



Saginaw City Council Regular Meeting Agenda

1315 S. Washington Avenue
Council Chambers, Room 205
January 22, 2024
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

1. Regarding the Urban Cooperation Agreement with Spaulding Township to provide inspections, planning and zoning services.
2. Regarding the establishment of Neighborhood Enterprise Zone – Covenant 1, in the City of Saginaw.
3. Regarding the establishment of Neighborhood Enterprise Zone – Covenant 2, in the City of Saginaw.

PUBLIC INPUT:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

1. Update on the Saginaw Food Access Survey, Anna Colby, Project Manager, Public Policy Associates.

CONSENT AGENDA:

1. Approve the January 12, 2024 regular council meeting minutes.
2. Approve the filing of the 2024 Single Lot Special Assessment Tax Roll in the office of the City Clerk for public examination, and that City Council call a public hearing to be held on February 19, 2024.
3. Approve the insurance policy renewal with Chubb Insurance Company; Hanover Insurance Group; Cincinnati Insurance Company; and Scottsdale Insurance Company effective February 1, 2024 to February 1, 2025, for a total of \$513,711. Further, recommend that I, or my designee, be allowed to make adjustments to said policies, as necessary throughout the policy term, in removing and/or adding coverage on equipment, machinery and buildings, as the City acquires and/or disposes of same.
4. Approve the revised guidelines for applicants requesting Poverty Exemptions.
5. Approve the Urban Cooperation Agreement with Spaulding Township for inspections, planning and zoning services.

6. Approve the purchase with Priority One Emergency, Inc. for \$40,600 for police coats and emergency services team uniforms for the Police Department.
7. Approve the Grass Cutting Services Agreement with the Saginaw County Land Bank Authority for \$50,000 from July 1, 2023 through June 30, 2024. Further, approve a budget adjustment for FY 2024 to recognize these funds.
8. Approve the donation of four benches from Mridha International Institute of Peace and Happiness for the Public Services Department, Parks and Facilities Division.
9. Approve the purchase with Thompson Pump and Manufacturing for \$59,280 for two 6-inch self-prime trash pumps for the Public Services Department, Maintenance and Service Division.
10. Approve the purchase with Beyer Roofing for \$11,534 for the removal and replacement of skylights with roofing for the Public Services Department, Maintenance and Service Division.
11. Approve the purchase with Standard Electric for \$6,624 for Lumecon Ring of Fire light fixtures and globes for the Public Services Department, Traffic Maintenance Division.
12. Approve the purchase with Pines Truck Accessories for \$16,132 for four truck toppers and four draw style storage units for the Public Services Department, Engineering Division.
13. Approve the purchase with Pyramid Paving Company for \$69,906 for roadway repairs at the Wastewater Treatment Plant for the Water and Wastewater Treatment Services Department, Treatment and Pumping Division.
14. Approve the purchase with Insite, C/O Dave Ray Associates, a sole source, for \$5,582 for dissolved oxygen sensor repair parts for the Water and Wastewater Treatment Services Department, Wastewater Treatment and Pumping Division.

BOARD/COMMISSION/COMMITTEE REPORTS:

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS:

ORDINANCE INTRODUCTION:

ORDINANCE ADOPTION:

1. An ordinance to amend the official city map to vacate the northly portion of N. Charles Street lying south of the south line of Weiss Street extending south approximately 106.84 feet.

RESOLUTIONS:

1. Approve the submission of two CMF DNR Spark Grant applications for the rehabilitation of the Riverfront/Iron Belle Trail.

UNFINISHED BUSINESS:

MISCELLANEOUS BUSINESS:

ADJOURNMENT:

Timothy Morales
City Manager

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



CITY OF SAGINAW

PUBLIC HEARING SAGINAW CITY COUNCIL

In compliance with requirements of Act 267, P.A. 1976, the following notice is posted:

URBAN COOPERATION AGREEMENT BETWEEN CITY OF SAGINAW AND SPAULDING TOWNSHIP

Notice is hereby given that the Saginaw City Council has scheduled a public hearing on January 22, 2024 at 6:30 p.m. regarding the proposed Urban Cooperation Agreement between the City of Saginaw and Spaulding Township to provide inspections, planning and zoning services.

Written comments on the hearing subject to be read at the meeting can be submitted to Clerk Bolzman at email clerk@saginaw-mi.com or mailed to 1315 S. Washington Ave. Saginaw, MI 48601. If you wish to speak during the hearing, contact the Clerk's Office at 989.759.1480 option 6 to receive participation information.

The proposed agreement is on file in the City Clerk's Office. All interested persons are invited to attend this public hearing.

Kristine Bolzman, MiPMC/MMC
City Clerk

IF YOU ARE DISABLED AND NEED ACCOMMODATION TO PROVIDE YOU WITH AN OPPORTUNITY TO PARTICIPATE OR OBSERVE IN PROGRAMS, SERVICES, OR ACTIVITIES, PLEASE CALL THE SAGINAW CITY CLERK AT 989.759.1480.

