



## **Saginaw City Council Agenda**

1315 S. Washington Avenue  
Council Chamber - Room 205  
989.399.1311  
June 17, 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:

1. Robert Zeilinger, Chairman, Cass River Greenway, update on Cass River Water Trail Coalition.

### CONSENT AGENDA:

1. Approve the June 3, 2019 regular council meeting minutes.
2. Approve Petition 19-05 from Wolverine Fireworks Display, Inc. to display fireworks on Ojibway Island on July 4, 2019 at dusk.
3. Approve Petition 19-06 from the Saginaw African Cultural Festival to erect banners at South Michigan and East Genesee Avenues from July 15 through August 12, 2019 to promote the Saginaw African Cultural Festival.
4. Approve Petition 19-07 from Delta College to erect a banner at West Genesee from July 1 through July 30, 2019 to announce the opening of the Delta College Downtown Center.
5. Approve Petition 19-08 from Delta College to erect a banner at East Genesee Avenue from June 24 through July 12, 2019 to announce the opening of the Delta College Downtown Center.
6. Approve the Insurance Renewal with Saginaw Bay Underwriters for the City's General Liability, Automobile Liability, Michigan No Fault, Law Enforcement Liability, and Public Officials Liability for a total cost of \$444,801.
7. Approve the amendments to the FY 2019 Approved Budget to recognize changes that have occurred during the fourth quarter.

8. Approve the Master Lease Agreements with Hewlett-Packard Financial Services for computer equipment leasing.
9. Approve the Development Agreement with Great Lakes Crossroad, LLC.
10. Approve the blanket purchase order to Kay Communications, a sole source, for \$10,000 for FY 2020 for in-car camera repairs and replacements for the Police Department.
11. Approve the Memorandum of Understanding with the Cass River Water Trail Coalition.
12. Approve the blanket purchase order with Standard Electric for \$3,100 for FY 2020; and pending budget approval, for FY 2021, for supplies for the Facilities Division.
13. Approve the blanket purchase order with Grainger, Inc. for \$2,600 for FY 2020; and pending budget approval, for FY 2021, for supplies for the Facilities Division.
14. Approve the blanket purchase order with Clark Hardware for \$2,950 for FY 2020; and pending budget approval, for FY 2021, for supplies for the Facilities Division.
15. Approve the blanket purchase order with ETNA Supply Company for \$70,000 for FY 2020; and pending budget approval, for FY 2021, for water meters for the Maintenance and Service Division.
16. Approve the blanket purchase order with Larry's Auto Supply for \$3,500 for FY 2020 for tools for the Motor Pool Division.
17. Approve the blanket purchase orders to various vendors for a total of \$428,400 for FY 2020 for vehicle parts and supplies for the Garage Operations Division.
18. Approve the blanket purchase orders to various vendors for a total of \$97,500 for FY 2020 for fleet vehicle services for the Garage Operations Division.
19. Approve the purchase with Michigan Election Resources for \$8,048 for FY 2020; and pending budget approval, for FY 2021 and FY 2022, for printing, stuffing, postage, and mailing of the rubbish bills.
20. Approve the blanket purchase orders with various vendors for a total amount of \$9,900 for FY 2020 for trees for the Streets Section, Right of Way Division.
21. Approve the Professional Engineering Services Agreements with various vendors for an annual amount not to exceed \$1,300,000, for FY 2020 through FY 2024, for services for the Engineering Section, Right of Way Division.
22. Approve the purchases with Carmeuse Lime & Stone for \$287,440 for FY 2020 for Calcium Oxide for the Wastewater Treatment Division; and for \$44,913 for the Water Treatment Division.
23. Approve the purchases with PVS Nolwood Chemicals, Inc. for \$135,625 for FY 2020 for Sodium Hypochlorite for the Remote Facilities Division; and for \$93,000 for the Water Treatment Division.

24. Approve the purchase with Univar USA, Inc. for \$67,500 for FY 2020 for Hydrofluorosilicic Acid for the Water Treatment Division.
25. Approve the purchase with PVS Technologies, Inc. for \$113,600 for Ferric Chloride for the Water Treatment Division.
26. Approve the purchase with Michigan Department of Environment, Great Lakes, and Energy for \$4,000 for FY 2020 for laboratory analysis for the Water Treatment Division.

**BOARD/COMMISSION/COMMITTEE REPORTS:**

**APPOINTMENT OF BOARD/COMMISSION/COMMITTEE MEMBERS:**

1. Approve the Mayoral reappointment of Richard Spitzer to the Saginaw Economic Development Corporation with a term to expire June 30, 2022.
2. Acknowledge the Mayoral appointment of Sidney Childs to the Saginaw Housing Commission with a term to expire September 30, 2020.

**ORDINANCE INTRODUCTION:**

**ORDINANCE CONSIDERATION AND ADOPTION:**

**RESOLUTIONS:**

1. Establish a Sister City with Amanokrom, Ghana.

**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.

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, JUNE 3, 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, Brenda Moore, Autumn Scherzer, John Milne, Michael Balls, and Floyd Kloc: 6. Council Members absent: Clint Bryant, Annie Boensch, and Bill Ostash: 3.

#### ANNOUNCEMENTS

City Clerk Janet Santos announced the following:

- Yard Waste collection is the same day as your regular trash day and materials must be in paper yard waste bags, or in a 35 gallon or smaller garbage can, not weighing more than 50 pounds, with a "Yard Waste" sticker affixed to the front of the can.
- The City's Waste Convenience Station is open to City residents the second Saturday of the month from 8:00 a.m. to 12:00 p.m. at the Public Works building using the entrance off Holland Ave. City residents may dispose of items such as building materials, recycling for glass, plastic and paper. The next collection day will be this Saturday, June 8<sup>th</sup>.
- The City Manager has added consent agenda item #28 regarding a third party administration agreement with The ASU Group.

Mayor Kloc presented a proclamation to Yoko Mossner recognizing her years of service as the Director of the Japanese Tea House & Cultural Center. Ms. Mossner graciously accepted the proclamation and announced her retirement.

#### PUBLIC HEARINGS

City Clerk Janet Santos announced the public hearing regarding a request to create an Industrial Development District at 1820 Hess Avenue. Mayor Kloc called for public comments. Tom Miller of Saginaw Future spoke in favor of the request. Tim Hausbeck, of Hausbeck Pickle Company, spoke in favor and provided information regarding future expansion plans. Mayor Kloc called for comments two more times.

Moved by Mayor Pro Tem Moore, seconded by Council Member Scherzer to close the public hearing. 6 ayes, 0 nays, 3 absent. Motion approved.

#### PUBLIC INPUT

Public Input addressing the Council was: Eric Karbin.

#### REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Balls, Milne, Scherzer, Moore, Forbes, 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 made.

1. Approve the May 20, 2019 special meeting and regular council meeting minutes.
2. Approve the purchase with BS&A Software for \$4,000 for water service line material data software for the Maintenance and Service Division.
3. Approve the purchase with Advance Business Communications, LLC for \$4,285 for security camera software upgrades at City Hall.
4. Approve the purchase with Ricoh USA for a five-year lease of two multi-function copiers and a large format scanner/printer for various departments with \$4,784 in annual payments, for a total amount of \$23,919.
5. Approve the purchase with Douglass Safety Systems for \$56,243 for a replacement Bauer Unicus 4 breathing air compressor and self-contained breathing apparatus fill station for the Fire Department.
6. Approve the purchase with Beyer Roofing for \$8,186 for the replacement of the roof awning at Fire Station One.
7. Approve the Emergency Services Team Mutual Aid Agreement for the Police Department.
8. Approve the Ojibway Island User Agreement with the Rock The Island Committee for the "Rock The Island Event" on July 20, 2019.
9. Approve the purchase with Michigan Trailer Mart, Inc., dba as American Trailer Mart, for \$5,539 for an equipped enclosed trailer for the Facilities Division.
10. Approve the blanket purchase order with Larry's Auto Supply for \$5,000 for FY 2020; and pending budget approval, for FY 2021, for supplies for the Maintenance and Service Division.
11. Approve the blanket purchase order with Grainger, Inc. for \$8,000 for FY 2020; and pending budget approval, for FY 2021, for supplies for the Maintenance and Service Division.
12. Approve the purchase with Pyramid Paving and Construction for \$53,702 for the rehabilitation of sections of roads at Forest Lawn Cemetery.
13. Approve the purchase with L&L Excavating for \$8,125 for 23A Limestone for the Cemeteries Division.
14. Approve the purchase with All R's Construction, LLC for \$5,500 for the replacement of the Oakwood Cemetery's building roof for the Cemeteries Division.

