

# Council Agenda

January 22, 2013 6:30 p.m.  
Council Chamber

## PRAYER AND PLEDGE OF ALLEGIANCE:

## ROLL CALL:

## ANNOUNCEMENTS:

1. Mark S. Tillman, General President of Alpha Phi Alpha Fraternity, Inc. to receive Proclamation and Key to the City.

## PUBLIC HEARINGS:

1. Regarding fiscal year 2012-2013 for the Community Development Block Grant (CDBG) Program, Emergency Shelter Grant (ESG) Program and The Home Investment Partnership (HOME) Program.
2. Hearing to create an Obsolete Property Rehabilitation Act District at 107 S. Washington.
3. Hearing to create an Obsolete Property Rehabilitation Act District at 100 N. Washington.

## 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 Fiscal Year 2012 Annual Audit, David R. Youngstrom, CPA, Principal and Regional Audit Director, Yeo & Yeo Financial Services.
2. Update on Semi-Annual Equal Employment Opportunity Report, Beth Carson Church, Assistant Director of Employee Services.
3. Update from Elizabeth Hanson, Human Planning Commission (HPC), on HPC recommendation for Community Development Building Grant for program year 2013-2014.
4. Public Services Radio System Update, Phil Karwat, Director of Public Services.

# Council Agenda

January 22, 2013 6:30 p.m.

Council Chamber

## CONSENT AGENDA:

1. Approve the minutes for January 7, 2013 regular council meeting.
2. Approve to receive and file the Fiscal Year 2011-2012 Annual Audit Report.
3. Approve the revised Internet Services Agreement with ACD.net which sets terms for the City's access to the Internet for a 3 year term in the amount of \$7,199.40 per year.
4. Approve the Substance Abuse Treatment and Prevention Services Agreement with the Saginaw County Department of Public Health for a nine month term.
5. Approve the insurance renewals for the City's Building and Personal Property Coverage, Business Income, Valuable Papers and Records, Computers, Flood, Earthquake, Animals in the Petting Zoo, Crime, Equipment, Bridges, Machinery and Equipment Breakdown and Storage Tanks for the total cost of \$337,235 and authorize the City Manager or his designee to execute any and all necessary insurance documents under the plans.
6. Approve the filing of the 2013 Single Lot Special Assessment Tax Roll in the office of the City Clerk for public examination and that the City Council call a Public Hearing to be held Monday, February 18, 2013 at 6:30 pm in the Council Chamber.
7. Approve the Legal Service Agreement with John H. vanBenschoten for interim prosecutorial services on a month-to-month basis to represent the City in the prosecution of the City traffic, parking, misdemeanor ordinances and municipal civil infractions in the amount of \$5,923.75 per month effective January 3, 2013.
8. Approve the easement agreement with Abraham Allen for 235 S. Washington Avenue to allow the construction of an exterior staircase/fire escape for the building at 234 S. Water Street.
9. Approve and issue a purchase order to Brian K. Elder, PLC in the amount of \$5,000 for the Professional Services Agreement for legal services associated with the Community Development Block Grant and authorize the Mayor or his designee to execute this agreement.
10. Approve and issue a purchase order to Best Homes Title Agency, LLC in the amount of \$3,000 for the Title Services Agreement associated with the Community Development Block Grant and authorize the Mayor or his designee to execute this agreement.

## Council Agenda

January 22, 2013 6:30 p.m.

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11. Approve transfer of the property known as 1413 Federal Avenue to the Saginaw County Land Bank for the purchase price of \$1.00 and authorize the City Manager or his designee to sign any documents to complete the transaction.
12. Approve the recommendation for a public hearing to create an Obsolete Property Rehabilitation Act District at 118-122 N. Washington Avenue at the City Council Meeting set for Monday, February 4, 2013 at 6:30 pm in the Council Chamber.
13. Approve and issue a purchase order to Anderson Radio in the amount of \$453,653 for the replacement of the Public Service radio system.
14. Approve and issue a purchase order to Mike's Bumping and Painting in the amount of \$2,273.57 to repair damage sustained to Police Vehicle No. 90-1642.
15. Approve and issue a purchase order to Spaulding Manufacturing Company in the amount of \$42,950 for a roadway crack-filling unit to be used by the Streets Routine Maintenance Division.
16. Approve and issue separate annual purchase orders to Consumers Auto Parts in the amount of \$22,104.51 for fiscal year 2013, and \$23,268.11 for fiscal year 2014 for the purchase of various filters used for City vehicles and equipment by the Motor Pool Operations Garage Division.
17. Approve and issue a purchase order to System Specialties Co. in the amount of \$23,892.70 for the purchase of two Rotork valve actuators to be used by the Wastewater Treatment Plant.
18. Approve and issue a purchase order to Fife-Pierce Electric Co. in the amount of \$2,785 for the repair of a failed Variable Frequency Drive used by the Water Treatment Plant.
19. Approve and issue a purchase order to HESCO in the amount of \$12,270.50 for the purchase of an Isco flow metering system and additional components for installation to be used by the Waste Water Treatment Plant's Emerson retention and treatment basin.
20. Adopt the Resolution to approve the Community Development Block Grant submission for Program Year 2013-14.
21. Adopt the Resolution to approve the Home Investment Partnership Program submission for Program Year 2013-14.
22. Adopt the Resolution to approve the McKinney-Vento Homeless Assistance Program Emergency Shelter Grant submission for Program Year 2013-14.

# **Council Agenda**

January 22, 2013 6:30 p.m.  
Council Chamber

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

### INTRODUCTION OF ORDINANCES:

### CONSIDERATION AND PASSING OF ORDINANCES:

### RESOLUTIONS:

1. Adopt the Resolution establishing an Obsolete Property Rehabilitation District, located at 107 S. Washington Avenue, Saginaw, Michigan.
2. Adopt the Resolution establishing an Obsolete Property Rehabilitation District, located at 100 N. Washington Avenue, Saginaw, Michigan.

