



Saginaw City Council Agenda

1315 S. Washington Avenue
VIA TELECONFERENCE
PER PA 267 OF 1976
February 8, 2021
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

1. Proclamation recognizing February 2021 as "Black History Month."

PUBLIC HEARINGS:

PUBLIC INPUT:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

1. Master Plan Update, Alan Bean, AICP, Senior Project Planner, Spicer Group, Inc.

CONSENT AGENDA:

1. Approve the January 25, 2021 regular council meeting minutes.
2. Approve the revised guidelines for applicants requesting Poverty Exemptions.
3. Approve the amendments to the FY 2021 Approved Budget to recognize changes that have occurred during the January period.
4. Approve the purchase with Advanced Business Communications, LLC for \$14,605 for the installation of security cameras at the Fire Stations and Fire Training Facility.
5. Approve the purchase with Todd Wenzel Chevrolet for \$46,648 for a 2021 Chevrolet Tahoe for the Fire Department.
6. Approve the purchase with McDonald Ford for \$28,406 for a 2021 Ford F-250 Pickup truck that is eligible for the Municipal Vehicle Buy-Back program for the Motor Pool Division.
7. Approve the trade-in of four 2020 F-250 Pickup trucks to McDonald Ford for a trade-in value of \$113,624, and approve the purchase with McDonald Ford for \$113,624 for four 2021 F-250 Pickup trucks through the Municipal Vehicle Buy-Back Program for the Facilities and Weed Abatement Divisions. Further, approve a budget adjustment to recognize these funds.
8. Approve the purchase with National Business Furniture for \$10,899 for office furniture for the Public Services Department.

9. Approve the purchase with Hamlett Environmental Technologies, a sole source, for \$12,745 for a 4,150 gallon sodium hypochlorite tank at the Fitzhugh retention and treatment basin for the Remote Facilities Division.

BOARD/COMMISSION/COMMITTEE REPORTS:

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS:

ORDINANCE INTRODUCTION:

ORDINANCE CONSIDERATION AND ADOPTION:

1. An ordinance to amend Chapter 70, of title XII, "Traffic Regulations," by amending §70.03 titled, "Rules and Regulations," of the City of Saginaw Code of Ordinances, O-204.

RESOLUTIONS:

1. Approve the request from Oracle Brewing Company, LLC, located at 122 North Michigan Avenue, for Outdoor Service to be held in conjunction with a 2015 Microbrewer and Small Wine Maker licensed business.
2. Approve the request from Oracle Brewing Company, LLC, located at 122 North Michigan Avenue, to permit the service of alcoholic beverages on public property.

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.

CITY OF SAGINAW

PROCLAMATION

WHEREAS, Black History Month was created by Carter G. Woodson in 1926 to highlight the vast endeavors and accomplishments of African Americans that have impacted our nation's history and identity; and

WHEREAS, in this national celebration, we applaud the transformational contributions of the African American community, which has overcome tremendous adversity to build lasting change for generations to come; and

WHEREAS, the City of Saginaw is proud to honor the African Americans who have helped to shape and transform our city, including lumber baron William Atwood, physician Dr. Archer A. Claytor, former Mayor Henry G. Marsh, educator Ruben Daniels, former UAW President and Airport Commissioner Harry Browne, and countless others whose contributions are woven into the fabric of our city; and

WHEREAS, in our city's recognition of Black History Month, we reflect on the great strides that we have made to ensure freedom for all people, regardless of race, color, creed, in the pursuit of life, liberty, and happiness—and we recognize that our work must continue.

NOW, THEREFORE BE IT RESOLVED, I, Brenda F. Moore, Mayor of the City of Saginaw, do hereby proclaim **February, 2021** as

“Black History Month”

in the City of Saginaw and encourage all residents to honor black history and culture in our city and continue the efforts to create a world that is more just, peaceful, and prosperous for all.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Saginaw to be affixed this 8th day of February in the year of our Lord two thousand twenty-one.



February 8, 2021

Brenda F. Moore, Mayor

Councilpersons

Michael Balls, Mayor Pro Tem
Annie Boensch, George Copeland Jr.,
Michael R. Flores, Monique Lamar-Silvia,
Bill Ostash, Autumn L. Scherzer, and Reggie Williams II

Timothy Morales, City Manager

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, JANUARY 25, 2021, AT 6:30 P.M. VIA VIDEO/TELECONFERENCE PER PUBLIC ACT 267 OF 1976. THE MEETING WAS STREAMED LIVE VIA THE CITY'S WEBSITE AND ON SGTV.

OPENING PRAYER

Council Member Copeland offered the opening prayer.

