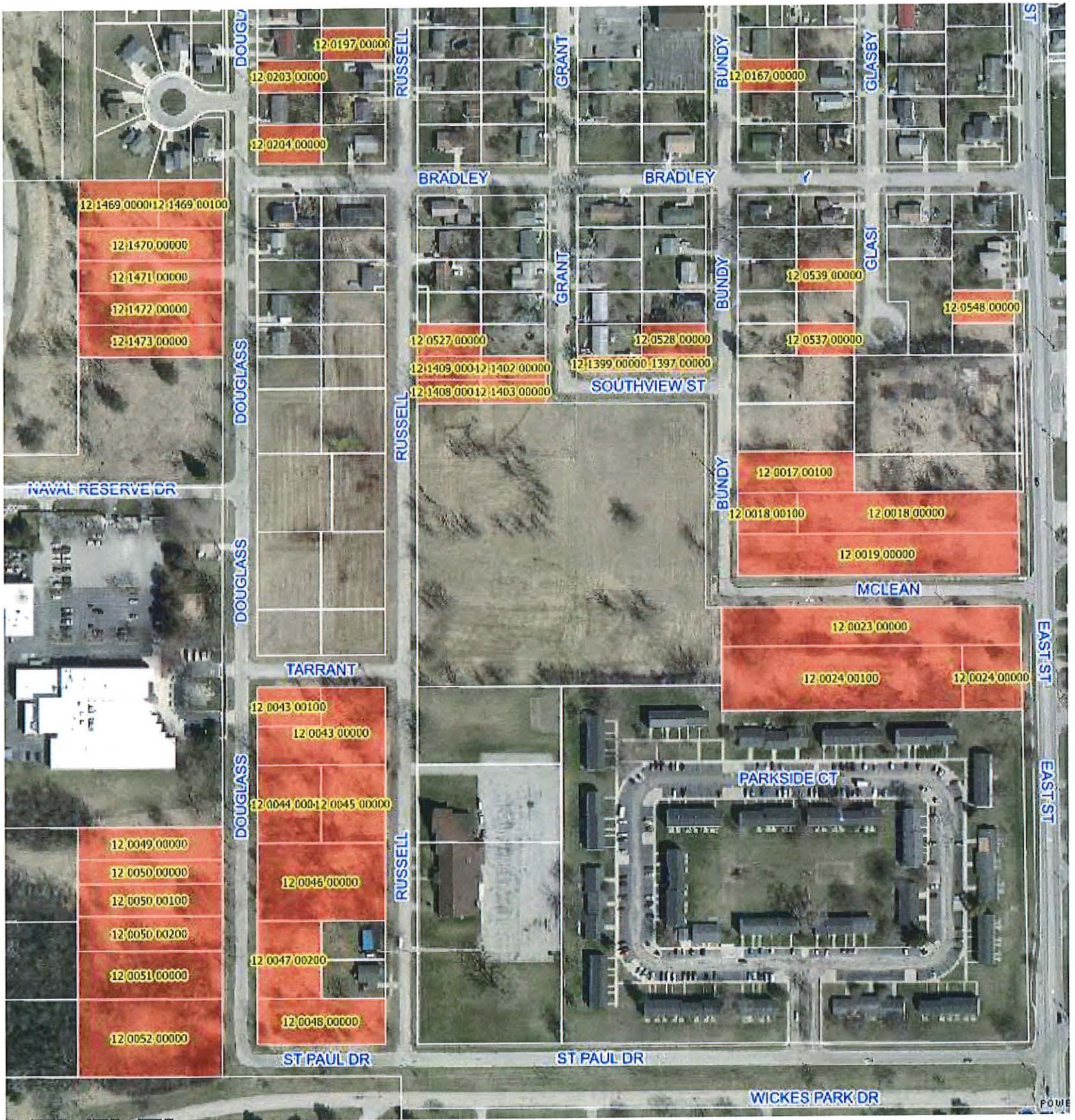
3401 DOUGLASS ST	12 1469 00100	ELY.120 FT.OF THAT PART OF N.E. FRL.1/4 OF SEC.2,T.11,N.R.4,E. DESCRIBED AS FOLLOWS.COMG.AT A POINTIN WLY.LINE OF DOUGLASS ST.30 FT.SLY.OF ITS INTERSECTIONWITH NLY.LINE OF SAID SEC. 2,THENCE SLY.ON WLY.LINE OF DOUGLASS ST.60 FT.,THENCE WLY. PARL.WITH NLY.LINE OF SAID SEC. 2,TO CENTER LINE OF RIVER ST. EXTENDED,THENCE NLY.ON SAID CENTER LINE EXTENDED,60 FT.TO SLY.LINE OF BRADLEY ST.,THENCE ELY.ON SAID SLY.STREET LINE TO PLACE OF BEG.,ALSO THAT PORTION OF VACATED BRADLEY ST.LYING ADJACENT THERETO.
3411 DOUGLASS ST	12 1470 00000	S.60 FT.OF THE N.150 FT.OF THE FOLLOWING DESCRIBED PROPERTY. COMG.AT A POINT WHERE THE W. LINE OF DOUGLASS ST.INTERSECTS THE N.LINE OF SEC.2,T.11,N.R.4, E. RUNG.THENCE S.ON THE W.LINE OF DOUGLASS ST.330 FT.,THENCE W PARL.WITH SAID N.SEC.LINE TO THE CENTER LINE OF RIVER ST. EXTENDED,THENCE N.ON SAID CENTER LINE OF RIVER ST. EXTENDED TO N.LINE OF SAID SEC. 2,THENCE E.ON SAID LAST MENTIONED N.LINE TO THE PLACE OF BEG.,BEING A PART OF N.E.FRL 1/4 OF SEC.2,T.11 N.R.4,E.EXC. THAT PART TAKEN FOR R.R.RIGHT OFWAY.
3417 DOUGLASS ST	12 1471 00000	A PARCEL OF LAND IN N.E.FRL.1/4 OF SEC.2,T.11,N.R.4,E.DESCRIBED AS FOLLOWS.COMG.AT A POINT IN THE W.LINE OF DOUGLASS ST.150 FT.S.OF ITS INTERSECTION WITH THE N.LINE OF SEC.2,T.11,N.R.4, E.,RUNG.THENCE S.ALONG W.LINE OF DOUGLASS ST.60 FT.,THENCE W. PARL.WITH THE N.LINE OF SAID SEC.TO THE CENTER LINE OF RIVER ST.IF EXTENDED,THENCE N.ALONG SAID CENTER LINE OF RIVER ST. EXTENDED 60 FT.,THENCE E.TO THEPLACE OF BEG.EXC.THAT PART TAKEN FOR R.R.RIGHT OF WAY.
