

Council Agenda

July 6, 2015 6:30 p.m.

Council Chamber

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

1. Proclamation presented to Positive Results Downtown Saginaw to recognize 40 years of entertainment and enrichment in the City of Saginaw.

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 minutes from the June 22, 2015 special meeting, closed session, and regular Council meeting.
2. Approve the amendments to the FY 2016 Approved Budget to recognize any changes that have occurred during the 1st period.
3. Approve a blanket purchase order to Unitex Direct, Inc. for \$24,980 for Ballistic and Pointblank Tactical Vests for the Saginaw Police Department.
4. Approve blanket purchase orders to each of the City's primary vendors for fire apparatus and staff vehicle emergency repairs and preventive maintenance for the Fire Department for FY 2016.
5. Approve a blanket purchase order to Apollo Fire Apparatus Repair for \$10,000 for emergency repairs and preventive maintenance for the Fire Department's six pumpers and two aerial apparatus for FY 2016.
6. Approve a blanket purchase order to Diesel Truck Sales for \$40,000 for emergency repairs and preventative maintenance for the Fire Department's six pumpers and two aerial apparatus for FY 2016.
7. Approve a blanket purchase order to Douglass Safety Systems, LLC, a sole source, for \$7,000 for ISI parts for the Fire Department.

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8. Approve a blanket purchase order to Douglass Safety Systems, LLC, a sole source, for \$10,000 for Micro-Blaze Out Foam for the Fire Department.
9. Approve a blanket purchase order to First Due Fire Supply, a sole source, for \$2,500 for annual service of the Fire Department's Holmatro hydraulic extrication rescue tools (Jaws of Life) for FY 2016.
10. Approve a blanket purchase order to Frontline Services, a sole source, for \$10,000 for emergency repairs and preventative maintenance for the Fire Department's six pumpers and two aerial apparatus for FY 2016.
11. Approve a blanket purchase order to Jerry's Tire for \$10,000 for tires for the Fire Department's heavy apparatus fleet for FY 2016.
12. Approve a blanket purchase order to Scientific Brake for \$30,000 for emergency repairs and preventive maintenance for the Fire Department's six pumpers and two aerial apparatus for FY 2016.
13. Approve ratification of increased purchase order no. 0496238 to 3M by \$3,900.05, for a new total of \$12,216.67, for vinyl sheeting and sign faces to produce street signs and construction signs for the Traffic Maintenance Section of the Right of Way Division for FY 2015.
14. Approve a purchase order to Sabiston Builder's Supply, Inc., for \$6,370 for mason, sand, and gravel to make cement for the Maintenance and Service Division for FY 2016.
15. Approve a purchase order to Michigan Pipe and Valve for \$86,300 for an annual supply of fire hydrants for the Maintenance and Service Division for FY 2016.
16. Approve a purchase order to HD Supply Waterworks for \$9,000 for an annual supply of manhole blocks for the Maintenance and Service Division for FY 2016.
17. Approve a purchase order to Etna Supply Company for \$60,354.05 for various brass water parts for the Maintenance and Service Division for FY 2016.
18. Approve a purchase order to Etna Supply Company for \$37,500.56 for PVC sewer pipes and fittings for the Maintenance and Service Division for FY 2016.
19. Approve separate purchase orders to Etna Supply Company for \$142,708.50 and to Michigan Pipe and Valve for \$73,574 for a one-year supply of Water Main Appurtenances for the Maintenance and Service Division for FY 2016.
20. Adopt the Resolution to approve Cost Agreement No. 15-5332 with the Michigan Department of Transportation for the reconstruction of Gabriel Road from Maple Street to the Green Point Nature Center entrance and Maple Street from Gabriel Road to Beacon Drive.

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21. Approve a purchase order to AirGas, Inc. for \$2,500 for tank rental charges for the Garage Operations Division for FY 2016.
22. Approve a blanket purchase order to Carrier & Gable, Inc. for \$6,000 for repair costs of traffic signal equipment for the Right of Way Division for FY 2016.
23. Approve blanket purchase orders to Marshall E. Campbell Company and Standard Electric Company for \$4,000 each for electrical parts and supplies for the Traffic Maintenance Section of the Right of Way Division for FY 2016.
24. Approve blanket purchase orders for a combined total of \$28,800 to suppliers of local fleet vehicle services and repairs for the Garage Operations Division for FY 2016.
25. Approve ratification of increased purchase order no. 0494970 by \$31,875, for a new total of \$127,500, to Waste Management for the disposal of street sweeping debris for the Streets Section of the Right of Way Division for FY 2015.
26. Approve ratification for emergency purchase order no. 496782 and the payment to McNally & Nimergood, a sole source, for \$2,836.25 for placement of West Side Docks for the season.
27. Approve blanket purchase orders for a combined total of \$191,500 to suppliers of various vehicle parts and supplies for the Garage inventory for the Garage Operations Division for FY 2016.
28. Approve the Ojibway Island User Agreement with the Rock The Island Committee for "Rock The Island Event" on July 18, 2015, with setup on July 17, 2015.

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

INTRODUCTION OF ORDINANCES:

1. An Ordinance to amend §110.22, "Scrapdealers," of Chapter 110, "General Provisions," of Title XI, "Business Regulations," of the City Of Saginaw Code of Ordinances, O-1.

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Adopt the Resolution authorizing changes to the City of Saginaw's Credit Card Policy.

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2. Adopt the Resolution to submit the Michigan Department of Environmental Quality Brownfield Redevelopment Grant.

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.

PROCLAMATION

WHEREAS, “Positive Results Downtown Saginaw,” formally known as PRIDE, was originally formed by a group of concerned city and business leaders in 1975 to encourage and support the professional community and create events in the downtown environment. From that day until now, this fine organization has been dedicated to promoting the positive aspects of Downtown Saginaw; and

WHEREAS, Positive Results Downtown Saginaw was the incubator for such organizations as the Downtown Saginaw Association and the Farmer’s Market. Both started under Positive Results Downtown Saginaw and are now shining stars in the area. Positive Results Downtown Saginaw soon shifted to a special events focus devoted to bringing people to the downtown area; and

WHEREAS, Positive Results Downtown Saginaw has been involved in the development of many entertaining events such as the Annual Christmas Parade, the Gus Macker 3 on 3 Basketball Tournament, Holidays in the Heart of the City, the Memorial Day Parade, Harvest Days at the Downtown Farmer’s Market, Bringing Back the Ice at Hoyt Park and everyone’s favorite, the phenomenal Friday Night Live; and

WHEREAS, Friday Night Live first came into being in Saginaw in July 1998. It has been career starting point for artists like Keith Urban, Rascal Flatts and SHEdaisy. Friday Night Live has also featured acts that include the Glenn Miller Orchestra, Saginaw’s very own New Reformation Band, the 1964 Beatles Tribute and a crowd favorite for the “Motown” nights – Horizons; and

WHEREAS, for six wonderful weeks each summer, Downtown Saginaw comes alive with up to 10,000 people each Friday night in a music-filled environment that is fun for all who attend at Morley Plaza. Positive Results Downtown Saginaw celebrates its 40th anniversary and the 100th Friday Night Live Concert on July 10, 2015.

NOW, THEREFORE BE IT RESOLVED, that I, Dennis D. Browning, Mayor of the City of Saginaw, on behalf of my fellow councilmembers, do hereby congratulate and commend Positive Results Downtown Saginaw on 40 years of enrichment and entertainment for the Saginaw community. Further, I urge all citizens of Saginaw to recognize, honor, and celebrate the outstanding commitment and contributions that Positive Results Downtown Saginaw has made to the City of Saginaw.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Saginaw to be affixed this 6th day of July in the year of our Lord two thousand fifteen.



July 6, 2015

A handwritten signature in black ink, appearing to read "D. Browning", with a horizontal line extending to the right.

Dennis D. Browning, Mayor

Councilpersons

*Amos O’Neal, Mayor Pro Tem
Michael D. Balls, Annie Boensch,
Larry Coulouris, Daniel Fitzpatrick,
Floyd Kloc, Brenda F. Moore, and
Demond L. Tibbs*

Timothy Morales, City Manager

A SPECIAL MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD MONDAY, JUNE 22, 2015, AT 6:00 P.M. IN THE COUNCIL CHAMBER OF CITY HALL.

PRAYER AND PLEDGE OF ALLEGIANCE

Council Member Fitzpatrick offered a prayer and led the pledge of allegiance.

ROLL CALL

Deputy Clerk Andy Gwizdala called the meeting to order. Council Members present: Dan Fitzpatrick, Demond Tibbs, Annie Boensch, Larry Coulouris, Brenda Moore, Michael Balls, and Floyd Kloc - 7. Council Members absent: Mayor Pro Tem Amos O'Neal and Mayor Dennis Browning - 2

Moved by Council Member Fitzpatrick, seconded by Council Member Moore to elect Council Member Coulouris as the chairperson for the meeting with Mayor Pro-Tem O'Neal and Mayor Browning being absent. 7 ayes, 0 nays, 2 absent. Motion approved.

