Saginaw City Council Agenda

1315 S. Washington Avenue
Council Chamber - Room 205
989.399.1311
May 21, 2018
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

1. Certificate designating May 25, 2018 as "Theodore Roethke Day."

PUBLIC HEARINGS:

1. Fiscal Year 2018-2019 Proposed Budget and Property Tax Millage.

2. Special Assessment District for a Police and Fire Millage for Fiscal Year 2018-2019.

3. Downtown Development Authority District millage to be levied on properties within the district.

PERSONAL APPEARANCES:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

Management Update:

CONSENT AGENDA:

1. Approve the May 7, 2018 committee of the whole and regular council meeting minutes.

2. Approve Petition #18-07 to approve the capital expenditure items for the 2018-2019 Budget for Operations, Capital Improvement, and Debt Service for the Saginaw-Midland Municipal Water Supply Corporation.

3. Approve the amendments to the FY 2018 Approved Budget to recognize changes that have occurred during the March period.

4. Approve the changes to the 2018–2019 Personnel Complement.

5. Approve the agreements with I.T.I., Inc. for $27,590.52 for the maintenance of telephone equipment for the City's digital and Internet Protocol phone system.

6. REMOVED ~~Approve the purchase with Choice Office Products for $2,795.47 for tables for the Andersen Enrichment Center~~.

7. Approve the purchase with Moridge Manufacturing, Inc. for $10,366.36 for three mower attachments for the Cemeteries Division.

8. Ratification of the purchase with North American Overhead Door for $3,060 for the replacement of the main entrance exterior door at the Public Works Building.

9. Approve the purchase with Rock Products for $264,000 pending budget approval, for FY 2019 and for FY 2020 for concrete ready mix for the Maintenance and Service Division.

10. Approve the purchase with Todd Wenzel Buick for $41,726.85 for a 2017 GMC Sierra 3500 HD Dump truck equipped as specified for the Maintenance and Service Division.

11. Approve the purchase with Standard Electric Company for $3,450 for two fiberglass street light poles for the Traffic Maintenance Section, Right of Way Division.

12. Approve the Bay Street Water Main Replacement Contract with Rohde Brothers Excavating, Inc. for $1,284,180 for the Engineering Section, Right of Way Division.

13. Approve the 2018 Mill and Resurfacing Contract with Edw. C. Levy Co., dba Ace-Saginaw Paving Company, for $1,174,883.88 for the Engineering Section, Right of Way Division.

14. Ratification of the purchase with Kraft Power Corporation for $3,454.71 for a generator replacement water pump for the Water Treatment Division.

15. Approve the purchase with Black Jack Asphalt for $43,750 for FY 2018; and pending budget approval, for $40,000 for FY 2019 for the milling and resurfacing of the access roads and parking areas at the Wastewater Treatment Plant.

16. Approve the purchase with National Business Furniture for $2,995.40 for office furniture for the Inspections 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. Adopt the Resolution approving the FY 2018-2019 Budget.

2. Adopt the Resolution approving the amount for the FY 2018-2019 Public Safety Millage.

3. Adopt the Resolution approving the request of the Downtown Development Authority to levy a 2 mill tax on all real and tangible personal property not exempt by law and as finally equalized in The Downtown Development District for FY 2019.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

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.

CERTIFICATE OF RECOGNITION

On behalf of the citizens of Saginaw, it is an honor and privilege to extend this Certificate of Recognition in honor of Theodore Roethke, a famous poet who was born on May 25, 1908, in the City of Saginaw. Roethke was regarded as one the most accomplished and influential poets of his generation which resulted in receiving a Pulitzer Prize, two National Book Awards, and the Bollingen Prize. Theodore's legacy remains strong in the City of Saginaw, his final resting place. In 2012 the United States Postal Service dedicated a postage stamp in honor of Theodore Roethke, the "Roethke Forever Stamp."

We join together to honor Theodore Roethke, a renowned figure whose extraordinary life and literary contributions will have a lasting influence around the world, throughout our nation, and across Michigan.

NOW THEREFORE BE IT RESOLVED, I Dennis D. Browning, Mayor of the City of Saginaw, hereby proclaim May 25, 2018 as **"THEODORE ROETHKE DAY"** in the City of Saginaw and call upon the citizens of this community to reflect on and honor the life of this brilliant individual.

IN WITNESS WHEREOF, I, Dennis D. Browning, Mayor of the City of Saginaw, have hereunto set my hand and caused the seal of Saginaw to be affixed this 21st day of May in the year of our Lord two thousand eighteen.

CITY OF SAGINAW
INCORPORATED 1857
SEAL
MICHIGAN

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

May 21, 2018

Timothy Morales, City Manager

CITY OF SAGINAW
PUBLIC HEARING NOTICE

Notice is hereby given that subject to the provision of the City Charter, a public hearing will be held on the proposed Fiscal Year 2018-2019 Budget of the City of Saginaw before its final adoption by the City Council of the City of Saginaw.

THE PROPERTY TAX MILLAGE RATE PROPOSED TO BE LEVIED TO SUPPORT THE PROPOSED BUDGET WILL BE A SUBJECT OF THIS HEARING.

Said public hearing will be held in the City Council Chambers at the City Hall at 6:30 p.m. on Monday, May 21, 2018. Residents are invited to present to the Council oral and/or written comments and to ask questions on the proposed budget for Fiscal Year 2018-2019.

A copy of the proposed Fiscal Year 2018-2019 municipal budget will be available for public inspection seven days prior to the hearing in the Office of the City Clerk in City Hall from 8:00 a.m. to 4:00 p.m. on weekdays.

Janet Santos, CMMC/MMC
City Clerk

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

Posted: __5-9-18_
By: __jks_________

CITY OF SAGINAW
PUBLIC HEARING NOTICE

Notice is hereby given that the Saginaw City Council has scheduled a public hearing to determine the amount of the special assessment required and to be levied in the special assessment district for a police and fire millage.

The public hearing will be held Monday, May 21, 2018, at 6:30 p.m. in the Council Chamber of City Hall, 1315 S. Washington Avenue. All interested parties are invited to attend and provide input.

Janet Santos, CMMC/MMC
City Clerk

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

Posted: __5-9-18_
By: __jks_________

CITY OF SAGINAW
PUBLIC HEARING NOTICE

Notice is hereby given that the Saginaw City Council has scheduled a public hearing to receive comments on the Downtown Development Authority District millage to be levied on properties within the district.

The public hearing will be held Monday, May 21, 2018, at 6:30 p.m. in the Council Chamber of City Hall, 1315 S. Washington Avenue. All interested parties are invited to attend and provide input.

Janet Santos, CMMC/MMC
City Clerk

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

Posted: __5-9-18_
By: __jks_________

A COMMITTEE OF THE WHOLE MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD MONDAY, MAY 7, 2018, AT 5:00 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 SOUTH WASHINGTON AVENUE, SAGINAW, MICHIGAN.

ROLL CALL

Mayor Browning called the meeting to order. Council Members present: John Milne, Demond Tibbs, Annie Boensch, Mayor Pro Tem Floyd Kloc, Brenda Moore, Michael Balls, John Humphreys, and Mayor Dennis Browning: 8. Council Members absent: Clint Bryant: 1.

REPORTS FROM CITY MANAGER

City Manager Tim Morales announced that overview presentations would begin for the Fiscal Year 2018-2019 Proposed Budgets. Manager Morales introduced Yolanda Jones, Office of Management and Budget (OMB) Director. Ms. Jones presented the proposed budget with comparatives to the current fiscal year activity. Ms. Jones introduced Administrative Budget Analyst, Bryan Weiss.

