



Saginaw City Council Agenda

1315 S. Washington Avenue
Council Chambers, Room 205
September 12, 2022
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

PUBLIC INPUT:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

CONSENT AGENDA:

1. Approve the August 29, 2022 regular council meeting minutes.
2. Approve the Petition 22-06 from Wolverine Fireworks Display, Inc. to display fireworks at 313 N. Water Street on October 1 and December 31, 2022 at dusk.
3. Approve the amendments to the FY 2023 Approved Budget to recognize changes that have occurred during the July period.
4. Approve the HOME Grant Agreement for \$517,426 from the Department of Housing and Urban Development for the HOME Investment Partnership Program for FY 2023.
5. Approve the HOME Subrecipient Agreements and Memorandum of Understanding for \$517,426 for operating expenses and three specific rehabilitation projects FY 2023.
6. Approve the Emergency Solutions Grant Agreement for \$184,255 from the Department of Housing and Urban Development for FY 2023.
7. Approve the Emergency Solutions Grant Subrecipient Agreements for \$184,255 to seven specific organizations providing shelters and transitional housing for the homeless for FY 2023.
8. Approve the Community Development Block Grant Agreement for \$2,184,409 from the Department of Housing and Urban Development for FY 2023.
9. Approve the Community Development Block Grant Subrecipient Agreements and Memorandums of Understanding for \$1,812,451 to specific organizations for housing, economic development, public improvements, and public service activities for FY 2023.

10. Approve the purchase with Homeland Title Company for an annual amount of \$5,000 for FY 2023; and pending budget approval, for FY 2024 and FY 2025, for Title Services for the Community Development Block Grant Division.
11. Approve the Professional Services Agreement with Bay Area Inspections and Consulting, LLC for an annual amount of \$60,000 for professional services for the Department of Neighborhood Services and Inspections, Inspections Division.
12. Approve the acceptance of the grant award from the Homeland Security, Federal Emergency Management Agency for \$40,639.29 to provide NFPA training and certification for the Fire Department.
13. Approve the FY 2022 Byrne Discretionary Community Project Funding grant through the Department of Justice, Office of Justice Programs, Bureau of Justice Assistance for \$482,000. Further, approve a budget adjustment for FY 2023 to recognize these funds.
14. Ratification of the purchase with Dover and Company for \$2,249 for repair of an overhead door at the Public Works Building for the Public Services Department, Facilities Division.
15. Approve the purchase with TruGreen for \$12,981 for annual lawn fertilization services for FY 2023 for the Public Services Department, Facilities Division.
16. Approve the increase to the blanket purchase order with UniFirst Corporation by \$2,581, for a new total of \$42,743, for citywide uniform rental services for the Public Services Department, Streets Division.
17. Approve the purchase with Detroit Salt Company, LLC for \$89,835 for early fill road salt for the Public Services Department, Streets Division.
18. Approve the Professional Services Agreement with Dragon's Keep Consulting, LLC for an annual amount not to exceed \$40,000 for professional engineering services for the Public Services Department, Right of Way Division.
19. Approve the purchase with Ovivo USA, LLC, a sole source, for \$8,761 for two hydraulic cylinders for the Bosker Rake System for the Water and Wastewater Treatment Services Department, Wastewater Treatment and Pumping Division.
20. Approve the agreement with Siemens Industries, Inc., a sole source, for \$1,632 for annual maintenance and calibration of the fire safety system at the Wastewater Treatment Plant; and pending budget approval for \$1,716 for FY 2024 and \$1,812 for FY 2025 for the Water and Wastewater Treatment Services Department, Wastewater Treatment Division.

BOARD/COMMISSION/COMMITTEE REPORTS:

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS:

1. Approve the appointment of Jennifer McKendree to the Historic District Commission - Study Committee for the Bearinger Building with a term to expire when the work is complete.
2. Approve the appointment of Kevin Rooker, Jennifer McKendree, and Lee Amo to a standing Historic District Commission - Study Committee, to study the creation of the Roethke Homes Local Historic District, and such other potential historic districts to be later approved by Council, each with a term to expire December 31, 2024.

ORDINANCE INTRODUCTION:

1. An ordinance to amend Chapter 153, "Zoning Code," of Title XV, "Land Usage," by amending §153.543 "Action of the Commission Regarding Historic Resources Threatened with Demolition by Neglect," of the City of Saginaw Code of Ordinances, O-204.
2. An ordinance to create the Flint & Pere Marquette Potter Street Station Single Entity Local Historic District, in the City of Saginaw, to be added to the Table of Special Ordinances, of the City of Saginaw Code of Ordinances, O-204.

ORDINANCE CONSIDERATION AND ADOPTION:

RESOLUTIONS:

UNFINISHED BUSINESS:

MISCELLANEOUS BUSINESS:

1. Motion to designate an official representative of the City, and the alternate, for the Michigan Municipal League Annual Meeting to be held in Muskegon, October 19 - 21, 2022.

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., 759-1480.85

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, AUGUST 29, 2022, AT 6:30 P.M. IN COUNCIL CHAMBERS AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Mayor Brenda F. 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 Lamar-Silvia, Reggie Williams, Annie Boensch, Michael Balls, Autumn Scherzer, Michael Flores, George Copeland, and Brenda Moore: 8. Council Members absent: William Ostash: 1.

ANNOUNCEMENTS

City Clerk Janet Santos announced the following:

- City Hall will be closed Monday, September 5 for the Labor Day Holiday.
- The Citizens-Police Advisory Commission has two vacancies to fill. One is for a local high school youth representative, and one is for a mental health professional. Applications are available on the city website and in the Clerk's Office. Must be a City resident.
- The City's Waste Convenience Station is open the second Saturday of the month from 8:00 a.m. to noon. City residents who wish to dispose of large, bulky materials are encouraged to utilize this service. Items that can be dropped off include recyclables, building materials, furniture, trash, etc. The station will be open next Saturday, September 10.

PUBLIC HEARINGS

Clerk Santos announced the public hearing regarding a request to terminate Brownfield Plan 16 – Staples Building, aka Michigan Photo Redevelopment and Reuse Project, located at 119 and 127 South Jefferson Avenue and 124 South Baum Street. Mayor Moore called for public comments three times. No comments were made.

Moved by Council Member Lamar-Silvia, seconded by Council Member Boensch to close the public hearing. 8 ayes, 0 nays, 1 absent. Motion approved.

PUBLIC INPUT

Members of the Public that addressed the Council: Carly Hammond, Lesley Foxx, Jeffrey Bulls, Craig Tatum, Saleem Mannan, Denita Dorsey, Eric Eggleston, Bishop Larry Camel, Roy Manning, Lynn Vela, John Milne, Atwin Davis, Joseph Konsdorf, Alexis Thomas, Christopher Pryor, Mya Williams, Robert Brown, Corion Pritchett, Angie Miller, and Peter Anderson.

Council Member Copeland left the meeting at 7:07 p.m. and returned at 7:09 p.m.

REMARKS OF COUNCIL

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

REPORTS FROM CITY MANAGER

City Manager Tim Morales reported updates regarding various projects. Manager

Morales introduced David Sernick, Project Manager, Guidehouse, Inc. Mr. Sernick presented an overview of the ARPA Advisory Committee Funding Recommendation Report.

Council Member Williams left the meeting at 7:59 p.m. and returned at 8:00 p.m.

Council Member Lamar-Silvia left the meeting at 8:23 p.m. and returned at 8:24 p.m.

CONSENT AGENDA:

1. Approve the August 15, 2022 regular council meeting minutes.
2. Approve the appointment of Kaylene VanWagner as officer delegate and Lisa Crook as alternate officer delegate, and Juanita Oviedo as employee delegate and Jen Tafel as alternate employee delegate, to attend the Municipal Employees Retirement System's 76th Annual Meeting.
3. Approve the purchase with Kielser Police Supply, Inc. for \$38,873 for duty and training ammunition for the Police Department. Further, approve a budget adjustment for FY 2023 to recognize these funds.
4. Approve the purchase with Dover and Company for \$13,500 for annual overhead door maintenance service; and pending budget approval for FY 2024 and FY 2025, for the Public Services Department, Facilities Division.
5. Approve the Grass Cutting Services Agreement with the Saginaw County Land Bank Authority for \$100,000 from July 1, 2022 through June 30, 2023. Further, approve a budget adjustment for FY 2023 to recognize these funds.
6. Approve the purchase with Marshall Campbell Company for \$8,229 for street light repair material for the Public Services Department, Traffic Maintenance Division.

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

Moved by Council Member Scherzer, seconded by Council Member Copeland to approve item 5, as presented. 8 ayes, 0 nays, 1 absent. Motion approved.

BOARD/COMMISSION/COMMITTEE REPORTS

Mayor Moore reported that the Region VII Area Agency on Aging will soon have additional benefits for those who qualify.

Council Member Copeland reported that the Saginaw Housing Commission will have more vouchers for homes due to the RAD Program.

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS

Moved by Mayor Pro Tem Balls, seconded by Council Member Lamar-Silvia to approve the following:

1. Manager's appointment of Demiyah Barlow to the Downtown Development Authority - student representative with a term ending December 31, 2023.

2. Mayoral appointment of Grady Holmes, Jr. to the Housing Board of Appeals with a term ending December 31, 2023.

8 ayes, 0 nays, 1 absent. Motion approved.

