



Saginaw City Council Agenda

1315 S. Washington Avenue
Council Chamber - Room 205
989.399.1311
March 19, 2018
Student Government Day
12:00 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

1. Proclamation presented to the American G.I. Forum declaring March 31, 2018 as Cesar Chavez Day.

PUBLIC HEARINGS:

PERSONAL APPEARANCES:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

Management Update:

1. Joyce Seals, Board Chair, and Deborah Sanchez, Director, Update on Saginaw Promise Scholarship.
2. Kevin Albosta, Vice President and Chief Financial Officer, Update from Covenant HealthCare.

CONSENT AGENDA:

1. Approve the minutes from the March 5, 2018 regular Council Meeting.
2. Approve the recommendations for the 2018 Single Lot Assessment Tax Roll.
3. Approve the Uniform Video Services Local Franchise agreement with AT&T.
4. Approve the Application of Waiver and Plan: Retirement Health Benefit Systems to the Michigan Department of Treasury.
5. Approve the Application of Waiver and Plan: Defined Benefit Pension Retirement Systems to the Michigan Department of Treasury.
6. Approve the purchase with Creditron Corporation, a sole source, for \$6,562.77 for the renewal of annual maintenance for software and hardware of an image scanner in the Fiscal Services Department, Treasurer's Division.

7. Approve the contract with Covenant Medical Center, Inc. for an annual amount of \$154,502.28, plus overtime, for one year of law enforcement services at the Cooper and Harrison Covenant Facilities and surrounding neighborhoods. Further, approve a budget adjustment for FY 2018 to recognize these funds.
8. Approve the purchase with Supreme Floor Covering for \$16,557.80 for replacement carpeting in the Engineering and GIS Department Offices.
9. Approve the purchase with Dornbos Sign, Inc. for \$13,295 for street sign posts for the Traffic Maintenance Section, Right of Way Division.
10. Approve the purchase with Mike's Bumping and Painting for \$2,418.38 for repairs to Patrol Vehicle No. 90-1161 for the Police Department.
11. Approve the increase to blanket purchase orders to various vendors by \$28,500, for a new total of \$119,495, for various vehicle parts for the Garage Division.
12. Approve the purchase with NBC Truck Equipment for \$2,599.00 for repair parts for Plow and Salt Truck No. 53-0409 for the Streets Division.
13. Ratification of an emergency purchase with Pump Products Co. for \$2,424.47 for a replacement sump pump for the Water Treatment Division.

REPORTS FROM BOARDS AND COMMISSIONS AND COMMITTEES AND APPOINTMENT OF BOARD AND COMMISSION MEMBERS:

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Certifying the 2018 Single Lot Assessment Tax Roll.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

1. Consideration of motion to go into closed session to discuss pending litigation per MCL 15.268(e).

ADJOURN:

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.

PROCLAMATION

WHEREAS, Cesar Chavez, the most important Latino leader in U. S. history, was born March 31, 1927 in Yuma, Arizona to Librado and Juana Chavez; and

WHEREAS, Young Cesar and his family moved to California following seasonal work after losing both their farm and store in 1937 as depression intensified and years of drought forced thousands off the land; and

WHEREAS, Cesar Chavez toiled as a migrant farm worker alongside men, women, and children who performed daily, backbreaking labor for meager pay and in deplorable conditions. Cesar Chavez devoted his life to correcting these injustices, and to remind us that every job has dignity, every life has value, and every person should have the chance to get ahead; and

WHEREAS, Cesar Chavez founded the National Farm Workers Association, also known as the UFW. Through decades of tireless organizing Chavez grew a movement to advance "La Causa" across the country. Chavez led his demonstrations with non-violence and was instrumental in defending and protecting the rights for farm workers; and

WHEREAS, The values that Cesar Chavez strove to live out in all his endeavors include: service to others, sacrifice, a preference to help the most needy, determination, non-violence, tolerance, respect for life, celebrating community, knowledge and innovation; and

WHEREAS, 2018 marks the fifteenth year of the American GI Forum of Saginaw, a Veterans Organization, celebrating and honoring Cesar E. Chavez. Since 2003, the American GI Forum has upheld his legacy of service, conviction and principled leadership that serves as an inspiration for all Americans;

NOW, THEREFORE BE IT RESOLVED, I, Dennis D. Browning, Mayor of the City of Saginaw, on behalf of my fellow Councilmembers, do hereby proclaim Saturday, March 31, 2018 as **Cesar Chavez Day** in the City of Saginaw and call upon the citizens of this community to reflect on and honor the life of this distinguished leader, veteran, and American.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Saginaw to be affixed this 19th day of March in the year of our Lord two thousand eighteen.



