Saginaw City Council Agenda
1315 S. Washington Avenue
Council Chamber - Room 205
989.399.1311
December 2, 2019
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 November 18, 2019 regular council meeting minutes.

2. Approve the amendments to the FY 2020 Approved Budget to recognize changes that have occurred during the October period.

3. Approve the Renew Michigan Grant for the Downtown Development Authority from the Department of Environment, Great Lakes and Energy for $249,000 for Brownfield redevelopment activities. Further, approve a budget adjustment to recognize these funds.

4. Approve the professional services agreement with MAXIMUS Consulting Services, Inc. for an annual amount of $13,750 for FY 2021 through FY 2023 for the preparation of a cost allocation plan for the Office of Management and Budget.

5. Approve the Research Agreement with Michigan State University in relation to the FY 2019 Strategies for Policing Innovation Grant for the Police Department.

6. Approve the Consultant Research Agreement with Saginaw Valley State University in relation to the FY 2019 Law Enforcement-Based Victim Specialist Program Grant for the Police Department.

7. Approve the Project Safe Neighborhood Sub-Recipient Grant Contract with The Saginaw Community Foundation for $135,922 for FY 2020 through FY 2022 for the Police Department. Further, approve a budget adjustment to recognize these funds.

8. Approve the increase to blanket purchase orders to various vendors by $15,000, for a new total of $40,000 for vehicle parts for the Garage Division.

9. Approve the purchase with Mark Hoffman Builders, Inc. for $52,198 for construction of a storage barn at Oakwood Cemetery for the Cemeteries Division.

10. Approve the purchase with TRL Rents, LLC for $9,840 for the rental of a Forestry Aerial truck for three months for the Right of Way Division.

11. Approve the purchase with G.W. Heating and Air Conditioning Company, Inc. for $2,278 for a 75,000 BTU unit heater for the Remote Facilities Division.

12. Approve the purchase with Michigan Pipe and Valve for $77,250 for K-Copper tubing for the Maintenance and Service Division.

13. Approve the purchase with Signature Ford for $25,005 for a 2020 Ford Escape for the Water Treatment Division.

BOARD/COMMISSION/COMMITTEE REPORTS:

APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS:

1. Approve Council appointment of Auguster Alexander to the Saginaw Transit Authority Regional Services with a term to expire January 31, 2021.

2. Approve the Council reappointment of Larry Jones, Sr. to the Saginaw Transit Authority Regional Services with a term to expire December 31, 2022.

3. Approve the City Manager reappointment of JoAnn Crary to the Brownfield Redevelopment Authority with a term to expire December 31, 2022.

4. Approve the City Manager reappointment of Glenn Fitkin to the Brownfield Redevelopment Authority with a term to expire December 31, 2022.

5. Approve the City Manager reappointment of John Milne to the Brownfield Redevelopment Authority with a term to expire December 31, 2022.

6. Approve the Mayoral reappointment of Judith Mintz to the Housing Board of Appeals with a term to expire December 31, 2021.

7. Approve the City Manager reappointment of David Small to the Electrical Appeals Board with a term to expire December 31, 2022.

8. Approve the Council reappointment of Rollin Carter to the Human Planning Commission - District 5 with a term to expire December 31, 2021.

9. Approve the City Manager appointment of Eric Tankersley to the Downtown Development Authority with a term to expire December 31, 2023.

ORDINANCE INTRODUCTION:

ORDINANCE CONSIDERATION AND ADOPTION:

RESOLUTIONS:

1. Authorizing revised ballot language for STARS millage proposal.

UNFINISHED BUSINESS:

MISCELLANEOUS BUSINESS:

1. Consideration of a motion to go into a closed session under MCL 15.268(c) for a strategy session connected with the negotiations of collective bargaining agreements.

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, NOVEMBER 18, 2019, AT 6:30 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

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

ROLL CALL

Mayor Kloc called the meeting to order. Council Members present: Jamie Forbes, Clint Bryant, Annie Boensch, Brenda Moore, Autumn Scherzer, John Milne, Michael Balls, Bill Ostash, and Floyd Kloc: 9. Council Members absent: 0.

