

Council Agenda

January 7, 2013 6:30 p.m.
Council Chamber

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

PERSONAL APPEARANCES:

(A list will be provided on Monday after 1:00 p.m.)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

Management Update:

1. Update on contract negotiations with the Sheriff for the transition of police services, Darnell Earley, City Manager.
2. Update on mid-year changes to the 2012-2013 Personnel Complement, Beth Carson Church, Assistant Director of Employee Services.

CONSENT AGENDA:

1. Approve the minutes for December 13, 2012 special council meeting and December 17, 2012 regular council meeting.
2. Approve the mid-year changes to the 2012–2013 Personnel Complement which will result in a total staffing reduction of 5.9 Full-Time Equivalent employees with base wage cost savings of \$226,701.
3. Approve and issue a purchase order to InSource Solutions Group in the amount of \$15,010 for the renewal of annual software maintenance and support fees and individual e-filing services.
4. Approve the Phone Maintenance Agreements and issue a purchase order to I.T.I., Inc. in the amount of \$2,191.08 for phone equipment maintenance at the City's Maintenance and Service Division, Water and Sewer Division and the Water Treatment Plant for a one year period and authorize the City Manager or his designee to execute the three maintenance agreements.
5. Approve the recommendation for a public hearing for the upcoming 2013-2014 Community Development Block Grant program, Emergency Shelter Grant

Council Agenda

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Council Chamber

program and HOME Investment Partnership program at the City Council Meeting set for Tuesday, January 22, 2013 at 6:30 pm in the Council Chamber.

6. Approve the recommendation for a public hearing to create an Obsolete Property Rehabilitation Act District at 107 S. Washington at the City Council Meeting set for Tuesday, January 22, 2013 at 6:30 pm in the Council Chamber.
7. Approve the recommendation for a public hearing to create an Obsolete Property Rehabilitation Act District at 100 N. Washington at the City Council Meeting set for Tuesday, January 22, 2013 at 6:30 pm in the Council Chamber.
8. Approve and issue a purchase order to System Specialties in the amount of \$5,855 for the purchase of a replacement Rotork valve actuator to be used by the Wastewater Treatment Plant.
9. Approve and issue a purchase order to Marshall Campbell in the amount of \$14,734.54 for the purchase of various street lights, bulbs, and repair parts to be used by the Traffic Maintenance Section of the Right of Way Division.
10. Approve the one year Adopt-A-Park Agreement with Northmoor Neighborhood Association for the adoption and maintenance of Deindorfer Woods Park and authorize the Director of Public Services or his designee to approve extensions of the Agreement for subsequent years, not to exceed four years.
11. Adopt the revised Resolution authorizing the agreement with the Michigan Department of Transportation for work along Fordney Street from Highway M-46 (Rust Avenue) to Ezra Rust Drive, and road improvements on Ezra Rust Drive between the Court Street Bridge and M-13 (Washington Avenue).
12. Adopt the Resolution authorizing the Agreement for preliminary engineering services with Rowe Professional Services Company for the East Genesee Road Improvements from Harold Street to Hess Avenue.
13. Adopt the Resolution authorizing the sale and consumption of alcoholic beverages at Hoyt Park during the "Bring Back The Ice" event scheduled to be held on January 19, 2013 between the hours of 3:00 p.m. and 7:00 p.m.
14. Adopt the Resolution authorizing the use of amplifying equipment at Hoyt Park for the "Bring Back The Ice" outdoor event on January 19, 2013 and also from January 20, 2013 thru February 16, 2013, Monday thru Sunday during regular skating hours of 10:00 a.m. to 4:00 p.m.

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

1. Consideration of reappointing Abraham Allen and James Hill to the Downtown Development Authority with terms to expire December 31, 2016.
2. Consideration of reappointing Jack Long, Colleen Sproul, Patrick Williams and Leola Wilson to the Human Planning Commission with terms to expire January 7, 2015.
3. Consideration of appointing Ric Longoria to the Human Planning Commission with a term to expire January 7, 2015.
4. Consideration of appointing Ernie Ahmad, currently an alternate member, to fill a vacancy on the Zoning Board of Appeals with a term to expire December 31, 2014.
5. Consideration of appointing Bruce A. Gale to the Zoning Board of Appeals with a term to expire December 31, 2014.
6. Consideration of reappointing George Bush and Edna Webb to the Zoning Board of Appeals with terms to expire December 31, 2015.
7. Consideration of appointing David A. Helpap as an alternate member to the Zoning Board of Appeals with a term to expire December 31, 2015.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

Darnell Earley
City Manager

CITY OF SAGINAW

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Saginaw City Council has scheduled a public hearing on the 2013-2014 Community Development Block Grant (CDBG) Program, Emergency Solutions Grant (ESG) Program and the HOME Investment Partnership (HOME) Program.

The public hearing will be held **Monday, January 22, 2013, at 6:30 p.m.** in the Council Chamber of the City Hall, located at 1315 S. Washington Avenue, Saginaw, Michigan. All interested persons are invited to attend this public hearing.

Janet Santos, CMC/MMC
City Clerk

IF YOU ARE DISABLED AND NEED ACCOMMODATION TO PROVIDE YOU WITH AN OPPORTUNITY TO PARTICIPATE OR OBSERVE IN PROGRAMS, SERVICES, OR ACTIVITIES, PLEASE CALL THE SAGINAW CITY CLERK, 1315 S. WASHINGTON AVE., 759-1480.