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15. Approve the purchase with Clean Team, Inc. for \$76,236 for FY 2020; and pending budget approval, for FY 2021 and FY 2022, for janitorial services at City Hall and the Public Services building for the Facilities Division of the Public Services Department.
  16. Ratification of a purchase with Spaulding Manufacturing for \$4,081 for Crack Sealer repair parts for the Streets Section, Right of Way Division.
  17. Approve to increase the purchase order with Rock Products by \$56,000, for a new total of \$256,000, for concrete ready mix for the Streets Section, Right of Way Division.
  18. Approve the purchase with Hymmco, Inc. for \$26,876 for FY 2019 and for \$28,200 for FY 2020 for dowels, bars and baskets for the Streets Section, Right of Way Division.
  19. Approve the purchase with SMAC Testing, Inc. for \$100,000 for FY 2020; and pending budget approval, for FY 2021 and FY 2022 for material testing services for the Engineering Section, Right of Way Division.
  20. Approve the purchase with PK Contracting, Inc. for \$22,038 for FY 2020; and pending budget approval, \$22,656 for FY 2021, \$22,802 for FY 2022, and \$23,403 for FY 2023, for pavement markings for the Traffic Maintenance Section, Right of Way Division.
  21. Approve the blanket purchase order to Carrier & Gable, Inc. for \$12,000 for FY 2020 for traffic signal equipment repairs for the Traffic Maintenance Section, Right of Way Division.
  22. Approve the blanket purchase orders to Marshall E. Campbell Company and Standard Electric Company for \$6,000 each for FY 2020 for electrical parts and supplies for the Traffic Maintenance Section, Right of Way Division.
  23. Approve the purchase with Carrier & Gable, Inc. for \$7,900 for ten Traffic Signal GPS Time Clocks for the Traffic Maintenance Section, Right of Way Division.
  24. Approve the purchase with Trace Analytical Laboratories, Inc. for \$6,975 for laboratory analysis for the Water Treatment Division.
  25. Approve the purchase with Applied Industrial Technologies for \$2,057 for raw sewage pump repairs at the Wastewater Treatment Division.
  26. Approve the purchase with Jones Chemical Corporation for \$22,170 for chlorine for the Wastewater Treatment Division.
  27. Approve the blanket purchase orders for FY 2020 to various vendors for various parts, supplies, and services as presented, to operate and maintain the Wastewater Treatment and Remote Facilities Divisions.
  28. Approve the Claims Service Contract with The ASU Group for an annual amount of \$33,950, for the City's third party administrator for insurance claims from July 1, 2019 through June 30, 2023; further, approve \$2,500 to Alternative Services Concepts to

provide files, and \$2,950 to The ASU Group to take over files.

Moved by Council Member Scherzer, seconded by Mayor Pro Tem Moore to approve consent agenda items 1 through 28, as presented. 6 ayes, 0 nays, 3 absent. Motion approved.

#### APPOINTMENT OF BOARD AND COMMISSION MEMBERS

Moved by Mayor Pro Tem Moore, seconded by Council Member Scherzer to approve the following:

1. the Mayoral reappointment of JoAnn Crary to the Hospital Finance Authority with a term to expire June 30, 2024.
2. the Mayoral appointment of Robert Coates to the Housing Board of Appeals with a term to expire December 31, 2020.
3. the Mayoral reappointment of Charles Shelley to the Saginaw Arts & Enrichment Commission with a term to expire June 30, 2022.

6 ayes, 0 nays, 3 absent. Motion approved.

#### RESOLUTIONS

Moved by Mayor Pro Tem Moore, seconded by Council Member Balls to adopt the resolution to recognize Zion Evangelical Lutheran Church as a non-profit organization for the purpose of obtaining a charitable gaming license. 6 ayes, 0 nays, 3 absent. Motion approved.

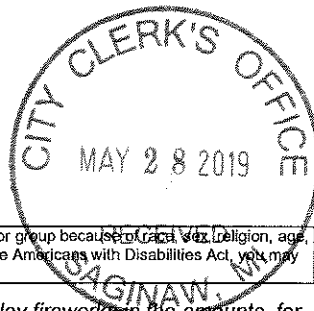
Moved by Council Member Milne, seconded by Mayor Pro Tem Moore to adopt the resolution creating an Industrial Development District at 1820 Hess Avenue. 6 ayes, 0 nays, 3 absent. Motion approved.

#### ADJOURNMENT

Moved by Council Member Scherzer, seconded by Council Member Forbes to adjourn the meeting at 7:07 p.m. 6 ayes, 0 nays, 3 absent. Motion approved.

Janet Santos, MMC  
City Clerk

## 2019 Permit for Fireworks Other than Consumer or Low Impact



|                        |                                                                                                                                                                                                                                                                                                                                                                                                                |
|------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Authority: 2011 PA 256 | The LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD will not discriminate against any individual or group because of race, sex, religion, age, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this Legislative Body of City, Village or Township Board. |
|------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

*This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only through permit expiration date.*

# 19-05

|                                                                                                                                                                 |  |                                                                      |                                                                                                |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|--|----------------------------------------------------------------------|------------------------------------------------------------------------------------------------|
| TYPE OF PERMIT(S) (Select all applicable boxes)                                                                                                                 |  | FOR USE BY LEGISLATIVE BODY OF CITY, VILLAGE OR TOWNSHIP BOARD ONLY. |                                                                                                |
| <input type="checkbox"/> Agricultural or Wildlife Fireworks <input type="checkbox"/> Articles Pyrotechnic <input checked="" type="checkbox"/> Display Fireworks |  | PERMIT(S) EXPIRATION DATE<br>(ENTER DATE OF EXPIRATION)              |                                                                                                |
| <input type="checkbox"/> Public Display <input type="checkbox"/> Private Display                                                                                |  |                                                                      |                                                                                                |
| <input type="checkbox"/> Special Effects Manufactured for Outdoor Pest Control or Agricultural Purposes                                                         |  |                                                                      |                                                                                                |
| NAME OF PERSON PERMIT ISSUED TO<br><b>Wolverine Fireworks Display, Inc.</b>                                                                                     |  |                                                                      | AGE (18 YEARS OR OLDER)<br><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO |
| ADDRESS OF PERSON PERMIT ISSUED TO<br><b>205 W. Seidlers Rd., Kawkawlin, MI 48631</b>                                                                           |  |                                                                      |                                                                                                |
| NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION<br><b>Saginaw Area Fireworks, Inc.</b>                                                                         |  |                                                                      |                                                                                                |
| ADDRESS<br><b>PO Box 1923, Saginaw, MI 48605</b>                                                                                                                |  |                                                                      |                                                                                                |
| NUMBER AND TYPES OF FIREWORKS (Please attach additional pages if necessary)<br><br><div style="text-align: center; padding-top: 100px;">See Proposal</div>      |  |                                                                      |                                                                                                |
| EXACT LOCATION OF DISPLAY OR USE<br><b>Ojibway Island and Holland Ave. Bridge, Saginaw, MI</b>                                                                  |  |                                                                      |                                                                                                |
| CITY, VILLAGE, TOWNSHIP<br><b>Saginaw</b>                                                                                                                       |  | DATE<br>July 4, 2019 RD July 5, 2019                                 | TIME<br><b>Dusk</b>                                                                            |
| BOND OR INSURANCE FILED<br><input checked="" type="checkbox"/> YES <input type="checkbox"/> NO                                                                  |  |                                                                      | AMOUNT<br><b>\$10,000,000.00</b>                                                               |

|                                                                                                                                     |  |
|-------------------------------------------------------------------------------------------------------------------------------------|--|
| Issued by action of the Legislative Body of a                                                                                       |  |
| <input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township of _____ on the _____ day of _____ |  |
| <div style="text-align: center; font-size: small;">(Signature and Title of Legislative Body Representative)</div>                   |  |

\*THIS FORM IS VALID UNTIL THE DATE OF EXPIRATION OF PERMIT\*

# Application for Fireworks Other Than Consumer or Low Impact

FOR USE BY LEGISLATIVE BODY  
OF CITY, VILLAGE OR TOWNSHIP  
BOARD ONLY  
DATE PERMIT(S) EXPIRE:

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

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

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

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

|                                                                                                 |                      |                                                                                      |                                                        |
|-------------------------------------------------------------------------------------------------|----------------------|--------------------------------------------------------------------------------------|--------------------------------------------------------|
| NAME OF APPLICANT<br>Wolverine Fireworks Display, Inc.                                          |                      | ADDRESS OF APPLICANT<br>205 W. Seidlars Rd., Kawkawlin, MI 48634                     | AGE (18 YEARS OR OLDER) OF APPLICANT<br>N/A            |
| NAME OF PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER<br>Jennifer Campau |                      | ADDRESS PERSON OR RESIDENT AGENT REPRESENTING CORPORATION, LLC, DBA OR OTHER<br>Same |                                                        |
| IF A NON-RESIDENT APPLICANT (LIST NAME OF MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)         |                      | ADDRESS (MICHIGAN ATTORNEY OR MICHIGAN RESIDENT AGENT)                               | TELEPHONE NUMBER<br>989-662-0121                       |
| NAME OF PYROTECHNIC OPERATOR<br>Josh Carter                                                     |                      | ADDRESS OF PYROTECHNIC OPERATOR<br>6211 Swan Creek Rd., Saginaw, MI                  | AGE (18 YEARS OR OLDER) OF PYROTECHNIC OPERATOR<br>21+ |
| NO. YEARS EXPERIENCE<br>20+                                                                     | NO. DISPLAYS<br>200+ | WHERE<br>Throughout MI (Including Saginaw)                                           |                                                        |
| NAME OF ASSISTANT<br>Chris Ballosh                                                              |                      | ADDRESS OF ASSISTANT<br>6863 Heatheridge Blvd., Saginaw,                             | AGE OF ASSISTANT (18 YEARS OR OLDER)<br>18+            |
| NAME OF OTHER ASSISTANT<br>Brian Judd                                                           |                      | ADDRESS OF OTHER ASSISTANT<br>1992 S. River Rd., Saginaw, MI 48                      | AGE OF OTHER ASSISTANT (18 YEARS OR OLDER)<br>18+      |

EXACT LOCATION OF PROPOSED DISPLAY  
Ojibway Island and Holland Ave. Bridge, Saginaw, MI

DATE OF PROPOSED DISPLAY  
July 4, 2019 RD July 5, 2019

TIME OF PROPOSED DISPLAY  
Dusk

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

No storage necessary. Fireworks will arrive day of display.