Posted:

By: _____



CITY OF SAGINAW

PUBLIC HEARING

SAGINAW CITY COUNCIL

In compliance with requirements of Act 267, P.A. 1976, the following notice is posted:

Notice is hereby given that the Saginaw City Council has scheduled a public hearing regarding the establishment of Neighborhood Enterprise Zone – Covenant 1, in the City of Saginaw. The hearing will be held **January 22, 2024, at 6:30 p.m.** in the Council Chamber of the City Hall located at 1315 S. Washington Avenue.

The legal descriptions and areas to be encompassed within the proposed zones are as follows:

Neighborhood Enterprise Zone - Covenant 1 – contains 6.0 acres of land

Lots 1-10 Barnards Subdivision of Block 61 Newell Barnards Addn
Lots 2-11 Theodore J Campaus Subdivision of Lot No.8 Campau Farm Lying
South of Eleanor Ave. and West of N. Fayette St.
Lot 7 Joseph Campau Farm
Lots 1-9 MRS CDC Palms Subdivision of Out Lot No. 6 Campau Farm Lying
West of N. Fayette St.
Lots 6-16 at Bliss Subdivision (Unrecorded) of Lot 5 Joseph Campau Farm

The proposed map of the area is on file in the City Clerk's Office. All interested persons are invited to attend this public hearing.

Kristine Bolzman, MiPMC/MMC
City Clerk

IF YOU ARE DISABLED AND NEED ACCOMMODATION TO PROVIDE YOU WITH AN OPPORTUNITY TO PARTICIPATE OR OBSERVE IN PROGRAMS, SERVICES, OR ACTIVITIES, PLEASE CALL THE SAGINAW CITY CLERK AT 989.759.1480.

Posted:
By: _____



CITY OF SAGINAW

PUBLIC HEARING

SAGINAW CITY COUNCIL

In compliance with requirements of Act 267, P.A. 1976, the following notice is posted:

Notice is hereby given that the Saginaw City Council has scheduled a public hearing regarding the establishment of Neighborhood Enterprise Zone – Covenant 2, in the City of Saginaw. The hearing will be held **January 22, 2024, at 6:30 p.m.** in the Council Chamber of the City Hall located at 1315 S. Washington Avenue.

The legal description and area to be encompassed within the proposed zone is as follows:

Neighborhood Enterprise Zone - Covenant 2 – contains 6.2 acres of land

Entire Blocks 57, 78, and 91 Penoyer Farm

The proposed map of the area is on file in the City Clerk's Office. All interested persons are invited to attend this public hearing.

Kristine Bolzman, MiPMC/MMC
City Clerk

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Posted:

By: _____

A REGULAR MEETING AND STRATEGIC PLANNING SESSION OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD FRIDAY, JANUARY 12, 2024, AT 9:00 A.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 Mayor Moore 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, Annie Boensch, William Ostash, Priscilla Garcia, Michael Flores, George Copeland, Brenda Moore: 7. Council Members absent: Reggie Williams, Michael Balls: 2.

ANNOUNCEMENTS

City Clerk Kristine Bolzman made the following announcements:

- The City Convenience Station will be open tomorrow from 8:00 a.m. to noon. City residents can drop off items not picked up at the curb and other miscellaneous bulky items.
- The next regular City Council meeting will be Monday, January 22 at 6:30 p.m. in Council Chambers.

Council Member Balls entered the meeting at 9:03 a.m.

PUBLIC INPUT

Members of the public that addressed the Council: John Milne, Glenn Steffens, Samuel Pelong.

COUNCIL REMARKS

Remarks were heard from the following Council Members: Copeland, Silvia, Balls, Ostash.

Council Member Copeland left the meeting at 9:17 a.m. and returned at 9:20 a.m.

Council remarks continued with Garcia, Flores, Boensch, and Moore.

Moved by Council Member Silvia, seconded by Mayor Pro Tem Boensch to waive the Council Rules of Order and change the Order of Business to follow the Strategic Planning Session schedule prepared by the City Manager. 8 ayes, 0 nays, 1 absent. Motion approved.

CONSENT AGENDA:

Moved by Council Member Silvia, seconded by Council Member Balls to approve the consent agenda, allowing room for exceptions. No exceptions were made. 8 ayes, 0 nays, 1 absent. Motion approved.

1. Approve the December 18, 2023 regular council meeting minutes.
2. Receive and file Petition 23-11 from the Emmaus House to be recognized as a nonprofit organization for purposes of obtaining a charitable gaming license Petition.