Posted: January 8, 2013

By: __jks_____

CITY OF SAGINAW

NOTICE OF PUBLIC HEARING

In compliance with requirements of Act 146, P.A. 2000, the following notice is posted:

Notice is hereby given that the Saginaw City Council has scheduled a public hearing on the request for an Obsolete Property Rehabilitation District at 107 S. Washington Avenue.

The public hearing will be held Tuesday, January 22, 2013, at 6:30 p.m. in the Council Chamber of the City Hall, 1315 S. Washington Ave., Saginaw, MI. The legal description of the property is on file in the Office of the City Clerk.

All interested persons are invited to attend this public hearing.

Janet Santos, CMC/MMC
City Clerk

IF YOU ARE DISABLED AND NEED ACCOMMODATION TO PROVIDE YOU WITH AN OPPORTUNITY TO PARTICIPATE OR OBSERVE IN PROGRAMS, SERVICES, OR ACTIVITIES, PLEASE CALL THE SAGINAW CITY CLERK, 1315 S. WASHINGTON AVE., 759-1480.

Posted: January 8, 2013
By: _____jks_____

CITY OF SAGINAW

NOTICE OF PUBLIC HEARING

In compliance with requirements of Act 146, P.A. 2000, the following notice is posted:

Notice is hereby given that the Saginaw City Council has scheduled a public hearing on the request for an Obsolete Property Rehabilitation District at 100 N. Washington Avenue.

The public hearing will be held Tuesday, January 22, 2013, at 6:30 p.m. in the Council Chamber of the City Hall, 1315 S. Washington Ave., Saginaw, MI. The legal description of the property is on file in the Office of the City Clerk.

All interested persons are invited to attend this public hearing.

Janet Santos, CMC/MMC
City Clerk

IF YOU ARE DISABLED AND NEED ACCOMMODATION TO PROVIDE YOU WITH AN OPPORTUNITY TO PARTICIPATE OR OBSERVE IN PROGRAMS, SERVICES, OR ACTIVITIES, PLEASE CALL THE SAGINAW CITY CLERK, 1315 S. WASHINGTON AVE., 759-1480.

Posted: January 8, 2013
By: _____jks_____

SPECIAL MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD THURSDAY, DECEMBER 13, 2012, AT 6:30 P.M. IN THE AUDITORIUM AT SAGINAW HIGH SCHOOL.

PRAYER AND PLEDGE OF ALLEGIANCE

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

ROLL CALL

Mayor Branch called the meeting to order. Council members present: Annie Boensch, Norman Braddock, Dennis Browning, Larry Coulouris, Daniel Fitzpatrick, Floyd Kloc, Andrew Wendt and Mayor Gregory Branch. Council members absent: Amos O'Neal.

ANNOUNCEMENTS

City Clerk Janet Santos stated the location of the restrooms facilities and information regarding the availability of the School's Wi-Fi connection.

Council Member O'Neal entered the meeting at 6:35 p.m.

PERSONAL APPEARANCES

The following persons addressed the Council: Johnny Sanders, Ruben Vasquez, Marge Bruzewski, Doug Wortley, Robin Stacer, Mike Jarabek, Paul Crane, Larry Schaaf, Janet Cook and Sheriff Bill Federspiel.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Kloc, O'Neal, Fitzpatrick, Coulouris, Boensch, Braddock, Wendt, Browning and Mayor Branch.

REPORTS FROM CITY MANAGER

Management Update

City Manager Darnell Earley thanked Superintendent Dr. Jenkins and his staff for the use of their facility to conduct the Special City Council meeting.

City Manager Earley stated that the focus of the special meeting was to present the report of the Public Safety Funding/Planning/Sustainability Committee. City Manager Earley recapped the reorganization of all operations since 2005. City Manager Earley stated that the draft general fund financial statements reflect a structural deficit of approximately \$2.5 million the City will face in fiscal year 2013 and inflationary costs that will increase the structural deficit to approximately \$3.2 million for fiscal year 2014.

Deputy City Manager/CFO Tim Morales and Plante Moran Controller Carl Johnson presented a financial analysis, forecasts data and the draft general fund 2012 financial statements.

Dr. Eric Scorsone of the Michigan State University Extension Department presented the Local and State economic history and forecast.

Assistant City Manager for Public Safety Phil Ludos presented information on the various public safety models considered by the committee.

Director of Employee Services Dennis Jordan and City Labor Contract Administrator John Clark, Esq., presented information on the impact of labor relations on public safety models.

City Manager Earley summarized the review and conclusions of the committee, addressed the next steps to move forward and stressed the seriousness of the financial deficit the City will face on July 1, 2013 if the City does not address the public safety structure.

RESOLUTIONS

Moved by Council Member Coulouris, seconded by Council Member Braddock to adopt the resolution authorizing tentative agreement for the purpose of transitioning law enforcement services to the Saginaw County Sheriff.

Roll Call Vote:

Ayes: Coulouris, Kloc, O'Neal, Boensch, Braddock and Browning.

Nays: Fitzpatrick, Wendt and Mayor Branch.

Absent: None.

Motion carried.

MOTIONS AND MISCELLANEOUS BUSINESS

Council requested that the City Manager conduct a review of all current and retiree pension plans and present a report at the January 26, 2013 Strategic Planning Session.

ADJOURNMENT

Moved by Council Member Braddock, seconded by Council Member Boensch to adjourn the meeting at 11:10 p.m. 9 ayes, 0 nays, 0 absent. Motion carried.

Janet Santos, CMC/MMC
City Clerk

REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD MONDAY, DECEMBER 17, 2012, AT 6:30 P.M. IN THE COUNCIL CHAMBER OF CITY HALL.