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

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

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

| NUMBER OF FIREWORKS | KIND OF FIREWORKS TO BE DISPLAYED (Please provide additional pages as needed) |
|---------------------|-------------------------------------------------------------------------------|
|                     |                                                                               |
|                     |                                                                               |
|                     | Please see attached proposal                                                  |
|                     |                                                                               |
|                     |                                                                               |
|                     |                                                                               |
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|                     |                                                                               |
|                     |                                                                               |
|                     |                                                                               |
|                     |                                                                               |

|                                                  |                      |
|--------------------------------------------------|----------------------|
| SIGNATURE OF APPLICANT<br><i>Jennifer Campau</i> | DATE<br>May 14, 2019 |
|--------------------------------------------------|----------------------|



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/30/2019

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

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

| <b>PRODUCER</b><br>The Partners Group Ltd<br>11225 SE 6th St.<br>Suite 110<br>Bellevue WA 98004     | <b>CONTACT NAME:</b> Janet Nau<br><b>PHONE (A/C, No, Ext):</b> (877) 455-5640<br><b>E-MAIL ADDRESS:</b> jnau@tpgrp.com<br><b>FAX (A/C, No):</b> (425) 455-6727                                                                                                                                                                                                                                                                                           |                               |        |                                            |       |                                    |       |                                         |       |            |  |            |  |            |  |
|-----------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------|--------|--------------------------------------------|-------|------------------------------------|-------|-----------------------------------------|-------|------------|--|------------|--|------------|--|
| <b>INSURED</b><br>Wolverine Fireworks Display, Inc.<br>205 West Seidlers Road<br>Kawkawlin MI 48631 | <table border="1"><thead><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A: Everest Indemnity Insurance Co.</td><td>10851</td></tr><tr><td>INSURER B: Maxum Indemnity Company</td><td>26743</td></tr><tr><td>INSURER C: Everest Denali Insurance Co.</td><td>16044</td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></tbody></table> | INSURER(S) AFFORDING COVERAGE | NAIC # | INSURER A: Everest Indemnity Insurance Co. | 10851 | INSURER B: Maxum Indemnity Company | 26743 | INSURER C: Everest Denali Insurance Co. | 16044 | INSURER D: |  | INSURER E: |  | INSURER F: |  |
| INSURER(S) AFFORDING COVERAGE                                                                       | NAIC #                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                               |        |                                            |       |                                    |       |                                         |       |            |  |            |  |            |  |
| INSURER A: Everest Indemnity Insurance Co.                                                          | 10851                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                               |        |                                            |       |                                    |       |                                         |       |            |  |            |  |            |  |
| INSURER B: Maxum Indemnity Company                                                                  | 26743                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                               |        |                                            |       |                                    |       |                                         |       |            |  |            |  |            |  |
| INSURER C: Everest Denali Insurance Co.                                                             | 16044                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                               |        |                                            |       |                                    |       |                                         |       |            |  |            |  |            |  |
| INSURER D:                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                               |        |                                            |       |                                    |       |                                         |       |            |  |            |  |            |  |
| INSURER E:                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                               |        |                                            |       |                                    |       |                                         |       |            |  |            |  |            |  |
| INSURER F:                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                               |        |                                            |       |                                    |       |                                         |       |            |  |            |  |            |  |

**COVERAGES** **CERTIFICATE NUMBER:** 19-20 GL, BA, XS **REVISION NUMBER:**

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

| INSR LTR | TYPE OF INSURANCE                                                                                                                                                                                                                                                                                                     | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                                                                                                                                                                                      |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|---------------|-------------------------|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A        | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC<br>OTHER:        | X         |          | SI8ML01687191 | 2/1/2019                | 2/1/2020                | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000<br>MED EXP (Any one person) \$ Excluded<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP/OP AGG \$ 2,000,000 |
| C        | <input checked="" type="checkbox"/> AUTOMOBILE LIABILITY<br><input checked="" type="checkbox"/> ANY AUTO<br><input checked="" type="checkbox"/> ALL OWNED AUTOS<br><input checked="" type="checkbox"/> HIRED AUTOS<br><input type="checkbox"/> SCHEDULED AUTOS<br><input checked="" type="checkbox"/> NON-OWNED AUTOS |           |          | SI8CA00184191 | 2/1/2019                | 2/1/2020                | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>Non Owned Liability \$ 1,000,000                                               |
| B        | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR<br><input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE<br>DED RETENTION \$                                                                                                               |           |          | EXC603413501  | 2/1/2019                | 2/1/2020                | EACH OCCURRENCE \$ 9,000,000<br>AGGREGATE \$ 9,000,000                                                                                                                                                                                      |
|          | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                                                                                                | Y/N       | N/A      |               |                         |                         | PER STATUTE OTH-ER<br>E.L. EACH ACCIDENT \$<br>E.L. DISEASE - EA EMPLOYEE \$<br>E.L. DISEASE - POLICY LIMIT \$                                                                                                                              |

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

Re: Aerial fireworks display located at North end of Ojibway Island and Holland Avenue Bridge, Saginaw, MI. ~ Show Date 7-4-19 Rain Date 7-5-19  
City of Saginaw; Saginaw Area Fireworks and Linear Motion, its subsidiaries, affiliates, directors and officers, BR FMC Saginaw Investments, LLC are included as Additional Insured on General Liability as their interest may appear as respects operations performed by or on behalf of the Named Insured, as required by written contract.

## CERTIFICATE HOLDER

City of Saginaw  
1315 S. Washington  
Saginaw, MI 48601

## CANCELLATION

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

AUTHORIZED REPRESENTATIVE

Jordan Stair/CCRUE

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# Petition for Banner

PETITION CAN NOT BE ACCEPTED SIX (6) MONTHS PRIOR TO EVENT

## TO SAGINAW CITY COUNCIL:

We, the undersigned, do hereby petition the Honorable City Council to give favorable consideration to erect a banner at not more than two (2) of the locations listed below. We understand that the \$150.00 banner fee per location must be paid to the Department of Engineering prior to hanging the banner. Banners will only be accepted two (2) weeks prior to the approved display date and the banner/s must be picked up within ten (10) days after the FINAL display date. The city reserves the right to dispose of any banners not picked up after notification of removal. Fee established by Council resolution on June 7, 2004.

- ☐ 500 Block of Court Street ☒ 300 Block of South Michigan  
☐ 200 Block of West Genesee ☒ 1000 Block of East Genesee Avenue

Saginaw African Cultural Festival  
Organization Name

Festival  
Purpose of Banner

**MESSAGE ON BANNER:** We will supply banner

SACF 8/8/19 - 8/11/19

Display Dates Requested: ~~8/8/19 - 8/11/19~~ 8/15/19 8/12/2019  
First and Last Dates can NOT be a Weeknd. Date span can NOT exceed 30 days.

## PETITIONERS

- 1 Ralph Martin 2 \_\_\_\_\_  
3 \_\_\_\_\_ 4 \_\_\_\_\_

## CONTACT PERSON INFORMATION:

NAME Ralph J. Martin PHONE (989)

ADDRESS 1215 Carroll St Saginaw MI 48607

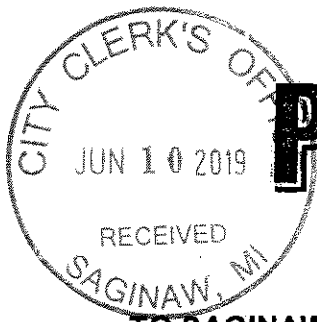
EMAIL rmartin@saginaw-mi.com

----- CLERK'S OFFICE USE ONLY -----

EMAIL TO: Engineer@saginaw-mi.com BY: \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED BY COUNCIL: \_\_\_\_\_

CITY CLERK



# Petition for Banner

PETITION CAN NOT BE ACCEPTED SIX (6) MONTHS PRIOR TO EVENT

## TO SAGINAW CITY COUNCIL:

We, the undersigned, do hereby petition the Honorable City Council to give favorable consideration to erect a banner at not more than two (2) of the locations listed below. We understand that the \$150.00 banner fee per location must be paid to the Department of Engineering prior to hanging the banner. Banners will only be accepted two (2) weeks prior to the approved display date and the banner/s must be picked up within ten (10) days after the FINAL display date. The city reserves the right to dispose of any banners not picked up after notification of removal. Fee established by Council resolution on June 7, 2004.

☐ 500 Block of Court Street

☐ 300 Block of South Michigan

☒ 200 Block of West Genesee

☒ ~~1000 Block of East Genesee Avenue~~

Delta College  
Organization Name

Announce opening of new downtown building  
Purpose of Banner

**MESSAGE ON BANNER:** Delta College Logo Downtown Saginaw Center  
Enroll Today! 319 E. Genesee

Display Dates Requested: Monday 07/01/2019 to Tuesday 07/30/2019  
First and Last Dates can NOT be a Weekend. Date span can NOT exceed 30 days.