Mr. Weiss presented the proposed budget information for the General Fund with comparative data from the current fiscal year for revenues and expenditures. Mr. Weiss introduced Chas Bruske, OMB Intern.

Mr. Bruske presented proposed budget information for the Special Revenue Funds.

City Manager Morales and the OMB Team responded to questions from Council and concluded the presentations.

ADJOURNMENT

Mayor Browning adjourned the meeting at 5:56 p.m.

As recorded by Deputy City Clerk Kristine Bolzman.

Janet Santos, CMMC/CMC/MMC
City Clerk

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, MAY 7, 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, Floyd Kloc, Brenda Moore, Michael Balls, John Humphreys, and Dennis Browning: 7. Council Members absent: Annie Boensch and Clint Bryant: 2.

ANNOUNCEMENTS

Deputy City Clerk Kristine Bolzman announced the following:

- City Council will meet on Monday, May 14 at 5:00 pm for a Committee of the Whole meeting for Fiscal Year 2019 Budget presentations.
- The 2018 Yard Waste collection service has begun and is the same day as your regular trash day. Yard waste must be in paper yard waste bags, or in 35 gallon or smaller garbage can, not weighing more than 50 pounds, with a "Yard Waste" sticker affixed to the front. Yard Waste stickers are available at the City Clerk's Office.

Mayor Browning presented a proclamation to City Clerk's Office staff declaring May 6-12, 2018 as "Municipal Clerk's Week."

Mayor Browning presented a proclamation to Tim Ninemire, VP of the Saginaw County Bar Association, declaring May 2018 as "Mental Health Month."

Mayor Browning presented a proclamation to Saginaw Police Officer Brad Holp, designating May 10, 2018 as "Police Memorial Day."

Mayor Browning presented a proclamation to Saginaw Police Officer Brad Holp, recognizing him as 2018 Saginaw Police Officer of the Year.

PUBLIC HEARINGS

Mayor Browning announced the public hearing regarding the request for an Obsolete Property Rehabilitation District at 515 N. Washington Avenue. Tom Miller of Saginaw Future and Gary Glaza of SSP Associates Inc. spoke in favor of the project. Mayor Browning called for comments three times. There were no additional comments.

Moved by Mayor Pro Tem Kloc, seconded by Council Member Moore to close the public hearing. 7 ayes, 0 nays, 2 absent. Motion approved.

PERSONAL APPEARANCES

The personal appearances addressed the Council as follows: Pashion Hall, Julia Darnton, and Brandon Hausbeck.

REMARKS OF COUNCIL

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

REPORTS FROM CITY MANAGER

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

CONSENT AGENDA:

1. Approve the minutes from the April 16, 2018 regular council meeting.

2. Approve Petition 18-06 from the Ojibway's 2018 Rock & Roll Fest to erect a banner located at South Michigan from May 17 through June 15, 2018.

3. Approve the purchase with CDW Government for $6,652.55 for Veeam backup software for VMware, to restore and backup virtual servers and an additional license.

4. Approve the purchase with CyberArk Software, Inc. for $14,280 for Advanced Edgepoint Protection Software maintenance renewal for the Technical Services Department.

5. Approve the purchase with Axon Enterprise, Inc. for $2,796 for body cameras for the Parking Enforcement Division.

6. Approve the purchase with Advanced Business Communications for $2,607.92 for a new camera system for the Detective Bureau at the Police Department.

7. Approve the Use License and Hold Harmless Agreements with SMG Dow Event Center for the Fire Department.

8. Approve the First Amendment to the Grass Cutting Services Agreement with the Saginaw County Land Bank Authority, and a budget adjustment to recognize these funds .

9. Approve the Ojibway Island User Agreement with Crecencio Moncada for the Rock and Roll Music Festival on June 16, 2018.

10. Approve the Ojibway Island User Agreement with the Rock The Island Committee for the "Rock The Island Event" on July 21, 2018.

11. Approve the renewal of the Farmland Rental Agreement with Wasmiller Farms for lease of property at 1615 Williamson Street.

12. Approve the purchase with Bridge Roadway Products for $7,252 for navigational lights for the Traffic Maintenance Section, Right of Way Division .

13. Approve the purchase with Standard Electric for $3,120 for street lights for the Traffic Maintenance Section, Right of Way Division.

14. Approve the FY 2017 CDBG Resurfacing contract with Ace-Saginaw Paving Company for $545,468.06 for the Engineering Section, Right of Way Division.

15. Approve the Municipal Consent for Right of Entry forms with the United States Department of the Interior, Office of Surface Mining Reclamation and Enforcement for mine shaft reclamation work for the Engineering Section, Right of Way Division.

16. Approve Michigan Department of Natural Resources Parks and Recreation Division Memorandum of Understanding and Agreement for the Iron Belle Trail – Mini Grant for $6,500 for the Iron Bell Trail signage and pavement markings, requiring an in-kind match of $3,500.

17. Approve the proposed parking regulation changes as recommended by the Transportation Committee.

18. Ratification of the purchase with Jorgensen Ford Sales for $95,640 for four 2018 Police Interceptor Sedans for the Police Department.

19. Approve the increase to blanket purchase orders to various vendors by $39,000, for a new total of $118,600, for vehicle parts and supplies for the Garage Division.

20. Approve the purchase with Neal's Truck Parts for $3,095 for repair parts for Plow and Salt Truck No. 53-0401 for the Streets Division.

21. Ratification of an emergency purchase with Wieland Sales, Inc. for $5,991.86 for the repair of Plow and Salt Truck No. 53-0411 for the Streets Division.

22. Approve the purchase with Todd Wenzel Buick GMC for $69,672.85 for two 2018 GMC Sierra 2500 HD 4x4 pickup trucks with plows for the Weed Abatement, Facilities, and Parks Divisions.

23. Approve the purchase with Todd Wenzel Buick GMC for $25,782.45 for a 2018 GMC Terrain AWD for the Assessing Division.

24. Approve the purchase with Moridge Manufacturing, Inc. for $27,457.30 for two 2018 Grasshopper 725DT mowers for the Cemeteries Division.

Moved by Council Member Balls, seconded by Council Member Moore to approve consent agenda items 1 through 24. 7 ayes, 0 nays, 2 absent. Motion approved.

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

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

1. the Mayoral reappointment of Tom Miller, Jr. to the Saginaw Economic Development Corporation with a term to expire June 30, 2021.
2. the Council appointment of Nathaniel Crawford as an alternate to the Zoning Board of Appeals with a term to expire December 31, 2018.
3. the Mayoral reappointment of Scot Putzig to the Saginaw Economic Development Corporation with a term to expire June 30, 2021.
4. the Council reappointment of Diana Gutierrez to the Saginaw Transit Authority Regional Services with a term to expire December 31, 2021.
5. the Mayoral reappointment of Barbara Roberts to the Saginaw Arts and Enrichment Commission with a term to expire June 30, 2021.

7 ayes, 0 nays, 2 absent. Motion approved.

CONSIDERATION AND PASSING OF ORDINANCES

Moved by Mayor Pro Tem Kloc, and seconded by Council Member Milne to adopt an ordinance to amend §32.10 “Street Names; Vacations of Streets and Alleys,” of Chapter 32, “Jurisdiction; Streets,” Title III, “Administration,” of the City of Saginaw Code of Ordinances, O-1. 7 ayes, 0 nays, 2 absent. Motion approved.