PRAYER AND PLEDGE OF ALLEGIANCE

Council Member Daniel Fitzpatrick offered a moment of silence for the Connecticut elementary school victims and their families and for our community. Council Member Fitzpatrick then offered a prayer and led the pledge of allegiance.

ROLL CALL

Mayor Branch called the meeting to order. Council members present: Annie Boensch, Norman Braddock, Dennis Browning, Larry Coulouris, Daniel Fitzpatrick, Floyd Kloc and Mayor Gregory Branch. Council members absent: Amos O'Neal and Andrew Wendt.

ANNOUNCEMENTS

City Clerk Janet Santos reminded everyone that the Waste Collection Convenience station is open the second Saturday of every month from 10:00 a.m. to 2:00 p.m. City residents may dispose of items that would otherwise be taken to the landfill that curbside pickup does not take. Also, that the first three weeks of January 2013 Christmas trees free of decorations may be placed at curbside for pick up on regular collection days.

Council Member Wendt entered the meeting at 6:35 p.m.

PERSONAL APPEARANCES

The following persons addressed the Council: Earl Jesse, Johnny Sanders, Ronald Thoms, Gary Loster, Pastor Willie Hill, Todd-Nita Taylor, Ariz Staton, Arizsia Staton, Gary Beckert, Rahman Kelley, Mark Oberschmidt and Pastor Cirven Merrill.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Wendt, Braddock, Boensch, Kloc, Fitzpatrick, Coulouris, Browning and Mayor Branch.

REPORTS FROM CITY MANAGER

Management Update

City Manager Darnell Earley introduced Deputy City Manager/CFO Tim Morales. Mr. Morales explained the process of employee earnings according to the structure of the employee classifications and the earnings schedules as defined in the appropriate union agreement or non-union employee contracts.

City Manager Earley introduced Dr. George Ross, Central Michigan University President. Dr. Ross provided an update regarding the Central Michigan School of Medicine project.

Council Member Wendt left the meeting at 7:52 p.m.

City Manager Earley introduced Paul Virciglio, Friends of Hoyt Park Committee. Mr. Virciglio provided an update regarding the successful partnership between the City and the

Friends of Hoyt Park Committee. Many improvements projects at Hoyt Park have been completed. The Pride of Saginaw has joined in sponsorship of activities to be offered at the park.

Council Member Browning left the meeting at 7:57 p.m.

City Manager Earley presented a department "Reorganization – Inspections" update that will configure Public Safety to include the Inspections/Code Compliance Department effective January 1, 2013. City Manager Earley also informed Council of promotions in the Police and Fire Departments. The promotions were possible due to retirements and attrition vacancies.

Council Member Wendt entered the meeting at 8:05 p.m.

City Manager Earley stated that progress regarding Public Safety has begun by extending invitations to Union representatives to established meetings for discussion purposes. All ideas and suggestions were requested and he encouraged everyone to be an active part of the process and solution.

Council Member Browning entered the meeting at 8:08 p.m.

Consent Agenda

Mayor Branch announced that Consent Agenda Item #2 was removed prior to the meeting.

1. Approve the minutes for December 10, 2012 regular council meeting.
2. REMOVED PRIOR TO MEETING: *Receive and file Petition #12-26 from Martin J. DeCorte, requesting that the property bounded by Superior St. to the City limit be vacated.*
3. Approve the easement agreement for 124 S. Baum St. with Consumers Energy.
4. Approve the FY 2013 budget adjustment for the General Fund - Facilities Division's, Operating Services Account. This increase will be offset by a decrease in the General Fund - Planning and Zoning Division's, Operating Services Account. This adjustment will cover the payment to Bierlein Companies, Inc. in the amount of \$4,200 for an emergency purchase order for the removal of damaged ceiling tiles containing asbestos glue pods in the City Manager's office.
5. Approve and issue a purchase order to Osburn Associates in the amount of \$6,393 for the purchase of 1,950 aluminum sign blanks of various sizes to be used by the Traffic Maintenance Section of the Right of Way.

6. Approve and issue a purchase order to HD Supply Works in the amount of \$7,700 for an annual supply of manhole blocks to be used by the Maintenance and Service Division.
7. Adopt a Resolution authorizing the Agreement for preliminary engineering services with Spicer Group for the Hamilton Street Road Improvements from Lyon Street to Court Street.

Council Action:

Moved by Council Member Browning, seconded by Council Member Fitzpatrick to approve consent agenda items 1 and 3 through 7 as presented. 8 ayes, 0 nays, 1 absent. Motion carried.

CONSIDERATION AND PASSING OF ORDINANCES

Moved by Council Member Coulouris, seconded by Council Member Fitzpatrick to adopt the Ordinance to amend the official City map to vacate Dearborn Street between the eastern line of King Street and the western line of Queen Street and to retain therein an easement for public utilities, cable TV and telecommunications. 8 ayes, 0 nays, 1 absent. Motion carried.

Moved by Council Member Coulouris, seconded by Council Member Fitzpatrick to adopt the Ordinance to amend the official City map to vacate Salt Street between the northern line of Fraser Street and the southwestern line of Queen Street and to retain therein an easement for public utilities, cable TV and telecommunications. 8 ayes, 0 nays, 1 absent. Motion carried.

MOTIONS AND MISCELLANEOUS BUSINESS

City Clerk Janet Santos confirmed that City Hall would be closed December 24 and 25, 2012 and January 1, 2013 for the Holiday Season.

ADJOURNMENT

Moved by Council Member Braddock, seconded by Council Member Fitzpatrick to adjourn the meeting at 8:24 p.m. 8 ayes, 0 nays, 1 absent. Motion carried.