## PETITIONERS

1 Pamela Clark

2 \_\_\_\_\_

3 \_\_\_\_\_

4 \_\_\_\_\_

## CONTACT PERSON INFORMATION:

NAME Pamela Clark PHONE 989-686-9225

ADDRESS 1961 Delta Road, University Center, MI 48710

EMAIL pamela.clark@delta.edu

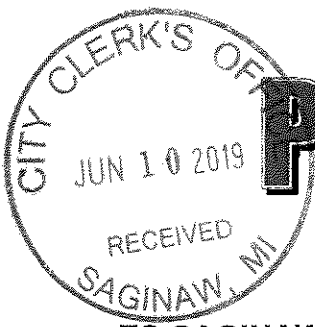
----- CLERK'S OFFICE USE ONLY -----

EMAIL TO: Engineering@saginaw-mi.com BY: \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED BY COUNCIL: \_\_\_\_\_

CITY CLERK

19-07



# Petition for Banner

PETITION CAN NOT BE ACCEPTED SIX (6) MONTHS PRIOR TO EVENT

## TO SAGINAW CITY COUNCIL:

We, the undersigned, do hereby petition the Honorable City Council to give favorable consideration to erect a banner at not more than two (2) of the locations listed below. We understand that the \$150.00 banner fee per location must be paid to the Department of Engineering prior to hanging the banner. Banners will only be accepted two (2) weeks prior to the approved display date and the banner/s must be picked up within ten (10) days after the FINAL display date. The city reserves the right to dispose of any banners not picked up after notification of removal. Fee established by Council resolution on June 7, 2004.

- ☐ 500 Block of Court Street      ☐ 300 Block of South Michigan  
☐ 200 Block of West Genesee      ☒ 1000 Block of East Genesee Avenue

Delta College  
Organization Name

Announce opening of new downtown building  
Purpose of Banner

**MESSAGE ON BANNER:** Delta College Logo - Downtown Saginaw Center  
Grand Opening! 314 E. Genesee

Display Dates Requested: Monday 6/24/2019 to Friday 07/12/2019  
First and Last Dates can NOT be a Weekend. Date span can NOT exceed 30 days.

## PETITIONERS

1 Pamela Clark      2 \_\_\_\_\_  
3 \_\_\_\_\_      4 \_\_\_\_\_

## CONTACT PERSON INFORMATION:

NAME Pamela Clark      PHONE 989-686-9235  
ADDRESS 1361 Delta Road, University Center, MI 48710  
EMAIL pamela.clark@delta.edu

----- CLERK'S OFFICE USE ONLY -----

EMAIL TO: Engineer@saginaw-mi.com BY: \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED BY COUNCIL: \_\_\_\_\_

CITY CLERK

**From:** Tim Morales, City Manager

**Subject:** Insurance Policy Renewal

**Prepared by:** Janet Santos, City Clerk

**Manager's Recommendation:**

I recommend approval of the insurance proposals under Argonaut Insurance Company for the City's General Liability, Employee Benefits Liability, Law Enforcement Liability, Employment Practices Liability, Public Officials Liability and Automobile Liability; with Argonaut Insurance Company for Automobile Physical Damage; with Arch Insurance Company for the Excess (Umbrella) Liability Policy; and with BCS Insurance Company for the Cyber Liability Policy. Each policy is effective July 1, 2019 through June 30, 2020, and that I, and/or my designee be authorized to execute any and all necessary insurance documents under the plans as necessary throughout the policy term, including, but not limited to, removing and/or adding automobiles as the City acquires and/or disposes of same.

**Justification:**

Saginaw Bay Underwriters obtained quotes from the City's current insurance providers and other insurance providers for the City's policies expiring on July 1, 2019. Saginaw Bay Underwriters seeks quotes from multiple companies every two to three years. After review and consideration, this year I am recommending the following carriers and policies with coverage, premiums and deductibles:

Argonaut Insurance Company: premium is \$328,089. The coverage is for General Liability, Law Enforcement Liability, Employment Practices Liability, Public Officials Liability and Automobile Liability and will remain at a limit of \$10,000,000 with a \$250,000 self-insured retention, which is the same as last year. For the Automobile Physical Damage the deductible remains at \$10,000.

Argonaut Insurance Company: MCCA assessment is \$44,660. All auto insurance companies operating in Michigan are assessed to cover the catastrophic medical claims occurring in Michigan. The assessment per vehicle effective 7/1/19 is \$220 per vehicle compared to \$192 per vehicle last year. The City had 195 vehicles in 2018 and this year they have 203 which is an increase of 8 vehicles.

Arch Insurance Company. This is the Excess (Umbrella) Liability Policy, providing an additional \$10,000,000 in liability coverage for General Liability, Law Enforcement Liability, Employment Practices Liability, Public Officials Liability, Employee Benefits Liability, Employers Liability and Auto Liability. The premium quoted is \$63,000.

BCS Insurance Company. This is the Cyber and Privacy Liability coverage protecting the City from cyber theft of personally identifiable information of City residents and employees. The limit is \$2,000,000 with a \$10,000 deductible. The premium quoted is \$9,052.

Comparison between last year's premium and the renewal premium for FY2019-2020 is as follows:

| <i>Description of Coverage</i>                         | <i>2018-19<br/>Premium<br/>Argonaut &amp;<br/>Arch</i> | <i>2019-20<br/>Premium<br/>Argonaut &amp;<br/>Arch</i> | <i>Difference</i> |
|--------------------------------------------------------|--------------------------------------------------------|--------------------------------------------------------|-------------------|
| Liability Coverages                                    | \$325,385                                              | \$328,089                                              | \$2,704           |
| Commercial Auto                                        | Included Above                                         | Included Above                                         | -0-               |
| MCCA Charge                                            | \$37,440                                               | \$44,660                                               | \$7,220           |
| <b><u>BCS Insurance Company</u></b><br>Cyber Liability | \$9,052                                                | \$9,052                                                | -0-               |
| Excess Liability                                       | \$62,500                                               | \$63,000                                               | \$500             |
| <b>Total Estimated Premium</b>                         | <b>\$434,378</b>                                       | <b>\$444,801</b>                                       | <b>\$10,424</b>   |

Overall the City will see an increase of \$10,424 in insurance costs for FY2019-2020 as compared to FY2018-2019. Quotes received were comparable to those of the industry standards and all insurance carriers have excellent ratings according to the Best Guide, which determines the financial stability of insurance companies.

As in the past, the City has opted to exclude coverage for terrorism losses under the Terrorism Risk Insurance Act of 2002. This election was made due to the fact that the "act of terrorism" only covers an act that is certified by the Secretary of the Treasury in concurrence with the Secretary of State, and the Attorney General of the United States.

Funds are available in the Self-Insurance Fund Insurance Account No. 677-1762-806.000. Funds for insurance premiums are budgeted and collected from all departmental budgets and deposited into the Self-Insurance Fund. General and excess liability policies are charged against the division and/or department's budget pursuant to its size. Auto physical damage is charged to each division and/or department based on the number of vehicles assigned.

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.

**Council Action:**

Motion to approve the recommendation from the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** 4<sup>th</sup> Quarter Budget Adjustment  
**Prepared by:** Yolanda M. Jones, Office of Management and Budget

**Manager's Recommendation:**

I recommend approval of the amendments to the 2018/2019 Approved Budget for the listed funds. This adjustment is required to recognize any errors, omissions, or changes that have occurred within the 4<sup>th</sup> Quarter.

**Justification:**

The 2018/2019 annual budget will be adjusted in accordance with Public Act 2 of 1968, Uniform Budgeting and Accounting Act, the City Charter; and the approved 2019 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 the 4<sup>th</sup> quarter, 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 \$1,009,348, from \$35,823,207 to \$36,832,555.

- A budget adjustment should be completed to recognize \$477 from Police Billable Overtime. Revenue will be recognized in the General Fund Revenue, Police Billable Overtime Account No. 101-0000-502.001. To offset the increase in revenues will be the same increase to the General Fund, Community Public Safety – Police, Police Investigation Division, Billable Overtime - Investigation Account No. 101-3513-704.001.
- A budget adjustment should be completed to recognize the following Community Public Safety – Police revenues: Gun Registration Fees Account No. 101-0000-609.001 \$160, Vehicle Storage Fees Account No. 101-0000-609.003 \$3,000, Police Department Fees Account No. 101-0000-628.001 \$2,756, and Sale of Property Items – Police Account No. 101-0000-673.007 \$11,900. To offset the increase in revenues will be an increase to Community Public Safety – Police, Police Building Maintenance Division, Vehicles Account No. 101-3514-982.000 by \$18,293.
- A budget adjustment is required to cover the cost of the contractual increases that will affect the FY 2018/2019 budget. These increases are projected to be a total of \$61,454 for this fiscal year. These increases will also affect all appropriation centers of the General Fund. Unrealized revenues will be utilized to offset the increases in expenditures.

- A budget adjustment should be completed to increase the Other General Fund Expenditures, Transfers Division, Capital Improvement Project Fund Account No. 101-9660-999.401 in the amount of \$4,541 to cover the additional costs for the city hall camera and east/west entrance door projects. Unrealized revenues will be utilized to offset the increase in expenditures.
- A budget adjustment is required to reduce the available balance in the Other General Fund Expenditures, Increase to Fund Equity Division, Increase to Fund Equity Account No. 101-8559-989.001 by \$12,000. To offset this reduction in expenditures will be an increase to the General Fund – Department of Neighborhood Services and Inspection, Inspection Division, Demolition Account No. 101-3865-816.000 by the same amount for the engineering services to review the viability to demolish the parking garage on Baum Street.
- In review of the 4<sup>th</sup> quarter general fund revenues increases \$1,125,587. The following revenues should be increased due to additional revenues received: delinquent income taxes, electrical permits, vacant housing registration fees, non-owner occupied registration fees, state grant funds for the DNR Grant for Parks and Recreation, reimbursement/medicare, CVTRS Supplemental funds, local community stabilization share, reimbursements, interest on investments, and interest on city income taxes. To offset these increases will be a reduction of \$134,532 in unrealized revenues: parking violations fines – delinquent and special assessments.
- A budget adjustment is also required to cover the higher than anticipated cost for retiree healthcare. Additional revenues, as mentioned above will offset the increase to the Community Public Safety – Police, Police Patrol Division, Retiree Healthcare Account No. 101-3511-715.007 by \$308,353, Community Public Safety – Fire, Fire Suppression Division, Retiree Healthcare Account No. 101-3551-715.007 by \$308,353, and Retiree Healthcare Division, Retiree Healthcare Account No. 101-8510-715.007 by \$308,354.
- A budget adjustment is required to reduce the available balance in the Other General Fund Expenditures, GIS Charge Division, GIS Charge Account No. 101-8547-956.008 by \$7,596. To offset this reduction in expenditures will be an increase to the General Fund – Office of General Government, Office of the City Clerk, Salaries – Part Time Account No. 101-1730-708.000 by the same amount for the reallocation of the part time Skilled Clerical position from the Call Center due to the closure of the operation in October of 2018.