RESOLUTIONS

Moved by Mayor Pro Tem Kloc, seconded by Council Member Moore to adopt the resolution authorizing an Obsolete Property Rehabilitation District at 515 N. Washington Avenue. 7 ayes, 0 nays, 2 absent. Motion approved.

Moved by Mayor Pro Tem Kloc, seconded by Council Member Moore to adopt the resolution authorizing an Obsolete Property Rehabilitation Certificate at 409 Adams Street. 7 ayes, 0 nays, 2 absent. Motion approved.

Moved by Mayor Pro Tem Kloc, seconded by Council Member Moore to adopt the resolution authorizing a pilot drinking water community water supply grant agreement with the Michigan Department of Environmental Quality. 7 ayes, 0 nays, 2 absent. Motion approved.

ADJOURNMENT

Moved by Mayor Pro Tem Kloc, seconded by Council Member Moore to adjourn the meeting at 7:46 p.m. 7 ayes, 0 nays, 2 absent. Motion approved.

As recorded by Deputy City Clerk Kristine Bolzman.

Janet Santos, CMMC/MMC
City Clerk

#18-07

SAGINAW MIDLAND
MUNICIPAL WATER SUPPLY CORPORATION

4678 S. THREE MILE ROAD • BAY CITY, MI 48706 • PH. 989-684-2220 • FAX 989-684-7741

CITY CLERK'S OFFICE
APR 27 2018
RECEIVED
SAGINAW, MI

April 20, 2018

Ms. Janet Santos, City Clerk
City of Saginaw
1315 S. Washington
Saginaw, MI 48601

Dear Ms. Santos:

Please be advised that the Board of Trustees of the Saginaw-Midland Municipal Water Supply Corporation, at their regular meeting this date have approved the 2018-2019 Operating, Capital Improvement, and Debt Service Budgets for the Corporation.

In accordance with the 1946 agreement between the City of Saginaw and the City of Midland, it is necessary for capital improvement expense to be additionally approved by the governing bodies of both owner Cities.

The Management and Board of Trustees of the Saginaw-Midland Municipal Water Supply Corporation; therefore, recommend that the City of Saginaw approve the capital expenditure items as shown on the attached <u>Budget for Capital Improvement and Emergency Repair Fund</u> in the amount of $1,138,500 for the 2018-2019 budget year, with a fund income allocation set at $.025 per 1,000 gallons pumped.

We request that this petition for approval be advanced to the council as soon as possible in order to meet our June 30, 2018, budget deadline. Please notify our office when Saginaw-Midland's Budget for Capital Improvement and Emergency Repair Fund has been approved. Thank you for your efforts in this regard.

Sincerely yours,

Michael Quinnell,
Manager

MQ:ld

Enc.

#18-07

SAGINAW-MIDLAND MUNICIPAL WATER SUPPLY CORPORATION
2018-2019 FISCAL YEAR

BUDGET FOR CAPITAL IMPROVEMENT AND EMERGENCY REPAIR FUND

I.	Projected I&ER Fund Ending Balance (June 30, 2018)		$ 3,123,418
II.	Proposed Improvement Expenses for 2017-2018 Fiscal Year		
	a. Replace corroded Whitestone well house lintel and tuck/grind mortar joints (Carryover from 2017-2018)	$35,000	
	b. Install Manhole/Access points on 48" pipeline for future pipeline condition assessment (3 of 5) (Carryover from 2017-2018)	$90,000	
	c. Insert/Weld steel sleeve inside Whitestone Pump #4 discharge pipe (Carryover from 2017-2018)	$10,000	
	d. Replace & rewire phone system at Junction	$8,500	
	e. Add onto back of Electrical Garage to make a maintenance area	$30,000	
	f. Replace interior lights at Whitestone with LED	$24,000	
	g. Engineering study to determine replacement cost of 48" pipeline	$75,000	
	h. Replace batteries on Pinconning UPS system	$11,000	
	i. 48" Pipeline condition assessment	$700,000	
	j. Saginaw flow meter replacement	$90,000	
	k. Valve seat replacement on (2) 48" valves	$25,000	
	l. Replace Primary Valve Control on Horizontal Pumps	$40,000	
			($1,138,500)
III.	Projected Improvement Income for the 2018-2019 Fiscal Year		
	a. Income forecasted ($0.025 per 1000 gallons)	$375,000	
	b. Projected interest income	$2,000	
			$377,000
IV.	Projected I&ER Fund Ending Balance (June 30, 2019)		$ 2,361,918

CITY CLERK'S OFFICE
APR 27 2018
RECEIVED
SAGINAW, MI

COUNCIL COMMUNICATION CC-3

From: Timothy Morales, City Manager

Subject: March Budget Adjustment

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

Manager's Recommendation:

I recommend approval of the amendments to the 2017/2018 Approved Budget for the listed funds. This adjustment is required to recognize any errors, omissions, or changes that have occurred within the month of March.

Justification:

The 2017/2018 annual budget will be adjusted in accordance with Public Act 2 of 1968, Uniform Budgeting and Accounting Act, the City Charter; and the approved 2018 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 March, 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 $19,076, from $32,840,918 to $32,859,994.

- A budget adjustment is required to recognize additional funds received for Homeland Security Training in the amount of $2,026. These additional funds will be recognized in the General Fund Revenues' Fire Department Overtime Reimbursement Account No. 101-0000-676.017. To offset the increase in revenues will be an increase to the Community Public Safety – Fire, Fire Technical Services Division's Overtime Account No. 101-3552-704.000 by the same amount.

- In February 2018, the city received a $17,050 settlement on a suit concerning cemeteries. As a result thereof, a budget adjustment is required to recognize these funds in the General Fund Revenues, Surplus Receipt Account No 101-0000-671.002. To offset this increase in revenues will be an increase to the General Fund, Department of Public Services, Cemeteries Division, Maintenance Equipment Account No 101-1747-978.000 for the purchase of new equipment.

The Major Streets Fund (202) should be increased from $6,347,256 to $6,671,619. This represents a net increase of $324,363. This amendment reflects the following changes:

- In FY 2018 the Major Street Fund appropriate grant funds to cover the development and construction at Ojibway Island. At the close of the fiscal year, this project has been delayed and will begin in FY 2019. Therefore, the Major

Street Fund - State Grant Account No. 202-0000-539.000 should be decreased $191,500. To offset the reduction in revenues will be a decrease in the Major Street Fund, Street Project Division, Construction Project Account No 202-4614-822.000 by $ 162,770 and Bridge Project Division, Construction Project Account No 202-4616-822.000 by $28,730.

- This budget adjustment is also required to recognize the 2018 mill and resurfacing projects. Therefore, the Major Street Fund – State Grant Account 202-0000-539.000 will be increased $482,982. To offset this increase to revenues will be an increase to the Major Street Fund – Street Project Division, Street Resurfacing Account No 202-4614-821.000 by the same amount.

- Finally, a budget adjustment is required to recognize reimbursement of funds to be put towards additional road repairs. Therefore, the Major Street Fund – Reimbursement Account No 202-0000-676.000 should be increased $32,881. To offset the increase in revenues will be an increase to the Major Street Fund – Street Project Division, Street Resurfacing Account No 202-4614-821.000 by the same amount.