Janet Santos, CMC/MMC
City Clerk

From: Darnell Earley, City Manager
Subject: FY 2013 Mid-Year Staffing Adjustments
Prepared by: Beth Carson Church, Office of Employee Services

Manager's Recommendation:

I recommend approval of mid-year changes to the 2012 – 2013 Personnel Complement as reflected in the attached sheet. Such changes stem from efforts to structure employee job duties and responsibilities in such ways as to better accomplish the work of the City while attempting to reduce costs where appropriate.

Justification:

All job vacancies are examined by the Management Efficiency Team to ensure appropriate staffing levels at appropriate wages. The cost of adding any new positions is offset by increased generation of revenue or the elimination of more costly temporary agency fees. The cost of any additions is also offset by the deletion and reallocation of other positions. The result of this current mid-year examination is a total staffing reduction of 5.9 Full-Time Equivalent (FTE) employees with base wage cost savings of \$226,701.

Council Action:

Council _____ moved that the recommendation of the City Manager be approved, seconded by Council _____.

2013 MID-YEAR COMPLEMENT CHANGES BY DEPARTMENT

Department/Division	Type of Change	Job Title	FTE	Cost Impact
<u>Fiscal Services</u>				
Assessing	Deletion	Office Assistant III	(1.0)	(\$28,108)
	Addition	Assessing Technician	1.0	\$31,398
		Totals:	0.0	\$3,290
<u>Public Safety</u>				
Fire Department	Deletion	Firefighter	(7.0)	(\$241,374)
Inspections	Addition	Skilled Labor II (Code Enforcement)	2.1	\$56,784
		Totals:	(5)	(\$184,590)
<u>Development</u>				
Administration	Reclass	Director of Development to Director of Community/Econ Dev.		(\$4,813)
Block Grant	Deletion	NSP Accountant/Compliance Officer	(1.0)	(\$63,387)
	Addition	Block Grant Accountant	1.0	\$48,704
		Totals:	0.0	(\$19,496)
<u>Water/Wastewater Treatment</u>				
Wastewater	Deletion	Environmental Compliance Analyst	(1.0)	(\$39,662)
	Deletion	Remote Facilities Person II	(1.0)	(\$32,875)
	Addition	Remote Retention Treatment Basin Foreman	1.0	\$47,834
	Reclass	Plant Maintenance Supervisor		(\$1,202)
		Totals:	(1.0)	(\$25,905)

GRAND TOTALS: (5.9) (\$226,701)

<u>Type of Change</u>	<u>FTE</u>	<u>Cost Impact</u>
Additions:	5.1	\$184,720
Deletions	(11.0)	(\$405,406)
Reallocations/Title Changes	-	(\$6,015)
TOTALS:	(5.9)	(\$226,701)

From: Darnell Earley, City Manager

Subject: InSource Solutions Group- Annual Maintenance/Support Renewal and e-filing fees

Prepared by: Janet Schramke, Income Tax Administrator

Manager's Recommendation:

I recommend that a purchase order be approved and issued to InSource Solutions Group in the amount of \$15,010 for the renewal of annual software maintenance and support fees and individual e-filing services. The maintenance amount of \$3,400 covers the electronic services for employer withholding used by the Income Tax Division of the Fiscal Services Department, and includes all support and updates to the software for one year. The individual e-filing tax return program fees are \$11,610, and include all support and updates to the hosting software for one year. This amount fluctuates annually based on volume. This is an increase of \$4,110 from last year.

Justification:

The City annually renews our maintenance and support fees for InSource Solutions Group employer tax withholding services. InSource Solutions Group is the proprietary owner of the electronic employer withholding tax software and secure server host. This annual renewal of maintenance and support fees is for a 12-month period and did not increase from last year.

E-filing services improve work and cash flow, by eliminating manual tasks such as opening mail, inputting tax returns and payments. Also, since the City of Saginaw does not have a secure web site, InSource Solutions Group will partner with our current software provider, Innovative Software Services, Inc. to provide a secure e-filing program for all users.

This vendor meets all requirements of §14.23, "Vendors", of "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 for these payments are budgeted and are available in the General Fund- Department of Fiscal Services- Income Tax's Operating Services Account No. 101-1745-711-80-05.

Council Action:

Council Member _____ moved, seconded by Council Member _____ that the recommendation of the City Manager be approved.

From: Darnell Earley, City Manager
Subject: I.T.I., Inc. Maintenance Agreements
Prepared by: Jeff Klopocic, Technical Services Department

Manager's Recommendation:

I recommend that the phone equipment maintenance agreements with I.T.I., Inc. be approved and that a purchase order be approved and issued to them in the amount of \$2,191.08. It is further recommended that the City Manager or his designee be authorized and directed to execute the three maintenance agreements. These agreements were approved by the City Manager as to substance and the City Attorney as to form.

Justification:

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

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

Funds for this payment are budgeted and available in the Technical Services- IS, Operating Services Account No. 658-1720-711-8005.

Council Action:

Council Member _____ moved, seconded by Council Member _____ that the recommendation of the City Manager be approved.

From: Darnell Earley, City Manager
Subject: Community Development Block Grant (CDBG) Public Hearing
Prepared by: Bill Ernat, Interim Director of Development

Manager's Recommendation:

I recommend that a public hearing for the upcoming 2013-2014 Community Development Block Grant (CDBG) Program, Emergency Solutions Grant (ESG) program, and HOME Investment Partnership (HOME) program be set for Tuesday, January 22, 2013 at 6:30 pm in the Council Chamber.

