



Saginaw City Council Regular Meeting Agenda

1315 S. Washington Avenue
Council Chambers, Room 205
March 18, 2024
12:00 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

1. Recognizing March 31, 2024 as “Cesar Chavez” Day.

PUBLIC HEARINGS:

1. Regarding the proposed Michigan Department of Natural Resources Recreation Passport Grant application.

PUBLIC INPUT:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

1. Joyce Seals, Board Chair, and Deborah Sanchez, Director, Saginaw Promise Update.

CONSENT AGENDA:

1. Approve the March 4, 2024 regular council meeting minutes.
2. Approve Petition #24-1 from the Saginaw Spirit to erect banners in the 200 block of West Genesee and 300 Block of South Michigan from May 19 to June 3, 2024 to promote “The 2024 Memorial Cup presented by Dow.”
3. Approve Petition #24-2 from the Saginaw County Bar Association to erect a banner in the 500 block of Court Street from April 22 to May 13, 2024 to promote “Law Day May 1.”
4. Approve the recommendations for the 2024 Single Lot Special Assessment Tax Roll.
5. Approve the amendments to the FY 2024 Approved Budget to recognize changes that have occurred during the January period.
6. Approve the amendment to the Comprehensive Risk Services Agreement for \$3,900 for the addition of Loss Control Services for the Human Resources Department.
7. Approve the Business Associate Agreement and the COBRA Agreement with Flex Administrators, LLC for the Human Resources Department.

8. Approve the purchase with The Masters Touch, LLC for \$15,120 for FY 2025, pending budget approval, for the printing and mailing of utility bills for the Fiscal Services Department, Customer Accounting Division.
9. Approve the purchase with Applied Innovation for a five-year lease of three multi-function copiers for various departments with \$5,862.12 in annual payments, for a total amount of \$29,310.60.
10. Approve the purchase with 1st Run Computer Services, Inc. for \$7,584 for five Ricoh desktop scanners for the Fiscal Services Department, Income Tax Division.
11. Approve the purchase with Pro-Tech Cabling Systems, Inc. for \$881,556 for phase I of the City's fiber optic network line replacement project for the Technical Services Department.
12. Approve the six-month lease with LiveView Technologies, Inc., a sole source, for \$70,000 for four LVT-mobile-mount surveillance units for the Police Department.
13. Approve the Addendum to the Water Service Agreement, as amended, with Thomas Township.
14. Approve the purchase with Diesel Truck Sales, Inc. for \$8,224 for repairs to a 2008 Sterling 10 -yd truck for the Public Services Department, Maintenance and Service Division.
15. Approve the purchase with Don Franklin Somerset, Inc. for \$163,482 for three 2023 Dodge Durango V8 patrol cars for the Police Department.
16. Approve the purchase with MTech for \$4,495 for a 8" Boom Elbow Assembly for the Public Services Department, Maintenance and Service Division.
17. Approve the purchase with Detroit Salt Company for \$111,220 for 2,000 tons of seasonal road salt for the Public Services Department, Streets Division.
18. Approve the purchase with Don's Welding for \$9,660 for welding and fabricating services for the Public Services Department, Streets Division.
19. Approve the purchase with Gerald G. Bergman, Inc. for \$3,690 for the front door replacement at the Traffic Engineering building for the Public Services Department, Traffic Engineering Division.
20. Approve to increase the Professional Engineering Services Agreements with specific vendors by \$300,000, for a new annual amount not to exceed \$2,000,000, for FY 2024, for services for the Public Services Department, Engineering Division.

BOARD/COMMISSION/COMMITTEE REPORTS:

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS:

1. Approve the Council reappointment of Timothy Holden to the Citizens-Police Advisory Commission with a term to expire February 28, 2027.
2. Approve the Council reappointment of Andrea Foster to the Citizens-Police Advisory Commission with a term to expire February 28, 2027.

3. Approve the Council reappointment of Mary Couillard to the Saginaw Arts & Enrichment Commission with a term to expire June 30, 2027.
4. Approve the Council appointment of John Jatczak to the Saginaw Economic Development Corporation with a term to expire June 30, 2026.
5. Approve the Council appointment of Kristy Nelson to the Saginaw Transit Authority Regional Services with a term to expire December 31, 2027.

ORDINANCE INTRODUCTION:

ORDINANCE ADOPTION:

RESOLUTIONS:

1. Certifying the 2024 Single Lot Assessment Tax Roll.
2. Establish a study committee to research the creation of the East Saginaw Historic Business district.
3. Adopt the 2022 Saginaw County Hazard Mitigation Plan.
4. Authorize the City Manager as the designated signatory for the Cass Street historic preservation easement.
5. Authorize the submission of the Michigan Department of Natural Resources Recreation Passport Grant application for the Hoyt Park playscape construction.
6. Authorize to seek FY 2027 Local Bridge Program Funds from the Michigan Department of Transportation.

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.

CITY OF SAGINAW

PROCLAMATION

Cesar Chavez Day

WHEREAS, Cesar E. Chavez, one of the most important Latino leaders in U. S. history, was born March 31, 1927 in Yuma, Arizona to Librado and Juana Chavez; and

WHEREAS, Young Cesar and his family moved to California following seasonal work after losing both their farm and store in 1937 as depression intensified and years of drought forced thousands off their land. In 1944, Cesar joined the Navy at the age of 17 and served for two years; and

WHEREAS, Cesar Chavez toiled as a migrant farm worker alongside men, women, and children who performed daily, backbreaking labor for meager pay and in deplorable conditions. Cesar Chavez devoted his life to correcting these injustices, and to remind us that every job has dignity, every life has value, and every person should have the chance to get ahead. "SI SE PUEDE" ("Yes, we can"); and

WHEREAS, Cesar Chavez, an American labor leader, co-founded the National Farm Workers Association, also known as the UFW. Cesar Chavez became the best known Latino American civil rights activist, and was strongly promoted by the American labor movement. Chavez led his demonstrations with non-violence and was instrumental in defending and protecting the rights for farm workers; and

WHEREAS, the American G.I. Forum of Saginaw, a Veterans Organization, continues to celebrate and honor Cesar E. Chavez by forging his legacy of service, conviction, education, and principled leadership that serves as an inspiration for all Americans.

NOW, THEREFORE BE IT RESOLVED, I, Brenda F. Moore, Mayor of the City of Saginaw, on behalf of my fellow Council Members, do hereby recognize that March 31, 2024 as ***Cesar Chavez Day*** in the City of Saginaw and call upon the citizens of this community to reflect on and honor the life of this distinguished leader, veteran, and American.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Saginaw to be affixed this 18th day of March in the year of our Lord two thousand twenty-four.



March 18, 2024

A handwritten signature in black ink that reads "Brenda F. Moore".

Brenda F. Moore, Mayor

Councilmembers

Annie E. Boensch, Mayor Pro Tem
Michael D. Balls, George Copeland, Jr., Michael Flores,
Priscilla Garcia, Monique Lamar-Silvia,
Bill Ostash, and Reggie Williams II

Timothy Morales, City Manager



CITY OF SAGINAW

Public Hearing City Council

**In compliance with requirements of Public Act 267 of 1976,
the following notice is posted:**

NOTICE IS HEREBY GIVEN that the City Council has scheduled a public hearing to be held on Monday, March 18, 2024 at 12:00 p.m. in Council Chambers, Room 205, located at City Hall, 1315 S. Washington Avenue.

The purpose of the public hearing is to receive public comments on the proposed Michigan Department of Natural Resources (MDNR) Recreation Passport Grant application with the State of Michigan. The State of Michigan has funds available through the Recreation Passport Grant program for the proposed construction of the Hoyt Park Playscape.

All interested parties are invited to attend and provide input.