3421 DOUGLASS ST	12 1472 00000	A PARCEL OF LAND IN N.E.FRL.1/4 OF SEC.2,T.11,N.R.4,E.DESCRIBED AS FOLLOWS.COMG.AT A POINT IN THE W.LINE OF DOUGLASS ST.210 FT.S.OF ITS INTERSECTION WITH THE N.LINE OF SEC.2,T.11,N.R.4, E.,RUNG.THENCE S.ALONG W.LINE OF DOUGLASS ST.60 FT.,THENCE W. PARL.WITH THE N.LINE OF SAID SEC.TO THE CENTER LINE OF RIVER ST.IF EXTENDED,THENCE N.ALONG SAID CENTER LINE OF RIVER ST. EXTENDED,60 FT.,THENCE E.TO THEPLACE OF BEG.EXC.THAT PART TAKEN FOR R.R.RIGHT OF WAY.
3429 DOUGLASS ST	12 1473 00000	A PARCEL OF LAND IN N.E.FRL.1/4 OF SEC.2,T.11,N.R.4,E.DESCRIBED AS FOLLOWS.COMG.AT A POINT IN THE W.LINE OF DOUGLASS ST.270 FT.S.OF ITS INTERSECTION WITH THE N.LINE OF SEC.2,T.11,N.R.4, E.,RUNG.THENCE S.ALONG W.LINE OF DOUGLASS ST.60 FT.,THENCE W. PARL.WITH THE N.LINE OF SAID SEC.TO THE CENTER LINE OF RIVER ST.IF EXTENDED,THENCE N.ALONG SAID CENTER LINE OF RIVER ST. EXTENDED,60 FT.,THENCE E.TO THEPLACE OF BEG.EXC.THAT PART TAKEN FOR R.R.RIGHT OF WAY.
1306 DEAN ST	12A0109 00000	LOT 109, BLOOMFIELD ACRES SUBDIVISION NO. TWO
3609 SOUDERTON DR	12A0159 00000	LOT 159, BLOOMFIELD ACRES SUBDIVISION NO. TWO
3621 SOUDERTON DR	12A0160 00000	LOT 160, BLOOMFIELD ACRES SUBDIVISION NO. TWO
3635 SOUDERTON DR	12A0162 00000	LOT 162, BLOOMFIELD ACRES SUBDIVISION NO. TWO
3645 SOUDERTON DR	12A0163 00000	LOT 163, BLOOMFIELD ACRES SUBDIVISION NO. TWO