Justification:

The public hearing is being held to meet the citizen participation requirements for the Community Development Block Grant (CDBG) program, Emergency Shelter Grant (ESG) program and HOME Investment Partnership (HOME) program. The hearing is part of the submission approval process for the upcoming 2013-2014 CDBG, ESG, and HOME programs.

Citizens are encouraged to attend the public hearing and anyone wishing to comment on the upcoming fiscal year recommendations for the CDBG, ESG and HOME programs may do so on January 22, 2013 at 6:30 p.m.

Council Action:

Council Member _____ moved, seconded by Council Member _____ that the recommendation of the City Manager be approved.

From: Darnell Earley, City Manager

Subject: Establishing an Obsolete Property Rehabilitation District at 107 S. Washington

Prepared by: Bill Ernat, Interim Director of Development

Manager's Recommendation:

I recommend that a public hearing be held to create an Obsolete Property Rehabilitation Act (OPRA) District at 107 S. Washington at the City Council Meeting set for Tuesday, January 22, 2013 at 6:30 pm in the Council Chamber.

Justification:

The Public Hearing will be held to establish an OPRA District at 107 S. Washington, which would promote the redevelopment of the property known as the Bancroft Building. The Michigan State Housing Development Authority (MSHDA) currently owns the property and is in negotiations to sell the property for redevelopment purposes. The developer in negotiations with MSHDA is seeking the OPRA in order to reduce their costs, thereby making the project more feasible. This property is being developed with 100 N. Washington Ave as one project. Because these properties are not contiguous, two separate OPRA Districts must be created.

The parcel number is 03 0098 00000 and the legal description is as follows:

THAT PART OF BLK 19, MAP OF THE CITY OF EAST SAGINAW, ALSO COMMONLY KNOWN AS HOYTS PLAT, LYING NLY. OF A LINE VIZ., BEG. AT A POINT ON ELY. LINE OF SAID BLK., 80 FT. NLY. OF S.E. CORNER OF BLK 19 AS MEASURED ALONG ELY. LINE OF SAID BLK., THENCE WLY. PARL. WITH SLY. LINE OF SAID BLK 72.50 FT, THENCE N.00 DEG.06 MIN.20 SEC.W. 19.36 FT, THENCE N. 33 DEG. 24 MIN.20 SEC.W. 18.17 FT., THENCE WLY. PARL. WITH SLY. LINE OF SAID BLK, 150 FT. TO A POINT ON WLY. LINE OF BLK.19, SAID POINT BEING 111.0 FT. NLY. OF S.W. CORNER OF SAID BLK. AS MEASURED ALONG SAID WLY. BLK. LINE AND POINT OF ENDING.

Council Action:

Council Member _____ moved, seconded by Council Member _____ that the recommendation of the City Manager be approved.

From: Darnell Earley, City Manager

Subject: Establishing an Obsolete Property Rehabilitation District at 100 N. Washington

Prepared by: Bill Ernat, Interim Director of Development

Manager's Recommendation:

I recommend that a public hearing be held to create an Obsolete Property Rehabilitation Act (OPRA) District at 100 N. Washington at the City Council Meeting set for Tuesday, January 22, 2013 at 6:30 pm in the Council Chamber.

Justification:

The Public Hearing will be held to establish an OPRA District at 100 N. Washington, which would promote the redevelopment of the property known as the Eddy Building. The Michigan State Housing Development Authority (MSHDA) currently owns the property and is in negotiations to sell the property for redevelopment purposes. The developer in negotiations with MSHDA is seeking the OPRA in order to reduce their costs, thereby making the project more feasible. This property is being developed with 107 S. Washington Ave as one project. Because these properties are not contiguous, two separate OPRA Districts must be created.

The parcel number is 03 0146 00000 and the legal description is as follows:

LOT 1, S. 35 FT. OF LOT 2, BLK. 35, MAP OF THE CITY OF EAST SAGINAW, ALSO COMMONLY KNOWN AS HOYTS PLAT

Council Action:

Council Member _____ moved, seconded by Council Member _____ that the recommendation of the City Manager be approved.

From: Darnell Earley, City Manager
Subject: Rotork Valve Actuator
Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend that the low bid from System Specialties of Bloomfield Hills, MI be accepted and that a purchase order be issued to them in the amount of \$5,855 for the purchase of a replacement Rotork valve actuator.

Justification:

On December 11, 2012, the City received five bids for a replacement Rotork valve actuator. The Rotork valve actuators are the devices which open and close valves and communicate with the plant SCADA system. The Wastewater Treatment Plant has numerous Rotork valve actuators throughout the plant and at the Remote Facilities. This particular valve actuator controls the drain valve on the chlorine contact chamber. Due to its age, repair parts are no longer available and a replacement actuator must be purchased. The following is a tabulation of the bids received:

System Specialties Bloomfield Hills, MI	\$5,855
H.D. Supply Waterworks Shelby Township, MI	\$6,600
Joseph M. Day Co. Saginaw, MI	\$7,117
Applied Industrial Technologies Saginaw, MI	\$7,181
Michigan Pipe & Valve Saginaw, MI	\$7,775

These vendors meet 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 for this purchase are budgeted in the Sewer Operation and Maintenance Fund, Treatment and Pumping Division's Parts and Supplies Account No. 590-4830-861.73-30.

Council Action:

Council Member _____ moved, seconded by Council Member _____
that the recommendation of the City Manager be approved.