### UNFINISHED BUSINESS:

### MOTIONS AND MISCELLANEOUS BUSINESS:

Darnell Earley  
City Manager

# CITY OF SAGINAW

## PROCLAMATION

WHEREAS, Alpha Phi Alpha Fraternity, Inc. was founded on December 4, 1906 on the campus of Cornell University in Ithaca, New York as the first intercollegiate Greek-letter fraternity established for African-Americans by seven African-American men whose legacy remains as The Seven Jewels of Alpha Phi Alpha; and

WHEREAS, the mission of the fraternity is to develop leaders, promote brotherhood and academic excellence, while providing service and advocacy for our communities; and

WHEREAS, since its founding, many leaders throughout the world have received their visions of a better society and a stronger community for all through their fraternal initiation and commitment to the worthy precepts of "manly deeds, scholarship and love for all mankind;" and

WHEREAS, down through the years many of those leaders have left an indelible mark on the City of Saginaw through their tireless work and community service in government, education, business and many other areas of human endeavor by such notable public servants as former Mayors Hon. Henry G. Marsh, Hon. Joseph L. Stephens, Hon. Lawrence D. Crawford, and former Mayor Pro Tem Hon. Carl C. Poston; and

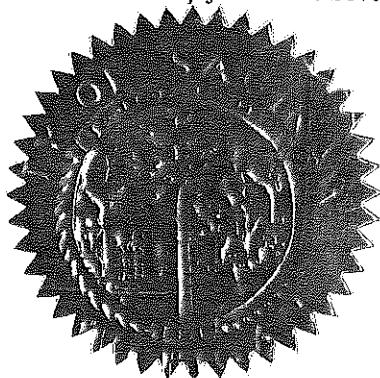
WHEREAS, the Iota Chi Lambda Chapter of Alpha Phi Alpha Fraternity, Inc. in Saginaw pauses annually to recognize individual community leadership contributions simultaneously with the celebration of the life and legacy of one of its greatest fraternity brothers, Dr. Martin Luther King, Jr. at the Unity Luncheon held in his honor during his National holiday; and

WHEREAS, the speaker for the January 21, 2013 Dr. Martin Luther King, Jr. Unity Luncheon, Alpha Phi Alpha Fraternity, Inc. General President Mark S. Tillman, who through his many levels of leadership here in the great State of Michigan, including Big Brothers Big Sisters of America, uses a key symbolically to encourage young men and women everywhere to unlock their greatest potential, to make a difference in their communities, to challenge the order of mediocrity in favor of change towards the better, and more fulfilling aspects of Quality of Life in urban neighborhoods; and

WHEREAS, the Saginaw City Council wishes to offer its thanks and best wishes to General President Tillman and the men of Iota Chi Lambda Chapter of Alpha Phi Alpha Fraternity, Inc. on this most auspicious occasion in our city.

NOW, THEREFORE BE IT RESOLVED, that this proclamation and key to the City of Saginaw are being presented to Alpha Phi Alpha Fraternity, Inc. General President Mark S. Tillman in gratitude for the leadership of Alpha men here in our community as well as other communities throughout the world.

BE IT FURTHER RESOLVED, that this key is symbolic of our appreciation and encouragement to President Tillman to continue the dedicated work and leadership he brings to Saginaw and all over the world so that young men and women in other communities will heed the admonition to reach their fullest potential and give back to their communities through their dedicated leadership just as The Seven Jewels of Alpha did in 1906.



January 21, 2013

Gregory L. Branch, Mayor  
*Councilmembers*

*Dennis Browning, Mayor Pro Tem, Annie Boensch,  
Norman Braddock, Larry Coulouris, Daniel Fitzpatrick,  
Floyd Kloc, Amos O'Neal, and Andrew Wendt,*

Darnell Earley, City Manager, A Φ A

# **PUBLIC NOTICE**

Pursuant to Title III, Administration, Chapter 33, "Taxation and Assessment," Section 33.27, Assessment Roll Hearing and Confirmation, City of Saginaw Code of Ordinances, O-1, notice is hereby given that the Council of the City of Saginaw, Michigan, will meet at **6:30 p.m. Monday, February 18, 2013**, in the Council Chamber of the City Hall and review the following single lot special assessment rolls:

Sewer Connections & Replacements  
Nuisances: Trash Removal/Yard Cleanup and Weed/Grass Cutting  
False Alarms Fire  
False Alarms Police  
Environmental Tests/Samples/Inspections/Adm. Fees  
Environmental Fines & Surcharges  
Environmental Permit Fees

Anyone objecting to such an assessment may appear in person at the hearing to protest or may file an objection in writing with the City Clerk prior to the close of said hearing, which written objection shall specify in what respect the objection is made. Postmark date will not be honored and no phone call objections will be accepted.

An appearance and protest at the hearing in this assessment proceeding is required in order to appeal the amount of the special assessment to the Michigan State Tax Tribunal. Such appeal must be submitted within 30 days of the City Council having approved the single lot special assessment tax roll. The single lot special assessment rolls are on file in the office of the City Clerk and are available for inspection during regular office hours up to the time of the 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 SOUTH WASHINGTON AVENUE, 759-1480.

Posted: 1-23-2013  
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 from TSSF Architects, Inc., d.b.a. CMC Leasing, LLC, for an Obsolete Property Rehabilitation District at 118-122 N. Washington Avenue.

The public hearing will be held Monday, February 4, 2013, at 6:30 p.m. in the Council Chamber of the City Hall, 1315 S. Washington Ave., Saginaw, MI. The request and 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 23, 2013

By: \_\_jks\_\_\_\_\_

REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD MONDAY, JANUARY 7, 2013, AT 6:30 P.M. IN THE COUNCIL CHAMBER OF CITY HALL.

PRAYER AND PLEDGE OF ALLEGIANCE

Council Member Norman Braddock 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 this week and next week, Christmas trees free of decorations may be placed at curbside for pick up on regular collection days.

City Clerk announced that City Hall will be closed on Monday, January 21, 2013 for the Martin Luther King holiday and that the next regular City Council meeting will be held on Tuesday, January 22, 2013 at 6:30 p.m.

PERSONAL APPEARANCES

The following persons addressed the Council: Ronald Thoms, Grady Holmes, Jr. and Gary Beckert.

REMARKS OF COUNCIL

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

REPORTS FROM CITY MANAGER

Management Update

City Manager Darnell Earley introduced Assistant Director of Employee Services Beth Carson Church. Ms. Church presented an update on mid-year changes to the 2012-2013 Personnel Complement with a total staff reduction of 5.9 employees within four City Departments. The total cost impact is a decrease of \$226,701.

City Manager Earley presented an update on contract negotiations with the Sheriff for the transition of police services.

Council Member Wendt entered the meeting at 7:14 p.m.

City Manager Earley also presented benchmarks regarding Public Safety Funding, Planning and Sustainability.

Consent Agenda



1. Approve the minutes for the December 13, 2012 special council meeting and December 17, 2012 regular council meeting.
2. Approve 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 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 use of amplifying equipment at Hoyt Park for the "Bring Back the Ice" outdoor event on January 19, 2013 thru February 16, 2013, Monday thru Sunday during regular skating hours of 10:00 a.m. to 4:00 p.m.