March 19, 2018

Dennis D. Browning, Mayor

Councilpersons

*Floyd Kloc, Mayor Pro Tem
Michael D. Balls, Annie Boensch, Clint Bryant,
John Humphreys, John Milne, Brenda F. Moore,
and Demond L. Tibbs*

Timothy Morales, City Manager

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, MARCH 5, 2018, AT 6:30 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Mayor Browning offered a prayer and led the pledge of allegiance of the United States of America.

ROLL CALL

Mayor Browning called the meeting to order. Council Members present: John Milne, Demond Tibbs, Brenda Moore, Michael Balls, John Humphreys, and Dennis Browning: 6. Council Members absent: Annie Boensch, Floyd Kloc, and Clint Bryant: 3.

PERSONAL APPEARANCES

The personal appearances addressed the Council as follows: Diane Kloc, Debbie Melkonian, and Jane Fitzpatrick.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Tibbs, Milne, Humphreys, Balls, Moore, and Mayor Browning.

REPORTS FROM CITY MANAGER

City Manager Tim Morales provided updates on various projects and meetings.

Manager Morales introduced Leslie Dornfeld of the American Planning Association. Ms. Dornfeld presented an update on Wickes Park planning meetings.

CONSENT AGENDA:

1. Approve the minutes from the February 19, 2018 regular council meeting.
2. Approve the amendments to the FY 2018 Approved Budget to recognize any changes that have occurred during the January period.
3. Approve the purchase with Bit Direct for \$4,704 for laptops for the Election Division.
4. Approve the increase to the Board of Review per hour stipend by \$2.50 for a new total of \$10 per hour.
5. Approve to increase blanket purchase order no. 502498 and decrease no. 501567 by \$9,000 each to offset service requests to primary suppliers for the Fire Department.
6. Approve the purchase with Lansing Uniform Company pending budget approval, for \$22,476.20 for FY 2019 and FY 2020, and \$24,008.60 for FY 2021 for uniforms for the Police Department.
7. Approve a FY 2018 budget adjustment to recognize a \$5,000 donation from The Rotary Club for law enforcement equipment for the Police Department.
8. Approve the purchase with Positive Action, Inc. for \$4,228.75 for Positive Action Educational Kits for use in the Police Department Treatment and Prevention Services Program.
9. Approve the purchase with O'Connor's Carpet One for \$16,050 for new carpet and installation on the second floor of the Police Department.

10. Approve the purchase with Engel's Auto Body for \$2,038.58 for repairs to a pickup truck for the Streets Division.
11. Approve to increase the blanket purchase order with Larry's Auto Supply by \$1,200, for a new total of \$3,190, for various tools, parts, and supplies for the Garage Division.
12. Approve the purchase with Michigan Pipe and Valve for \$98,000 for fire hydrants for the Maintenance and Service Division.
13. Approve the purchase with Carrier and Gable, Inc., for \$9,887 for a Traffic Signal Control Cabinet for the Traffic Maintenance Section in the Right of Way Division.
14. Approve the agreement with Nelson Tank Engineering and Consulting, Inc. for \$2,800 for inspection services for the Water Treatment Division.
15. Approve the purchase with Uretex ICR for \$4,810 for manhole sealing for the Remote Facilities Division.

Moved by Council Member Milne, seconded by Council Member Balls to approve consent agenda items 1 through 11, and 13 through 15. 6 ayes, 0 nays, 3 absent. Motion approved.

Moved by Council Member Balls, seconded by Council Member Moore to approve consent agenda item 12, as presented. 6 ayes, 0 nays, 3 absent. Motion approved.