From: Darnell Earley, City Manager
Subject: Purchase of Street Lights, Bulbs, and Repair Parts – ROW Division
Prepared by: Beth D. London, Public Services Department

Manager’s Recommendation:

I recommend that the low bid from Marshall Campbell, Saginaw, MI be accepted, and that a purchase order be approved and issued to them in the amount of \$14,734.54 for the purchase of various street lights, bulbs, and repair parts.

Justification:

On October 30, 2012, the City received bids for various street lights, bulbs, and parts for the repair of street lights. The Traffic Maintenance Section of the Right of Way Division is required to maintain and replace (when necessary) approximately 7,000 street lights within the City of Saginaw. A purchase order was issued and the products were delivered on November 20 and 26, 2012. Upon receipt of the items some of them did not meet the bid specifications. City personnel reevaluated the items while working with various bidders and decided that in order to be more cost efficient a different type of bulb would be used. On December 18, 2012, the City rebid for 344 bulbs, 40 light fixtures, and various other parts for the repair of street lights. The following is a tabulation of the bids received:

Marshall Campbell Saginaw, MI	\$14,734.54
Standard Electric Saginaw, MI	\$17,470.82
Graybar Belleville, MI	\$19,745.60

Marshall Campbell 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 for this purchase are available in the General Fund Street Lighting Division’s, Parts and Supplies Account No. 101-4620-791.73-30.

Council Action:

Council Member _____ moved, seconded by Council Member _____ that the recommendation of the City Manager be approved.

From: Darnell Earley, City Manager

Subject: Northmoor Neighborhood Association - Adopt-A-Park Agreement

Prepared by: Evelyn McGovern, Public Services Department

Manager's Recommendation:

I recommend that the Director of Public Services or his designee be authorized to enter into a one-year Adopt-A-Park Agreement with Northmoor Neighborhood Association. I further recommend that the Director of Public Services or his designee be authorized to approve extensions of the Agreement for subsequent years (not to exceed four years) without further Council approval or action.

Justification:

Northmoor Neighborhood Association has completed an Adopt-A-Park application seeking the City's approval to adopt and maintain the parcel of land located at 1800 Weiss Street (Deindorfer Woods Park) in the manner set forth in its Adopt-A-Park application and Agreement. Whereas the City of Saginaw is the owner of certain real property located at 1800 Weiss Street. The described work to be performed includes replacing chips on trails; planting flowers and grass; picking up trash; installing lighting and cameras; installing a drinking fountain and pet hose; paving parking lot; removing dangerous trees and replanting trees; clearing the drain for creek; and rebuilding pedestrian bridges.

Section 95.01 of the Saginaw Code of Ordinances provides that "No person shall plant, remove, or destroy any tree or shrub in any street, alley, or public place without first obtaining a written permit to do so from the Superintendent of Streets and Bridges." The ordinance continues "The City Manager is hereby empowered, subject to approval by the Council, to make any additional rules and regulations pertaining to the planting, removal, care, maintenance, and protection of trees, shrubs, and plants as are necessary to protect public property or the health or safety of the public."

Upon approval by City Council of the above application, the City shall enter into an Agreement with the applicant requiring a one-year commitment to the performance of the described work. The applicant will be responsible for having the proposed work approved by the Director of Public Services or his designee; complying with all applicable laws; obtaining liability insurance, if necessary; and holding the City harmless from any claims arising from applicant's adoption of the public area and work performed at same.

Council Action:

Council Member _____ moved, seconded by Council Member _____ that the recommendation of the City Manager be approved.

From: Darnell Earley, City Manager
Subject: MDOT Cost Agreement (No.12-5522) – ROW Division
Prepared by: Beth London, Public Services Department

Manager’s Recommendation:

I recommend that the revised Resolution to approve the Michigan Department of Transportation (MDOT) Agreement Number 12-5522 (City Clerk No. A-8367) be approved as it appears under the regular order of business.

Justification:

On November 26, 2012, the City Council approved MDOT Agreement No. 12-5522 (City Clerk No. A-8367) and corresponding resolution for the purpose of fixing the rights and obligations of the parties in agreeing to road, streetscaping, and water main improvements on Fordney Street between M-46 (Rust Avenue) and Ezra Rust Drive, and road improvements on Ezra Rust Drive between the Court Street Bridge and M-13 (Washington Avenue).

MDOT has requested a revised resolution stating specifically who is authorized to execute the agreement on behalf of the City. The following wording has been added to the last sentence of the resolution, “that the Mayor or his designee be authorized to execute this agreement on behalf of the City of Saginaw.” This wording is the only change made to the resolution. All future resolutions for MDOT agreements will contain this same wording.

Council Action:

Council Member _____ moved, seconded by Council Member _____ that the recommendation of the City Manager be approved.

MDOT Cost Agreement No. 12-5522

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

WHEREAS: Cost Agreement No. 12-5522 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 road improvements in the City of Saginaw that include Streetscaping work along Fordney Street from Highway M-46 (Rust Avenue) to Ezra Rust Drive; including decorative sidewalk; decorative street lighting; and tree planting work; hot mix asphalt cold milling and resurfacing work along Ezra Rust Drive from the Court Street bridge to Highway M-13 (Washington Avenue); including concrete pavement repair; earthwork; concrete sidewalk; and sidewalk ramp work; reconstruction work along Fordney Street from Highway M-46 (Rust Avenue) to Ezra Rust Drive; including hot mix asphalt paving; storm sewer; concrete curb and gutter; concrete sidewalk; sidewalk ramp; and traffic signal work; watermain work along Fordney Street from Highway M-46 (Rust Avenue) to Ezra Rust Drive; and all together with necessary related work.