RESOLUTIONS

Moved by Council Member Boensch, seconded by Council Member Williams to adopt the resolution Terminate Brownfield Plan 16 – Staples Building, aka Michigan Photo Redevelopment and Reuse Project, located at 119 and 127 South Jefferson Avenue and 124 South Baum Street. 8 ayes, 0 nays, 1 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Copeland, seconded by Council Member Boensch to adjourn the meeting at 8:42 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

As recorded by,

Janet Santos, MiPMC/MMC
City Clerk

Application for Fireworks Other Than Consumer or Low Impact

FOR USE BY LEGISLATIVE BODY
OF CITY, VILLAGE OR TOWNSHIP
BOARD ONLY

DATE PERMIT(S) EXPIRE:

Authority: 2011 PA 256
Compliance: Voluntary
Penalty: Permit will not be issued

The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board.

TYPE OF PERMIT(S) (Select all applicable boxes)

- ☐ Agricultural or Wildlife Fireworks ☐ Articles Pyrotechnic ☐ Display Fireworks
☒ Public Display ☐ Private Display
☐ Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes

NAME OF APPLICANT
Wolverine Fireworks Display, Inc.

ADDRESS OF APPLICANT
205 W. Seidlers Rd., Kawkawlin, MI 48634

AGE (18 YEARS OR OLDER) OF APPLICANT
N/A

NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER
Jennifer Campau

ADDRESS PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER
Same

IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)

ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)

TELEPHONE NUMBER
989-662-0121

NAME OF PYROTECHNIC OPERATOR

Joshua Carter

ADDRESS OF PYROTECHNIC OPERATOR

6211 Swan Creek Rd., Saginaw, MI 48609

AGE (18 YEARS OR OLDER) OF PYROTECHNIC OPERATOR
21+

NO. YEARS EXPERIENCE
20+

NO. DISPLAYS
100+

WHERE
Throughout MI

NAME OF ASSISTANT

ADDRESS OF ASSISTANT

AGE OF ASSISTANT (18 YEARS OR OLDER)

NAME OF OTHER ASSISTANT

ADDRESS OF OTHER ASSISTANT

AGE OF OTHER ASSISTANT (18 YEARS OR OLDER)

EXACT LOCATION OF PROPOSED DISPLAY

313 N. Water Street, Saginaw, 48607 (See attached site diagram)

DATE OF PROPOSED DISPLAY

October 1, 2022 and December 31, 2022

TIME OF PROPOSED DISPLAY

Approximately 10:15 pm (after the games end)

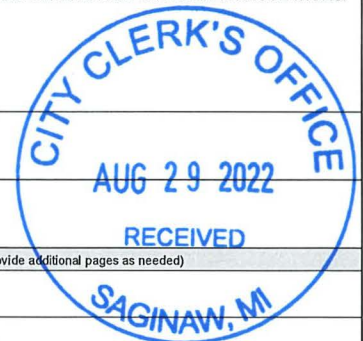
MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS. PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT

No storage necessary. Fireworks will arrive day of display.

AMOUNT OF BOND OR INSURANCE (TO BE SET BY LOCAL GOVERNMENT)
\$10,000,000

NAME OF BONDING CORPORATION OR INSURANCE COMPANY
The Partners Group Ltd.

ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY
11225 SE 6th St. Suite 110, Bellevue, WA 98004



NUMBER OF FIREWORKS

KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed)

Please see attached proposal

All 1.3G multi-shot cake items with a bore no larger than 2"

SIGNATURE OF APPLICANT

Jennifer Campau

DATE

August 29, 2022

2022 Permit for Fireworks Other than Consumer or Low Impact

Authority: 2011 PA 256	The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, nationality, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act you may make your needs known to this Legislative Body of City, Village or Township Board.
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This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only through permit expiration date.

TYPE OF PERMIT(S) (Select all applicable boxes) ☐ Agricultural or Wildlife Fireworks ☐ Articles Pyrotechnic ☒ Display Fireworks ☐ Public Display ☐ Private Display ☐ Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes		FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY. PERMIT(S) EXPIRATION DATE (ENTER DATE OF EXPIRATION)
NAME OF PERSON PERMIT ISSUED TO Wolverine Fireworks Display, Inc.		AGE (18 YEARS OR OLDER) ☒ YES ☐ NO
ADDRESS OF PERSON PERMIT ISSUED TO 205 W. Seidlers Rd., Kawkawlin, MI 48631		
NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION Saginaw Spirit Hockey Club		
ADDRESS 5789 State St., Suite 2, Saginaw, MI 48603		
NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary) See Proposal		
EXACT LOCATION OF DISPLAY OR USE 313 N. Water St., Saginaw, MI 48607		
CITY, VILLAGE, TOWNSHIP Saginaw	DATE 10/1/22 and 12/31/22	TIME Approx 10:15 pm (after games)
BOND OR INSURANCE FILED ☒ YES ☐ NO		AMOUNT \$10,000,000.00

Issued by action of the Legislative Body of a ☐ City ☐ Village ☐ Township of _____ on the _____ day of _____	
(Signature and Title of Legislative Body Representative)	

THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/29/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Partners Group Ltd 11225 SE 6th St., Suite 110 Bellevue WA 98004	CONTACT NAME: Janet Nau	
	PHONE (A/C, No, Ext): 425-455-5640	FAX (A/C, No): 425-455-6727
	E-MAIL ADDRESS: jnau@tpgrp.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Everest Indemnity Insurance Co	
	INSURER B: Arch Specialty Insurance Company	
INSURED Wolverine Fireworks Display, Inc. 205 West Seidlers Road Kawkawlin MI 48631	NAIC #	
	10851	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 1703621226

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	Y		SI8ML02442221	2/1/2022	2/1/2023	EACH OCCURRENCE \$ 1,000,000
	☒ COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000
	☐ CLAIMS-MADE ☒ OCCUR						MED EXP (Any one person) \$ Excluded
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COM/OP AGG \$ 2,000,000
							\$
	GEN'L AGGREGATE LIMIT APPLIES PER:						
	☐ POLICY ☒ PROJECT ☐ LOC						
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	☐ ANY AUTO						BODILY INJURY (Per person) \$
	☐ ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	☐ HIRED AUTOS						PROPERTY DAMAGE (Per accident) \$
	☐ SCHEDULED AUTOS						\$
	☐ NON-OWNED AUTOS						
B	UMBRELLA LIAB ☒ OCCUR			UXP104806300	2/1/2022	2/1/2023	EACH OCCURRENCE \$ 4,000,000
	☒ EXCESS LIAB ☐ CLAIMS-MADE						AGGREGATE \$ 4,000,000
	☐ DED ☒ RETENTION \$ 0						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				OTH-ER
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
A	Excess Liability - Occurrence			SI8EX01908221	2/1/2022	2/1/2023	Each Occurrence \$5,000,000
							Aggregate \$5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The following are Additional Insured on General Liability as their interest may appear as respects operations performed by or on behalf of the Named Insured, as required by written contract:

Saginaw Spirit, Saginaw County, City of Saginaw and ASM Global

Date of Event: October 1, 2022 and December 31, 2022

Location of Event: east shore of Saginaw River between Johnson St. and I-675, Approximately 313 N. Water Street, Saginaw, MI 48607

CERTIFICATE HOLDER**CANCELLATION**

Saginaw Spirit
5789 State St, Suite 2
Saginaw MI 48603

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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

Manager's Recommendation:

I recommend approval of the amendments to the 2022/2023 Approved Budget for the listed funds. This adjustment is required to recognize any errors, omissions, or changes that have occurred within the month of July as well as the carry forward of purchase orders into the 2023 Approved Budget.

Justification:

The 2022/2023 annual budget will be adjusted in accordance with Public Act 2 of 1968, Uniform Budgeting and Accounting Act, the City Charter; and the approved 2023 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 July, 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 \$724,732, from \$38,748,237 to \$39,472,969.

- In April 2022, city council approved purchase order 0513185 with Vehicle Services Group, LLC for the purchase of a rotary lift SPO10 with turf kit hoist system in the amount of \$10,954. This vehicle will be delivered in October 2022. Therefore, this budget adjustment is to recognize the carry forward of purchase order 0513185. This expenditure will be recognized in the General Fund, Department of Public Services, Abatement of Nuisance Division, Repair and Replacement Account No. 101-7571-974.000. These expenditures will be offset by use the of available fund balance.
- A budget adjustment is required in the amount of \$4,000 for Spicer Group, Inc. for the completion of the city's master plan. Expenditures will be recognized in the Department of Neighborhood Services and Inspection, and Planning and Zoning Division, Professional Services Account No. 101-3863-801.000. These expenditures will be offset by the use of available fund balance.
- A budget adjustment is required in the amount of \$45,000 for the upgrade of the camera and switch system for SGTV. Expenditures will be recognized in the General Government, SGTV Division, Office Equipment Account No. 101-1711-981.000. To offset this expenditures, there will be an appropriation of fund balance.

