

Council Agenda

January 23, 2012 6:30 p.m.
Council Chamber

PRAYER AND PLEDGE OF ALLEGIANCE

ROLL CALL

CORRECTION AND APPROVAL OF MINUTES OF PRECEDING SESSIONS:

January 9, 2012 regular Council meeting.

ANNOUNCEMENTS:

PUBLIC HEARINGS:

1. For funding of Fiscal Year 2012-2013 for the Community Development Block Grant (CDBG) Program, Emergency Shelter Grant (ESG) Program and The Home Investment Partnership (HOME) Program.

PERSONAL APPEARANCES:

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

REMARKS OF COUNCIL:

PETITIONS:

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

From the Council Boards and Commission Committee:

1. Consideration of reappointing Michael R. Smith to the Electrical Appeals Board, with a term to expire January 23, 2015
2. Consideration of reappointing Carl E. Ruth to Saginaw Transit Authority Regional Services, with a term to expire January 23, 2015.
3. Consideration of reappointing Dorothy Allen to Saginaw Transit Authority Regional Services, with a term to expire January 23, 2015.
4. Consideration of appointment for Charles Sproul, a current alternate, to fill a vacancy to the Zoning Board of Appeals, with a term to expire December 31, 2013.
5. Consideration of appointment for Jane Fitzpatrick to the Historic District Commission, to fill a vacancy with a term to expire January 23, 2015.

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REPORTS FROM MANAGER:

Management Update:

1. Presentation from Odail Thorns, Director of Development, to discuss recommendations for the 2012-13 Community Development Block Grant Program (CDBG).
2. Preliminary analysis for " An Alternative to the Police and Fire Pension Board of Trustees."
3. February 1st Insurance Renewals, Peter Ewend, Saginaw Bay Underwriters.

Recommended Actions:

1. Recommending that a public hearing for the 2012 Single Lot Special Assessment Tax Roll be set Monday, February 20, 2012 at 6:30 PM.
2. Recommending approval 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 with various insurance agencies to be effective February 1, 2012 to February 1, 2013, for a total cost of \$310,372.00. Furthermore, that the City Manager and/or his designee be authorized to execute any and all necessary insurance documents under the plans.
3. Recommending issuance of a purchase order to Janz (dba) Northstar Medical, the lowest bidder, in the amount of \$ 2,200 for two (2) Zoll AED-Plus Automated External Defibrillators for Community Public Safety – Fire.
4. Recommending issuance of a purchase order to Douglass Safety, a sole source provider, in the amount of \$16,160 for two (2) ISG Thermal Imaging Cameras for Community Public Safety – Fire.
5. Recommending payment be made to Pro-Tech Cabling Systems, Inc. in the amount of \$4,728 for emergency fiber optic repairs for Technical Services.
6. Recommending that Michigan Department of Transportation (MDOT) Cost Agreement, Number 11-5632 be approved and that the City officials be authorized to execute said Agreement.

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INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Authorizing the Agreement with MDOT for Michigan Avenue Rehabilitation.
2. Approving the appointment of receiving of boards for the February 28, 2012 Presidential Primary, August 7, 2012 Primary and November 6, 2012 General Election.
3. Approving the Community Development Block Grant submission (Program Year 2012-13).
4. Approving the HOME Program submission (Program Year 2012-13).
5. Approving the Comprehensive Homeless Assistance Program Emergency Shelter Grant submission (Program Year 2012-13).

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

Darnell Earley
City Manager

**REQUESTED & PROPOSED ACTIVITIES
2012-13
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

<u>AGENCY</u>	<u>HOUSING/REHABILITATION</u>	<u>2010-11 Appropriations</u>	<u>2011-12 Appropriations</u>	<u>Requested 2012-13 Budget</u>	<u>Human Planning Commission Recommend</u>	<u>City Manager's Proposed Budget</u>	<u>City Council Decisions</u>
City of Saginaw	Spec Writing & Construction Monitoring	174,265	154,875	202,900	122,949	122,949	
City of Saginaw	Residential Loans & Grants Entitlement	330,000	287,837	558,070	259,054	259,054	
	Loan Repayments	150,000	150,000	150,000	150,000	150,000	
Saginaw County Community Action Committee, Inc.	Elderly and Disabled Home Rehabilitation Program	155,000	137,175	673,110	123,458	123,458	
City of Saginaw Saginaw County	Basic Needs Program	155,000	88,549	300,000	82,231	82,231	
		\$ 964,265	\$ 818,436	\$ 1,884,080	\$ 737,692	\$ 737,692	\$ -