ROLL CALL

Clerk Santos called the meeting to order. Council Members present: Reggie Williams II, attending remotely from Saginaw, MI, Michael Balls, attending remotely from Saginaw, MI, Annie Boensch, attending remotely from Saginaw, MI, Bill Ostash, attending remotely from Saginaw, MI, Autumn Scherzer, attending remotely from Saginaw, MI, Monique Lamar-Silvia, attending remotely from Saginaw, MI, George Copeland, attending remotely from Saginaw, MI, Brenda Moore, attending remotely from Saginaw, MI: 8. Council Members absent: Michael Flores: 1.

PUBLIC HEARINGS

Clerk Santos announced the public hearing regarding the Urban Cooperation Agreement with Spaulding Township to provide building inspection, planning and zoning services. Mayor Moore called for public comment. John Stemple, Director of Neighborhood Services, spoke in favor of the agreement. Mayor Moore called for comments two more times. No additional comments were made.

Moved by Council Member Boensch, seconded by Mayor Pro Tem Balls to close the public hearing. 8 ayes, 0 nays, 1 absent. Motion approved.

PUBLIC INPUT

There was no public input that addressed the Council.

Council Member Michael Flores joined the meeting at 6:35 p.m. attending remotely from Saginaw, MI.

REMARKS OF COUNCIL

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

REPORTS FROM CITY MANAGER

City Manager Morales provided information and updates regarding City projects.

CONSENT AGENDA:

Mayor Moore asked if there were any exceptions to the consent agenda. No exceptions were made.

1. Approve the January 11, 2021 regular council meeting minutes.
2. Approve the filing of the 2021 Single Lot Special Assessment Tax Roll in the office of the City Clerk for public examination, and that City Council call a public hearing to be held on February 22, 2021.

3. Approve the insurance policy renewal with Chubb/Federal Insurance Company; Hanover Insurance Group; Cincinnati Insurance Company; and Scottsdale Insurance Company effective February 1, 2021 to February 1, 2022, for a total of \$415,385.
4. Approve the grant award of \$3,667 from the 100 Club of Saginaw County to the Police Department for simulation, non-lethal training ammunition, for the Police Emergency Services Team. Further, approve a budget adjustment for FY 2021 to recognize these funds.
5. Approve to increase the blanket purchase order with Nagel and Shippers Products, Inc. by \$1,000, for a new total of \$2,500, for cleaning supplies for the Police Department.
6. Approve the purchase with WM. F. Nelson Electric, Inc. for \$20,280 for the replacement of electric and lighting at the Fire Department's Training Facility.
7. Approve the purchase with Stryker Medical, a sole source, for \$42,179 for three LUCAS-3 mechanical chest compression devices for the Fire Department.
8. Approve the Urban Cooperation Agreement with Spaulding Township for building inspection, planning and zoning services.
9. Approve the purchase with Canada Ticket, Inc. for \$4,876 for parking ticket media and envelopes for the Parking Operations and Maintenance Division.
10. Approve the purchase with WatchGuard for \$3,900 for body cameras for the Inspections Division.
11. Ratification of a purchase with G W Heating and Air Conditioning Co., Inc. for \$7,238 for a rooftop furnace unit in the Motor Pool area in the Public Works building for the Facilities Division.
12. Ratification of a purchase with Control Solutions, Inc. for \$4,265 for a Jace unit for the Energy Management System at the Public Works Building for the Facilities Division.
13. Approve the purchase with Standard Electric for \$28,427 for Whatley street light poles for the Traffic Maintenance Section, Right of Way Division.
14. Approve the purchase with Todd Wenzel Buick GMC for \$38,637 for a 2021 GMC Sierra 2500 Double Cab 4x4 Pickup truck for the Wastewater Treatment Division.
15. Approve the purchase with Todd Wenzel Buick GMC for \$25,167 for a 2021 GMC Terrain AWD vehicle for the Instrumentation and Process Controls Division.
16. Approve the purchase with Todd Wenzel Buick GMC for \$25,167 for a 2021 GMC Terrain AWD for the Water and Wastewater Treatment Divisions.
17. Approve the purchase with Westin Technology Solutions, LLC, a sole source, for \$6,000 for the e-Ris Reporting Software Medium Partner renewal fee for the Instrumentation and Process Controls Division.

18. Approve to increase the blanket purchase order with Clean Team, Inc. by \$10,000, for a new total of \$20,000, for weekly disinfection of common use areas for the Wastewater Treatment Division.
19. Approve the purchase with Hotsy of Mid-Michigan, a sole source, for \$5,035 for a pressure washer for the Wastewater Treatment Division.
20. Approve the purchase with Val-Matic, a sole source, for \$4,900 for four 6' swing-flex check valves for the Wastewater Treatment Division.
21. Approve the Electrical Service Agreements with Consumers Energy.