The Downtown Development Fund (243) should be increased from $191,651 to $335,452. This represents a $143,801 increase. This increase is to recognize the carryover of funds from the DEQ grant for the Farmer's Market. To offset the increase in revenues will be an increase to the Downtown Development Fund – Redevelopment Grant's Professional Services Account No. 243-6050-801.000 by the same amount.

The Motor Pool Operations Fund (661) should be increased from $2,278,468 to $2,289,468. This represents an $11,000 increase. This increase is due to an increased Contribution from Other Funds to cover expenditures that have been incurred. To offset the increase in revenues will be an increase to the Motor Pool Operations Fund – Garage Division's Motor Vehicle Repair Account No. 661-4481-737.000 by the same amount.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-4

From: Timothy Morales, City Manager

Subject: FY 2019 Personnel Complement Changes

Prepared by: Beth Carson Church, Assistant Human Resource Director

Manager's Recommendation:

I recommend approval of the following changes to the 2018–2019 Personnel Complement as reflected below and in the attached materials.

Justification:

Each job vacancy is examined by the Management Review Team to ensure it is filled at an appropriate staffing level and pay range. In addition, the Team continuously examines current staffing within departments and recommends changes as needed. Such changes stem from efforts to structure employee job duties and responsibilities in such ways as to recognize their contributions to the efficient and effective delivery of City services while monitoring costs. The result is an overall recommended staffing decrease of .65 FTE with an overall wage impact of $127,703.

With these staffing changes, the Management Review Team is also recommending implementation of a revised non-union pay table. In recent years, it has become increasingly difficult for the City to recruit candidates at the non-union department head level. It was suspected contributing factors were a.) prior salary range freezes (or minimal across-the-board adjustments), b.) almost half of non-union employees being maxed out at the top step of their pay grade, and c.) competition with higher salaries offered within public and private sector job markets. This was confirmed by an in-house wage survey of comparable cities conducted in January of 2018 and supported by independent survey data conducted by another Michigan municipality.

The Management Review Team recommends corrective efforts to this problem through expansion of the number of pay steps within the non-union salary range table from six steps to nine. This change would include the City Manager pay range in that those step increases would coincide with the current step increase structure.

This will allow gradual increases to non-union wages over the next three years, rather than implementing a larger one-time adjustment. This will also be beneficial in succession planning as expanded pay ranges will be more attractive to in-house candidates. The base cost impact of implementing this new pay chart for the City's current 18 non-union employees is $20,757 for this fiscal year. Incorporating the five proposed non-union reallocations increases this cost impact to $49,607.

Council Action:

Motion to approve the recommendation of the City Manager.

FY2019 PROPOSED PERSONNEL COMPLEMENT CHANGES

ADDITIONS TO STAFF

Dept./Division	Job Title	Pay Grade	FTE	Total Cost	Funding
Inspections					
	Code Enforcement Inspector	A-26	1.00	$41,677	GF *
Finance					
Customer Accounting	Utilities Collection Coordinator	A-23	1.00	$38,818	NGF
Police					
Patrol	Police Officer	PO	2.00	$82,864	GF **
Public Services					
Administration	Deputy Director of Public Services	N-79	1.00	$29,202	35% GF
				$54,232	65% NGF
Engineering/ROW	Engineering Assistant	A-29	1.00	$13,467	30% GF
				$31,423	70% NGF
	Laborer II	G-01	2.00	$76,440	NGF
Fleet Management	Fleet Maintenance Technician I	G-01	1.00	$8,791	23% GF
				$29,429	77% NGF
Facilities	Laborer (T)	$9.25 to $12.00	0.35	$1,347	20% GF
				$5,387	80% NGF
Water/Wastewater					
Wastewater Treatment	Sewage Plant Maintenance Person II	G-18	1.00	$43,529	NGF
Water Treatment	Maintenance Foreman	M-56	1.00	$50,295	NGF
	Plant Operator A	A-23	1.00	$38,818	NGF
Technical Services					
	GIS Technician, Water & Sewer	A-22	1.00	$37,865	NGF
		Total:	**13.35**	**$583,584**	

DELETIONS TO STAFF

Dept./Division	Job Title	Pay Grade	FTE	Total Cost	Funding
Fire Department					
Fire Suppression	Firefighter	F-1	13.00	($471,042)	NGF ***
Water/Wastewater					
Wastewater Treatment	Sewage Plant Maintenance Person I	G-16	1.00	($42,739)	NGF
		Total:	**14.00**	**($513,781)**	

RECLASSIFICATIONS AND REALLOCATIONS

Dept/Division	Job Title	Pay Grade	Revised Pay Grade	Total Cost	Funding
Finance					
Administration	Collections & Revenue Coordinator	A-28	A-30	$2,749	GF
Police					
Administration	Police Chief	N-81	N-83	$6,883	GF
Office of the City Manager					
	Exec. Assistant to the City Manager	N-58	N-57	($9,261)	GF
Office of Human Resources					
	Assistant City Manager/HR Director	N-81	N-86	$10,690	GF
Office of OMB					
	Administrative (Budget) Analyst II	N-55	N-57	$3,853	GF
Public Services					
Administration	Director of Public Services	N-81	N-84	$2,713 $6,331	30% GF 70% NGF
Water/Wastewater					
Administration	Director of Water/Wastewater	N-81	N-84	$9,044	NGF
Wastewater	Water/Sewer Engineer & Asset Management Supervisor	M-66	M-68	$2,825	NGF
	Plant Maintenance Mechanic B (2)	G-22	G-30	$7,132	NGF
Water Treatment	Plant Maintenance Mechanic A	A-29	A-30	$2,426	NGF
Technical Services	Enterprise & Operations Analyst	A-34	A-36	$2,912	NGF
	Asset Management Coordinator	A-29	M-62	$9,603	NGF
			Total:	**$57,900**	

TITLE CHANGES

Dept/Division	Current Job Title	Proposed Job Title	Total Cost
Water/Wastewater			
Water Treatment	Plant Maintenance Foreman	Chief Maintenance Foreman	$0
Public Services			
Fleet Maintenance	Repairperson Mechanic II	Fleet Maintenance Technician II	$0
	Repairperson Mechanic III	Fleet Maintenance Technician III	$0
		Total:	**$0**

SUMMARY OF ACTION TAKEN

	FTE	Cost Impact
Additions to Staff	13.35	$583,584
Deletions to Staff	(14.00)	($513,781)
Reclassifications/Reallocations	0.00	$57,900
Title Changes	0.00	$0
Total:	**(0.65)**	**$127,703**

	Funding	
	$194,975	GF
***	($67,272)	NGF
	$127,703	

	GF Funding	
	$194,975	Cost
* **	$124,541	Reimbursed
	$70,434	

Adjusted Funding	
$70,434	GF
($67,272)	NGF
$3,162	

* Funded through non-owner occupied licensing
** Reimbursed by Covenant Hospital
*** Safer Grant

COUNCIL COMMUNICATION CC-5

From: Timothy Morales, City Manager

Subject: I.T.I. Inc. Phone Maintenance Agreements

Prepared by: Jeff Klopcic, Technical Services Department

Manager's Recommendation:

I recommend approval of the phone maintenance agreements with I.T.I., Inc. for $27,590.52 for the yearly maintenance and support fees for the City's digital and Internet Protocol phone system.

Justification:

The I.T.I. Agreements cover the telephone equipment located at the City Hall, Public Services, Police Department, Maintenance and Service, Water and Sewer Division and the Water and Waste Water Treatment Plants for a one-year period. The agreements cover all service under normal wear and tear including parts, labor and travel time. It also includes free user training, no charge for service related software updates, free loaner equipment and 24 hour, seven day service without paying any after-hour premium.