**REQUESTED & PROPOSED ACTIVITIES
2012-13
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

<u>AGENCY</u>	<u>PUBLIC FACILITIES</u>	<u>2010-11 Appropriations</u>	<u>2011-12 Appropriations</u>	<u>Requested 2012-13 Budget</u>	<u>Human Planning Commission Recommend</u>	<u>City Manager's Proposed Budget</u>	<u>City Council Decisions</u>
City of Saginaw	Streets Resurfacing/Reconstruction	193,500	171,248	263,320	171,248	171,248	
City of Saginaw	Sidewalk Ramp Construction	32,725	28,961	43,200	28,961	28,961	
*Hoyt Park Renovations	Renovations of Hoyt Park Community Building	-	-	180,000	-	-	
*American G I Forum	Reconstruction of the American G. I. Forum Building	-	-	51,544	10,000	10,000	
		\$ 226,225	\$ 200,209	\$ 538,064	\$ 210,209	\$ 210,209	\$ -
<u>AGENCY</u>	<u>ECONOMIC DEVELOPMENT</u>						
City of Saginaw	Demolition of Dangerous Buildings	342,625	303,223	586,295	272,900	272,900	
City of Saginaw	Saginaw Economic Development Corporation Business Loans						
	Entitlement	300,000	265,500	154,457	154,457	154,457	
	Loan Repayments	150,000	302,000	350,000	350,000	350,000	
Saginaw Downtown Development Authority	Saginaw DAD	50,000	-	269,922	67,500	67,500	
		\$ 842,625	\$ 870,723	\$ 1,360,674	\$ 844,857	\$ 844,857	\$ -
<u>AGENCY</u>	<u>ADMINISTRATION</u>						
City of Saginaw	Community Development	531,000	475,330	531,000	483,950	483,950	
		\$ 531,000	\$ 475,330	\$ 531,000	\$ 483,950	\$ 483,950	\$ -

**REQUESTED & PROPOSED ACTIVITIES
2012-13
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

<u>AGENCY</u>	<u>PUBLIC SERVICES</u>	<u>2010-11 Appropriations</u>	<u>2011-12 Appropriations</u>	<u>Requested 2012-13 Budget</u>	<u>Human Planning Commission Recommend</u>	<u>City Manager's Proposed Budget</u>	<u>City Council Decisions</u>
Big Brothers/Big Sisters of Saginaw Bay Area, Inc.	Youth Mentoring	10,500	24,727	-	-	-	
City of Saginaw	Community Policing Prevention	314,540	196,089	395,700	196,089	196,089	
Michigan State University Cooperative Extension	Home Maintenance Self-Help	14,000	12,390	-	-	-	
Michigan Hapkido Future Kidz	Martial Arts	5,000	-	-	-	-	
New Alternatives Youth Service Center, Inc.	Youth Service Center	18,444	18,585	109,872	-	-	
Saginaw County Youth Protection Council	Teen Parent Support	23,966	21,210	21,210	19,089	19,089	
Saginaw County Youth Protection Council	Youth Protective Services	23,966	21,210	21,210	19,089	19,089	
Parishioners on Patrol	Stop The Violence	15,000	17,700	53,700	15,930	15,930	
Saginaw Habitat for Humanity	Housing Counseling	-	8,850	15,000	7,965	7,965	