3. Approve the purchase with Cummins Sales and Services for \$2,370 for the repair of the standby emergency generator at Fire Station No. 2 for the Fire Department.
4. Approve the purchase with Wieland Truck and Trailer for \$27,708 for repair to a 2011 Navistar 7400 snowplow truck for the Public Services Department, Streets Division.
5. Approve to increase the blanket purchase orders with specified vendors by \$44,000, for a new total of \$77,450, for vehicle repair services for the Public Services Department, Motor Pool Division.
6. Ratification of a purchase with Carry Pumps, Inc., a sole source, for \$7,227 for repair of the Water Treatment Plant riser mixing pump for the Water and Wastewater Treatment Services Department, Water Treatment Division.
7. Approve the purchase with Advance Rehabilitation Technology for \$42,600 for the repair of a concrete sodium hypochlorite tank for the Water and Wastewater Treatment Services Department, Remote Facilities Division.
8. Approve the purchase with General Acid Proofing, Inc. for \$3,980 for the repair of a fiberglass sodium hypochlorite tank for the Water and Wastewater Treatment Services Department, Remote Facilities Division.
9. Approve the purchase with SP Powell's Sand and Soil for \$31,190 for concrete restoration work for the Water and Wastewater Treatment Services Department, Treatment and Pumping Division.

REPORTS FROM CITY MANAGER

Manager Morales introduced Claire Wilke of Guidehouse, Inc. Ms. Wilke presented an update on American Rescue Plan Act (ARPA) Fund Allocations and Council discussion was held.

Council Member Flores left the meeting at 9:53 a.m. and returned at 9:55 a.m.

Council Member Williams entered the meeting at 10:05 a.m.

Mayor Moore announced a ten-minute break. A break was held from 10:11 a.m. to 10:21 a.m.

Council continued discussion on the ARPA funding update.

Council Member Flores returned to the meeting at 10:32 a.m.

MISCELLANEOUS BUSINESS

Moved by Council Member Silvia, seconded by Council Member Copeland to adopt the ARPA resolution to allocate ARPA funds to the African Cultural Festival, Inc. in amounts not to exceed \$178,000.00 for eligible capital expenses, and \$50,000.00 for eligible programming expenses. Discussion was held.

Moved by Council Member Flores, seconded by Council Member Silvia to postpone the resolution to a later date. Discussion was held.

Moved by Mayor Pro Tem Boensch, seconded by Council Member Flores to amend the

motion to postpone to state “until after the Youth Development Committee has met with Guidehouse. 9 ayes, 0 nays, 0 absent. Motion approved.

Vote taken on motion to postpone, as amended “to postpone the resolution until after the Youth Development Committee has met with Guidehouse.” 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Council Member Copeland, seconded by Council Member Williams to hear an Economic Development and Master Plan Update. 9 ayes, 0 nays, 0 absent. Motion approved.

Manager Morales introduced Cassi Zimmerman, Director of Planning and Economic Development. Director Zimmerman presented current demographics, a housing analysis, housing strategy options, and an overview on Redevelopment Ready Community re-certification.

Council Member Williams left the meeting at 11:12 a.m. and returned at 11:13 a.m.

Manager Morales introduced Robert Gollin, Urban Planner. Mr. Gollin presented a Master Plan update with goals and strategies.

Council Member Balls left the meeting at 11:34 a.m. and returned at 11:41 a.m.

Council Member Silvia left the meeting at 11:35 a.m. and returned at 11:38 a.m.

Mayor Pro Tem Boensch left the meeting at 11:40 a.m. and returned at 11:43 a.m.

Manager Morales introduced Kisha Smith, Economic Development Coordinator. Ms. Smith presented the 2023 Annual Report of the Saginaw Economic Development Corporation.

Council Member Williams left the meeting at 12:06 p.m. and returned at 12:10 p.m.

Mayor Pro Tem Boensch left the meeting at 12:15 p.m. and returned at 12:18 p.m.

Moved by Council Member Silvia, seconded by Council Member Copeland to recess for a lunch break. 9 ayes, 0 nays, 0 absent. Motion approved.

A lunch break was taken from 12:23 to 12:56 p.m.

Moved by Council Member Williams, seconded by Mayor Pro Tem Boensch to reconvene the Strategic Planning Session.

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

Ayes: Williams, Boensch, Ostash, Garcia, Moore

Nays: Flores

Absent: Silvia, Balls, Copeland

Motion approved.

Council Member Copeland returned to the meeting at 12:57 p.m.

Council Members Silvia and Balls returned to the meeting at 12:58 p.m.

Manager Morales introduced Tom Miller, Jr., Executive Vice President of Saginaw Future, Inc. Mr. Miller presented an overview of the function of Saginaw Future with results from previous years' quarters.

Mr. Miller introduced Tim Dempsey, Senior Vice President of Saginaw Future, Inc. Mr. Dempsey presented strategic regional initiatives.

Mr. Dempsey introduced Steven Hensley, Community and Economic Development Director, Saginaw Future, Inc. Mr. Hensley presented an update on DDA supported projects.

Mr. Miller concluded the presentations with a Medical Diamond Update.

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS

Moved by Council Member Silvia, seconded by Council Member Copeland to approve the following appointments:

1. Mayoral appointment of Carrie Davis to the Riverfront Development Commission with a term to expire April 1, 2028.
2. Manager appointment of Charlene Orange to the Planning Commission with a term to expire December 31, 2026.
3. Council reappointment of Bruce Gale to the Zoning Board or Appeals with a term to expire December 31, 2026.
4. Council reappointment of Susanne Smokoska to the Human Planning Commission with a term to expire December 31, 2025.
5. Council reappointment of Rollin Carter to the Human Planning Commission with a term to expire December 31, 2025.