- On December 21, 2021, Community Public Safety – Fire submitted an application for eleven members of the department to become National Fire Protection Association Fire Inspector 1 certified. In August 2022, the department was notified that they would receive \$40,640 for this training. This budget adjustment is to recognize the federal grant funds. Revenues will be recognized in the General Fund Revenues, Fire Federal Grants Account No. 101-0000-501.031. To offset the increase in revenues will be the same increase to Community Public Safety – Fire, Fire Technical Services Division, Training and Development Account No. 101-3552-823.003.
- In April 2022, City Council approved purchase order 0513175 with Champagne & Marx Excavating for the Andersen Enrichment and Fire Training Facility Parking Lots. This adjustment is to carry forward funds for Community Public Safety – Fire portion of \$135,784. Expenditures are recognized in the Community Public Safety – Fire, Fire Suppression Division, Repair and Replacement Account No. 101-3554-974.000. To offset this expenditure there will be an appropriation of restricted fund balance from the Rutledge Trust Fund.
- In September 2021, City Council approved purchase order 0512062 with Vanherweg Electric, Inc. for the purchase of a generator and installation at Fire Station No. 4 in the amount of \$63,098. Due to supply chain issues, the generator will be installed in October 2022. A budget adjustment is required to recognize the carry forward of funds into the Community Public Safety – Fire, Fire Suppression Division, Repair and Replacement Account No. 101-3551-974.000. To offset this expenditure will be an appropriation of restricted fund balance from the Rutledge Trust Fund.
- A budget adjustment is required to recognize unanticipated revenues for Community Public Safety – Fire in the amount of \$5,655. Revenues will be realized in the General Fund Revenues, FD Overtime Reimbursement Account No. 101-0000-676.017. To offset the increase in revenues will be the same increase in the Community Public Safety – Fire, Fire Prevention Division, Overtime Account No. 101-3553-704.000.
- A budget adjustment is required for the purchase of police vehicles due to damages of two of the K9 units. Expenditures will be realized in the Community Public Safety – Police, Police Building Management Division, Vehicles Account No. 101-3514-982.000 in the amount of \$68,844. To offset the increase in expenditures will be the same increase to the General Fund Revenues Reimbursement Account No. 101-0000-676.000 in the amount of \$55,600 as well as an appropriation of fund balance in the amount of \$13,184.
- In April 2022, City Council approved purchase order 0513131 with Direct Fitness Solutions, Inc. for the purchase of SPD Fitness Center Equipment. By year-end the equipment had not been received. This budget adjustment is required to recognize the carry forward of purchase order 0513131 in the amount of

\$53,065. Expenditures will be realized in the General Fund, Community Public Safety – Police, Police Building Management Division, Capital Outlay less than \$5,000 Account No. 101-3514-971.000. To offset the increase in expenditures will be an appropriation of restricted fund balance from the Rutledge Trust Fund.

- In March 2022, City Council approved purchase order 0513022 with Watchguard for the purchase of Helmet Worn Body Camera. By year-end the equipment had not been received. This budget adjustment is required to recognize the carry forward of purchase order 0513022 in the amount of \$46,485. Expenditures will be realized in the General Fund, Community Public Safety – Police, Police Building Management Division, Capital Outlay less than \$5,000 Account No. 101-3514-971.000. To offset the increase in expenditures will be an appropriation of restricted fund balance from the Rutledge Trust Fund.
- In March 2022, City Council approved purchase order 0513183 with Watchguard, Inc. for the purchase of Watchguard Body Camera System. This budget adjustment is required to recognize the carry forward of purchase order 0513183 in the amount of \$24,889. Expenditures will be realized in the General Fund, Community Public Safety – Police, Police Building Management Division, Capital Outlay less than \$5,000 Account No. 101-3514-971.000. To offset the increase in expenditures will be an appropriation of restricted fund balance from the Rutledge Trust Fund.
- In June 2022, City Council approved purchase order 0513478 with Kiesler Police Supply, Inc. in the amount of \$7,373 for the purchase of ballistic shields. This budget adjustment is required to recognize the carry forward of purchase order 0513478 in the amount of \$7,373. Expenditures will be realized in the General Fund, Community Public Safety – Police, Police Administration Division, Parts and Supplies Account No. 101-3512-742.000. To offset the increase in expenditures will be an appropriation of available fund balance.
- A budget adjustment is required for the carry forward of funds for John E. Greene in the amount of \$24,985 for the repairs to the cooling system at the Police Department. Expenditures will be realized in the Community Public Safety – Police, Police Building Management Division, Repairs and Replacement Account No. 101-3514-974.000. To offset the increase in expenditures will be an appropriation of available fund balance.
- A budget adjustment is required to recognize the donations from Nexteer for Community Public Safety – Police that was received in FY 2022. Revenues will be received in the General Fund Revenues, Fund Equity Account No. 101-0000-989.000 in the amount of \$159. To offset the increase in revenues will be the same increase to Community Public Safety – Police, Police Administration Division, Operating Services Account No. 101-3512-805.000.

- A budget adjustment is required to recognize the carry forward of funds received from the Birch Park Security detail in the amount of \$15,691. Revenues will be recognized in the General Fund Revenues, Restricted Fund Balance Account No. 101-0000-989.000. To offset the increase in revenues will be the same increase to the Community Public Safety – Police, Police Patrol Division, Billable Overtime Account No. 101-3511-704.001.
- A budget adjustment is required to recognize unanticipated revenues for the Vestry Drive detail in the amount of \$8,110. Revenues will be recognized in the General Fund Revenues, Police Dept. Services Account No. 101-0000-632.000. To offset the increase in revenues will be the same increase to the Community Public Safety – Police, Police Patrol Division, Billable Overtime Account No. 101-3511-704.001.
- A budget adjustment is required carry forward and to recognize the 2022 First Responder Training and Recruitment grant that was awarded to the City in June of 2022. Revenues will be realized in the General Fund Revenues, Restricted Fund Equity Account No. 101-0000-989.000 in the amount of \$170,000. To offset this increase in revenues will be an increase to the Community Public Safety – Police, Police Administration Division Training and Development Account No. 101-3512-823.003 in the amount of \$91,260 and Community Public Safety – Fire, Fire Technical Services Division Parts and Supplies Account No. 101-3552-742.000 in the amount of \$78,740.

The Major Streets Fund (202) should be increased from \$7,729,855 to \$8,237,073. This represents a \$507,218 increase.

- In June 2021, City Council approved purchase order 0511038 and 0511039 to Tri County International Truck and Versalift Midwest, LLC for the purchase of a forestry replacement cab and chassis as well as upfitting of the truck. This vehicle will be delivered in late September 2022. Therefore, this budget adjustment is to recognize the carry forward of purchase order 0511038 and 0511039 in the amount of \$75,984 and \$107,058, respectfully. These expenditures will be recognized in the Routine Maintenance Division, Vehicles Account No. 202-4651-982.000. These expenditures will be offset by the use of available fund balance.
- In November 2021, City Council approved purchase order 0512331 and 0512332 to Tri County International Truck and Bell Equipment LLC for the purchase of a Claw Truck for the Streets Division as well as Claw Truck upfitting. Delivery of this truck is expected in FY 2023. Therefore, this budget adjustment is to recognize the carry forward of purchase order 0512331 and 0512332 in the amount of \$109,052 and \$109,530, respectfully. These expenditures will be recognized in the Routine Maintenance Division, Vehicles Account No. 202-4651-982.000. These expenditures will be offset by the use of available fund balance.

- In May 2022, City Council approved purchase order 0513375 to John Deere Shared Services, Inc. for the purchase of a John Deere Wheel Loader 324L. Delivery is expected sometime during mid to late 2022. Therefore, this budget adjustment is to recognize the carry forward of purchase order 0513375 in the amount of \$57,860, and will be recognized in the Routine Maintenance Division, Maintenance Equipment Account No. 202-4651-978.000. This purchase order will also be shared with the Rubbish Collection Fund. To offset this expenditure will be the use of available fund balance.
- In May 2022, City Council approved purchase order 0513414 to AIS Construction Equipment for the purchase of a John Deere 324L Spare Wheel and Calm Forks. Delivery is expected sometime during mid to late 2022. Therefore, this budget adjustment is to recognize the carry forward of purchase order 0513414 in the amount of \$4,243, and will be recognized in the Routine Maintenance Division, Maintenance Equipment Account No. 202-4651-978.000. This purchase order will also be shared with the Rubbish Collection Fund. To offset this expenditure will be the use of available fund balance.
- In addition, it is also recommended that \$43,491 be carried forward to cover the cost of construction, reconstruction, construction staking and reconstruction staking for the following street projects – Mackinaw (Alexander to Hamilton), W Holland & E Remington, and Roosevelt Austin to 6th Street. Expenditures will be recognized in the Street Project Division, Professional Services Account No. 202-4614-801.000. These purchase orders are also shared with the Sewer and Water Operations and Maintenance Funds. To offset the increase in expenditure will be an appropriation of available fund balance.

The Local Streets Fund (203) should be increased from \$1,783,307 to \$1,790,219. This represents a \$6,912 increase. This increase is to recognize the carry forward of purchase order 0513274 for the professional services agreement with Mark Segovia. Funds will be recognized in the Street Project Division, Professional Services Account No. 202-4614-801.000. This expenditure will be offset by use of available fund balance.

The Rubbish Collection Fund (226) should be increased from \$4,722,192 to \$5,029,037. This represents a \$306,845 increase.

- In August 2021, City Council approved purchase order 0511734 to Bell Equipment Company for the purchase of a 2021 International Heil Packer Truck for the Streets Division. This vehicle will be delivered late September 2022. Therefore, this budget adjustment is to recognize the carry forward of purchase order 0511734 in the amount of \$178,000. These expenditures will be recognized in the Rubbish Collection Division, Vehicle Account No. 226-4582-982.000 for \$38,270, Recycling Division, Vehicles Account No. 226-4586-982.000 for \$34,710 and the Yard Waste Division, Vehicle Account No. 226-4588-982.000 for \$105,020. These expenditures will be offset by the use of available fund balance.