**REQUESTED & PROPOSED ACTIVITIES
2012-13
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

<u>AGENCY</u>	<u>PUBLIC SERVICES</u>	<u>2010-11 Appropriations</u>	<u>2011-12 Appropriations</u>	<u>Requested 2012-13 Budget</u>	<u>Human Planning Commission Recommend</u>	<u>City Manager's Proposed Budget</u>	<u>City Council Decisions</u>
Women of Colors	Youth Mentoring	-	17,700	35,850	10,000	10,000	
*City of Saginaw	Smoke Detector	-	-	10,000	-	-	
Sojourner Truth Community Theatre	Season of Plays Youth Enrichment Program	-	17,700	99,118	-	-	
Mission in the City	Sports and Fitness Park	-	22,125	60,270	13,378	13,378	
*Michigan Banner Redemptive Media	Outreach Redemptive Media Project	-	-	14,208	-	-	
*Morley Enrichment Center	Community Development Center	-	-	74,400	Ineligible	Ineligible	

**REQUESTED & PROPOSED ACTIVITIES
2012-13
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

<u>AGENCY</u>	<u>PUBLIC SERVICES</u>	<u>2010-11 Appropriations</u>	<u>2011-12 Appropriations</u>	<u>Requested 2012-13 Budget</u>	<u>Human Planning Commission Recommend</u>	<u>City Manager's Proposed Budget</u>	<u>City Council Decisions</u>
*First Ward LACER	Literacy Arts Cultural Enrichment and Recreation Program (LACER)	-	-	36,536	10,000	10,000	
*Operation Reach	After School Program	-	-	68,097	10,000	10,000	
*AHSRAT Co. Pilot Tutoring	Pilot Tutoring Program and Mentoring Sessions	-	-	21,580	-	-	
*Saginaw Tenants Organization	The Goodie Closet	-	-	87,992	Ineligible	Ineligible	
*Lifeline Coalition	Property Maintenance	-	-	82,438	-	-	
		\$ 425,416	\$ 378,286	\$ 1,207,181	\$ 301,540	\$ 301,540	\$ -
	CDBG GRAND TOTALS	\$ 2,989,531	\$ 2,742,984	\$ 5,520,999	\$ 2,578,248	\$ 2,578,248	\$ -

* New Activity Proposed for 2012-2013

** The total for public services can't exceed \$386,362.

**REQUESTED & PROPOSED ACTIVITIES
2012-13
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

NOTES:

1. Public Services

Community Development Block Grant Public Services can't exceed 15% of the 2012-13 entitlement grant plus 2011-12 anticipated program income. Calculations for the maximum public service funding level follows:

Entitlement Grant, 2012-2013	\$	2,123,748
Program Income, 2011-2012		452,000
Public Service Cap		15%
Maximum Public Service Dollars	\$	386,362

The total requests for Community Development Block Grant Public Services exceeds the amount that can be funded. The total funded cannot exceed the \$368,082 cap.

2. Total Funds Available

New Money:

Entitlement Grant, 2012-2013	\$	2,123,748
Program Income, 2011-2012		452,000
Reprogrammable Funds, 2010-2011		2,500
		2,588,248
	\$	2,578,248

3. Program Income

Estimated anticipated program income for 2011-12 is comprised of the following activities:

City Residential & Rental Loans	\$	150,000
Saginaw SEDC Loans		302,000
		452,000
	\$	452,000

REQUESTED & PROPOSED ACTIVITIES

2012-13

HOME FUNDS INCLUDING COMMUNITY HOUSING DEVELOPMENT ORGANIZATION PROGRAMS

<u>AGENCY</u>	<u>2010-11 Appropriations</u>	<u>2011-12 Appropriations</u>	<u>Requested 2012-13 Budget</u>	<u>Human Planning Commission Recommend</u>	<u>City Manager's Proposed Budget</u>	<u>City Council Decisions</u>
City of Saginaw - Residential Grants	563,058	415,066	650,000	297,338	297,338	
Saginaw Habitat for Humanity-New Construction House must be built in City of Saginaw.	40,000	105,835	105,835	-	-	
Saginaw Habitat for Humanity-CHDO Operating Expenses	-	10,000	15,000	15,000	15,000	
Saginaw Habitat for Humanity-ReHabitat Houses must be in City of Saginaw.	-	93,694	93,694	55,118	55,118	
*Saginaw County Community Action Committee, Inc. - CHDO	-	-	105,000	-	-	
HOME GRAND TOTALS	\$ 603,058	\$ 624,595	\$ 969,529	\$ 367,456	\$ 367,456	\$ -

* New Activity Proposed for 2012-2013

NOTES:

1. The City of Saginaw is eligible, as an entitlement community, to apply for HOME Investment Partnership Program (hereinafter HOME) funding and to in turn make at least a 15% set-aside of said funding available to qualified Community Housing Development Organizations.