Moved by Mayor Pro Tem Balls, seconded by Council Member Boensch to approve consent agenda items 1 through 21 as presented. 9 ayes, 0 nays, 0 absent. Motion approved.

BOARD/COMMISSION/COMMITTEE REPORTS

Mayor Pro Tem Balls reported that the MBS International Airport Commission met last week and conducted routine business.

APPOINTMENT OF BOARD AND COMMISSION MEMBERS

Moved by Council Member Lamar-Silvia, seconded by Council Member Williams to approve the following appointments:

1. Manager appointment of Brenda Kolka to the Brownfield Redevelopment authority with a term to expire December 31, 2023.
2. Manager reappointment of Herbert Spence to the Downtown Development Authority with a term to expire December 31, 2024.
3. Manager reappointment of Jim Hill to the Downtown Development Authority with a term to expire December 31, 2024.
4. Mayoral appointment of Andrew Naumann to the Housing Board of Appeals with a term to expire December 31, 2022.
5. Council appointment of Eric Braddock to the Human Planning Commission - District 1 with a term to expire December 31, 2022.
6. Council reappointment of James Wagner to the Human Planning Commission - District 20 with a term to expire December 31, 2022.
7. Council appointment of George Copeland to the Board of Appeals on Zoning with a term to expire December 31, 2023.
8. Council appointment of Brandell Adams to the Board of Appeals on Zoning with a term to expire December 31, 2021.
9. Council appointment of Andrew Naumann to the Historic District Commission with a term to expire July 31, 2023.
10. Council appointment of Natalie Davis to the Historic District Commission with a term to expire July 31, 2023.

9 ayes, 0 nays, 0 absent. Motion approved.

ORDINANCE INTRODUCTION

Moved by Council Member Boensch, seconded by Mayor Pro Tem Balls to introduce an ordinance to amend Chapter 70, of title XII, "Traffic Regulations," by amending §70.03 titled, "Rules and Regulations," of the City of Saginaw Code of Ordinances, O-204. 9 ayes, 0 nays, 0 absent. Motion approved.

Mayor Moore announced that the ordinance will be laid over under Charter provision.

RESOLUTIONS

Moved by Council Member Lamar-Silvia, seconded by Council Member Williams to adopt the resolution approving the Community Development Block Grant COVID-19 Program Submission for FY 2021 for \$260,964. 9 ayes, 0 nays, 0 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Scherzer, seconded by Council Member Williams to adjourn the meeting at 7:07 p.m. 9 ayes, 0 nays, 0 absent. Motion approved.

As recorded by

Janet Santos, MiPMC/MMC
City Clerk

From: Timothy Morales, City Manager

Subject: Revised Guidelines for Applicants Requesting Poverty Exemptions

Prepared by: Mary Malocha, Deputy Assessor

Manager's Recommendation:

I recommend the approval of the revised Guidelines for Applicants Requesting Poverty Exemptions.

Justification:

The State Tax Commission is now requiring local governing bodies to annually approve guidelines establishing standards for the local board of review when granting Poverty Exemptions as authorized under MCL 211.7u. The exemption is for the principal residence of persons who, in the judgment of the board of review, by reason of poverty, are unable to contribute toward the public charges. The exemption may be in whole or in part from taxation under the act.

City Council last approved guidelines on February 3, 2020. The updated guidelines have been revised to adopt the federal poverty guidelines as determined annually by the U.S. Department of Health and Human Services and in accordance with State Tax Commission recommended standards.

Additional updates to the guidelines include conformity with recent changes to Public Act 253 of 2020 and MCL 211.7u which remove the ability of the board of review to deviate from the policy for substantial and compelling reasons and requires the board to grant a percentage reduction of 100%, 50% or 25% of taxable value. These changes create uniformity in the statewide application of this exemption.

I have approved the revised Poverty Exemption Guidelines as to substance and the City Attorney as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

City of Saginaw
City Assessors Office
1315 S. Washington Ave.
Saginaw, MI 48601
989-759-1471



GUIDELINES FOR APPLICANTS REQUESTING POVERTY EXEMPTIONS
(Adopted by City Council ~~February 03, 2020~~ February 8, 2021)

BY LAW, ALL BOARD OF REVIEW MEETINGS AND INFORMATION DISCUSSED ARE SUBJECT TO THE OPEN MEETINGS ACT. EVIDENCE GIVEN TO THE BOARD OF REVIEW OR THE ASSESSOR IS SUBJECT TO THE FREEDOM OF INFORMATION ACT. INFORMATION MAY BE RELEASED TO THE PUBLIC.