Kristine Bolzman, MiPMC/MMC
City Clerk

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 AT 989.759.1480.

Posted:

By: _____

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, MARCH 4, 2024, AT 6:30 P.M. IN COUNCIL CHAMBERS AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Mayor Moore offered a prayer and 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, Annie Boensch, Bill Ostash, Priscilla Garcia, Michael Flores, George Copeland, Brenda Moore: 8. Council Members absent: Michael Balls: 1.

ANNOUNCEMENTS

City Clerk Kristine Bolzman announced that the city convenience station will be open Saturday, February 10, from 8:00 a.m. to noon. City residents can drop off items not picked up at the curb and other miscellaneous bulky items.

PUBLIC INPUT

Members of the public that addressed the Council: Melanie Velasco, Jeffrey Bulls, and Matthew Turner.

COUNCIL REMARKS

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

REPORTS FROM CITY MANAGER

City Manager Tim Morales reported updates regarding various projects.

Council Member Flores left the meeting at 7:17 p.m. and returned at 7:20 p.m.

CONSENT AGENDA:

Moved by Council Member Silvia, seconded by Council Member Copeland to approve the consent agenda, allowing room for exceptions. An exception was made to item 5. 8 ayes, 0 nays, 1 absent. Motion approved.

1. Approve the February 19, 2024 regular council meeting minutes.
2. Approve the 5-year agreement with Cardinal Tracking, Inc. for \$19,818.46 for FY 2024, and pending budget approval for FY 2025 through FY 2028, for parking administration and enforcement services for the Neighborhood Services and Inspections Department, Parking Division.
3. Approve the purchase with Bay Farm Services, Inc. for \$19,451 to install barrier fencing at the Police Department.
4. Approve to increase the purchase order with CMP Distributors, Inc. by \$6,150, for a new total of \$16,906, for additional Point Blank tactical body armor and tactical body armor plates for the Police Department, Emergency Services Team.

5. Approve to increase the blanket purchase orders with specified vendors by \$43,000, for a new total of \$77, 900, for vehicle repair services for the Public Services Department, Motor Pool Division.
6. Approve the purchase with Truck and Trailer Specialties, Inc. for \$62,205 for a Skid-Mounted anti-ice tank, an electric spreader controller and two pre-wet systems for the Public Services Department, Streets Division.
7. Approve to increase the blanket purchase order with Jack Doheny Company by \$10,000, for a new total of \$22,000, for Vactor jet parts and supplies for the Public Services Department, Maintenance and Service Division.
8. Approve the purchase with 3M for \$4,102 for vinyl sign material for the Public Services Department, Traffic Engineering Division.
9. Approve the purchase with Carrier and Gable, Inc. for \$16,285 for traffic control devices for the Public Services Department, Traffic Engineering Division.
10. Approve the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act Permit Extension issued to Michigan Bell Telephone Company, d/b/a AT&T of Michigan, through April 30, 2029.
11. Approve the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act Permit Extension with Crown Castle Fiber, LLC through July 28, 2028.

Moved by Council Member Silvia, seconded by Mayor Pro Tem Boensch to approve consent agenda item 5 as presented. 8 ayes, 0 nays, 1 absent. Motion approved.

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS

Moved by Council Member Copeland, seconded by Mayor Pro Tem Boensch to approve the following appointments:

1. Council appointment of Nathan Hanley to the Historic District Commission with a term to expire July 31, 2024.
2. Council appointment of Kevin Jones to the Historic District Commission with a term to expire July 31, 2026.

RESOLUTIONS

Moved by Council Member Silvia, seconded by Council Member Copeland to adopt the resolution establishing Neighborhood Enterprise Zone-Covenant 1. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Copeland, seconded by Council Member Williams to adopt the resolution establishing Neighborhood Enterprise Zone-Covenant 2. 8 ayes, 0 nays, 1 absent. Motion approved.

MISCELLANEOUS BUSINESS

Moved by Council Member Silvia, seconded by Council Member Copeland to adopt the resolution allocating ARPA funds to Major Chords for Minors in an amount not to exceed \$150,000 for eligible capital or programming expenses. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Silvia, seconded by Mayor Pro Tem Boensch to allocate \$192,000 in ARPA funds to the City of Saginaw Fire Department for the capital purchase of a smokehouse.

Mayor Moore asked Clerk Bolzman to conduct a roll call vote.

Ayes: Silvia, Williams, Boensch, Ostash, Garcia, Copeland, Moore

Nays: Flores

Absent: Balls

Motion approved.

Moved by Council Member Silvia, seconded by Mayor Pro Tem Boensch to adopt the resolution allocating ARPA funds to African Cultural Festival, Inc. in an amount not to exceed \$228,000 for eligible capital expenses. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Silvia, seconded by Mayor Pro Tem Boensch to adopt the resolution allocating ARPA funds to Old Saginaw City, Inc. also known as Lawn Chair Film Festival, in an amount not to exceed \$75,000 for eligible capital expenses. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Silvia, seconded by Council Member Copeland to adopt the resolution allocating ARPA funds to Saginaw County Youth Protection Council in an amount not to exceed \$100,000 for eligible capital expenses. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Silvia, seconded by Council Member Williams to adopt the resolution allocating ARPA funds to East Side Soup Kitchen and Hidden Harvest in an amount not to exceed \$75,000 for eligible capital expenses.

Moved by Council Member Copeland, seconded by Mayor Pro Tem Boensch to amend the motion by amending the amount to \$100,000. 8 ayes, 0 nays, 1 absent. Motion approved.

Vote on the main motion as amended was taken. 8 ayes, 0 nays, 1 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Copeland, seconded by Council Member Garcia to adjourn the meeting at 7:40 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Submitted by,

Kristine Bolzman, MiPMC/CMC
City Clerk

Petition for Banner



PETITION CAN NOT BE ACCEPTED SIX (6) MONTHS PRIOR TO EVENT

We, the undersigned, do hereby petition the Honorable City Council to give favorable consideration to erect a banner at one or two locations marked below. We understand that the \$150.00 banner fee per location must be paid to prior to display at either the Engineering Department or the Treasurer's Office. Banners must be made to City specifications. Display start and end dates cannot be on a weekend and cannot exceed a 30-day span.

- 500 Block of Court Street
- 200 Block of West Genesee
- 300 Block of South Michigan
- 1000 Block of East Genesee Avenue

Organization Name 2024 Memorial Cup Host Organizing Committee
(Saginaw Spirit)

Purpose of Banner Promote Memorial Cup & Welcome Fans

BANNER MESSAGE: Welcome Hockey Fans to

The 2024 Memorial Cup Presented by Dow May 23-June 2,
2024

DISPLAY: May 19, 2024 to June 3, 2024
Deliver to Engineering Dept. within 2 weeks of this date Pick-up within 10 days after this date or they will be disposed of

PETITIONER/S:

1 Craig Goslin - Chairman Kayla Pionk - Local Event
Manager

CONTACT:

NAME Kayla Pionk PHONE 989-525-7583

ADDRESS 6321 State St. Saginaw, MI 48603

EMAIL kpionk@saginawspirit.com

----- CLERK'S OFFICE USE ONLY -----

EMAIL: Engineer@saginaw-mi.com BY: _____ DATE: _____

COUNCIL APPROVED: _____

Janet Santos, MMC
CITY CLERK

24-1

From: Timothy Morales, City Manager
Subject: 2024 Single Lot Special Assessment Tax Roll
Prepared by: Kristine Bolzman, City Clerk

Manager's Recommendation:

I recommend the approval of the departmental recommendations to the 2024 SLSA objections filed and the adoption of the resolution confirming the 2024 Single Lot Special Assessment Tax Roll.