REPORTS FROM BOARDS, COMMISSION AND COMMITTEES; AND
APPOINTMENT OF BOARD AND COMMISSION MEMBERS

Moved by Council Member Moore, seconded by Council Member Humphreys to approve the following:

1. reappointment of Hazel Moore to the Human Planning Commission with a term to expire December 31, 2019.
2. reappointment of Dorothy Allen to the Saginaw Transit Authority Regional Services with a term to expire January 31, 2021.
3. appointment of William Ostash to the Historic District Commission with a term to expire July 31, 2020.

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

INTRODUCTION OF ORDINANCES

Moved by Council Member Moore, seconded by Council Member Balls to introduce an ordinance to repeal and add new §153.460 et. seq. "Riverfront Mixed Use District," of Chapter 153, "Zoning Regulations," Title XV, "Land Usage," of the City of Saginaw Code of Ordinances, O-1. 6 ayes, 0 nays, 3 absent. Motion approved. Mayor Browning announced that the ordinance will be laid over under Charter provision.

ADJOURNMENT

Moved by Council Member Milne, seconded by Council Member Moore to adjourn the meeting at 7:37 p.m. 6 ayes, 0 nays, 3 absent. Motion approved.

COUNCIL COMMUNICATION

CC-2

From: Timothy Morales, City Manager
Subject: 2018 Single Lot Special Assessment Tax Roll
Prepared by: Janet Santos, City Clerk

Manager's Recommendation:

I recommend the approval of the departmental recommendations to the 2018 SLSA objections filed and the adoption of the resolution confirming the 2018 Single Lot Special Assessment Tax Roll.

Justification:

City Council conducted a public hearing on February 19, 2018 on the Single Lot Special Assessment Tax Roll for: Sewer Line Replacements, Nuisances of Yard Violations/Board Ups/Weed Cutting/Wrecker Services, Fire False Alarms, and Police False Alarms. Notice of the hearing was mailed to approximately 282 property owners affected by the assessments as shown on the City Assessor records. These assessments represent fees and expenses incurred by the City for improvements constructed, false alarms, alarm system registration, and for abatement of nuisances of which expenses are charged against individual properties.

The recommendation of the City Manager is based upon review of the appropriate department's research and response. A recap of the written objections filed with the City Clerk's Office and the oral objections presented to City Council up to the close of the public hearing is as follows:

Written objections received and filed with the City Clerk for Council consideration

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>	<u>Code</u>
21 4042A28800	2513 Kensington Dr.	Dimple Wicker	\$140.94	WC

Objection: Claims her fence was damaged by City employees.

Department Reply: City responded to a complaint filed. Photos of the downed fence were taken prior to cutting of the back yard.

Recommendation: The single lot special assessment should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>	<u>Code</u>
19 1971 00000	1309 S. Hamilton	Latiecia Cirilo	\$50.00	PF

Objection: Claims that there was no balance due per the "False Alarm Reduction Program."

Department Reply: Charge applied in error.

Recommendation: The single lot special assessment should be removed from the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>	<u>Code</u>
19 1311 00000	1930 W. Michigan	Mary Ford	\$179.98	YV

Objection: Claims someone dumped the large logs between the sidewalk and road and that she would not have been able to place them there.

Department Reply: Photos taken by City shown no trees were visible. Advance notification was given to the property owner of the violation.

Recommendation: The single lot special assessment should be reduced to \$90.00 on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>	<u>Code</u>
20 0550 00000	518 S. Charles	Jake Sasseville	\$44.75	YV

Objection: Agrees that the clean-up occurred. He was in contact with his property manager several times over this matter.

Department Reply: Property owner was notified of the violation at curb and upon re-inspection the violation remained.

Recommendation: The single lot special assessment should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>	<u>Code</u>
10 0256 00000	649 S. 14 th Street	Major McClure, Jr.	\$676.72	YV

Objection: Claims that he was not given notice of violation or an opportunity to correct the alleged violation.

Department Reply: The trees logs and limbs were over size and in the street. Property owner was notified of the matter and did not correct the violation.

