



## **Saginaw City Council Regular Meeting Agenda**

Andersen Enrichment Center  
[120 Ezra Rust Dr.](#)  
February 9, 2026  
6:30 PM

### **Prayer and Pledge of Allegiance**

### **Roll Call**

### **Announcements**

1. Proclamation recognizing February 2026 as "Black History Month."

### **Public Hearings**

1. Request to amend the Brownfield Plan to include the former Walgreens Redevelopment Project, located at 409 West Genesee Avenue.

### **Public Input**

(A list will be provided following submittal deadline.)

### **Remarks of Council**

### **Reports From Manager**

1. Update on Strategic Planning Goals and the budget, Yolanda M. Bland, Director of the Office of Management and Budget/Community Services.

### **Consent Agenda**

1. Approve the January 23, 2026 regular council meeting minutes.
2. Approve the updated Guidelines for Applicants Requesting Poverty Exemptions.
3. Approve the grant agreement with the Saginaw Community Foundation (SCF) through the General SCF Grant Program for \$15,000 for the Saginaw Fairgrounds Community Park. Further, authorize the City Manager and/or his designee to sign all applicable documents, execute any necessary contracts, and issue purchase orders to approved vendors in the expenditures of these funds. In addition, approve a budget adjustment to recognize these funds.
4. Approve the purchase with Applied Capital for \$1,061.64 in annual payments, for a total amount of \$5,308.20, for a five-year lease of one multi-function copier for the Water Treatment Administration Division.
5. Approve the purchase with Scientific Brake & Equipment Company for \$3,350 for a Western Pro-Flo 525 tailgate salt spreader for the Department of Neighborhood and Inspections, Parking Operations Division.

6. Approve to increase the blanket purchase order with W.W. Williams by \$25,000, for a new total of \$65,000, for vehicle repair services for the Public Services Department, Motor Pool Division.
7. Approve to increase the blanket purchase order with Precision Fleet Image by \$35,000, for a new total of \$50,000, for vehicle repair services for the Public Services Department, Motor Pool Division.
8. Approve to increase the blanket purchase order with Elite Aerial Compliance by \$1,600, for a new total of \$4,400, for vehicle inspection services for the Public Services Department, Motor Pool Division.
9. Approve the purchase with Scientific Brake & Equipment Company for \$9,423 for a Western MVP 3 V-Plow system for the Public Services Department, Cemeteries Division.
10. Approve the purchase with Sullivan Fence Company for \$4,745 for fence repairs and replacement for the Public Services Department, Maintenance and Service Division.
11. Approve the purchase with Standard Electric Company, a sole source, for \$30,391 for Whatley Street light poles and equipment for the Public Services Department, Traffic Engineering Division.
12. Approve the purchase with Standard Electric Company for \$19,858 for various items needed to maintain the decorative streetlights for the Public Services Department, Traffic Engineering Division.
13. Approve the purchase with Mid-State Builders for \$7,850 for a 31' x 11' x 7' storage loft inside the Traffic Engineering Maintenance Barn for the Public Services Department, Traffic Engineering Division.
14. Approve the purchase with Fishbeck for \$58,100 to prepare and submit a project plan amendment for the CWSRF to the State of Michigan for solids handling improvements, and for a study of the secondary aeration system for the Water and Wastewater Treatment Services Department, Wastewater Treatment Division.
15. Approve the purchase with Berger Chevrolet for \$27,165 for a 2026 Chevy Trailblazer LT for the Water and Wastewater Treatment Services Department, Instrumentation and Process Controls Division.
16. Approve the purchase with Johnson Controls for \$3,714 for annual maintenance and monitoring fees of the Ccure door access system and alarm system for the Water and Wastewater Treatment Department, Instrumentation and Process Controls Division
17. Approve the purchase with Fastenal Company for \$3,533 for AlturnaMats ground protection mats for the Water and Wastewater Treatment Services Department, Water Treatment Division.

## **Board/Commission/Committee Reports**

## **Appointment of Board/Commission/Committee Members**

1. Approve the appointment of Delena Spates-Allen to the Saginaw Economic Development Corporation with a term to expire June 30, 2028.
2. Approve the appointment of Melissa Spranger to the Saginaw Economic Development Corporation with a term to expire June 30, 2028.
3. Approve the appointment of Nathan Hanley to the Historic District Commission with a term to expire July 31, 2028.
4. Approve the appointment of Beth Church to the Police and Fire Civil Service Commission with a term to expire September 30, 2031.

## **Ordinance Introduction**

## **Ordinance Adoption**

1. An ordinance to amend Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," by amending §14.34. "Bids and Bonds," of "Purchasing, Contracting, and Selling Procedure," of the City of Saginaw Code of Ordinances, O-204.

## **Resolutions**

1. Amending the Brownfield plan for the City of Saginaw to include the former Walgreens redevelopment project located at 409 West Genesee Avenue.
2. Approving MDOT Cost Agreement 25-5642 for the reconstruction of Perkins Street from Genesee Avenue to 17th Street.

## **Unfinished Business**

## **Miscellaneous Business**

1. Consideration of a FOIA Appeal filed by Joseph Martuch.

## **Adjournment**

Timothy Morales  
City Manager



### **Accessibility Notice:**

If you require accommodations to attend or participate in this meeting due to a disability, please contact the [City Clerk's Office](#) at [989-759-1480 ext. 6](tel:989-759-1480) or visit in person at:

[Saginaw City Hall](#)  
[1315 S. Washington Ave.](#)  
[Saginaw, MI 48601](#)

Advance notice is appreciated to allow time to make arrangements.

# CITY OF SAGINAW

# PROCLAMATION

**WHEREAS**, Black History Month was created by Carter G. Woodson in 1926 to highlight the vast endeavors and accomplishments of African Americans that have impacted our nation’s history and identity; and

**WHEREAS**, in this national celebration, we applaud the transformational contributions of the African American community, which has overcome tremendous adversity to build lasting change for generations to come; and

**WHEREAS**, the City of Saginaw is proud to honor the African Americans who have helped to shape and transform our city, including lumber baron William Atwood, physician Dr. Archer A. Claytor, former Mayor Henry G. Marsh, educator Reuben Daniels, former UAW President and Airport Commissioner Harry Browne, and countless others whose contributions are woven into the fabric of our city; and

**WHEREAS**, in our city’s recognition of Black History Month, we reflect on the great strides that we have made to ensure freedom for all people, regardless of race, color, creed, in the pursuit of life, liberty, and happiness—and we recognize that our work must continue.

**NOW, THEREFORE BE IT RESOLVED**, I, Brenda F. Moore, Mayor of the City of Saginaw, do hereby proclaim **February 2026** as

## “Black History Month”

in the City of Saginaw and encourage all residents to honor black history and culture in our city and continue the efforts to create a world that is more just, peaceful, and prosperous for all.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Saginaw to be affixed this 9th day of February in the year of our Lord two thousand twenty-six.



### Councilmembers

Priscilla Garcia, Mayor Pro Tem  
Michael D. Balls, Eric D. Braddock, Sr.,  
Carly Rose Hammond, Bill Ostash, Jacinta Seals,  
Heidi Wiggins and Tobias Young

February 9, 2026

Timothy Morales, City Manager



# CITY OF SAGINAW

## PUBLIC HEARING NOTICE

### BROWNFIELD PLAN

In compliance with requirements of P.A. 267 of 1976, and P.A. 381 of 1996, as amended, the following notice is published:

Notice is hereby given that the Saginaw City Council has scheduled a public hearing to be held Monday, February 9, 2026, at 6:30 p. m. at the Andersen Enrichment Center, located at 120 Ezra Rust Drive, Saginaw, MI 48601. The purpose of the public hearing is to consider the amendment to the Brownfield Plan for the City of Saginaw to include the Former Walgreens Redevelopment Project, located at 409 West Genesee Avenue, Saginaw Michigan within which the Brownfield Redevelopment Authority shall exercise its powers, all pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended. The description of the proposed Brownfield property is:

Land situated in the City of Saginaw, County of Saginaw, State of Michigan, described as follows:

