Saginaw City Council Agenda

1315 S. Washington Avenue
Council Chamber - Room 205
989.399.1311
September 10, 2018
4:00 PM

4:00 PM COMMITTEE OF THE WHOLE MEETING

ROLL CALL:

REPORTS FROM MANAGER:

Management Update:

1. Interview council candidates to fill the vacancy created by Demond Tibbs.

ADJOURN:

6:00 P.M. SINGLE SUBJECT SPECIAL MEETING

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

PERSONAL APPEARANCES:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

Management Update:

CONSENT AGENDA:

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

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

1. Motion to appoint council candidate to fill the vacancy created by Demond Tibbs.

2. Official oath of office of appointee to the Saginaw City Council.

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.

COMMITTEE OF THE WHOLE

CITY COUNCIL

In compliance with requirements of Public Act 267 of 1976,
as amended, the following notice is published:

Notice is hereby given that there will be a City Council Committee of the Whole Meeting on Monday, September 10, 2018, at 4:00 p.m. for the purpose to conduct interviews for the City Council vacancy.

The Committee of the Whole meeting will be held in the City Hall Council Chamber, Room 205, located at 1315 S. Washington Avenue.

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.

Janet Santos, CMMC/MMC
City Clerk

Posted: ____9-05-18_____
Posted By: ____jks_____

CITY OF SAGINAW

PUBLIC NOTICE
SINGLE-SUBJECT SPECIAL MEETING
SAGINAW CITY COUNCIL

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

Notice is hereby given that the Saginaw City Council has scheduled a Special Meeting on Monday, September 10, 2018 at 6:00 p.m. for the purpose to consider and make an appointment to the City Council vacancy.

The meeting will be held in the City Hall Council Chamber, Room 205, 1315 S. Washington Avenue.

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: 9-05-18
By:__jks_____

Saginaw City Council Agenda

1315 S. Washington Avenue
Council Chamber - Room 205
989.399.1311
September 10, 2018
6:30 p.m.

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

PERSONAL APPEARANCES:

(A list will be provided following submittal deadline.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

Management Update:

CONSENT AGENDA:

1. Approve the August 27, 2018 regular council meeting minutes.

2. Approve the amendments to the Council Rules of Order of the City of Saginaw.

3. Approve the amendments to the FY 2019 Approved Budget to recognize changes that have occurred during the September period.

4. Approve the professional services agreement with AMPM for $20,000 for FY 2019 through FY 2021, for a total of $60,000, for marketing and communication services.

5. Approve the purchase with SPACE, Inc. for an amount not to exceed $26,000 for the professional services associated with the renovation of the Customer Accounting Division.

6. Approve the purchase with UniFirst Corporation for $36,495.68 for FY 2019; and pending budget approval for FY 2020 and FY 2021 for city wide uniform rental services for various city departments.

7. Approve the Interlocal Agreement with Saginaw County for administration of the 2018 Byrne Justice Assistance Grant in the amount of $30,366.

8. Approve the Resolution authorizing the use of amplifying equipment at Unity Park during the "Back to School Fun Day" event on September 15, 2018 from 3:00 p.m. to 9:00 p.m.

9. Approve the purchase with 3M for $17,366.60 for vinyl sign materials and pavement marking tape for the Traffic Maintenance Section, Right of Way Division.

10. Approve the purchase with Standard Electric Co., for $2,626.28 for Cree LED street light fixtures for the Traffic and Maintenance Section, Right of Way Division.

11. Approve the purchase with Cloverdale Equipment Company for $10,170 for a Genie GS-1930 Scissor Lift for the Maintenance and Service Division.

12. Approve the purchase with SW Controls, Inc., a sole source, for $7,510 for five radar level detection units for the Remote Facilities Division.

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

1. Approve the Mayoral reappointment of Dawn Goodrow-Hillier to the Saginaw Arts and Enrichment Commission with a term to expire June 30, 2021.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES

RESOLUTIONS:

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.

