



Saginaw City Council Regular Meeting Agenda

1315 S. Washington Avenue
Council Chambers, Room 205
August 7, 2023
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

PUBLIC INPUT:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

CONSENT AGENDA:

1. Approve the July 24, 2023 regular council meeting minutes.
2. Approve the legal services agreement with Saginaw County on behalf of the Saginaw County Prosecutor's Office for \$7,084 per month.
3. Approve to grant the City Manager the authority to execute the Subdivision and Special District Settlement Participation Forms, and any and all other documents, related to the proposed settlement of the national opioid litigation with Walgreens.
4. Approve the amendments to the FY 2024 Approved Budget to recognize changes that have occurred during the July period.
5. Approve the purchase with Sign Image for \$47,034 for the replacement of the digital sign at City Hall for the Public Services Department.
6. Approve the purchase with Standard Electric, a sole source, for \$5,061 for a Lumecon decorative light pole and base cover for the Public Services Department, Traffic Maintenance Division.
7. Approve the agreement with US Trackworks, LLC for \$125,437 for the rehabilitation of the roadway approaches at the Fraser Street and W. Remington Street railroad crossings as part of the 2022 MDOT Local Grade Crossing Surface Program for the Public Services Department, Engineering Division.
8. Approve the blanket purchase with Nalco Pretreatment Solutions, LLC for \$2,540 for the annual Deionized Water System service for the Water and Wastewater Treatment Services Department, Water Treatment Division.

9. Approve the purchase with Beyer Roofing for \$20,445 for the roof replacement at the Fitzhugh Retention Basin for the Water and Wastewater Treatment Services Department, Remote Facilities Division.
10. Approve the blanket purchase with Hesco, a sole source, for \$6,000 for repair services for Accusonics flow meters for the Water and Wastewater Treatment Services Department, Wastewater Treatment and Pumping and Remote Facilities Divisions.
11. Approve the blanket purchase with City Sewer for \$10,000 for repair services for the underground piping systems and lift stations for the Water and Wastewater Treatment Services Department, Wastewater Treatment and Pumping and Remote Facilities Divisions.
12. Approve the blanket purchase with specified vendors for \$102,000 for parts and supplies needed to operate and maintain the Water and Wastewater Treatment Services Department, Water Treatment Division.

BOARD/COMMISSION/COMMITTEE REPORTS:

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS:

1. Approve the Council reappointment of Andrew Naumann to the Historic District Commission with a term to expire July 31, 2026.
2. Approve the Council reappointment of Lee Amo to the Historic District Commission with a term to expire July 31, 2026.
3. Acknowledge the Mayoral reappointment of Thomas Kennedy to the Saginaw Housing Commission with a term to expire August 30, 2028.

ORDINANCE INTRODUCTION:

ORDINANCE CONSIDERATION AND ADOPTION:

RESOLUTIONS:

UNFINISHED BUSINESS:

MISCELLANEOUS BUSINESS:

1. Motion to designate an official representative of the City, and an alternate, for the Michigan Municipal League Annual Meeting to be held in Traverse City, October 18 - 20, 2023.

ADJOURNMENT:

Timothy Morales
City Manager

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

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, JULY 24, 2023, AT 6:30 P.M. IN COUNCIL CHAMBERS AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Council Member Copeland offered a prayer and Council Member Garcia led the pledge of allegiance of the United States of America.

ROLL CALL

Mayor Moore called the meeting to order. Council Members present: Monique Silvia, Reggie Williams, Annie Boensch, William Ostash, Priscilla Garcia, George Copeland, Brenda Moore: 7. Council Members absent: Michael Balls, Michael Flores: 2.

PUBLIC INPUT

Members of the public that addressed the Council: Bishop Larry Camel, Davion Ortiz, Jayda Brown, Jamarion Holmes, Dariah Burns, Adonnes James, Kamari Jones, Pastor Hurley Coleman.

Council Member Flores entered the meeting at 6:45 p.m.

Public input continued with Betty Holmes, Inez Williams, Myrtle Collier, Pamela Collier.

Moved by Council Member Flores, seconded by Council Member Silvia to extend the time for Pamela Collier by 45 seconds. Mayor Moore asked Clerk Santos to conduct a roll call vote.

Ayes: Flores, Silvia

Nays: Copeland, Williams, Boensch, Ostash, Garcia, Moore

Absent: Balls

Motion denied.

Public input continued with Corneathia Harvey, Eric Kehoe, Dominique Smith, Scott DeSilva.

Council Member Williams left the meeting at 7:14 p.m. and returned at 7:16 p.m.

Public input continued with Colleen Brown, Craig Tatum, and Ralph Martin.