Moved by Council Member Kloc, seconded by Council Member Moore to suspend the Council Rules of Order. 7 ayes, 0 nays, 2 absent. Motion approved.

PERSONAL APPEARANCES

Deputy Clerk Andy Gwizdala announced that there were no personal appearances.

Mayor Browning entered the meeting at 6:14 p.m. and assumed responsibilities of Chairperson.

MOTIONS AND MISCELLANEOUS BUSINESS

Moved by Council Member Balls, seconded by Council Member Moore to enter a closed session under MCL 15.268, Section 8 to discuss pending litigation. Mayor Browning asked Deputy Clerk Gwizdala to conduct a roll call vote.

Ayes: Fitzpatrick, Tibbs, Boensch, Coulouris, Moore, Balls, Kloc, Mayor Browning

Nays: None

Absent: Mayor Pro Tem O'Neal

Abstain: None

Motion approved.

Council entered closed session at 6:16 p.m.

Moved by Council Member Kloc, seconded by Council Member Moore to return to regular session at 6:34 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Kloc, seconded by Council Member Balls to approve the recommendation of legal counsel regarding pending litigation as discussed in closed session. 8 ayes, 0 nays, 1 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Coulouris, seconded by Council Member Kloc to adjourn the meeting at 6:35 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Andy Gwizdala
Deputy Clerk

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A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD MONDAY, JUNE 22, 2015, AT 6:30 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

ROLL CALL

Mayor Browning called the meeting to order. Council Members present: Dan Fitzpatrick, Demond Tibbs, Annie Boensch, Larry Coulouris, Brenda Moore, Michael Balls, Floyd Kloc and Mayor Dennis Browning - 8. Council Member absent: Mayor Pro Tem Amos O'Neal - 1.

ANNOUNCEMENTS

Deputy Clerk Andy Gwizdala made the following announcements:

- City Hall will be closed on July 3 in observance of Independence Day.
- The last day to Register to vote for the August 4, 2015 Election is July 6.

Mayor Dennis Browning introduced new police officers Julian Guevera and Megan Gwizdala. Deputy Clerk Andy Gwizdala administered their official oath of office to the Saginaw Police Department, followed by official pinning of the badges.

PERSONAL APPEARANCES

The following personal appearances addressed City Council: William Giorgis, and Debbie Melkonian.

REMARKS OF COUNCIL

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

REPORTS FROM CITY MANAGER

Management Update

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

City Manager Morales introduced Andre Borrello, City Attorney. Mr. Borrello presented procedures of Parliamentary practices.

Consent Agenda

1. Approve the minutes from the June 8, 2015 regular Council meeting.
2. Approve Petition 15-09 from Pulse 3 Foundation to erect banner located at Court Street from August 18 through September 13, 2015 to promote "Run for Your Heart" Race.
3. Approve Petition 15-11 from Saginaw Area Fireworks Committee to display fireworks at the north end of Ojibway Island on Saturday, July 4, 2015 at 10:15 p.m., with a rain date of July 5, 2015.
4. Approve the amendments to the FY 2015 Approved Budget to recognize any changes that have occurred during the 4th quarter.

5. Approve a purchase order to Homeland Title Services for \$12,000 for title services associated with the Community Development Block Grant.
6. Approve the grant agreements with the Michigan State Housing Development Authority for Michigan NSP2 Consortium Program Income Grant funds in the amount of \$250,000.
7. Approve the write off on the balance sheet of seven residential rehabilitation loan accounts deemed uncollectible for a total amount of \$76,919.81.
8. Approve the HOME Grant Agreement from the Department of Housing and Urban Development for FY 2016 for the HOME Investment Partnership Program for \$309,647.
9. Approve the HOME Subrecipient Contracts for FY 2016 for operating expenses and various rehabilitation activities.
10. Approve the Emergency Solutions Grant Agreement from the Department of Housing and Urban Development for FY 2016 in the amount of \$183,511.
11. Approve the Emergency Solutions Grant Subrecipient Contracts for FY 2016 to four organizations providing shelters and transitional housing for the homeless.
12. Approve the Community Development Block Grant Agreement from the Department of Housing and Urban Development for FY 2016 for \$2,421,735.
13. Approve the Community Development Block Grant Subrecipient Contracts and Memorandums of Understanding for FY 2016 with various organizations for housing, economic development, public improvements, and public service activities.
14. Approve the Claims Service Contract with Alternative Service Concepts as the City's third party administrator for insurance claims from July 1, 2015 through June 30, 2017.
15. Approve the Insurance Renewal with Saginaw Bay Underwriters for the City's General Liability, Automobile Liability, Michigan No Fault, Law Enforcement Liability, and Public Officials Liability for a total cost of \$400,353.
16. Approve a purchase order to Yeo & Yeo Consulting, LLC for \$12,156.72 for renewal of the City's VMware license fees to operate the computer servers of the City.
17. Approve the Workers Compensation Insurance Renewal with Safety National Casualty Company for the term of July 1, 2015 through June 30, 2016.
18. Approve the Investment Advisory Services Agreement with Retirement Plan Advisors to assist with employee education, employee enrollments and individual investment advisory services.
19. Approve the Services Agreement with Health Decisions, Inc. for \$8,000 for the required services to comply with the Patient Protection and Affordable Care Act.

20. Approve a blanket purchase order to Kay Communications, a sole source, for \$6,000 for in-car camera repairs and replacements for Police Department patrol vehicles.
21. Approve a purchase order to Louis T. Ollesheimer & Son for \$5,500 for the purchase and application of roof sealer at the Police Department.
22. Approve a purchase order to Maaco Collision Repair for \$2,917.75 to repair damage sustained to Police Patrol Interceptor No. 90-1153.
23. Approve the Memorandum of Agreement with Smart Planet Software to provide internet based service that allows the electronic transmission of photos and information for all transactions between the City and licensed Pawnbrokers, Precious Items Dealers and Secondhand Merchants.
24. Approve a purchase order to Louis T. Ollesheimer & Son for \$9,350 for the purchase of roof coating materials to be used at the Public Works Building.
25. Approve the Metropolitan Extension Telecommunications Rights-of-Way Oversight (METRO) Act permit extension issued to McCleod USA Norlight, LLC for an additional five-year term to end on May 2, 2020.
26. Approve ratification for emergency purchase order no. 496610 to F.P. Horak for \$15,786.50 for the printing, handling and postage for the 2014 Annual Consumer Confidence Report for the Water Treatment Division.
27. Approve blanket purchase orders to the City's primary suppliers of parts and supplies for various amounts for the Wastewater Treatment Division for FY 2016.
28. Approve a purchase order to Alexander Chemical Corporation for \$20,940 for 60 tons of chlorine for the Wastewater Treatment Division for FY 2016.
29. Approve a purchase order to the Michigan Department of Environmental Quality for \$4,000 for laboratory analysis at the Water Treatment Plant for FY 2016.
30. Approve the Agreements with Oscar W. Larson Co. to provide Class A and Class B certification for underground storage tank operations at a cost of \$1,700 per site for the Water and Wastewater Treatment Divisions.
31. Approve a purchase order to Rightway Remediation, LLC for \$5,650 for removal of a boiler and insulation from piping at the Wastewater Treatment Division.
32. Approve a purchase order to Global Environmental Consulting for \$4,550.00 for FY 2016 to perform Whole Effluent Toxicity (WET) analysis for the Wastewater Treatment Division; and pending approval of the FY 2017 budget, approve the bid from Global Environmental Consulting for \$4,550 for the same services for FY 2017.
33. Approve a purchase order to Billy's Contracting in an amount not to exceed \$30,500 for the hauling of grit and screenings for the Wastewater Treatment Division for FY 2016; and pending approval of the FY 2017 and FY 2018 budgets, approve the bids from Billy's Contracting in an amount not to exceed

\$30,500 for FY 2017 and in an amount not to exceed \$31,750 for FY 2018 for the same services.

34. Approve the purchase order to PVS Technologies, Inc. for \$92,000 for 250 tons of Ferric Chloride for the Water Treatment Division for FY 2016.
35. Approve a purchase order to Jones Chemical in an amount not to exceed \$26,100 for 30 tons of sulfur dioxide for the Wastewater Treatment Division for FY 2016; and pending approval of the FY 2017 budget, approve the bid from Jones Chemical for an amount not to exceed \$26,200 for 30 tons of sulfur dioxide for FY 2017.
36. Approve separate purchase orders to JCI Jones Chemical, Inc. in the amount of \$43,520 for 68,000 gallons of Sodium Hypochlorite for the Water Treatment Division and for \$108,500 for 175,000 gallons of Sodium Hypochlorite for the Wastewater Treatment Division for FY 2016.
37. Approve a purchase order to Key Chemical, Inc. for \$91,869.96 for 182 tons of Hydrofluorosilicic Acid for the Water Treatment Division for FY 2016.
38. Approve a purchase order to Polydyne, Inc. for \$10,800 for 20,000 pounds of Liquid PolyDMDAAC for the Water Treatment Division for FY 2016.
39. Approve separate purchase orders to Carmeuse Lime and Stone in the amounts of \$50,603 for the purchase of 350 tons of Calcium Oxide for the Water Treatment Plant; and in the amount of \$215,328 for 1,600 tons of Calcium Oxide for the Wastewater Treatment Division for FY 2016.