Council Action:

Moved by Council Member Coulouris, seconded by Council Member Braddock to approve consent agenda items 1 and 3 through 14 as presented. 8 ayes, 0 nays, 1 absent. Motion carried.

Moved by Council Member Wendt, seconded by Council Member Braddock to approve consent agenda item 2 as presented. 8 ayes, 0 nays, 1 absent. Motion carried.

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

Moved by Council Member Boensch, seconded by Council Member Braddock to reappoint Abraham Allen and James Hill to the Downtown Development Authority with terms to expire December 31, 2016. 8 ayes, 0 nays, 1 absent. Motion carried.

Moved by Council Member Boensch, seconded by Council Member Browning to reappoint Jack Long, Colleen Sproul, Patrick Williams and Leola Wilson to the Human Planning Commission with terms to expire January 7, 2015. 8 ayes, 0 nays, 1 absent. Motion carried.

Moved by Council Member Boensch, seconded by Council Member Braddock to appoint Ric Longoria to the Human Planning Commission with a term to expire January 7, 2015. 8 ayes, 0 nays, 1 absent. Motion carried.

Moved by Council Member Boensch, seconded by Council Member Braddock to appoint Ernie Ahmad, currently an alternate member, to fill a vacancy on the Zoning Board of Appeals with a term to expire December 31, 2014. 8 ayes, 0 nays, 1 absent. Motion carried.

Moved by Council Member Boensch, seconded by Council Member Browning to appoint Bruce A. Gale to the Zoning Board of Appeals with a term to expire December 31, 2014. 8 ayes, 0 nays, 1 absent. Motion carried.

Moved by Council Member Boensch, seconded by Council Member Braddock to reappoint George Bush and Edna Webb to the Zoning Board of Appeals with terms to expire December 31, 2015. 8 ayes, 0 nays, 1 absent. Motion carried.

Moved by Council Member Boensch, seconded by Council Member Braddock to appoint David A. Helpap as an alternate member to the Zoning Board of Appeals with a term to expire December 31, 2015.

Roll call vote:

Aye: Boensch, Braddock, Browning, Coulouris, Fitzpatrick, Kloc, Mayor Branch

Nay: None

Abstain: Wendt

Absent: O'Neal

Motion carried.

#### ADJOURNMENT

Moved by Council Member Braddock, seconded by Council Member Browning to adjourn the meeting at 7:54 p.m. 8 ayes, 0 nays, 1 absent. Motion carried.

Janet Santos, CMC/MMC  
City Clerk

**From:** Darnell Earley, City Manager  
**Subject:** ACD.net Internet Services Agreement  
**Prepared by:** Chris Seager, Technical Services

**Manager's Recommendation:**

I recommend approval of the Internet Services Agreement between the City of Saginaw and ACD.net, our current provider. This agreement sets terms for the City's access to the Internet for a period of 36 months. The current annual cost of Internet services is \$10,836 and will be reduced to \$7,199.40 with this new agreement for an annual savings of \$3,636.60. This agreement has been approved by the City Manager as to substance and the City Attorney as to form.

**Justification:**

The City continues to experience a significant increase in demand for Internet bandwidth due to increased City website traffic. Additional contributing factors are the introduction of newer technologies throughout the City such as video streaming, wireless cameras and automatic meter reading. The maximum bandwidth capacity is reached on a regular basis causing delays in Internet response times. The parties have agreed to enter into a new Agreement for a period of three (3) years with an increase in Internet access. The increased access will provide quicker website response and double bandwidth availability. We currently pay \$903 per month and will now pay \$599.95 per month for a savings of \$303.05 per month due to changing from dedicated T1 (Digital Transmission Line) internet to DSL (Digital Subscriber Line) internet.

This Agreement contains terms that are not favorable to the City, such as a one-sided indemnification clause and early termination penalties. It is recommended that we accept the Agreement in its present form as these terms and conditions are standard in most Internet service agreements.

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 Technical Services Operating Services Account No. 658-1720-711.80-05.

**Council Action:**

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

**From:** Darnell Earley, City Manager

**Subject:** Saginaw County Department of Public Health, Substance Abuse Treatment and Prevention Services (TAPS) Agreement

**Prepared by:** Sienna Rendon, Community Public Safety – Police

**Manager’s Recommendation:**

I recommend the approval of the Substance Abuse Treatment and Prevention Services Agreement (“Agreement”) between the City of Saginaw (“City”) and the Saginaw County Department of Public Health (“SCDPH”). The term of the Agreement is nine months. It is retroactive to January 1, 2013 and will expire on September 30, 2013. This agreement has been approved by the City Manager as to substance and the City Attorney as to form. It is further recommended that the Assistant City Manager for Public Safety and/or his designee be authorized to sign the Agreement and any related documents.

**Justification:**

During the past several years, SCDPH and the City have entered into agreements regarding the prevention of substance abuse in the Saginaw community. The purpose of the program is to develop and deliver substance abuse prevention services to specific high risk and underserved populations in a variety of settings. The SCDPH will reimburse the City \$80 for each unit of direct face to face substance abuse prevention services provided by the Saginaw Police Department (“SPD”) to residents. The amount of the Agreement will not exceed \$84,000. The SPD will use the monies provided by the SCDPH to fund its drug prevention efforts through the Family Youth Initiative Program.

**Council Action:**

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

**From:** Darnell Earley, City Manager

**Subject:** Insurance proposals for the City's Building & Personal Property Coverage, Business Income, Valuable Papers and Records, Computers, Flood, Earthquake, Animals in the Petting Zoo, Crime, Equipment, Bridges, Machinery & Equipment Breakdown and Storage Tanks.

**Prepared by:** Janet Santos, City Clerk

**Manager's Recommendation:**

I recommend approval of the insurance proposals with Chubb/Federal Insurance Company for Combined Building & Personal Property, Business Income and Extra Expense, Valuable Papers and Records, Computer Coverage, Flood, Earthquake and Animals in the Petting Zoo; with The Hanover Insurance Group for Crime Coverage; with Chubb/Federal Insurance Company for Equipment Floater (including the Floating Docks) & Bridges Coverage; with Cincinnati Insurance Company for Machinery and Equipment Breakdown Coverage, and Hudson Insurance Company for Storage Tank Liability Insurance effective February 1, 2013 to February 1, 2014, for a total cost of \$337,235 and that I, or my designee, be authorized to execute any and all necessary insurance documents under the plans.

I further recommend that I, or my designee, be allowed to make adjustments to said policies, as necessary throughout the policy term, in removing and/or adding coverage on equipment, machinery and buildings, as the City acquires and/or disposes of same.

Coverage documents, policy changes and contracts to implement the new insurance are subject to the City Manager's approval as to substance and the City Attorney's approval as to form.