Justification:

City Council conducted a public hearing on February 19, 2024, on the Single Lot Special Assessment Tax Roll for: Sewer Connections, Water Connections, False Alarms, Demolitions, and Nuisances of Site Obstructions, Weed Cutting, Yard Violations, and Board Ups. Notice of the hearing was mailed to approximately 243 property owners affected by the assessments as shown on the City Assessor records. These assessments represent fees and expenses incurred by the City for improvements constructed, and for abatement of nuisances of which expenses are charged against individual properties.

My recommendation is based upon review of the appropriate department's research and response. A recap of the written objections filed with the City Clerk's Office and the oral objections presented to City Council up to the close of the public hearing is as follows:

Written objections received and filed with the City Clerk

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>	<u>Code</u>
14 0819 00000	1015 W. Genesee	Christie Weindorf	\$1,157.90	BU24

Objection: States that the charge is too high to secure the house that only had one window missing.

Department Reply: Fees are based on a board-up services contract with Hammer Restoration, which was obtained through the bid process.

Recommendation: The single lot special assessment should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>	<u>Code</u>
21 0875A03800	114 Moton	Booker Thomas	\$75.00	PF24

Objection: States that he had the alarm company reset the alarm on purpose and no law enforcement arrived.

Department Reply: The fee is for alarm registration of \$50 and a \$25 late fee.

Recommendation: The single lot special assessment should remain on the tax roll.

Public comments presented during the Public Hearing on February 19, 2024

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>	<u>Code</u>
09 0051 00000	1623 S. Warren	Darnita Hodge	\$308.00	YV24

Objection: States that she had a sign posted signifying that the wood was free. Those that took some dispersed the pile.

Department Reply: A 72-hr notice was sent 12-21-22. The city removed the wood on 1-9-23.

Recommendation: The single lot special assessment should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>	<u>Code</u>
20 0489 00000	713 Thurman	Mid Michigan Housing 713 LLC	\$158.24	WC24

Objection: Claims that the amount is too high, would like it lowered to fair market value.

Department Reply: The rate is \$79.12 per 15 minutes. The crew was there for 35 minutes.

Recommendation: The single lot special assessment should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>	<u>Code</u>
15 0402 00000	907 N. Bond	Mid Michigan Housing 907 LLC	\$358.00	YV24

Objection: Claims that the amount is too high, would like it lowered to fair market value.

Department Reply: Cost is well within fair market value.

Recommendation: The single lot special assessment should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>	<u>Code</u>
20 0653 00000	2815 Mackinaw	Mid Michigan Housing 2815 LLC	\$537.00	YV24

Objection: Claims that the amount is too high, would like it lowered to fair market value.

Department Reply: Cost is well within fair market value.

Recommendation: The single lot special assessment should remain on the tax roll.

Department Adjustment Recommendation

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>	<u>Code</u>
03 0386 00000	233 N. Roosevelt	Saginaw County	\$75.00	PF 24

Objection: Saginaw County is exempt as a government entity.

Department Reply: Correct, the exemption applies.

Recommendation: The single lot special assessment should be removed from the tax roll.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: January Budget Adjustment
Prepared by: Yolanda M. Bland, Office of Management and Budget

Manager’s Recommendation:

I recommend approval of the amendments to the 2023/2024 Approved Budget for the listed funds. This adjustment is required to recognize any errors, omissions, or changes that have occurred within the month of January.

Justification:

The 2023/2024 annual budget will be adjusted in accordance with Public Act 2 of 1968, Uniform Budgeting and Accounting Act, the City Charter; and the approved 2024 Budget Resolution, which states that the City Manager must provide budget adjustments to City Council quarterly and/or as needed. As a result of the City Manager’s monthly analysis for January, the below-mentioned budget adjustments take into consideration any errors, omissions, or changes in the funding levels and expenditures approved by City Council as prescribed by the City Charter.

In review of the General Fund, it is recommended that this fund be increased by \$275,929, from \$47,812,387 to \$48,088,316.

- A budget adjustment is needed to recognize \$72,000 from the State of Michigan for the Saginaw Police Academy that provides assistance for police candidates to attend. Revenues will be recognized in the General Fund Revenue, Reimbursement – PD Account No. 101-0000-676.020. To offset the increase in revenues, there will be the same increase to the Community Public Safety – Police, Police Administration Division, Training and Development Account No. 101-3512-823.003.
- A budget adjustment is needed to recognize \$22,226 from the Princeton Excess and Surplus Line Insurance as a reimbursement on a police vehicle. Revenues should be recognized in the General Fund Revenue, Reimbursement Account No. 101-0000-676.000 in the amount of \$22,226. To offset the increase in revenues, there will be an increase to the Community Public Safety – Police, Police Building Management Division, Vehicles Account No. 101-3514-982.000 by the same amount.
- A budget adjustment is required to recognize \$325 of additional funds received for vehicle storage. Revenues will be recognized in the General Fund Revenues, Vehicle Storage Account No. 101-0000-609.003. To offset this increase in revenues, there will be the same increase to the Community Public Safety – Police, Police Building Management Division, Parts and Supplies Account No. 101-3514-742.000.

- A budget adjustment is required to recognize \$733 of additional funds received as reimbursement for restitution. Revenues will be recognized in the General Fund Revenues, Reimbursement - PD Account No. 101-0000-676.020. To offset this increase in revenues, there will be the same increase to the Community Public Safety – Police, Police Building Management Division, Parts and Supplies Account No. 101-3514-742.000.
- A budget adjustment is required to allocate \$35,000 for the leasing of two public safety camera trailers for 6 months. These trailers are mobile and can be moved to various locations. Expenditures will be in the Community Public Safety – Police, Police Building Management Division, Equipment Rental Account No. 101-3514-944.000. To offset the increase in expenditure, there will be an appropriation of the available fund balance.
- A budget adjustment is required to recognize \$4,034 of additional funds received from Region 3 Homeland Security to reimburse the purchase of rope rescue hardware for Community Public Safety – Fire. Revenues will be recognized in the General Fund Revenues, Fire Department Administration Charge Account No. 101-0000-628.006. To offset the increase in revenues, there will be the same increase to Community Public Safety – Fire, Fire Operations Division, Parts and Supplies Account No. 101-3551-742.000.
- In November 2023, City Council approved purchase order 0517646 to Avalon Document Services Holding LLC for the digitalization of documents for Inspections. A budget adjustment is required to add \$16,561 to the original purchase order due to the size of the project. Expenditures will be recognized in the Department of Neighborhood Services and Inspections, Inspections Division, Professional Services Account No. 101-3865-801.000 of \$16,561. To offset the increase in expenditure, there will be an appropriation of the available fund balance.
- A budget adjustment is required to recognize the Donation of \$50 from a private citizen for the “Saginaw” decals. Revenues will be recognized in the General Fund Revenues, Donations Account No. 101-0000-580.003 of \$50. To offset the increase in revenues, there will be the same increase to the Office of General Government, Marketing Division, Marketing Account No. 101-1736-881.000.
- A budget adjustment is required for the city’s portion of the Ojibway Island project. This allocation is for the planned restoration and improvements to the Ojibway Island stage. Expenditures will be recognized in the Department of Public Services, Park Maintenance Division, Construction Project Account No. 101-7570-822.000 of \$125,000. To offset the increase in expenditure, there will be an appropriation of the available fund balance.

The Rubbish Collection Fund (226) should increase from \$4,968,886 to \$5,051,070. This represents an \$82,184 increase. This increase is needed for the purchase of a brush

route chipper for the Brush Collection Division. Expenditures will be recognized in this fund's Brush Collection Division, Maintenance Equipment Account No. 226-4585-978.000 in the amount of \$82,184. To offset this increase in expenditure, there will be an appropriation of the available fund balance.