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, WAS HELD MONDAY, AUGUST 27, 2018, AT 6:30 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

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

ROLL CALL

Mayor Pro Tem Kloc called the meeting to order. Council Members present: John Milne, Annie Boensch, Floyd Kloc, Clint Bryant, Michael Balls, and John Humphreys: 6. Council Members absent: Brenda Moore, and Dennis Browning: 2.

ANNOUNCEMENTS

City Clerk Janet Santos announced the following:

- Consent Agenda item #4 "Council Rules of Order" has been removed and no action is being requested at this time.
- The city received a letter of resignation from Council Member Demond Tibbs.
- The City Clerk's Office will accept applications for vacancy appointment consideration until Wednesday, September 5, 2018 at 4:00 p.m.
- City Council will conduct a Committee of the Whole on Monday, September 10 to interview Council vacancy applicants. Starting time is yet to be determined.
- City Hall will be closed Monday, September 3, 2018 for Labor Day.
- Due to the Labor Day Holiday, residential trash pickup will be delayed by one day.

Mayor Pro Tem Kloc presented a proclamation to Vicki Lewis, Mary Ann Miles and Edward Schmitt, recognizing the 90th anniversary of Schmitt Dental Lab.

PERSONAL APPEARANCES

A personal appearance addressed the Council as follows: Debbie Melkonian.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Bryant, Milne, Balls, and Mayor Pro Tem Kloc.

REPORTS FROM CITY MANAGER

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

CONSENT AGENDA:

1. Approve the minutes from the August 13, 2018 special meeting and regular council meeting.

2. Approve the appointment of Lisa Crook as officer delegate and Ann Pahssen as alternate officer delegate, and Leticia Trevino as employee delegate and Gerald Gregory as alternate employee delegate, to attend the Municipal Employees Retirement System's 72nd Annual Meeting.

3. Approve the City Fees and Rates Schedule.

~~4.~~ REMOVED: ~~Approve the amendments to the Council Rules of Order of the City of Saginaw.~~

5. Approve the Certificate of Consistency on behalf of the Saginaw County Consortium of Homeless Assistance Providers as part of their grant application to the U.S. Department of Housing and Urban Development.

6. Approve the Commercial Card Agreement with Huntington Bank.

7. Approve the Addendum to the Professional Services Agreement with Saginaw Future, Inc. for $25,000 for professional planning services.

8. Approve the Development Agreement and Lease Option with Ann Arbor Builders, Inc. for 633 S. Washington Avenue.

9. Approve the extension of the Agreement with AKT Peerless for an amount up to $20,000 for hazardous material testing services.

10. Approve the extension of the Agreement with Rohde Brothers Excavating, Inc. for an amount up to $568,110 for demolition services.

11. Approve the purchase with Eggers Excavating, LLC, for $20,000 for FY 2019; and pending budget approval for FY 2020 and FY 2021 for disposing excavated spoils for the Maintenance and Service Division.

12. Approve the purchase with AIS Construction Equipment for $6,275 for a 3" Grundomat 75P horizontal boring tool for the Maintenance and Service Division.

13. Approve the purchase with ETNA Supply Company for $21,600 for Sensus water meters for the Maintenance and Service Division.

14. Approve the blanket purchase orders with various vendors for a total amount of $9,900 for trees for the Streets Section, Right of Way Division.

15. Approve the purchase with National Highway Maintenance System for $10,692 for Crafco crack sealant for the Streets Section, Right of Way Division.

16. Approve the purchase with Wirt Stone Dock for $13,500 for crushed stone for the Durapatcher machine for the Streets Section, Right of Way Division.

17. Approve the contract agreement with Wobig Construction Co. Inc., for $56,891.03 for the 2018-2019 Sidewalk Project for the Engineering Section, Right of Way Division.

Moved by Council Member Boensch, seconded by Council Member Milne to approve consent agenda items 1 through 3, 5 through 7, and 9 through 17, as presented. 6 ayes, 0 nays, 2 absent. Motion approved.