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 Fund – Information Services, Operating Services Account No. 658-1720-805.000.

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

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-7

From: Timothy Morales, City Manager

Subject: Purchase Mower Attachments

Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase from Moridge Manufacturing, Inc. for $10,366.36 for three attachments for Grasshopper 725DT mowers for the Cemeteries Division.

Justification:

The Cemeteries Division will be purchasing attachments for our recently acquired mowers that will support the division's year round operations. The attachments consist of a 60" snow thrower, a heated winter cab, and a turbine blower to be used for leaf collection operations. The mowers and these attachments are used to maintain over 220 acres of grounds at three locations. These versatile attachments will improve this division's ability to complete the required operations, operating efficiency, operator safety, and improve productivity. The attachments will be purchased at U.S. Communities Government Purchasing Alliance contract number 17-6221 bid pricing totaling $10,366.36. The cost for each item is listed below.

Item		Price
60" snow thrower		$2,432.00
Heated winter cab		$3,516.00
Turbine blower		$4,418.36
	Total	$10,366.36

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, Cemeteries Division's, Maintenance Equipment Account No. 101-1747-978.000.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-8

From: Timothy Morales, City Manager

Subject: Public Works Building Overhead Door Replacement

Prepared by: Bruce Caradine, Public Services Department

Manager's Recommendation:

I recommend ratification of the purchase with North American Overhead Door for $3,060 for the replacement of the main entrance exterior overhead door at the Public Works Building.

Justification:

On May 9, 2018, emergency purchase order No. 503464 was issued to North American Overhead Door for a replacement door at the Public Works Building's main garage entrance. On April 9, 2018 an error with the sensor caused the overhead door to come down and hit a vehicle causing damage to the panels and rails. The door needed emergency replacement because it was causing other operational and safety issues within the garage with large vehicles now having to maneuver in and around in a fashion that is not normal or expected. The overhead door was still under manufacturer warranty by North American Overhead Door, the original installer, so no other quotes were received for the replacement. Though under warranty, the door was damaged due to possible sensor placement error, the City was responsible for the repair costs.

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 Sewer Operations and Maintenance Fund-Maintenance and Services Division's, Repairs and Replacement Account No. 590-4821-974.000.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC- 9

From: Timothy Morales, City Manager

Subject: Annual Supply of Concrete Ready Mix

Prepared By: Josh Hoffman, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with Rock Products, for $264,000.00 for FY 2019 and FY 2020 for concrete ready mix for the Maintenance and Service Division pending budget approval.

Justification:

On May 01, 2018, the Maintenance and Service Division received a two year bid from Rock Products for Ready-Mix concrete that will be used for utility cut repairs throughout the City's water distribution, transmission system, and the sewage collection system. The Maintenance and Service Division excavates approximately 700 water and sewer repairs annually requiring restoration of paved surfaces. There are approximately 400 repairs to sidewalks, driveways, and roadways each year. An overall cost increase of 1% from the previous fiscal year. The following is a tabulation of the bids received:

Vendor	Item	FY 2019	FY 2020
Rock Products	35S 6 sack/yard	$107.00 /yard	$111.50 /yard
Saginaw, MI (in-city)	35 HE 7 sack/yard	$113.00 /yard	$117.50 /yard
	P-FS/yard	$120.00 /yard	$124.50 /yard
R&R Ready	35S 6 sack/yard	$106.00 /yard	$109.00 /yard
Saginaw, MI (out-city)	35 HE 7 sack/yard	$114.00 /yard	$117.00 /yard
	P-FS/yard	$126.00 /yard	$129.00 /yard

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, Maintenance and Service Division's, Street and Road Materials Account No. 591-4721-743.000 $163,680 and Sewer Operations and Maintenance Fund, Maintenance and Service Division's, Street and Road Materials Account No. 590-4821-743.000 $100,320 for Fiscal Year 2019 and will be budgeted in the same accounts for Fiscal Year 2020 pending budget approval.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-10

From: Timothy Morales, City Manager

Subject: Purchase Dump Truck

Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with Todd Wenzel Buick for $41,726.85 for a 2017 GMC Sierra 3500HD Dump truck equipped as specified for the Maintenance and Service Division.

Justification:

The Maintenance and Service Division will be replacing a 2000 Chevrolet Silverado Dump truck with 78,370 miles, which was scheduled for replacement in 2010. This truck is in immediate need of extensive repairs, has rust and dependability issues regarding engine, transmission, and electrical systems and will be replaced with a new fully equipped 2017 GMC Sierra 3500HD Dump truck equipped as specified at State bid contract number 071B1300007 pricing of $41,726.85.

This truck is used daily and required for emergency situations in the maintenance and repair of the City of Saginaw's water and sewer infrastructure system that serves Saginaw, parts of Bay, and Tuscola Counties. Operating efficiency, operator safety, and loss of productivity due to down time contribute to the need to replace this equipment.

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, Surplus Division's, Vehicles Account No. 591-4740-982.000 $20,863.43, and the Sewer Operations and Maintenance Fund, Surplus Division's, Vehicles Account No. 590-4840-982.000 $20,863.42.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-11

From: Timothy Morales, City Manager

Subject: Purchase of Street Light Poles

Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Standard Electric Company for $3,450.00 for fiberglass street light poles for the Traffic Maintenance Section, Right of Way Division.

Justification:

On May 1, 2018, the City received three bids for two fiberglass street light poles and arms for the repair and replacement of street lights. The Traffic Maintenance Section, Right of Way Division is required to maintain and replace, when necessary, approximately 7200 street lights within the City of Saginaw. The following is a tabulation of the bids received:

Vendor	Costs
Standard Electric Co. Saginaw, MI (out city)	$ 3,450.00
Medler Electric Bay City, MI	$ 3,581.00
McNaughton McKay Electric Saginaw, MI (out city)	$ 3,828.25

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

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-12

From: Timothy Morales, City Manager

Subject: Bay Street Water Main Contract (C-1641)

Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend the approval of the Bay Street Water Main Replacement Contract with Rohde Brothers Excavating, Inc. for $1,284,180.00 for the Engineering Section, Right of Way Division.

Justification:

In September 2018, the Michigan Department of Transportation (MDOT) will be performing roadway restoration on Bay Street (M-84) from State Street (M-58) to McCarty Road. The MDOT work will include milling and resurfacing, joint repairs, ADA sidewalk ramp construction and spot concrete curb and gutter and sidewalk replacement. In advance of MDOT's planned road work, it is necessary for the City to replace its existing water main and services. The water main is over 100 years old and needs replacement. Over the past several years, the Bay Street water main has had many failures requiring repair and restoration of the roadway and water main.

On May 1, 2018, the City received bids for the Bay Street Water Main Replacement Contract (C-1641). The planned water main replacement work is approximately 0.56 miles in length and will be from West Genesee Avenue to Weiss Street. The construction will include abandonment of the existing water main and services and construction of new water main and services, full depth pavement repairs, curb and gutter replacement where necessary, new fire hydrants, and sidewalk repairs in various locations. Construction is scheduled to start May 30, 2018 and be completed by August 31, 2018.