Moved by Council Member Coulouris, seconded by Council Member Moore to approve consent agenda items 1 through 3, and 5 through 39 as presented. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Kloc, seconded by Council Member Boensch to approve consent agenda item 4 as presented. 8 ayes, 0 nays, 1 absent. Motion approved.

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

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

- City Manager reappointment of Michael Smith to the Electrical Appeals Board with a term to expire December 31, 2018.
- Mayoral reappointment of Robert Coates to the Housing Board of Appeals with a term to expire December 31, 2016.
- Council reappointment of Susanne Smokoska to the Human Planning Commission with a term to expire December 16, 2017.
- Council reappointment of Diana Gutierrez to the Saginaw Transit Authority Regional Services with a term to expire May 21, 2018.

- Council reappointment of Dennis Morrison to the Saginaw Transit Authority Regional Services with a term to expire September 26, 2018.
- Council reappointment of Edna Webb to the Zoning Board of Appeals with a term to expire June 9, 2018.

8 ayes, 0 nays, 1 absent. Motion approved.

CONSIDERATION AND PASSING OF ORDINANCES

Moved by Council Member Balls, seconded by Council Member Boensch to adopt an ordinance to amend §110.23, "Pawnbrokers," of Chapter 110, "General Provisions," of Title XI, "Business Regulations," of the City Of Saginaw Code of Ordinances, O-1 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Moore, seconded by Council Member Fitzpatrick to adopt an ordinance to amend §110.25, "Secondhand Merchants," of Chapter 110, "General Provisions," of Title XI, "Business Regulations," of the City of Saginaw Code of Ordinances, O-1. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Moore, seconded by Council Member Boensch to adopt an ordinance to add §110.35, "Precious Items Dealers," of Chapter 110, "General Provisions," Of Title XI, "Business Regulations," of the City of Saginaw Code Of Ordinances, O-1. 8 ayes, 0 nays, 1 absent. Motion approved

RESOLUTIONS

Moved by Council Member Kloc, seconded by Council Member Coulouris to adopt the resolution authorizing an Obsolete Property Rehabilitation Certificate, for 3430 State Street. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Fitzpatrick, seconded by Council Member Moore to adopt the resolution authorizing changes to the City of Saginaw's Freedom of Information Act Policy. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Boensch, seconded by Council Member Moore to adopt the resolution authorizing changes to the City of Saginaw's Investment Policy. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Balls, seconded by Council Member Fitzpatrick to adopt the resolution authorizing changes to the fee schedule for various services provided by the Police Department and for notary services provided by the City. 8 ayes, 0 nays, 1 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Fitzpatrick, seconded by Council Member Moore to adjourn the meeting at 8:11 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

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From: Timothy Morales, City Manager
Subject: 2015/2016 1st Period (July) Budget Adjustment
Prepared by: Yolanda M. Jones, Office of Management and Budget

Manager's Recommendation:

It is recommended that the 2015/2016 Approved Budget for the listed funds be amended. This adjustment is required to recognize any errors, omissions, or changes that have occurred within the 1st period.

Justification:

The 2015/2016 annual budget will be adjusted in accordance with Public Act 2 of 1968, Uniform Budgeting and Accounting Act, the City Charter; and the approved 2016 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 1st period analysis, 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.

The Community Development Block Grant Fund (275) should be increased from \$1,806,069 to \$1,866,445. This is an increase of \$60,376. This increase is to recognize the additional funds that were allocated to the United Way of Saginaw County for the homelessness prevention and rapid re-housing (HPRP) in the amount of \$60,376. City Council approved this contract amendment on October 6, 2014. This adjustment will recognize the work that will be completed during FY 2016.

The Homeland Security SAFER Grant Fund (269) should be increased from \$0 to \$230,339. This increase is primarily attributed the City receiving an extension on the 2012 Homeland Security SAFER award. These funds will cover the cost of 13 employees through September 2015.

The Neighborhood Stabilization Program Fund (279) should be increased from \$0 to \$248,080. This increase in revenues is directly associated with the recognition of the remaining \$248,080 of the Neighborhood Stabilization Program Phase IV grant that was awarded to the City from the Michigan State Housing Development Authority (MSHDA) in May 2015. The original award amount was \$250,000, of which \$1,960 was recognized in the previous fiscal year's budget.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Ballistic & Pointblank Tactical Vests - FY16 Blanket Purchase Order
Prepared by: Sienna Rendon, Community Public Safety – Police

Manager’s Recommendation:

It is recommended that a blanket purchase order be issued to Unitex Direct, Inc., of Walled Lake, MI, the low bidder in the amount of \$24,980 for the purchase of Ballistic and Pointblank Tactical Vests for police officers at the Saginaw Police Department.

Justification:

On June 16, 2015, three (3) qualified vendors submitted bids in response to the City of Saginaw’s request for Proposal #1312-15 for the purchase of Ballistic and Pointblank Tactical Vests. All sworn officers are equipped will concealable body armor (ballistic & tactical vests) as part of their uniform, which are guaranteed for five years. New and replacement vests will be purchased on an as need basis. Bids were based on an estimated (15) Ballistic Vests and (3) Tactical Vests to be purchased per year.

The following is a tabulation of the bids received:

	UNITEX DIRECT, INC. WALLED LAKE, MI	CMP DISTRIBUTORS LANSING, MI	BOB BARKER COMPANY FUGUAY VARINA, NC
Ballistic GH Lite X Vest			
First Year Cost	\$8,475.00 (\$565/ea)	\$8,154.00 (\$543.63/ea)	\$8,835.00 (\$589/ea)
Second Year Cost	\$8,775.00 (\$585/ea)	\$8,643.75 (576.25/ea)	\$9,276.75 (\$618.45/ea)
Pointblank Tactical Vest			
First Year Cost	\$3,585.00 (\$1,195/ea)	\$4,075.50 (\$1,358.50/ea)	\$4,200.00 (\$1,400/ea)
Second Year Cost	\$3,645.00 (\$1,215/ea)	\$4,320.03 (\$1,440.01/ea)	\$4,410.00 (\$1,470/ea)
Shipping Cost	\$250.00	\$110.00	\$0
Total Cost for 2 Years	\$24, 980.00	\$25,423.73	\$26,055.75

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

Funds for this purchase are available in Community Public Safety – Police, Police Building Management Division's Clothing Supplies Account No. 101-3514-728.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Blanket Purchase Orders for Truck Repairs & Service
Prepared by: Christopher Van Loo, Fire Chief

Manager’s Recommendation:

I recommend that blanket purchase orders be issued to each of the vendors listed below throughout Fiscal Year 2016 for fire apparatus and staff vehicle emergency repairs and preventive maintenance to meet the needs of the Fire Department’s fleet for Fiscal Year 2016.

Justification:

Time and experience have shown that the vendors listed below reliably provide the lowest price on certain services and repairs for the smaller vehicles and our fire trucks and engines. These services include all repairs necessary in order for apparatus and staff vehicles to function dependably (i.e., brakes, alignments, oil changes, sirens, horns, warning lights, etc.) while maintaining quick response times.

Kurtz-Hillman Tire Center Saginaw, MI	\$3,000
All-Auto and Truck Saginaw, MI	\$5,000
M & R Electronics Saginaw, MI	\$10,000

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

Funds are budgeted and available in the Community Public Safety – Fire, Fire Apparatus and Maintenance Division’s Motor Vehicle Repairs Account No. 101 3554 931.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Apollo Fire Apparatus Repair– Apparatus Repairs
Prepared by: Christopher Van Loo, Fire Chief

Manager’s Recommendation:

I recommend that a blanket purchase order be issued to Apollo Fire Apparatus Repair, Romeo, MI, in the amount of \$10,000 for emergency repairs and preventive maintenance to meet the needs of the Fire Department’s six pumpers and two aerial apparatus for Fiscal Year 2016.

Justification:

Outside vendor services are used to mechanically maintain, repair, test, and certify the Saginaw Fire Department fleet. Apollo Fire Apparatus Repair possesses the expertise and certifications necessary for fire apparatus repairs for pumpers and aerial gauges, pumps, hydraulics, and valves. Apollo Fire Apparatus Repair is the factory authorized service provider for our newest fire engine. Most repair issues with our new engine will be covered under the manufacturer’s warranty however preventive maintenance and other repairs outside the scope of the manufacturer’s warranty will need to be performed by this authorized Spartan ERV service provider. Though they are not located in the Saginaw area, they do provide a mobile service that can accommodate our service needs. The addition of this vendor within the group of specialized vendors we use for pump, aerial, and valve services will further ensure competitive pricing among the specialized service providers we use for apparatus.