Moved by Council Member Humphreys, seconded by Council Member Boensch to approve consent agenda item 8 as presented. 6 ayes, 0 nays, 2 absent. Motion approved.

CONSIDERATION AND PASSING OF ORDINANCES

Moved by Council Member Bryant, seconded by Council Member Boensch to adopt the general revisions to and compilation of the City of Saginaw Code of Ordinances. 6 ayes, 0 nays, 2 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Bryant, seconded by Council Member Boensch to adjourn the meeting at 6:55 p.m. 6 ayes, 0 nays, 2 absent. Motion approved.

Janet Santos, CMMC/MMC
City Clerk

COUNCIL COMMUNICATION CC-2

From: Dennis Browning, Mayor
Floyd Kloc, Mayor Pro Tem

Subject: Council Rules of Order Amendment

Prepared by: Janet Santos, City Clerk

Manager's Recommendation:

We recommend introduction of the proposed amendments to the Rules of Order of the Council of the City of Saginaw.

Justification:

On July 23, 2012, the City Council approved amendments to the Rules of Order (ROO) of the Council of the City of Saginaw. Amendments to the ROO are being proposed to update various sections to improve Council's process, clean up grammatical spelling and punctuation, change the time limits for Public Hearing speakers and Council Remarks, and adding Section 18: Continuing Education, and Section 19: Boards & Commissions Participation. The changes proposed update the Order of Business to include items already a part of the Agenda.

According to Section 17: Amendments, "these rules may be amended by the affirmative vote of six Council members, notice having been given in writing of proposed amendments at a previous meeting." Copies of the proposed amendments have been provided to Council for review. Approval consideration will be on the September 24, 2018 agenda.

Council Action:

Motion to proceed with the recommendation of the Mayor and Mayor Pro Tem.

COUNCIL COMMUNICATION CC-3

From: Timothy Morales, City Manager

Subject: September Budget Adjustment

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

Manager's Recommendation:

I recommend approval of the amendments to the 2018/2019 Approved Budget for the listed funds. This adjustment is required to recognize any errors, omissions, or changes that have occurred within the month of September.

Justification:

The 2018/2019 annual budget will be adjusted in accordance with Public Act 2 of 1968, Uniform Budgeting and Accounting Act, the City Charter; and the approved 2019 Budget Resolution, which states that the City Manager must provide budget adjustments to City Council quarterly and/or as needed. As a result of the City Manager's monthly analysis for September, 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 $218,241, from $34,762,211 to $34,980,452.

- As the City completed the close out of the LDFA districts and refunded captured taxes to the appropriate taxing entities, the City itself received a total of $601,794. This is higher than the $396,230 that was expected and budgeted. Therefore, the General Fund Revenues, Refund of Capture Account No. 101-0000-402.002 should be increased by $205,564. To offset this amount will be increases to fund equity in the amount of $191,863 and an increase to the Other General Fund, Operating Transfers Division, Capital Project Fund Account No. 101-9660-999.401 in the amount of $13,701. This is to pay for the General Fund's share of an electronic sign for City Hall.

- In addition, a budget adjustment is requested to carry forward purchase order 0502326 to Tri-Valley Construction, LLC for sidewalk repairs. This purchase order is shared between General Fund, Major Street and Local Street Funds. General Fund expenditures will be recognized in the Department of Public Services, Engineering Administration Division, Construction Project Account No 101-4611-822.000 in the amount of $12,677. An appropriation of fund balance will be utilized to offset the increase in expenditures.

The Major Street Fund (202) should be increased from $7,051,789 to $7,056,606, which is a $4,817 increase. This increase is to recognize the carry forward of purchase order 0502326 for sidewalk repairs citywide. Expenditures will be recognized in the Major

Street Fund, Street Project Division, Construction Project Account No 202-4614-822.000. To offset this expenditure will be an appropriation of fund balance.