The Police Training Fund (261) should be increased \$35 from \$10,258 to \$10,293. This increase is due to additional funds received for interest on investments. Revenues will be recognized in this fund's Interest on Investment Account No. 261-0000-664.000. To offset the increase in revenue, there will be the same increase this fund's Training and Development Account No. 261-3323-823.003.

The Drug Forfeiture Fund (264) should be increased \$5,645 from \$31,000 to \$36,645. This increase is due to additional funds received for interest on investments. Revenues will be recognized in this fund's Interest on Investment Account No. 264-0000-664.000. To offset the increase in revenue, there will be the same increase in this fund's Parts and Supplies Account No. 264-3040-742.000.

The Saginaw Treatment and Prevention Fund (265) should be increased \$98 from \$67,133 to \$67,231. This increase is due to additional funds received for interest on investments. Revenues will be recognized in this fund's Interest on Investment Account No. 265-0000-664.000. To offset the increase in revenue, there will be the same increase this fund's Training and Development Account No. 265-3325-823.003.

The Police Justice Grant Fund (268) should be increased \$63 from \$288,927 to \$288,990. This increase is due to additional funds received for interest on investments. Revenues will be recognized in this fund's Interest on Investment Account No. 268-0000-664.000. To offset the increase in revenue, there will be the same increase for the PD Justice Tech Grant Division, Training and Development Account No. 268-3342-823.003.

The Community Development Block Grant (CDBG) Fund (275) should be increased \$165,834 from \$2,906,899 to \$3,072,733. This increase is to recognize a carryover of funds received from the Coronavirus Aid Relief, and Economic Security Act funds for the CDBG of \$50,711, and Emergency Solutions Grant (ESG) of \$113,623, as well as grant funds received in the amount of \$1,500 for the Saginaw Economic Development 2024 Business Expo from Huntington Bank and the Downtown Development Authority. Revenues will be recognized in this fund's CDBG COVID Account No. 275-0000-501.052 \$50,711, ESG COVID Account No. \$113,623 and Local Grants Account No. 275-0000-580.004 \$1,500. To offset these increases in revenues, there will be increases to the following: in the COVID Subgrantees Division, Subgrantees Account No. 275-6514-965.001 of \$50,711, in the Saginaw Economic Development Corporation Division, Events Account No. 275-6520-965.001 of \$500 and Business Expo Expenditures Account No.275-6520-965.048 of \$1,000, and in the ESG COVID Subgrantees Division, Subgrantee Account No. 275-6586-965.0001 of \$113,623.

The Saginaw Economic Development Corporation Fund should be decreased \$300,000 from \$802,000 to \$502,000. This reduction in this fund is attributable to the amount

available fund equity. After the submission of the FY 2024 budget, the Office of Management and Budget received the final audit report that reflects a lesser amount available to balance the fund. As required by the State of Michigan Uniformed Budgeting and Accounting Act, the Saginaw Economic Development Corporation Use of Fund Equity Account No. 282-0000-989.000 should be reduced by \$300,000. Likewise, on the expenditures side, the Loan Disbursement Account No. 282-8570-999.012 should be reduced by the same amount.

The American Rescue Plan Act (ARPA) Grant Fund (285) should increase from \$24,178,354 to \$25,123,354. This represents a \$945,000 increase.

- On March 4, 2024, City Council approved additional allocation of ARPA funds to Hunger Solutions Center Expansion of \$100,000, Major Chords for Minors of \$150,000, City of Saginaw – Community Public Safety – Fire Smokehouse of \$192,000, Youth Protection Council of \$100,000, Saginaw African Cultural Festival of \$228,000, and Lawn Chair Film Festival of \$75,000. This budget adjustment recognizes these allocations. Expenditures will be recognized in the Public Health Division, Grant Disbursement Account No. 285-1778-965.000 in the amount of \$200,000 and in the Revenue Replacement Division, Grant Disbursement Account No. 285-1783-965.000 in the amount of \$645,000. To offset the increase in expenditure, there will be an appropriation of the available fund balance.
- In addition, a budget adjustment is required to recognize the allocation of \$100,000 from Saginaw County’s ARPA allocation for the planned restoration and improvements to the Ojibway Island stage located on Ojibway Island. Revenues will be recognized in the ARPA Local Grant Account No. 285-0000-580.004 of \$100,000. To offset the increase in revenues, there will be the same increase to the ARPA Fund, ARPA Saginaw County Division, Construction Project Account No. 285-1786-822.000.

The Water Operations and Maintenance Fund (591) should be increased \$120,000 from \$54,466,288 to \$54,586,288. This increase in expenditures is a result of the amendment to the existing water agreement between the City of Saginaw and Thomas Township to allow Spicer Group to provide design services for the future bidding and construction of the improvements needed at the Gratiot Road Pump Station. Expenditures will be recognized in this fund’s Surplus Division, Professional Services Account No. 591-4740-801.000 in the amount of \$120,000. To offset the increase in expenditure, there will be the same increase to the Service Fees Account No. 591-0000-630.001 as the city will receive payment from Thomas Township.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Comprehensive Risk Services Agreement Amendment
Prepared by: Grace DeLeon, Director of Human Resources

Manager's Recommendation:

I recommend the approval of the Amendment to the Comprehensive Risk Services Agreement for \$3,900 for the addition of Loss Control Services, to include up to 24 hours of loss control service per contract year for the Human Resources Department.

Justification:

Comprehensive Risk Services has a seasoned claims management staff and they are a Michigan based company located in Novi, all of which will help provide the most efficient and cost effective claims handling services for the City. They have offered these services as a recommendation to limit the amount of exposure to probable worker's compensation claims.

Currently, the City does not have a designated safety position. As safety is paramount in the operations, the City recognizes the importance of investing in comprehensive safety measures to protect its employees, assets and integrity. Loss Control Services offers a variety of safety administrative assistance to include, onsite training, safety audits, OSHA compliance, etc. The cost is based on the purchase of 3 eight hour days at \$1,300 per day.

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 0-204.

Funds are budgeted in the Workers Compensation Administration Division, Professional Services Account No. 678-1750-801.000.

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

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Business Agreement and COBRA Service Agreement with Flex Administrators, LLC

Prepared by: Grace DeLeon, Director of Human Resources

Manager's Recommendation:

I recommend the approval of the Business Associate Agreement and COBRA Service Agreement with Flex Administrators, LLC for the Human Resources Department.

Justification:

Currently, Basic, LLC is contracted as the City's COBRA benefits administrator. Due to a recent merger, Basic, LLC is no longer to provide the City with the same stellar customer service as they have provided in the past. It is in the best interest of the City and its employees to terminate its agreement with Basic, LLC.

A due diligence search was conducted for a new COBRA administrator and Flex Administrators, LLC was identified as the best option. It was a recommendation of the City's agent, Brown & Brown of Central Michigan, Inc. to transfer services to Flex Administrators, LLC.

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 Offices of General Government, Office of Human Resources, Services Fees Account No. 101-1725-824.000.

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

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Printing of Utility Bills
Prepared by: Julie Olgine, Customer Accounting Division, Fiscal Services

Manager’s Recommendation:

I recommend the approval of a purchase with The Masters Touch, LLC for \$15,120 for FY 2025, pending budget approval, for the printing and mailing of utility bills for the Fiscal Services Department, Customer Accounting Division.

Justification:

On March 6, 2024, The Masters Touch LLC provided a quote for the printing and mailing of utility bills. The prior unit cost was \$0.067 per unit and will increase to \$0.07 for approximately 216,000 annual post cards used for mailing water and sewer bills. Postage costs will be billed at the current rate.

It is in the City’s best interest to continue with the current vendor to avoid costly set up fees with a new vendor to restructure the exported data, reconfigure the bill and ensure compatibility with Treasury scanning equipment.