- In August 2021, City Council approved purchase order 0511741 to A I S Construction for the purchase of a 2021 JCB Skid Steer. Delivery of this truck is expected in January 2023. Therefore, this budget adjustment is to recognize the carry forward of purchase order 0511741 in the amount of \$66,742. These expenditures will be recognized in the Environmental Improvement Division, Vehicles Account No. 226-4583-982.000. These expenditures will be offset by the use of available fund balance.
- In May 2022, City Council approved purchase order 0513375 to John Deere Shared Services, Inc. for the purchase of a John Deere Wheel Loader 324L. Delivery is expected sometime during mid to late 2022. Therefore, this budget adjustment is to recognize the carry forward of purchase order 0513375 in the amount of \$57,860, and will be recognized in this fund's Brush Collection Division, Maintenance Equipment Account No. 226-4585-978.000. This purchase order will also be shared with the Major Street Fund. To offset this expenditure will be the use of available fund balance.
- In May 2022, City Council approved purchase order 0513414 to AIS Construction Equipment for the purchase of a John Deere 324L Spare Wheel and Calm Forks. Delivery is expected sometime during mid to late 2022. Therefore, this budget adjustment is to recognize the carry forward of purchase order 0513414 in the amount of \$4,243, and will be recognized in this fund's Brush Collection Division, Maintenance Equipment Account No. 226-4585-978.000. This purchase order will also be shared with the Major Street Fund. To offset this expenditure will be the use of available fund balance.

The Downtown Development Authority (DDA) 2011 Fund (259) should be increased from \$158,163 to \$187,363. This represents a \$29,200 increase.

- This adjustment is to recognize the donations of funds for the Winter Decoration from Spicer Group in the amount of \$5,000 and Garber Management Group in the amount of \$5,000, equating to \$10,000 in total. These revenues will be recognized in this fund's Contribution Account No. 259-0000-674.000 and will be offset by the DDA-2011 Fund's 2-mill Levy Division, Sponsorship Account No. 259-1777-965.006.
- Another budget adjustment is required to recognize the board's approval to allocate \$12,000 to Police Patrol Overtime as well as \$7,200 to cover the utility cost for the Electric Charging Stations located within the DDA District. Expenditures will be recognized in the DDA-2011 Fund's 2-mill Levy Division, Professional Services Account No. 259-1777-801.000 of \$12,000 and the Services Fee Account No. 259-1777-824.000 of \$7,200. An appropriation of available fund balance will offset these expenditures.

The Department of Justice (DOJ) Fund (263) will be increased from \$0 to \$156,610. This increase is due to recognizing unanticipated revenues in the amount of \$22,150 as

well as carrying forward funds from the prior year of \$134,460. The total amount to be recognized equates to \$156,610. To offset the increase in revenues will be the same increase to the DOJ-2021 Division, Vehicle Account No. 263-3334-982.000 by the same amount.

The Police Justice Grant Fund (268) should be increased from \$58,559 to \$235,595. This is an increase of \$177,036. This increase is to recognize the carry forward of purchase order 0512423 with Absolute Security and Investigation for the purchase of Avigilon Intersection Surveillance System that was approved by City Council in October of 2021. Expenditures will be recognized in this fund's PD Justice Victim Services Grant Division, Fixture Account No. 268-3342-985.000 in the amount of \$177,036. To offset the increase in expenditures will be the same increase to this fund's Justice Victim Services Grant Account No. 268-0000-501.039 as this is a reimbursement grant.

The Capital Project Fund (401) should be increased from \$495,760 to \$570,760. This represents a \$75,000 increase to the fund. This increase is to carry forward funds for the Baum Street Parking Lot that is still under construction. Expenditures will be recognized in this fund's Parking Operations Division, Repair and Replacement Account No. 401-3868-974.000 in the amount of \$54,000 to add a kiosk and pavement marking and to the Engineering Services Account No. 401-3868-802.000 in the amount of \$21,000 for additional engineering services from Spicer. These expenditures will be offset by an appropriation of available fund balance.

In review of the Sewer Operations and Maintenance Fund (590), it is recommended that this fund should be increased by \$229,708, from \$24,021,750 to \$24,251,458.

- In September 2021, City Council approved purchase order 0512071 to Tri County International Truck for the purchase of a tandem axle cab and chassis for dumping truck upfitting. This budget adjustment is to recognize the carry forward of purchase order 0512071 in the amount of \$90,037. Funds are recognized in the Surplus Division, Vehicles Account No. 590-4840-982.000. This purchase order is also shared with the Water Operations and Maintenance Fund. An appropriation of retained earnings will offset the increase in expenditures.
- In September 2021, City Council approved purchase order 0512072 to Truck & Trailer Specialties, Inc. for the purchase of a tandem and single axle dump truck upfitting. This budget adjustment is to recognize the carry forward of purchase order 0512072 in the amount of \$42,615. Funds are recognized in the Surplus Division, Vehicles Account No. 590-4840-982.000. This purchase order is also shared with the Water Operations and Maintenance Fund. An appropriation of retained earnings will offset the increase in expenditures.
- A budget adjustment is also required to reflect the encumbrance of funds from the prior year in the amount of \$68,870. Projects that will continue from the previous fiscal year are – replacement of water meters, accessories, water main services boxes, overhead door replacement for Maintenance and Services – Building 1, manholes blocks, and miscellaneous parts and supplies for the

treatment facility. This carry over is required as the city is realizing supply chain issues. These purchase orders are also shared with the Water Operations and Maintenance Fund. An available appropriation of retained earnings will offset the increase.

- It is also recommended that \$28,186 be carried forward to cover the cost of construction, reconstruction, construction and reconstruction staking, for the following street projects – Mackinaw (Alexander to Hamilton), W Holland & E Remington, and Roosevelt Austin to 6th Street. In addition, as part of the total cost, is a professional services agreement with Mark Segovia to provide engineering services. These costs are shared with the Major Street and Water Operations and Maintenance Funds. Expenditures will be recognized in this fund's Surplus Division, Professional Services Account No. 590-4840-801.000. To offset the increase in expenditures will be an appropriation of available retained earnings.

In review of the Water Operations and Maintenance Fund (591), it is recommended that this fund should be increased by \$245,156, from \$38,909,101 to \$39,154,157.

- In September 2021, City Council approved purchase order 0512071 to Tri County International Truck for the purchase of a tandem axle cab and chassis for dumping truck upfitting. This budget adjustment is to recognize the carry forward of purchase order 0512071 in the amount of \$90,037. Funds are recognized in the Surplus Division, Vehicles Account No. 591-4740-982.000. This purchase order is also shared with the Sewer Operations and Maintenance Fund. An appropriation of retained earnings will offset the increase in expenditures.
- In September 2021, City Council approved purchase order 0512072 to Truck & Trailer Specialties, Inc. for the purchase of a tandem and single axle dump truck upfitting. This budget adjustment is to recognize the carry forward of purchase order 0512072 in the amount of \$42,615. Funds are recognized in the Surplus Division, Vehicles Account No. 591-4740-982.000. This purchase order is also shared with the Sewer Operations and Maintenance Fund. An appropriation of retained earnings will offset the increase in expenditures.
- In December 2021, City Council approved purchase order 0512543 to Gorno Ford, Inc. for the purchase of a 2022 Ford Transit Connect for the Water Treatment Facility. This budget adjustment is to recognize the carry forward of purchase order 0512543 in the amount of \$24,180. Funds are recognized in the Surplus Division, Vehicles Account No. 591-4740-982.000. An appropriation of retained earnings will offset the increase in expenditures.
- A budget adjustment is also required to reflect the encumbrance of funds from the prior year in the amount of \$49,870. Projects that will continue from the previous fiscal year are – replacement of water meters, accessories, water main services boxes, overhead door replacement for Maintenance and Services –

Building 1, manholes blocks, and Ford 20' x ¾" brass saddle. This carry over is required as the City is realizing supply chain issues. These purchase orders are also shared with the Sewer Operations and Maintenance Fund. An available appropriation of retained earnings will offset the fund's increase.

- It is also recommended that \$38,454 be carried forward to cover the cost of construction, reconstruction, construction and reconstruction staking, and reconstruction testing for the following street projects – Mackinaw (Alexander to Hamilton), W Holland & E Remington, Roosevelt Austin to 6th Street and Wadsworth. In addition, as part of the total cost, is a professional services agreement with Mark Segovia to provide engineering services. These costs are shared with the Major Street and Sewer Operations and Maintenance Funds. Expenditures will be recognized in the Surplus Division, Professional Services Account No. 591-4740-801.000. To offset the increase in expenditure will be an appropriation of available retained earnings.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: HUD HOME Investment Partnership Program Grant Agreement
Prepared by: Leticia Trevino, CDBG Specialist

Manager's Recommendation:

I recommend the approval of the HOME Grant Agreement with the Department of Housing and Urban Development for \$517,426 for FY 2022-23.