Justification:

The vacant residential properties in the southeast area of Saginaw are currently owned by the City. There has been some interest to purchase properties in this area by residents living at surrounding properties. The city is limited to selling property at Market Value while the Saginaw County Land Bank has the ability to sell property for a much lower price making it more affordable for residents to purchase additional lots to expand their side yards. The Engineering Department as well as Maintenance & Services have reviewed these properties and find no strategic purpose in retaining them for the City's development and revitalization plans. The Land Bank is willing to assume all costs of transfer.

Council Action:

Motion to approve the recommendation of the City Manager



From: Timothy Morales, City Manager
Subject: Fordney Park Security Camera Project
Prepared by: Jeff Klopac, Technical Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Advanced Business Communications, LLC for \$6,634.40 for the installation of security cameras at Fordney Park for the Technical Services Department.

Justification:

The Technical Services Department is requesting the purchase of security cameras to be located at Fordney Park. To enhance safety for visitors at city parks, we would like to install multiple cameras at various locations throughout the park. Currently, the City has security observation cameras at most municipal buildings, municipal parking lots, and also remote cameras used for code enforcement violations. Advanced Business Communications, LLC is the vendor the City utilizes for security and surveillance upgrades.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Technical Services Fund, Information Services, Operating Service Account No. 658-1720-805.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: S. Water St Parking Lot Security Camera Project
Prepared by: Jeff Klopac, Technical Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Advanced Business Communications, LLC for \$2,895.94 for the installation of security cameras at the S. Water St. parking lot for the Technical Services Department.

Justification:

The Technical Services Department is requesting the purchase of security cameras to be located at the S. Water St. parking lot, located north of the Water St. CSO basin, and acts as an entrance way to Potthoff Park and the river walk. To enhance safety for visitors at city parks, we would like to install cameras at various city parks. Currently, the City has security observation cameras at most municipal buildings, municipal parking lots, and also remote cameras used for code enforcement violations. Advanced Business Communications, LLC is the vendor the City utilizes for security and surveillance upgrades.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Technical Services Fund, Information Services, Operating Service Account No. 658-1720-805.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: General Vehicle Towing, Storage, and Parts Removal Services
Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend the approval of a three-year contract with Mike's Wrecker Service, Inc. for general vehicle towing, storage, and parts removal services for the Police Department.

Justification:

On August 15, 2023, two qualified vendors submitted bid proposals in response to the City of Saginaw's Request for Sealed Bid Proposal #P1953-23 for general towing, storage (inside and outside), and parts removal services for the Police Department. Mike's Wrecker Service, Inc. (Mike's) provided the lowest overall bid package.

Mike's will provide towing, storage, and removal of parts services 24 hours per day, seven days per week as requested by the Police Department or Environmental Services. Requests for services from the City of Saginaw shall have priority over all other calls for service. Service requests will be responded to within 20 minutes 95% of the time, guaranteed. Costs for services provided will be paid by the owner of the vehicle directly to Mike's.