<u>Vendor</u>	<u>FY 2024</u>	<u>FY 2025</u>
The Masters Touch, LLC Spokane, WA	\$14,472	\$15,120

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, Customer Accounting Division, Operating Services Account No. 590-5311-805.000 \$7,560 and Water Operations and Maintenance Fund, Customer Accounting Division, Operating Services Account No. 591-5310-805-000 \$7,560

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Ricoh Multi-Function Copy Machine Lease Renewals
Prepared by: Jeff Klopac, Technical Services Department

Manager's Recommendation:

I recommend approval of a purchase with Applied Innovation Inc. for \$29,310.60. This amount consists of three multi-function copiers, with \$5,862.12 in annual payments due on a five-year lease.

Justification:

The Technical Services Department conducted a copy/print study in 2011. The study concluded the City would see a dramatic decrease in print related cost if it were to remove all personal desktop printers from employees' desks and replace them with multi-function printers that were shared by a group of employees.

Community Development Block Grant, the Saginaw Economic Development Corporation, and the Fire Department will each be replacing end lease multi-function copy machines. Each department will be responsible for monthly payments for the next five 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 – Fire – Fire Administration Division, Operating Services Account No. 101-3550-805.000 \$1,122.60, Office of Neighborhood Services and Inspections, Planning and Zoning Division, Operating Services Account No. 101-3863-805.000 \$597.60, Inspections Division, Operating Services Account No. 101-3865-805.000 \$597.60, Rubbish Collection Fund – Environmental Improvement Division, Operating Services Account No. 226-4583-805.000 \$597.60, Community Development Block Grant Fund, Saginaw Economic Development Division, Operating Services Account No. 275-6520-805.000 of \$2,349.12, CDBG – Residential Loan Fund, Residential Loan Division, Operating Services Account No. 276-6540-805.000 \$597.60.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Desktop Scanners for the Income Tax Division
Prepared by: Jeff Klopocic, Technical Services Department

Manager’s Recommendation:

I recommend the approval of a purchase with 1st Run Computer Services, Inc. for \$7,583.90 for five Ricoh desktop scanners for the Fiscal Services Department, Income Tax Division.

Justification:

On March 5, 2024, bids were received for five Ricoh desktop scanners for the Income Tax Division. These desktop scanners will be an upgrade to the current scanners they purchased in 2019. The new scanners will allow staff to scan returns in a higher resolution and at a faster speed. Once the returns are processed, they become available within the Income Tax document management system. The desktop scanners will allow staff to continue to work on other tasks and process returns from their desk. 1st Run Computer Services, Inc. was the low bidder. The following is a tabulation of the bids received:

	<u>Total</u>
1 st Run Computer Services, Inc. Roslyn, NY	\$7,583.90
9 to 5 Computer Jax Beach, FL	\$7,625.00
B&H Photo Electronics Corp. New York, NY	\$8,065.00
Ocean, Inc. Grand Rapids, MI	\$8,098.75
Solvix Solutions LLC Marlton, NJ	\$8,110.00
Sunflower Lab LLC Hillard, OH	\$8,222.65
GCS Imaging, Inc. Maywood, NJ	\$8,365.00
Sehi Computer Productions, Inc. Rochester Hills, MI	\$8,404.45

Vprime Tech, Inc. Houston, TX	\$8,526.05
Bits Inc DBA Network One Milford, MI	\$8,594.65
Adorama, Inc. New York, NY	\$8,770.00
Howard Technology Solutions Laurel, MS	\$9,105.00
E-Logic, Inc. Washington, D.C.	\$9,150.20
Holzberg Communications Inc Totowa, NJ	\$9,359.00
Applied Innovation Clio, MI	\$9,525.00

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 Technical Services Department, Information Services Fund, Operating Services Account No. 658-1720-805.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Phase I Fiber Optic Network Line Replacement Project
Prepared by: Jeff Klopccic, Technical Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Pro-Tech Cabling Systems, Inc. for \$881,556.00 for phase I of the City's fiber optic network line replacement project for the Technical Services Department.

Justification:

The Technical Services Department is requesting approval for the upgrade of its fiber optic network. The City's fiber network connects City Hall to 17 City buildings including the Police and Fire Stations, both Water and Sewer treatment plants, as well as the Saginaw County services building. Our current fiber optic network lines are over 25 years old and have passed their reliable life span. The existing fiber lines will be replaced in a two phased project. This phase includes the Public Services building, Police Station, Central Fire Station, Wastewater Treatment Plant and four CSO retention basins. On January 31, 2024, a quote was received from Pro-Tech Cabling Systems, Inc., the City's fiber optic installation and repair vendor.

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 American Rescue Plan Act Fund, Revenue Replacement Division, Operating Services Account No. 285-1783-805.000 \$96,985, Sewer Operations and Maintenance Fund, Surplus Division, Operating Service Account No. 590-4840-822.000 \$664,571, and Department of Technical Services - Information Services Fund, Operating Services Account No. 658-1720-805.000 \$120,000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: LVT Mobile-Mount Surveillance Units Lease
Prepared by: Brian Rowell, Community Public Safety – Police

Manager’s Recommendation:

I recommend the approval of a six-month lease with LiveView Technologies, Inc., a sole source, for \$70,000 for four LVT mobile-mount surveillance units for the Police Department.

Justification:

LVT solar-powered, cellular-connected mobile surveillance units increase safety by utilizing cloud-based software to observe occurrences within their proximity from any connected web-enabled device. These systems proactively protect citizens, infrastructure, property, and assets through automatic deterrence methods, which include automated audio messages, strobe and flood lights, camera movements, and the ability to alert authorized users in real time. The ease of mobility of these compact units will enable them to be stationed and relocated to various locations throughout the City, particularly during special events.

LiveView Technologies, Inc. is the manufacturer and sole-source for LVT Units and holds General Services Administration – Federal Acquisition Service contract number 47QTCA23D00N.

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 Building Management, Equipment Rental, Account No. 101-3514-944.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Amended Water Service Agreement with Thomas Township
Prepared by: Phillip Karwat, Public Services Director

Manager’s Recommendation:

I recommend the approval of the Addendum to the Water Service Agreement, as amended, with Thomas Township.

Justification:

In June 2005, the City and Thomas Township entered into a 30-year Water Service Agreement. In order to accommodate the proposed expansion for the Phoenix Project in Thomas Township, the City and Thomas Township representatives have prepared an Addendum to the Water Service Agreement. The proposed development is estimated to increase Thomas Township’s maximum allowable daily and annual use above the current contracted amount. The existing Gratiot Road Booster Station will need to have improvements made to it to allow the increase in estimated water volumes. Spicer Group was the design firm used for prior improvements made to the pump station and are most familiar with its design and operations. Therefore, the City and Thomas Township both agree it is in our best interests to hire Spicer Group to provide design services for this project.

The City shall manage and administer all aspects of the design and construction improvements necessary to increase the capacity of the Gratiot Road Booster Station. All work performed by Spicer will be pursuant to the current Professional Services Agreement between the City and Spicer Group dated June 17, 2019. The estimated costs for the improvements needed to the pump station are \$3.5 million, and Spicer’s proposal for design, permits and preparing bid documentation is \$120,000. Per this Addendum, Thomas Township is responsible for the payment of all costs to Spicer Group in an amount not to exceed \$120,000. It is anticipated that another amendment to the Water Service Agreement will be forthcoming once design documents are completed to allow for an increase in the daily and annual use by Thomas Township.

I have approved the Addendum 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: Dump Truck Repair Services
Prepared by: Dan Ryan, Public Services Department

Manager’s Recommendation:

I recommend the approval of a purchase with Diesel Truck Sales, Inc. for \$8,223.25 for repairs to dump Truck #57-0460, a 2008 Sterling 10-yd truck, for the Public Service Department, Maintenance and Service Division.