The City of Saginaw Board of Review will accept and evaluate applications for a property tax reduction or exemption based on the taxpayer's inability to pay property taxes or the taxpayer's poverty according to MCLA 211.7u. This hardship reduction is only available to residents of the City of Saginaw for their homestead. The Board of Review will objectively evaluate hardship reduction applications utilizing all available information, including statements, under oath, by applicants upon appearance before the Board of Review.

1. The taxpayer must complete an annual application for a one-year hardship reduction or exemption and submit it to the City of Saginaw Board of Review. Applications are available at the City of Saginaw Assessor's Office. If granted, exemptions are in effect for one year only.
2. Applicants must provide federal and state income tax returns for the current year or immediately preceding year for all members of the household. If an applicant was not required to file a federal or state income tax return for the current year or immediately preceding year, the applicant must submit an affidavit attesting to the same. In addition documentation to verify all income or assets is required which may include Social Security Statements, pay stubs, statements from Social Services and bank statements.
3. Applicants must produce a driver's license or other acceptable identification if asked by the Board of Review. Applicants must also produce a deed, land contract or other proof of property ownership if requested.
4. The Board of Review shall consider State Tax Commission Guidelines when granting a hardship exemption.
5. Applicants cannot have more than \$10,000 in assets to be eligible for consideration and no more cash than an amount equal to one month's gross household income. Assets do not include the homestead or an automobile. Assets do include: stocks, bonds, mutual funds, insurance policies, coin collections, boats, ORVs, motorcycles,

recreational vehicles, second homes or salable property, additional automobiles, retirement accounts, bank accounts, cash/money, jewelry, etc.

6. Applicants may be asked to appear in person and are subject to testimony under oath. An authorized agent may appear on an applicant's behalf. Applicants or their authorized agents may be asked to answer questions related to health or financial matters.

7. The Board of Review will evaluate each exemption based upon the guidelines as defined in this procedure, as set forth by the State Tax Commission, and as established by law. ~~The Board of Review may deviate from the guidelines if there are substantial and compelling reasons such as extraordinary medical expenses or other unforeseen situations. The Board of Review will document any reasons for deviating from the guidelines in writing to the applicant.~~ If a person meets all eligibility requirements in statute, the Board of Review must grant a full exemption equal to a 100% reduction in taxable value OR a partial exemption equal to a 25% or 50% reduction in taxable value OR any other percentage reduction in taxable value approved by the State Tax Commission.

8. Applicants cannot be considered for an exemption if their total household gross income exceeds the Federal Poverty guidelines as updated annually by the U.S. Department of Health and Human Services. The guidelines ~~to be used~~ for 2020 **2021** exemptions are as follows:

FEDERAL POVERTY GUIDELINES	
Size of Family Unit	Poverty Guidelines
1	\$ 12,760
2	\$ 17,240
3	\$ 21,720
4	\$ 26,200
5	\$ 30,680
6	\$ 35,160
7	\$ 39,640
8	\$ 44,120
For each additional person	\$ 4,480

9. ~~All applicants, if approved by the Board of Review, shall pay taxes equal to 3.5% of their total household gross income. Applicants over 65, paraplegic, quadriplegic, hemiplegic or totally and permanently disabled as defined under Social Security Guidelines 42 USC 416, will pay taxes equal to the following percentages:~~

Total household gross income less than \$6,000	0%
Total household gross income \$6,001 to \$7,000	1%
Total household gross income \$7,001 to \$8,000	2%
Total household gross income \$8,001 to \$9,310	3%
Total household gross income greater than \$9,310	3.5%

10- 9. Applicants will be sent a written notification of the Board of Review decision. An applicant or the Assessor may appeal the Board of Review decision to the Michigan Tax Tribunal.

The City of Saginaw Poverty Exemption guideline uses the following definitions:

Household Income: total household resources as set forth in the Michigan Homestead Property Tax Credit Claim Form.

~~*Paraplegic, Quadriplegic, Hemiplegic and Total and Permanently Disabled:*~~ as defined by the Michigan Department of Treasury.

Homestead: as defined by Michigan's General Property Tax Act.

Homestead Property Tax Credit: a program authorized by State Statute and managed by the Department of Treasury to provide a credit for homestead property taxes for eligible individuals.

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

Manager's Recommendation:

I recommend approval of the amendments to the 2020/2021 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 2020/2021 annual budget will be adjusted in accordance with Public Act 2 of 1968, Uniform Budgeting and Accounting Act, the City Charter; and the approved 2021 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 \$27,970 from \$40,221,488 to \$40,249,458.