ANNOUNCEMENTS

City Clerk Janet Santos announced the following:

- the City Manager has removed the appointment consideration for the STARS Board.
- City Hall will be closed November 28 and 29 for the Thanksgiving Holiday.
- the City's Yard Waste Collection is scheduled to end November 30.

PUBLIC INPUT

Public Input addressing Council: None.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Boensch, Bryant, Forbes, Ostash, Balls, Milne, Scherzer, Moore, and Mayor Kloc.

REPORTS FROM CITY MANAGER

City Manager Tim Morales gave informational updates of City events and projects.

CONSENT AGENDA:

Mayor Kloc asked if there were any exceptions to the consent agenda. No exceptions were given.

1. Approve the November 4, 2019 regular council meeting minutes.

2. Approve Petition 19-14 from Wolverine Fireworks Display, Inc. to display fireworks on Ojibway Island on November 22, 2019 at 8:30 p.m.

3. Approve the purchase with Beyer Roofing Company, Inc. for $90,704 for the replacement of the roof at Fire Station One.

4. Approve the purchase with Apollo Fire Equipment, a sole source, for $11,500 for a Hurst E-Draulic Combination Tool for the Fire Department's Engine 4.

5. Approve the purchase with Douglass Safety Systems, a sole source, for $2,998 for a supplied breathing air system for the Fire Department.

6. Approve to increase the purchase order with Dover and Company by $5,000, for a new total of $10,000, for overhead door maintenance for the Facilities Division.

7. Approve the Michigan Department of Natural Resources Parks and Recreation Division Memorandum of Understanding and Agreement for the Iron Belle Trail – Challenge Grant for $24,780 for a feasibility study of the Iron Belle Trail, requiring an in-kind match of $16,520 for the Engineering Section, Right of Way Division.

8. Approve to increase the purchase with Wobig Construction Co. by $25,650, for a new total of $118,745, for the ADA Sidewalk Ramp Project for the Engineering Section, Right of Way Division.

9. Approve the contract with Fahrner Asphalt Sealers, LLC for $184,116 for the 2020 Cape Seal Project for the Engineering Section, Right of Way Division.

10. Approve the purchase with Etna Supply Company, a sole source, for $4,500 for a Sensus R100NA Collector for the Maintenance and Service Division, Instrumentation and Process Controls Division.

11. Approve the purchase with System Specialties Co., a sole source, for $21,074 for two Rotork valve actuators for the Wastewater Treatment Division.

12. Approve the purchase with Waterworks Systems and Equipment, Inc., a sole source, for $5,640 for DeNora vacuum regulator parts for the Wastewater Treatment Division.

13. Ratification of a purchase with Britt Heinz Tree Service for $3,352 for the removal of two cottonwood trees at the Weiss Retention Treatment Basin for the Remote Facilities Division.

Moved by Council Member Boensch, seconded by Council Member Scherzer to approve consent agenda items 1 through 13, as presented. 9 ayes, 0 nays, 0 absent. Motion approved.

APPOINTMENT OF BOARD AND COMMISSION MEMBERS

Moved by Council Member Bryant, seconded by Council Member Boensch to approve the following:

1. the Council appointment of Jill Kolka to the Historic District Commission with a term to expire July 31, 2020.
2. the Council appointment of Brenda F. Moore to the Region VII Area Agency on with a term to expire March 31, 2022.
3. the Council appointment of Brenda F. Moore to the Planning Commission with a term to expire November 1, 2022.
4. the City Manager's reappointment of Jack Nash to the Planning Commission with a term to expire December 31, 2022.
5. the Council reappointment of Jack Nash to the Board of Appeals on Zoning with a term to expire December 31, 2022.
6. the City Manager's reappointment of John Strzynski to the Board of Examiners of Stationary Boiler Operators and Stationary Engineers with a term to expire December 31, 2022.