COUNCIL REMARKS

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

REPORTS FROM CITY MANAGER

City Manager Tim Morales reported updates regarding various projects. Manager Morales introduced Ariel Flaggs, Managing Consultant of Guidehouse, Inc. Ms. Flaggs presented an update on the American Rescue Plan Act Funding.

Council Member Silvia left the meeting at 7:51 p.m. and returned at 7:53 p.m.

CONSENT AGENDA:

Moved by Council Member Copeland, seconded by Council Member Williams to approve the consent agenda, allowing room for exceptions. An exception was made to item #3. 8 ayes, 0 nays, 1 absent. Motion approved.

1. Approve the July 10, 2023 regular council meeting minutes.
2. Receive and file Petition 23-08 from the Saginaw County Community Action Center to be recognized as a nonprofit organization for purposes of obtaining a charitable gaming license.
3. Approve the sale of the property at 505 Millard to Fifth Avenue Limited Partnership for \$1,000.
4. Approve the purchase with Hoffman's Power Equipment, Inc. for \$5,472 for three Stihl MS 462 Ventilation saws for the Fire Department.
5. Approve the purchase with Professional Building Services for \$92,460 for FY 2024 and pending budget approval for FY 2025 and \$94,308 for FY 2026 for janitorial services for City Hall, Public Services Department, and the Traffic Maintenance Division.
6. Approve the increase to blanket purchase order with Michigan CAT by \$40,000, for a new total of \$48,000 for vehicle repair services for the Public Services Department, Motor Pool Division.
7. Approve the purchases with Valk Manufacturing, Co., Truck and Trailer Specialties and Winter Equipment, Co. for a total of \$42,617 for snowplow blades and guards for the Public Services Department, Motor Pool Division.
8. Approve the purchase with Begick Nursery and Garden Center, Inc., a sole source, for \$12,000 for grass seed for the Public Services Department, Maintenance and Service Division.
9. Approve the purchase with Hymmco, LLC for \$12,000 for concrete restoration supplies for the Public Services Department, Maintenance and Service Division.
10. Approve the blanket purchases with specified vendors for a total amount not to exceed \$150,000 for sanitary sewer and storm sewer appurtenances for the Public Services Department, Maintenance and Service Division.
11. Approve the contract with L.A. Construction Corporation for \$645,634 for the Meredith Street Reconstruction project for the Public Services Department, Engineering Division.
12. Approve the purchase with Pro-Seal Group, a sole source, for \$3,268 for a 55-gallon drum of Royal Purple synthetic oil for the Water and Wastewater Treatment Services Department, Water Treatment Division.

13. Ratification of a purchase with Michigan CAT, a sole source, for \$11,750 for repair to the generator at the Water Treatment Plant for the Water and Wastewater Treatment Services Department, Water Treatment Division.
14. Approve the purchase with Michigan CAT, a sole source, for \$56,135 for control upgrades to the generator at the Water Treatment Plant for the Water and Wastewater Treatment Services Department, Water Treatment Division.

Moved by Mayor Pro Tem Boensch, seconded by Council Member Ostash to approve consent agenda item #3 as presented. Mayor Moore asked Clerk Santos to conduct a roll call vote.

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

Nays: Silvia, Flores

Absent: Balls

Motion approved.

BOARD/COMMISSION/COMMITTEE REPORTS

Council Member Copeland reported that the Saginaw Housing Commission has received a letter from HUD approving the old fairgrounds demolition project.

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS

Moved by Council Member Silvia, seconded by Council Member Copeland to approve the Mayoral reappointment of Kristin Karwat to the Saginaw Arts & Enrichment Commission with a term to expire April 30, 2026. 8 ayes, 0 nays, 1 absent. Motion approved.

ORDINANCE INTRODUCTION

Moved by Council Member Silvia, seconded by Council Member Flores to introduce an ordinance to amend the official city map to vacate the easterly 246 ft. of Congress Avenue lying west of and adjacent to the west line of North Niagara Street. 8 ayes, 0 nays, 1 absent. Motion approved.

RESOLUTIONS

Moved by Council Member Silvia, seconded by Mayor Pro Tem Boensch to adopt the resolution recognizing the Saginaw County Community Action Center as a non-profit organization for the purpose of obtaining a charitable gaming license. 8 ayes, 0 nays, 1 absent. Motion approved.

MISCELLANEOUS BUSINESS

Moved by Council Member Copeland, seconded by Council Member Silvia to go into closed session to discuss pending litigation regarding the Harris case per MCL 15.268(e). Discussion was held.

Moved by Council Member Silvia, seconded by Council Member Williams to table the motion regarding the closed session until the case attorney arrives. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Copeland, seconded by Mayor Pro Tem Boensch to amend the March 6, 2023 postponement of further awarding of unallocated American Rescue Plan Act (ARPA) dollars by Council for a period of six months to allow for the one-time allocation of \$1,000,000.00 to the Saginaw Community Food Club & Kitchen and to adopt the resolution relating to same. 8 ayes, 0 nays, 1 absent. Motion approved.