Recommendation: The single lot special assessment should remain on the tax roll.

Public comments presented during the Public Hearing on February 19, 2018

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>	<u>Code</u>
16 0294 00000	207 N. Webster	Sabrina Hines	\$44.75	YV

Objection: Claims that this was the neighbor's trash and not hers.

Department Reply: Charge applied to wrong property.

Recommendation: The single lot special assessment should be removed from the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>	<u>Code</u>
06 0304 00000	431 S. 13 th Street	Artisher Goodwine	\$78.25	YV

Objection: Claims the City verified what items can be placed at curbside.

Department Reply: Error made in the amount of the charges.

Recommendation: The single lot special assessment should be reduced to \$44.75 on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>	<u>Code</u>
06 0435 00000	1911 Cherry	Shantell Williams	\$119.23	YV

Objection: Claims that this is not her trash.

Department Reply: Error made in the amount of the charges.

Recommendation: The single lot special assessment should be reduced to \$44.75 on the tax roll.

Department Adjustment Recommendations

A comparison review was conducted with the contracted alarm company, PMAM Corporation. The comparison revealed several inaccuracies. Therefore, the recommendation is to reduce the amount in favor of the affected property owner. The reduction adjustments are listed as follows:

Code	Tax Roll #	Property	Property Owner	Fee	Reduce Amt	Final Amt
PF18	04 0107 00100	224 N. 3RD	MUSTAPHA, TAJUDEEN USMAN ETAL	50.00	25.00	25.00
PF18	19 1463 00000	2257 S. NIAGARA	WL INVESTMENTS LLC	50.00	25.00	25.00
PF18	20 0866 00000	230 LOCKWOOD	WILLIAMS, TERRENCE	50.00	25.00	25.00
PF18	21 2600B003800	2335 WALNUT	CHAFFER JR, JOHN & LUCILLE M	75.00	50.00	25.00
PF18	17 0153 00000	318 S. HAMILTON	STROUSE HOPKINS LLC	50.00	25.00	25.00
PF18	14 0372 00000	1024 N. MICHIGAN	BOOMER PROPERTIES LLC	75.00	75.00	0.00
PF18	03 0148 00000	110 N. WASHINGTON	JOHNSON, RITA R	100.00	100.00	0.00
PF18	08 0464 00000	1215 S. JEFFERSON	CINDERELLA INC	50.00	50.00	0.00
PF18	19 1971 00000	1309 S. HAMILTON	CIRILO, LATIECIA	50.00	50.00	0.00
PF18	01 0720 00000	1402 N. 6TH	GRACE FELLOWSHIP CHURCH	75.00	75.00	0.00
PF18	18 1257 00000	1440 GREENWICH	FELTSON, PATRICK	50.00	50.00	0.00
PF18	08 0121 00000	1623 OWEN	MARTIN, FREDDIE L	50.00	50.00	0.00
PF18	12 1156 00000	1626 HESS	HAUSBECK PICKLE COMPANY	100.00	100.00	0.00
PF18	09 0844 00000	1807 E. REMINGTON	REDEEMER, GEORGE W & MARY E	50.00	50.00	0.00
PF18	09 1064 00200	1837 BAGLEY	WANIGAS FEDERAL CREDIT UNION	100.00	100.00	0.00
PF18	13 0313 00000	2309 HANCHETT	BROWN, SHELONA N	50.00	50.00	0.00
PF18	21 3086 00000	2320 WEBBER	LEE, JAE HEE	50.00	50.00	0.00
PF18	13 2790 00000	2338 WARWICK	BROOKS, LETREANNA R	50.00	50.00	0.00
PF18	13 2149 00000	2464 N. BOND	KOOPMAN, KRISTA MARIE	50.00	50.00	0.00
PF18	21 4413 00000	2607 JANES	BABERS, ANNIE M	50.00	50.00	0.00
PF18	21 1527 00000	2617 JANES	WIESE, JULIA M & KATHRYN L	50.00	50.00	0.00
PF18	21 4042A04800	2741 HAMPSHIRE	A & A INVESTMENTS OF MI INC	50.00	50.00	0.00
PF18	14 0297A00600	315 W. GENESEE	MID-MICHIGAN CHILDRENS MUSEUM	50.00	50.00	0.00
FF18	20 2714 00000	3365 CONGRESS	WELCH, STACY	50.00	50.00	0.00
PF18	03 0249 00100	402 E. GENESEE	TEAM ONE CREDIT UNION	75.00	75.00	0.00
PF18	04 0535 00000	502 N. 6TH	BOOSE, DENISE M	50.00	50.00	0.00
PF18	07 0265 00000	523 HAYDEN	NEW COVENANT CHRISTIAN CENTER	50.00	50.00	0.00
PF18	21 0875D35200	535 CATHAY	BETHEL AME CHURCH	100.00	100.00	0.00
PF18	21 0875C30700	604 ATHENS	TLA INVESTMENTS LLC	75.00	75.00	0.00
PF18	21 4312 00000	635 S. 16TH	JOHNSON, GLORIA D	50.00	50.00	0.00