Following is an itemized tabulation of the bids received:

Mike's Wrecker Service, Inc. of Saginaw, MI (In-City)

TOWING/IMPOUND SERVICES – POLICE/ENVIRONMENTAL SERVICES	UNIT COST/ VEHICLE 7/1/23 – 6/30/24	UNIT COST/ VEHICLE 7/1/24 – 6/30/25	UNIT COST/ VEHICLE 7/1/25 – 6/30/26
POLICE IMPOUNDS – WHEEL LIFT UP TO ¾ TON	\$81	\$86	\$91
POLICE IMPOUNDS – FLAT BED UP TO ¾ TON	\$81	\$86	\$91
POLICE IMPOUNDS – MEDIUM DUTY	\$135	\$145	\$155
POLICE IMPOUNDS – HEAVY DUTY / Low Boy	\$185	\$195	\$205
WINCHING	\$65	\$65	\$65

R&R TRANSMISSION LINKAGE	\$25	\$25	\$25
DOLLIES	\$35	\$35	\$35
R&R DRIVE SHAFTS	\$40	\$45	\$50
FUEL SURCHARGE %	5%	5%	5%
DAILY STORAGE FEE – OUTSIDE	\$20	\$20	\$20
DAILY STORAGE FEE – INSIDE	\$29	\$29	\$29

Best Towing, LLC of Saginaw, MI (Out-City)

TOWING/IMPOUND SERVICES – POLICE/ENVIRONMENTAL SERVICES	UNIT COST/ VEHICLE 7/1/23 – 6/30/24	UNIT COST/ VEHICLE 7/1/24 – 6/30/25	UNIT COST/ VEHICLE 7/1/25 – 6/30/26
POLICE IMPOUNDS – WHEEL LIFT UP TO ¾ TON	\$225	\$250	\$250
POLICE IMPOUNDS – FLAT BED UP TO ¾ TON	\$225	\$250	\$250
POLICE IMPOUNDS – MEDIUM DUTY	\$300	\$325	\$350
POLICE IMPOUNDS – HEAVY DUTY / LOW BOY	\$400	\$425	\$450
WINCHING (BILLED AT 30 MINUTE INCREMENTS: FIRST 10 MILES FREE: \$4.00/MILE AFTER	\$150/Hr	\$150/HR	\$150/HR
R&R TRANSMISSION LINKAGE	\$25	\$25	\$25
DOLLIES	\$0	\$0	\$0
R&R DRIVE SHAFTS	\$50	\$50	\$50
FUEL SURCHARGE %	10%	10%	10%

DAILY STORAGE FEE – OUTSIDE	\$35	\$35	\$35
DAILY STORAGE FEE – INSIDE	\$50	\$50	\$50

I have approved the agreement as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: CPR Pocket Mask Kits Purchase
Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend the approval of a purchase with Bound Tree Medical, LLC for \$2,978.64 for CPR pocket mask kits for the Police Department.

Justification:

On June 5, 2023, City Council approved the acceptance of a monetary donation to the Police Department from the First Ward Community Service Center for funding to purchase pocket CPR masks with cases, bloodborne pathogen wound care kits, and drug free educational coloring/activity books in attempts to preserve life and health due to drug overdoses (cardiac arrest), minimize exposure to bloodborne pathogens, and to provide drug abuse resistance messaging to children.

Three competitive quotes were obtained by the City Purchasing Office with Bound Tree Medical offering the lowest quote for the CPR pocket mask kits.

This purchase will ensure that the Police Department has adult and pediatric CPR pocket mask kits available to stock police vehicles in the event first aid services are required, for the next several years.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the General Fund, Community Public Safety - Police, Police Administrative Services, Parts and Supplies, Account No. 101-3512-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: First Aid Kits Purchase
Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend the approval of a purchase with Grainger, Inc. for \$5,776.76 for first aid kits for the Police Department.

Justification:

On June 5, 2023, City Council approved acceptance of a monetary donation to the Police Department from the First Ward Community Service Center for funding to purchase pocket CPR masks with cases, bloodborne pathogen wound care kits, and drug free educational coloring/activity books in attempts to preserve life and health due to drug overdoses (cardiac arrest), minimize exposure to bloodborne pathogens, and to provide drug abuse resistance messaging to children.

Three competitive quotes were obtained by the City Purchasing Office with Grainger offering the lowest quote for the first aid kits.

This purchase will ensure that the Police Department has first aid kits available to stock police vehicles in the event first aid services are required, for the next several years.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the General Fund, Community Public Safety - Police, Police Administrative Services, Parts and Supplies, Account No. 101-3512-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Replace Two Arrow Boards
Prepared by: Dan Ryan, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Macallister Rentals for \$11,190.00 for two portable lighted arrow boards for the Public Services Department, Motor Pool Division.