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

RESOLUTIONS

Moved by Mayor Pro Tem Moore, seconded by Council Member Scherzer to adopt the resolution authorizing ballot language for the March 10, 2020 election for a public safety special assessment district renewal. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Council Member Milne, seconded by Council Member Boensch to adopt the resolution objecting to the transfer of tax reverted properties from Saginaw County. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Mayor Pro Tem Moore, seconded by Council Member Boensch to adopt the resolution adopting Complete Streets Principles and Practices. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Mayor Pro Tem Moore, seconded by Council Member Bryant to adopt the resolution authorizing ballot language for STARS millage proposal. Mayor Kloc asked Clerk Santos to conduct a roll call vote.

Ayes:	Scherzer, Milne, Balls, Ostash, Bryant, Boensch, Moore, Kloc
Nays:	None
Absent:	None
Abstain:	Forbes

Motion approved.

ADJOURNMENT

Moved by Council Member Boensch, seconded by Council Member Bryant to adjourn the meeting at 6:57 p.m. 9 ayes, 0 nays, 0 absent. Motion approved.

As recorded by

Janet Santos, CMMC/MMC
City Clerk

COUNCIL COMMUNICATION CC-2

From: Timothy Morales, City Manager

Subject: October Budget Adjustment

Prepared by: Yolanda M. Jones, Office of Management and Budget

Manager's Recommendation:

I recommend approval of the amendments to the 2019/2020 Approved Budget for the listed funds. This adjustment is required to recognize any errors, omissions, or changes that have occurred within the month of October as well as the carry forward of the 2019 annual purchase orders into the 2020 Approved Budget.

Justification:

The 2019/2020 annual budget will be adjusted in accordance with Public Act 2 of 1968, Uniform Budgeting and Accounting Act, the City Charter; and the approved 2020 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 October, 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 $33,721 from $35,711,945 to $35,745,666.

- A budget adjustment is required to recognize funds received in FY 2019 for the Homeruns for Headstones. Therefore, the General Fund, Use of Fund Equity Account No. 101-0000-989.000 should be increased by $6,800. In addition, since these funds can only be utilized for Cemeteries activities, the General Fund, Department of Public Services, Cemeteries Division, Maintenance Equipment Account No. 101-1747-978.000 should be increased by the same.

- A budget adjustment is required to recognize donations to the General Fund Revenue, Police Donations Account No. 101-0000-674.009 in the amount of $100. To offset the increase in revenues will be the same increase to the General Fund, Community Public Safety – Police, Police Building Maintenance Division, Parts and Supplies Account No. 101-3514-742.000.

- A budget adjustment is required to recognize reimbursement for an insurance claim for an incident with a police vehicle. The General Fund Revenue, Reimbursement Account No. 101-0000-676.000 should be increased $10,567 from $72,794 to $83,361. To offset the increase in revenues will be an increase to the General Fund, Community Public Safety – Police, Police Building Maintenance Division, Vehicles Account No. 101-3514-982.000 by the same amount.

- A budget adjustment should be completed to recognize unanticipated and unbudgeted police revenues in the amount of $16,254. This increase will be recognized in the General Fund Revenue, Police PTV Charges Account No. 101-0000-608.035 in the amount of $20, Reimbursement – Police Account No. 101-0000-676.020 for training reimbursement in the amount of $14,194, and the Sale of Property – Police Account No. 101-0000-673.007 in the amount of $2,040. Revenues will be offset by an increase to the Community Public Safety – Police, Police Administration Division, Travel/Meals/Lodging Account No. 101-3512-860.001 in the amount of $14,194 and the Police Building Maintenance Division, Vehicle Account No. 101-3514-982.000 in the amount of $2,060.