The Saginaw Arts and Enrichment Commission (SAEC) Fund (237) should be increased from \$199,952 to \$209,241. This represents a \$9,289 increase. This increase is to recognize unanticipated revenues: sale of material and services \$1,366 and the reimbursements for services \$7,923. This increase in revenues will be offset by an Increase to Fund Equity of the same, \$9,289.

The Drug Forfeiture Fund (264) should be increased from \$88,601 to \$91,364. This is an increase of \$2,763. This budget adjustment recognizes unanticipated revenues. Revenues will be realized in the Drug Forfeiture Fund's Forfeited Property – Sale of Property Item Account No. 264-0000-673.003 in the amount of \$2,763. Revenues will be offset by the same appropriation in the Drug Forfeiture Fund, Parts and Supplies Account No. 264-3040-742.000.

The Capital Project Fund (401) should be increased from \$723,466 to \$728,007. This represents a \$4,541 increase. This adjustment is to recognize the additional costs for the city hall camera and east/west entrance door projects. Therefore, the Capital Project Fund – Transfers from Other Funds Account No. 401-0000-699.000 should be increased \$4,541. To offset the increase in revenues will be the same increase to the Capital Project Fund – Facilities Division, Repair and Replacement Account No. 401-7575-974.000.

The Sewer Operations and Maintenance Fund (590) should be increased from \$24,920,968 to \$30,317,399, which equates to a \$5,396,431 increase. This increase represents the recognition of depreciation for the fiscal year of \$5,416,581. This increase in expenditures will be offset by a reduction in the GIS Charges by \$20,150 due to the closure of the Call Center Operations in October 2018. To further offset this increase in expenditures will be the recognition of the following revenues: IPP permits \$2,200, trunk line maintenance \$41,901, sewer connections \$3,440, reimbursement \$10,803 as well as an appropriation of retained earnings to cover depreciation \$5,338,087.

The Water Operations and Maintenance Fund (591) should be increased from \$35,207,862 to \$37,089,337, which equates to a \$1,881,475 increase. This increase primarily represents the recognition of depreciation for the fiscal year of \$1,901,625. This increase in expenditures will be offset by a reduction in the GIS Charges by \$20,150 due to the closure of the Call Center Operations in October 2018. To further offset the increase in expenditures will be the recognition of the following revenues: water connections \$1,119 reimbursements \$51,180 and an appropriation of retained earnings to cover depreciation \$1,829,176.

The Technical Services – Geographical Information Services Fund (650) should be decreased from \$481,307 to \$432,167. This represents a \$49,140 reduction from the approved budget. This decrease is primarily a result of the closure of the Call Center Operations in October of 2018. Staff was reallocated to the General Fund, Sewer and Water Operations and Maintenance Funds. To offset the reduction in expenditures will be a decrease to the Technical Services – Geographical Information Services Fund Contributions from Other Funds Account No. 650-0000-675.000 by \$49,140.

The Motor Pool Operations Fund (661) should be increased from \$2,534,369 to \$2,587,567. This represents a net \$53,198 increase. This increase is due to the following increases: Sale of Property \$4,729, Reimbursement \$2,350, and Contribution from Other Funds \$46,119. To offset the increase in revenues will be an increase to the

Motor Pool Operations Fund – Garage Division's Motor Vehicle Supplies Account No. 661-4481-737.000 by \$49,845 and Employment Agency Fees by \$3,353.

The Self Insurance Fund (677) should be increased from \$1,518,005 to \$1,668,705. This represents a \$150,700 increase. This increase is required to cover the higher than expected claims. To offset the increase expenditures will be an increase to the Self Insurance Fund, Use of Fund Equity Account No. 677-0000-676.000 by the same amount.

The Forest Lawn Cemeteries Fund (711) should be increased from \$29,674 to \$69,250. This represents a \$39,576 increase from the approved budgeted levels. This increase is to recognize the gain on investments, which will be realized in the Forest Lawn Cemeteries Fund, Gain/Loss on Investments Account No. 711-0000-671.014. To offset the increase in revenues will be the same increase to this fund's Increase to Fund Equity Account No. 711-8559-989.001.

The Oakwood Cemeteries Fund (712) should be increased from \$5,236 to \$16,345. This represents an \$11,109 increase from the approved budgeted levels. This increase is to recognize the gain on investments, which will be realized in the Oakwood Cemeteries Fund, Gain/Loss on Investments Account No. 712-0000-671.014. To offset the increase in revenues will be the same increase to this fund's Increase to Fund Equity Account No. 712-8559-989.001.

The Perpetual Care Fund (713) should be increased from \$0 to \$18,747. This increase is to recognize the gain on investments, which will be realized in the Perpetual Care Fund, Gain/Loss on Investments Account No. 713-0000-671.014. To offset the increase in revenues will be the same increase to this fund's Increase to Fund Equity Account No. 713-8559-989.001.

## **Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager

**Subject:** Master Lease Agreements Hewlett–Packard Financial Services

**Prepared by:** Chris Seager, Technical Services

**Manager's Recommendation:**

I recommend approval of the Master Lease Agreements with Hewlett–Packard Financial Services for computer equipment leasing.

**Justification:**

Currently, the City leases IBM and Lenovo computer equipment through IBM Global Finance. On March 12, 2019, IBM Global Finance notified the City that they would no longer be leasing computer equipment other than IBM equipment as of July 1, 2019. This was due to a business change in the IBM Corporation. After the notification of IBM Global Finance, other vendors were evaluated. Hewlett-Packard Financial Services had a cost savings on lease rates and also allowed multiple computer equipment vendors to be selected other than IBM or Lenovo. The City will now be able to lease Dell, HP, Lenovo and IBM to best meet the equipment needs of the City utilizing Hewlett-Packard Financial Services. The new lease agreement will be used in conjunction with a Quarterly Master Operating Lease Advance Pricing Agreement when equipment models are updated and changed. This lease agreement requires varying monthly payments be made on any equipment that has been leased or returned during the term of the lease. These payments are made by the Technical Services Department and then allocated to the proper departments and accounts during the annual budget procedure. This agreement does not have an expiration date but can be used by the City of Saginaw as needed.

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

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Great Lakes Crossroads Development Agreement  
**Prepared by:** John Stemple, Director of Neighborhood Services

**Manager's Recommendation:**

I recommend approval of a Development Agreement with Great Lakes Crossroad, LLC and that the City Manager be authorized to execute any and all documents associated with said agreement.

**Justification:**

On February 17, 2014, City Council approved a development agreement with Great Lakes Crossroads, LLC (GL) which required certain improvements to the property located at 234 S. Water St. which is currently being used as a conference center/assembly hall and entertainment venue. This agreement, assuming GL accomplished all of the requirements of the agreement, the City would convey the adjacent City owned parking lot located at 228 S. Water St. While GL has made progress toward meeting the requirements of this agreement, all of the requirements of the agreement were not met.

Therefore, GL has requested a new agreement whereby they could acquire the adjacent parking lot. The terms of this agreement require the following:

- a. Developer's payment of all past due real or personal property taxes that were assessed to the Parking Lot Property since April 16, 2002, within three (3) months of the date of this Agreement;
- b. Developer's timely payment of all real or personal property taxes that are assessed to the Parking Lot Property for the two (2) years following the date of this Agreement;
- c. Developer's continued ownership of the property and facility located at 234 S. Water Street for the two (2) years following the date of this Agreement;
- d. Developer's continued operation of a conference center/assembly hall and entertainment venue at 234 S. Water Street for two (2) years following the date of this Agreement;
- e. Developer's completion of any and all repairs of the masonry work on the east side of the building located at 234 S. Water Street within two (2) years from the date of this Agreement;
- f. Developer's continued maintenance of the facility located at 234 S. Water Street for the two (2) years following the date of this Agreement; and
- g. Developer's continued possession of a liquor license for the facility located at 234 S. Water Street for the two (2) years following the date of this Agreement.

Upon the Developer's completion of the above, the City would then convey the property located at 228 S. Water St. to GL.

During the term of this agreement the Developer would have exclusive use of the parking lot and would maintain the parking lot in good condition and repair, including utilities, snow plowing and lawn maintenance.

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:** Blanket Purchase Order for Kay Communications  
**Prepared by:** Brian Rowell, Community Public Safety – Police

**Manager's Recommendation:**

I recommend the approval of a blanket purchase order with Kay Communications of Saginaw, MI, a sole source provider, for \$10,000.00 for FY 2020 for in-car camera repairs and replacements for Saginaw Police Department patrol vehicles.

**Justification:**

The Saginaw Police Department patrol vehicles are equipped with in-car cameras that need service and repair, oftentimes unexpectedly. These cameras are a vital component of our officers' policing efforts and it is important that they are in working order and down time is limited when being serviced.