Council consent was given to have Manager Morales and staff create a sister city committee to work on our sister cities relations.

Moved by Council Member Copeland, seconded by Mayor Pro Tem Boensch to recess at 8:20 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Mayor Moore called the meeting back to order at 8:25 p.m.

Moved by Council Member Silvia, seconded by Council Member Williams to take from the table the motion for a closed session. 8 ayes, 0 nays, 1 absent. Motion approved.

Mayor Moore asked Clerk Santos to conduct a roll call vote regarding the motion to enter a closed session to discuss pending litigation regarding the Harris case per MCL 15.268(e).

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

Nays: None

Absent: Balls

Motion approved.

Council entered a closed session at 8:26 p.m.

Moved by Council Member Copeland, seconded by Council Member Silvia to return to regular session at 8:40 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Mayor Pro Tem Boensch, seconded by Council Member Silvia to approve legal recommendation as discussed in closed session regarding the Harris pending litigation. Mayor Moore asked Clerk Santos to conduct a roll call vote.

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

Nays: Flores

Absent: Balls

Motion approved.

ADJOURNMENT

Moved by Mayor Moore, seconded by Council Member Silvia to adjourn the meeting at 8:41 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Submitted by,

Janet Santos, MiPMC/MMC
City Clerk

From: Timothy Morales, City Manager

Subject: Legal Services Agreement

Prepared by: Vicki Davis, Executive Marketing Coordinator

Manager's Recommendation:

I recommend approval of the legal services agreement with Saginaw County on behalf of the Saginaw County Prosecutor's Office for \$7,084 per month.

Justification:

Since 2020, the City of Saginaw has utilized the same outside counsel for prosecution services. The role of city prosecutor is an important role on our legal team, handling the prosecution of all traffic, misdemeanors and municipal civil infractions.

The City was recently informed that our current counsel for prosecution services is no longer able to provide this service for the City of Saginaw. The City's Law and Legal Affairs Team determined that the Saginaw County Prosecutor's Office would be the most beneficial choice and enhance the service provided to the city, as an entire office will be available to provide services rather than a single individual. The Saginaw County Prosecutor's Office has agreed to take over these duties for the City, effective August 15, 2023, on a month-to-month basis.

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, Offices of General Government, Office of the City Attorney Legal Services Account No. 101-1734-803.000.

This agreement is subject to City Manager approval as to substance and City Attorney approval as to form.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: National Opioid Litigation

Prepared by: Lori Brown, Finance Director

Manager's Recommendation:

I recommend the approval to grant the City Manager the authority to execute the Subdivision and Special District Settlement Participation Forms, and any and all other documents, related to the proposed settlement of the national opioid litigation with Walgreens.

Justification:

The State of Michigan is in the process of ratifying a proposed settlement agreement with regards to the Walgreens opioid litigation. On March 20, 2023, City Council approved participation in the proposed partial settlement of the national opioid litigation with Teva, Allergan, CVS and Walmart.

The proposed participation in the Walgreen's settlement amends the prior settlement to include Walgreens. Provided the participation rate of local communities is reached, the settlement will move forward; the greater the level of local participation, the more funds will ultimately be paid out for abatement. Assuming maximum participation is reached, the national settlements require:

- Teva to pay up to \$3.34 billion over 13 years and to provide either \$1.2 billion of its generic version of the drug Narcan over 10 years or \$240 million of cash in lieu of product, as each state may elect;
- Allergan to pay up to \$2.02 billion over 7 years;
- CVS to pay up to \$4.90 billion over 10 years; and
- Walmart to pay up to \$2.74 billion in 2023, and all payments to be made within 6 years.
- Walgreens to pay \$5.15 billion over 15 years.

The amount to be paid to the State of Michigan is not yet known, but the State's agreement requires that 50% of that amount to be paid to local governments; Saginaw is allocated about 0.26% of the settlement amount. Settlement funds must be used for "opioid remediation," such as opioid use treatment and prevention and first responder support.

The agreement and related materials have been approved by the City Manager as to substance and the City Attorney as to form.

To date, the City has received \$148,732.89 from other opioid litigation settlements.

Council Action:

Motion to approve the recommendation of the City Manager.

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

Manager's Recommendation:

I recommend approval of the amendments to the 2023/2024 Approved Budget for the listed funds. This adjustment is required to recognize any errors, omissions, or changes that have occurred within the month of July as well as the carry forward of purchase orders into the 2024 Approved Budget.