The Local Street Fund (203) should be increased from $2,114,646 to $2,122,504, which is a $7,858 increase. This increase is to recognize the carry forward of purchase order 0502326 for sidewalk repairs citywide. Expenditures will be recognized in the Local Street Fund, Street Project Division, Construction Project Account No 203-4614-822.000. To offset this expenditure will be an appropriation of fund balance.

The Rubbish Collection Fund (226) should be increased from $4,595,436 to $4,606,410. This is an increase of $10,974. This budget adjustment recognizes revenues received as a reimbursement for damage to a packer truck that was involved in an incident. This revenue in the amount of $10,974 will be recognized in the Rubbish Collection Fund, Reimbursements Account No. 226-0000-676.000. To offset these revenues will be an increase in the Rubbish Collection Fund, Composting Division, Construction Projects Account No. 226-4587-822.000.

The Downtown Development Authority – 2011 Fund (259) should be increased from $172,311 to $187,114, an increase of $14,803. This increase is to carry forward $13,803 from FY 2018 to pay for invoices received as part of the Façade Grant program as well as to recognize a micro grant of $1,000 from the East Michigan Council of Governments to support the Walk Your City Saginaw signage project. The increases will be recognized in the DDA 2011 Fund, DDA 2 Mill Levy Division, Grant Disbursement Account No. 259-1777-965.000 in the amount of $14,803. These increases will be offset by an increase in use of fund equity of $13,803 and in the DDA 2011 Fund, Local Grants Account No. 259-0000-580.004 in the amount of $1,000.

The Police ELERV Grant Fund (267) should be increased by $100 from $25,000 to $25,100. Community Public Safety - Police received a donation from the Altrusa International of Saginaw MI Foundation for the Mobile Library Program in order to purchase additional books. The revenue will be recognized in the Police ELERV Grant Fund, Police Donations Account No. 267-0000-674.009 and expenditures will be recognized in the Police ELERV Grant Fund, Parts and Supplies Account No. 267-3341-742.000.

The TARP Blight Elimination Grant Fund (274) should be increased from $184,326 to $368,546, an increase of $184,220. This increase is to acknowledge the balance of the Blight Elimination Grant that will be spent in the fiscal year. To offset the increase in revenues will be an increase to the TARP Blight Elimination Grant Fund, Blight Elimination II Division, Professional Services Account No 274-3869-801.000 in the amount of $25,000 and Demolitions Account No. 274-3869-816.000 in the amount of $159,220.

The Capital Projects Fund (401) should be increased from $539,516 to $569,516, an increase of $30,000. The City is in the process of purchasing an electronic sign for City Hall. Since the sign will be utilized by all, the cost will be split among the General, Major Street, Local Street, Rubbish Collection, Sewer and Water Operations and

Maintenance, and Technical Services – Information Services Funds. All of these funds will complete an operating transfer to the Capital Projects Fund, from which the sign will be purchased. Thus, an increase of $30,000 will be recognized in the Capital Projects Fund, Facilities Division, Fixtures Account No. 401-7575-985.000 and will be offset by an increase in the Capital Projects Fund Revenues', Transfers From Other Funds Account No. 401-0000-989.000 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: Marketing Professional Service Agreement

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

Manager's Recommendation:

I recommend the approval of a professional services agreement with AMPM for $20,000 for FY 2019 through FY 2021, totaling $60,000, for marketing and communication services.

Justification:

In December 2017, city council approved a contract with AMPM to provide marketing and communication services and to create a strategy in accordance with the Redevelopment Ready Communities program. The marketing strategy was to identify and promote community assets. It would include strategies to attract businesses, talent and real estate development, and strive to strengthen the image of the community while heightening awareness and promoting the city.

On August 13, 2018, AMPM presented their findings and recommendation to city council. As part of the presentation, actions and implementation steps were created. This professional services agreement provides funding to continue with the implementation of these next steps and provides for marketing and communication services for the city.