409 West Genesee Avenue:

PARTS OF LOTS 1, 11, 12, 13, 14, 15, 17, 18 & 19, BLK 31, PENOYER FARM VIZ BEG AT NW CR OF BLK 31, TH S ON W LN OF LOTS 16, 17, 18 & 19 TO SW CR OF LOT 19, TH E ON S LN OF LOTS 19 & 10 196.77 FT, TH N 08DEG 21MIN 30SEC E PARL WITH CL OR CENTRAL MICHIGAN RR (FORMERLY MCRR) 121 FT TO N'LY LN OF LOT 11, TH S 84DEG 15MIN 31SEC E 30FT TO A PT WHICH IS 30FT, MEASURED AT RT ANGLES, W OF CL OF SD RR MAIN LN TRACK, TH N 13DEG 38 MIN 23SEC E 54.32 FT TO A PT WHICH IS 25FT, MEASURED AT RT ANGLES, W OF SD CL OF RR MAIN LN TRACK, TH N 08DEG 21MIN 30SEC E PARALLEL WITH AND 25FT, MEASURED AT RT ANGLES, W OF SD CL OF RR MAIN LN TRACK 125 FT TO N LN OF LOT 13, TH W ON N LN OF LOTS 13, 14, 15 & 16, 193.82 FT TO POB COMB W/14-910-911-912-913 AND PART OF 915 FOR 2001

The description of the property along with any maps and a description of the Brownfield Plan are available for public inspection during regular business hours at the City Clerk's Office, Room 102, located at City Hall, 1315 S. Washington Avenue.

All interested parties are invited to attend and provide input.

Kristine Bolzman, MiPMC, CMC  
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: \_\_\_\_\_  
Posted By: \_\_\_\_\_

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A Regular Meeting and Strategic Planning Session of the Council of the City Of Saginaw, Michigan, was held Friday, January 23, 2026, at 9:00 a.m. in the Morley Room of the Castle Museum, 500 Federal Avenue, Saginaw, Michigan.

Prayer and Pledge of Allegiance

Mayor Pro Tem Garcia offered a prayer and Council Member Wiggins led the pledge of allegiance of the United States of America.

Roll Call

Mayor Moore called the meeting to order. Council Members present: Tobias Young, Michael Balls, Priscilla Garcia, Bill Ostash, Heidi Wiggins, Carly Hammond, Brenda Moore: 7. Council Members absent: Jacinta Seals, Eric Braddock Sr.: 2.

Announcements

City Clerk Kristine Bolzman announced that Early Voting for the February 3 Special Primary Election begins tomorrow and runs through Sunday, February 1. The Early Voting Center is located at 618 Cass, adjacent to the courthouse. Daily hours will be 9:00 a.m. to 5:00 p.m., apart from Wednesday, January 28 when it will be open until 7:00 p.m. The City Clerk's Office will be open the same hours as the Early Voting Center for voter registration or absentee voting needs.

Public Input

No members of the public addressed the Council.

Moved by Mayor Pro Tem Garcia, seconded by Council Member Ostash to waive the Council Rules of Order and change the Order of Business to follow the Strategic Planning Session schedule prepared by the City Manager. 7 ayes, 0 nays, 2 absent. Motion approved.

Consent Agenda:

Moved by Council Member Wiggins, seconded by Council Member Balls to approve the consent agenda, allowing room for exceptions. No exceptions were made. 7 ayes, 0 nays, 2 absent. Motion approved.

1. Approve the January 12, 2026, regular council meeting minutes.
2. Approve to receive, file, and refer to the Planning Commission for recommendation Petition #26-02 to rename Weadock Park, located at the corner of S. Weadock and Hoyt Avenues, to Kevin Mark Rooker Park.
3. Approve the insurance proposals with Chubb Insurance Company for Commercial Property, Equipment Coverage, Bridges/Docks Coverage, Machinery and Equipment Breakdown Coverage; with Hanover Insurance Group for Crime Coverage and Scottsdale Insurance Company for Storage Tank Liability Insurance effective February 1, 2026, to February 1, 2027, for a total cost of \$712,045.60. I further recommend that I, or my designee, be allowed to make adjustments to said policies, as necessary throughout the policy term, by removing and/or adding coverage on equipment, machinery and buildings, as the City acquires and/or disposes of same.

4. Approve the filing of the 2026 Single Lot Special Assessment Tax Roll in the office of the City Clerk for public examination; that City Council conduct a public hearing at a regular meeting to be held on Monday, February 23, 2026.
5. Approve the acceptance of the donation from Consumers Energy of air purifiers to the Community Development Block Grant Division.
6. Ratification of a purchase with A.C Klopff, Inc. for \$4,820 for the installation of natural gas regulators at Fire Station 1 for the Fire Department.
7. Approve the increase to the blanket purchase with McDonald Ford by \$8,000, for a new total of \$23,000, for vehicle parts for the Public Services Department, Motor Pool Division.
8. Approve the increase to the blanket purchase with Wilson Ford by \$2,500, for a new total of \$12,500 for vehicle repairs for the Public Services Department, Motor Pool Division.
9. Approve the purchase with Detroit Salt Company for \$135,980 for seasonal road salt for the Public Services Department, Streets Division.

#### Ordinance Introduction

Moved by Mayor Pro Tem Garcia, seconded by Council Member Balls to introduce an ordinance to amend Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," by amending §14.34. "Bids and Bonds," of "Purchasing, Contracting, and Selling Procedure," of the City of Saginaw Code of Ordinances, O-204. 7 ayes, 0 nays, 2 absent. Motion approved.

Mayor Moore announced that the ordinance will be laid over under Charter provision.

#### Ordinance Adoption

Moved by Council Member Ostash, seconded by Council Member Wiggins to adopt an ordinance to create the Bearinger Building Historic District. 7 ayes, 0 nays, 2 absent. Motion approved.

#### Reports From City Manager

Manager Morales introduced Tom Miller, President/CEO, Saginaw Future Inc. Mr. Miller provided an overview of the Medical Diamond Project.

*Council Member Braddock entered the meeting at 9:08 a.m.*

Manager Morales introduced Steve Katenhus, Bay City Transportation Center Manager, Michigan Department of Transportation. Mr. Katenhus and Barbara Arens, PE, PTOE, Managing Principal, Cincar Consulting Group, presented an update on the M-13 Corridor Study.

Mayor Moore announced a break. A break was held from 10:33 a.m. to 10:45 a.m.

Manager Morales introduced Christina Harrington, Chief Administrative Officer, Saginaw County Health Department/BWell Saginaw. Ms. Harrington introduced Kevin Albosta, VP of Finance, Covenant HealthCare, and Mary Catherine Hannah, County Administrator/CAO, Saginaw County. The group provided an overview on the collaboration of Saginaw County and Covenant HealthCare on development of a new Health Department Building and urgent care facility within the Medical Diamond.

Manager Morales introduced Dr. Tina Thompson, Interim Dean, CMU College of Medicine. Dr. Thompson introduced Pete Kramer, Owner, Kramer Management Group. Together they provided an overview of the joint investment by Covenant HealthCare and MyMichigan Health to develop the Covenant HealthCare College of Medicine at CMU in the CMU MyMichigan Health Medical Education Building within the Medical Diamond.

Moved by Council Member Hammond, seconded by Mayor Pro Tem Garcia to recess for a lunch break. 8 ayes, 0 nays, 1 absent. Motion approved.

*A lunch break was taken from 11:45 to 12:22 p.m.*

Moved by Mayor Pro Tem Garcia, seconded by Council Member Ostash to reconvene the meeting. 8 ayes, 0 nays, 1 absent. Motion approved.

Manager Morales introduced Marcia Ditmyer, Ph.D., M.B.A., M.S. Dean, College of Health & Human Services, Saginaw Valley State University. Dr. Ditmyer introduced Noel Hornbacher, Vice President for Administration and Business Affairs, Saginaw Valley State University. Together they presented an overview of the development of the SVSU Greater Michigan Graduate Health Professions Center within the Medical Diamond.

Manager Morales introduced Dr. Brenda Coughlin, President and CEO, Great Lakes Bay Health Centers. Dr. Coughlin introduced Dr. Sam Shaheen, CEO, Central Michigan University Partners, Al Warr, Director of Development, Shaheen Development, Pete Shaheen, Vice President, Shaheen Development, and Jamie Furbush, Chief Operating Officer, Great Lakes Bay Health Centers. The group provided an overview of the development of the Great Lakes Bay Behavioral Health Center of Excellence within the Medical Diamond.