Justification:

The 2023/2024 annual budget will be adjusted in accordance with Public Act 2 of 1968, Uniform Budgeting and Accounting Act, the City Charter; and the approved 2024 Budget Resolution, which states that the City Manager must provide budget adjustments to City Council quarterly and/or as needed. As a result of the City Manager's monthly analysis for 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 \$4,390,028, from \$40,265,038 to \$44,655,066.

- A budget adjustment is required to recognize the donation from the Women's National Farm and Garden for the Riverfront Clean Up in the amount of \$200. Revenues will be recognized in the General Fund Revenues Riverfront Commission Donations Account No. 101-0000-674.006 in the amount of \$200. This is offset by the same increase to the Offices of Neighborhood Services and Inspections, Planning and Zoning Division, Riverfront Development Commission Account No. 101-3863-827.003.
- A budget adjustment is required to recognize the carry forward of donated funds from the Saginaw Community Foundation in the amount of \$731 for the Team Up to Clean Up event scheduled for September 2023. Expenditures will be realized in the Department of Neighborhood Services and Inspections, Inspections Division, Operating Services Account No. 101-3865-805.000. To offset the increase in expenditures will be an appropriation of restricted fund balance.
- A budget adjustment is required in the amount of \$350,000 for the Hoyt Park lower-level drive paving and drainage improvements. Expenditures will be recognized in the Department of Public Services, Parks Maintenance Division, Engineering Services Account No. 101-7570-802.000 in the amount of \$40,000 and in the Construction Project Account No. 101-7570-822.000 in the amount of \$310,000. These expenditures will be offset by the use of available fund balance.

- 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 October 2022, city council approved purchase order 0514651 with Signature Ford for (3) Ford Interceptor Vehicles. Due to lead time issues, these vehicles have yet to have been received. Therefore, a budget adjustment is required to carry forward purchase order 0514651 in the amount of \$47,162. Expenditures are recognized in the General Fund, Community Public Safety – Police, Police Building Management Division, Vehicle Account No. 101-3514-982.000. This purchase order is also shared with the Department of Justice Grant Fund. An appropriation of fund balance will offset the increase in expenditures.
- In January 2023, city council approved purchase order 0515360 to M Tech Company for the 2 Xtreme Vac Self-Contained Trailer Debris Collector/Sweeper. The budget adjustment is to recognize the carry forward of purchase order 0515360 in the amount of \$69,409. These funds will be recognized in the General Fund, Department of Public Services, Parks Grounds Maintenance Division, Maintenance Equipment Account No. 101-7570-978.000. The purchase order is also shared with the Major Street Fund, the Rubbish Collection Fund, and Sewer Operations and Maintenance Fund. An appropriation of fund balance will offset the increase in expenditures.
- In April 2023, city council approved purchase order 0516067 to Proforce Law Enforcement for the purchase of shotguns and accessories. By year-end, the equipment had not been received. This budget adjustment is required to recognize the carry forward of purchase order 0516067 in the amount of \$13,426. Expenditures will be realized in the General Fund, Community Public Safety – Police, Police 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 2023, city council approved purchase order 0516203 to Blue Line Firearms, LLC for the purchase of rifles and accessories. By year-end the equipment had not been received. This budget adjustment is required to recognize the carry forward of purchase order 0516203 in the amount of \$84,476. Expenditures will be realized in the General Fund, Community Public Safety – Police, Police 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.

- A budget adjustment is required to carry forward purchase orders 0515737 and 0515987 to Vance Outdoors, Inc., for the purchase of sniper ammunition in the amount of \$538 and \$1,823, respectfully. Expenditures will be recognized in the General Fund, Community Public Safety – Police, Police Building Management Division, Parts and Supplies Account No. 101-3514-742.000. To offset the increase in expenditures will be an appropriation of fund balance.
- A budget adjustment is required to recognize the donations from First Ward Community Center to Community Public Safety – Police that was received in FY 2023. Revenues will be received in the General Fund Revenues, Fund Equity Account No. 101-0000-989.000 in the amount of \$9,917. To offset the increase in revenues will be the same increase to Community Public Safety – Police, Police Administration Division, Parts and Supplies Account No. 101-3512-742.000.
- A budget adjustment is required to recognize the carry forward of funds received from the Birch Park Security detail in the amount of \$11,883. 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 \$11,231. 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 also required to recognize the carry forward of the remaining balance of the Byrne Grant Stabenow #1 in the amount of \$54,174. Expenditures will be recognized in the Community Public Safety – Police, Byrne Grant Stabenow #1 Grant Division, Professional Services Account No. 101-3346-801.000. To offset the increase in expenditures will be an appropriation of restricted fund balance.
- A budget adjustment is required for the purchase of the Bearcat for Community Public Safety – Police in the amount of \$206,814. Expenditures will be recognized in the Community Public Safety – Police, Police Building Management Division, Vehicles Account No. 101-3514-982.000 in the amount of \$206,814. To offset the increase in expenditures will be an appropriation of restricted fund balance in the amount of \$81,000 as well as the use of the Rutledge Trust in the amount of \$125,814.