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

Funds are budgeted in the General Fund, Offices of General Government, Office of Management and Budget, Professional Services, Account No. 101-1735-805.000 in the amount of $10,000 and the Downtown Development Fund – 2011, DDA 2 Mill Levy Division, Professional Services Account 259-1775-801.000 in the amount of $10,000. Funds will be budgeted in these same accounts for FY 2020 and 2021.

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

Council Action:

Motion to approve the recommendation of the City Manager.

AMPM

Professional Services Proposal

Execution of Planned Marketing Communications
City of Saginaw

May 30, 2018

AMPM recently completed a marketing communications plan for the City of Saginaw as part of its Redevelopment Ready Communities initiative. The following items have been identified — either through the planning process or in conversation with the committee. The figures represent year-one and year-two costs for providing those services.

	Activity	2018 2019	2019 2020	2020 2021
1	**Website**	**$2,000**		
	Agency services for copywriting/editing select areas, assistance with images and consultation	$2,000		
2	**Collateral**	**$2,000**		
	Agency services for consultation and coordination	$750		
	Subcontracted services including SFI, printing	$1,250		
3	**Branded Content**	**$5,000**	**$7,500**	**$7,500**
	Agency services including advisory, intern recruiting, guideline development, seeding stories with influencers. Will require additional City staff resources. Years two and three will include more promoted posts.	$5,000	$7,500	$7,500
4	**“We Build Opportunity” Brand Video**	**$5,000**		
	Agency services including creative direction and production coordination, offered in-kind			
	Subcontracted services may include music licensing, stock or new video footage, misc. production expenses	$5,000		
5	**Video Content**		**$5,000**	**$5,000**
	Agency services including copywriting, creative direction, scriptwriting and production coordination for 2 to 3 new videos each year, offered in-kind			
	Subcontracted services may include music licensing, stock or new video footage, misc. production expenses		$5,000	$5,000

AMPM

6	**Advertising/Co-Op**	**$6,000**	**$5,000**	**$5,000**
	Agency services including general design concepts, copywriting, development of portfolio of advertising elements and guidelines for use, development of email to recruit partners, consultation as “brand council.” Years two and three will include refreshed executions and some online placements.	$6,000	$5,000	$5,000
Total Execution of Activities in Plan		**$20,000**	**$20,000**	**$20,000**
Full Content Management Services		**$20,000**	**$20,000**	**$20,000**
	Agency services including monitoring social media, developing/posting 2 to 3 positive items per month, other communications consultation up to 12 hours per month.	$20,000	$20,000	$20,000

COUNCIL COMMUNICATION CC-5

From: Timothy Morales, City Manager

Subject: Customer Accounting Renovations

Prepared by: Lynnette Hagen, Customer Accounting

Manager's Recommendation:

I recommend the approval of a purchase with SPACE, Inc. for an amount not to exceed $26,000 for the professional services associated with the renovation of the Customer Accounting Division.

Justification:

The budget for Fiscal Year 2019 included the addition of a Utilities Collection Coordinator for the Customer Accounting Division. Also, as the recipient of the most incoming calls to the City, the upcoming changes to the Call Center include moving one of the two part-time employees into the Customer Accounting Division. With the addition of two new employees renovations are required to accommodate the additional work stations needed within the same space.

SPACE, Inc. has provided a cost-saving plan including construction and design oversight, which reutilizes existing panels, pedestals, storage, electrical components and connections by resurfacing, repainting and refurbishing current items in the division. The remaining components required will be purchased at State of Michigan contract prices. The existing components not used in the renovations will be set aside for refurbishing as needed in the future.

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

Funds are budgeted in the Sewer Operations and Maintenance Fund, Customer Accounting Division, Repairs and Replacements Account No. 590-5311-974.000 in the amount of $13,000 and the Water Operations and Maintenance Fund, Customer Accounting Division, Repairs and Replacements Account No. 591-5310-974.000 in the amount of $13,000.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-6

From: Tim Morales, City Manager

Subject: City Wide Uniform Rental Service

Prepared by: Mary Hiser, Purchasing Division

Manager's Recommendation:

I recommend approval of a purchase with UniFirst Corporation for $36,495.68 for FY 2019; and pending budget approval for FY 2020 and FY 2021 for city wide uniform rental services for all departments with the exception of Fire and Police.