The following is a tabulation of the bids received:

Vendor	Costs
Rohde Brothers Excavating, Inc. Saginaw, MI (out-city)	$1,284,180.00
Champagne & Marx Excavating Saginaw, MI (out-city)	$1,435,682.00 *
Tri-City Groundbreakers, Inc. Midland, MI	$1,844,452.50

*Corrected Bid

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- Surplus Division's, Construction Projects Account No. 591-4740-822.000 $410,000. Funds are also budgeted and available in the FY 2019, Water Operations and Maintenance Fund- Surplus Division's Construction Projects Account No. 591-4740-822.000 $574,180, and Water Operations and Maintenance Fund- Surplus Division's, Repairs and Replacement Account No. 591-4740-974.000 $300,000, pending Council approval of the FY 2019 budget.

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.

COUNCIL COMMUNICATION CC-13

From: Timothy Morales, City Manager

Subject: 2018 Mill and Resurfacing Contract (C-1644)

Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend the approval of the 2018 Mill and Resurfacing Contract with Edw. C. Levy Co., d/b/a Ace-Saginaw Paving Company, for $1,174,883.88 for the Engineering Section, Right of Way Division.

Justification:

On May 1, 2018, the City received a single bid for the 2018 Mill and Resurfacing Contract (C-1644).

The contract includes pavement milling and resurfacing on Davenport Avenue from the end of the concrete pavement to North Niagara Street, South Michigan Avenue from Joslin Street to Dearborn Street, South Jefferson Avenue from Williamson Street to Rust Avenue (M-46), Webber Street from South Washington Avenue (M-13) to the railroad tracks east of Lynnwood Avenue, Webber Street from Bagley Street to the east city limit, Malzahn Street from Brockway Street to Congress Avenue, and Owen Street from Arnold Street to Hess Avenue.

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 for this project are budgeted and available in the Major Street Fund – Street Projects Division's Street Resurfacing Account No. 202-4614-821.000 $664,883.88. Funds are also budgeted and available in the FY 2019 Major Street Fund – Street Projects Division's Street Resurfacing Account No. 202-4614-821.000 $510,000 pending Council approval of the FY 2019 budget.

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.

COUNCIL COMMUNICATION CC-14

<u>From</u>: Timothy Morales, City Manager

<u>Subject</u>: Replacement Water Pump Generator #1

<u>Prepared by</u>: Paul D. Reinsch, Water and Wastewater

<u>Manager's Recommendation</u>:

I recommend ratification of the purchase with Kraft Power Corp. for $3,454.71 for repair parts for the Water Treatment Division.

<u>Justification:</u>

The Water Treatment Division experienced over-pressurization of the equalization tank for Diesel Generator #1. This generator is critical to back up power supply for the water treatment plant. An inspection was performed by a service provider to determine possible causes for the failure. The service provider gave suggestions on repairs to be made. It was decided that in-house staff could perform the repairs. Due to the onset of spring and the potential for severe weather on April 4, 2018, emergency purchase order no. 503292 was issued to expedite delivery of the repair parts. The generator has been repaired and placed back in service.

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.

<u>Council Action:</u>

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-15

From: Timothy Morales, City Manager

Subject: Parking Lot Paving

Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with Black Jack Asphalt for $43,750.00 for FY 2018; and pending budget approval, for $40,000 for FY 2019 for milling and resurfacing of the access roads and parking areas at the Wastewater Treatment Plant.

Justification:

The Wastewater Treatment Plant has about 76,155 square feet of roadway and parking area within the plant that is badly deteriorated and needs resurfacing. On 5/1/2018, sealed bids were opened for this work. In order to facilitate traffic during construction and to spread the cost over multiple fiscal years, the project is being split into two phases; one of which will be completed by June 30, 2018 and the next phase to be started in July 2018. Following is a summary of the bids received:

	Phase 1	Phase 2	Total
Black Jack Asphalt Saginaw, MI	$40,000.00	$43,750.00	$83,750.00
Yeager Asphalt Inc. Carrollton, MI	$44,688.00	$45,080.00	$89,768.00
Pyramid Paving Bay City, MI	$59,585.00	$65,715.00	$125,300.00

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 Sewer Operations and Maintenance Fund, Sewer Surplus, Repairs and Replacements Account No. 590-4840-822.000 for FY2018 and will be budgeted in the same account for FY2019.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-16

From: Tim Morales, City Manager

Subject: Inspections Office Furniture

Prepared by: Darrin Jerome, Chief Inspector

Manager's Recommendation:

I recommend the approval of a purchase with National Business Furniture for $2,995.40 for new office furniture for the Inspections Division.

Justification:

The Inspections Division received a bid on May 8, 2018 for two new reception desks, two file cabinets, and two anti-fatigue mats. No other bids were received as National Business Furniture was the sole bidder.

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, Office of Neighborhood Services and Inspections, Inspections Division, Capital Outlay less than $5000, Account No. 101-3865-971.000.

Council Action:

Motion to approve the recommendation of the City Manager.

2018/2019 PROPOSED BUDGET

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

WHEREAS: the City Charter requires the City Council, by resolution, to establish and adopt the budget, appropriate funds for the next fiscal year's expenditures, and to provide for a tax levy of the amount necessary to be raised by taxation at least 30 days prior to the first day of the upcoming fiscal year; and

WHEREAS: a public hearing on this fiscal year 2018-2019 budget was held on Monday, May 21, 2018, at 6:30 p.m., in accordance with Section 44 of the Charter of the City of Saginaw and State of Michigan Act 5 Public Acts of 1982, as amended; and

WHEREAS: the taxable value of real and personal property in the City has been determined to be $455,604,404 being 9.05% of $5,036,787,859, the December 31, 2018 calendar year 2018 total Ad Valorem taxable value of property in Saginaw County;

NOW, THEREFORE, BE IT RESOLVED, that the budget of the City of Saginaw for the fiscal year beginning July 1, 2018 as summarized below, is hereby adopted on a department (appropriation center) level in General Fund and at the fund level for all other funds, subject to all City Ordinance and policies regarding the expenditure of funds and the conditions set forth in this resolution. The financial summary of all funds for the fiscal year 2018-2019 budget is as follows:

General Fund Operating Fund - 101

Means of Financing:		
Property Tax	$ 4,047,746	
City Income Tax	12,605,059	
State Revenue Sharing	8,269,479	
Grants	1,133,345	
Licenses, Permits, and Fees	1,757,602	
Charges for Services	942,310	
Fines and Forfeitures	369,094	
Interest	393,935	
Rents	42,800	
Reimbursements	4,320,257	
Other Revenues	250,450	
Transfers	134,966	$ 34,267,043

Estimated Requirements:		
General Government	$ 2,481,179	
Fiscal Services	2,925,442	
Community Public Safety - Police	12,084,096	
Community Public Safety - Fire	8,142,106	
Neighborhood Services & Inspections	1,676,700	
Public Services	3,902,783	
Other Expenditures*	3,054,737	$ 34,267,043

*Includes retiree healthcare insurance, unemployment, operating transfers, payment to other governmental entities, and contributions

Major Streets Fund - 202

Means of Financing:		
State Revenue Sharing	$ 5,620,911	
State Reimbursement	470,800	
Non Business Permits	31,000	
Services - Sales	9,650	
Fund Equity	569,346	$ 6,701,707

Estimated Requirements:		
Engineering Administration	$ 217,323	
Street Projects	1,607,067	
Bridge Projects	223,840	
Traffic Engineering	602,790	
Street Administration	692,648	
Routine Maintenance	2,084,256	
Bridge Maintenance	69,444	
Winter Maintenance	364,103	
State Trunkline	28,370	
State Routine Maintenance	139,756	
State Winter Maintenance	269,519	
Debt Service	116,272	
Transfers	286,319	$ 6,701,707