- A budget adjustment in the amount of \$45,000 is required for the repair and replacement of the float docks at the west side of Ojibway Island. Expenditures will be recognized in the General Fund, Department of Public Services, Park Maintenance and Ground Division, Parts and Supplies Account No. 101-7570-742.000. To offset the increase in expenditures will be an appropriation of available fund balance.
- In July 2023, the digital sign in front of City Hall was struck by a car and destroyed. Therefore, a budget adjustment is required to cost the cost of repair and installation of a new digital sign, replace of stone columns, repair of landscaping around the sign, and all other necessary items to complete the work. The estimate cost for repairs to the digital sign and structure for City Hall is \$47,100. Expenditures will be recognized in the General Fund, Department of Public Services, Facilities Division, Fixture Account No. 101-7575-985.000. To offset the increase in expenditures will be an appropriation of available fund balance.
- On July 10, 2023, city council approved the design build contract between the City of Saginaw and Spence Brothers. This budget adjustment is to appropriate \$3,411,255 from the restricted fund balance for this project. An operating transfer from the General Fund is required to the Capital Project Fund, wherein the expenditures will be recorded. Revenues will be realized from the General Fund Revenue, Restricted Fund Equity Account No. 101-0000-989.000. To offset the increase in revenues will be the same increase to Other General Fund Expenditures, Transfers Out Division, Capital Improvement Fund Account No. 101-9660-999-401.

The Major Streets Fund (202) should be increased from \$7,415,677 to \$8,005,853. This represents a \$590,176 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. Due to supply chain issues, the build date for this truck is June 2023. Therefore, this budget adjustment is to recognize the carry forward of purchase order 0511038 and 0511039 in the amounts 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. Due to supply chain issues, the build date is projected for some time in 2024. Therefore, this budget adjustment is to recognize the carry forward of purchase order 0512331 and 0512332 in the amounts 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 January 2023, city council approved purchase order 0515360 to M Tech Company for the 2 Xtreme Vac Self-Contained Trailer Debris Collector/Sweeper. The budget adjustment is to recognize the carry forward of purchase order 0515360 in the amount of \$69,409. These funds will be recognized in the Routine Maintenance Division, Maintenance Equipment Account No. 202-4651-978.000. The purchase order is also shared with the General Fund, the Rubbish Collection Fund, and Sewer Operations and Maintenance Fund. An appropriation of fund balance 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 \$119,145. Projects that will continue from the previous fiscal year are – Wheeler Road Construction and Design Services, and Sidewalk Trip Hazard Removal projects. Some of these costs are shared with the Sewer Operations and Maintenance Fund. An available appropriation of fund balance will offset the fund's increase.

The Department of Justice (DOJ) Fund (263) will be increase from \$35,334 to \$140,443. This is an increase of \$105,109. In October 2022, city council approved purchase order 0514651 with Signature Ford for (3) Ford Interceptor Vehicles. Due to lead time issues, these vehicles have yet to have been received. Therefore, a budget adjustment is required to carry forward purchase order 0514651 in the amount of \$105,109. Expenditures are recognized in this fund's JAG 2021 Division, Vehicle Account No. 263-3344-982.000. This purchase order is also shared with the General Fund. An appropriation of fund balance will offset the increase in expenditures.

The Police Justice Grant Fund (268) should be increased from \$50,000 to \$288,927. This is an increase of \$238,927. This increase is due to following reasons:

- In October 2021, city council approved purchase order 0512423 with Absolute Security and Investigation for the purchase of Avigilon Intersection Surveillance System. Expenditures will be recognized in this fund's PD Justice Technology 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 Technology Grant Account No. 268-0000-501.038 as this is a reimbursement grant.
- In February 2023, city council approved purchase order 0515431 with Charter Communications for the Intersection Camera Coaxial Cable in the amount of \$23,024. This budget adjustment is to recognize the carry forward of purchase order 0515431. Expenditures will be recognized in the Justice Technology Grant Division, Professional Services Account No. 268-3342-801.000 in the amount of \$23,024. To offset the increase in expenditures will be the same increase to this

fund's Justice Technology Grant Account No. 268-0000-501.038 as this is a reimbursement grant.

- A budget adjustment is also required to recognize the carry forward of the remaining balance of the grant fund in the amount of \$38,867. Expenditures will be recognized in the Justice Victim Services Grant Division, Professional Services Account No. 268-3342-801.000. To offset the increase in expenditures will be the same appropriation of \$38,867 to the Justice Technology Grant Account No. 268-0000-501.038.