Justification:

Bids for City Wide Uniform Rental Services were opened on July 17, 2018 with the following results:

	2019-20	2020-21	2021-22
UniFirst Corporation Saginaw, MI	$36,495.68	$36,495.68	$36,495.68
CLS Saginaw, MI	$64,683.32	$64,683.32	$64,683.32
Maurer's Textile Rental Service, Inc. Lansing, MI	$68,181.36	$68,181.36	$68,181.36

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

Funds for this purchase are budgeted in the General Fund, Department of Public Services, Cemeteries Division, Operating Services Account No. 101-1747-805.000 $584.48, and Facilities Division, Operating Services Account No. 101-7575-805.000 $4,118.92, the Major Streets Fund, Routine Maintenance Division, Operating Services Account No. 202-4651-805.000 $5,149.04, the Sewer Operations and Maintenance Fund, Maintenance and Services Division, Operating Services Account No 590-4821-805.000 $4,430.40, the Treatment and Pumping Division, Operating Services Account No. 590-4830-805.000 $10,489.28, and Remote Facilities Division, Operating Services Account No 590-4835-805.000 $1,165.48, the Water Operations and Maintenance Fund, Maintenance and Services Division, Operating Services Account No 591-4721-805.000 $4,430.40, and Treatment and Pumping Division, Operating Services Account No. 591-4730-805.000 $3896.36, and the Motor Pool Operations Fund, Garage Operations Division, Operating Services Account No. 661-4481-805.000 $2,231.32.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-7

From: Tim Morales, City Manager

Subject: 2018 Byrne Justice Assistance Grant Interlocal Agreement

Prepared by: Brian Rowell, Community Public Safety – Police

Manager's Recommendation:

I recommend approval of the Interlocal Agreement with the County of Saginaw for administration of the 2018 Byrne Justice Assistance Grant and distribution of proceeds.

Justification:

The City of Saginaw (City) and County of Saginaw (County) are required to enter into an Interlocal Agreement (Agreement) prior to the disbursement of funds for the 2018 Byrne Justice Assistance Grant (JAG). The Agreement sets forth the rights and obligations of the parties. The City and County have negotiated the division of the 2018 JAG funds. Pursuant to the terms of the Agreement, the County will serve as facilitator and fiduciary of the $60,732.00 grant funds. The parties will receive equal disbursements in the amount of $30,366.00. Both entities will use their allotment to purchase and equip patrol vehicles for the purpose of sustaining the delivery of basic law enforcement services.

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

Council Action:

Motion to approve the recommendation of the Manager.

RESOLUTION R-8

AUTHORIZATION FOR
TUNISHA MCDANIEL
TO USE AMPLIFYING EQUIPMENT
SEPTEMBER 15, 2018
LOCATION – UNITY PARK

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

WHEREAS: Tunisha McDaniel plans to host an annual Back to School Fun Day at Unity Park located at 1305 Leon Scott Court, on September 15, 2018; and

WHEREAS: Tunisha McDaniel has requested permission to use amplifying equipment between the hours of 3:00 p.m. and 9:00 p.m.; and

WHEREAS: City Council can provide authorization for the use of amplifying equipment on public property.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Saginaw hereby authorizes the use of amplifying equipment during the Back to School Fun Day event to be held on September 15, 2018 between the hours of 3:00 p.m. and 9:00 p.m. located at Unity Park at 1305 Leon Scott Court.

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 September 10, 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

COUNCIL COMMUNICATION CC-9

From: Timothy Morales, City Manager

Subject: Purchase of Vinyl Sign and Cold Plastic Pavement Marking Material

Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with 3M, for $17,366.60 for vinyl sign material and cold plastic pavement marking tape for the Traffic Maintenance Section, Right of Way Division.