Justification:

The City of Saginaw has received a Grant Agreement from the Department of Housing and Urban Development (HUD) for FY 2022-2023 for the HOME Investment Partnership Program. The Agreement is in the amount of \$517,426. The City will use \$424,812 for the City's Residential Rehabilitation Program that will assist low-income homeowners in the community with home repairs. Habitat for Humanity will use the required \$77,614 for rehabilitation of houses, and \$15,000 for operating fees in conjunction with these activities. The activities referred to in the funding agreement include services and needs listed in the submissions approved by the City Council for the entitlement funds on March 21, 2022.

In accepting this Agreement, the City agrees to comply with all of its terms and conditions, applicable laws, regulations, and all other requirements of HUD now or hereafter in effect pertaining to the HOME Investment Partnership Grant Program. These conditions are also made a part of all contracts with third parties or subgrantees financed with HOME monies.

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

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: HOME and Community Housing Development Organization
Subgrantee Agreements

Prepared by: Leticia Trevino, CDBG Specialist

Manager's Recommendation:

I recommend the approval of the HOME Subgrantee Agreements for \$92,614 and a Memorandum of Understanding for \$424,812 for FY 2022-23.

Justification:

There are two Agreements from the HOME Program, which would include the purchase of materials for rehabilitation of property, and operation expenses. In addition, one Memorandum of Understanding (MOU) has also been included for the City home owner rehabilitation program. The following information outlines the scope of activity and funding level for the projects under agreement with the City.

1. Saginaw Habitat for Humanity-CHDO Operating Expenses \$15,000
This activity is administered by Habitat for Humanity. It provides operating funds for Habitat to act as the Community Housing Development Organization (CHDO) for the City of Saginaw.
2. Saginaw Habitat for Humanity-Rehabitat \$77,614
This activity will be administered by Habitat for Humanity. They will dedicate these funds to full rehabilitation of houses that are homeowner occupied in the City of Saginaw.
3. City of Saginaw Home Owner Rehabilitation Program \$424,812
This program provides low income qualified homeowners with repairs and updates to their homes in low to moderate income areas of the community.

City Council approved the City's submission to the Department of Housing and Urban Development for these funds on March 21, 2022.

I have approved the Agreements and MOU 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: Emergency Solutions Grant Agreement
Prepared by: Leticia Trevino, CDBG Specialist

Manager's Recommendation:

I recommend the approval of the Emergency Solutions Grant Agreement with the Department of Housing and Urban Development for \$184,255 for FY 2022-2023.

Justification:

The City of Saginaw has received a grant agreement from the Department of Housing and Urban Development (HUD) for FY 2022-2023 for the Emergency Solutions Grant (ESG) Program. The funding agreement is in the amount of \$184,255. This is the City's entitlement amount approved by the federal government. The activities referred to in the funding agreement include services and needs listed in the submissions approved by the City Council for the entitlement funds on March 21, 2022.

In accepting the Agreements, the City agrees to comply with all the terms and conditions of the agreement, applicable laws, regulations, and all other requirements of HUD now or hereafter in effect pertaining to the ESG Program and other applicable laws. The entitlement agreement is for an eighteen-month period that begins on July 1, 2022 and will terminate on December 31, 2023. In accepting the grant agreement, the City also agrees that it will comply with standard federal regulations on employment and training of area residents, affirmative action in hiring employees, equal employment opportunity and third-party agreements. These conditions are also made part of contracts with third parties or subgrantees financed with ESG monies.

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

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: HUD Emergency Solutions Grant Subgrantee Agreements

Prepared by: Leticia Trevino, CDBG Specialist

Manager's Recommendation:

I recommend the approval of the Emergency Solutions Grant Subgrantee Agreements for \$184,255 for FY 2022-2023.

Justification:

There are seven agreements from the Emergency Solutions Grant (ESG) Program to provide \$184,255 in assistance to organizations providing shelter and supportive services for the homeless and those at risk of becoming homeless. The following information outlines the scope of activity and funding level for each project under agreement with the City:

1. Underground Railroad \$50,215
This allocation supports the emergency shelter program and the crisis helpline for survivors of domestic violence, sexual assault, human trafficking and stalking.
2. Youth Protection Council-Innerlink \$29,511
The funds will be used for program operations to include staffing, occupancy, and supplies at the shelter that serves runaways and homeless youth.
3. United Way of Saginaw County-HMIS \$17,963
This allocation is used to maintain the Homeless Management Information System. This system is required by the Department of Housing and Urban Development (HUD) and assists in providing data to local agencies in assessing the needs of the community.
4. United Way of Saginaw County-HPRP \$45,138
The funds will be used for homeless prevention and rapid rehousing services in the City. This allocation will cover rapid rehousing efforts and a caseworker.
5. Saginaw Catholic Mustard Seed Foundation-Shelter \$15,214
This allocation will be used to offset costs of operating the emergency shelter programs such as food and utilities. This shelter focuses on immediate and critical needs for shelter of women and their children.
6. Emmaus House of Saginaw, Inc. \$10,214

The funding is being used to fund a substance abuse recovery program for women. The focus of the program is recovery from drugs and alcohol.

7. Youth Protection Council \$16,000

The funds will be used for a rapid rehousing program and homeless youth project with a focus on education, job training, employment opportunities and life skills.

City Council approved the City's submission to (HUD) for these funds on March 21, 2022.

I have approved the Agreements 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: Community Development Block Grant Agreement

Prepared by: Leticia Trevino, CDBG Specialist

Manager's Recommendation:

I recommend the approval of the Community Development Block Grant Agreement with the Department of Housing and Urban Development for \$2,184,409 for FY 2022-23.

Justification:

The City of Saginaw has received a Grant Agreement from the Department of Housing and Urban Development (HUD) for FY 2022-2023 for the Community Development Block Grant (CDBG) Program. The funding agreement is in the amount of \$2,184,409. This is the City's entitlement amount approved by the federal government. The activities referred to in the Agreement include services and needs listed in the submissions approved by the City Council for the entitlement funds on March 21, 2022.

In accepting the Agreement, the City agrees to comply with all its terms and conditions, applicable laws, regulations, and all other requirements of HUD now or hereafter in effect pertaining to the CDBG Program. The entitlement agreement is for a one-year period that begins on July 1, 2022 and will terminate on June 30, 2023. In accepting the Agreement, the City also agrees to comply with all standard federal regulations on employment and training of area residents, affirmative action in hiring employees, equal employment opportunity and third-party agreements. These conditions are also made part of contracts with third parties or subgrantees financed with CDBG monies.

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

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: HUD Community Development Block Grant Subgrantee Agreements

Prepared by: Leticia Trevino, CDBG Specialist

Manager's Recommendation:

I recommend the approval of the Community Development Block Grant Subgrantee Agreements for \$506,436 and Memorandums of Understanding for \$1,306,015 for FY 2022-23.

Justification:

There are eighteen agreements and six memorandums of understanding (MOU) for housing, economic development, public improvements, and public service activities to be carried out under the City's 48th year of the Community Development Block Grant (CDBG) Program. The following information outlines the scope of activity and funding level for each project under agreement with the City:

1. Saginaw Economic Development Corp \$150,516
This activity is operated by the Saginaw Economic Development Corporation. It provides funds for business loans to credit worthy entrepreneurs and firms that wish to start or expand businesses in the targeted areas. Each business loan is based on the number of jobs to be created and made available to low and moderate-income residents in the City. The budget is comprised of entitlement funds, loan repayments, and carryover funds.
2. Downtown Development Authority \$38,000
This activity is operated by the Downtown Development Authority (DDA). These funds will be utilized by the DDA in their efforts to redevelop properties and recruit businesses to Downtown Saginaw.
3. Saginaw Habitat for Humanity Housing Counseling \$9,445
This activity is operated by Habitat for Humanity in the City of Saginaw. It provides for housing counseling to homeowners. This service is provided to households with income that fall between 30-60% of the area median income for the number of members in their household.
4. Saginaw Habitat for Humanity-Home Maintenance Self Help \$14,000
This activity is operated by Habitat for Humanity in the City of Saginaw. It provides for home maintenance classes for basic plumbing, electrical, interior and exterior repairs. This service is provided to households with income that fall between 30-60% of the area median income for the number of members in their household.

5. Youth Protective Services-Innerlink \$16,000
This activity is operated by the Saginaw County Youth Protection Council. The program seeks to provide intensive long-term social casework intervention for 20 low to moderate-income families whose personal problems have led to degeneration of the family unit.
6. Youth Protective Services Teen Parent Support \$16,000
This activity is operated by the Saginaw County Youth Protection Council. The program seeks to provide assistance directed toward high-risk pregnant and parenting females under the age of 21. Teen Parent Support works to: reduce infant mortality and child abuse, delay subsequent pregnancies, and help young mothers work toward self-sufficiency. This activity will serve 55 clients eligible to be assisted with CDBG funds.
7. First Ward LACER \$25,000
This activity is sponsored by First Ward Community Services. The purpose of this program is to implement Literacy Arts Cultural Enrichment and Recreation (LACER) Program. It is an after-school and summer program whose goal is to enhance and expand the number and variety of programs serving youth in the K-12th grades and increasing the number of youth who do not have access to positive opportunities in safe environments in the City of Saginaw.
8. First Ward H.I.R.E. \$18,000
This activity is sponsored by First Ward Community Services. The H.I.R.E. program stands for Helping Individuals Retain Employment. The program is focused on preparing people that are in need with the skills and abilities to be marketable in the workplace and to find jobs. The program targets youth and will provide positive environment and learning opportunities in a safe environment.
9. First Ward Community Senior Center \$10,000
The Senior Citizens Center provides a place for Senior's to have a nutritious meal and socialize with their peers in a safe and friendly environment.
10. Houghton-Jones Neighborhood Task Force \$28,841
This organization promotes "community" in their area of the City. The activities they oversee promote and encourage beautification efforts throughout the neighborhood and seek to have a paid staff person to handle the day-to-day operations and oversee event planning with the continued help of volunteers in the community.
11. Hearts for the Community-Summer Youth Program \$8,000
Provides a Summer Youth Program for youth in the community and ensures that nutritional lunches and daily activities are provided in a safe, healthy environment in the community.