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Cable Franchise Agreement

Prepared by: Janet Santos, City Clerk

Manager's Recommendation:

I recommend the approval of the renewal of the Uniform Video Services Local Franchise agreement with AT&T.

Justification:

Michigan Bell Telephone Company, a Michigan corporation, doing business as AT&T, can request a franchise agreement pursuant to 2006 PA 480, MCL 484.3301, et seq. That state law specifies and standardizes the majority of the content of the Uniform Video Services Local Franchise Agreement. Under the standard provisions, the City will receive as a franchise fee five (5%) percent of the gross revenues of AT&T.

In addition to the standard terms, AT&T will pay a minimum of one half percent ($\frac{1}{2}\%$) PEG fees to support Public, Educational, and Government (PEG) programming. The terms of this agreement shall extend for a period of ten (10) years.

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

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Application for Waiver and Plan: Retirement Health Benefit Systems
Prepared by: Dennis Jordan, Director of Human Resources

Manager's Recommendation:

I recommend approval of the Application for Waiver and Plan: Retirement Health Benefit Systems to the Michigan Department of Treasury.

Justification:

Public Act 202 of 2017, the Protecting Local Government Retirement and Benefits Act, went into effect on December 20, 2017. Pursuant to the Act, local units of government that offer retirement benefits (pension and healthcare) that are determined to be underfunded, may submit an Application for Waiver and Plan. Since the most recent Actuarial Valuation of the Healthcare plan (July 20, 2017) indicates the plan has \$272,538,089 of unfunded liabilities, we will apply for the waiver.

Without applying for the waiver, the City would be required to automatically submit a Corrective Action Plan. Essentially the waiver would allow government agencies such as the City of Saginaw, to be excluded from the Corrective Action Process.

If the City does not qualify for a waiver, further funding mandates under the Act will be forthcoming including Corrective Action Plans and ongoing submissions to the State Treasurer as well as reporting to the Municipal Stability Board.

I am requesting City Council to approve the Application for Waiver and Plan: Retirement Health Benefit Systems so it can be submitted to the State of Michigan Department of Treasury for consideration.

Submitting the Application for Waiver and Plan does not guarantee that the Treasury will approve the application. The Department of Treasury will notify the City of their determination and whether or not further action will be required.

I have approved the Application for Waiver and Plan: Retirement Health Benefit System 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: Application for Waiver and Plan: Defined Benefit Pension Retirement Systems

Prepared by: Dennis Jordan, Director of Human Resources

Manager's Recommendation:

I recommend approval of the Application for Waiver and Plan: Defined Benefit Pension Retirement Systems to the Michigan Department of Treasury.

Justification:

Public Act 202 of 2017, the Protecting Local Government Retirement and Benefits Act, went into effect on December 20, 2017. Pursuant to the Act, local units of government that offer retirement benefits (pension and healthcare) that are determined to be underfunded, may submit an Application for Waiver and Plan. Since the most recent Actuarial Valuation of the Pension plan (December 31, 2016) indicates the plan is 55% funded (45% unfunded), with overall valuation assets of \$186,187,752 and an unfunded liability of \$155,593,958, we will apply for the waiver.