Justification:

The Traffic Maintenance Section maintains and installs traffic signs and pavement marking symbols, crosswalks and stop bars throughout the City of Saginaw. The vinyl sign material is used to fabricate a variety of traffic signs. The cold plastic pavement marking tape is used to install arrow symbols, only lettering, crosswalks, stop bars and railroad crossing symbols. This purchase is through the State of Michigan MIDEAL state bid pricing, contract #071B6600018.

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

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

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-10

From: Timothy Morales, City Manager

Subject: Purchase of LED Street Light Fixtures for the Center Street Bridge

Prepared By: Beth London, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase with Standard Electric Co., for $2,626.28 for Cree LED street light fixtures for the Traffic Maintenance Section, Right of Way Division.

Justification:

On August 14, 2018, the City received four bids for four Cree LED street lights for street lighting on the Center Street Bridge. The street lights on the bridge are currently high pressure sodium fixtures that are owned by Consumers Energy. The City, under a separate agreement, will take ownership of the street lights and convert the fixtures to LED. The following is a tabulation of the bids received.

Vendor	Cost
Standard Electric, Co. Saginaw, MI (Out of City)	$2,626.28
McNaughton-McKay Saginaw, MI (Out of City)	$2,652.00
Marshall Campbell, Co. Saginaw, MI	$3,020.00
Remier Lighting Flint, MI	$3,618.64

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

Funds are budgeted in the General Fund, Department of Public Services, Street Lighting Division's Parts and Supplies Account No. 101-4620-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-11

From: Timothy Morales, City Manager

Subject: Genie GS-1930 Scissor Lift

Prepared by: Joshua Hoffman, Public Services Department

Manager's Recommendation:

I recommend the approval of a purchase with Cloverdale Equipment Company for $10,170.00 for a Genie GS-1930 Scissor Lift for the Maintenance and Service Division.

Justification:

On August 14, 2018, the Maintenance and Service Division received bids for the purchase of a Genie GS-1930 Scissor Lift. This unit will be utilized by staff in the maintenance of the Maintenance and Service Facility to meet MIOSHA requirements when performing work above ground level typically five to twenty feet high. The following is a tabulation of the bids received:

Vendor	Cost
Cloverdale Equipment Company Oak Park, MI	$10,170.00
Mac Allister / Michigan Cat Saginaw, MI (out of City)	$10,726.83
Alta Equipment Company Saginaw, MI (out of City)	$10,765.00
United Rentals (North America) Inc. Lansing, MI	$11,067.54

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

Funds are budgeted in the Water Operation and Maintenance Fund, Maintenance and Service Division's Maintenance Equipment Account No. 591-4721-978.000 $5,085.00 and Sewer Operations and Maintenance Fund, Maintenance and Service Division's, Maintenance Equipment Account No. 590-4821-978.000 $5,085.00.

Council Action:

Motion to approve the recommendation of the City Manager.

COUNCIL COMMUNICATION CC-12

From: Timothy Morales, City Manager

Subject: Radar Level Meters

Prepared by: John Frollo, Water and Wastewater

Manager's Recommendation:

I recommend approval of a purchase with SW Controls, Inc., a sole source, for $7,510.00 for five radar level detection units for the Remote Facilities Division.

Justification:

The City operates seven retention and treatment basins and six sewage pumping stations. Each location requires level monitoring and control; many have multiple level meters installed. Due to past experience, Vega radar meters have been our preferred choice for level measurement because of their accuracy and durability. They have been used to replace other older, failing units and have proven to be extremely reliable. We currently have 3 units requiring replacement and will use two units as emergency spares.

On August 10, 2018, we received a quote from SW Controls, Inc., the manufacturer's representative for Vega in our area and the sole source for their products.

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

Funds are budgeted in the Sewer Operations and Maintenance Fund, Remote Facilities Division's Parts and Supplies Account No. 590-4835-742.000.

Council Action:

Motion to approve the recommendation of the City Manager.