The Major Street Fund (202) should be increased from $7,694,112 to $8,113,553. This is an increase of $419,441. This amendment reflects the encumbrance of funds from the prior year. Projects that will continue from the previous fiscal year are – various engineering services projects for the design services for Remington at Huron Eastern, Davenport Avenue, Genesee Avenue Bridge Approach study, Niagara Street Reconstruction from the railroads to Genesee, Norman Street Bridge Rehabilitation, Bridge Rehabilitation Work, purchase of various vehicles that was approved by city council in FY 2019, construction, staking, and testing of Lapeer Avenue and Mackinaw Street, Wickes Park TAP Grant Preparation, and West Holland Avenue railroad approach replacement. An appropriation of fund balance will be utilized to offset these expenditures.

The Local Street Fund (203) should be increased from $1,979,718 to $2,109,565. This is an increase of $129,847. This amendment reflects the encumbrance of funds from the prior year. This increase is attributable to the 2019 Mill and Resurfacing project. An appropriation of fund balance will be utilized to offset these expenditures.

The Department of Justice – JAG Fund (263) should be increased from $76,814 to $82,341. This is an increase of $5,527. This budget adjustment recognizes unanticipated revenues. Revenues will be realized in the Department of Justice – JAG Fund Interest on Investment Account No. 263-0000-664.000 in the amount of $7 and in the Sale of Property Items Account No. 263-0000-673.003. Revenues will be offset by the same appropriation in the Department of Justice – JAG Fund, JAG 2018 Division, Vehicles Account No. 263-3337-982.000.

The Drug Forfeiture Fund (264) should be increased $2,754 from $81,956 to $84,710. This budget adjustment recognizes unanticipated revenues. Revenues will be realized in this fund’s Sale of Property Item Account No. 264-0000-673.003 in the amount of $1,091and Sale of Firearms in Account No. 264-0000-673.005 in the amount of $1,663. Revenues will be offset by the same appropriation in the Drug Forfeiture Fund’, Parts and Supplies Account No. 264-3040-742.000.

The Justice Victim Service Grant Fund (268) should be increased from $69,000 to $428,500. On October 7, 2019, city council approved the grant agreement with the

Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice for the FY 2019 Law Enforcement Technology Grant. This budget adjustment recognizes $359,500 for use in FY 2020. Revenues will be recognized in this fund's Grant Account No. 268-0000-501.038 in the amount of $359,500. To offset the increase in revenues will be an increase to Justice Victim Service Grant Fund, Salaries Account No. 268-3342-702.000 in the amount of $30,000, Dental Account No. 268-3342-715.001 in the amount of $4,000, Training and Development Account No. 268-3342-823.003 in the amount of $7,500 Professional Services Account No. 268-3342-801.000 in the amount of $86,000 and Fixtures Account No. 268-3342-985.000 in the amount of $232,000.

The Capital Project Fund (401) should be increased $9,350 from $569,750 to $579,100. This increase is needed to recognize the Operating Transfer from the Public Works Building Fund to cover the cost of the AI Phone Security System. Revenues will be recognized in the Capital Project Fund, Transfer from Other Fund Account No. 401-0000-699.000. To offset the increase in revenues will be the same increase to the Capital Project Fund, Facilities Division, Repairs and Replacement Account No. 401-7575-974.000.

The Sewer Operations and Maintenance Fund (590) should be increased from $26,939,891 to $26,991,293 which represents a $51,402 increase. This amendment continues to reflect the encumbrance of funds from the prior year. Projects that will continue from the previous fiscal year are – the maintenance and sewer paving improvements, engineering services as needed, and the carryover of funds for the purchase of a single axle plow and salt hook loader. An available appropriation of retained earnings will offset the increase in the fund.

The Water Operations and Maintenance Fund (591) should be increased from $29,728,020 to $30,648,244. This is an increase of $920,224. This amendment continues to reflect the encumbrance of funds from the prior year. Projects that will continue from the previous fiscal year are – Davis Road water main improvement, the Williamson Rehabilitation project, the consumer confidence report, the Bay Street water main replacement, Mackinaw Street reconstruction from Congress to State, maintenance and sewer paving improvements, Lapeer Avenue Reconstruction from 6th - 11th, engineering services, and professional services for construction inspection and traffic counts. An available appropriation of retained earnings will offset the fund's increase.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-3

From: Timothy Morales, City Manager

Subject: Renew Michigan Grant – Fleck's Fresh Mart

Prepared by: Yolanda M. Jones, Office of Management and Budget

Manager's Recommendation:

I recommend the approval of the Renew Michigan Grant for Fleck's Fresh Mart for the Downtown Development Authority from the Department of Environment, Great Lakes and Energy in the amount of $249,000 for Brownfield redevelopment activities.