Mayor Moore announced a break. A break was held from 1:34 p.m. to 1:44 p.m.

Manager Morales concluded the Management Update.

#### Adjournment

Moved by Mayor Pro Tem Garcia, seconded by Council Member Ostash to adjourn the meeting at 1:46 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Submitted by,

Kristine Bolzman, MiPMC/CMC  
City Clerk

# Council Communication

Item Number: 2.

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**From:** Timothy Morales, City Manager

**Subject:** Updated Guidelines for Applicants Requesting Poverty Exemptions

**Prepared By:** Mary Malocha, Deputy Assessor

**Manager's Recommendation:**

Approve the updated Guidelines for Applicants Requesting Poverty Exemptions.

**Justification:**

The State Tax Commission requires local governing bodies to annually approve guidelines establishing standards for the local Board of Review when granting Poverty Exemptions to ensure uniform application as authorized under MCL 211.7u. The exemption is for the principal residence of persons who, in the judgment of the Board of Review, by reason of poverty, are unable to contribute toward the public charges. The exemption may be in whole or in part from taxation under the act. The Board of Review is required to follow the policy and guidelines adopted by City Council in granting or denying a poverty exemption and is not permitted to deviate from the adopted policy and guidelines.

City Council last approved guidelines on February 10, 2025. The updated guidelines have been revised to adopt the federal poverty income guidelines as determined annually by the U.S. Department of Health and Human Services and in accordance with State Tax Commission recommended standards. The annual income guidelines are the only change to the policy.

I have approved the revised Poverty Exemption Guidelines as to substance and the City Attorney approves as to form.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**Attachments:**

1. 2026 Poverty Guidelines - REVISED

City of Saginaw  
City Assessors Office  
1315 S. Washington Ave.  
Saginaw, MI 48601  
989-759-1471



**GUIDELINES FOR APPLICANTS REQUESTING POVERTY EXEMPTIONS**  
**(Adopted by City Council ~~February 10, 2025~~ February 09, 2026)**

**BY LAW, ALL BOARD OF REVIEW MEETINGS AND INFORMATION DISCUSSED ARE SUBJECT TO THE OPEN MEETINGS ACT. EVIDENCE GIVEN TO THE BOARD OF REVIEW OR THE ASSESSOR IS SUBJECT TO THE FREEDOM OF INFORMATION ACT. INFORMATION MAY BE RELEASED TO THE PUBLIC.**

The City of Saginaw Board of Review will accept and evaluate applications for a property tax reduction or exemption based on the taxpayer's inability to pay property taxes or the taxpayer's poverty according to MCLA 211.7u. This hardship reduction is only available to residents of the City of Saginaw for their homestead. The Board of Review will objectively evaluate hardship reduction applications utilizing all available information, including statements, under oath, by applicants upon appearance before the Board of Review.

1. The taxpayer must complete an annual application for a one-year hardship reduction or exemption and submit it to the City of Saginaw Board of Review. Applications are available at the City of Saginaw Assessor's Office. If granted, exemptions are in effect for one year only.
2. Applicants must provide federal and state income tax returns for the current year or immediately preceding year for all members of the household. If an applicant was not required to file a federal or state income tax return for the current year or immediately preceding year, the applicant must submit an affidavit attesting to the same. In addition documentation to verify all income or assets is required which may include Social Security Statements, pay stubs, statements from Social Services and bank statements.
3. Applicants must produce a driver's license or other acceptable identification if asked by the Board of Review. Applicants must also produce a deed, land contract or other proof of property ownership if requested.
4. The Board of Review shall consider State Tax Commission Guidelines when granting a hardship exemption.
5. Applicants cannot have more than \$10,000 in assets to be eligible for consideration and no more cash than an amount equal to one month's gross household income. Assets do not include the homestead or an automobile. Assets do include: stocks, bonds, mutual funds, insurance policies, coin collections, boats, ORVs, motorcycles, recreational

vehicles, second homes or salable property, additional automobiles, retirement accounts, bank accounts, cash/money, jewelry, etc.

6. Applicants may be asked to appear in person and are subject to testimony under oath. An authorized agent may appear on an applicant's behalf. Applicants or their authorized agents may be asked to answer questions related to health or financial matters.

7. The Board of Review will evaluate each exemption based upon the guidelines as defined in this procedure, as set forth by the State Tax Commission, and as established by law. If a person meets all eligibility requirements in statute, the Board of Review must grant a full exemption equal to a 100% reduction in taxable value OR a partial exemption equal to a 25% or 50% reduction in taxable value OR any other percentage reduction in taxable value approved by the State Tax Commission.

8. Applicants cannot be considered for an exemption if their total household gross income exceeds the Federal Poverty guidelines as updated annually by the U.S. Department of Health and Human Services. The guidelines to be used for ~~2025~~ 2026 exemptions are as follows:

FEDERAL POVERTY GUIDELINES	
Size of Family Unit	Poverty Guidelines
1	<del>\$15,060</del> \$15,650
2	<del>\$20,440</del> \$21,150
3	<del>\$25,820</del> \$26,650
4	<del>\$31,200</del> \$32,150
5	<del>\$36,580</del> \$37,650
6	<del>\$41,960</del> \$43,150
7	<del>\$47,340</del> \$48,650
8	<del>\$52,720</del> \$54,150
For each additional person	<del>\$5,380</del> \$5,500

9. Applicants will be sent a written notification of the Board of Review decision. An applicant or the Assessor may appeal the Board of Review decision to the Michigan Tax Tribunal.

*The City of Saginaw Poverty Exemption guideline uses the following definitions:*

*Household Income:* total household resources as set forth in the Michigan Homestead Property Tax Credit Claim Form.

*Homestead:* as defined by Michigan's General Property Tax Act.

*Homestead Property Tax Credit:* a program authorized by State Statute and managed by the Department of Treasury to provide a credit for homestead property taxes for eligible individuals.

# Council Communication

Item Number: 3.

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**From:** Timothy Morales, City Manager  
**Subject:** Saginaw Community Foundation Grant Agreement  
**Prepared By:** Cassandra (Cassi) Zimmerman, Director of Planning & Economic Development

## **Manager's Recommendation:**

Approve the grant agreement with the Saginaw Community Foundation (SCF) through the General SCF Grant Program for \$15,000 for the Saginaw Fairgrounds Community Park. Further, authorize the City Manager and/or his designee to sign all applicable documents, execute any necessary contracts, and issue purchase orders to approved vendors in the expenditures of these funds. In addition, approve a budget adjustment to recognize these funds.

## **Justification:**

On August 1, 2025, City staff submitted a grant application to The Saginaw Community Foundation to support the development of the Saginaw Fairgrounds Community Park. On August 11, 2025, City Council approved a resolution to apply for the General SCF Grant Program. The city was notified of the award on December 10, 2025, and sent a draft grant agreement the same day.

The City of Saginaw is creating a new community park at the site of the historic Saginaw Fairgrounds gate, on the corner of East Genesee and Webber, at 2701 E. Genesee Avenue. The project intends to transform this underutilized site into a vibrant public green space with lighting, parking, and historical markers and designations. The project will directly impact the surrounding neighborhood as it is being completed in response to the neighborhood's need and desire for green space as well as serving as a focal point of the Dixie Highway/E Genesee Avenue Gateway entrance into the City of Saginaw. It will have a far reaching impact in Saginaw County as it will be a celebration of Saginaw's architectural and cultural history.

A budget adjustment will be completed to increase the General Fund Revenue, Foundation Grant Account No. 101-000.00-560.002 in the amount of \$15,000. To offset the increase in revenues, there will be the same increase to the General Fund, Department of Neighborhood Services and Inspections, Planning and Zoning Division, Professional Services Account No. 101-371.01-801.000.

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

**Council Action:**

Motion to approve the recommendation of the City Manager.

**Attachments:**

1. 01.27.2026.UPDATED City of Saginaw Grant Agreement Form

**SAGINAW COMMUNITY FOUNDATION  
GRANT AGREEMENT**

The grant to your organization from the Saginaw Community Foundation is for the explicit purpose(s) described below and is subject to your acceptance of the following conditions. To acknowledge this Agreement and to accept the grant, please email a signed copy to [kendra@saginawfoundation.org](mailto:kendra@saginawfoundation.org). The signed copy must be received by the Saginaw Community Foundation before funds will be disbursed.