The American Rescue Plan Grant Fund (285) should be increased from \$23,089,736 to \$23,272,251. This represents a \$182,515 increase to the fund. In October 2022, city council approved purchase order 0514773 to M Tech Company for the 2022 Global M-3V Electric Street Sweeper. This budget adjustment is to recognize the carry forward of purchase order 0514773 in the amount of \$182,515. These funds will be recognized in the Surplus Division, Vehicle Account No. 285-1783-801.000. This purchase order is also shared with the Sewer Operations and Maintenance Fund. An appropriation of fund balance will offset the increase in expenditures.

The Capital Project Fund (401) should be increased from \$496,121 to \$3,907,376. This represents a \$3,411,255 increase to the fund. This increase is to recognize an operating transfer from the General Fund for the City Hall renovation and mechanical upgrade project. Expenditures will be recognized in this fund's Facilities Division, Professional Services Account No. 401-7575-801.000. These expenditures will be offset by a transfer of funds from the General Fund.

In review of the Sewer Operations and Maintenance Fund (590), it is recommended that this fund should be increased by \$710,739, from \$32,170,739 to \$32,881,478.

- 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 \$46,686. 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 \$21,308. 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 October 2022, city council approved purchase order 0514773 to M Tech Company for the 2022 Global M-3V Electric Street Sweeper. This budget

adjustment is to recognize the carry forward of purchase order 0514773 in the amount of \$425,869. These funds will be recognized in the Surplus Division, Vehicle Account No. 590-4840-982.000. The purchase order is also shared with the American Rescue Plan Grant Fund. An appropriation of retained earnings will offset the increase in expenditures.

- In January 2023, city council approved purchase order 0515360 to M Tech Company for the 2 Xtreme Vac Self-Contained Trailer Debris Collector/Sweeper. The budget adjustment is to recognize the carry forward of purchase order 0515360 in the amount of \$44,409. These funds will be recognized in the Surplus Division, Maintenance Equipment Account No. 590-4840-978.000. The purchase order is also shared with the General Fund, Major Street Fund, and the Rubbish Collection Fund. An appropriation of retained earnings will offset the increase in expenditures.
- In May 2023, city council approved purchase order 0516068 to Woodland Industries for the purchase of a 7' x 14' Enclosed trailer for Maintenance and Services. This budget adjustment is to recognize the carry forward of purchase order 0516068 in the amount of \$7,335. Funds are recognized in the Maintenance and Services Division, Repair and Replacement Account No. 590-4821-974.000. 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 \$165,132. Projects that will continue from the previous fiscal year are – Wheeler Road Construction and Design Services, and Water and Sewer Road Patch Restoration projects. Some of these costs are shared with the Major Street Fund and Water Operations and Maintenance Fund. An available appropriation of retained earnings will offset the fund's increase.

In review of the Water Operations and Maintenance Fund (591), it is recommended that this fund should be increased by \$2,877,465, from \$49,658,523 to \$52,535,988.

- 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 \$46,686. 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 \$21,308. 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 November 2022, city council approved purchase order 0514841 to Lunghamer Ford of Owosso LLC for the purchase of a 2023 Ford F-250 Crew Cab 4x4 Pickup for Water Treatment. This budget adjustment is to recognize the carry forward of purchase order 0514841 in the amount of \$61,311. 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.
- In May 2023, city council approved purchase order 0516068 to Woodland Industries for the purchase of a 7' x 14' Enclosed trailer for Maintenance and Services. This budget adjustment is to recognize the carry forward of purchase order 0516068 in the amount of \$7,335. Funds are recognized in the Maintenance and Services Division, Repair and Replacement Account No. 591-4721-974.000. This purchase order is also shared with the Sewer Operations and Maintenance Fund. An appropriation of retained earnings will offset the increase in expenditures.
- A budget adjustment is also required to reflect the encumbrance of funds from the prior year in the amount of \$2,740,825. Projects that will continue from the previous fiscal year are – Wheeler Road Construction and Design Services, Lead Service Line Replacement Project, and Water and Sewer Road Patch Restoration projects. Some of these costs are shared with the Sewer Operations and Maintenance Fund. An available appropriation of retained earnings will offset the fund's increase.

The Public Works Building Fund (641) should be increased from \$582,468 to \$592,891. This represents a \$10,423 increase. This increase is to carryforward purchase order 0516154 to Dover Company for the purchase of overhead doors at the Public Services Building. Expenditures will be recognized in the Public Works Building Fund, General Repairs Account No. 641-4439-930.000. To offset the increase in expenditures will be an appropriation of available fund balance.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: City Hall Digital Sign
Prepared by: Phillip Karwat, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Sign Image for \$47,034 for the replacement of the digital sign and structure at City Hall for the Public Services Department.