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

RESOLUTIONS

Moved by Council Member Copeland, seconded by Council Member Garcia to adopt the resolution recognizing the Emmaus House as a non-profit organization for the purpose of obtaining a charitable gaming license. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Council Member Copeland, seconded by Council Member Garcia to adopt the resolution authorizing sponsors of specified community events to use amplifying equipment for 2024. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Mayor Pro Tem Boensch, seconded by Council Member Copeland to adopt the resolution authorizing the sale and consumption of alcoholic beverages during specified community events for 2024. 9 ayes, 0 nays, 0 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Silvia, seconded by Council Member Copeland to adjourn the meeting at 1:35 p.m. 9 ayes, 0 nays, 0 absent. Motion approved.

As recorded by,

Kristine Bolzman, MiPMC/CMC
City Clerk

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

Manager's Recommendation:

I recommend that the 2024 Single Lot Special Assessment Tax Roll transmitted herewith be received and filed in the office of the City Clerk for public examination; that City Council conduct a public hearing at a regular meeting to be held Monday, February 19, 2024; and that the City Clerk is hereby directed to post a public notice of said hearing.

Justification:

The City Engineer filed the 2024 Single Lot Special Assessment Tax Roll with the City Clerk on January 8, 2024, for the following assessments:

1. Nuisances: Yard Violations, Board Ups, Site Obstructions, and Weed Cutting
2. False Alarms
3. Sewer Connections
4. Water Connections
5. Demolitions

The expenses on single lot assessments are not the type that require prorating of costs among several lots and parcels of land in the special assessment district but are assessed to owners of the individual lots on which a service was performed. The owners of record have been billed in accordance with provisions of Title III, Administration, Chapter 33, "Taxation and Assessment," § 33.21, "Assessing Single Lots," of the Saginaw Code of Ordinances, O-204.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: February 1, 2024 Insurance Coverage Renewal

Prepared by: Kristine Bolzman, City Clerk

Manager's Recommendation:

I recommend approval of the insurance proposals with Chubb Insurance Company for Commercial Property, Equipment and Bridges/Docks Coverage; with Hanover Insurance Group for Crime Coverage; with Cincinnati Insurance Company for Machinery and Equipment Breakdown Coverage, and Scottsdale Insurance Company for Storage Tank Liability Insurance effective February 1, 2024 to February 1, 2025, for a total cost of \$513,711.

I further recommend that I, or my designee, be allowed to make adjustments to said policies, as necessary throughout the policy term, in removing and/or adding coverage on equipment, machinery and buildings, as the City acquires and/or disposes of same.

Justification:

Recently, Saginaw Bay Underwriters received proposals for insurance coverage on City Buildings & Personal Property, Business Income and Extra Expense, Valuable Papers and Records, Computer Coverage, Flood, Earthquake and Animals in the Petting Zoo, Crime Coverage, Equipment Floater & Bridges Coverage, Machinery & Equipment Breakdown Coverage and Storage Tank Liability Insurance to be effective February 1, 2024 to February 1, 2025. Upon receipt and review of the proposals received by Saginaw Bay Underwriters, the following insurance policies are being recommended:

PROPERTY COVERAGE

Chubb Insurance Company policy includes Blanket Coverage for Buildings and Personal Property, Business Income and Extra Expense, Valuable Papers and Records, Computer Coverage, Flood, Earthquake, and Animals in the Petting Zoo. Last year's premium was \$311,755 and this year's premium is \$337,703 which includes a Terrorism Coverage charge of \$4,648. This is an increase of \$25,948 over last year's premium due to a 4% increase to the property limits and a rate increase by Chubb. This policy carries a \$100,000 deductible with the exception of the Animals in the Petting Zoo, which has a \$500 deductible and Computer Coverage, which has a \$10,000 deductible. The policy has a \$100,000,000 loss limit.

CRIME COVERAGE

The Hanover Insurance Group policy includes coverage for Public Employee Dishonesty, Forgery and Alteration, Theft, Disappearance and Destruction, inside and outside the premises, Computer Fraud & Funds Transfer Fraud. Last year's premium was \$7,765 and this year's premium will be \$7,713. This is a reduction of \$52. This policy carries a \$10,000 deductible, with the exception of Forgery and Alteration which carries a \$1,000 deductible.

EQUIPMENT FLOATER POLICY

Chubb Insurance Company policy includes Contractors Equipment, Miscellaneous Unscheduled Equipment, Employee Tools, Rental Cost Reimbursement, Equipment leased/rented from others, Floating Docks, Fire Department Service Charges, Inventory or Appraisals, Pollutant Clean-up, Fire Protection Equipment Refill. Last year's premium was \$34,295 and this year's premium is \$37,686 which is an increase of \$3,391. A portion of this increase was from the values increasing on the contractors equipment schedule. The deductible for this policy ranges from \$1,000-\$5,000, with the exception of the Floating Docks which carries a \$25,000 deductible.