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

Funds are budgeted and available in the Community Public Safety – Fire, Fire Apparatus and Maintenance Division’s Motor Vehicle Repairs Account No. 101 3554 931.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Diesel Truck Sales – Apparatus Repairs
Prepared by: Christopher Van Loo, Fire Chief

Manager’s Recommendation:

I recommend that a blanket purchase order be approved and issued to Diesel Truck Sales of Saginaw, MI, in the amount of \$40,000 for emergency repairs and preventive maintenance to meet the needs of the Fire Department’s six pumpers and two aerial apparatus for Fiscal Year 2016.

Justification:

Outside vendor services are used to mechanically maintain and repair the Saginaw Fire Department fleet. Diesel Truck Sales possesses the expertise and certifications necessary for fire apparatus repairs. They are located in the City of Saginaw which provides the fire department the ability to transport our vehicles to their facility for emergency repairs and routine maintenance of diesel engines, heavy truck drive trains, and chassis issues. Due to our limited department staffing and the resulting difficulty transporting apparatus to outside repair facilities, Diesel Truck Sale’s location has proven very beneficial and cost effective for completing timely repairs and maintenance and ensuring the fire department’s fleet of apparatus is always ready to respond to emergency incidents.

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

Funds are budgeted and available in the Community Public Safety – Fire, Fire Apparatus and Maintenance Division’s Motor Vehicle Repairs Account No. 101 3554 931.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Douglass Safety Systems – ISI SCBA Parts
Prepared by: Christopher Van Loo, Fire Chief

Manager’s Recommendation:

I recommend that a blanket purchase order be approved and issued to Douglass Safety Systems LLC, a sole source provider, in the amount of \$7,000 for the purchase of ISI self-contained breathing apparatus (SCBA) parts for the Saginaw Fire Department for Fiscal Year 2016.

Justification:

The Saginaw Fire Department uses ISI self-contained breathing apparatus equipment exclusively and Douglass Safety Systems LLC is a sole source provider of ISI parts. These parts are needed in order to maintain and make repairs to the Fire Department’s self-contained breathing apparatus.

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

Funds are budgeted and available in the Community Public Safety – Fire, Fire Operation’s Parts and Supplies Account No. 101 3551 742.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Douglass Safety Systems – Micro-Blaze Out Foam
Prepared by: Christopher Van Loo, Fire Chief

Manager’s Recommendation:

I recommend that a blanket purchase order be approved and issued to Douglass Safety Systems, LLC, a sole source, in the amount of \$10,000 for the purchase of Micro-Blaze Out Foam for the Saginaw Fire Department for Fiscal Year 2016.

Justification:

The Saginaw Fire Department uses Micro Blaze-Out Foam when fighting structure fires. This foam enhances the penetration of water during extinguishment which increases firefighting efficiency. This product is also biodegradable so it can be used for hazardous waste cleanup. Douglass Safety Systems, LLC is a sole source provider of Micro-Blaze Out Foam.

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

Funds are budgeted and available in the Community Public Safety – Fire, Fire Operation’s Parts and Supplies Account No. 101 3551 742.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: First Due Fire Supply – Jaws of Life Service and Repairs
Prepared by: Christopher Van Loo, Fire Chief

Manager’s Recommendation:

I recommend that a blanket purchase order be issued to First Due Fire Supply, Mason MI, in the amount of \$2,500 for annual service of the Fire Department’s Holmatro hydraulic extrication rescue tools (Jaws of Life) for Fiscal Year 2016.

Justification:

Outside vendor services are used to perform annual preventive maintenance and service on the department’s two sets of Holmatro hydraulic extrication rescue tools (Jaws of Life). These rescue tools are specialized pieces equipment that operate under extreme hydraulic pressures. They are used at vehicle and industrial accidents to cut, shear, and spread objects and materials that have entrapped victims. Annual maintenance and service is necessary to ensure proper operation of the units and to avoid any hydraulic or mechanical failures that may jeopardize fire fighter’s or victim’s safety. First Due Fire Supply is a sole source provider of this service, they are the only authorized service provider for Holmatro rescue tools in the State of Michigan.

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

Funds are budgeted and available in the Community Public Safety – Fire, Fire Operations, Operating Services Account No. 101 3551 805.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Frontline Services – Apparatus Repairs
Prepared by: Christopher Van Loo, Fire Chief

Manager’s Recommendation:

I recommend that a blanket purchase order be issued to Frontline Services of Freeland, MI, in the amount of \$10,000 for emergency repairs and preventive maintenance to meet the needs of the Fire Department’s six pumpers and two aerial apparatus for Fiscal Year 2016.

Justification:

Outside vendor services are used to mechanically maintain and repair the Saginaw Fire Department fleet. Frontline Services possesses the expertise and certifications necessary for fire apparatus repairs for pumpers and aerial gauges, pumps, hydraulics, and valves. Frontline Services is a specialized vendor that performs repairs and preventive maintenance services, certifies fire apparatus pumps, and is authorized to perform work on fire apparatus hydraulic systems and valves. Frontline Services is the closest available certified fire apparatus service provider located within a reasonable distance of the City of Saginaw. Their proximity to the city has proven beneficial.

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

Funds are budgeted and available in the Community Public Safety – Fire, Fire Apparatus and Maintenance Division’s Motor Vehicle Repairs Account No. 101 3554 931.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Jerry's Tire – Apparatus Tires
Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend that a blanket purchase order be issued to Jerry's Tire, Saginaw, in the amount of \$10,000 for tires for the Saginaw Fire Department's heavy apparatus fleet for Fiscal Year 2016.

Justification:

Maintaining proper care of tires on the Saginaw Fire Department apparatus is necessary and critical for the safety of department personnel and maintaining critical service levels for the residents of the City of Saginaw. Due to our limited department staffing and the resulting difficulty transporting apparatus to outside repair facilities, Jerry's Tire's close proximity to the City of Saginaw has proven very beneficial and cost effective for meeting the department's routine and emergency needs for apparatus tires.

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

Funds are budgeted and available in the Community Public Safety – Fire, Fire Apparatus and Maintenance Division's Motor Vehicle Repairs Account No.101 3554 931.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Scientific Brake – Apparatus Repairs
Prepared by: Christopher Van Loo, Fire Chief

Manager’s Recommendation:

I recommend that a blanket purchase order be approved and issued to Scientific Brake of Saginaw, MI, in the amount of \$30,000 for emergency repairs and preventive maintenance to meet the needs of the Fire Department’s six pumpers and two aerial apparatus for Fiscal Year 2016.

Justification:

Outside vendor services are used to mechanically maintain and repair the Saginaw Fire Department fleet. Scientific Brake possesses the expertise and certifications necessary for fire apparatus repairs. They are located in the City of Saginaw which provides the fire department the ability to transport our vehicles to their facility for emergency repairs and routine maintenance of heavy truck brake and chassis issues. Due to our limited department staffing and the resulting difficulty transporting apparatus to outside repair facilities, Scientific Brake’s location has proven very beneficial and cost effective for completing timely repairs and maintenance and ensuring the fire department’s fleet of apparatus is always ready to respond to emergency incidents.

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

Funds are budgeted and available in the Community Public Safety – Fire, Fire Apparatus and Maintenance Division’s Motor Vehicle Repairs Account No. 101 3554 931.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Ratification for Emergency PO Increase to 3M – ROW Division
Prepared by: Beth London, Public Services Department

Manager’s Recommendation:

I recommend ratification for an increase to purchase order no. 0496238 to 3M, for the purchase of vinyl sheeting and sign faces, in the amount of \$3,900.05.

Justification:

On March 16, 2015, City Council accepted a quote from 3M using state bid pricing, and approved a purchase order to them in the amount of \$8,316.62 for the purchase of stop and yield signs and vinyl sheeting used to produce street and construction signs. The original purchase order was issued with errors in unit prices that caused the total amount of the purchase order to be incorrect. In order to purchase all the items at the quantities needed, the purchase order needs to be increased from \$8,316.62 to \$12,216.67, or by \$3,900.05.

3M meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions" of the Saginaw Code of Ordinances O-1.

Funds for this purchase are available in the FY 2015 Major Street Fund – Traffic Engineering Division’s Parts and Supplies Account No. 202-4621-742.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager

Subject: Annual Supply of Portland Cement – Maintenance & Service

Prepared By: Paul Reinsch, Public Services Department

Manager’s Recommendation:

I recommend that the low bid from Sabiston Builder’s Supply, Inc., Warren, MI be approved and a purchase order be issued to them in the amount of \$6,370.00 for mason, sand and gravel to make cement for the Maintenance and Service Division for Fiscal Year 2016.

Justification:

On May 16, 2015, bids were received for mason sand and gravel to make cement for repairs and to build structures for the water distribution and sewage collection system in various City service areas. The Maintenance and Service Division uses the portland cement to reset and rebuild manholes, catch basin, castings, and rebuild air relief manholes on the water transmission system. This cement will also restrain hydrants with a cement foundation and provide support for the hydrant’s break away design when struck during an accident. A comparison to last year’s cost shows a 5.8% increase over previous year’s cost. The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Cost</u>
Sabiston Builder’s Supply Warren, MI	\$6,370.00
The Home Depot Saginaw, MI (out city)	\$6,650.00
84 Lumber Co. Eighty Four, PA	\$8,015.00

Sabiston Builders’ Supply meets all requirements of §14.23, “Vendors,” of Purchasing, Contracting, and Selling Procedure,” of Chapter 14, “Finance and Purchasing,” of Title I, “General Provisions” of the Saginaw Code of Ordinance O-1.