Justification:

On July 1, 2023, the digital sign in front of City Hall was struck by a car and destroyed. The Public Services Department received a quote for the replacement and installation of a new digital sign and stone columns, repair of landscaping around the sign and all other necessary items to complete the work. Sign Image is the original company that installed the sign in 2018 and is the provider of the repairs and all services associated with the digital sign. The City will pursue collection of funds from the responsible party's insurance carrier. Any monies that are received will be used to offset the costs to the City for the repairs and replacement.

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 Divisions Fixture Account No. 101-7575-985.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Street Light Pole and Base Cover
Prepared by: Joseph Nugent, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Standard Electric for \$5,060.29 for a Lumecon decorative light pole and base cover for the Public Services Department, Traffic Maintenance Division.

Justification:

On July 17, 2023, the City received a quote from Standard Electric of Saginaw for replacement street light pole and base cover. The Traffic Maintenance Division is required to maintain and replace when necessary. This pole needs to be replaced on the corner of State Street and Delaware Boulevard due to a car accident. Standard Electric is a sole source provider for this equipment.

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 Street Lighting Division's Parts and Supplies Account No. 101-4620-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Railroad Crossings Construction Agreement with US Trackworks, LLC
Prepared by: Travis J Hare, Public Services Department

Manager's Recommendation:

I recommend the approval of the agreement with US Trackworks, LLC for \$125,436.86 for the rehabilitation of the roadway approaches at the Fraser Street & W. Remington Street railroad crossings as part of the 2022 MDOT Local Grade Crossing Surface Program for the Public Services Department, Engineering Division.

Justification:

In September of 2021, the City applied for FY 2022 MDOT Local Railroad Grade Crossing Surface Program funds on behalf of Huron & Eastern Railroad Company to reconstruct the rail crossings located on Fraser Street & W. Remington Street. This program provides funding for 60 percent of the railroad costs to the railroad to reconstruct the crossings. Huron & Eastern Railroad Company is required to provide a 40 percent match for the reconstruction which includes only 1.5 feet of the roadway on either side of the tracks. As part of the grant application process, the City is responsible for any roadway approach work beyond 18 inches of the tracks. The City committed to rehabilitating the roadway approaches on Fraser Street & W. Remington Street at the railroad crossings. On June 22, 2022, the City received notification from the Michigan Department of Transportation that the two Huron & Eastern Railroad crossings within the City were approved for funding.

Bids were taken by Huron & Eastern Railroad for the reconstruction of railroad crossings statewide, including the two in the City of Saginaw. US Trackworks was awarded the work. Due to the late notification of award and material shortages nationwide, the projects were unable to be completed during the 2022 construction season. The City requested a quote from US Trackworks for the approach work, believing that having the work performed by US Trackworks would save the City money in mobilization and insurance costs. US Trackworks provided a quote of \$125,436.86, utilizing their contract bid unit prices. This same type of agreement was made between the City and US Trackworks in 2020 and the project was very successful.

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, Street Projects Division's Street Resurfacing Account No. 202-4614-821.000.

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: Annual Deionized Water System Services
Prepared by: Tia Sova, Water and Wastewater

Manager's Recommendation:

I recommend the approval of a blanket purchase with Nalco Pretreatment Solutions, LLC for \$2,539.43 for the annual Deionized Water System service for the Water and Wastewater Treatment Services Department, Water Treatment Division.

Justification:

The Water Treatment Division is required to have reagent grade water for laboratory analysis. In order to remain certified by the Michigan Department of Environment, Great Lakes, and Energy, the lab must maintain the Deionized Reagent Water System.

Providing Grade I Reagent Water is a specialized service and quotes were requested from qualified vendors to provide annual service. Following is the sole qualified quote received July 6, 2023.

<u>Vendor</u>	<u>Total Quote</u>
Nalco Pretreatment Solutions, LLC Ypsilanti, MI	\$2,539.43

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

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

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Retention Treatment Basin Roof Replacement
Prepared by: John Frollo, Water and Wastewater

Manager's Recommendation:

I recommend the approval of a purchase with Beyer Roofing for \$20,445.00 for the replacement of a roof at the Fitzhugh Retention Treatment Basin, for the Water and Wastewater Treatment Services Department, Remote Facilities Division.