Justification:

The Traffic Engineering Division has budgeted in FY 2024 to replace two portable arrow boards that have surpassed their useful life. These arrow boards are used during road projects in order to direct traffic accordingly. This purchase will be made using MIDeal contract # 071B7700084 pricing.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Major Streets Fund, Traffic Engineering Division's, Repairs and Replacements Account No. 202-4621-974.000 \$4,400.00, Sewer Operations and Maintenance Fund, Engineering Division's, Repairs and Replacements Account No. 590-4811-974.000 \$3,390.00, and Water Operations and Maintenance Fund, Engineering Division's, Repairs and Replacements Account No. 591-4711-974.000 \$3,400.00.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: 36-inch Transmission Water Main LCP Closure Repair Kit.
Prepared by: Joshua Hoffman, Public Service Department.

Manager's Recommendation:

I recommend the approval of a purchase with Thompson Pipe Group for \$87,598.58 for a transmission water main LCP closure repair kit for the Public Service Department, Maintenance and Service Division.

Justification:

On March 17, 2023, the City of Saginaw had a catastrophic failure on their 36" LCP transmission water main. To maintain operations, the City had to borrow the necessary water main closure repair kit from Saginaw-Midland Municipal Water Supply Corporation (SMMWSC) to perform the emergency repair. The SMMWSC has the facility to warehouse large diameter water transmission repair parts in a controlled environment for both the City of Saginaw and the City of Midland in the event there is a transmission main failure. This repair kit will be a direct replacement of the one that was borrowed from the SMMWSC to make the necessary repair.

On May 8, 2023, the City received a quote from Thompson Pipe Group. Thompson Pipe Group is the sole source provider for the transmission water main LCP closure repair kit.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Water Operation and Maintenance Fund, Maintenance and Service Division's Parts and Supplies Account No. 591-4721-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Electric Street Sweeper Upfit and Purchase of a Level 3 Charger
Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Graybar Company for \$84,400.00 for a Blink TPS-180-480-2-300 level 3 fast charger for a 2022 Global M3EV Electric Street Sweeper for the Public Services Department, Streets Division.

Furthermore, I recommend the acceptance of an amendment to a grant agreement with the Michigan Department of Environment Great Lakes and Energy (EGLE) for an increase of \$86,239.98, for a new grant total of \$512,109.48. This amount will cover 70% of the cost to purchase a level 3 fast charger and upgrade the 2022 Global M3EV Electric Street Sweeper for a level 3 fast charger.

Justification:

On October 24, 2022, City Council approved a purchase with MTech Company for a Global electric street sweeper with a level 2 charger for \$608,384.97, to replace a diesel powered 2005 Elgin sweeper. Council also approved the acceptance of an EGLE Fuel Transformation Program Part 1 Round 1 grant to pay for 70% of the cost. This program was designed to replace qualifying diesel vehicles and improve air quality in Michigan.

The current level 2 charger will charge the street sweeper in 8-10 hours whereas, a level 3 fast charger will charge the sweeper in 2-3 hours, increasing efficiency of operation. In December of 2022, the City requested an amendment to the grant in the amount of \$86,239.98 to pay for 70% of the total \$123,200 cost increase to purchase a level 3 fast charger and upgrade the Global electric street sweeper for the level 3 fast charger. The Blink TPS-180-480-2-300 level 3 fast charger is being purchased through Graybar Omnia Contract EV2370 for \$84,400. Purchase Order 514773 to MTech for the 2022 Global Electric Sweeper was increased by \$38,800 (6.4%), for a new total of \$647,184.97 to upgrade the electric sweeper for the level 3 charger. EGLE will pay 70% of the total project cost of \$731,584.97 which is \$512,109.48.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Sewer Operations and Maintenance Fund, Surplus Division, Maintenance Equipment Account No. 590-4840-978.000.

I have approved the Agreement Amendment as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Sidewalk Replacement 2023-2024 - Rebid Contract (C-1687)

Prepared by: Travis J. Hare, Public Services Department

Manager's Recommendation:

I recommend the approval of the contract with Martha Brown Custom Builders, LLC for \$95,740.00 for the Sidewalk Replacement 2023-2024 project for the Public Services Department, Engineering Division.