Total Funds Available	
Entitlement Grant HOME	312,338
Community Housing Development Organization (2 yrs)	55,118
	<u>\$ 367,456</u>

UPDATED: 1/10/12 M. Hart

From: Darnell Earley, City Manager
Subject: 2012 Single Lot Special Assessment Tax Roll
Prepared by: Diane M. Herman, City Clerk

Manager's Recommendation:

It is recommended that the 2012 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 20, 2012, and that the Clerk is hereby directed to post a public notice of said hearing.

Justification:

The City Engineer filed the 2012 Single Lot Special Assessment Tax Roll with the City Clerk on January 6, 2012, for the following assessments:

1. Sewer Connections & Replacements (SEW12).
2. Nuisances: Trash Removal/Yard Cleanup (TR012) and Weed/Grass Cutting (WC1201, WC1202 & WC1203).
3. False Alarms Fire (FF12)
4. False Alarms Police (PF12)
5. Environmental Tests/Samples/Inspections/Adm. Fees (EC121)
6. Environmental Fines & Surcharges (EC122)
7. Environmental Permit Fees (EC123)

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

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: Diane M. Herman, 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 & Equipment Breakdown Coverage, and Hudson Insurance Company for Storage Tank Liability Insurance effective February 1, 2012 to February 1, 2013, for a total cost of \$310,372.00 and that I, and/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.

Funds are budgeted and available in the Self Insurance Fund (Other Services) Account No. 677-1762-711.80-06. (\$129,322 will be expended from the FY2011-2012 budget and \$181,050 from the FY2012-2013 budget.)

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, 2012 to February 1, 2013. 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 \$180,229 and this year's premium is \$182,787, which includes a Terrorism Coverage charge of \$9,035. This is an increase of \$2,558, over last year's premium, which is a result of increasing the value of the City buildings by 3% to stay current with inflation. The increase was also a result of adding the equipment and buildings at Celebration Park to the list. This policy also includes coverage for City-owned property at 525 S. Alexander and 1305 Brockway, however, these insurance premiums will be billed separately to the NSPII program. (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 and the two (2) NSPII homes, which carry a \$5,000 deductible.) Note that the new fence at the Water Treatment Plant was added to this policy at no extra cost to the City.

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) and Computer Fraud. This year's premium is \$7,581, 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 \$20,685, which is an increase of \$1,696 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 \$79,170, which is an increase of \$3,045 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. New this year is broader coverage to cover pollution incidents on the property other than by the tanks leaking. This year's premium is \$10,533, which is an increase of \$1,538. This increase is due to the additional coverage and the tanks being one year older. (The policy formerly had a \$10,000 deductible per incident, which is being increased to \$25,000 to keep the premium cost down.)

Council Action:

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

From: Darnell Earley, City Manager
Subject: Automated External Defibrillators (AEDs)
Prepared by: Sienna Rendon, Fire Administration

Manager’s Recommendation:

That the purchase order be approved and issued to Janz, (dba) Northstar Medical of Ada, MI in the amount of \$2,200.00 for two (2) Zoll AED-Plus Automated External Defibrillators (AEDs) for Community Public Safety – Fire.

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 available in the Community Pubic Safety – Fire Operations Parts and Supplies Account No. 101-3551-751.73-30.

Justification:

On November 29, 2011 eleven (11) qualified vendors submitted bids in response to the City of Saginaw’s request for Proposal #1002-11 for two (2) AED-Plus Automated External Defibrillators.