GRANTEE	<u>City of Saginaw</u>		
AMOUNT OF GRANT	<u>\$15,000</u>	DATE AUTHORIZED	<u>11/21/2025</u>
GRANT PURPOSE	<u>Saginaw Fairgrounds Community Park</u>		
<hr/>			
GRANT PERIOD: BEGINS	<u>03/2026</u>	ENDS	<u>10/2026</u>
FUND NAME	<u>\$15,000 from SCF Unrestricted Fund</u>		
SPECIAL CONDITIONS OF THE GRANT	<u>None</u>		

All grants are made in accordance with current and applicable laws and pursuant to the Internal Revenue Code, as amended, and the regulations issued thereunder.

**PLEASE READ THE FOLLOWING CAREFULLY:**

1. This grant is to be used only for the purpose described above and in accordance with the approved budget stated within the organization’s grant application. The program is subject to modification only with the Foundation's prior written approval.
2. The Foundation reserves the right at any time to terminate this grant when funds are no longer available, or if, in its discretion, it determines the grantee has made any misrepresentations, has in any way misappropriated grant funds, or has done anything inconsistent with the "Terms of Grant" including, but not necessarily limited to any special conditions outlined above.
3. The grantee shall return to the Foundation any unexpended funds:
  - a. At the end of the grant period, or
  - b. If the Foundation determines that the grantee has not performed in accordance with the agreement and approved program/budget, or
  - c. Where applicable, the grantee loses its exemption from Federal income taxes under Section 501(c)(3) of the Internal Revenue Code.

4. The grantee organization is responsible for the expenditure of funds and for maintaining adequate support records consistent with generally accepted accounting practices.
5. A full financial accounting of the expenditures of these grant funds, as well as a narrative report on the impact of the grant-supported projects, are required as a condition of this grant. Reports must be submitted within 30 days of the end of the grant period or the completion of the project, whichever occurs first. A project evaluation and final report is included for your use.
6. **Grantees are encouraged to make public announcements about receiving a grant from the Saginaw Community Foundation, especially when such notices might stimulate additional support or help spread word about important new projects.**
7. Unless otherwise stipulated in writing, this grant is made with the understanding that the Foundation has no obligation to provide other or additional support to the grantee.

Accepted for the Grantee:

By: \_\_\_\_\_  
Signature of President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name & Title

# Council Communication

Item Number: 4.

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**From:** Timothy Morales, City Manager  
**Subject:** Applied Capital Multi-Function Copy Machine Lease  
**Prepared By:** Jeff Kloplic, Director of Technical Services

## **Manager's Recommendation:**

Approve the purchase with Applied Capital for \$1,061.64 in annual payments, for a total amount of \$5,308.20, for a five-year lease of one multi-function copier for the Water Treatment Administration Division.

## **Justification:**

The Technical Services Department conducted a copy/print study in 2011. The study concluded the City would see a dramatic decrease in print related cost if it were to remove all personal desktop printers from employees' desks and replace them with multi-function printers that were shared by a group of employees.

The Water Treatment Administration Division will be replacing one end of lease multi-function copy machine. The new lease will be responsible for monthly payments for the next five years.

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 and available in the Sewer Operations and Maintenance Fund, Administration Division, Operating Services Account No. 590-537.02-805.000 \$530.82. Water Operations and Maintenance Fund, Administration Division, Operating Services Account No. 591-537.01-805.000 \$530.82.

## **Council Action:**

Motion to approve the recommendation of the City Manager.

## **Attachments:**

None

# Council Communication

Item Number: 5.

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**From:** Timothy Morales, City Manager

**Subject:** Western Pro-Flow 525 Tailgate Salt Spreader – Parking Division

**Prepared By:** Alex Niedecken, Motor Pool Administrator

## **Manager's Recommendation:**

Approve the purchase with Scientific Brake & Equipment Company for \$3,350 for a Western Pro-Flo 525 tailgate salt spreader for the Department of Neighborhood and Inspections, Parking Operations Division.

## **Justification:**

On January 13, 2026, a quote was received from Scientific Brake & Equipment Company for a Western Pro-Flo tailgate salt spreader. This piece of equipment will be added to the current vehicle # 15-0638, a 2023 GMC Sierra 1500. The equipment will be purchased from Scientific then installed by the City of Saginaw Municipal Garage.

The Parking Operations Division needs this spreader to keep City-owned public parking lots cleared of snow and ice during the winter season. The current salter is now considered inoperable and has been prepared for auction. The purchase will be made utilizing Sourcewell contract # 062222-DDY.

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 Neighborhood Services and Inspections, Parking Division, Capital Outlay Less Than \$5,000 Account No. 101-268.00-971.000.

## **Council Action:**

Motion to approve the recommendation of the City Manager.

## **Attachments:**

None

# Council Communication

Item Number: 6.

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**From:** Timothy Morales, City Manager  
**Subject:** Increase Blanket Purchase Order – W. W. Williams, Repair Services  
**Prepared By:** Alex Niedecken, Motor Pool Administrator

**Manager's Recommendation:**

Approve to increase the blanket purchase order with W.W. Williams by \$25,000, for a new total of \$65,000, for vehicle repair services for the Public Services Department, Motor Pool Division.

**Justification:**

In FY 2026, the purchase order listed below was issued to W. W. Williams for \$40,000. To date, \$16,718.95 has been spent, leaving a balance of \$23,281.05, with one repair totaling \$35,659.88 pending approval.

The City's Municipal Garage relies on this vendor for services across a variety of vehicles, particularly heavy-duty units. This vendor handles the majority of the City's larger vehicle repairs, such as plow trucks.

PO Number	Vendor	Current Amount	Recommended Increase	New Total
522256	W.W. Williams	\$40,000	\$25,000	\$65,000

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

Funds are budgeted in the Motor Pool Operation Fund, Garage Operations Division, Motor Vehicle Repairs Account No. 661-272.03-931.000

**Council Action:**

Motion to approve the recommendation of the City Manager.

**Attachments:**

None

# Council Communication

Item Number: 7.

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**From:** Timothy Morales, City Manager  
**Subject:** Increase Blanket Purchase Order – Precision Fleet Image, Vehicle Repair  
**Prepared By:** Alex Niedecken, Motor Pool Administrator

**Manager's Recommendation:**

Approve to increase the blanket purchase order with Precision Fleet Image by \$35,000, for a new total of \$50,000, for vehicle repair services for the Public Services Department, Motor Pool Division.

**Justification:**

In FY 2026, the purchase order listed below was issued to Precision Fleet Image. Vehicle #76-0705, a front-loading packer truck, is currently at Precision Fleet Image awaiting authorization to proceed with body damage repairs.

The estimated cost of repairs is \$32,745.00. This amount may increase if additional damage is identified during the repair process once components are removed, with a potential total cost up to \$50,000.00. An insurance claim has been submitted in hopes of covering a portion of the repair expenses. Precision Fleet Image is a primary vendor for heavy-duty vehicle repairs and regularly performs this type of work for the City.

PO Number	Vendor	Current Amount	Recommended Increase	New Total
523490	Precision Fleet Image	\$15,000	\$35,000	\$50,000

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

Funds are budgeted in the Motor Pool Operation Fund, Garage Operations Division, Motor Vehicle Repairs Account No. 661-272.03-931.000.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**Attachments:**

None

# Council Communication

Item Number: 8.

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**From:** Timothy Morales, City Manager  
**Subject:** Increase Blanket Purchase Order - Elite Aerial, Vehicle Inspections  
**Prepared By:** Alex Niedecken, Motor Pool Administrator

**Manager's Recommendation:**

Approve to increase the blanket purchase order with Elite Aerial Compliance by \$1,600, for a new total of \$4,400, for vehicle inspection services for the Public Services Department, Motor Pool Division.

**Justification:**

In FY 2026, the purchase order below was issued to Elite Aerial Compliance. Additional funds are required to maintain the City's full fleet of vehicles and equipment that are subject to annual inspections, including aerial lift trucks, cranes, forklifts, scissor lifts, derrick diggers, and SkyTrak units, in accordance with OSHA standard 1926.453. Elite Aerial Compliance is the City's primary vendor for annual OSHA vehicle and equipment inspections. Elite Aerial provides mobile inspection services, allowing for faster response times and reduced travel-related expenses.