Funds are budgeted in the Water Operation and Maintenance Fund – Maintenance and Services Division’s, Parts and Supplies Account No. 591-4721-742.000 (\$3,185.00), and the Sewer Operation and Maintenance Fund – Maintenance and Service Division’s, Parts and Supplies Account No. 590-4821-742.000 (\$3,185.00), and will be accounted for in the Water Inventory Account No. 591-0000-110.002.

Council Action:

Moved by Council Member _____ seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Annual Supply of Fire Hydrants
Prepared by: Paul Reinsch, Public Services Department

Manager's Recommendation:

I recommend that the low bid from Michigan Pipe and Valve, Saginaw, MI, be accepted and that a purchase order be issued to them in the amount of \$86,300.00 for an annual supply of fire hydrants for FY 2016.

Justification:

On June 16, 2015, bids were received for an annual supply of 60 fire hydrants of various types. An annual supply of fire hydrants is needed for the division to maintain adequate inventory and secure the best cost for the City. Following is a tabulation of the bids received.

<u>Vendor</u>	<u>Total</u>
Michigan Pipe and Valve Saginaw, MI (out-city)	\$86,300.00
Etna Supply Grand Rapids, MI	\$95,960.00

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

Funds for this purchase are budgeted in the Water Operation and Maintenance Fund – Maintenance and Service Division's Parts and Supplies Account No. 591-4721-742.000 and will be accounted for in the Water Operation and Maintenance Fund Water Inventory Account No. 591-0000-110.002.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Tim Morales, City Manager
Subject: Annual Supply of Manhole Blocks
Prepared by: Paul Reinsch, Public Services Department

Manager's Recommendation:

I recommend that the low bid from HD Supply Waterworks, Canton, MI, be accepted and that a purchase order be issued to them in the amount of \$9,000.00 for an annual supply of manhole blocks for the Maintenance and Service Division for FY 2016.

Justification:

On June 16, 2015, two bids were received for an annual supply of 6,000 manhole blocks. The manhole blocks will be used by the Maintenance and Service Division for the construction and repairs to the Sewage Collection System throughout the City. A cost comparison shows an 11.9% increase for the same amount of manhole blocks from the previous year's bid. Per the bid specifications, all manhole blocks are required to meet the ASTM C-140 standard and be free from defects.

<u>Vendor</u>	<u>Total</u>
HD Supply Waterworks Canton, MI	\$9,000.00
Michigan Pipe and Valve Saginaw, MI (out-city)	\$12,000.00

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

Funds for this purchase are budgeted in the Sewer Operation and Maintenance Fund – Maintenance and Service Division's Parts and Supplies Account No. 590-4821-742.000 and will be accounted for in the Water Operation and Maintenance Fund Water Inventory Account No. 591-0000-110.002.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager

Subject: No Lead Brass Water Parts – Maintenance & Service

Prepared by: Paul Reinsch, Public Service Department

Manager's Recommendation:

I recommend that the low bid from Etna Supply Company, Grand Rapids, MI be accepted and a purchase order be issued to them in the amount of \$60,354.05 for various brass water parts for the Maintenance and Service Division for Fiscal Year 2016.

Justification:

On May 16, 2015, the City received bids for an all or none on 67 various brass water parts totaling over 3,000 individual pieces. These brass parts will be used in the maintenance, repair and construction of the Transmission and Distribution Potable Water Systems. The no lead rules that are being enforced by the EPA became the new law January 4, 2014, and all brass potable water parts shall have no more than 25% of the lead content in the wet area of the part. A cost comparison shows an average of 1.7% decrease over the previous purchase FY 2015.

<u>Vendor</u>	<u>Total</u>
Etna Supply Grand Rapids , MI	\$60,354.05
Michigan Pipe and Valve Saginaw, MI (out-city)	\$66,913.00

Etna Supply Company meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions" of the Saginaw Code of Ordinances 0-1.

Funds for this purchase are budgeted in the Water Operation and Maintenance Fund – Maintenance and Service Division's, Parts and Supplies Account No. 591-4721-742.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Tim Morales, City Manager
Subject: PVC Sewer Pipes and Fittings – Maintenance & Service Division
Prepared by: Paul Reinsch, Public Services Department

Manager’s Recommendation:

I recommend that the low bid from Etna Supply Company, Grand Rapids, Michigan be approved and a purchase order be issued to them in the amount of \$37,500.56 for PVC sewer pipes and fittings for the Maintenance and Service Division for Fiscal Year 2016.

Justification:

On June 16, 2015, bids were received for an annual supply of over 6,500 feet of PVC sewer pipe in various diameters and 1,000 parts that included bends, elbows, and fittings that will be used in the Maintenance and Service Division for the construction and repair of the sewage collection system for fiscal year 2016. Applications of the PVC material include replacing private sewer connections in the road right-of-way, catch basin laterals, main sewer spot repairs, and sewer traps. A cost comparison shows an average decrease of 6.3 percent from the previous fiscal year 2015. The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Cost</u>
Etna Supply Co. Grand Rapids, MI	\$37,500.56
Stephens Tile Co. Birch Run, MI	\$37,898.03
Michigan Pipe & Valve Saginaw, MI (out city)	\$45,429.60

Etna Supply Company meets all requirements of §14.23, “Vendors,” of Purchasing, Contracting, and Selling Procedure,” of Chapter 14, “Finance and Purchasing,” of Title I, “General Provisions” of the Saginaw Code of Ordinances O-1.

Funds for this purchase are budgeted in the Sewer Operation and Maintenance Fund – Maintenance and Service Division’s, Parts & Supplies Account No. 590-4821-742.000 in fiscal year 2016.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Annual Purchase Orders for Water Main Appurtenances – Maintenance & Service

Prepared by: Paul Reinsch, Public Services Department

Manager's Recommendation:

I recommend that the low bids from Etna Supply, Grand Rapids, MI in the amount of \$142,708.50 and from Michigan Pipe & Valve, Saginaw, MI in the amount of \$73,574.00 be accepted and that separate purchase orders be issued to them for a one-year supply of Water Main Appurtenances to be used in the Maintenance and Service Division for Fiscal Year 2016.

Justification:

On May 16, 2015, the City received bids for the annual supply of Water Main Appurtenances. There are 52 Sub-Groups and over 3,000 pieces that are used in the maintenance repair and construction of the Water Distribution and Transmission System on an as needed basis. A cost comparison shows an average decrease of 22.7% compared to the previous year's bid. The following is a tabulation of the bids received, with Etna Supply awarded items #1, #3, #4, #5 #7, #8 and #10 and Michigan Pipe and Valve awarded items #2, #6 and #9.

<u>GRP First Year – 2015</u>	<u>Etna Supply Grand Rapids, MI</u>	<u>MI Pipe & Valve Saginaw, MI (out city)</u>
#1 Water Service Boxes	\$ 43,292.50	\$ 49,170.00
#2 Valve Service Boxes	\$ 68,385.00	\$ 53,250.00
#3 Resilient Wedge Cut Valves	\$ 27,305.00	\$ 29,605.00
#4 Bell Clamps	\$ 4,514.00	\$ 12,535.00
#5 Type Duo Solid Sleeves	\$ 52,840.00	\$ 57,796.00
#6 20" Oal in Sleeves	\$ 13,550.00	\$ 6,908.00
#7 MJ Ductile Iron Caps	\$ 3,943.00	\$ 5,350.00
#8 Mega Lug Glands	\$ 1,456.00	\$ 1,534.00
#9 Smith Blair Repair Clamps	\$ 22,969.00	\$ 13,416.00
#10 Resilient Wedge Tapping	\$ 9,358.00	\$ 9,370.00
TOTAL	\$142,708.50	\$ 73,574.00

Awarded bid based on lower quote for Group.

Etna Supply Company and Michigan Pipe & Valve meet all requirements of §14.23, "Vendors," of Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions" of the Saginaw Code of Ordinances O-1.

Funds for these purchases are budgeted in the Water Operation and Maintenance Fund – Maintenance and Service Division's, Parts & Supplies Account No. 591-4721-742.000 \$216,282.50, and will be accounted for in the Water Inventory Account No. 591-0000-171.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: MDOT Cost Agreement (15-5332) for Gabriel Road – ROW Division
Prepared by: Beth London, Public Services Department

Manager’s Recommendation:

I recommend that the Michigan Department of Transportation (MDOT) Cost Agreement, Number 15-5332, for the reconstruction of Gabriel Road from Maple Street to the Green Point Nature Center entrance and Maple Street from Gabriel Road to Beacon Drive, be approved and that the Mayor or his designee be authorized to execute this agreement on behalf of the City of Saginaw. The Agreement has been approved by me as to substance and the City Attorney as to form. A resolution to approve the subject Agreement appears under the regular order of business.