- A budget adjustment is required to recognize the unanticipated and unspent revenues for Community Public Safety Police for the Birch Park and Vestry Drive details that were not utilized in the previous fiscal year in the total amount of \$27,750. Expenditures will be recognized Community Public Safety – Police, Police Patrol Division, Billable Overtime 101-3511-704.001 in the total amount of \$27,750. An appropriation of restricted fund balance will offset the increase in these expenditures.
- A budget adjustment is required to recognize a donation to Community Public Safety Police, in the total amount of \$220. Community Public Safety – Police receive an additional \$220 from Families Against Narcotics Grant. This donation will be recognized in the General Fund Revenue Police Donations Account No. 101-0000-674.009. To offset the increase in revenues will be an increase to Community Public Safety – Police, Police Building Maintenance Division, Parts and Supplies Account No. 101-3514-742.000 for the same amount.

The Saginaw Treatment and Prevention Services (TAPS) Fund (265) should be increased from \$207,625 to \$216,420. This represents an \$8,795 increase. This increase is to recognize the carryover of unspent funds from FY 2020 into this current fiscal year. Revenues will be recognized in the Saginaw TAPS Fund, Use of Fund Account No. 265-0000-989.000 in the amount of \$8,795. To offset the increase revenues will be the same increase to this fund's Overtime Account No. 265-3325-

704.000 in the amount of \$8,667 and Medicare Account No. 265-3325-715.017 in the amount of \$128.

The Community Development Block Grant (CDBG) Fund (275) should be increased \$2,000 from \$6,069,994 to \$6,071,994. This increase continues to reflect the State of Michigan – Department of Treasury Audit Division requirement that the city recognizes any deferred inflows and/or receivables that were due as of June 30 but were not received until the next fiscal year. This adjustment recognizes the shortage from the last adjustment of \$2,000. Revenues will be recognized in the CDBG Fund Special Projects Account No. 275-0000-501.041 in the amount of \$2,000. To offset this increase will be the same increase to the CDBG Fund, Increase to Fund Equity Division, Fund Equity Account No. 275-8559-989.001.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Security Camera Installation at Fire Stations and Training Facility

Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend the approval of a purchase with Advanced Business Communications, LLC for \$14,604.67 for security cameras at three fire stations and the fire training facility.

Justification:

For the safety and security of fire department staff and citizens, the fire department will install security cameras at all three fire stations and the fire training facility. The cameras will provide full video coverage of each building's exterior perimeter as well as the employee and public entrances at: Station 1 located at 801 Federal Ave., Station 2 located at 1305 Gratiot Ave., Station 4 located at 2208 State St., and the Fire Training Facility located at 101 E. Bristol. The City has previously utilized the expertise of Advanced Business Communications, LLC at other City facilities. This project is funded through a donation from the Rutledge Trust.

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 Operations Division's Repairs and Replacements Account No. 101-3551-974.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Replacement Vehicle

Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with Todd Wenzel Chevrolet for \$46,647.25 for a 2021 Chevrolet Tahoe for the Fire Department.

Justification:

The Fire Department is purchasing a 2021 Chevrolet Tahoe to be used by the Battalion Chiefs. A 2016 Chevrolet Tahoe will be moved to a less demanding service for use by Fire Department Staff, replacing a 2007 Chevrolet Tahoe with over 172,000 miles. This vehicle has reached its useful life and is beginning to exceed reasonable maintenance costs. This purchase will be made using MiDeal contract #071B7700178 pricing.

The Fire Department's Battalion Chief's Vehicle is used to transport the on-duty Battalion Chief and incident command tools to emergency incidents throughout the city 24 hours a day, 7 days a week, and 365 days a year. The Fire Department operates on a three shift system on a 24 hour rotation with each shift having a battalion chief serving as the shift commander for the shift. The Battalion Chief vehicle is utilized as a mobile incident command post and it is outfitted with technology that provides the Battalion Chief/Incident Commander real-time technical information on a wide variety of hazards. Additional equipment carried on the Battalion Chief vehicle includes: radio communications equipment, air monitoring equipment, personnel accountability equipment, ice rescue suits, hazardous materials reference materials, and an integrated command module used at large scale incidents.

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 Apparatus Operations and Maintenance Division's Vehicle Account No. 101-3554-982.000 \$46,647.25.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Replacement Pickup Truck

Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with McDonald Ford for \$28,406 for a 2021 Ford F-250 Pickup truck that is eligible for the Municipal Vehicle Buy-Back Program, approved by Council February 17, 2020 for the Motor Pool Division.