PO Number	Vendor	Current Amount	Recommended Increase	New Total
522241	Elite Aerial Compliance	\$2,800	\$1,600	\$4,400

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

Funds are budgeted in the Motor Pool Operation Fund, Garage Operations Division, Operating Services Account No. 661-272.03-805.000.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**Attachments:**

None

# Council Communication

Item Number: 9.

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**From:** Timothy Morales, City Manager  
**Subject:** Western MVP 3 V-Plow – Cemeteries Division  
**Prepared By:** Alex Niedecken, Motor Pool Administrator

**Manager's Recommendation:**

Approve the purchase with Scientific Brake & Equipment Company for \$9,423 for a Western MVP 3 V-Plow system for the Public Services Department, Cemeteries Division.

**Justification:**

On January 20, 2026, the City received one qualified bid for a Western MVP 3 V-Plow system. This new equipment will be purchased and installed by the vendor on existing vehicle # 52-0570. The Cemeteries Division requires this plow to support timely and efficient snow removal on roadways within the City's three cemeteries, ensuring safe access for staff and the public during winter weather events. The following is a tabulation of the bids received:

Vendor	Cost
Scientific Brake & Equipment Company Saginaw, MI (in-city)	\$9,422.70

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

Funds are budgeted in the General Fund, Department of Public Services, Cemeteries Operation Division, Maintenance Equipment Account No 101-567.00-978.000.

**Council Action:**

Motion to approve the recommendation of the City Manager.

**Attachments:**

None

# Council Communication

Item Number: 10.

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**From:** Timothy Morales, City Manager  
**Subject:** 1970 Portsmouth Rd Fence Repair & Replacement  
**Prepared By:** Anthony Folino, Public Services Department

## Manager's Recommendation:

Approve the purchase with Sullivan Fence Company for \$4,745 for fence repairs and replacement for the Public Services Department, Maintenance and Service Division.

## Justification:

On January 27, 2026, the City received two bids for fence repair and replacement to the 1970 Portsmouth Rd. meter pit security fencing. The security fence is used to keep the meter pit from being tampered with and to secure the area when entering the pit to perform maintenance work. The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Cost</u>
Sullivan Fence Company Saginaw, MI ((in city)	\$4,745.00
Midland Fence Company Midland, MI	\$5,450.00

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

Funds are budgeted in the Water Operations and Maintenance Fund, Maintenance and Service Division, Repairs and Replacement Account No. 591-541.01-974.000.

## Council Action:

Motion to approve the recommendation of the City Manager.

## Attachments:

None

# Council Communication

Item Number: 11.

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**From:** Timothy Morales, City Manager

**Subject:** Purchase of Whatley Street Light Poles and base covers

**Prepared By:** Joseph (Joe) Nugent, Traffic and Electrical Administrator

## **Manager's Recommendation:**

Approve the purchase with Standard Electric Company, a sole source, for \$30,391 for Whatley Street light poles and equipment for the Public Services Department, Traffic Engineering Division.

## **Justification:**

On January 13, 2026, a quote was received from Standard Electric Company for various Whatley street light poles and equipment. These poles will be purchased as replacements for damaged street light pole fixtures found throughout the City. This will maintain a consistent decorative streetscape. Standard Electric is a sole source provider for this equipment.

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, Parts and Supplies Account No. 101-448.00-742.000.

## **Council Action:**

Motion to approve the recommendation of the City Manager.

## **Attachments:**

None

# Council Communication

Item Number: 12.

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**From:** Timothy Morales, City Manager

**Subject:** Purchase of Ring of Fire LED Light Fixtures and replacement globes

**Prepared By:** Joseph (Joe) Nugent, Traffic and Electrical Administrator

## **Manager's Recommendation:**

Approve the purchase with Standard Electric Company for \$19,858 for various items needed to maintain the decorative streetlights for the Public Services Department, Traffic Engineering Division.

## **Justification:**

On January 13, 2026, the City received a quote from Standard Electric for fifteen Lumecon Ring of Fire decorative LED light fixtures, along with twelve acrylic bottoms and ten acrylic tops. These LED fixtures will be purchased as replacements for damaged or defective decorative streetlight pole fixtures that are found throughout the city. This will maintain a consistent decorative streetscape. Standard Electric has consistently provided the lowest quote for these fixtures.

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, Parts and Supplies Account No. 101-448.00-742.000.

## **Council Action:**

Motion to approve the recommendation of the City Manager.

## **Attachments:**

None

# Council Communication

Item Number: 13.

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**From:** Timothy Morales, City Manager

**Subject:** Traffic Engineering Division, Pole Barn Loft

**Prepared By:** Joseph (Joe) Nugent, Traffic and Electrical Administrator

## **Manager's Recommendation:**

Approve the purchase with Mid-State Builders for \$7,850 for a 31' x 11' x 7' storage loft inside the Traffic Engineering Maintenance Barn for the Public Services Department, Traffic Engineering Division.

## **Justification:**

On December 5, 2025, a quote was received to construct a 31' x 11' x 7' storage loft and stairs within the Traffic Engineering Maintenance Barn. This loft area will provide additional storage for Traffic Engineering supplies. Being the original low-bid contractor, Mid-State Builders was contacted to maintain consistency in the quality and craftsmanship of the structure.

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, Repairs and Replacements Account No. 202-447.03-974.000.

## **Council Action:**

Motion to approve the recommendation of the City Manager.

## **Attachments:**

None

# Council Communication

Item Number: 14.

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**From:** Timothy Morales, City Manager

**Subject:** Professional Engineering Services

**Prepared By:** Michael (Mike) Grenier, Director of Water/Wastewater Treatment

## **Manager's Recommendation:**

Approve the purchase with Fishbeck for \$58,100 to prepare and submit a project plan amendment for the CWSRF to the State of Michigan for solids handling improvements, and for a study of the secondary aeration system for the Water and Wastewater Treatment Services Department, Wastewater Treatment Division.

## **Justification:**

On June 17, 2024, the City Council approved professional services agreements with 10 firms, including Fishbeck. The proposal will be treated as an Exhibit A to Fishbeck's engineering agreement, but the cost will be separate from the approved total amount of \$750,000.

In October 2025, Fishbeck assisted the City with applying for the FY 2027 Clean Water State Revolving Fund (CWSRF) for solids handling improvements. Due to changes in the alternative for solids handling, an amendment to the Project Plan is required. On January 21, the City received a proposal from Fishbeck to prepare and submit this amendment to the Michigan Department of Environment, Great Lakes, and Energy (EGLE). Fishbeck is best suited for this project as they assisted in designing and filing the original Project Plan.

This proposal also includes a study of the Wastewater Treatment Plant's secondary aeration system. Aeration provides oxygen to bacteria that break down organic matter in the water, which is a critical component of the treatment process. This study will evaluate the current performance, needs, and challenges of the system and provide recommendations for improvements.

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, Asset Management Division's Engineering Services Account No. 590-544.02-802.000.

## **Council Action:**

Motion to approve the recommendation of the City Manager.

**Attachments:**

None

# Council Communication

Item Number: 15.

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**From:** Timothy Morales, City Manager  
**Subject:** Purchase of 2026 Chevy Trailblazer LT – I&C Division  
**Prepared By:** Alex Niedecken, Motor Pool Administrator

## **Manager's Recommendation:**

Approve the purchase with Berger Chevrolet for \$27,165 for a 2026 Chevy Trailblazer LT for the Water and Wastewater Treatment Services Department, Instrumentation and Process Controls Division.

## **Justification:**

On January 13, 2026, a quote was received from Berger Chevrolet for a 2026 Chevy Trailblazer LT. This vehicle will be replacing an aged and unserviceable unit # 55-0657, a 2014 GMC Terrain.

This vehicle will be utilized by the Instrumentation and Process Controls Division in the maintenance of the Water and Wastewater SCADA System, which has more than two dozen facilities located all over Saginaw County. This vehicle will be required to haul personnel and equipment in inclement weather and sometimes off-road, in the performance of the division's duties.

Once the new unit is delivered, the old vehicle will be decommissioned and sold. This purchase will be made through the MiDeal contract #MA24000001191 with Berger Chevrolet.