BRIDGES POLICY

Chubb Insurance Company policy includes coverage on the Douglas Schenck, Frank Andersen, G. Stewart Francke (formerly Holland Avenue), Genesee Avenue, Johnson Street, Norman Street, Ojibway Island (South End) and Ojibway Island Pedestrian, North & South end, Bridges. Last year's premium was \$94,074 and this year's premium is \$98,679 which is an increase of \$4,605. The deductible on this policy is \$50,000.

MACHINERY & EQUIPMENT BREAKDOWN

Cincinnati Insurance Company policy includes, but is not limited to, coverage on Mechanical Equipment, Electric Generators, Miscellaneous Electrical Apparatus, Recip. Eng. Internal Combustion, Transformers, Water Damage, Expediting Expenses, Ammonia Contamination and Hazardous Substance. The premium for this policy is \$14,221 which is the same as last year. The deductible on this policy is \$10,000.

STORAGE TANK LIABILITY INSURANCE

Scottsdale Insurance Company policy includes coverage on 12 tanks, 8 aboveground and 5 underground, that are insured at 4 locations. The deductible on this policy is \$25,000. Last year's premium was \$16,957 and this year's premium is \$17,709 which is an increase of \$752.

Coverage documents, policy changes and contracts to implement the new insurance are subject to the City Manager's approval as to substance and the City Attorney's approval as to form.

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

Funds are budgeted in the Self Insurance Fund's Insurance Account No. 677-1762-806.000, with \$ 214,046.25 to be expended from the FY2024 budget and \$299,664.75 from the FY 2025 budget, pending budget approval.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Revised Guidelines for Applicants Requesting Poverty Exemptions

Prepared by: Mary Malocha, Deputy Assessor

Manager's Recommendation:

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

Justification:

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

City Council last approved guidelines on January 23, 2023. The updated guidelines have been revised to adopt the federal poverty guidelines as determined annually by the U.S. Department of Health and Human Services and in accordance with State Tax Commission recommended standards.

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

Council Action:

Motion to approve the recommendation of the City Manager.

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



GUIDELINES FOR APPLICANTS REQUESTING POVERTY EXEMPTIONS
(Adopted by City Council ~~January 23, 2023~~ January 22, 2024)

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

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

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

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

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

7. The Board of Review will evaluate each exemption based upon the guidelines as defined in this procedure, as set forth by the State Tax Commission, and as established by law. If a person meets all eligibility requirements in statute, the Board of Review must grant a full exemption equal to a 100% reduction in taxable value OR a partial exemption equal to a 25% or 50% reduction in taxable value OR any other percentage reduction in taxable value approved by the State Tax Commission.

8. Applicants cannot be considered for an exemption if their total household gross income exceeds the Federal Poverty guidelines as updated annually by the U.S. Department of Health and Human Services. The guidelines to be used for ~~2023~~ 2024 exemptions are as follows:

FEDERAL POVERTY GUIDELINES	
Size of Family Unit	Poverty Guidelines
1	\$ 13,590 \$14,720
2	\$ 18,310 \$19,720
3	\$ 23,030 \$24,860
4	\$ 27,750 \$30,000
5	\$ 32,470 \$35,140
6	\$ 37,190 \$40,280
7	\$ 41,910 \$45,420
8	\$ 46,630 \$50,560
For each additional person	\$ 4,720 \$5,140

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

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

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

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

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

From: Timothy Morales, City Manager

Subject: Spaulding Township Urban Cooperation Agreement

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

Manager's Recommendation:

I recommend the approval of the Urban Cooperation Agreement with Spaulding Township for plumbing, mechanical and electrical inspection services, and planning and zoning services.

Justification:

The City of Saginaw has provided these services to the Township since 2013. Spaulding Township is pleased with the services that have been provided and wishes to continue the agreement for an additional three years. The annual amount of the agreement for these services is \$11,500.00

The services that are provided include planning and zoning, construction code administration, as well as code enforcement.

The parties have negotiated this Agreement, pursuant to the Urban Cooperation Act, MCL 124.501, et.seq. The term of Agreement is for three years.

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: Police Coats and EST Uniforms Purchase
Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend the approval of a purchase with Priority One Emergency, Inc. for \$40,600 for police coats and emergency services team uniforms for the Police Department.

Justification:

On December 12, 2023, two qualified vendors submitted bids in response to the Request for Bids for the purchase of customized shirts, pants, outer and inner jackets, and in-person sizing services. Priority One Emergency, Inc. provided the lowest bid. This purchase will be made utilizing funds from the Stabenow Grant and will outfit police personnel with new uniform jackets and emergency services team members with new uniforms.

<u>Vendor</u>	<u>Amount</u>
Priority One Emergency, Inc Canton, MI	\$40,600.00
NYE Uniform Company Troy, MI	\$45,670.50

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

Funds are budgeted in the General Fund, Community Public Safety – Police, Byrne Grant Stabenow #1, Parts and Supplies, Account No. 101-3346-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Saginaw County Land Bank Authority Grass Cutting Services Agreement and Budget Adjustment

Prepared by: Phillip Karwat, Director of Public Services

Manager's Recommendation:

I recommend the approval of the Grass Cutting Services Agreement with the Saginaw County Land Bank Authority in the amount of \$50,000. The term of the Agreement is from July 1, 2023, through June 30, 2024.