12. Hearts for the Community-After School Program \$8,000
Provides an after school program for youth in the community and ensures that nutritional lunches and daily activities are provided in a safe, healthy environment in the community.
13. Legal Services of Eastern Michigan-Testing and Education \$9,318
This activity will support Fair Housing Education and Testing which is required by HUD.
14. Saginaw Housing Commission-Lighting Project \$61,250
The funds allocated to the Commission will be to update entry lighting at Town and Garden located at 1803 Norman Street.
15. Ashrat Co. \$57,846
The funds will be used for building renovations at 1315 N. 5th Street. The building is known in the community as the Juneteenth building.
16. Big Brothers/Big Sisters \$10,000
This activity supports at risk youth in the community with one-on-one mentoring services and tutoring.
17. YMCA-Senior Connect \$9,500
The funding will be used to fund the Y-Senior Connect Program. The program is operated on a bi-monthly basis for the senior citizens in our community.
18. Gideon Corporation USA \$16,720
The allocation is being used for the Gideon Youth Boxing Club Program. This program provides a safe space to learn and train in the sport of boxing.

The following information outlines the scope of activity and funding level for each project under a Memorandum of Understanding (MOU) with City departments outside of the Community Development Block Grant Division:

1. Street Improvements \$300,000
Funding was provided for this project in the same amount as last year. This activity is under the City of Saginaw's Department of Public Services. The purpose of the program is to resurface streets, replace deteriorated pavement sections, adjust manhole structures, and construct ADA compliant sidewalk ramps within CDBG-eligible neighborhoods.
2. ADA Ramps \$80,000
Funding was provided for this project in the same amount as last year. This activity is under the City of Saginaw's Department of Public Services. The purpose of the program is to construct ADA compliant sidewalk ramps within CDBG-eligible neighborhoods.

3. Community Policing \$118,837
This activity is under the City of Saginaw's Police Department. The purpose of this program is to continue to fund three Community Police Officers (CPOs) in designated CDBG-eligible neighborhoods. The CPOs have developed close relationships with the residents, business owners/employees and other stakeholders within their assigned neighborhoods. These relationships have resulted in an improved quality of life for the residents.
4. Demolition of Dangerous Buildings \$283,260
This activity is administered under the City of Saginaw's Inspections Division. The purpose of the program is to reduce the presence of blighted, vacant, unsafe structures within the City of Saginaw.
5. Rehabilitation Program \$394,553
This program provides home repairs to residents in the City that own their homes and reside in a low to moderately low income area.
6. Specification Writing Program \$129,365
Code Enforcement Officers write specifications and provide oversight of the construction projects through the entire process for the City's Housing Rehabilitation Programs.

City Council approved the City's submission to the Department of Housing and Urban Development for these funds on March 21, 2022.

I have approved the Agreements 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: Homeland Title Company Activities
Prepared by: Leticia Trevino, CDBG Specialist

Manager's Recommendation:

I recommend the approval of a purchase order with Homeland Title Company for \$5,000 for FY 2023 and pending budget approval, for FY 2024 and FY 2025 for a total of \$15,000 to provide title services for the Community Development Block Grant – Residential Loan Division.

Justification:

Homeland Title Services performs title services for Community Development Block Grant (CDBG) for all of our programs that require these services. This includes but is not limited to: rehabilitation, new construction, demolition and land banking of property to foster neighborhood stabilization. The purchase order is necessary to meet the needs of the program in responding to the upturn in entreats.

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 CDBG Residential Loan Fund, Residential Loan Division, Professional Services Account No. 276-6540-824.000 and will be budgeted in the same account for FY 2024 and FY 2025, pending budget approval.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Professional Service Agreement with Bay Area Inspections and Consulting, LLC.

Prepared by: Dennis Jordan, ACM/Director of Human Resources

Manager's Recommendation:

I recommend the approval of a Professional Services Agreement with Bay Area Inspections and Consulting, LLC for an annual amount of \$60,000 for professional services for the Department of Neighborhood Services and Inspections, Inspections Division.

Justification:

The Inspections Division has a need for a Plumbing and Mechanical inspector. The current demand for this service has made it very challenging for the City to fill this position. Darrin Jerome will retire from the City of Saginaw on September 30, 2022. Darrin Jerome is licensed by the State of Michigan in both plumbing and inspections and has over 25 years of experience working in the City of Saginaw Inspections Division.

As the current owner and sole employee of Bay Area Inspections and Consulting, LLC, Mr. Jerome will examine and approve all plans and specifications for proposed plumbing and mechanical installations in the City, inspect installations during construction, and test completed work for use of proper materials and workmanship. He will also answer complaints along with daily inspections for defective plumbing or mechanical installations and take official action to insure compliance with legal requirements.

Pursuant to the terms of the Agreement, the City will pay Bay Area Inspections and Consulting, LLC for professional services at a monthly rate of \$5,000, for an annual amount of \$60,000. This agreement will begin on October 1, 2022 and does not have a termination date; however, either party can terminate the agreement upon 30 days' written notice.

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, Office of Neighborhood Services and Inspections, Inspections Division, Professional Services Account No. 101-3865-801.000.

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

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: FEMA Assistance for Firefighters Grant Award
Prepared by: Thomas Raines, Fire Chief

Manager's Recommendation:

I recommend the acceptance of the grant award for \$40,639.29 from the United States Department of Homeland Security, Federal Emergency Management Agency to train eleven members of the Saginaw Fire Department to become National Fire Protection Association Fire Inspector 1 certified.

Justification:

On December 17, 2021, the Fire Department submitted a grant application to the Department of Homeland Security, Federal Emergency Management Agency through the Assistance to Firefighters Grant program. The application was submitted to provide National Fire Protection Association (NFPA) Fire Inspector training and certification to eleven members of the department. This 80-hour class will prepare firefighters to complete the NFPA Fire Inspector 1 certification exam. Fire inspectors play a critical role in maintaining safe conditions and enforcing the fire code in the City's 1,153 commercial occupancies. Commercial buildings are required to be inspected on a yearly or bi-annual basis. The entire project will cost \$44,703.23. The City's required share is \$4,063.94.

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 Technical Services Division, Training and Development No. 101-3552-823.003.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: U. S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance – FY 2022 Byrne Discretionary Community Project Funding Grant

Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend the approval of the FY 2022 Byrne Discretionary Community Project Funding grant through the U. S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance, in the amount of \$482,000. The period of this grant is from March 15, 2022 through September 30, 2023.

In addition, a budget adjustment is required to increase the General Fund Revenues, Byrne Grant – Stabenow No. 1 Account No. 101-0000-501.057 from \$0 to \$482,000. To offset the increase in revenue will be an increase to the Community Public Safety – Police, Byrne Grant Stabenow No. 1 Division, Professional Services Account No. 101-3346-801.000 by the same amount.

Justification:

The intent of the FY 2022 Byrne Discretionary Community Project Funding grant is to improve law enforcement response to victims of crime and initiate new ways to reduce crime within the City of Saginaw. This grant presents the Police Department the opportunity to focus on crime reduction through community engagement efforts that include an emphasis on community-based violence intervention programming, the employment of a law enforcement-based victim advocate, increased Police Department personnel community outreach and engagement, and a therapy K9 program.

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

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Ratification of Emergency Overhead Door Repair
Prepared by: Jay Gustin, Public Services Department

Manager's Recommendation:

I recommend ratification of an emergency purchase with Dover and Company for \$2,248.50 for the repair of the damaged overhead door for the Public Services Department, Facilities Division.

Justification:

On August 17, 2022, the City called in Dover and Company to assess the damages to the main exit door at the in the Public Works Building. The damages were caused from a vehicle collision, making the door inoperable. This collision damaged the two lower panels and miscellaneous hardware items. Dover and Company specializes in emergency 24/7 overhead door work of this type and are the City's contracted service provider.

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 Public Works Building Fund, General Repairs Account No. 641-4439-930.000.

Council Action:

Motion to approve the recommendation of the City Manager.

om: Timothy Morales, City Manager
Subject: 1 Year Extension for Annual Lawn Services
Prepared by: Jay Gustin, Public Services Department

Manager's Recommendation:

I recommend approval of the purchase with TruGreen, Inc. for \$12,981 for annual lawn fertilization services for FY 2023 for the Public Service Department, Facilities Division.