Justification:

The seven Retention Treatment Basins each have multiple buildings which were designed with flat roofing. These roofs were installed in the 1990's and are beginning to fail. In accordance with the Capital Improvement Plan, one roof is scheduled for replacement each year. To date, thirteen of nineteen roofs have been replaced. On June 27, 2023, the city received sealed bids for their replacement. Following is a summary of the bids received:

<u>Vendor</u>	<u>Amount</u>
Beyer Roofing Saginaw, MI (Out-City)	\$20,445.00
Brandle Roofing & Sheet Metal Midland, MI	\$21,350.00
Thomas Brown & Son Roofing, Co. Bay City, MI	\$28,030.00
Mid-Michigan Roofing Saginaw, MI (Out-City)	\$36,482.00

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

Funds are budgeted in the Sewer Operations and Maintenance Fund, Sewer Surplus Division, Repairs and Replacements Account No. 590-4840-974.000.

Council Action:

Motion to approve the recommendation of the City Manager.

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

Manager's Recommendation:

I recommend the approval of a blanket purchase with Hesco, a sole source, for \$6,000.00 for services to troubleshoot and repair Accusonics flow meters for the Water and Wastewater Treatment Services Department Wastewater Treatment and Pumping and Remote Facilities Divisions.

Justification:

There are eighteen Accusonics flow meters installed at different locations throughout the Treatment and Pumping and Remote Facilities Divisions. Each of the seven Retention Treatment Basin's (RTB's) contain at least two meters, which are used to measure flows during wet weather events. Flow measurements are required for dosing of hypochlorite for disinfection, to provide data for discharge reports, and to fulfill additional requirements of our National Pollutant Discharge Elimination System permit.

Periodically, these units require troubleshooting and repair. Due to their complexity and design Plant Electricians aren't qualified to troubleshoot or repair these units. Because of their cruciality, a blanket purchase for troubleshooting is the most prudent method to reduce down-time and facilitate repairs.

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 Divisions General Repairs Account No. 590-4830-930.000 \$1,000.00 and in the Remote Facilities Divisions General Repairs Account No. 590-4835-930.000 \$5,000.00.

Council Action:

Motion to approve the recommendation of the City Manager.

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

Manager's Recommendation:

I recommend the approval of a blanket purchase with City Sewer for \$10,000.00 for repair services to clean, camera, inspect underground piping systems and lift stations for the Water and Wastewater Treatment Services Department, Wastewater Treatment and Pumping and Remote Facilities Divisions.

Justification:

The Wastewater Treatment Plant and the seven retention treatment basin's contain an extensive network of underground piping systems and lift stations. Inspection and cleaning of these piping systems and stations is required to provide proper Wastewater Treatment, prevent system backup, and to fulfill requirements of our National Pollutant Discharge Elimination System permit (NPDES).

Experience with City Sewer has proven that they possess the equipment, timeliness, and capability to perform these services with a high degree of competency, while providing competitive pricing.

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

Funds are budgeted in the Sewer Operations and Maintenance Fund, Treatment and Pumping Divisions Professional Services Account No. 590-4830-801.000 \$2,000.00 and in the Remote Facilities Divisions Professional Services Account No. 590-4835-801.000 \$8,000.00.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Blanket Purchases
Prepared by: Theodore Bomba, Water and Wastewater

Manager's Recommendation:

I recommend the approval of blanket purchases for each of the vendors listed below for a total amount of \$102,000.00 for the purchase of various parts, supplies and services needed to operate and maintain the Water and Wastewater Treatment Services Department, Water Treatment Division.

Justification:

Time and experience have shown that certain vendors reliably provide the lowest price on certain parts and supplies. These include plumbing and electrical, rental services, piping and valves, repair services, and repair parts only available from a sole source. Water Treatment personnel will continue to solicit quotes for items purchased to ensure that we obtain the lowest possible price. Issuing individual purchase orders is costly and administratively time consuming; therefore, we are requesting authorization to issue blanket purchase orders (PO) as follows:

<u>Vendor</u>	<u>PO Amount</u>
Standard Electric Saginaw, MI (out-city)	\$6,000.00
Medler Electric Bay City, MI	\$6,000.00
The Macomb Group Midland, MI	\$2,500.00
Ferguson Enterprises Saginaw, MI (out-city)	\$2,500.00
Lingle Equipment, Inc. Saginaw, MI (out-city)	\$5,000.00
John E. Green Company Saginaw, MI (out-city)	\$20,000.00
William E. Walter, Inc. Flint, MI	\$20,000.00

Michigan CAT Saginaw, MI (out-city)	\$20,000.00
Kraft Power Corporation Gaylord, MI	\$20,000.00

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

Funds are budgeted in the Water Operations and Maintenance Fund, Treatment and Pumping Division's Parts and Supplies Account No. 591-4730-742.000 \$17,000, General Repairs Account No. 591-4730-930.000 \$80,000, Equipment Rental Account 591-4730-944.000 \$5,000.00.

Council Action:

Motion to approve the recommendation of the City Manager.