**Justification:**

Recently, Saginaw Bay Underwriters received proposals for insurance coverage on City Building & Personal Property, Business Income and Extra Expense, Valuable Papers and Records, Computer Coverage, Flood, Earthquake and Animals in the Petting Zoo, Crime Coverage, Equipment Floater & Bridges Coverage, Machinery & Equipment Breakdown Coverage and Storage Tank Liability Insurance to be effective February 1, 2013 to February 1, 2014. Upon receipt and review of the proposals received by Saginaw Bay Underwriters, the following insurance policies are being recommended:

**BLANKET COVERAGE**

Chubb/Federal Insurance Company policy includes Blanket Coverage for Buildings and Personal Property, Business Income and Extra Expense, Valuable Papers and Records, Computer Coverage, Flood, Earthquake, and Animals in the Petting Zoo. Last

year's premium was \$191,190 and this year's premium is \$202,579, which includes a Terrorism Coverage charge of \$8,739. This is an increase of \$11,389, over last year's premium, which is a result of increasing the value of the City buildings by 3% to stay current with inflation and a 3.2% rate increase by Chubb. (This policy carries a \$100,000 deductible with the exception of the Animals in the Petting Zoo, which has a \$500 deductible, Computer Coverage, which has a \$10,000 deductible.)

**CRIME COVERAGE**

The Hanover Insurance Group policy includes coverage for Public Employee Dishonesty, Forgery and Alteration, Theft, Disappearance and Destruction (inside and outside the premises) Computer Fraud & Funds Transfer Fraud. This year's premium is \$7,863, which is the same as last year's. (This policy carries a \$10,000 deductible, with the exception of Forgery and Alteration which carries a \$1,000 deductible.)

**EQUIPMENT FLOATER POLICY**

Chubb/Federal Insurance Company policy includes Contractors Equipment, Miscellaneous Unscheduled Equipment, Employee Tools, Rental Cost Reimbursement, Equipment Leased/Rented from others, Floating Docks, Debris Removal, Fire Department Service Charges, Inventory or Appraisals, Pollutant Clean-up, Fire Protection and Equipment Refill. This year's premium is \$21,429, which is an increase of \$514 from last year's premium. (The deductible for this policy ranges from \$1,000-\$5,000, with the exception of the Floating Docks which carries a \$25,000 deductible and Debris Removal which has a \$100,000 deductible.)

**BRIDGES POLICY**

Chubb/Federal Insurance Company policy includes coverage on the Douglas Schenck, Frank Andersen, G. Stewart Francke (formerly Holland Avenue), Genesee Avenue, Johnson Street, Norman Street, Ojibway Island (South End) and Ojibway Island Pedestrian (North & South End) Bridges. The premium for this policy is \$83,992, which is an increase of \$1,585 from last year. (The deductible on this policy is \$50,000.)

**MACHINERY & EQUIPMENT BREAKDOWN**

Cincinnati Insurance Company policy includes coverage on Electric Generators, Miscellaneous Electrical Apparatus, Recip. Eng. Internal Combustion, Transformers, Water Damage, Expediting Expenses, Water Damage, Ammonia Contamination and Hazardous Substance. The premium for this policy is \$9,616 which is the same as last year. (The deductible on this policy is \$10,000.)

**STORAGE TANK LIABILITY INSURANCE**

Hudson Insurance Company policy includes coverage on 13 tanks (8-above ground and 5-underground) that are insured at 4 locations. This year's premium is \$11,756, which is an increase of \$960. This increase is due to the tanks being one year older.

These vendors 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 are budgeted and available in the Self Insurance Fund (Other Services) Account No. 677-1762-711.80-06. (\$141,639 will be expended from the FY2012-2013 budget and \$195,596 from the FY2013-2014 budget.)

**Council Action:**

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



**From:** Darnell Earley, City Manager  
**Subject:** 2013 Single Lot Special Assessment Tax Roll  
**Prepared by:** Janet Santos, City Clerk

**Manager's Recommendation:**

It is recommended that the 2013 Single Lot Special Assessment Tax Roll transmitted herewith be filed in the office of the City Clerk for public examination; that the Council meet and review said roll at a regular meeting to be held Monday, February 18, 2013, and that the Clerk is hereby directed to post a public notice of said hearing.

**Justification:**

The City Engineer filed the 2013 Single Lot Special Assessment Tax Roll with the City Clerk on January 7, 2013, for the following assessments:

1. Sewer Connections & Replacements (SEW13)
2. Nuisances: Trash Removal/Yard Cleanup (TR013) and Weed/Grass Cutting (WC1301, WC1302, WC1303 & WC1304)
3. False Alarms Fire (FF13)
4. False Alarms Police (PF13)
5. Environmental Tests/Samples/Inspections/Adm. Fees (EC131)
6. Environmental Fines & Surcharges (EC132)
7. Environmental Permit Fees (EC133)

The expenses on single lot assessments are not the types that require prorating of costs among several lots and parcels of land in the special assessment district, but are assessed to owners of the individual lots on which a service was performed. The owners of record have been billed in accordance with provisions of Title III, Administration, Chapter 33, "Taxation and Assessment," Section 33.26, Assessing Single Lots of the Saginaw Code of Ordinances, O-1. V, "Public Works" of the City of Saginaw Code of Ordinances, O-1.

**Council Action:**

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

**From:** Darnell Earley, City Manager

**Subject:** Legal Services Agreement

**Prepared by:** Janet Santos, City Clerk

**Manager's Recommendation:**

I recommend that an agreement for legal services with John H. vanBenschoten be approved. The agreement is for interim prosecutorial services on a month-to-month basis to represent the City in the prosecution of the City traffic, parking, misdemeanor ordinances and municipal civil infractions. The agreement is in the amount of \$5,923.75 per month effective January 3, 2013; this is the same rate that the City currently pays for prosecutorial services.

**Justification:**

Since 1992, the City has had a legal services agreement with attorney John A. McColgan. However, Mr. McColgan was elected County Prosecutor in November 2012 and took office on January 1, 2013. City administration is currently working on a permanent solution for prosecutor services in response to this change and expects to bring that plan to the Council by March. Mr. vanBenschoten is familiar with the work performed by Mr. McColgan in representation of City prosecution cases, and Mr. McColgan will be available to answer questions in the interim until a permanent solution is implemented. The Law & Legal Affairs Team has met to review this transition to ensure that the level of legal services is maintained. This agreement is necessary to provide for interim legal services without interruption.