Without applying for the waiver, the City would be required to automatically submit a Corrective Action Plan. Essentially the waiver would allow government agencies such as the City of Saginaw, to be excluded from the Corrective Action Process.

If the City does not qualify for a waiver, further funding mandates under the Act will be forthcoming including Corrective Action Plans and ongoing submissions to the State Treasurer as well as reporting to the Municipal Stability Board.

I am requesting City Council to approve the Application for Waiver and Plan: Defined Benefit Pension Retirement Systems so it can be submitted to the State of Michigan Department of Treasury for consideration.

Submitting the Application for Waiver and Plan does not guarantee that the Treasury will approve the application. The Department of Treasury will notify the City of their determination and whether or not further action will be required.

I have approved the Application for Waiver and Plan: Defined Benefit Pension Retirement Systems 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: Annual Creditron Corporation Software and Hardware Maintenance Renewal

Prepared by: Chris Seager, Technical Services

Manager's Recommendation:

I recommend approval of the purchase with Creditron Corporation, Chicago, IL, a sole source, for \$6,562.77 for the renewal of annual maintenance for software and hardware of an image scanner in the Fiscal Services Department, Treasurer's Division.

Justification:

On January 31, 2018, we received a quote from Creditron for our annual Hardware and Software maintenance. The maintenance covers the Creditron system, a sole source provider, which processes and images payments and checks received by the Fiscal Services Department, Treasurer's Division. The City annually renews the maintenance fees for the Creditron system. This annual renewal of maintenance fees is for a 12-month period.

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Technical Services - Information Services Fund, Operating Services Account No. 658-1720-805.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Covenant HealthCare Police Officers
Prepared by: Brian Rowell, Community Public Safety - Police

Manager's Recommendation:

I recommend approval of the contract with Covenant Medical Center, Inc. for the assignment of two police officers to provide law enforcement protection and related services at or near Covenant's facilities.

It is also recommended that an FY 2018 budget adjustment be completed to increase the General Fund Revenue, Police Department/Covenant, Account No. 101-0000-608.017 from \$0 to \$38,625.00. This increase in revenue will be offset by an increase in the Community Public Safety–Police, Covenant Police Officers Division, Account No. 101-3517-702.000 by the same amount.

Justification:

Covenant, as a community partner, will provide funding for two full-time police officer positions to be added to the police complement in order to have dedicated service in and around their Cooper and Harrison campus properties, as well as the surrounding neighborhoods. The term of the agreement is from March 30, 2018 through March 29, 2019. The annual amount of the agreement is \$154,502.28, plus overtime. This agreement will be renewed annually.

I have approved the contract 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: Replacement of Carpet in Engineering and GIS – Facilities Division

Prepared by: Bruce Caradine, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Supreme Floor Covering for \$16,557.80 for the replacement of carpeting in the Engineering and GIS Department Offices in the Public Services Building.

Justification:

The Engineering and Technical Services Divisions budgeted to replace carpeting in the lower level floor of the Public Services building. The existing carpet has outlived its expected life cycle and no longer looks presentable even after steam cleaning, due to some well-worn traffic patterns and stains. The following is a tabulation of the bids received:

<u>Contractor</u>	<u>Cost</u>
Supreme Floor Covering Saginaw, MI (out-City)	\$16,557.80
AT Frank Company, Inc. Saginaw, MI (out-City)	\$18,685.68
O'Connors Carpet One Saginaw, MI (out-City)	\$18,606.44

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the General Fund, Department of Public Services, Engineering Division's Repairs and Replacements Account No. 101-4611-974.000 \$1,000, Major Streets Fund, Engineering Administration Repairs and Replacements Account No. 202-4612-974.000 \$3,176, Sewer Operations and Maintenance Fund, Engineering Repairs and Replacements Account No. 590-4811-974.000 \$3,176, Water Operations and Maintenance Fund-Engineering Repairs and Replacements Accounts No. 591-4811-974.000 \$3,176, and Technical Services Fund, Information Services Operating Services Account No. 658-1720-805.000 \$6,030.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Purchase of Street Sign Posts – ROW Division
Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Dornbos Sign, Inc. for \$13,295.00 for various street sign posts for the Traffic Maintenance Section, Right of Way Division.