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 Saginaw Police, Drug Forfeiture Fund, Repairs and Replacements, Account No. 264-3040-974.000.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager

**Subject:** Memorandum of Understanding for the Cass River Water Trail Coalition

**Prepared by:** Phillip Karwat, Public Services Department

**Manager's Recommendation:**

I recommend the approval of the Memorandum of Understanding with the Cass River Water Trail Coalition.

**Justification:**

The concept of the Cass River Water Trail began with the formation of the Cass River Greenway in 2007. The Cass River Greenway is an effort organized by a group of local volunteers, assisted by professional resources and municipal leaders, working to enhance recreational opportunities and the environmental well-being of the Cass River corridor. By the year 2028, the vision is for Cass River Water Trail to flow from the M-46 Bridge in Juniata Township to Wickes Park in the City of Saginaw.

As a member of the Cass River Water Trail Coalition the City of Saginaw is responsible to work together with other entities and private property owners, promote and inform trail users of the responsibilities and respect of the facilities, manage and maintain public access and launch facilities within the City of Saginaw, cooperate to develop and distribute outreach, interpretive, and educational materials, tools and programs that enhance, enrich and promote the Cass River Water Trail and appoint a minimum of one representative to attend meetings. The membership will not result in any financial commitment of the City.

I have approved the Memorandum of Understanding and Agreement as to substance and the City Attorney approves as to form.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Blanket Purchase Order for Standard Electric Company  
**Prepared by:** Bruce Caradine, Public Services Department

**Manager's Recommendation:**

I recommend the approval of a blanket purchase order with Standard Electric Company for \$3,100.00 for FY 2020; and pending budget approval, for FY 2021, for the purchase of supplies for the Facilities Division.

**Justification:**

The Facilities Division requires electrical supplies throughout the fiscal year and an efficient way of purchasing these items is to establish a blanket purchase order. This allows the Facilities Division to purchase items that include electrical switches, light fixtures, bulbs, wires and any other equipment required to complete facilities work without having to establish a purchase order each time. Standard Electric Company is the local vendor for these items.

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

Funds are budgeted in the General Fund, Department of Public Services, Facilities Division, Parts and Supplies Account No. 101-7575-742.000 \$1,200.00 Public Works Building Fund, Parts and Supplies Account No. 641-4439-742.000 \$1,900.00 for FY 2020 and will be budgeted in the same accounts for FY 2021 pending budget approval.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Blanket Purchase Order for Grainger Inc.  
**Prepared by:** Bruce Caradine, Public Services Department

**Manager's Recommendation:**

I recommend the approval of a blanket purchase order with Grainger Inc., for \$2,600 for FY 2020; and pending budget approval, for FY 2021, for supplies for the Facilities Division.

**Justification:**

The Facilities Division requires miscellaneous supplies throughout the fiscal year and an efficient way of purchasing these items is to establish a blanket purchase order. This allows the Facilities Division to purchase items that include industrial tools and equipment, plumbing supplies, cleaning supplies and any other equipment required to complete facilities work without having to establish a purchase order each time. Grainger is a State Bid Vendor for the State of Michigan.

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

Funds are budgeted in the General Fund, Department of Public Services, Facilities Division, Parts and Supplies Account No. 101-7575-742.000 \$1,300 Public Works Building Fund, Parts and Supplies Account No. 641-4439-742.000 \$1,300 for FY 2020 and will be budgeted in the same accounts for FY 2021 pending budget approval.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Blanket Purchase Order for Clark Hardware  
**Prepared by:** Bruce Caradine, Public Services Department

**Manager's Recommendation:**

I recommend the approval for a blanket purchase order with Clark Hardware for \$2,950 for FY 2020; and pending budget approval, for FY 2021, for supplies for the Facilities Division.

**Justification:**

The Facilities Division requires miscellaneous supplies throughout the fiscal year and an efficient way of purchasing these items is to establish a blanket purchase order. Clark hardware is a local vendor in the City, which makes the proximity of the store the most efficient vendor. This allows the Facilities Division to purchase items that include hand tools (i.e. shovels, rakes, sledge hammers, wrenches and sockets), keys, paint, caulk and any other equipment required to complete facilities work without having to establish a purchase order each time.

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

Funds are budgeted in the General Fund, Department of Public Services, Facilities Division, Parts and Supplies Account No. 101-7575-742.000 \$1,700, Public Works Building Fund, Parts and Supplies Account No. 641-4439-742.000 \$1,000, General Fund, Department of Public Services, Celebration Park Division, Parts and Supplies Account No. 101-7580-742.000 \$250 for FY 2020 and will be budgeted in the same accounts for FY 2021 pending budget approval.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Blanket Purchase Order for ETNA Supply Company.  
**Prepared by:** Joshua Hoffman, Public Services Department

**Manager's Recommendation:**

I recommend the approval of a blanket purchase order with ETNA Supply Company, for \$70,000 for FY 2020; and pending budget approval, for FY 2021, for replacement water meters for the Maintenance and Service Division.

**Justification:**

The Maintenance and Service Division requires the ability to purchase water meters on a short notice or emergency basis throughout the fiscal year. An efficient way of purchasing these items is to establish a blanket purchase order, this allows the Maintenance and Service Division to purchase items from the vendor without having to establish individual purchase orders for each purchase. ETNA Supply Company supplies the City with various types of water meters, such as Positive Displacement, Compound, Turbo, and Fire flow meters ranging in size from 5/8" to 10" in diameter on as needed throughout the year. Sensus Water Meters are the most compatible meter with the City's Automated Meter Reading System for ease and cost of installation. ETNA Supply Company is a sole source and the only franchise supplier in the State of Michigan for Sensus Water Meters.

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 Meter Repairs and Replacements Account No. 591-4720-974.000 \$35,000 and Sewer Operations and Maintenance Fund, Maintenance and Service Division's Meter Repairs and Replacements Account No. 590-4820-974.000 \$35,000 for FY 2020 and will be budgeted in the same accounts for FY 2021 pending budget approval.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Blanket Purchase Order for Larry's Auto Supply  
**Prepared by:** Don Riley, Public Services Department

**Manager's Recommendation:**

I recommend approval of a blanket purchase order with Larry's Auto Supply for \$3,500 for FY 2020 for tools for the Motor Pool Division.

**Justification:**

The City's Municipal Garage mechanics are given a tool allowance at a yearly cost not to exceed \$500 per person, per the SEIU Hourly Bargaining Unit, Union Contract, Section 43, as follows:

For the Mechanical Equipment Repairperson II, Serviceperson Mechanic and Mechanic Equipment Repairperson I positions, the employer will continue to replace broken and worn out tools and contribute to the purchase of "updated" tools owned and used by the employees in these job classifications at a yearly cost not to exceed \$500 per person, per fiscal year. It is further understood that City employees shall be responsible for assigned tools lost or damaged through negligence of the employee. The allowance shall be distributed based on procedure currently in effect in the Division of Motor Equipment.

The Municipal Garage mechanics have discussed and agreed that based upon the extremely high level of customer service, cost matching, and full product line offered by this in-city vendor; this is where they would like to use their annual tool allowance. This vendor offers, pertaining specifically to this tool allowance, complete cost matching of any tool found from any competing supplier. This blanket purchase order fulfills the City's bargaining agreement with employees for the purchase of new and specialized tools required for changes in industrial materials, electronic computer software and manufactured specifications, etc. Each one of the Garage's seven mechanics selects their individual tools. Establishing a blanket purchase order is the most cost effective and convenient way for the mechanic's to purchase individual tools via their allotted allowance.

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

Funds are budgeted in the Motor Pool Operation Fund, Garage Operations Division's Parts and Supplies Account No. 661-4481-742.000, \$3,500.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Blanket Purchase Orders for Vehicle Parts and Supplies  
**Prepared by:** Don Riley, Public Services Department

**Manager's Recommendation:**

I recommend approval of blanket purchase orders to primary suppliers of local fleet parts and supplies for a total of \$428,400 for vehicle parts and supplies for the Garage Operations Division.

**Justification:**

The City's Municipal Garage requires the purchase of a vast array of original equipment manufacturer/distributor vehicle parts and supplies for the maintenance of the fleet vehicles from July 1, 2019 to June 30, 2020. A yearly contract proposal is not feasible because it is not possible to determine the parts and quantities that will be required in any given time period. Issuing individual purchase orders is costly and administratively time consuming. The Municipal Garage personnel will price quote parts and award purchases to the lowest and best vendor for each item. This represents a 40.7% increase from last year's requests, and more accurately reflects the previous year's expenditures to each vendor. It is clearly in the best interest of the City to continue this procedure for Fiscal Year 2020 as follows:

| <b><u>Vendor</u></b>                                   | <b><u>Cost</u></b> |
|--------------------------------------------------------|--------------------|
| AIS Equipment Co.<br>Bridgeport, MI (out city)         | \$25,000           |
| Alta Equipment LLC<br>New Hudson, MI (out city)        | \$ 6,000           |
| Bandit Industries Inc.<br>Remus, MI (out city)         | \$ 2,500           |
| Bell Equipment Co.<br>Lake Orion, MI (out city)        | \$ 6,500           |
| Diesel Truck Sales<br>Saginaw, MI (in city)            | \$ 3,500           |
| Jack Doheny Supplies<br>Northville, MI (out city)      | \$ 5,500           |
| Garber Chevrolet<br>Saginaw, MI (out city)             | \$20,000           |
| Interstate Truck Source Inc.<br>Saginaw, MI (out city) | \$ 3,000           |