WHEREAS: Cost Agreement No. 12-5522 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. 12-5522 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 January 7, 2013; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

Janet Santos, CMC/MMC
City Clerk

From: Darnell Earley, City Manager
Subject: Preliminary Engineering Agreement (No.12-5460/S1) – ROW Division
Prepared by: Beth London, Public Services Department

Manager’s Recommendation:

I recommend that the Preliminary Engineering Agreement (“Agreement”), Number 12-5460/S1 for preliminary engineering services with Rowe Professional Services Company for the East Genesee Road Improvements from Harold Street to Hess Avenue be approved. It is further recommended 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 City solicited proposals from three engineering firms pre-qualified to provide road and water main design services for the City. The design work is to include the preparation of reports and studies as well as the design and preparation of final construction plans and specifications necessary for the East Genesee Avenue road and water main improvements from Harold Street to Hess Street including all necessary related work. The total cost of Rowe’s proposal is \$65,376.70.

On October 15, 2012, Council approved a cost agreement with the Michigan Department of Transportation (“MDOT”) for preliminary engineering design services for the participating road portion of the project. This Cost Agreement allows the City to be reimbursed for 80% of the preliminary engineering cost for the road portion of the project (with a not to exceed reimbursement of \$40,000) with Federal Surface Transportation Urban Local (STUL) funds. The City is now required to enter into an MDOT Third Party Agreement with Rowe for preliminary engineering services for the road.

Selection of the design firm was based on requirements of MDOT. MDOT requires a Quality Based Selection process be used, if the design services will cost more than \$100,000. A Cost Based Selection process can be used when design costs are less than \$100,000. Following MDOT’s requirements, Rowe was selected based on cost alone. However, the three consultants where required to submit technical proposals to determine their understanding of the engineering services required and to verify they could meet the accelerated design schedule. Requested design services include non-participating water main. Water main design costs have been kept separate from this agreement. Therefore, the services for the water main will be performed utilizing the

City's existing General Engineering Services Agreement with Rowe, which was approved by Council on June 21, 2010, for a period of four years.

The preliminary engineering cost for the participating road portion of the project is \$50,206.14. The City will be reimbursed \$40,000 of these costs. The City is responsible for 100% of the preliminary engineering cost of the non-participating water main, which is \$15,170.56. Any road design cost overruns in excess of \$50,206.14 will be the responsibility of the City.

Rowe meets all the requirements of §14.23, "Vendors", of "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 for the preliminary engineering services are budgeted and available in the Major Streets Fund – Streets Projects Division's Engineering Services Account No. 202-4614-781.80-02 (\$50,206.14), and Water Operations and Maintenance Fund – Maintenance and Service Division's Engineering Services Account No. 591-4721-861.80-02 (\$15,170.56). The Project Number is ST 1201.

Council Action:

Council Member _____ moved, seconded by Council Member _____ that the recommendation of the City Manager be approved.

MDOT Preliminary Engineering Agreement No. 12-5460/S1

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

WHEREAS: The City has entered into an Agreement with Rowe Professional Services Company for preliminary engineering services for the East Genesee Avenue Road Improvements from Harold Street to Hess Avenue that will include the preparation of reports and studies, as well as the design and preparation of final construction plans.

WHEREAS: On October 15, 2012, Council approved Cost Agreement Number 12-5460/S1 with the Michigan Department of Transportation ("MDOT"), for preliminary engineering services, for the East Genesee Avenue Road Improvements from Harold Street to Hess Avenue.

WHEREAS: Cost Agreement Number 12-5460 allows the City to be reimbursed with Federal Surface Transportation Urban Local (STUL) funds for 80% of the preliminary engineering services for the road design with a not to exceed reimbursement amount of \$40,000.

WHEREAS: The City is now required to enter into an MDOT Third Party Agreement with Rowe Professional Services for preliminary engineering services for the road.

WHEREAS: The preliminary engineering cost of the road design is \$50,206.14 of which STUL funds will pay \$40,000, and the City will pay \$10,206.14. The City is also responsible for the non-participating water main preliminary engineering services of \$15,170.56

WHEREAS: Preliminary Engineering Services Agreement Number 12-5460/S1 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 Preliminary Engineering Services Agreement Number 12-5460/S1 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 January 7, 2013; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

Janet Santos, CMC/MMC
City Clerk

From: Darnell Earley, City Manager

Subject: Authorization to Allow the Consumption of Alcoholic Beverages at Hoyt Park

Prepared by: Evelyn McGovern, Public Services Department

Manager's Recommendation:

I recommend adoption of the attached Resolution authorizing the consumption of alcoholic beverages at Hoyt Park during the "Bring Back The Ice" event scheduled to be held on January 19, 2013 between the hours of 3:00 p.m. and 7:00 p.m. PRIDE in Saginaw, Inc. (hereinafter "PRIDE") will serve alcoholic beverages to the major sponsors from 3:00 p.m. to 4:00 p.m., by invitation only, for a special presentation at Hoyt Park.

Justification:

On January 19, 2013, PRIDE will host the "Bring Back The Ice" an outdoor sledding, ice skating, and hockey event at Hoyt Park. PRIDE has requested that the City allow them to distribute alcoholic beverages for consumption from 3:00 p.m. to 4:00 p.m. during this event. Title XIII, Chapter 132, Section 132.01(C) of the Saginaw Code of Ordinances states that City Council can authorize the consumption of alcoholic beverages on public property, if the vendor provides the following to the City:

- (1) The precise location where said beverages are to be consumed;
- (2) The dates and times for said activities;
- (3) A proper state license for the consumption of alcoholic beverages at the place and times listed in subsections (1) and (2) above;
- (4) Adequate public liability and property damage insurance for the benefit of the City with a company licensed to sell insurance in the State of Michigan;
- (5) Such other insurance as the City Council deems adequate for the benefit of the City;
- (6) Adequate personnel to control the premises where the alcoholic beverages are to be sold and consumed; and
- (7) Such other reasonable requirements as said City Council deems appropriate.