It is also recommended that a budget adjustment be completed to increase the Department of Public Services, Abatement of Nuisances Division, Employment Agency Fees Account No. 101-7571-804.000 by \$50,000.

Justification:

The Saginaw County Land Bank Authority (SCLBA) has collaborated with the City of Saginaw since 2010 to provide grass cutting services for the SCLBA vacant properties. Based upon the City's prior performance, the parties have agreed to enter into this Agreement for the City to provide services and maintenance equipment replacements for the Fiscal Year 2024 grass cutting season. Specifically, the City will provide grass cutting services for cutting the right of ways and corner clearances for properties abutting City of Saginaw streets. The monies will be used to support the services provided for the grass cutting season. In addition, the City will prepare and provide reports to the SCLBA regarding its grass cutting activities. The grass cutting season historically begins the middle of April and ends October 31, depending on the weather.

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: Tim Morales, City Manager
Subject: Donation of Peace Path Benches
Prepared by: Phillip Karwat, Public Services Department

Manager's Recommendation:

I recommend the acceptance and approval of the donation of four benches from Mridha International Institute of Peace and Happiness for the Public Services Department, Parks and Facilities Division.

Justification:

Mridha International Institute of Peace and Happiness (MIIPH), a nonprofit organization founded by Saginaw Philanthropists Dr. Debasish and Chinu Mridha, offered to donate four benches to the City of Saginaw. There will be a total of six benches, of which four will be on city property and two on Dr. Mridha's property. The benches will be placed on Washington Avenue between Holland Avenue and Ezra Rust Drive. MIIPH has agreed to donate the benches to the City to be installed on City property.

The purpose of the Peace Path along this section of Washington Avenue is to represent the peaceful journey that begins at birth, connects us to family, reveals our life's work and unites us with the community. The Saginaw Peace Path is being dedicated to the City of Saginaw by Dr. Debasish Mridah and Chinu Mridha on behalf of MIIPH. In just over two years since being established, MIIPH has created two annual community events that are contributing to the cultural values of the City of Saginaw. The Saginaw Peace Walk is held annually on September 21. The date recognized globally as the International Day of Peace.

The City Attorney has reviewed the donation and commented that State law allows a city to accept any gift of real or personal property. MCL 123.871 provides: "Any city, village, township, or county may receive, own, and enjoy any gift of real or personal property, made by grant, devise, bequest, or in any other manner, for public parks, grounds, cemeteries, public buildings, or other public purposes, whether made directly or in trust, subject to the conditions, limitations, and requirements provided in the grant, devise, bequest, or other instrument."

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Thompson Pumps
Prepared by: Wayne Tornberg II, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Thompson Pump and Manufacturing for \$59,280.00 for two 6-inch self-prime trash pumps for the Public Services Department, Maintenance and Service Division.

Justification:

On December 11, 2023, the Maintenance and Service Division received a quote for the purchase of two 6-inch self-prime trash pumps. This purchase will replace the pumps currently used to evacuate large amounts of water quickly from excavations in the water distribution and sewer collection systems. The current pumps which were purchased in 2003 have required extensive maintenance and need replacement. This purchase will be made using Sourcewell quote # Q-23714-5.

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 Maintenance Equipment Account No. 590-4840-978.000 \$29,640.00, Water Operation and Maintenance Fund, Water Surplus Division Maintenance Equipment Account No. 591-4740-978.000 \$29,640.00.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Purchase of Removal and Replacement of Skylights with Roofing
Prepared by: Wayne Tornberg II, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Beyer Roofing for \$11,534.00 for the removal and replacement of skylights with roofing for the Public Services Department, Maintenance and Service Division.

Justification:

On December 19, 2023, the Maintenance and Service Division received bids for removal of twelve skylights to be replaced with vents and Duro-Last roofing. The replacement is necessary due to leaks that have developed around the skylights and are now causing the electronic components inside the garage door openers, mounted directly underneath, to fail. The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Cost</u>
Beyer Roofing Co., Inc. Saginaw, MI (out-city)	\$11,534.00
Brandle Roofing and Sheet Metal Co. Midland, MI	\$33,900.00
Thomas Brown & Son Roofing Co. Bay City, MI	\$60,960.00
Buchinger Roofing, Inc. Reese, MI	\$61,000.00
Streng Roofing and Sheet Metal LLC Freeland, MI	\$63,100.00
Superior Services RSH, Inc. Lansing, MI	\$65,773.00
Mid Michigan Roofing LLC Saginaw, MI (out-city)	\$69,948.00

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, Maintenance and Service Division Repairs and Replacements Account No. 590-4821-974.000 \$5,767.00, Water Operation and Maintenance Fund, Maintenance and Service Division Repairs and Replacements Account No. 591-4721-974.000 \$5,767.00.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Purchase of Ring of Fire LED Light Fixtures
Prepared by: Joe Nugent, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Standard Electric for \$6,623.22 for six Lumecon Ring of Fire decorative LED light fixtures and replacement globes for the Public Services Department, Traffic Maintenance Section.