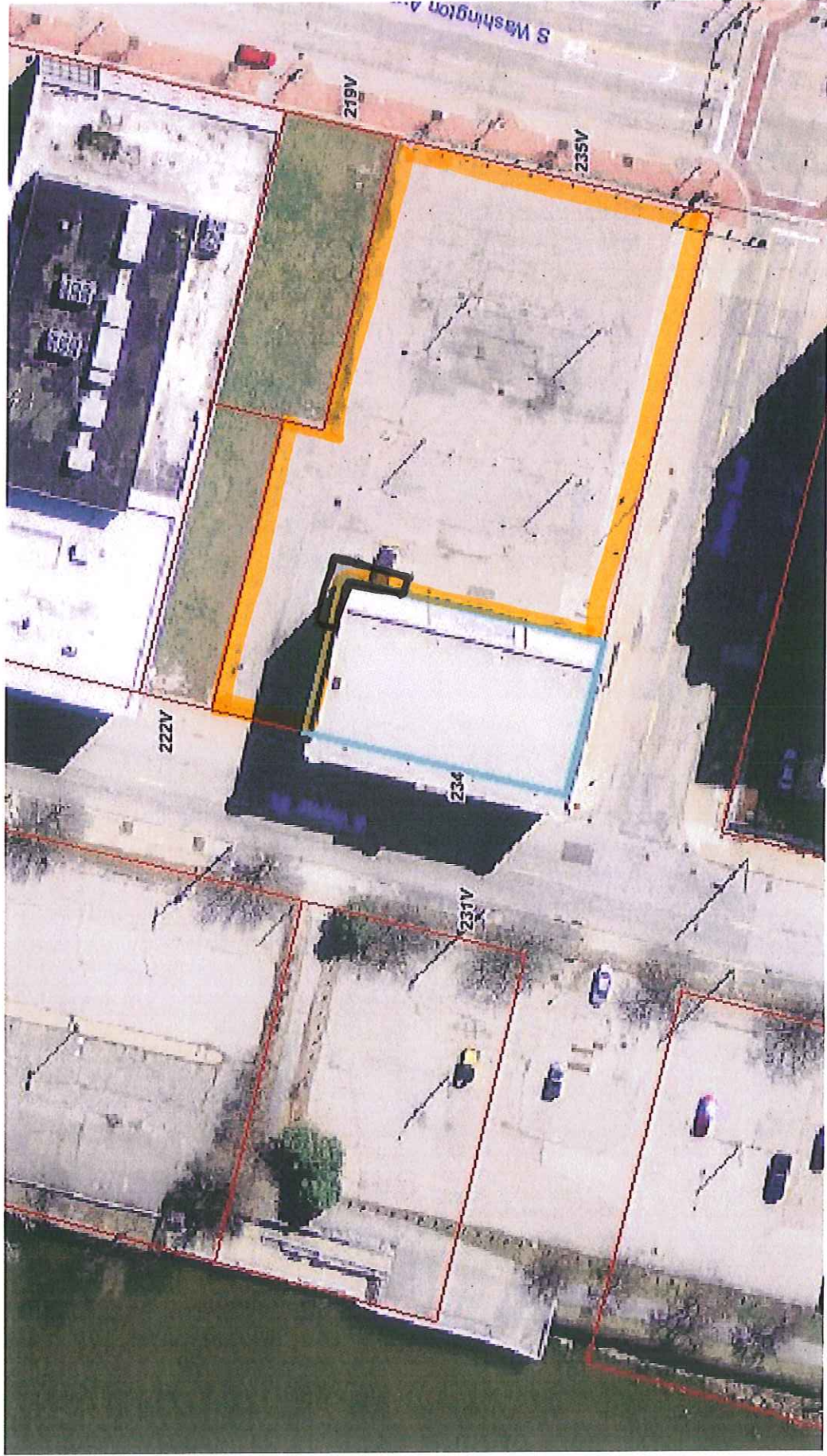
This vendor meets all requirements of §14.23, "Vendors", of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing", of Title 1, "General Provisions" of the Saginaw Code of Ordinances O-1.

The agreement is approved by me as to substance and the City Attorney as to form. Funds are available in the City Attorney Legal Services Account # 10117347018003.

**Council Action:**

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

# 235 Washington Avenue Easement Request



Easement Area 

234 Water Street 

235 S. Washington Avenue 

**From:** Darnell Earley, City Manager  
**Subject:** Easement Agreement 235 Washington Avenue  
**Prepared by:** John C. Stemple, Licensed Inspector

**Manager's Recommendation:**

I recommend that the easement agreement with Abraham Allen for 235 S. Washington Avenue be approved. The easement agreement has been approved by the City Manager as to substance and the City Attorney as to form.

**Justification:**

The City received a request from Mr. Abraham Allen for an easement on a portion of 235 S. Washington to allow the construction of an exterior staircase/fire escape for his building at 234 S. Water Street. Mr. Allen is the owner of the building at 234 S. Water St. and is pursuing the redevelopment of his building for the purposes of creating an assembly room on the second floor of the building. In order to convert the second floor area to an assembly room, a second means of egress from the second floor of the building is required by the building code.

The building does not have sufficient space to construct an interior stairwell. Mr. Allen has requested that the City provide a permanent easement to him to allow the construction of an exterior stairway/fire escape. The easement would be provided on property that is owned by the City and utilized as a parking lot for both the patrons of 234 S. Water Street and AT&T employees; however, the area of the easement would not infringe upon any of the parking spaces on this lot, nor would it impact the accessibility of the parking spaces on the lot. A map is enclosed identifying the easement area.

Mr. Allen will indemnify, defend, and hold harmless the City from any liability claims. In addition, Mr. Allen will be responsible for the maintenance of the stairway structure.

**Council Action:**

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

**From:** Darnell Earley, City Manager

**Subject:** Legal Services – Community Development Block Grant (CDBG) Activities

**Prepared by:** Bill Ernat, Interim Director of Development

**Manager’s Recommendation:**

I recommend that a Professional Services Agreement for legal services associated with the Community Development Block Grant (CDBG) with Brian K. Elder, PLC be approved and that a purchase order be issued in the amount of \$5,000. It is further recommended that the Mayor or his designee be authorized to execute this agreement on behalf of the City.

**Justification:**

The City solicited proposals from legal firms to provide services associated with the CDBG program for the City of Saginaw. The scope of work includes: subgrantee contracts, grant agreements, mortgage foreclosures, procurement, real estate sales, evictions and collections on delinquent accounts, commercial and residential accounts and other legal matters that require legal services.

Previously, the legal services were handled by a number of legal firms. This proposal process was completed in an effort to consolidate legal services for the entire CDBG program. Having only one firm to provide the assortment of services to the City will provide a more efficient and timely response from the legal firm.