PRIDE in Saginaw, Inc. will provide the proper documents to the proper City officials. If PRIDE fails to provide the documentation by January 15, 2013, they will not be allowed to consume alcoholic beverages at Hoyt Park. The City will set the insurance

requirements and all insurance certificates must be reviewed and approved by the City. Furthermore, PRIDE will be advised of the insurance requirements and the deadline for submitting insurance certificates to the City.

Council Action:

This council communication is for explanation purposes only of the Resolution to be adopted.

RESOLUTION TO PERMIT THE CONSUMPTION OF ALCOHOLIC BEVERAGES AT HOYT PARK ON PUBLIC PROPERTY

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

WHEREAS, PRIDE in Saginaw, Inc. plans to host “Bring Back The Ice,” an outdoor sledding, ice skating, and hockey event on January 19, 2013 between the hours of 3:00 p.m. and 7:00 p.m.; and

WHEREAS, PRIDE will serve alcoholic beverages to the major sponsors of this event from 3:00 p.m. to 4:00 p.m. by invitation only, for a special presentation at Hoyt Park; and

WHEREAS, PRIDE in Saginaw, Inc. requested that they be allowed to serve alcoholic beverages to participants from 3:00 p.m. to 4:00 p.m. at Hoyt Park on public property; and

WHEREAS, City Council can provide authorization for the consumption of alcoholic beverages on public property; and

WHEREAS, PRIDE in Saginaw, Inc. must provide certain documents prior to the events.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Saginaw hereby authorizes the consumption of alcoholic beverages on public property during the “Bring Back The Ice,” an outdoor event to be held on January 19, 2013 at Hoyt Park provided the mandatory information listed in Title XIII, Section 132.01(C) of the Saginaw Code of Ordinances be provided to proper City officials no later than January 15, 2013.

BE IT FURTHER RESOLVED, if PRIDE in Saginaw, Inc. does not provide the documents by the stated date, they will not be allowed to consume alcoholic beverages during this event on January 19, 2013.

BE IT FURTHER RESOLVED, that the City will set all insurance requirements and all insurance certificates must be reviewed and approved by the City.

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 January 7, 2013; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

Janet Santos, CMC/MMC
City Clerk

From: Darnell Earley, City Manager
Subject: Authorization for PRIDE in Saginaw, Inc. to Use Amplifying Equipment during their events at Hoyt Park

Prepared by: Evelyn McGovern, Public Services Department

Manager's Recommendation:

I recommend approval of the Resolution authorizing the use of amplifying equipment for the "Bring Back The Ice" outdoor event to be held on January 19, 2013. This event will be held at Hoyt Park between the hours of 3:00 p.m. and 7:00 p.m. Amplifying equipment may also be used from January 20, 2013 thru February 16, 2013, Monday thru Sunday during regular skating hours of 10:00 a.m. to 4:00 p.m.

Justification:

On January 3, 2013, PRIDE in Saginaw, Inc. (hereinafter "PRIDE") submitted a Special Event application to host a "Bring Back The Ice" event at Hoyt Park to include sledding, ice skating, and hockey on January 19, 2013. PRIDE requested permission to use amplifying equipment during this event between the hours of 3:00 p.m. and 7:00 p.m., and thereafter during regular daily skating hours scheduled between 10:00 a.m. and 4:00 p.m. until February 16, 2013.

In accordance with Title IX, "General Regulations" of Chapter 99, "Special Event," §99.21, "Use of Sound Amplifying Equipment," if an event sponsor intends to use sound amplifying equipment, the event sponsor is required to obtain approval from City Council.

Council Action:

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

RESOLUTION TO AUTHORIZE PRIDE IN SAGINAW, INC. TO USE AMPLIFYING EQUIPMENT ON JANUARY 19, 2013 FOR “BRING BACK THE ICE” EVENT AND DURING REGULAR SKATING HOURS AT HOYT PARK

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

WHEREAS, the PRIDE in Saginaw, Inc. (hereinafter “PRIDE”) plans to host a “Bring Back The Ice,” an outdoor event, on January 19, 2013 at Hoyt Park between the hours of 3:00 p.m. and 7:00 p.m.; and

WHEREAS, PRIDE also plans to have regular skating from January 20, 2013 to February 16, 2013 between the hours of 10:00 a.m. and 4:00 p.m.; and

WHEREAS, PRIDE has requested permission to use amplifying equipment between the hours of 3:00 p.m. and 7:00 p.m. on January 19, 2013; and thereafter until February 16, 2013 between the hours 10:00 a.m. and 4:00 p.m.; and

WHEREAS, City Council can provide authorization for the use of amplifying equipment on public property; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Saginaw hereby authorizes the use of amplifying equipment during the “Bring Back The Ice” event to be held on January 19, 2013 at Hoyt Park, between the hours of 3:00 p.m. to 7:00 p.m.; and thereafter during regular skating hours Monday thru Sunday from 10:00 a.m. to 4:00 p.m. at Hoyt Park located at 1574 S. Washington Avenue.

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 January 7, 2013; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

Janet Santos, CMC/MMC
City Clerk