

DATE: November 7, 2024

TO: City Council

FROM: Melissa R. Marsh, City Manager

SUBJECT: Agenda Comments - Regular Council Meeting of Monday, November 11, 2024

The following are my comments on items appearing on the agenda of the Regular Council Meeting on Monday, November 11, 2024.

CONSENT:

CDBG YARD SERVICES REPROGRAM REQUEST: REVISE PROGRAM DESCRIPTION OF YARD SERVICES

The City of Madison Heights is a subrecipient of the Oakland County Community Development Block Grant through the Housing and Urban Development (HUD). Our awards are program-specific and, for the past few years, have included grass-cutting and leaf removal for seniors and those with disabilities. However, due to accumulated funds in our CDBG allocation, we are seeking to add snow removal and, on a limited basis, dangerous tree removal for seniors and those with disabilities. To do so, the City Council must authorize the Community & Economic Development Department to revise the program description for Yard Services in the form of a reprogramming request submitted to Oakland County.

Therefore, staff recommends that the City Council approve the resolution authorizing the Community & Economic Development Department by consent to prepare and submit a request to Oakland County to reprogram Yard Services Program Years 2022 through 2024 to revise program description to include snow removal and dangerous tree removal.

PURCHASE OF UTILITY VEHICLE

The current budget includes funding for the purchase of a secondary utility vehicle for use in winter maintenance, clearing sidewalks and park trails, and general park tasks such as moving mulch, soil, and aggregates and aerating the turf. This piece of equipment is designed to complement the Toolcat, a mid-size utility vehicle with various attachments and implements that was purchased several years ago and is utilized year-round.

Several pieces of equipment similar to the Toolcat were demoed, and it was ultimately determined that something smaller would suit our needs just as well, without duplicating what we already have. Therefore, staff recommends that the Council approve the purchase of one

Kubota RTV-X1100CWL utility vehicle from Weingartz, of Utica, in the amount of \$36,201.36 through the Sourcewell Cooperative Purchasing Program.

SCHEDULED REPLACEMENT OF VEHICLE #435

The FY 2024-25 Budget includes funding for the scheduled replacement of Vehicle 435, a 2013 GMC Savana Cargo Van, funded through the Streets division. This vehicle is in fair, bordering on poor condition, qualifying for replacement.

Van 435 is the primary Building Maintenance vehicle, which sees continual use year-round on building and facilities maintenance, as well as election support. Although the vehicle is above the budgeted amount, savings are available from the purchase of the utility vehicle, which is also funded through Streets, which covers this overage; a budget amendment is therefore not required.

Staff therefore recommends that Council approve the purchase of one 2025 Chevrolet Express cargo van from Berger Chevrolet, of Grand Rapids, through the State of Michigan MiDeal Vehicle Purchasing Program, in the total amount of \$40,793.00. Funding is budgeted and available, with savings from the purchase of the Utility Vehicle available in the same fund to cover the overage.

REPORTS:

CDBG PROGRAM YEAR 2025 APPLICATION

Each year the city submits its Program Year (PY) application to Oakland County for inclusion in Community Development Block Grant request through the Department of Housing and Urban Development. The staff has been notified that our anticipated allocation is \$137,359. These funds come with several restrictions, including public service projects limited to 15% of the total allocation by each community starting in FY 2024; therefore, staff recommends funding the following projects:

1. Public Service- (Senior Seasonal Yard Clean-Up) \$20,603
2. Code Enforcement \$86,000
3. Minor Home Repair \$30,756

Anticipated Allocation Total \$137,359

These allocations are within the restrictions and requirements of the program, which protects the health and safety of residents and helps stabilize neighborhoods.

Therefore, staff recommends that the City Council approve the resolution and authorize the PY 2025 CDBG application with allocations proposed to be submitted to Oakland County for inclusion in Oakland County's Annual Action Plan to the U.S. Department of Housing and

Urban Development and hereby authorize the Mayor to execute all documents, agreements, or contracts which result from this application to Oakland County.

BID AWARDS/PURCHASES:

CDBG & OLHSA SENIOR HOME CHORE GRANT FUNDED YARD SERVICE- SNOW REMOVAL SERVICE

In accordance with HUD regulations, the City has issued a bid for CDBG and OLHSA-funded snow removal services for the 2024/25 winter season. The bid was posted on the MITN online cooperative bidding system and emailed to 708 vendors. Out of the 708 vendors, 53 vendors downloaded the bid documents, and six (6) responsive electronic bids were received and opened. From this process, the lowest qualified bidder is Gratiot Landscaping/DBA Winner Circle Turf & Landscape at \$45 per residence/lot. Gratiot Landscaping has demonstrated its quality of work and responsiveness to the city; therefore, we have confidence in its quality of work and professionalism this winter season for the snow removal contract.

Staff recommends that the Council consider two motions to approve this :

To approve a Budget Amendment in the amount of \$100,000 to both to Revenue 101-021-528-5288, Federal Grant – Other and Expenditure 101-728-818-0000, General Fund-Community Development-Contractual Services reflecting the awarded OLHSA grant funds.

To award the CDBG funded yard services/snow removal program contract to the lowest responsible bidder, Gratiot Landscaping DBA Winners Circle Turf & Landscaping, at a unit price of \$45.00 per lot for the 2024/25 Snow Removal season, and to authorize the City to proceed to the next lowest responsible bidder, Luxury Lawn & Snow at unit pricing of \$53.00 per lot in the unlikely event that the contract with Gratiot Landscaping DBA Winners Circle Turf & Landscaping is canceled due to non-performance or other issues.

REPLACEMENT OF 4 POLICE PATROL VEHICLES

The approved FY 2025 Budget includes the scheduled replacement of four standard police patrol vehicles. Although the Dodge Durango Pursuit has proven to be a generally reliable vehicle, there are known drivetrain issues, as well as space and comfort considerations for our officers, who are required to wear more and more equipment. While our Motorpool supervisor has successfully mitigated the drivetrain concerns, resulting in a strong and viable fleet, it does not address the space issues, or long-term longevity concerns. These considerations prompted us to look into alternatives, and the general finding was that the majority of police departments in the area are switching to Chevrolet Tahoes.

I would note that this is not uncommon for police fleets, as the nature of patrol vehicles are ever evolving, moving from different body styles and vendors as new innovations come to the market.

Staff therefore recommends that Council approve the purchase of four Chevrolet Tahoe 4-wheel drive police package, from Berger Chevrolet, of Grand Rapids, through the MiDeal vehicle purchasing program, for the total amount of \$211,968. Funding is budgeted and available with \$158,976 allocated in account 101-301-985-0000, and \$52,992 allocated in account 265-301-985-0039