On October 16, 2012, the City received four proposals for legal services. In a cursory review of the proposals, Brian K. Elder, PLC and The Gallagher Law Firm, PLC submitted the only qualified proposals. In reading further into the proposals it was found that The Gallagher Law Firm, PLC did not bid on the complete scope of services. The other two firms mentioned below did not submit required City Purchasing forms and were disqualified immediately. Mr. Elder’s proposal included a base price for legal services in the amount of \$125 per hour.

Below is the breakdown of the submitted proposals.

Brian K Elder, P.L.C. Bay City, MI	\$125 per occurrence
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The Gallagher Law Firm, PLC Lansing, MI	\$125 per occurrence
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McGraw Morris, P.C.  
Troy, MI

Disqualified

Monaghan, P.C.  
Bloomfield Hills, MI

Disqualified

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 contract are available in the CDBG Residential Loan Fund's Legal Fees Account No. 276-6540-761-80.03.

**Council Action:**

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

**From:** Darnell Earley, City Manager  
**Subject:** Title Services–Community Development Block Grant (CDBG) Activities  
**Prepared by:** Bill Ernat, Interim Director of Development

**Manager’s Recommendation:**

I recommend that a Title Services Agreement associated with the Community Development Block Grant (CDBG) with Best Homes Title Agency, LLC be approved and that a purchase order be issued in the amount of \$3,000. It is further recommended that the Mayor or his designee be authorized to execute this agreement on behalf of the City.

**Justification:**

The City solicited proposals from firms that provide real estate title services and to provide those services for the CDBG program for the City of Saginaw. The scope of work includes title services for all programs funded with CDBG dollars including but not limited to: rehabilitation, new construction, demolition and land banking of property to foster neighborhood stabilization.

Previously, the legal services were handled by Saginaw Valley Land Title; however, they are no longer in business. This proposal process was completed to enter into services with a new title services firm for the CDBG program.

On November 13, 2012, the City received two proposals for title services associated with the CDBG Program. Best Homes Title Agency, LLC submitted the lower title cost at \$100, per occurrence.

Below is the breakdown of the two proposals:

Best Homes Title Agency, LLC Saginaw, MI	\$100 per occurrence
Colonial Title Company St. Clair Shores, MI	\$145 per occurrence

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 contract are available in the CDBG Residential Loan Fund’s – Service Fees Account No. 276-6540-761-80.63.

**Council Action:**

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



**From:** Darnell Earley, City Manager  
**Subject:** 1413 Federal Ave. Property Transfer  
**Prepared by:** John C. Stemple, Licensed Inspector

**Manager's Recommendation:**

It is recommended that the City of Saginaw transfer the property known as 1413 Federal Ave. to the Saginaw County Land Bank for the purchase price of \$1.00 and further that the City Manager or his designee be authorized to sign any documents to complete the transaction.

**Justification:**


The City of Saginaw currently owns the vacant parcel of land at 1413 Federal Ave. The Saginaw County Land Bank is working with New Life Ministries who owns the property on either side of the vacant parcel with the intent to develop the parcel and utilize it as a part of a larger project. The Land Bank is willing to assume all costs of transfer including the payment of all delinquent taxes. This lot by itself is non-strategic in the City's development and revitalization plans.

**Council Action:**

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

## Sale of 1413 Federal Avenue

The lot that is being requested by the Saginaw County Land Bank has the lot boundaries in blue. The two adjoining lots have recently been purchased by the Saginaw County Land Bank and is working with New Life Ministries to purchase all the lots.

 1413 Federal Avenue



**From:** Darnell Earley, City Manager

**Subject:** Establishing an Obsolete Property Rehabilitation District at 118-122 N. Washington Avenue

**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 118-122 N. Washington at the City Council Meeting set for Monday February 4, 2013 at 6:30 pm in the Council Chamber.

**Justification:**

The Public Hearing will be held to establish an OPRA District at 118-122 N. Washington, which would promote the redevelopment of the property. TSSF Architects, Inc. submitted a request for the creation of an OPRA District and recently purchased the property. They are now in the process of making building improvements, which would include a new roof, elevator repairs, first floor improvements, and second and third floor improvements to the building. The second and third floors are currently vacant.

The parcel number is 03 0149 00000 and the legal description is as follows:

S. 50 FT. OF LOT 4, 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:** Replacement of the Public Services Radio System  
**Prepared by:** Beth D. London, Public Services Department

**Manager's Recommendation:**

I recommend that the proposal from Anderson Radio, be accepted at the State bid price, and that a purchase order be approved and issued to them in the amount of \$453,653 for the replacement of the Public Services radio system.

**Justification:**

The City of Saginaw Engineering Division requested proposals from three authorized full service Motorola dealers to replace the Public Services radio system using State bid pricing. Two vendors submitted proposals and one vendor declined to submit a proposal as the City of Saginaw is not within their service area. The proposals were received and evaluated by City staff and Anderson Radio submitted the lowest cost proposal and meets all requirements of the City of Saginaw.

The current radio system was installed in 2001. The radio system is experiencing more frequent equipment failures and maintenance costs, and has exceeded its life expectancy of 7 to 10 years. The new system will consist of digital technologies along with GPS capabilities. The system will consist of fixed station equipment, 75 mobile radios, 88 portable radios, and 24 desktop controls, including accessories and programming equipment.

The following is a tabulation of the proposals received by the City:

Anderson Radio Bay City, MI	\$453,653.00
Blumerich Communication Service, Inc. Flushing, MI	\$497,402.70

Anderson Radio 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 purchase are budgeted in the FY 2013 Radio Operation Fund - Radio Operation Division's Radio Equipment Account No. 660-4422-791.97-50.

**Council Action:**

*BC - Boards & Commissions*  
*CC - Council Communication*  
*R - Resolution*  
*O - Ordinance*

January 22, 2013  
Page 1 of 2

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

**From:** Darnell Earley, City Manager  
**Subject:** Police Vehicle Collision Repair  
**Prepared by:** Al Orr, Public Services Department

**Manager's Recommendation:**

I recommend that the low quote from Mike's Bumping and Painting be accepted and that a purchase order be approved and issued to them in the amount of \$2,273.57 for repairs to Police Vehicle No. 90-1642.

**Justification:**

On December 18, 2012, a Police Vehicle, No. 90-1642 was involved in an accident at the intersection of State Street and Hemmeter Road. The vehicle sustained damage to the right fender, bumper, and hood area. The repairs amount to less than the City of Saginaw's \$15,000 deductible, therefore no reimbursement from the insurance company is warranted. These repairs are necessary in order to maintain the vehicle in a safe and operable condition. Quotes were received from local repair vendors that have completed quality repair work for the City in the past.