Justification:

The proposed Agreement with MDOT is for the purpose of fixing the rights and obligations of the parties in agreeing to the following improvements in the City of Saginaw:

Hot mix asphalt reconstruction along Gabriel Road from Maple Street easterly for approximately 625 feet east of Maple Street (Green Point Nature Center entrance) and Maple Street from Gabriel Road northerly to Beacon Drive; including crushing and shaping, drainage, permanent signing and pavement marking work; and all together with necessary related work.

The project cost is estimated to be \$372,800 and is primarily funded with \$334,295 in Federal Lands Highways Funds. The Federal Lands Highway Funds are comprised of a \$234,295 Federal Highway Administration Public Land and Highway Discretionary Program (PLHD) Grant and a \$100,000 Fish and Wildlife contribution from their Transportation Fund. The City will be responsible for the remaining \$38,505 and any costs over the estimated \$372,800.

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

Funds for this project are budgeted and available in the Local Streets Fund – Street Projects Division’s Construction Projects Account No. 203-4614-822.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

MDOT Cost Agreement No. 15-5332

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

WHEREAS: Cost Agreement No. 15-5332 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 agreeing to reconstruct Gabriel Road from Maple Street to the Green Point Nature Center entrance, and Maple Street from Gabriel Road to Beacon Drive; including crushing and shaping, drainage, permanent signing and pavement marking work; and all together with necessary related work; and

WHEREAS: Cost Agreement No. 15-5332 has been approved by the City Manager as to substance and the City Attorney as to form.

NOW, THEREFORE, BE IT RESOLVED, that the Council for the City of Saginaw does hereby approve Cost Agreement No. 15-5332 submitted by the Michigan Department of Transportation and that the Mayor or his designee be authorized to execute this agreement on behalf of the City of Saginaw.

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 July 6, 2015; 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/CMC/MMC
City Clerk

From: Timothy Morales, City Manager
Subject: Compressed Gas Tank Rental
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of a purchase order to AirGas, Inc., Saginaw, Michigan (out-city) at the State bid price in the amount of \$2,500 for payment of tank rental charges for the Garage Operations Division.

Justification:

The City's Municipal Garage requires the services of this vendor for supplying tank rentals, and the containment of welding & cutting gasses from July 1, 2015 to June 30, 2016. Under a separate purchase order, AirGas, Inc. is also supplying the City's Municipal Garage with compressed Oxygen, Acetylene, Argon, and Argon/CO2 mixes at State bid pricing for Fiscal Year 2016. The containment tanks must be obtained from the specific vendor who supplies the fuel for the fiscal year. This purchase order will cover the monthly rentals for the twelve (12) tanks of various mixtures and sizes that the garage has on hand for daily use and emergency repairs. This cost represents a 10.6% price decrease from the previous year.

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

Funds are budgeted in the Motor Pool Operation Fund – Garage Operation Division's Parts & Supplies Account No. 661-4481-742.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Blanket Purchase Order with Carrier & Gable - ROW Division
Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend that a blanket purchase order be approved and issued to Carrier & Gable, Inc., Farmington Hills, MI., in the amount of \$6,000 to cover repair costs of traffic signal equipment from July 1, 2015 through June 30, 2016.

Justification:

On February 6, 1996, City Council approved a procedure for repairing traffic signal controller equipment. City staff does routine repair and maintenance of these solid-state devices. Sometimes complex repairs must be done by the manufacturer's authorized service representative. Carrier & Gable, Inc. is Michigan's authorized service representative and offers standard pricing for each type of repair. After sufficient experience with repairing these devices, City staff estimates annual cost for such services is \$6,000. Since this service is necessary to properly maintain the City's traffic signal system, and because Carrier & Gable, Inc. is the only authorized service representative in the region, it is in the best interest of the City to continue this procedure from July 1, 2015 through June 30, 2016.

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

Funds for this purchase are available in the Major Streets Fund - Traffic Engineering Division's Parts and Supplies Account No. 202-4621-742.000 (\$3,000) and the Local Streets Fund - Traffic Engineering Division's Parts and Supplies Account No. 203-4621-742.000 (\$3,000).

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Blanket Purchase Orders for Electric Parts - ROW Division
Prepared by: Beth D. London, Public Services Department

Manager’s Recommendation:

I recommend that a blanket purchase order for Fiscal Year 2016 be approved and issued to Marshall E. Campbell Company and Standard Electric Company, the City’s primary suppliers of electrical parts and supplies, in the amounts of \$4,000 each from July 1, 2015, through June 30, 2016, for the Traffic Maintenance Section of the Right of Way Division.

Justification:

Since June 26, 2000, City Council has approved a procedure for purchasing electrical parts for the Traffic Engineering Section. Traffic Maintenance requires the purchase of a vast array of electrical parts and supplies for maintaining the City’s electrical devices such as traffic signals and streetlights. There is no feasible means to predetermine quantities and type of parts that will be needed in any given time period because these are random repairs. Issuing individual purchase orders for the many items purchased are costly and administratively time consuming. Traffic Section personnel will price quote items and award purchases to the lowest and best vendor for each item. The parts and supplies will be ordered from the successful bidder and billed to the respective purchase order. It is in the best interest of the City to continue this procedure from July 1, 2015 through June 30, 2016, in order to make repairs to the traffic signal and street lighting systems as quickly as possible.

The tabulation of cost is as follows:

<u>Vendor</u>	<u>Cost</u>
Marshall E. Campbell Company Saginaw, MI (in-city)	\$4,000
Standard Electric Company Saginaw, MI (out-city)	\$4,000

Marshall E. Campbell Company and Standard Electric Company, meet all requirements of §14.23, “Vendors,” Purchasing, Contracting, and Selling Procedure,” of Chapter 14, “Finance and Purchasing,” of Title I, “General Provisions” of the Saginaw Code of Ordinances O-1.

Funds for this purchase are available in the Major Streets Fund - Traffic Engineering

Division's, Parts and Supplies Account No. 202-4621-742.000 (\$3,000), the Local Streets Fund – Traffic Engineering Division's, Parts and Supplies Account No. 203-4621-742.000 (\$3,000), and the General Fund – Department of Public Services - Street Lighting Division's, Parts and Supplies Account No. 101-4620-742.000 (\$2,000).

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

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

Manager’s Recommendation:

I recommend approving blanket purchase orders to the City’s primary suppliers of local fleet vehicle services in the amounts listed below totaling \$28,800 for various vehicle services and repairs for Fiscal Year 2016.

Justification:

The City’s Municipal Garage requires the services of local vendors for various repairs of fleet vehicles from July 1, 2015 to June 30, 2016. There is no feasible means to predetermine what type of services will be needed to include suspension, engine and upholstery repairs, etc. These are random services that are needed in any given time period. Issuing individual purchase orders is costly and administratively time consuming. This cost represents no price increase from the previous year. The Municipal Garage personnel will price quote individual services and select the lowest and best vendor for each service, with the cost charged to the respective blanket purchase order. Therefore, it is clearly in the best interest of the City to continue this procedure for Fiscal Year 2016 as follows:

Bushey’s Radiator & Glass Saginaw, MI (in-city)	\$ 3,000
Discount Transmissions Saginaw, MI (in-city)	\$ 5,000
General Top & Trim Saginaw, MI (in-city)	\$ 2,500
Michigan Truck Spring Saginaw, MI (out-city)	\$ 5,000
Muffler Man Saginaw, MI (out-city)	\$ 2,300
Tire Centers LLC Buena Vista, MI	\$ 7,000
Tuffy Muffler Saginaw, MI (in-city)	\$ 4,000

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

Funds for these services are budgeted in Motor Pool Operation Fund – Garage Operation Division's, Motor Vehicle Repairs Account No. 661-4481-931.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Ratification for Emergency Purchase Order Increase - ROW Division
Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend ratification for an increase to purchase order no. 0494970 to Waste Management, for the disposal of street sweeping debris for FY 2015, in the amount of \$31,875.

Justification:

On June 9, 2014, City Council accepted the low bid from Waste Management, and approved a purchase order to them in the amount of \$95,625 for the hauling and disposal of 4,500 cubic yards of street sweeping debris for FY 2015. The actual amount of street sweeping debris that required disposal in FY 2015 was 6,000 cubic yards. At \$21.25 / cubic yard this requires the FY 2015 purchase order for hauling and disposal of street sweeping debris to be increased from \$95,625 to \$127,500, or by \$31,875.

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

Funds for this purchase are available in the Sewer Operations and Maintenance Fund – Catch Basin Cleaning Division's Operating Services Account No. 590-4822-805.000 for FY 2015.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Ratification of Emergency Purchase – West Side Dock Placement
Prepared by: Bruce Caradine, Public Services Department

Manager's Recommendation:

I recommend ratification for emergency purchase order no. 496782, and the payment to McNally & Nimergood, Saginaw, MI, in the amount of \$2,836.25 issued on June 25, 2015 for placement of West Side Docks for the season. The bid process was not utilized for the reason described below.