Justification:

On August 15, 2023, the City received two qualified bids for the Sidewalk Replacement 2023-2024 project. Bids were solicited for both a fall 2023 construction schedule and a spring 2024 construction schedule in order to get the best bid pricing. Bidders could provide pricing for one or both construction schedules. Martha Brown Custom Builders, LLC had the lowest bid for both schedules. Based on the availability of City staff, the City has chosen to accept the spring bid for construction.

The Sidewalk Replacement 2023-2024 project includes the removal and replacement of public sidewalk located in the right-of-way. The 35 locations included on the project were derived from a list of the City's outstanding sidewalk complaints. All locations have been inspected by the City and made safe where necessary. The following is a tabulation of the bids received:

<u>Vendor</u>		<u>Cost</u>
Martha Brown Custom Builders, LLC Saginaw, MI (out-city)	Fall:	\$95,740.00
	Spring:	\$95,740.00
Rohde Brothers Excavating, Inc. Saginaw, MI (out-city)	Fall:	\$132,525.00
	Spring:	\$135,825.00

Per Chapter 96: Streets and Sidewalk: §96.001, of Saginaw's Code of Ordinance, property owners are responsible for keeping sidewalk in a permanent safe state of repair. All property owners have been informed by letter of the Code of Ordinance violation and given ample time to complete the sidewalk repairs. The letter also informed the property owners that the cost of the sidewalk repair is their responsibility and will be billed to them when the project is completed. If not paid, the cost will be charged against the property as a Single Lot Assessment per §33.26.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the General Fund, Department of Public Services, Engineering Division's Construction Projects Account No. 101-4611-822.000 \$40,000.00, the Major Street Fund, Streets Projects Division's Construction Projects Account No. 202-4614-822.000 \$30,740.00, and the Local Streets Fund, Streets Projects Division's Construction Projects Account No. 203-4614-822.000 \$25,000.00.

I have approved the contract as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Blanket Purchase for Underground Storage Tank Inspection
Prepared by: Amanda Kiel, Water and Wastewater

Manager's Recommendation:

I recommend the approval of a blanket purchase with R.W. Mercer, Co. for \$2,520.00 for underground storage tank inspection for the Water and Wastewater Treatment Services Department, Water Treatment Division.

Justification:

The Water Treatment Plant has diesel and ferric chloride underground storage tanks. These tanks are required by law to be inspected quarterly and/or annually. The quoted price is an increase of 14.5% from the price paid during FY 23. Following is a tabulation of the quotes received on June 27 and August 16, 2023.

<u>Vendor</u>	<u>Total Quote</u>
R. W. Mercer, Co. Saginaw, MI (Out-City)	\$2,520.00
Oscar W. Larson, Co. Clarkston, MI	\$3,130.00

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Water Operations and Maintenance Fund, Treatment and Pumping Division's Service Fees Account No. 591-4730-824.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: UCMR5 Analysis
Prepared by: Tia Sova, Water and Wastewater

Manager's Recommendation:

I recommend the approval of a purchase with Eurofins Eaton Analytical for \$2,100.00 for analytical testing for the Water and Wastewater Treatment Services Department, Water Treatment Division.

Justification:

On July 18, 2023, the City received one bid for analysis of drinking water. The Water Treatment Division is required to participate in the United States Environmental Protection Agency (USEPA) Unregulated Contaminants Monitoring Rule (UCMR) 5, which consists of one year of sampling and testing. The selected laboratory must be approved by the USEPA to perform testing for the UCMR5. Testing includes PFAS and lithium. Following is the sole qualified bid received July 18, 2023:

<u>Vendor</u>	<u>Bid Amount</u>
Eurofins Eaton Analytical South Bend, IN	\$2,100.00

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Water Operations and Maintenance Fund, Treatment and Pumping Division's Operating Services Account No. 591-4730-805.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Screenings Auger Repairs
Prepared by: John Frollo, Water and Wastewater

Manager's Recommendation:

I recommend the approval of a purchase with Monarch Welding and Engineering, for \$2,300 for the fabrication of a replacement part on the screenings auger for the Water and Wastewater Treatment Services Department, Wastewater Treatment Division.