Justification:

On March 6, 2024, a quote was received for the repair of dump Truck #57-0460 from Diesel Truck Sales, Inc. After trouble shooting of the Diesel Particulate Filter system, it was determined that replacement is necessary. This truck is used year-round to haul material to and from water main break repairs throughout the City. Diesel Truck Sales is the local Sterling Dealer and specializes in repairs of this nature.

<u>Vendor</u>	<u>Total Cost</u>
Diesel Truck Sales Saginaw, MI	\$8,223.25

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 Motor Pool Operation Fund, Garage Operations Divisions Motor Vehicle Repairs Account No. 661-4481-931.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Purchase Police Patrol Vehicle
Prepared by: Dan Ryan, Public Services Department

Manager’s Recommendation:

I recommend the approval of a purchase with Don Franklin Somerset Inc. for \$163,481.25 for three 2023 Dodge Durango V8 patrol cars for the Police Department.

Justification:

On March 1, 2024, a quote was received for the purchase of three 2023 Dodge Durango V8 patrol cars from Don Franklin Somerset Inc. Somerset, KY. These are the only vehicles near Michigan with upfitting and graphics to match the Police Department’s standards.

On October 10, 2022, City Council approved the purchase of three Police Interceptor Utility vehicles with Signature Ford Lincoln. Production delays at the Ford Motor Company have caused a lack of inventory and vendor availability, resulting in an inability to purchase replacements. Due to these delays, the purchase order with Signature Ford Lincoln has been canceled. This has caused a reduction in the number of in-service vehicles available to the Police Department for its daily operations.

The Police Department’s replacement schedule on patrol vehicles is every three years due to the high use and continuous idling of these vehicles. This replacement plan contributes to ensuring the Police Department’s fleet is in a ready-to-use state. When complete, all three vehicles will be equipped as necessary for police operations. These vehicles are used to transport Police Officers and incident command tools to traffic monitoring events and emergency incidents throughout the City 24 hours a day, 365 days a year.

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 General Fund, Community Public Safety – Police, Police Building Management Division’s Vehicle Account No. 101-3514-982.000 \$58,372.25 and Department of Justice Fund, JAG 2021 Division, Vehicles Account No. 263-3344-982.000 \$105,109.00.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Replacement Parts for GapVac Sewer Jet
Prepared by: Dan Ryan, Public Services Department

Manager’s Recommendation:

I recommend the approval of a purchase with MTech for \$4,494.25 for a 8” Boom Elbow Assembly for the Public Service Department, Maintenance and Service Division.

Justification:

On February 19, 2024, a quote was received a quote for an 8” Boom Elbow Assembly for truck # 57-0839, a 2021 GapVac Sewer Jet truck. This part is a normal wear item that is in the Boom suction hose. The Maintenance and Service Division uses this truck to hydro-excavate water service connections and extensions for materials identification throughout the city for the lead service line replacement program. MTech is the manufacturer’s local authorized vendor for this piece of equipment.

<u>Vendor</u>	<u>Cost</u>
MTech Company Cleveland, OH	\$4,494.25

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 Motor Pool Operations Fund, Garage Operations Division's Motor Vehicle Supplies Account No. 661-4481-737.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Seasonal Road Salt Purchase
Prepared by: Brett Reid, Public Service Department

Manager's Recommendation:

I recommend the approval of a purchase with Detroit Salt Company for \$111,220 for 2,000 tons of seasonal road salt for the Public Services Department, Streets Division.

Justification:

On April 18, 1977, City Council approved a cooperative purchasing agreement with the State of Michigan, which allows the purchase of material and equipment at State bid pricing. This agreement has been used to purchase road salt for ice control in the past. In April of 2023, 2,500 tons of seasonal road salt was ordered for this winter. Per the contract, the seasonal salt purchase can be decreased by 20% or increased by 30%. The City has elected to decrease their seasonal salt purchase by 20% due to the mild winter season.

The Detroit Salt Company of Detroit, Michigan, was the low bidder on the State bid at \$55.61 per ton. This per ton price includes the salt, weighing, loading, handling and the truck freight charges.

The 2023 unit price for seasonal road salt was \$56.36 per ton, and the 2022 unit price for seasonal road salt was \$59.86. This year's unit price for seasonal road salt represents a 1% decrease over the 2023 unit price, and a 7% decrease over the 2022 unit price.

The salt barn storage capacity is 4,000 to 5,000 tons. At the end of last winter, the barn contained 2,500 tons of road salt. 1,500 tons of early fill road salt was purchased last fall. As of Friday, March 1, 2024, the Streets Division has used 1,100 tons of road salt this winter.

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, Winter Maintenance Division's Street and Road Materials Account No. 202-4655-743.000 \$44,488, Local Streets Fund, Winter Maintenance Division's Street and Road Materials Account No. 203-4655-743.000 \$16,683, and Major Streets Fund, State Winter Maintenance Division's Street and Road Materials Account No. 202-4692-743.000 \$50,049.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Purchase of Welding/Fabrication Services
Prepared by: Brett Reid, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Don's Welding for \$9,660 for welding and fabricating services on two Front Load Packer Trucks for the Public Services Department, Streets Division.

Justification:

On February 16, 2024, the City received a quote from Don's Welding to repair four curotto cans located on the front of the Front Load Packer Trucks at a price of \$4,830 each. At this time welding/fabricating services will be performed on two curotto cans. This welding/fabricating work is necessary to reinstall the C-Chanel and wear blocks on the bottom of the can to prevent further deterioration. The Streets Division requested quotes from two other companies for the welding/fabricating services with no response. The City has worked with Don's Welding in the past and found their work to be extremely satisfactory and performed in a very timely manner.

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 Rubbish Collection Fund, Recycling Division Motor Vehicle Repairs Account No. 226-4586-931.000 \$4,830.00 and the Rubbish Collection Fund, Yard Waste Division Motor Vehicle Repairs Account No. 226-4588-931.000 \$4,830.00.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Traffic Engineering Front Door Replacement
Prepared by: Joe Nugent, Public Services Department

Manager’s Recommendation:

I recommend the approval of a purchase with Gerald G. Bergman, Inc. for \$3,690.00 for the front door replacement at the Traffic Engineering building for the Public Services Department, Traffic Engineering Division.

Justification:

On February 27, 2024, one qualified bid was received for the front door replacement at the Traffic Engineering main building, located at 1741 S. Jefferson Avenue. This repair will include a new aluminum frame to match and attach to the existing aluminum window framework, and a new door with a split of 60/40 with a solid lower aluminum panel and glass upper portion. The following is a tabulation of the bid received:

<u>Vendor</u>	<u>Cost</u>
Gerald G. Bergman, Inc. Saginaw, MI	\$3, 690.00

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 Local Street Fund, Traffic Engineering Division’s Repairs and Replacements Account No. 203-4621-974.000

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Total Annual Purchase Increase for Engineering Services
Prepared by: Travis Hare, Public Services Department

Manager’s Recommendation:

I recommend an increase to the total annual maximum purchases for engineering services with D & M Site, Inc. (D&M), Fishbeck, Fleis & Vanderbrink (F&V), Orchard, Hiltz and McCliment, Inc. DBA OHM Advisors (OHM), ROWE Professional Services Company (Rowe), Spicer Group (Spicer), Surveying Solutions Incorporated (SSI), Tetra Tech of Michigan, PC (Tetra Tech), Wade Trim, Inc. (Wade Trim), and, William A Kibbe and Associates, Inc. (Kibbe), from \$1,700,000 to \$2,000,000 for FY 2024 for the Public Services Department, Engineering Division.