Justification:

On February 27, 2018, the City received six bids for various street sign posts for the repair and installation of street signs. The Traffic Maintenance Section of the Right of Way Division is required to maintain and replace, when necessary, approximately 25,000 street signs within the City of Saginaw. The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Costs</u>
Unistrut Midwest (only bid one item and not the low bid) Cincinnati, OH	\$ 3,945.00
Dornbos Sign, Inc Charlotte, MI	\$13,295.00
MD Solutions Plain City, OH	\$13,539.00
Lightle Enterprises of Ohio LLC Frankfort, OH	\$15,686.00
Conserv Flag Co Sidney, NE	\$18,280.00
Global Industrial Port Washington, NY	\$24,480.00

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Major Streets Fund, Traffic Engineering Division's Parts and Supplies Account No. 202-4621-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Vehicle Collision Repair – Police Department
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with Mike's Bumping and Painting for \$2,418.38 for repairs to Patrol Vehicle No. 90-1161 for the Police Department.

Justification:

On February 11, 2018, Police Patrol Vehicle No. 90-1161, a 2016 Chevrolet Impala with 39,109 miles was involved in an accident at the intersection of Holland and Jefferson Avenues. The vehicle sustained damage to the front bumper, hood and left fender area. This vehicle is a front line patrol unit used daily by the City's Police department patrolling City streets, responding to 911 calls and other public safety needs. The repairs amount to less than the City's \$25,000 deductible; therefore, no reimbursement from the insurance company is warranted. These repairs are necessary in order to maintain the vehicle in a safe and operable condition. Quotes were requested from two local repair vendors that have completed quality repair work for the City in the past. The following is a listing of the quotes received:

<u>Vendor</u>	<u>Cost</u>
Mike's Bumping and Painting Saginaw, MI (in-city)	\$ 2,418.38
Engel's Auto Body Saginaw, MI (out-city)	\$ 2,822.10

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Motor Pool Operation Fund, Garage Operations Division's, Motor Vehicle Repairs Account No. 661-4481-931.000.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager
Subject: Blanket Purchase Order Increase – Garage Division
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of an increase to the blanket purchase orders issued for FY 2018 to each vendor listed below by \$28,500, for a new total of \$119,495, for vehicle parts and supplies for the Garage.

Justification:

On July 24, 2017, the listed purchase orders below were approved to various vendors in various amounts totaling \$90,995. Due to the age of the fleet and the excessive mechanical failures, additional funds are needed to continue purchasing equipment, manufacturer/distributor vehicle parts, and supplies to maintain the City's fleet vehicles for Fiscal Year 2018. To issue individual purchase orders is costly and administratively time consuming. The Garage Division's personnel will price quote parts and services and award purchases to the lowest and best vendor for each item. The original blanket purchase orders including the purchase order numbers, vendors, amounts, and the recommended increase amounts are as follows:

<u>PO Number</u>	<u>Vendor</u>	<u>Original PO Amount</u>	<u>Recommended Increase</u>	<u>New Total PO Amount</u>
0501651	Larry's Auto Saginaw, MI (in-city)	\$ 47,000	\$16,000	\$63,000
0502573	Garber Chevrolet Saginaw, MI (out-city) (Formerly Martin Chevrolet)	\$ 15,000	\$ 6,000	\$21,000
0501669	Michigan Truck Equipment Saginaw, MI (in-city)	\$ 1,995	\$ 1,000	\$ 2,995
0503042	Meekhof Tire Sales & Serv Saginaw, MI (out-city) (Formerly Tire Centers Inc.)	\$ 13,000	\$ 3,000	\$ 16,000
0501658	Wieland Truck Center Saginaw, MI (out-city)	<u>\$ 14,000</u>	<u>\$ 2,500</u>	<u>\$16,500</u>
Total		\$90,995	\$28,500	\$119,495
Total Increase Requested			\$28,500	

These vendors meet all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Motor Pool Operation Fund, Garage Operation's Division's, Motor Vehicle Supplies Account No. 661-4481-737.000, \$28,500, 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: Plow and Salt Truck Repair Parts – Streets Division
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with NBC Truck Equipment in the amount of \$2,599.00 for repair parts for Plow and Salt Truck No. 53-0409 for the Streets Division.