Justification:

The Motor Pool Division has budgeted to replace a 1993 Chevrolet K20 with over 130,000 miles. This truck is in need of extensive repairs and has dependability issues. Operating efficiency, operator safety, and loss of productivity due to down time contribute to the need to replace this vehicle. This truck will be replaced with a new 2021 Ford F-250 4X4 Pickup truck equipped as specified. This purchase will be made using the Government Price Concession that is only available to municipalities through Ford's fleet division.

Through the Municipal Vehicle Buy-Back Program, McDonald Ford offers to buy back this municipal vehicle at the vehicle's original purchase price when a replacement vehicle's purchase from McDonald Ford is finalized 12 months after the original purchase date. The Buy-Back vehicle remains in operation with the municipality until the replacement vehicle is delivered. This Buy-Back program will remain in effect for five years and extend annually thereafter upon mutual agreement.

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 Vehicles Account No. 661-4481-982.000 \$28,406.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: McDonald Ford Buy-Back Program

Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval to trade in four 2020 Ford F-250 Pickup trucks to McDonald Ford for \$113,624. Further, I recommend the purchase of four 2021 Ford F-250s for \$113,624 with McDonald Ford through the Municipal Vehicle Buy-Back Program, for the Facilities and Weed Abatement Divisions.

These trucks are used in the summer for transporting mower trailers, work crews, and equipment in the weed abatement division. In the winter these trucks will be used by the facilities division in all facilities needs servicing City Hall, The Public Works building, The Police Department, etc. this includes providing winter maintenance such as hauling snow removal equipment and crews to maintain walkways and entrances as needed. These trucks are also used as transportation to all City owned parks to ensure trash containers and facilities are serviced as needed.

It is also recommended that a budget adjustment, in the total amount of \$113,624 be completed to increase the following funds:

- the General Fund Revenues, Sale of Property Item Account No. 101-0000-673.003 by \$41,662.14. To offset the increase in revenues will be the same increase to the General Fund, Department of Public Services, Abatement of Nuisances Division, Vehicles Account No. 101-7571-982.000;
- the Major Street Fund, Sale of Property Item Account No. 202-0000-673.003 by \$28,027.25. To offset the revenues will be the same increase to the Major Street Fund, Routine Maintenance Division, Vehicle Account No. 202-4651-982.000;
- the Local Street Fund, Sale of Property Items Account No. 203-0000-673.003 by \$28,027.25. To offset these revenues will be the same increase to the Local Street Fund, Routine Maintenance Division, Vehicles Account No. 203-4651-982.000; and
- the Public Works Building Fund, Sale of Property Items Account No. 641-0000-673.003 by \$15,907.36. To offset the revenues will be the same increase to the Public Works Building Fund, Vehicles Account No. 641-4439-982.000.

Justification:

On February 17, 2020, City Council approved the purchase of four Ford F-250's and a five year buy-back program with McDonald Ford. The Facilities and Weed Abatement Divisions

would like to replace four 2020 Ford F-250s through the Municipal Vehicle Buy-Back Program, this allows the City to save on maintenance costs such as tires, breaks, oil changes, etc. These trucks will be replaced with four new 2021 Ford F-250 4X4 Pickup trucks equipped as specified. Through the Municipal Vehicle Buy-Back Program, McDonald Ford offers to buy back these municipal vehicles at the vehicles original purchase price when a replacement vehicle's purchase from McDonald Ford is finalized 12 months after the original purchase date. The Buy-Back vehicle remains in operation with the municipality until the replacement vehicle is delivered. This Buy-Back program will remain in effect for five years and extend annually thereafter upon mutual agreement. This purchase will be made using the Government Price Concession that is only available to municipalities through Ford's fleet division.

These trucks are used for transporting mower trailers, work crews, and equipment in the Weed Abatement Division. In the winter these trucks will be used by the Facilities Division to provide winter maintenance such as hauling snow removal equipment and crews to maintain walkways and entrances for all City buildings, as needed. These trucks are also used as transportation to all City owned parks to ensure trash containers and facilities are serviced as needed.

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, Abatement of Nuisances Division's Vehicles Account No. 101-7571-982.000 \$41,662.13, Major Street Fund, Routine Maintenance Division's Vehicle Account No. 202-4651-982.000 \$28,027.25, Local Street Fund, Routine Maintenance Division's Vehicle Account No. 203-4651-982.000 \$28,027.25, and Public Works Building Fund, Vehicles Account No. 641-4439-982.000 \$15,907.36.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Engineering and Public Services Office Furniture Purchase
Prepared by: Louis Taylor, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with National Business Furniture for \$10,898.91 for office furniture for the Public Services Department.