The following is a tabulation of the bids received:

Janz (dba) Northstar Medical, Ada, MI	\$2,200.00
Allied 100, LLC Woodruff, WI	\$2,232.00
CPR Savers & First Aid Supply Scottsdale, AZ	\$2,352.00
Mercy Sales, Inc. Saginaw, MI	\$2,410.00
School Health Corporation Hanover Park, IL	\$2,741.18
4MD Medical Solutions Lakewood, WS	\$2,770.00

Zoll Medical Corporation, Chelmsford, MA	\$2,990.40
Henry Schein Melville, NY	\$3,063.22
Ever Ready First Aid & Medical Supply Brooklyn, NY	\$3,090.00
Cardinal Medical Equipment, Louisville, KY	\$3,250.00
Fastenal Company Saginaw, MI	\$3,618.95

The AEDs carried on Truck 1 and Truck 2 are outdated and require battery replacement at a cost of approximately \$200.00 each. The new AEDs requested use biphasic defibrillation technology rather than the outdated monophasic technology and the software can be upgraded when changes are made to the standards and guidelines for AEDs. They use consumer lithium camera batteries available from retail stores rather than the expensive batteries our current units use. They use the same electrode pads used by MMR, which provides for a better interoperability if they are used.

The purchase of these new AEDs is important for the safety and survivability of our personnel in a profession where heart attacks are one of the leading causes of duty-related deaths.

Council Action:

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

From: Darnell Earley, City Manager
Subject: ISG Thermal Imaging Cameras
Prepared by: Sienna Rendon, Fire Administration

Manager’s Recommendation:

That a purchase order be approved and issued to Douglass Safety in the amount of \$16,160 for two (2) ISG Thermal Imaging Cameras for Community Public Safety - Fire.

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 are budgeted in the General Fund Fire Suppression Account No. 101-3551-751.73-30.

Justification:

The two current thermal imaging cameras that we own were purchased in the mid 1990s and have become very unreliable. Battery replacement and repair costs due to their age, coupled with their outdated technology and increasing unreliability prompted the Community Public Safety – Fire to seek replacements. Over the last two years, extensive field tests were conducted on numerous different thermal camera models. The ISG Elite XR proved to be the best fit for our needs.

Douglass Safety, the sole source provider for these cameras, has a discounted price available for these units until January 30, 2012. If we are able to move forward with this purchase prior to that date, we will save \$500 on each unit for a total of \$16,160.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Emergency Fiber Repair
Prepared by: Chris Seager, Technical Services

Manager's Recommendation:

I recommend that payment be made to Pro-Tech Cabling Systems, Inc., in the amount of \$4,728 for emergency fiber optic cable repairs for the Wastewater Treatment Plant. The bid process was not utilized because of the emergency nature of this repair.

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

Funds for this payment are available in Technical Services Information Services Division's General Repair Account No. 658-1720-711-8040.

Justification:

On January 1, 2012, the fiber optic communications line to the Wastewater Treatment Plant was damaged. This line carries phone and computer network service to the plant and it was important that these services be restored quickly. Repair of fiber optic cable is highly specialized work requiring special equipment and training. Pro-Tech Cabling Systems, Inc., performed the initial installation of the cable. They also performed satisfactory fiber repairs for the City on prior occasions. Pro-Tech had technicians that could be sent immediately to make the repair.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Agreement with MDOT for Michigan Avenue
Prepared by: Phillip Karwat, Public Services

Manager's Recommendation:

I recommend that Michigan Department of Transportation ("MDOT") Cost Agreement ("Agreement"), Number 11-5632 be approved and that City officials be authorized to execute said Agreement. The Agreement has been approved by the City Manager as to substance and the City Attorney as to form. A resolution to approve the Agreement appears under the regular order of business.