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

Funds are budgeted in the Water Operations and Maintenance Fund, Surplus Division, Vehicles Account No. 591-546.01-982.000 \$13,582.50 and the Sewer Operations and Maintenance Fund, Surplus Division, Vehicles Account No. 590-546.02-982.000 \$13,582.50.

## **Council Action:**

Motion to approve the recommendation of the City Manager.

## **Attachments:**

None

# Council Communication

Item Number: 16.

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**From:** Timothy Morales, City Manager

**Subject:** Johnson Controls Annual Service

**Prepared By:** Michael (Mike) Grenier, Director of Water/Wastewater Treatment

## **Manager's Recommendation:**

Approve the purchase with Johnson Controls for \$3,714 for annual maintenance and monitoring fees of the Ccure door access system and alarm system for the Water and Wastewater Treatment Department, Instrumentation and Process Controls Division

## **Justification:**

On January 10, 2026, an invoice was received from Johnson Controls for yearly maintenance of the Water and Wastewater Administration Building at 1830 Fordney St. This covers the annual maintenance and monitoring fees for the fire and security alarm, as well as the annual maintenance of the Ccure door access and Aiphone intercom systems at that location. Johnson Controls is the distributor of Ccure products and the sole provider of this purchase.

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, Instrumentation and Process Controls Division Operating Services Account #590-539.02-805.000 in the amount \$1,856.56, and the Water Operations and Maintenance Fund, Instrumentation and Process Controls Division Operating Services Account #591-539.01-805.000 in the amount \$1,856.56.

## **Council Action:**

Motion to approve the recommendation of the City Manager.

## **Attachments:**

None

# Council Communication

Item Number: 17.

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**From:** Timothy Morales, City Manager  
**Subject:** Ground Protection Mats  
**Prepared By:** Ken Manchester, Water and Wastewater

## Manager's Recommendation:

Approve the purchase with Fastenal Company for \$3,533 for AlturnaMats ground protection mats for the Water and Wastewater Treatment Services Department, Water Treatment Division.

## Justification:

The AlturnaMats Ground Protection mats will be used to protect soils and to support stable maneuvering of heavy maintenance equipment like lifts and backhoes. Following is a tabulation of the qualified bids received on January 6, 2026:

	<u>Total Bid</u>
Fastenal Company Winona, MN	\$3,532.84
Grand Arbor Supply Grand Rapids, MI	\$3,743.00
Holzberg Communication Totowa, NJ	\$4,282.68
Technology International Inc Lake Mary , FL	\$5,364.00

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

Funds are budgeted in the Water Operations and Maintenance Fund, Treatment and Pumping Division's Maintenance Equipment Account No. 591-542.01-978.000.

## Council Action:

Motion to approve the recommendation of the City Manager.

## Attachments:

None

Moved by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_ that an ordinance introduced on January 23, 2026, be taken up and enacted, entitled and reading as follows:

O-\_\_\_\_\_

An Ordinance to amend Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," by amending §14.34. "Bids and Bonds," of "Purchasing, Contracting, and Selling Procedure," of the City of Saginaw Code of Ordinances, O-204.

**§ 14.34 BIDS AND BONDS.**

(A) Notices inviting sealed bids.

(1) Notices inviting sealed competitive bids in all cases where required by this section, state or federal law or regulation, shall be posted and publicly advertised at least five calendar days prior to the final date for submitting bids in the City Clerk's office, on the city's cable channel and website and/or through other alternative electronic bidding resources as deemed by the Purchasing Officer to provide sufficient notification to prospective bidders.

(2) Such notice shall indicate the goods, non-professional services, supplies, materials, or equipment desired, or the construction project to be undertaken, the place where bid specifications are available to be obtained, and the date, time, and place the bids are due. Bid specifications shall incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured, as well as identify all requirements which the bidders must fulfill and all other factors to be used in evaluating bids or proposals.

(3) In all cases where sealed bids are invited, the Purchasing Office shall mail, and/or make available copies of bid forms, sealed bid instructions, and specifications to at least three qualified vendors or contractors where possible in order to obtain competitive bidding. Bid lists shall be maintained by the Purchasing Officer, or his or her designee, and shall be available for public inspection.

(B) Items not subject to competitive bidding.

(1) The City Council has determined that the following list of goods, services, materials and supplies need not be subject to the competitive bidding process, as it may not be to the city's advantage to contract these services through competitive bidding:

- (a) Advertisements in periodicals;
- (b) Payments to arbitrators;

- (c) Firms providing deposition and court transcript services;
- (d) Dues and subscriptions;
- (e) Medical services;
- (f) Publications and copyrighted materials;
- (g) Conferences, seminars, and classes;
- (h) Travel expenses;
- (i) Purchases covered by use of petty cash checks;
- (j) Utility bills, including gas, electric, water, sewage, and local telephone service;
- (k) Television and radio advertisements;
- (l) Fuel purchases;
- (m) Employee benefits payments, including, but not limited to, health, dental, vision, and life insurance, pension, and the like; and
- (n) U.S. Postal, United Parcel Service, Federal Express, Airborne, or other delivery services; and
- (o) Software license renewals; and
- (p) Routine printing costs.

(2) For the purpose of this division (B), the City Manager may recommend and approve payment and purchase of the above items without submitting proposed invoices for such services to City Council as long as the amounts are a specific category line item in the annual budget approved by City Council, and the City Attorney, or his or her designee, and City Manager have approved the contract as to form and substance.

(C) Bid, performance and labor and material bonds.

(1) Except as otherwise required by any applicable law or regulation, any bid in excess of \$100,000 shall be accompanied by a bid bond, bank money order, certified check, or cashier's check in the amount of 5% of the total amount bid.

(2) Except as otherwise required by any applicable law or regulation, a performance bond and a labor and material bond shall be furnished with the contract documents

executed by the bidder prior to the award of each contract exceeding \$50,000 for the construction, alteration, or repair of any public building or public work or improvement as provided by the Contractor's Bond for Public Buildings or Works Act, Public Act 213 of 1963, being M.C.L. §§ 129.201 et seq., and each such bond shall be in an amount equal to the total amount of the contract and executed by the contractor and a corporate surety company authorized to do business in the state.

(D) Disqualification of bidders.

(1) In addition to any other remedies authorized by law, a bidder may be disqualified from bidding on any city contracts for up to three years by the City Manager if it has been determined that the bidder, after an award of a contract:

- (a) Failed to provide the service or supplies required;
- (b) Provided the service or supplies in an untimely manner causing delays and interference;
- (c) Lacked financial resources and the ability to satisfactorily perform the contract or provide the services or supplies;
- (d) Exhibited poor quality of performance in delivering the service;
- (e) Delivered poor quality of goods;
- (f) Failed to comply with laws and ordinances relating to contract performance;
- (g) Defaulted on its quotations; and/or
- (h) Such other action that leads the city to believe that the contractor's duties will not comport or comply with the bid requirements.

(2) The City Manager may determine that the bidder has good cause not to abide by the bid for reasons such as, but not limited to, honest and reasonable mistake, contractual impossibility, or fraud or misrepresentation by another.

(3) When the City Manager believes grounds for disqualification exist, a notice shall be sent to the vendor of the proposed disqualification indicating the grounds for disqualification and procedure for requesting a hearing. If the vendor does not respond with a written request for a hearing within 20 calendar days, the City Manager will issue a final disqualification order without a hearing. If a hearing is requested, the City Manager will select a designee for the purpose of taking testimony from the contractor, or any other witnesses, concerning the decision to disqualify said contractor. The recommendation of the designee shall be sent to the City Manager for approval or denial. The decision of the City Manager is final.

(4) Any contractor disqualified a second time for any of the reasons set forth in division (D)(1) above may be permanently disqualified.

(5) Any contractor disqualified for fraudulent actions, theft, or other similar criminal behavior may not be reinstated and may be permanently disqualified.

(6) Such disqualification of a bidding contractor, company, corporation, partnership, or firm, shall also apply to its successors, assigns, officers, and/or principals.

(7) In addition to the foregoing, a bidder's bid on any city contract will be disqualified if at the time the bid is received by the city, such bidder is in default to the city. A DEFAULT is defined as when the city has placed the bidder on notice that monies are due and owing and the bidder has failed to pay said debt or enter into a payment plan with the city. Failure to file yearly income tax returns for taxable income under \$1,000 or file an income tax affidavit or failure to file corporate income tax for city-based businesses, is considered to be a default. A debt that is a subject of an administrative appeal or contested court case is not considered to be in default.