Justification:

On September 17, 2019, the City received one qualified bid for a three-year annual fertilization service at select City properties. TruGreen has agreed to extend their FY 2022 bid price for FY 2023. This service requires TruGreen to apply an early spring fertilization treatment, summer weed control treatment and a fall crabgrass control treatment to designated City-owned properties. The City properties that will receive these treatments are City Hall, Public Services, Police Department, Andersen Celebration Park, Forest Lawn Cemetery and Oakwood Cemeteries and Andersen Enrichment Center. Following is a tabulation of the bid received:

<u>Vendor</u>	<u>Costs</u>
Trugreen Freeland, MI	\$12,981

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, Facilities Division, Operating Services Account No. 101-7575-805.000 \$390, Cemeteries Division, Operating Services Account No. 101-1747-805.000 \$11,160, Celebration Park Division Operating Services Account No. 101-7580-805.000 \$285, General Fund, Community Public Safety - Police, Police Building Management Division, Operating Services, Account No. 101-3514-805.000 \$108, Public Works Building Fund, Operating Services Account No. 641-4439-805-000 \$708, and Andersen Center Operation Fund, Andersen Enrichment Center Division Operating Services Account No. 236-7540-805.000 \$330.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: City Wide Uniform Rental Service Purchase Increase
Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend approval to increase the blanket purchase order with UniFirst Corporation by \$2,580.97, for a new total of \$42,742.44, for citywide uniform rental services for the Public Services Department, Streets Division.

Justification:

On June 20, 2022, City Council approved a purchase with UniFirst Corporation for \$40,161.47 for citywide uniform rental services. This purchase included \$5,149.03 for uniform rental services for the Streets Division. The original \$5,149.03 for Streets Division uniform rental services needs to be increased by \$2,580.97 to cover the set up fees for new employees and charges for lost and damaged uniforms. This increase will provide a new purchase total of \$7,730.00 for the Streets Division uniform rental services for FY 2023.

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, Routine Maintenance Division, Operating Services Account No. 202-4651-805.000 \$1,108.11, and the Rubbish Collection Fund, Brush Collection Division, Operating Services Account No. 226-4585-805.000 \$227.81, Recycling Division, Operating Services Account No. 226-4586-805.000 \$ 43.81, Composting Division, Operating Services Account No. 226-4587-805.000 \$288.91, and Yard Waste Division, Operating Services Account No. 226-4588-805.000 \$912.33.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Early Fill Road Salt Purchase
Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Detroit Salt Company, LLC for \$89,835.00 for 1,500 tons of early fill 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 City to purchase material and equipment at State bid pricing. The City has used this agreement to purchase road salt for ice control in the past. In March of 2022, the City placed an order for 1,500 tons of early fill road salt for this winter.

Detroit Salt Company LLC, was the low bidder on the State bid at \$59.89 per ton with the State Contract Number 180000000768. This per ton price includes the salt, weighing, loading, handling and the truck freight charges.

The City did not purchase any early fill road salt in 2021 due to the mild winter the previous year. The 2020 unit price for early fill road salt was \$67.15 and the 2022 unit price for seasonal road salt was \$59.86 per ton. This year's unit price for early fill road salt represents a 10.8% decrease from the 2020 unit price for early fill road salt and a 0.1% increase from the 2022 unit price for seasonal road salt.

The City purchased 1,000 tons of early-fill road salt in 2020, and 2,500 tons of seasonal road salt in February of this year. The salt barn can hold 4,000 tons of salt. It is estimated that there are 2,500 tons of road salt in the salt barn currently.

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 \$35,934.00, the Major Streets Fund, State Winter Maintenance Division's Street and Road Materials Account No. 202-4692-743.000 \$40,425.75, and the Local Streets Fund, Winter Maintenance Division's Street and Road Materials Account No. 203-4655-743.000 \$13,475.25.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Professional Services Purchase with Dragon's Keep Consulting, LLC

Prepared by: Travis Hare, Public Services Department

Manager's Recommendation:

I recommend the approval of a Professional Services Agreement with Dragon's Keep Consulting, LLC for an annual amount not to exceed \$40,000 for professional services for the Public Services Department, Right of Way Division.

Justification:

The Engineering Section has a need for additional outside professional engineering services and administration due to current staffing levels and the number of new employees in the division. Dragon's Keep Consulting, LLC is owned by Tracy Le Fevre, a former employee of the Engineering Section. Tracy Le Fevre has over 30 years of experience providing City of Saginaw engineering documentation and administration on both City of Saginaw and Michigan Department of Transportation bid projects. She is familiar with reporting requirements for both state and federal projects. She also has experience in processing special assessments, grant administration, and the City's enterprise software.

As the current owner and sole employee of Dragon's Keep Consulting, Ms. Le Fevre will provide training for existing and new Engineering Section staff. She will also assist in the development of engineering records retention policies and electronic and paper filing systems for the Engineering Section.

Pursuant to the terms of the Agreement, the City will pay Dragon's Keep Consulting, LLC for professional services at an hourly rate of \$45, for an amount not to exceed \$40,000 for FY 2023. This agreement does not have a termination date; however, either party can terminate the agreement upon 30 days' written notice.

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 Professional Services Account No. 202-4612-801.000 \$15,000, Sewer Operations and Maintenance Fund, Engineering Administration Division's Professional Services Account No. 590-4811-801.000 \$10,000 and Water Operations and Maintenance Fund, Engineering Administration Division's Professional Services Account No. 591-4711-801.000 \$15,000.

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

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Bosker Rake Hydraulic Cylinders
Prepared by: John Frollo, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with Ovivo USA, LLC, a sole source, for \$8,761.00 for two hydraulic cylinders for the Bosker Rake System for the Water and Wastewater Treatment Services Department, Wastewater Treatment and Pumping Division.

Justification:

The Wastewater Treatment Division's preliminary treatment system consists of: two rough bar screens, four fine bar screens, and a grit removal system. The 3" rough bar screens are designed to remove larger pieces of trash, from influent sewer water, prior to further treatment and pumping downstream. These rough bar screens are automatically cleaned 3 times per day by the Bosker Rake System.

The Bosker Rake System has been in service for nearly 10 years. During a recent preventative maintenance inspection, excessive and irreparable wear was detected on one of the hydraulic cylinders that open and close the claw mechanism. Due to their age and heavy usage, both cylinders will be replaced. The used cylinders will be retained for emergency spares.

The Bosker Rake is manufactured in the Netherlands, and its sole source representative in the United States is Ovivo USA, 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 Sewer Operations and Maintenance Fund, Wastewater Treatment and Pumping Division's Parts and Supplies Account No. 590-4830-742.000.

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

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Fire Safety System Services
Prepared by: John Frollo, Water and Wastewater

Manager's Recommendation:

I recommend the approval of the agreement with Siemens Industries, Inc., a sole source, for \$1,632 for FY 2023; and pending budget approval for \$1,716 for FY 2024 and \$1,812 for FY 2025, for annual maintenance and calibration of the fire safety system at the Wastewater Treatment Division for the Water and Wastewater Treatment Services Department, Wastewater Treatment Division.

Justification:

The Wastewater Treatment Division has a Fire Safety System designed and built by Siemens Industries, Inc. The system consists of 42 heat and smoke detection heads located throughout the plant, which are tied into a central control panel and the Wastewater Treatment Plant's Supervisory Control and Data Acquisition (SCADA) system. The system requires annual maintenance and calibration to insure that it is functioning properly. Because this system is designed and supplied by Siemens Industries, they are the sole source for providing this service.

This agreement originated in 2004 and has been renewed multiple times. On August 8, 2022, we received the quote to extend the agreement through December 31, 2025.

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

Funds are budgeted in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division's Professional Services Account No. 590-4830-801.000 for FY 2023 and will be budgeted in the same account for FY 2024 and FY 2025, pending approval.

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

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Amendment to Zoning Ordinance – Historic District Commission

Prepared by: Robert Gollin, Urban Planner

Manager's Recommendation:

I recommend the introduction of an ordinance to amend Chapter 153, "Zoning Code," of Title XV, "Land Usage," by amending §153.543 titled, "Action of the Commission Regarding Historic Resources Threatened with Demolition by Neglect," of the City of Saginaw Code of Ordinances, O-204.

Justification:

The Historic District Commission is requesting an amendment to the Historic District Ordinance as it relates to §153.543 "Action of the Commission Regarding Historic Resources Threatened with Demolition by Neglect". The intent is to establish a process to identify and prevent buildings within the historic district from collapsing unnecessarily due to neglect. The current language within the zoning ordinance is somewhat vague and does not define the process that affords the property owner due process. The amendment would delineate this process such as; notice, opportunity to correct, and a hearing. The proposed language mirrors the current City of Saginaw's dangerous building ordinance with the exception that no third party hearing officer is appointed. The State HDC law specifically gives the local Historic District Commission that authority to make such findings.

The Planning Commission held a public hearing on the proposed amendment on August 23, 2022. There were no comments given by the general public. The Planning Commission approved a motion to recommend introduction and adoption of the proposed zoning ordinance amendment by the City Council.

Council Action:

This Council Communication is for explanation purposes of the ordinance to be introduced and enacted according to the City Chapter, Section 22, titled "Ordinances."

Moved by Council Member _____, seconded by Council Member _____ to introduce an ordinance entitled and reading as follows:

O-_____

AN ORDINANCE TO AMEND CHAPTER 153, "ZONING CODE," OF TITLE XV, "LAND USAGE," BY AMENDING §153.543 "ACTION OF THE COMMISSION REGARDING HISTORIC RESOURCES THREATENED WITH DEMOLITION BY NEGLECT," OF THE CITY OF SAGINAW CODE OF ORDINANCES, O-204.

Laid over under Charter provision.