Justification:

The West Side Docks have been in place since their installation in 2003. Each fall the docks are usually relocated to the lagoon part of the Ojibway Island for securing during the winter months. Last fall each dock was lifted out of Lake Linton for a complete inspection and assessment. McNally & Nimergood is a sole source and has the only 110 ton lift equipment in the area large enough to lift the docks. Parks had requisitioned for these services with an estimated cost in the amount of \$1,900, and a purchase order was issued for this amount. However, the actual amount for McNally's services totaled \$2,836.25, which was \$936.25 more than the estimated amount. The purchase order was increased to the actual invoiced amount to cover the services.

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

Funds for this purchase are available in the following accounts General Fund - Department of Public Services - Facilities Division's Operating Services Account No. 101-7575-805.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

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

Manager's Recommendation:

I recommend approving blanket purchase orders to the City's primary suppliers of local fleet parts and supplies for a combined total of \$191,500 for various vehicle parts and supplies for the Garage inventory for the Garage Operations Division for Fiscal Year 2016.

Justification:

The City's Municipal Garage requires the purchase of a vast array of Original Equipment Manufacturer/Distributor vehicle parts and supplies for the maintenance of the fleet vehicles from July 1, 2015 to June 30, 2016. A yearly contract proposal is not feasible because it is not possible to determine the parts and quantities that will be required in any given time period. Issuing individual purchase orders is costly and administratively time consuming. The Municipal Garage personnel will price quote parts and award purchases to the lowest and best vendor for each item. This represents a 0% increase from last year's requests, and more accurately reflects the previous year's expenditures to each vendor. It is clearly in the best interest of the City to continue this procedure for Fiscal Year 2016. Therefore, as in previous years, we are requesting authorization to issue blanket purchase orders as follows:

AIS Bridgeport, MI (out-city)	\$21,000
Bell Equipment Lake Orion, MI (out-city)	\$ 7,000
Bridgeport Equipment Bridgeport, MI (out-city)	\$ 3,000
Bushey's Radiator & Glass Saginaw, MI (in-city)	\$ 2,500
Consumer Auto Parts Saginaw, MI (in-city)	\$ 2,500
Diesel Truck Sales Saginaw, MI (in-city)	\$ 6,000

Graff Truck Center Saginaw, MI (out-city)	\$ 2,500
Jack Doheny Supplies Northville, MI (out-city)	\$ 5,000
Larry's Auto Saginaw, MI (in-city)	\$45,000
Maxi Automotive Supply Bay City, MI (out-city)	\$ 4,500
Martin Chevrolet Saginaw, MI (out-city)	\$13,000
Michigan Cat Saginaw, MI (out-city)	\$ 9,000
Michigan Truck Spring Saginaw, MI (out-city)	\$ 8,000
MTech Company Cleveland, OH (out-city)	\$ 5,000
Ritter Technologies Saginaw, MI (out city)	\$ 4,000
Scientific Brake & Equipment (truck) Saginaw, MI (in-city)	\$ 7,000
Spartan Distributors Detroit, MI (out-city)	\$ 8,000
Tireman Auto Service Bay City, MI (out-city)	\$30,000
Tri-County Equipment Saginaw, MI (out-city)	\$ 3,500
Weiland Truck Center Saginaw, MI (out-city)	\$ 5,000

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

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

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Rock The Island Ojibway Island User Agreement
Prepared by: Evelyn McGovern, Public Services Department

Manager's Recommendation:

I recommend approval of the Ojibway Island User Agreement between the City of Saginaw and the Rock The Island Committee. The Agreement is approved by me as to substance and the City Attorney as to form.

Justification:

On July 17 and 18, 2015, Rock The Island will host its annual Rock The Island event on Ojibway Island. The event will take place on Saturday, July 18, 2015. Set up for the event will occur on Friday, July 17, 2015. The Rock The Island Committee paid the City for each day a flat fee of Seven Hundred Dollars and 00/100 (\$700.00) for the rental of Ojibway. The parties have further agreed that Rock The Island will pay the City a flat service fee of One Thousand Dollars and 00/100 (\$1,000.00) based on ticket sales for the event. Payment for this fee must be remitted to the City within fourteen (14) days after the event.

Rock The Island has agreed to carry and name the City as an additional insured on its commercial general liability insurance policy, indemnify the City against any potential claims arising from the event, and otherwise comply with all applicable laws, rules and ordinances.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Scrap Metal Dealers Ordinance Amendment
Prepared by: Sienna Rendon, Community Public Safety – Police

Manager’s Recommendation:

I recommend that Council approve the changes to the Scrap Metal Dealers Ordinance. These changes are modeled after the State’s Scrap Metal Regulatory Act, Public Act 429 of 2008, which was amended in 2014. This ordinance amendment has been approved by me as to substance and the City Attorney as to form.

Justification:

The proposed changes include clarification of what items fall under the definition of “scrap metal” and who a dealer is authorized to purchase scrap metal from. It outlines the contents of the records to be maintained by dealers, including the required forms of identification, including picture I.D. and thumbprints, from the seller. Acceptable forms of payment are also covered. This amendment to this ordinance would more closely reflect the State of Michigan statute regarding scrap metal dealers.

Council Action:

This council communication is for explanation purposes only of the ordinance to be introduced.

ORDINANCE INTRODUCTION

O- 1

Moved by Council Member _____, seconded by Council Member _____ to introduce an ordinance entitled and reading as follows:

AN ORDINANCE TO AMEND §110.22, "SCRAP DEALERS," OF CHAPTER 110, "GENERAL PROVISIONS," OF TITLE XI, "BUSINESS REGULATIONS," OF THE CITY OF SAGINAW CODE OF ORDINANCES, O-1.

Laid over under the Charter provision.

Moved by Council Member _____, seconded by Council Member _____ to adopt an ordinance introduced July 6, 2015, entitled and reading as follows, be taken up and enacted:

AN ORDINANCE TO AMEND §110.22, "SCRAP DEALERS," OF CHAPTER 110, "GENERAL PROVISIONS," OF TITLE XI, "BUSINESS REGULATIONS," OF THE CITY OF SAGINAW CODE OF ORDINANCES, O-1.

The City of Saginaw ordains:

§110.22, "Scrap Dealers," of Chapter 110, "General Provisions," of Title XI, "Business Regulations," of the City of Saginaw Code of Ordinances, O-1, is hereby amended to read as follows:

§110.22 SCRAP ~~MATERIAL~~ METAL DEALERS ~~AND PROCESSORS~~.

(A) No person shall engage in the business of dealer ~~in or processor for resale~~ of scrap metal, ~~other scrap materials, used auto parts, or any form of goods commonly considered junk, nor assemble same in one (1) location for the purpose of sale,~~ without obtaining a license therefor as provided in this section. For purposes of this section:

- (1) Scrap metal means ferrous or nonferrous metal, or items that contain ferrous or nonferrous metal, that are sold or offered for sale for the value of the ferrous or nonferrous metal they contain rather than for their original intended use; ferrous or nonferrous metal removed from or obtained by cutting, demolishing, or disassembling a building, structure, or manufactured item; or other metal that cannot be used for its original intended purpose but can be processed for reuse in a mill, foundry, die caster, or other manufacturing facility.
- (2) Scrap metal dealer means a person that buys scrap metal and is not a first purchaser. The term includes, but is not limited to, a person that operates a business as a scrap metal recycler, scrap processor, or other person that purchases any amount of scrap metal on a regular, sporadic, or one time basis.
- (3) Scrap metal recycler means a person that purchases ferrous or nonferrous metal that is intended for recycling or reuse.
- (4) Scrap processor means a person utilizing machinery and equipment and operating from a fixed location, whose principal business is the processing and manufacturing of iron, steel, nonferrous metals, paper, plastic, or glass, into prepared grades of products suitable for consumption by recycling mills, foundries, and other scrap processors.

(B) No license shall be issued under this section:

- (1) Except upon the certification of the Police, Fire, and Inspection Departments. The certification of the Chief Inspector or their designee shall be given if the premises upon which the licensed business and the use complies with the provisions of

divisions (2) and (3) below and with the applicable provisions of City zoning regulations.

- (2) Unless the applicant therefor files with the original application for the conduct of the business the written consent of sixty percent (60%) of the owners of the exclusively residential property within five hundred (500) feet of the property where such business is to be conducted.
- (3) For conducting such business on a vacant lot or in a partially enclosed structure, unless all street frontage and all other property lines affording access by persons or vehicles to such property are enclosed with a properly maintained ~~and~~ ~~of~~ opaque fence at least seven (7) feet above grade, said fence to be structurally sufficient to withstand any wind, snow, or other load to which it may reasonably be subjected or unless an alternate installation accomplishing comparable results as determined pursuant to division (FH) hereof is maintained. For purposes of this subsection, any fence shall be deemed to be "opaque" if the open area in each square foot thereof does not exceed a total of twenty-four (24) square inches.

(C) Each such license granted shall designate the particular place where said business is to be conducted, and no ~~licensee~~ scrap metal dealer shall engage in said business at any place other than that so designated.