This project is scheduled to be completed over a period of four fiscal years, from fiscal year 2012 through 2016. For FY 2012 funds are budgeted in the Water Operations and Maintenance Fund – Water Refunding Bonds Construction Projects Account No. 591-4741-881.80-47 in the amount of \$400,000. Funds for the remainder of this project will be budgeted in the following funds: Major Streets Fund – Streets Projects Division Street Resurfacing Account No. 202-4614-781.80-46 in the amount of \$150,000 for FY 13, \$150,000 for FY 14 and \$100,000 for FY 15; Sewer Operations and Maintenance Fund – Surplus Repairs and Replacements Account No. 590-4840-881.97-20 in the amount of \$200,000 for FY 13, \$200,000 for FY14 and \$100,000 for FY15; Water Operations and Maintenance Fund – Surplus Construction Account No. 591-4740-881.80-47 in the amount of \$200,000 for FY 13, \$200,000 for FY 14 and \$79,300 for FY 15; and, Water Operations and Maintenance Fund – Water Refunding Bonds Construction Projects Account No.591-4741-881.80-47 in the amount of \$1,600,000 for FY 13, \$1,050,000 for FY 14 and \$25,000 for FY 15.

Justification:

Transmitted herewith is a proposed Cost Agreement (City Clerk's File No. _____) with MDOT for the purpose of setting forth the rights and obligations of the parties, in agreeing to the following improvements within the City Limits. The improvements include, but are not limited to hot mix asphalt paving work along Michigan Avenue from Stephens Street (Highway M-46) to State Street (Highway M-58); including cold milling pavement removal, concrete sidewalk, sidewalk ramp, drainage structure and cover, earthwork, and concrete curb and gutter work and water main work along Michigan Avenue from Stephens Street (Highway M-46) to State Street (Highway M-58) and right-turn lane and traffic signal upgrading work at the intersection of West Genesee Avenue and Michigan Avenue; including concrete curb and gutter work; together with necessary related work.

The total project is estimated to cost \$6,149,300. Federal funds will pay \$1,695,000 and the City's estimated share is \$4,454,300 of which \$400,000 will be

budgeted in the Major Streets Fund – Streets Projects Division Street Resurfacing Account, \$500,000 will be budgeted in the Sewer Operations and Maintenance Fund – Surplus Repairs and Replacements Account, \$479,300 will be budgeted in the Water Operations and Maintenance Fund – Surplus Construction Account and the remaining \$3,075,000 will be budgeted in the Water Operations and Maintenance Fund – Water Refunding Bonds Construction Projects Account. The City of Saginaw is responsible for all costs over the \$1,695,000 in Federal Aid.

Council Action:

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

Manager's Recommendation: Approval of the resolution as follows:

AGREEMENT WITH MDOT FOR MICHIGAN AVENUE REHABILITATION

Council _____ offered and moved adoption of the following resolution:

WHEREAS, a Cost Agreement, Number 11-5632, has been submitted by the Michigan Department of Transportation, which requires the City of Saginaw to adopt a resolution indicating its willingness to participate in the road improvements within the City Limits; and

WHEREAS, the improvements include, but are not limited to hot mix asphalt paving work along Michigan Avenue from Stephens Street (Highway M-46) to State Street (Highway M-58); including cold milling pavement removal, concrete sidewalk, sidewalk ramp, drainage structure and cover, earthwork, and concrete curb and gutter work and water main work along Michigan Avenue from Stephens Street (Highway M-46) to State Street (Highway M-58) and right-turn lane and traffic signal upgrading work at the intersection of West Genesee Avenue and Michigan Avenue; including concrete curb and gutter work; together with necessary related work.

NOW, THEREFORE, BE IT RESOLVED, that the Council for the City of Saginaw does hereby approve Cost Agreement, Number 11-5632 submitted by the Michigan Department of Transportation, for the Michigan Avenue Road Improvement project.

BE IT FURTHER RESOLED that said Cost Agreement, Number 11-5632 has also been approved by the City Manager as to substance and by the City Attorney as to form.

Manager's Recommendation: Approval of the resolution as follows:

**APPOINTMENT OF RECEIVING BOARDS FOR THE
FEBRUARY 28, 2012 PRESIDENTIAL PRIMARY, AUGUST 7, 2012 PRIMARY
AND NOVEMBER 6, 2012 GENERAL ELECTION**

Council _____ offered and moved adoption of the following resolution:

WHEREAS, the following elections will be held in the City of Saginaw during the 2012 calendar year:

- Tuesday, February 28, 2012 Presidential Primary;
- Tuesday, August 7, 2012 Primary; and
- Tuesday, November 6, 2012 General Election; and

WHEREAS, each of the City's twenty-two (22) precincts at the close of the polls, prepare the necessary paperwork to be sealed in a transfer container, seal the ballots in the ballot box, and deliver the materials to the City Clerk's Office; and

WHEREAS, under Michigan law (MCL 168.679a), the legislative body of a City, by resolution, can authorize the Election Commissioners of the City to appoint receiving boards to accept and open the sealed containers for review and verification.