Moved by Council Member _____, seconded by Council Member _____ to adopt an ordinance introduced September 12, 2022, entitled and reading as follows, be taken up and enacted:

O- _____

AN ORDINANCE TO AMEND CHAPTER 153, "ZONING CODE," OF TITLE XV, "LAND USAGE," BY AMENDING §153.543 "ACTION OF THE COMMISSION REGARDING HISTORIC RESOURCES THREATENED WITH DEMOLITION BY NEGLIGENCE," OF THE CITY OF SAGINAW CODE OF ORDINANCES, O-204.

The City of Saginaw ordains:

Section 1. An ordinance to amend Chapter 153, "Zoning Code," of Title XV, "Land Usage," by amending §153.543 "Action of the Commission Regarding Historic Resources Threatened with Demolition by Neglect," of the City of Saginaw Code of Ordinances, O-204.

§ 153.543 ACTION OF THE COMMISSION REGARDING HISTORIC RESOURCES THREATENED WITH DEMOLITION BY NEGLIGENCE.

(A) The Chief Inspector, on their own initiative or upon request from the Commission, may cause a historic resource within a historic district or proposed historic district to be examined to determine if the historic resource is threatened with demolition by neglect.

(1) Upon determining that a historic resource is threatened with demolition by neglect, the Chief Inspector may issue a notice of defects to the property owner stating the defects thereof and allowing thirty (30) days to cure any cited defects. Service of the notice shall be issued in accordance with § 151.134(B) and shall be effective in accordance with § 151.134(C).

(a) If the defects are not cured within thirty (30) days of the notice of defects, or the property owner is unable to show that necessary efforts to cure the defects has begun, the Commission shall conduct a public hearing at which the owner shall be granted an opportunity to show cause as to why the Commission should not make a finding that the historic resource is threatened with demolition by neglect.

(b) A record of the entire proceeding shall be made by tape recording or other means of permanent recording. A transcript of the proceedings or copy of the recording shall be made available to all parties upon request and upon payment of a fee prescribed therefor. Such hearing shall generally be conducted in the manner as provided for in § 151.135(D)-(E) with all parties having the rights therein prescribed.

(c) The Commission may find that a historic resource is being threatened by demolition by neglect if any of the following criteria are met:

(i) Parts of the resource which are so attached that they may fall and injure members of the public or property.

(ii) Deteriorated or inadequate foundation.

(iii) Defective or deteriorated flooring or floor supports of insufficient size to carry imposed loads with safety.

(iv) Members of walls, partitions or other vertical supports that split, lean or buckle due to defective material or deterioration.

(v) Members of walls, partitions or other vertical supports that are of insufficient size to carry imposed loads with safety.

(vi) Members of ceilings, roofs, ceiling and roof supports or other horizontal members which sag, split or buckle due to defective material or deterioration; or that are insufficient size to carry imposed loads with safety.

(vii) Fireplaces or chimneys which list, bulge or settle due to defective material or deterioration; or are of insufficient size or strength to carry imposed loads with safety.

(viii) Deteriorated, crumbling or loose exterior plaster or stucco.

(ix) Deteriorated or ineffective waterproofing of exterior walls, roofs, foundations or floors, including broken windows or doors.

(x) Defective or lack of weather protection for exterior wall coverings, including lack of paint, or weathering due to lack of paint or other protective covering.

(xi) Any fault or defect in the resource which renders the same structurally unsafe or not properly watertight.

(xii) The deterioration of any significant architectural feature of the resource as determined by the commission.

(xiii) The deterioration or overgrowth of landscape elements that are of historic significance to a resource, or that are endangering the structural stability or waterproofing of a resource.

(B) Upon a finding by the Commission following such hearing that a historic resource within a historic district or proposed historic district is threatened with demolition by neglect, the Commission may do either of the following:

(A1) Require the owner of the resource to repair all conditions contributing to demolition by neglect; and/or

(2) Have the Chief Inspector issue a municipal civil infraction in accordance with § 153.545.

(B3) If the owner does not make repairs within a reasonable time, the Commission or its agents may enter the property and make such repairs as are necessary to prevent demolition by neglect. The costs of the work shall be charged to the owner, and may be levied by the local unit as a special assessment against the property. The Commission or its agents may enter the property for purposes of this section upon obtaining an order from the Circuit Court.

(C) An owner aggrieved by any decision or order of the Commission under this subsection may appeal the decision or order to a court of competent jurisdiction as provided in § 153.540 by filing a petition within twenty (20) days from the date of service of the decision or order.

(D) The Commission shall first consult with the Chief Inspector for any other violation to be found in the City Code, including Chapter 150 Building Regulations, prior to taking action as provided hereunder.

This ordinance shall become effective November 3, 2022.

Enacted: October 24, 2022.

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 October 24, 2022; 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

From: Timothy Morales, City Manager

Subject: Flint & Pere Marquette Potter Street Station Single Entity Local Historic District

Prepared by: Robert Gollin, Urban Planner

Manager's Recommendation:

I recommend the introduction of an ordinance to create the Flint & Pere Marquette Potter Street Station Single Entity Local Historic District.

Justification:

The Historic District Study Committee completed their final report on the Flint & Pere Marquette Potter Street Station Historic District June 14, 2022. The committee is requesting a single entity local historic district be established for the site.

The existing station buildings were listed on the National Register of Historic Places on November 29, 1996. Designation as a local historic district will further help preserve this significant historical resource. It will protect the character of the area, which will be an important asset in the future development of downtown Saginaw. This designation will also afford financial incentives for the adaptive re-use and development of the historic resource. A public hearing was held in City Council Chambers on June 8th, 2022, by the Historic District Study Committee. There were no public comments made.

Council Action:

This Council Communication is for explanation purposes of the ordinances to be introduced and enacted according to the City Chapter, Section 22, titled "Ordinances."

Moved by Council Member _____, seconded by Council Member _____ to introduce an ordinance entitled and reading as follows:

O-_____

AN ORDINANCE TO CREATE THE FLINT & PERE MARQUETTE POTTER STREET STATION SINGLE ENTITY LOCAL HISTORIC DISTRICT, IN THE CITY OF SAGINAW, TO BE ADDED TO THE TABLE OF SPECIAL ORDINANCES, OF THE CITY OF SAGINAW CODE OF ORDINANCES, O-204.

Laid over under the Charter Provision.

Moved by Council Member _____, seconded by Council Member _____ that an ordinance introduced on September 12, 2022 be taken up and enacted, entitled and reading as follows:

O-_____

AN ORDINANCE TO CREATE THE FLINT & PERE MARQUETTE POTTER STREET STATION SINGLE ENTITY LOCAL HISTORIC DISTRICT, IN THE CITY OF SAGINAW, TO BE ADDED TO THE TABLE OF SPECIAL ORDINANCES, OF THE CITY OF SAGINAW CODE OF ORDINANCES, O-204.

The City of Saginaw Ordains:

Section 1. An ordinance to create the Flint & Pere Marquette Potter Street Station Single Entity Local Historic District, in the City of Saginaw, to be added to the Table of Special Ordinances, of the City of Saginaw Code of Ordinances, O-204.

A generalized description of the boundaries for the proposed Flint & Pere Marquette Potter Street Station Historic District include all property boundaries located at 401 and 501 Potter Street, commonly known as the Potter Street Station District which encompasses the property on which the station and adjoining freight warehouse stands on Potter Street and more specifically described as:

401 & 501 Potter Street; A PARCEL OF LAND IN HOYTS NORTHERN ADDITION, SEC.18,T. 12,N.R.5,E.DESCRIBED AS FOLLOWS. COMG. AT THE INTERSECT-ION OF N. LINE OF POTTER ST. & ELY. LINE OF JEFFERSON AVE.EXTENDED,RUNG. THENCE WLY. ALONG SAID N. LINE OF POTTER ST. 80 FT., THENCE NLY. AT RIGHT ANGLES TO POTTERST. 72 FT., THENCE N.ELY. TO A POINT 78 FT. N. OF THE POINT OF BEG. & MEASURED AT RIGHT ANGLES TO SAID POTTER ST. THENCE ELY. PARL. TO SAID POTTER ST. 148 FT., THENCESLY. AT RIGHT ANGLES TO SAID POTTER ST.78 FT. TO N. LINEOF SAID POTTER ST., THENCE WLY. ALONG SAID N. LINE OF POTTER ST. 148 FT. TO POINT OF BEG. and; PART OF SW 1/4 OF SEC 18, T12N, R5E, VIZ., BEG ON N LN OF POTTER ST 148 FT E OF INTER.OF SD LN & E LN OF JEFFERSON ST EXTENDED, TH NE'LY 65 FT (MORE OR LESS) TO A POINT 20 FT S OF CL OF CSX MAIN TRACK, TH SE'LY PARL TO SD MAIN TRACK 415 FT, TH WS'LY AT RIGHT ANGLES TO POTTER ST 65 FT TO N LN OF SD ST, TH W'LY ALONG POTTER ST 415 FT TO POB; as one contiguous district.

Section 2. The Flint & Pere Marquette Potter Street Station Single Entity Local Historic District is hereby created accordingly.

ORDINANCE

IO-2

This ordinance shall take effect on October 6, 2022.

Enacted: September 26, 2022.

Yeas:

Nays:

Absent:

Brenda F. Moore
Mayor

Janet Santos, MiPMC/MMC
City Clerk

ORDINANCE 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 ordinance adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on September 26, 2022; 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