I also recommend that a budget adjustment be completed to increase the Downtown Development Authority – 2011 Fund's State Revenue Account No. 259-0000-539.002 from $0 to $249,000. This increase in revenues will be offset by an increase to the Downtown Development Authority – 2011 Fund – Redevelopment Grant Division, Professional Services Account No. 259-6050-801.000 by the same amount.

Justification:

On July 22, 2019, the Downtown Development Authority was notified that they received $249,000 from Department of Environment, Great Lakes and Energy (EGLE) for Brownfield redevelopment activities at the former Gase Bakery property also known as 2016, 2020, 2036 and 2040 North Michigan Avenue. These activities include: phase I/ phase II investigation, baseline environmental assessment, geophysical survey, soil transport and disposal, contaminated groundwater management during construction, vapor assessment and mitigation, due care evaluation and documentation, and demolition.

The developer, Wirt-Rivette Group and RPF Oil Company, are investing $2,225,000 to construct a 6,000 square foot Fleck's Fresh Mart convenience store and gas station. The Fresh Mart concept aims to provide a modern healthy alternative to traditional convenience stores, providing access to healthy food options for city residents and commuters.

The project will create 4 full time jobs and 4 part time jobs. Construction will begin in spring of 2020 and be completed by December of 2020.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-4

From: Timothy Morales, City Manager

Subject: Professional Services Agreement with MAXIMUS Consulting Services, Inc.

Prepared by: Yolanda M. Jones, Office of Management and Budget

Manager's Recommendation:

I recommend the approval of a professional services agreement with MAXIMUS Consulting Services, Inc. for an annual amount of $13,750 for FY 2021 through FY 2023 for the preparation of a cost allocation plan.

Justification:

A Cost Allocation Plan (CAP) is an allocation of indirect costs to programs, activities, and/or cost objectives. The CAP promotes fair and equitable sharing of indirect costs, allows a local unit to recognize the "full" cost of services, allows for better management of resources, and allocates certain general fund cost to other funds. Essentially, the CAP allows the City to charge other funds for general fund services such as accounting, payroll, purchasing, human resources, general management, etc. These expenses are charged to other funds, such as water and sewer, and the result is revenue returned to the general fund. Since 2008, the City has contracted with MAXIMUS Consulting Services, Inc., to prepare the CAP. MAXIMUS Consulting Services, Inc. is one of the leasers in CAP preparation in Michigan and throughout the region.

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

Funds are budgeted in the General Fund, Office of General Government, Office of Management and Budget, Professional Services Account No. 101-1735-801.000.

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

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-5

From: Timothy Morales, City Manager

Subject: Research Agreement with Michigan State University

Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend the approval of the Research Agreement with Michigan State University in relation to the FY 2019 Strategies for Policing Innovation Grant for the Police Department.

Justification:

The Strategies for Policing Innovation Grant approved by City Council on October 7, 2019, requires the Saginaw Police Department (SPD) to acquire a research partner. The grant awarded SPD $646,706, with $266,941 earmarked for payment to a research partner. Michigan State University (MSU) was deemed the most viable partner for this project. The Agreement sets forth the terms and conditions of the research partnership between SPD and MSU. Research gleaned from this partnership will assist SPD in identifying and defining the City's most pressing crime problems, assisting in its efforts to reduce crime and improve the functioning of the criminal justice system. The Agreement becomes effective as of the last dated signature, culminating September 30, 2022.

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.