Justification:

On March 7, 2023, the City received three bids for Lumecon Ring of Fire decorative LED light fixtures and replacement globes. Standard Electric Company was the lowest bid and has agreed to hold their prices for FY 2024. These fixtures will replace existing decorative fixtures that have been damaged beyond repair in the downtown, Old Town, and other areas of the City, maintaining a consistent decorative lighting streetscape.

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 Parts and Supplies Account No. 101-4620-742.000, \$6,623.22.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Truck Toppers and Draw Style Storage Units
Prepared by: Dan Ryan, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Pines Truck Accessories for \$16,132.00 for four truck toppers and four draw style storage units for the Public Service Department Engineering Division.

Justification:

The City received three quotes for truck toppers and decked systems. The Engineering Division needs to have available secure storage for their trucks while at job sites throughout the city. Adding the truck topper with a truck bed draw style storage unit will provide a secure and more efficient operation for the Engineering technical personnel at job sites. The following is a tabulation of the quotes received:

<u>Vendor</u>	<u>Cost</u>
Pines Truck Accessories Kawkawlin, MI	\$16,132.00
Redmonds Automotive Saginaw, MI (out-city)	\$16,360.00
Prostyle Auto Centers Saginaw, MI (out-city)	\$17,000.00

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 Major Street Fund, Engineering Administration Division, Maintenance Equipment Account No. 202-4612-978.000.

Council Action:

Motion to approve the recommendation of the City Manager.

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

Manager's Recommendation:

I recommend the approval of a purchase with Pyramid Paving Company for \$69,906 (\$1.83/ft²) for roadway repairs at the Wastewater Treatment Plant for the Water and Wastewater Treatment Services Department, Treatment and Pumping Division.

Justification:

The Wastewater Treatment Plant has asphalt roadways throughout the 50-acre facility. These roadways are used by plant personnel, sludge haulers, and delivery trucks daily. Due to the size and quantity of the vehicles, especially the semi-trailers hauling chemical deliveries and transporting biosolids for off-site disposal, the roadways require periodic maintenance.

Repairs were made in 2019 to approximately a third of the plant roadways. This second phase of repairs consists of approximately 38,000 square feet of roadway. The final third of the WWTP roadways receive minimal traffic so repairs aren't required.

To control costs, a cold mill and two-inch cap repair was chosen over complete removal and installation of a four-inch asphalt roadway. On December 19, 2023, the City received sealed bids for the repairs. Bids were based off an estimated square footage of repair area and graded using the same methodology. Following is a summary of the bids received:

<u>Vendor</u>	<u>Amount</u>
Pyramid Paving Company Bay City, MI	\$1.83/ft ²
Astec Asphalt, Inc. Brown City, MI	\$1.93/ft ²
Black Jack Asphalt Burt, MI	\$1.95/ft ²
Yeager Asphalt, Inc. Carrollton, MI	\$2.18/ft ²

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, Construction Projects Account No. 590-4840-822.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Dissolved Oxygen Meter Repair Parts
Prepared by: John Frollo, Water and Wastewater

Manager's Recommendation:

I recommend the approval of a purchase with Insite, C/O Dave Ray Associates, a sole source, for \$5,582.00 for dissolved oxygen sensor repair parts for the Water and Wastewater Treatment Services Department, Wastewater Treatment and Pumping Division.

Justification:

The secondary treatment process in the Wastewater Treatment Plant consists of: (4) 1.5-million-gallon aeration tanks which are used to biologically treat incoming wastewater to remove organic contaminants. To maintain proper treatment and prevent excess energy usage, dissolved oxygen levels are set and maintained using mechanical aerators, meters, sensors, and computer systems.

Each week laboratory technicians run quality control checks to verify each dissolved oxygen meters accuracy. Recent checks revealed repairs were needed to several components of the system. These are the first repairs to this system since its installation in 2012.

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 Repairs and Replacements Account No. 590-4830-974.000.

Council Action:

Motion to approve the recommendation of the City Manager.

Moved by Council Member _____, seconded by Council Member _____ that an ordinance introduced on December 18, 2023, be taken up and enacted, entitled and reading as follows:

O-_____

AN ORDINANCE TO AMEND THE OFFICIAL CITY MAP TO VACATE THE NORTHLY PORTION OF NORTH CHARLES STREET LYING SOUTH OF THE SOUTH LINE OF WEISS STREET EXTENDING SOUTH APPROXIMATELY 106.84 FEET.

The City of Saginaw Ordains:

Section 1. An ordinance to amend the official city map to vacate the northly portion of N Charles Street lying south of the south line of Weiss Street extending south approximately 106.84 feet.

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

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

This ordinance shall become effective February 1, 2024.

Enacted: January 22, 2024.