- (D) No ~~licensee~~ scrap metal dealer shall purchase or receive any scrap metal ~~article~~:
- (1) Between the hours of ~~9~~7:00 p.m. and 7:00 a.m.;
 - (2) On any Sunday;
 - (3) From any person the scrap metal dealer suspects as having stolen the article or is known to the dealer to be a thief or an associate of thieves;
 - (4) From any person under the age of ~~seventeen~~ (17) eighteen (18) years ~~without the written consent of a parent or guardian~~;
 - ~~(5) From any person that was the subject of a written notice by authorized officers pursuant to MCL 446.205 and 446.214.~~
 - (6) From any person who is intoxicated;
 - (7) From any person who has not presented a valid form of identification.

(E) A scrap metal dealer shall not pay any seller in cash. A scrap metal dealer shall only pay a seller using one of the following methods of payment in a purchase transaction:

- (1) A check or money order;
- (2) An electronic payment card or encrypted receipt that may only be converted to cash in an automated teller machine that comports with State law;
- (3) By bank wire transfer or other electronic delivery, such as direct deposit; or
- (4) Barter, trade, or exchange of scrap metal or other property.

(F) No scrap metal dealer shall fail to keep record of all persons with whom they do business and all property coming into their possession. Such records shall, at a minimum, contain the following information:

- (1) A description of the predominant type(s) of scrap metal purchased, including a photograph thereof;
- (2) The weight, quantity, or volume of the scrap metal purchased, the name of the scale operator, and the name of the employee who conducted the purchase (if other than the scale operator);
- (3) The name, address, photograph of, and thumbprint of the person from whom the article was received;
- (4) A copy of the operator's or chauffeur's license, military identification card, state identification number, passport, or other government-issued identification containing a photograph;
- (5) A signed statement that certifies that the seller is the owner of or is authorized to sell the scrap metal, is at least eighteen (18) years old, and has not been convicted of a crime involving theft, conversion, or the sale of scrap metal;
- (6) If the scrap metal is delivered by a licensed vehicle, the vehicle plate number of the vehicle;
- (7) The date and time the article was received; and
- (8) The method and amount of payment.

(G) No licensee shall fail to keep a daily record of all purchases and sales made by them nor to report same weekly to the Police Chief or the Chief's designee, on forms prescribed by said Police Chief. The Police Chief or the Chief's designee shall at all times have access to such daily record.

(H) In order that the suitability of alternate methods of screening and containing the contents of scrap material yards may be established and to provide for reasonable interpretations of this section, a Special Board consisting of the then-members of the Board of Appeals on Zoning shall upon application hear and determine any written appeal made to it by any person considering himself or herself aggrieved by any action or decision of the City Clerk or any other official acting under the provisions of this section. Service of said appeal shall be made on the Secretary of the Board of Appeals on Zoning within ten (10) days after said action or decision. Among other factors which may be considered by the Special Board are remoteness of the location, the use of adjoining property, litter or other nuisances, larceny, trespass, and any other criminal offenses related to the property. The Special Board shall render its decisions and findings in writing to the City Clerk with a duplicate copy to the appellant. The Special Board may recommend to the City Council such amendment of this section as it may determine to be appropriate to protect the public.

This ordinance shall become effective July 30, 2015.
Enacted: July 20, 2015.

Yeas:
Nays:
Absent:
Abstain:
Motion Carried.

Dennis D. Browning
Mayor

Janet Santos, CMMC/CMC/MMC
City Clerk

ORDINANCE 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 ordinance adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on July 20, 2015; 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/CMC/MMC
City Clerk

CREDIT CARD POLICY

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

WHEREAS: the City of Saginaw presently does not have a Credit Card Policy. In process of pursuing various programs that would facilitate City operations our legal team has constructed a policy; and

WHEREAS: it has been determined the City will benefit from the use of Procurement/Credit Cards for payment of daily operations as well as internet and larger purchases. We believe the overall task of placing orders and processing various payments will be streamlined and take less time; and

WHEREAS: additionally through a rebate program the City will realize a small percentage return on all purchases initiated with the procurement card.

NOW, THEREFORE, BE IT RESOLVED that the City of Saginaw Credit Card Policy as attached and presented to City Council on this date is hereby adopted effective July 6, 2015.

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 July 6, 2015; 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/CMC/MMC
City Clerk

CITY OF SAGINAW CREDIT CARD POLICY

- I. **Definitions.**
 - a. “Cardholder” shall refer to a City employee or elected official whose name appears on the municipal credit card and is accountable for all charges made with that card.
 - b. “City” shall refer to the City of Saginaw.
 - c. “Credit card arrangement” shall refer to an unsecured extension of credit for purchasing goods and services from the municipal credit card issuer or any other person that is made to the holder of a municipal credit card and that is accessed with a municipal credit card.
 - d. “Municipal credit card” shall refer to a card or device issued to the City under a credit card arrangement by a person or depository financial institution licensed under the laws of the State of Michigan.

- II. **Policy.** Only authorized City employees or officials may use a municipal credit card. Municipal credit cards cannot be used for cash advances, personal use, or any other type of purchase not permitted by the City. The total combined authorized credit limit of all credit cards issued to the City shall not exceed 5% of the total budget of the City for the current fiscal year.

- III. **Responsibilities of the Cardholder.** Any individual acting as a cardholder on behalf of the City shall:
 - a. Ensure that the municipal credit card is used in compliance with the City’s purchasing policy and ordinance.
 - b. Use a municipal credit card for only official business of the City.
 - c. Submit receipts, documentation detailing the goods or services purchased, cost, etc., to the Finance Director in a timely manner to reconcile against the monthly municipal credit card statement.
 - d. Protect and maintain custody of the municipal credit card.
 - e. Immediately notify the Finance Director if the municipal credit card is damaged, lost, or stolen.
 - f. Where appropriate, notify vendors or merchants that the municipal credit card transaction should be exempt from sales and use tax.
 - g. Immediately surrender the municipal credit card upon termination of employment. The City reserves the right to withhold final payroll checks and/or payout of accrued leave until the municipal credit card is surrendered.

Any employee found to have committed illegal or unauthorized use of a municipal credit card may be subject to discipline up to and including termination, as well as criminal penalties.

IV. **Internal Control Procedures.**

- a. The City Manager (or his/her designee) is the administrator of this policy and shall be responsible for the issuance and retrieval of assigned municipal credit cards and generally for overseeing compliance with the policy.
- b. The Finance Director shall be responsible for:
 - i. Assisting the City Manager in maintaining a record of issuance and retrieval of municipal credit cards and overseeing compliance with the policy.
 - ii. Accounting and payment of expenses. All documentation must accompany invoices before payment is made.
 - iii. Ensuring accuracy of the statement and that activity and account information is noted on the municipal credit card statement for each line of entry.
 - iv. Complying with the City's record retention requirements for safekeeping of statements and receipts.
 - v. Ensuring that the balance, including any interest due, on an extension of credit shall be paid for within not more than 60 days of the initial statement date.

SUBMITTAL OF MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY BROWNFIELD REDEVELOPMENT GRANT FOR 132, 134, 211 & 222 SOUTH WATER STREET AND 203 & 219 SOUTH WASHINGTON AVENUE

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

WHEREAS: the Saginaw Downtown Development Authority (the “DDA”) is willing to accept a grant from the MDEQ to aid in the SVRC Marketplace Project (the “Project”), which will include the redevelopment of the former Saginaw News building and adjacent properties into a new mixed use space. The Project is comprised of six parcels on 2.33 acres of land located at 132, 134, 211 & 222 South Water Street and 203 & 219 South Washington Avenue, Saginaw, Saginaw County, Michigan (the “subject property”); and

WHEREAS: the total cost of Brownfield eligible activities associated with environmental activities exceeds \$1,000,000; and

WHEREAS: the DDA recommends a MDEQ Brownfield Grant application to fund certain environmental activities for the redevelopment and repurpose of the subject property; and

WHEREAS: in order to redevelop and repurpose the subject property, certain environmental activities must be completed; and

WHEREAS: there are ancillary public purposes that will be realized by the public through investment and redevelopment of the subject property; including, but not limited to, the protection of human health and the environment, due care, environmental response, demolition (both interior and whole building), lead and asbestos abatement, site preparation, infrastructure improvements, completion of a development consistent with local development and redevelopment plans and zoning ordinances, increasing Saginaw’s tax base, and creating a significant number of new jobs in Saginaw; and

WHEREAS: the Saginaw City Council supports the DDA’s application of up to \$1,000,000 to the MDEQ for the Project, as described above.

NOW, THEREFORE, BE IT RESOLVED, that the City of Saginaw does hereby approve the DDA’s application to the MDEQ for a Grant in an amount not to exceed \$1,000,000.

BE IT FURTHER RESOLVED, that the City of Saginaw intends to enter into a grant agreement with MDEQ if the funding is awarded.

BE IT FURTHER RESOLVED, that if awarded by the MDEQ, the Saginaw City Council approves the City Manager to execute the Grant Contract, upon review and approval of the Grant Contract by the City Attorney.

BE IT FURTHER RESOLVED, that the Project, to the extent funded by a MDEQ Grant, will be undertaken if the funding is awarded.

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 July 6, 2015; 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/CMC/MMC
City Clerk