Justification:

On June 22, 2020, Council approved an increase to the Professional Engineering Services Agreements with D&M, FTCH, F&V, OHM, Rowe, Spicer, SSI, Tetra Tech, Wade Trim, and Kibbe up to a total yearly maximum amount of \$1,700,000. The services of the firms are necessary to support engineering staff to carry out the duties and responsibilities of the Engineering Division whenever workload demands additional staff consultant’s expertise. The City Engineer distributes work between the ten firms on a rotational basis for small projects and distributes work on a competitive basis for larger projects.

The announcement of Saginaw as the host for the Memorial Cup and the proposed Medical Diamond Development have added infrastructure projects to be completed in and around Downtown Saginaw. Due to the increased amount of public infrastructure, facilities, parks, cemeteries, water, wastewater, planning, demolitions, parking, and other projects undertaken by the City, it has become necessary to increase the total maximum amount of the individual purchase orders from \$1,700,000 to \$2,000,000 for FY 2024. The Professional Engineering Services Agreements will end June 30, 2024, at that time the agreements will be presented for separate approval.

These vendors meet 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 Fiscal Year in various departmental engineering services and professional services accounts.

Council Action:

Motion to approve the recommendation of the City Manager.

CERTIFYING THE 2024 SINGLE LOT SPECIAL ASSESSMENT TAX ROLL

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

WHEREAS: the City Council has complied with the requirements of ordinances of the City relative to making special assessments to include: Sewer and Water Connections, False Alarms, Demolitions, and Nuisances of Board-Ups, Site Obstructions, Weed Cutting and Yard Violations; and

WHEREAS: a Public Hearing was conducted on February 19, 2024, during which objections were heard and written objections were accepted until the time of said Hearing; and

WHEREAS: all objections have been reviewed and determinations have been made.

NOW THEREFORE BE IT RESOLVED: that the City Clerk is hereby directed to transmit immediately said assessment rolls to the City Treasurer for collection of the assessments therein contained together with interest and penalties as provided in the City Charter and in Title III, Section 33.24, of the City of Saginaw Code of Ordinances; and

BE IT FURTHER RESOLVED: that all single lot special assessments assessed to properties owned by the Saginaw County Land Bank Authority, or the Michigan Land Bank Fast Track Authority shall be removed from the Tax Roll; and

BE IT FURTHER RESOLVED: that each assessment in rolls in Sewer and Water Connections are payable in 10 annual installments, Demolition and Nuisances of Board-Ups, Site Obstructions, Weed Cutting, and Yard Violations, are payable in one installment, and the rate of interest to be charged on unpaid installments shall be eight percent (8%) per annum.

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 March 18, 2024; 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

**ESTABLISHING A STUDY COMMITTEE TO RESEARCH THE CREATION OF
THE EAST SAGINAW HISTORIC BUSINESS DISTRICT**

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

WHEREAS: the City of Saginaw has, within its boundaries, a number of historic resources which reflect its cultural, social, economic, political, and architectural history; and there is great value in recognizing and preserving these resources for future generations; and

WHEREAS: Michigan’s Local Historic Districts Act, Public Act 169 of 1970, as amended, allows the City to establish historic districts and acquire certain resources for historic preservation purposes; and

WHEREAS: the Act further allows the City to adopt an ordinance regulating the construction, addition, alteration, repair, moving, excavation, and demolition of resources in historic districts within the limits of the City, and the City has adopted such an ordinance; and

WHEREAS: designation of a local historic district is an important tool in preserving historic resources by stabilizing and improving property values within the district, and fostering civic pride and beauty, strengthening the local economy and promoting the use of historic resources for the education, pleasure and welfare of the citizens of the City; and

WHEREAS: on February 29, 2024, the City’s Historic District Commission voted in favor of sending a request to City Council to have a historic district study committee research and report on the potential establishment of the East Saginaw Historic Business District; and

WHEREAS: Section 153.541 of the City’s Zoning Code, and Sections 3 and 14 of the Act, grant City Council the authority to appoint a historic district study committee to research and report on the proposed East Saginaw Historic Business District.

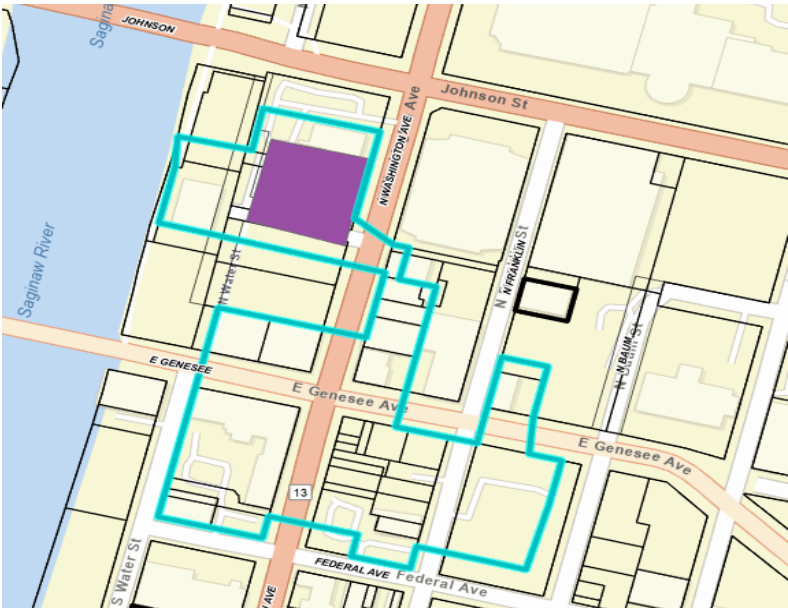
NOW, THEREFORE, BE IT RESOLVED: the City Council for the City of Saginaw hereby determines:

1. A historic district study committee shall be established for the limited purpose of researching and reporting on the potential establishment of the East Saginaw Historic Business District.
2. The historic district study committee shall be comprised of three individuals, the majority of whom shall have a clearly demonstrated interest in or knowledge of historic preservation and shall contain representation from one or more duly organized local historic preservation organizations. Membership shall be by

Council appointment and potential members shall be required to submit an application for membership to the City Clerk’s Office in the regular course.

- 3. The proposed district under study includes the area described and depicted as:

The East Saginaw Historic Business District roughly covers an area two and one-half blocks wide and three blocks long extending from the Saginaw River eastward past Washington Avenue and from Johnson Street southward toward Federal Street. The majority of this district is oriented onto North Washington Avenue although a fine block of smaller commercial buildings faces onto North Water Street.



- 4. In accordance with Section 14(3) of the Act, all pending and future applications for permits within the proposed historic district will be referred to the City’s Historic District Commission.
- 5. The historic district study committee shall accomplish all of those tasks delineated in Section 3(1)-(3) of Michigan’s Local Historic Districts Act, MCL 399.203. Such tasks shall be accomplished within two years of the date of the adoption of this resolution by City Council, including the submission of the committee’s final report and recommendation to City Council. Should such tasks not be accomplished within two years of the date of the adoption of this resolution, the actions supported by this resolution shall automatically be rescinded, and the East Saginaw Historic Business District shall not longer be deemed a proposed local historic district.

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 March 18, 2024; 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

ADOPTION OF THE 2022 SAGINAW COUNTY HAZARD MITIGATION PLAN

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

WHEREAS: The City of Saginaw recognizes the threat that natural hazards pose to people and property within the City of Saginaw; and

WHEREAS: The City of Saginaw has prepared a multi-hazard mitigation plan, hereby known as the 2022 Saginaw County Hazard Mitigation Plan in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS: The 2022 Saginaw County Hazard Mitigation Plan identifies goals and actions to reduce or eliminate long-term risk to people and property in the City of Saginaw from the impacts of future hazards and disasters; and

WHEREAS: Adoption by the City of Saginaw demonstrates its commitment to hazard mitigation and achieving goals outlined in the 2022 Saginaw County Hazard Mitigation Plan.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Saginaw adopt the 2022 Saginaw County Hazard Mitigation Plan.