Justification:

On March 5, 2018, quotes were received for a replacement front plow hitch for Plow and Salt Truck No. 53-0409, a 2009 International with 41,715 miles. A February 6, 2018 winter storm inspection revealed a damaged and failing front plow hitch that requires replacement. This 2009 International is one of twelve front line plow and salt trucks, which must be maintained in a ready condition as they are relied upon during snow events, to maintain over 300 lane miles of the City's paved streets and state highways. Further uses include hauling and pulling various materials and support equipment.

The following is a listing of the quotes received:

<u>Vendor</u>	<u>Total Cost</u>
NBC Truck Equipment Roseville, MI (out-city)	\$2,599.00
AIS Construction Equipment Bridgeport, MI (out-city)	\$2,732.61
Cannon Truck Equipment Shelby Twp., MI (out-city)	\$2,921.61

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Motor Pool Operation Fund, Garage Operation's, Motor Vehicle Supplies, Account No. 661-4481-737.000, and will be accounted for in the Motor Pool Operation Fund, Garage Operation's, Inventory, Account No. 661-0000-110.001.

Council Action:

Motion to approve the recommendation of the City Manager.

From: Timothy Morales, City Manager

Subject: Ratification of Emergency Purchase - Sump Pump Replacement
Generator Cooling Water Pit

Prepared by: Paul D. Reinsch, Water and Wastewater

Manager's Recommendation:

I recommend ratification of emergency purchase order no. 503084 with Pump Products Co. for \$2,424.47 for a replacement sump pump for the Water Treatment Division.

Justification:

On February 23, 2018, emergency purchase order no. 503084 was issued to Pump Products Co. after water treatment staff determined a critical sump pump had failed. The sump pump is critical to removal of cooling water for the diesel generators used for emergency supply of power. Following is a tabulation of the quotes received:

<u>Contractor</u>	<u>Cost</u>
Pump Products Co. Westwood NJ	\$2,424.47
Professional Pump Co. Belleville, MI	\$2,881.63

This vendor meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions," of the Saginaw Code of Ordinances, O-1.

Funds are budgeted in the Water Operations and Maintenance Fund, Treatment & Pumping Division's Repairs and Replacements Account No. 591-4730-974.000.

Council Action:

Motion to approve the recommendation of the City Manager.

CERTIFYING THE 2018 SINGLE LOT SPECIAL ASSESSMENT TAX ROLL

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

WHEREAS: the City Council has complied with the requirements of ordinances of the City relative to making special assessments to include: Police False Alarms, Fire False Alarms, and Nuisances: Board-Ups, Junk Vehicles, Weed Cutting, Yard Violations; and

WHEREAS: a Public Hearing was conducted on February 19, 2018 during which objections were heard and written objections were accepted until the time of said Hearing; and

WHEREAS: all objections have been reviewed and the single lot special assessments have been determined to be the responsibility of the property owners.

NOW THEREFORE BE IT RESOLVED: that the City Clerk is hereby directed to transmit immediately said assessment rolls to the City Treasurer for collection of the assessments therein contained together with interest and penalties as provided in the City Charter and in Title III, Section 33.29, of the City of Saginaw Code of Ordinances; and

BE IT FURTHER RESOLVED: that all single lot special assessments assessed to properties owned by the Saginaw County Land Bank Authority or the Michigan Land Bank Fast Track Authority shall be removed from the Tax Roll; and

BE IT FURTHER RESOLVED: that each assessment in rolls in Sewer and Water are payable in 10 annual installments, assessments in rolls for Police False Alarms, Fire False Alarms, and Nuisances: Board-Ups, Junk Vehicles, Weed Cutting, Yard Violations, are payable in one installment, and the rate of interest to be charged on unpaid installments shall be eight percent (8%) per annum.

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 March 19, 2018; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

Janet Santos, CMMC/MMC
City Clerk