(E) Form of bids.

(1) Bids submitted in response to any such notice shall be submitted according to the following instructions or the bid may be disqualified.

- (a) Bids must be submitted on printed forms furnished by the City Purchasing Officer, or his or her designee. Voluntary alternates may be attached to the bid form, if necessary.
- (b) Bids must be in ink or typewritten.
- (c) Bids must contain bidder's complete name, address, and telephone number.
- (d) Bids must be signed in ink by an authorized agent of the bidder and dated.
- (e) Bids must include delivery or completion time.
- (f) If an addendum is issued, it must be signed, dated, and returned with the bid.
- (g) A bid bond, bank money order, certified check or cashier's check in the amount of 5% of the total amount bid must be submitted with any bid in excess of \$100,000, unless any applicable law or regulation requires a different percentage.
- (h) All erasures or corrections to pricing information must be initialed and dated in ink by the same individual signing the bid.

- (i) In case of a discrepancy between a unit price and its extension, the unit price will be considered correct and the bid will be recalculated to determine the amount bid. All addition errors will be corrected and the total bid will be adjusted to reflect the corrections. All unit prices must be stated where requested.
- (j) All bids must be in the city purchasing office by the date and time specified on the bid form.
- (k) Each bid must be enclosed in a separate sealed envelope with the bid number marked on the front.

(2) The city reserves the right to accept or reject any and all bids, or parts thereof, and to waive any irregularities which do not materially affect the bid document or otherwise conflict with statute or ordinance. Any rejections of bids shall be made only if there is a sound documented reason for same.

(3) By signature, the bidder acknowledges that the signer has complete authority to execute the bid on behalf of the bidder and that the bid is genuine and not collusive in any manner; and that no other bidders were improperly induced to refrain from bidding or induced to submit a sham bid; and that the bidder agrees to have withheld from any payment due them, any amounts owed for taxes or other charges due the city; and that successful bidders are subject to mandatory city income tax withholdings.

(4) All bids for supplies, materials, or other commodities necessary for the regular operation of city functions must contain the following language: "The vendor hereby agrees to maintain the bid price for one year from the date of this bid, and the city reserves the right, in its sole discretion, to purchase such additional supplies as it deems necessary at said rate in an amount not to exceed the total contract price of the original bid."

(F) Opening of bids. Sealed bids shall be opened in public at the time and place indicated on the bid form in the presence of an administrative committee known as the Purchasing Committee, consisting of the Purchasing Officer or his or her designee, City Manager or his or her designee, and the City Clerk or his or her designee. The head of the department, or a designated representative, shall also attend the bid opening when a bid is opened which affects his or her department or division. At least three of these persons shall be present at every bid opening.

(G) Review of bids.

(1) After opening the sealed bids, the Purchasing Officer, or his or her designee, shall refer the bids to the affected department head and/or his or her designee for tabulation and review. The Purchasing Officer, or his or her designee, may require a reference check for suitability prior to referring the bids to the affected department head.

(2) Upon review, the department head, or his or her designee, shall complete a bid evaluation form and electronically submit the tabulation to the Purchasing Committee for review and approval.

(a) The form must contain the following:

1. The bid number and date of opening;
2. The department name;
3. A brief description of each of the item(s) as it appeared on the actual bid document;
4. The quantity requested, unit cost of each item (where applicable), and extended cost;
5. The total amount submitted;
6. The name of the company submitting the bid; and
7. The company the department head, or his or her designee, recommends with an explanation for the recommendation.

(b) The city, where applicable, shall perform a cost or price analysis in connection with every procurement involving the expenditure of federal funds, as well as negotiate profit as a separate element of the price for each such contract. Estimated costs for contracts are allowable only to the extent such estimations are allowed under federal regulation. In no case, may the cost plus a percentage of cost and percentage of construction cost methods of contracting be used.

(3) The members of the Purchasing Committee will review the recommended bid(s), and electronically give its approval/disapproval response to the Purchasing Officer, or his or her designee, or request further clarification. In the event such explanation cannot be satisfied by electronic means, the Purchasing Committee will formally meet to further discuss the recommendation. A majority vote of the Purchasing Committee is needed for approval.

(4) Upon approval of the recommended bid(s), the Purchasing Officer, or his or her designee, shall instruct the department head, or his or her designee, to prepare the appropriate Council Communication, which shall be transmitted to the City Manager with his or her recommendation for Council approval.

(5) The bids and the tabulation shall be available for public inspection in the city purchasing office.

(H) Council action on sealed bids.

(1) Upon receipt of the tabulation of bids and the recommendation from the City Manager, the Council may reject the bids or determine the lowest and best bidder or bidders and award the transaction or transactions accordingly.

(2) In case the Council determines that it is not possible to choose between two or more suppliers of a commodity purchased regularly because the bids are equal, the transaction may be awarded to the bidder who was awarded the last transaction for the same commodity.

(I) Execution of transaction.

(1) Upon the approval of a transaction as hereinbefore provided, the Purchasing Officer, or his or her designee, shall execute the transactions in the manner set forth in §§ 14.42 and 14.32 (where applicable).

(2) (a) All forms of acceptable cash, including bank money orders, certified checks, or cashier’s checks accepted in accordance with division (C)(1) above will be processed as follows.

- 1. Funds received from the top three companies/bidders shall be deposited by the Finance Director’s office.
- 2. Funds received from all other bidders shall be promptly returned to the respective companies following the opening of the bid(s).
- 3. Upon approval by City Council of the transaction/bid award, the Finance Director’s office will refund all funds held and deposited by way of city check.

(b) If any successful bidder fails or refuses to enter into the transaction as herein provided, the deposit accompanying the bid shall be forfeited and the Council may award the transaction to the next lowest and best bidder, or reject all bids and re-advertise.

(3) All transactions shall be executed by the vendor and Purchasing Officer, or his or her designee. For all transactions \$2,000 or more, the Purchasing Officer or his or her designee, must first have Council’s approval before execution of the transaction.

(4) An executed copy of all written contracts shall be filed with the City Clerk, or his or her designee. An executed copy of all purchase order contracts shall be filed with the Purchasing Officer, or his or her designee.

(5) The department head or his or her designee, with the approval of the Finance Director and/or Budget Director, may allow for an increase or decrease in cost not to

exceed 10% of the total purchase order contract for goods, non-professional services, supplies, materials, equipment, and the like, due to unforeseen circumstances, necessity or redundancy not contemplated in the bid. Such increase or decrease shall be mutually agreed upon in writing between the department head or his or her designee (with the approval of the Finance Director and/or Budget Director) and the contractor. Upon such authorization, a change order shall be processed by the purchasing office to effectuate the increase or decrease. Any and all bids/purchase order contracts for goods, non-professional services, supplies, materials, equipment, and the like, shall contain the following language:

“The Department Head or his or her designee, with the approval of the Finance Director and/or Budget Director, may allow for an increase or decrease of this purchase order contract/written contract by 10% of the total purchase order due to unforeseen circumstances, necessity or redundancy not contemplated in the bid. Such increase or decrease shall be mutually agreed upon in writing with the contractor. In no event, however, will this purchase order contract/written contract be increased over 10% of the total purchase order without the prior approval of City Council.”

(6) The City Engineer or his or her designee, with the approval of the Finance Director and/or Budget Director, may allow for an increase or decrease in cost not to exceed 20% of the total contract for construction projects for building, altering, repairing, improving, or demolishing any public structure or building, or other public improvements of any kind to any public property due to unforeseen circumstances, necessity or redundancy not contemplated in the bid, or an expansion or reduction of the scope of services due to unforeseen conditions. Such increase or decrease shall be mutually agreed upon in writing between the City Engineer or his or her designee (with the approval of the Finance Director and/or Budget Director) and the contractor. Upon such authorization, a change order shall be processed by the purchasing office to effectuate the increase or decrease. Any and all bids shall contain the following language:

“The City Engineer or his or her designee, with the approval of the Finance Director and/or Budget Director, may allow for an increase or decrease of this purchase order contract/written contract by 20% of the total purchase order due to unforeseen circumstances, necessity, or redundancy not contemplated in the bid. Such increase or decrease shall be mutually agreed upon in writing with the contractor. In no event, however, will this purchase order contract/written contract be increased over 20% of the total purchase order without the prior approval of City Council.”