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 March 18, 2024; 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: Authorizing Signatory for the Cass Street Historic Preservation Easement

Prepared by: Travis Hare, Public Services Department

Manager's Recommendation:

I recommend adoption of the resolution authorizing Timothy Morales as the designated signatory for the Cass Street historic preservation easement for the Public Services Department, Right of Way Division.

Justification:

A resolution for approval of the TAP Grant submission for the Historic Cass Street Brick Pavement Restoration project was adopted at the November 21, 2022 City Council Meeting. On March 7, 2023, the Michigan Department of Transportation (MDOT) notified the City that we were awarded a conditional commitment for this project. The conditional commitment is not a fully executed grant award until the City completes a series of requirements through the TAP program. Once all requirements are completed, the City will receive an official award of \$629,720 in TAP Funds with a City local match of \$209,904, per the grant application.

The TAP Funds are being awarded from the Historic Preservation Category of the TAP Grant program. As a condition of this category, the project will be subject to a historic preservation easement that must be coordinated with the State Historic Preservation Office (SHPO). This easement has not yet been written or approved, but MDOT is requiring the City to submit a resolution that designates the easement signatory at this time. By virtue of his position, the Resolution is designating Timothy Morales as the easement signatory once the easement is received and approved by the City Attorney and City Council.

Council Action:

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

AUTHORIZING SIGNATORY OF THE CASS STREET HISTORIC PRESERVATION EASEMENT FOR THE CASS STREET RECONSTRUCTION PROJECT

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

WHEREAS: the City of Saginaw has been awarded a Transportation Alternatives Program (TAP) Conditional Commitment for the reconstruction of Cass Street from S. Michigan Avenue to S. Niagara Street of 600 feet of brick pavement with curb & gutter, sidewalk, drainage improvements, and water main replacement; and

WHEREAS: as contingency of the TAP Grant, the State Historic Preservation Office (SHPO) is requiring Cass Street to be subject to a historic preservation easement; and

WHEREAS: the City of Saginaw is requesting an easement be prepared by the Michigan Department of Transportation and the Michigan Economic Development Corporation acting through the State Historic Preservation Office; and

WHEREAS: by virtue of their positions, the Mayor and City Manager are authorized to sign easements.

NOW, THEREFORE, BE IT RESOLVED, that the City of Saginaw has designated Timothy Morales as the Cass Street historic preservation easement signatory, as required by the State Historic Preservation Office (SHPO).

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 March 18, 2024; 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: MDNR Recreation Passport Grant Submission
Prepared by: Travis J. Hare, Public Services Department

Manager's Recommendation:

I recommend adoption of the resolution authorizing the submission of a Michigan Department of Natural Resources Recreation Passport Grant application for the Hoyt Park Playscape construction for the Public Services Department, Engineering Division.

Justification:

The Michigan Department of Natural Resources Recreation Passport Grant program was created to provide funding to local units for the development of public recreation facilities, including both the development of new facilities and the renovation of existing facilities. The applicant for this grant program must be a local unit of government, including cities, villages, townships, and counties. The Friends of Hoyt Park approached the City to apply for the grant on their behalf.

The proposed project would include the construction of a new playground at Hoyt Park, to be located on the western portion of the property in close proximity to the existing buildings. The Friends of Hoyt Park are currently renovating many pieces of the park and expressed interest in adding the playground to try and create recreational facilities for kids of all ages. Total project cost is estimated at \$200,000, of which the grant would cover \$150,000, and the Friends of Hoyt Park would provide the \$50,000 match that is required.

Funds for the match would come directly from the Friends of Hoyt Park.

Council Action:

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

MICHIGAN DEPARTMENT OF NATURAL RESOURCES RECREATION PASSPORT GRANT FOR HOYT PARK PLAYGROUND CONSTRUCTION

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

WHEREAS: the City of Saginaw supports the submission of an application titled Hoyt Park Playscape to the Michigan Department of Natural Resources (MDNR) Recreation Passport program for the construction of a playground at Hoyt Park; and

WHEREAS: the Friends of Hoyt Park, a 501(c)3 organization, is hereby making a financial commitment to the project in the amount of the lesser of 25% of project costs, or \$50,000 in matching funds, in cash; and

WHEREAS: the Friends of Hoyt Park commits to funding the long-term maintenance of the playground; and

WHEREAS: the City of Saginaw commits to the long-term responsibilities and grant obligations of the Recreation Passport program.

NOW, THEREFORE, BE IT RESOLVED, that the City of Saginaw hereby authorizes submission of a Recreation Passport grant application for \$150,000, matched by a financial obligation by the Friends of Hoyt Park in the amount of \$50,000 (25%) of a total \$200,000 estimated project cost, during the 2024-2025 fiscal year.

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 March 18, 2024; 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: Local Bridge Program Funds Application
Prepared by: Travis J. Hare, Public Services Department

Manager’s Recommendation:

I recommend adoption of the resolution allowing the request for Local Bridge Program Funds from the Michigan Department of Transportation for preventative maintenance and rehabilitation of the Court Street, Genesee Avenue, Holland Avenue, and Johnson Street bridges for FY 2027 for the Public Services Department, Engineering Division.

Justification:

The Local Bridge Program was enacted in 2004 and is the federal legislation that provides funds for local agency bridges. The Michigan Department of Transportation (MDOT) has called for project applications from eligible communities who wish to participate in this program. The applications must meet certain criteria and because of funding limitations, the applications are evaluated by MDOT and ranked against these criteria.

Per the MDOT Local Bridge Program Guidelines, the total number of applications from any local agency is limited to four. The preventative maintenance projects are eligible for a maximum of 95 percent participation from federal and/or state funds. The City is responsible for the 5 percent match and all right-of-way, design engineering and construction engineering costs. Per the City’s most recent bi-annual bridge inspection reports, it is apparent that the Court Street, Genesee Avenue, Holland Avenue, and Johnson Street bridges are in need of preventative maintenance and/or rehabilitation.

Funds for the City’s share of the construction costs will be made available in the FY 2027 and FY 2028 Major Streets Fund – Bridge Projects Division’s, Construction Projects Account No. 202-4616-822.000, pending Council approval. Funds for design and construction engineering costs will be made available in the FY 2026, FY 2027 and FY 2028 Major Streets Fund – Bridge Projects Division’s, Engineering Services Account No. 202-4616-802.000, pending Council approval.

Council Action:

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

AUTHORIZING THE CITY OF SAGINAW TO SEEK FY 2027 LOCAL BRIDGE PROGRAM FUNDS

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

WHEREAS: the Local Bridge Program Fund provides funding for repair, preventative maintenance and rehabilitation of local bridges; and

WHEREAS: a need for preventative maintenance and/or rehabilitation on the Court Street, Genesee Avenue, Holland Avenue, and Johnson Street Bridges has been determined by recent engineering and bridge inspection reports done by Spicer Group, the City’s structural bridge consultant; and

WHEREAS: the cost of such preventative maintenance and/or rehabilitation has yet to be determined, and will be once engineering estimates are prepared; and

WHEREAS: the deadline for submission of new funding applications for the State of Michigan and FY 2027 Local Bridge Program funds is April 1, 2024; and

WHEREAS: the application will be prepared and reviewed for the purpose of procuring State and Federal Local Bridge Program Funds for such rehabilitation.

NOW, THEREFORE, BE IT RESOLVED, that the City of Saginaw is seeking Local Bridge Program Funds for preventative maintenance and/or rehabilitation on the Court Street, Genesee Avenue, Holland Avenue, and Johnson Street Bridges, and is willing to participate in project cost and implementation.

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 March 18, 2024; 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