Local Streets Fund - 203

Means of Financing:		
State Revenue	$ 1,496,172	
Fund Equity	350,000	
Transfers	268,474	$ 2,114,646
Estimated Requirements:		
Engineering Administration	$ 85,429	
Street Resurfacing	140,000	
Street Projects	345,000	
Traffic Engineering	260,915	
Street Administration	457,763	
Routine Maintenance	703,578	
Winter Maintenance	111,280	
Transfers	10,681	$ 2,114,646

Public Safety Fund - 205

Means of Financing:		
Property Taxes	$ 2,848,322	$ 2,848,322
Estimates Requirements:		
Community Public Safety - Police	$ 1,839,807	
Community Public Safety - Fire	1,008,515	$ 2,848,322

Rubbish Collection Fund - 226

Means of Financing:		
Property Taxes	$ (96,996)	
Services and Sales	900	
Charges for Service	2,125,707	
Interest and Rents	75,000	
Other Revenues	1,919,913	
Fund Equity	226,946	$ 4,251,470

Estimates Requirements:		
Administration	$ 594,907	
Rubbish Collections	1,412,973	
Environmental Improvement	348,164	
Sanitary Landfill	441,840	
Brush Collections	269,546	
Recycling	262,043	
Composting	373,489	
Yard Waste	343,991	
Debt Service	61,905	
Transfers	142,612	$ 4,251,470

Clean Energy Coalition - 230

Means of Financing:		
Transfers	$ 40,000	$ 40,000
Estimated Requirements:		
Clean Energy Coalition	$ 40,000	$ 40,000

Andersen Enrichment Center - 236

Means of Financing:		
Charge for Services	$ 23,500	
Interest and Rents	51,010	
Other Revenues	13,000	$ 87,510
Estimated Requirements:		
Andersen Enrichment Center	$ 68,413	
Increase to Fund Equity	19,097	$ 87,510

Saginaw Arts and Enrichment Commission - 237

Means of Financing:				
Donations	$	161,600		
Interest and Rents		352		
Other Revenues		38,000	$	199,952
Estimated Requirements:				
Arts and Enrichment Commission	$	187,313		
Increase to Fund Equity		12,639	$	199,952

Boat Launch Operations Fund - 239

Means of Financing:				
Charges for Service	$	22,000		
Other Revenues		16,219	$	38,219
Estimated Requirements:				
Boat Launch Operations	$	38,219	$	38,219

Brownfield Authority - 245

Means of Financing:				
Property Taxes	$	43,324	$	43,324
Estimated Requirements:				
Tax Increment Payments	$	43,324	$	43,324

Downtown Development Authority - 2011 - 259

Means of Financing:				
Property Taxes	$	172,311	$	172,311
Estimated Requirements:				
Tax Increment Payments	$	15,871		
Grant		33,085		
2 Mill Levy		98,700		
Tax Increment Payments		24,655	$	172,311

Police Training Fund - 261

Means of Financing:				
State Grants	$	14,000	$	14,000
Estimated Requirements				
Police Training	$	14,000	$	14,000

Drug Forfeiture Fund - 264

Means of Financing:				
Interests and Rents	$	1,000		
Other Revenues		65,956	$	66,956
Estimated Requirements:				
Drug Forfeitures	$	66,956	$	66,956

Saginaw County Treatment and Prevention Services Fund - 265

Means of Financing:				
Other Revenues	$	176,417	$	176,417
Estimated Requirements:				
Saginaw County TAPS	$	176,417	$	176,417

Police Enhancing Law Enforcement Response to Victims (ELERV) Fund - 267

Means of Financing:		
Grant	$ 25,000	$ 25,000
Estimated Requirements:		
Police ELERV Grant	$ 25,000	$ 25,000

Community Development Block Grant (CDBG) Fund - 275

Means of Financing:		
Federal Grants	$ 2,249,985	$ 2,249,985
Estimated Requirements:		
CDBG Administration	$ 433,637	
Special Projects	871,220	
Economic Development Sub-grantees	324,096	
Saginaw Economic Development Corp.	90,863	
Code Compliance	113,763	
Sub-grantees	237,488	
McKinney Homeless	178,918	$ 2,249,985

CDBG Residential Loan Fund - 276

Means of Financing:		
Federal Grants	$ 559,437	
Interest	4,000	
Other Revenues	36,000	$ 599,437
Estimated Requirements:		
Residential Loans	$ 249,437	
Single Family	350,000	$ 599,437

Home Program - 278

Means of Financing:		
Federal Grants	$ 538,082	$ 538,082
Estimated Requirements:		
Home Program	$ 538,082	$ 538,082

Neighborhood Stabilization Program 279

Means of Financing:		
Transfers In	$ 59,204	$ 59,204
Estimated Requirements:		
Increase to Fund Equity	$ 59,204	$ 59,204

SEDC Revolving Loan Fund - 282

Means of Financing:		
Interest and Rents	$ 65,000	
Other Revenues	161,500	
Use of Fund Equity	200,000	$ 426,500
Estimated Requirements:		
SEDC	$ 426,500	$ 426,500

Unfunded Liability Fund - 296

Means of Financing:		
Interest	$ 18,882	
Other Revenues	250,000	$ 268,882
Estimated Requirements:		
Increase Fund Equity	$ 268,882	$ 268,882

Capital Project Fund - 401

Means of Financing:		
Transfers	$ 539,516	$ 539,516
Estimated Requirements:		
General Fund	$ 405,044	
Rubbish Collection Fund	134,472	$ 539,516

Sewer Operations and Maintenance Fund - 590

Means of Financing:		
Property Taxes	$ (31,000)	
Non Business Permits	600	
Services and Sales	21,776,916	
Fines and Forfeitures	80,906	
Interest and Rents	551,500	
Other Revenues	1,424,278	$ 23,803,200
Estimated Requirements:		
Sewer Administration	$ 2,163,173	
Engineering Administration	306,889	
Process Control Systems	375,109	
Meter Maintenance and Services	554,230	
Maintenance and Services	3,812,048	
Catch Basin Cleaning	390,823	
Treatment and Pumping	8,424,078	
Sewer Asset Management	271,091	
Remote Facilities	2,177,201	
Sewer Surplus	2,316,000	
Debt Service	2,493,497	
Customer Accounting	472,011	
Transfers	47,050	$ 23,803,200

Water Operations and Maintenance Fund - 591

Means of Financing:		
Property Taxes	$ (50,000)	
State Grants	1,000,000	
Services - Sales	20,448,000	
Interest and Rents	240,000	
Other Revenues	9,100,000	
Other Revenues	2,360,850	$ 33,098,850
Estimated Requirements:		
Cross Connections	$ 6,303	
Water Administration	1,827,370	
Engineering Administration	490,148	
Process Control Systems	392,031	
Meter Maintenance and Services	562,847	
Maintenance and Services	3,949,990	
Treatment and Pumping	6,512,654	
Water Asset Management	298,609	
Raw Water	1,392,604	
Water Surplus	4,690,500	
Water Bond Construction	9,100,000	
Debt Service	3,273,260	
Customer Accounting	478,857	
Transfers	123,677	$ 33,098,850

Public Works Building Fund - 641

Means of Financing:		
Services and Sales	$ 553,979	$ 553,979
Estimated Requirements:		
Public Works Building	$ 553,979	$ 553,979