The following is a listing of the quotes received:

Mike's Bumping and Painting Saginaw, MI (in-city)	\$2,273.57
Engel's Auto Body Saginaw, MI (out-city)	\$2,459.07
Gary's Auto Body Shop Saginaw, MI (in-city)	\$3,532.78

Mike's Bumping and Painting 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 purchase are available in the Motor Pool Operation Fund – Garage Division's Motor Vehicle Repairs Account No. 661-4480-841.80-42.

**Council Action:**

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

**From:** Darnell Earley, City Manager  
**Subject:** Replacement Roadway Crack-Filling Unit  
**Prepared by:** Al Orr, Public Services Department

**Manager's Recommendation:**

I recommend the low bid from Spaulding Manufacturing Company be accepted and a purchase order be approved and issued to them in the amount of \$42,950 for a roadway crack-filling unit.

**Justification:**

On November 6, 2012, bids were received for a roadway crack-filling unit. The Streets Routine Maintenance Division is replacing a 1995 AEROIL K200 crack-filling unit that was scheduled for replacement in 2000. The manufacturer of this unit has gone out of business, replacement parts are difficult to locate because of the age of this equipment, which has caused repair costs to increase dramatically. The costs for maintaining the equipment in an operable condition have increased annually. Maintenance costs in 2011 were \$2,400. Due to the excessive maintenance costs and down time, it is in the best interest of the City to replace this important piece of roadway maintenance equipment.

The following is a tabulation of the bids received:

Spaulding Manufacturing Saginaw, MI (out-city)	\$42,950.00
Alta Equipment Saginaw, MI (out-city)	\$46,286.03

Spaulding Manufacturing Company 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 purchase are budgeted in the Major Streets Fund - Routine Maintenance Division's Maintenance Equipment Account No. 202-4651-841.97-41.

**Council Action:**

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

**From:** Darnell Earley, City Manager  
**Subject:** Annual Supply of Automotive Filters  
**Prepared by:** Al Orr, Public Services Department

**Manager's Recommendation:**

I recommend the low bid from Consumers Auto Parts be accepted and that separate annual purchase orders be issued to them in the amount of \$22,104.51 for fiscal year 2013, and \$23,268.11 for fiscal year 2014 for the purchase of various filters for City vehicles and equipment.

**Justification:**

On October 16, 2012, bids were received for 262 styles of replacement filters, in various quantities totaling 2,065, for City vehicles and equipment. These filters are used in preventative maintenance and general repairs of the City's fleet. Consumers Auto Parts bid all 262 of the 262 items requested, and their quote meets all of the specifications required. These filters are being purchased for inventory as replacements when needed throughout fiscal year 2013 and 2014. A cost comparison shows a 12.3% decrease from the previous purchase in 2010-2011.

The following is a tabulation of the bids received:

<b>Vendor</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>2 Year Total</b>
Consumers Auto Parts Saginaw, MI (in-city)	\$22,104.51	\$23,268.11	\$45,372.62
Draves Auto Center Midland, MI (out-city)	\$24,848.72	\$27,299.21	\$52,147.93
O'Riley Automotive Store Springfield, MO (out-city)	\$29,109.90	\$31,535.72	\$60,645.62
Varsity Ford Ann Arbor, MI (out-city)	\$33,737.74	\$34,412.50	\$68,150.24
Tri-Dim Filter Corp. Belleville, MI (out-city)	\$33,857.55	\$33,857.55	\$67,715.10



Consumers Auto Parts 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 purchase are budgeted in the Motor Pool Operation Fund – Garage Division's Motor Vehicle Supplies Account No. 661-4480-841.73-12, and will be accounted for in the Motor Pool Operation Fund – Garage Parts Inventory Account No. 661-0000-171.11-23 (\$22,104.51) for fiscal year 2013, and pending approval will be budgeted in the same account numbers in the amount of \$23,268.11 for fiscal year 2014.

**Council Action:**

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

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

**Manager's Recommendation:**

I recommend that the quote from System Specialties Co. of Bloomfield Hills, MI be accepted and a purchase order be issued to them in the amount of \$23,892.70 for the purchase of two Rotork valve actuators.

**Justification:**

In the early 1990's the Wastewater Treatment Plant (WWTP) was upgraded to a Supervisory Control and Data Acquisition (SCADA) system. At this time the valves, which control the flow to the aeration basins and final clarifier, were retrofitted with electronic actuators, which allow for the flow to be modulated by the SCADA system. We have fourteen of these valves in our secondary treatment system. One of these valve actuators failed in 2011 and was replaced; repair parts are no longer available. In order to be proactive in replacing these valves before they fail we have developed a replacement schedule. We budgeted to replace two this year. Components of replaced valves will be used for spare parts to perform repairs as needed in the future. On December 13, 2012 we received a quote from System Specialties Co. for the replacement valve actuators. System Specialties is the manufacturer's representative for Rotork and the sole source for replacement parts. Previously, we requested bids for Rotork actuators and all of the bidders were acquiring their actuator from System Specialties Co. and including a markup.

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 purchase are budgeted in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division's Repairs and Replacements Account No. 590-4830-861.97-20.

**Council Action:**

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

**From:** Darnell Earley, City Manager  
**Subject:** 75 HP ABB Variable Frequency Drive Repair  
**Prepared by:** Paul Reinsch, Water and Wastewater

**Manager's Recommendation:**

I recommend that the low quote from Fife-Pierce Electric Co. of Detroit, MI be accepted and that a purchase order be issued to them in the amount of \$2,785.

**Justification:**

The quoted work is to repair a failed 75 HP ABB Variable Frequency Drive (VFD) used in the Aqua Booster Station. This is a smaller unit needed for low flow conditions and to meet intermediate conditions efficiently. The VFD to be repaired is a used unit, salvaged from the Gratiot Station upgrades. When it failed, we replaced it with a second salvaged unit kept as backup from the Gratiot Station. This relatively low cost repair would allow us have a backup on the shelf again. The backup unit is important for on-going operational reliability.

There are three authorized distributors in Michigan. We received quotes on December 10 and 26, 2012 from Fife-Pierce Electric and GALCO, respectively. The third company did not reply. The quotes are as follows:

Fife-Pierce Electric Co. Detroit, MI	\$2,785.00
GALCO Madison Heights, MI	\$4,451.42

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 service are available in the Water Operation and Maintenance Fund's Treatment and Pumping Division's Repairs and Replacements Account No. 591-4730-861.97-20.