(J) Records. The Purchasing Officer, or his or her designee, shall maintain records sufficient to detail the history of the procurement.

(K) Conflict of interest. No employee or officer of the city may participate in the selection, award, or administration of a contract if he or she has a real or apparent conflict of interest.

This ordinance shall become effective February 9, 2026.

Enacted: February 9, 2026.

Yeas:

Nays:

Absent:

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Brenda F. Moore  
Mayor

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Kristine Bolzman, MiPMC/CMC  
City Clerk

### **ORDINANCE DECLARED ADOPTED**

I, Kristine Bolzman, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the ordinance adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on February 9, 2026; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

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Kristine Bolzman, MiPMC/CMC  
City Clerk

**From:** Brownfield Redevelopment Authority

**Subject:** Brownfield Plan Amendment for the Former Walgreens Redevelopment Project– located at 409 West Genesee

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

**Manager’s Recommendation:**

It is recommended that City Council approve the resolution to amend the Brownfield Plan for the Former Walgreens Redevelopment Project located at 409 West Genesee Avenue.

**Justification:**

On January 13, 2026, the Brownfield Redevelopment Authority approved the Brownfield Plan for the Former Walgreens Redevelopment Project, which is located at 409 West Genesee Avenue in the City of Saginaw. This project will include the demolition of the existing structures and construction of a 4,853 square foot 7-Eleven convenience store and gas station with six fuel islands. The project will ultimately put an underutilized property back to productive use and radically improve the downtown area of Saginaw.

In addition to the economic benefits of this development to the City and the surrounding downtown, the environmental activities anticipated to be completed would provide a safer and healthier downtown area for the public and environment alike. Construction began in December of 2025.

The Brownfield Plan has been created for the purpose of facilitating the redevelopment of the property and to allow for Tax Increment Financing (TIF) incentives to be received through the Brownfield Redevelopment Act.

The original Brownfield Plan was adopted by City Council on May 17, 1999, in compliance with Public Act 381 of 1996. The purpose of Brownfield legislation is to assist in the development of vacant and/or underutilized sites. Public Act 381 of 1996 requires that City Council approves the plan and adopts a resolution after a duly advertised public hearing. The public hearing on the proposed plan is also on the council agenda for this meeting.

**Council Action:**

This Council Communication is for explanation purposes only of the Resolution to be adopted.

**AMENDING THE BROWNFIELD PLAN FOR THE CITY OF SAGINAW TO INCLUDE THE FORMER WALGREENS REDEVELOPMENT PROJECT LOCATED AT 409 WEST GENESEE AVENUE**

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

**WHEREAS:** the City of Saginaw established the City of Saginaw Brownfield Redevelopment Authority (the "Authority") pursuant to the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the "Act"); and

**WHEREAS:** pursuant to the Act, the Authority approved a Brownfield Plan for the property located at 409 West Genesee Avenue in the City of Saginaw on January 13, 2026; and

**WHEREAS:** the City of Saginaw has determined the property located at 409 West Genesee Avenue is eligible property, as defined by the Act and has determined that the Brownfield Plan (the "Plan") submitted for 409 West Genesee Avenue meets all the requirements for a Brownfield Plan set forth in Section 13 of the Act; and

**WHEREAS:** as a result of its review of the Plan and upon consideration of the views and recommendations of the Authority, the Saginaw City Council desires to proceed with approval of the Plan.

**NOW THEREFORE, BE IT RESOLVED THAT:**

- 1. **Plan Approval.** The City of Saginaw hereby approves the Plan in the form of the Brownfield Redevelopment Authority Reimbursement Agreement.
- 2. **Severability.** Should any section, clause or phrase of this Resolution be declared by the Courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.
- 3. **Repeals.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed:

Ayes:  
Nays:  
Absent:

## RESOLUTION DECLARED ADOPTED

I, Kristine Bolzman, 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 February 9, 2026; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

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Kristine Bolzman, MiPMC/CMC  
City Clerk

**From:** Timothy Morales, City Manager  
**Subject:** MDOT Cost Agreement 25-5642, Perkins Street Reconstruction  
**Prepared by:** Ronald Rangel, Public Services Department

**Manager’s Recommendation:**

I recommend the approval of Cost Agreement 25-5642 with the Michigan Department of Transportation for the reconstruction of Perkins Street from Genesee Avenue to 17<sup>th</sup> Street for the Public Services Department, Engineering Division.

**Justification:**

Michigan Department of Transportation Cost Agreement 25-5642 fixes the rights and obligations of the parties in agreeing to the following road improvements:

Part A – Federal Participation

Hot mix asphalt reconstruction and widening for bike lanes, drainage improvements, concrete curb and gutter, curb ramps and sidewalk along Perkins Street from Genesee Avenue to 17<sup>th</sup> Street, including tree removal, grading subbase and aggregate base, underdrain, permanent signing and pavement markings; and all together with necessary related work.

Part B – No Federal Participation

Water main along the limits as described in Part A; and all together with necessary related work.

The total estimated project cost is \$4,386,080. The estimated project cost for Part A is \$3,358,305 and is partially funded with Federal Surface Transportation Urban Local (STUL) Funds. Federal STUL Funds shall be applied to the Part A portion of the project cost up to the lesser of (1) \$1,244,196 or (2) 81.85 percent, and Federal Carbon Reduction Program Funds shall be applied to the Part A portion of the project cost up to the lesser of (1) \$268,000 or (2) 80 percent, the normal Federal participation ratio for such funds. The balance of the Part A project costs, after deduction of all Federal Funds, shall be paid by the City of Saginaw. In summary, Federal Funds will pay \$1,512,196 of the Part A project costs and the City’s estimated share of the Part A project costs is \$1,846,109.

The estimated project cost for Part B is \$1,027,775. Part B work is not eligible for federal funds and all costs associated with Part B are the responsibility of the City. This work includes all associated water main work included in the project.

Therefore, the City’s cost obligation for this project is \$2,873,884 of the estimated total project cost of \$4,386,080. The City is also responsible for any cost overruns. This project will start in April and is estimated to be completed by September 30, 2026.

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, Surplus Division, Construction Projects Account No. 590-546.02-955.003 \$300,000 and the Water Operations and Maintenance Fund, Surplus Division, Construction Projects Account No. 591-546.01-955.003 \$500,000, and will be budgeted in the FY 2027 Major Street Fund, Streets Projects Division, Construction Projects Account No. 202-451.00-955.003 \$1,196,109, Sewer Operations and Maintenance Fund, Surplus Division, Construction Projects Account No. 590-546.02-955.003 \$350,000, and the Water Operations and Maintenance Fund, Surplus Division, Construction Projects Account No. 591-546.01-955.003 \$527,775, upon approval of the FY 2027 budget.

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

**Council Action:**

This council communication is for informational purposes only of the resolution to be adopted.

**APPROVING MDOT COST AGREEMENT 25-5642 FOR THE RECONSTRUCTION OF PERKINS STREET FROM GENESEE AVENUE TO 17<sup>TH</sup> STREET**

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

**WHEREAS:** Cost Agreement No. 25-5642 has been submitted by the Michigan Department of Transportation, which requires the City of Saginaw to adopt a resolution indicating its willingness to participate in the cost of hot mix asphalt reconstruction and widening for bike lanes, drainage improvements, concrete curb and gutter, curb ramps and sidewalk along Perkins Street from Genesee Avenue to 17<sup>th</sup> Street; including tree removal, grading, subbase and aggregate base, underdrain, permanent signing and pavement markings, and watermain replacement; and all together with necessary related work; and

**WHEREAS:** Cost Agreement No. 25-5642 has been approved by the City Manager as to substance and the City Attorney as to form; and

**WHEREAS:** By virtue of their positions, the Mayor and City Manager are authorized to sign the cost agreement contract.

**NOW, THEREFORE, BE IT RESOLVED**, that the Council for the City of Saginaw does hereby approve Cost Agreement No. 25-5642 submitted by the Michigan Department of Transportation.

Ayes:  
Nays:  
Absent:

**RESOLUTION DECLARED ADOPTED**

I, Kristine Bolzman, 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 February 9, 2026; 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.

\_\_\_\_\_  
Kristine Bolzman, MiPMC/CMC  
City Clerk