COUNCIL COMMUNICATION CC-6

From: Timothy Morales, City Manager

Subject: Consultant Agreement with Saginaw Valley State University

Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend the approval of the Consultant Research Agreement with Saginaw Valley State University in relation to the FY 2019 Law Enforcement-Based Victim Specialist Program grant for the Police Department.

Justification:

The Victim Specialist Program grant approved by City Council on October 7, 2019, requires the Saginaw Police Department (SPD) to acquire a research partner. The grant awarded SPD $276,000, with $9,000 earmarked for payment to a research partner. Saginaw Valley State University (SVSU) was deemed the most viable partner for this project. The Agreement sets forth the terms and conditions of the research partnership between SPD and SVSU. Research from this partnership will assist SPD in developing and enhancing law enforcement-based victim service programs in order to better support and serve victims throughout the criminal justice process. The period of this agreement is from October 1, 2019 through September 30, 2022.

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.

COUNCIL COMMUNICATION CC-7

From: Timothy Morales, City Manager

Subject: Project Safe Neighborhood Grant

Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend the approval of the Project Safe Neighborhood Sub-Recipient Grant Contract with The Saginaw Community Foundation for $135,922, for FY 2020 through FY 2022, for the Police Department.

It is also recommended that the General Fund Revenue's Other Federal Grant Account No. 101-0000-501.050 should be increased from $0 to $135,922 as follows: $33,980.15 in Fiscal Year 2020; and upon approval, $45,307.33 in FY 2021; $45,307.33 in FY 2022; and $11,626.83 in FY 2023. This increase is due to the City receiving a grant from the Department of Justice that will fund law enforcement operations in reducing violent gang and gun crimes. To offset the increase in revenues, the Community Public Safety – Police, PSN Grant Division, Billable Overtime Account No. 101-3510-704.001 should be increased by the same and as follows: $33,980.15 in FY 2020; $45,307.33 in FY 2021; $45,307.33 in FY 2022; and $11,626.83 in FY2023.

Justification:

Project Safe Neighborhoods is a strategy to reduce gun and violent gang crime in America, focusing on "hot spots" identified through crime analysis. Trained School Resource Officers (SROs) will work in conjunction with community groups to help address issues of truancy, drug abuse, physical abuse, neglect, and other forms of emotional trauma that could predispose children to drop out of school and later commit violent offenses. SROs will work closely with partner agencies to link students and their families with the appropriate support channels. The City's portion of the grant is $135,922 over a three year period.

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.

COUNCIL COMMUNICATION CC-8

From: Timothy Morales, City Manager

Subject: Increase Blanket Purchase Order - Vehicle Parts

Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend the approval to increase blanket purchase orders issued to various vendors by $15,000, for a new total of $40,000, for vehicle parts for the Garage Division.

Justification:

In FY 2020, the purchase orders listed below were issued to vendors in amounts totaling $25,000. The City's Municipal Garage requires parts sold by these vendors for various repairs of fleet vehicles from July 1, 2019 to June 30, 2020.

In FY 2019, the Garage spent $17,425.28 on parts from Scientific Brake. In the current fiscal year we have spent $7,105.42, leaving a balance of $894.58. The Garage has replaced multiple tarp, lighting, and brake parts on heavy equipment used by the Maintenance and Service and the Right of Way Divisions.

In FY 2019, the Garage spent $12,557.88 on parts from Truck and Trailer. In the current fiscal year we have spent $16,111.02, leaving a balance of $888.98. The Garage has replaced multiple dump truck parts, lighting, and plow parts on heavy equipment used by the Maintenance and Service and the Right of Way Divisions.