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|                                                             |          |
|-------------------------------------------------------------|----------|
| Joint Clutch & Gear<br>Bay City, MI (out city)              | \$ 2,500 |
| Larry's Auto Supply<br>Saginaw, MI (in city)                | \$58,000 |
| M Tech Co.<br>Cleveland, OH (out city)                      | \$40,000 |
| Meekhof Tire Sales & Service<br>Saginaw, MI (out city)      | \$28,000 |
| Michigan Cat<br>Saginaw, MI (out city)                      | \$30,000 |
| Michigan Truck Equipment Inc.<br>Saginaw, MI (in city)      | \$ 2,900 |
| Michigan Truck Spring<br>Saginaw, MI (out city)             | \$ 2,500 |
| Neal's Automotive Parts Inc.<br>Grand Rapids, MI (out city) | \$ 3,000 |
| Ritter Technology LLC.<br>Saginaw, MI (out city)            | \$ 5,000 |
| Scientific Brake & Equipment Co.<br>Saginaw, MI (in city)   | \$ 8,000 |
| Spartan Distributors Inc.<br>Detroit, MI (out city)         | \$12,000 |
| Spaulding Mfg. Inc.<br>Saginaw, MI (out city)               | \$ 5,000 |
| Tire Man Auto Service Centers<br>Bay City, MI (out city)    | \$80,000 |
| Truck and Trailer Specialties Inc.<br>Dutton, MI (out city) | \$17,000 |
| Universal Lift Parts Inc.<br>Flint, MI (out city)           | \$ 4,500 |
| Weller Truck Parts LLC.<br>Grand Rapids, MI (out city)      | \$ 8,000 |
| Wieland Truck Center<br>Saginaw, MI (out city)              | \$35,000 |

|                                                    |          |
|----------------------------------------------------|----------|
| Wilson Ford-Lincoln LLC.<br>Saginaw, MI (out city) | \$10,000 |
| Winter Equipment Co.<br>Willoughby, OH (out city)  | \$ 5,000 |

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, \$428,400, 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.

**From:** Timothy Morales, City Manager  
**Subject:** Blanket Purchase Orders for Services of Local Vendors  
**Prepared by:** Don Riley, Public Services Department

**Manager's Recommendation:**

I recommend the approval of blanket purchase orders to the City's primary suppliers of local fleet vehicle services in the amounts listed below totaling \$97,500 for FY 2020 for various vehicle services and repairs for the Garage Division.

**Justification:**

The City's Municipal Garage requires the services of local vendors for various repairs of fleet vehicles from July 1, 2019 to June 30, 2020. There is no feasible means to predetermine what type of services will be needed to include suspension, engine, upholstery repairs, etc. These are random services that are needed in any given time period. Issuing individual purchase orders is costly and administratively time consuming. This represents a 45.5% increase from last year's requests, and more accurately reflects the previous year's expenditures to each vendor. The Municipal Garage personnel will price quote individual services and select the lowest and best vendor for each service, with the cost charged to the respective blanket purchase order. It is clearly in the best interest of the City to continue this procedure for Fiscal Year 2020 as follows:

| <b><u>Vendor</u></b>                                       | <b><u>Cost</u></b> |
|------------------------------------------------------------|--------------------|
| AIS Equipment Co.<br>Bridgeport, MI (out city)             | \$ 8,000           |
| Bushey's Radiator & Glass<br>Saginaw, MI (in city)         | \$ 3,000           |
| Engel's Auto Body<br>Saginaw, MI (out city)                | \$15,000           |
| General Top & Trim<br>Saginaw, MI (in city)                | \$ 2,500           |
| Henderson Brother's Rustproofing<br>Saginaw, MI (out city) | \$ 4,000           |
| Interstate Truck Source<br>Saginaw, MI (out city)          | \$ 2,500           |
| Michigan Cat<br>Saginaw, MI (out city)                     | \$18,000           |
| Michigan Truck Spring<br>Saginaw, MI (out city)            | \$16,000           |

|                                                           |          |
|-----------------------------------------------------------|----------|
| Mike's Bumping and Painting Inc.<br>Saginaw, MI (in city) | \$11,000 |
| Versalift Midwest<br>Shelby Township, MI (out city)       | \$10,000 |
| West Michigan Automotive<br>Saginaw, MI (in city)         | \$ 3,000 |
| Wieland Truck Center<br>Saginaw, MI (out city)            | \$ 4,500 |

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 Repairs Account No. 661-4481-931.000 \$97,500.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Printing and Mailing of Rubbish Bills  
**Prepared by:** Beth London, Public Services Department

**Manager's Recommendation:**

I recommend a purchase with Michigan Election Resources, for \$8,048.00 for FY 2020; and pending budget approval, for FY 2021 and FY 2022 for the printing, stuffing, postage and mailing of the rubbish bills.

**Justification:**

On May 21, 2019, the City received ten qualified bids for printing, stuffing, postage and mailing of the 2020, 2021 and 2022 annual rubbish bills. These services are necessary for the mailing of the rubbish bills to the residents of the City of Saginaw. The following is a tabulation of the bids received:

| <u>Vendor</u>                                 |      | <u>Cost</u> |
|-----------------------------------------------|------|-------------|
| Michigan Election Resources<br>Kalamazoo, MI  | FY20 | \$8,048.00  |
|                                               | FY21 | \$8,048.00  |
|                                               | FY22 | \$8,048.00  |
| The Master's Touch, LLC<br>Spokane, WA        | FY20 | \$8,071.20  |
|                                               | FY21 | \$8,071.20  |
|                                               | FY22 | \$8,071.20  |
| KCI<br>Grand Rapids, MI                       | FY20 | \$8,280.68  |
|                                               | FY21 | \$8,280.68  |
|                                               | FY22 | \$8,280.68  |
| Lasercom<br>Troy, MI                          | FY20 | \$8,635.50  |
|                                               | FY21 | \$8,635.50  |
|                                               | FY22 | \$8,635.50  |
| CMS<br>Baltimore, MD                          | FY20 | \$8,638.58  |
|                                               | FY21 | \$8,814.01  |
|                                               | FY22 | \$8,993.93  |
| Wolverine Solutions Group, Inc<br>Detroit, MI | FY20 | \$8,823.60  |
|                                               | FY21 | \$8,994.60  |
|                                               | FY22 | \$9,165.60  |
| The Data Center, LLC<br>Salt Lake, UT         | FY20 | \$9,849.60  |
|                                               | FY21 | \$9,849.60  |
|                                               | FY22 | \$9,849.60  |

|                          |      |             |
|--------------------------|------|-------------|
| Date Integrators         | FY20 | \$ 9,969.30 |
| Fredericksburg, VA       | FY21 | \$10,140.30 |
|                          | FY22 | \$10,311.30 |
| Moonlight BPO            | FY20 | \$10,533.60 |
| Bend, OR                 | FY21 | \$10,875.60 |
|                          | FY22 | \$11,217.60 |
| Whitlock Business System | FY20 | \$11,457.00 |
| Madison Heights, MI      | FY21 | \$11,457.00 |
|                          | FY22 | \$11,457.00 |

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 Rubbish Collection Fund, Administration Division's Operating Services Account No. 226-4581-805.000 for FY 2020, and will be budgeted in the same account for FY 2021 and FY 2022, pending budget approval.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Tree Purchases  
**Prepared by:** Beth D. London, Public Services Department

**Manager's Recommendation:**

I recommend the approval of purchases with Kluck Nursery Inc., Begick Nursery and Garden Center, and McDonald Nursery Inc. for \$3,300 each for FY 2020 for trees for the Streets Section, Right of Way Division.

**Justification:**

The Streets Section, Right of Way Division maintains approximately 60,000 trees in the right of way. Maintenance includes the removal of diseased or dead trees and the planting of new trees as requested, or for special projects. In the past, the Streets Section has purchased approximately 75 trees each year for planting in the right of way. It has been extremely difficult to plant this many trees at one time with the City's limited personnel and equipment. This also requires personnel to keep a list of requested new tree locations throughout the year so that requests can be planted in the fall. By purchasing a small number of trees throughout the year, the Streets Section will be able to replace trees when requested and better manage the planting of new trees. Streets personnel will price quote individual purchases and award purchases to the lowest and best vendor for each species of tree. The trees will be ordered from the successful bidder and billed to the respective purchase order as follows:

| <b><u>Vendor</u></b>             | <b><u>Cost</u></b> |
|----------------------------------|--------------------|
| Begick Nursery and Garden Center | \$3,300            |
| Kluck Nursery Inc.               | \$3,300            |
| McDonald Nursery Inc.            | \$3,300            |

This vendor meets all requirements of §14.23, "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 Nursery Account No. 202-4651-738.000.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Engineering Services Agreements  
**Prepared by:** Beth D. London, Public Services Department

**Manager's Recommendation:**

I recommend the approval of Professional Engineering Services Agreements with D & M Site, Inc. (D&M), Fishbeck, Thompson, Carr & Huber, Inc. (FTCH), Fleis & Vanderbrink (FVENG), Orchard, Hiltz and McCliment, Inc. DBA OHM Advisors (OHM), ROWE Professional Services Company (Rowe), Spicer Group (Spicer), Surveying Solutions Incorporated (SSI), Tetra Tech of Michigan, PC (Tetra Tech), Wade Trim, Inc. (Wade Trim), and, William A Kibbe and Associates, Inc. (Kibbe), up to a total yearly maximum amount of \$1,300,000 for FY 2020 through FY 2024, for a variety of engineering services for the Engineering Section, Right of Way Division.

**Justification:**

The services of the firms are necessary to support engineering staff to carry out the duties and responsibilities of the Engineering Section whenever workload demands additional staff consultant's expertise. The City Engineer will distribute work between the ten (10) firms on a rotational basis for small projects and distribute work on a competitive basis for larger projects. The terms of the agreements are for 5 years, commencing on July 1, 2019 and ending on June 30, 2024.