NOW, THEREFORE, BE IT RESOLVED that the Election Commissioners for the City of Saginaw (consisting of the Chief of Police, City Attorney and City Clerk) are hereby authorized to appoint the necessary receiving boards to receive the materials (transfer containers, memory packs, electronic poll book flash drives, AutoMark flash cards and ballot boxes) from the precincts at the close of the polls for the following elections to be held in the 2012 Calendar Year: Tuesday, February 28, 2012 Presidential Primary, Tuesday, August 7, 2012 Primary and Tuesday, November 6, 2012 General Election; and

BE IT FURTHER RESOLVED that in accordance with MCL 168.679a, each board will consist of an equal number (or as near as possible) of inspectors from each major political party.

BE IT FURTHER RESOLVED that the receiving boards will be authorized to open the sealed containers to verify: (1) that the number of ballots issued equals the number of voters in the poll book and on the ballot summary; (2) confirm that the ballot box(es) have been properly sealed and that nothing other than ballots are contained within; and (3) verify that all necessary documents and have been properly signed by the election inspectors of each precinct.

BE IT FURTHER RESOLVED that the receiving board, with the election inspectors, shall together take the necessary steps to correct any discrepancies, making notation of such correction in the poll book and shall notify the clerk of the board of canvassers of the corrective action taken. Upon review and correction, if necessary, the receiving board shall properly reseal the ballot boxes and seal the envelopes.

Manager's Recommendation: Approval of the resolution as follows:

RESOLUTION OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN
APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT
PROGRAM SUBMISSION (PROGRAM YEAR 2012-13)

Council _____ offered and moved adoption of 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 I; and

WHEREAS, the Department of Housing and Urban Development has informed the City of Saginaw that they are entitled to an amount of \$2,123,748 in Block Grant funds to carry out the 2012-2013 year program; and

WHEREAS, the application has been completed in accordance with provisions of Title 1 of the Housing and Community Development Act of 1974, as amended, which identified housing and community development programs that would be carried out with 2012-13 entitlement funds; now

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

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

Manager's Recommendation: Approval of the resolution as follows:

RESOLUTION OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN
APPROVING THE HOME PROGRAM SUBMISSION
(PROGRAM YEAR 2012-13)

Council _____ offered and moved adoption of 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 amount of \$312,338 in HOME funds to carry out the 2012-13 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 program that would be carried out with the 2012-13 year entitlement funds; now

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

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

Manager's Recommendation: Approval of the resolution as follows:

RESOLUTION OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN
APPROVING THE COMPREHENSIVE HOMELESS ASSISTANCE
PROGRAM EMERGENCY SHELTER GRANT SUBMISSION
(PROGRAM YEAR 2012-13)

Council _____ offered and moved adoption of the following resolution:

WHEREAS, under the provisions of the Comprehensive Homeless Assistance Program of 1987, the Secretary of Housing and Urban Development is authorized to make grants to states and units of general government to help finance rehabilitation or conversion of buildings to use as emergency shelters for the homeless and provision of certain operating and social service expenses in conjunction with the emergency shelter for the homeless; and

WHEREAS, the Department of Housing and Urban Development has informed the City of Saginaw that they are entitled to \$110,134 in Comprehensive Homeless Assistance Program funds for the above purpose in the 2012-13 year program; and

WHEREAS, the application has been completed in accordance with provisions of the Comprehensive Homeless Assistance Program of 1987, which identified operating activities that could be carried out with the 2012-13 year funds; now

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

1. That the Comprehensive Homeless Assistance application is hereby approved; and
2. That the City Manager is authorized to file this application with the Department of Housing and Urban Development.