There are no feasible means to predetermine what parts will be needed to be replaced on these vehicles. The Garage Division's personnel obtain price quotes for parts awarding purchases to the lowest and best vendor for each item. The original and increase blanket purchase order (PO) information is as follows:

PO Number	Vendor	Current Amount	Recommended Increase	Total Amount
506150	Scientific Brake	$8,000	$5,000	$13,000
506155	Truck and Trailer	$17,000	$10,000	$27,000
		$25,000	$15,000	$40,000

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 Motor Pool Operation Fund, Garage Operations Division's Motor Vehicle Supplies Account No. 661-4481-737.000 $40,000, and will be accounted for in the Motor Pool Operation Fund, Inventory Account No. 661-0000-110.001.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-9

From: Timothy Morales, City Manager

Subject: Storage Barn at Oakwood Cemetery

Prepared by: Bruce Caradine, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Mark Hoffman Builders, Inc. for $52,198.00 for construction of a storage barn at Oakwood Cemetery for the Cemeteries Division.

Justification:

On November 12, 2019, five bids were received for the construction of a storage barn at the Oakwood Cemetery. The existing storage building is over 80 years old and is in need of replacement. The facility is used to store all equipment and materials required to provide services at Oakwood Cemetery. The new storage building will be 36 feet by 50 feet. The following is a tabulation of the bids received:

Vendor	Cost
Mark Hoffman Builders, Inc. Bay City, MI	$52,198.00
Drew Gulliver Builders Saginaw, MI (out-city)	$68,375.00
Jay Perez Construction, Inc. Flint, MI	$69,458.01
Martha Brown Custom Builders, LLC Saginaw, MI (out-city)	$80,465.00
Graham Construction Corporation Saginaw, MI (out-city)	$98,500.00

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 General Fund, Department of Public Services, Cemeteries Operation Division's Repairs and Replacements Account No. 101-1747-974.000.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-10

From: Timothy Morales, City Manager

Subject: Aerial Truck Rental

Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with TRL Rents, LLC for $9,840.00 for the rental of a Forestry Aerial truck for three months for the Right of Way Division.

Justification:

On January 7, 2019, Council approved the purchase of a replacement Forestry Aerial Truck in Streets Section of the Right of Way Division. This truck is one of two Aerial Trucks used in the daily maintenance of the City's 60,000+ parkway trees and also in emergency situations for storm damage trimmings and removals. As an emergency response vehicle, it must be maintained in a constant state of readiness. The replacement was ordered on January 31, 2019. Due to high demand for this type of equipment the completion and delivery of this new truck is not expected until February of 2020. The truck this unit is replacing developed extensive mechanical and safety issues in August 2019 requiring it be removed from service. Although the Right of Way Division has been operating without this truck it has created a substantial work order backlog and we have determined it is in the City's best interest to rent one until the new one arrives. Quotes were requested from two vendors. The following is a list of the quotes received:

Vendor	Cost
TRL Rents, LLC Canton, OH	$3,280.00/month
Global Rental Indianapolis, IN	$3,600.00/28 day cycle

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

Funds are budgeted in the Major Streets Fund, Routine Maintenance Division's Equipment Rental Account No. 202-4651-944.000 $8,462.40 and Local Streets Fund, Routine Maintenance Division's Equipment Rental Account No. 203-4651-944.000 $1,377.60.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-11

From: Timothy Morales, City Manager

Subject: Sterling Unit Heater

Prepared by: John Frollo, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with G.W. Heating and Air Conditioning Company, Inc. for $2,278.00 for a 75,000 BTU unit heater for the Remote Facilities Division.

Justification:

The Remote Facilities Division has seven retention treatment basins that contain heating units to prevent freezing of the hypochlorite tanks and associated piping. The unit heater at the Fitzhugh Retention Treatment Basin has failed. Plant personnel have determined that due to the unit's age and condition, replacement is more cost effective than repair. Following is a tabulation of the bids received and reviewed by the Purchasing Committee:

G.W. Heating and Air Conditioning Company, Inc. Saginaw, MI	$2,278.00
William E Walter, Inc. Saginaw, MI	$4,900.00

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, Remote Facilities Division's, Repairs and Replacements Account No. 590-4835-974.000.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-12

From: Timothy Morales, City Manager

Subject: K-Copper Tubing

Prepared by: Joshua Hoffman, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Michigan Pipe and Valve for $77,250.00 for K-Copper Tubing for the Maintenance and Service Division.