Justification:

On January 20, 2021, National Business Furniture provided a quote for the fourth phase of the replacement of the Engineering Division's office furniture. National Business Furniture's furniture has proven to be durable and of high quality. Their products also come with a lifetime guarantee.

Items included in the quote are desks, files, and chairs to replace office furniture that is over 30 years old and not suitable for computers and current office equipment requirements. The new furniture is specifically designed to handle a modern work environment.

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 Street Fund, Engineering Administration Division's Capital Outlay less than \$5,000 Account No. 202-4612-971.000 \$3,632.97, Sewer Operations and Maintenance Fund, Engineering Division's Capital Outlay less than \$5,000 Account No. 590-4811-971.000 \$3,632.97, and Water Operations and Maintenance Fund, Engineering Division's Capital Outlay less than \$5,000 Account No. 591-4711-971.000 \$3,632.97.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Sodium Hypochlorite Tank Replacement
Prepared by: John Frollo, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with Hamlett Environmental Technologies, a sole source, for \$12,745.00 for the replacement of a 4,150 gallon sodium hypochlorite tank at the Fitzhugh retention and treatment basin for the Remote Facilities Division.

Justification:

On January 14, 2021, we received a quote from Hamlett Environmental Technologies for a replacement tank for the Fitzhugh retention and treatment basin. All seven retention and treatment basins are disinfected with sodium hypochlorite before discharging to the Saginaw River. Hypochlorite is stored in 16 tanks throughout the system. One of the tanks at the Fitzhugh basin developed a leak and was taken out of service. The tank was drained, cleaned and opened up, and it was determined that the fiberglass had started to de-laminate and a leak had developed due to the age of the tank and the corrosive nature of sodium hypochlorite. Re-lining of the tank was considered as an option, but due to the lack of success with previous lining projects, and the cost being similar, replacement was determined to be the best option. Hamlett Environmental Technologies is the regional representative and a sole source for the Poly Processing Company for molded Polyethylene Tanks.

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, Sewer Surplus Division's Repairs and Replacements Account No. 590-4840-974.000.

Council Action:

Motion to approve the recommendation of the City Manager.

Moved by Council Member _____, seconded by Council Member _____ to adopt an ordinance introduced January 25, 2021, entitled and reading as follows, be taken up and enacted:

O- _____

AN ORDINANCE TO AMEND CHAPTER 70, OF TITLE XII, "TRAFFIC REGULATIONS," BY AMENDING §70.03 TITLED, "RULES AND REGULATIONS," OF THE CITY OF SAGINAW CODE OF ORDINANCES, O-204.

The City of Saginaw ordains:

Section 1. An ordinance to amend Chapter 70, of title XII, "Traffic Regulations," by amending §70.03 titled, "Rules and Regulations," of the City of Saginaw Code of Ordinances, O-204, is hereby amended to read as follows:

§ 70.03 RULES AND REGULATIONS.

(A) The City Manager is hereby empowered to direct and control traffic; to create quiet and safety zones; to designate and approve of all official traffic control devices; to designate emergency vehicles; to designate streets or portions thereof closed to traffic by reason of construction or repairs.

(B) The City Manager is hereby empowered, subject to approval of the Council, to designate through streets and the speed limits thereon; to designate the location of all official traffic control devices; to prescribe the manner and duration of parking of vehicles; to create loading zones and bus, taxicab, and dray stands; to designate the route of trucks, tractors, and trailers through the City; to designate the maximum weight of any vehicle permitted upon any bridge; to make all needful rules for the direction of traffic or parking of vehicles on any highway, alley or place not unlawful nor inconsistent with this title; and to establish fees for the use of temporary traffic regulatory devices or equipment and block party permits.

(1) Where a traffic control or engineering study shows the need for placement of a traffic control device to protect public safety, the City Manager is empowered to locate and place such a traffic control device prior to Council approval of same. Council's ratification of the placement of such traffic control device shall be sought as soon thereafter as feasible.

(C) All rules and regulation changes made hereunder shall become effective when the traffic control devices, if required under this title, have been installed. A certified copy of such adopted rules and regulations shall be filed with the local clerk as required by law.

(D) Violation of the provisions of this section shall be a criminal misdemeanor and punishable as provided in § 70.99(B).

This ordinance shall become effective February 18, 2021.
Enacted: February 8, 2021.

Yeas:
Nays:
Absent:

ORDINANCE DECLARED ADOPTED

Brenda F. Moore
Mayor

Janet Santos, MiPMC/MMC
City Clerk

I, Janet Santos, 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 February 8, 2021; 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.