On June 23, 2014, the City approved agreements between the City and six previously prequalified firms to perform engineering services for the City: OHM, SSI, Rowe, Spicer, Kibbe, and Wade Trim. These agreements are set to expire on June 30, 2019.

In April of 2019, the City prequalified D&M, FTCH, FVENG and Tetra Tech to provide general engineering services for the City. This provides a total of ten (10) consulting firms that are prequalified to perform engineering services for the City.

These vendors 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 for these services will be budgeted in the upcoming Fiscal Years in various departmental professional accounts.

I have approved the agreements as to substance and the City Attorney as to Form.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Calcium Oxide Purchase, Joint Bid  
**Prepared by:** Theodore Bomba, Water and Wastewater

**Manager's Recommendation:**

I recommend the approval of a purchase with Carmeuse Lime & Stone for \$287,440.00 for Calcium Oxide for the Wastewater Treatment Division and for \$44,912.50 for the Water Treatment Division.

**Justification:**

Calcium Oxide (Lime) is used in the treatment of both water and wastewater for pH control and for bio-solids stabilization. The Cities of Saginaw, Midland and Bay City issued a Joint Bid for chemical purchases. On June 5, 2019 sealed bids were opened. The low bid of \$179.65 per ton is a 20.6% increase from Fiscal Year 2019. Following is a tabulation of the bids received:

|                                         | Cost / Ton | Wastewater (1,600 tons) | Water (250 tons) |
|-----------------------------------------|------------|-------------------------|------------------|
| Carmeuse Lime & Stone<br>Pittsburgh, PA | \$179.65   | \$287,440.00            | \$44,912.50      |

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 Water Operations and Maintenance Fund, Treatment & Pumping Division's Chemicals Account No. 591-4730-727.000 \$44,912.50; and in the Sewer Operations and Maintenance Fund, Treatment & Pumping Division's Chemicals Account No. 590-4830-727.000 \$287,440.00.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Sodium Hypochlorite Purchase, Joint Bid  
**Prepared by:** Theodore Bomba, Water and Wastewater

**Manager's Recommendation:**

I recommend the approval of a purchase with PVS Nolwood Chemicals, Inc. for \$135,625.00 for Sodium Hypochlorite for the Remote Facilities Division; and for \$93,000.00 for the Water Treatment Division.

**Justification:**

Sodium Hypochlorite is used at both the Water Treatment and Remote Facilities Divisions for disinfection during the water treatment process. The Cities of Saginaw, Midland, and Bay City issued a Joint Bid for chemical purchases. On June 5, 2019, sealed bids were opened. The low bid of \$0.775 per gallon represents a 0.6% decrease from FY 2019. Following is a tabulation of the bids received:

|                                            | Water             |                  | Remote Facilities |                  |
|--------------------------------------------|-------------------|------------------|-------------------|------------------|
|                                            | <u>Per Gallon</u> | <u>Total Bid</u> | <u>Per Gallon</u> | <u>Total Bid</u> |
| PVS Nolwood Chemicals<br>Detroit, MI       | \$0.775           | \$93,000.00      | \$0.775           | \$135,625.00     |
| JCI – Jones Chemical Inc.<br>Riverview, MI | \$0.80            | \$96,000.00      | \$0.80            | \$140,000.00     |
| Alexander Chemical Co.<br>Peru, IL         | \$0.989           | \$118,680.00     | \$0.989           | \$173,075.00     |

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 Water Operations and Maintenance Fund, Treatment & Pumping Division's Chemicals Account No. 591-4730-727.000 \$93,000.00; and in the Sewer Operations and Maintenance Fund, Remote Facilities Division's Chemicals Account No. 590-4835-727.000 \$135,625.00.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Hydrofluorosilicic Acid Purchase, Joint Bid  
**Prepared by:** Theodore Bomba, Water and Wastewater

**Manager's Recommendation:**

I recommend the approval of a purchase with Univar USA, Inc. for \$67,500.00 for 150 tons of Hydrofluorosilicic Acid for the Water Treatment Division.

**Justification:**

Hydrofluorosilicic Acid (Fluoride) is added to the drinking water for the prevention of tooth decay. The Cities of Saginaw, Midland, and Bay City issued a Joint Bid for chemical purchases. On June 5, 2019, sealed bids were opened. The low bid of \$450.00 per ton is an increase of 40% from Fiscal Year 2019. Following is a tabulation of the bids received:

|                                            | <u>Per Ton</u> | <u>Total Bid</u> |
|--------------------------------------------|----------------|------------------|
| Univar USA, Inc.<br>Cincinnati, OH         | \$450.00       | \$67,500.00      |
| PVS Nolwood Chemicals, Inc.<br>Detroit, MI | \$475.00       | \$71,250.00      |

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 Water Operations and Maintenance Fund, Treatment & Pumping Division's Chemicals Account No. 591-4730-727.000.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** Ferric Chloride Purchase, Joint Bid  
**Prepared by:** Theodore Bomba, Water and Wastewater

**Manager's Recommendation:**

I recommend the approval of a purchase with PVS Technologies, Inc. for \$113,600.00 for 200 tons of Ferric Chloride for the Water Treatment Division.

**Justification:**

Ferric Chloride is used as the primary coagulant in the water treatment process for improved particulate removal. The Cities of Saginaw, Midland, and Bay City issued a Joint Bid for chemical purchases. On June 5, 2019, sealed bids were opened. The low bid of \$568.00 per ton is an increase of 33% from Fiscal Year 2019. Following is a tabulation of the bids received:

|                                        | <u>Per Ton</u> | <u>Total Bid</u> |
|----------------------------------------|----------------|------------------|
| PVS Technologies<br>Detroit, MI        | \$568.00       | \$113,600.00     |
| Kemira Water Solutions<br>Lawrence, KS | \$635.50       | \$127,100.00     |

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 Water Operations and Maintenance Fund, Treatment & Pumping Division's Chemicals Account No. 591-4730-727.000.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**From:** Timothy Morales, City Manager  
**Subject:** EGLE Laboratory Analysis  
**Prepared by:** Amanda Kiel, Water and Wastewater

**Manager's Recommendation:**

I recommend approval of a purchase with the Michigan Department of Environment, Great Lakes, and Energy in the amount of \$4,000.00 for laboratory analysis for the Water Treatment Division.

**Justification:**

The Water Treatment Plant is mandated to perform various routine tests as a result of several Environmental Protection Agency (EPA) and Michigan Department of Environment, Great Lakes, and Energy (EGLE) regulatory requirements. Copies of the results must be furnished to the EGLE and local county health departments. The EGLE laboratory performs most of the required testing in their laboratory and sends copies of the results to the appropriate regulatory agencies. Further, any alternate laboratories would have to be certified by the EGLE to perform the analysis.

Due to the fact that the EGLE requires submittal of this information and performs the analysis in their laboratory, the competitive bidding process was forgone. The cost for analysis of the required tests at the EGLE laboratory is comparable to other private laboratories. For example, the bulk of the cost is for disinfection by-products, with a current EGLE paired-sample price of \$175.00/pr. Past bid prices were \$180.00 or more per pair at private laboratories.

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.

## Establishment of Sister City with Amanokrom, Ghana

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

**WHEREAS:** the Sister City Program, administered by Sister Cities International, was initiated by the President of the United States of America in 1956 to encourage greater friendship and understanding between the United States and other nations through direct personal contact; and

**WHEREAS:** in order to foster those goals, the people of Saginaw Michigan and Amanokrom, Ghana, in a gesture of friendship and goodwill, agree to collaborate for the mutual benefit of the communities by exploring education, economic, and cultural opportunities; and

**WHEREAS:** Amanokrom is a cultural hub, with an emphasis on arts, historic preservation, and economic development, much like the City of Saginaw; and

**WHEREAS:** entering into a Sister City Agreement with Amanokrom, Ghana will formalize and strengthen the relationship between our two cities; and

**WHEREAS:** on December 17, 2018, members of the Saginaw African Cultural Festival Committee presented the sister city proposal to the Saginaw City Council; and

**WHEREAS:** the Saginaw City Council has concluded that the proposal meets the City's criteria for establishing a Sister City, namely:

1. Mutual improvements to the cultural, educational, and economic environment for both cities; and
2. New opportunities for exchange programs, cultural enrichment, curriculum enhancement, and economic development as a result of the relationship; and
3. From these new opportunities there should accrue direct benefits to the students of local high schools and the universities in both cities; and
4. It should be demonstrated that a sufficient number of Saginaw residents are committed to pursuing this relationship, and that such a group is also capable of representing Saginaw's interest in such a relationship; and
5. It should be demonstrated that a sufficient number of residents in the sister city are committed to, and capable of, sustaining the relationship; and
6. There should be no direct or indirect costs to the City of Saginaw; and
7. The sister city relationship should increase the harmony in Saginaw and be in the best interest of the City; and

**WHEREAS:** officials of Amanokrom, Ghana have expressed their own desire for a Sister City relationship with Saginaw.

**NOW, THEREFORE, BE IT RESOLVED,** that the Council of the City of Saginaw hereby approves the establishment of a Sister City relationship with Amanokrom, Ghana.

**BE IT FURTHER RESOLVED**, the sister city agreement shall be officially established and shall become effective when this document has been duly executed by the Mayor of Saginaw, Michigan and Nana Osim Kwatia II, Chief of Amanokrom, Ghana.

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 June 17, 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.

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Janet Santos, MMC  
City Clerk