Justification:

On November 5, 2019, the Maintenance and Service Division received bids for 25,000 feet of ¾ inch and 5,000 feet of 1 inch K-Copper Tubing to be used for replacing water service connections throughout the City's water distribution systems. The following is a tabulation of the bids received:

Vendor	Size	Cost
Michigan Pipe & Valve	¾ Inch	$61,250.00 / $2.45 per foot
Saginaw, MI. (out of City)	1 Inch	$16,000.00 / $3.20 per foot
Ferguson Enterprises	¾ Inch	$61,500.00 / $2.46 per foot
Saginaw, MI (out of City)	1 Inch	$15,950.00 / $3.19 per foot
Core & Main LP	¾ Inch	$68,000.00 / $2.72 per foot
Shelby Twp, MI. (out of City)	1 Inch	$17,700.00 / $3.54 per foot

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, Maintenance and Service Division's Parts and Supplies Account No. 591-4721-742.000 $23,175.00 and Water Operation and Maintenance Fund, Lead & Copper Service Line Maintenance Division's Parts and Supplies Account No. 591-4722-742.000 $54,075.00 for FY 2020 and will be accounted for in the Water Operation and Maintenance Fund Water Inventory Account No. 591-0000-110.002.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-13

From: Timothy Morales, City Manager

Subject: Ford Escape Purchase

Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with Signature Ford for $25,005.00 for a 2020 Ford Escape for the Water Treatment Division.

Justification:

The Water Treatment Division has budgeted in FY 2020, to purchase a 2020 All-Wheel Drive Ford Escape. This vehicle will be used daily by the lab to assist in collecting samples at various locations within Saginaw. This purchase will be made using the Macomb County Contract Bid# 71-15 A.6.

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 Operations and Maintenance Fund, Water Surplus Division's Vehicles Account No. 591-4740-982.000 $25,005.00.

Council Action:

Motion to approve the recommendation of the City Manager.

BALLOT LANGUAGE FOR STARS MILLAGE PROPOSAL

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

WHEREAS: the Saginaw Transit Authority Regional Services (STARS) was created pursuant to Public Act No. 196 of 1986, as amended, to operate a transit system; and

WHEREAS: Public Act No. 196 of 1986, as amended, provides that a tax may be levied by said authority to provide public transportation if approved by the voters; and

WHEREAS: at an election held August 5, 2015, voters approved a millage renewal of up to three mills, being $3.00 per $1,000 of taxable value on all taxable property within the City of Saginaw for a period of five (5) years; and

WHEREAS: said five-year period expires in November 2020; and

WHEREAS: STARS requires a levy of a tax pursuant to Public Act No. 196 of 1986, as amended, to continue to provide public transportation services; and

WHEREAS: at its meeting on November 25, 2019, STARS Board of Directors resolved that the following question be placed on the ballot for consideration by the electorate at the Presidential Primary Election to be held Tuesday, March 10, 2020, and that it shall be substantially in the following form:

PROPOSAL 2

Shall Saginaw Transit Authority Regional Services renew and increase the existing millage of 3.0 mills ($3.00 per $1,000 of taxable value) to 3.2 mills ($3.20 per $1,000 of taxable value) against all taxable property within the City of Saginaw and levy it for five (5) years, 2021 through 2025 inclusive, for the purpose of operations to provide public transportation, which levy would collect an estimated $1,428,294 in the first year the millage is levied.

YES_____________
NO_____________

WHEREAS: The Articles of Incorporation for STARS provide that STARS shall levy no tax or authorize a vote for a millage unless the resolution to do same is approved by a majority vote of the Saginaw City Council.

NOW THEREFORE BE IT RESOLVED, that the City Council for the City of Saginaw approves the levying of a tax and submission of a proposed millage to the electorate of the City by the STARS Board of Directors.

Ayes:
Nays:
Absent:
Abstain:

RESOLUTION DECLARED ADOPTED

I, Janet Santos, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on December 2, 2019; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

Janet Santos, CMMC/MMC
City Clerk