Janet Santos, MiPMC/MMC
City Clerk

OUTDOOR SERVICE AREA AT 122 N. MICHIGAN AVENUE

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

WHEREAS: on or about July 9, 2020, the City Clerk's Office received an application for permission for an Outdoor Service license at 122 N. Michigan Avenue; and

WHEREAS: the request from Oracle Brewing Company, LLC is for a new Outdoor Service area to be held in conjunction with 2015 Microbrewer and Small Wine Maker licensed business, located at 122 N. Michigan Avenue, Saginaw, MI 48602, Saginaw County; and

WHEREAS: a separate resolution is to be adopted simultaneously herewith permitting the service of alcoholic beverages on public property at 122 N. Michigan Avenue; and

WHEREAS: Chapter 111, "Alcoholic Beverages," §111.16, "Application for License," wherein the City Manager is to review all applications and departmental reports and give recommendation to City Council of approval or disapproval of the license; and

WHEREAS: the City of Saginaw Fire Prevention, City Police Department, City Engineering Department, City Building Inspections Division, and Saginaw Historic District Commission have conducted their respective inspections and determined compliance of the applicable codes at 122 N. Michigan Avenue.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Saginaw approves the request received from Oracle Brewing Company, LLC for a new Outdoor Service area to be held in conjunction with 2015 Microbrewer and Small Wine Maker licensed business, located at 122 N. Michigan Avenue, Saginaw, MI 48602, Saginaw County.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED

I, Janet Santos, 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 February 8, 2021; the original thereof is on file in the records of the Office of the City Clerk; 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.

Janet Santos, MiPMC/MMC
City Clerk

PERMIT THE SERVICE OF ALCOHOLIC BEVERAGES ON PUBLIC PROPERTY AT 122 N. MICHIGAN AVENUE

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

WHEREAS: on or about July 9, 2020, Oracle Brewing Company, LLC submitted an application for Encroachment Permit; and

WHEREAS: on September 15, 2020, Oracle Brewing Company, LLC was issued a Class I Encroachment Permit from the City Zoning Division for 122 N. Michigan Avenue to include the installation of semi-permanent fencing in an area on the City's sidewalk at 122 N. Michigan; and

WHEREAS: pursuant to §96.055 through §96.069, Chapter 96, Title IX, of the Saginaw Code of Ordinances, "Encroachments," such Encroachment Permit is to be renewed annually, have routine inspections, require insurance naming the City as additional insured, and may be revoked at any time; and

WHEREAS: Oracle Brewing Company, LLC has further requested that it be allowed to serve alcoholic beverages in this fenced area during the hours of operation; and

WHEREAS: the City Council can provide authorization for the service of alcoholic beverages on public property in accordance with §132.01 (c), Chapter 132, Title XII, of the Saginaw Code of Ordinances; and

WHEREAS: §132.01 (c), Chapter 132, Title XIII, of the Saginaw Code of Ordinances, states that City Council can authorize the service of alcoholic beverages on public property if the vendor provides evidence of all of the following to the satisfaction of the City:

- (1) The precise location where said beverages are to be sold and consumed;
- (2) The date and times for said activities;
- (3) A proper state license for the sale and consumption of alcoholic beverages at the place and times listed in the subsections (1) and (2) above;
- (4) Adequate public liability and property damage insurance for the benefit of the City with a company licensed to sell insurance by the state;
- (5) Such other insurance as the City Council deems adequate for the benefit of the City;
- (6) Adequate personnel to control the premises where the alcoholic beverages are to be sold and consumed; and
- (7) Such other reasonable requirements as said City Council deems appropriate.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Saginaw hereby authorizes the service of alcoholic beverages on public property in a fenced area on the City's sidewalk at 122 N. Michigan Avenue, contingent upon Oracle Brewing

Company, LLC providing to the City mandatory documents and proofs listed in §132.01 (c), Chapter 132, Title XIII, of the Saginaw Code of Ordinances.

BE IT FURTHER RESOLVED, that all insurance requirements will be set by the City and all insurance certificates must be reviewed and approved by the City.

BE IT FURTHER RESOLVED, if Oracle Brewing Company, LLC does not provide the aforementioned mandatory documents and proofs as itemized in § 132.01 (c), Chapter 132, Title XIII, of the Saginaw Code of Ordinances, it will not be allowed to serve alcoholic beverages in the encroachment area at 122 N. Michigan Avenue, Saginaw, Michigan during its hours of operation.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED

I, Janet Santos, 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 February 8, 2021; the original thereof is on file in the records of the Office of the City Clerk; 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.

Janet Santos, MiPMC/MMC
City Clerk