Technical Services - Geographical Information Systems Fund - 650

Means of Financing:		
Services and Sales	$ 500	
Charge for Services	480,807	$ 481,307
Estimated Requirements:		
Geographical Information Systems	$ 401,944	
Call Center	79,363	$ 481,307

Technical Services - Information Services Fund - 658

Means of Financing:		
Charge for Services	$ 1,403,868	
Sale of Junk	2,000	$ 1,405,868
Estimated Requirements:		
Information Services	$ 1,405,868	$ 1,405,868

Radio Operations Fund - 660

Means of Financing:		
Interest	$ 500	
Charge for Services	184,196	$ 184,196
Estimated Requirements:		
Radio Operations	$ 153,118	
Increase in Fund Equity	31,578	$ 184,696

Motor Pool Operations Fund - 661

Means of Financing:		
Charge for Services	$ 2,388,185	
Other Revenues	11,000	$ 2,399,185
Estimated Requirements:		
Garage - Administration	$ 1,195,040	
Garage - Operations	1,204,145	$ 2,399,185

Self-Insurance Fund - 677

Means of Financing:				
Charge for Services	$	1,175,912		
Interest		70	$	1,175,982
Estimated Requirements:				
Self-Insurance	$	1,175,982	$	1,175,982

Workers Compensation Fund - 678

Means of Financing:				
Charge for Services	$	1,299,518	$	1,299,518
Estimated Requirements:				
Workers Compensation Administration	$	1,050,272		
Self-Insurance		249,246	$	1,299,518

Forest Lawn Cemetery Fund - 711

Means of Financing:				
Charge for Services	$	29,674	$	29,674
Estimated Requirements:				
Increase in Fund Equity	$	29,674	$	29,674

Oakwood Cemetery Fund - 712

Means of Financing:				
Charge for Services	$	5,236	$	5,236
Estimated Requirements:				
Increase in Fund Equity	$	5,236	$	5,236

TOTAL GENERAL FUNDS AND OTHER FUNDS $120,165,978

RESOLVED FURTHER, that budgetary control is exercised at the department (appropriation center) level in the General Fund and at the fund level for all other funds. The City Manager is hereby empowered to transfer appropriations within appropriation centers. General Fund line item budget transfers from one account to another within the same appropriation center can be made without City Council approval. All budget transfers from one appropriation center to another or from the General Fund Contingent Appropriation center account must be approved by City Council. In all other funds, line item budget transfers from one account to another within the same department and fund can be made without City Council approval; and

RESOLVED FURTHER, that there is hereby a 7.5000 mills on each dollar of taxable value of real property for the purpose of public safety, and in the amount of 7.3830 mills on each dollar of taxable value for the purpose of meeting all other municipal requirements for said fiscal year, said levy to be applied on all the taxable real and personal property in the City of Saginaw as set forth in the assessment roll for 2018; and

RESOLVED FURTHER, that there is hereby levied against each household unit, the fee of $200.00 per unit for the collection, disposal, recycling, processing, and marketing of solid waste collection, including materials to be placed in a landfill or composted, whether such services are provided by the City or its commercial hauler. The charges for unpaid rubbish services shall become a lien against the property in accordance with MCL 141.121, as amended.

RESOLVED FURTHER, that the Treasurer and/or Deputy Treasurer in his/her capacity as City Treasurer and/or Deputy Treasurer be authorized and directed to accept payment of taxes and special assessment due July 1, 2018 without additional charge up to and including July 31, 2018 provided that after said thirty-first day of July, 2018 there shall be added one-half percent collection fee to taxes and special assessments remaining unpaid, as required by Section 60 of the City Charter, and

RESOLVED FURTHER, that the Treasurer and/or Deputy Treasurer in his/her capacity as City Treasurer and/or Deputy Treasurer be authorized and directed to accept partial payment of taxes and special assessments in four or less equal installments for a period not extending beyond March 1, 2019 with interest as follows:

To July payments add	0.0%
To August payments add	1.0%
To September payments add	1.5%
To October payment add	2.0%
To November payment add	2.5%
To December payment add	3.0%
To January payment add	3.5%
To February payment add	4.0%

RESOLVED FURTHER, that the fiscal year 2018-2019 General Fund Budget be automatically amended on July 1, 2018 to re-appropriate encumbrances outstanding and reserved at June 30, 2018, and capital allocations as determined appropriate by the City Manager; and

RESOLVED FURTHER, that the personnel complement be amended to incorporate those changes contained in the fiscal year 2018-2019 Budget; and

RESOLVED FURTHER, that the City Manager be authorized to adjust the compensation levels for City Employees restricted within the applicable pay range contained in the fiscal year 2018-2019 Budget.

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 May 21, 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, CMC/MMC
City Clerk

2018/2019 PUBLIC SAFETY MILLAGE

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

WHEREAS: the Council of the City of Saginaw, pursuant to the authority granted by Act No. 33 of the Public Acts of 1951, as amended, created a special assessment district in 2006 with an assessment to be determined each year, with the proceeds dedicated to pay for the costs of police and fire protection for the City of Saginaw; and

WHEREAS: the proposal to further authorize the Council to create a special assessment district with a millage rate not to exceed seven and one-half (7.5000) mills was approved by voters at an election held on November 2014; and

WHEREAS: a public hearing shall be held on May 21, 2018, on the estimate for funding the special assessment district for 2019 and defraying the expenses for police and fire by special assessment on the property to be especially benefited.

NOW, THEREFORE, BE IT RESOLVED, that the District shall be the entire City of Saginaw and that seven and one-half (7.5000) mills on the taxable value of all real property in the district is the amount necessary to defray the expenses for police and fire services by special assessment on the property to be especially benefited.

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 May 21, 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

APPROVING THE REQUEST OF THE DOWNTOWN DEVELOPMENT AUTHORITY TO LEVY A 2 MILL TAX ON ALL REAL AND TANGIBLE PERSONAL PROPERTY NOT EXEMPT BY LAW AND AS FINALLY EQUALIZED IN THE DOWNTOWN DEVELOPMENT DISTRICT FOR FISCAL YEAR 2019

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

WHEREAS: Michigan's Downtown Development Authority Act, being Public Act 197 of 1975, as amended, authorizes the Saginaw Downtown Development Authority to levy not more than two mills of tax on the real and tangible personal property not exempt by law and as finally equalized in the Downtown District, which is also sometimes referred to as the Downtown Development Authority District; and

WHEREAS: The Saginaw Downtown Development Authority, at a regular meeting of its board on March 28, 2017, found and determined that the levying of such tax is necessary to carry out the purposes for which it was created, including to correct and prevent deterioration in the Downtown District and promote economic growth therein; and

WHEREAS: The Saginaw Downtown Development Authority had held an informational public meeting on March 14, 2017, pursuant to notice requesting input from property owners within the Downtown District, and all affected individuals were provided the opportunity to speak in support of or objection to the levying of such a tax; and

WHEREAS: The Council for the City of Saginaw approves the levying of such a tax to halt property value deterioration and increase property valuation where possible in the Downtown District and to eliminate the causes of that deterioration and to promote economic growth.

NOW, THEREFORE, BE IT RESOLVED, that the City of Saginaw approves the levy of a 2 mill ad valorem tax on all real and tangible personal property not exempt by law and as finally equalized in the Downtown District.

BE IT FURTHER RESOLVED, that all officials and employees of the Saginaw Downtown Development Authority and the City of Saginaw are hereby directed and authorized to take whatever action is necessary and proper to levy the 2 mills for fiscal year 2019.

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 May 21, 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