Justification:

The Wastewater Treatment Plant has a screenings auger which dewateres and transfers screenings from the incoming wastewater stream into waste containers for disposal. These screenings are an accumulation of trash, road debris, and other materials introduced into the wastewater stream. Due to the aggressive nature of the materials handled in the preliminary treatment process, periodic replacement of 'wear' parts is required. To replace the worn auger elbow, plant personnel obtained multiple quotes from a variety of proven vendors and on August 3, 2023, received the lowest quote from Monarch Welding and Engineering. This locally fabricated replacement part is half the price of the manufacturer's replacement part offered by JWC.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division's Repairs and Replacements Account No. 590-4830-974.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Repair Services Blanket
Prepared by: John Frollo, Water and Wastewater

Manager's Recommendation:

I recommend the approval of a blanket purchase with Michigan CAT for \$25,000.00 for troubleshooting and repair services for the Caterpillar emergency generators and storm water pumps for the Water and Wastewater Treatment Services Department, Remote Facilities Divisions.

Justification:

The seven Retention Treatment Basin's (RTB's) treat excess wastewater during wet weather events in accordance with the National Pollutant Discharge Elimination System permit (NPDES). Emergency pumping capacity is required during power interruptions to prevent system backups in accordance with the NPDES. Consumers Energy has been contracted to provide two sources of power to four of the seven RTB's, while the remaining RTB's rely on emergency backup generators and storm pumps to fulfill this requirement.

Routine inspections and maintenance on the generators and storm pumps are accomplished by plant maintenance personnel, however, additional periodic technical repairs must be completed by factory trained maintenance technicians. Michigan CAT is the manufacturer's service representative. Previous experience with Michigan CAT has proven that they possess the equipment, timeliness, and capability to perform these technical repair services with a high degree of competency, while providing competitive pricing.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Sewer Operations and Maintenance Fund, Remote Facilities Divisions General Repairs Account No. 590-4835-930.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Rockwell Automation, Inc. TechConnect Support Agreement Renewal
Prepared by: Dan Simmer, Water and Wastewater

Manager's Recommendation:

I recommend approval of an Agreement with Kendall Electric, a sole source, for \$5,430.00 for hardware/software product support through Rockwell Automation, Inc. for the Water and Wastewater Treatment Services Department, Water and Wastewater Treatment Divisions through the Instrumentation and Process Controls Division.

Justification:

On July 25, 2023, the City of Saginaw received a quote for a TechConnect Support Agreement renewal to provide automation software support services for the Water and Wastewater Treatment Divisions through September 13, 2024. This support covers hardware, software updates, and phone and e-mail support for the Supervisory Control and Data Acquisition System which runs the electrical controls. Kendall Electric is the distributor for Rockwell Automation, Inc., and the sole provider of this service.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Sewer Operations and Maintenance Fund, Instrumentation and Process Controls Division Subscriptions Account No. 590-4815-823.002 \$2,715.00 and the Water Operations and Maintenance Fund, Instrumentation and Process Controls Division Subscriptions Account No. 591-4715-823.002 \$2,715.00.

I have approved the Agreement as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

Moved by Council Member _____, seconded by Council Member _____ that an ordinance introduced on July 24, 2023, be taken up and enacted, entitled and reading as follows:

O-_____

AN ORDINANCE TO AMEND THE OFFICIAL CITY MAP TO VACATE THE EASTERLY 246 FT. OF CONGRESS AVENUE LYING WEST OF AND ADJACENT TO THE WEST LINE OF NORTH NIAGARA STREET.

The City of Saginaw Ordains:

Section 1. An ordinance to amend the official city map to vacate the easterly 246 ft. of Congress Avenue lying west of and adjacent to the west line of North Niagara Street.

Section 2. That there are presently no utilities located in the vacated area, however, there is hereby reserved, in the street vacated, an easement for such other public purposes as determined by the City of Saginaw, to the same extent as though said street had not been vacated and no structure shall hereafter be erected thereon without the consent of the City of Saginaw.

Section 3. That the official map of the City of Saginaw is hereby amended accordingly.

This ordinance shall become effective September 21, 2023.

Enacted: September 11, 2023.