**Council Action:**

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

**From:** Darnell Earley, City Manager  
**Subject:** Isco Flow Metering System Purchase  
**Prepared by:** Brian Baldwin, Water and Wastewater

**Manager's Recommendation:**

I recommend that the quote from HESCO of Warren, MI, a sole source provider, be accepted and that a purchase order be issued to them in the amount of \$12,270.50 for the purchase an Isco flow metering system and additional components for installation at the Emerson retention and treatment basin.

**Justification:**

The Wastewater Treatment Plant has seven retention and treatment basins. One of the parameters we are required by permit to monitor are flows through the basins. The flow meter in the Emerson basin has failed and repair parts are no longer available. The cost to replace the existing flow meter is in excess of \$80,000. After some research by our electrical staff, it has been determined that they can modify the Isco flow meter so that it will work with our Supervisory Control and Data Acquisition (SCADA) system. Because of the significant cost savings, we would like to modify and install this meter at our Emerson station and evaluate its performance. If the results are acceptable, we would use this meter to replace any meters in the other stations that may fail in the future. On January 2, 2013 we received a quote from HESCO for the purchase of an Isco flow metering system and the additional components needed to modify it to our SCADA system. HESCO is the manufacturer's representative for Isco and the sole source provider in our region.

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 for this purchase are budgeted in the Sewer Operations and Maintenance Fund's Surplus Repairs and Replacements Account No. 590-4840-881.97-20.

**Council Action:**

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

## RESOLUTION APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM SUBMISSION (PROGRAM YEAR 2013-14)

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

**WHEREAS**, under the provisions of Title I of the Housing and Community Development Act of 1974, as amended, the Secretary of Housing and Urban Development is authorized to make grants to states and units of general local government to help finance community development programs approved in accordance with the provisions of Title 1; and

**WHEREAS**, the Department of Housing and Urban Development has informed the City of Saginaw that they are entitled to an estimated amount of \$2,117,638 in Block Grant funds to carry out the 2013-14 year program; and

**WHEREAS**, the application has been completed in accordance with provisions of Title I of the Housing and Community Development Act of 1974 as amended, which identified housing and community development programs that would be carried out with 2013-14 entitlement funds.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Saginaw:

1. That the Community Development Block Grant application for program year 2013–2014 is hereby approved; and
2. That the City Manager is authorized to file this application with the Department of Housing and Urban Development.

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 22, 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.

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Janet Santos, CMC/MMC  
City Clerk

## RESOLUTION APPROVING THE HOME PROGRAM SUBMISSION (PROGRAM YEAR 2013-14)

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

**WHEREAS**, under the provisions of Title II of the National Affordable Housing Act of 1990, as amended, the Secretary of Housing and Urban Development is authorized to make entitlement awards to states and units of general local government that have been designated as a participating jurisdiction to help finance housing programs approved in accordance with the provisions of Title II; and

**WHEREAS**, the Department of Housing and Urban Development has informed the City of Saginaw that they are entitled to an estimated amount of \$370,855 in HOME funds to carry out the 2013-14 year program; and

**WHEREAS**, the application has been completed in accordance with provisions of Title II of the National Affordable Housing Act of 1990 as amended, which identified housing programs that would be carried out with 2013-14 entitlement funds.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Saginaw:

1. That the HOME application for program year 2013–2014 is hereby approved; and
2. That the City Manager is authorized to file this application with the Department of Housing and Urban Development.

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 22, 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.

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Janet Santos, CMC/MMC  
City Clerk



**RESOLUTION APPROVING THE HOMELESS ASSISTANCE PROGRAM**  
**EMERGENCY SOLUTIONS GRANT SUBMISSION**  
**(PROGRAM YEAR 2013-14)**

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

**WHEREAS**, under the provisions of McKinney-Vento Homeless Assistance Act of 2009, the Secretary of Housing and Urban Development is authorized to make grants to states and units of general government to promote community-wide commitment to the goal of ending homelessness; provide funding for efforts to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation cause to homeless individuals, families, and communities by homelessness; promote access to and effective utilization of mainstream programs by homeless individuals and families; and optimize self-sufficiency among individuals and families experiencing homelessness; and

**WHEREAS**, the Department of Housing and Urban Development has informed the City of Saginaw that they are entitled to an estimated amount of \$110,134 in Emergency Solutions Grant funds to carry out the 2013-14 year program; and

**WHEREAS**, the application has been completed in accordance with provisions of the McKinney-Vento Homeless Assistance Act of 2009, which identified operating activities that could be carried out with 2013-14 year funds.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Saginaw:

1. That the McKinney-Vento Homeless Assistance application for program year 2013–2014 is hereby approved; and
2. That the City Manager is authorized to file this application with the Department of Housing and Urban Development.

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 22, 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.

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Janet Santos, CMC/MMC  
City Clerk

## RESOLUTION ESTABLISHING OBSOLETE PROPERTY REHABILITATION DISTRICT AT 107 S. WASHINGTON AVENUE

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

**WHEREAS**, under P.A. 146 of 2000 the City of Saginaw is authorized to form Obsolete Property Rehabilitation Districts; and

**WHEREAS**, the property at 107 S. Washington Avenue, TAX ID #03 0098 00000, has been deemed functionally obsolete by the City of Saginaw; and

**WHEREAS**, the owner of the property has been notified by certified mail that a public meeting will be conducted on January 22, 2013, in accordance with P.A. 146 of 2000.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Saginaw hereby approves the formation of an Obsolete Property Rehabilitation District pursuant to Public Act 146 of 2000, as amended, for the eligible property legally described as:

107 S WASHINGTON AVENUE  
ASSESSOR'S FILE #: 03 0098 00000

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.

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 22, 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

## RESOLUTION ESTABLISHING OBSOLETE PROPERTY REHABILITATION DISTRICT AT 100 N. WASHINGTON AVENUE

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

**WHEREAS**, under P.A. 146 of 2000 the City of Saginaw is authorized to form Obsolete Property Rehabilitation Districts; and

**WHEREAS**, the property at 100 N. Washington Avenue, TAX ID #03 0146 00000, has been deemed functionally obsolete by the City of Saginaw; and

**WHEREAS**, the owner of the property has been notified by certified mail that a public meeting will be conducted on January 22, 2013, in accordance with P.A. 146 of 2000.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Saginaw hereby approves the formation of an Obsolete Property Rehabilitation District pursuant to Public Act 146 of 2000, as amended, for the eligible property legally described as:

100N WASHINGTON AVENUE  
ASSESSOR'S FILE #: 03 0146 00000  
LOT 1, S. 35 FT. OF LOT 2, BLK. 35, MAP OF THE CITY OF EAST SAGINAW, ALSO COMMONLY KNOWN AS HOYTS PLAT

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 22, 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.

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Janet Santos, CMC/MMC  
City Clerk