Yeas:

Nays:

Absent:

Brenda F. Moore
Mayor

Kristine Bolzman, MiPMC CMC
City Clerk

ORDINANCE DECLARED ADOPTED

I, Kristine Bolzman, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the ordinance adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on January 22, 2024; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

Kristine Bolzman, MiPMC, CMC
City Clerk

From: Timothy Morales, City Manager
Subject: CMF DNR Spark Grant Submissions
Prepared by: Travis Hare, Public Services Department

Manager's Recommendation:

I recommend adoption of the resolution authorizing the submission of two Council of Michigan Foundations DNR Spark Grant applications for the rehabilitation of the Riverfront/Iron Belle Trail from Wickes Park Drive to Ojibway Island Drive and Holland Avenue to Emerson Street; and park improvements at Veterans Memorial and Otto Roeser Parks for the Public Services Department, Engineering Division.

Justification:

The Council of Michigan Foundations (CMF) is working with the Michigan Department of Natural Resources (MDNR) to equitably guide resources that expand access to public recreation opportunities through the Michigan Spark Grant program. The Michigan Spark Grant program is a state funded program that represents a milestone moment for outdoor recreation, helping local communities that want to create, renovate, or redevelop public outdoor opportunities for residents and visitors – especially those who were hardest hit by the COVID-19 pandemic. The partnership between CMF and MDNR makes a new pathway for 36 “opportunity communities” to participate in a \$25 million grant distribution process, of which Saginaw is included. This new process required that the City of Saginaw withdraw their previous applications for the Spark Grant Round 2 and instead apply through the CMF DNR Spark Grant application process, otherwise known as Spark Grant Round 3. The CMF DNR Spark Grant program allows for applications up to a maximum grant amount of \$1 million with no required match.

The first application being submitted is for the rehabilitation of the Riverfront/Iron Belle Trail from Wickes Park Drive to Ojibway Island Drive and from Holland Avenue to Emerson Street. This work would include rehabilitating approximately 1.36 miles of existing trail, trailhead parking lots along the path at Wickes Park, Ojibway Island and Potthoff Park, trail signing, pavement markings, and turf restoration. This application will be for the full cost of construction of both sections of the trail, in the amount of \$1,400,000, and would require matching funds over the \$1 million maximum grant request per application.

The second application is for park improvements at Veterans Memorial and Otto Roeser Parks. These proposed improvements would include new playground equipment, parking lot improvements, benches, tables, ADA accessibility improvements, and site restoration. This application will be for the full cost of improvements at these two parks, in the amount of \$605,000, which would not require matching funds. Estimated costs for improvements are \$325,000 at Veterans Memorial Park and \$280,000 at Otto Roeser Park.

Council Action:

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

COUNCIL OF MICHIGAN FOUNDATIONS DNR SPARK GRANTS
FOR THE RIVERFRONT/IRON BELLE TRAIL REHABILITATION PROJECT AND
PARK IMPROVEMENTS AT VETERANS MEMORIAL & OTTO ROESER PARKS

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

WHEREAS: the Council of Michigan Foundations (CMF) is working with the Michigan Department of Natural Resources (MDNR) to equitably guide resources that expand access to public recreation opportunities through the Michigan Spark Grant program, which has grant funds available for the construction costs of the proposed rehabilitation of the Riverfront/Iron Belle Trail and park improvements at Veterans Memorial and Otto Roeser Parks; and

WHEREAS: the CMF DNR Spark Grant is allotting \$25 million in grant funds to opportunity communities, of which the City of Saginaw is included, and allows for applications up to a maximum grant amount of \$1 million for each application, with no required local match; and

WHEREAS: the City of Saginaw intends to submit two applications, for the rehabilitation of the existing Riverfront/Iron Belle Trail and park improvements at Veterans Memorial and Otto Roeser Parks; and

WHEREAS: the City of Saginaw is applying for \$1,000,000 in funding to rehabilitate the Riverfront/Iron Belle Trail from Wickes Park Drive to Ojibway Island Drive and from Holland Avenue to Emerson Street, which includes approximately 1.36 miles of hot mix asphalt (HMA) trail, multiple trailhead parking lots along the path, trail signing, pavement markings, and turf restoration; and

WHEREAS: the City of Saginaw is applying for \$605,000 in funding to complete park improvements at Veterans Memorial and Otto Roeser Parks, which includes new playground equipment, parking lot improvements, benches, tables, ADA accessibility improvements, and site restoration; and

WHEREAS: the City of Saginaw has authorized Travis Hare, City Engineer, to act as agent on behalf of the City to request CMF DNR Spark Grant funding and to act as the applicant's agent during the project development;

NOW, THEREFORE, BE IT RESOLVED, that the City of Saginaw hereby resolves to take all actions necessary to submit two CMF DNR Spark Grant applications in connection with the above referenced projects, and as outlined in the application.

Ayes:

Nays:

Absent:

RESOLUTION DECLARED ADOPTED

I, Kristine Bolzman, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on January 22, 2024; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

Kristine Bolzman, MiPMC/MMC
City Clerk