Yeas:

Nays:

Absent:

Brenda F. Moore
Mayor

Kristine Bolzman, MiPMC, CMC
City Clerk

ORDINANCE DECLARED ADOPTED

I, Kristine Bolzman, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the ordinance adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on September 11, 2023; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

Kristine Bolzman, MiPMC/CMC
City Clerk

From: Timothy Morales, City Manager
Subject: MDOT Cost Agreement 23-5317, 17th Street Reconstruction
Prepared by: Travis Hare, Public Services Department

Manager's Recommendation:

I recommend the approval of Cost Agreement 23-5317 with the Michigan Department of Transportation for the reconstruction of 17th Street from Walnut Street to Janes Avenue for the Public Services Department, Engineering Division.

Justification:

Michigan Department of Transportation Cost Agreement 23-5317 fixes the rights and obligations of the parties in agreeing to the following road improvements:

Part A – Federal Participation

Hot mix asphalt reconstruction along 17th Street from Walnut Street to Janes Avenue, including machine grading, subbase and aggregate base, drainage improvements, concrete curb and gutter, sidewalk, curb ramps, permanent signing and pavement markings; and all together with necessary related work.

Part B – No Federal Participation

Water main along the limits as described in Part A; and all together with necessary related work.

The total estimated project cost is \$1,871,000. The estimated Part A project cost is \$1,352,000 and is partially funded with Federal Surface Transportation Urban Local (STUL) Funds. Federal STUL Funds shall be applied to the Part A portion of the project cost up to the lesser of (1) \$571,896 or (2) 81.85 percent, the normal Federal participation ratio for such funds. The balance of the Part A project costs, after deduction of all Federal Funds, shall be paid by the City of Saginaw. In summary, Federal Funds will pay for \$571,896 of the Part A project costs and the City's estimated share of the Part A project costs is \$780,104.

The estimated project cost for Part B is \$519,000. Part B work is not eligible for federal funds and all costs associated with Part B are the responsibility of the City. This work includes all associated water main work included in the project.

Therefore, the City's cost obligation for this project is \$1,299,104 of the estimated total project cost of \$1,871,000. The City is also responsible for any cost overruns.

This vendor meets all requirements of §14.33, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the Saginaw Code of Ordinances, O-204.

Funds are budgeted in the Community Development Block Grant Fund, Special Projects Division's Street Resurfacing Account No. 275-6511-821.000 \$300,000, the Major Street Fund, Street Project Division's Construction Project Account No. 202-4614-822.000 \$100,000, the Sewer Operations and Maintenance Fund, Surplus Division's Construction Projects Account No. 590-4840-822.000 \$100,000, and the Water Operations and Maintenance Fund, Surplus Division's Construction Projects Account No. 591-4740-822.000 \$400,000, and will be budgeted in the FY 2025 Major Street Fund, Street Project Division's Construction Project Account No. 202-4614-822.000 \$177,984, the Sewer Operations and Maintenance Fund, Surplus Division's Construction Projects Account No. 590-4840-822.000 \$102,120, and the Water Operations and Maintenance Fund, Surplus Division's Construction Projects Account No. 591-4740-822.000 \$119,000, upon approval of the FY 2025 budget.

I have approved the cost agreement as to substance and the City Attorney as to form.

Council Action:

This council communication is for informational purposes only of the resolution to be adopted.

APPROVING MDOT COST AGREEMENT 23-5317 FOR THE RECONSTRUCTION OF 17th STREET FROM WALNUT STREET TO JANES AVENUE

Moved by Council Member _____, seconded by Council Member _____ to adopt the following resolution:

WHEREAS: Cost Agreement No. 23-5317 has been submitted by the Michigan Department of Transportation, which requires the City of Saginaw to adopt a resolution indicating its willingness to participate in the cost of hot mix asphalt reconstruction along 17th Street from Walnut Street to Janes Avenue, including machine grading, subbase and aggregate base, drainage improvements, concrete curb and gutter, sidewalk, curb ramps, permanent signing and pavement markings, and water main installation work; and all together with necessary related work; and

WHEREAS: Cost Agreement No. 23-5317 has been approved by the City Manager as to substance and the City Attorney as to form; and

WHEREAS: By virtue of their positions, the Mayor and City Manager are authorized to sign the cost agreement contract.

NOW, THEREFORE, BE IT RESOLVED, that the Council for the City of Saginaw does hereby approve Cost Agreement No. 23-5317 submitted by the Michigan Department of Transportation.

Ayes:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED

I, Kristine Bolzman, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on September 11, 2023; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

Kristine Bolzman, MiPMC/CMC
City Clerk